



## RUSHMOOR BOROUGH COUNCIL

# ENVIRONMENT POLICY AND REVIEW PANEL

*at the Council Offices, Farnborough on  
Tuesday, 6th September, 2016 at 7.00 pm*

**To:**

Cllr R.L.G. Dibbs (Chairman)  
Cllr Sophia Choudhary (Vice-Chairman)

Cllr Mrs. D.B. Bedford  
Cllr K. Dibble  
Cllr D.S. Gladstone  
Cllr C.P. Grattan  
Cllr P.J. Moyle  
Cllr Marina Munro  
Cllr J.J. Preece

Enquiries regarding this agenda should be referred to the Panel Administrator,  
Justine Davie, Democratic and Customer Services, Tel. (01252) 398832, Email.  
[justine.davie@rushmoor.gov.uk](mailto:justine.davie@rushmoor.gov.uk).

# **A G E N D A**

## **1. APPOINTMENT TO ENVIRONMENT POLICY AND REVIEW PANEL –**

To note the appointment of Cr. C.P. Grattan to the Environment Policy and Review Panel as a representative of the Labour Group for the remainder of the 2016/17 Municipal Year. The appointment has been made in accordance with the arrangements for the political balance.

## **2. MINUTES – (Pages 1 - 4)**

To confirm the Minutes of the Meeting held on 7 June, 2016 (copy attached).

## **3. ENERGY AND ENVIRONMENTAL IMPROVEMENTS –**

To receive a presentation from the Council's Energy and Environment Manager on reducing our energy costs through energy efficiency measures on Council owned premises.

## **4. FLOODING - ROLE OF THE COUNCIL –**

To receive a presentation from the Pollution and Environmental Control Environmental Health Manager regarding the Council's role, and that of other bodies, on flooding in the Borough, as outlined by the Flood and Water Management Act 2010.

## **5. RECYCLING –**

To receive a presentation from the Council's Contracts Manager setting out the details on the current recycling performance in the Borough and options for improvements including the potential financial benefits.

## **6. HAMPSHIRE COUNTY COUNCIL'S HOUSEHOLD WASTE RECYCLING CENTRE - CONSULTATION RECOMMENDATIONS – (Pages 5 - 24)**

To receive details on the recommendations from Hampshire County Council following the Household Waste Recycling Centre consultation and the next steps (copy of the HWRC Service Efficiencies Implementation Report attached).

## **7. PROVISION OF OVERNIGHT TOILETS - ALDERSHOT –**

Cr J. J. Preece to make a request for the Panel to ask the Cabinet to consider the requirement for the provision of overnight toilets in Aldershot Town Centre.

## **8. FARNBOROUGH TOWN CENTRE WORKING GROUP - TERMS OF REFERENCE – (Pages 25 - 26)**

To adopt the Farnborough Town Centre Working Group Terms of Reference (copy attached).

## **9. WORK PROGRAMME – (Pages 27 - 38)**

To note the Panel's Current work programme (copy attached).

### **MEETING REPRESENTATION**

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Panel Administrator at the Council Offices, Farnborough by 5.00 pm three working days prior to the meeting.

Applications for items to be considered for the next meeting must be received in writing to the Panel Administrator fifteen working days prior to the meeting.

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## ENVIRONMENT POLICY AND REVIEW PANEL

Meeting held on Tuesday, 7 June 2016 at the Council Offices, Farnborough at 7.00 pm.

### **Voting Members**

Cllr R.L.G. Dibbs (Chairman)  
Cllr Sophia Choudhary (Vice-Chairman)

Cllr Mrs. D.B. Bedford  
Cllr K. Dibble  
Cllr D.S. Gladstone  
Cllr C.P. Grattan  
Cllr P.J. Moyle  
Cllr Marina Munro  
Cllr J.J. Preece

### **1. APPOINTMENT OF CHAIRMAN**

**RESOLVED:** That R.L.G. Dibbs be appointed Chairman for the 2016/17 Municipal Year.

### **2. APPOINTMENT OF VICE-CHAIRMAN**

**RESOLVED:** That Cr. Sophia Choudhary be appointed Vice-Chairman for the 2016/17 Municipal Year.

### **3. MINUTES**

The Minutes of the Meeting held on 5th April, 2016 were approved and signed by the Chairman.

### **4. PARKING MANAGEMENT**

The Panel received a presentation from the Head of Community and Environmental Services on the parking service and was asked to consider the approach to developing a new parking strategy. There were a number of areas that needed to be considered when developing a parking strategy including the increase in car ownership, environmental issues, provision of on street and off street parking, community safety and sustainable transport. There had been some recent improvements introduced relating to the use of blue badges, improving the patrol system through the use of technology, redesigning patrols to provide comprehensive coverage and visibility and preparation for installing new pay and display machines.

There were a number of issues highlighted across the Borough which needed addressing. In Aldershot there was a demand for more short-stay parking in the town centre which could be achieved by maximising the use of the long-stay car parks and

re-designating others as short-stay only. Other issues to be considered for Aldershot were the potential for more residents' parking schemes, a consultation on overnight parking in the town centre and whether lower tariffs in car parks would increase footfall. The main issues in Farnborough related to parking in and around Farnborough Sixth Form College and the pricing policies in car parks owned by other operators.

The Panel was informed of the current tariffs in the car parks and the income generated. The income generated from on-street parking and fines offset expenditure and any surplus was invested in highway improvements across the Borough.

The Panel discussed parking in the Borough and suggested areas where improvements were required. It was acknowledged that any suggested improvements would need to be prioritised against other schemes put forward. A report would be brought to the September Panel meeting setting out a priority list of improvements.

The Panel **NOTED** the presentation.

Action to be taken	By whom	When
Consideration be given at the mid-cycle meeting to the addition of an item on a priority list of parking improvements for the Panel meeting on 6th September.	Panel Administrator	July, 2016

## 5. CONSERVATION AREAS

The Panel received a presentation from the Head of Planning and the Planning Policy and Conservation Manager on conservation areas in the Borough and how development within them was assessed. There were over 8,000 conservation areas in England which were designated for their special architectural and historic interest. There were eight conservation areas in Rushmoor which were: Aldershot Military Town; Aldershot West; Basingstoke Canal; Cargate Avenue; Farnborough Hill; Manor Park; St Michael's Abbey; and, South Farnborough.

There were additional considerations required of proposals that were in conservation areas to ensure that historic architectural features were retained. When considering planning applications in a conservation area there were a number of policies that needed to be adhered to which related to preserving the area. The policies set out in the Rushmoor Local Plan Review (2000), Rushmoor's Core Strategy (2011), the Emerging Rushmoor Local Plan Preferred Approach, June 2015 and the National Planning Policy Framework all set out the requirements that needed to be met before development would be approved. There was also extra protection for heritage assets, of which there were 94 listed buildings/structures in Rushmoor and 156 locally listed heritage assets.

The current priority for the Planning Policy and Conservation Team was to prepare the new Local Plan. Once the Local Plan had been completed a programme

for the conservation area appraisal work would be prepared. The Panel discussed the presentation and a request was made for the Council's website to contain more background information on conservation areas. A request was also made for a representative from Historic England to be invited to a future Panel meeting to provide some information on conservation area assessments.

The Panel **NOTED** the presentation.

<b>Action to be taken</b>	<b>By whom</b>	<b>When</b>
A discussion be held with the Council's Web Manager on how the Council's website could contain more detailed background information on the conservation areas.	Keith Holland/ Louise Piper/ Paul Cowell	July, 2016
Consideration be given at the mid-cycle meeting to the addition of an item from Historic England on conservation area assessments to the work programme for a future Panel meeting.	Panel Administrator	July, 2016

## 6. **APPOINTMENTS FOR 2016/17**

### (1) **Mid-Cycle Meetings –**

It was agreed that Cr. J.J. Preece would attend the mid-cycle meetings in 2016/17 as the representative of his political group, along with the Chairman and Vice-Chairman.

### (2) **Recycling Task and Finish Group –**

It was agreed that the work of the Recycling Task and Finish Group had been completed therefore appointments were not required for 2016/17.

### (2) **Farnborough Town Centre Working Group –**

It was agreed that Crs. P.J. Moyle, Marina Munro, L.A. Taylor and P.G. Taylor would comprise the Farnborough Town Centre Working Group during 2016/17. The Terms of Reference for the Working Group would be reviewed at the first Environment Panel mid-cycle meeting.

<b>Action to be taken</b>	<b>By whom</b>	<b>When</b>
A review be undertaken of the Farnborough Town Centre Working Group Terms of Reference at the Environment Panel mid-cycle meeting	Panel Administrator	July, 2016

### (3) **Aldershot Town Centre Task and Finish Group –**

The Panel was informed that the Cabinet had set up an Aldershot Town Centre Regeneration Group and therefore the Aldershot Town Centre Task and Finish Group was no longer needed. The Terms of Reference for the Regeneration Group were being developed by the Leader of the Council and invitations to join the Regeneration Group would be sent out shortly. Reports would be submitted to future Panel meetings.

## 7. WORK PROGRAMME

The Panel **NOTED** the current work programme. It was proposed that the Contracts Manager should be invited to the September Panel meeting to provide an update on recycling rates. The Panel was asked to send any suggestions for areas of work to be looked at to the Panel Administrator for it to be considered at the following mid-cycle meeting.

Action to be taken	By whom	When
Consideration be given at the mid-cycle meeting to the addition of an item on recycling for 6th September Panel meeting.	Panel Administrator	July, 2016
Any items submitted by Panel Members be added to the agenda for the mid-cycle meeting for consideration for the work programme.	Panel Administrator	July, 2016

The meeting closed at 8.47 pm.

CLLR R.L.G. DIBBS (CHAIRMAN)

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HAMPSHIRE COUNTY COUNCIL

Decision Report

<b>Decision Maker:</b>	Executive Member for Environment and Transport
<b>Date:</b>	22 July 2016
<b>Title:</b>	Household Waste Recycling Centre Service Efficiencies Implementation
<b>Reference:</b>	7534
<b>Report From:</b>	Director of Economy, Transport and Environment

**Contact name:** Vicky Beechey

**Tel:** 01962 845539

**Email:** vicky.beechey@hants.gov.uk

## 1. Executive Summary

1.1. The purpose of this paper is to recommend policy changes to the provision of the Household Waste Recycling Centre (HWRC) service both in the short and longer term, in light of proposed savings targets the County Council is expected to meet. This follows the public consultation undertaken in 2016, the analysis of which is covered in this report and its appendices.

1.2. This paper seeks to:

- summarise the findings of the HWRC public consultation undertaken in 2016
- identify key issues and outline the proposed solutions to these
- consider the longer term view of the service and make recommendations to ensure the viability of the HWRC network going forward

## 2. Contextual information

2.1. This paper follows the paper presented to the Executive Member for Economy, Transport and Environment (ceased March 2016) on 4 November 2014<sup>1</sup>. That paper presented the outcomes of a consultation, undertaken during the summer of 2014, on proposed policy changes for the HWRC service and made recommendations for changes under the new management contract for HWRCs. These are the introduction of a charge for certain materials classified as non-household (DIY) waste and a small and medium-sized enterprise (SME) trade waste offer. Consideration of other options was also given,

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<sup>1</sup> Decision Report (Ref 6031) can be viewed at this [weblink](#):

including the charging/restriction of non-Hampshire residents from using Hampshire sites. The introduction of the first two proposals (DIY and trade) have been delayed primarily to allow for the start of the new HWRC management contract, which began on 1 April 2016. This paper seeks approval for the timing of the introduction of these.

- 2.2. The charging of materials not classified as household waste will be introduced to cover the cost of disposal of these materials, and the materials to be charged for are soil and rubble, asbestos and gypsum. The SME trade waste offer is being set up to allow small traders to use the HWRC sites from Monday to Friday for a charge, accepting the same materials as is currently accepted by the sites on behalf of householders. The aim of this offer is to enable these small traders to access alternative disposal routes and to help the County Council generate a small income, to include covering the cost of providing the service. Paragraph 5.5 of this report refers to the detail of these charges.
- 2.3. It is recommended that these charging initiatives be introduced from 1 October 2016.
- 2.4. It was confirmed in February 2015 that the County Council must meet a funding shortfall of £98 million by April 2017, with £14.7million planned to be met from the Economy, Transport and Environment department's budget.
- 2.5. As set out in the recent HWRC consultation document, the County Council is proposing to reduce the annual cost of running the HWRC network by the revised savings target of £1.55million, to meet the overall 2017 savings target for the County Council. To help achieve this target, a number of savings proposals have been developed. These include reducing the number of hours, or days, that sites are open, charging for cross border use and charging for non-household waste.
- 2.6. The procurement of the new HWRC management contract which commenced on 1 April 2016 has delivered significant cost efficiencies that support the delivery of the savings targets. These have been achieved through reduced management fees and increased income based on a commercially focused contract specification and competitive procurement process.
- 2.7. On 20 June 2016, the updated Medium Term Financial Strategy<sup>2</sup> was presented to Cabinet. This set out the need for additional savings of £120million per year to be delivered by 1 April 2019. This will lead to a need for further reductions across all services, including waste management.
- 2.8. In order to gain an understanding of residents and site users' views on the proposals to reduce the annual cost of the HWRC service, the County Council undertook a public consultation from 16 March 2016 to 25 May 2016. A total of 11,497 responses were received in the form of the consultation document, with a further 137 letter and email representations made, along with 5 formal

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<sup>2</sup> [Medium Term Financial Strategy 2020](#) (released 20.06.2016)

petitions received. All responses received within the timescales set out have been analysed, with a brief summary of key results presented in Section 3 of this report. The detailed statistical analysis is presented as Appendix 2 to this report.

- 2.9. Prior to the release of the consultation, an opportunity to meet with members of the County Council's Waste & Resource Management Team was offered to all Districts and Boroughs, as well as the two Unitary Authorities - the majority of whom accepted. The meeting was to brief them on the savings target and the proposed approach to reaching it. All were asked to assist in advertising the consultation through their various communications channels once it opened.
- 2.10. The consultation was advertised via a wide variety of channels, including the County Council's website via a dedicated webpage, social media, press releases that were picked up by a number of local [Hampshire] publications and District/Borough communications channels. In addition leaflets were handed out at all HWRCs on two separate occasions, drawing site users' attention to the consultation and how it could be accessed. BBC South and Radio Solent also covered the consultation during its later stages.
- 2.11. In addition to the proposals around the savings target, respondents were also asked to complete a question on charging for access to the sites, for information only. In early 2015, central government prohibited by law the charging of residents to deposit household waste at HWRCs by bringing into force the Local Authorities (Prohibition of Charging Residents to Deposit Household Waste) Order 2015. The County Council was interested in gathering residents views on this, as support for such a charge could be used as evidence for a new, future approach, if the Government were to change the law to permit charging. Such an approach would be likely to generate sufficient funds so that the requirements to either further reduce opening hours at sites, and/or close HWRC sites would be greatly reduced.

### **3. 2016 Consultation Response and Findings**

- 3.1. As highlighted in paragraph 2.8, the County Council undertook a public consultation on the HWRC service from 16 March 2016 to 25 May 2016. A total of 11,497 responses were received in the form of the consultation document, with a further 137 letter and email representations made and 5 formal petitions received.
- 3.2. Respondents were asked to rank a number of options related to the various savings proposals as follows;
  - Proposal 1: to reduce opening days and hours
  - Proposal 2: to partially close one or more HWRC sites
  - Proposal 3: to fully close one or more HWRC sites.

Respondents were allowed to select “Least Preferred” for multiple options on any questions that asked them to rank options, and also were not obliged to rank all options. In addition, ‘free-text’ boxes were provided at a number of points within the consultation to allow respondents to put forward comments and views on the proposals, as well as any additional information they wished to submit for consideration.

3.3. A brief summary of the results is found below. The headline tables are found in Appendix 1 with the detailed statistical analysis report presented as Appendix 2.

Table 1: Headline Results

<b>Consultation Question</b>	<b>Headline Results</b>
Options for changes to opening hours (Proposal 1)	The preferred option was to reduce hours at all sites by one hour per day, throughout the year
Options for times of day sites should open (Proposal 1)	The preferred option was that sites should open later (after 09:00) and close later.
Options for partial closure of one or more HWRC sites (Proposal 2)	The preferred option was to have up to 10 smaller and less busy sites only opening on Saturday, Sunday and Monday
Criteria for making a judgement about potential closures of one or more HWRC sites (Proposal 3)	Geographical location and distance from other sites was ranked as the preferred factor to take into account in any potential site closures.  Where invited to suggest additional criteria to take into account, respondents in particular noted the likely impact upon fly-tipping.
Preferred options for full closure of one or more HWRC sites (Proposal 3)	The preferred option was to fully close up to four HWRC sites. A number of respondents disagreed with all of the options available.
Overall ranking for the three Proposals	Proposal 1, to reduce opening hours, was the preferred of the different approaches.
Other comments about the proposals	Respondents in particular highlighted a concern that fly-tipping will increase if some of the proposals are taken forward.
For information only: charging for access to HWRC sites	48% of respondents indicated they would consider paying a small charge to access HWRC sites. 46% of respondents indicated they would not. (The remainder did not select a preference either way)

3.4. On conclusion of the consultation, the County Council analysed all of the responses received and has used these to help identify key issues and proposed solutions, as set out in sections 5,6,7 and 8 of this report.

#### **4. Fly-tipping**

4.1. Flytipping was consistently raised throughout the consultation as an issue of key concern for both residents and public body respondents alike. In particular that any reduction in service – through changes to opening hours, day and full site closures – would result in increased levels of fly-tipping around the county. The cost of fly tipping on public land falls on Local Authorities. It is the responsibility of the Districts and Boroughs to collect fly-tipped waste, and the County Council to dispose of it. The cost of disposing of this waste is the greatest cost and therefore is a key issue for the County Council. It should be noted that fly-tipping on private land, while not the responsibility of the local authorities, is of equal concern.

4.2. The County Council takes these concerns seriously and has been looking into options for addressing fly-tipping generally. It has liaised with other authorities to learn from their experiences and ensure that a joined up approach is delivered. In particular, the Surrey Waste Partnership has just adopted a comprehensive fly-tipping strategy that uses a collaborative approach to tackle the issue on a number of different fronts. Following discussions with Surrey, the County Council aims to adopt a similar approach and develop a strategy that fits with theirs in recognition of the fact that fly-tipping is a national problem.

4.3. The core aims of the proposed strategy are set out below:

- a) Creating awareness of the financial and environmental impacts of fly-tipping.
- b) Educating the residents and business about their “duty of care” responsibilities when disposing of waste.
- c) Enforcement: ensuring robust enforcement against fly-tipping, working across all agencies viz. the Police, the Environment Agency, Waste Collection Authorities, Trading Standards, representatives of the Rural Community (National Farmers Union, Campaign to Protect Rural England, Natural England, etc.), plus others.
- d) Highlighting the consequences of fly-tipping.
- e) Enabling and encouraging landowners to help prevent fly-tipping.
- f) Encouraging the reporting of fly-tipping incidents.

4.4. The strategy will be developed over the summer with engagement of a wide range of stakeholders and will be brought back for approval by the Executive Member for Environment and Transport in Autumn 2016.

## 5. Wider Service Efficiencies Programme

### Cross Border Site Usage

- 5.1. There are a number of Hampshire HWRCs on the County borders which are used by non-Hampshire residents (excluding Southampton and Portsmouth residents<sup>3</sup>). In 2015, the County Council undertook a site user survey; the results of which indicated that cross-border use of the network by non-Hampshire residents could result in operational costs in excess of £500,000 for 2016/17.
- 5.2. A number of neighbouring Authorities (including Surrey County Council, West Berkshire Council and Borough of Poole) have already or are planning to introduce cross-border restriction at all or some of their HWRC sites. The majority are considering the outright restriction of 'non-local' residents which would result in a number of Hampshire residents being unable to use these facilities in any capacity.
- 5.3. The County Council recognises that, in some locations, the network of Hampshire HWRCs is more convenient to access for non-Hampshire residents than facilities within their own administrative area. With this in mind the County Council does not wish to unnecessarily inconvenience these cross-border users any more than it wishes to reduce the cost efficiency, and in some cases viability, of these sites by preventing cross-border access. Therefore the County Council is proposing to introduce a small access charge of £2 for non-Hampshire residents, in accordance with powers set out in Paragraph 51(3) of the Environmental Protection Act 1990, rather than prohibit them from using the amenities as provided to Hampshire residents in accordance with Paragraph 51(b) of the same Act.
- 5.4. The proposal is to implement a mechanism to identify Hampshire residents – either through a residents permit or satisfactory evidence for proof of address such as photocard drivers licence or a current years council tax bill. This would then be supplemented with the use of technical and other solutions, a number of which will already be present on site as a result of the new Management Contract. These include the use of the automatic number plate recognition (ANPR) system and the payment infrastructure that is to be used to support both the DIY and Trade Waste offers. In addition, the cross-border proposal would also make use of the 'meet and greet' function that the HWRC contractor will be introducing. In terms of the ANPR specifically, we would consider the use of a system that is linked to a resident data base that residents would be able to register their household and vehicle details on. There would be a significant period of time to enable residents to register their details, and flexibility to allow for on-site registration on presentation of relevant identification viz. a photocard drivers licence.

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<sup>3</sup> Each of the HWRCs in Southampton and Portsmouth are run under the same management contract as the Hampshire network; therefore residents in the two Unitary Authorities are considered 'Hampshire' residents for the purposes of any cross-border arrangements.

## Charging for non-household waste

- 5.5. In November 2014, the County Council took the decision to implement charging for materials not classified as household waste, as it is permitted to do so under the Environmental Protection Act 1990. The delay to the implementation of this charge was made to allow for the start of the new HWRC management contract, which began on 1 April 2016.

In order to maximise the savings opportunity from this initiative, so as to assist in reaching the proposed savings target and avoid full site closures, it is recommended that the list below for materials that are permitted to be charged for, as taken from a review of relevant legislation<sup>4</sup> undertaken by the Waste & Resources Action Programme (WRAP) is approved. The list includes:

doors and windows;

fitted kitchens;

fitted wardrobes;

soil from landscaping activities; and

any other building materials (such as bathroom units and ceramics).

Additional materials that also fall into the non-household waste category include:

tyres;

gas canisters;

garden sheds;

wooden fence panels.

The full list of materials and the appropriate charges will need to be considered and will only be those materials that are classified as non-household waste.

## **6. Financial Assessment**

- 6.1. As set out in the recent HWRC consultation document, the County Council is proposing to reduce the annual cost of running the HWRC network by the revised savings target of £1.55million, to meet the overall 2017 corporate savings target. However, further to the recently updated Medium Term Financial Strategy<sup>5</sup> and the requirement to achieve further savings of £120million from the County Council's budget by 2019, additional savings may be realised from the HWRC service.

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<sup>4</sup> [www.wrap.org.uk/sites/files/wrap/Legislation.pdf](http://www.wrap.org.uk/sites/files/wrap/Legislation.pdf)

<sup>5</sup> [Medium Term Financial Strategy 2020](#) (released 20.06.2016)

6.2. The savings proposals in the consultation document each present an amount of approximate savings, represented in table 2 below. It should be noted that the savings in the table are based on each option being implemented on an individual basis. Any change that incorporates more than one proposal will impact on the overall savings total; merging options will reduce the total financial benefit as the options interact.

Table 2: Approximate savings as represented in the HWRC consultation document

<b>Proposal</b>	<b>Annual Saving (Approx.) (£)</b>
A) Reduce opening hours by one hour per day, throughout the year.	400,000
B) Reduce opening hours by closing all sites on one day of the week.	450,000
C) Reduce opening hours by closing all sites on two days of the week, but introduce extended opening hours on one other day of the week.	800,000
D) Reduce opening hours by closing up to 10 smaller sites during Winter (01 October – 31 March).	500,000
E) Reduce opening hours by only opening up to 10 smaller & less busy HWRC sites on Saturday, Sunday & Monday	650,000
F) Fully close up to 4 sites	440,000
G) Fully close up to 8 sites	1,050,000
H) Fully close up to 12 sites	1,850,000

6.3. With the start of the new HWRC contract from 1 April 2016, the savings baseline is lower as a result of a lower overall management charge achieved by the letting of the new contract. Therefore, the approximate savings against each of the consultation proposals are now lower under the new contract arrangements with corresponding additional savings achieved from the new contract.

6.4. As outlined in Section 5, other options for cost reduction or income generation have been considered in order to help offset the need for significant reductions to the availability of the HWRC service. Table 3 indicates the estimated potential range of income that these initiatives could generate to help reduce the realisation to make further savings.

Table 3

<b>Option</b>	<b>Annual Saving (Approx.) (£)</b>
Cross-border charging	150,000 - 300,000
Additional non-household waste charging	50,000 - 75,000



## 7. Options Appraisal

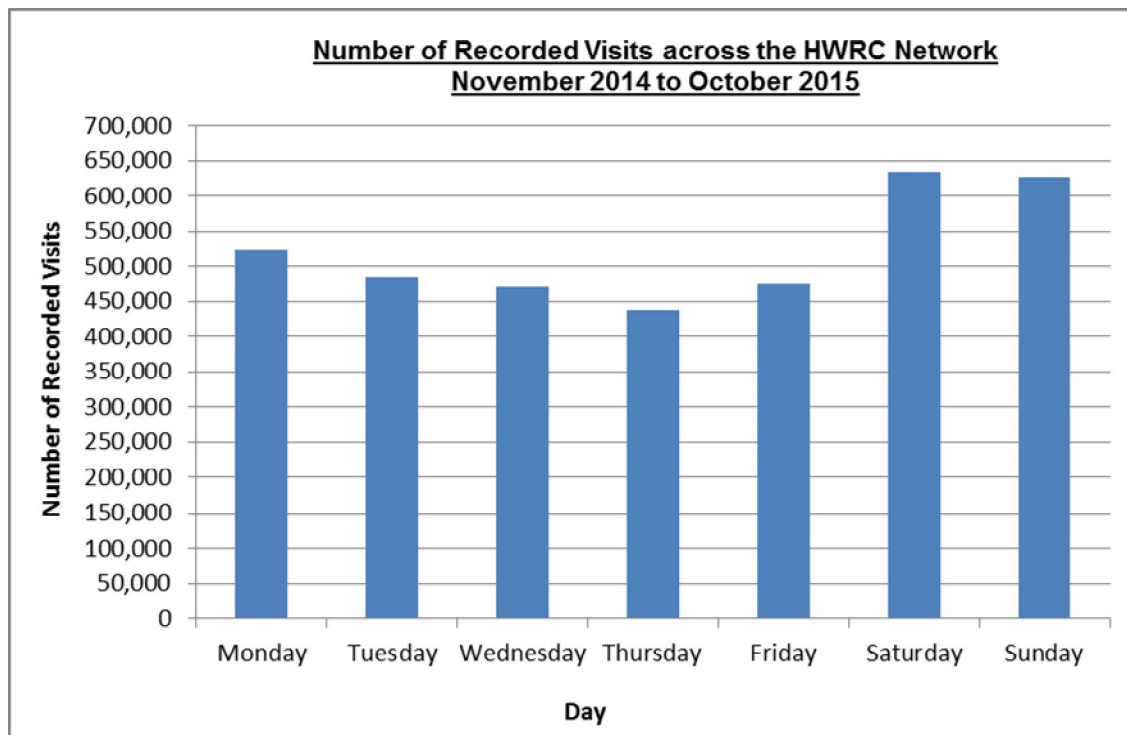
- 7.1. The HWRC service is a highly valued service as the response to the County Council's 'Shaping Hampshire' consultation during the Summer of 2015 demonstrated and has been re-emphasised in the response to the recent consultation. Following the analysis of consultation responses, it is clear that full site closures were the least preferred proposals. In recognition of this, no permanent site closures will be recommended in order to contribute towards the savings target for 2017.
- 7.2. In light of the response from the public, a combination of the other proposals will need to be recommended in order to achieve the proposed savings target. The preferred combination and rationale is discussed below.
- 7.3. The option that had the most support was a reduction in opening hours across the network. The recommendation would be to reduce opening hours by two hours per day at every site. By reducing the opening hours on this basis we can achieve a reasonable saving whilst spreading the reduction fairly across all sites.
- 7.4. It is recognised that this represents a greater reduction in opening hours than that considered in the consultation. However, based on the ranking of the options which indicated that reduced opening hours are the preferred method of respondents for achieving savings, we have therefore maximised the savings that can be achieved from this option.
- 7.5. The consultation asked whether site users would prefer an earlier opening time, maintain the current opening of 9am or a later opening time (Question 2). The preferred option selected was for a later opening than currently. On that basis, it is proposed that revised opening hours of 11am to 6pm in the Summer and 11am to 4pm in the Winter are implemented.
- 7.6. The data on patterns of use of the network indicate that there is a higher use of the sites earlier in the day (between 10am and 11am). However, as a result of the consultation response indicating a strong preference for a later opening than currently, a recommendation for an 11am opening is being put forward. This will also ensure a consistent opening time across the seasons as well as delivering the level of proposed savings.
- 7.7. Following the previous change in opening hours made in April 2015, there was a noted increase in queueing outside sites prior to the 9am opening causing congestion during the morning rush hour. It is however believed that a further delay in opening hours for the HWRCs should assist in alleviating this.

Table 4

Current Summer Hours	Proposed Summer Hours	Current Winter Hours	Proposed Winter Hours
9am – 6pm	11am – 6pm	9am – 4pm	11am – 4pm

- 6.8. In addition to reducing opening hours, the next most supported option is to close all sites on the quietest day during the week. Clearly this has an impact on the savings that are achieved from opening hours, but minimises the potential for reduced savings by it only being on one day of the week

Having analysed the user data, Thursday is the least busy day and we would propose to close all sites every Thursday.



While it is recognised that this means there will be no service availability on this day, it is felt that the ability to clearly communicate the message and reduce confusion outweighs the benefit of having different sites closed on different days. Other authorities have implemented day closures on different days and this has caused issues with residents not being clear on which day their site is open, leading to frustration and increased complaints.

- 6.9. Based on the current average operational costs only, with no avoided disposal costs included, this combined option would deliver an approximate saving of £630,000 while maintaining a comprehensive service for Hampshire's residents.
- 6.10. In addition to the combined option discussed in 7.3. to 7.8. above, the introduction of a small cross border charge of £2 per visit plus charging for additional non-household waste as itemised in 5.5 would increase the savings to an estimated £830,000 to £1,107,000. The remainder of the savings target will be achieved as a result of the reduced management fees and increased income achieved from the procurement of the new HWRC management contract, these amount to an estimated £443,000 to £720,000.

## **7. Next Steps and Future Direction**

- 8.1. Implementation of the recommended options will need to be phased in recognition of the need for adequate time for communication and delivery of the required infrastructure. It is likely that opening hours and day closures will be delivered as soon as is practically possible, and no later than 1 January 2017.
- 8.2. Implementation of cross-border charging will require additional processes and preparations, as well as infrastructure and will therefore be introduced no later than 1 September 2017.
- 8.3. In light of the updated Medium Term Financial Strategy (see footnotes 2 & 5) and the savings target for 2019 of £120million, further savings from the HWRC service may be required. Following implementation of the options already discussed, a process of monitoring and review will take place over the coming months. These evaluations will feed into the ongoing review of what further savings may be needed. The savings are likely to arise from a reduction of the network through full site closures, with redevelopment of existing sites and re-provisioning of the network where needed to deliver a fit-for-purpose HWRC service across Hampshire.
- 8.4. Based on the response from the consultation related to paying for access to HWRCs, the County Council will now lobby Central Government for a repeal against the legislation<sup>6</sup> prohibiting this kind of charge.
- 8.5. With typically 4 million visits per year to the network, the income from a nominal charge would offset the requirement to make further significant reductions to the HWRC service in order to meet the 2019 savings target.

## **9. Recommendations**

- 9.1 That the Executive Member for Environment and Transport notes the key findings of the public consultation held from 16 March 2016 to 25 May 2016 on the future of the Household Waste Recycling Centre (HWRC) service as highlighted in this report.
- 9.2 That, taking into account the responses to the consultation, the Executive Member for Environment and Transport approves the implementation of the following to the HWRC service;
  - i. That no sites are fully closed to meet Hampshire County Council's 2017 savings target.
  - ii. That there is a network-wide reduction in opening hours of two (2) hours per day, with a revised opening of 11am – 6pm in the Summer and 11am – 4pm in the Winter, starting from 1 October 2016.

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<sup>6</sup> Local Authorities (Prohibition of Charging Residents to Deposit Household Waste) Order 2015

- iii. That all sites are closed on a Thursday each week, starting from 1 October 2016.
  - iv. That a system of cross-border charging is introduced of £2 per visit for non-Hampshire residents to commence no later than 1 September 2017
  - v. That the implementation date of previously approved charging regimes for small and medium-sized enterprise (SME) trade waste and DIY charging is 1 October 2016.
  - vi. To approve the list of chargeable non-household waste as set out in paragraph 5.5 of this report.
- 9.3 That the Executive Member for Environment and Transport gives approval for a request to be made to central government to review the legislation that currently prohibits the charging of residents to access the HWRCs, to enable a charge to be made by Waste Disposal Authorities if they choose to do so.
- 9.4 That authority be delegated to the Director of Economy, Transport and Environment, in consultation with the Executive Member for Environment and Transport, and the Head of Legal Services as necessary, to implement all of the necessary operational and contractual changes and other actions for the recommendations to take effect.

Rpt/7534/VB

**CORPORATE OR LEGAL INFORMATION:****Links to the Corporate Strategy**

<b>Hampshire safer and more secure for all:</b>	no
Corporate Improvement plan link number (if appropriate):	
<b>Maximising well-being:</b>	yes
Corporate Improvement plan link number (if appropriate):	
<b>Enhancing our quality of place:</b>	yes
Corporate Improvement plan link number (if appropriate):	

**Other Significant Links**

<b>Links to previous Member decisions:</b>		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
<a href="#">Household Waste Recycling Centres Contract</a>	6031	4 November 2014
<a href="#">Previous change to Opening Hours</a>	6369	20 January 2015
<a href="#">Medium Term Financial Strategy to 2020</a>	7482	20 June 2016
<b>Direct links to specific legislation or Government Directives</b>		
<u>Title</u>	<u>Date</u>	
Environmental Protection Act	1990	
Local Authorities (Prohibition of Charging Residents to Deposit Household Waste) Order	2015	

**Section 100 D - Local Government Act 1972 - background documents**

**The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)**

<u>Document</u>	<u>Location</u>
2016 HWRC Consultation: Statistical Analysis	<a href="#">HWRC Consultation 2016 - Statistical Report - 2016.06.20</a>

## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

**Due regard in this context involves having due regard in particular to:**

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **1.2. Equalities Impact Assessment:**

It is considered that any proposed changes to the service could have a low impact on the protected characteristics of age, disability, pregnancy and maternity. Poverty, while not a statutory protected characteristic, is highlighted within County Council policy as an area of consideration. In relation to this area of consideration, the proposed changes are considered to have a low impact.

Those with limited physical ability may find it less easy to dispose of their waste at sites, although this is mitigated by assistance provided by onsite staff.

Charging for disposal of certain materials may disadvantage residents on low incomes, although this will be applied only to certain waste types, minimising impact upon most service users.

### **2. Impact on Crime and Disorder:**

2.1. Fly-tipping is an existing issue and it is hoped that the County Council's new offering to accept waste from small traders at HWRC sites (in exchange for a reasonable charge) will help to address fly-tipping by providing a competitive offering to this group, for whom commercial waste management sites have not necessarily catered for previously.

- 2.2. In addition to the above, the County Council will work with partners (including Waste Collection Authorities), to develop a fly-tipping strategy to help both prevent and combat the problem.

**3. Climate Change:**

- 3.1. How does what is being proposed impact on our carbon footprint / energy consumption?

No overall impact (positive or negative) is expected on the County Council's carbon footprint / energy consumption. Queueing at the sites at peak rush hour is expected to diminish, and therefore not conflict nor conflate congestion, with a likely associated reduction in emissions. However, the reduction in opening hours is not likely to reduce visitor numbers and therefore the same numbers of visitors will be visiting the sites in a shorter time frame. This may exacerbate queueing during the day, with a possible increase in emissions.

- 3.2. How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

The recommendations in this report do not impact upon the ability of the County Council to adapt to climate change, and therefore do not need to consider the need to adapt.

## 1. **Headline Statistics from Consultation Analysis Report**

Where percentages do not sum to 100, this may be due to computer rounding, the exclusion of “don’t know” categories, or multiple answers.

### 1.1. Proposal 1: to reduce opening days and hours:

**Question 1:** Please rank each of the options according to your preference, with 1 being most preferred and 3 being the least preferred. Please indicate if you have no preference.

	No Preference	1	2	3
Reduce opening hours at all sites by one hour per day, throughout the year.	4%	59%	15%	22. %
Reduce opening hours by closing all sites on one day of the week.	3%	27%	52%	19%
Reduce opening hours by closing all sites on two days of the week, but introduce extended opening hours on one other day of the week.	3%	16%	11%	71%

**Question 2:** Please rank each of the options according to your preference, with 1 being most preferred and 3 being the least preferred. Please indicate if you have no preference.

	No Preference	1	2	3
Earlier opening (open sites before 09:00) and earlier closing times	12%	11%	12%	65%
Maintain a 09:00 opening time	13 %	38%	41%	8 %
Later opening (open sites after 09:00) and later closing times	10%	51%	20%	19%



1.2. Proposal 2: to partially close one or more sites:

**Question 3:** Which of the following options do you prefer? (please only tick one option):

Reduce opening hours by closing up to 10 smaller sites during winter (1 October – 31 March)	7%
Having up to 10 smaller and less busy HWRC sites only opening on Saturday, Sunday & Monday.	76%
No preference	9%
Don't know	8%

1.3. Proposal 3: to fully close one or more sites:

**Question 4:** Listed below are four criteria for making a judgement about potential closures of one or more HWRC sites. Please rank each of the criteria according to your preference, with 1 being most preferred and 4 being the least preferred. Please indicate if you have no preference.

	No Preference	1	2	3	4
Site usage (tonnage of waste received)	11%	25%	25%	19%	20%
Recycling performance	10%	22%	27%	21%	20%
Geographical location and distance from other sites	5%	61%	15%	8%	10%
Operating costs	13%	9%	17%	22%	40%

**Question 5:** If there are any other criteria which you think should be considered when making a judgement about potential closure of a HWRC site, please list them below (continuing on an additional sheet if necessary):

Theme	Number of Respondents
Likely impact upon flytipping	2456
Impact upon local road infrastructure	587
Accessibility of sites by road for local population and associated travel time	465

**Question 6:** Please rank each of the options according to your preference, with 1 being most preferred and 3 being the least preferred. Please indicate if you have no preference.

	No Preference	1	2	3
Fully close up to four sites	9 %	52%	4%	34%
Fully close up to eight sites	8%	1%	48%	42%
Fully close up to twelve sites	8%	1%	<1%	91%

1.4. Ranking the three proposals:

**Question 7:** Please rank each of the three proposals according to your preference, with 1 being most preferred and 3 being the least preferred. Please indicate if you have no preference.

	No Preference	1	2	3
Proposal 1: To reduce opening hours	2 %	80%	9%	9%
Proposal 2: to partially close one or more HWRC sites	2%	10%	64%	23%
Proposal 3: to fully close one or more HWRC sites	2%	3%	3%	92%

1.5. Additional comments and alternative suggestions:

**Question 8:** Do you have any comments you would like to make, including any alternative suggestions you think we should consider? Please answer in the box below, continuing on an additional sheet if necessary:

(most common themes)

Theme	Number of Respondents
Concern that proposed actions will lead to increased fly-tipping	2182
Restated disagreement with any HWRC site closures	1017
Restated disagreement with closure of a specific HWRC site	920

1.6. Equalities:

**Question 9:** Are there any positive or negative impacts relating to equalities that you believe that the County Council should take into account in the decision making process? Please tick one box only.

Yes	73%
No	27%

If 'yes', are you able to provide any supporting evidence and suggest any ways to reduce or remove any potential negative impact and increase any positive impact? Please answer in the box below, continuing on an additional sheet if necessary:

(Most common themes)

Theme	Number of Respondents
Consider fly-tipping impacts*	743
Access for disabled residents	700
Access for older / elderly residents	450

\* It should be noted that fly-tipping is not normally a consideration under the Equalities Act 2010

1.7. For information only: charging for use of HWRCs subject to a change in the law:

**Please indicate** whether you would be prepared to pay a small charge for entering HWRC sites, for example £1 per visit. Please only tick one option:

Yes, I would consider paying a small charge to access HWRC sites	48%
No, I would not consider paying a small charge to access HWRC sites	46%
No preference / Don't Know	6%

It should be noted, that when removing those answers that stated no preference / don't know, of the remaining 10,692 responses who stated a clear preference, over half (51.34%) stated that they would consider paying a small charge to access HWRC sites.

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## AGENDA ITEM NO. 8

### FARNBOROUGH TOWN CENTRE WORKING GROUP

#### DRAFT TERMS OF REFERENCE

##### A. PURPOSE

The purpose of this Group is to ensure Member engagement and oversight of the Council's overall strategy for the development of Farnborough town centre and its associated environment.

##### B. FUNCTIONS

- To specifically oversee the development and delivery of the Masterplan around the Civic Quarter
- To continue to support the development and growth of:
  - Kingsmead
  - Princesmead
  - Queensmeadand the supporting infrastructure and environment around all three sites
- To oversee the development of markets, car boots and other events within the town centre environment
- To consider the relationship and links between the town centre sites and the connecting railway stations

##### C. MEETING AND REPORTING

The group will meet as deemed appropriate and report back to the Environment Policy & Review Panel.

##### D. MEMBERSHIP

A cross-party group of six Members appointed by the Environment Policy & Review Panel, in accordance with political representation. The Working Group would normally be drawn from members representing Farnborough wards.

Other Members or stakeholders may be invited to join meetings for discussion on issues relating to specific projects.

##### Proposed initial approach

Initially three dates have been set aside for meetings during 2016/17 municipal year. These are 27<sup>th</sup> July, 24<sup>th</sup> or 25<sup>th</sup> October and 15<sup>th</sup> February 2017.

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# ENVIRONMENT POLICY AND REVIEW PANEL WORK PROGRAMME

Set out below are the key issues which form the Panel's on-going work programme. The topics covered reflect the following:

- the development of a new policy for recommendation to the Cabinet
- scrutiny of the process of the way in which decisions have been or are being made
- reviewing issues of concern to local people or which affect the Borough
- review of performance and delivery of specific services
- monitoring and scrutinising the activities of others
- items raised by Members and agreed by the Panel for consideration
- review of policies and proposals developed by others

The purpose of the work programme is to identify the way in which topics are being dealt with and the progress made with them. An update will be submitted to each meeting of the Panel.

## ENVIRONMENT PORTFOLIO ACCOUNTABILITY AND AREAS OF RESPONSIBILITY

Page 27

### Planning and Building Control

To carry out all functions falling to be determined by the Council in relation to planning policies including regional, structure and local plans and non-statutory development plans and policies.

To carry out the Council's functions in respect of the necessary statutory provisions in relation to all matters related to applications for and enforcement action under the building regulations and issues relating to the building acts and any other associated legislative regulations and provisions, including provisions on dangerous buildings and structures and means of escape in case of fire.

To deal with the planning and transportation policy aspects of major development and re-development proposals.

To carry out the Council's functions in respect of the definition and re-definition of conservation area boundaries and policy issues relating to trees and nature conservation.

To study planning and transportation proposals outside the Borough, which may affect the Borough, and to make representations thereon as appropriate.

To exercise the Council's functions in the preparation, approval and management of schemes for environmental improvements in the Borough.

To approve and administer schemes for historic buildings and access grants

To deal with planning policy aspects of economic development proposals in the Borough

To deal with matters relating to service administration and working arrangements in relation to the Development Control Service.

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## **Economy and Regeneration**

To promote the regeneration of the Borough through the development of policies and initiatives to promote the long-term success of the local economy and through the development of partnerships with local and regional organisations in relation to town centres and local centres.

To control and manage markets.

To liaise with the European Community, the Government Office for the South East and other appropriate bodies and to, where possible, seek financial assistance for initiatives to assist regeneration and the local economy.

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## Street Scene Services

To deal with all highways matters either under statute for action by the Council or under agency arrangements with the appropriate highway authority, including:-

- Matters relating to the regulation of traffic, restrictions on the use of highways (including the making of traffic regulations orders) and the provision of parking places;
- Matters concerning the control, naming and lighting of streets (including the numbering of houses, siting of litter bins and other street furniture), and the exercise of the Council's powers under the New Streets Byelaws ;
- Matters relating to private streets, including their making up under private street works procedures or the advance payments code;
- Adoption of highways; and
- Approval of the siting of telephone kiosks, post boxes, cables, mains and other apparatus in, under and over the highway.

To deal with the removal and disposal of abandoned vehicles

To deal with all issues in relation to the provision and management of car parks (including parking charges and the provision of parking bays for the disabled).

To deal with matters relating to road safety, in conjunction with the County Council, as appropriate.

To deal with matters relating to the street scene including street cleansing (highways, parks, car parks, the provision of litterbins, removal of flytips and litter education).

To deal with discretionary matters relating to land drainage.

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## Environmental Health

To exercise environmental health powers (other than those licensing powers dealt with by the Licensing Committee) exercised by the Council in relation to the following issues:-

- public conveniences;
- refuse, salvage, waste collection/disposal, recycling and waste minimisation;
- cemeteries, burial grounds and crematoria;
- environmental health issues in relation to the control of markets;
- Sunday trading;
- caravans and caravan sites;
- food safety and hygiene matters;
- infectious diseases;
- pest control; and
- control of dogs.

To develop the policy framework in relation to the environmental health functions to be discharged by the Council (including those issues identified under the Licensing Committee) and to make recommendations to the Council where such policies affect the overall policy framework of the Council.

## Other Matters

To carry out all statutory and discretionary functions relating to sewers and drains.

To deal with all matters relating to the administration and enforcement of the Council's byelaws relating to the functions of the portfolio.

To deal with issues relating to the letting and monitoring of contracts relating to the functions in the portfolio.

To develop and monitor initiatives for landscaping and Christmas decorations for shopping areas, etc.

## WORK PROGRAMME - ON-GOING ITEMS

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
29.5.01 (7.06.16)  Page 31	<p><b>Parking Management</b></p> <p>To review the objectives of the Parking Management section, monitor their achievement and make recommendations.</p> <p>The Panel was involved with developing and updating the Parking Policy and Parking Management Strategy.</p>	<p>The Panel receives an annual report from the Parking Service on arising issues such as dealing with persistent offenders, blue badge misuse, signage, abandoned vehicles, verge parking, parking strategy, Member ward liaison, parking standards for new developments, parking enforcement and additional parking capacity.</p>	<p>The Panel received a presentation on 7 July on the review of the Traffic Management and Parking Strategy.</p> <p>The Panel requested that a prioritised list of improvements was presented to a future Panel meeting.</p>	<p>Peter Amies, Head of Community                      Tel. (01252) 398750                      Email.  <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a></p>
28.06.05 (5.4.16)	<p><b>Farnborough Town Centre</b></p> <p>To receive updates on the Farnborough Town Centre Development.</p>	<p>The Panel receives regular updates on the redevelopment of Farnborough Town Centre.</p> <p>A Farnborough Town Centre Working Group was set up to focus on the development and marketing of the town centre. Members of the Group are Crs. P.J. Moyle, Marina Munro, L.A. Taylor and P.G. Taylor.</p>	<p>The Panel received a progress update on the Farnborough Town Centre development at the meeting in April 2016.</p>	<p>Andrew Lloyd, Chief Executive                      Tel: (01252) 398397  <a href="mailto:andrew.lloyd@rushmoor.gov.uk">andrew.lloyd@rushmoor.gov.uk</a></p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
19.07.05 (5.4.16)	<p><b>Aldershot Town Centre</b></p> <p>To receive updates on the Aldershot Town Centre Development.</p>	<p>The Panel receives regular updates on the redevelopment of Aldershot Town Centre.</p> <p>An Aldershot Town Centre Task and Finish Group was replaced by the Aldershot Regeneration Group for the 2016/17 municipal year to focus on the regeneration of the town centre.</p>	An update was received on the Aldershot Town Centre in April 2016.	<p>Andrew Lloyd, Chief Executive Tel: (01252) 398397 <a href="mailto:andrew.lloyd@rushmoor.gov.uk">andrew.lloyd@rushmoor.gov.uk</a></p>
20.11.15	<p><b>Markets</b></p> <p>To review the progress with the Aldershot and Farnborough markets/ car boot sales.</p>	<p>In January, 2015 Cabinet had agreed to bring the operation of the markets and car boot sales 'in-house'.</p> <p>The Farnborough Tuesday market had opened in March, 2015 followed by the Sunday market in May, 2015.</p> <p>The Aldershot Saturday market had opened in June, 2015.</p>	The Panel will receive an update on the performance of the markets and car boot sales in November, 2016.	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a></p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
9.6.15 (5.4.16)	<p><b>Recycling, waste collection and environmental crime and grime</b></p> <p>To review the progress of recycling, monitor implementation, performance and make recommendations on future developments.</p>	<p>The Panel appointed a Task and Finish Group to look at improving the Borough's recycling rate at its meeting on 9th June, 2015. It was agreed that the work of the Task and Finish Group was complete, appointments were not made for the 2016/17 municipal year.</p> <p>The Panel commented on the County consultation on changes to operation of the HWRC's across Hampshire at the meeting in April 2016. The results of consultation would reported to the Panel.</p>	<p>An update on the current recycling position and initiatives to increase recycling rates would be brought to the 6 September 2016 Panel meeting.</p> <p>A presentation by the successful contractor would be provided at the Panel meeting in February 2017.</p>	<p>Peter Amies, Head of Community            Tel. (01252) 398750            Email:  <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a></p>
25.5.11 (25.10.13)	<p><b>SANGS (Suitable Alternative Natural Green Space) and Community Infrastructure Levy</b></p>	<p>The Panel received an introduction to SANGS and was advised that Planning Services was currently attempting to find a SANGS in the Aldershot area.</p> <p>The Panel received a presentation in June 2012 on the community infrastructure levy (CIL) and how it was being used to support developments in Rushmoor. The Panel received an update presentation in February 2013.</p>	<p>No further updates are scheduled.</p>	<p>Keith Holland, Head of Planning            Tel. (01252) 398790            Email:  <a href="mailto:keith.holland@rushmoor.gov.uk">keith.holland@rushmoor.gov.uk</a></p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
19.2.13 (21.2.13)	<b>Hampshire Highways - Panel Monitoring</b>	<p>The Panel would be monitoring the Council's highways improvement in the future.</p> <p>The Panel carried out their first monitoring activity in October 2013 and, in liaison with the County Councillors, agreed for six of the ten schemes in the Rushmoor Programme to be completed in 2014/15.</p>	The Panel considered the schemes to be included in the 2015/16 Rushmoor Programme at the September 2014 meeting.	Peter Amies, Head of Community Tel. (01252) 398750 Email. <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a>
18.11.14	<b>Aldershot Crematorium and Cemeteries</b>	The Panel received a presentation in November, 2014 on the work of the Bereavement Service and received details about a new scheme to recycle metal parts.	The Panel to receive an update on how the scheme was working in due course.	Peter Amies, Head of Community Tel. (01252) 398750 Email. <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a>
29.5.12 (21.2.14)	<b>Outside bodies contribution</b>	In 2012/13, the Panel had reviewed the work of some outside bodies, whose work benefited and maintained the countryside.	A further update was made to the Panel in April 2014.	Peter Amies, Head of Community Tel. (01252) 398750 Email. <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
20.1.15	<b>Overnight Toilets in Aldershot Town Centre</b>	Following a proposal by Cr. Jeremy Preece, and consideration of the various options, the Panel recommended that a scheme for additional toilet provision in Aldershot Town Centre be evaluated prior to consideration by Cabinet.	A further proposal from Cr. Jeremy Preece was made at the 6 September Panel meeting for the matter to be considered by Cabinet.	Peter Amies, Head of Community Tel. (01252) 398750 Email. <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a>

Chairman –

Lead Officer – Ian Harrison, Corporate Director, Tel. (01252) 398400, Email. [ian.harrison@rushmoor.gov.uk](mailto:ian.harrison@rushmoor.gov.uk)

Last Updated: 28th July, 2016

**ENVIRONMENT POLICY AND REVIEW PANEL  
WORK FLOW – 2015-2017**

<b>9th June 2015</b>	<ul style="list-style-type: none"> <li>• Review of the Environmental Improvement Strategy</li> <li>• Appointments to Groups</li> <li>• Draft Rushmoor Local Plan</li> </ul>
<b>8th September 2015</b>	<ul style="list-style-type: none"> <li>• Recycling – Improving Performance (Appointment to Working Group)</li> <li>• Litter – town centres</li> <li>• Public Conveniences (cost review)</li> <li>• Update on Household Waste Recycling Centre Opening Hours from Cr. Charles Choudhary</li> </ul>
<b>10th November 2015</b>	<ul style="list-style-type: none"> <li>• Markets</li> <li>• Aldershot Regeneration</li> </ul>
<b>26th January 2016</b>	<ul style="list-style-type: none"> <li>• Conservation – Involvement of Community Groups</li> </ul>
<b>5th April 2016</b>	<ul style="list-style-type: none"> <li>• Update on the outcomes of the review on the changes in opening hours at Household Waste Recycling Centres</li> <li>• Reports back from Aldershot and Farnborough Town Centre Task and Finish Groups</li> </ul>
<b>7th June 2016</b>	<ul style="list-style-type: none"> <li>• Parking Management</li> <li>• Conservation Areas</li> </ul>
<b>6th September 2016</b>	<ul style="list-style-type: none"> <li>• Recycling</li> <li>• HCC HWRC</li> <li>• Provision of Overnight Toilets – Aldershot Town Centre</li> <li>• Flooding</li> <li>• Energy and Environmental Improvements</li> <li>• Farnborough Town Centre Working Group – Terms of Reference</li> </ul>
<b>8th November 2016</b>	<ul style="list-style-type: none"> <li>• Historic England – Conservation Area Assessment</li> <li>• Hampshire County Council – Highway Agency Agreements</li> <li>• Markets and Car Boot Sales</li> <li>• Rushmoor Local Plan – key information</li> </ul>



<b>31 January 2017</b>	<ul style="list-style-type: none"> <li>• Waste Recycling Contract – Presentation from new Contractor</li> </ul>
<b>11 April 2017</b>	<ul style="list-style-type: none"> <li>•</li> </ul>
<b>Items for Future Meetings</b>	<ul style="list-style-type: none"> <li>• Priority list of parking improvements</li> <li>• Review of the effectiveness of the Good Homes Charter</li> </ul>

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