

Runnymede Borough Council  
ENVIRONMENT AND SUSTAINABILITY COMMITTEE  
20 June 2019 at 7.30pm

Members of the Committee present: Councillors M Heath (Chairman) J Wilson (Vice-Chairman) M Brierley, B Clarke, T Gracey, J Olorenshaw, S Walsh, D Whyte and M Willingale

Members of the Committee absent: Councillor S Dennett

Councillor A Neathey also attended

76 FIRE PRECAUTIONS

The Chairman read out the Fire Precautions.

77 MINUTES

The Minutes of the meeting of the Committee held on 21 March 2019 were confirmed and signed as a correct record.

78 INTRODUCTION TO THE ENVIRONMENTAL SERVICES BUSINESS CENTRE

The Committee received a comprehensive introduction to the Environmental Services Business Centre. The introduction included details of all aspects of the Business Centre including; work undertaken by the Direct Services Organisation (DSO), information on HMO's and private landlords, Environmental Health, Environmental Crime and Engineering.

79 FOOD SERVICE PLAN 2019/20

The Committee was asked to recommend approval of the Food Service Plan for 2019/20.

Members were advised that the Food Standards Agency (FSA) had produced a framework agreement on local authority food law enforcement. One part of that agreement contained service planning guidance. This ensured that key areas of enforcement covered by Food Law Enforcement Standard were included within local Food Service Plans, whilst allowing scope for flexibility and the inclusion of any locally defined objectives. The requirement to produce a local Food Service Plan had come into effect on 1 April 2001. The Food Standards Agency required a Local Authority's proposed service plans to be submitted to the relevant Member forum (which was this Committee) to recommend approval to ensure local transparency and accountability.

As a designated Food Authority the Council was responsible for the full range of duties under the Food Safety Act 1990. The majority of food premises in the Borough were predominately small to medium sized catering or retail businesses. It was the Council's policy to carry out programmed food hygiene inspections. In 2019/20 the estimated total number of inspections due was 353.

The service continued to operate the FSA's National Food Hygiene Rating Scheme (FHRS) across the Borough. As of 31 March 2019, 94% of premises included in the scheme had

achieved ratings of 3 or above which met the target set in the Environmental Services Business Centre Plan for 2019.

The Committee reviewed the contents of the Food Safety Plan. It was noted that due to a recent staff re-structure some paragraphs of the plan needed updating to read 'Corporate Head of Environment Services'. Members were also advised of an error in the plan, there had been no prosecutions taken in 2018/19 and 2 simple cautions had been issued.

**RECOMMEND to full Council that –**

- i) the proposed Food Service Plan for 2019/20 be approved save for updating of paragraphs 2.2.1-2.2.2, 2.5.1 and 3.7.2 to read Corporate Head of Environmental Services; and**
- ii) updating of paragraph 2.5.3 regarding the number of prosecutions and cautions**

80 KEY PERFORMANCE INDICATORS 2018/2019

The Key Performance Indicator results for 2018/19 were noted.

The results showed a downward trend in the percentage of household waste sent for re-use, recycling or composting. This was the case nationally with figures being between 44%-45%. Runnymede was currently at 44.5%. Members were advised that the Recycling Officer's post had been vacant for some time but had been filled at the beginning of June and therefore it was hoped that percentages for recycling in the Borough could be improved. The difficulty in engaging with occupiers of flats was discussed and work around this would be undertaken. It was reported that there was no recycling options available in Addlestone One. Officers advised the Committee that they would look into this.

The Committee was keen to engage with residents through education programmes on what could currently be recycled and additionally to further improve on the materials able to be recycled in the future. With this in mind the Council's Recycling Officer would be asked to attend the next Committee meeting in order for options to be discussed along with production of a recycling strategy.

The Committee asked Officers to include the number of recycling bins rejected due to contamination and/or wrong materials being placed in the bin in future KPI's. Members were advised that KPI matters could be a matter for further discussion with the Environment Member Working Group.

Members were disappointed to note the increase in the number of missed bins. Whilst it was appreciated the DSO provided a good service, the last year had seen a significant increase in the number of missed bins. Officers would try to ascertain what the cause was and advise Members accordingly.

(The meeting ended at 8.41 pm)

Chairman