

Runnymede Borough Council  
ENVIRONMENT AND SUSTAINABILITY COMMITTEE  
23 March 2017 at 7.30pm

Members of the Committee present: Councillors J J Wilson (Chairman), T J F E Gracey, Mrs M T Harnden, D J Knight, M T Kusneraitis, B W Pitt, P Sohi and Mrs G Warner.

Members of the Committee absent: Councillors Miss J K Sohi and S M Mackay

598 FIRE PRECAUTIONS

The Chairman read out the Fire Precautions.

599 LONDON TERRORIST INCIDENT: 22 MARCH 2017

At the Chairman's invitation, the Committee and the member of the public present stood together, in silence for one minute, in remembrance of all those killed and injured in the terrorist attack in London which had occurred on the previous day.

600 NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

The Group mentioned below had notified the Chief Executive of its wish that the changes listed below would be made to the membership of the Committee. The changes were for a fixed period ending on the day after the meeting and thereafter the Councillors removed would be reappointed.

| <b>Group</b> | <b>Remove From Membership</b> | <b>Appoint Instead</b>  |
|--------------|-------------------------------|-------------------------|
| Conservative | Councillor I A Chaudhri       | Councillor P S Sohi     |
| Conservative | Councillor P I Roberts        | Councillor Mrs G Warner |

The Chief Executive had given effect to this request in accordance with Section 16(2) of the Local Government and Housing Act 1989.

601 MINUTES

The Minutes of the meeting of the Committee held on 19 January 2017 were confirmed and signed as a correct record.

602 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Miss J K Sohi and S M Mackay

603 ENVIRONMENTAL SERVICES BUSINESS CENTRE PLAN

The Plan was presented as an appendix to the Agenda.

During discussion several points were made:

Page 3: Members preferred job titles with the name of the actual Officer.

Page 14: Expansion of the Council's portfolio of commercial buildings and the capacity of Building Services to undertake increasing work.

Members were advised that this was being considered on a case-by-case basis. No problems with the current situation were reported. In the future, for any further properties acquired beyond the 15 mile Borough boundary radius, it might prove necessary to appoint an agent if it proved unviable for the Building Services section to effectively manage at distance.

Page 27: A KPI was needed to indicate how effective the Council's initiatives were in waste reduction awareness.

ES4: Need to differentiate between actual complaints and activity requests. Officers advised that the installation of the Bartec in-cab technology and the new back office system for the frontline waste vehicles would aid in differentiating between complaints and activity requests.

Pages 32-37 Risk Management – Members wished to develop the Matrix to show current position in relation to agreed targets.

**RESOLVED that:**

**The 2017/2018 Environmental Services Business Centre Plan be approved.**

604 MINUTES OF MEMBER WORKING GROUP ON RECYCLING AND REFUSE SERVICES – 1/3/17

The Minutes of the meeting held on 1 March 2017 were noted.

605 AWARD OF SCHOOL TRANSPORT CONTRACT

This report had been withdrawn prior to the meeting, as advised to Councillors by email on 15 March 2017, in order to allow Officers further time to clarify aspects regarding the preferred tenderer. Officers hoped to resolve these issues very soon in order that a report could be considered at the next Corporate Management Committee meeting which was to be held on 30 March 2017. All Councillors would be advised accordingly by email.

606 PURCHASE OF VEHICLES FOR THE DIRECT SERVICES ORGANISATION (DSO)

By resolution of the Committee, the press and public were excluded from the meeting during the consideration of this matter under Section 100A(4) of the Local Government Act 1972 on the grounds that the discussion would be likely to involve the disclosure of exempt information of the description specified in paragraph 3 of Schedule 12A to Part 1 of the Act.

The Committee considered a report recommending the purchase of three specialist vehicles. The capital provision and full costs of the prospective purchases were noted. Members were advised that up to now the practice of routine purchasing of

replacements in the vehicle fleet was to bring individual ad-hoc reports to Committees throughout the year. A better approach for the next financial year 2017/18 would be to approve a strategic vehicle fleet replacement plan utilising the capital budget as a whole.

A report in this form was accordingly presented and considered by the Committee. It was agreed that three specialist vehicles should be purchased in the next financial year 2017/18. As the expenditure exceeded the financial thresholds of both the Environment and Sustainability Committee and the Corporate Management Committee, the approval of Full Council was normally required. However, in view of the urgency to progress the acquisition of one of the vehicles in particular, to secure its introduction in May 2017 to meet the peak months of garden waste collection and to avoid an otherwise 20 week build time as well as securing a significant financial saving, the requirement to refer the acquisition of all three vehicles as a package to Full Council for approval was recommended to be waived and that this Capital Expenditure be approved as a delegated function by the Corporate Management Committee under para 1.3, page 29 of the Committee Responsibilities in the Council's Constitution. The Committee believed that it would be most appropriate if the Corporate Management Committee took this action for the whole Capital Purchase of all three vehicles as one decision thus supporting the new practice of strategic purchases and avoiding the need for piecemeal reports to several Committees. During discussion Members sought clarification of a number of points after which being content with the above proposals duly -

**RESOLVED that:**

- (i) the Corporate Management Committee be requested to approve a Capital Estimate in the sum reported for the purchase of vehicles, in particular a 26 tonne narrow track refuse vehicle, compact mechanical sweeper and 3.5 tonne van with a tail-lift for DSO operations;**
- (ii) Contracts Standing Order 2.5.1 be waived in respect of the tendering process for the purchase of the narrow track refuse vehicle for the reasons set out in the report and the Corporate Head of Planning and Environmental Services be authorised to purchase this refuse collection vehicle from the Council's Vehicle Maintenance Contractor Riverside Truck Rental; and**
- (iii) in view of the urgency to progress the acquisition of one of the vehicles, in particular to secure its introduction in May to meet the peak months of garden waste collection and to avoid an otherwise 20 week build time as well as securing a significant financial saving, the requirement to refer the acquisition of all three vehicles as a package to Full Council for approval be waived and that this Capital Expenditure be approved as a delegated function by the Corporate Management Committee under para 1.3, page 29 of the Committee Responsibilities in the Council's Constitution.**

(The meeting ended at 8.00 pm)

Chairman