

WAVERLEY BOROUGH COUNCIL

MINUTES OF THE OVERVIEW & SCRUTINY COMMITTEE - ENVIRONMENT - 17  
JUNE 2019

SUBMITTED TO THE COUNCIL MEETING – 16 JULY 2019

(To be read in conjunction with the Agenda for the Meeting)

**Present**

Cllr Carole Cockburn (Chairman)  
Cllr Martin D'Arcy (Vice Chairman)  
Cllr Jenny Else  
Cllr John Gray

Cllr Joan Heagin  
Cllr Michaela Martin  
Cllr Liz Townsend

Cllr Jerry Hyman (Substitute)

Cllr Ruth Reed (Substitute)

**Apologies**

Cllr Brian Edmonds and Cllr Paul Rivers

**Also Present**

Nora Copping, Wendy Cooper, Richard Homewood, Paul McKim, Kelvin Mills

1. APPOINTMENT OF CHAIRMAN (Agenda item 1.)

The Committee confirmed the appointment of Cllr Carole Cockburn as the Chairman of the Environment Overview and Scrutiny Committee for the Council Year 2019/20.

2. APPOINTMENT OF VICE-CHAIRMAN (Agenda item 2.)

The Committee confirmed the appointment of Cllr Martin D'Arcy as the Vice-Chairman of the Environment Overview and Scrutiny Committee for the Council Year 2019/20.

3. MINUTES (Agenda item 3.)

The Minutes of the Meeting held on 25<sup>th</sup> February 2019 were confirmed as a correct of the meeting, and signed.

4. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS (Agenda item 4.)

Apologies for absence were received from Cllrs Brian Edmonds and Paul Rivers

Cllrs Jerry Hyman and Ruth Reed attended as substitutes.

5. DECLARATIONS OF INTERESTS (Agenda item 5.)

There were no declarations of interests declared regarding the items on the agenda.

6. QUESTIONS BY MEMBERS OF THE PUBLIC (Agenda item 6.)

There were no questions submitted by members of the public.

7. QUESTIONS FROM MEMBERS (Agenda item 7.)

There were no questions submitted by members.

8. SERVICE PRESENTATION (Agenda item 8.)

The Committee received presentations from the Heads of Service on the areas falling within the remit of the Panel.

Richard Homewood, Head of Environmental Services, gave an overview of the range of services provided by his team. Significant points were the duties under the Corporate Strategy, the new waste contract with BIFFA, proposed additional kerbside collections of recycled materials (small electrical items etc), work on Air Quality, the work around enforcement of dogs on leads, Street Trading Policy, review of the Parking Strategy and planning for Brexit.

Paul McKim, Interim Head of Planning and Economic Development, gave an overview of services provided by his team. He advised that the service currently has 1712 planning applications on their books, the majority of these are general household applications. Highlights included the Development Plan and 13 x Neighbourhood plans being developed and how it links to the NPPF (National Planning Policy Framework), explained how planning develop around Greenbelt, look at climate change, challenges around the CIL (Community Infrastructure Levy, S106 agreements. The committee was informed there was an informal presentation on planning due on the 17 July 2019.

Kelvin Mills, Head of Communities and Special Projects, advised that the majority of services provided by his team came under other O&S committees. He went on to explain that Greenspaces fell under this committees remit. Highlights raised were tendering for a new grounds maintenance contract for November 2019, a new Heathland Hub for Frensham Great Pond (due 2021) and development of a Greenspace Strategy to link with the Local Plan.

**Resolved:**

The Chairman thanked the Heads of Service for their presentations.

9. CORPORATE PERFORMANCE REPORT 2018/19 QUARTER 4 AND END OF YEAR OUT TURN (Agenda item 9.)

Nora Copping, Policy and Performance Officer, presented the Q4 2018/19 Corporate Performance Report. For the benefit of new councillors she explained why the report was necessary. Members were advised that they only need be concerned with the sections relating to Planning and Environmental Services (sections 2 and 3 respectively).

Under Planning it was noted that the majority of targets were being met but that LP2 (Planning Appeals allowed) was performing out of target and this was being addressed and that there had been a fall in LP4 (Percentage of enforcement cases actioned within 12 weeks) which was due to work pressure on the team.

Under Environment it was noted that most targets were being met but that E1 (Materials recovery facility reject rates had been out of target all year. Nora explained this was due to the changes in material processes and what materials can be accepted. The committee were advised that links were available for air quality information on the electronic report and future reports would also have the link available for paper formats. It was also highlighted that the number of level 1 complaints dealt with on time had fallen short, it was explained that this was due to a number of complex cases which had required more time to resolve.

The Chairman thanked Nora and advised that the report was very clear to understand.

Nora was asked to clarify what 'Transferred' meant on the Service Plan Action Status – Nora advised the action had not been executed in this quarter and so had been transferred to the new service plan.

Page 9, para 6 - Concern was raised that the report stated the High Court challenges to the Court of Appeal () would be heard later this year and it was thought they would have been heard sooner. It was explained that at the time of printing the report a date had not been set but it was now scheduled for next month.

Page 30 Q4 Comment – The committee asked what 'higher tariff' meant. It was explained that the level required for professional membership had been raised meaning more skills were required to obtain it. This meant staff remained in post longer as they could not obtain this membership and then leave to go into the private sector.

Page 31 – As part of the work underway regarding dogs on leads it was asked what progress had been made regarding the incident of deer being killed by dogs.

Page 27 – It was requested that the work around the project approach for major schemes, linked to improving communication with all stakeholders, be shared with ward councillors.

Paul McKim was asked if recruitment had improved since the publishing of this report and he confirmed it had.

It was asked if the committee could have a list of completed service plans. It was advised these could be obtained from heads of Service or could be found in the March round of O&S documents.

**Resolved:**

The Committee noted the performance of the service areas under their remit as set out in the report.

10. BUDGET STRATEGY WORKING GROUP (Agenda item 10.)

**Resolved:**

The Committee noted the report and nominated Cllr John Gray to join the Budget Strategy Working Group. If further members were required Cllr Liz Townsend also agreed to join the group.

11. COMMITTEE FORWARD WORK PROGRAMME (Agenda item 11.)

Wendy Cooper, Policy Officer – Scrutiny, outlined the current work programme. The Committee then considered the items and agreed they were all important items that should remain on the programme.

Issues that were suggested to be added to the programme were:

**Planning Enforcement** – The chair reminded the committee that they should be scrutinising rather than looking at services. Richard Homewood advised this would form part of the Business Transformation programme.

**EIA (Environmental Impact Assessment)** – It was requested that the committee be updated on the councils approach to how EIA is applied. Paul McKim advised briefings would be held to update on this.

**Article 4** – it was suggested a report should come to the September meeting outlining a strategy on deployment.. Paul McKim advised it would be going to the planning committees but he could also bring a report to Environment O&S. It was acknowledged that planning were under pressure with work load and the committee did not want to put undue pressure on them.

**Ash Die Back** – it was requested the committee ask for a report on plans for replacement and the appropriate service plans. Kelvin Mills advised this would be looked at under the Tree Risk Management Guide which could be brought to committee. It was pointed out that the council could only manage their own land and not private owners.

**Planning Applications** – it was suggested the committee look at the time being taken to process planning applications. Staff Resources and an infrastructure delivery plan.

**Food Hygiene Checks** - a paper was requested on the extent of checks and how far they go. In particular the checks that are done on domiciliary care workers. Richard Homewood agreed to draw one together.

**Green Spaces** – It was requested that a small report on the Scope of Green Spaces come to committee.

It was **Agreed** that reports on Food Hygiene Checks and a Scope of Green Spaces would be added to the September agenda. A4 Strategy and deployment was on the forward plan and Ash Die Back would be added. Both would be considered for a future meeting.

12. EXCLUSION OF PRESS AND PUBLIC (Agenda item 12.)
13. ANY ISSUES TO BE CONSIDERED IN EXEMPT SESSION (Agenda item 13.)

There were no issues to be considered in Exempt Session.

**The meeting commenced at 7.00 pm and concluded at 8.49 pm**

**Chairman**