

Overview and Scrutiny Committee Agenda

Thursday, 7 February 2019 at 6.00 pm

Muriel Matters House, Breeds Place, Hastings, East Sussex, TN34 3UY

For further information, please contact Coral Harding on 01424 451764 or email:
charding@hastings.gov.uk

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OVERVIEW AND SCRUTINY COMMITTEE

28 NOVEMBER 2018

Present: Councillors Turner, Webb (Chair), Rankin, Barnett, Beaney, Cox, Evans and Foster

Apologies for absence were noted for Councillor Charman, Davies and Battley

38. DECLARATIONS OF INTEREST

Councillor	Item	Interest
Webb	4 – Performance and Financial Monitoring for 2018/19 – Quarter 2	Personal – He is a Councillor at East Sussex County Council

39. MINUTES OF THE PREVIOUS OVERVIEW AND SCRUTINY COMMITTEE HELD ON 4 SEPTEMBER 2018

RESOLVED that the minutes of the Overview and Scrutiny Committee held on 4 September 2018 be approved as a correct record of the meeting.

40. PERFORMANCE AND FINANCIAL MONITORING FOR 2018/19 - QUARTER 2

Mark Horan, Continuous Improvement and Democratic Services Manager presented a report on the performance and financial monitoring for 2018/19 in quarter 2. The Director of Operational Services and Director of Corporate Services & Governance brought the group through the report.

The group raised a question in regards to the use of reserves, and whether there was a fixed amount of reserves to be used, or if there were more flexible use of the reserves to cover spending. They asked if this was agreed at the beginning of the year, if it was earmarked. The answer was that a prediction was agreed at the beginning of the year when the books were balanced.

A question about the terms “underspend” and “overspend”, and what these terms meant. The answer was that an underspend meant that less money than predicted was spent in a certain area, whilst an overspend meant that more than predicted was spent. A “favourable overspend” meant that more money than predicted was spent, but for the better of the service. The group agreed that this terminology was not as accurate as it could be.

An issue in regards to the presentation of information on the report with graphs was raised. The answer was that this is the way that it must be presented as instructed by the Chartered Institute of Public Finance (CIPFA).

A question was raised on the overspend of homelessness accommodation, and what had caused it. The answer was that due to the homelessness act, more temporary

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accommodation needed to be provided. As it was a “bidders market”, it was stated that the prices of B&Bs had been rising, making this more expensive to provide accommodation. However, with the start of the housing first scheme, it was stated that the numbers of rough sleepers had fallen.

The group asked about the underspend on the warden service, and what had caused this. It was stated that currently was difficult to increase the team to full strength, but at the time of the meeting, numbers were not available. It was agreed that these numbers could be clarified.

A question was raised in regards to the Prince 2 training, and whether these project management tools were being used in the project management of the council for instance with the use of milestones. The answer was that it was currently being applied to projects, but for the first time.

The group raised a query around the sickness and whether the upward trend in work absences and sickness was due to any particular reason. The answer was that at this time, illness was more common due to the cold weather, and that stress and mental health issues were more prominently spoken about and tackled more openly. Furthermore, the stressful environment the council was currently facing had an effect on the levels of stress in the organisation. Overall, it was stated that this was a holistic problem, with many different factoring issues. Return-to-work schemes and mental health support had been helpful in making sure that staff could return to work and carry on benefitting the organisation in a positive way that was not negative on their health.

Public Space Protection Orders (PSPOs) were discussed, and it was said that the amount of them issued was quite little, with 9 over 9 months. It was asked why this was the case. Nine staff members, split between many different duties meant that they would not always be around to issue the PSPOs.

A question was raised as to the effectiveness on Playdays, and where it was being targeted. The answer was that any information would be gathered for the group, but that there wasn't as much targeted recently, and it was attempting to be boundary neutral.

The group discussed the metrics for measuring success in growth. The answer to their questions was that these metrics would develop next year, yet this was a difficult task to develop the outcome for change.

The changes regeneration were making was currently stated to be successful, however it was possible that business could commit more to the regeneration of the town.

The recommendations were proposed by Councillor Webb, which was seconded by Councillor Rankin.

RESOLVED that:

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1. That the committees comments on 2018/19 performance be addressed by the relevant Lead Member(s) with appropriate action and report back
2. That staff be thanked for their hard work and achievements

41. UPDATE ON OVERVIEW AND SCRUTINY WORK PROGRAMME 2018/19

Mark Horan, Continuous Improvement and Democratic Services Manager presented the Overview and Scrutiny Work Programme for 2018/19. He stated that the workplan was on track, and the topic of waste and the DSO would be reported back to the Overview and Scrutiny Committee in Quarter 3.

It was stated that the review for Single Use Plastics would be making their recommendations to Cabinet now, as the review had been completed. The group were happy with the presentations on Community Safety and Housing, and there were no further lines of enquiry.

In regards to the item on Online Only Services, there were still some questions to be asked in the future by the group.

The group noted that the review on the Community Coastal Fund was still in progress, with some more lines of enquiry, as well as the review on Section 106. Officers were still collecting information for this review.

(The Chair declared the meeting closed at 7.45pm)

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Agenda Item 4



Report to: Overview and Scrutiny Committee

Date of Meeting: 7 February 2019

Report Title: Performance and Financial Monitoring for 2018/19 - Quarter 3

Report By: Jane Hartnell, Director of Corporate Services and Governance
and Simon Hubbard, Director of Operational Services

Purpose of Report

To provide members with an update on performance against the indicators set out in the corporate plan for 2018/19, and other key activities, during quarter 3 (1 October to 31 December). The report also provides a summary of financial information.

Recommendation(s)

1. That the committees comments on 2018/19 performance be addressed by the relevant Lead Member(s) with appropriate action and report back
2. That staff be thanked for their hard work and achievements

Reasons for Recommendations

To assist the council to undertake performance management arrangements

Background

1. The council's 2018/19 corporate plan is divided into 3 areas; Inclusion, Growth and Futureproof. The report below is divided into these 3 sections and identifies activity and progress during the quarter across the areas.

Performance Indicators

2. Performance indicators are used to measure some aspects of our progress throughout the year. To provide a 'quick glance' of performance across the organisation, performance to the end of the third quarter is summarised below the summary of council wide financial information against targets set. Further detailed information is given in the main body of the report at the end of each area in the section labelled 'How will we know if it's working?'

Summary of council wide financial information

3. The Council wide financial position to the end of quarter 3 is summarised below.

Table 1: Overall Revenue Services position (excl. borrowing costs)

Directorate	2018/19 Net Budget	2018/19 Forecast Outturn	Variance	Trf to / (Use) of Reserves	2018/19 Estimated Outturn Variance
	£'000	£'000	£'000	£'000	£'000
Operational Services	8,811	9,347	536	741	(205)
Corporate Resources	3,490	4,056	566	(119)	685
Total	12,301	13,403	1,102	622	480

4. By this stage of the year the forecast outturn position should be becoming clear. The monitoring process is aided for the third quarter by the work undertaken by managers and accountants to set the budget for the next financial year and review the current year original budget to provide a revised budget. This monitoring maintains the format of reporting variances in forecast outturn compared to the original budget. The expected outturn for 2018/19 is included in the revised budget papers for budget cabinet on 11 February 2019.
5. The Revised Budget for 2018/19 is now forecasting a deficit of £964,000 which will be funded through the use of funds from the Transition Reserve and other Specific Reserves. This compares to an originally forecast deficit of £1,038,000. In respect of services the forecast outturn position is an adverse variance of £480,000. The forecast overspend will be financed from use of the contingency provision budget, greater transfers from earmarked reserves and reduced expenditure on interest and debt repayment (provision for MRP) resulting from delays in purchasing income yielding commercial properties.

6. Operational Services are forecasting a favourable variance of (£205,000). There are numerous variances throughout the Directorate the most notable of which are:
- Waste and Parking forecasting a positive variance of (£84,120). Mainly due to a negotiated one off Recycling Credits payment of (£100,000) from the other authorities in the Joint Waste Partnership and salary underspend in the Wardens service of (£40,830). There were additional costs on Public Conveniences of £17,500 due to bills from prior years and additional Waste contract costs of £50,000 for procurement, exit and legal fees.
 - Housing and Built Environment forecasting an underspend of (£25,744) as a result of (£139,183) underspends on salary due to vacancies in Selective Licencing, Management & Administration and Development Management along with other lesser underspends which have been reduced by overspends in Homelessness of £150,832 due to high demand for bed and breakfast accommodation and an adverse variance of £35,236 in Local Land Charges due to underachieving income related to personal searches.
7. Corporate Services are forecasting an adverse variance of £685,000. There are numerous variances throughout the Directorate the most notable of which are:
- Rental income from commercial properties showing an adverse variance of £519,000 due to a slower progress than budgeted for on new purchases (partly offset by reduced borrowing costs not shown in services).
 - The Sustainable Development energy income generation budget forecasting a deficit of £150,000 due to slower development than planned for.
 - Housing Benefit payments underspend of (£268,270) due to the rollout to date of Universal Credit.
 - Council Tax Collection showing a deficit of £131,890 on costs recovered due to fewer people being taken to court.
 - Corporate Management Costs forecasting a £100,000 overspend for Legal costs.
8. Capital Programme - The adjusted capital budget for 2018/19 is £34,819,000. As Table 2 below shows the spend to date is £11,808,000 with a year end forecast outturn of £27,665,000 resulting in a predicted underspend of £7,154,000. The underspend will need to be carried forward into the new financial year to complete the associated capital works.

Table 2: Capital Programme

Directorate	Original Budget 2018/19	Carry forwards & adjustments	Adjusted Budget	Spend to End Dec 2018	Forecast Outturn	Forecast Variance to Adjusted Budget
	£'000	£'000	£'000	£'000	£'000	£'000
Operational Services	9,334	3,813	13,147	3,801	11,335	(1,811)
Corporate Resources	20,907	766	21,673	8,007	16,329	(5,343)
Total	30,241	4,578	34,819	11,808	27,665	(7,154)

9. Within the Operational Services capital budget there are a number of large variances giving rise to a net forecast underspend of (£1,811,000). The major variances are:

- Purchase of Temporary Homelessness Accommodation giving an overspend of £640,000 as this scheme was not in the original budget.
- Energy Generation is forecasting a underspend of (£1,661,000) due to slower than anticipated progress being made on the rollout of solar panels.
- Disabled Facilities Grant is forecasting an underspend of (£300,000) with the remaining budget being carried forward to be used in future years.
- It has been decided not to proceed with expenditure of £251,000 on Castle Access / Interpretation as no viable scheme is currently identified.
- The Country Park Interpretive Centre will be underspend by (£163,000) with the expenditure slipping into the next financial year.

10. Within the Corporate Services capital programme there are a number of large variances giving rise to a net forecast underspend of (£5,343,000). The major variances are:

- An underspend of (£602,000) on the conversion of 12/13 York Buildings due to delays. Work was scheduled to start on site in October 2018 but it is now not expected until March 2019 at the earliest.
- Commercial Property Investments are forecasting an underspend of (£5,341,000) with the year end underspend being carried forward for use in the next financial year.

Quarter 3 Performance Summary

Inclusion

Indicator	Met / Not Met
1. Improved street and environmental cleanliness (levels of litter, dog fouling, detritus, graffiti and flyposting)	Not due, see main report
2. Percentage of household waste sent for reuse, recycling and composting	Met
3. % of food establishments which are broadly compliant with food hygiene law	Met
4. The average number of failed bin collections (per 100,000 collections)	Not Met
5. Total attendances at Council Leisure Centres	Met
6. Number of visitors to the White Rock Theatre	No target set
7. Number of homelessness cases prevented	Met
8. % of homeless cases resulting in a placement in emergency accommodation	Met
9. Private sector homes meeting the required standard	Not Met
10. Number of affordable homes created	Only reported at yearend
11. Average number of days to process new housing benefit claims	Met
12. Average number of days to process changes to housing benefit claims	Met
13. Average number of days to process new Council Tax Reduction claims	Not Met
14. Average number of days to process changes to Council Tax Reduction claims	Met

6 of 11 indicators met target

Growth

Indicator	Met / Not Met
15. Green Flag status retained for our key parks and open spaces	Met
16. Number of visitors to Hastings Museum and Art Gallery	Met
17. Number of long term (2+ years) empty properties brought back into use	Not available
18. Number of neglected and derelict buildings improved	Met
19. Net number of new homes built	Only reported at yearend
20. Major Planning Applications determined within 13 weeks or as another later date agreed with applicants	Met

Indicator	Met / Not Met
21. Non-major planning applications determined within 8 weeks or as another later date agreed with the applicant	Met
22. Householder planning applications determined within 8 weeks or another later date another later date as agreed with the applicant	Met
23. Major planning applications determined within 13 weeks or as agreed with the applicant over a 2 year rolling period	Met
24. Non-major planning applications determined within 8 weeks or as agreed with the applicant over a 2 year rolling period	Met

8 of 8 indicators met target

Futureproof

Indicator	Met / Not Met
25. % of customers self-serving online (through those transactions currently available on line)	Not Met
26. The proportion of working days/shifts lost due to sickness absence	Not Met
The proportion of working days/shifts lost due to short term sickness absence	No target set
The proportion of working days/shifts lost due to long term sickness absence	No target set
27. % Council Tax collected in year	Not Met
28. % Non domestic rates collected in year	Met

1 of 4 indicators met target

Wards Affected

All

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	Yes
Environmental Issues	No
Economic/Financial Implications	Yes
Human Rights Act	No
Organisational Consequences	Yes
Local People's Views	No
Anti-Poverty	No

Additional Information

Officer to Contact

Officer Name Mark Horan / Angus Singleton
Officer Email Address mhoran@hastings.gov.uk or asingleton@hastings.gov.uk
Officer Telephone Number 01424 451 485 or 01424 451487

Inclusion

Title

Set up Direct Service Organisation (DSO) for street cleaning and tender New Waste Contract programme by 29 June 2019

Milestones

- 12 December 2018 - Planning committee decision for depot
- 13th December - Depot options agreed, plans & work underway.
- Vehicle procurement in progress
- Staff TUPE arrangements in place
- C.15th January Joint Waste Contract awarded
- 29 June 2019 - DSO commences cleaning, new contractor starts waste collection
15th July Programme Ends

Q3 Update

Depot – the Planning committee on the 12th December approved the Castleham Depot planning application subject to 14 conditions. Consequently we are now working to meet the conditions as quickly as possible in order for site works to commence early March at the latest. Tenders for the conversion works have been received and are currently being assessed. A full cost review will be undertaken following review of tenders.

The vehicle procurement is proceeding on schedule.

Final tenders for the **waste and recycling** contract were evaluated by individual authorities and the evaluations were combined through a moderation process to agree a joint recommendation for the preferred contractor. The recommendation was agreed by Joint Waste and Recycling committee and by Hastings Borough Council cabinet and Full Council and the contract is expected to be awarded in January.

The number of **missed bins** continues to be worse than target. This is an area of difficulty across the whole contract area, and other parts of the county are seeing significantly worse performance than ours. Officers continue to liaise closely with Kier management, however this is an ongoing challenge.



On 3rd December, [Cabinet](#) was presented with a paper outlining the results of the tender process for the construction of a new **visitor centre at Hastings Country Park**. Cabinet delegated authority to the Director of Operational Services and Assistant Director of Financial Services and Revenues in consultation with the lead councillor for Environment, Safety and Equalities to award the contract to build the visitor centre at Hastings Country Park to SIA Design and Build. Works on site should start in spring 2019, with a view to completing within the year.

The review of the council's **Anti-Social Behaviour Public Space Protection Order (PSPO)** is being finalised. This will be followed by a four week consultation with residents, police and other key stakeholders. Consultation feedback will be incorporated before reporting to Cabinet. The wardens continue enforcement of the order with police support, where needed. Community Protection Warnings and Notices have been issued against a number of persistent offenders breaching the conditions of the PSPO (e.g. in relation to drinking alcohol). Where individuals continue to offend further escalation of enforcement action will be pursued through prosecutions in court. It is hoped that increased severity of sanctions will encourage individuals to change their behaviour, and where appropriate to engage with support services, and that this will also act as a wider deterrent to others.

In October the police alerted the council about a prolific burglar targeting the elderly that they were actively looking for. A control room operator in the **CCTV room** spotted the

individual in the town centre, contacted the police and guided officers to the arrest.

Demand for temporary accommodation has continued to increase, with approximately 120 **households living in temporary accommodation** at the end of quarter 3. The average length of stay in temporary accommodation has also increased. An earlier report to [Cabinet](#) set out the factors which are contributing to this increase, including rising rents, capped benefits and low wage growth. This trend not only impacts the quality of life of the individuals living in temporary accommodation, but also creates additional financial pressures for the council and challenges providing accommodation locally. To help offset this, the council has set aside funding to purchase its own temporary accommodation, and has already begun identifying suitable properties. The council continues to work to increase the supply of long term accommodation locally, to reduce the number of households living in temporary accommodation.

As part of the implementation of the new **Homelessness Reduction Act (HRA)**, a new duty for certain public bodies to refer people at risk of homelessness to their local housing authority was introduced in October. The council has been working in partnership with the other district and borough authorities in East Sussex to develop consistent protocols with partners, which will enable us to meet the new requirements. We also hosted a multi-agency partnership event in October to raise awareness of the new duty and referral pathways. The Contact Centre have also been involved in this work as the initial point of contact for referrals (see further update at the end of this section).



The joint project between Hastings and Eastbourne Borough Councils funded by the government's **Rough Sleeping Initiative (RSI)** is progressing. The purpose of the project is to improve access to statutory services, temporary accommodation and long term housing solutions for entrenched rough sleepers. A multi-disciplinary team of health, mental health, social care, substance misuse and housing professionals has been formed, and a new assessment centre is being set up. In quarter 3, the project successfully found temporary accommodation or long term housing for 22 individuals and prevented a further 23 individuals from rough sleeping, across both towns. However, the resources within the RSI are not sufficient alone to address this issue, and the council must continue to work in partnership with a range of agencies to prevent further increases in the number of people rough sleeping.

The council's [Housing and Homelessness Strategy](#) is being reviewed this year, and is currently focussing on the homelessness review. Three priority areas have been identified; homelessness prevention, improving accommodation supply and quality of neighbourhoods. In November, we hosted a joint partnership event to explore these priority areas in more detail. All members will have the opportunity to review the outcomes of the event at a focus group in the New Year.

The council was part of a successful partnership bid for government funds to reduce **fuel poverty**. The bid will help to retrofit properties to keep them warmer, and dovetails with our existing work to provide access to quality retrofit for able to

pay residents as well as those who are entitled to help through the public health funded [Warm Homes Check Service](#).

The council continues to pursue landlords who have not licenced their properties under the **Selective Licensing Scheme**; in Q3 there have been 23 successful prosecutions and a comparable number of civil penalties. Over 7,000 private rented properties are now licenced under the scheme.

In November the **Central St Leonards Renewal Area** came to an end. A review of the successes of the area is currently being prepared but some early indications show a significant reduction in poor condition non-decent homes and a reduction in anti-social behaviour.

5 projects are progressing for the [Connecting Hastings and Rother Together - Community Led Local Development](#) programme and are expected to commence between April and June 2019. The programme provides EU funding to projects to help disadvantaged people to find or keep work, or to start a business or set up as self-employed, and to stimulate the local economy creating jobs suitable for local people.

The **Community Partnership Fund** applications for 2019-2021 were assessed by the CPF panel in November and recommendations will be presented to Cabinet for approval in principle in January 2019, pending budget approval in February 2019.



In November the first of two **Hastings Careers Opportunity Days** was held. Over 400 year ten and eleven students attended free placements provided by organisations from across the town. The council led several sessions focussing on democracy, leisure, play and tourism. The placements offered hands on 'Day in the Life Workshops' to give students a taste of the challenges and rewards of the workplace, and an idea of pathways towards these careers. Organisations offering placements included The White Rock Theatre, The Conquest Hospital, Marshall Tufflex, The Jerwood Gallery as well as Hastings Borough Council. Department for Education research has indicated that direct careers experience can improve future work prospects, and that this was a key area lacking in the town. Feedback from organisations and students was positive, and the second day will follow in March.

In October **Play Hastings** launched a new Parent and Toddler group in Broomgrove, funded by Big Local, Orbit and Optivo. In November they supported the Playdays volunteers team (45 young people from areas of high deprivation across the town) to attend the town wide Youth Awards at Sussex Cost College.

As well as **Active Hastings'** regular programme of activities, they ran two Behaviour Change Courses to support people who help keep others active (including fitness instructors, parkrun coordinators, football coaches & healthcare staff). The courses provided participants with the knowledge, skills and confidence to support physical activity change in inactive individuals. In quarter 3 Active Hastings have also launched a new fitness class for people with Parkinson's, and a series of

courses for new mums in Hollington to help return to exercise and provide social support. They also provided input to events and launched their 2019 programme.

Two WW1 centenary exhibitions have opened at **Hastings Museum and Art Gallery**: Hastings Remembers: Local Stories of the First World War and The Price of War. They are the final part of the Heritage Lottery funded Hastings Remembers project that started in 2014. There were a series of well attended events in quarter 3, including the Museum Minis and Local History Talks by Edward Preston. The Museum and Schools Programme Officer started this quarter. This post is part of grant funded project in partnership with Bexhill museum to increase visits to museums by schools in areas of high deprivation.

In quarter 3 **Hastings Youth Council** have had talks with community police officers about funding and issues for youth, in Hastings and St Leonards. The 'Hate and Anti-Social Behaviour crime co-ordinator' also gave a presentation to the Youth Council regarding issues that occur in the local area. They organised and set up the 'Hastings Youth Awards' which took place on 4th December at Hastings College. They also had their 20th Anniversary celebration at White Rock Theatre on 1st December. National Literacy Trust sent a representative to get the YC's views and opinions for young people, regarding Literacy in Hastings. The 'Hastings Youth Grants' are now open and will be reviewed and decided by the Youth Council at the beginning of February.

The Council provided support for a range of events in the quarter contributing to **Community Cohesion** including;



World Mental Health Day on 10th October, the 'Seniors Fair' on 19th October and the Winter Festival of Faiths and Cultures on 9th December. In February there will be the 'Mosque open day' and 'Chinese New Year'.

A mystery shopping exercise was undertaken by [Fulfilling Lives](#) on the **housing options triage process in the Contact Centre** and housing officer appointments. Feedback was positive and the findings demonstrate strong progress towards meeting the recommendations from the mystery shopping exercise in 2017. Some further recommendations were made which are being addressed by the service areas.

The new **Duty to Refer** requirement from the Homelessness Reduction Act came into effect on 1 October. Statutory agencies complete an online duty to refer form and the Contact Centre contact the individual to arrange a housing appointment. There has also been ongoing development of more effective referrals with other agencies such as Citizens Advice, Money Advice Service and Hastings Works.

In Q3 there were 19,034 telephone calls to the **contact centre** and 6,040 face to face visits. 93% of customers were satisfied that their query was answered in the Contact Centre. 55% of service requests were made online in Q3 for those services this is available for. (The figure for the past 12 months, used for our performance indicator, was 59%, see Indicator 25 in Futureproof)



How will we know if it's working?

The table below shows performance indicators for this section and performance to the end of the third quarter (April 1st to December 31st). Performance is shown cumulatively from the start of the year to the end of the quarter so that the impact of earlier quarters on the latest position is shown.

The left hand column of figures 'Q1-Q3 Actual 17/18' shows our performance at this point last year. The next column 'Direction of Travel' shows if performance this year is better or worse than last year's.

'Q1-Q3 Actual 18/19' shows our performance for the first three quarters, and the following column 'Status Q1-Q3 18/19' shows whether or not we achieved the target. The last two columns show the target for the three quarters, followed by the target for the year overall. If the indicator is a percentage or average the two targets will be the same. Where there are seasonal affects (e.g. leisure centre attendance) on performance these are profiled in the quarterly targets.

Notes on performance are included after the table

Name	Improvement Direction	Q1-Q3 Actual 17/18	Dir'n. of Travel	Q1-Q3 Actual 18/19	Status Q1-Q3 18/19	Q1-Q3 Target 18/19	Yearend Target 18/19
1. Improved street and environmental cleanliness (levels of litter, dog fouling, detritus, graffiti and flyposting)	Smaller is better			* See below			5%
2. Percentage of household waste sent for reuse, recycling and composting	Bigger is better	30.7%	Worse	30.5%	Met	30.0%	30.0%
3. % of food establishments which are broadly compliant with food hygiene law	Bigger is better	98.0%	Better	99.0%	Met	92.0%	92.0%
4. The average number of failed bin collections (per 100,000 collections)	Smaller is better	71	Worse	107	Not Met	100	100
5. Total attendances at Council Leisure Centres	Bigger is better	301,109	Better	307,902	Met	302,500	411,400



Name	Improvement Direction	Q1-Q3 Actual 17/18	Dir'n. of Travel	Q1-Q3 Actual 18/19	Status Q1-Q3 18/19	Q1-Q3 Target 18/19	Yearend Target 18/19
6. Number of visitors to the White Rock Theatre	Bigger is better	77,206	Better	83,070	No targets - for information only		
7. Number of homelessness cases prevented	Bigger is better	See note below		379	Met	225	300
8. % of homeless cases resulting in a placement in emergency accommodation	Smaller is better	42.1%	Better	40.7%	Met	50.0%	50.0%
9. Private sector homes meeting the required standard	Bigger is better	134	Worse	124	Not Met	150	200
10. Number of affordable homes created	Bigger is better	Not reported until yearend					75
11. Average number of days to process new housing benefit claims	Smaller is better	15.4	Worse	18.4	Not Met	15.0	15.0
12. Average number of days to process changes to housing benefit claims	Smaller is better	7.2	Better	6.9	Not Met	5.0	5.0
13. Average number of days to process new Council Tax Reduction claims	Smaller is better	13.9	Worse	15.0	Met	15.0	15.0
14. Average number of days to process changes to Council Tax Reduction claims	Smaller is better	6.5	Same	6.5	Not Met	5.0	5.0

Notes:

1. Street cleanliness - this information is gathered from surveys conducted by independent contractors at 3 points during the year. There are no new results to report this quarter. In the previous 2 surveys one was worse than the 5% target, at 6%, and one achieved the 5% target.
2. The recycling percentage is based on figures up to the end of October, the latest data that we have available.



4. (copied from main report above) The number of missed bins continues to be worse than target. This is an area of difficulty across the whole contract area, and other parts of the county are seeing significantly worse performance than ours. Officers continue to liaise closely with Kier management, however this is an ongoing challenge.

9. The indicator for private sector homes improvements measures homes brought to meet the required standard through the involvement of the housing renewal team in response to complaints from tenants or neighbours of a private sector property. Due to the good summer and mild winter there have been fewer complaints, which is the reason for the lower figure this year.

11. 12. & 14. The revenues and benefits team have been conducting training to enable staff to process both benefits and revenues, rather than having separate teams for each. The training, which will continue throughout this year, will eventually improve overall productivity, speed and efficiency. However, there are resource implications whilst training is underway which will impact performance this year. Since October, the team has been testing a process to automate the information received about Universal Credit changes which affect Council Tax Reduction. If this is successful, this should speed up processing times moving forward.



Growth

The **Local Plan review** continues with neighbouring authorities developing working arrangements to produce a cross boundary evidence base for areas such as housing, economic and transport issues. This will help understand these issues across a wider local area, as part of the Localism Act's Duty to Cooperate. In December the Brownfield Land Register and Local Plan monitoring report were published.

Work is progressing well on the **2019 tourism marketing programme**, including the new attractions guide and tourism website; Hastings BC manages the work on behalf of 1066 Country Marketing, a private public sector partnership covering the eastern part of East Sussex.

Council supported events during the autumn were well attended, with a busy Hastings Week in October, including a very well attended torchlight procession, bonfire and firework, benefitting from the good weather. The **Hastings Fish Brand** was strongly promoted at the Herring Fair in November; the weather was fantastic for this, and we had a lot of very positive feedback about it.

3 future projects in development for **Hastings Fisheries Local Action Group** include; one to promote healthier lifestyles and address health concerns for fishermen, a feasibility study around employment opportunities that could lead to a sea fishing course with local work placements, and work to reduce single use plastics which could include partnership work with a German FLAG. These projects have

not been approved yet but future updates will be available on their progress.

A bid to the Cultural Development Fund was submitted in October to create an **East Sussex Coastal Creative Enterprise Zone**. This is a consortium bid, led by the council, aiming to support the creative and cultural sector across the zone, which would extend between Hastings and Newhaven.

The **White Rock Theatre Creative Learning programme** has been showing strong development with a commensurate rise in participation figures.

The **Local Growth Fund (LGF)** bid for incubator units at Sidney Little Road, St Leonards was submitted on 24th October. The decision for Stage 2 approval was expected in December, but further technical details have been requested, and a decision is now not expected until March. If this bid is successful it will give £500K towards the provision up to 28 new incubator business units at **Churchfields industrial estate**. A report to cabinet in the New Year will update on the next stages.

In September County Gate/Sunley were agreed by [cabinet](#) as the preferred bidder for the **West Marina** site. Our agents have been instructed to negotiate further to agree Heads of Terms to make a recommendation to cabinet in Q4 based on the financial alternatives available.

The council's **Planning Service** was reviewed in November by the Local Government Association's Planning Advisory Service. The PAS looked at the efficiency of the council's



service and its procedures and concluded that it is performing well. While performance currently remains high, there are new staffing vacancies which could affect performance in the latter part of the year and will need to be addressed.



How will we know if it's working?

The table below shows performance indicators for this section and performance to the end of the third quarter (April 1st to December 31st). Performance is shown cumulatively from the start of the year to the end of the quarter so that the impact of earlier quarters on the latest position is shown.

The left hand column of figures 'Q1-Q3 Actual 17/18' shows our performance at this point last year. The next column 'Direction of Travel' shows if performance this year is better or worse than last year's.

'Q1-Q3 Actual 18/19' shows our performance for the first three quarters, and the following column 'Status Q1-Q3 18/19' shows whether or not we achieved the target. The last two columns show the target for the three quarters, followed by the target for the year overall. If the indicator is a percentage or average the two targets will be the same. Where there are seasonal affects (e.g. leisure centre attendance) on performance these are profiled in the quarterly targets.

Notes on performance are included after the table

Name	Improvement Direction	Q1 - Q3 Actual 17/18	Dir'n. of Travel	Q1 - Q3 Actual 18/19	Status Q1 - Q3 18/19	Q1 - Q3 Target 18/19	Yearend Target 18/19
15. Green Flag status retained for our key parks and open spaces	N/A	Retained	Same	Retained	Met	Retained	Retained
16. Number of visitors to Hastings Museum and Art Gallery	Bigger is better	34,599	Better	35,898	Met	35,000	45,000
17. Long term (2+ years) empty properties returned to use	Bigger is better	88	Figures not available, see note below				70
18. Number of neglected and derelict buildings improved	Bigger is better	50	Worse	42	Met	37	50
19. Net number of new homes built	Bigger is better	Not reported until yearend					200

Name	Improvement Direction	Q1 - Q3 Actual 17/18	Dir'n. of Travel	Q1 - Q3 Actual 18/19	Status Q1 - Q3 18/19	Q1 - Q3 Target 18/19	Yearend Target 18/19
20. % major planning applications determined within 13 weeks or another later date as agreed with the applicant	Bigger is better	42.9%	Better	100.0%	Met	80.0%	80.0%
21. Non-major planning applications determined within 8 weeks or another later date as agreed with the applicant	Bigger is better	77.6%	Better	94.9%	Met	80.0%	80.0%
22. % householder planning applications determined within 8 weeks or another later date as agreed with the applicant	Bigger is better	79.4%	Better	98.4%	Met	80.0%	80.0%

Notes

17. The post of empty homes officer is now vacant following a period of extended sickness. Figures are therefore not available for the first 3 quarters. A final figure for year will be made available at the end of Q4.

The indicators below are determined by government with targets set for 2 year periods. The targets are lower than the targets set by the council for our performance in year, and indicate a level of performance below which sanctions may be applied. Our performance in relation to these targets is given below for information, and we hope will remain above these government poor performance levels.

Name	Improvement Direction	Q1 - Q2 Actual 17/18	Dir'n. of Travel	Q1 - Q2 Actual 18/19	Status Q1 - Q2 18/19	Q1 - Q2 Target 18/19	Yearend Target 18/19
23. Major planning applications determined within 13 weeks or as agreed with the applicant assessed over a 2 year rolling period e.g. 2017/18 to 2018/19 and 2018/19 to 2019/20	Bigger is better	71.1%	Better	80.0%	Met	60.0%	60.0%



24. Non-major planning applications determined within 8 weeks or as agreed with the applicant over a 2 year rolling period	Bigger is better	84.4%	Better	87.7%	Met	70.0%	70.0%
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Futureproof

Solar photovoltaic (PV) panels were installed on rooves at Muriel Matters House and Castleham Business Centre East (Stirling Road) in quarter 3 and are **generating electricity**. In January a report about ground mounted solar generation came to cabinet to seek approval and funding to develop a detailed business case, including conducting pre-planning consultation with relevant planning authorities.

The Council is now progressing housing acquisitions both through its Housing Company (general needs housing for rent) and directly in terms of temporary accommodation use. **Hastings Housing Company** (HHC) is currently in negotiation with regard to the acquisition of circa 70 units of housing and the Council is hoping to acquire 5 units of temporary accommodation and HHC to acquire 8 units of accommodation by the end of 2019/20.

Following the acquisition of the site of the old Peugeot dealership on Bexhill Road a report went to cabinet in December for further **commercial property** purchases and two of these are being pursued.

Quarter 3 has seen a great deal of work on setting the **budget** for 2019/20 and has made some real progress towards realigning the Councils operations to the available resources and meeting the £2.1m funding shortfall for 2019/20 shown in the [Medium Term Financial Strategy](#). Senior managers, in conjunction with service managers and accountants, have reviewed their services to identify what we can either; stop doing, do differently, postpone or reduce the scale/cost of.

Directors and Assistant Directors have met with Councillors to review service areas, agree savings proposed and request additional work in identified areas to evaluate the potential for further efficiencies. From this work more proposals will be made. These will include firming up what we expect to be able to make from income generation initiatives.

In line with the Councils fees and charges strategy senior officers have reviewed and agreed with Councillors the fees and charges their services will make for 2019/20, maximising increase where possible with a minimum rise of inflation except where there are clear reasons for not doing so, or where charges are on a statutory basis. A full review of car parking charges and licencing fees and charges has been undertaken and car parking charges will be determined in February 2019 along with the budget proposals.

During quarter 3 our new **external auditors**, Grant Thornton, have been on site to conduct their initial risk assessment, meet key officers and to get to know the Council. They will be back on site in the quarter 4 to commence their interim audit and again in the new financial year to undertake the audit of accounts.

The **Council Tax Reduction Scheme** has been finalised and will be reported to Cabinet in January before approval at Full Council on February 13th. Annual billing starts in the last week of February, and will be a busy time incorporating the changes from the new scheme, and being the first annual billing run with our new hybrid mail provider.



The **transformation team** have been working to prepare for the Direct Service Organisation street cleansing services, starting to design our own in-house app for allocating and monitoring work to staff while they are out of the office. This could potentially then be rolled out to other areas such as Parks and Gardens and Pest Control). More development work is also underway for other council services to use the My Hastings platform. Pest Control is now using the platform to make bookings via the Contact Centre, and public self-service will be available from quarter 4. Other services being worked on include Taxi operators, Temporary Event notices and booking appointments with Housing Officers. These will initially be used live in the Contact Centre in quarter 4, followed by public self-service rollout. The work on the Housing Officer appointment system will also be used by Rother District Council, which will generate a small amount of income to help towards implementation costs.

Work is going on to implement a project management process (**Business Improvement Team**) so that all ideas within the council are triaged to ensure the council is working on the most efficient ones. This is due to be launched in quarter 4 dependant on sign off by the Executive.

The new **Hybrid Mail system** being used by Revenues and Benefits will be rolled out across the council from March 2019, which will contribute to further significant paper, printing and postage savings.

Legal services have been very busy with work including commercial and Housing Company property acquisition and litigations, as well as advice and input into the Council's major

projects and input for training of councillors. Our policies for the **Regulation of Investigatory Powers Act** are currently being reviewed and the next phase for the **General Data Protection Regulations** has been defined.

The **Independent Remuneration Panel** met in October to review councillors' allowances. The panel's recommendations were approved by Cabinet and Full Council in December.

The **Gambling Statement of Principles**, was approved by [cabinet](#) in November and full Council in December, and published at the start of January.

A new design of **plates and signs for taxi/private hire vehicles** has been approved following consultation with the trade and local councillors. The new signs are now being rolled out.

Preparations have been put in place to implement the new **national animal licensing system**.



How will we know if it's working?

The table below shows performance indicators for this section and performance to the end of the third quarter (April 1st to December 31st). Performance is shown cumulatively from the start of the year to the end of the quarter so that the impact of earlier quarters on the latest position is shown.

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Notes on performance are included after the table

Name	Improvement Direction	Q1-Q3 Actual 17/18	Dir'n. of Travel	Q1-Q3 Actual 18/19	Status Q1-Q3 18/19	Q1-Q3 Target 18/19	Yearend Target 18/19
25. % of customers self-serving online (through those transactions currently available on line)	Bigger is better	58.2%	Better	58.8%	Not Met	64.0%	65.0%
Number of transactions online	Bigger is better	22,001	Better	22,467		For info only - No target set	
Number of transactions via other channels (of those where online is available)	Smaller is better	15,800	Better	15,727			
26. The proportion of working days/shifts lost due to sickness absence	Smaller is better	5.33	Worse	7.01	Not Met	4.70	6.25
The proportion of working days/shifts lost due to short term sickness absence	Smaller is better	3.38	Worse	3.74			For info only - No target set



Name	Improvement Direction	Q1-Q3 Actual 17/18	Dir'n. of Travel	Q1-Q3 Actual 18/19	Status Q1-Q3 18/19	Q1-Q3 Target 18/19	Yearend Target 18/19
The proportion of working days/shifts lost due to long term sickness absence	Smaller is better	1.95	Worse	3.27			For info only - No target set
27. % Council Tax collected in year	Bigger is better	87.3%	Worse	86.9%	Not Met	88.0%	96.3%
28. % Non-domestic rates collected in year	Bigger is better	84.6%	Better	85.4%	Met	84.2%	98.0%

Notes:

25. The percentage of customers self-serving on line over the past 12 months was 58.8% at the end of December. This indicator is measured over 12 months due to significant changes in monthly rates. There is a slow increase in the proportion of transactions customers are carrying out via online self-service, but this is not likely to reach the stretching 65% target the Scrutiny committee requested by the end of the year. There are a number of contributory reasons for the plateauing of this figure including popular online services such as pink sack requests no longer being available online; selective licensing online only forms tailing off as the bulk of the licenses having been issued; and, a consistent provision of face to face and phone service provision via the Contact Centre. As further services are introduced for public self-service this will continue to gradually increase the rate. To meet or exceed the target quicker, it is viewed that the council will need to arrive at difficult decisions around which services to provide online only. Plans are afoot to pilot online only for particular services during the coming quarters. We also expect to see a more prominent increase in people self-serving when Citizens Access goes live this summer, enabling those that can to be able to access revenues and benefits services online.

26. Sickness absence for the first three quarters is significantly higher than last year and is above the target for the year of 6.25 days. There are increases in both short term and long term (more than 28 calendar days) sickness, which we are working to address. Measures to support staff include support to improve physical and mental health through lifestyle changes and exercise, mental health awareness training for all staff, as well as support for people who need help to return to or remain in work via a vocational rehabilitation officer working with Remploy. Mental health absence is becoming an increasing area of sickness, both with staff signed off for mental health reasons, and other sickness patterns indicative of possible underlying mental health difficulties.



27. The target for Council tax collection has not been met at Q3. We are aware of the position and working hard to maximise collection. It should be noted that we are looking to fill 2 recovery staff posts and this has invariably impacted on the ability to collect monies not only in respect of in year debt but also prior year debt. It should also be noted that these targets only reflect in-year recovery, and the overall recovery rate is always higher as it continues beyond year-end.

Agenda Item 5



Report to: Overview and Scrutiny

Date of Meeting: 7th February 2019

Report Title: Overview and Scrutiny Review of Single Use Plastics

Report By: Chantal Lass, Sustainability Manager, Democratic Services

Purpose of Report

This report provides an update on the work that has been carried out by Overview and Scrutiny to review the Councils work to date on phasing out the use of single use plastics (SUP) and to make recommendations for further action by the Council.

Recommendation(s)

1. To review the Councils sustainable procurement policy and actions to support reducing our purchase of SUP products.
2. Local events – explore how to reduce the use of plastic cutlery, food containers and cups for drinks e.g. re-usable stackable cups, at large scale events in the town. Investigate other local authorities sustainable events guide e.g. Brighton.
3. Carryout an audit of single use plastics in the Councils operational buildings identifying which items are our own purchases or part of our contractors services e.g. office cleaning and create a single use plastics policy for the Council.
4. The Business Improvement District – could initiatives be developed with the town centre BID to reduce the use of plastics in local businesses e.g. take away food containers such as polystyrene boxes & plastic straws.
5. Discussions were held around the viability of phasing out other single-use plastic inside Council offices, to meet the 2019 commitment as part of the motion to Council. Further analysis and consideration of alternative options should be undertaken, by consulting with services across the council to clearly identify where SUPS use is most significant, and how this might be achieved.
6. To review the Councils environmental Policy to make sure it addresses current environmental pollution issues such as the use of SUPs.
7. Find out what local businesses are doing and could do to support a plastics free Hastings and explore the potential to create a 'green rating' for local businesses like 'scores on the doors.'
8. To create a sustainable event guidance note for local events which provides advice on eliminating single use plastics at events.
9. To find out more information about Newport Waste Savers Trust and how it is operated to see if there is anything that can be replicated in Hastings?

10. To promote the local refill project.
11. For Councillors to research about the 'Plastics Pact' promoted by WRAP.
12. Can the Council promote and expand the water fountains available in town? Can these be highlighted on a tourist map?
13. Community beach cleans and neighbourhood litter picks – how else can the Council support these events?
14. To organise a visit to the Newhaven Waste to Energy facility for councillors.

Reasons for Recommendations

As part of the review, the team explored the background to the issue of plastics pollution including where plastics waste in our oceans come from; understanding what happens to the plastic waste we collect in the borough; our actions to reduce single use plastics in the our offices; and grassroots community action.

The review team have developed a set of recommendations for further research and activity for consideration by the Council, which they consider will help to reduce the Council's use of single use plastics and more broadly reduce the Council's environmental impact.

Introduction

1. In April 2018, a motion to Council was passed by Full Council. The motion presented called for phasing out the use of Single Use Plastics (SUP's) within all Council buildings and services, with the aim of achieving zero use by the end of 2019.
2. Single Use Plastics can include any disposable plastic item which is designed to be used only once and includes plastic bags, stationery, plastic cutlery, drinking containers, coffee capsules, wet wipes, razor blades, plastic drinks bottles, hand sanitiser bottles, food wrappers, bottle tops, straws, air fresheners, and plastic stirrers.

Review Team

3. The review team members are Councillors Maya Evans (Chair), Ruby Cox, Paul Foster and Tania Charman
4. Officer support was provided by Chantal Lass, Coral Harding and Deniz Musa.
5. The review has also benefitted from advice from other services including Cameron Morley and the waste, street scene and cleansing services.

Methods

6. Desktop research and guidance on policy and processes from Council officers working in this field and the varying experiences shared by Councillors on the review team served as the basis from which Councillors arrived at the recommendations set out.

Background Information

7. Plastics are made from oil a finite resource, (and a source of both climate emissions and pollution). They can be moulded into a diverse range of complex shapes and forms, and can be changed to meet an endless variety of needs. There are at least seven different types of plastic polymers (see appendix 1) that are widely used for packaging (bottles, food), building materials (pipes, window frames), and to make fibres (clothing, carpets). Cars and planes are about 50% by volume, and more clothes are made out of plastic (polyester and nylon) than cotton and wool. Our mobile phones and associated chargers, IT equipment, TV's and many other everyday items are made from plastic. Plastics can be recycled into many different 'new' products including clothing, toys, buckets, building materials, composters and plastic packaging.
8. 4.2 In the UK, we use huge amounts of plastic packaging to transport and package a range of vast number of products including food, drinks, cleaning products, shampoos and toiletries. Plastic is light, pliable, flexible, strong and an easy to transport material.
9. 4.3 However, despite its versatility, there is now growing acceptance, locally, nationally and globally of the negative impact plastic waste is having on our environment and in particular the marine environment. It is estimated that over 8 million tonnes of plastics are making our way into our oceans every year, posing a threat to our natural and marine environment. Around 80% of the plastic in the ocean is suspected to come from activities and industry on land. A product that was once lauded as a 'stroke of genius' has become one of the fastest growing environmental problems in the world, posing a threat for wildlife and humans.

Where does the plastic waste in our oceans come from?

10. A recent study has shown that most of the plastics found in our oceans is washed into rivers, with 90% of it coming from 10 key river systems; 8 of which are located in Asia and 2 in Africa. Two key factors contributed to this; a generally high population living in the surrounding region and a less than ideal waste management process in place in individual countries. However, much of this waste does not originate from the country bordering a river, but is waste imported from other parts of the world, looking to transfer their waste disposal and recycling responsibilities. The UK has been sending its plastic waste to China and more recently Malaysia and Vietnam.

The Yangtze is Asia's longest river and one of world's most ecologically important rivers. The river basin is home to almost 500 million people (more than one third of China's population). It is also the biggest carrier of plastic pollution to the ocean. (Source World economic Forum)

In January 2018, China announced that it was stopping importations of waste from other parts of the world and has begun to establish management practices for its countries own waste. This has had a huge impact on the Uk's waste management practices.

11. Most common plastics are not biodegradable, or able to be broken down by bacteria or living organisms. The estimated time it takes for plastics to decompose varies depending on the type of plastic and its function – plastics can photodegrade (from sunlight if designed to do so) or degrade into smaller and smaller pieces. A water bottle (PET) takes over 450 years; a plastic shopping bag (HDPE) between 10 & 100 years; A detergent bottle (HDPE) over 500 years; a drinking straw (PP) over 100 years; a yoghurt pot (PP) over 100 years and a polystyrene cup (XPS) between 50 & 500 years. Large pieces of plastic are turned into micro plastics, as they are slowly broken into smaller parts as the plastics age, becoming brittle and break up. The largest accumulation of plastics in the world is located between Hawaii and California the ‘Great Pacific Garbage Patch’ covering an estimated surface area of 1.6 million kilometres, containing an estimated 80,000 tonnes of plastic. .

Responses to Plastic Pollution

12. Businesses, local authorities, communities and individuals across the UK and beyond are using their efforts to respond to the plastic pollution problem by adopting policies and practices, sharing knowledge and information to reduce our reliance and dependency on plastics and where sure maximise the opportunity to recycle and reuse them

13. Momentum is gathering pace to find solutions to our plastic and other waste problems including shifting to a ‘circular economy’ which is based on 3 principles:

- Design out waste and pollution
- Keep products and materials in use
- Regenerate natural systems

Such an approach provides an opportunity to rethink and reshape the future of plastic so that we can retain its value, and curtail the damage plastic creates on our planet, by transforming the plastics system. UK Businesses have recently called for the Government to address the UKs waste management infrastructure, especially as options for recycling/ disposal as international markets diminish.

14. On the 18th December 2018, the Government published its ‘Resources and Waste Strategy’ which includes a commitment to developing a more circular economy, whereby resources are recycled and recovered and made into new products; the strategy includes plans to introduce a tax on plastic packaging with less than 30% recycled plastic content and commitments to international action on plastics. It sets out a vision for the revaluing of our limited resources and to introduce a deposit return system for cans and plastic.

15. International commitments include the Commonwealth Clean Oceans Alliance (CCOA) and the United Nations Sustainable Development Goals including SDG 14 to ‘conserve and sustainably use the oceans, seas and marine resources for sustainable development’. The CCOA aims to end the use of single use plastic and address marine plastic pollution, and promote progress towards SDG 14

Understanding what happens to our plastic waste in the Borough

16. The Council is only responsible for collecting household waste and we have been collecting 'household' plastic waste for recycling since the 1990's; the plastic materials that can be recycled have been gradually expanded over the years as recycling markets have developed and grown.
17. Plastic products can be recycled at the recycling centres throughout the town, the waste and recycling site at Pebsham, or through the household kerbside recycling scheme. The Council is only responsible for collecting household waste, East Sussex County Council are responsible for its 'disposal' including working with the waste contractors to secure markets for all the materials we collect.
18. Materials collected from the recycling centres and the kerbside recycling scheme is collected by Kier and transported to the Materials Recycling Facility (MRF) at Crayford, in Kent. The mixed recycling is processed and sorted into the different materials, baled and sent for reprocessing in the UK, and/or abroad depending on the material, the market value of the material, and the markets need for the material at the time of collection.
19. In the case of single use plastics, these can be sent for processing where they are made into new products including fleeces, garden furniture and plastic packaging.

Single Use Plastics at the Council

20. In response to the motion to Council in April, the Council has slowly begun to reduce its dependency on single use plastic products, especially where it has direct control over their use in our office buildings.
21. For example, the use of single use plastic cups in meetings has been phased out – staff and Councillors are encouraged to use their own cup and glass for hot and cold drinks. For meetings involving external partners, china mugs and glasses are now provided; tea, coffee and sugar is now provided in large glass jars, eliminating the need to use sachets of tea coffee and sugar which are often made from plastic.
22. Staff and councillors bring shop bought and homemade food and drink to work to sustain them throughout the day. In all of the staff and communal kitchen areas, recycling facilities are provided for recycling our waste including single use plastic items, e.g. drinks bottles (milk and fizzy drinks) and yoghurt pots to enable these to be collected and recycled. A number of years ago, we removed individual desk bins to help reduce our waste and encourage staff to think about the waste they generated whilst at work.
23. Areas in our offices where single use plastics are still being bought and used include kitchen and office cleaning products, air fresheners, stationery products (pens, cello tape, paper clips).

Grass Roots Community Action and Engagement

24. A number of community groups are carrying out both beach and neighbourhood 'clean up' days including the local action groups of Surfers Against Sewage, the Marine Conservation Society (MCS), and 'Tidy up St Leonards'. Regular community events are held e.g. monthly beach cleans with MCS. These are

supported by our resort services who provide litter pickers and plastic bags and arrange for collection of the waste once the event is over. Surfers against Sewage have also set up a social media page 'Plastics Free Hastings' as part of a national campaign 'Plastic free Communities'.

25. Hastings Transition Town has worked with a national grassroots movement 'Refill', an initiative to prevent plastic pollution at source by making it easier to reuse and refill a water bottle instead of buying a new one. The UK has some of the best quality, free drinking water in the world. Refill has estimated that the average person in the UK will use 150 plastic water bottles every year. If just 10% of us refilled once a week, we would have saved 340 million plastic bottles in a year. Transition Town Hastings has to date encouraged over 25 local businesses to pledge to the scheme, and will continue to encourage local businesses to sign up. Local Businesses supporting the local scheme can be found on the Refill App or on the Refill Hastings Facebook page.

Recommendations for further action

26. A number of recommendations for further research and / or action have been suggested by the review team to further the Council's commitment to phasing out Single Use Plastics in its buildings and services, and the wider Hastings community and are listed below. These were each carefully considered by the review team and rated accordingly in priority order as follows:
1. To review the Council's sustainable procurement policy and actions to support reducing our purchase of SUP products
 2. Local events – explore how to reduce the use of plastic cutlery, food containers and cups for drinks e.g. re-usable stackable cups, at large scale events in the town. Investigate other local authorities sustainable events guide e.g. Brighton
 3. Carry out an audit of single use plastics in the Council's operational buildings identifying which items are our own purchases or part of our contractors services e.g. office cleaning and create a single use plastics policy for the Council.
 4. The Business Improvement District – could initiatives be developed with the town centre BID to reduce the use of plastics in local businesses e.g. take away food containers such as polystyrene boxes & plastic straws
 5. Discussions were held around the viability of phasing out other single-use plastic inside Council offices, to meet the 2019 commitment as part of the motion to Council. Further analysis and consideration of alternative options should be undertaken, by consulting with services across the council to clearly identify where SUPS use is most significant, and how this might be achieved.
 6. To review the Council's environmental Policy to make sure it addresses current environmental pollution issues such as the use of SUPs.
 7. Find out what local businesses are doing and could do to support a plastics free Hastings and explore the potential to create a 'green rating' for local businesses like 'scores on the doors'
 8. To create a sustainable event guidance note for local events which provides advice about eliminating single use plastics at events

9. To find out more information about Newport Waste Savers Trust and how it is operated to see if there is anything that can be replicated in Hastings
10. To promote the local refill project
11. For Councillors to research about the 'Plastics Pact' promoted by WRAP.
12. Can the Council promote and expand the water fountains available in town? Can these be highlighted on a tourist map?
13. Community beach cleans and neighbourhood litter picks – how else can the Council support these events?
14. To organise a visit to the Newhaven Waste to Energy facility

Summary and Conclusion

27. Whilst reducing the use of Single Use Plastics is a part of the solution to the global plastics pollution problem, reducing our dependency and finding alternative packaging solutions and/or reducing our consumption of such products will take time both locally, nationally and internationally.
28. However, we saw a total ban on the manufacture and sale of microbeads (microbeads are tiny pieces of plastic added to everyday items such as toothpaste, facial wash and abrasive cleaners) in 2016, in response to their widespread pollution of the marine environment and growing banning of single use plastic bags, so global and national action is possible.
29. However, to be able to totally phase out the use of Single use Plastics (SUPs) from across the Council is a significant and ongoing piece of work. The review team recognise that it will take time to fully capture all SUPs that are in our buildings and across our services. In some circumstances it may not be possible to find a suitable alternative at this current time.
30. However, the work that is being undertaken nationally to develop a 'circular economy' approach to plastics and other resources will in the long term see a change in how plastics are viewed, used and reused.
31. The recommendations developed by the review team, can be seen in context of other projects the Council is developing. These include income generation plans for renewable energy, an emerging Energy Strategy for the town and its response to the IPCC climate change report calling for action to limit global temperature to 1.5°C, and the launch of our in-house street cleaning service and partnership with the new household waste contractor.
32. These recommendations support the Council's sustainability ambitions to address climate change and the use of natural resources. The review team felt that it will be important for Overview and Scrutiny to retain at least a watching brief to keep abreast of emerging policy developments, support the Council's sustainability ambitions and help monitor our progress.

Wards Affected

All

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness
Crime and Fear of Crime (Section 17)
Risk Management
Environmental Issues – yes
Economic/Financial Implications
Human Rights Act
Organisational Consequences - yes
Local People's Views
Anti-Poverty

Additional Information

The UK Plastics Pact <http://www.wrap.org.uk/content/the-uk-plastics-pact>

Refill UK <https://refill.org.uk/about/>

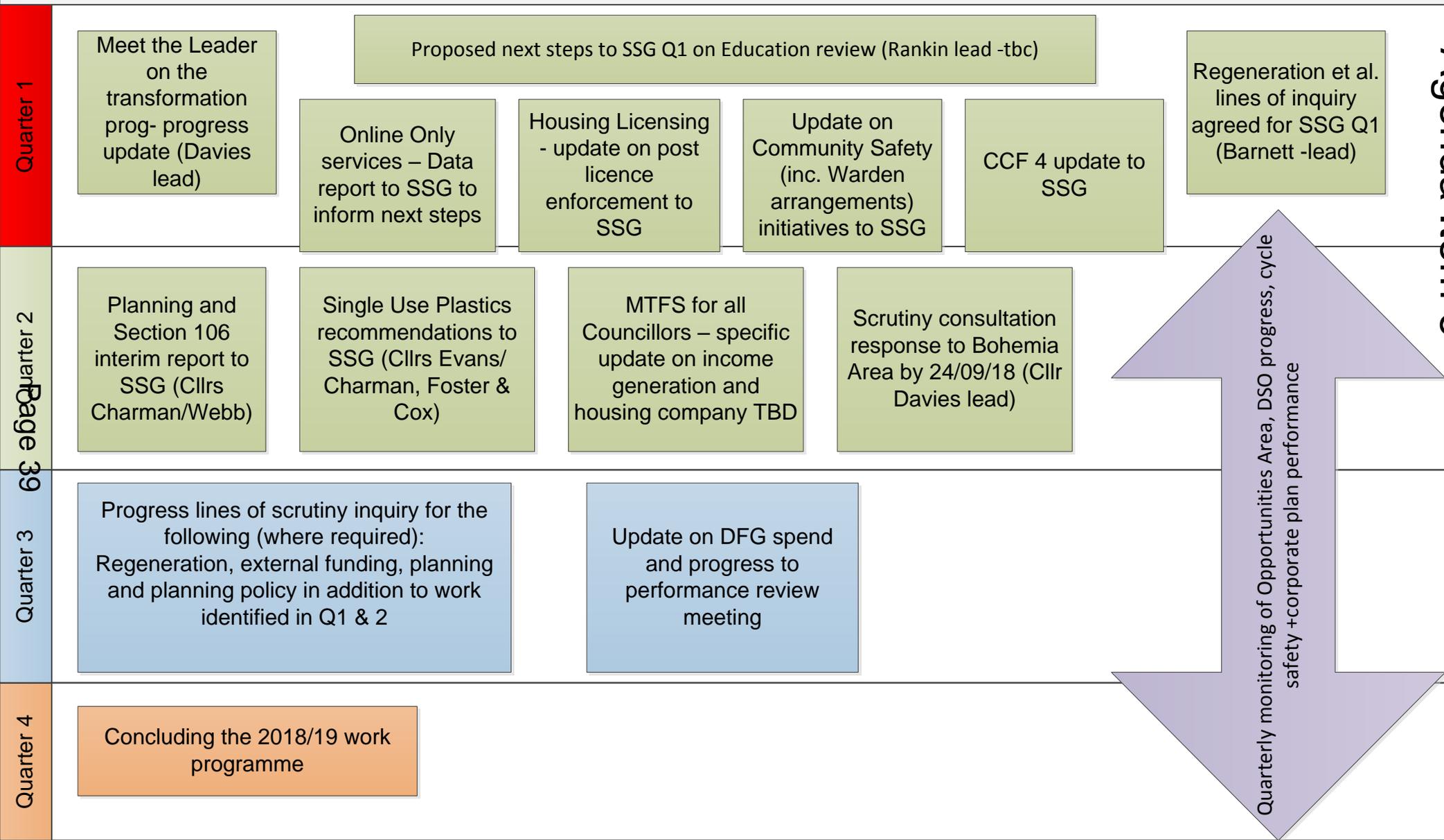
Plastic Oceans UK <http://plasticoceans.uk/the-facts/>

Ellen MacArthur Foundation –the circular economy
<https://www.ellenmacarthurfoundation.org/circular-economy/concept>

Officer to Contact

Officer Chantal Lass
Officer Email class@hastings.gov.uk
Officer Telephone Number 01424 451483

Revised Overview and Scrutiny Work Programme 2018/19 (post annual meeting on 12th July 2018)



Agenda Item 6

