

## **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 legislation, 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>29.05.01 (06.06.17)</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>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 and verge parking.</p> <p>A Working Group had been established in November 2016 to develop the car parking strategy and the Panel received an update at <b>6 June 2017</b> meeting.</p>	<p>The Working Group had been disbanded in October 2017 due to the changes to on-street parking proposed in the Hampshire County Council Transformation to 2019 programme which would affect a large proportion of the strategy.</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>
<p>28.06.05 (11.04.17)</p>	<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. R.L.G. Dibbs, C.P. Grattan, D.S. Gladstone, P.J. Moyle, Marina Munro, L.A. Taylor, and P.G. Taylor.</p>	<p>The Panel received a progress update from the Working Group at the <b>11 April 2017</b> Panel meeting.</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  (06.06.17)	<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>	<p>An update was received on Aldershot Town Centre on <b>6 June 2017</b>. The Aldershot Regeneration Group was a Cabinet Group and updates would be provided to the Cabinet in future.</p>	<p>Andrew Lloyd, Chief Executive Tel: (01252) 398397 <a href="mailto:andrew.lloyd@rushmoor.gov.uk">andrew.lloyd@rushmoor.gov.uk</a></p>
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>An update on the performance of the markets and car boot sales and details on the impact of recent changes was provided at the Farnborough Town Centre Working Group on 15 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>

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09.06.15 (05.04.16)	<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>A presentation was received by Serco, the new waste and recycling contractor at the Panel meeting on 11 April 2017.</p>	<p>Serco would be invited to a future Panel meeting to provide feedback on performance once the contract was being delivered.</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>
19.02.13 (06.06.17)	<p><b>Hampshire Highways - Panel Monitoring</b></p>	<p>The Panel would be monitoring the Council's highways improvement in the future.</p> <p>The Panel considered the schemes to be included in the 2015/16 Rushmoor Programme at the September 2014 meeting.</p>	<p>The Panel received details on the changes to the Highway Agency agreements at the 6 June 2017 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>
18.11.14 (08.11.16)	<p><b>Aldershot Crematorium and Cemeteries</b></p>	<p>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.</p>	<p>The Panel to received and update on sustainability and maintenance of Rushmoor's cemeteries at November 2016 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>

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29.05.12 (26.01.16)	<b>Outside bodies contribution</b>	The Council's Conservation Team, Rowhill Nature Reserve, Blackwater Valley Countryside Partnership and Basingstoke Canal Authority, Friends of Brickfields Country Park and Cove Brook Greenway Group attended the 26 January 2016 meeting.	A further update would be presented to the Panel 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>
20.01.15 (06.09.16)	<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 2017 Panel meeting. It was referred to the Aldershot Regeneration Group.	Peter Amies, Head of Community Tel. (01252) 398750 Email. <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a>
31.01.17	<b>Demolition of Buildings and Dangerous Structures</b>	Details received from Building Control and Environmental Health on the procedure for dealing with demolition and dangerous structures at the 31 January 2017 meeting.	The Panel noted the position and requested additional monitoring on individuals that had not followed correct procedures in the past.	Martin Hobley, Building Control Partnership Manager Tel. (01252) 398723 Email. <a href="mailto:martin.hobley@rushmoor.gov.uk">martin.hobley@rushmoor.gov.uk</a>



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31.01.17	<b>Aldershot Catchment Study and Lead Local Flood Authority</b>	Eight20 informed the Panel on the Aldershot Catchment Study and the proposed scheme to address the flooding issues. HCC as the Lead Local Flood Authority attended to advise on the Local Flood Risk Management Strategy.	The Panel requested regular updates on the progress of the work to address the flooding issues in Aldershot.	Helen Payne, Principal Environmental Health Officer Tel. 01252 398170 Email. <a href="mailto:helen.payne@rushmoor.gov.uk">helen.payne@rushmoor.gov.uk</a>
05.09.17	<b>Christmas Activity in the Borough</b>	The Panel received information from Council Officers and representatives from Princesmead and The Meads regarding current activities planned for Christmas 2017. A number of actions were agreed to be taken forward.	A review of the Christmas activity in 2017 would be carried out at the March 2018 Panel meeting and officers would report back on the costs of additional activity in 2018.	David Phillips, Town Centre and Cultural Manager Tel. 01252 398570 Email. <a href="mailto:david.phillips@rushmoor.gov.uk">david.phillips@rushmoor.gov.uk</a> John Trusler, Principal Engineer Tel. 01252 398377 Email. <a href="mailto:john.trusler@rushmoor.gov.uk">john.trusler@rushmoor.gov.uk</a>
23.01.18	<b>Serco</b>	The Panel received an update on the Serco contract delivery six months into the contract.	An update would be provided at the September 2018 Panel meeting.	Peter Amies, Head of Community Tel. (01252) 398750 Email. <a href="mailto:peter.amies@rushmoor.gov.uk">peter.amies@rushmoor.gov.uk</a> James Duggin, Contracts Manager Tel. (01252) 398167 <a href="mailto:james.duggin@rushmoor.gov.uk">james.duggin@rushmoor.gov.uk</a>

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23.01.18	<b>Farnborough Civic Quarter Masterplan</b>	The Panel received a report on the position with the Farnborough Civic Quarter Masterplan.	Details on the Farnborough Growth Package would be provided at a future meeting.	Karen Edwards, Corporate Director Tel. (01252) 398800 <a href="mailto:karen.edwards@rushmoor.gov.uk">karen.edwards@rushmoor.gov.uk</a> Nick Irvine, Principal Planning Officer Tel. (01252) 398739 <a href="mailto:nick.irvine@rushmoor.gov.uk">nick.irvine@rushmoor.gov.uk</a>

Chairman – Councillor David Gladstone

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

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## ENVIRONMENT POLICY AND REVIEW PANEL WORK FLOW – 2017-2018

<b>31 January 2017</b>	<ul style="list-style-type: none"> <li>• Aldershot Catchment Study - Thames Water Utilities</li> <li>• Hampshire County Council – Lead Local Flood Authority</li> </ul>
<b>11 April 2017</b>	<ul style="list-style-type: none"> <li>• Rushmoor Local Plan – final draft submission</li> <li>• Waste Recycling Contract – Presentation from new Contractor</li> <li>• Update from Farnborough Town Centre Working Group</li> </ul>
<b>6th June 2017</b>	<ul style="list-style-type: none"> <li>• Highway Agency Agreements</li> <li>• Update on the development of the Car Parking Strategy</li> <li>• Update on Aldershot Regeneration</li> </ul>
<b>5th September 2017</b>	<ul style="list-style-type: none"> <li>• Christmas Activity in the Borough</li> </ul>
<b>7th November 2017</b> <i>Joint meeting with Leisure and Youth Policy and Review Panel</i>	<ul style="list-style-type: none"> <li>• Southwood Golf Course consultation</li> </ul>
<b>23 January 2018</b>	<ul style="list-style-type: none"> <li>• Serco – contract delivery performance feedback</li> <li>• Farnborough Civic Quarter</li> </ul>
<b>27 February 2018</b>	<ul style="list-style-type: none"> <li>• HCC Transformation to 2019 programme</li> <li>• Business Improvement Districts – potential for application</li> </ul>
<b>20 March 2018</b>	<ul style="list-style-type: none"> <li>• Review of Christmas 2017 activity and update on costs</li> <li>• Firework – environmental noise pollution</li> <li>• Aldershot Catchment Study – Update</li> </ul>
<b>Items for Future Meetings</b>	<ul style="list-style-type: none"> <li>• Temporary Lights/Road Works – co-ordination of works</li> <li>• Farnborough Growth Package – update on proposals</li> <li>• Food Safety and Hygiene</li> <li>• Flooding in the Borough</li> <li>• Parking on Grass Verges</li> <li>• Serco – six-monthly update (Sept 18)</li> <li>• Environmental Nuisance / Littering Pilot Project with East Hants DC – update on progress (Nov 18)</li> <li>• Neighbourhood Shopping Facilities Policy (Local Plan)</li> <li>• Historic England – Conservation Area Assessment (Local Plan)</li> </ul>
<b>Upcoming Items on Cabinet Work Programme</b>	<ul style="list-style-type: none"> <li>• High Street Multi-Storey Car Park – 6 March</li> </ul>