

**Waste Minimisation**  
***Supplementary Planning Document***

**Minutes of Expert  
Group Meeting  
Wednesday 7<sup>th</sup>  
September 2005**



Draft

**Gloucestershire County Council (in partnership with the Six District Councils)**

**Waste Minimisation Supplementary Planning Document**

*Expert Group Discussion*

*9:30am – 13:00pm Wednesday 7<sup>th</sup> September 2005 at Gloucester City Council  
(Committee Room 1, ground floor of North Warehouse)*

**Agenda**

- |         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9:30am  | Coffee and Registration                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 9:40am  | Welcome and Introductions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 9:45am  | Agenda Item 1: Presentation (Nick Croft) - Waste Minimisation: The Planning Issue <ul style="list-style-type: none"><li>• Discussion on thresholds for requiring submission of a waste minimisation statement (Draft SPD Section 1)</li></ul>                                                                                                                                                                                                                                                                                             |
| 10:15am | Agenda Item 2: Presentation (Nigel Overall) - Using Recycled Materials in Developments: Gloucestershire County Council Road Maintenance case study                                                                                                                                                                                                                                                                                                                                                                                        |
| 10:30am | Agenda Item 3: Discussion on managing C&D waste: <ul style="list-style-type: none"><li>• What materials can/can't be used (Draft SPD Section 6)</li><li>• Target percentages for re-used/recycled material in developments (Draft SPD Section 6)</li><li>• Any examples of good practice that could be included in the SPD?</li></ul>                                                                                                                                                                                                     |
| 11:30am | Coffee Break                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 11:45am | Agenda Item 4: Discussion on incorporating recycling schemes into developments (Draft SPD Sections 5 and 7): <ul style="list-style-type: none"><li>• Design solutions for storing recycling boxes (internal &amp; external) (Draft SPD Section 5 and Appendix F)</li><li>• Collection requirements (external storage/operatives/vehicles) (Draft SPD Section 7)</li><li>• Use of Section 106 agreements and planning conditions (Draft SPD Section 4)</li><li>• What requirements should the SPD contain (Draft SPD Section 8)?</li></ul> |
| 12:50pm | Summing up                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 13:00pm | Close                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

## List of Attendees to Expert Group held on 7<sup>th</sup> September 2005 to discuss the Waste Minimisation SPD

Meyrick Brentnal	Gloucester City Council
Frances Robertson	Friends of the Earth (Gloucestershire)
Chris Brown	Gloucestershire County Council
Martin Chandler	Cheltenham Borough Council
Verity Small	Smiths Plant Hire
Martin Everett	Environment Agency
Laura Hackwood	Environment Agency
Carole Bond	Envirowise
Carlos Novoth	Representing Gloucestershire's Waste Collection Authorities
Cat Phelps	Gloucester City Council
Paul Wormald	Grundon Waste Management Ltd
Andrew Jackson	Westbury Plc
Simon Ford	All Stone Sand & Gravel Aggregates Trading Co Ltd
David Maslen	Moreton C Cullimore and Son Ltd
David Glenn	Huntsmans Quarries
Peter King	Halcrow
Nigel Overall	Gloucestershire County Council
Kevin Phillips	Gloucestershire County Council
Nick Croft	Gloucestershire County Council
Charlotte Weeks	Gloucestershire County Council
David Ingleby	Gloucestershire County Council

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Name	Comments
Kevin Phillips	Welcome and introduction. KP to chair the meeting.
Nick Croft	Presentation on supplementary planning documents (SPDs), waste minimisation principles & issues.
Kevin Phillips	Agenda Item 1 on Thresholds for Submitting a Waste Minimisation Statement.
Frances Robertson	<p>The SPD needs to be applied to every development or else the Districts will not meet their targets. We might want certain aspects to apply to every household. Major applications should have a waste minimisation statement (WMS) and smaller applications could carry out a checklist? Information leaflets would also be useful.</p> <p>If there is an application for development of 9 houses then the threshold of &gt;10 houses for a major application would mean that a 9 house development would fall out of the loop and not have to carry out a waste minimisation statement (WMS) even though this development could be deemed equally major.</p> <p>There is a problem with the whole concept of demolition particularly in Conservation Areas. Developers in Conservation Areas have to have an application to demolish. In these cases you would dismantle a building and re-use the materials, which is therefore more sophisticated protocol for a demolition audit.</p>
Paul Wormald	Are you talking about sash windows, cornice pieces etc.?
Frances Robertson	Also old bricks for example. Developers creating new builds could use these old reclaimed materials as these are now becoming more appealing to property buyers.
Paul Wormald	There is a lot of material out there that can be recovered.
Frances Robertson	I agree. Dismantling rather than demolition is useful and developers should audit old buildings pre-demolition to evaluate what value in terms of reusable materials could be gained from the building.
Nick Croft	Good point, but this is a lot of work that is ultimately to be implemented by the Districts.
Kevin Phillips	Do the Districts have any comments on this?
Meyrick Brentnal	Development Control (DC) officers will maintain that they are overwhelmed with applications and will be reluctant for extra work. The SPD needs to be clear and not over complicate matters. Although agree with Frances principles, it is not possible for every application to be caught by this SPD.
Kevin Phillips	For a lot of developments this document will provide enough information for DC officers. It is an important point though as there is a resource issue if WMS's are required for all developments.
Carlos Novoth	The whole infrastructure may be too complicated for DC officers to look at? Even the basics of waste storage can be ignored by developers so it may be that just highlighting the need to think about waste issues early on is enough.
Frances Robertson	Cheltenham Borough Council has a Sustainable Construction SPG. It would be useful if this SPD were linked to it.
Paul Wormald	The SPD should target the people who produce the waste in the first place such as the site managers.
Andrew Jackson	We have found that different District Council's have different requirements for example South Gloucestershire demand a waste minimisation statement regardless of the size of the development.
Kevin Phillips	We are aware that they use different policies covering this.
Nick Croft	Is there a development control officer opinion on implementing this SPD?
Martin Chandler	I think using the ODPM thresholds (cut off points) for large developments is sensible. Developers and DC officers are both aware of them. Imposing further

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	requirements for developers (including small scale) would be very difficult. The issues are less significant for small developments so I would prefer to only make the requirement for WMS on large developments defined by the ODPM threshold.
Frances Robertson	If you make the threshold black and white some developments may be missed that are important or controversial, but just don't fit into the threshold.
Nick Croft	It appears therefore that we agree to use thresholds, but potentially with a caveat that developments likely to produce a lot of waste are proposed that they too are captured. This though would require an element of case officer judgement when an application is submitted.
Martin Chandler	We need to get consistency around the County so that developers know what is required of them.
Meyrick Brentnal	This SPD could be a safety net and will create consistency across the County in terms of what is required from developers. DC is overstretched and is a production line.
Simon Ford	Could conditions be used to state these requirements, as this would seem easier?
Nick Croft	In the past, a condition was used requiring a waste management stage to be submitted. However, the problem with this method is that the planning decision has already been made. This SPD seeks to make developers think about ways to deal with waste early on from the design stage otherwise waste management becomes an add on and is often too late to make the best design decisions.
Kevin Phillips	The adopted SPD will be used as part of the planning application stage. The development proposal along with a waste minimisation statement should be submitted together.
Simon Ford	I have recently been involved in a housing demolition project where I could have burnt all the waste produced on site, as there was no planning condition preventing me from doing so. I did not burn the material but there was nothing to stop me.
Nick Croft	As part of the negotiations with developers, a discussion around what to do with the waste should be included.
Chris Brown	Good point, need to make waste important and worthwhile to developers.
Paul Wormald	Doesn't the market have the lead in encouraging developers to use waste more efficiently anyway?
Nick Croft	Yes, it has been found during the evidence gathering stage of the SPD that most developers already optimise the use of waste on site as common practice because it is cost effective and makes financial sense to do so.
Paul Wormald	In that case do we need to target mid tier developers rather than large developers who do it anyway?
Frances Robertson	Currently there are no restrictions on burning on site. Could there be a condition applied to the waste during and post development, as the design stage would only affect large developments anyway?
Kevin Phillips	Due to time restrictions, we should move on to the next presentation.
Nigel Overall	Agenda Item 2: Presentation on using recycled materials in developments: Gloucestershire County Council Road Maintenance case study.
Kevin Phillips	In terms of proposals on state roads (private developers), they presumably acquire their own materials from private suppliers and not from the County Council?
Nigel Overall	Part of the new contract/tender has asked contractors how to open up the market for supplying material to external sources. Currently, we only deal with in-house waste.
Chris Brown	For example, a lot of waste generated from GCHQ has gone into state roads e.g. in Tewkesbury and Cheltenham.
Kevin Phillips	What tonnages per annum are recycled?

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Nigel Overall	These figures can be misleading. Need to be specific when recording & quoting these figures. At present only materials that we produce in house and re-use/recycle in our own works are recorded. Therefore if the material goes out to an external source then it currently isn't included in the figures. Last year we recycled 40,000 tonnes. This is a significant proportion of all the waste generated. We are looking at new targets for example for imported materials.
Kevin Phillips	Agenda Item 3: Managing C&D Waste. Firstly, what materials can/can't be used?
Andrew Jackson	On contaminated sites (such as an old landfill site) permission may be given to allow material for capping the top of the landfill, but if the landfill needs to be dug into for some reason, such as installing services then the material (waste) extracted is not permitted to be replaced into the ground where it originated. This causes a lot of problems in terms of how to deal with this extra waste generated such as transportation of the waste off site to an appropriate facility.
Martin Everett	We acknowledge that this is a significant issue. Work is on-going within the EA looking at this. Often there is a serious environmental risk in these cases and so legislation kicks in. These sorts of cases will increase in the future with new legislation encouraging development on brown field sites. The industry should lobby DEFRA on these issues.
Kevin Phillips	Are there cost issues involved in treating the waste on site?
Martin Everett	Yes, legislation does not address this problem but work is going on to change this.
Frances Robertson	Hazardous waste in the County is a big issue – we are still waiting for the relevant chapter in the Regional Waste Strategy. Hazardous waste could be reduced in the design stage. For example some paints that are used may become a hazardous waste source going to landfill when the building is demolished in the future. Paints could be water based reducing hazardous waste in the future.
Paul Wormald	Another example is aluminium being coated or galvanised being more difficult to recycle in the future due to added energy costs removing the galvanisation or paint etc.
Peter King	Recycled aggregates are currently judged against primary aggregate specifications.
Verity Small	Have you had any problems with specifications of recycled aggregates?
Peter King	Some recycled aggregate products still have tar on them e.g. planings. This creates storage problems as it is classed as hazardous waste even though the tar is usually ingrained and unlikely to come off. It is currently only acceptable to recycle planings back into a bitumen end product such as foam base.
Paul Wormald	Do you come across any other contaminants?
Peter King	No not really. In 1985, it was found that actually only a little demolition waste went to landfill, most was re-used as inferior aggregates. In the last 20 years the industry has tried to highlight that recycled aggregates can be used for higher-grade applications and used in the best way that they can. For example, crushed concrete can be re-cycled back into concrete. Ideally we need to make the best use of the material as much as possible not just recycling for the sake of meeting recycling targets.
Frances Robertson	For individual developments it is not worth taking the material offsite, it may be the best environmental option to re-use the material at the source in a nothing on – nothing off policy.
David Glenn	The issue of sufficient space may make it difficult to achieve this in every development. Recycling of materials requires a large amount of space in order for materials to be placed in storage piles. The piles may be stored for different periods of time in case there is no current market for that particular product (seasonality). Therefore it may not be practical to store materials where they originated.
Peter King	Agreed, this is an area of planning that some people are unsure about how to treat, handle and store material.
Martin Everett	Large-scale industrial operators have far greater capacity but there are issues in identifying sufficient land for large-scale industrial operations that can satisfy

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	the demand.
Nigel Overall	If we use our own material instead of selling it to external sources then you don't have to worry about where it came from.
Carole Bond	Is there a case for a resource (waste) exchange in Gloucestershire? It may be worth investigating the economic opportunities for small operators in using a resource exchange at a forum.
Verity Small	We do have small operators already selling material to us.
David Maslen	The Government is pushing for recycling anyway through various taxes e.g. the aggregates tax.
Peter King	There are very few materials that can't be recycled. Blacktop (top layer) is a problem, as it needs to have a certain skid resistance and other stringent specifications. We need to get away from selling waste out to external recyclers.
David Glenn	The County Council may be doing a disservice in not selling waste to recyclers.
Nigel Overall	In our targets, we have found that it may be cost effective to share recycled materials than only using our own waste. The whole design element is thought through for example using thinner amounts of bitumen.
Verity Small	Back to the issue of planings, I was under the impression that this was good aggregate, but it is now classed as waste.
Peter King	We are not allowed to use planings as high quality aggregate as it is difficult to compact in some cases. However, the main problem is in concrete as it is usually visible.
Verity Small	It can be used on tracks (haul roads) though.
Peter King	In that case then it's no problem.
Verity Small	It is still a grey area though.
Martin Everett	We need to be pragmatic on where to draw a line on what to allow exemptions on. I don't want to stop a local farmer mending his track with a couple of tonnes, but it can then get more complex with bigger possibly contaminated loads and potential issues with floodplains etc.
Frances Robertson	There are other waste arisings other than C & D waste from residential developments, which we have mainly been talking about. Different types of waste arisings are produced in different stages of development. There was a recent study by Cardiff University on the significance of packaging of building materials e.g. single trip pallets. Packaging waste is a large proportion of the waste arisings. In the past people were paid for the pallets used on site, now they are thrown away and not recycled.
Simon Ford	We work with builders and skips are used for all packaging waste etc. and are sent to us to sort.
Frances Robertson	But this waste would be better sorted at the source to prevent cross contamination.
Simon Ford	Why if we do it for them?
Verity Small	It does happen on sites where it can be done.
Frances Robertson	Not only could developers reduce over ordering, but they also need to look at the end use of materials. The people around this table know about how to deal with waste but the large majority of small operators may not.
Paul Wormald	Small operators generally have small amounts of waste and would send the material to waste management sites for sorting as there may not be enough room on site.
Simon Ford	We took waste from the GCHQ site and we specified that waste should not be mixed but put in separate skips. It turned out that when the skips were brought back the materials were mixed and we had to sort it.

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Chris Brown	Developers need to do it but maybe need to promote the work they are doing?
Paul Wormald	As devil's advocate, if developers are already doing it then why do we need an SPD that creates extra paperwork?
Simon Ford	Because we still need to deal with small developers.
Martin Everett	There are ways to reduce the amount of packaging that you buy, for example B & Q offer a low rate lower packaging product, so you pay for less packaging and less waste.
Meyrick Brentnal	The market is driving this anyway. What the SPD needs to do is stimulate the market and should be used as a guide show to the requirements.
David Maslen	Surely the developers would use the cheapest option available.
Meyrick Brentnal	If all developers use recycled materials then it would bring the price down.
David Glenn	It is the smaller developers, which need to think about waste management, but unfortunately it may mean that we end up with more waste minimisation statements and more work.
Carole Bond	Envirowise is a government programme to provide advice to developers in reducing waste. It has researched the waste horizons for all developers. We have case studies of small and medium developers, which may be useful for the SPD. Research has demonstrated that there is something for everyone to gain. There is a helpline for people needing advice for all developments and local visits can be arranged to provide individual sites advice on how to improve waste management and reduce costs. There is a need to stress to developers that money can be made from recycling. There is an advantage of smaller companies becoming more involved. They could look to the SPD for advice.
Frances Robertson	A lot of developers are architects and they could be another area targeted by the SPD. Anything that makes the architect think about waste in the design stage is a good thing. Not just developers need to look at reducing waste.
Verity Small	We must not force too much onto small operators or they will be reluctant to recycle and may be unable to keep up economically. We need to educate them instead. The reason construction packaging is done is to protect the products. If the products are damaged then you could end up with a lot more waste to dispose of.
Kevin Phillips	Lets go over targets – do we need any and what sort? (Section 6 of the SPD)
Meyrick Brentnal	An inspector would never have accepted targets in the past. However now targets are more acceptable e.g. renewable energy plans. From a planning viewpoint it is now important to have targets.
Frances Robertson	How do you tackle where the material was sourced? What percentages would you use? How do you make sure that waste is minimised in the first place and then deal with left over waste? Maybe you could use sliding target? What happens when the targets are not met? I don't have the answers I'm just asking the questions. There are clear problems with targets e.g. if they are set too low – it may stifle innovation etc.
David Glenn	What are you going to be measuring? Will it be on tonnage or value of the material? For example how do you measure plastics against builder's rubble?
Martin Chandler	DC officers don't have the expertise to go through the demolition phase. It would be better to have a best practice guide rather than use actual targets.
Frances Robertson	Could you set a minimum target to achieve?
Nick Croft	We could use aspirational targets and then you are not stifling progression in the industry.
Carlos Novoth	There is a significant problem in that the data on waste and tonnages is very poor. We just don't know the tonnages. Could we use best practice as a starting point until we know and understand what sort of targets are needed.

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Chris Brown	It depends on the development type & what's being recycled. Bearing this in mind, a lack of targets is better.
Kevin Phillips	It will vary on a case-by-case basis and there appears to be consensus that the use of targets is not the best way forward. OK, after the coffee break lets move onto how we can incorporate recycling schemes into development, including design and collection requirements.
	10 minute coffee break taken
Carlos Novoth	<p>Gloucestershire Waste Partnership consists of the County and all 6 Districts. All six districts vary in their methods and schemes for collecting waste. Some may use wheelie bins and some may collect garden waste and some may not. There is a large amount of difference between all 6 districts. Gloucestershire waste partnership has been working for 6 months and important decisions are being made on source separation on individual materials or whether to use a mixture of materials. Targets have been given to the County by Central Government in which to meet, but not sure how we don't have the money to do it. The LATS targets are the main driver in the County but face huge fines if we don't meet the targets – in the millions of pounds.</p> <p>We are trying to find a level playing field and systems, which all the districts can all fit into. It may take 5 -10 years to achieve. Like householders, developers need to know what methods of collection are being employed in the particular District. In order for the SPD to work we need to get developers to contact the correct district in order to get the proper advice on design and specifics etc.</p>
Kevin Phillips	The issue of targets are highlighted again.
Martin Everett	Large sheds are needed to deal with the waste as part of the infrastructure.
Kevin Phillips	How do we ensure that the right mechanisms are designed in to deal with the waste? Take for example a development of 100 houses. How do we ensure the most effective use of recycling?
Paul Wormald	Aren't we required to do this anyway?
Martin Chandler	This should be dealt with in the pre-application stage. The developers should be told to talk to the correct district waste collection authority. It needs to be flagged up that recycling and collection are important and should be designed in. We need mechanisms in place to make sure that they are included and direct them to the various bodies. Then we don't need legal agreements and conditions. We could invalidate schemes that don't have the recycling element.
Kevin Phillips	<p>This links in to the next topic for discussion.</p> <p>Agenda Item 4: Incorporating Recycling Schemes into Developments</p>
Frances Robertson	It is recognised that communal buildings are not well serviced in terms of recycling collections/facilities. We don't want to direct developers to provide under-storage bins if the WCA cannot deal with it. Storage for wheelie bins and boxes is a problem for communal buildings. There needs to be something explicit in the SPD and appropriate for a particular area. So far we have concentrated on residential properties, but we should also target commercial developments as they also produce waste and may have more space to allow for waste separation.
Paul Wormald	Agreed, tonnages are greater from commercial developments than municipal household ones. We need to deal with waste on industrial sites that generally have enough space to do so.
Nick Croft	In Appendix F, I have tried to encompass these issues, but should it be more explicit or not?
Carlos Novoth	It gives good guidance as it covers virtually every situation, but there is still the issue of differences between the districts. It is ridiculous how waste collection has been forgotten in urban design. For example, in Stroud town centre where recently bins were being placed on the highway because there was a lack of space for storage. We need to look at the life cycle of buildings.
Nick Croft	It is an important issue. Do the districts feel confident to give the expertise or point to the relevant people?
Carlos Novoth	Gloucester City Council have produced a Section 106 agreement which is very comprehensive, but there needs to be consistency across the districts.

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Meyrick Brentnal	In the last presentation training of staff was suggested and this should be an integral part of the process. It may not be for the SPD but it may be useful to start training sessions in each local authority to DC staff in order to make them aware of the SPD and members could also be included.
Kevin Phillips	Meyrick, have you had any problems with multiple occupancy builds?
Meyrick Brentnal	Listed building constraints have been an issue.
Frances Robertson	Need to think about possible future waste collection facilities and requirements with room for expansion. For example, more boxes may be introduced in the future and this needs to be provided for. Can you require that an agreement be made with the developers?
Martin Chandler	We could make developers aware of future changes and work these things in to the development in order to be flexible enough to change with the times.
Kevin Phillips	How should we deal with the development of an industrial or commercial site? The advice from a WCA may highlight very different issues.
Frances Robertson	Need to have stringent conditions.
Martin Chandler	But how would you enforce it? How would you know if a storage area to the rear of a building was being used in accordance with its planning permission?
Frances Robertson	The public will be the first to highlight it if things are not done correctly!
Paul Wormald	Could an area be allocated solely for the use of recycling? Then stop them using the area for anything other than for waste storage. There is a need to educate the commercial sector as well as the household sector.
Nigel Overal	The problem is you have to make the space available for recycling. Some people have garages, which aren't used this space should be made available. Soon it will become the culture to recycle and provide space for boxes etc. The important thing is that if you have set aside an area for recycling as part of the permission, and it is subsequently used for other purposes, if there is deemed to be a problem enforcement measures can be taken to return that area to waste/recycling use. If the area is not there then it may be difficult to find sufficient space at a later date.
Carlos Novoth	Presumably the SPD will be regularly reviewed so that we can change things gradually. So we can learn from our mistakes in the future.
Kevin Phillips	The Waste Local Plan (WLP) will be replaced with 3 or 4 documents. This is one of the first documents that will be adopted under the new regulations. Once the whole framework is finished then we will have a better idea of how to deal with it.
Frances Robertson	Have Wiltshire finished their SPD? It would be useful to see what has happened on the ground in terms of planning applications.
Nick Croft	Yes, it was adopted in March 2005. Appendix F is to some extent lifted from their SPD. It is a culmination of a lot of people's opinions. They now want to move it on and take on board what they have learnt. Some feedback on the SPD has been that there are problems enforcing it.
Frances Robertson	It will be useful to see what is proposed and how they coped with it. I'm all for advice and guidance but if it is not used then it is not any good.
Kevin Phillips	If the SPD is complete then the policy framework is in place. I think I am right in saying that the RTP1 gave Wiltshire an award for their SPD.
Frances Robertson	There are plans to build 30,000 new dwellings in Gloucestershire in the near future in the Joint Study Area (JSA). We need to think about this in terms of waste arisings. It is a case of development mania. The SPD needs to be something that people can use and the planning officers are willing to work with.
Nick Croft	As with targets, would a few examples of best practice case studies be of use?
Frances Robertson	Yes, we need good examples of best practice. These would be useful.
Carlos Novoth	With regard to collection requirements, collection vehicles are getting bigger for example some 21 tonne vehicles are being replaced with 26 tonne vehicles and are also getting longer. Some vehicles are 4 or 5ft longer. Therefore, adequate turning space is required. There is also the issue of providing collections in developments that are part finished and part inhabited. There needs to be a system in place where the developer makes the WCA aware of progress on the development particularly when homes are inhabited and producing waste. Later on, collections have to be shuffled around and it is usually at the last

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	<p>minute. This makes the Council look bad to the public if waste is not collected when expected.</p> <p>Another issue for collection vehicles are areas of adopted or soon to be adopted roads. There is no indication whether a road is adopted or not and if damage is caused to non-adopted roads and potentially the services beneath it such as private driveways, then the WCA is faced with a claim for compensation if damage is caused.</p>
Chris Brown	In order for developers to recognise the size of collection vehicles they should ask the responsible WCA. It is the developer's responsibility to make the road up to scratch before it can be adopted. Ask the developers to tell the WCA if any buildings are occupied. The argument to make with the developer should be that if they don't indemnify the WCA against any damage then the WCA will not collect their waste.
Carlos Novoth	The customer is the most important person, but they have no connection with the planning stage.
Meyrick Brentnal	It is equally the WCA's job to communicate with the planners.
Frances Robertson	It is also about access to collect waste as well as providing space for it.
Martin Chandler	You could ask for notices to be put out to the occupants of the half finished development asking them to inform the WCA when their house is occupied.
Nick Croft	Is section 8 of the document useful for DC officers?
Frances Robertson	The checklist in the SPD should refer to all those issues dealt with in Policy 36.
Martin Chandler	The checklist is useful, we use checklists a lot. There is no reason why this wouldn't work. With experience the DC officers would know what to look for, but initially expert advice is useful.
Nick Croft	An example of a site waste management plan taken from the DTI guide is in Appendix G of the SPD.
Paul Wormald	Agree that this is a good practical solution. How complex is the SPD going to be? Anything more than a couple of sides is not going to be useable for the average small operator.
Frances Robertson	Along with this SPG what would help is if the planning application forms were updated and the amount of space on the forms should be increased in order to provide sufficient detail.
Martin Chandler	One form for all applications is going to be brought out soon.
Martin Everett	The fitting out of homes/premises is a significant issue. These can be large sources of waste and fly tipping. This transitional phase between building and occupation is a difficult one. If facilities are in place as early as possible, the occupants get into the habit of using them and then this behaviour gets fixed in.
Chris Brown	Isn't this a bit complicated for the SPD?
Nick Croft	Yes, possibly, but it is still useful to know for background information.
Kevin Phillips	Thanks to all for coming. If there are any issues that have been raised that need further attention there is a possibility of other meetings in the future. We will incorporate the comments made in this meeting into the revised draft of the SPD, which will go to informal consultation during the Autumn.