

Runnymede Borough Council
ENVIRONMENT AND SUSTAINABILITY COMMITTEE

22 November 2018 at 7.30pm

Members of the Committee present: Councillors Mrs G Warner (Chairman) D A Cotty (Vice-Chairman)
R J Edis, T J F E Gracey, Mrs M T Harnden, D J Knight,
M T Kusneraitis, Miss J K Sohi, P S Sohi and M L Willingale

Members of the Committee absent: None

371. FIRE PRECAUTIONS

The Chairman read out the Fire Precautions.

372. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

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

Group	Remove from Membership	Appoint Instead
Conservative	Councillor N Wase-Rogers	Councillor P S Sohi

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

373. MINUTES

The Minutes of the meeting of the Committee held on 27 September 2018 were confirmed and signed as a correct record.

374. ANNUAL REVIEW OF CAR PARKING CHARGES IN OFF-STREET CAR PARKS

The Committee reviewed the car parking and permit charges in the Borough's 14 Council owned and managed off-street 'pay and display' car parks and was asked to choose the high increase in tariff option to maximise income owing to the Council's current financial position.

Members noted there were two parking scales; one for 'town centres' and the other for the 4 smaller 'out of town centre' car parks. Other car parks were managed by Community Development, the Runnymede Pleasure Grounds Trust (through Community Services Committee) and Sainsbury's in Chertsey. In addition, income was derived from Season tickets, contract parking permits and Penalty Charge Notices (PCNs). The latter attracting £72,821 in 2017/18. On this point, Officers were requested to confirm the number of unpaid Penalty Charge Notices in 2017/18.

Members reflected on the recent changes in car parking charges from 2017 back to 2012 and compared current charges with those of other local authority areas in Surrey as well as the Waitrose store in Egham. Members were referred to the Council's Commercial Services team with regard to the Waitrose and Addlestone One car parks and Officers from that team would be

asked to provide Councillor Kusneraitis with an update on the ANPR in Waitrose car park, Egham.

It was noted that the borough also had a number of free car parks associated with parks and open spaces and some corporate buildings. Car park usage was also examined and noted as varying between different areas according to local need and nearby facilities and developments. Members welcomed the Ringo service which was convenient for customers to use.

Details of the proposed increases and projected income from medium and high tariff options were considered, as set out below:

TOWN CENTRE TARIFFS				
Time Period	Medium Increase	Projected	High Increase	Projected
1 hr	£ 1.20	£ 218,698	£1.30	£ 236,922
2 hr	£2.20	£ 179,320	£2.50	£ 203,773
3 hr	£3.20	£ 67,558	£3.50	£ 73,892
4 hr	£3.70	£ 26,429	£4.00	£ 28,572
5 hr	£4.20	£ 40,921	£4.50	£ 43,844
6 hr	£5.20	£ 9,173	£5.50	£ 9,702
All day	£6.70	£ 226,728	£7.00	£ 236,880
	Estimated Income	£ 768,826		£ 833,584
	Ex VAT	£ 640,689		£ 694,654
OUT OF TOWN TARIFFS				
1 hr	£0.50	£2,772	£0.60	£3,326
2 hr	£1.00	£4,914	£1.20	£5,897
3 hr	£1.80	£4,621	£2.00	£5,134
4 hr	£2.70	£1,725	£3.00	£1,917
5 hr	£3.20	£2,842	£3.50	£3,108
All day	£5.20	£18,632	£5.50	£19,707
	Estimated Income	£35,505		£39,089
	Ex VAT	£29,588		£32,574

Some Members expressed concern that if increased by the high increase tariff the objective to increase footfall in the borough could be compromised. However, it was noted that all income from car parking was ring fenced to the service for maintenance and making improvements.

The results of a recent customer survey were noted, reflecting general satisfaction with the level of fees.

It was agreed that all options to increase income should be explored and Officers were asked to review the allocation of season tickets in Victoria Street, Englefield Green, with a view to releasing additional permits to meet demand and reduce the current waiting list, details of which were also requested.

RESOLVED that –

- i) parking charges in the Council's Pay and Display car parks throughout the borough be increased (high increase in tariff option) as set out in the table in the addendum to the agenda report;**
- ii) town centre permit charges be increased from £650 to £700 per annum (£200 to £250 per quarter);**
- iii) resident permit charges be increased from £250 to £300 per annum (£75 to £100 per quarter);**
- iv) out of town centre permit charges be increased from £100 to £125 per annum (£30 to £50 per quarter); and**
- v) non-resident contract parking charges be increased from £700 to £750 per annum (£225 per quarter). Residents rate introduced last year to remain unchanged.**

375. FEES AND CHARGES 2019/20

The Committee's approval was sought for the proposed mix of statutory and discretionary fees and charges for those services falling under the remit of Environmental Services. Most fees and charges were being increased by between 1 and 5%, averaging approximately 2% and a new set of fees regarding animal welfare licensing were noted.

Members took the opportunity to express their concern at the prospect of Lyne Amenity Site being closed which they agreed would lead to an increase in fly tipping. The Committee sought to review those discretionary charges which could if increased offset the consequential costs to deal with this and other anti-social behaviour.

The Committee agreed that the DSO related fees and charges were excellent value for money, nonetheless, Officers would be reviewing the Green Garden Waste service for operational improvements to be reported to a future meeting of the Committee.

RESOLVED that –

the proposed fees and charges for 2019/20 be approved, to be effective from the dates within the appendix or as soon as practical thereafter

376. ENVIRONMENTAL SERVICES BUSINESS CENTRE PLAN 2019/20

The Committee's approval was sought for the Environmental Services Business Centre Plan for 2019/20. This included two growth bids to be endorsed, which it was reported had been approved by Corporate Management Committee.

The Plan followed the corporate template, explaining the role of the business centre, outlining its structure and detailing achievements, influences and highlighting new areas

of work for 2019/20. The Committee reviewed these and the targets for 2019/20 and examined the risk matrix in relation to forthcoming projects. Officers agreed to confirm details of some of the key business centre statistics for example carbon emissions from local authority operations when available.

Members discussed the performance figures for recycling, Trade Refuse and Garden waste and how these might be improved on through education and deployment of resources.

Officers agreed to share details of a report concerning the River Thames Scheme when available.

RESOLVED that –

- i) the 2019/20 Environmental Services Business Centre Plan be approved; and**
- ii) the business cases requiring additional expenditure, be recommended for approval by Corporate Management Committee.**

377. AIR QUALITY

The Committee noted a report which had been considered by a recent meeting of the Runnymede Joint Committee on air quality. The report had been made at the request of the Runnymede Borough Council Heathrow Airport Expansion Member Working Group and dealt with air quality issues from queuing vehicles on highways within the Air Quality Management Areas and considered whether the current monitoring system could provide dedicated base line information about the potential for increased levels of pollution (particularly from particulates) from aircraft should the planned expansion of Heathrow go ahead.

The report focussed on Health and poor air quality, it being recognised that people's long term health and welfare was adversely affected by air pollution, the legal context of air quality requirements of the local authority under the Environment Act 1995, Nitrogen Dioxide, particulate matter less than 10 µg/m³ (PM₁₀) for which there was currently no requirement to monitor, monitoring equipment currently deployed within the borough and other factors such as variances caused by different weather conditions and the effectiveness of diffusion tubes to pick up pollutants not at ground level.

The report also discussed in detail the as yet unknown air quality impacts associated with a third runway at Heathrow Airport and the Southern Rail Access Scheme. Whether further monitoring took place could be conditioned by the Government as part of the planning process but Officers did not have full information at this stage to assess what the implications could be for the borough.

The Committee considered further monitoring with regard to (PM_{2.5}) was necessary, although Officers cautioned there was currently no budget for this nor was it planned for in the Business Centre Plan. However, Members moved a formal motion in order to move this forward as set out below:

RESOLVED that –

the report on Air Quality be noted and Officers instructed to cost and identify the means, method and location of sampling for (PM_{2.5}) in readiness for the target of 20 µg/m³ to be reached in 2020

378. DSO REVIEW – UPDATE AND CONSIDERATION OF JWS SERVICE

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 paragraphs 1 and 3 of Schedule 12A to Part 1 of the Act.

After a number of reports on a review of the Council's Direct Services Organisation (DSO), the Committee's approval was sought to retain the DSO in-house rather than pursue other options, specifically out sourcing to a third party, through Joint Waste Solutions.

Officers had undertaken a significant and fully costed review of the DSO covering all aspects of its operation and the wide range of services they provided. This had been benchmarked and compared with a third party provider whose estimate was significantly higher than what the DSO had put forward.

Officers advised that Joint Waste Solutions had been used to provide a benchmark price for the DSO as they had been set up, by neighbouring authorities and the County Council as a partnership to share in the potential savings of collaborative working. A single 'super-tender' was used for four waste collection authorities to secure the best market price for services and consequently due to the opportunities for efficiencies that such collaboration could bring Officers were satisfied that they represented the best value for money price that the market could bring to offer in Runnymede for the services currently operated by the DSO.

Members noted that the benchmarking exercise used high level 'stage 2' non-binding price offers but were assured that a fair comparison had been made, including incorporating planned additional expenditure to ensure the DSO was paying fair market salaries and costs. The outcome of the benchmarking exercise was that the out-sourced contractor market price in the sum reported would result in a significantly high direct additional cost to Runnymede in the sum reported per year. Officers cautioned that even if the client side costs could be reduced the contractor costs were still more than the Council current expended on delivering the same services in-house.

Members agreed that in addition to the financial case for retaining the DSO who provided excellent value for money, the current service provided greater flexibility than an out-sourced contract would offer due to the direct control of the various resources within the organisation. Retaining the current service would also mean that no transitional challenges associated with changing management structures and staffing or migrating data would be caused. Members were not concerned that retaining the DSO could potentially, reduce future opportunities to create benefits through closer working with partners and were content that service resilience could be maintained.

The Committee also discussed recycling issues with regard to HMOs, with a request to look at the possibility of providing additional residual waste bins thereto if legally permissible. Officers agreed to consider planning guidance on waste storage for HMOs to enable future inclusion in licensing conditions in 2019.

The Committee was happy to endorse the proposal to continue with the DSO in-house and noted that Officers intended to submit reports to future meetings of the Committee on trade waste and the DSO structure. DSO staff were commended for the quality of their service and value for money.

RESOLVED that –

due to the substantial additional costs associated with out-sourcing DSO functions to Joint Waste Solutions and the third party provider named in the report, no further steps are taken to progress joining the JWS or to seek 'stage 3' detailed price from JWS and the company named in the report and instead endorse and commit to the current DSO operations and structure.

379. DSO PAY REVIEW

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 paragraphs 1 and 3 of Schedule 12A to Part 1 of the Act.

The Committee was asked to endorse the conclusions of the Officer DSO Review Board and note the ongoing work to review the management structure within the DSO.

Members were advised that a number of parties had been involved in the DSO pay review including the DSO Review Board, which included Officers from the leadership team of the Council, the DSO management and a member of the Human Resources team. The review team had concluded that below market pay had made a significant contribution to challenges of retaining quality staff and incentivising those temporary staff that had shown promise to take permanent roles within the organisation.

The Committee was advised of the roles included in the review and the justification put forward for regrading a number of posts in the structure which it was considered necessary to ensure the DSO could retain the service quality desired and be able to respond to expectations to enhance standards in the future.

Officers confirmed that if the pay re-gradings were approved they would commence consultation with staff and UNISON and report the outcome to a future meeting of Corporate Management Committee in early 2019. If then approved by Corporate Management Committee, the changes would not be implemented until June 2019 owing to the Council's current financial position. An Equality Impact Assessment was noted.

Members were keen to support the DSO staff, citing examples of their high standard of work, noting the value of retaining those staff now and in the future. The Committee was pleased to recommend the re-grading of those posts identified in the report.

Whilst looking at the DSO generally, Members noted the proposal by the County Council to close the Civic Amenity site at Lyne which it was considered would increase fly tipping which the DSO would be obliged to deal with. Therefore, the Chairman encouraged the Committee to participate in the SCC consultation on a range of its services ('Have Your Say') closing on 4 January 2019.

RESOLVED that –

- i) the conclusions of the Officer DSO Review Board in respect of DSO salaries be endorsed and the ongoing work to review the management structure within the DSO be noted; and**
- ii) recommend to Corporate Management Committee the inclusion of the further, full year costs of £23,158 from that included in the Medium Term Financial Strategy to fund the necessary salary changes, subject to consultation with staff and UNISON**

(The meeting ended at 8:55pm)

Chairman