

# Environment and Sustainability Committee

**Thursday 23 March 2017 at 7.30pm**

**Council Chamber  
Runnymede Civic Centre, Addlestone**

## Members of the Committee

Councillors J J Wilson (Chairman), I A Chaudhri (Vice-Chairman), T J F E Gracey, Mrs M T Harnden, D J Knight, M T Kusneraitis, S M Mackay, B W Pitt, P I Roberts, and Miss J K Sohi

## AGENDA

### Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr M L White, Democratic Services Section, Law and Governance Business Centre, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425623). (Email: [malcolm.white@runnymede.gov.uk](mailto:malcolm.white@runnymede.gov.uk))**.
- 3) Agendas and Minutes are available on a subscription basis. For details, please ring Mr B A Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on [www.runnymede.gov.uk](http://www.runnymede.gov.uk).
- 4) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

5) **Filming, Audio-Recording, Photography, Tweeting and Blogging of Meetings**

Members of the public are permitted to film, audio record, take photographs or make use of social media (tweet/blog) at Council and Committee meetings provided that this does not disturb the business of the meeting. If you wish to film a particular meeting, please liaise with the Council Officer listed on the front of the Agenda prior to the start of the meeting so that the Chairman is aware and those attending the meeting can be made aware of any filming taking place.

Filming should be limited to the formal meeting area and not extend to those in the public seating area.

The Chairman will make the final decision on all matters of dispute in regard to the use of social media audio-recording, photography and filming in the Committee meeting.

**LIST OF MATTERS FOR CONSIDERATION**

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**PART I**

**Matters in respect of which reports have been made available for public inspection**

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**PART II**

**Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection**

a) Exempt Information

9.	AWARD OF SCHOOL TRANSPORT CONTRACT	7
10.	PURCHASE OF VEHICLES FOR THE DSO	7

(b) Confidential Information

(No reports to be considered under this heading)

1. **FIRE PRECAUTIONS**

The Chairman will read the Fire Precautions, which set out the procedures to be followed in the event of fire or other emergency.

2. **NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP**

3. **MINUTES**

To confirm and sign, as a correct record, the Minutes of the meeting of the Committee held on 19 January 2017. The Minutes of this meeting were included in the March 2017 Council Minute Book.

4. **APOLOGIES FOR ABSENCE**

5. **DECLARATIONS OF INTEREST**

If Members have an interest in an item, please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests, which are recorded in the Minutes to be considered at this meeting, need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have interest becomes the subject of debate, in which event the Member must leave the room if the interest is a disclosable pecuniary interest or if the interest could reasonably be regarded as so significant to prejudice the Member's judgement of the public interest.

6. **ENVIRONMENTAL SERVICES BUSINESS PLAN 2017/18 (ENVIRONMENTAL SERVICES)**

**Synopsis of report:** The report informs Members of the progress made against last year's Environmental Services Business Centre Plan and provides a summary of this year's Environmental Services Business Centre Plan which is appended (Appendix 'A') for approval.

**Recommendation:** Members approve the 2017/2018 Environmental Services Business Centre Plan.

1. **Context of report**

- 1.1 A corporate-wide Performance Management Framework (PMF) has been established to assist Members and Officers with the decision making process. The general purpose of the PMF is to bring about improvements and/or take remedial action in the event of service or financial challenges.
- 1.2 To complement the PMF, a Business Planning Cycle has also been introduced. This cycle involves each Corporate Head/'Head of' completing an annual Business Centre/Team Plan which sets out for the forthcoming year: key drivers/influences, objectives, performance/activity indicators, the links to the draft Corporate Business Plan 2016-2020 for the teams/function under their responsibility, by utilising a standard corporate template.

## 2. **Report**

2.1 The full Environmental Services Business Centre/Team Plan can be found in Appendix 'A'. A summary is provided below:

### 2.2 **Purpose of the Business Centre**

2.2.1 Environmental Services is a multi-disciplinary business centre covering a range of services including Environmental Health and Licensing, Direct Services Organisation (DSO), Building Services, Engineering Services and Parking Services.

### 2.3 **Key Performance/Activity Indicators and achievements in 2016/2017**

2.3.1 The key performance/activity indicators and achievements in 2016/2017 by the Environmental Services Business Centre are laid out in the appended Business Centre Plan and the previous year plan. In addition to the Statutory and daily output of the Business Centre, key achievements have included:

- Awarding an environmental enforcement contract for anti-social behaviour and environmental protection
- Commission new in-cab technology and management systems for the DSO fleet
- Introduce recycling into flatted schemes
- Launch a new Countywide fly-tipping strategy
- Deliver a new public car park at British Legion, Virginia Water

### 2.4 **Key areas for improvement and work for 2017/2018**

2.4.1 Reflecting back on the 2016/2017, the key areas for improvement and the key tasks for 2017/2018 by the Environmental Services Business Centre are:

- Introduce new refuse and recycling rounds using new in-cab technology to improve efficiency
- Commence new contracted environmental enforcement for littering and dog control offences
- Deliver additional parking capacity at Memorial Gardens, Virginia Water
- Enhanced collaborative work for Environmental Services staff associated with Governments' preference for expansion at Heathrow Airport

### 2.5 **Key drivers/influences and Objectives**

2.5.1 The key drivers/influences impacting on the Environmental Services Business Centre and the objectives to deliver them in 2017/2018 are laid out in the appended Business Centre Plan (Appendix 'A').

## 3. **Policy framework implications**

This Plan supports the achievement of all themes in the draft Corporate Business Plan

4. **Resource implications**

- 4.1 No current additional growth proposals are included in the Business Centre Plan. Some additional resourcing has already been approved in 2017/2018 for street cleansing, and is hoped to commence at the beginning of the year. Financial implications for the introduction of the Environmental Enforcement pilot, the expansion of the Memorial Gardens car park and potential implications for services associated with town centre regeneration have been considered in the relevant reports to Corporate Management and this Committee as they have been brought forward.

**(To Resolve)**

7. **MINUTES OF MEMBER WORKING GROUP ON RECYCLING AND REFUSE SERVICES – 01/03/17 (ENVIRONMENTAL SERVICES)**

To note the Minutes of the meeting held on 1 March 2017 (Appendix 'B')

For information

8. **EXCLUSION OF PRESS AND PUBLIC**

**OFFICERS' RECOMMENDATION that –**

**the press and public be excluded from the meeting during discussion of reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the reports in question would then be likely to involve disclosure of exempt information of the description specified in paragraph 3 of Schedule 12A of the Act.**

**(To resolve)**

**PART II**

**Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection**

a)	<u>Exempt Information</u>	<u>Para</u>
9.	<b>AWARD OF SCHOOL TRANSPORT CONTRACT</b>	3
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b)	<u>Confidential Information</u>	

(No reports to be considered under this heading)