

# Environment Committee

## Agenda

### Part One

Town Hall, Brentwood

Monday, 7 July 2014 at 7.00pm

#### **Membership (Quorum: 3)**

#### **Councillors**

Cllrs Lloyd (Chair), Sapwell (Vice-Chair), Cloke, Faragher, Keeble, Mrs Murphy, Mynott, Newberry, Russell and Ms Sanders

#### **Committee Co-ordinator:**

Ms Claire Hayden (01277 312741)

#### **Additional Information:**

#### **Substitutes**

The names of substitutes shall be announced at the start of the meeting by the Chair and the substitution shall cease at the end of the meeting.

#### **Rights to attend and speak**

Any Member may attend any body to which these Procedure Rules apply.

The member may speak at the Chair's discretion, it being the expectation that a member will be allowed to speak on a ward matter.

## Point of Order/Personal explanation/Point of Information

For clarity, relevant sections of Rule 8 of the Council's Procedure Rules (Part 4.1 of the Constitution) are set out for Members' information below:

### **8.3.14 Point of order**

A member may raise a point of order at any time. The Mayor will hear them immediately. A point of order may only relate to an alleged breach of these Procedure Rules or the law. The Member must indicate the rule or law and the way in which they consider it has been broken. The ruling of the Mayor on the point of order will be final.

### **8.3.15 Personal explanation**

A member may make a personal explanation at any time. A personal explanation must relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate, or outside of the meeting. The ruling of the Mayor on the admissibility of a personal explanation will be final.

### **8.3.16 Point of Information or clarification**

A point of information or clarification must relate to the matter being debated. If a Member wishes to raise a point of information, he/she must first seek the permission of the Mayor. The Member must specify the nature of the information he/she wishes to provide and its importance to the current debate, If the Mayor gives his/her permission, the Member will give the additional information succinctly. Points of Information or clarification should be used in exceptional circumstances and should not be used to interrupt other speakers or to make a further speech when he/she has already spoken during the debate. The ruling of the Mayor on the admissibility of a point of information or clarification will be final.

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## Part I

(During consideration of these items the meeting is likely to be open to the press and public)

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An item of business may only be considered where the Chair is of the opinion that, by reason of special circumstances, which shall be specified in the Minutes, the item should be considered as a matter of urgency.



Managing Director

Town Hall  
Brentwood, Essex  
27 June 2014



7<sup>th</sup> July 2014

Agenda Item: 2

**Environment Committee**

**Education Programme**

**Report of:** Roy Ormsby, Head of Street Scene

**Wards Affected:** All

**This report is:** Public

**1. Executive Summary**

- 1.1 It has been well documented recently in the media that recycling in some areas of the Country has been falling, with concern being expressed that there is still confusion on the types of materials that can be recycled.
- 1.2 Although recycling in Brentwood is high in comparison to many Authorities, it is recognised that constant work needs to be done to promote and educate local people to ensure we continually improve. Through our waste analysis, which is done independently, it has been identified that over 70% of waste presented in black sacks can be recycled, which recognises the importance of this work.
- 1.3 The Depot Team, led by Dawn Taylor, Business Support Service Manager, have developed a programme of events (Appendix A) that is developing partnership working with our schools, and providing an opportunity to promote recycling and litter awareness to young people and the wider community.
- 1.4 The programme has been very successful, and is assisting in educating young people about recycling and the need for a clean environment. Some of the initiatives are undertaken in partnership with all other Essex Authorities, with each authority providing £1,000, and match funding coming from Essex County Council, and other sponsors.

- 1.5 The Council were also successful in attracting DCLG funding for weekly collections, with the application identifying the need to provide education programmes. Therefore funding will be used from this grant to enhance the programme when appropriate.

## **2. Recommendation(s)**

- 2.1 Agree that the education programme continues, and is further developed to raise awareness to local residents, with an emphasis on young people and education.**

## **3. Introduction and Background**

- 3.1 There is a need to ensure that our residents are continually made aware of the need to recycle, but more importantly for us to send out a clear and consistent message on what they can recycle.
- 3.2 Young people play an important role on the Council's agenda, especially how we engage with them and the role they have to play in keeping a clean environment. It is important that we educate our young people in the importance of protecting their environment, and the programme will play an important role in meeting these needs.

## **4. Issue, Options and Analysis of Options**

- 4.1 The details of the programme are outlined in Appendix A, but the Team are open to any other suggestions that the Committee wish to put forward. The programme is evolving, therefore will develop to meet the wider needs of the community.

## **5. Reasons for Recommendation**

- 5.1 To ensure that Members are aware of the current programme and can have an input into any initiatives in the future.

## **6. Consultation**

- 6.1 The programme is monitored through feedback from the schools, and has had a positive response from those that have participated.



## **7. References to Corporate Plan**

- 7.1 The programme is a key aspiration of the Council to work with the community, and promote awareness of the environment, through recycling initiatives, and maintaining a clean environment.

## **8. Implications**

### **Financial Implications**

**Name & Title:** Jo-Anne Ireland, Director of Strategy and Corporate Services

**Tel & Email:** 01277 312712 / jo-anne.ireland@brentwood.gov.uk

- 8.1 The costs associated with the education programme are met from within existing budgets, supported by DCLG funding.

### **Legal Implications**

**Name & Title:** David Lawson, Monitoring Officer

**Tel & Email** 01277 312860, david.lawson@brentwood.gov.uk

- 8.2 There are no direct implications at this stage

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

- 8.3 None

## **9. Background Papers** (include their location and identify whether any are exempt or protected by copyright)

- 9.1 None

## **10. Appendices to this report**

Appendix A - Education Programme & Campaigns

### **Report Author Contact Details:**

**Name:** Roy Ormsby  
**Telephone:** 01277 312554  
**E-mail:** roy.ormsby@brentwood.gov.uk



**Education Programmes and Campaigns**

Staff at the Depot have introduced over the last year several educational initiatives:

- Recycling Road shows throughout the year at various locations, including working in partnership with Neighbourhood Watch teams. With staff attending sessions answer questions relating to recycling and waste initiatives, and distributing recycling sacks and food waste bags.
- Delivered 7 recycling talks and games with primary school children, 4 recycling talks and games at Brownie/Cubs/Rainbow groups this year, talk to Woman's Institute on Recycling.
- Delivered 3 litter awareness assemblies and litter picks with year 7 students in Brentwood County High, St Martins, and Trinity School and will be shortly doing at Shenfield School.

**Recycling Presentations in Primary Schools**

We are aiming to promote recycling and reuse to pupils, to ensure our next generation of young people are committed to having a clean environment, staff at the schools have assisted in creating a fun 'waste education programme'. We can offer educational classroom talks including interactive activities that promote recycling in an interesting and fun way. Including 'sorting recyclables as required by Brentwood game'. All sessions are tailored to the curriculum and individual school requirements – examples of optional making activities, such as making caterpillars from egg boxes and/or elephants from a milk bottle.

**Litter Assemblies and Litter Picks in Secondary Schools (Year 7 students)**

These start with students entering the assembly hall and noticing litter strewn all over the floor giving a visual effect on how messy their normally clean environment looks, this is a good starting point to open up the litter awareness presentation, giving interesting facts and figures. This is then followed with a litter pick with the whole year group divided into smaller groups going out and doing a litter pick around the school. The pupils are also asked to sort the litter into appropriate bags and recycle where possible.

The feed back from the three schools we have undertaken this with has been very positive and encouraging, and doing the actual litter pick rather than just listening to a presentation works well.

If we can make just a few pupils think twice about dropping litter and the consequences of dropping litter then these education assemblies are worth doing, and officers are aiming to do this in each Secondary School as a rolling programme each year with Year 7 students.

## **Environmental Awareness Day.**

In February 2014 we worked with Trinity School (Years 7, 8 & 9) and spent a whole day dedicated to different aspects of Environment. The day started with a Litter Assembly and Litter pick in groups. Later we gave a presentation on recycling, and this was followed by a re-use activity and a recycling poster activity to promote the recycling message, we finished the morning by giving them a lunch time challenge on recycling their lunch leftovers/wrappers the Brentwood way. After lunch in the house groups the pupils made insect hotels in the school grounds, following a discussion about protecting the environment and the habitat, this was good fun and pupils really enjoyed it.

The Mayor later came back with Officers to present prize to the overall winning team of this school and we did a Q & A presentation to see if they could remember what they had learnt from the day.

Goals for our Education programmes and campaigns:

- To reduce litter throughout Essex
- To give residents awareness on both litter issues and recycling, reuse, reduce.
- To make residents/pupils responsible for litter and let them understand they could be fined if caught.
- Ultimate goal is behavior change

## **Clean Essex Campaign**

### **Littering - its not pretty, cool, smart or classy**

### **Don't be part of the problem – be part of the solution**

In the fight against litter Brentwood Council has joined forces with all the Essex Local Authorities, Essex County Council, all MacDonald's, KFC and Dominos restaurants in Essex, The Highway Agency, RP2 Media and Keep Britain Tidy to deliver a campaign to tackle littering. Adverts advising littering is not pretty, cool, smart or classy have been advertised all over Essex on Advertising sites such as bus stops, petrol pumps, back of buses. The idea of joining forces was to:

- Ensure key messages are released from all partners at the same time, ensuring consistency of messages and a more robust PR launch.
- That the campaign is seen to be a positive approach to reducing litter across Essex.
- Involve the local community and get them talking about the litter issue.

The campaign was launched on Monday 2<sup>nd</sup> June and will run to the end of July. All partners met at Hylands Park for a photo and press call on Monday 2<sup>nd</sup> June 2014.

In the launch week we held two Litter Awareness Road Shows, one at Hutton Community Centre, and one at the Brentwood Centre. The Neighbourhood Action

Team worked alongside officers on these and undertook litter picks and general tidy up of these areas.

Environmental Health Enforcement Officers undertook a stop and search exercise on the Wednesday of this week and checking vehicles carrying waste with the police and issuing FPN for those carrying waste without a license.

Kelvedon Hatch PC undertook a community litter pick this week

A further Recycling and Litter Road Show, joined by Neighbourhood Watch and pupils of Brentwood County High School, did a litter pick on 20 June and a further one is planned for 27 June at West Horndon.

### **Art Competition**

We would like to run an art competition in September 2014 for local students of all schools to design a new poster for the Waste vehicles. The message would be “Keep Brentwood Recycling” – the best design would be used on the vehicles and a prize given to the winner by the Mayor, also giving an opportunity to do a further recycling assembly with the school

### **Community Litter Picks**

If Members or Parish Councils wish to organize Community Litter Picks the Depot are able to provide black sacks, recycling sacks and litter pickers etc, and they should contact Dawn on [dawn.taylor@brentwood.gov.uk](mailto:dawn.taylor@brentwood.gov.uk).

### **Re-Use**

This is an area the team would like to work on, to encourage residents to make a difference to the environment by reusing more of what we already have. Most things that we buy or bring into our homes can be used for more than one time, encourage finding new uses for things and up cycling. We have started re-use activity's in the schools but would like to explore working with schools with a cycling fashion show.



7<sup>th</sup> July 2014

Agenda Item: 3

**Environment Committee**

**MOT - Vehicle Testing Station**

**Report of:** Roy Ormsby Head of Street Scene

**Wards Affected:** All

**This report is:** Public

**1. Executive Summary**

- 1.1 Due to the financial challenges that are faced by all Councils, this Council is looking at all opportunities to identify commercial opportunities that could generate income.
- 1.2 At the Planning Committee on 24<sup>th</sup> June, plans were approved for a MOT testing station to be developed at the Council's depot in Warley. Although approved, the plans will need to be resubmitted to Planning for approval of a small extension to the front of the building, and full approval is hoped to be gained by the end of July 2014.
- 1.3 To progress the scheme it is felt that a detailed business case be developed, which would include commencing a procurement process to identify detailed costs for redeveloping a former storage area at the works depot.

**2. Recommendation(s)**

- 2.1 **Agree that Officers develop a business case to identify the long-term viability of introducing MOT testing at the Warley depot, with full details reported back to the Environment Committee on 16<sup>th</sup> September 2014.**
- 2.2 **Agree that a procurement process commences to identify the capital cost of developing a testing centre, which will provide detailed financial information in order to develop the business case.**

### **3. Introduction and Background**

- 3.1 Due to the financial challenges that are faced by all Councils, this Council is looking at all opportunities to identify commercial opportunities that could generate income.
- 3.2 A report was presented to the Strategy and Policy Board on 20<sup>th</sup> November 2013, which discussed the entrepreneurial initiatives, and investigating options for Brentwood. This report forms part of a number of follow-up items that will be presented to various Committees regarding opportunities to generate income.
- 3.3 The development of a MOT testing station would not only provide an opportunity for the Council to generate income, but also deliver an improved service for some of the statutory functions that the Council provides.
- 3.4 Through the licensing function the Council must provide inspections for over 300 taxis's that operate in the Borough. This is currently done twice yearly, at an annual cost to the taxi trade of £94.00 per vehicle. However, this is an inspection only and does not replace the requirement for an MOT test. Since the Council does not currently provide an MOT service, this is done elsewhere incurring extra time and cost to the Taxi Company.
- 3.5 The Council currently have to send all their small fleet to outside contractors for MOT testing, which takes up considerable staff time and at an additional cost to the Council. It is anticipated that this would be brought in-house, therefore providing savings on external MOT's, and develop a more efficient staffing structure.
- 3.6 The Council also have a large grey fleet, which includes Officers that are paid essential car user allowance and those with vehicles acquired by car loans provided by the Council. Consideration would be given to making it compulsory that these people have their cars MOT tested through the Council, at a competitive rate, therefore ensuring that the Council are making every effort in providing a safe fleet of vehicles.



- 3.7 It is estimated that through the introduction of this service, via taxi's, our current small fleet, grey fleet and members of the public, that over 800 vehicles could be tested in year one. The business case will identify additional markets, but with over 400 staff and Elected Members, it is hoped that a competitive service can be provided to these also.

#### **4. Issue, Options and Analysis of Options**

- 4.1 A detailed business case must be developed, to take account of all legal and financial issues, and the markets available to the Council. This would include a procurement process to identify the cost of developing the current storage area at the Warley depot.
- 4.2 Introducing MOT testing will put the Council in direct competition with local suppliers, and therefore could impact on their services. However, it is not anticipated that the Council would provide a maintenance service to the public, therefore any failures, or work identified from the testing will need to be carried out at other garages.
- 4.3 The business case would investigate two options; firstly to identify the viability of making capital investment into developing the storage area, and secondly to develop an area in the current workshop, but this could be restrictive in developing services further in the future. The restriction on the second option would be access for the general public, which is a requirement for all MOT testing stations.

#### **5. Reasons for Recommendation**

- 5.1 That the Council need to identify opportunities to develop commercial services, but also reduce operational costs. This proposal meets both criteria, through savings on our own fleet, and generating additional income for the Council.

#### **6. Consultation**

- 6.1 Consultation will be undertaken with the taxi trade consultative group and reported back with the full business case.

## **7. References to Corporate Plan**

- 7.1 A key driver for the Council is to review all services with a view to opportunities for commercial ventures. The development of a MOT testing station is in line with this approach.

## **8. Implications**

### **Financial Implications**

**Name & Title:** Jo-Anne Ireland, Director of Strategy and Corporate Services

**Tel & Email:** 01277 312712/jo-anne.ireland@brentwood.gov.uk

- 8.1 These will be developed and reported through the full business case.

### **Legal Implications**

**Name & Title:** David Lawson, Monitoring Officer

**Tel & Email:** 01277 312860/david.lawson@brentwood.gov.uk

- 8.2 Any new testing station would need to meet all requirements specified by VOSA. Legal advice should be obtained in relation to the procurement process and compliance moving forward.

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

- 8.3 None

## **9. Background Papers** (include their location and identify whether any are exempt or protected by copyright)

- 9.1 Report to the Strategy and Policy Board of 20<sup>th</sup> November 2013.

## **10. Appendices to this report**

None

**Report Author Contact Details:**

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7<sup>th</sup> July 2014

Agenda Item: 4

**Environment Committee**

**Pot Hole Improvement Initiative**

**Report of:** Roy Ormsby Head of Street Scene

**Wards Affected:** All

**This report is:** Public

**1. Executive Summary**

- 1.1 In response to concerns raised by the public, Members have recognised a need to improve highway maintenance across the Borough, either through lobbying Essex County Council, or through direct action of maintaining certain highways through Council budgets.
- 1.2 Essex County Council (ECC) have recently been awarded additional funding from the Government to commence a programme of improving highways throughout the County, especially the filling of pot holes, which is the greatest concern for local people.
- 1.3 Officers from Brentwood and ECC have had initial discussions regarding future work on our highways, and what can be done through additional work by the Borough Council.
- 1.4 In order to progress this issue, it is recommended that a meeting be held with ECC. A meeting to discuss any opportunities for joint working would enable the Council to make an informed decision on how to progress any improvements to the highways, and who could provide this work.

**2. Recommendation(s)**

- 2.1 Agree that the Leader of the Council, and the Chair and Vice Chair of the Environment Committee meet with the lead Member for Highways and Transportation at Essex County Council to explore partnership working opportunities to improve highway maintenance across the Borough.**

**2.2 Agree that a report be brought back to the Environment Committee on 16<sup>th</sup> September detailing the outcome of discussions with Essex County Council and any options available to improve highway maintenance across the Borough**

### **3. Introduction and Background**

- 3.1 It is evident that the quality of highways around Brentwood is a major concern to the public, and one that Members have discussed with local residents.
- 3.2 Legal advice has been taken, which is detailed below in the report. This clearly identifies that ECC are the highway authority, and that Brentwood could, through giving notice to them, maintain some highways. However, these would need to be recorded through ECC, as any claims for compensation due to poor maintenance would need to be resolved, which could leave the Borough Council open to further claims from the public.

#### **Legal Perspective**

- 3.3 The public highway is the responsibility of the County Council, who have a duty to maintain. However, District Councils, under Section 42 Highways Act 1980 and Part 1 of Schedule 7, may on giving notice to the County Council undertake the maintenance of certain highways within the District, which are maintainable at public expense. The highways covered by this power are "urban roads" which are neither trunk roads nor classified roads, and which either carry speed restrictions or are streets within an urban area.
- 3.4 Section 42(3) provides that the County Council who are the highway authority for a highway which is maintained by a District Council, shall reimburse the District Council any expense incurred by them in carrying out highway maintenance necessary to secure that the duty to maintain is performed, and Part II of Schedule 7 shall have effect. An estimate of the future financial year's maintenance must be submitted by the 15th December each year and supplementary estimates may be submitted from time to time. The County Council are not liable to pay until satisfied by a report of one of their officers or such other person as they may appoint, that the works of maintenance are being or have been properly executed.

- 3.5 Under Schedule 7 the District Council gives notice to the County Council of its intention to exercise these powers, specifying the highways concerned. Where the County Council is of the view that any highway so specified does not fall within the District Council's maintenance powers it may serve a counter notice. If the dispute cannot be resolved it must be referred to the Minister.
- 3.6 In exercising these powers, the District Council stands in the shoes of the County Council as highway authority and may sue and be sued in its own name. An indemnity must be given to the County Council in respect of any claim made against it, with regard to any failure to maintain a highway at a time when the District Council was exercising its powers in respect of that highway, or any claim arising out of any maintenance works carried out by the District Council pursuant to these powers.

#### **4. Issue, Options and Analysis of Options**

- 4.1 It is evident that this could become a complex legal issue, and that all opportunities to work in partnership with the County Council should be explored prior to any decision by the Borough Council. Working in partnership would be the most appropriate option, and could benefit both parties in providing an improved service to the public.
- 4.2 An analysis of the options available will be undertaken prior to any decision by the Borough Council to commence work on the public highway. There are clearly legal issues that need to be taken into consideration if this work is to be undertaken, especially through claims that could be aligned to the Borough Council.
- 4.3 If the Borough Council were to become directly involved in this work, approval would be required from ECC to work on the highway, feed into their system all repairs that had been undertaken, with all repairs being inspected by ECC Officers to ensure they meet the required standard, and that claims cannot be made against either Authority.
- 4.4 In addition to this, the Borough Council would need to develop a specific team for highways maintenance, which would require an inspection team, administration, repair team and maintenance equipment. There would also be the cost of materials for all repairs. Clarification would therefore be essential to understand who would bear the responsibility for such costs.

- 4.5 It is felt that the proposed option of opening discussion with ECC would be the most appropriate way forward. This can therefore explore all options to improve the highways around Brentwood, and create an opportunity to work in partnership to improve the Borough.

## **5. Reasons for Recommendation**

- 5.1 This will ensure that all opportunities are explored to improve the highways around the Borough through partnership working, therefore making the best use of public funds.

## **6. Consultation**

- 6.1 Discussions would be held with ECC to explore opportunities to work in partnership. However, further consultation may follow based on the outcome of these discussions.

## **7. References to Corporate Plan**

- 7.1 This will provide an opportunity to improve the Borough through effective partnership work on a key issue that impacts on our residents.

## **8. Implications**

### **Financial Implications**

**Name & Title:** Jo-Anne Ireland, Director of Strategy and Corporate Services  
**Tel & Email** 01277 312712/jo-anne.ireland@brentwood .gov.uk

- 8.1 There are no direct financial implications arising from the specific recommendations within this report. However, moving forward, a full financial appraisal will form part of the options analysis.

### **Legal Implications**

**Name & Title:** Philip Cunliff-Jones, Planning Lawyer  
**Email:** philip.cunliff-jones@brentwood.gov.uk

- 8.1 There is no statutory meaning to a “partnership” in Local Government Law, which usually refers to either co-operation or protocols which have no transfer of legal responsibilities, or agency or delegation agreements whereby the exercise of statutory responsibilities are carried out by another



authority. In the majority of instances of highway agency the highway authority remains liable under its duties of maintenance. Exercising the powers under Section 42 and Schedule 7 Highways Act 1980 would transfer legal responsibilities.

- 8.2 The County Council have established consultative Highway Panels in the 12 Essex Districts and in Rochford following discussion with the Highways Panel an arrangement has been made whereby the County and District Councils pool current resources spent on highways rangers, flooding, maintenance of grass verges hedges and signs.
- 8.3 From a legal point of view, highway authorities may be liable to a person injured as a result of the failure to repair the highway, subject to a statutory defence of taking reasonable care. The Court of Appeal in 2011 (*Wilkinson-v-York City Council*) in considering the statutory defence took into account the national code of practice for the maintenance of highways and the scheme adopted by the defendant authority. The authority defending a claim must show that it has taken reasonable care. This is a responsibility where the requirements of the insurers have to be scrupulously observed.
- 8.4 A further legal issue is the need to be clear in joint arrangements whether claims are against one or both authorities. In a Portsmouth case in 2002, where the City Council had an agency from Hampshire as the Highway Authority responsible for routine maintenance of Highway trees and argued unsuccessfully that the proper defendant for damage caused by tree roots from highway trees was the County Council as Highway Authority. The High Court held that the lawful exercise of control over the tree was sufficient to make the City Council liable and this liability was not excluded by potential liability of the authority for the same negligence.

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

## **Health & Safety**

If the Council consider introducing a service, there would be a need for appropriate training to be provided for all staff in safe operations.

## **Risk Management**

A full risk management analysis would need to be undertaken to assess the legal and insurance implications for the Council.

### **9. Background Papers** (include their location and identify whether any are exempt or protected by copyright)

9.1 Section 42 of the Highways Act 1980

### **10. Appendices to this report**

None

### **Report Author Contact Details:**

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7<sup>th</sup> July 2014

Agenda Item: 5

## Environment Committee

### Textile Waste Collections

**Report of:** Roy Ormsby Head of Street Scene

**Wards Affected:** All

**This report is:** Public

#### 1. Executive Summary

- 1.1 Due to the financial challenges that are faced by all Councils, this Council is looking at all opportunities to identify commercial opportunities that could generate income.
- 1.2 The Council have been approached on a number of occasions by contractors requesting an opportunity to collect textiles from residents in the Borough.
- 1.3 The service that they offer is at zero cost to the Council, with the companies providing an income for the Council based on the tonnages they collect.
- 1.4 There are a number of companies that may provide this service, therefore there would be a need for Officers to explore the most appropriate option for local residents.

#### 2. Recommendation(s)

- 2.1 **Agree that Officers explore the opportunity to implement a textile waste collection service, at zero cost to the residents of the Borough.**

#### 3. Introduction and Background

- 3.1 Due to the financial challenges that are faced by all Councils, this Council is looking at all opportunities to identify commercial opportunities that could generate income.
- 3.2 There has been a market in textiles for a number of years, but this will provide the opportunity for the Council to generate an income from a service that will require no investment.

- 3.3 It will also provide a valuable service to local residents, who will have the opportunity to leave textile waste at the curb side, and not have to dispose at local bring sites.

#### **4. Issue, Options and Analysis of Options**

- 4.1 This will provide a valuable service for the Council, and its residents. However, many local charities may see textile waste as an opportunity to generate valuable income.
- 4.2 It would not be intended to compete with these charities, but merely to provide a choice for local residents to dispose of their textile waste as they feel appropriate.

#### **5. Reasons for Recommendation**

- 5.1 To provide an opportunity for Officer to explore options for the collection of textiles for residents of the Borough.

#### **6. Consultation**

- 6.1 Through local road shows our residents will have the opportunity to complete questionnaires relating to this, which will be fed back to the Committee when a final report is presented in September 2014.

#### **7. References to Corporate Plan**

- 7.1 This will provide a valuable service for our residents, and encourage them to increase our recycling levels.

#### **8. Implications**

##### **Financial Implications**

**Name & Title:** Jo-Anne Ireland, Director of Strategy and Corporate Services  
**Tel & Email** 01277 312712/jo-anne.ireland@brentwood.gov.uk

- 8.1 There are no direct financial implications at this stage – but these will be fully evaluated as part of the options appraisal process.

## **Legal Implications**

**Name & Title: Alison Stuart Acting Head of Legal**

**Tel & Email 01277 312 774 /alison.stuart@brentwood.gov.uk**

- 8.2 Due care needs to be taken to ensure that there is a fair and transparent process and that legal advice is sought at appropriate intervals.

**Other Implications** (where significant) – i.e. Health and Safety, Asset Management, Equality and Diversity, Risk Management, Section 17 – Crime & Disorder, Sustainability, ICT.

9. **Background Papers** (include their location and identify whether any are exempt or protected by copyright)

- 9.1 None

10. **Appendices to this report**

None

## **Report Author Contact Details:**

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## **Members Interests**

Members of the Council must declare any pecuniary or non-pecuniary interests and the nature of the interest at the beginning of an agenda item and that, on declaring a pecuniary interest, they are required to leave the Chamber.

- **What are pecuniary interests?**

A person's pecuniary interests are their business interests (for example their employment trade, profession, contracts, or any company with which they are associated) and wider financial interests they might have (for example trust funds, investments, and asset including land and property).

- **Do I have any disclosable pecuniary interests?**

You have a disclosable pecuniary interest if you, your spouse or civil partner, or a person you are living with as a spouse or civil partner have a disclosable pecuniary interest set out in the Council's Members' Code of Conduct.

- **What does having a disclosable pecuniary interest stop me doing?**

If you are present at a meeting of your council or authority, of its executive or any committee of the executive, or any committee, sub-committee, joint committee, or joint sub-committee of your authority, and you have a disclosable pecuniary interest relating to any business that is or will be considered at the meeting, you must not :

- participate in any discussion of the business at the meeting, of if you become aware of your disclosable pecuniary interest during the meeting participate further in any discussion of the business or,
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

- **Other Pecuniary Interests**

Other Pecuniary Interests are also set out in the Members' Code of Conduct and apply only to you as a Member.

If you have an Other Pecuniary Interest in an item of business on the agenda then you must disclose that interest and withdraw from the room while that business is being considered

- **Non-Pecuniary Interests**

Non –pecuniary interests are set out in the Council's Code of Conduct and apply to you as a Member and also to relevant persons where the decision might reasonably be regarded as affecting their wellbeing.

A 'relevant person' is your spouse or civil partner, or a person you are living with as a spouse or civil partner

If you have a non-pecuniary interest in any business of the Authority and you are present at a meeting of the Authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest whether or not such interest is registered on your Register of Interests or for which you have made a pending notification.



## **Environment Committee Terms of Reference**

### **Environment Committee**

1. The functions within the remit of the Environment Committee are set out below:

- 1) Waste management, refuse collection and recycling
- 2) Environmental improvement schemes
- 3) The quality of the public realm, including street services and grounds maintenance
- 4) Highway matters that are the responsibility of the Borough Council and drainage
- 5) Public conveniences
- 6) Cemeteries and closed churchyards
- 7) Unlawful incursions