

# Minutes

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## **Environment Committee Wednesday, 12th November, 2014**

### **Attendance**

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

### **Apologies**

### **Substitute Present**

### **Also Present**

Cllr Aspinell  
Cllr Barrett  
Cllr Quirk

### **Officers Present**

Claire Hayden	Governance and Member Support Officer
Jo-Anne Ireland	Acting Chief Executive
Roy Ormsby	Head of Streetscene
Christopher Potter	Monitoring Officer and Head of Support Services
David Carter	Senior EHO (Team Leader)

### **263. Apologies for Absence**

No apologies were received.

### **264. Minutes of previous meeting**

The minutes of the meeting were approved and signed by the chair as a correct record.

**265. Variation in the Order of the Agenda**

Cllr Lloyd MOVED and Cllr Sapwell SECONDED that item 9 should be brought forward and will be discussed before item 4.

**RESOLVED UNANIMOUSLY** that the order of the agenda be varied accordingly.

**266. Verbal update from the Chair**

**Thames Chase**

Mr Ormsby met with Thames Chase to discuss partnership arrangements. A report will come to the next Environment Committee on 20.1.2015.

**Waste Strategy**

A number of workshops are being held with Members and Officers from all Essex Authorities with regards to the future delivery of waste. A report and a presentation will be made at the next meeting to discuss a waste strategy for the Borough.

**267. Protocol for Unauthorised Encampments**

The report provided a protocol which outlined Brentwood Borough Council's approach to dealing with unauthorised encampments on land within the Borough, where persons trespass onto land (public or private) not owned by themselves with an intention to reside on a temporary or permanent basis.

The protocol detailed the powers and actions available to the Council and will inform decisions on appropriate enforcement.

The Council will consider its use of powers to deal with unauthorised encampments within the Borough in a proportionate way, which will recognise the rights of minority groups but will also seek to protect the interests and amenity of residents and provide a transparent outline of the powers and actions that the Council will consider in such cases.

A Motion was MOVED by Cllr Lloyd and SECONDED by Cllr Sapwell to received the recommendations set out in the report.

**RESOLVED UNANIMOUSLY to:**

- 2.1 Approve and adopt the Protocol as set out in Appendix A and B to the report.**
- 2.2 Agree to continue to work in liaison with Essex Police, Parish Councils, other land owners and stakeholders to ensure an effective response to unauthorised encampments in the Borough, aiming to minimise the impact on residents, the use of public and private land and environmental damage.**

**268. TEEP**

From January 2015, new regulations will require the separate collection of paper, plastic, metals and glass for recycling, unless it is not necessary to provide high quality recyclates; or it is not technically, environmentally or economically practicable (TEEP). The aim of this is to increase the quality of recycled material by reducing contamination, and improve the environment.

In July 2014, Officers appointed WYG, an external organisation, to carry out the TEEP assessment to ensure that there was an independent assessment of the service. The assessment cost £3,500 which was a reduced cost due to procurement via the Essex Waste Partnership.

The assessment has identified that the collection service provided by the Council is compliant to continue in it's current form, as it is not economically viable to introduce separate collections for all commodities, which is estimated would cost a further £600,000.

A Motion was MOVED by Cllr Lloyd and SECONDED by Cllr Sapwell to received the recommendation set out in the report.

**RESOLVED UNANIMOUSLY to:**

- 2.1 Agree that the Council continues to collect co-mingled waste, and that approval is given to the TEEP assessment as a formal record.**

**269. Closure of Recycling Sites**

At the Environment Committee on 16<sup>th</sup> September 2014 it was agreed that a review should take place on other recycling sites, and that a report should be presented to the Committee on 12<sup>th</sup> November 2014.

The Council currently provide nine bring sites, which are as follows:

	<b>MDR Bins (No.)</b>	<b>Glass Bins (No.)</b>	<b>Textile Banks (No.)</b>	<b>Book Banks (No.)</b>
<b>Blackmore Village Hall</b>	8	2	0	0
<b>Brentwood Centre</b>	8	3	1	1
<b>Hunter Avenue Car Park</b>	13	4	0	0
<b>Mountnessing Village Hall</b>	9	2	1	1
<b>Rayleigh Road</b>	7	3	1	0
<b>Station Road, West Horndon</b>	8	3	1	0
<b>Town Hall</b>	5	2	1	0
<b>William Hunter Way</b>	10	3	0	0
<b>Warley Depot</b>	10	3	1	1
<b>TOTAL</b>	<b>78</b>	<b>25</b>	<b>6</b>	<b>3</b>

Information was sent out to all Members on 2<sup>nd</sup> October 2014 requesting details of any issues with sites within their Ward, and a request was made at the Parish Council liaison meeting on 22<sup>nd</sup> September 2014 for the same information.

There has been two comments; Blackmore feel that their site has deteriorated since the closure of Crown Corner, and there has been ongoing issues with the site at Mountnessing, who on 13<sup>th</sup> October, at their Parish meeting agreed to close the site.

There are other high profile sites that Officers constantly have to deal with at key locations around the Borough. It is felt that due to their high profile locations they could be considered for closure, as they do not represent the Borough in a good way. These are; Hunter Avenue, Town Hall, and William Hunter Way.

Cllr Faragher MOVED a recommendation to defer this item, which was SECONDED by Cllr Russell. After a full discussion the motion was withdrawn. A Motion was MOVED by Cllr Lloyd and SECONDED by Cllr Sapwell to received the recommendations set out in the report subject to the following amendments 2.1 and 2.3.

- 2.1 That the Hunter Avenue and William Hunter Way Recycling Sites be closed and that the Town Hall Recycling Site be relocated within the Town Hall grounds.**
- 2.2 Agree that all other sites are monitored, and where appropriate, through discussions with local Ward Members, Chair and Vice-Chair and where appropriate Parish Councils, that the Head of Streetscene is given delegated authority to close further sites.**
- 2.3 That the Mountnessing site future is reviewed with the Chair and Vice of Environment Committee and Ward Members on future options.**

#### **270. Pot Hole Improvement Initiative**

At the Environment Committee on 7<sup>th</sup> July 2014, it was agreed 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.

The meeting took place on 29<sup>th</sup> September 2014 with Cllr Bass, the lead Member for Highways and Transportation at ECC, and provided an opportunity for the Borough Members to open a debate on how communication and on-going maintenance could be improved. Cllr Bass welcomed the meeting, as there had been a lack of engagement with Brentwood Borough Council in the past over these matters.

It was agreed by all that for a number of years there had been a lack of investment nationally on the highway network, and that there was a need to invest more on local roads throughout the County.

However, through the discussion it became evident that the maintenance of highways should be co-ordinated centrally through ECC as the Highway Authority, but there was an opportunity to debate wider issues at the Local Highways Panel. It was noted that maintenance could be improved by making more detailed information available regarding the state of the network, which is currently being assessed through survey work.

It was therefore agreed that there would be better communication between the two Authorities, and that when detailed information is available regarding local roads, then Cllr Bass would, in principle, be happy for this to be debated at the Local Highways Panel to ensure local knowledge is used moving forward.

A Motion was MOVED by Cllr Lloyd and SECONDED by Cllr Sapwell to received the recommendations set out in the report.

**RESOLVED UNANIMOUSLY to:**

- 2.1 Agree that Members note the outcome of the discussion with Essex County Council, and that when detailed information becomes available relating to local roads, this will be debated at the Local Highways Panel.**
- 2.2 That in Principle, Members agree to the development of area working with Essex County Council, and other Districts/Boroughs.**

#### **271. Textiles Collection**

At the Environment Committee on 16<sup>th</sup> September 2014 it was resolved that the Council will inform all charity shops of the collection scheme to be introduced, and seek their views before the final implementation of the scheme.

Officers have now visited the following shops, and their feedback is noted in Appendix A of the report:

- Saint Francis Hospice
- Cancer Research
- Sue Ryder
- British Heart Foundation
- Save the Children
- Barnardo's

It was evident from the discussions with the charity shops that they are opposed to the introduction of a free collection by the Council. However, they provided no evidence that this has impacted their shops in other areas of the Country, where Council's currently provide a household collection.

Other Essex Council's were also contacted, which included; Uttlesford, Castle Point and Rochford, all of whom have run a service for a number of years through Essex Textiles with no adverse impact on charity shops. Both Southend and Colchester also provide a service, either through their contractor or through a single charity.

After a full discussion, a motion was **MOVED** by Cllr Lloyd and **SECONDED** by Cllr Sapwell to receive the recommendations set out in the report.

Voting took place by a show of hands and in accordance with Rule 9.2 of the Council Procedure Rules, the Chair exercised his casting vote and the Motion was **CARRIED**.

**RESOLVED:**

- 2.1 Agree that the Council introduces a monthly Kerbside collection service through Essex Textiles for a trial period of 12 months.**
- 2.2 Agree that Officers work with local charity shops to enhance income through recycling credits.**
- 2.3 Agree that the results of the trial are reported back to the Environment Committee in order to approve the long term strategy for textile recycling.**

**272. Fees and Charges**

Fees and charges made by the Council for various services are reviewed on an annual basis by the relevant Committees relating to the services provided.

Recommended amendments to the fees and charges are incorporated into the budget setting process to take effect from the following financial year.

A Motion was **MOVED** by Cllr Lloyd and **SECONDED** by Cllr Sapwell to receive the recommendations set out in the report.

**RESOLVED UNANIMOUSLY to:**

- 2.1 Members agree to freeze the proposed Fees and Charges at 2014/15 levels as outlined within the report, which will then be incorporated within the 2015/16 Budget.**
- 2.2 That a further report be presented to this Committee providing details of the outcome of the planned review of the current charging policies, which will then inform the 2016/17 charging levels.**

**273. Urgent Business**

There were no items of Urgent Business

**274. Local Government Act 1972 -Exclusion of Press and Public**

Not applicable.