

ENVIRONMENT AND SAFE COMMUNITIES COMMITTEE

Tuesday 22 October 2019 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 Lucie Dallen
Councillor Chris Frost

Councillor Rob Geleit
Councillor Steven McCormick
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

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.

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.

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. 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 - 8)

The Committee is asked to confirm as a true record the Minutes of the meeting of the Environment and Safe Communities Committee held on 10 June 2019 and to authorise the Chair to sign them.

4. ESTABLISHMENT OF THE ENVIRONMENT & SUSTAINABILITY CROSS PARTY MEMBER WORKING GROUP (Pages 9 - 14)

To agree to the establishment of a cross party Member working group to oversee the development of the Council's new Climate Change Action Plan.

5. FOOD & HEALTH AND SAFETY INTERVENTION PLANS (Pages 15 - 34)

In 2018 the Environment and Safe Communities Committee adopted the Environmental Health Service Plans for Health & Safety and for Food Safety. This report contains monitoring information on action taken in 2018-2019 and proposes new targets for 2019-2020.

6. CAR PARKING FEES AND CHARGES 2020/21 (Pages 35 - 60)

This report seeks the agreement of the Committee for off street parking fees and charges during 2020/21 as proposed by the Car Park Working Group. It also proposes changes to the operational hours of Hook Road car park and some alterations to the current charging schedules within our car parks.

7. ADVERTISING IN CAR PARKS -FEES AND CHARGES (Pages 61 - 64)

This report asks Committee to agree the proposed fees and charges for commercial advertising within the Ashley Centre Car Park.

8. WASTE SERVICES AGENCY STAFFING BUDGET (Pages 65 - 68)

This report highlights the adverse variance currently forecast for the Waste Services staffing budget and officer action being taken to address this.

9. REVIEW OF BEDDING OPERATIONS (Pages 69 - 74)

To note the success of this years in-house bedding operation and plans for further improvements.

10. BUDGET TARGETS 2020/21 (Pages 75 - 78)

This report informs the Committee of the Council's revenue budget targets presented to the Strategy & Resources Committee. The report seeks guidance on the preparation of the Committee's service estimates for 2020/21.

11. BUILDING CONTROL CHARGEABLE ACCOUNTS (Pages 79 - 84)

This report summarises the Building Control chargeable account.

12. FORWARD PLAN (Pages 85 - 90)

This report asks the Committee to agree its forward plan for 2019/20.