

# AGENDA

## ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY COMMITTEE MEETING



Overview and Scrutiny

Date: Tuesday 17 August 2010

Time: 6.30 pm

Venue: Town Hall, High Street,  
Maidstone

Membership:

Councillors: Barned, Beerling, Mrs Blackmore  
(Chairman), Sharp, Verrall, Vizzard  
and Yates

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### Page No.

1. **The Committee to consider whether all items on the agenda should be web-cast**
2. **Apologies for Absence**
3. **Notification of Substitute Members**

Continued Over/:

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### Issued on 4 August 2010

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*Alison Broom*

Alison Broom, Chief Executive, Maidstone Borough Council,  
Maidstone House, King Street, Maidstone Kent ME15 6JQ

<b>4. Notification of Visiting Members</b>	
<b>5. Disclosures by Members and Officers:</b>	
<b>a) Disclosures of interest</b>	
<b>b) Disclosures of lobbying</b>	
<b>c) Disclosures of whipping</b>	
<b>6. To consider whether any items should be taken in private because of the possible disclosure of exempt information</b>	
<b>7. Minutes of the Meeting held on 15 June 2010</b>	<b>1 - 7</b>
<b>8. Interview with Councillor Richard Ash, Cabinet Member for Leisure and Culture, concerning his plans and priorities for his portfolio</b>	<b>8 - 11</b>
<b>9. Interview with Councillor Ben Sherreard, Cabinet Member for Environment, concerning his plans and priorities for his portfolio</b>	<b>12 - 16</b>
<b>10. First Quarter Performance Monitoring: Street Cleansing. Interview with Jonathan Scott, Street Scene Manager</b>	<b>17 - 18</b>
<b>11. First Quarter Performance Monitoring: Park and Ride. Interview with Brian Morgan, Assistant Director of Development</b>	<b>19 - 20</b>
<b>12. Review of Past Reports</b>	<b>21 - 32</b>
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## MAIDSTONE BOROUGH COUNCIL

### MINUTES OF THE ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY COMMITTEE MEETING HELD ON TUESDAY 15 JUNE 2010

**PRESENT:** Councillor Mrs Blackmore (Chairman)  
Councillors Barned, English, Sharp, Verrall, Vizzard  
and Yates

**APOLOGIES:** Apologies for absence were received from Councillor  
Beerling

**1. The Committee to consider whether items 1 - 8 and 10 should be web-cast**

The Committee was informed that as there were technical problems only items 1-8 could be web-cast.

**Resolved:** That items 1-8 be web-cast.

**2. Apologies**

Apologies for absence were received from Councillor Beerling.

**3. Notification of substitute Members**

It was noted that Councillor English was substituting for Councillor Beerling.

**4. Notification of visiting Members**

There were no visiting Members.

**5. a) Election of Chairman b) Election of Vice-Chairman**

**Resolved:** That:

- a) Councillor Mrs Blackmore be elected Chairman for the municipal year 2010-11; and
- b) Councillor Beerling be elected Vice Chairman for the municipal year 2010-11.

**6. Disclosure by Members and Officers**

There were no disclosures.

**7. To Consider whether any item should be taken in private because of the possible disclosure of exempt information**

**Resolved:** That all items be taken in public as proposed.

## **8. Minutes of the Meeting held on 20 April 2010**

**Resolved:** That the Minutes of the meeting of the Environment and Leisure Overview and Scrutiny Committee meeting of 20 April 2010 be agreed and duly signed by the Chairman.

## **9. 2010-11 Work Programme Workshop**

Working in small groups, Members spoke to Officers about the work areas covered by the terms of reference of the Committee. Members then discussed the topics for review that had been proposed as follows:

### Transition Towns

The Committee heard that Transition Towns were a community-led response to the pressures of climate change, fossil fuel depletion and economic contraction. The objective would be to deliver a local economy that was less dependent on energy by focussing on energy conservation and developing a more localised economy. Members discussed:

- Whether the subject should be addressed on a village by village basis, or as the entire Borough;
- Whether there was a national policy that could provide guidance on how best to approach the subject; and
- Members felt that the focus of the review would be linked with planning policy and therefore agreed that the matter should be referred to the Leisure and Prosperity Overview and Scrutiny Committee for consideration in its work programme.

### Air Quality Monitoring and Traffic Congestion

The Committee was informed that the Partnerships and Well-being Overview and Scrutiny Committee had decided to conduct a Review into how the Sustainable Communities Act could be used to introduce low emission zones. Members discussed:

- The operation of the one-way system in Maidstone and whether changes could improve congestion and reduce emission levels. The system was the responsibility of Kent County Council (KCC) Highways department and had previously been considered by the Joint Transportation Board;
- That several areas of the Borough regularly exceeded EU permitted levels, which could lead to fines being imposed;
- That experts from the car industry, and / or academics who had conducted research into the subject should be invited to give evidence;
- That a joint Review should be undertaken with the Partnerships and Well-being Overview and Scrutiny Committee; and

- Councillors Barned, Vizzard and Yates should represent the Committee on a joint Review.

### Bulky Waste Collections

The Committee heard that this topic arose out of concern that a pensioner had been charged £55 to have a bath removed, as this was classed as home improvement waste. There had been no consideration of the pensioner's ability to pay the charges. The Committee was informed the Cabinet Member for Environment was to make a decision on the charges for waste collection by the end of June. Members discussed:

- The interaction between the bulky waste collection and freighter services;
- The need to find more efficient ways of disposing of waste, including increased levels of recycling; and
- That in view of the expected decision by the Cabinet Member for Environment on the charges for collection of waste, the Committee should consider this topic again in three to six months time.

### Integrated Transport Strategy

The Committee heard that the proposed objective of the Review was to consider the future transport needs of the Borough to:

- Promote the use of public transport;
- Reduce congestion and air pollution;
- Planned housing developments have good public transport links; and
- Ensure car parking, park and ride, walk and ride, and park and rail facilities are integrated to maximise usage.

The Committee discussed the topic as follows:

- The Review would require statistics relating to the journeys made by people in and through the Borough;
- That this should be considered urgently as the outcome could influence the strategy being produced as part of the Local Development Framework and could be of real benefit to the Borough;
- The Transport Officer was already considering these issues;
- Clive Cheeseman, the Transport Officer, Peter Rosevear, KCC's Senior Engineer on secondment to Maidstone Borough Council to produce the integrated transport strategy and a representative from KCC Highways Department should give evidence at the July meeting: and
- The Cabinet Member for the Environment should provide a written report on his priorities for the July meeting, and attend the August meeting for questioning.

### Concessionary Travel and Companion Passes

The Committee discussed the topic as follows:

- Age Concern administered the scheme on behalf of the Council; and
- Because KCC would be administering the scheme from April 2011, Members felt that it was not a suitable topic for Review at this time, noting that any changes proposed may be short-lived if KCC could or would not support them

#### Maintenance of Communal Spaces

The Committee heard this issue arose because communal areas across the Borough were owned and maintained by different bodies, such as the Council, KCC or private owners. Some areas were neglected and there was scope to make efficiency savings and make improvements. Members discussed:

- The Committee agreed that the provision of communal spaces, such as allotments, should be included in the scope of the review;
- Members felt that the Review should also consider the benefits and feasibility of transferring some assets to other bodies, for example, Parish Councils;
- The Committee agreed to undertake the review of communal spaces and agreed to consider the following three aspects at three separate committee meetings: Maintenance of communal spaces; Provision of communal spaces; and Ownership of communal spaces; and
- Members noted Parish Councils would be able to identify land that had not been maintained and agreed to contact Parish Councils regarding communal spaces in their parishes as part of this review.

#### Street Cleansing in Towns and Rural Areas

Members heard that:

- This topic had been suggested by several residents. Concern arose at the apparent lack of cleansing of rural roads, and the level of chewing gum and cigarette debris on the streets;
- Since April 2010, streets were not being cleansed to a schedule; instead, all streets were assessed for cleanliness on a five-weekly cycle. Cleansing was arranged when the assessment showed this was required;
- The new regime meant that resources were now available to cleanse areas, such as rural roads, that had not been on a regular cleansing schedule; and
- Environmental services had two new methods for removing gum from streets. Both worked well on hard surfaces, but gum deposits on tarmac remained an issue as the surface would be damaged by the cleansing process.

Members discussed the following:

- Members felt that there appeared to have been a significant decline in enforcement activity. A Member noted that enforcement worked best if it was part of a continuing process and felt that short-term campaigns had short-term impact;
- That the Officer should attend Committee to explain the new cleaning programme; and
- That an update on enforcement issues should also be provided.

Members concluded an update should be provided in the Autumn, with officers present to explain the enforcement and cleansing policies. Members requested enforcement figures be reported to the Committee as part of the update and agreed that it would also be useful to consider resident's comments about street cleansing to inform its monitoring.

#### Parking Enforcement Contract

Members heard that the contract for parking enforcement was due for renewal. Invitations to tender would be issued in August / September. Members discussed:

- Reviewing the tender documents and concluded this could lead to significant cost savings; and
- The commercial sensitivity of the tender process.
- Members agreed to review the tender documents in August and noted that the item could not be heard in public because of its commercial sensitivity.

#### Water shortages

Members discussed the risk of future water shortages. Members heard:

- Annual rainfall in the area was lower than in many arid areas;
- Applications for major reservoirs in the region had been rejected;
- That the Local Development Document Advisory Group (LDDAG) developed a water resource strategy in 2009 and this had not been considered by a Scrutiny Committee; and
- A public Inquiry into the South East Water's water resource management plan had recently been held.

Members agreed to add a water shortages item to its work programme and agreed to consider the LDDAG water resource strategy and the 2006/7 Environment and Transportation Overview and Scrutiny Committee's 'Water Shortages Report' as part of this item.

#### **Resolved:** That:

- Transition Towns should be referred to the Leisure and Prosperity Overview and Scrutiny Committee for consideration in their work programme;
- That a joint Review should be undertaken with the Partnerships and Well-being Overview and Scrutiny Committee into how the Sustainable Communities Act

could be used to introduce low emission zones and reduce congestion;

- And Councillors Barned, Vizzard and Yates should represent this Committee on that joint Review;
- The Committee maintain a watching brief on charges for bulky waste collection and receive an update in the Autumn;
- Clive Cheeseman, Peter Rosevear and a representative from KCC Highways Department report on their integrated transport strategy at the Committee's meeting on 20 July 2010;
- The Cabinet Member for the Environment provide a written report on his priorities for 2010/11 at the Committee's meeting on 20 July 2010, and attend its meeting on 17 August 2010 to be interviewed regarding his vision;
- A review of Communal Spaces be undertaken by the Committee and that the following three aspects be considered at separate meetings :
  - Maintenance of communal spaces;
  - Provision of communal spaces; and
  - Ownership of communal spaces.
- An update be provided in the Autumn on the cleansing of streets and rural areas, including enforcement activity;
- The parking enforcement contract tender documents be reviewed in August; and
- A water shortages update item be added to the Committee's work programme and as part of this, the Committee consider the LDDAG water resource strategy and the 2006/7 Environment and Transportation Overview and Scrutiny Committee's 'Water Shortages Report'.

**10. The Committee to consider whether the remainder of the meeting should be web-cast**

The Committee was informed the previous technical issues with the web-cast had been solved.

**Resolved:** That the final Agenda Item be web-cast.

**11. Future Work Programme and Forward Plan of Key Decisions**

The Chairman set out the work programme for the following months.

July:

- Officers be invited to present a report on the Integrated Transport Strategy; and
- Cabinet Member for the Environment to provide a written report.

August:



- Cabinet Member for the Environment to answer questions on his priorities for the year; and
- Scrutiny of the Parking enforcement contract.

September:

- Communal Spaces: Maintenance, provision and ownership.

A Member also noted the Regeneration and Sustainable Communities Overview and Scrutiny Committee review of road safety in Maidstone and requested an update on this.

**Resolved:** That:

- The Chairman and Members of LDDAG be invited to the July meeting to participate in the item on the Integrated Transport Strategy;
- The Committee receive an update on the road safety in Maidstone review; and
- The future work programme for 2010-11 be noted.

## **12. Duration of the Meeting**

6:32 p.m. to 9:06 p.m.

# Agenda Item 8

## MAIDSTONE BOROUGH COUNCIL

### ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY COMMITTEE

17 AUGUST 2010

#### REPORT OF HEAD OF CHANGE AND SCRUTINY

Report prepared by Les Smith

#### **1. CABINET MEMBER FOR LEISURE AND CULTURE: PLANS AND PRIORITIES FOR 2010-11**

##### 1.1 Issue for Consideration

1.1.1 To consider the written statement of the Cabinet Member for Leisure and Culture, and to question him, regarding his priorities for 2010-11 for his portfolio.

##### 1.2 Recommendation of the Head of Change and Scrutiny

1.2.1 Members are recommended to consider the Cabinet Member for Leisure and Culture's statement of his priorities for his portfolio, attached at **Appendix A**. Members are also recommended to ask the Cabinet Member for Leisure and Culture questions with regard to his priorities for his portfolio for 2010-11 that relate to the areas relevant to the Committee, and to make recommendations if required.

##### 1.3 Reasons for Recommendation

1.3.1 The Environment and Transportation Overview and Scrutiny Committee is responsible for holding to account those Cabinet Members whose portfolios fall within the remit of the Committee.

1.3.2 The Cabinet Members whose portfolios relate to the Committee are the Cabinet Member for Environment and the Cabinet Member for Leisure and Culture.

1.3.3 At its meeting on 15 June 2010, the Committee considered its future work programme and agreed to invite the Cabinet Member for Environment and the Cabinet Member for Leisure and Culture to provide written statements of their priorities for 2010-11 to the Committee. The Committee also agreed to invite those Cabinet Members to the August meeting to ask them questions about their priorities.

1.3.4 The areas of the Cabinet Member for Cabinet Member for Leisure and Culture’s portfolio that are relevant to the Committee are:

- **Allotments**

- To be responsible for the development and implementation of policy regarding the provision of and improvements to allotments.

- **Cemetery and Crematorium**

- To provide a cemetery and crematorium service for the Borough, including the management of the directly provided Council services.

- **Parks**

- To be responsible for the provision and maintenance of parks and open spaces within the Borough.

1.3.5 Considering the Cabinet Member for Leisure and Culture’s priorities for his portfolio for the year enables the Committee to verify that his priorities are aligned with the Council’s objectives.

1.4 Alternative Action and Why Not Recommended

1.4.1 The Committee could choose not to consider the Cabinet Member for Leisure and Culture’s priorities, however in doing so they would not be fulfilling the crucial role of holding the executive to account.

1.5 Impact on Corporate Objectives

1.5.1 The Committee should seek to review whether the Cabinet Member for Leisure and Culture’s priorities for his portfolio are aligned to the Council’s corporate objectives as set out in the forward plan.

1.6 Risk Management

1.6.1 There are no risks involved in considering the statement of the Cabinet Member for Leisure and Culture about his priorities for his portfolio for 2010-11.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing


3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management


1.8 Relevant Documents

1.8.1 The statement of the Cabinet Member for Leisure and Culture is at **Appendix A.**

## **Portfolio Holder Priority Statement Councillor Ash, Cabinet Member for Leisure and Culture**

### Introduction

Having recently taken over responsibility for Leisure and Culture I have held several meetings with Officers to ensure we meet the objectives set for 2010-11. Key areas of work this year will be to review Leisure and Culture and complete the Leisure and Culture Strategy for the Borough. This strategy will look at how we promote our leisure and culture offer and where the common areas are between services and the resources we need. At the Museum this year we will be progressing the East Wing Extension and reducing our collections so they are manageable and effective. We will also be producing a management plan for our parks and reviewing the cost of maintenance.

### Areas of Responsibility

- Culture
- Leisure
- Parks
- Allotments
- Market
- Maidstone Leisure Centre
- Cemetery and Crematorium
- Tourism

### Portfolio Priorities for 2010-11

- Enhance the Council's parks, green spaces and natural habitats through initiatives like the Mote Park improvement project.
- Encourage more adults and children to participate in sport.
- Improve the cultural offering of the borough through projects like the Museum East Wing Extension.
- Maximising the potential of the newly improved crematorium.
- Reviewing the usage of allotments.

# Agenda Item 9

## **MAIDSTONE BOROUGH COUNCIL**

### **ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY COMMITTEE**

**17 AUGUST 2010**

#### **REPORT OF HEAD OF CHANGE AND SCRUTINY**

**Report prepared by Les Smith**

#### **1. CABINET MEMBER FOR ENVIRONMENT: PLANS AND PRIORITIES FOR 2010-11**

##### 1.1 Issue for Consideration

1.1.1 To consider the written statement of the Cabinet Member for Environment, and to question him, regarding his priorities for 2010-11 for his portfolio.

##### 1.2 Recommendation of the Head of Change and Scrutiny

1.2.1 Members are recommended to consider the Cabinet Member for Environment's statement of his priorities for his portfolio, attached at **Appendix A**. Members are also recommended to ask the Cabinet Member for Environment questions with regard to his priorities for his portfolio for 2010-11 that relate to the areas relevant to the Committee, and to make recommendations if required.

##### 1.3 Reasons for Recommendation

1.3.1 The Environment and Transportation Overview and Scrutiny Committee is responsible for holding to account those Cabinet Members whose portfolios fall within the remit of the Committee.

1.3.2 The Cabinet Members whose portfolios relate to the Committee are the Cabinet Member for Environment and the Cabinet Member for Leisure and Culture.

1.3.3 At its meeting on 15 June 2010, the Committee considered its future work programme and agreed to invite the Cabinet Member for Environment and the Cabinet Member for Leisure and Culture to provide written statements of their priorities for 2010-11 to the Committee. The Committee also agreed to invite those Cabinet Members to the August meeting to ask them questions about their priorities.

1.3.4 The areas of the Cabinet Member for Cabinet Member for Environment's portfolio that are relevant to the Committee are:

- **Cleansing**

- To be responsible for the provision, operation and review of cleansing services for the Borough and Council buildings

- **Climate Change**

- To guide, advise and provide a strategic overview on sustainability issues as they affect the Council's internal and external activities;
- To make recommendations to Council on sustainability issues arising from Council policies, promote proposals to be adopted as Council Policy, and ensure that the Council, the non-executive Committees, Cabinet and Cabinet Members are aware of sustainability issues when formulating policy; and
- To maintain the environmental quality of the Borough.

- **Environmental Health**

- To be responsible for the development and operation of all functions relating to public health.

- **Highways**

- To oversee the delivery of local (District) Highways functions and be responsible for seeking strategic highways improvements; and
- To be responsible for the Council's Environmental Improvement Schemes.

- **Parking**

- To be responsible for the development, operation and enforcement of the 'pay and display' car parks, and on-street waiting and parking restrictions in the Borough.

- **Public Conveniences**

- To oversee the provision of public conveniences within the Borough.

- **Public Transport**

- To be responsible for transportation policy including the operation of the Park and Ride service and the development of public transport initiatives; and

- To be responsible for the Council’s Concessionary Fares Scheme.

- **Waste Collection**

- To be responsible for the provision, operation and review of the waste collection service within the Borough. To develop and implement the policy on waste minimisation and recycling.

1.3.5 Considering the Cabinet Member for Environment’s priorities for his portfolio for the year enables the Committee to verify that his priorities are aligned with the Council’s objectives.

1.4 Alternative Action and Why Not Recommended

1.4.1 The Committee could choose not to consider the Cabinet Member for Environment’s priorities, however in doing so they would not be fulfilling the crucial role of holding the executive to account.

1.5 Impact on Corporate Objectives

1.5.1 The Committee should seek to review whether the Cabinet Member for Environment’s priorities for his portfolio are aligned to the Council’s corporate objectives as set out in the forward plan.

1.6 Risk Management

1.6.1 There are no risks involved in considering the statement of the Cabinet Member for Environment about his priorities for his portfolio for 2010-11.

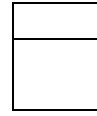
1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement




9. Asset Management



1.8 Relevant Documents

1.8.1 The statement of the Cabinet Member for Environment is at **Appendix A.**

### **Portfolio Holder Priority Statement Councillor Sherreard, Cabinet Member for Environment**

#### Introduction

I am looking forward to the challenges of being a Cabinet Member, particularly in light of being responsible for such important service areas for the Council. I recognise the value of overview and scrutiny having previously been a scrutiny chairmen and I look forward to the results of the scrutiny review on using the Sustainable Communities Act to address air quality through low emission zones. In 2010-11, I will be reviewing those services we directly provide to ensure they provide the best value for money for residents. I will be concentrating on increasing park and ride take up and other measures to reduce congestion in our town centre. I will be overseeing the implementation of the air quality action plan and maintaining the annual 3% reduction in carbon emissions from council operations. One of my key areas of focus will be encouraging residents to reduce their waste and I will be considering the waste and recycling service. The Council has successfully applied to be a part of the Carbon Trust's Carbon Reduction Plan. This is good opportunity for the Council to lead the way in Carbon reduction, not just for Maidstone, but across Kent and I look forward to Scrutiny making a contribution to the plan.

#### Areas of Responsibility

- Highways
- Parking
- Public Transport
- Waste Collection
- Cleansing
- Environmental Health
- Climate Change and Sustainability
- Public Conveniences

#### Portfolio Priorities for 2010-11

- Reduce traffic congestion and support economic growth through the development of a sustainable transport strategy
- Maintain a clean and pleasant environment for people who live in and visit the borough
- Reduce carbon emissions across the borough and improve air quality
- Reduce the Council's carbon footprint and improve the use of other natural resources, whilst ensuring the Council is planning to adapt to climate change
- Reduce the amount of waste produced by local people and increase the proportion of waste reused or recycled

## **MAIDSTONE BOROUGH COUNCIL**

### **ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY COMMITTEE**

**17 AUGUST 2010**

#### **REPORT OF HEAD OF CHANGE AND SCRUTINY**

**Report prepared by Les Smith**

#### **1. 2010-11 FIRST QUARTER PERFORMANCE OF STREET CLEANSING**

##### 1.1 Issue for Consideration

- 1.1.1 To consider the 2010-11 first quarter performance results of the street cleansing survey and determine whether action is required to improve performance.

##### 1.2 Recommendation of the Head of Change and Scrutiny

- 1.2.1 The 2010-11 first quarter street cleansing survey showed a satisfaction rate of 60.32% compared to a target of 67%. Members are recommended to interview Jonathan Scott, Street Scene Manager, to establish the reasons for performance and recommend action as appropriate.

##### 1.3 Reasons for Recommendation

- 1.3.1 The Environment and Transportation Overview and Scrutiny Committee is responsible for monitoring performance of the areas of the Council's business that falls within its remit. Street cleansing falls within the Committee's remit.

A key role for overview and scrutiny is to drive improvement in public services, reviewing performance management information, identifying services that are not performing and making recommendations for improvement. Interviewing Jonathan Scott, Street Scene Manager to establish the reasons for the shortfall and identify appropriate action will ensure the committee is monitoring and seeking to improve the council's performance in key service areas.

##### 1.4 Alternative Action and Why Not Recommended

- 1.4.1 The Committee could choose not to interview Jonathan Scott about the first quarter performance, but that would prevent the Committee from

fulfilling its remit to be responsible for performance management of the services within its terms of reference.

1.5 Impact on Corporate Objectives

1.5.1 Performance management of this area helps to meet the corporate objective for the Borough to be 'A place that is clean and green'.

1.6 Risk Management

1.6.1 There are no risks involved in considering why the result of the first quarter street cleansing satisfaction survey was below target, or in establishing the steps being taken to improve performance.

1.7 Other Implications

1.7.1

- 1. Financial
- 2. Staffing
- 3. Legal
- 4. Equality Impact Needs Assessment
- 5. Environmental/Sustainable Development
- 6. Community Safety
- 7. Human Rights Act
- 8. Procurement
- 9. Asset Management


## **MAIDSTONE BOROUGH COUNCIL**

### **ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY COMMITTEE**

**17 AUGUST 2010**

#### **REPORT OF HEAD OF CHANGE AND SCRUTINY**

**Report prepared by Les Smith**

#### **1. 2010-11 FIRST QUARTER PERFORMANCE OF PARK AND RIDE**

##### **1.1 Issue for Consideration**

1.1.1 To consider the 2010-11 first quarter performance results of usage of the park and ride service and determine whether action is required to improve performance.

##### **1.2 Recommendation of the Head of Change and Scrutiny**

1.2.1 The 2010-11 first quarter results showed 104,014 park and ride transactions compared to a target of 112,500. Members are recommended to interview Brian Morgan, Assistant Director of Development, establish the reasons for performance and recommend action as appropriate.

##### **1.3 Reasons for Recommendation**

1.3.1 The Environment and Transportation Overview and Scrutiny Committee is responsible for monitoring performance of the areas of the Council's business that falls within its remit, which includes parking.

1.3.2 A key role for overview and scrutiny is to drive improvement in public services, reviewing performance management information, identifying services that are not performing and making recommendations for improvement. Interviewing Brian Morgan, Assistant Director of Development, to establish the reasons for the shortfall and identify appropriate action will ensure the committee is monitoring and seeking to improve the council's performance in key service areas.

##### **1.4 Alternative Action and Why Not Recommended**

1.4.1 The Committee could choose not to interview Brian Morgan about the first quarter performance, but that would prevent the Committee from fulfilling its remit to be responsible for performance management of the services within its terms of reference.

1.5 Impact on Corporate Objectives

1.5.1 Performance management of this area will meet the Council's objective for the Borough to be 'A place to achieve, prosper and thrive' with 'efficient and effective public services'.

1.6 Risk Management

1.6.1 There are no risks involved in considering why the first quarter usage of the park and ride scheme was below target, or in establishing the steps being taken to improve performance.

1.7 Other Implications

1.7.1

- 1. Financial
- 2. Staffing
- 3. Legal
- 4. Equality Impact Needs Assessment
- 5. Environmental/Sustainable Development
- 6. Community Safety
- 7. Human Rights Act
- 8. Procurement
- 9. Asset Management


## MAIDSTONE BOROUGH COUNCIL

### ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY COMMITTEE

17 AUGUST 2010

#### REPORT OF HEAD OF CHANGE AND SCRUTINY

Report prepared by Les Smith

#### **1. REVIEW OF PAST REPORTS**

##### 1.1 Issue for Consideration

1.1.1 The Committee to consider which, if any, previous Reviews that fall within the Committee's remit should be revisited to establish progress of the recommendations and decide whether any further scrutiny of the area should be conducted.

##### 1.2 Recommendation of the Head of Change and Scrutiny

1.2.1 That the Committee decides which, if any, of the previous Reviews the require updates or further scrutiny in the coming year.

##### 1.3 Reasons for Recommendation

1.3.1 The Review of Past Reports, 2001-2008, involved a group of councilors analyzing the outcomes from previous scrutiny reviews. The report identified that a number of the reviews should be signed off as completed whilst some remain live issues that require further investigation. **Appendix A** contains extracts from the report on past reviews that are relevant to the Environment and Transportation Overview and Scrutiny Committee where further work was required.

1.3.2 The Review recommended that a watching brief be kept on the following items:

- Abandoned Vehicles;
- Climate Change;
- Fly tipping; and
- Rural Roads.

And that the following topics be put forward for follow-up and review:

- Image of Maidstone Town Centre;
- Memorial Safety;
- Motorways;

- Tree coverage; and
- Water Shortages.

1.3.3 Following up these reviews should enable the Committee to establish issues preventing adoption of any remaining recommended actions, and to identify new measures that may be appropriate in the light of more recent developments.

1.4 Alternative Action and Why Not Recommended

1.4.1 The Committee could choose not to consider including any of these items in its future work programme. However this would prevent Members from establishing the reasons for non-adoption of some of the original recommendations, or from identifying areas that should be addressed to reflect changing circumstances .

1.5 Impact on Corporate Objectives

1.5.1 Considering whether the Committee should receive updates on progress of these earlier Reviews should help deliver the Council’s objectives for the Borough to be a place to be a place that is clean and green.

1.6 Risk Management

1.6.1 There are no risks involved in the Committee determining whether to include any of these items in its future work programme.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management




## 1.8 Relevant Documents

1.8.1 The extract from the Review of Past Reports is at **Appendix A**.

**ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY  
COMMITTEE**

**17 AUGUST 2010**

**Extract from the Review of Past Reports, 2001 – 2008**

**“Abandoned Vehicles**

*Summary*

The report outlined the serious situation at that time, in relation to burnt out and abandoned vehicles that were clearly visible and a physical danger, often in place around the Borough and the County for long periods of time. There were a number of significant achievements arising from this review including:

- The subsidised collection of old vehicles – (scrapped three years ago when the charge was removed)
- Provision of Operation Cubit
- Blocking off roads and hot spots such as Boxley Warren

*Outcomes*

There have been two key outcomes from the review:

- **Subsidised collection of old vehicles** - This was implemented and offered residents a service removing older vehicles from the property for a small charge. This service was discontinued 3 years ago when the service from external providers improved as the price of scrap metal rose.

Number of abandoned vehicles – 06/07 – 97  
07/08 – 42  
08/09 – 23 (nine months)

- **Operation Cubit**– Operation Cubit is a multi-agency scheme for dealing with abandoned and untaxed vehicles, it was introduced in Kent in 2001. As a result of the review the Council committed to and took part in the scheme regularly. This was instigated as a joint agency initiative with Maidstone Borough Council, other Borough Councils, KCC, the police, the fire brigade and other agencies, on a Kent wide basis. All parties including Maidstone Council contributed to the cost (Maidstone contribution was £12,600 in 08/09) which secured 4 weeks operational time for the Borough.

This initiative has been very successful and helped reduce abandoned vehicles. It has ensured the removal from the roads, and on occasion the prosecution of owners of both illegal private and commercial vehicles.

There is concern at the proposal within the budget for Maidstone to reduce its contribution by £10,000.

Action required: Maidstone's effective withdrawal from Operation Cubit substantially increases the risk of fly-tipping in our area. Likewise, this together with the reduction in value of scrap metal increases the risk of an increase in

abandoned vehicles. The extent of fly tipping and abandoned vehicles now needs to be kept under review.

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### Climate Change

#### *Summary*

The report considered a number of issues in particular the Council's corporate response to climate change and action that should be taken. The review concluded that "the implications climate change has in terms of the increased risk of drought, flood, wildfire, and the dangers posed to human health and our natural environment mean that climate change is going to have a major impact on us all. Engaging staff, our partners and residents in the effort to reduce the greenhouse gases that cause climate change rests in large measure on public awareness. We are very concerned that climate change must not be pigeonholed as an 'environmental' problem. We strongly believe that tackling this issue is of central and mainstream importance.

Using an alliance-building approach, Maidstone Borough Council must show community leadership and involve other tiers of government, businesses, environmental groups and others (particularly the press and media) in reaching out to local people perhaps using the new power of 'Community Wellbeing'"

#### *Outcomes*

The Climate Change report was viewed as very positive one, the Council's investigation into climate change, which the Scrutiny report had fed into, was seen as best practice. Both Cabinet and officers were very proactive in taking the report's recommendations forward, and Cabinet was initially provided with six monthly updates on the implementation of the report. Most targets in the report were achieved.

One of the key outcomes was the development and implementation of the Council's climate change strategy. We now have a robust green corridor policy in place and a flood management action plan. Some habitat surveys have been completed and the Council is now aiming for carbon reduction rather than carbon neutrality. The council adopted its climate change plan in July 2005. Three update reports have since been submitted to Cabinet. The Council was short-listed (results 28<sup>th</sup> March 2007) for the LGC Sustainable Communities Awards for Tackling Climate Change.

The Council worked jointly with 12 businesses in Maidstone and the Kent Sustainable Business Partnership to run a course taking them through the first stages of achieving the European Environmental Management Standard ISO14001.

#### Action Required:

Whilst this report can be signed off, there are still many issues outstanding with regard to climate change, ELOSC should consider a further update review to look at how the Council is addressing these issues.

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### Fly Tipping

#### *Summary*

This was a wide ranging report, which achieved national acclaim, with 54 major comments and recommendations. Many of the proposals have been taken up by this Council, the KCC and at Government level. This report was recognised at Government level and led to a number of Government initiatives supporting and leading those taken by local authorities.

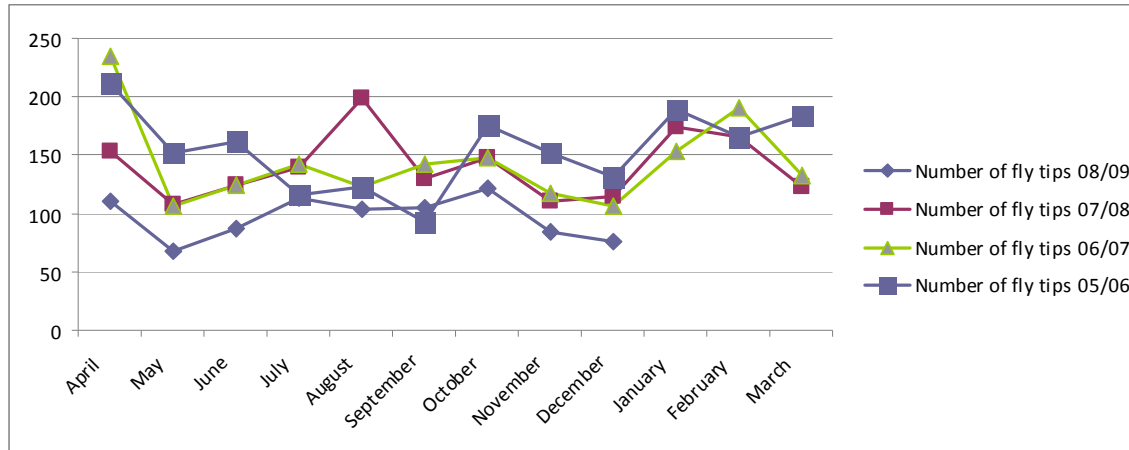
### *Outcomes*

There has been significant progress since 2002 in tackling fly-tipping, its causes and associated problems, both working alone and in many cases working in partnership with KCC and other agencies. New regulations dealing with the management of waste and to encourage recycling have helped this improvement.

- **Lack of national statistics on fly-tipping** – A national base for statistics relating to fly-tipping has now been set up requiring that all Councils input their local information.
- **Local, Regional and national fly-tipping strategies should be developed** – This recommends that more should be done to provide waste minimization, re-use of waste materials and recycling. Ongoing improvements include:
  - Maidstone Borough Council have now introduced a new recycling system throughout the Borough for plastic bottles, paper, Cardboard and tin cans, which as it is extended borough wide is substantially increasing % of waste going for recycling.
  - Officers also report a large increase in the hire of green waste bin. Previously green plastic bags were used which could be purchased, but previously, substantial green waste appeared in the normal waste discharged to tips.
  - KCC have made major changes to the tip at Tovil concentrating on recycling including metal, cardboard and paper, green waste and dealing with more difficult products such as oil, asbestos, glass and safe disposal for fridges and freezers. The Incinerator site at Allington is also available for recycling, and officers advise that at the present time, all recycled goods are going to known destinations
  - Government initiatives have included the setting of targets for improvements to recycling, the imposition of heavy taxes for waste disposed of in tips, stronger regulation of licenced tips and the control of commercial vehicles permitted to carry commercial waste.
- **Improve response times in relation to reports of fly tipping and rubbish accumulation, and greater efforts to stamp out fly-tipping** – The Borough Council now has 3 'hit' squads' in place to deal with fly-tipping and other waste problems, and most reports are dealt with within 24 hours. The 'Cleankent' campaign, in conjunction with KCC and other agencies is ongoing. This was launched in 2004 in a bid to combat littering, graffiti and fly-tipping. The use of '**covert**' cameras has proved successful and there have been a number of successful prosecutions resulting in heavy fines with culprits named and shamed.
- Penalties for fly-tipping reflect the seriousness of the offence, its impact on the environment and the cost of cleaning up and dealing with the resulting pollution. Fixed penalty notices of £100 are available for minor

## Appendix A

offences or £300 for less serious offences committed by small businesses. For repeated fly-tipping offenders an ASBO and/or vehicle confiscation may be appropriate. Serious offences committed on a commercial and industrial scale can attract fines ranging from £5000-£50,000 or unlimited fines in combination with prison sentences. These are the penalties set centrally, recently updated by the Clean Neighbourhoods Act



- Conduct Annual 'Spring Clean' campaign**-This was started in Maidstone as a result of the scrutiny recommendations, and has been ongoing either once or twice a year since then, with strong support from the public and from Parish's, Schools and other local organizations. A number of Parishes conduct their own local campaigns in parallel.
- Maidstone Council, in conjunction with other agencies should put in place an operation to check on unmarked vans and lorries to check if they are carrying trade waste, they are licensed to do so**-Government have introduced legislation requiring all commercial vehicles of any size that carry commercial waste to be licensed. Maidstone Council regularly runs **Operation Lasso** in conjunction with the police and other agencies to crack down on fly-tipping and vehicles carrying waste illegally.
- Late night opening of Tovil tip.** -The committee's recommendation was taken up by KCC, and the tip now opens from April to September until 8.00pm for one day a week.
- Access by 4x4 vehicles to Tovil tip**-This argument has been ongoing with concern that this would open up the tip to vans and commercial vehicles.
  - The current level of the height barriers at KCC's recycling centres (eg Tovil) is 185cm (6'). A report is currently on its way to KCC's Scrutiny committee recommending that:
    - (a) all KCC site height barriers be raised to 200cm (approx 6'6")
    - (b) Barriers at selected sites are opened at certain times of day to allow larger vehicles carrying domestic waste into the facilities. We don't know if Tovil will be included
  - If this report goes through, time will have to be allowed for the appropriate work to be carried out on the barriers and the changes to be publicised.

- **The Borough Council should enforce litter control around fast food outlets.**—These outlets are responsible for their own waste for a limited area around the outlet, and the issue of Litter Control notices is ongoing. Current and previous campaigns have concentrated on litter control around outlets in the town centre and in some cases, on 'out of town' food retail centres.
- **ACTION NOTE - Since 2003, 49 street litter control notices (section 93 of the EPA 1990) have been issued, mainly in the town centre area on food outlets, banks and building societies with ATMs, etc – This is less than 10 per year. This is clearly unacceptably low and should be reviewed in light of successes in other areas.**
- **Free collection of disposal of fridges and freezers** – This is one of the few recommendations not taken on board. A separate collection centre is now available at Tovil tip and fridges and freezers can be collected at a small cost under the bulky waste system.
- **Proposal to put tax on plastic bags** – Now being taken up nationally by many authorities and have challenged the need for plastic bags and encouraged the use of re-usable bags. This has now been taken up by a number of major retailers. The Borough Council instigated a Campaign in 2007, and this year it has been taken up by the Town Centre management. On a personal note, there now seems to have been a significant reduction in the number of bags blowing around causing litter waste.

Action required: Since 2003, 49 street litter control notices (section 93 of the EPA 1990) have been issued, mainly in the town centre area on food outlets, banks and building societies with ATMs, etc – This is less than 10 per year. This is low and should be reviewed in light of successes in other areas. The Environment and Leisure OSC is due to receive a briefing on details of the current programme in relation to Litter Control Notices and issues relating to it, including current or planned initiatives and finances to support them, and officers involvement including street patrols.

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### **Rural Roads: Safety and Sustainability**

The majority of recommendations concern the LDF so will need to be considered as that is developed.

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### **Image of Maidstone Town Centre**

#### *Summary*

This review looked at the image of Maidstone's town centre and made a number of recommendations for improvement. The major recommendation concerning the provision of public toilets was taken forward by the Environment and Leisure OSC as part of its work programme in 2008-09. The other major issues raised were congestion and displaying artwork in the town centre.

#### *Outcomes*

Concern was expressed regarding public toilets in the town centre since the review ELOSC has reviewed public conveniences in detail resulting in substantial savings and a new community toilet scheme has been introduced.

Action required: A report was promised in early 2009 together with 6 monthly updates. The next Environment and Leisure Overview and Scrutiny committee should ask for a report and update covering mitigation of traffic congestion, the Southern Relief Road, traffic plans, and other related issues, as well as following up other areas from the report.

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### **Memorial Safety**

#### *Summary*

The review was initiated following a national report from the Health and Safety Commission which identified 25 serious accidents involving unstable memorials over a five year period. The review considered safety, public involvement and understanding and finance issues.

#### *Outcomes*

The Environment and Leisure OSC has kept a watching brief on the report and agreed recommendations since its completion in 2007. In 2008 they were informed that the recommendation to move to a rolling 5 year programme of testing had resulted in savings for the Council. Whilst they have been progressed, it is not clear that all of the recommendations made have been implemented.

Action required: Environment and Leisure Overview and Scrutiny Committee receive a further update from officers on the outcome of recommendations.

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### **Motorways**

#### *Summary*

This report looks at two separate but related issues: noise pollution and environmental pollution.

#### *Outcomes*

As many of the recommendations are outside of the Borough's control these have not been implemented. It should be noted that the report received local media attention including television.

Action Required: Regeneration and Sustainable Communities Overview and Scrutiny Committee to hold a follow up meeting with all involved agencies on how to progress the recommendations made in the report.

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### **Tree Coverage in the Borough**

#### *Summary*

The review considered the benefits of tree coverage and the role of the Council and other agencies.

#### *Outcomes*

The 24 recommendations covered:

- Funding for an audit on MBC trees, maintenance as well as meeting expectations from external agencies and sources for sourcing alternative funding.
- Ensuring that MBC has a co-ordinated policy across departments on planting trees and care from contractors working near trees. Ground staff should receive adequate training.
- Planting of new trees should follow the Landscape Character Assessment Document, appropriateness of tree species and location. The principles should subsequently be incorporated in the Local Development Framework.
- Strength 106 agreements and ensure subsequent enforcements where necessary.
- Ward members should be engaged to ensure actions taken in regard to 'tree works'.
- An audit on trees in the aegis of MBC should determine those requiring TPOs and should be extended by working with partners in the Borough.
- Community woodlands should be developed and consideration be given to furthering tree coverage as both a landowner and as part of the Green Spaces Strategy.
- Residents should be attracted to schemes that enhance the presence of trees in the Borough including providing information on how to manage their trees as well as expanding help to local tree wardens.

Responses received on 9<sup>th</sup> March 2009:

- Priority given to backlog of outstanding Health & Safety works, now complete.
- All MBC tree stock to be inspected in 2009/2012 involving GIS.
- All work with trees carried out by Jacobs Baptie (as KCC) with possible cost savings through KCC WAMS
- Revenue budget should cover required work for maintenance.
- All 106 agreements were covered by "Parks" and could be lost in negotiations.
- Compliance officer has been added to Enforcement team.
- Community woodland projects are being considered in the draft Biodiversity Action Plan.
- Tree sponsorship has resulted in over 8000 additional trees in the borough.
- The tree forum may be formed as a result of the Biodiversity Action Plan.
- Best practise leaflets are available from the Arboriculture Association web-sites.

Action required: As many of the actions considered in this report relied heavily on financial considerations it would be appropriate for ELOSC to meet with the Cabinet Member and Officers to see how and if recommendations can be progressed.

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## Water Shortages

### *Summary*

The committee considered water shortages in the Borough and identified possible solutions see report extracts below:



“Many of the solutions to the area’s water shortages discussed at the Committee, such as increasing the height of the dam at Bewl Water, building a new reservoir at Broad Oak or improving connectivity between water companies, are largely beyond the Borough Council’s sphere of influence aside from lobbying the relevant bodies. These are generally matters related to the *management* of water supplies and are the responsibility of the water companies and Environment Agency. The Committee were clear that there was not one clear solution to the problem but that a combination of solutions would need to be identified.”

The Committee identified “two broad areas related to the *consumption* of water in which the Council can play a role:

- Enabling more sustainable use of water through the planning function;
- Engendering and enabling behavioural change amongst residents to take a more sustainable approach to water usage.”

The Committee interviewed a number of witnesses to identify recommendations.

### *Outcomes*

The Committee made a number of recommendations:

- (a) The Committee lobby Government for:
  - (i) the development of a reservoir at Broad Oak as soon as possible;
  - (ii) amendment to the planning system to enable the commissioning and building of new water storage facilities to take place more quickly;
  - (iii) amendment to building regulations to enable local authorities to take a firmer line in insisting that new developments include water efficiency measures; and
  - (iv) the introduction of a water supply levy on new developments.
- (b) The Committee lobby the Kent Partnership to encourage them to co-ordinate a Kent-wide publicity campaign to highlight the parlous state of the County’s water supplies and encouraging more sustainable approaches to water usage.
- (c) The Committee’s letters in (a) and (b) above be copied to the Chairman of the Local Government Association, the Borough’s Members of Parliament and the Borough’s Kent County Council division representatives.
- (d) The Local Development Document Advisory Group be recommended to:
  - (i) Consider whether the *Sustainable Construction Supplementary Planning Document (SPD) Part 1 – Using Water* document is sufficiently strong to ensure the necessary water efficiency measures are included in new buildings by developers.
  - (ii) Monitor the success of the Hillreed Homes initiative in Ashford.
- (e) The Council’s website be developed to include information on how residents could use water more efficiently.

- (f) The Cabinet Member for Regeneration be recommended to investigate the possibility of offering residents water efficiency products (such as water butts or displacement devices) at a reduced price via the Council's website, perhaps in conjunction with the local water companies
- (g) That Southern Water and Mid-Kent Water be requested to submit their Water Resource Plans to the Committee for consultation.

Action required:

It is not clear what action has been taken as a result of the report the following action is suggested:

- Invite Southern Water, and Mid Kent Water to brief the Scrutiny Committee on their current Water Resource Plan.
- Ask the Cabinet member for Regeneration for a brief on Borough Council initiatives based on the recommendations in the report."

## MAIDSTONE BOROUGH COUNCIL

### ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY COMMITTEE

17 AUGUST 2010

#### REPORT OF HEAD OF CHANGE AND SCRUTINY

Report prepared by Les Smith

#### **1. TRANSITION TOWNS**

##### 1.1 Issue for Consideration

1.1.1 To consider whether to include Transition Towns in the work programme for 2010-11.

##### 1.2 Recommendation of Head of Change and Scrutiny

That the Committee considers the scoping document at **Appendix A** and decides whether to include Transition Towns in its work programme for 2010-11.

##### 1.3 Reasons for Recommendation

1.3.1 At its meeting of 15 June 2010, the Committee discussed including Transition Towns in its work programme for 2010-11 but concluded this should be referred to the Leisure and Prosperity Overview and Scrutiny Committee for inclusion in its work programme. The relevant extract from Minute 9 is below:

#### **"9. 2010-11 Work Programme Workshop**

Working in small groups, Members spoke to Officers about the work areas covered by the terms of reference of the Committee. Members then discussed the topics for review that had been proposed as follows:

The Committee heard that Transition Towns were a community-led response to the pressures of climate change, fossil fuel depletion and economic contraction. The objective would be to deliver a local economy that was less dependent on energy by focussing on energy conservation and developing a more localised economy. Members discussed:

- Whether the subject should be addressed on a village by village basis, or as the entire Borough;
- Whether there was a national policy that could provide guidance on how best to approach the subject; and
- Members felt that the focus of the review would be linked with planning policy and therefore agreed that the matter should be referred to the Leisure and Prosperity Overview and Scrutiny Committee for consideration in its work programme."

1.3.2 The Committee resolved that:

- "Transition Towns should be referred to the Leisure and Prosperity Overview and Scrutiny Committee for consideration in their work programme;"

1.3.3 The Leisure and Prosperity Overview and Scrutiny Committee decided in its meeting of 27 July not to include this item in its work programme, so the Committee should now consider whether Transition Towns should be included in this Committee's work programme for 2010-11.

1.4 Alternative Action and Why Not Recommended

1.4.1 The Committee could choose not to consider including Transition Towns in its work programme for 2010-11, however that would leave the question of whether this topic should be reviewed unresolved.

1.5 Impact on Corporate Objectives

1.5.1 Considering whether to include transition Towns in its work programme for 2010-11 should help deliver the Councils objective for the Borough to be 'A place that is clean and green'.

1.6 Risk Management

1.5.1 There are no risks involved in determining the whether to include Transition Towns in the Committee's work programme for 2010-11.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment


5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management


1.8 Relevant Documents

1.8.1 The draft scoping document for Transition Towns is at **Appendix A**.

<p><b>Name of Review:</b></p> <p style="text-align: center;"><b>Transition Towns</b></p> <p>(A Transition Initiative (which could be a town, village, university or island etc) is a community-led response to the pressures of climate change, fossil fuel depletion and increasingly, economic contraction)  <a href="http://www.transitionnetwork.org/">(http://www.transitionnetwork.org/)</a></p>													
<p><b>What are the objectives and desired outcomes of the review</b></p> <p>To identify themes the Council should adopt to begin a transition for the Borough to have to a sustainable, low-energy economy.</p> <p>Desired outcome: an Action Plan to deliver a local economy that is less dependent on energy by focusing on local issues; adopting energy conservation measures; developing self reliance and migrating to a more localised economy.  <a href="http://www.transitionnetwork.org/community/support/12-ingredients">http://www.transitionnetwork.org/community/support/12-ingredients</a></p>													
<p><b>What equality issues will need to be considered as part of the review – giving consideration to the 6 strands:</b></p> <table border="0"> <tr> <td style="vertical-align: top;">Age</td> <td>The general aims of the movement appear to be independent of age, gender, race, sexual orientation, faith or disability.</td> </tr> <tr> <td style="vertical-align: top;">Gender</td> <td></td> </tr> <tr> <td style="vertical-align: top;">Race</td> <td>However each of these strands will need to be considered as themes are developed.</td> </tr> <tr> <td style="vertical-align: top;">Sexual orientation</td> <td>Potential measures do not preclude individuals from sourcing goods or services from outside the local economy, nor do they penalise them for doing so.</td> </tr> <tr> <td style="vertical-align: top;">Faith</td> <td></td> </tr> <tr> <td style="vertical-align: top;">Disability</td> <td></td> </tr> </table>		Age	The general aims of the movement appear to be independent of age, gender, race, sexual orientation, faith or disability.	Gender		Race	However each of these strands will need to be considered as themes are developed.	Sexual orientation	Potential measures do not preclude individuals from sourcing goods or services from outside the local economy, nor do they penalise them for doing so.	Faith		Disability	
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Gender													
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Sexual orientation	Potential measures do not preclude individuals from sourcing goods or services from outside the local economy, nor do they penalise them for doing so.												
Faith													
Disability													
<p><b>Which witnesses are required?</b></p> <p>Transitions Network (Totnes based – one of the early founders of the movement).          Representatives from local Councils that have adopted Transitions status e.g. Lewes</p>													
<p><b>Other ways to seek evidence? E.g. site visits, involving members of the public, consultation. *</b></p> <p><a href="#">Totnes &amp; District Energy Descent Action Plan</a>  <a href="#">Kinsale 2012 Energy Consumption Reduction plan</a>          Consult other councils e.g. Lewes, Kingston-upon-Thames, Norwich, Brixton.          Consult local businesses and residents on possible measures</p>													
<p><b>What information/training is needed?</b></p> <p>Background reading of the principles          Possible 2-day training course run by Transitions Network          Knowledge of the Equality Act 2010</p>													
<p><b>Suggested time for review and report completion date</b></p> <p>Likely to be a long-term project – 12 months plus to develop a plan, and</p>													

perhaps ten years to implement the recommendations it in full – if that proves feasible.
<p><b>How does the review link to council priorities?</b></p> <p>2 A place that is clean and green</p> <p>3 A place that has strong, healthy and safe communities</p>
<p><b>How does this item deliver CfPS effective scrutiny principles?</b></p> <p>1 Provides 'critical friend' challenge to executive policy-makers and decision-makers</p> <p>2 Enables the voice and concerns of the public</p> <p>3 Is carried out by 'independent minded governors' who lead and own the scrutiny role</p> <p>4 Drives improvement in public services</p> <p>This review would steer Council policy towards a low carbon, localised economy. This could result in initial costs to implement the measures, and ongoing higher costs for residents (e.g. reliance on local food production could result in higher costs than those from supermarkets). If the Review identified public support for the measures, then (2) would apply.</p>
<p><b>Any co-optees or expert witnesses?</b></p>

# Agenda Item 14

## MAIDSTONE BOROUGH COUNCIL

### ENVIRONMENT AND TRANSPORTATION OVERVIEW AND SCRUTINY COMMITTEE

17 AUGUST 2010

#### REPORT OF HEAD OF CHANGE AND SCRUTINY

Report prepared by Les Smith

#### **1. Work Programming 2010-11**

##### 1.1 Issue for Consideration

1.1.1 To consider the Committee's Future Work Programme, the 2010-11 first quarter Key Performance Report, and Forward Plan of Key Decisions.

##### 1.2 Recommendation of Head of Change and Scrutiny

1.2.1 That the Committee considers its Future Work Programme, attached at **Appendix A**, to ensure that it is appropriate and covers all issues Members currently wish to consider within the Committee's remit.

1.2.2 That the Committee consider the extract from the 2010-11 first quarter Key Performance Report, attached at **Appendix B**, to ascertain if any areas should be investigated further

1.2.3 That the Committee considers the sections of the Forward Plan of Key Decisions relevant to the Committee, attached at **Appendix C**, and discuss whether these are items requiring further investigation or monitoring by the Committee.

##### 1.3 Reasons for Recommendation

###### 1.3.1 **Future Work Programme**

Throughout the course of the municipal year the Committee is asked to put forward work programme suggestions. These suggestions are planned into its annual work programme. Members are asked to consider the work programme at each meeting to ensure that it remains appropriate and covers all issues Members currently wish to consider within the Committee's remit.

###### 1.3.2 **2010-11 First Quarter Key Performance Report**

The extract from the first quarter Key Performance Report includes four items relevant to the Committee's remit where performance is



below target. Items relating to street cleansing and park and ride performance have already been considered by the Committee at Agenda item 10 'First Quarter performance monitoring: Street Cleansing. Interview with Jonathan Scott, Street Scene Manager' and agenda item 11 'First Quarter performance monitoring: Park and Ride. Interview with Brian Morgan, Assistant Director of Development'.

1.3.3 The Committee is asked to consider the reasons for targets not being met and if any further action is required.

#### 1.3.4 **Forward Plan of Key Decisions**

At the meeting of the Corporate Services Overview and Scrutiny Committee on 3 February 2009, Members considered the Forward Plan of Key Decisions and agreed that "this should be a standing item on the agenda to ensure important issues were dealt with in a proactive, rather than reactive, manner." The Forward Plan will therefore now be included on each Committee agenda under the "Future Work Programme" item.

1.3.5 The Forward Plan for August 2010 – November 2010 contains the following decisions relevant to the Environment and Transportation Overview and Scrutiny Committee :

- Waste and recycling strategy 2010 - 2015
- Adoption of the Maidstone Local Bio Diversity Action Plan

An extract of the Forward Plan with the relevant items is attached at **Appendix C.**

#### 1.4 Alternative Action and Why Not Recommended

1.4.1 The Committee could choose not to consider its Future Work Programme, however considering it, ensures that it remains appropriate, relevant and covers all issues Members currently wish to consider within the Committee's remit.

1.4.2 The Committee could also choose not to consider the 2010 first quarter performance exception report for the corporate priorities relevant to its remit. However this would prevent the Committee from carrying out the performance management of the services within its remit.

1.4.3 Furthermore, the Committee could choose to not consider the Forward Plan of Key Decisions. However this would prevent the committee from ensuring important issues are dealt with in a proactive, rather than reactive, manner.

1.5 Impact on Corporate Objectives

1.5.1 The Committee will consider reports that deliver against the following Council priorities:

- 'A place that is clean and green'

1.5.2 The Strategic Plan sets the Council's key objectives for the medium term and has a range of objectives which support the delivery of the Council's priorities. Actions to deliver these key objectives may therefore include work that the Committee will consider over the next year.

1.6 Risk Management

1.5.1 There are no risks involved in determining the Committee's work programme.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management


1.8 Relevant Documents

**Appendix A** – Draft 2010-11 Work Programme

**Appendix B** – 2010-11 Extract from the First Quarter Key Performance Report

**Appendix C** – Forward Plan (extract) August 2010 – November 2010

**Environment and Transportation Overview and Scrutiny Committee**

**Future Work Programme 2010-2011**

<b>Date</b>	<b>Items to be considered</b>
15 June 2010	<ul style="list-style-type: none"> <li>• Election of Chairman and Vice-Chairman</li> <li>• Work Programming Workshop</li> </ul>
20 July 2010	<ul style="list-style-type: none"> <li>• CANCELLED</li> </ul>
17 August 2010	<ul style="list-style-type: none"> <li>• Interview with the Cabinet Member for Environment – priorities for the year</li> <li>• Interview with the Cabinet Member for Leisure and Culture – priorities for the year</li> <li>• First quarter performance monitoring: Interview with Jonathan Scott concerning Street Cleansing performance</li> <li>• First quarter performance monitoring: Interview with Brian Morgan concerning performance of the Park and Ride service.</li> </ul>
21 September 2010	<ul style="list-style-type: none"> <li>• <b>Home Office consultation - Review of Waste Policies:</b> Interview with Steve Goulette, Assistant Director Environment and Regulatory Services</li> <li>• <b>Parking Tender Documents:</b> Interview with Steve Goulette, Assistant Director Environment and Regulatory Services, and Jeff Kitson, parking Services Manager</li> <li>• Update on charges for bulky waste collection and the waste strategy</li> <li>• LSP thematic quarterly performance report</li> </ul>
19 October 2010	<ul style="list-style-type: none"> <li>• <b>Maintenance of Communal spaces:</b> Interview witnesses</li> <li>• <b>Cleansing of streets and rural areas:</b> - update including enforcement activity</li> <li>• <b>Integrated Transport Strategy:</b> - update</li> </ul>
16 November 2010	<ul style="list-style-type: none"> <li>• <b>Provision of Communal spaces:</b> Interview witnesses</li> <li>• Interview with Cabinet Member for Environment – mid-year progress</li> <li>• Interview with the Cabinet Member for Leisure and Culture – mid year progress</li> </ul>
14 December 2010	<ul style="list-style-type: none"> <li>• <b>Ownership of Communal Spaces:</b> Interview witnesses</li> <li>• 2<sup>nd</sup> quarter performance monitoring report</li> </ul>
18 January 2011	<ul style="list-style-type: none"> <li>• <b>Security of water supplies:</b> Interview witnesses</li> <li>• LSP thematic quarterly performance report</li> </ul>

## Appendix A

15 February 2011	<ul style="list-style-type: none"><li>• Consider draft scrutiny report on Communal Spaces</li></ul>
15 March 2011	<ul style="list-style-type: none"><li>• LSP thematic quarterly performance report</li><li>• 3<sup>rd</sup> quarter performance monitoring report</li></ul>
19 April 2011	<ul style="list-style-type: none"><li>• Interview with Cabinet Member for Environment – progress over the year</li><li>• Interview with the Cabinet Member for Leisure and Culture – progress over the year</li></ul>

# Quarter 1 Key Performance Report





A place that is clean and green

PI Ref	Indicator Description	2009/10	Quarter 1		Year to Date		Responsible Officer	Expected Outcome	Direction of Travel	Traffic Light	Latest Note
		Out-turn	Q1 2010/11		2010/11	Annual Target 2010/11					
		Value	Value	Target	Value						
4.3 KPI 015	Improvements to the accessibility of parks and open spaces measured through footfall (compared to previous year)	16397	4425	4140	4425	16561	Jason Taylor	Target will be slightly missed	↓	🟢	Despite meeting the quarterly target the number of visitors to parks is much lower than last year (-32%). The same period last year was exceptionally high compared to the two previous years, so this fall should not be a huge concern at this time. Records from the last 4 years are available on request from the Parks Team.
KPI 019	Satisfaction with street cleaning	64%	60.32%	67%	60.32%	67%	Jonathan Scott	Target will be met	↓	🟡	Area based cleaning was introduced during this quarter which is expected to improve service quality. As the new way of working is established, customer satisfaction is expected to improve through the year. The target is still achievable for the year.

A place to achieve, prosper and thrive

PI Ref	Indicator Description	2009/10	Quarter 1		Year to Date		Responsible Officer	Expected Outcome	Direction of Travel	Traffic Light	Latest Note
		Out-turn	Q1 2010/11		2010/11	Annual Target 2010/11					
		Value	Value	Target	Value						
KPI 012	Number of onboard Park & Ride bus transactions	445129	104014	112500	104014	450000	Michael Thornton	Target will be met			There has been a 2% decrease in transactions compared to quarter 1 in 2009/10, but the figure is similar to the previous quarter (period 4), which is encouraging. The decline in numbers has leveled off in recent weeks and in early July was showing slight signs of growth. The busiest quarter for this service is usually quarter 3 due to people coming into the town centre for Christmas shopping.

A place to live and enjoy

PI Ref	Indicator Description	2009/10	Quarter 1		Year to Date		Responsible Officer	Expected Outcome	Direction of Travel	Traffic Light	Latest Note
		Out-turn	Q1 2010/11		2010/11	Annual Target 2010/11					
		Value	Value	Target	Value						
KPI 042	Number of Energy Advice Surveys	3401	16	50	16	200	John Littlemore	Target will be met			This service is provided via a partner agency. There has been uncertainty concerning future funding and this has had a negative impact on promoting the service. This issue has now been resolved; a promotion campaign agreed and performance will now improve.

**Forward Plan  
August 2010 - November 2010**

# **MAIDSTONE BOROUGH COUNCIL**

# **FORWARD PLAN**

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**1 August 2010 to  
30 November 2010**

**Councillor Christopher Garland  
Leader of the Council**

**Forward Plan  
August 2010 - November 2010**

<b>Decision Maker and Date of Decision/Month in which decision will be made:</b>	<b>Title of Report and Brief Summary of Decision to be made:</b>	<b>Consultees and Method:</b>	<b>Contact Officer and deadline for submission of enquiries:</b>	<b>Relevant Documents:</b>
<b>Cabinet</b> Due Date: 11 Aug 2010	Waste and Recycling Strategy 2010-2015  To consider the options available to the Council for the improvement to waste and recycling services in order to meet waste reduction and recycling targets and increase the cost efficiency of the services.	Internal departments; Kent County Council (Waste Disposal Authority); Meetings; Best Value Review	Steve Goulette, Assistant Director of Environment & Regulatory Services  16th July 2010	Cabinet, Council or Committee Report for Waste and Recycling Strategy 2010-2015
<b>Cabinet</b> Due Date: 13 Oct 2010	Adoption of the Maidstone Local Bio Diversity Action Plan  To adopt the LBAP and its associated actions	As the document is large it will be posted on MBC website for consultee to access. The executive summary will be enclosed with the report.	Jason Taylor, Parks and Open Spaces Officer  24th September 2010	Cabinet, Council or Committee Report for Adoption of the Maidstone Local Bio Diversity Action Plan