

**Minutes of the Meeting of the ENVIRONMENT COMMITTEE
held on 21 January 2016**

PRESENT -

Councillor John Beckett (Chairman); Councillor Mike Teasdale (Vice-Chairman);
Councillors Steve Bridger, Lucie Dallen, Hannah Dalton, Liz Frost, Rob Geleit,
Keith Partridge, Jane Race and Tella Wormington

Officers present: Kathryn Beldon (Director of Finance and Resources), Simon Young
(Head of Legal and Democratic Services), Ian Dyer (Head of Operational Services), Joy
Stevens (Head of Customer Services and Business Support), Jon Sharpe (Trade &
Waste Services Manager), Michael Smith (Chief Accountant) and Richard Chevalier
(Parking Manager)

22 SUBSTITUTIONS

There were no substitutions to the Membership of the Committee.

23 QUESTION TIME

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

24 MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting of the Environment Committee held on 27 October
2015 were agreed as a true record and signed by the Chairman.

25 CAR PARKING WORKING GROUP - TERMS OF REFERENCE

The Committee considered the report of the Head of Customer Services &
Business Support which sought approval to the terms of reference for the Car
Parking Working Group, as set out in paragraph 3.1 of the report. It was noted
that the final bullet point under paragraph 3 "Advertising", more comfortably sat
under paragraph 4, as it represented an opportunity to generate additional
revenue. It was also noted that the terms of reference would not be fixed in
stone and could be reviewed in future as Members considered appropriate.

It was resolved that, with the change noted above, the terms of reference be
agreed.

26 CAR PARKING FEES AND CHARGES

The Committee considered the report of the Head of Customer Services & Business Support which sought approval to revised fees and charges for the Council's car parks.

It was noted that there was an error in the table at paragraph 4.4 of the report in that the current charge for up to three hours' parking in Hook Road was £2.20, not £2.30 as stated. It was also clarified that the current charge for up to one hours' parking in Depot Road was £1.00, so the current proposal represents no change. It was shown in the report as moving from £1.20 down to £1.00 as the Committee had, at its previous meeting, agreed to uplift the tariff to £1.20. It was now proposed not to implement that uplift. Members noted that the changes to parking tariffs required to be communicated quickly and effectively and were assured that this was something which had been considered in consultation with the Council's Communications Team. It was noted that the change to the approach to issuing and charging for Dispensation Permits for contractors and residents, set out in Annexe 4, was proposed in order to bring the Council more closely in line with the practices of neighbouring authorities and other authorities in the County.

It was resolved as follows: That

- (1) The amendments to car park fees proposed by the cross party Car Parking Working Group, as set out in paragraph 4.4 of the report be agreed.
- (2) A consultation programme be undertaken to inform a six-month review of car park fees and charges and how these are set.
- (3) A study be undertaken by Officers in relation to the options and issues in respect of the possible introduction of Validators, which could enable shops to offer time limited or reduced rate parking.
- (4) The current consultation around car park permits in Hudson House be noted and that, subject to the outcome of the consultation, the possible additional income of £12,000 a year for the next two years be ring-fenced to fund improvements to the Hudson House car park.

27 FEES AND CHARGES 2016/17

The Committee considered the report of the Director of Finance & Resources setting out the proposed fees and charges for which the Environment Committee is responsible, with the intention that the new charges would be effective from 1 April 2016.

It was resolved that, subject to the approval of Council, the fees and charges for 2016/2017 as set out in Annexe 1 and Annexe 2 (exempt from publication) be agreed.

28 SURREY COUNTY COUNCIL HIGHWAY'S GROUNDS MAINTENANCE

The Committee was informed that negotiations were still ongoing with Surrey County Council and that this matter would be considered at a later date.

29 REVENUE BUDGET 2016/17

The Committee considered the report of the Director of Finance & Resources setting out the estimates for income and expenditure on services within the remit of the Environment Committee in 2016/2017. Whilst it was noted that the estimates had been prepared on the basis that all existing services to residents be maintained, it was also noted that expected savings in relation to Highway verges and Highway Tree Maintenance were included in the overall savings requirement identified by the Strategy & Resources Committee, and the position would need to be reviewed if such savings were not forthcoming.

It was resolved that the 2016/2017 service estimates be recommended to Council for approval at the meeting on 11 February 2016.

30 CAPITAL PROGRAMME 2016/17

The Committee considered the report of the Director of Finance & Resources proposing the capital programme for 2016/2017 and setting out a provisional programme for 2017-2019.

It was clarified that Environment Bid 4 in the provisional programme for 2017-2019, as set out in paragraph 6.1 of the report, related to the replacement of pay and display ticket machines, rather than implementation of further barrier controlled parking.

It was resolved that:

- (1) The Capital Programme 2016/2017, as set out in sections 4 and 5 of the report be recommended to Council for approval at the meeting on 11 February 2016.
- (2) The Committee's support for all of the schemes in the provisional programme for 2017-2019 as identified in section 6 of the report be confirmed.
- (3) The Committee noted that the schemes for 2017-2019 were provisional pending an annual review of the funds available for capital investment.

31 PERFORMANCE MANAGEMENT - PROGRESS REPORT TWO 2015-16

The Committee considered the report of the Chief Executive setting out the performance against the Committee's actions to date.

It was resolved that:

- (1) The Committee receive the Performance Management Progress Report two 2015/2016, and
- (2) No issues requiring action were identified over and above those set out in the Progress Report.

32 OUTSTANDING REFERENCES

The Committee considered the report of the Head of Legal & Democratic Services listing references to matters which require a further report back to the Committee. It was clarified that the item relating to Hook Road Car Park – Review of Opening Hours, would be due to be reported back to Committee at its meeting in October 2016.

It was resolved that, with the above change being made, the references be noted.

33 EXCLUSION OF PRESS AND PUBLIC

Pursuant to section 100A(4) of the Local Government Act 1972, the Committee resolved to exclude the public from the meeting on the grounds that the following business would involve the disclosure of exempt information within paragraph 3 of Schedule 12A to the 1972 Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

34 TRADE WASTE FEES - ANNEXE 2 TO THE REPORT ON FEES AND CHARGES

The Committee considered Annexe 2 to the report on Fees and Charges. A fee had been omitted from the top line of the table on page 92 in relation to the hire charge for sacks for trade recycling, and it was noted that this should be the same as the charge noted in the top line of the previous table dealing with Trade Refuse. The Committee reaffirmed its agreement to the charges as set out in the Annexe.

The meeting began at 1930 hours and ended at 2008 hours

COUNCILLOR JOHN BECKETT
(CHAIRMAN)