

# **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.

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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.

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## 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)   |
|------------------------------|---|--|---|---|
| <p>29.5.01<br/>(7.12.14)</p> | <p><b>Parking Management</b></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"> <li>▪ Blue Badge Parking and Over 65's parking</li> <li>▪ CCTV parking</li> <li>▪ Parking issues e.g. verge parking</li> </ul> <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<br/>Tel. (01252) 398750<br/>Email.<br/><a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a></p> |

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| 28.06.05<br>(7.12.14)      | <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 Task and Finish Group was set up to focus on the development and marketing of the town centre. Members of the Group are: Crs. Les Taylor, Liz Corps, Mark Staplehurst, John Marsh and Barbara Hurst.</p>                               | <p>The Panel received a progress update on the Farnborough Town Centre development at the meeting in November 2014.</p> <p>A further update is scheduled for April, 2016.</p>  | <p>Andrew Lloyd, Chief Executive<br/>Tel: (01252) 398397<br/><a href="mailto:andrew.lloyd@rushmoor.gov.uk">andrew.lloyd@rushmoor.gov.uk</a></p> |
| 19.07.05<br>(7.12.14)      | <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 set up to focus on the development and marketing of the town centre. Members of the Group are: Crs. Sophia Choudhary, P.I.C. Crerar, Sue Dibble, Jennifer Evans, Alex Crawford, B.A. Thomas and D.W. Welch.</p> | <p>An update was received on the Aldershot Town Centre in November, 2015. The Panel reviewed the Town Centre Prospectus SPD and recommended a number of amendments for consideration by Cabinet.</p> <p>A further update is scheduled for April, 2016.</p> | <p>Andrew Lloyd, Chief Executive<br/>Tel: (01252) 398397<br/><a href="mailto:andrew.lloyd@rushmoor.gov.uk">andrew.lloyd@rushmoor.gov.uk</a></p> |

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| 10.11.15                   | <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> | <p>The Panel received an update on the progress with the markets in November, 2015.</p>  | <p>Peter Amies, Head of Community<br/>Tel. (01252) 398750<br/>Email.<br/><a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a></p> |
| 9.6.15                     | <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 received an Environmental Enforcement update in November, 2014 and reviewed the Council's Environmental Improvement Strategy in June, 2015.</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>Peter Amies, Head of Community<br/>Tel. (01252) 398750<br/>Email.<br/><a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a></p> |

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|                               |  |   | <p>On 9th June, Cr. Choudhary updated the Panel on the reasons behind the change in hours at household waste recycling centres. Cr. Choudhary would give a further update on the outcomes of the review of the changes at a future meeting.</p> |  |
| <p>25.5.11<br/>(25.10.13)</p> | <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 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> | <p>No further updates are scheduled.</p>  | <p>Keith Holland, Head of Planning<br/>Tel. (01252) 398790<br/>Email:<br/><a href="mailto:keith.holland@rushmoor.gov.uk">keith.holland@rushmoor.gov.uk</a></p> |



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| 19.2.13<br>(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<br>Tel. (01252) 398750<br>Email.<br><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<br>Tel. (01252) 398750<br>Email.<br><a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a> |
| 29.5.12<br>(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<br>Tel. (01252) 398750<br>Email.<br><a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a> |

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| 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. | If installed, the Panel would re-evaluate its use at a future meeting. | Peter Amies, Head of Community<br>Tel. (01252) 398750<br>Email.<br><a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a> |

Chairman – Cr. David Clifford

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

Last Updated: 24th March, 2016

**ENVIRONMENT POLICY AND REVIEW PANEL  
WORK FLOW – 2014/15/16**

|                                  |   |
|----------------------------------|---|
| <b>18th November 2014</b>        | <ul style="list-style-type: none"> <li>• Rushmoor Cycle Forum – report on issues with cycling in the Borough</li> <li>• Aldershot Crematorium and Cemeteries</li> <li>• Environmental Enforcement/Street Cleansing</li> </ul>   |
| <b>20th January 2015</b>         | <ul style="list-style-type: none"> <li>• Planning – Systems Thinking Review</li> <li>• Public Conveniences – Aldershot Town Centre</li> <li>• Pubs and Clubs – Late Opening Levy</li> <li>• Rushmoor Pedestrian Forum</li> </ul>  |
| <b>24th March 2015</b>           | <ul style="list-style-type: none"> <li>• Transport – Infrastructure, future plans and current issues</li> </ul>   |
| <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>Items for Future Meetings</b> | <ul style="list-style-type: none"> <li>• Parking (revenue and how the income is spent)</li> <li>• Report back from Recycling Task and Finish Group</li> <li>• Review of the effectiveness of the Good Homes Charter</li> </ul>  |