

**Minutes of the Meeting of the ENVIRONMENT AND SAFE COMMUNITIES  
COMMITTEE held on 23 October 2018**

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**PRESENT -**

Councillor Peter O'Donovan (Chairman); Councillor John Beckett (Vice-Chairman) (as nominated substitute for Councillor Tella Wormington); Councillors Steve Bridger, Alex Coley, Robert Foote (as nominated substitute for Councillor Lucie Dallen), Chris Frost, Rob Geleit, Jane Race, Mike Teasdale and Peter Webb

In Attendance:

Absent: Councillor Tella Wormington and Councillor Lucie Dallen

Officers present: Damian Roberts (Chief Operating Officer), Ian Dyer (Head of Operational Services), Ruth Ormella (Head of Planning) (Items 9 - 12 only), Joy Stevens (Head of Customer Services and Business Support) (Items 9 - 19 only), Daniel Atubo (Grounds Maintenance Supervisor) (Items 9 - 13 only), Richard Chevalier (Parking Manager) (Items 9 - 19 only), Sue Emmons (Senior Accountant), Jon Sharpe (Trade & Waste Services Manager) (Items 9 - 15 only) and Tim Richardson (Democratic Services Officer)

**9 QUESTION TIME**

No questions had been submitted or were asked by members of the public.

**10 DECLARATIONS OF INTEREST**

No declarations of interest were made by councillors regarding items on the agenda.

**11 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of the Environment Committee held on 11 June 2018 were agreed as a true record and signed by the Chairman.

**12 BUILDING CONTROL FEES AND CHARGES**

The Committee received a report summarising the Building Control chargeable account for the 2017/18 financial year and highlighting adjustments to the Building Control charges scheme.

Following consideration, the Committee:

- (1) Agreed to receive and note the review of the Building Control chargeable account following the end of the 2017/2018 financial year as provided within the report.
- (2) Noted the adjustment to the Building Control charges scheme as set out in Annex 2 and Annex 4 of the report, which commenced on 1 September 2018.

### 13 REVIEW OF BEDDING OPERATION

The Committee received a report proposing that the majority of the borough flower bedding contract be brought in-house from 1 January 2019. It was proposed that only hanging baskets and troughs would be tendered for contract.

The Committee was informed that bringing the planting and maintenance of the Council's flowerbeds in-house would enable the quality of the service to be maintained within its existing budget. An estimation from the existing contractor had indicated that a 26% increase in the cost of the service would be encountered if the existing contract were to be renewed.

The Committee considered the following matters:

- a) **Volunteer groups.** The Committee was informed that the in-house service would complement, not replace voluntary groups who currently maintained a number of flower beds within the Borough.
- b) **Maintenance of beds.** Officers informed the Committee that bringing the service in-house would enable a rolling programme of improvements to the flower beds to be put in place. This would include both replacing soil and repairing structural elements of the beds, and would be implemented on a rolling basis over several years.

Following consideration, the Committee:

- (1) Agreed that the contract for the borough bedding scheme be brought back in-house to commence on 1 January 2019.
- (2) Agreed that a procurement exercise be conducted for the borough hanging basket/troughs to commence on 1 January 2019.

### 14 SIMPLY WEEKLY RECYCLING SURVEY

The Committee received a report providing a summary of responses received to a residents' satisfaction survey for the Council's Simply Weekly Recycling service.

The following matters were considered:

- a) **High satisfaction with service.** The Committee noted that the results of the survey had detailed that 90% of respondents were satisfied or very satisfied with the Simply Weekly Recycling service.
- b) **Residents' complaints.** Officers informed the Committee that complaints received regarding the service were taken on-board and responded to appropriately. Collection lorries were fitted with cameras, and footage from these was of assistance in resolving concerns raised by residents. The Committee was informed that the service had a 99.9% successful collection rate.

Following consideration, the Committee:

- (1) Agreed that it had reviewed and commented on the survey's findings.

## 15 RECYCLING INCOMES

The Committee received a report summarising the market conditions currently negatively affecting the Council's recycling income.

The Committee was informed that China had banned the import of paper, card and plastics for recycling in late 2017 and early 2018 and that as a result an oversupply of such materials to the remaining markets had adversely affected the gate fee for their recycling and disposal. This had coincided with a reduction in the recycling credit payment made by Surrey County Council, and these two factors had led to a Quarter 1 full-year forecast overspend of c.£164,000.

Following consideration of the report, the Committee:

- (1) Agreed to authorise officers to investigate options for mitigating the budgetary impact of negative market conditions.

## 16 CAR PARKING WORKING GROUP TERMS OF REFERENCE

The Committee received a report presenting the terms of reference for the car parking working group. It was noted that following a change in senior officer structure at the Council, the relevant Head of Service for parking would be added as a support officer to the working group.

Following consideration, the Committee:

- (1) Approved the terms of reference agreed by the car parking working group outlined in section 3 of the report.

## 17 CAR PARK FEES AND CHARGES 2019/20

The Committee received a report seeking agreement for changes to car parking fees and charges during 2019/20, as discussed by the cross-party parking working group.

Following consideration, the Committee:

- (1) Agreed the changes to business and residential permit fees as identified by the cross party Parking Working Group in Annex 1 to the report.
- (2) Agreed that car park tariffs are not increased in 2019/20.

#### **18 CAR PARKS AT ALEXANDRA AND GIBRALTAR RECREATION GROUND**

The Committee received a report proposing that enforceable parking restrictions be introduced at Alexandra Recreation Ground and Gibraltar Recreation Ground car parks. Charges would not be introduced for use of the car parks, but a 4 hour maximum stay restriction would be enforced. This would prevent all-day use by commuters but still enable users of the recreation grounds to park there.

Following consideration, the Committee:

- (1) Agreed to a proposal to add the car parks at Alexandra Recreation Ground and Gibraltar Recreation Ground to the Epsom and Ewell Borough Council (Off Street Parking Places) Order June 2018;
- (2) Agreed to introduce a 4 hour maximum stay restriction, no return within 1 hour, between the hours of 8:00am – 6:00pm Monday to Friday.
- (3) Authorised the Chief Legal Officer to publish such notice(s) and/or make such order as is considered necessary to give effect to the recommendations;
- (4) Agreed that any objections or representations received following consultation are brought back to a future Environment and Safe Communities Committee.
- (5) Agreed to Epsom & Ewell Borough Council officers enforcing parking restrictions within these car parks as per the Off Street Parking Places Order.

#### **19 ON STREET PARKING ENFORCEMENT UPDATE**

The Committee received a report presenting a summary of current on street parking enforcement arrangements and seeking authority to sign a memorandum of understanding in relation to on street parking. The Memorandum of Understanding would be between Reigate & Banstead Borough, Epsom and Ewell Borough, Mole Valley District, Tandridge District and Surrey County Councils. The Committee was informed that a revised draft Memorandum of Understanding had been received by the Council, and was being considered by its Legal Officers.

Following consideration, the Committee:

- (1) Authorised the Chief Operating Officer in consultation with the Chairman of the Environment & Safe Communities Committee to progress discussions and negotiations on the Draft Memorandum of Understanding between the boroughs and districts and Surrey County Council;
- (2) Authorised the Chief Operating Officer to make any necessary textual and other amendments following consultation with the Chairman of the Environment & Safe Communities Committee and to sign the Memorandum of Understanding attached at Annex 1.

## **20 BUDGET TARGETS 2019/20**

The Committee received a report informing it of the Council's revenue budget targets. The report also sought support for changes to services and guidance on the preparation of the Committee's service estimates for 2019/20.

Following consideration, the Committee:

- (1) Noted the implications of the budget targets presented to the Strategy & Resources Committee.
- (2) Noted the operational savings and efficiencies identified in section 3.3 of the report and agreed that these be included within the budget presented to this Committee in January 2019.
- (3) Considered how additional savings could be generated to address the Council wide funding gap of £113,000 in 2019/20. No additional savings above those included within the report were identified.

*The meeting began at 7.30 pm and ended at 8.16 pm*

COUNCILLOR PETER O'DONOVAN (CHAIRMAN)