

**AGENDA**  
**STREETSCENE POLICY DEVELOPMENT AND**  
**REVIEW PANEL**

**Date:** Thursday, 3 March 2016

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor L Keeble (Chairman)

Councillor Mrs S M Bayford (Vice-Chairman)

Councillors J M Englefield  
J V Bryant  
D M Whittingham  
D J Norris  
D C S Swanbrow

**Deputies:** A Mandry  
Mrs K K Trott



**1. Apologies for Absence**

**2. Minutes** (Pages 1 - 4)

To confirm as a correct record the minutes of the meeting of the Panel held on 28 January 2016.

**3. Chairman's Announcements**

**4. Declarations of Interest and Disclosures of Advice or Directions**

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. Final Review of Work Programme for 2015/16 and Draft Work Programme 2016/17** (Pages 5 - 26)

To consider a report by the Director of Operations on a final review of the Panel's work programme for 2015/16 and Draft Work Programme for 2016/17.

**7. Members Open Forum**

To allow Members to ask questions on any Streetscene related topic.

P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
24 February 2016

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# FAREHAM

BOROUGH COUNCIL

## Minutes of the Streetscene Policy Development and Review Panel

**(to be confirmed at the next meeting)**

**Date:** Thursday, 28 January 2016

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor L Keeble (Chairman)

Councillor Mrs S M Bayford (Vice-Chairman)

**Councillors:** J V Bryant, D J Norris and D C S Swanbrow

**Also Present:** Councillor Miss T G Harper, Executive Member for Streetscene (Item 6)



## **1. APOLOGIES FOR ABSENCE**

Apologies of absence were received from Councillors J M Englefield and D M Whittingham.

## **2. MINUTES**

The Chairman referred to item 8 of the previous minutes and asked the Public and Open Spaces Manager for an update on the hooks for public toilets. She confirmed that all public toilets, men's and women's, now have hooks on the backs of the doors.

The Chairman also enquired as to the progress made on the sponsorship of public toilets. The Director of Operations advised the Panel that a number of authorities had been contacted regarding this and those that had made enquiries had not received any interest. He therefore concluded that this is not a viable option for providing capital revenue for public toilets.

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel meeting held on 22 October 2015 be confirmed and signed as a correct record.

## **3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcements:

He announced that Fareham will be taking part in the Clean for the Queen campaign. This is a campaign by Country Life Magazine in partnership with Keep Britain Tidy which aims to have a national clean up in time for The Queens 90<sup>th</sup> Birthday in 2016.

About 2.25 million pieces of litter are dropped on the streets of the UK every day with thirty million tons of rubbish collected from England's streets each year.

Here in Fareham alone we collect over 700 tonnes of street litter from our litter bins and streets each year across the Borough.

It is hoped an army of volunteers across the country will rally together to help clean up their local areas and will include a special clean-up weekend on March 4-6.

A hand-out containing full details of this campaign was circulated to members at the meeting and has been attached to these minutes.

In addition to this the Chairman also informed members that following a recent request regarding the costs of Project Integra membership, he was able to provide the following information:

The cost of Fareham Borough Council Project Integra Membership for 2014-15 was:

Project Integra Executive	£4,845
Recycle for Hampshire	£9,469
Materials Analysis Facility	£6,124
Total	£20,438

Members were informed that this figure had decreased from £26,000 following the Project Integra Strategic Review in 2012.

#### **4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

There were no declarations of interest made at this meeting.

#### **5. DEPUTATIONS**

There were no deputations made at this meeting.

#### **6. PRELIMINARY REVIEW OF WORK PROGRAMME 2016/16 & DRAFT WORK PROGRAMME 2016/17**

The Panel considered a report by the Director of Operations which reviewed the Panel's work programme 2015/16 and the draft Work Programme for 2016/17.

At the invitation of the Chairman Councillor Miss Harper, Executive Member for Streetscene addressed the Panel on this item.

The Director of Operations informed the Panel that there is currently an item on the work programme for the March meeting regarding a verbal update on Vanguard. He explained to members that it is still very much early days for the intervention and that there would be very little to report to the Panel by the March meeting and therefore suggested that it be moved to the 2016/17 work programme as an unallocated item.

Councillor Norris raised a query regarding the Allotment Agreement which is proposed for the September 2016 meeting as he had been informed that the fees will be charged at the end of January 2016. The Parks and Open Spaces Manager informed the Panel that the rents are reviewed every three years in accordance with the terms of the lease, with the next review being due on 1 April 2016. Due to the fact that the lease is renewable, it is likely that the issues relating to the future fees will form part of the discussions which will be held with the Associations in the near future.

The Chairman suggested forming a small working group to discuss the issues with the allotment agreement prior to a new agreement being considered. It was agreed that Councillors Keeble, Norris and Mrs Bayford be elected as the members for the working group.

The Director of Operations offered members the opportunity to put forward suggestions for the 2016/17 work programme. No suggestions were put

forward at the time as members felt that the proposed work programme covered a wide range of topics.

It was AGREED that the work programme for 2015/16 be approved.

## **7. ANNUAL FLEET MANAGEMENT REPORT**

The Panel considered a report by the Director of Operations on an annual update on Fleet Management.

The report was presented by the Refuse Recycling and Transport Manager who also provided the Panel with a short presentation on the crew and vehicles that form the Transport Fleet.

The Panel enquired as to the additional work that has been created by the Daedalus development and how it is going to be managed by the Streetscene service. The Refuse Recycling and Transport Manager informed members that she is currently working with the Operations Manager to decide on what is the best way to incorporate this additional work into the service. She explained that the work would be undertaken by the existing staff with the addition of one new employee.

The Chairman enquired as to whether the Council still had any older vehicles left in the fleet that need to be replaced with new narrower vehicles. He was informed that all the vehicles in the fleet are now the newer narrow vehicles and therefore there is no need to buy any such vehicles at present.

It was AGREED that the content of the report be noted.

## **8. CORPORATE CLEANING CONTRACT RENEWAL**

The Panel considered a report by the Director of Operations on the Corporate Cleaning Contract Renewal.

The Panel was informed that the new cleaning contract has been awarded to Hi-Spec Facilities Services PLC. It is still in the early stages of working with the new contractor but indications are very positive that the company is going to perform well. The Parks and Open Spaces Manager is pleased that Hi-Spec have taken up the offer of an office and storage space at the depot which makes communication much easier. Other encouraging indicators are the bonus scheme the company uses to reward good work for their employees and their use of technology to provide instant up to date feedback and comments.

It was AGREED that the content of the report be noted.

(The meeting started at 6.00 pm  
and ended at 6.45 pm).

# FAREHAM

BOROUGH COUNCIL

## Report to Streetscene Policy Development and Review Panel

**Date**                **3 March 2016**

**Report of:**        **Director of Operations**

**Subject:**           **FINAL REVIEW OF WORK PROGRAMME 2015/16 AND DRAFT  
WORK PROGRAMME 2016/17**

### **SUMMARY**

At the last meeting of the Panel on 26 January 2016, members reviewed the existing work programme for 2015/16 and also considered the draft work programme for 2016/17. The Panel is now invited to assess the overall progress for the current year and finalise a draft work programme 2016/17.

### **RECOMMENDATION**

The Panel is now requested to:-

- (a) review the outcomes of the Panel's work programme for 2015/16;
- (b) agree a proposed work programme for 2016/17; and
- (c) submit the proposed work programme for 2016/17 to the Council for endorsement.

## **INTRODUCTION**

1. This is the last cycle of meetings for this year and the Panel is invited to finalise its review of this year's work and confirm the draft programme for 2016/17.

## **THE PANEL'S TERMS OF REFERENCE**

2. Under its terms of reference, the Streetscene Policy Development and Review Panel is responsible for:-
  - reporting and advising upon policies and proposals relating to the Streetscene portfolio;
  - assisting Full Council and the Executive in the development and formulation of policy; and
  - reviewing the performance of services provided directly or indirectly by the Council.

## **WORK PROGRAMME – CURRENT YEAR 2015/16**

3. Appendix A to this report contains details of the current year's work programme for review by the Panel.
4. Members are asked to note the following revisions to the work programme:
  - (i) the item titled 'Vanguard Update' has been removed from the work programme for this meeting and will be reallocated to the 2016/17 when it is deemed there is sufficient information to report on.

## **STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME – 2016/17**

5. Appendix B sets out details of the proposed items for consideration during 2016/17. As the Panel now focuses on 'policy development', it is suggested that smaller working groups are allocated to work with officers on specific subjects. The Panel is also likely to consider reports on a specific subject on more than one occasion during the course of the year, as the policy is developed and before final recommendations are made to the Executive.
6. It is also for the Panel to consider whether any reviews of items under the Council's policy framework will be included in the 2016/17 programme.
7. Appendix C contains a list of the plans and strategies currently contained in the Council's policy framework.

## **RISK ASSESSMENT**

8. There are no significant risk considerations in relation to this report

## **CONCLUSION**

9. To summarise, the Panel is now invited to:-
  - (a) review the outcomes of its work programme for the current year 2015/16;



- (b) agree a draft work programme for 2016/17, having considered the proposed draft set out in Appendix B and, at the same time, add to the Panel's draft programme for 2016/17 and proposed strategy or policy reviews and also any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel; and
- (c) submit the work programme for 2016/17 to the Council.

**Appendices:**

**Appendix A – Progress on Actions Since Last Meeting**

**Appendix B – Streetscene Policy Development and Review Panel Work Programme 2015/16**

**Appendix C – Policy Framework**

**Appendix D – Streetscene Policy Development and Review Panel Proposed Work Programme 2016/17**

**Background Papers:**

None

**Reference Papers:**

**Enquiries:**

For further information on this report please contact Paul Doran. (Ext 4572)

**Streetscene Policy Development and Review Panel – 5 March 2015  
Progress on Actions since last meeting of 2015/16**

<b>Date of Meeting</b>	<b>5 March 2015</b>
Subject	<b>Final Review of Work Programme for 2014/15 and Draft Work Programme 2015/16</b>
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on a final review of the work programme for 2014/15 and the draft work programme for 2015/16.</p> <p>It was AGREED that the Panel:-</p> <p>(a) reviewed the outcomes of the Panel's work programme for 2014/15;</p> <p>(b) agreed a proposed work programme for 2015/16; and</p> <p>(c) submits the proposed work programme for 2015/16 to the Council for endorsement.</p>
Outcome	Proposed work programme submitted to Council at its meeting 23 April 2015.
Link Officer	Paul Doran
Subject	<b>Play Area Safety Surface Replacement Programme</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on the play area safety surface replacement programme.</p> <p>It was explained to the Panel that the current rubber crumb surface was expensive to maintain as it needed high maintenance and could be easily damaged.</p> <p>Councillor Swanbrow enquired as to how easy the new sand filler artificial turf surface would be to repair or replace. The Operations Manager explained that any repairs would need to be completed by a specialist contractor, however it would be a simple process for them.</p> <p>Councillor Harper referred to the sites that have already had the new safety surface laid and asked what feedback they had received regarding it. The Operations Manager informed the Panel that the feedback received had been positive, especially for the sites where the surface had become slippery and dangerous.</p>

	It was AGREED that the Panel notes the content of the report.
Outcome	Content of report noted
Link Officer	Mick Gore
Subject	<b>Bus Shelter Maintenance Contract Renewal</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on the bus shelter maintenance contract renewal.</p> <p>At the invitation of the Chairman, Councillor Keeble Executive Member for Streetscene, addressed the Panel on this item.</p> <p>The Public and Open Spaces Manager commented on the recent report went to the Planning and Development Policy Development and Review Panel which recommended to the Executive that Officers be asked to undertake a feasibility study for a possible on-going programme of installation of new and/or re-located bus shelters and associated bus stop infrastructure, and for estimating the associated capital costs; these measures would assist in influencing mode choice by enhancing the quality of the public transport offer.</p> <p>Councillor Bryant enquired about having real time information on Bus Shelters. The Director of Environmental Services explained to members that this is something that would have to be discussed with the bus companies as Fareham Borough Council does not have the budget to be able to fund this.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Content of report noted
Link Officer	Sue Woodbridge
Subject	<b>Annual Review of Clothing and Textile Recycling</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on an annual review of clothing and textile recycling.</p> <p>At the invitation of the Chairman, Councillor Keeble Executive Member for Streetscene addressed the Panel on this item.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Content of Report Noted
Link Officer	Kitty Rose

Subject	<b>Market Quay Roundabout - Update</b>
Type of Item	Information
Action by Panel	The Director of Environmental Services addressed the Panel to provide an update on the Market Quay Roundabout. He informed members that work has begun on a landscaping scheme now that it has been made available to the Council. He informed the Panel that over the next few weeks there will be significant changes to the roundabout and that in due course it will be something the Council can be proud of.
Outcome	Information Noted
Link Officer	Paul Doran
<b>Date of Meeting</b>	<b>4 June 2015</b>
Subject	<b>Review of Work Programme 2015/16</b>
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on a review of the work programme 2015/16.</p> <p>At the invitation of the Chairman Councillor Miss T Harper, Executive Member for Streetscene addressed the Panel on this item.</p> <p>He informed members that there have been no changes to the work programme that was agreed at the previous meeting and invited members to put forward any suggestions they have for the work programme.</p> <p>Councillor Bryant enquired as to whether a report could be brought to the Panel on an update on Project Integra. The Director of Environmental Services confirmed that a briefing note on this would be prepared for a future meeting.</p> <p>It was AGREED that the Panel confirmed the work programme for 2015/16.</p>
Outcome	Work programme agreed.
Link Officer	Paul Doran
Subject	<b>Presentation on Streetscene Services and Key Achievements</b>
Type of Item	Presentation
Action by Panel	The Panel received a presentation by the Director of Environmental Services and Managers within the Streetscene Department which gave an overview of the services provided by the department. The presentation was broken down into a

	<p>number of sections:  Introduction  Refuse and Recycling  Operations  Parks and Open Spaces  Transport Management</p> <p>Each section was presented by an appropriate Manager who outlined the services that they are responsible for, the achievements they have made during the past year, key objectives for the future and any key projects that they have planned.</p> <p>It was AGREED that the Director of Environmental Services and Managers be thanked for their presentation.</p>
Outcome	Presentation noted
Link Officer	Paul Doran, Kitty Rose, Sue Woodbridge and Mick Gore.
<b>Date of Meeting</b>	<b>16 July 2015</b>
Subject	<b>Review of Work Programme 2015/16</b>
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services which reviewed the Panel's work programme for 2015/16.</p> <p>The Director of Environmental Services addressed the Panel to inform them that the Member Working Group for the public toilets refurbishment will be commencing shortly.</p> <p>It was AGREED that the Work Programme for 2015/16 be approved.</p>
Outcome	Work Programme approved
Link Officer	Paul Doran
Subject	<b>Annual Report on Street Cleansing Service</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on an annual update of the Street Cleansing Service.</p> <p>The report was presented by the Operations Manager, who then took questions from members.</p>

	<p>Councillor Bryant enquired as to who was responsible for the clearing of weeds off of pavements and streets, and who should the public contact to report these issues. The Operations Manager explained that any reports should be directed to Hampshire County Council in the first instance as they will be responsible for spraying the weeds and then Fareham Borough Council will be responsible for the cleaning up of the weeds once they have completely died off.</p> <p>The Operations Manager was also asked if there was any enforcement action that could be taken if there was offensive graffiti on private property which the owners refused to have removed. Members were advised that there would be some kind of enforcement action that could be taken but Officers would need to take advice from the Legal team on how this could be done.</p> <p>Councillor Swanbrow passed on his thanks to the Street Cleansing team who are extremely efficient and quick at responding to reports of dead animals on the highway.</p> <p>It was AGREED that the Panel note the contents of the report.</p>
Outcome	Content of report noted
Link Officer	Mick Gore
Subject	<b>Annual Review of Trade Waste Service</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on an annual review of the Trade Waste Service.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Content of report noted
Link Officer	Kitty Rose
Subject	<b>Members Open Forum</b>
Type of Item	Question and Answer
Action by Panel	<p>At the invitation of the Chairman, Councillor's Mrs Trott, Miss Harper the Executive Member for Streetscene, and Whittle JP joined the Panel for this item.</p> <p>Councillor Whittle addressed the Panel as he had received a suggestion to put forward to Officers. He explained that he had recently been contacted by a member of the public regarding litter picking. The residents suggested that the Council provide bags for volunteers to collect and use for littering picking when they are out in the Borough and then leave the bags by</p>

	<p>Council litter bins for collection. He also suggested that something similar could also be arranged for dog fouling.</p> <p>The Operations Manager addressed the Panel to respond to Councillor Whittle's suggestion. He explained that the Council do already operate a system where they provide black FBC marked bags to voluntary litter pickers and then arrange collection of these bags from the volunteer at a time that is convenient to both the volunteer and the Council's operatives.</p> <p>Councillor Trott raised this issue of advertising of this service that the Council offer as it has been some years since the Council put a notice in Fareham Today outlining this service to residents. The Operations Manager explained that he is currently working with the Head of Parking and Enforcement on ways to tackle dog fouling and littering. As part of this initiative they will be looking at ways to advertise and promote the voluntary service that the Council support.</p> <p>The Chairman asked if the big clean up events have attracted more volunteers as the events did attract a lot of interest from residents. The Operations Manager did confirm that the events were very well attended and residents were very willing to help out on these days, but they have not gained any regular volunteers through them.</p> <p>Councillor Whittle suggested that the volunteers receive some kind of award for their hard work, and maybe it could be something that is incorporated into the Council's Fareham in Bloom Award Ceremony.</p> <p>Councillor Mrs Bayford addressed the Panel and suggested that dog fouling bags be provided by dog bins in the hope that it could encourage less responsible dog walkers to pick up after their dog. The Director of Environmental Services confirmed that this could be investigated as part of the new initiative.</p> <p>Councillor Norris raised concern that some of the no dog fouling posters that were put up last year have been removed. The Operations Manager assured members that he would ask the enforcement officers to investigate this.</p> <p>The Director of Environmental Services concluded the discussion by informing the Panel that the Operations Manager will be meeting with the Communications Team next week to start working on the new initiative. He explained that the start of the process would be concerned with working on informing educating and engaging with residents.</p> <p>The Chairman thanked all members for their suggestions.</p>
Outcome	Suggestions and comments noted
Link Officer	Paul Doran
<b>Date of Meeting</b>	<b>10 September 2015</b>
Subject	<b>Review of Work Programme 2015/16</b>

Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services which reviewed the Panel's work programme for 2015/16.</p> <p>At the invitation of the Chairman, Councillor Miss Harper, Executive Member for Streetscene addressed the Panel on this item.</p> <p>Councillor Bryant requested that a report providing an update on Project Integra be added to the work programme. It was agreed that a report on Project Integra would be added to the work programme for the 3 March 2016 meeting.</p> <p>The Director of Environmental Services addressed the Panel to explain that the item on Review of Bin Charging Policy may have to be moved to next year's work programme due to the Vanguard Intervention that has just started in Streetscene, as there will be no policy changes until the Vanguard Intervention has been completed.</p> <p>It was AGREED that, subject to the addition of a report on Project Integra being added to the 3 March 2016 meeting, the work programme for 2015/16 be approved.</p>
Outcome	Work Programme approved
Link Officer	Paul Doran
Subject	<b>Refuse and Recycling Route Risk Assessments</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on the refuse and recycling route risk assessments.</p> <p>The Chairman enquired as to how long it takes to complete an assessment. The Refuse Recycling and Transport Manager explained that to complete the assessment form takes approximately 25 minutes, however that is after several visits have been made to the route to ensure that all of the information has been recorded correctly.</p> <p>Several members referred to the incident that occurred in Glasgow in 2014, and asked if there have been any changes made as a result of that. The Refuse Recycling and Transport Manager explained that on the Council's refuse trucks there are 7 emergency stop buttons, all crews are given training on what to do in an emergency situation. In addition to that all drivers over the age of 45 have to undertake an annual health check, and all drivers are required to complete an annual medical declaration.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Content of report noted



Link Officer	Kitty Rose
Subject	<b>Play Area Inspection Review</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services which outlines the recent review undertaken for Play Area Inspections.</p> <p>The Operations Manager addressed the Panel and explained that the new regime will be implemented in November 2015.</p> <p>Councillor Whittingham asked if Officers knew what the estimated cost of repairing the defects were. The Operations Manager stated that at present this information is not something that is recorded, and the cost will vary depending on the type of defect. However this type of information is something that is being looked into collecting in the future once the new regime is in place.</p> <p>It was AGREED that the Panel note the content of the report.</p>
Outcome	Report noted
Link Officer	Mick Gore
Subject	<b>Hedge Cutting Contract Performance Report</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on the performance of the Hedge Cutting contract.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Report Noted
Link Officer	Mick Gore
Subject	<b>Members Open Forum</b>
Type of Item	Question and Answer Session
Action by Panel	<p>At the invitation of the Chairman, Councillors Mrs Trott and Miss Harper, Executive Member for Streetscene joined the Panel for this item.</p> <p>The Director of Environmental Services addressed the Panel and informed them that Councillor Whittle, JP had contacted him and asked him to present a question on his behalf as he was unable to attend the meeting. The question stated:          “In response to further repeated questions from residents, would the Panel please provide an update on the position in relation to weekly refuse collections following the last review that was carried out in January 2014. Could the Panel also</p>

indicate if there is any intention to review the collection of other materials such as the kerbside collection of glass.”

The Chairman the provided the following response:

“In response to the question of whether it is appropriate to conduct a further review and public consultation on amendments to the collection cycle for domestic household waste, a report was brought to the Streetscene Panel in January 2014 on the Impact of Weekly Refuse Collections.

This report highlighted the financial implications of changing to weekly refuse collections, which included a capital investment of £638,000 and annual revenue costs of £369,000. These figures have now been updated for 2015 and are now £700,000 for capital expenditure with £385,000 annual revenue costs.

In this report it was highlighted that between 2011 and 2014 the Streetscene department received 3 recorded requests to return to weekly refuse collections. In 2015 we have not received any requests from residents to change our current collection regime.

Increasing the refuse capacity available to residents would result in a reduction in the amount of recyclables collected and therefore have a direct impact on the Council’s recycling rate.

Due to the low demand from residents and the significant cost involved it is not proposed to conduct a further review or public consultation on amending refuse collections.

With regards to the request to investigate kerbside glass collections, this has been reviewed by officers as part of the TEEP report brought to the Panel in October 2014 which outlined the changes to the Waste Regulations (England and Wales) 2011 that require waste collection authorities to collect recycled waste paper, metals, plastic and glass separately from 1 January 2015. This report concluded that no change to current collections was necessary and the recommendation was referred to the Executive 1 December 2014 where it was approved.

Currently FBC collects around 2000 tons of glass per year from 35 bring bank sites across the Borough. This accounts for approximately 60% of all glass in the waste stream. Research from across the UK suggests that moving to kerbside glass collections will only collect up to 80% of glass in the waste stream and only if the bring bank sites are also maintained.

Indicative costs to introduce kerbside glass recycling include £300,000 capital costs for bespoke glass vehicles and collection boxes. Approximately 500 tonnes of additional glass would be collected which at the current rate of £15 per tonne would provide £7,500 of additional income, making the net annual revenue costs £162,500 to provide a monthly glass collection across the Borough.

Income received from glass has dropped significantly over the past few years in what is a difficult and fluctuating market. Based on this initial research and no demand from residents on the past two years, further review and consultation is not planned currently.”

The Chairman invited Councillor Mrs Trott to address the Panel as she also had a question to ask. Her questions was “Residents have often asked Councillor Whittle and myself why there are no public lavatories at Bath Lane Recreation Ground and I feel sure Panel Members will be aware of the letter to ‘The News’ decrying the fact. Can the reasons why this facility is not provided in the beautiful park be explained and recorded please? It is a long walk to the town centre or ‘The Castle in the Air’ public house at Lower Quay, where the nearest facilities are. The Cricket Pavilion is not open all the time and older residents in particular would benefit from this facility, which I understand could possibly be provided for less than £100,000 pounds.”

The Chairman provided the following response:

“The toilet facility at Bath Lane was part of the old pavilion building and the facility was closed in December 2005 after suffering many bouts of vandalism.

As part of a committee report to the Streetscene Panel, that considered options for repair and Improvement of all public conveniences, it was suggested that this facility along with a few others were closed. This was approved by the Executive on 9 Oct 2006.

The reasons to justify this closure apart from vandalism attacks, were that there weren’t any facilities for people with disabilities, generally low usage, very few complaints that the toilets had been closed for almost 18 months prior to decision to close.

Over the last 10 years there has virtually been no call for the reopening of this facility.

If consideration were to be given to provide a new facility now it would likely to cost in the region of £100-125K to build with an ongoing annual revenue cost for cleaning and repairs of approximately £4.5K.

Due to the potential costs and low demand, it is recommended that a new facility at Bath lane Recreation Ground is not pursued.

The Chairman thanked officers and members for their participation in the Members Open Forum.

Outcome	Members noted questions and answer
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Link Officer	Paul Doran
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<b>Date of Meeting</b>	<b>22 October 2015</b>
Subject	<b>Review of Work Programme 2015/16</b>
Type of Item	Review
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services which reviewed the Panel's work programme for 2015/16.</p> <p>Members were reminded that the report on Review of Bin Charging Policy that is scheduled for the 3 march 2016 may be removed from the work programme for 2015/16 due to the Vanguard Intervention that is about to start in Streetscene.</p> <p>Councillor Bryant referred to item 6 of the previous minutes which stated that he had suggested that a report on project Integra be added onto the work programme. The Chairman addressed the Panel and informed them that he is currently in discussion with the Chairman of Scrutiny Board to decide on which Committee this report will go to.</p> <p>It was AGREED that the work programme for 2015/16, as set out in Appendix A of the report, be approved.</p>
Outcome	Report noted
Link Officer	Paul Doran
Subject	<b>Annual Report on Recycling Performance</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services which provided an update on the annual performance of recycling in the Borough.</p> <p>Councillor Englefield during this item.</p> <p>The Panel noted that the biggest change that has occurred during the past 12 months is the removal of paper banks across the Borough.</p> <p>Councillor Mandry raised an issue with the garden waste collection service, where there are problems with the crews securing the sacks once they have been emptied. The Refuse Recycling and Transport Manager informed the Panel that they provide constant training with the crews to ensure that they provide a good customer service to the residents of the borough who are using this service.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Content of Report noted.

Link Officer	Kitty Rose
Subject	<b>Public Toilet Refurbishment 5 Year Programme</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on the 5 year programme for the public toilet refurbishment.</p> <p>The Chairman enquired when the Barry's Meadow toilets were going to be replaces. He was informed that planning permission has been granted for the works but as of yet there is no planned start date.</p> <p>Councillor Mandry put forward a suggestion that all of the women's public toilets be provided with a hook on the back of the door where ladies are able to hang their bag or shopping on. The Public and Open Spaces Manager confirmed that many of the public toilets already provide this facility but she would look into the feasibility of providing it in all of the public toilets.</p> <p>Councillor Trott referred to the minutes of the last meeting where she had raised the issue of the provision of public toilets at Bath lane. She enquired again as to whether this is something that could be looked at again in the future. The Chairman reminded members that the toilets were closed originally due to the vandalism that occurred in them and that if they were to be reopened that the cost to maintain the facility would be too great. Councillor Trott suggested that the Council look into sponsorship of the toilets which would then provide the revenue needed to maintain the facility. The Director of Environmental Services addressed the Panel and suggested that he make enquires with other authorities to see if they provide such a service and if they do how well it is working.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Update provided a January meeting regarding sponsorship of toilets. Content of report noted.
Link Officer	Sue Woodbridge
Subject	<b>Annual Report on Grounds Maintenance Performance</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Environmental Services on an annual review of the grounds Maintenance service.</p> <p>The Chairman passed his thanks on to the crew who are currently planting outside of the Civic Offices, for the great job they are doing and for engaging with residents whilst carrying out their work.</p> <p>Councillor Mrs Bayford enquired about Muslim Burials. The Operations Manager informed the Panel that they had recently</p>

	<p>had a request from the Muslim Community to provide cover for burials during evenings, weekends and bank holidays, however for the Council to provide this would be extremely costly and not feasible in the current financial climate for the Council to do. Therefore they are currently looking into the possibility of a contractor providing this service, or in the long term the Muslim Community to have their own Cemetery where they will be able to undertake their own burials.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Content of report noted.
Link Officer	Mick Gore
<b>Date of Meeting</b>	<b>28 January 2016</b>
Subject	<b>Preliminary Review of Streetscene Policy Development and Review Panel Work Programme 2015/16 and Draft Work Programme 201/17</b>
Type of Item	Programming
Action by Panel	<p>The Panel considered a report by the Director of Operations which reviewed the Panel's work programme 2015/16 and the draft Work Programme for 2016/17.</p> <p>At the invitation of the Chairman Councillor Miss Harper, Executive Member for Streetscene addressed the Panel on this item.</p> <p>The Director of Operations informed the Panel that there is currently an item on the work programme for the March meeting regarding a verbal update on Vanguard. He explained to members that it is still very much early days for the intervention and that there would be very little to report to the Panel by the March meeting and therefore suggested that it be moved to the 2016/17 work programme as an unallocated item.</p> <p>Councillor Norris raised a query regarding the Allotment Agreement which is proposed for the September 2016 meeting as he had been informed that the fees will be charges at the end of January 2016. The Parks and Open Spaces Manager informed the Panel that the rents are reviewed every three years in accordance with the terms of the lease, with the next review being due on 1 April 2016. Due to the fact that the lease is due for renewal, it is likely that the issues relating to the future fees will form part of the discussions which will be held with the Associations in the near future.</p> <p>The Chairman suggested forming a small working group to discuss the issues with the allotment agreement prior to a new agreement being considered. It was agreed that Councillors Keeble, Norris and Mrs Bayford be elected as the members for the working group.</p> <p>The Director of Operations offered members the opportunity to put forward suggestions for the 2016/17 work programme. No suggestions were put forward at the time as members felt that the proposed work programme covered a wide range of topics.</p>

	It was AGREED that the work programme for 2015/16 be approved.
Outcome	Members of working group noted.
Link Officer	Paul Doran
Subject	<b>Annual Fleet Management Report</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Operations on an annual update on Fleet Management.</p> <p>The report was presented by the Refuse Recycling and Transport Manager who also provided the Panel with a short presentation on the crew and vehicles that form the Transport Fleet.</p> <p>The Panel enquired as to the additional work that has been created by the Daedalus development and how it is going to be managed by the Streetscene service. The Refuse Recycling and Transport Manager informed members that she is currently working with the Operations Manager to decide on what is the best way to incorporate this additional work into the service. She explained that the work would be undertaken by the existing staff with the addition of one new employee.</p> <p>The Chairman enquired as to whether the Council still had any older vehicles left in the fleet that needed to be replaced with new narrower vehicles. He was informed that all the vehicles in the fleet are now the newer narrow vehicles and therefore there is no need to buy any such vehicles at present.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Content of report noted.
Link Officer	Kitty Rose
Subject	<b>Corporate Cleaning Contract Renewal</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Operations on the Corporate Cleaning Contract Renewal.</p> <p>The Panel was informed that the new cleaning contract has been awarded to Hi-Spec Facilities Services PLC. It is still in the early stages of working with the new contractor but indications are very positive that the company is going to perform well. The Parks and Open Spaces Manager is pleased that Hi-Spec have taken up the offer of an office and storage space at the depot which makes communication much easier. Other encouraging indicators are the bonus scheme the company uses to reward good work for their employees and their use of technology to provide instant up to date feedback and comments.</p>

	It was AGREED that the content of the report be noted.
Outcome	Content of report noted.
Link Officer	Sue Woodbridge



**STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL – WORK PROGRAMME  
2015/16**

<b>Date</b>	<b>Subject</b>	<b>Type of Item</b>
4 June 2015	• Review of Work Programme 2015/16	Programming
	• Presentation on Streetscene Services and Key Achievements	Presentation
16 July 2015	• Review of Work Programme 2015/16	Programming
	• Annual Review of Trade Waste Service	Information
	• Annual Report on Street Cleansing Service	Information
	• Members Open Forum	Question and Answer
10 September 2015	• Review of Work Programme 2015/16	Programming
	• Refuse and Recycling Route Risk Assessments	Information
	• Hedge Cutting Contract Performance Report	Information
	• Play Area Inspection Review	Information
	• Members Open Forum	Question and Answer
22 October 2015	• Review of Work Programme 2015/16	Programming
	• Public Toilet Refurbishment 5 Year Programme	Information
	• Annual Report on Grounds Maintenance Performance	Information
28 January 2016	• Preliminary Review of Work Programme 2015/16 & 2016/17	Programming
	• Annual Fleet Management Report	Information
	• Corporate Cleaning Contract Renewal	Information

3 March 2016	• Final review of the Work Programme for 2015/16 and draft Work Programme for 2016/17	Programming
	• Members Open Forum	Question and Answer

**FAREHAM BOROUGH COUNCIL**

**POLICY FRAMEWORK**

Under the Constitution, the plans and strategies to be adopted or approved by the full Council are:-

- (a) Sustainable Community Strategy;
- (b) Housing Strategy;
- (c) Food Safety Service Plan;
- (d) Licensing Policy;
- (e) Plans and Alterations comprising the Development Plan;
- (f) Development Plan Documents;
- (g) Community Safety Strategy;
- (h) Corporate Vision, Values, Objectives and Priority Actions.

**STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL  
PROPOSED WORK PROGRAMME FOR 2016/17**

<b><u>MEETING DATES FOR 2016/17</u></b>	<b><u>ITEMS</u></b>
9 June 2016	<ul style="list-style-type: none"> <li>• Review of Work Programme 2016/17</li> <li>• Presentation on Streetscene Services and Key Achievements</li> </ul>
14 July 2016	<ul style="list-style-type: none"> <li>• Review of Work Programme 2016/17</li> <li>• Annual Review of Trade Waste Service</li> <li>• Annual Report on Street Cleansing Service</li> <li>• Members Open Forum</li> </ul>
8 September 2016	<ul style="list-style-type: none"> <li>• Review of Work Programme 2016/17</li> <li>• Allotment Agreement Renewal</li> <li>• Annual Report on Recycling</li> </ul>
20 October 2016	<ul style="list-style-type: none"> <li>• Review of Work Programme 2016/17</li> <li>• Annual Report on Grounds Maintenance Service</li> <li>• Members Open Forum</li> </ul>
26 January 2017	<ul style="list-style-type: none"> <li>• Preliminary Review of Work Programme 2016/17 and Draft Work Programme 2017/18</li> <li>• Report on Progress of New Corporate Cleaning Contract</li> <li>• Report on New Contract for Bus Shelter Maintenance and Cleaning</li> </ul>
2 March 2017	<ul style="list-style-type: none"> <li>• Final Review of Work Programme 2016/17 and Draft Work Programme 2017/18</li> <li>• Report on Textile Recycling</li> <li>• Hedge Cutting Contract Review</li> <li>• Members Open Forum</li> </ul>