

**ENVIRONMENT AND COMMUNITY SERVICES POLICY DEVELOPMENT  
AND SCRUTINY COMMITTEE**

Minutes of the meeting held at 7.00 pm on 29 January 2020

**Present:**

Councillor Will Harmer (Chairman)  
Councillor Kieran Terry (Vice-Chairman)  
Councillors Mark Brock, Ian Dunn, Colin Hitchins,  
Samaris Huntington-Thresher, Melanie Stevens,  
Harry Stranger and Stephen Wells

**Also Present:**

Councillor Graham Arthur, Councillor David Cartwright  
QFSM, Councillor Peter Fortune, Councillor William  
Huntington-Thresher, Councillor Neil Reddin FCCA and  
Councillor Will Rowlands

**41 APOLOGIES FOR ABSENCE AND NOTIFICATION OF  
SUBSTITUTE MEMBERS**

Apologies for absence were received from Councillor Michael Tickner –  
Councillor Stephen Wells attended as his substitute.

**42 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**43 QUESTIONS TO THE COMMITTEE FROM COUNCILLORS AND  
MEMBERS OF THE PUBLIC ATTENDING THE MEETING**

There were no questions to the Committee.

**44 MINUTES OF THE MEETING HELD ON 13TH NOVEMBER 2019**

**RESOLVED** that the minutes of the meeting held on 13<sup>th</sup> November 2019  
be confirmed.

**45 QUESTIONS TO THE PORTFOLIO HOLDER FROM MEMBERS  
OF THE PUBLIC AND COUNCILLORS ATTENDING THE  
MEETING**

The Chairman explained that a number of questions relating to two specific  
areas had been received. As a result of this, and to ensure that all  
questioners were able to have their questions answered and pose a  
supplementary question if they wished, the Chairman had asked the Portfolio  
Holder to make two statements in response to the questions. Questioners  
would then be able to pose their supplementary questions in the order that

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they were received. The Chairman noted that the time allowed for questions was 30 minutes and the Committee would hear as many supplementary questions as possible in that time.

As the time allowed for questions expired before all questioners had asked their second questions and supplementary questions, the Chairman encouraged questioners with outstanding questions to submit them in writing to enable a response to be provided.

Questions to the Portfolio Holder and the two statements made by the Portfolio Holder are set out in Appendix A to these minutes.

#### **46 ENVIRONMENT PORTFOLIO PLAN: PERFORMANCE OVERVIEW**

The Committee received a performance monitoring overview. The Senior Performance Officer provided Members with an update on indicators that had not been RAG rated green.

In response to a question from the Chairman concerning the action being taken to address waste and recycling in flats, the Senior Performance Officer agreed to investigate further and provide an update following the meeting. Members discussed the need to use the Planning process to enforce better recycling provision in blocks of flats and the Senior Performance Officer agreed to include the issue of waste and recycling in flats in future Waste and Recycling Plans presented to the Committee.

In response to a question from the Vice-Chairman concerning what could be done to reduce the amount of paper recycling being rejected as a result of being too wet, the Senior Performance Officer reported that a number of different options were being considered including educating residents to encourage them to store their paper recycling somewhere that was as dry as possible.

Members noted that a corrective action plan was in place for the missed bin collections and Veolia would be attending the next meeting of the PDS Committee for the regular contract monitoring item.

In drawing the discussion to a close, the Chairman highlighted that reducing carbon emissions needed to be added to the Portfolio Plan.

#### **47 PRE-DECISION SCRUTINY OF REPORTS TO THE ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO HOLDER**

The Committee scrutinised the following proposed decisions by the Environment and Community Services Portfolio Holder.

##### **a CAPITAL PROGRAMME MONITORING - 2ND QUARTER 2019/20**

## **Report FSD20010**

At its meeting on 27<sup>th</sup> November 2019, the Executive had agreed a revised capital programme for the four year period 2019/20 to 2022/23. The report highlighted the changes affecting the Environment and Community Services Portfolio.

**RESOLVED that the Portfolio Holder is recommended to confirm the changes agreed by the Executive on 27<sup>th</sup> November 2019.**

### **b HAYES VILLAGE LOCAL NEIGHBOURHOOD IMPROVEMENTS**

#### **Report ES19077**

At its meeting on 13<sup>th</sup> November 2019, the Committee had scrutinised a proposal to introduce a low-cost version of a Liveable Neighbourhood Scheme around Hayes Primary and Hayes Secondary schools. The Committee had recommended that the scheme be deferred and that an amended scheme be developed for this meeting.

Councillor Graham Arthur and Councillor Neil Reddin addressed the Committee as ward councillors, making the following points:

- Thanks should be extended to the Residents Associations, schools and local residents who had engaged in the process and made their feelings clear.
- There were three key points to consider:
  - (i) In recent years the number of children attending Hayes schools had more than doubled to over 2000.
  - (ii) Housing developments had significantly increased the number of families in the area and proposed developments would also increase the number of elderly and frail residents in the area.
  - (iii) The volume of through traffic had considerably increased and cars travelled far too fast in the area. It was hoped that the new signage would make speeds clear and encourage drivers to slow down. It was regrettable that the lower limits were advisable not mandatory but this was due to the Police being unwilling to enforce the lower limit.
- In scaling back the 20mph zone, officers had tried to address the concerns previously raised by the Committee. However, there would need to be a continuous review of the problem of speeding traffic to identify at an early stage whether more action would be needed in the future.

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- There was clear local support for the proposed measures, although it had to be recognised that many residents wished to see the measures go further.
- Measures would be put in place to address concerns relating to safety around schools, but it had to be clear that there would need to be an ongoing review of the other problems beyond those of school safety in the area.
- Ward Members were so far supportive of the School Street Initiative and were keen to see how the design of the scheme evolved.

In response to a question from the Chairman, the Assistant Director for Traffic and Parking explained the concept of a School Street to Members, highlighting that the intention was that there was limited moving traffic in the street during the times children were going to and from school. Another aim of the initiative was to encourage more school children to use alternative modes of travel to school. It was acknowledged that the concept would not work everywhere and consequently officers would await the outcome of the consultation and develop the concept from there.

The School Street would be enforced using traffic orders with Automatic Number Plate Recognition (ANPR) being used to enable residents living in the street access to their properties. The times of operation of the School Street could be varied in order to minimise inconvenience to residents living on the street. The pilot would be closely monitored and if positive results were seen, other areas where the concept could be rolled out would be identified. Officers noted that in other areas where the concept had been used, feedback had been generally positive.

In response to a question, the Assistant Director explained that the Hayes Village scheme was not a casualty reduction scheme and as such the outcome of the scheme would need to be measured in terms of changing behaviour and perception – would more children feel safer walking to school as a result of reducing speed of traffic? School travel plans would be helpful in providing benchmarking data and the Council was working with schools to encourage them to collect data relating to the number of children walking to school.

A Member expressed disappointment that the 20mph scheme had been reduced, however it was noted that this had been done at the request of the Committee at its last meeting.

Councillor Wells proposed that the Environment and Community Services PDS Committee receive an intermediate report concerning the operation of the School Street six months after the concept had been implemented. The proposal was seconded by Councillor Melanie Stevens and the Committee agreed.

The other recommendations in the report were put to the Committee and agreed. (Councillor Dunn requested that his opposition to the recommendations be recorded.)

**RESOLVED that**

**(1) The Portfolio Holder is recommended to approve the construction of the measures shown in drawings 13099-03 section 1 and 13099-03-Section 2, to improve the walking environment in Hayes around the primary and secondary schools.**

**(2) The Portfolio Holder is recommended to approve the installation of term time 20mph advisory signs, as shown in drawings 13099-03-20mph in the streets outside both Hayes Primary and Hayes Secondary Schools.**

**(3) Subject to the results of the public consultation, the Portfolio Holder is recommended to authorise the implementation of a trial School Street in George Lane, Hayes.**

**(4) The Environment and Community Services PDS Committee receive an intermediate report concerning the operation of the School Street six months after the concept is implemented.**

**c ELMSTEAD LANE/MOTTINGHAM ROAD JUNCTION  
IMPROVEMENT SCHEME**

**Report ES20000**

The report sought approval to make improvements to the junction of Mottingham Road with Elmstead Lane, William Barefoot Drive and White Horse Hill for the purpose of easing congestion and reducing injury collisions.

As Ward Member for a neighbouring ward, the Vice-Chairman expressed support for what he considered to be a positive scheme.

The Committee noted that the scheme was primarily being funded through contributions from bus companies with RB Greenwich also making a small contribution to the costs.

The Assistant Director of Traffic and Parking noted that it was hoped that there would be a visible reduction in accidents as a result of the improvements.

**RESOLVED that the Portfolio Holder be recommended to approve -**

**(1) The widening of William Barefoot Drive at its junction with Elmstead Lane, as shown on drawing 12061-01.**

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**(2) That, subject to detailed design, any minor alteration to the design is delegated to the Director of Environment and Public Protection, in consultation with the Environment and Community Services Portfolio Holder.**

**(3) That authority is given to allocate £65k from the 2019/20 Bus Priority Capital Programme for this scheme funded by TfL.**

**(4) That a Section 8 Highways Agreement be agreed with the Royal Borough of Greenwich in respect of a contribution toward the scheme cost (expected to be no less than £10k) and to request the Executive to amend the Bus Priority capital programme accordingly.**

#### **d CYCLE HUBS AT STATIONS**

##### **Report ES19096**

The report summarised proposals to upgrade cycle parking at Clock House, Elmers End and Petts Wood Stations, funded by TfL's Cycle Parking Implementation Plan.

The Transport Planning Manager advised the Committee that regarding the procurement implications, Southeastern was seeking Bromley's agreement to proceed with a single tender instruction, given that in the past 18 months Southeastern had tendered programmes of similar schemes at a number of stations on their network. They therefore felt that they had market tested these type of works and saw no commercial necessity in repeating a similar process after such a short period.

The Committee noted that further roll out of the scheme would be dependent on TfL funding, but schemes would be rolled out all the while funding was available. The Council would continue to lobby for additional funding.

A Member queried whether there was any secure compound available for short-term use. The Transport Planning Manager explained that he was not aware of the offer of a weekly charge for the secure compound and this was something that could be further explored with Southeastern; however a secure area with CCTV was available for short-term use.

The Committee noted that the cost of the facility may be off-putting to some potential users. Members did however also note that there were cyclists across the Borough, with expensive bicycles, who would welcome the secure facility. The Transport Planning Manager agreed that take up could be slow but emphasised to the Committee that the intention was to build for the future and to allow for a growth in cycling. As such the secure facility was needed in order to encourage more people to cycle.

In response to concerns raised by Members surrounding the ability for the Council to control price rises imposed by Southeastern, the Transport

Planning Manager confirmed that officers were in regular dialogue with Southeastern and any proposed price increases would be monitored and if necessary, challenged.

Councillor Dunn, as Ward Member for Clock House, expressed support for the scheme noting that it was pleasing that some free to use bicycle stands was also being provided as this would also encourage people to cycle.

In bringing the discussion to a close, the Chairman noted the importance of ensuring that the correct procurement processes were adopted.

**RESOLVED that the Portfolio Holder be recommended to -**

**(1) Approve the proposed cycle parking upgrades at Clock House Station, Elmers End Station and Petts Wood Station with minor amendment of designs delegated to the Director of Environment and Public Protection, in consultation with the Portfolio Holder for Environment and Community Services.**

**(2) Approve the award of contract to Southeastern Railways, via an exemption to competitive tender for funding of £165k to complete the project at the three stations.**

**e CYCLE AND SCOOTER PARKING AT SCHOOLS**

**Report ES19097**

The report set out proposals to install new cycle and scooter parking facilities at twenty four schools in fifteen wards across the Borough, funded by TfL's Cycle Parking Implementation Plan.

In response to a question around why only two secondary schools were involved, the Transport Planning Manager reported that there were more challenges in getting secondary schools to engage and the initiative had been school led.

**RESOLVED that the Portfolio Holder be recommended to**

**(1) Approve the proposed cycle and scooter parking and installation in schools.**

**(2) Approve spending of £135k from the TfL Cycle Parking Implementation Fund allocated for this project.**

Noting that this was the last meeting that the Transport Manager would attend prior to taking up his new position at TfL, the Chairman and the Committee thanked Alexander Baldwin-Smith for his commitment to the Council and the support and advice he had provided to the Committee.

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## **f 2029 NET ZERO CARBON STRATEGY**

### **Report ES19094**

The report set out a strategic plan for achieving the Council's 2029 Net Zero Carbon target, outlining the scope of the target, different funding options, and governance and reporting processes. The plan showed that the target was achievable through a variety of measures, but would require financial support and continued resource commitment as the plan evolved over the next ten years.

The Carbon Programme Manager reported that the Carbon Reduction Action Plan was likely to be available by the autumn. Members also noted that Bromley was one of the few Councils committed to measuring procurement omissions.

In terms of the way in which the Council could measure the reduction in the carbon footprint of its contractors, the Carbon Programme Manager explained that the larger suppliers had their own mechanisms in place for monitoring reducing emissions and this information could be made available to the Council to facilitate monitoring of carbon reduction.

A Member noted that there had been some instances of new trees that had been planted being damaged and the Member questioned what could be done to protect any new trees and woodlands that were planted. In response, the Head of Performance Management and Business Support explained that once the trees had been planted, contracts would be put in place to ensure that the new trees and woodlands were protected and maintained.

In relation to encouraging carbon reduction through the Council's procurement processes, the Head of Performance Management and Business Support reported that in May 2020, a procurement training event would be held and a member of the Carbon Reduction Team would be participating in the event to highlight the issues of using procurement processes to encourage carbon reduction. The Committee discussed the need to ensure that Carbon reduction was a standard heading on any Council Committee reports. Emissions falling under Scope 1 and Scope 2 of the Greenhouse Gas (GHG) Protocol could be addressed under the current 'Financial Implications' heading on reports with emissions falling under Scope 3 of the GHG Protocol addressed under the 'Procurement Implications' heading in committee reports.

Members considered whether more could be done by the Council to offer support and guidance to small and medium enterprises (SME) to become carbon neutral. The Committee noted that as carbon emissions were addressed through procurement processes, guidance for SMEs would be produced, however there was an expectation that the Council's larger providers worked to reduce their carbon emissions at an earlier stage.

**RESOLVED that**

- (1) The proposed strategy to reduce the Council's organisational emissions to net zero by 2029 be supported.**
- (2) The Portfolio Holder be recommended to approve the strategy and that the Carbon Management Programme (CMP3) is developed in detail to deliver it.**
- (3) The Portfolio Holder be recommended to support a review by the Carbon Management Team of Bromley's borough-wide emissions and the identification of further opportunities to influence their reduction.**
- (4) The Portfolio Holder takes forward an amendment to the committee report template so that a Carbon Implications section is incorporated that requires officers to consider the carbon impact of the proposal or decision they are presenting to Council committees - scope 1 and 2 emissions under the financial implications and scope 3 emissions under procurement implications.**

**48 PRE-DECISION SCRUTINY OF REPORT TO THE EXECUTIVE**

The Committee scrutinised the following report due to be considered by the Executive at its meeting on 12<sup>th</sup> February 2020.

**a TEC AMENDMENT TO ALLOW LONDON COUNCILS A COLLABORATIVE ROLE IN ELECTRIC VEHICLE CHARGING INFRASTRUCTURE**

**Report ES20008**

London Councils had requested that all London authorities amend the Transport and Environment (TEC) Agreement in order to allow them to continue to perform a coordination role in the planning and delivery of electric vehicle charging infrastructure. This was currently provided for under the Go Ultra Low City Scheme (GULCS), which was due to end in March 2020.

**RESOLVED that**

- (1) The proposal by London Councils to continue performing a coordination role in the field of electric vehicle charging infrastructure be supported.**
- (2) That the Executive be recommended to recommend that full Council agrees to the proposed Transport and Environment Committee (TEC) amendment that is requested, thereby authorising the Director of Environment and Public Protection to sign the amendment as required.**

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**49 ENVIRONMENT AND COMMUNITY SERVICES PORTFOLIO  
DRAFT BUDGET 2020/21**

**Report FSD20017**

The Committee considered a report setting out the Portfolio Holder's draft 2020/21 budget which incorporated future cost pressures and initial draft budget saving options as reported to the Executive on 15<sup>th</sup> January 2020. There were still outstanding issues and areas of uncertainty remaining, which would be reported to the next meeting of the Executive on 12<sup>th</sup> February 2020. All PDS Committees were being requested to consider the draft budget and identify any further action that could be taken to reduce the cost pressures facing the Council.

In considering the staff vacancy factor, the Committee noted that over half of the savings had been achieved as a result of the organisational restructure undertaken earlier in the year. The Head of ECS Finance explained that it was anticipated that further savings would be achieved through the natural turn-over of staff. The Director of Environment and Public Protection confirmed that there was no intention to deliberately leave vacancies unfilled, however the vacancy factor acknowledged that it often took several months to secure the right candidate to fill a post.

In response to a question from the Chairman, the Head of ECS Finance confirmed that the review of the funding formula remained a significant financial planning risk, with uncertainty as to how any reallocation of funding would impact on the Council. The Committee noted that an indication of the outcome of the spending review was expected later in the year.

**RESOLVED that**

**(1) The update on the financial forecast for 2020/21 to 2023/24 be noted.**

**(2) The initial draft 2020/21 budget be supported as the basis for setting the 2020/21 budget.**

**(3) The Executive be informed at its meeting on 12<sup>th</sup> February 2020 that the Committee supports the initial draft 2020/21 budget.**

**50 PARKING SERVICES – CONTRACTOR PERFORMANCE  
REVIEW, APCOA PARKING, JANUARY 2020**

**Report ES20001**

The Committee received a report on the performance of the Parking Services Contract held by APCOA Parking. The contract covered the enforcement of all civil parking restrictions within the Borough, the maintenance of car parks, all pay and display machine maintenance, cashless parking services and back office functions, excluding appeals against penalty charge notices. The report

included a Sustainability report from Kim Challis, Regional Managing Director for APCOA Parking.

The report highlighted the efforts of officers to ensure that there was adequate deployment of Civil Enforcement Officers in accordance with the contract and that the contractor was achieving compliance. It also included information on car park usage to show whether additional enhancements could be made to encourage usage or whether there was a general trend of reduction in car park usage.

The Interim Head of Parking Services clarified that due to a formal enforcement policy change of a reduction in enforcement in seven roads in Bromley Town Centre, the PCN issue rate quoted at the time of the tender needed to be revised to reflect this. Currently the revised issue rate had not been agreed but would be for the start of the new financial year.

The Regional Managing Director for APCOA Parking explained that there had been a large amount of pay and display machine break-ins. All the break-ins had been reported to the police and APCOA were undertaking a review to identify any patterns of behaviour, consider what more could be done to secure the machines and ensure that cash in the machines was kept to a minimum.

In relation to pay and display machines breaking down, the Regional Managing Director for APCOA Parking explained that the 34 pay and display machines that were being removed from various locations across the Borough would be given a full health check. Any that were in good working order could be used to replace machines that had reached the end of their life or had been stolen. The 34 machines could also be used to provide spare parts.

The Committee discussed the issue of cashless payments replacing pay and display machines, noting that LB Southwark was now 99% cashless. The Regional Managing Director for APCOA Parking explained that a proposal had been made that a cashless parking pilot take place at a car park in Bromley. As part of the pilot there would be a focus on promoting cashless parking and marketing the parking app. It was hoped that the pilot would take place before April and the outcome of the pilot would be presented to Members.

Turning to the issue of reducing the carbon footprint, Members heard that APCOA were now carbon neutral in terms of paper and there was now a focus on vehicle emissions. The Committee noted that in approximately 12 months' time APCOA would roll out electric vehicles across the Bromley estate. Staff across APCOA were also being incentivised to car share and use public transport in an effort to ensure that APCOA was carbon neutral by 2030. In response to a question from the Chairman the Regional Managing Director for APCOA Parking confirmed that it was hoped that the anti-idling measures would be in place within 6 weeks.

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In relation to the retention of Civil Enforcement Officers, the Regional Managing Director for APCOA Parking explained that whilst there was a range of reasons for staff leaving the primary reason could be attributed to pay. Staff retention could also be seasonal for example some staff were able to secure higher paid work at Christmas but these staff then migrated back once the seasonal work had ended. The Regional Managing Director for APCOA Parking reported that the situation in terms of staff retention had improved although it was a constant challenge that was being managed. The Regional Managing Director for APCOA Parking agreed to provide information concerning roster and employee numbers following the meeting.

Members noted that handheld devices tracked the locations of Civil Enforcement Officers. Each device had a unique reference number which was assigned to the individual users. Civil Enforcement Officers could be tracked using coordinates. Through the devices it would be possible to know if two Civil Enforcement Officers were working alongside each other. It would also be possible to track the officers in the interests of health and safety as well as performance management.

Members noted that the KPIs for the 30 schools with school crossing patrols were stable and that in the last 18 months a solid service had been provided. The Chairman reported that he was aware of two more schools wishing to have crossing patrols and the Regional Managing Director for APCOA Parking agreed that this could be discussed further.

In response to a question from the Vice-Chairman concerning the steps being taken to make car park users aware of the need to pay by phone if a pay and display machine was broken, the Head of Shared Parking Services explained that as this initiative would commence in April and officers were currently reviewing marketing and communication. Signs would be displayed on pay and display machines and information would be published on the Council's website.

The Head of Shared Parking Services also confirmed that LB Bexley was experiencing similar declines in the usage of car parks.

In drawing the discussion to a close, the Chairman noted the work done by APCOA around installing solar panels on the top of car parks for energy generation, suggesting that it would be helpful if LB Bromley could benefit from APCOA's experience in taking a similar initiative forward across the Borough.

On behalf of the Committee the Chairman thanked Ms Challis for attending the meeting and providing an update to Members.

**RESOLVED that**

**(1) The contents of the report are noted and in particular the ongoing work to monitor that resources are adequately and efficiently deployed throughout the borough.**

**(2) The trends in on and off street usage for the pay and display machines be noted, along with the officers' ongoing data analysis on these services to ensure that a good service is provided.**

**51            PARKS, COUNTRYSIDE AND GREENSPACE MANAGEMENT -  
CONTRACT PERFORMANCE REPORT**

**Report ES2006**

The report summarised the performance of the Parks, Countryside and Greenspace Management contract held by Idverde. In opening the discussion, the Chairman noted that Members were happy with the general performance of the contract.

Idverde's Strategy Development Manager explained that, where possible, Idverde employed local contractors and the majority of staff working on the Bromley contract were from the Borough.

In response to a question concerning whether it was realistic for Idverde to be carbon neutral in line with the Council's target of 2029, the Strategy Development Manager reported that Idverde UK had recently appointed to its Board, a Director of Sustainability and Carbon Reduction. Some electrical equipment and electric vehicles had been introduced to the estate and with fast moving technologies it was likely that there would be further innovations which could support carbon reduction in future years.

The Committee discussed the charges that were levied for the use of Idverde parks, noting that there was a three tier charging structure. The charges that were levied to small local charities covered the costs of administering events.

The Strategy Development Manager confirmed that Idverde considered that it was well placed and well equipped to meet the challenges of what the Committee described as "the busy season". Lessons had been learnt from the previous year and security had been improved at the depot to minimise the risk of essential and high value equipment being stolen.

In relation to anti-social behaviour in parks, the Neighbourhood Manager reported that Officers were actively working to address instances of anti-social behaviour and options such as increased lighting in car parks were being considered. Officers were also investigating the possibility of procuring motorcycle inhibitors to address instances of anti-social behaviour involving motorcycles and quad bikes, however the cost of the inhibitors was an important factor to consider. The Neighbourhood Manager confirmed that

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synergy meetings were held with key partners such as Ward Security and the police four times a year. In addition, Friends Groups and Community Managers also supported efforts to reduce instances of anti-social behaviour.

The Neighbourhood Manager confirmed that Neighbourhood Officers had been provided with the contract and should therefore be in a good position to monitor performance. Performance monitoring sheets were also available and Neighbourhood Officers had access to the scoring system.

Neighbourhood Officers were also being actively encouraged to get to know their local ward councillors. It was agreed that following the meeting, consideration would be given to making the performance monitoring sheets available to local councillors for information.

The Chairman thanked the representatives from Idverde for attending the meeting.

**RESOLVED that the report be noted.**

## **52 CONTRACT REGISTER**

### **Report ES2004**

Members considered an extract from the Contracts Register covering contracts worth over £50k within the portfolio., based on data as at 13<sup>th</sup> December 2019.

In respect of the contract for CONFIRM (line 3805), the Assistant Director for Highways reported that the contract was purchased through a framework and there was the option to extend for a further two years with Member authorisation being sought in March 2020.

**RESOLVED that the Contracts Register is noted.**

## **53 RISK REGISTER**

### **Report ES20003**

Members received the Risk Register for the Environment and Public Protection Department. This formed part of the Annual Governance Statement evidence base and had been reviewed by the Departmental Management Team (DMT) and the Corporate Risk Management Group.

The Committee noted that the one 'red' risk – Waste Budget - was rated 'amber' post mitigation. Members discussed the need to address the issue of paper getting wet outside households and the Head of Performance Management and Strategy confirmed that officers were looking at a number of options with the intention of presenting a report to a future meeting.

A Member suggested that in order to address issues of contamination, it would be helpful to be more descriptive on the side of the recycling tubs in terms of what could and could not be put in the bin. The Committee noted that improved communications had recently been sent to residents and information was available on the Council's website. Officers were also working on a process map of the journey taken by waste and recycling in the Borough which would be made available. The Vice-Chairman suggested that it would also be helpful to use the Council's social media platforms as this would enable Councillors to further promote the initiatives on social media.

In respect of Town Centre Businesses, Members noted that cross departmental work was being undertaken in relation to the detailed action plans being drawn up for each town centre.

**RESOLVED that the risk register is noted.**

## **54 FORWARD WORK PROGRAMME & MATTERS OUTSTANDING**

### **Report ES19092**

The Committee considered its work programme and progress with requests made at previous meetings.

The Committee noted that the Air Quality Action Plan would be presented in March 2020.

It was agreed that officers would look to introduce a 12-month rolling work plan as this would better enable officers and Members to understand emerging issues and timescales.

**RESOLVED that**

**(1) The forward work programme and progress with the list of requests from previous meetings be noted.**

**(2) A 12 month forward rolling work programme for the Environment and Community Services PDS Committee is developed.**

**Questions for Oral Response, including statements regarding the Hayes Scheme and Carbon Management Scheme  
Questions for written response**

The meeting ended at 9.40 pm

Chairman