

## ENVIRONMENT AND SAFE COMMUNITIES COMMITTEE

**Tuesday 28 January 2020 at 7.30 pm**

**Council Chamber - Epsom Town Hall**

The members listed below are summoned to attend the Environment and Safe Communities Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillor Neil Dallen (Chair)  
Councillor Alex Coley (Vice-Chair)  
Councillor Steve Bridger  
Councillor Chris Frost  
Councillor Rob Geleit

Councillor Steven McCormick  
Councillor Lucie McIntyre  
Councillor Julie Morris  
Councillor Peter O'Donovan  
Councillor Chris Webb

Yours sincerely



Chief Executive

For further information, please contact Democratic Services, 01372 732122 or [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk)

### **EMERGENCY EVACUATION PROCEDURE**

No emergency drill is planned to take place during the meeting. If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions.

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move to the assembly point at Dullshot Green and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

## Public information

### Information & Assistance:

You are welcome to attend this meeting which is open to the press and public as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. If you have any specific needs, require assistance or reasonable adjustments to be able to attend the meeting, or need further information please contact Democratic Services, 01372 732122 or [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk).

Information about the terms of reference and membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for the Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at [Democraticservices@epsom-ewell.gov.uk](mailto:Democraticservices@epsom-ewell.gov.uk).

### Mobile telephones

Please switch your mobile telephone to silent mode whilst attending the meeting.

### Accessibility:

Please note that the venue for this meeting is wheelchair accessible and has an induction loop to help people who are hearing impaired. This agenda and accompanying reports are published on the Council's website in PDF format compatible with the "read out loud" facility of Adobe Acrobat Reader.

### Filming and recording of meetings:

The Council allows the filming, recording and photographing at its meetings that are open to the public. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings. Anyone proposing to film, record or take photographs of a meeting is requested to advise the Democratic Services Officer before the start of the meeting (members of the Press please contact the Press Office). Filming or recording must be overt and persons filming should not move around the meeting room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non hand held devices, including tripods, will not be allowed unless this has been discussed with the Democratic Services Officer.

Those wishing to take photographs or record meetings are asked to read the Council's 'Recording, Photography and Use of Social Media Protocol and Guidance' ([Section 10, Part 5 of the Constitution](#)), which sets out the processes and procedure for doing so.

### Security:

Please be aware that you may be subject to bag searches and will be asked to sign in at meetings. Failure to comply with these requirements could mean you are denied access to the meeting. There is also limited seating which is allocated on a first come first serve basis, you should aim to arrive at least 15 minutes before the meeting commences.

### Questions from the Public

Members of the public who live, work, attend an educational establishment or own or lease land in the Borough may submit a written question to, or ask a question verbally at meetings of the Committee on matters within the Committee's Terms of Reference. Please note questions relating to matters listed on a Committee Agenda cannot be asked.

Written questions must be submitted to the Council's Chief Legal Officer, who can be contacted via the following email address: [Democraticservices@epsom-ewell.gov.uk](mailto:Democraticservices@epsom-ewell.gov.uk). The written question must arrive by noon on the tenth working day before the day of the meeting. For example, for a meeting on a Tuesday, the request must therefore arrive by noon on the Tuesday two weeks before the meeting.

## **AGENDA**

### **1. QUESTION TIME**

To take any questions from members of the Public.

**Please note: Members of the Public are requested to inform the Democratic Services Officer before the meeting begins if they wish to ask a verbal question to the Committee**

### **2. DECLARATIONS OF INTEREST**

Members are asked to declare the existence and nature of any Disclosable Pecuniary Interests in respect of any item of business to be considered at the meeting.

### **3. MINUTES OF PREVIOUS MEETING (Pages 5 - 12)**

The Committee is asked to confirm as a true record the Minutes of the meetings of the Environment and Safe Communities Committee held on 22 October 2019 (attached) and 20 January 2020 (to follow) and authorise the Chair to sign them.

### **4. COMMUNITY SAFETY PLAN (Pages 13 - 34)**

The Committee is asked to note progress on the community safety agenda, adopt the Community Safety Plan and agree to receive an update report in 2020.

### **5. FOOD HYGIENE AND SAFETY ACTION PLAN (Pages 35 - 42)**

The Committee is asked to note the continuing service pressures and agree to adopt the action plan and delegate the monitoring of the plan to the Head of Housing and Community

### **6. CAR PARKING FEES AND CHARGES UPDATE (Pages 43 - 64)**

This report seeks the agreement of the Committee to confirm the Off Street Parking Places Order 2020, as proposed and advertised following the Environment & Safe Communities Committee in October 2019, with one modification as set out in the report.

### **7. ELECTRIC VEHICLE CHARGE POINTS IN CAR PARKS (Pages 65 - 70)**

This report seeks approval from the Committee for officers to procure an electric charge point provider to work in partnership with the Borough Council to install electric vehicle charge point in identified Council car parks.

### **8. FEES AND CHARGES 2020/21 (Pages 71 - 96)**

This report recommends fees and charges for which this Committee is responsible, with the new charges being effective from 1 April 2020.

**9. REVENUE BUDGET 2020/21** (Pages 97 - 106)

This report sets out estimates for income and expenditure on services 2020/21.

**10. CAPITAL PROGRAMME 2020/21** (Pages 107 - 124)

This report summarises the proposed 2020/21 capital programme for Environment & Safe Communities Committee. Approval is sought for the programme to be submitted to Council in February 2020.