

CABINET MEMBER FOR HOUSING AND ENVIRONMENTAL SERVICES

**Venue: Town Hall, Moorgate
Street, Rotherham.**

Date: Monday, 21 March 2005

Time: 9.30 a.m.

A G E N D A

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chair is of the opinion should be considered as a matter of urgency.
3. Real Nappy Campaign (Pages 1 - 6)
- to support the development of a publicity campaign
4. 10 Easy Ways to Prevent Waste (Pages 7 - 10)
- to note the report
5. Petition - Hepworth Drive and Catherine Avenue, Aston (Page 11)
- to consider the request for the provision of off-road parking areas near the Doctors Surgery on Hepworth Drive

The Chair will be asked to take the following 3 items to enable the matters to be processed

6. Tackling Racial Harassment (Pages 12 - 21)
- to note the report and progress made
7. Waste Management - Reducing Junk Mail (Pages 22 - 25)
- to support the development of promotion of a junk making reduction campaign
8. Bulky Items and Special Collections: Price Review 2005/06 (Pages 26 - 30)
- to approve the proposed price changes for implementation from 1st April, 2005
9. Exclusion of the Press and Public
Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 3 and 4 Part I of Schedule 12A to the Local Government Act 1972 (accommodation/services provided by the

Council).

10. Sheltered Housing Review (Pages 31 - 83)
(report attached)

The Chair authorised consideration of the following item

11. Negotiated Extension to Minor Fixings Contract 2005/06 (Pages 84 - 109)
(Exempt under Paragraphs 7 and 8 of the Act – financial affairs of someone other than the Council/provision of goods/services)

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member for Housing and Environmental Services
2.	Date:	21 March 2005
3.	Title:	Waste Management – Real Nappy Campaign
4.	Programme Area:	Neighbourhoods

5. Summary

The promotion and use of real nappies is seen by many local authorities as an effective waste minimisation tool. The national picture estimates that some 3 billion nappies are disposed of in the UK per annum. Around 3% of household waste is made up of disposable nappies which potentially equates to 3600 tonnes of these nappies being disposed of in Rotherham's bins every year. This report considers the impact disposable nappies have on the waste stream and a practical option to promote the use of real nappies in Rotherham.

6. Recommendations

MEMBERS ARE REQUESTED TO:

- a). SUPPORT THE DEVELOPMENT OF A PUBLICITY CAMPAIGN TO COINCIDE WITH 'REAL NAPPY WEEK'.**
 - b). SUPPORT THE PRESENTATION OF A FURTHER REPORT ON THE OPTIONS FOR INCENTIVES FOR HOUSEHOLDERS FOLLOWING FURTHER RESEARCH.**
 - c). SUPPORT THE DEVELOPMENT OF PUBLICITY ON THE PROMOTION OF A NAPPY LAUNDERING SERVICE.**
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7. Proposals and Details

Rotherham Borough Council has always supported the use of real nappies as an alternative to disposables. However, there is currently no information available to educate or inform householders with infants on the environmental, financial or other apparent benefits.

The following statistics indicate the national picture concerning disposable nappies:

- 3 billion nappies are disposed of in the UK per annum.
- 8 million nappies are disposed of in the UK per day.
- Approximately 3% of household waste is made up of disposable nappies.
- Approximately 2500 births occur in Rotherham per annum.
- Birth to potty 4000 – 6,000 nappies used per child.

It is not known how long it takes for an average disposable nappy to break down in a landfill site but a conservative estimate is between 500 and 700 years. In Rotherham it is estimated that potentially 3600 tonnes of disposable nappies are collected and disposed of every year through the domestic waste stream.

Nationally, waste arisings are increasing year on year and along with home composting the use of real nappies is regarded as an effective waste minimisation tool.

The main option is to educate and inform householders with infants on the benefits of purchasing and using real nappies. Although the initial outlay financially may be greater as a start up cost, the benefits will be gained over the longer term. It is estimated that the cost of purchasing disposable nappies over a 30 month period would equate to approximately £1100. The purchase and use of 24 terry towelling nappies can be as little as £250 including the cost of the nappies, accessories, washing agents, energy and allowing for wear and tear on a washing machine.

There are also alternatives to the traditional square terry towel nappies. The new nappies are made from soft cotton, shaped to fit the baby and fastened with Velcro or poppers. The cost of these is approximately £350 including the purchase of nappies, accessories, washing agents, energy and wear and tear.

As an alternative to washing nappies at home, householders may take advantage of a nappy laundering service; one currently operates in the Rotherham area on a weekly basis. For £8.50 per week householders on the scheme receive up to 70 replacement nappies per week. The nappies are laundered to a strict standard, which includes sterilisation and inspection. Soiled nappies are collected on a set day and replaced with a sealed pack of freshly laundered nappies. Although this is an additional cost it is still comparable with the cost of purchasing disposable nappies.

It is proposed to design and produce an information leaflet on the advantages of real nappies and to include details on nappy laundering services. The leaflet will be distributed at a launch of Rotherham's campaign via a real nappy roadshow during the national campaign 'real nappy week' from 20th – 24th June 2005. In addition to

the information leaflet it is proposed to provide a display on the various nappy options available, so that parents or parents to be; can see and touch the actual nappies together with 'try on' samples that can be placed on dolls. It is also proposed that leaflets are distributed through the Health Authority, midwifery services, nurseries, toddler groups and other points of contact for parents.

8. Finance

Some local authorities currently offer cash incentives which could entitle householders to offers such as £30 off a purchase of real nappies or discounts from local nappy laundries. If this type of scheme were made available, often limits are set to the first 100 applicants. However, it is unclear as to the sustainability of these incentives as some households may simply revert to disposable nappies after receiving the money. A further report will be presented on incentive options following further research into this area.

A useful measure is the cost savings gained on landfill disposal, from April 2005 the landfilling of domestic waste will cost £34.26 per tonne. Therefore, for every tonne of nappy waste that is prevented from disposal at landfill the Authority will save £34.26.

The promotional materials used will include for 10,000 colour leaflets (see Appendix attached) and nappy samples. The cost of £2,500 will be met from the Waste Management budget.

9. Risks and Uncertainties

The Council needs to support policies to encourage waste minimisation and the segregation of waste for recycling. However, the removal of nappy waste from domestic wheeled containers may create extra capacity that could in some cases be filled by another waste material and therefore not necessarily lead to an overall reduction in waste arisings. The Landfill Allowance Trading Scheme places diminishing limits on the amount of biodegradable waste Rotherham can dispose of in landfill sites between 2005–2020. A failure to divert waste from landfill could lead to the Council being fined for exceeding permit limits.

10. Policy and Performance Agenda Implications

The development of waste minimisation schemes can contribute towards slowing down the growth in waste arisings. Such initiatives, if successful would contribute to key performance indicators:

- BV 82 a - % of waste recycled
- BV82 b - % of waste composted
- BV 82 d - % of waste land filled
- BV 84 – Kgs of waste collected per head

Background Papers and Consultation

An example of a leaflet currently produced by the Waste and Resources Action Programme (WRAP) is attached at Appendix 1.

Waste and Resources Action Programme
Women's Environmental Network
Real Nappy Association

Contact Name: *Dale Otter, Recycling Officer, Ext 3190,
dale.otter@rotherham.gov.uk*

Real help

To find out about your local Real Nappy incentive schemes, nappy laundries and suppliers ring the Real Nappy Helpline on 0845 850 0606 for the cost of a local call.

Alternatively you can log on to www.realnappycampaign.com

For general information about WRAP's Real Nappy Initiative including the resource pack and national publicity campaign visit www.wrap.org.uk



**Real Nappy Helpline
0845 850 0606**

**For further information visit
www.realnappycampaign.com**



While steps have been taken to ensure its accuracy, WRAP cannot accept responsibility or be held liable to any person for any loss or damage arising out of or in connection with this information being inaccurate, incomplete or misleading. The listing or featuring of a particular product or company does not constitute an endorsement by WRAP and WRAP cannot guarantee the performance of individual products or materials. For more detail, please refer to our Terms & Conditions on our website www.wrap.org.uk

Printed on recycled paper

SPECIAL OFFERS!

Many local authorities provide incentive schemes which could entitle you to offers such as £30 off your purchase of real nappies, or discounts from local nappy laundries. The Real Nappy Helpline will confirm if your local authority has a Real Nappy incentive scheme in your area and how to use the voucher with the scheme.

To redeem your voucher below, please provide the following details:

Name _____

Address _____

E-mail _____

Tel no. _____

Baby's date of birth _____

Type/s of Real Nappy chosen _____

Do you: wash at home? use Real Nappy Laundry service?

For official local authority use only:

Please confirm where voucher has been redeemed: Please forward details of all completed coupons to Andrew Owen, Liaison Officer, Waste and Resources Action Programme, The Old Academy, 21 Horse Fair, Banbury, Oxon, OX16 0AH or Call 01295 819669



Real Nappies Real Choice

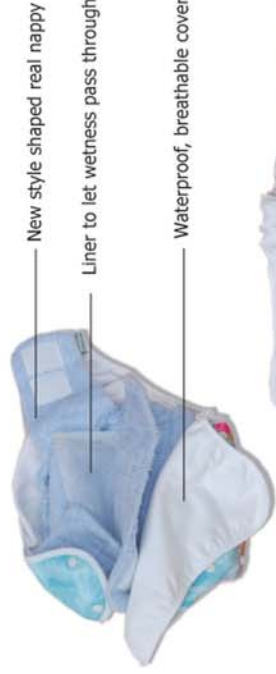
Real choice

Did you know that by the time their baby is potty trained most parents will have completed between 4,000 to 6,000 nappy changes? The good news is that mums and dads now have real options with nappies; we're talking REAL Nappies.

Real nappies are an easy-to-use, practical alternative to disposables and they are cheaper and reduce rubbish going to landfill, which is why more and more families are choosing them. It's official, real nappies are really cool!

Real easy to use

There's not a safety pin in sight with real nappies, so they're simple to use. They come in lots of modern and funky styles that fasten easily with poppers, velcro or nifty little plastic grips so the nappy fits your baby snugly. A liner goes inside the nappy to keep baby dry and catch solids. Many liners are biodegradable and can be flushed away. Washable liners are also available. To prevent leaks - most real nappies are covered with a breathable waterproof cover available in colourful designs.



_____ New style shaped real nappy

_____ Liner to let wetness pass through

_____ Waterproof, breathable cover



Real savings

The total cost of using real nappies can be half that of using disposables. Further savings can be achieved by using the same real nappies for your second or third child.

Home washing offers the greatest savings - costs can be as low as £1.00 a week including the price of detergents and energy. There is no need to soak or pre-wash nappies, just wash at 60°C. For extra convenience, local nappy laundries offer weekly services that collect used nappies and provide a fresh supply, laundered to the highest standards, for the next seven days - these services cost between £6-10 per week.



Real rubbish reduction

Eight million disposable nappies are thrown away every day in the UK and mostly go to landfill. Cut your household rubbish by up to half and help the environment by choosing real nappies.

Real cool!

Taking the real nappy option is all about exercising your right, as a consumer and a parent, to make an informed choice between real nappies and single-use disposable nappies. It reduces rubbish going to landfill and helps your pocket.

Of course, real nappies don't have to be an 'all or nothing' option. You may still prefer to use disposables when travelling or away from home. Most people find, however, that once they've made the change they want to continue to 'keep it real'!

Go on, give them a try, it's the really cool thing to do.



ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member for Housing and Environmental Services
2.	Date:	21st March, 2005
3.	Title:	Waste Management – 10 Easy Ways to Prevent Waste
4.	Programme Area:	Neighbourhoods

5. Summary

Nationally waste arisings are increasing year on year. Recycling, re-use and composting schemes are a positive way in diverting waste away from landfill sites. However, if you prevent waste from being created in the first place, in addition to the obvious environmental benefits that can be gained, there are financial savings gained from not having to collect, recycle or dispose of waste. This report examines 10 easy ways to prevent waste and encourages everyone including local authorities to become more active in promoting waste prevention.

6. Recommendations

MEMBERS ARE REQUESTED TO:

- a). **NOTE THE CONTENTS OF THIS REPORT WHICH SUMMARISES THE LOCAL GOVERNMENT ASSOCIATION PUBLICATION 10 EASY WASYS TO PREVENT WASTE.**
 - b). **SUPPORT THE PRESENTATION OF FURTHER REPORTS ON WASTE MINIMISATION INITIATIVES FOR CONSIDERATION.**
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7. Proposals and Detail

Waste prevention can be tackled at a local level and schemes can impact on environmental, cost, and social benefits. Local waste prevention initiatives can be developed in partnership with local communities, schools, charities and business. The Local Government Association has recently published a report outlining 10 ways to minimise waste, a summary of which is detailed below:

Junk Mail

Approximately 21 billion items or 550,000 tonnes of junk mail not including free newspapers are sent out every year in the UK. Many householders who prefer not to receive such mail can register with the Mailing Preference Service (MPS). The MPS can effectively reduce up to 95% of junk mail by removing names and addresses from direct mail links. Stickers can also be placed by householders on their letter boxes to discourage leaflets, free newspapers or un-addressed mail being delivered.

Charge for Excess Waste

Waste collection authorities can specify the size and usage of refuse containers. In some cases; such as family size, householders may apply for a larger capacity container for an additional fee. However, with the introduction of additional containers for recycling and composting the available capacity for storing waste has generally increased. This however, can lead to an increase in waste arisings as more space is released in the residual waste bin.

Encourage Food Waste Digesters, Home and Community Composting

Approximately 35% of household waste can be removed from the waste stream through home composting. By diverting this waste it also allows Councils to meet stringent targets set under the Landfill Allowance Trading Scheme (LATS). Many local authorities offer subsidised or free home compost bins. The Waste and Resources Action Programme (WRAP) are currently working with a number of local authorities on this initiative of which Rotherham is one, to promote home composting. Community composting projects can cater for householders in flats or houses without gardens offering a service to compost kitchen waste.

Support Re-Use Schemes

Re-use schemes include: furniture and white goods, computers, paint, bicycles, wood etc. The schemes are often run by the voluntary and community sector in partnership with local authorities. Many items are re-distributed to individuals on low incomes. These projects can create local employment and training opportunities.

Support or Develop the Local Second Hand Sector

This sector includes: car boot sales, salvage yards, auctions and bric-a-brac markets, jumble sales, charity shops etc. Again this sector can provide employment

and training opportunities and can deal with house clearances, re-furbishment projects and finding uses for bulk batches of unwanted or unsold items.

Promote Sharing and Hire Schemes

Increasing the hire and leasing of business and household goods reduces the amount of bulky, expensive and limited use items that are bought, stored and eventually disposed of. Community sharing schemes can help low income groups access equipment and promote community development. Schemes include: books, videos, toys and music libraries, local equipment hire centres and car sharing clubs.

Work Intensively with Local Residents

Tackling waste at a household level can be time consuming and expensive but can ultimately reap rewards. Targeting a whole family with waste awareness messages which can also be spread on to their friends and family can make a significant impact on waste reduction. One example is for a family to keep a waste diary to cover areas such as the reduction of packaging from shopping, home composting, re-use, and the use of real nappies.

Promote Real Nappies

With 8 million disposable nappies thrown away every day in the UK, nappy schemes play a key role in local authority waste prevention initiatives. The purchase and laundering of real nappies can save parents hundreds of pounds per year compared to the use of disposable nappies. Nappy laundering schemes are also becoming popular with parents who prefer not to do their own washing and are often comparable in cost to the purchase of disposables. Around 3% of household waste is made up from disposable nappies and by removing these from the waste stream has obvious environmental and cost benefits to local authorities.

Prosecute Excess Packaging

Packaging is a term used to include: glass bottles, cardboard, yoghurt pots, shrink wrap, wooden pallets etc. The Producer Responsibility (Packaging Waste Regulations 1997) requires businesses to recover or recycle a percentage of their packaging waste. Packaging can be used for safety, hygiene and quality; however, some is not essential and is primarily used for marketing or to enhance a product's appearance. The Waste and Resources Action Programme (WRAP) are currently working with retailers to reduce the amount of unnecessary packaging. Local authority trading standards officers can also investigate incidences of over packaging by companies and in some cases prosecute offenders.

Reduce the Use of Plastic Carrier Bags

150 million plastic carrier bags are used in Britain every week. These often single use items are adding to the growing amount of waste discarded in landfill sites. Tesco and Safeway stores now have in store plastic bag recycling facilities; however more could still be done to avoid their use by persuading customers to re-use them

or alternatively using a bag for life instead. Recently Ireland has introduced a plastic bag tax and results so far have shown a reduction in their use of almost 90%.

8. Finance

A useful measure is the cost savings gained on landfill disposal. From April 2005 the landfilling of domestic waste will cost £34.26 per tonne. Therefore, for every tonne of waste that is diverted away from landfill the Authority will potentially save £34.26.

9. Risks and Uncertainties

The Council needs to support policies to encourage waste minimisation and the segregation of waste for recycling. The Landfill Allowance Trading Scheme places diminishing limits on the amount of biodegradable waste Rotherham can dispose of in landfill sites between 2005–2020. A failure to divert waste from landfill could lead to the Council being fined for exceeding permit limits.

10. Policy and Performance Agenda Implications

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- BV 82 d - % of waste landfilled
- BV 84 – Kgs of waste collected per head

Background Papers and Consultation

10 easy ways to prevent waste published by the Local Government Association 2004.

Contact Name: *Dale Otter, Recycling Officer, Ext 3190*
dale.otter@rotherham.gov.uk

**To: Cabinet Member
Housing and Environmental Services**

21st March, 2005

PETITION

Hepworth Drive and Catherine Avenue, Aston

A petition has been received, containing, 117 signatures, from residents of Hepworth Drive and Catherine Avenue, Aston, requesting the provision of off-road parking areas near the Doctors Surgery on Hepworth Drive.

They requested a car park on Catherine Avenue waste land so there were more spaces at the Doctors for disabled users as they thought it was appropriate that disabled users had a higher priority to able body people and would also mean less congestion on Hepworth Drive. There were no places for residents to park their cars as patients from the doctors were double parking. Also the chemists could not get the delivery van near to the premises to deliver due to overcrowded parking.

Attached is a copy of a memo from Andrew Butler, Streetpride, together with a location plan of the area.

**L. E. SOUTH,
Democratic Services Manager.**

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	CABINET MEMBER FOR HOUSING & ENVIRONMENTAL SERVICES
2.	Date:	21 MARCH 2005
3.	Title:	TACKLING RACIAL HARASSMENT
4.	Programme Area:	NEIGHBOURHOODS

5. Summary

The report details the Neighbourhoods Programme Area performance set against relevant performance indicator BVPI 164 during April 04 – March 05.

6. Recommendations

THAT CABINET MEMBER IS ASKED TO NOTE THE REPORT AND THE PROGRESS MADE.

7. Proposals and Details

7.1 Issue

The Council must by law carry out its functions in a way that eliminates unlawful discrimination and which promotes equality of opportunity and good race relations.

Best Value Performance Indicator (BVPI 164) measures how the service follows the Commission for Racial Equality's Code of Practice in Rented Housing and the Code of Practice for Social Landlords: Tackling Racial Harassment. The code recommends that Housing Authorities should report to their committee structures on the number of racist incidents reported on an annual basis. In addition, there are corporate Community Safety indicators to report the number of racist incidents recorded by the authority per 1000,000 population (BVPI 174,175)

This Code of Practice sets out action that all social landlords should take to prevent racial harassment, to ensure that racist incidents are reported, to support tenants and their families when such harassment does occur and to take action against perpetrators to enforce the landlord's civil powers and deter further harassment.

The current system for reporting and recording racist incidents has a number of shortcomings that raises questions about its effectiveness and have led to criticism from the Audit Commission. These include:

- A lack of a coordinated and effective approach to recording, collecting and monitoring racial incidents throughout the Council.
- All Programme Areas are experiencing issues of under-reporting and there is some confusion over how to deal with complaints when they are reported.
- There are also concerns that the further action identified following the reporting of an incident is not effective.
- The existing "Corporate Racist Incidents Reporting Form" is too long.
- There is an absence of a corporate form with different Programme Areas/ Services using their own Proformas.

7.2 Proposals

All Neighbourhood offices nominate two people from their teams who would co-ordinate racial incidents and report every quarter to the Equalities & Diversity Officer who then refers all cases to Corporate Equalities Unit. With the support of the Corporate Equalities Unit train the nominated people on the new racist incident policies and procedures and request they filter down this training to rest of their team.

We recommend that one of the nominated persons should regular attend the Neighbourhoods Equality & Diversity Group and give feedback on issues relating to racist incidents therefore creating a more co-ordinated and structured approach.

8. Finance

Adopting the Corporate Racist Incidents Form, Policy and Procedures when they are approved by CMT, will entail financial implications for the design, print and production of:

- The Racist Incidents Form
- Promotion material such as posters for all Neighbourhood offices
- Translation of key material content
- Design of an Electronic/Online Reporting system

9. Risks and Uncertainties

Current practice within the Neighbourhoods programme area shows that officers are not always clear about what a racist incident is, what should be reported, and how to report it. A robust racist incident reporting mechanism and action taken consistently will reduce the Council's vulnerability to legal action for failing to act on racial harassment and racial discrimination cases.

10. Policy and Performance Agenda Implications

The code of practice for Tackling Racial Harassment is expected to contribute towards:

Regeneration

- Providing sustainable neighbourhoods
- Providing an excellent environment

Equalities

It will:

- provide a framework for tackling racial discrimination and disadvantage
- provide clarity to the authority, its partners and service users on what is being tackled in the field of race equality
- demonstrate the Council's commitment to race equality

Sustainability

- To eliminate unlawful racial discrimination
- To promote equal opportunities for all ethnic groups
- To deliver a high standard of service to people from black and minority ethnic communities within a framework of empowerment and Best Value
- To provide services that are sensitive to differences in needs, language and culture

- To recognise the diversity of local communities and to foster good relations between the communities
- To take positive action to address existing disadvantage and encourage a more inclusive society.

Health Implications

There are a number of racial harassment related issues that affect BME communities to a greater extent than the remainder of the population.

There is an accepted link with racial harassment and health and by addressing these issues it is expected there will be a positive effect on some of the health and social inequalities, which affects these communities.

Safer Rotherham

The Code of Practice addresses key community safety issues including tackling racial harassment and crime reduction.

Human Rights Issues

The Code of Practice is about tackling inequalities and promoting equal opportunity. It does this through the main aims of the strategy:

- To eliminate unlawful racial discrimination
- To promote equal opportunities for all ethnic groups
- To deliver a high standard of service to people from black and minority ethnic communities within a framework of empowerment and Best Value
- To provide services that are sensitive to differences in needs, language and culture
- To recognise the diversity of local communities and to foster good relations between the communities
- To take positive action to address existing disadvantage and encourage a more inclusive society

The Council's Priorities

The Code of Practice is a tool to assist the Council in meeting the legal obligations to eliminate disadvantage, promote equality of opportunity and good race relations.

It will, therefore, contribute to the cross cutting issues of sustainable development, equalities and diversity, regeneration and crime and disorder as described above

11. Background Papers and Consultation

Best Value Performance Indicators 164, 174 and 175
DETR Code of Practice for Social Landlords: Tackling Racial Harassment
CRE Code of Practice in Rented Housing
Race Relations (Amendment Act) 2000
Rotherham Borough's Strategy to Reduce Crime and Disorder
BME Housing Strategy 2005-07
ALMO Excellence Plan

Contact Name:

Andrew Balchin, Head of Neighbourhood Development, Ext: 3427
andrew.balchin@rotherham.gov.uk

Mahmood Hussain, Equalities & Diversity Officer, Ext: 3437
mahmood.hussain@rotherham.gov.uk

Appendix 1 **Tackling Racial Harassment – A report on the number of racist incidents received by Neighbourhoods between 01/04/04 and 04/03/05**

1.0 Summary of the 2004/05 Report

1.1 All reports of a racist nature are reported to the Neighbourhood offices who then forward them to the Anti-Social Behaviour Unit and to MAARI (Multi-Agency Approach to Racial Incidents). The group consists of the Race Equality Council, South Yorkshire Police, Rotherham MBC, Rotherham Primary Care Trust, and Victim Support amongst others.

1.2 MAARI is a confidential central reporting agency and is responsible for identifying and monitoring racial tension and trends within the borough of Rotherham. The group provides practical advice and support to all partners in combating racial harassment.

1.3 Neighbourhoods received a low number of incidents (11) compared to other partners within MAARI. The service is looking into the under-reporting of incidents and has employed an Equalities & Diversity officer to improve our racial harassment practices. A new racial incident policy & procedure has been developed corporately with the support of all programme areas and is awaiting approval from Corporate Management Team at the time of this report. The new procedures will include training to all Neighbourhoods staff this will lead to a rise in the number of reports of racial incidents in the future.

2.0 Incidents Received during 2004/05

2.1 There have been 11 recorded incidents of a racist nature during this period. This is a slight increase on the number of incidents received and compared to the same stage last year. The incidents reported to Neighbourhoods range from verbal abuse to assault.

2.2 The service is a first contact point for anyone wishing to report a racial incident, so the report includes incidents from all tenures. Of the 11 incidents reported, 3 were council tenants and 8 were owner occupiers.

2.3 The increase in the number of incidents reported to Neighbourhoods may be due to training and awareness. There is no evidence that the conflict in Iraq and the Madrid bombings led to an increase in incidents.

2.4 However there may still be barriers to the service preventing Black and Minority Ethnic (BME) communities accessing our services. To overcome this, Neighbourhoods have developed a BME Housing Strategy, which incorporates the barriers report completed by Racial Equality Council and the aspirations study completed by Sadeh Lok. The BME Housing Strategy is awaiting approval from corporate management team at the time of this report.

2.5 Table 1 shows the type of incidents received during the reporting period. 8 incidents occurred at the home and 3 in the street. The column on the right hand side provides a comparison with the statistics for the whole of last year.

Table 1

Area Office	Assault	Criminal Damage	Intimidation/ Verbal abuse	Arson	Total	2003/ 04
Maltby					0	0
Dinnington					0	0
Wath			3		3	0
Swinton			1		1	0
Rawmarsh					0	0
Going Local					0	2
Munsborough					0	1
East Herringthorpe	1		2		3	0
Town Centre			3		3	5
Aston			1		1	1
Out of area					0	1
Total	1	0	10		11	10

2.6 Ethnicity of Perpetrators

Out of the 11 incidents received 9 were White British, 1 Asian British and 1 unknown

2.7 Ethnicity of Victims

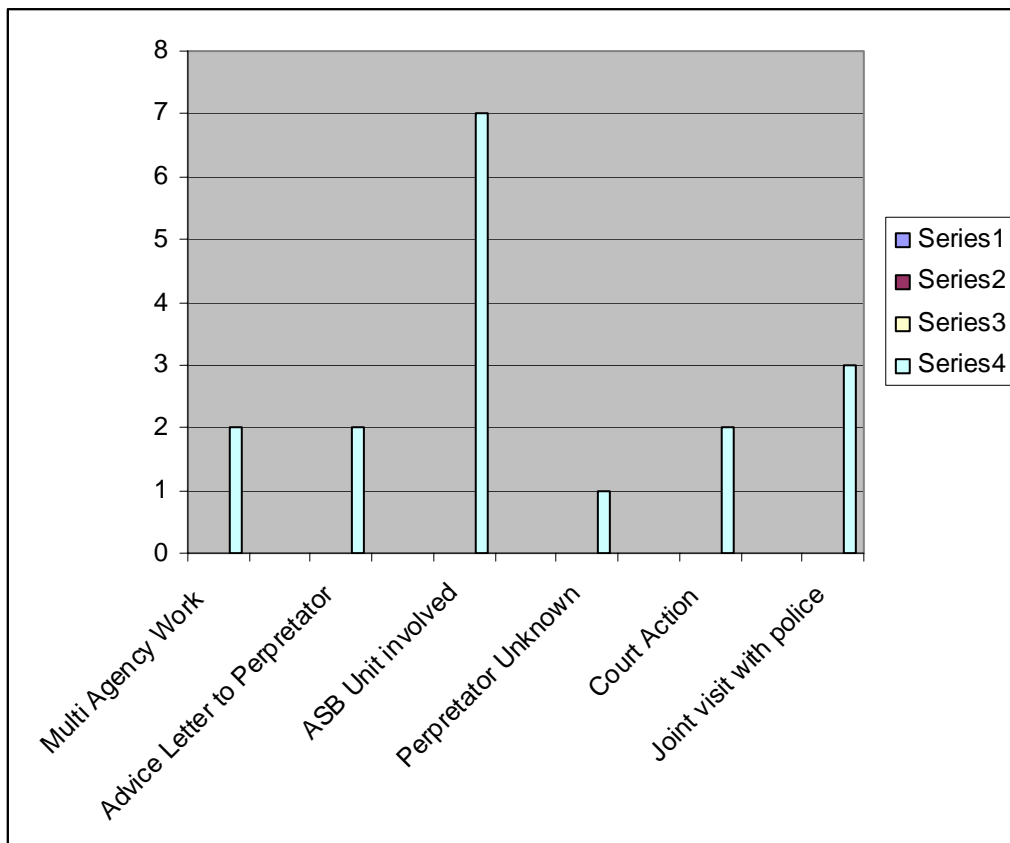
There were 4 Mixed Race, 1 Kosovan, 2 Asian British, 1 White British, 1 Pakistani, 1 Arabic and 1 Chinese.

3.0 Outcomes/Actions

3.1 The bar chart below refers to how the cases have been dealt with during this reporting period. All cases are brought to the attention of the police if the victim gives their consent. Refer to Table 2 on the next page.

3.2 All incidents are reported to MAARI. This multi-agency work means that all victims are provided with support and all perpetrators are dealt with in a consistent way. The Anti-Social Behaviour Unit, Asylum Team and Neighbourhood office all deal with racial harassment cases as defined in the procedure for dealing with a racially motivated incident.

Table 2 Actions taken to resolve incidents



3.3 The majority of the incidents were dealt with by the Anti-Social Behaviour Unit and cautions from the Police. In all cases affecting council tenants a joint visit with the Police is utilised. Tenants are reminded that they could lose their home and the Police advise them of the possibility of criminal action should their behaviour continue. In this

reporting period, this was the most effective way of dealing with the incidents where the perpetrators were known.

3.4 In the cases where perpetrators are not known, a racial incident form is still completed. This may prove useful intelligence should an incident occur again.

3.0 Trends

4.1 It is difficult to gauge trends due to the numbers reported being low last year. There has been a slight increase in the number of incidents this year (11) compared with the same period last year (10). Early indication from our partner agency MAARI suggests that reported incidents this year are similar to those of last year around the 270 mark.

4.2 The majority of incidents have occurred within the town centre areas of Rotherham. This is where there is a mix of different cultures and where community cohesion policies and resources need to be focused. Although there is no evidence of a "hotspot" for racist activity.

4.3 There has been a huge effort to prevent any increase of racial harassment during the conflict in Iraq and the issues surrounding Asylum Seekers. Training and awareness sessions around asylum and refugees were delivered by the Asylum team and sessions took place around community cohesion.

4.4 The incidents reported suggest that there has been a shift in the ethnic origin of victim. Past trends show that the victim has been of Asian Pakistani origin and the perpetrator of white origin. Figures from this year suggest there may be a shift to victims being asylum seekers and refugees. This may reflect a recent change in the ethnic minority population in Rotherham. There is also evidence that the training on recording ethnicity on the reporting form has been successful and our services are beginning to be accessed by previous hard to reach groups.

4.5 Neighbourhoods are assisting MAARI by making use of the powers available under the Crime and Disorder Act 1998. Action is being taken to address anti-social behaviour and reduce racial tension in Brinsworth and Winterhill Comprehensive Schools.

5.0 Actions taken to improve service

5.1 Neighbourhoods with partners have taken further steps within the year to improve services. These include:

- On going training days were arranged for an introduction to Muslim Culture course. This involved a visit to Ridge Road Mosque and was organised to increase staff awareness of Islam. Those staff are now able to dispel some of the myths that the general public may have.
- The report completed by Racial Equality Council on barriers to accessing services and the aspirations report completed by Sadeh Lok their findings and recommendations have been incorporated in the action plan of the BME Housing Strategy.
- New Racial Incident policy and procedures have been developed by Corporate Equalities Unit with the support of Neighbourhoods
- There is availability of disperse properties to victims of racial harassment.

6.0 Summary of the report

6.1 There appear to be no significant trends developing within estates but we need to continually review and develop systems and procedures to avoid complacency. The racial incident procedure will be reviewed on an annual basis as part of the BVPI 164 Action Plan.

6.2 The new procedure, training programme and close working with partners in MAARI have and will continue to improve the service. We are seeing evidence of different communities willing to come forward and report their experiences of racism.

6.3 The measures the service has in place during the on going conflict in Iraq suggests that the service can respond proactively to external influences beyond our control.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member for Housing and Environmental Services
2.	Date:	21st March 05
3.	Title:	Waste Management – Reducing Junk Mail
4.	Programme Area:	Neighbourhoods

5. Summary

Every year 21 billion items (550,000 tonnes excluding free newspapers) of junk mail are sent out every year in the UK. This equates to approximately 3% of household waste. Householders who prefer not to receive unwanted mail can reduce their waste by taking action to remove their names and addresses from direct mailing lists. The Mailing Preference Service (MPS) can remove names from up to 95% of direct mail lists simply by householder registration. This report considers the implementation of a waste prevention campaign to reduce junk mail by tackling the cause rather than the symptoms.

6. Recommendations

MEMBERS ARE REQUESTED TO:

- a). **NOTE THE CONTENTS OF THIS REPORT.**
 - b). **SUPPORT THE DEVELOPMENT OF PUBLICITY ON THE PROMOTION OF A JUNK MAIL REDUCTION CAMPAIGN.**
 - c). **AGREE TO THE COUNCIL UNDERTAKING THE POSTAGE OF COMPLETED APPLICATION FORMS TO THE MAIL PREFERENCE SERVICE.**
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7. Proposals and Detail

An effective way to minimise waste at the household level starts at the point of consumption; by choosing products and services and making decisions with the least environmental impact. Current activities to reduce junk mail from entering landfill sites tend to focus on recycling rather than prevention in the first place.

With UK consumers generating approximately £20 billion worth of postal sales each year, it could be argued that some householders enjoy information and available offers they receive by post. However, many simply do not read it and discard it straight away helping to contribute to the year on year increase in waste arisings.

The Mail Preference Service (MPS) is a free service that has been in use for 20 years. It is funded by the mail industry and allows consumers to have their names and addresses removed from lists used within the industry. It is actively supported by the Royal Mail, Trade Associations and backed by the Office of the Information Commissioner.

The MPS can remove householder's names from up to 95% of direct mail lists. It will not stop mail from overseas, un-addressed or mail addressed to the occupier. In addition mail from small local companies may also continue unless contact is made with them directly. For the service to take full effect it may take up to 4 months but a significant reduction should be noticed during this period.

To register for free householders can either write to:

Mailing Preference Service
FREEPOST 22
London
W1E 7EZ

Register by telephone on 0845 703 4599

Or register via the website at: www.mpsonline.org.uk

A recent survey showed that junk mail including free newspapers amounts to 750,000 tonnes per year (DEFRA 2003) and is made up from the following:

- 40% Free newspapers
- 30% From banks, insurers etc, that households already have dealings with
- 30% Direct marketing flyers

Un-requested junk mail is a growing area of waste, having approximately doubled in the last 10 years and accounts for at least 0.6kg per household per week. Simply by registering with the MPS; junk mail could be reduced by as much as a third in weight.

Further reductions could be achieved by measures aimed at stopping unwanted free newspapers complete with inserts and un-addressed mail.

Rather than producing a leaflet that could potentially add to the problem. It is proposed to advertise this scheme via the Council website, press releases and the production of a small sticker that may be voluntarily affixed to householder's letter boxes or doors. Examples of different options for door stickers are shown at Appendix 1; using either 'Recycling Reg' or the national recycling logo. A link would be set up via the Councils website to go directly to the MPS registration and information would also be displayed next to internet access points in libraries. Mail Preference Forms and stickers would be issued at Waste Management Roadshows, libraries and reception areas. All completed forms will be returned to the Waste Management Unit to be sent off to the Mail Preference Service.

8. Finance

A useful measure is the cost savings gained on landfill disposal, from April 2005 the landfilling of domestic waste will cost £34.26 per tonne. Therefore, for every tonne of junk mail that is prevented from disposal at landfill the Authority will save £34.26.

The promotional material used will include the production of stickers. The cost of £1000 will be met from the Waste Management budget.

9. Risks and Uncertainties

The Council needs to support policies to encourage waste minimisation and the segregation of waste for recycling. The Landfill Allowance Trading Scheme places diminishing limits on the amount of biodegradable waste Rotherham can dispose of in landfill sites between 2005-2020. A failure to divert waste from landfill could lead to the Council being fined for exceeding permit limits.

10. Policy and Performance Agenda Implications

The development of waste minimisation schemes can contribute towards slowing down the growth in waste arisings. Such initiatives, if successful would contribute to key performance indicators:

- BV 82 a - % of waste recycled
- BV 82 b - % of waste composted
- BV 82 d - % of waste landfilled
- BV 84 – Kgs of waste collected per head

Background Papers and Consultation

Examples of different options for door stickers are shown at Appendix 1.

The Mailing Preference Service
National Resource and Waste Forum (NRWF)

Contact Name: Dale Otter, Recycling Officer, Ext 3190
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Appendix 1 – Examples of Stickers

NO
Free
Newspapers
or
Junk Mail
Thank you



www.rotherham.gov.uk

NO
Junk Mail
Thank you



www.rotherham.gov.uk

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS

1.	Meeting:	Cabinet Member for Housing and Environmental Services
2.	Date:	21st March 05
3.	Title:	Bulky Items and Special Collections: Price Review 2005/06
4.	Programme Area:	Neighbourhoods

5. Summary

- 5.1 The prices to be charged to customers for the collection and disposal of bulky items and special collections from households. The revised prices to be introduced with effect from 1st. April 2005.

6. Recommendations

- 6.1 **MEMBERS ARE REQUESTED TO APPROVE:**

THE PROPOSED PRICE CHANGES FOR IMPLEMENTATION FROM 1ST APRIL 2005.

7. Proposals and Details

- 7.1 The Council has a mandatory duty to collect household waste and if requested by the occupier of a premise to do so, may make a reasonable charge for the collection of bulky items. This is the first review of the charges made for bulky items and special collections since 1st May 2003. The previous price having being held for almost two years. The effect of inflation and the Government increasing Landfill Tax from £14 per tonne to £18 per tonne during the period demands a review of our pricing structure.
- 7.2 Consideration has to be given to achieving the correct balance between the need to recover our actual costs of operating the service and the requirement to keep the service financially attractive, thereby encouraging its continued use by customers.
- 7.3 **It is proposed that the price charged to the customer for the collection of a standard bulky item (please see Appendix 1 for definition) including refrigerators is increased from £8.00 to £10.00.** This price is subsidised by the Council as shown by the Table in Section 8, Finance.
- 7.4 It is recognised that specific members of our community may find the charges difficult to bear. **Therefore, a further discounted price will be offered to Rothercard holders at 50% of the normal rate.**
- 7.5 **It is proposed that the prices charged for the collection of larger orders and DIY items are increased in line with movement in inflation and Landfill Tax since the last review.** Full details of these charges are included in Appendix 1.

8. Finance

- 8.1 The charge made to the customers is a contribution towards meeting the full cost incurred by the Council as shown by the following Table. The estimated net cost to the Waste Management Budget is £93,750. This amount is built into our existing base budget.

Collection type	Est. Collections p.a.	Actual cost per collect'n	Customer contribution		Council Contribution	Estimated cost to Waste Mgt. Budget (2005/06)
			Incl. VAT	Excl VAT		
Standard	3,200	£18.00	£10.00	£8.51	£9.49	£30,370
Standard - Rothercard	500	£18.00	£5.00	£4.26	£13.74	£6,870
Fridge	2,850	£25.00	£10.00	£8.51	£16.49	£47,000
Fridge - Rothercard	450	£25.00	£5.00	£4.26	£20.74	£9,330
TOTAL	7,000					£93,570

9. Risks and Uncertainties

- 9.1 Demand for the service is price sensitive. Therefore, any significant increase in the price could affect demand for it and may lead to some individuals considering alternative ways of dealing with their bulky items of waste, which at worst, may include illegal methods of disposal.

10. Policy and Performance Agenda Implications

- 10.1 The Bulky Items Collection Service provides a convenient means by which householders without their own transport (and not able to access our Household Waste Recycling Centres) are able to dispose of their bulky items of waste. A further discounted price is offered through Rothercard to assist those with less resources. This follows the Council's Core Value of putting people first and ensuring fairness and equity in service delivery.
- 10.2 The collection of bulky items contributes towards ensuring that a clean, safe and pleasant environment is created. All "white goods" collected on the service (fridges, cookers, etc.) are segregated and taken to our Recycling Centres for processing and recycling reducing our input to landfill. In turn this directs the service towards achieving our Programme Area's strategic objective to deliver a long term approach to waste and recycling to minimise

the need for waste disposal, which also contributes to the delivery of the Corporate Priority “a place to live”.

- 10.3** All household items collected and segregated for recycling count towards our recycling targets and contribute towards increasing our rating for *BVPI 82a Percentage of Household Waste Recycled*.

11. Background Papers and Consultation

- 11.1** APPENDIX 1 – Proposed Scale of Charges for the Collection of Bulky Items of Household Waste – 2005/06
- 11.2** A comparison has been made with the charges made by neighbouring Local Authorities for equivalent collections of bulky items of household waste. These charges range from £11.75 to £28.00 per collection. This demonstrates that our proposed standard price of £10.00 is very reasonable for this type of service.

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COLLECTION OF BULKY ITEMS OF HOUSEHOLD WASTE
Proposed charges to be effective from 1st. April, 2005

CATEGORY	TYPICAL ITEMS INCLUDE	PROPOSED CHARGE	PREVIOUS CHARGE
Household furniture & Domestic appliances	Wardrobe Chair Table Bed 3 Piece Suite Fridge / Freezer Cooker Washing Machine Fire Television Carpet Underfelt Vacuum Cleaner	£10 per order (up to 3 items) £5 per order (up to 3 items) for Rothercard holders thereafter an additional £10 for each extra item up to a maximum of nine items	£8 per order (up to 3 items) £4 per order (up to 3 items) for Rothercard Holders. £8 for each extra item (maximum 9 items)
Garden / Recreational Equipment	Lawnmower Bicycle Children's Slide Children's Swing Pram Wheel Barrow Garden Furniture	£10 per order (up to 3 items) £5 per order (up to 3 items) for Rothercard holders thereafter an additional £10 for each extra item up to a maximum of nine items	£8 per order (up to 3 items) £4 per order (up to 3 items) for Rothercard Holders. £8 for each extra item (maximum 9 items)
D.I.Y. Items	Bath Wash Basin Sink Unit Door Toilet Window Frame Boiler	£25 per order (up to 3 items) thereafter an additional £25 for each extra item	£22 per order (up to 3 items) £22 for each extra item
Plastic Sacks	Excluding Soil, Rubble, etc.	£25 per order (up to 10 sacks maximum)	£22 per order (up to 10 sacks)
House Clearances (ten items or above)	Removal of items stored neatly outside the property	£130 per order	£125 per order
Buildings, Building Materials (for asbestos, a licensed asbestos removal company should be used)	Sheds Garden Waste Fencing Fall Pipe Garages Bricks Fireplace Rubble Timber Guttering	To be inspected and priced individually All charges include V.A.T.	To be inspected and priced individually

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