

Appendix A



Cambridgeshire County Council's

Household Recycling Service Strategy 2014 - 2019

Version Number	Date	Changes
1	November 2013	Handover document following Waste PFI Board Meeting.
2	December 2013	Initial changes made by Jonathan Pearson.
3	December 2013	Updates provided by Emma Fitch.
4	December 2013	Document updated to take account of comments from Tom Blackburne-Maze and other key officers.
5	January 2014	Document revised to ensure key points raised by Waste PFI Board in November 2013 incorporated.
6	January 2014	Document sent out to Portfolio holders for comment prior to stakeholder consultation.
7	January 2014	Version sent out to stakeholders and partners for consultation.
8	February 2014	Document updated to take account of comments received from consultation.
9	March 2014	Document taken to SMT meeting.
10	March 2014	Changes made to take account of comments following SMT meeting. Document taken to Informal Cabinet.
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Section 1 Our Aim and Objectives

1.1 Introduction

- 1.1.1 This sets out Cambridgeshire County Council's strategy for delivering a Household Recycling Service, which includes options to consider the redesign of the existing system, as a resource to residents and to support our statutory duty to meet Cambridgeshire's waste disposal requirements.

1.2 Our Aim

- 1.2.1 To provide an efficient and cost-effective service that supports the present and future needs of the residents of Cambridgeshire whilst protecting the local environment and reducing waste to landfill.

1.3 Our Objectives

- 1.3.1 The following policy objectives take account of:
- National and EU policy and legislation;
 - Local planning policy, regulation and guidance;
 - Cambridgeshire and Peterborough Waste Partnership (RECAP – '*Recycling in Cambridgeshire and Peterborough*') strategies; and
 - Local and national best practice and guidance¹.
- 1.3.2 **Provide Household Recycling Centres** - The County Council maintains a network of HRCs across the County to meet the demands of population and any associated growth in waste.
- 1.3.3 **Accessible to all** – The County Council will aim to provide a service that considers the needs and circumstances of all our residents and communities.
- 1.3.4 **Appropriately developed and located services** – The service will be developed and located in consultation with relevant planning authorities and other key stakeholders.
- 1.3.5 **Excellence in customer service** – Within existing and future financial constraints, the County Council will provide services which are convenient, safe and easy to use and in line with the Council's Customer Charter.
- 1.3.6 **Protect and enhance the environment** – The County Council will develop, build, locate and operate services that take account of the

¹ WRAP Household Waste Recycling Centre Guide October 2012

local environment by helping to reduce the amount of waste sent to landfill.

- 1.3.7 **Localism** – The County Council will embrace localism by engaging and including local communities in the delivery of the service.
- 1.3.8 **Value for money** – the County Council will develop, operate and maintain a service that provides the best economic value to Cambridgeshire Council Tax payers.

Section 2 Introduction and Background

2.1 Introduction

- 2.1.1 In December 2006 Cambridgeshire County Council produced a Household Waste Recycling Centre Strategy. This set out our strategy for delivering Household Recycling Centres (HRCs) as places where residents can deposit their recycling and waste.
- 2.1.2 There is now a need for an updated Strategy to consider a system redesign that aligns with the Council's Business Plan and assists the Council on deciding on any future investments required for HRC infrastructure provision across the County to meet the demands of population and any associated growth in waste.
- 2.1.3 This strategy will allow consideration for the rationalisation of the existing service within Cambridgeshire, as well as providing scope for the review of HRC operating regimes, given the economic climate.
- 2.1.4 This strategy will also assist the Council to further improve on its significant recycling achievements to date and continue to meet challenging landfill diversion targets.

2.2 Duty of a Waste Disposal Authority

- 2.2.1 In respect of waste infrastructure provision, Cambridgeshire County Council, as a Statutory Waste Disposal Authority (WDA), has a duty to provide places for residents in its area to dispose of their household waste² which are reasonably accessible, and which will help contribute to the UK meeting the landfill diversion targets.

2.3 Waste Production

- 2.3.1 Since 2008 when the Waste PFI contract was awarded to AmeyCespa which included the management of the HRCs, including handling of material and transport services, waste production has fallen steadily whilst planned population growth has increased significantly. This consistent fall in waste for four years may be linked to various successful educational campaigns and initiatives run nationally or locally by RECAP and the County Council in partnership with AmeyCespa such as:
- Yes You Can;
 - Love Food Hate Waste;
 - Wear it, Love it, Share It;
 - Education Centre at Waterbeach, including school competitions;
 - Annual AmeyCespa Recycling Open Day; and
 - Waste Electrical and Electronic Equipment Promotions.

² Environment Protection Act 1990 Section 51

2.3.2 It should be noted that this fall in waste could also be linked to the recent economic climate (and associated changes in purchasing habits) and new regulations on limiting packaging³.

2.4 Achievements since 2006

2.4.1 Since adopting the Household Waste Recycling Centre Strategy 2006, the County Council has improved HRC facilities and services offered to residents:

YEAR	ACHIEVEMENT
2007	<ul style="list-style-type: none"> • 56% of waste received at HRCs is recycled or recovered. • RECAP Partnership granted Beacon Council status for waste and recycling.
2009	<ul style="list-style-type: none"> • New site for St Neots opened, involving the extensive modification of an existing building. • AmeyCespa take over the management of the nine HRCs as part of the Private Finance Initiative contract until 2036. • The Education Centre at AmeyCespa was opened to promote recycling (including HRCs)
2011	<ul style="list-style-type: none"> • 63% of waste received at HRCs is recycled or recovered. • Brand new purpose-built HRC at Witchford is opened, replacing Grunty Fen HRC.
2012	<ul style="list-style-type: none"> • Witchford HRC features in WRAP's Household Waste Recycling Guide for its innovative design and vision.
2013	<ul style="list-style-type: none"> • Witchford HRC nominated for an award in the 'Award for Excellence in Recycling and Waste Management' category for Civic Amenity Site of the Year. • 68% of household waste at HRCs is recycled or recovered.

Note: the recycling figures are applied to financial years rather than calendar years.

³ Producer Responsibility Obligations (Packaging Waste) Regulations 2007 (as amended)

- 2.4.2 Since the award of the PFI contract in 2008 Cambridgeshire County Council has worked in partnership with AmeyCespa to deliver waste services, helping to achieve recycling and diversion rates and to provide educational services etc. This partnership approach has also included work with RECAP partners as shown below.

2.5 Work With RECAP Partners

- 2.5.1 The Cambridgeshire and Peterborough Waste Partnership (RECAP), see Appendix 2, is a joint waste management partnership first established in 1999 to develop ways of working closer together to seek a more sustainable approach to waste management for the benefit of residents in the area.
- 2.5.2 In 2009, the Government awarded RECAP a 'Green Flag' for 'exceptional performance and innovation from which others can learn'. RECAP were the only local authority waste service recognised with the award. The partnership has also received further awards for its individual initiatives, including Green Apple Awards, Local Authority Recycling Advisory Committee awards, Beacon Status and a Government Business Award for partnership trade waste projects.
- 2.5.3 RECAP's ambition is to maintain services for residents and improve environmental performance. To achieve this, the Partnership is adopting an 'Optimum Whole Systems Approach' to waste management by developing closer partnership working. This means the County Council will be looking for opportunities to deliver services collectively where this provides the best economic value to Cambridgeshire and Peterborough council tax payers. To aid this process all RECAP partners have signed up to an Advanced Partnership Working Charter in terms of collaborative working. The guidance within this Charter will be followed as part of this strategy.
- 2.5.4 The Council also continues to support initiatives that promote recycling, re-use and reduction of waste through RECAP and HRC facilities.

Section 3 Current Position

3.1 Legislation and Planning

- 3.1.1 Cambridgeshire County Council currently provides a recycling service through the provision of HRCs.
- 3.1.2 Each of the HRCs operates under planning permission granted by the County Council as the Waste Planning Authority and is regulated under an Environmental Permit granted by the Environment Agency in accordance with the Environmental Permitting Regulations.
- 3.1.3 These permissions and permits determine crucial aspects such as, but not limited to:
- Opening times;
 - Materials to be accepted;
 - When a facility must stop operating for good; and
 - Restrictions on expanding or upgrading.

3.2 Current Provision of Household Recycling Centres

- 3.2.1 There are currently nine HRCs provided by Cambridgeshire County Council, these are contracted to AmeyCespa for management, transport of materials and maintenance, which also includes an option to provide replacement or new HRCs. Map 10 in Appendix 1 of this document shows the geographical coverage of all nine household recycling centres based on a maximum drive time of 20 minutes. National Guidance published by Waste and Resource Action Programme (WRAP) identifies this level as a best practice indicator for drive times⁴.
- 3.2.2 Two of the HRC's located at Wisbech and Thriplow are bound by lease agreements which could influence any future development of these sites.
- 3.2.3 The planning permission for the HRCs at March (2024) and Milton (2020) are linked to that of the adjacent landfill sites. For this reason, when the planning permission for the landfill site expires, the recycling site planning permission will also come to an end, albeit on a slightly earlier timeframe to allow the final landfill restoration to be achieved on the HRC land.
- 3.2.4 The Location and Design of Waste Management Facilities Supplementary Planning Document (SPD) was adopted by Cambridgeshire County Council in 2011 to provide guidance on the

⁴ Household Waste Recycling Centre (HWRC) Guide, WRAP, 2012

location and design of waste management facilities which includes HRCs.

- 3.2.5 The RECAP Waste Management Design Guide Supplementary Planning Document was also adopted by Cambridgeshire County Council in 2012 and provides practical information on providing waste storage, collection, and HRCs. This provides guidance on managing waste from the 'kitchen sink' level right up to the HRCs.
- 3.2.6 Under the existing waste Private Finance Initiative (PFI) contract with AmeyCespa there are constraints on changes to the current HRC provision that need to be considered in any future development, improvement or rationalisation of HRCs, and associated operating regimes. This means that any future options being considered to enhance or close any of the HRCs or amend the operating hours for example will need to assess any possible financial implications of doing so in line with the PFI contract. Any possible financial payment costs will need to be balanced against the longer term savings when considering the options going forward.

3.3 Public Perception

- 3.3.1 AmeyCespa carry out surveys of the HRCs once every two years to monitor customer satisfaction. A survey was carried out in 2012 at four of the nine HRCs, covering topics such as site layout, customer service and satisfaction.
- 3.3.2 The results were extremely encouraging with an average of 97% of residents satisfied with the layout of the site and 97% satisfied with the ease of identifying site staff when required. Over 80% of residents were satisfied with the recycling options available at the sites.
- 3.3.3 Cambridgeshire County Council also conducted a similar survey in 2012. This survey revealed that 88% of residents consider it reasonable to travel up to 20 minutes to visit an HRC and 86% of residents either never queue or rarely queue to access their local HRCs. The top three qualities considered important for residents were queuing times, design of sites and the availability to accept a wide range of materials.

3.4 Funding

- 3.4.1 The Cambridgeshire and Peterborough Minerals and Waste Core Strategy, adopted in 2011, sets out a requirement for residential developers to make financial contributions for waste storage, collection and recycling in accordance with the content of the RECAP Waste Management Design Guide. Similarly developers are also required to contribute to the provision of waste management infrastructure

including HRCs. Such contributions currently collected within Cambridgeshire are highlighted in Appendix 4C.

- 3.4.2 The Community Infrastructure Levy (CIL) is a levy that local authorities can charge on new developments to help fund local infrastructure requirements related to growth. Introduced in 2010 through the Community Infrastructure Regulations, this method of collecting planning obligations will replace Section 106 agreements for off-site infrastructure. Section 106 agreements are likely to continue to be used to fund the infrastructure on strategic growth sites.
- 3.4.3 Currently Huntingdonshire and East Cambridgeshire District Councils have introduced CIL with both Cambridge City Council and South Cambridgeshire District Council planning to introduce a CIL regime by early 2015. Fenland District Council has currently made no commitment to introducing CIL. Where HRCs are to be delivered off-site CIL will be considered as the source of funding. However, it is important to note that unlike a Section 106 (S106) legal agreement that defines the precise amount payable for HRC provision (subject to conditions in many cases), the funds collected under CIL are placed in a central pot at the City / District Council level and the distribution of funds are determined by their local members in consultation with the County Council. As such the HRC contributions for County Council development remain unclear and the risk is that development will proceed in the growth areas without any funds being passed across for HRCs, even though HRC provision may be on the infrastructure list at the relevant City / District Council. Therefore only S106 funds have been included in Appendix 4C as there is no certainty of obtaining funds at this stage through CIL.
- 3.4.4 Despite these provisions from developers, significant capital funding is still required from the Council towards the refurbishment of existing sites and development of new HRCs, all at the time of severe Local Authority budget cuts implemented by Central Government. The Council will continue to seek alternative sources of funding, alongside the HRC capital programme funds highlighted in Appendix 4B, to secure the future availability of an efficient and cost-effective network of HRCs in Cambridgeshire for its residents.
- 3.4.5 In February 2014, the County Council's Business Plan for 2014/15 was published to identify how the authority would provide a balanced budget given significant revenue budget reductions. The Business Plan includes an item to reduce the Household Waste Recycling budget by £440,000 in 2015 / 2016 which may require closing up to 3 sites. In order to help realise the overall savings, other factors such as charging and reduced opening hours have also been identified as possible items for consideration. These options will be developed to help assess

whether savings / income can be provided to avoid the need to close 3 sites.

3.5 Education and Communication

- 3.5.1 Education and communication have been key to helping Cambridgeshire achieve high recycling rates and maximising diversion from landfill.
- 3.5.2 Cambridgeshire will continue to promote good practice and provide residents with information on local HRC services and promote our partnerships with the community sector that provide some recycling and re-use services on our sites.
- 3.5.3 National branding, in line with national best practice guidance, is used on sites to provide a clear consistent message of what materials can be recycled.
- 3.5.4 The County Council will work with our RECAP partners and AmeyCespa to ensure a consistent message is provided to residents on the HRCs.
- 3.5.5 The County Council will engage in appropriate consultation with residents when considering options for future Household Recycling Service provision within the County. This will include any closures of HRC sites and the provision of any new sites to take account of the growth agenda within Cambridgeshire. The importance of getting the right sites in the right locations is key to the success of this strategy rather than simply the number of facilities provided across the County.

Section 4 The Challenges

4.1 Overview

- 4.1.1 New development and improvements need to be considered in line with the County Council's Business Plan savings targets, with an holistic approach to future service provision required through partnership working with our RECAP partners and AmeyCespa.
- 4.1.2 This will need to meet the demands of population and any associated growth in waste in the area, the County Council need to maintain an efficient and cost-effective Household Recycling Service by utilising existing sites, as well as developing replacement sites within the capital funding constraints of the Council.
- 4.1.3 The County Council must achieve this in line with current planning policy and guidance and both national and EU legislation whilst considering our aim and objectives statement.

4.2 Population and Waste Growth Predictions

- 4.2.1 Estimates indicate that the population in Cambridgeshire will increase by 105,000 people by 2031, corresponding with an increase in waste production of up to 63,000 tonnes by 2031. Appendix 3 illustrates this trend and provides the sources for this data.
- 4.2.2 Our existing recycling infrastructure and capacity will need to adapt and evolve to cope with the estimated increase in demand. Failure to do this could result in:
- lower recycling levels with more material being landfilled resulting in significant extra revenue cost to the County for disposal;
 - risk of queuing on the public highway; and
 - increased fly tipping resulting in environmental damage and increase cost to the council tax payer to collect/dispose of the waste.

4.3 New or Improved Infrastructure

- 4.3.1 The County Council will need to consider new or redeveloped HRCs to adapt to increasing population and also to account for sites that are likely to close as a result of planning permission conditions, as well as funding related factors. This is where it is essential to get the right facilities, in the right locations, rather than simply relying on existing services that may not be best placed to meet the needs of the existing and future population of Cambridgeshire.

- 4.3.2 The network of facilities highlighted within the Cambridgeshire and Peterborough Minerals and Waste Core Strategy under policy CS16 will need to be taken into account, alongside the guidance contained within the Location and Design of Waste Management Facilities SPD and RECAP Waste Management Design Guide documents.

4.4 Public Perception of Waste

- 4.4.1 Despite encouraging public survey results, where residents acknowledged that we provided a good service, the residents also identified areas where the County Council could improve further. Improvements suggested included increasing parking space, flexible opening times and improving access to containers on HRC's.

4.5 Improving Performance

- 4.5.1 The County Council also conducted a benchmarking survey in 2013 of how neighbouring Local Authorities operate and manage their HRCs alongside a review of our 9 HRC sites. Information collated included opening times, materials collected, the average cost of running each site and details on any initiatives which are implemented to improve recycling rates. Any initiatives or schemes which the County Council feel would help improve the services or the performance of our HRCs will be considered when setting out our options for the future.

4.6 External influences

- 4.6.1 The aims and objective of this Household Recycling Service Strategy 2014-2019 will be heavily influenced by external factors, some of which the County Council may be unable to control. As such this strategy needs to be flexible and adaptable.

- 4.6.2 Such influences include but are not limited to:

- Changes in levels of funding;
- Changes in Government waste policy and guidance;
- Changes in the waste planning framework; and
- Changes in developer funding from Section 106 to Community Infrastructure Levy may reduce the contributions for existing and new sites.

4.7 Education and Communication

- 4.7.1 The Council has encountered negative perceptions of new HRCs in the past, which can make it difficult to locate them alongside the communities which they are intended to serve. Often these perceptions do not reflect the modern design and way of operating that new HRCs could offer. Stakeholder negative perception of location and design of

HRCs needs to be addressed to ensure that suitable land is made available. This includes County Council's own land as well as private landowners who want to sell their land for housing developments, which can be more profitable. This is particularly relevant in Cambridge where land value is high owing to other competing demands, for example, from housing and business developments.

- 4.7.2 Promoting good practice through education and communication will be central to delivering and promoting this Strategy, achieving local, national and EU waste targets and maintaining and building upon the Council's past recycling achievements.
- 4.7.3 Residents' perception of HRCs needs to be addressed so that they are seen as a place where materials can be brought for recycling or re-use. This will encourage residents to separate their waste before coming to a site to enable better recycling.
- 4.7.4 The County Council will strive to improve and build upon our success to date using a variety of traditional and modern communication and educational mediums.

Section 5 Strategy For delivery

5.1 Identifying Cambridgeshire Household Recycling Service Needs

5.1.1 In order to meet its duties and strategy for Household Recycling Service provision, the County Council must continue to deliver an efficient and cost-effective network of services for local residents use. For the next five to ten years, as new communities are developed in Cambridgeshire, the location and development of the HRCs has to balance population growth areas with existing geographical coverage of the HRC infrastructure.

5.1.2 In reviewing the above the County Council will also consider the impact any changes would have on RECAP Partners recycling and waste collection services and movement towards a whole systems approach, where the collection of waste at both the City / District level and the County level can be more effective.

5.1.3 The County Council will develop business cases to help assess future options for rationalisation of Household Recycling Service provision. This will also include options for improving existing sites; as well as planning and building new HRCs in appropriate locations to either replace closing temporary facilities or to provide facilities for new communities. The County Council will continue to focus on ensuring an efficient and cost-effective network of HRCs by:

- Recognising the growth agenda needs;
- Working to ensure new settlements have access to HRCs;
- Maximising recycling and reducing waste to landfill;
- Working to develop initiatives at existing sites for re-use facilities that maximise re-use of items brought to the site by residents;
- Working to develop initiatives at existing sites to accept some trade wastes;
- Consideration of the service being managed by voluntary third sector businesses;
- Looking at HRC closure options; and
- Reviewing regimes (e.g. opening hours and charging).

5.2 Identification of Need

5.2.1 The County Council has looked at its existing sites and has:

- Mapped the coverage of service provision over the County (Maps 1-10 in Appendix 1) based on an average 20 minute drive time;
- Assessed key facilities for their effectiveness at serving the communities they are near;

- Assessed facilities in relation to coverage in neighbouring local authorities (see Map 11 in Appendix 1);
- Established that sites are used not only in relation to where people live but to where they work;
- Established key sites that will reach capacity or require replacement by 2020; and
- Looked at the projected need in new development areas to 2031.

5.2.2 Through work with our Council partners in Growth and Economy, as the Waste Planning Authority, and our RECAP Partners, the County Council will continue to work at both a City / District and County Council level to ensure appropriate waste infrastructure and to prioritise any development of or replacement sites where current arrangements will cease, and to:

- Reduce health and safety risk to residents and staff;
- Manage queuing on the public highway;
- Reduce the risk of flytipping;
- Enable better re-use and recycling therefore reducing landfill; and
- Improve operational efficiencies.

5.2.3 It is important to recognise that costs to deliver any new HRC infrastructure are around £5m, these costs will be influenced by land purchase prices and design specification.

5.2.4 The County Council will continue to seek capital funding to be made available for new HRC infrastructure and improvements to existing sites. The County Council will also pursue contributions from developers of new residential developments through a number of planning obligations and initiatives as already demonstrated in Appendix 4C.

5.3 Next Steps

5.3.1 Options for the Household Recycling Service infrastructure will be based on the review of existing facilities, securing funding and any planning or permitting constraints and are broken down as follows:

- **Short term** – Activities over the next 12 months;
- **Medium term** – Activities over the next three years; and
- **Long term** – Activities beyond four years.

The changes are summarised in the following table.

	SHORT TERM	MEDIUM TERM	LONG TERM
EXISTING HRCs	<ul style="list-style-type: none"> • Maintain HRCs • Review site operating procedures 	<ul style="list-style-type: none"> • Review HRC network & hours • Implement more lasting improvements 	<ul style="list-style-type: none"> • Continue to review hours & HRC network • Implement long term improvements
REDEVELOP HRC / BUILD NEW HRCs	<ul style="list-style-type: none"> • Prioritise the provision of Household Recycling Service to serve Cambridge North & adjacent settlements • Review current network to ensure they are efficient 	<ul style="list-style-type: none"> • Implement solution for new Household Recycling Service to serve Cambridge North and adjacent settlements • Implement any efficiency opportunities 	<ul style="list-style-type: none"> • Develop further Household Recycling Services in the longer term • Continue review of Household Recycling Services for efficiency • Implement review findings
OPERATING REGIME CHANGES	<ul style="list-style-type: none"> • Develop and consider the options in relation to amending existing service to achieve the highlighted savings in the Business Plan • Put the options out to consultation for consideration prior to adopting any changes and implementing the savings 	<ul style="list-style-type: none"> • Review HRC network to ensure they are efficient, are in the right places to take account of existing and future populations, whilst still meeting the savings required by the Business Plan 	<ul style="list-style-type: none"> • Continue review of Household Recycling Services for efficiencies and implement any further savings • Ensure facilities remain appropriate in light of the growth agenda, financial constraints and are in the right places to serve the needs of Cambridgeshire
RE-USE FACILITIES	<ul style="list-style-type: none"> • Establish designated re-use service 	<ul style="list-style-type: none"> • Continue designated re-use service 	<ul style="list-style-type: none"> • Continue designated re-use service and roll out to further sites where suitable
DEVELOP TRADE WASTE SERVICE	<ul style="list-style-type: none"> • Identify demand for trade waste use of HRC sites 	<ul style="list-style-type: none"> • Introduce trial trade waste service at one suitable site 	<ul style="list-style-type: none"> • Depending on success of trial, roll out trade waste service to further HRCs.
COLLABORATION	<ul style="list-style-type: none"> • Investigate the possibility of shared HRCs with RECAP Partners 	<ul style="list-style-type: none"> • Formalise proposals for shared HRCs with RECAP partners and prepare business case where savings identified 	<ul style="list-style-type: none"> • Implement with RECAP partners and plan for transition where savings identified and business case approved

5.4 Short Term Actions

- 5.4.1 The County Council will review current HRC operations with AmeyCespa, our Contract partner, to keep up to date with statutory requirements to segregate other materials suitable for recycling and re-use.
- 5.4.2 The County Council will draw on benchmarking undertaken, best practice and public user survey information to inform decisions on site improvements.
- 5.4.3 A solution for a Household Recycling Service to serve Cambridge North and adjacent settlements to replace the temporary HRC facility at Milton is considered a priority and the County Council will work with the Waste Planning Authority to ensure that a solution is found.
- 5.4.4 Further Household Recycling Services will be required in the longer term, particularly in relation to the Growth Agenda, and will need to take account of the aspirations in the emerging City / District Local Plans. Whilst the County Council is responsible for waste planning, it is essential that waste is acknowledged in the emerging City / District Local Plans as key infrastructure that will need to be delivered. Under a 'duty to cooperate' the County Council Waste Planning Authority is already working closely with the City / District Councils within Cambridgeshire to ensure an holistic approach to planning is pursued. The County Council will consider new options for land purchase negotiations when land is clearly identified and will take into account local planning policy requirements.
- 5.4.5 An initial assessment has identified an opportunity to develop re-use facilities at some sites and capital funding has been allocated for a trial facility to help deliver this aspiration (see Appendix 4B). The County Council will work to establish a designated re-use area at suitable HRCs in the longer term to enable re-use of items brought to the site by residents, as well as to work with our City / District authority partners and other organisations, including local community groups and the third sector, to manage the delivery of any re-use facilities.
- 5.4.6 The County Council have completed an initial assessment into the potential for receipt of certain trade wastes at HRCs. The County Council will consult with RECAP partners, key stakeholders and local businesses in target areas to establish their demand for a trade waste service at specific sites.
- 5.4.7 Through our work with RECAP the County Council will investigate opportunities for optimised delivery of HRCs to contribute to an effective service. This could include for example redeveloping sites to

accommodate materials or rationalising sites where services can be shared.

- 5.4.8 Various forms of communication methods will be used to promote the HRCs and any changes to the HRC services including working closely with our PFI Contractor and City / District Partners, use of local websites including such at the County and City / District councils (including 'Shape your Place'), the RECAP website, local District and Village magazines, and through the Education Centre at Waterbeach.
- 5.4.9 The County Council will also listen and respond to our communities needs whilst continuing to educate and inform the public and industry on waste matters.
- 5.4.10 An assessment of the Household Recycling Services to incorporate the Business Plan requirements, as identified in paragraph 3.4.5 above to save a total of £440,000 in 2015 / 2016 will also be taken forward. As identified previously within this strategy a number of options will need to be assessed which includes a system redesign which take account of potential financial implications before any firm decisions are made.

5.5 Medium Term Actions

- 5.5.1 The County Council will continue to consider more lasting improvements to existing HRCs based on benchmarking, best practice and site survey feedback.
- 5.5.2 The County Council will implement a solution for a Household Recycling Service to serve Cambridge North and adjacent settlements and continue to work with our partners to manage the existing HRC provision.
- 5.5.3 The County Council will seek to identify a suitable site to deliver a Household Recycling Service to serve the South of Cambridge and adjacent settlements in association with the contributions already highlighted in Appendix 4C and in line with local waste planning policy. This work will take account of constraints on the existing Thriplow HRC site identified in paragraph 3.2.2 above and will need to look at the constraints on the S106 funds in relation to the location of a new facility to serve the South of Cambridge and the adjacent settlements.
- 5.5.4 HRC provision on land at Northstowe will also be considered and assessed to meet the needs of the existing and planned communities within this growth area. Both the Southern Fringe site and the Northstowe site will need to be assessed against the existing HRC provision and the budget constraints imposed through the Business Plan.

- 5.5.5 The County Council will finalise options for its Household Recycling Service and any further HRCs or negotiations with landowners to purchase new sites and update our funding strategy in light of the outcomes.
- 5.5.6 The County Council will plan for a trial trade-waste service where a suitable HRC is located and consultation with RECAP partners, key stakeholders and local business has demonstrated a viable demand for the service.
- 5.5.7 The County Council will formalise proposals for optimising Household Recycling Service delivery with RECAP Partners and identify timescales for redevelopment or rationalisation of its services where suitable to do so.
- 5.5.8 The County Council will continue close liaison and engagement with local residents, RECAP partners, County and District planners and waste professionals involved in the planning of new developments to ensure that the need for an effective Household Recycling Service is being met.

5.6 Long Term Actions

- 5.6.1 The County Council will develop further facilities once the need for a Household Recycling Service to serve Cambridge North and adjacent settlements is addressed. Decisions will be informed by our funding position, land purchase options and planning permission.
- 5.6.2 Based on the success of any trial for trade waste services, the County Council will consider rolling out the service to further suitable HRCs across the County.
- 5.6.3 The County Council will optimise the delivery of Household Recycling Services with RECAP partners and plan our transition to move services to new facilities where this has been identified as being able to deliver added service benefits.
- 5.6.4 The County Council will continue close liaison and engagement with local residents, RECAP partners, County and City / District planners and waste professionals involved in the planning of new developments to ensure that the need for an effective Household Recycling Service is being met.

5.7 Strategy Periodical Review

5.7.1 To ensure that the Strategy is up-to-date and that the Council is achieving its objectives, any change to the following will require consideration when the document is reviewed:

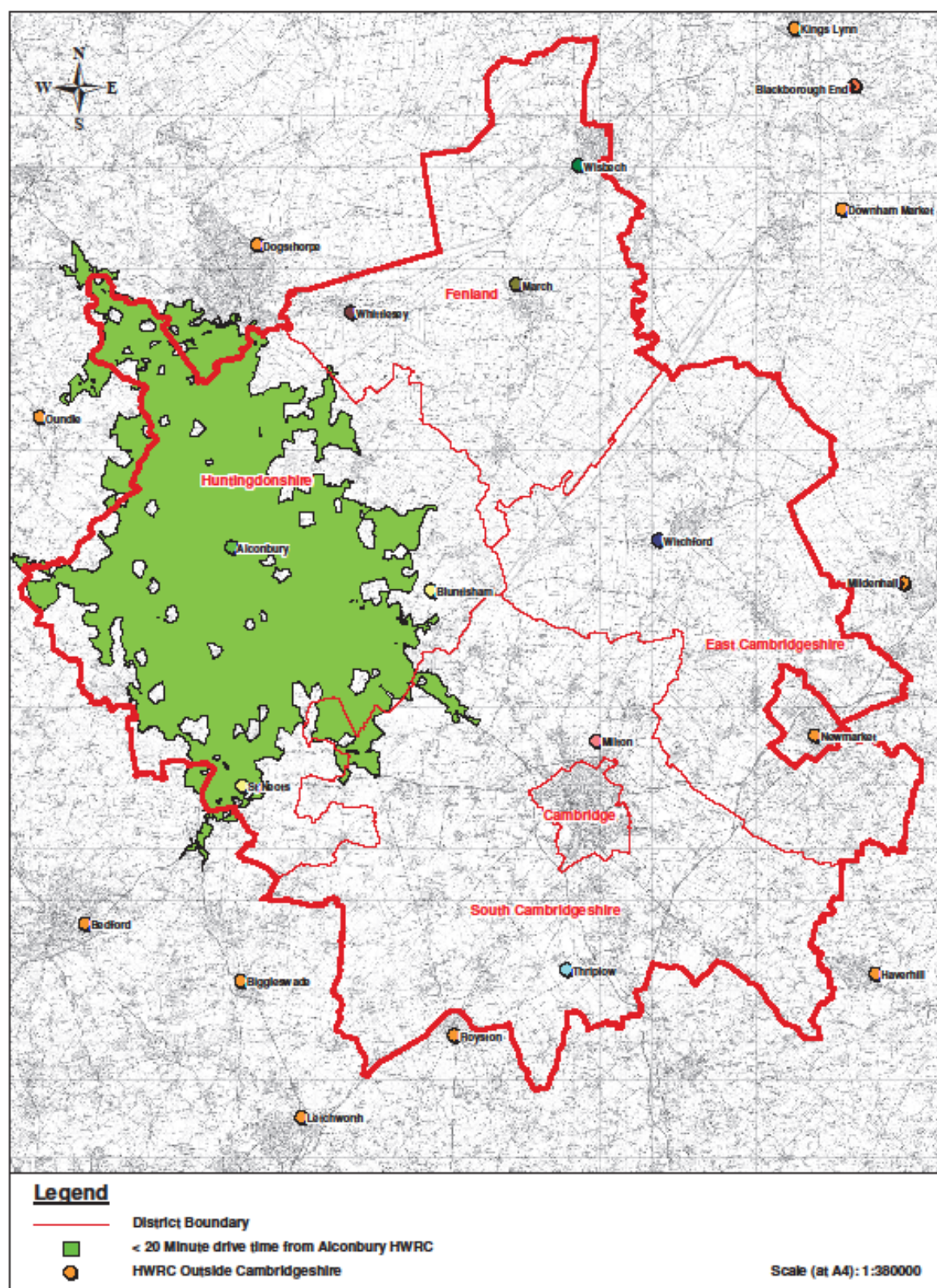
- Changes in legislation;
- Changes in planning policy;
- Changes in population and development growth;
- Changes in waste volumes produced;
- Changes in waste composition;
- Changes in waste management practice;
- Customer requirements; and
- Changes to funding.

APPENDIX 1 – MAPS

- Maps 1 - 9** County Recycling Sites – Geographical Coverage for individual HRCs
- Map 10** County Recycling Sites – Overall Geographical Coverage for HRCs
- Map 11** County Recycling Sites – Overall Geographical Coverage for HRCs including neighbouring authority coverage

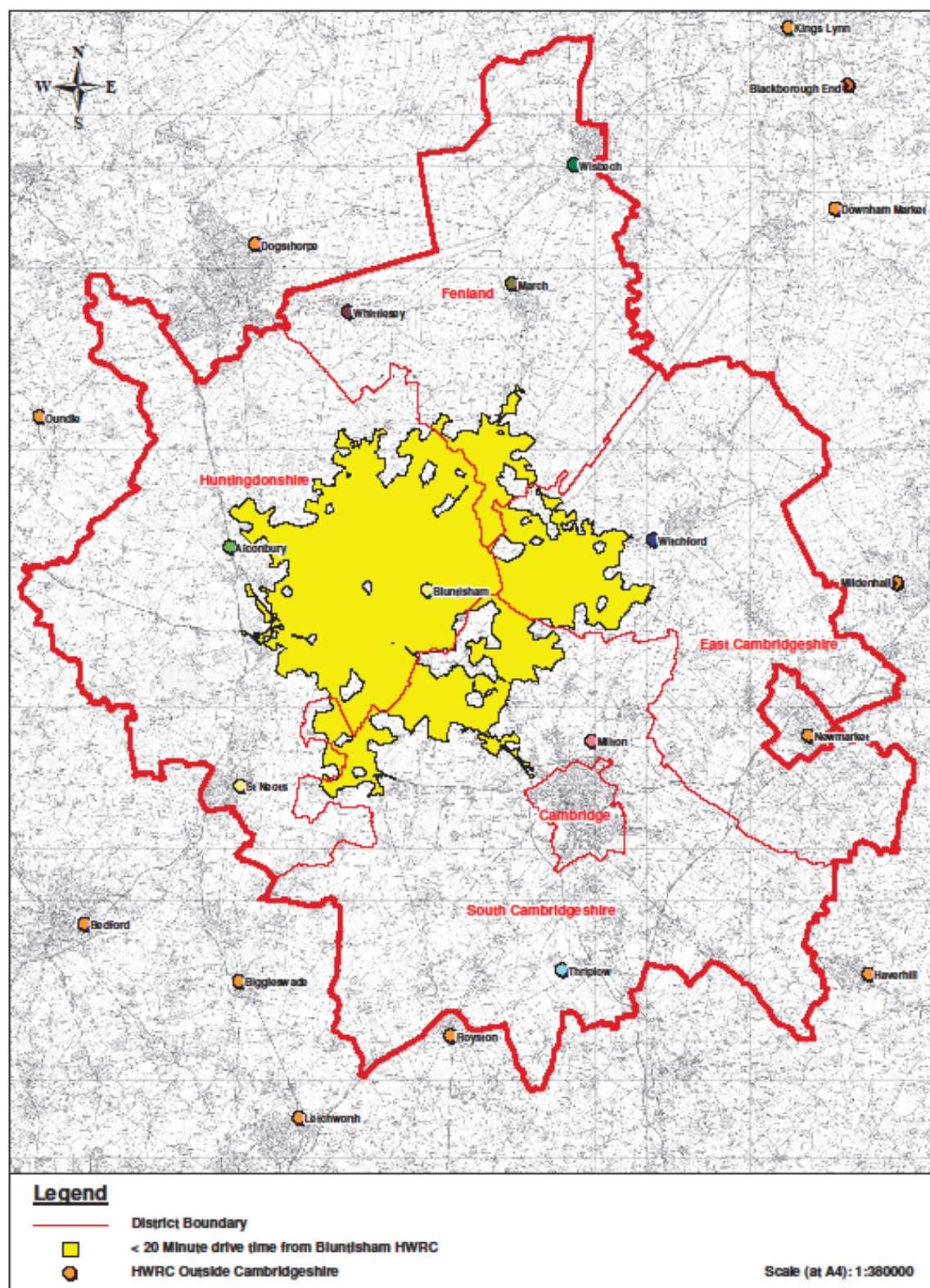
NB The following maps have been produced based on a model that reviews the available road network and considers the predicted speeds of travel to calculate the predicted travel times to each facility. Where gaps in the maps are shown in white this is often owing to an area with no roads or where farm tracks require a low speed and need to join to the network at a location that might not meet a 20 minute drive time.

Map 1 – Alconbury



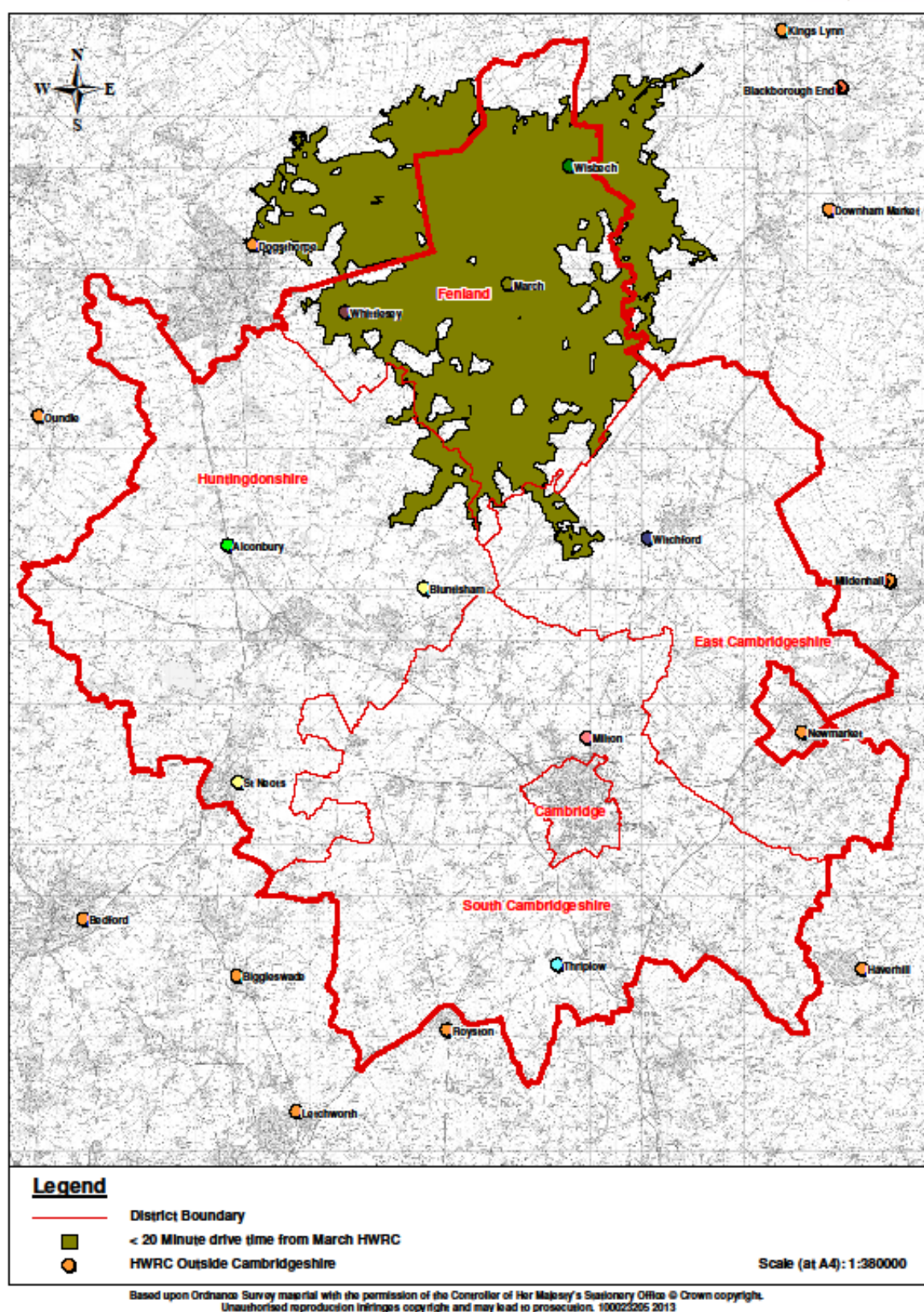
Not to scale, for illustrative purposes only

Map 2 – Bluntisham



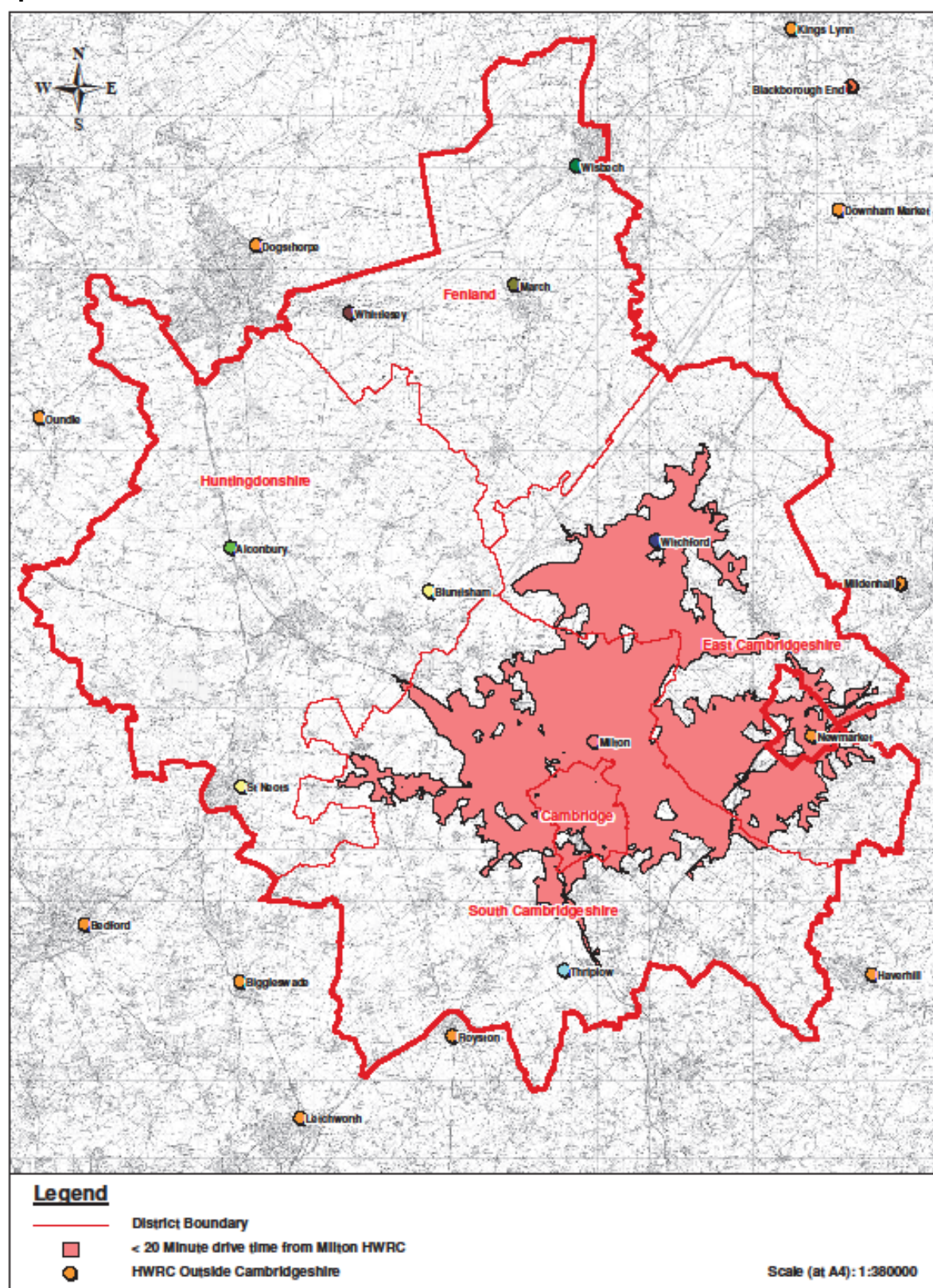
Not to scale, for illustrative purposes only

Map 3 – March



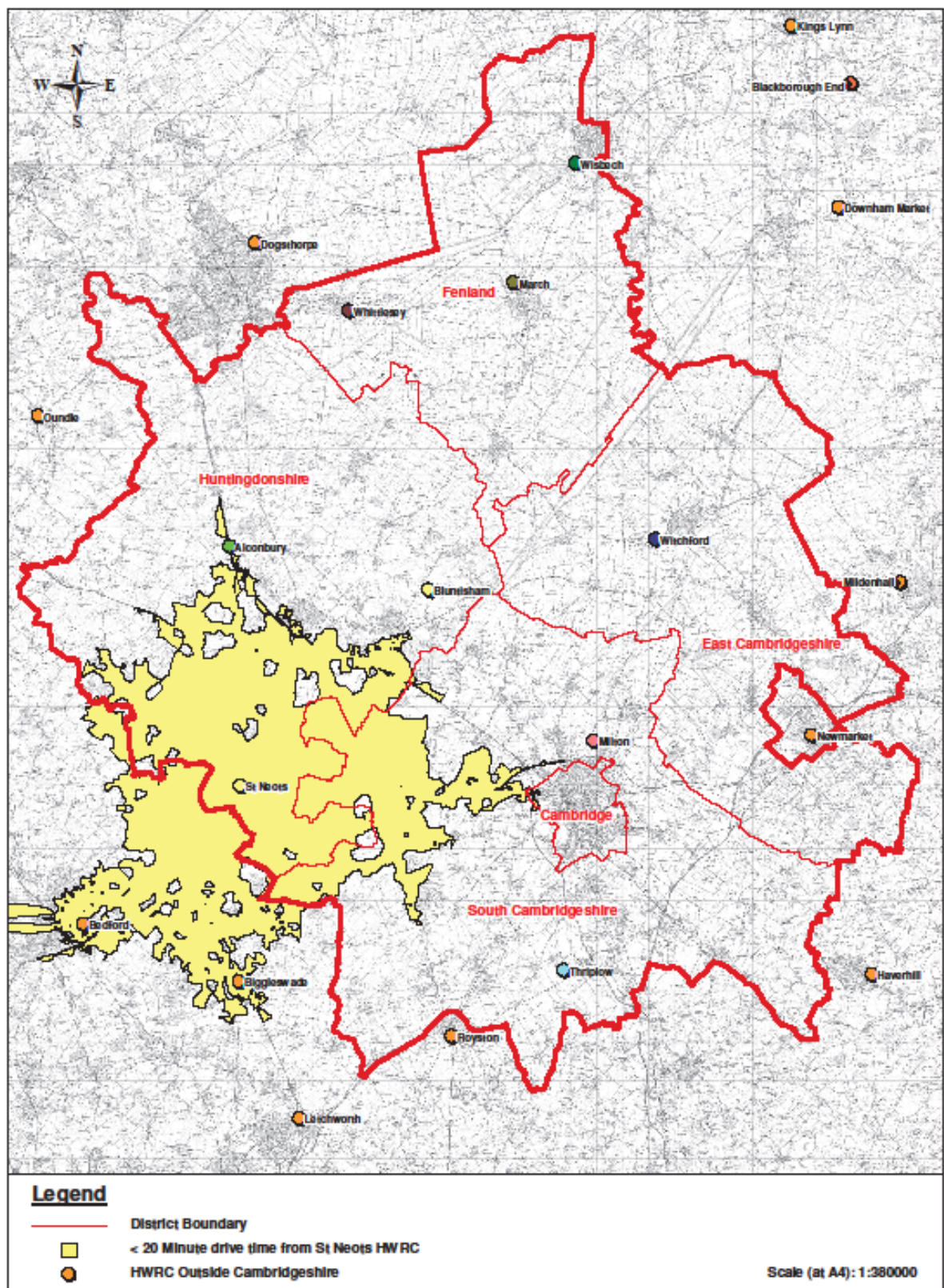
Not to scale, for illustrative purposes only

Map 4 – Milton



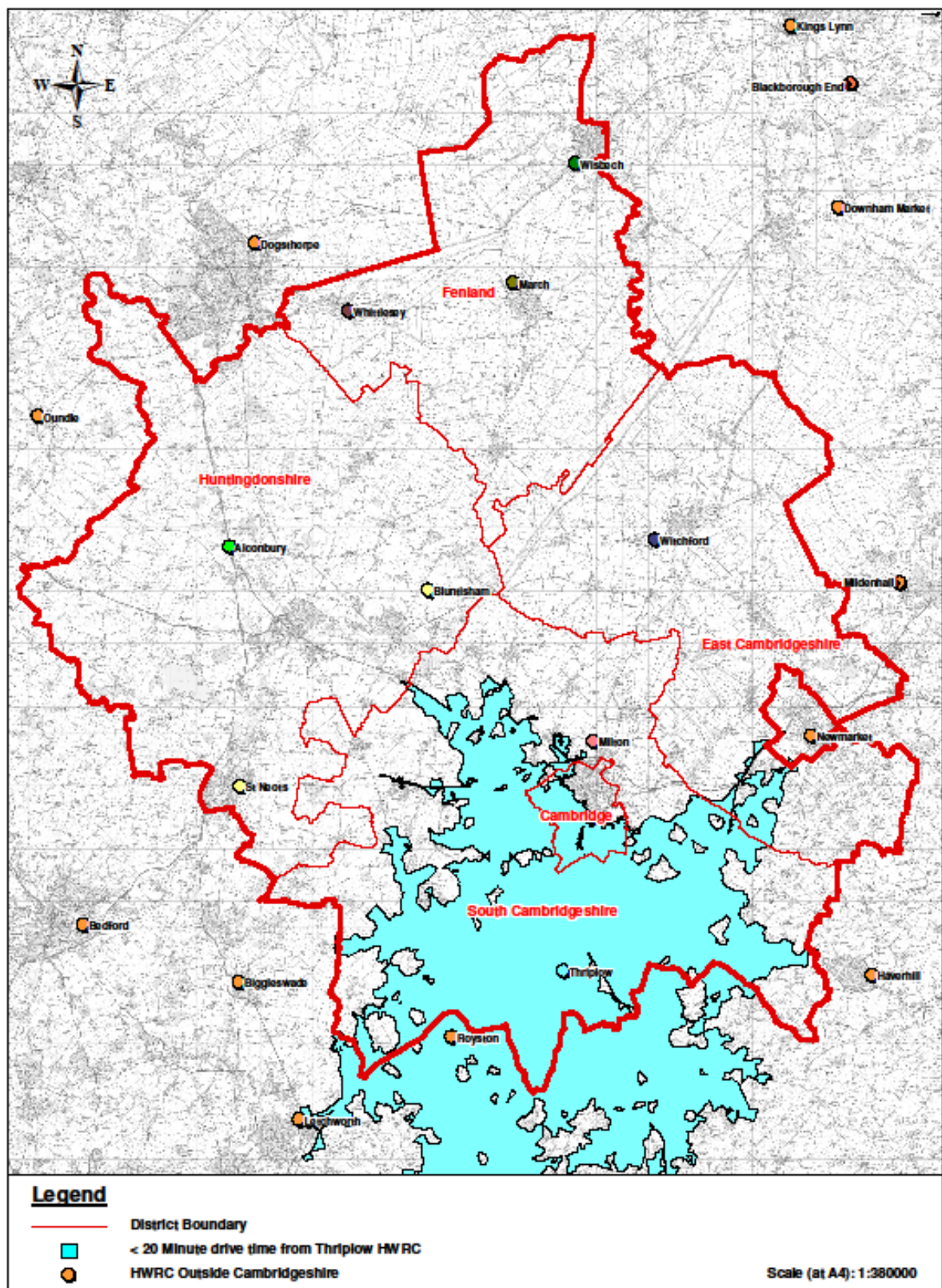
Not to scale, for illustrative purposes only

Map 5 - St Neots



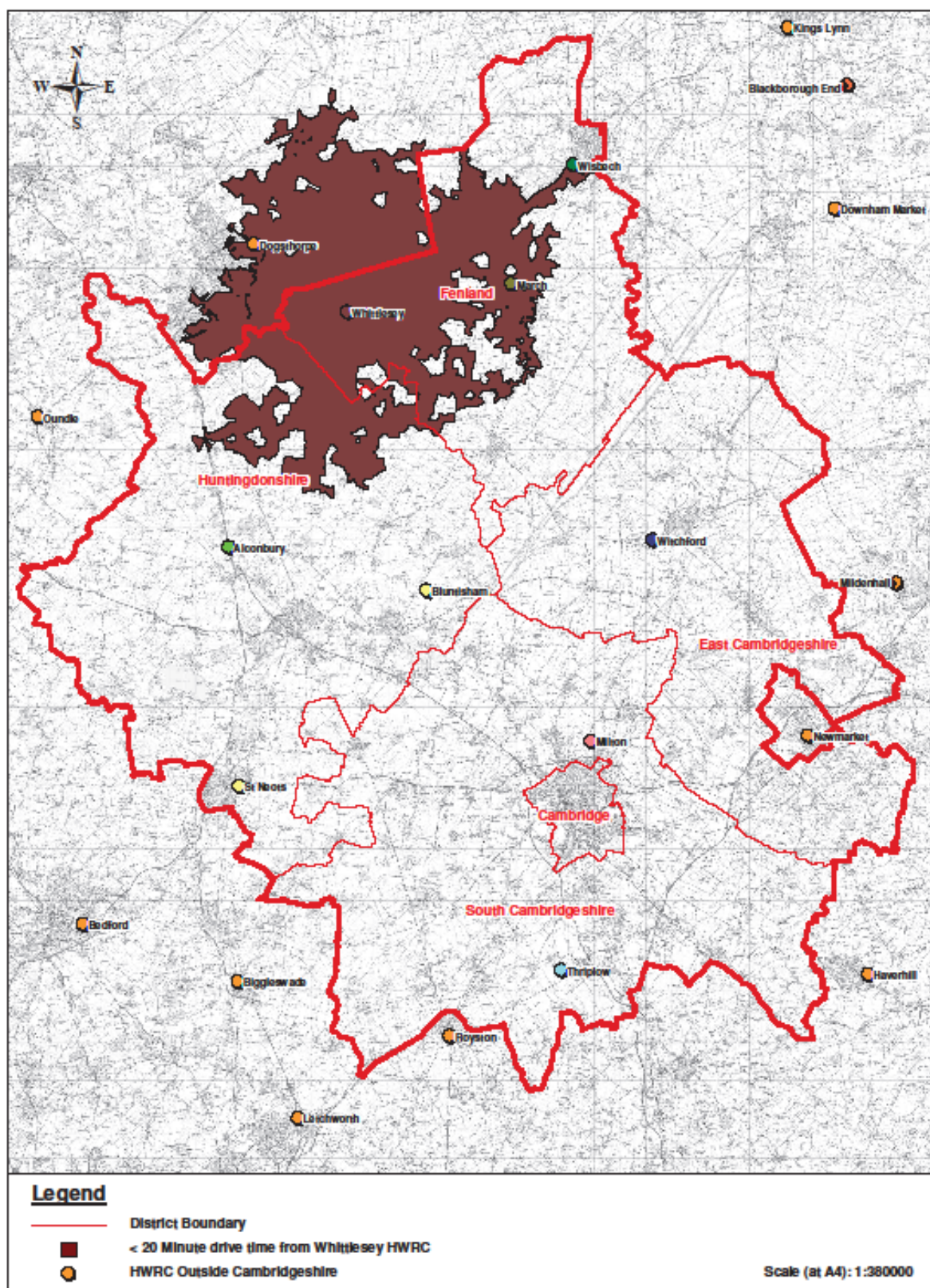
Not to scale, for illustrative purposes only

Map 6 - Thriplow



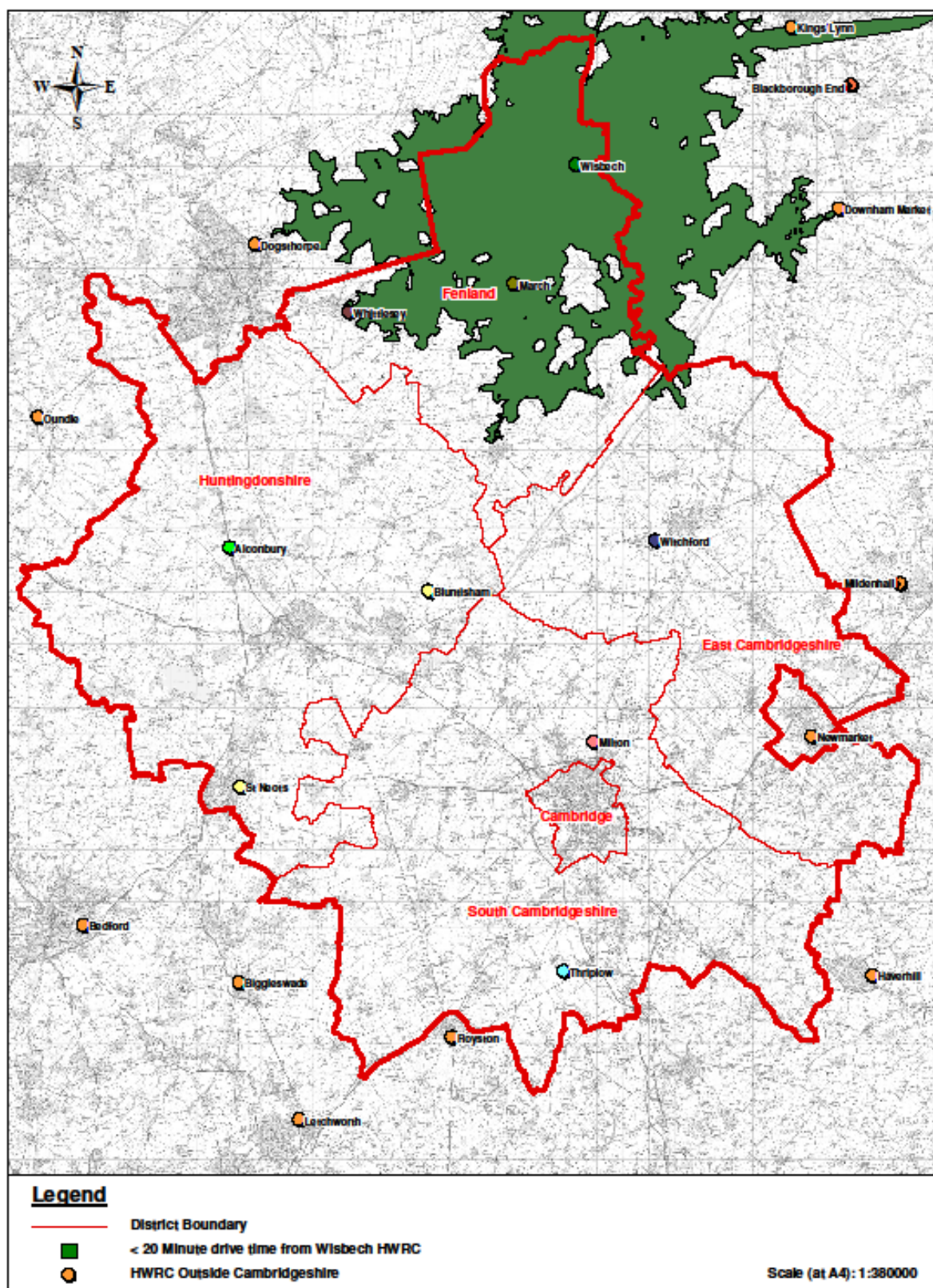
Not to scale, for illustrative purposes only

Map 7 - Whittlesey



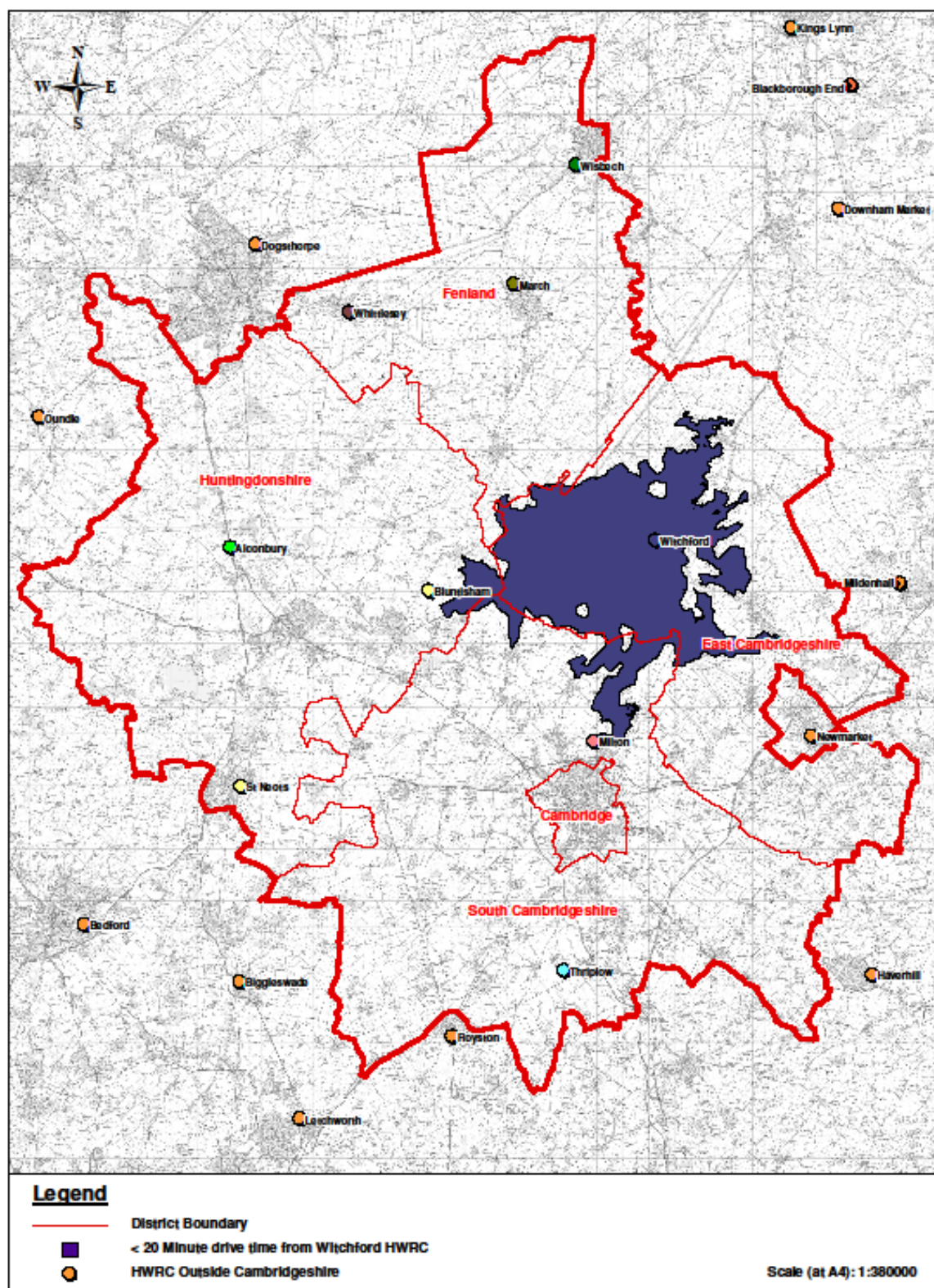
Not to scale, for illustrative purposes only

Map 8 - Wisbech



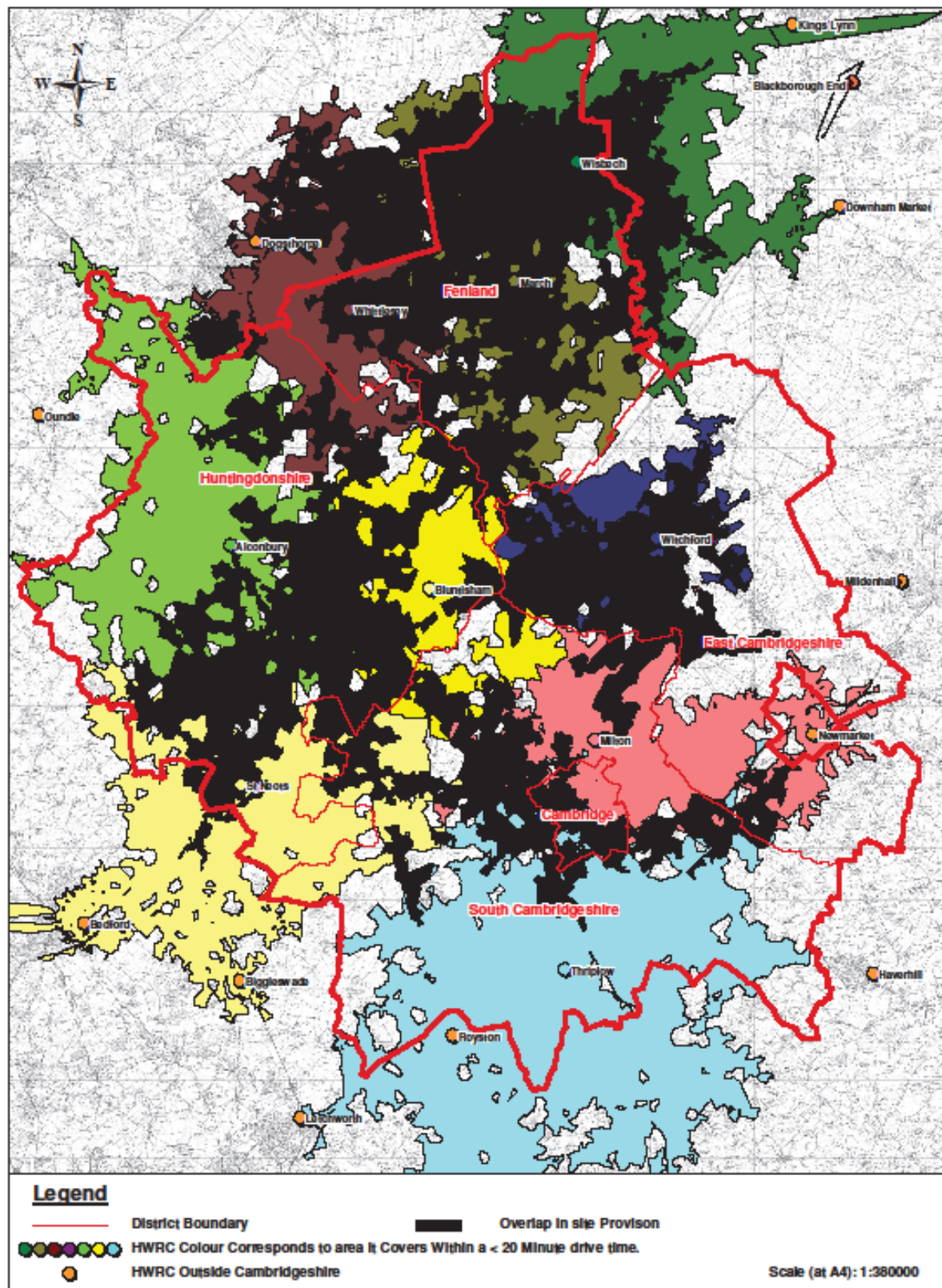
Not to scale, for illustrative purposes only

Map 9 – Witchford



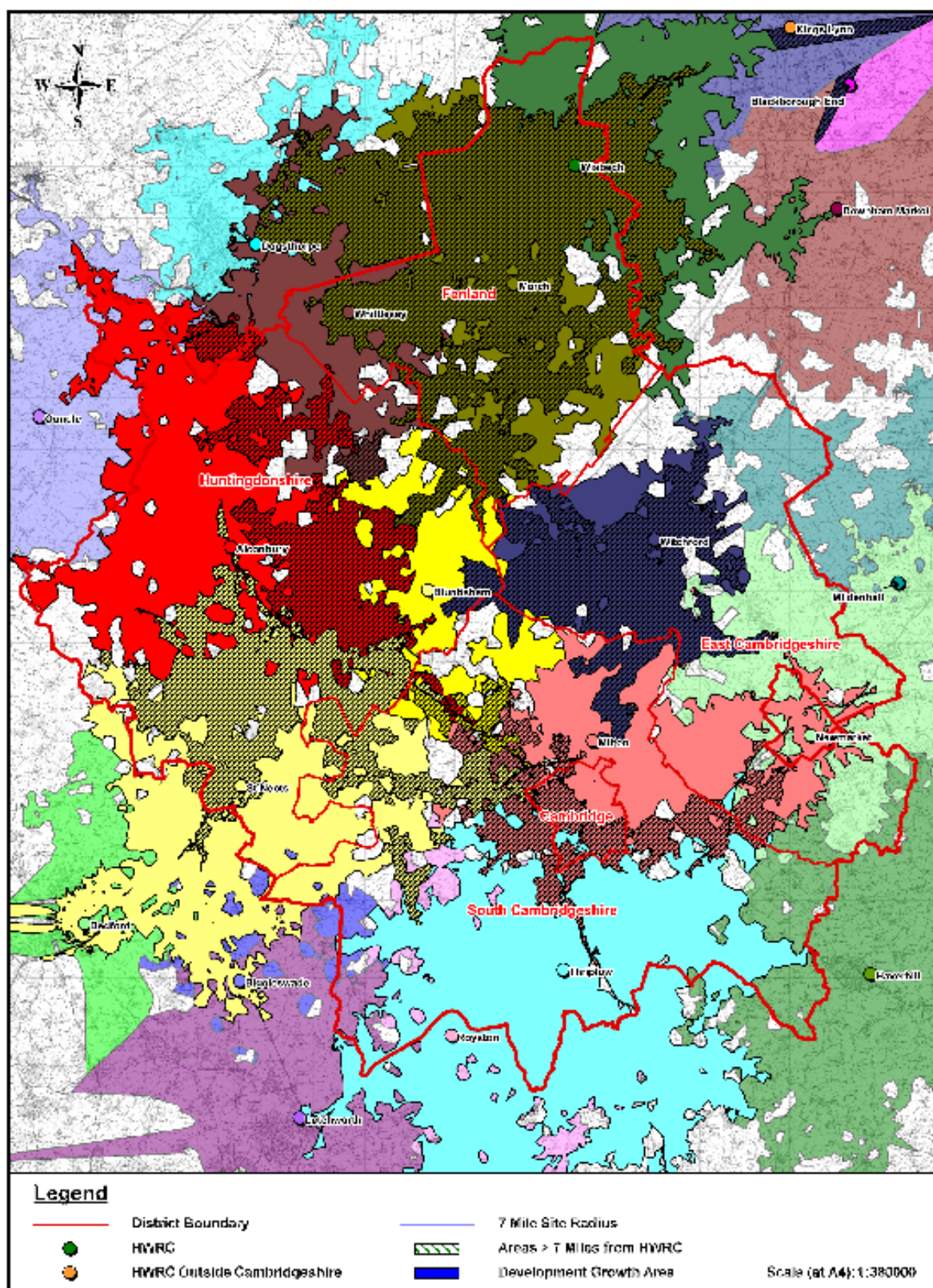
Not to scale, for illustrative purposes only

Map 10 – County HRCs Overall Geographical Coverage



Not to scale, for illustrative purposes only

Map 11 – County HRCs including Neighbouring Authority Coverage



Not to scale, for illustrative purposes only

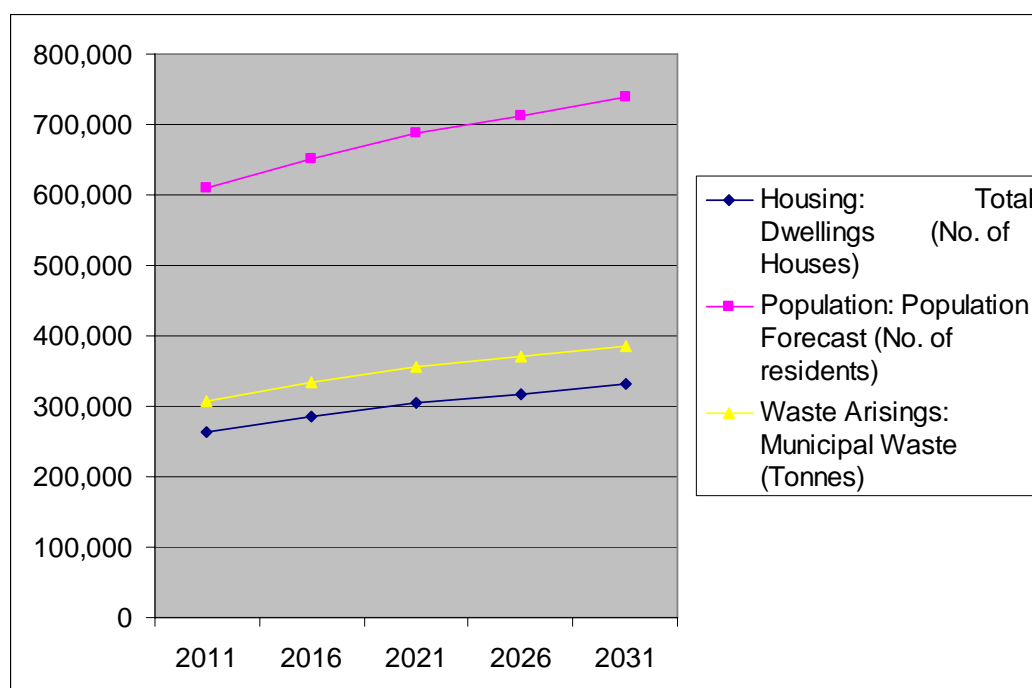
APPENDIX 2 – LIST OF KEY STAKEHOLDERS AND RECAP PARTNERS

Key Contact for Household Recycling Centre Strategy 2013 - 2018		
Emma Fitch	Strategic Projects Manager (Waste)	Assets and Commissioning CC1305, Castle Court Shire Hall Castle Hill Cambridge CB3 0AP Tele: 01223 715531
Jonathan Pearson	Asset Manager (Strategy)	Assets and Commissioning CC1305, Castle Court Shire Hall Castle Hill Cambridge CB3 0AP Tele: 01223 715560
RECAP Partners		
Cambridge City Council,		
Cambridgeshire County Council,		
East Cambridgeshire District Council,		
Fenland District Council,		
Huntingdonshire District Council,		
Peterborough City Council,		
South Cambridgeshire District Council.		

APPENDIX 3 – POPULATION AND WASTE GROWTH FORECAST

Cambridgeshire Estimated Housing, Population and Waste Arisings					
Year	2011	2016	2021	2026	2031
Housing: Total Dwellings (No. of Houses) ⁵	262,650	284,700	303,850	316,150	330,650
Population: Population Forecast (No. of residents) ⁶	610,000	650,300	688,200	711,800	739,000
Waste Arisings: Municipal Waste (Tonnes) ⁷	307,000	333,000	355,000	370,000	386,000

Figure 1 Estimated waste growth increase compared to population and total dwelling increase



⁵ Dwelling stock assumptions 2010 – 2031: Cambridgeshire Research Group

⁶ Local authority population forecast by age, 2010 to 2031, LGSS Research, Performance & Business Intelligence, November 2011

⁷ Latest Waste arisings forecasts June 2013

APPENDIX 4 – RELEVANT DOCUMENTATION (4A – 4E)

A. PLANNING CONSENTS AND OPENING HOURS

HRC site	Ownership / Lease	Planning Permission (PP)
Alconbury	CCC Owned	Planning permission ref H/0339/94 dated 21 st July 1994
Bluntisham	CCC Owned	Planning permission ref H/5029/02/CW dated 13 th Feb 2003
March	CCC Owned but leased to FCC as part of landfill area.	Planning permission ref F/0277/00/CW dated 8 th December 2000
Milton	CCC Owned but leased to FCC (WRG) as part of landfill area.	Planning permission ref S/0912/98 dated 23 rd September 1998
St Neots	CCC Owned	Planning permission ref H/5013/08/CW dated 27 th October 2008
Thriplow	Leased from Trustees of Solarpark PLC	Planning permission ref S/1977/93 dated 22 nd Nov 1994
Wisbech	Leased from Fenland District Council	Planning permission ref F/0087/91 dated 2 nd June 1992
Witchford	CCC Owned	Planning permission ref E/03009/08/CC dated 21 st July 2009
Whittlesey	CCC Owned	Planning permission ref F/0087/88 dated 14 th June 1988

HRC site		Weekday	Saturday	Sunday
Alconbury	WML permitted hours	No limit	No limit	No limit
	PP permitted hours	8.00 to 20.00	8.00 to 20.00	8.00 to 20.00
	Opening hours	8.00 to 17.00 (@)	8.00 to 17.00 (@)	8.00 to 17.00 (@)
Bluntisham	WML permitted hours	No limit	No limit	No limit
	PP permitted hours	7.00 to 19.00	7.00 to 19.00	7.00 to 19.00
	Opening hours	8.00 to 17.00 (#)	8.00 to 17.00 (#)	8.00 to 17.00 (#)
March	WML permitted hours	No limit	No limit	No limit
	PP permitted hours	8.00 to 19.00	8.00 to 18.00	8.00 to 18.00
	Opening hours	8.00 to 16.00	8.00 to 16.00	9.00 to 16.00
Milton	WML permitted hours	9.00 to 20.00	9.00 to 19.00	9.00 to 19.00
	PP permitted hours	9.00 to 20.00	9.00 to 19.00	9.00 to 19.00
	Opening hours	9.00 to 20.00 (#)	9.00 to 18.00 (#)	9.00 to 18.00 (#)
St Neots	WML permitted hours	No limit	No limit	No limit
	PP permitted hours	6.00 to 21.00	6.00 to 21.00	6.00 to 21.00
	Opening hours	8.00 to 18.00	8.00 to 18.00	8.00 to 18.00
Thriplow	WML permitted hours	No limit	No limit	No limit
	PP permitted hours	8.00 to 20.00 (#)	8.00 to 20.00 (#)	8.00 to 20.00 (#)
	Opening hours	8.00 to 17.00 (#)	8.00 to 17.00 (#)	8.00 to 17.00 (#)
Wisbech	WML permitted	8.00 to 20.00	8.00 to 19.00	8.00 to 19.00

	hours			
	PP permitted hours	8.00 to 20.00	8.00 to 20.00	8.00 to 20.00
	Opening hours	8.00 to 17.00	8.00 to 17.00	8.00 to 17.00
Witchford	WML permitted hours	No limit	No limit	No limit
	PP permitted hours	8.00 to 20.00	8.00 to 20.00	8.00 to 20.00
	Opening hours	9.00 to 18.00 (?)	9.00 to 18.00	9.00 to 18.00
Whittlesey	WML permitted hours	8.00 to 17.00	8.00 to 17.00	8.00 to 17.00
	PP permitted hours	7.00 to 19.00	7.00 to 19.00	7.00 to 19.00
	Opening hours	9.00 to 17.00 (#)	9.00 to 16.00	9.00 to 16.00

(?) 19.00 on Wednesday

(#) 16.00 in winter months (October to March)

(@) 9.00 to 16.00 in winter months (October to March)

B. LATEST FUNDING APPROVED FOR DEVELOPMENT OF HRCS IN THE COUNCIL'S BUSINESS PLAN

Waste Scheme / Facility	Timescale of funding within the Business Plan	Amount held in the Capital Programme £000
St Neots Re-use	2014-2015	194
Replacement for Milton HRC / North Cambridge HRC	2014-2018	5,225
Wisbech HRC	2015-2019	2,472
Northstowe HRC	2018 and beyond	4,648
Replacement for March HRC	Post 2019	2,013
Future HRC facilities for East / South Cambridge as part of the growth agenda	Post 2019	5,201
Total approved funding for HRCs in Capital Programme		19,753

Source: Appendix B - Table 4: Capital Programme from Cambridgeshire County Council Business Plan 2014/15

**C. LATEST SECTION 106 (S106) DEVELOPER CONTRIBUTIONS
ALLOCATED FOR RECYCLING CENTRES⁸**

Name of development	Amount required through S106	Timescale for funds to be used	Requirements to be met for funds to be delivered
Crossways Gardens, Trumpington	£1,140*	No date specified	Linked to waste improvements to help serve the development
Elfleda Road, Cambridge	£200*	No date specified	Linked to waste improvements to help serve the development
Cherry Hinton Road, Cambridge	£950*	No date specified	Linked to waste improvements to help serve the development
Cromwell Road, Cambridge	£25,840*	No date specified	Linked to waste improvements to help serve the development
Newmarket Road, Cambridge	£380*	No date specified	Linked to waste improvements to help serve the development
Histon Road, Cambridge	£2,660*	No date specified	Linked to waste improvements to help serve the development
Trumpington Meadows, Cambridge	£147,001* £143,734*	01/10/2023 01/07/2023	Only for design procurement construction and commissioning of the HRC
Clay Farm, Cambridge	£608,097	10 years from the date the payment is received	No funds to be released until contract entered into for an HRC serving the Southern Fringe
Glebe Farm, Cambridge	£65,153	10 years from the date the payment is received	No funds to be released until contract entered into for an HRC serving the Southern Fringe
Bell School, Cambridge	£97,730	10 years from the date the payment is received	Only for HRC to serve the developments within the scope of the Southern Fringe Area Development Framework

⁸ Community Infrastructure Levy (CIL) Contributions are not certain so have not been included within the list of allocated funds

Name of development	Amount required through S106	Timescale for funds to be used	Requirements to be met for funds to be delivered
Severn Place, Cambridge	£1,520	No date specified	None specified
Occupation Road, Cambridge	£2,649*	01/02/2024	Linked to waste improvements to help serve the development
Perne Road, Cambridge	£1,330	10 years from the date the payment is received	Linked to waste improvements to help serve the development
Cambridge Place, Cambridge	£760	10 years from the date the payment is received	Linked to waste improvements to help serve the development
Netherall Farm, Cherry Hinton	£760	No date specified	Linked to waste improvements to help serve the development
University Site between Huntingdon Road and Maddingley Road	£706,125	10 years from the date the payment is received	Towards the provision of the HRC to serve the North West Quadrant
New Square, Cambridge	£1,534*	01/12/2023	Linked to waste improvements to help serve the development
East Road, Cambridge	£2,090	10 years from the date the payment is received	Linked to waste improvements to help serve the development
Mill Road, Cambridge	£1,520	No date specified	Linked to waste improvements to help serve the development
Regent Street, Cambridge	£2,470	10 years from the date the payment is received	Linked to waste improvements to help serve the development

Name of development	Amount required through S106	Timescale for funds to be used	Requirements to be met for funds to be delivered
Benson Place, Cambridge	£1,330	10 years from the date the payment is received	Linked to waste improvements to help serve the development
Cambridge Place, Cambridge	£764*	No date specified	Linked to waste improvements to help serve the development
Aylestone Road, Cambridge	£190*	No date specified	Linked to waste improvements to help serve the development
Vinery Road, Cambridge	£950	No date specified	Linked to waste improvements to help serve the development
Histon Road, Cambridge	£1,900	10 Years from the date the payment is received	Linked to waste improvements to help serve the development
Milton Road, Cambridge	£1,330*	No date specified	Linked to waste improvements to help serve the development
Milton Road, Cambridge	£2,280	10 Years from the date the payment is received	Linked to waste improvements to help serve the development
Wulfstan Way, Cambridge	£2,470	10 Years from the date the payment is received	Linked to waste improvements to help serve the development
Stanesfield Road, Cambridge	£1,520	10 Years from the date the payment is received	Linked to waste improvements to help serve the development

Name of development	Amount required through S106	Timescale for funds to be used	Requirements to be met for funds to be delivered
Burleigh Street, Cambridge	£760	No date specified	Linked to waste improvements to help serve the development
New Street, Cambridge	£2,470	10 Years from the date the payment is received	Linked to waste improvements to help serve the development
Milton Road, Cambridge	£26,220	10 Years from the date the payment is received	Linked to waste improvements to help serve the development
NIAB, Huntingdon Road, Cambridge	£428,517	10 Years from the date the payment is received	No funds to be released until planning permission has been obtained for the waste recycling centre to serve the North West Quadrant
Arbury Road, Cambridge	£1,330	10 Years from the date the payment is received	Linked to waste improvements to help serve the development
Isaacson Road, Burwell	£190	No date specified	Linked to waste improvements to help serve the development
Potters Lane, Ely	£175	No date specified	Linked to waste improvements to help serve the development
Forehill, Ely	£190	No date specified	Linked to waste improvements to help serve the development
The Vineyards, Ely	£175	No date specified	Linked to waste improvements to help serve the development
Downham Road, Ely	£175	No date specified	Linked to waste improvements to help serve the development

Name of development	Amount required through S106	Timescale for funds to be used	Requirements to be met for funds to be delivered
Ely Road, Little Downham	£350	No date specified	Linked to waste improvements to help serve the development
Mereside, Soham	£350	No date specified	Linked to waste improvements to help serve the development
Chapel Street, Stretham	£175	No date specified	Linked to waste improvements to help serve the development
West End, Wilburton	£175	No date specified	Linked to waste improvements to help serve the development
Begdale Road, Elm	£3,780	10 Years from the date the payment is received	Linked to waste improvements to help serve the development
Station Road, Manea	£3,738	10 years from the date the payment is received	Linked to waste improvements to help serve the development
Burrowmoor Road, March	£289*	No date specified	Linked to waste improvements to help serve the development
Grounds Avenue, March	£7,743	10 years from the date the payment is received	Linked to waste improvements to help serve the development
Jobs Lane, March	£2,670	10 years from the date the payment is received	Linked to waste improvements to help serve the development
Napier Court, Wisbech	£6,408	10 years from the date the payment is received	Linked to waste improvements to help serve the development

Name of development	Amount required through S106	Timescale for funds to be used	Requirements to be met for funds to be delivered
Cambourne	£140,799	10 years from the date the payment is received	A contribution towards the cost of the St Neots HRC and facilities to help serve development in Cambourne
Beach Road, Cottenham	£8,930	10 years from the date the payment is received	Linked to waste improvements to help serve the development
London Road, Great Shelford	£2,660	No date specified	Linked to waste improvements to help serve the development
Villa Road, Impington	£13,557*	01/07/2023	Linked to waste improvements to help serve the development
Granta Terrace, Stapleford	£8,360	No date specified	Linked to waste improvements to help serve the development
London Road, Stapleford	£1,520	No date specified	Linked to waste improvements to help serve the development
Northstowe	£190,935**	10 years from the date the payment is received	Linked to waste improvements to help serve the development
Total	£2,679,018		

*Contributions have been received by the County Council; no further payments are due for these developments.

** Northstowe S106 also includes a land allocation as well as a financial contribution

NB: Where contributions have not yet been received by the County Council, the amount will be subject to indexation which may increase or decrease the actual amount due. Payment is dependant on the development reaching the payment trigger point. Once a trigger point has been met a ten year date can be applied where appropriate.

Source: S106 Contributions for HRC facilities as at 06 March 2014 supplied by the Infrastructure Funding Team at Cambridgeshire County Council (except for Northstowe which has been supplied by the Growth and Development Team at Cambridgeshire County Council in March 2014 based on the final negotiations taking place for the development).

D. LINKS TO THE RELEVANT NATIONAL AND LOCAL PLANNING GUIDANCE

National Planning Policy:

Guidance	Relevance
National Planning Policy Framework (NPPF), March 2012	The NPPF sets out the Government's planning policies for England and how these are expected to be applied.
Planning Policy Statement 10 (PPS10), March 2011 ⁹	PPS10 sets out the Government's national policies on planning for sustainable waste management in England.
Waste Management Plan for England, December 2013	Provides an analysis of the current waste management situation in England and evaluates how it will support implementation of the objectives and provisions of the revised Waste Framework Directive
Waste Policy in England 2011	A Government Review of waste policy to ensure that waste is driven up the hierarchy in line with EU obligations and targets on waste management. Whilst charging for household waste is discouraged the Government acknowledges that revenue from businesses could help to supplement the costs of HRCs.

Local Planning Policy:

Guidance	Relevance
Cambridgeshire and Peterborough Minerals and Waste Core Strategy Development Plan Document, July 2011	Sets out the strategic vision and objectives to guide mineral and waste development which includes a suite of development control policies.
Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Development Plan Document, February 2012	Sets out site specific allocations for minerals and waste development and supporting site specific policies to support the strategic vision.
The Location and Design of Waste Management Facilities (Supplementary Planning Document), 2011	Guides the location and design of waste management facilities in Cambridgeshire and Peterborough. It seeks high quality facilities in relation to design and operation. The Guide illustrates how waste facilities can be developed in both urban and rural settings.
RECAP Waste Management Design Guide SPD, 2012	Provides advice on the design and provision of waste management infrastructure. The Guide includes a Toolkit for developers to demonstrate how they have addressed the waste management infrastructure requirements as part of their proposals. It includes the requirement for developers to contribute to the provision of waste management infrastructure including waste storage containers, HRCs and Bring Sites within Cambridgeshire and Peterborough.

⁹ Note: National Waste Planning Policy anticipated in 2014 that will supersede PPS10 if adopted.

E. RELEVANT LEGISLATION

Legislation	Relevance
Environmental Protection Act 1990	States the requirement to provide places for the public to bring their bulky wastes and to arrange disposal facilities for the District Councils to deliver the waste they collect.
The Controlled Waste (England & Wales) Regulations 2012	Defines waste according to its source rather than its content. This helps to specify (under Section 45(3) of the 1990 Environmental Protection Act 1990) the types of household waste for which a collection charge may be made.
The Waste (England & Wales) Regulations 2011 as amended	Has amended and strengthened the waste hierarchy, indicating that it should be viewed as a priority order. This brings forward the issue of re-use at HRCs before recycling and disposal.
Environmental Permitting (England & Wales) Regulations 2010 as amended	Competence of HRC staff to operate the facility and to hold an environmental permit.
Waste Electrical and Electronic Equipment (WEEE) Regulations 2006 as amended	As a large proportion of WEEE is likely to end up at HRCs this recommends HRCs are signed up as designated collection facilities.
Localism Act 2011 as amended	Allows local people and organisations representing them to express an interest in taking over the running of a local authority service and have an input in decisions being made.
Workplace (Health, Safety and Welfare) Regulations 1992	Requires traffic on sites such as HRCs to be managed safely.