

Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend a **Climate and Ecological Emergency Committee** meeting of Lowestoft Town Council, which will be held at **Hamilton House, Battery Green Road, Lowestoft, NR32 1DE** at **15:30** on **Monday 20 April 2026**.

The meeting is held in accessible premises and open to the public and press to attend.

Those attending shall be informed that the meeting may be reported on (including recording, photographing and filming). This does not apply to confidential items. Comments can also be submitting regarding any item on the agenda in advance of the meeting. Members of the public can join the meeting remotely via [Teams](#). The meeting can also be observed via [YouTube](#).

In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.

Councillors must register relevant interests and declare them at a meeting if they have such an interest in a matter to be considered. Under the Localism Act 2011, a councillor with relevant interests in matters on the agenda cannot take part or vote on those matters, unless they have been granted a dispensation. Under the Council's Code of Conduct, a councillor must leave the meeting room if they have such an interest, unless they have been granted a dispensation. There may be other interests or matters in which councillors might be considered to be biased or predetermined in which case they will need to consider whether they should leave the room.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

S. L. Foote

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Sarah Foote, Town Clerk
17 April 2026

Lowestoft Town Council
Climate and Ecological Emergency Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
15:30 on Monday 20 April 2026

AGENDA

140 Welcome

To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public of the right to report.

141 To receive and consider approval of apologies for absence

142 Declarations of Interests and dispensations

142.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from Councillors on items on the agenda

142.2 To consider written requests for dispensations for Disclosable Pecuniary Interests and note dispensations granted

143 To consider the draft minutes of the meeting on 16 March 2026

144 Public forum

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public.

145 Finance and Budget

145.1 To monitor expenditure by this Committee from the climate emergency budget, under delegated authority

146 To consider the following item in relation to the Earth Protector Town Status of Lowestoft Town Council:

146.1 Note the tenders received for the Carbon Emissions Report and approve the formation of a working group to review and make recommendations

147 To consider the following item in relation to the natural environment and other ecology related matters:

147.1 Review and monitor developments related to Lowestoft's flood risk

147.2 The draft Fireworks Position Statement

148 To consider the following item in relation to community engagement:

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148.1 Discuss plans for the Wild Lowestoft event in May 2026

148.2 Receive a report on the Plastic Free Communities launch litter pick on 11 April and further information on the Steering Group's next steps

149 To consider the following item in relation to waste and pollution:

149.1 Receive data from the bulky waste collection service for 2025-2026

150 Date of next meeting

Monday 18 May 15:30

151 Items for the next agenda and close

152 Admission to meetings

To resolve that under the Public Bodies (Admission to meetings) Act 1960, the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, namely any employment matters and legal issues relating to the matters on this agenda

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MINUTES

Present: Cllrs Wendy Brooks, John Murray, Paul Page, Graham Parker and Deborah Ray. Non-Councillor members John Ellerby and Cathy Williams

In Attendance: Taylor Williams (Committee Clerk and Planning Assistant)

Also in Attendance: East Suffolk Council Officers Tamzen Pope (Operational Lead Coastal Engineering) and Martyn Fulcher (Head of Energy Planning and Coastal Management)

Public: One member of the public was in attendance (in person)

126 Welcome

The fire evacuation procedure and public right to report was explained and the meeting was welcomed.

127 To receive and consider approval of apologies for absence

Apologies were received from Cllrs Andy Pearce and John Pitts, and non-Councillor member Rachel Bunn with reasons provided. Cllr Parker proposed approval of the apologies received; seconded by Cllr Murray; all in favour.

Cllr Neil Coleby was absent with no apologies received.

128 Declarations of interests and dispensations

128.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from members on items on the agenda – Cllr Ray and John Ellerby declared they had attended meetings with East Suffolk Council (ESC) previously as members of Use Your Voice. Cllr Parker declared he was a member of ESC.

128.2 To consider written requests for dispensations for disclosable pecuniary interests and note dispensations granted – No written requests for dispensations had been received.

129 To consider the draft minutes of the meeting on 16 February 2026

Cllr Brooks proposed approval of the minutes subject to an amendment to remove the statement that the Flood Defences Working Group would submit a business case to have a clerk attend their meetings as the Working Group had opted to not do so; seconded by Cathy Williams; all in favour.

130 Public Forum

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public – No advance comments had been received and no members of the public in attendance wished to make a statement.

131 Finance and Budget

131.1 To monitor expenditure by this Committee from the Climate Emergency budget, under delegated authority – The Committee received and noted the expenditure report.

132 To consider the following items regarding the natural environment, other ecology related matters and relevant actions:

132.1 To receive a verbal report from East Suffolk Council's Head of Coastal Management on coastal defences for Lowestoft – The two officers from ESC provided a presentation on the current status of flood defences for the town and informed the Committee on what progress

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had been made on the permanent flood barrier, the reasons the project was put on hold and the next steps ESC would be taking.

A query was raised on whether a new flood risk assessment had been undertaken and what current flood protection measures were in place for residential homes. The representatives confirmed Property Level Resilience Measures have been installed on residential properties, but these measures only accounted for rainfall flood risk and not tidal flood risk. An updated flood risk assessment has been undertaken, which reviewed the risk with the permanent defences. The next step would be to combine the pallet barriers with the permanent defences to re-assess the risk with all measures currently in place.

- 132.2 The representatives from ESC were thanked for the presentation and information provided. Review and monitor developments related to Lowestoft's flood risk – A meeting had been hosted by the Town Council with Jess Asato MP and various representatives from Suffolk County Council, ESC and the Environment Agency in attendance. Those in attendance had discussed the recent changes in government metrics which may make a barrier possible again, though the funding shortfall remained the primary issue.

The Committee agreed that should ESC re-form a steering group for the barrier, Lowestoft Town Council (LTC) could nominate representatives to join the group.

Cllr Brooks temporarily left the chamber at 16:35

Cllr Brooks returned to the chamber at 16:36

133 To consider the following items in relation to the Earth Protector Town status of Lowestoft Town Council and relevant actions:

- 133.1 To receive and note the minutes of the Plastic Free Communities Steering Group meeting on 4 March and consider further actions – The Steering Group had its first meeting and would be taking part in the Big Million Mile Spring Clean, which ran from 4th to 12th April. This would be a beach clean event with one of the members on the group to organise the event (including providing the equipment and insurance) whilst Lowestoft Vision would promote the event on their website. The Committee suggested the Steering Group approach Water Lane and Martello to reduce their single-use plastics.

Cllr Ray proposed LTC promote the beach clean event; seconded by Cllr Page; all in favour.

It was suggested Plastic Free Communities participate in the Wild Lowestoft event.

Cllr Parker left the chamber at 16:50

- 133.2 To consider an audit of the Town Council's use of single-use plastic and discuss how to phase out use of those items – This item concerned the use of single-use plastic at the Town Council's premises at Hamilton House and Unit 2. Cllr Ray noted a formula was used online by other businesses to calculate how much single-use plastic they used and offered to send the formula to the office. Cllr Ray proposed the Town Council undertake the audit; seconded by Cathy Williams; all in favour.

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134 To consider the following items in relation to community engagement and relevant actions:

- 134.1 Discuss plans for the Wild Lowestoft event in May 2026 – Cllr Brooks proposed LTC make arrangements to have environmentally-friendly planters with environmentally-friendly plants in the High Street.

The Events and Office Manager entered the chamber at 16:56

The Events and Office Manager confirmed there was a sponsorship opportunity for the High Street planters and would discuss this further with members after the meeting.

The Committee queried if Plastic Free Communities could be involved in the event as part of the LTC stall. The Events and Office Manager confirmed Plastic Free Communities would be promoted and, alongside all Councillors, were welcome to join the LTC stall and engage with the public.

On the Wednesday leading up to the event, LTC would collaborate with the Job Centre who would hold activities for the day with stakeholders including Suffolk Wildlife Trust and Africa Alive. The office had received a request from the Job Centre on whether the Committee would support the Save our Swallows Campaign. Cllr Page proposed to support the campaign; seconded by Cllr Brooks; all in favour.

Preparations were underway for the event with confirmed stall holders including the MET Office, Suffolk Wildlife Trust, Environment Agency, Essex and Suffolk Water, Litter Free Lowestoft and Fish Net Zero. Music arrangements were in progress and local dance schools had been approached for a dance parade along London Road North.

The Events and Office Manager left the chamber at 17:04

135 To consider public transport and alternative methods of travel and relevant actions:

- 135.1 To receive the notes of the meeting of the Public Transport Working Group on 2 March 2026 – The notes of the meeting were received and noted. The Working Group were working to submit a new Scheme on a Page bid for bus routes on the High Street. It was suggested the routes outlined in the meeting notes be carefully considered to ensure they were appropriate.

136 To consider issues relating to energy and water supply of the built environment of Lowestoft and relevant actions:

- 136.1 To receive a report from the recent ESCEP Energy Projects meeting – Cllrs Brooks and Ray had attended the meeting and noted there were due to be further meetings called. Cllr Brooks proposed a recommendation be made to Full Council to nominate herself and Cllr Ray as the LTC representatives to ESCEP; seconded by Cllr Ray; all in favour.

137 Date of next meeting

Monday 20 April 15:30

138 Items for the next agenda and close

No items were requested for the next agenda.

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139 Admission to Meetings

To resolve that under the Public Bodies (Admission to meetings) Act 1960, the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, namely any employment matters and legal issues relating to the matters on this agenda – There were no resolutions.

The Chair closed the meeting at 17:17

Signed:

20 April 2026



MEETING PAPER

Subject: Agenda Item 146.1
Meeting: Climate and Ecological Committee
Date: 20 April 2026
Author: Sarah Foote, Town Clerk

~~CONFIDENTIAL~~/NON-CONFIDENTIAL

Background

C&EC agreed to look to commission a Carbon Emissions report and a specification was duly written and advertised nationally via Contracts Finder (.gov website).

Detail

During the tender process, several clarifications were issued and these are detailed in the accompanying meeting papers. There has been much interest in the opportunity and a diverse range of bids and costs have been submitted. Committee should be wary of add-ons which were not included in the specification and that the budget for this project is £10k, therefore, several of the higher bidders will automatically not be considered.

An accompanying meeting paper lists the name of supplier and their costs in cost order.

Recommendation/Decision

The C&EC forms a Working Group to assess bids and make a recommendation back to C&EC on how to proceed with this work.



Lowestoft Town Council is seeking quotations for a Carbon Emissions report and ancillary services

PROCUREMENT: Contract from May 2026 with concluding late 2026/early 2027

- 1. Summary** Lowestoft Town Council has declared a [Climate Emergency](#) and has committed to being carbon neutral by 2030. The Council wishes to procure specialist services to include a detailed carbon emission report which will inform the Council's journey towards this commitment.
- 2. Specification** quotations should cover the following services and each element of the overall report required should be individually costed:
 - A full report of carbon emissions by the Town Council across all of its operations and assets and how these could be reduced:
 - a. Asset list ([available on our website](#)) and includes a theatre, parks and open spaces, community buildings, allotments. Most buildings have current EPC reports. Some assets are tenanted with catering and museum activities being run from these buildings.
 - b. Town Council's vehicle fleet - Inventory of vehicles (see appendix i).
 - c. The Town Council has its own grounds and buildings maintenance team which works across our facilities using a range of equipment and horticulture and arboriculture techniques.
 - d. Lowestoft Town Council runs events through the year and the events schedule (see appendix ii). Report to include how events could be more sustainably run.
 - e. A training programme for both councillors and officers for carbon literacy.
- 3. Period** A contract commencing no earlier than May 2026, ending in early 2027.
- 4. Conditions** Any conditions should be stated including any relating to requirements for Lowestoft Town Council to provide additional data.
- 5. LTC variations and termination** Please state how would you deal with requests for variations. It should be noted that part way through the contract, the Council will ask for Lowestoft Town Hall to be assessed. This is currently a renovation project is envisaged to be handed back to the Town Council by early 2027. The scope of the project can be [found here](#)
- 6. Contractor variations and termination** Please state how would you deal with any changes in your service. Include any known costs and notice periods.

7. Compliance Please specify:

- Relevant qualifications and memberships of professional organisations.
- Any British Standards to which you work
- All environmental and sustainability credentials

Notes

Within your quote documentation please provide a copy of your company insurance policy document and details of any additional cover / services that you provide that would be available.

Tenders will be assessed in terms of best value for money, scope of work and the ability to deliver the scope of work offered.

It is prohibited for prospective contractors to contact Lowestoft Town Councillors or Staff to encourage or support their tender outside of the prescribed process outlined below.

The tender process will open on 5th March 2026 and run until noon on 7th April 2026.

The decision process and key dates will then be as follows:

- All tenders will be opened and reviewed following the closing date noon 7th April 2026.
- We may contact you at this point if we have any queries about your tender or require any clarification.
- A synopsis of the tenders will be presented to the Climate and Ecological Emergency Committee of Lowestoft Town Council on 20th April 2026 to review and formally awarded by Full Council on 28th April 2026.
- We will respond to everyone who submitted a valid tender to notify you of the outcome no later than 5.00pm on 1st May 2026.

Please return all tenders via email to admin@lowestofttowncouncil.gov.uk addressed to the Town Clerk no later than noon 7th April 2026.

Contact details

Sarah Foote, Town Clerk

Lowestoft Town Council, Hamilton House, Battery Green Road, Lowestoft, Suffolk NR32 1DE
0330 053 6019

admin@lowestofttowncouncil.gov.uk

www.lowestofttowncouncil.gov.uk

Appendix i

Vehicle Inventory

Vehicle	Registration	Owned/Leased
John Deere X940	AU72 DSV	Own
John Deere X950	AU22 DWG	Own
John Deere X590	(not road legal)	Own
John Deere X749	AU11DHO	Own
Ariens Apex 48	(Not road legal)	Own
Iseki TGS24	EX23 YXR	Own
Iseki TGS24	EX25 SXA	Own
Ford Luton	AX72 BVL	Own
Vauxhall Movano	DN70 ZYZ	Own
Fort Tipper	AV72 ZGM	Lease
Ford Custom	AY72 HNM	Lease
Ford Dropside	BN75 TMX	Lease
Izuzu 4x4	YK72 ZCT	Lease
Renault Traffic	NU23 HMV	Lease
Renault Traffic	NU75 BVA	Lease

Appendix ii

Events List

*Climate Event

*Civic Event (2027 Town Hall opening)

*Pride Festival

*Lowestoft 10k

Monthly Market events

Cycling Event

*Heritage Open Days

Santa Dash or similar

Summer Activities delivered by Sports and Events Team

*Royal Navy Patrol Service memorial event

*Remembrance Service

Benjamin Britten Event

Annual Assembly (public meeting)

Holocaust Memorial Day

Black History Month and International Women's Day (Cultural Events)

*Armed Forces Day 2026

*likely to have more than 500 attendees.

Appendix iii

Carbon Report Tender Queries and Clarifications Schedule

Version: 1.4

Issue Date: 25.03.26

Ref.	Query/Comment	Response
1	Can I ask if this is just for scope 1 and 2? Or would you like scope 3 emissions calculated too?	<i>We are seeking scope 1 and scope 2 emissions calculations as part of this work.</i>
2	Point C - are you able to clarify the service or action required on this point?	<i>The report should include the operations of our in-house Grounds and Buildings Maintenance Team. They use a range of equipment such as ride-on mowers, trimmers and other machinery. A full asset list, including details of all of our grounds equipment, is available on the Town Council website. The Grounds and Buildings Maintenance Team are responsible for the maintenance and improvements to our parks and open spaces, sports facilities and our buildings where possible. Some of this work may be sub-contracted.</i>
3	Are you asking for the report to include a section on best practice for horticulture and arboriculture techniques to reduce carbon emissions?	<i>Yes.</i>
4	Point E of the specification calls for a training programme. Is the request within this tender for us to outline the elements of the training programme for staff, or do you want us to provide the cost for delivering the training programme within this project?	<i>Yes.</i>
5	Is there a preference for training format, i.e., in person, webinar, or self guided learning modules?	<i>There is no preference.</i>
6	There is no indication of budget available for the project. Do you have a sense of this to help us shape our offer in line with your expectations?	<i>No.</i>
7	Can you confirm who we can contact for clarifications?	<i>All clarifications should be directed to admin@lowestofttowncouncil.gov.uk</i>
8	Would the output be a one-off carbon emission report, or would the council also be interested in implementing a carbon accounting platform to support ongoing annual emissions measurement and tracking?	<i>The Council is open to considering all options.</i>
9	Is there any indicative budget range for this project that you could share, please?	<i>There is no indicative budget range for this project.</i>

10	By when would the Council expect the final report and associated outputs to be completed?	<i>There are no fixed dates and we will be lead by what the successful bidder feels needs to be included however, we would hope that the report would be delivered in early 2027.</i>
11	What reporting year or baseline period should the carbon footprint report cover?	<i>The Council's financial year runs from 1st April so we would suggest the year runs from that point.</i>
12	Should the carbon footprint measurement process and methodology follow the Greenhouse Gas Protocol Standard?	<i>Only if it is relevant to Scope 1 and Scope 2.</i>
13	What level of energy and fuel consumption data is available for council-owned buildings and assets?	<i>The Council has access to meters for usage and fuel purchase records, including CO2 usage.</i>
14	What level of carbon literacy training is expected (introductory workshop, multiple sessions, online vs in-person)?	<i>We would expect the successful contractor to recommend what is appropriate for a local council with 30 employees and 20 elected members.</i>
15	Are there any specific reporting formats the Council wants the report to align with?	<i>No.</i>
16	The tender documentation includes a spreadsheet listing assets such as furniture and equipment purchases, which would typically fall under Scope 3 emissions (e.g., purchased goods and capital goods). Could you confirm whether the carbon footprint assessment is expected to include Scope 3 emissions, or if the scope should be limited to Scope 1 and Scope 2 emissions only?	<i>The scope should be limited to Scope 1 and Scope 2.</i>
17	Are there any other Scope 3 emission sources the council is looking to capture in the report? (employee commute, homeworking, business travel, waste, logistics, etc.).	<i>This is not applicable.</i>
18	Is the Council expecting a detailed decarbonisation roadmap or action plan across the full set of emission sources (Q10), or purely a baseline footprint with high-level recommendations for decarbonising their assets?	<i>Of these options, we would prefer the detailed roadmap however, we are open to suggestions.</i>
19	Are there any specific formats or templates to present our proposal? Is there a word limit for the proposal?	<i>There are no specific formats or templates and no word limit.</i>
20	With regard to the contract/procurement terms and conditions, could you please confirm the required/expected levels of insurance cover for Employers' Liability	<i>As a minimum, we would require £5million cover for Employers' Liability and Public Liability Insurance, and £2million cover for Professional Indemnity Insurance.</i>

	Insurance, Public Liability Insurance, and Professional Indemnity Insurance?	
21	Could you please confirm whether it would be acceptable for us to include our standard contractual terms and conditions within our bid submission, on the understanding that the final contractual terms would be discussed and agreed with the successful bidder?	Yes.
22	Could you please provide further detail on the services expected under the ancillary services element?	<i>The ancillary services requested are laid out in the Tender Document, such as producing a training programme for councillors and officers. We are open to receiving details on any elements that you think would be of benefit to a local authority aiming to reach Net-Zero.</i>
23	We would also be grateful if you could confirm whether there is a deadline for submitting clarification questions.	<i>The deadline for any clarifications is 5 working days before the submission deadline.</i>
24	Could the Town Council clarify what you mean by a “fleet review”? Are you expecting inclusion of fleet emissions in the carbon footprint (i.e. fuel/energy use data and emissions calculations), or a full fleet decarbonisation assessment and recommendations for transitioning the fleet?	<i>We would expect inclusion of fleet emissions but not a full fleet decarbonisation.</i>
25	Under “events” are you expecting guidance on how future events could be run more sustainably or a carbon baseline for past/future events (e.g. estimating attendee travel, catering emissions, waste etc.) which would require additional data collection and scope 3 methodologies?	<i>We would expect guidance on how future events could be run more sustainably.</i>
26	For the requested “carbon literacy training,” can you confirm whether you require Training aligned with Carbon Literacy principles, or Training that is formally accredited by the Carbon Literacy Project (CLP).	<i>Refer to clarification 14.</i>
27	You’ve stated that only Scope 1 and 2 emissions are required. Some Council assets are described as tenanted. Should we include emissions from tenanted buildings where the Council is the landlord, or exclude these, assuming tenants manage and pay for their own utilities?	<i>These should be excluded.</i>
28	The specification references, Catering, Events and Museums. These normally fall under Scope 3. As only Scope 1 and 2 have been requested, can you confirm whether these activities should be included, but only in relation to energy use within the relevant buildings, or fully assessed in terms of	<i>Scope 1 and 2 is only required and activities related to tenanted buildings are not included.</i>

	emissions from activities (e.g., food, travel, purchased goods and services)?	
29	Are you expecting, a single training session, a short modular programme, or an ongoing training offer (e.g., annual refresher, multiple cohorts	<i>Refer to clarification 5 and 14.</i>
30	Would it be possible to consider a short extension to the submission deadline? As the current deadline falls just after the Easter break, a small amount of additional time would be very helpful in allowing us to coordinate the relevant team members and ensure that we provide a fully considered response.	<i>No</i>
31	We would be grateful for any clarification you are able to provide on the evaluation criteria, in particular the relative emphasis likely to be placed on cost as compared with the qualitative response and other requirements. Usually represented as a % split between cost and technical response. This is more often than not provided in the bid documentation and helps provide additional steer to the response. Any additional insight will be very helpful.	Whilst no formal weighting score is being applied to this contract, as a public authority we are committed to achieving value for money alongside high-quality service delivery.
32	Please clarify the level of energy information we can expect from the new Town Hall refurbishment, i.e. will assumptions regarding energy consumption be provided for the town hall during any on-site (strip out, construction) activities (if it remains open)? Will Lowestoft be able to provide data or forecasts on expected operational energy consumption?	The expectations of the brief are that the Town Hall's carbon output is included once the building is open'. At that point, data could be provided on energy sources and anticipated uses. There is no need to visit site or include any pre-opening considerations in the scope of your proposal.
33	Can you please confirm that operational practices for your horticultural and arboriculture techniques will be available, or that your staff be made available for an information gathering workshop?	Yes
34	For fuel consuming vehicles (i.e. separate to buildings, under clarification 13) please can you confirm if you have location trackers (with distances) or car fuel purchase records or mileage records for your fleet.	Our fleet does not have trackers but we can access car fuel purchase records
35	Please can you confirm what year you would like the assessment to be conducted against – the most recent full year (2025-2026 Financial Year) or for 2026-2027 – noting that	2025- 2026 please

	to reach the early 2027 submission target extrapolations will likely need to be made.	
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Lowestoft Town Council – Position Statement

Fireworks

1.0 Aim

- 1.1 This statement is designed to outline the Council's position on firework displays on its land and its approach to providing funding for firework displays on third party owned land/venues.

2.0 Definition

- 2.1 Lowestoft Town Council defines firework displays as displays of pyrotechnics at a public open space, such as one of the town's parks or on the seafront.

3.0 Commitments of the Council

- 3.1 The Town Council has declared a Climate and Ecological Emergency and as such will make best endeavours to protect both the environment and wildlife. It is noted that the use of fireworks causes harm to wildlife and damage to the environment.
- 3.2 To encourage any use of fireworks is part of an organised display and that individuals do not indiscriminately light fireworks.
- 3.3 To be mindful that the noise from fireworks may be distressing to vulnerable members of society.
- 3.4 The Town Council will not ordinarily organise public firework displays on its land.
- 3.5 Any application for firework displays to take place on Town Council owned land will be considered on its own merits and in line with the above commitments.
- 3.6 Any application for fireworks displays to take place on Town Council will need to include details of measures to mitigate climate and ecological harm.
- 3.7 Preference will be given to public displays which use low noise fireworks and more sustainable methods of creating a visual display.
- 3.8 Any applications for grant funding to hold public firework displays will only be considered if the above commitments to reduce climate and ecological harm have been considered and implemented.

Revisions	
Date	Amendment



MEETING PAPER

Subject: Bulky Waste Collection Analysis (Aug 25 – Mar 26)

Meeting: Climate and Ecological Emergency Committee

Date: 20 April 2026

Author: Michael Winter, Communications and IT Officer

~~CONFIDENTIAL~~/NON-CONFIDENTIAL

1. Introduction

This report provides an analytical overview of bulky-waste collection activity across the recorded period. Using the dataset provided, the analysis focuses on:

- **Monthly collection costs**
- **Total items collected per month**
- **Most frequently collected items**

2. Monthly Cost and Activity Overview

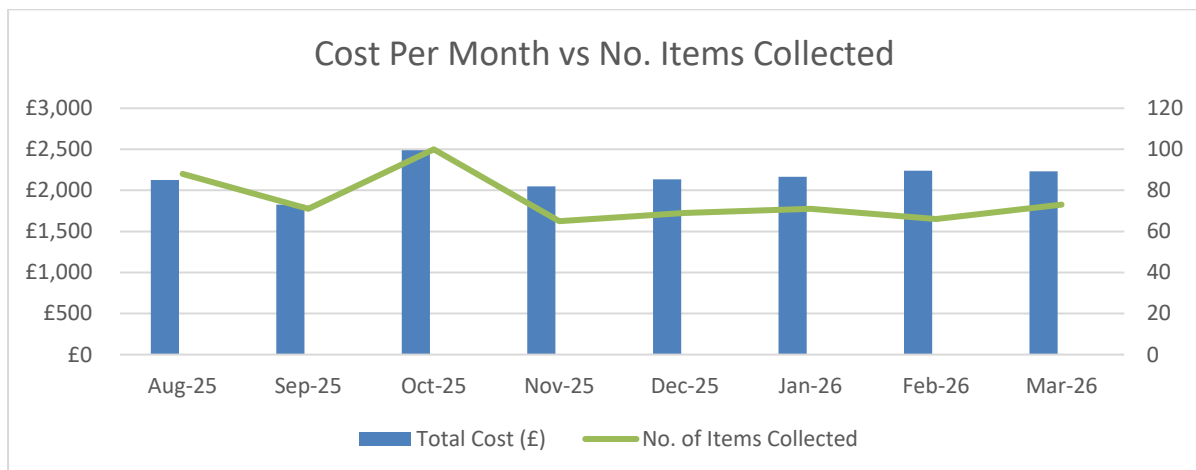
The dataset reveals stable but seasonally varying collection activity from August 2025 to March 2026. Monthly job cost totals were calculated using grouped date fields.

Total Collection Costs by Month

Month	Total Cost (£)	No. of Collections	No. of Items Collected
Aug 2025	£2,125	46	88
Sep 2025	£1,825	42	71
Oct 2025	£2,490	53	100
Nov 2025	£2,050	37	65
Dec 2025	£2,135	45	69
Jan 2026	£2,165	37	71
Feb 2026	£2,240	42	66
Mar 2026	£2,230	44	73

Key Findings

- **October 2025** is the highest-cost month (£2,490) but saw the highest number of collections and items collected.
- **September 2025** has the lowest recorded cost (£1,825).
- From **Jan–Mar 2026**, costs remain consistently high and tightly ranged around c. £2,200.
- There is no month where cost inflation appears disproportionate to the number of items collected, indicating **cost stability per collection**.



3. Items Collected: Overall Frequency

Item frequency was calculated by merging all three item columns (Item 1, Item 2, Item 3) into a single dataset.

Top 10 Most Collected Items

Rank	Item	Count
1	Sofa	83
2	Double Mattress	73
3	Fridge Freezer	45
4	King Mattress	25
5	Single Mattress	25
6	Fridge	24
7	TV	22
8	Arm Chair	20
9	Bed	14

10	Bed Base	13
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Key findings

- **Soft furnishings** dominate the waste collections, especially sofas and mattresses.
- **White goods** remain consistently present.

Mattresses (all types combined) form one of the largest categories.