



RUSHMOOR BOROUGH COUNCIL

ENVIRONMENT POLICY AND REVIEW PANEL

*at the Council Offices, Farnborough on
Tuesday, 7th June, 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.

A G E N D A

1. **APPOINTMENT OF CHAIRMAN –**

To appoint a Chairman of the Panel for the 2016/17 Municipal Year.

2. **APPOINTMENT OF VICE-CHAIRMAN –**

To appoint a Vice-Chairman of the Panel for the 2016/17 Municipal Year.

3. **MINUTES –** (Pages 1 - 4)

To confirm the Minutes of the Meeting held on 5th April, 2016 (copy attached).

4. **PARKING MANAGEMENT –**

To receive an update from the Head of Community Services on the parking service and to consider the approach to developing a new parking strategy.

5. **CONSERVATION AREAS –**

To receive 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 is assessed.

6. **APPOINTMENTS FOR 2016/17 –**

(1) **Mid Cycle Meetings –**

To appoint the Membership of the Mid-Cycle Meeting. In 2015/16, the representatives appointed were the Chairman (Cr. D.E. Clifford) and Vice-Chairman (Cr. Sophia Choudhary) and Cr. L.A. Taylor.

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

To appoint the Membership of the Recycling Task and Finish Group. In 2015/16, the representatives appointed were the Crs. Mrs. D.B. Bedford, D.E. Clifford, C.P. Grattan, Barbara Hurst, G.B. Lyon and L.A. Taylor.

(3) **Farnborough Town Centre Task and Finish Group –**

To appoint the Membership of the Farnborough Town Centre Task and Finish Group. The Membership in 2015/16 was Crs. Liz Corps, M.D. Smith, L.A. Taylor and P.G. Taylor.

(4) **Aldershot Town Centre Task and Finish Group –**

To appoint the Membership of the Aldershot Town Centre Task and Finish Group. The Membership in 2015/16 was Crs. Sophia Choudhary, A.H. Crawford, P.I.C. Crerar, Sue Dibble, Jennifer Evans, R. Hughes, J.J. Preece, B.A. Thomas and D.M. Welch.

7. **WORK PROGRAMME – (Pages 5 - 16)**

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, 5th April, 2016 at Council Offices,
Farnborough at 7.00 p.m.

Voting Members:

Cr. D.E. Clifford (Chairman)
Cr. Sophia Choudhary (Vice Chairman)

Cr. M.S. Choudhary
Cr. Sue Dibble
Cr. D.S. Gladstone

Cr. G.B. Lyon

Cr. J.J. Preece
Cr. L.A. Taylor
Cr. D.M. Welch

20. **MINUTES –**

The Minutes of the Meeting held on 26th January, 2016 were approved and signed by the Chairman.

21. **HOUSEHOLD WASTE RECYCLING CENTRES – RESPONSE TO CONSULTATION –**

The Panel considered the Head of Community and Environment Services' Report No. COMM1606 on a response to a consultation by Hampshire County Council on proposed changes to the Household Waste Recycling Centres (HWRC) service. The County Council was looking to save £1.55 million from the HWRC service and was seeking views of service users, members of the public and other interested parties on options ranging from changing operating hours and days to possible site closures.

There were two HWRCs in the Rushmoor area, Eelmoor Road in Farnborough and Ivy Road in Aldershot. The Farnborough site was the fifth highest used site in the county and the Aldershot site was a lower used site. There were plans to provide a replacement for the Ivy Road site as part of the Wellesley development in the proposed commercial area on Ordnance Road.

The consultation requested responses to questions relating to reducing operating hours and days, partially close one or more HWRC site and to fully close one or more HWRC sites. A proposed response to the questionnaire was circulated to the Panel for discussion. The possible impact on service users, the local environment and the Council were highlighted in the report which included a possible increase in flytipping, a greater demand at remaining sites, added pressure on sites following housing growth and a potential increase in the amount of kerbside waste collected.

The Panel discussed the Report and there was concern expressed about the potential loss of the HWRC in Aldershot as it had lower usage than the Farnborough site. It was highlighted that the demand at Aldershot would

increase significantly as the number of households increased on the Wellesley development. Therefore it was considered important that the Ivy Road site was not closed until the new Aldershot site was opened. It was agreed that the preferred option would be to propose a change in opening hours to contribute to the savings rather than the closure of either Rushmoor site. It was preferred that the sites opened later and closed later if the opening hours were reduced. It was also suggested that the County Council should explore cross-county working with Surrey County Council to identify potential joint initiatives.

The Panel **AGREED** that its comments would be incorporated within the Rushmoor response to the Hampshire County Council HWRC consultation and the final version recommended to Cabinet for approval.

22. **ALDERSHOT TOWN CENTRE TASK AND FINISH GROUP –**

The Panel received a presentation on the current position with Aldershot and plans for the future. Andrew Lloyd, Chief Executive, provided a strategic overview on the way forward for Aldershot. The Panel was advised that work was being undertaken at an officer level on the regeneration project to ensure there was cohesion to take all projects forward. A group had undertaken some work to provide a model to encourage properties into a fund to drive investment in the town. Members were briefed on a report on The Fragmented Ownership Group which focussed on working with towns with various owners. It offered a potentially good solution for Aldershot.

David Phillips, Town Centre and Cultural Manager, updated the Panel on the current issues:

- **Aldershot Town Centre Prospectus** - had been published in January which included development of the Galleries, Union Street East, the Railway and Bus Station and the Magistrates Court and Police Station.
- **Homeless** - a press release had been issued to show what action was being taken to address the homelessness issue in the town. Planters were being placed in some empty shop doorways and hoardings and shutters were being put up on others to try to prevent homeless individuals locating there.
- **Marks and Spencer Unit** – a general discount store would be leasing the unit from Marks and Spencer and likely to move into the unit in the summer.
- **The Galleries** – the owner, Threadneedle, was close to finalising a deal with a development company to provide a mixed-use development with leisure/retail on the ground floor with residential above.
- **The Empire and The Palace** – both premises had been leased for fifteen years, The Empire was operating as a banqueting suite and The Palace had been opened as a nightclub.

- **Wellesley Development** – the development was progressing well and residents had started to move into properties in December 2015. Building on Phase II was due to start in May 2016.
- **Public Realm Improvements** – improvements had been made to Barrack Road, Court Road and Union Street.
- **Shop Front Improvements** – a fund of £200,000 had been made available for businesses to apply for up to £10,000 for shop front improvements. To date nine businesses had received funding and two composite schemes were being developed.
- **Business Improvement District** – Aldershot was being taken forward to create an Aldershot Business Improvement District.

The Panel expressed concern about the continuing issues with street homeless in Aldershot. The Panel was advised that The Vine was working daily with the homeless residents to try to engage with them and identify what help they needed to take them off the street. The Council's Homelessness Officers had also been working with The Vine. It was proposed that discussions should also be held with the Probation Service to see if there were any links with those currently homeless in Aldershot. It was confirmed that addressing the issues was considered to be a high priority for the Council and the approach sought was to balance the need for timely enforcement with actions to support those willing to engage.

The Panel **NOTED** the presentation.

23. **FARNBOROUGH TOWN CENTRE TASK AND FINISH GROUP –**

The Panel received a presentation on the current position with developments in Farnborough and work going forward. Andrew Lloyd, Chief Executive, advised the Panel that the Civic Quarter Masterplan, which had been adopted in June 2015, was being progressed. The Masterplan set out the framework for the site which currently housed the Leisure Centre, old Police Station, Library, Westmead House, Community Centre and also included the Sulzers roundabout. Negotiations were taking place with the Homes and Communities Agency and the Police and Crime Commissioner to enable the site to be developed as a whole.

An update was provided on other developments in Farnborough.

- **Kingsmead** – the Multiplex Cinema had opened and Prezzo was occupying one of the restaurant units, KPI were in negotiations for two other units to be occupied by restaurants.
- **Queensmead** - St Modwen was selling to a new owner but a requirement for recladding the properties in Queensmead would be included in the sale.

- **Princesmead** – the extension was underway to provide new retail units to be occupied by Decathlon and Smyths Toys.
- **Firgrove Parade** – the Premier Inn and Beefeater restaurant were opening soon and development plans were in place for replacement shops and flats fronting Victoria Road.
- **Ham and Blackbird site** – an application for 62 dwellings with community, arts and food/drink facilities had been refused and an appeal hearing held, the decision from the Planning Inspector had not yet been received.
- **Pyramid House/PC World site redevelopment** – the original developer had gone bankrupt but a new developer was due to take over; the redevelopment plan was to demolish the existing buildings and build five bulky goods retail units and improve access to and from the town centre.
- **Thomson House** – permission had been granted for conversion and extension to provide 145 apartments with amenity deck and parking.
- **Farnborough Business Park** – permission had been granted for four office buildings totalling nearly 30,000 sqm with parking, the first phases was completed and part would be occupied by Time Inc.

The Panel **NOTED** the presentation.

24. **WORK PROGRAMME –**

The Panel **NOTED** the current work programme.

The Meeting closed at 9.00 p.m.

CHAIRMAN

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

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.

Economy and Regeneration

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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.

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.

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.

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

To deal with all matters relating to the administration and enforcement of the Council's byelaws relating to the functions of 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)
<p>29.5.01 (7.12.14)</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 9</p>	<p>Parking Management</p> <p>To review the objectives of the Parking Management section, monitor their achievement and make recommendations.</p> <p>In particular the Panel will be scrutinising:</p> <ul style="list-style-type: none"> ▪ Blue Badge Parking and Over 65's parking ▪ CCTV parking ▪ Parking issues e.g. verge parking <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 was involved in introducing parking charging for some blue badge holders to reduce misuse of parking bays and ensure there were enough spaces available for disabled drivers. Following a six-month pilot, it was recommended that the scheme continued but allowed for those receiving Attendance Allowance to also receive free parking and for the signage to be improved.</p>	<p>A Systems Thinking review of the Parking Service was undertaken in 2013 and the Panel received the outcome of this in February 2014. The Review focused on a number of key 're-design' areas.</p> <p>The Panel reviewed the feedback from the trial blue badge scheme at the meeting in July 2014 and agreed to recommend to Cabinet that all blue badge holders using Council car parks should be charged but that double time should be applied to the purchased ticket.</p>	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
28.06.05 (5.4.16)	<p>Farnborough Town Centre</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 Task and Finish Group was set up to focus on the development and marketing of the town centre. Members of the Group are: Crs. Liz Corps, M.D. Smith, 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 andrew.lloyd@rushmoor.gov.uk</p>
19.07.05 (5.4.16)	<p>Aldershot Town Centre</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 set up to focus on the development and marketing of the town centre. Members of the Group are: Crs. Crs. Sophia Choudhary, A.H. Crawford, P.I.C. Crerar, Sue Dibble, Jennifer Evans, R. Hughes, J.J. Preece, B.A. Thomas and D.M. Welch.</p>	<p>An update was received on the Aldershot Town Centre in April 2016.</p>	<p>Andrew Lloyd, Chief Executive Tel: (01252) 398397 andrew.lloyd@rushmoor.gov.uk</p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
10.11.15	<p>Markets</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>	<p>The Panel received an update on the progress with the markets in November, 2015.</p>	<p>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>
6.15 (5.4.16)	<p>Recycling, waste collection and environmental crime and grime</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. The Group would look at learning and best practice from authorities had implemented alternate weekly collections, behavioural change initiatives and the option of collecting a wider range of materials.</p>	<p>The Panel commented on the Hampshire County Council 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>Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk</p>

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
25.5.11 (25.10.13)	SANGS (Suitable Alternative Natural Green Space) and Community Infrastructure Levy	<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 an introductory 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>	No further updates are scheduled.	Keith Holland, Head of Planning Tel. (01252) 398790 Email: keith.holland@rushmoor.gov.uk
19.2.13 (21.2.13)	Hampshire Highways - Panel Monitoring	<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: peter.amies@rushmoor.gov.uk

DATE RAISED (LAST UPDATED)	ISSUE AND DESCRIPTION OF TOPIC	PROCESS AND TIMETABLE	CURRENT POSITION	CONTACT (SERVICE MANAGER)
18.11.14	Aldershot Crematorium and Cemeteries	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. peter.amies@rushmoor.gov.uk
29.5.12 (21.2.14)	Outside bodies contribution	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. peter.amies@rushmoor.gov.uk
20.1.15	Overnight Toilets in Aldershot Town Centre	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.	If installed, the Panel would re-evaluate its use at a future meeting.	Peter Amies, Head of Community Tel. (01252) 398750 Email. peter.amies@rushmoor.gov.uk

Chairman –

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

Last Updated: 16th May, 2016

ENVIRONMENT POLICY AND REVIEW PANEL WORK FLOW – 2015-2017

9th June 2015	<ul style="list-style-type: none"> • Review of the Environmental Improvement Strategy • Appointments to Groups • Draft Rushmoor Local Plan
8th September 2015	<ul style="list-style-type: none"> • Recycling – Improving Performance (Appointment to Working Group) • Litter – town centres • Public Conveniences (cost review) • Update on Household Waste Recycling Centre Opening Hours from Cr. Charles Choudhary
10th November 2015	<ul style="list-style-type: none"> • Markets • Aldershot Regeneration
26th January 2016	<ul style="list-style-type: none"> • Conservation – Involvement of Community Groups
5th April 2016	<ul style="list-style-type: none"> • Update on the outcomes of the review on the changes in opening hours at Household Waste Recycling Centres • Reports back from Aldershot and Farnborough Town Centre Task and Finish Groups
7th June 2016	<ul style="list-style-type: none"> • Parking Management • Conservation Areas
6th September 2016	<ul style="list-style-type: none"> •
8th November 2016	<ul style="list-style-type: none"> •
31 February 2017	<ul style="list-style-type: none"> •

11 April 2017	<ul style="list-style-type: none">•
Items for Future Meetings	<ul style="list-style-type: none">• Report back from Recycling Task and Finish Group• Review of the effectiveness of the Good Homes Charter

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