

**TONBRIDGE AND MALLING BOROUGH COUNCIL**

**LOCAL ENVIRONMENTAL MANAGEMENT ADVISORY BOARD**

**Monday, 28th February, 2011**

**Present:** Cllr M O Davis (Chairman), Cllr F R D Chartres (Vice-Chairman), Cllr J R H Clements, Cllr Mrs S L Luck, Cllr M R Rhodes and Cllr Ms S V Spence.

Councillors Mrs Anderson, Baldock, Ms Branson, Coffin, Thornewell and Worrall were also present pursuant to Council Procedure Rule No 15.21.

Apologies for absence were received from Councillors Dalton and D Smith.

**PART 1 - PUBLIC**

**LEM  
11/001      DECLARATIONS OF INTEREST**

There were no declarations of interest made.

**LEM  
11/002      MINUTES**

**RESOLVED:** That the notes of the meeting of the Local Environmental Management Advisory Board held on 23 November 2010 be approved as a correct record and signed by the Chairman.

**MATTERS FOR RECOMMENDATION TO THE CABINET**

**LEM  
11/003      REVIEW OF PUBLIC CONVENIENCE CLEANING, PEST CONTROL  
AND DOG WARDEN SERVICES**

The joint report of the Director of Health and Housing and Cabinet Member for Environmental Services proposed that a review of a range of contracted-out services be undertaken prior to retendering in order to identify any efficiencies both in the procurement process and ongoing operations. Members were advised that to facilitate such a review a waiver had been approved under Contracts Procedure Rule No 13 to allow negotiation of a new "bridging contract" with the current service providers until September 2012. The findings of the fundamental review would be reported to a future meeting of the Advisory Board to enable consideration of any new proposals for service delivery.

It was noted that a further report would be submitted to the Cabinet in respect of the assignment of the existing pest control contract to Rentokil.

**RECOMMENDED:** That the approach detailed in the report regarding the future procurement and review of the Public Convenience, Pest Control and Dog Warden Services be noted and endorsed.

**\*Referred to Cabinet**

**LEM  
11/004**

**WASTE AND STREET SCENE SERVICES - REVIEW OF SERVICE PROVISION OVER CHRISTMAS AND NEW YEAR AND GENERAL UPDATE**

Decision Notice D110028MEM

Consideration was given to the joint report of the Director of Health and Housing and Cabinet Member for Environmental Services which gave details of responses to the recent severe weather conditions and confirmed the service approach to refuse and recycling collections on public holidays in April/May 2011.

Members commended the officers and contractor for their efforts during difficult circumstances and were pleased to note the significant number of compliments received from residents, illustrated by the extracts from emails and letters set out in the Annex to the report.

**RECOMMENDED:** That

(1) the actions by officers and Veolia in response to the provision of refuse, recycling and street cleansing services during the period of severe weather in November and December 2010 be noted and appreciation be conveyed to all concerned; and

(2) the arrangements put in place for the collection of refuse and recycling in the Borough on the public holiday on Friday 29 April 2011 be noted and endorsed.

**LEM  
11/005**

**STREET SCENE ACTION PLANS**

Decision Notice D110029MEM

The joint report of the Director of Health and Housing and Cabinet Member for Environmental Services gave details of progress with the Action Plan for 2010/11 and set out an approach and key initiatives for inclusion in the Street Scene Action Plan for 2011/12. Copies of a Street Scene handbook for councillors, produced by the Local Government Group with assistance from the Head of Waste and Street Scene Services, were circulated at the meeting.

**RECOMMENDED:** That

(1) the actions taken to progress the Street Scene Action Plan 2010/11 be noted; and

(2) the approach to the development of the Street Scene Action Plan for 2011/12 be endorsed.

**LEM  
11/006**

## **LOVE WHERE YOU LIVE**

Decision Notice D110030MEM

The joint report of the Director of Health and Housing and Cabinet Member for Environmental Services outlined the development of a new national anti-littering initiative known as "Love Where You Live" due to be formally launched in May/June 2011. It was suggested that opportunities be taken to link the Council's existing educational and community work to the national campaign.

**RECOMMENDED:** That

(1) the development of the national initiative be noted and the commitment to the project's six principles as identified in the report be endorsed; and

(2) the inclusion, branding and promotion of "Love Where You Live" in the Council's Cleaner Borough Campaign and the Street Scene Action Plan for 2011/12 be approved.

**LEM  
11/007**

## **CLEANER BOROUGH CAMPAIGN - ACTION PLAN 2011-12**

Decision Notice D110031MEM

Details were given in the joint report of the Director of Health and Housing and Cabinet Member for Environmental Services of educational, community and enforcement initiatives aimed at tackling litter and other street scene problems in 2011/12.

**RECOMMENDED:** That the "Cleaner Borough" Action Plan for 2011/12, as set out in Annex 1 to the report, be approved.

**LEM  
11/008**

## **ENVIRONMENTAL HEALTH AND HOUSING ENFORCEMENT POLICY**

Decision Notice D110032MEM

The joint report of the Director of Health and Housing and Cabinet Member for Environmental Services advised that the Environmental Health and Housing Services Enforcement Policy had been reviewed and updated. Consideration was given to the aspects of the policy in relation to environmental health and street scene functions, the housing aspects having been reported to the Strategic Housing Advisory Board on 21 February 2011.

**RECOMMENDED:** That the current version of the Environmental Health and Housing Services Enforcement Policy, as set out at Annex 1 to the report, be endorsed in respect of the environmental health and street scene functions.

**LEM  
11/009**

## **CHARGING FOR PRIVATE WATER SUPPLIES**

Consideration was given to the joint report of the Director of Health and Housing and Cabinet Member for Environmental Services which sought approval to introduce a charging policy to recover costs incurred in undertaking risk assessments and analysing samples from private water supplies in accordance with the Private Water Supplies Regulations 2009. It was noted that the proposed charge of £35 per hour would recover officers' time (including on-costs) plus the costs of analysis. Details were given of the frequency of sampling for different types of water supply together with exemptions applying to certain supplies serving a single dwelling.

**RECOMMENDED:** That the proposed fee in respect of carrying out work associated with the implementation of the Private Water Supplies Regulations 2009 be approved. ◀

**\*Referred to Cabinet**

**LEM  
11/010**

## **ENVIRONMENTAL HEALTH CAMPAIGNS**

Decision Notice D110033MEM

The joint report of the Director of Health and Housing and Cabinet Member for Environmental Services gave details of the educational projects planned for 2011/12 in the Environmental Health Service including Change4Life, Noise Action Week and Food Safety Week. The proposed Environmental Health Campaigns Action Plan was set out at the Annex to the report.

**RECOMMENDED:** That the Environmental Health Campaigns Action Plan 2011/12, as set out in Annex 1 to the report, be approved.

### **MATTERS SUBMITTED FOR INFORMATION**

**LEM  
11/011**

## **KENT WASTE PARTNERSHIP UPDATE**

The report of the Director of Health and Housing provided an update on key issues being taken forward by the Kent Waste Partnership (KWP) including a review of waste management services in Mid and West Kent local authorities and the future role of the KWP and the Joint Waste Management Committee. Members were concerned to ensure that whilst there might be opportunities for harmonisation between authorities, the high quality of service provided by Tonbridge and Malling should be maintained.

**LEM  
11/012**

## **FOOD AND SAFETY TEAM UPDATE**

Details were given of the recent activities of the Food and Safety team in addition to the routine inspection programme and associated regulatory activity. Members were advised of new working arrangements for the administration and investigation of cases of infectious disease.

**LEM  
11/013**

## **ENVIRONMENTAL PROTECTION TEAM UPDATE**

The report provided an update on a range of environmental protection issues including the review of the environmental monitoring programme in respect of landfill gas and recreational lakes. Specific reference was made to on-going investigations in respect of the Blaise Farm composting facility and Square Deal Tip.

Members reiterated previously expressed concerns about the need for clarity between the roles of organisations involved in monitoring landfill gas and air quality and those responsible for effecting consequential improvements. Attention was drawn to a number of public health White Papers under current consultation in which Government funding was linked to the measurement of air quality and it was considered that the lack of clarity in roles could be to the disadvantage of the Borough. At Members' request the officers undertook to convey these concerns to the Department for Environment, Food and Rural Affairs, Department of Health and local Members of Parliament before the consultation closed.

**LEM  
11/014**

## **ENVIRONMENTAL CHAMPIONS AWARDS**

Details were given of the most recent recipients of the "Environmental Champions" Award which had been presented on 28 January 2011. Members were encouraged to nominate people within the community who had positively contributed to the environment.

**LEM  
11/015**

## **ANNUAL OUT OF HOURS MONITORING REPORT**

The report presented a summary of the emergency out of hours service provided by the Council's Environmental Health and Housing Service during 2010.

**LEM  
11/016**

## **EXTERNAL CONSULTATIONS**

Details were given of the consultation documents which had been responded to since the last meeting of the Advisory Board.

**LEM  
11/017**

## **SERVICE OF STATUTORY NOTICES**

Details were given of Statutory Notices served since the last meeting of the Advisory Board.

**LEM  
11/018**

## **PROSECUTIONS**

The report of the Legal Services Partnership Manager set out details of prosecutions undertaken in respect of a littering offence and giving a false name and address.

**MATTERS FOR CONSIDERATION IN PRIVATE**

**LEM  
11/019**

**EXCLUSION OF PRESS AND PUBLIC**

No items were considered in private.

The meeting ended at 2050 hours

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**RECORD OF DECISION**

**Decision Taken By: CABINET MEMBER FOR  
Environmental Services**

**Decision No: D110028MEM**

**Date: 28th February 2011**

**Decision(s) and Reason(s)**

**Waste and Street Scene Services - Review of Service Provision over Christmas and New Year and General Update**

**(Joint report of Director of Health and Housing and Cabinet Member for Environmental Services)**

**(Annex 1)**

**(Annex 2)**

**The report gave details of responses to the recent severe weather conditions and confirmed the service approach to refuse and recycling collections on public holidays in April/May 2011.**

Following consideration by the Local Environmental Management Advisory Board, the Cabinet Member for Environmental Services resolved that:

- 1) the actions taken by officers and Veolia in response to the provision of refuse, recycling and street cleansing services during the period of severe weather in November and December 2010 be noted and appreciation be conveyed to all concerned; and
- 2) the arrangements put in place for the collection of refuse and recycling in the Borough on the public holiday on Friday 29 April 2011 be noted and endorsed.

Reasons: As set out in the report submitted to the Local Environmental Management Advisory Board of 28 February 2011.

Signed Cabinet Member for O Baldock  
Environmental Services:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

**Date of publication: 04 March 2011**

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**RECORD OF DECISION**

**Decision Taken By: CABINET MEMBER FOR  
Environmental Services**

**Decision No: D110029MEM**

**Date: 28th February 2011**

**Decision(s) and Reason(s)**

**Street Scene Action Plans**

**(Joint report of Director of Health and Housing and Cabinet  
Member for Environmental Services)**

**(Annex 1)**

**(Appendix 1)**

**The report gave details of progress with the Action Plan for 2010/11  
and set out an approach and key initiatives for inclusion in the  
Street Scene Action Plan for 2011/12.**

Following consideration by the Local Environmental Management  
Advisory Board, the Cabinet Member for Environmental Services  
resolved that:

- 1) the actions taken to progress the Street Scene Action Plan  
2010/11 be noted; and
- 2) the approach to the development of the Street Scene Action Plan  
for 2011/12 be endorsed.

Reasons: As set out in the report submitted to the Local Environmental  
Management Advisory Board of 28 February 2011.

Signed Cabinet Member for O Baldock  
Environmental Services:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

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## RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR  
Environmental Services**

**Decision No: D110030MEM**

**Date: 28th February 2011**

### **Decision(s) and Reason(s)**

#### **Love Where You Live**

**(Joint report of Director of Health and Housing and Cabinet Member for Environmental Services)**

**The report outlined the development of a new national anti-littering initiative known as "Love Where You Live" due to be formally launched in May/June 2011. It was suggested that opportunities be taken to link the Council's existing educational and community work to the national campaign.**

Following consideration by the Local Environmental Management Advisory Board, the Cabinet Member for Environmental Services resolved that:

- 1) the development of the national initiative be noted and the commitment to the project's six principles as identified in the report be endorsed; and
- 2) the inclusion, branding and promotion of "Love Where You Live" in the Council's Cleaner Borough Campaign and the Street Scene Action Plan for 2011/12 be approved.

Reasons: As set out in the report submitted to the Local Environmental Management Advisory Board of 28 February 2011.

Signed Cabinet Member for O Baldock  
Environmental Services:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

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**TONBRIDGE & MALLING BOROUGH COUNCIL**

**RECORD OF DECISION**

**Decision Taken By: CABINET MEMBER FOR  
Environmental Services**

**Decision No: D110031MEM**

**Date: 28th February 2011**

**Decision(s) and Reason(s)**

**Cleaner Borough Campaign - Action Plan 2011-12**

**(Joint report of Director of Health and Housing and Cabinet  
Member for Environmental Services)  
(Annex)**

**Details were given of educational, community and enforcement  
initiatives aimed at tackling litter and other street scene problems  
in 2011/12.**

Following consideration by the Local Environmental Management  
Advisory Board, the Cabinet Member for Environmental Services  
resolved that the "Cleaner Borough" Action Plan for 2011/12, as set out  
in Annex 1 to the report, be approved.

Reasons: As set out in the report submitted to the Local Environmental  
Management Advisory Board of 28 February 2011.

Signed Cabinet Member for O Baldock  
Environmental Services:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

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**RECORD OF DECISION**

**Decision Taken By: CABINET MEMBER FOR  
Environmental Services**

**Decision No: D110032MEM**

**Date: 28th February 2011**

**Decision(s) and Reason(s)**

**Environmental Health and Housing Enforcement Policy**

**(Joint report of Director of Health and Housing and Cabinet  
Member for Environmental Services)  
(Annex)**

**The report advised that the Environmental Health and Housing  
Services Enforcement Policy had been reviewed and updated.  
Consideration was given to the aspects of the policy in relation to  
environmental health and street scene functions, the housing  
aspects having been reported to the Strategic Housing Advisory  
Board on 21 February 2011.**

Following consideration by the Local Environmental Management  
Advisory Board, the Cabinet Member for Environmental Services  
resolved that the current version of the Environmental Health and  
Housing Services Enforcement Policy, as set out at Annex 1 to the  
report, be endorsed in respect of the environmental health and street  
scene functions.

Reasons: As set out in the report submitted to the Local Environmental  
Management Advisory Board of 28 February 2011.

Signed Cabinet Member for O Baldock  
Environmental Services:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

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**RECORD OF DECISION**

**Decision Taken By: CABINET MEMBER FOR  
Environmental Services**

**Decision No: D110033MEM**

**Date: 28th February 2011**

**Decision(s) and Reason(s)**

**Environmental Health Campaigns**

**(Joint report of Director of Health and Housing and Cabinet Member for Environmental Services)  
(Annex)**

**The report gave details of the educational projects planned for 2011/12 in the Environmental Health Service including Change4Life, Noise Action Week and Food Safety Week. The proposed Environmental Health Campaigns Action Plan was set out at the Annex to the report.**

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