

TONBRIDGE & MALLING BOROUGH COUNCIL



EXECUTIVE SERVICES

Interim Chief Executive
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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

Contact: Democratic Services
committee.services@tmbc.gov.uk

30 January 2024

To: MEMBERS OF THE COMMUNITIES AND ENVIRONMENT SCRUTINY
SELECT COMMITTEE
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Communities and Environment Scrutiny Select Committee to be held in the Council Chamber, Gibson Drive, Kings Hill on Wednesday, 7th February, 2024 commencing at 7.30 pm.

Members of the Committee are required to attend in person. Other Members may attend in person or participate online via MS Teams.

Information on how to observe the meeting will be published on the Council's website.

Yours faithfully

ADRIAN STANFIELD

Interim Chief Executive

A G E N D A

1. Guidance for the Conduct of Meetings

5 - 8

PART 1 - PUBLIC

2. Apologies for absence
3. Notification of Substitute Members 9 - 10
4. Declarations of interest 11 - 12

Members are reminded of their obligation under the Council's Code of Conduct to disclose any Disclosable Pecuniary Interests and Other Significant Interests in any matter(s) to be considered or being considered at the meeting. These are explained in the Code of Conduct on the Council's website at [Code of conduct for members – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tmbc.gov.uk/code-of-conduct-for-members).

Members in any doubt about such declarations are advised to contact Legal or Democratic Services in advance of the meeting.

5. Minutes 13 - 20

To confirm as a correct record the Minutes of the meeting of the Communities and Environment Scrutiny Select Committee held on 6 November 2023.

Matters for Recommendation to the Cabinet

6. Recycling Bring Sites 21 - 26

Members are requested to consider the review of the current recycling bring site provision and the options identified and make recommendations to the Cabinet.

7. Fixed Penalty Notices - Littering & Fly Tipping Offences 27 - 34

This report sets out proposed Fixed Penalty Notice levels for littering and fly tipping for this Committee to consider and make recommendations to Cabinet.

8. Review of Pest Control Service 35 - 42

The Borough Council currently offers a pest control service through the contractor Monitor and a contract is in place until 31 October 2024. It was agreed that a full review would take place early in 2024 in order to inform the ongoing provision of this service. This report outlines the current service and options from November 2024.

9. Consultation Draft - Tonbridge Racecourse Sportsground Management Plan 43 - 48

This report presents a draft Management Plan for Tonbridge Racecourse Sportsground and seeks Member comment prior to formal public consultation.

(NB. Due to its size the Tonbridge Racecourse Sportsground Management Plan 2024 – 2028 Consultation draft (Annex 1) is attached as a supplement.)

10. Taddington Valley - Woodland Management Plan 49 - 74

This report brings forward comments received as part of the public consultation exercise on the draft Taddington Valley Woodland Management Plan. The Committee is invited to consider the responses and any proposed amendments to enable the Plan to be submitted to the Forestry Commission for approval.

(NB. Due to its size the Taddington Valley Woodland Management Plan – Consultation draft (Annex 1) is attached as a supplement.)

Matters submitted for Information

11. Key Performance Indicators 75 - 82

This report provides data on Key Performance Indicators (KPIs) that are aligned to the Corporate Strategy 2023-2027 and monitored on a quarterly or annual basis. The data provided in this report relates to the period up to the end of December 2023. The KPIs aim to provide data and analysis about the performance of the authority and support its improvement.

12. Work Programme 2024 83 - 84

The Work Programme setting out matters to be scrutinised during 2024 is attached for information. Members can suggest future items by liaising with the Chair of the Committee.

13. Urgent Items 85 - 86

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive

Matters for consideration in Private

14. Exclusion of Press and Public 87 - 88

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

PART 2 - PRIVATE

15. Urgent Items 89 - 90

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

MEMBERSHIP

Cllr S A Hudson (Chair)
Cllr Mrs S Bell (Vice-Chair)

Cllr A G Bennison
Cllr S Crisp
Cllr G B Hines
Cllr F A Hoskins
Cllr J R S Lark
Cllr A McDermott

Cllr Mrs A S Oakley
Cllr W E Palmer
Cllr M R Rhodes
Cllr Mrs M Tatton
Cllr K S Tunstall

GUIDANCE ON HOW MEETINGS WILL BE CONDUCTED

- (1) Most of the Borough Council meetings are livestreamed, unless there is exempt or confidential business being discussed, giving residents the opportunity to see decision making in action. These can be watched via our YouTube channel. When it is not possible to livestream meetings they are recorded and uploaded as soon as possible:

<https://www.youtube.com/channel/UCPp-IJISNgoF-ugSzxjAPfw/featured>

- (2) There are no fire drills planned during the time a meeting is being held. For the benefit of those in the meeting room, the fire alarm is a long continuous bell and the exits are via the doors used to enter the room. An officer on site will lead any evacuation.
- (3) Should you need this agenda or any of the reports in a different format, or have any other queries concerning the meeting, please contact Democratic Services on committee.services@tmbc.gov.uk in the first instance.

Attendance:

- Members of the Committee are required to attend in person and be present in the meeting room. Only these Members are able to move/ second or amend motions, and vote.
- Other Members of the Council can join via MS Teams and can take part in any discussion and ask questions, when invited to do so by the Chair, but cannot move/ second or amend motions or vote on any matters. Members participating remotely are reminded that this does not count towards their formal committee attendance.
- Occasionally, Members of the Committee are unable to attend in person and may join via MS Teams in the same way as other Members. However, they are unable to move/ second or amend motions or vote on any matters if they are not present in the meeting room. As with other Members joining via MS Teams, this does not count towards their formal committee attendance.
- Officers can participate in person or online.

- Members of the public addressing an Area Planning Committee should attend in person. However, arrangements to participate online can be considered in certain circumstances. Please contact committee.services@tmbc.gov.uk for further information.

Before formal proceedings start there will be a sound check of Members/Officers in the room. This is done as a roll call and confirms attendance of voting Members.

Ground Rules:

The meeting will operate under the following ground rules:

- Members in the Chamber should indicate to speak in the usual way and use the fixed microphones in front of them. These need to be switched on when speaking or comments will not be heard by those participating online. Please switch off microphones when not speaking.
- If there any technical issues the meeting will be adjourned to try and rectify them. If this is not possible there are a number of options that can be taken to enable the meeting to continue. These will be explained if it becomes necessary.

For those Members participating online:

- please request to speak using the 'chat or hand raised function';
- please turn off cameras and microphones when not speaking;
- please do not use the 'chat function' for other matters as comments can be seen by all;
- Members may wish to blur the background on their camera using the facility on Microsoft teams.
- Please avoid distractions and general chat if not addressing the meeting
- Please remember to turn off or silence mobile phones

Voting:

Voting may be undertaken by way of a roll call and each Member should verbally respond For, Against, Abstain. The vote will be noted and announced by the Democratic Services Officer.

Alternatively, votes may be taken by general affirmation if it seems that there is agreement amongst Members. The Chairman will announce the outcome of the vote for those participating and viewing online.

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Community and Environment Scrutiny Select Committee – Substitute Members (if required)

	Conservative	Liberal Democratic	Green	Ind. Kent Alliance	Labour
1	Chris Brown	David Thornewell	Lee Athwal		Paul Hickmott
2	Roger Dalton	Roger Roud	Kath Barton		Wayne Mallard
3	Dave Davis	Garry Bridge	Mark Hood		
4	Dennis King	Tim Bishop	Robert Oliver		
5	Colin Williams	Paul Boxall	Bethan Parry		

Members of Cabinet cannot be appointed as a substitute to this Committee

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Declarations of interest

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TONBRIDGE AND MALLING BOROUGH COUNCIL

COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE

MINUTES

Monday, 6th November, 2023

Present: Cllr S A Hudson (Chair), Cllr S Crisp, Cllr G B Hines, Cllr F A Hoskins, Cllr J R S Lark, Cllr A McDermott, Cllr Mrs A S Oakley, Cllr W E Palmer, Cllr M R Rhodes, Cllr Mrs M Tatton, Cllr K S Tunstall and Cllr D A S Davis (substitute)

In attendance: Councillors M A Coffin, M A J Hood and D Keers were also present pursuant to Council Procedure Rule No 15.21.

Virtual: Councillors M D Boughton, K B Tanner and R W Dalton participated via MS Teams in accordance with Council Procedure Rule No 15.21.

An apology for absence was received from Councillor Mrs S Bell (Vice-Chair).

PART 1 - PUBLIC

CE 23/42 NOTIFICATION OF SUBSTITUTE MEMBERS

Notification of substitute members were recorded as set out below:

- Councillor D Davis substituted for Councillor S Bell

In accordance with Council Procedure Rules 17.5 to 17.9 this councillor had the same rights as the ordinary member of the committee for whom they were substituting.

CE 23/43 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct.

CE 23/44 MINUTES

RESOLVED: That the notes of the meeting of the Communities and Environment Scrutiny Select Committee held on 21 September 2023 be approved as a correct record and signed by the Chair.

MATTERS FOR RECOMMENDATION TO THE CABINET

CE 23/45 REVIEW OF CAR PARKING FEES AND CHARGES

Consideration was given to a set of proposals for existing on-street and off-street car parking fees and charges, as summarised in 1.1.3 of the report, for implementation from 1 April 2024, taking into account the guiding principles for the setting of fees and charges established by the Borough Council and a number of specific principles relating to the provision of a successful car parking service. Members' attention was drawn to the high level inflation since the fees and charges were last reviewed in 2021 and implemented in April 2022, impacting on the cost of providing the parking service.

The Director of Street Scene, Leisure and Technical Services brought to Members' attention a few clarifications/amendments in respect of the following points set out in the report:

- (1) 1.4.3 should read "... Income (for Haysden Country Park) after the first 6 months is above profile, with a year-end forecast of £89,000.";
- (2) 1.8.3 should read "... The (Ryarsh Lane) car park has 114 spaces and the allocation of tickets is currently limited to 142..."; and
- (3) 1.21.1 should read "It is RECOMMENDED that the Committee considers the following car parking proposals for formal public consultation in November this year, implementation from 1st April 2024, and makes recommendations to Cabinet ...".

It was proposed that, in accordance with the Local Authorities Traffic Orders (Procedure) (England & Wales) Regulations 1996, formal public consultation be undertaken on the proposed changes to the on-street and off-street charges with the outcomes to be reported to the Joint Transportation Board in respect of the on-street car parking charges and to the Cabinet in respect of the off-street car parking charges for consideration.

Particular reference was made to the set of car parking proposals considered by the Committee in September 2023, including the introduction of Sunday and Bank Holiday parking charges and extension of evening charges to 8pm, and Members noted it was proposed that formal public consultation on both the set of car parking proposals, considered by the Committee in September 2023, and the set of car parking fees and charges proposals, recommended in this report, be undertaken at the same time later in November this year, with the outcomes reported to Cabinet in the New Year.

Members had an in-depth discussion with regard to the ongoing engagement with the West Malling Chamber of Commerce in respect of

the West Malling car parks and noted that their feedbacks on the proposals were invited through the public consultation process.

In addition, a proposal for Officers to investigate the card reader facility of ticket machines was supported by the Committee, in light of the significant cost associated with cash collection from the ticket machines.

RECOMMENDED*: That

- (1) the following car parking proposals be taken forward to formal public consultation in November this year and the outcomes reported to future meetings of the Joint Transportation Board and the Cabinet as appropriate, with implementation from 1 April 2024:
 - (i) the schedule of proposed charges for off-street short and long stay parking in Tonbridge as shown in Table 1 of the report, be approved;
 - (ii) the schedules of proposed Peak and Off-Peak Season Ticket charges in Tonbridge as shown in Tables 2 and 3 respectively, be approved;
 - (iii) the charges for the Tonbridge Town Centre Residents Season ticket be increased to £90 for a 3-month ticket and £360 for an annual ticket respectively as set out in 1.6.4 of the report;
 - (iv) the designated area for the Tonbridge Town Centre Residents Season ticket be extended to include residential properties in the area shown in orange in the Plan attached at Annex 1 and as detailed in 1.6.1 of the report;
 - (v) the schedules of proposed charges for long stay and short stay parking in West Malling as shown in Tables 4 and 5 respectively and as detailed in 1.8.4 of the report, be approved, including increasing the charge for Ryarsh Lane car park annual season ticket to £290;
 - (vi) the schedule of proposed charges for parking in Borough Green Western Road car park as shown in Table 6, be approved;
 - (vii) the schedule of proposed charges for Residents Permits as shown in Table 7, be approved; the charge of 6-month Residents Permits offered to non-UK registered vehicles belonging to residents be increased to £28.50, as detailed in 1.9.2 of the report;

- (viii) the schedule of proposed charges for Business and Carers Permits and Dispensations as shown in Table 8, be approved;
 - (ix) the charge of Visitor Permits be increased to £14 for a book of 10 permits, with the current offer of 10 free permits to new applicants being retained, as set out in 1.10.2 of the report;
 - (x) the schedule of proposed charges for Haysden Country Park car park as shown in Table 9, be approved; and
 - (xi) the schedule of proposed charges for on-street Pay & Display parking in Tonbridge as shown in Table 10, be approved.
- (2) investigation be undertaken in respect of the facility of card reader ticket machines and/or adding card reading facility to existing car park ticket machines, and the outcomes be reported back to a future meeting of the Committee.

***Recommended to Cabinet**

CE 23/46 REVIEW OF FEES AND CHARGES - MISCELLANEOUS

The joint report of the Director of Street Scene, Leisure and Technical Services, the Director of Planning, Housing and Environmental Health and the Director of Finance and Transformation set out the proposed fees and charges for the provision of services in respect of garden waste subscriptions, household bulky refuse and fridge/freezer collections, “missed” refuse collections, stray dog redemption fees, Tonbridge Allotments, Tonbridge Cemetery, events, billboards and banners, food certificates, contaminated land monitoring and private water supplies from 1 April 2024.

In bringing forward the charging proposals for 2024/25 consideration had been given to a range of factors, including the Borough Council’s overall financial position, market position, trading patterns, the current rate of inflation and customer feedback, apart from which a set of guiding principles for the setting of fees and charges had also been taken into account and were summarised in 1.1.2 of the report.

Particular reference was made to the Allotments in Tonbridge managed by the Tonbridge Allotments and Gardens Association on behalf of the Borough Council and it was clarified by the Director of Street Scene, Leisure and Technical Services that the Association was a non-profit organisation.

The Head of Housing and Health brought to Members' attention that the fees and charges for the provision of services in relation to pest control had been resolved separately under Cabinet Member Decision D230093MEM on 13 October 2023 due to the need to extend the contract arrangements in place.

In addition, Members noted that it was proposed not to increase the fee for 2024/25 of requests for re-visits of food businesses following food hygiene inspections as detailed in 1.11 of the report.

RECOMMENDED*: That

- (1) the proposed annual garden waste subscription of £53 for the first bin and £36 for a second or third bin, as set out in 1.2.4 of the report, be approved;
- (2) the schedule of proposed charges for household bulky refuse and fridge/freezer collection service as set out in 1.3.5 and 1.3.6 of the report, be approved;
- (3) the proposed charge for "missed" refuse collection as set out in 1.4.3 of the report, be approved;
- (4) the schedule of proposed charges in respect of Stray Dog redemption service, as set out in 1.5.3 to 1.5.5 of the report, be approved;
- (5) the charging structure for Tonbridge Allotment as set out in 1.6.1 and 1.6.2 of the report, be noted;
- (6) the schedule of proposed charges for Tonbridge Cemetery as set out in Annex 1 and 1.7.2 of the report, be approved;
- (7) the schedule of proposed charges for Events on Public Open Spaces, including the hire of billboards and banners, as set out in Annex 2 and 1.8 of the report, be approved;
- (8) the proposed charge for condemned food certificates as set out in 1.9.2 of the report, be approved;
- (9) the proposed charge for exported food certificates as set out in 1.10.4 of the report, be approved;
- (10) the proposed charge for provision of services in respect of contaminated land as set out in 1.13.5 of the report, be approved;
- (11) the proposed charge for provision of services in respect of private water supplies as set out in 1.14.3 and 1.14.5 of the report, be approved; and

- (12) the above proposed scale of charges be implemented from 1 April 2024.

***Recommended to Cabinet**

CE 23/47 TACKLING GRAFFITI

(Decision Notice D230098MEM)

The report of the Director of Central Services and Deputy Chief Executive provided details of the Borough Council's work in tackling graffiti, including the current reporting mechanisms, the cleaning and removal of graffiti and work with the Community Payback scheme.

Members welcomed the report and noted that the Borough Council's current approach to tackling graffiti aimed to remove all offensive, racist and abusive graffiti from council-owned land and public property within 48 hours of it being reported, with priority being given to areas on or close to main roads, main town areas and schools. However, the Borough Council would not remove graffiti from privately owned property, railway structures or telephone boxes and instead, residents would be encouraged to report this graffiti to the police or directly to the landowners. A flowchart showing the process for reporting graffiti was attached at Annex 1. A table providing examples of a number of other Kent local authorities' approaches to tackling graffiti was provided at Annex 3.

Particular reference was made to the one-off Welcome Back Funding which was secured to remove graffiti from privately owned property during the Covid Pandemic and Members noted that this funding was no longer available.

The use of graffiti walls to address graffiti issues was discussed and a clarification was made between 'graffiti walls' and 'graffiti/street art'. Member supported a public consultation be undertaken to gather residents' views on 'graffiti walls', subject to a clear definition of 'graffiti walls' being provided in the survey.

RECOMMENDED*: That

- (1) the graffiti reporting page on the website be further publicised to residents;
- (2) a Graffiti policy setting out how the Borough Council intended to tackle graffiti, be developed;

- (3) a single database to record reports of graffiti across Council Services and record when the graffiti had been removed, be developed; and
- (4) a survey to gather information of views on graffiti and 'graffiti walls' from residents, including Parish Councils, be undertaken within the borough.

***Decision Taken by Cabinet Member**

MATTERS SUBMITTED FOR INFORMATION

CE 23/48 KEY PERFORMANCE INDICATORS

Members received a list of Key Performance Indicators (KPIs) that were aligned to the priorities as identified in the adopted Corporate Strategy 2023-2027 and were relevant to the Committee. A baseline covering the period 2022/23 had for the most part been used, with the data for July to September 2023 representing the most up-to-date available statistics in most instances. In order to improve the effectiveness of KPI monitoring, trend analysis and targets had also been included in the KPIs provided at Appendix 1 and a number of the identified trends were highlighted in 1.1.5 of the report. The KPIs would be monitored on a quarterly-annual basis and would be made available on an ongoing basis.

With regard to benchmarking, it was noted that for those KPIs that were already being benchmarked, the benchmarking data would be added in the next cycle of reporting, and further work would be undertaken to build up benchmarking for the remaining KPIs.

CE 23/49 WORK PROGRAMME 2023/24

The Work Programme setting out matters to be scrutinised during 2023/24 was attached for information. Members were invited to suggest future matters by liaising with the Chair of the Committee.

MATTERS FOR CONSIDERATION IN PRIVATE

CE 23/50 EXCLUSION OF PRESS AND PUBLIC

There were no matters considered in private.

The meeting ended at 8.45 pm

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TONBRIDGE & MALLING BOROUGH COUNCIL

COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE

07 February 2024

Report of the Director of Street Scene, Leisure & Technical Services

Part 1- Public

Matters for Recommendation to Cabinet - Key Decision

1 RECYCLING BRING SITES

1.1 Background

- 1.1.1 Prior to the implementation of the improved kerbside recycling services in 2019, the Council provided a network of 39 recycling bring sites across the borough, collecting a range of materials including glass bottles & jars; paper, cardboard, plastic pots, tubs & trays; and textiles. The number & type of containers at each site varied, depending largely on the space available. Some sites were hosted on private land and others on TMBC-managed land. Some sites also had containers provided by charities for the collection of books, shoes and CDs.
- 1.1.2 When planning for the proposed new recycling services, it was anticipated that once the kerbside collection service for glass, plastics and paper & card had been implemented, demand for the bring site network would significantly reduce and that bring site provision would need to be reviewed. At that time, Members agreed to reduce the number of bring sites across the borough from 39 to ten, that would be sited at 'strategic' locations. These sites 10 Strategic Sites were:
- Tesco Car Park – Larkfield
 - Station Approach – Borough Green
 - Rocford Road Car Park – Snodland
 - Sovereign Way Car Park – Tonbridge
 - Asda Car Park – Kings Hill
 - Morrisons Car Park – Larkfield
 - Bailey Bridge Car Park – Aylesford
 - Hadlow College – Hadlow
 - High Street Car Park – West Malling
 - Village Hall Car Park – Burham
- 1.1.3 However, there was an acknowledgement that once the kerbside service had been fully bedded in, there may be a further review of these sites and that further reductions might be made subject to Member approval.
- 1.1.4 Due to the problems experienced during the initial roll out of the new kerbside collection services, Members agreed that the roll out of recycling to communal bin

stores would be deferred, and as a result the removal of bring sites was also deferred until that project had been completed (*SSEAB – 11 February 2020*).

- 1.1.5 Members subsequently approved a phased programme of bring site removal, meaning that bring sites would generally be removed only when the communal bin stores in the locality had the new recycling services in place (*SSEAB – 8 February 2022*). The first phase of bring site removals had already taken place in January 2021 but only for a number of smaller rural sites on which residents with communal bin collections were not heavily reliant.
- 1.1.6 The second phase took place in August 2022, as recycling bins were provided to communal bin stores in those areas. The third phase took place during July & August this year, leaving only the strategic sites listed above, with the exception of the facility at West Malling car park. The latter had to be removed in April this year due to a sinkhole appearing in the car park immediately in front of the bring site. Although the sink hole was repaired, officers were advised that the recycling banks could not be returned due to the risk of further structural issues from any ongoing emptying of the banks by the collection vehicles. Officers had previously investigated other potential options within West Malling, but none had been identified. As such the facility has not been reinstated.
- 1.1.7 The Waste Services team have received very few enquiries from residents about the removal of the sites during any of the three phases to date, nor have any formal complaints been received.

1.2 Review of Current Bring Sites

- 1.2.1 Since the introduction of the new recycling services in October 2019, use of all sites has reduced significantly as had been anticipated. This is reflected in the tonnage of materials being collected from the bring sites, even prior to the phased removal programme:

		Glass	Cans	Paper	Plastic	Textiles
2018/19	Pre-new recycling	2292	4	319	372	73
2019/20	New recycling (part-year)	1432	3	238	152	73
2020/21	Covid	336	9	134	25	22
2021/22		340	4	119	29	82
2022/23	Communal Roll out	233	5	113	30	74
Variance 2018/19 v 2022/23						
	Tonnes	-2059	1	-206	-342	1
	%age change	-90%	+25%	-65%	-92%	+1%

- 1.2.2 Members will note that the overall tonnage of most of the materials which are now collected from kerbside has reduced significantly and continuing to reduce with the roll out of the communal recycling service. In 2022/23, bring site materials accounted for around 2% of all recycling collected, compared with 14% in 2018/19.
- 1.2.3 Anecdotal evidence from officers & residents – and from dumped rubbish found by officers at the remaining bring sites – would indicate that much of the material currently being taken to bring sites is from commercial entities. The bring sites are intended for household waste only and should not be used by businesses who are trying to avoid complying with their own legal duties to have commercial waste collection arrangements in place. As a result, the residents of Tonbridge & Malling are in effect subsidising the disposal of commercial waste by businesses.
- 1.2.4 In 2023/24 financial year, it is estimated that the cost of emptying the glass, plastics, card, paper & cans containers at the bring sites will be £100,300, even reflecting the recent removal of the Phase 3 sites. This does not include the current costs of cleansing the sites, emptying of litter bins at bring sites, any ongoing maintenance costs for repairs, replacement containers, signage, etc. Using last year's tonnage data, this equates to a cost of £263 per tonne of those material collected at bring sites, compared with £123 per tonne for the same materials collected at kerbside. This clearly represents significantly better value for money when recycling is collected from kerbside than from bring sites.
- 1.2.5 The other main material collected at the remaining bring sites is textiles. The Council's contract with LM Barry has textile banks at three of the 'strategic' sites: Borough Green; Morrisons at Larkfield; and Sovereign Way/ Angel Centre car parks. Tonbridge. Previously the banks generated a small income, £6000 in 2022/23 when they were located at seven sites. Although currently residents are able to recycle small amounts of textiles from kerbside, there is limited capacity in the containers attached to the collection vehicles. As such, if all textile banks were to be removed, in order to dispose of larger items or amounts of textiles residents would need to take them to their nearest Household Waste Recycling Centre. There are also a number of charity banks (Oxfam & BHF) on some sites for textiles, shoes, books, CDs, from which 30 tonnes of recycling were collected in 22/23. Although the Council receives no income from these, apart from as part of the KCC Performance Payments, some charities may depend on donations through their banks to stock their shops and other income streams.
- 1.2.6 Following the completion of the roll out of recycling to communal bin stores, and a review of a number of individual properties that previously had no recycling containers, there remain just 124 households that do not have access to kerbside recycling collections. (A further 12 properties in central Tonbridge are being refurbished and will have recycling bins installed once works are completed).
- 1.2.7 Almost half of the 124 properties consist of two locations. One is in Hamble Road (40 properties) where Clarion Housing has refused permission for the Council to

provide additional bin storage to accommodate additional recycling bins. Clarion Housing is currently paying for a second weekly collection due to the poor infrastructure at these properties even for the refuse bins. The other is in Avebury Avenue (17 properties) where a management company has instructed removal of the recycling bins that we had originally provided due to high levels of misuse of the bin store by their tenants. The remaining properties currently do not have sufficient space on their properties to store either additional containers or in some cases any bins at all.

- 1.2.8 Given that we now collect refuse from around 57,000 households, only 0.2% now have no access to kerbside recycling collections. Should the stance of the two organisations mentioned above change, the Council will provide the necessary infrastructure & containers for their 57 properties.

1.3 Options

- 1.3.1 Members may wish to consider the following options, or any alternatives that they may wish officers to investigate further:

- (1) maintain the 'strategic' sites as per the original plans for the new kerbside service and as listed at 1.1.2 above, with the exception of West Malling car park;
- (2) remove all remaining sites due to the reasons detailed at section 1.2 of this report;
- (3) remove all remaining sites but retain the textile and/or charity banks located at the 'strategic' sites detailed at 1.2.5 above.

1.4 Legal Implications

- 1.4.1 The Council has a legal duty to collect household waste, but the method & frequency of collections is not mandated in current waste-related regulations, apart from the separate collections of food waste by the end of 2024. Removal of the remaining bring sites will not affect the Council's current adherence to its legal duty.

1.5 Financial and Value for Money Considerations

- 1.5.1 As detailed at 1.2.4 above, in terms of cost per tonne of recyclate, the collection of glass, plastics, paper & card and cans from kerbside provides better value for money than collecting them from bring sites. The provision of bring sites presents even less value for money when considering the very small number of households that currently do not yet have access to kerbside recycling collections.
- 1.5.2 There may be a small income generated from retaining the textile banks detailed at 1.2.5 above, but this may be offset by the costs of monitoring & maintaining those sites.

- 1.5.3 The removal of the banks will result in a one-off cost of up to £30,000 if the decision is taken to remove all nine sites. As with previous sites this would include disposal/recycling of the old banks and reinstatement of the sites if needed (removal of signs, patching, lining etc). This cost would need to be included in the appropriate revenue budget.

1.6 Risk Assessment

- 1.6.1 There may be some reputational risk to the Council from the small number of residents who do not yet have access to kerbside collections.
- 1.6.2 There may be some reputational risk to the Council from any removal of charity recycling banks from the remaining 'strategic' sites. However, there have been no complaints to date from their removal from other bring sites.

1.7 Equality Impact Assessment

- 1.7.1 The issues discussed through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.8 Policy Considerations

- 1.8.1 Community

1.9 Recommendations

- 1.9.1 The Committee is requested to consider the review of current recycling bring site provision, the options identified and make recommendations to the Cabinet.

Background papers:

Nil

contact: David Campbell-
Lenaghan
Street Scene Manager

Robert Styles

Director of Street Scene, Leisure and Technical Services

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TONBRIDGE & MALLING BOROUGH COUNCIL

COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE

07 February 2024

Report of the Director of Street Scene, Leisure & Technical Services

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 FIXED PENALTY NOTICES – LITTERING & FLY TIPPING OFFENCES

1.1 Summary

1.1.1 This report sets out proposed Fixed Penalty Notice levels for littering and fly tipping for this Committee to consider and make recommendations to Cabinet.

1.2 Background

1.2.1 The Councils' Waste Services team are responsible for the investigation & enforcement of waste-related offences including littering & fly tipping, waste carrier offences and duty of care breaches. Enforcement of waste-related offences can take various forms from a warning letter to criminal prosecution. The investigating officer will determine the action to be taken based on the evidence obtained, the impact of the offence, repeated or multiple offences and any mitigating circumstances.

1.2.2 For littering & fly tipping offences, this work is currently carried out by a third party, National Enforcement Solutions (NES), on a trial basis. Originally in place for 12 months from October 2022, the trial has been extended in order for officers to be able to procure a longer-term solution through a formal contract tender procurement process, as considered by this Committee at its meeting of 14 June last year and as subsequently agreed by Cabinet.

1.2.3 Fixed Penalty Notices offer offenders an alternative to criminal prosecution and pay a 'fine' instead. As such, in the first instance FPNs are generally issued to offenders for littering offences and for small to medium scale fly tips where sufficient evidence can be obtained. Currently, payments for FPNs are made to NES who retain the FPN income. Under the proposed new contract, a proportion of that income will be paid to the Council to be ring-fenced for enforcement & cleansing services.

1.2.4 In July 2023, as part of its Anti-Social Behaviour Action Plan, the UK Government laid down a Statutory Instrument to increase the levels of Fixed Penalty Notices

(FPNs) for littering & fly tipping offences. Supporting guidance issued subsequently confirms that fees for FPNs should be set at an appropriate level to reflect local circumstances, including local ability to pay. The maximum level at which councils can set littering FPNs has been increased from £150 to £500, and for fly tipping offences the maximum has been raised from £400 to £1,000. In its Anti-Social Behaviour Action Plan, the Government has stated that:

“...taking proportionate & effective enforcement action against people who intentionally or carelessly damage their local environment is a practical step authorities can take to change behaviour and deter others from offending... Local authorities will have the freedom to set the rates that offenders should pay, within the limits above. Revenue from fines will be reinvested locally in clean up & enforcement – meaning perpetrators pay for local councils to continue toughening their approach in future years.”

1.3 Review of Current Fixed Penalty Notice Levels

- 1.3.1 This Council’s current level of FPNs for littering & fly tipping are set out below. There is currently a reduced level for early payment of FPNs for littering, but no reduction for fly tipping offences.

Offence	Early payment amount	Full amount
Littering	£100	£150
Fly tipping	n/a	£400

- 1.3.2 These levels were set at the previous maximum amounts as set by Government, prior to the potential levels as introduced by their Statutory Instrument of July 2023. Since the start of the current trial with NES and up to 20 December 2023, 3,319 FPNs have been issued for littering offences, and 118 for fly tipping & other waste offences. Current payment levels of 78% are being achieved, with the majority (81%) of paid littering FPNs being paid early at the lower level of £100.
- 1.3.3 In July, the Government laid down the Statutory Instrument to increase a number of FPNs, enabling councils to consider the charges they currently make and increase them as appropriate, bearing in mind the subsequent guidance that fees for FPNs should be set at an appropriate level to reflect local circumstances, including local ability to pay. The new maximum (and minimum) levels of FPNs available to councils for littering & fly tipping offences are:

Offence	Maximum	Minimum	Minimum discounted (early payment)
Littering	£500	£65	£50
Fly tipping	£1,000	£150	£120

1.3.4 Officers have carried out a survey of Kent councils – including Medway Council - as to their current levels of FPNs following the Government’s Statutory Instrument & associated guidance. These are set out below:

Council	Littering	Fly Tipping
Ashford BC	£75	£400
Canterbury CC	£200	£1,000
Dartford BC	£75	£400
Dover DC	£100	£400
Folkestone & Hythe DC	£100	£300
Gravesham BC	£150	£400
Maidstone BC	£500	£1,000
Medway	£150	£400
Sevenoaks	£100	£400
Swale BC	£150	£400
Thanet DC	£100	£400
Tonbridge & Malling BC	£150	£400
Tunbridge Wells BC	£150	£400

1.3.5 It can be seen that, although the levels vary significantly between lowest & highest, only Maidstone BC have adopted the revised maximums for both littering & fly tipping, with Canterbury CC adopting the maximum for fly tipping only. However, Maidstone has adopted a ‘sliding scale’ approach with two levels for both offences. First or small-scale incidents are issued at a lower level for both offences, with the maximum levels of penalties being used for repeated littering

offences and for multiple fly tipping offences by the same individuals. This approach is consistent with this council's own approach to decision-making on actions to be taken on waste-related offences, based on the evidence obtained, the impact of the offence, repeated or multiple offences and any mitigating circumstances. This in turn complies with TMBC's Corporate Enforcement Policy.

Maidstone BC - Offence	Level 1	Level 2
Littering	Single Item: £250 Early payment £200	Repeat offence; multiple items; rural/high speed roads (difficult to clean) £500
Fly tipping	Single item/black sack (excluding hazardous) £600 Early payment £520	Multiple items; multiple locations; hazardous waste £1,000

1.3.6 NES also report that on their contracts with councils elsewhere, similar approaches have been adopted. This is due to the fact that much higher FPN charges tend to result in a higher proportion of non-payment, and a resulting higher requirement in resources & costs pursuing cases as prosecutions through the courts. Anecdotal evidence also indicates that if such cases do get to court, often the resulting fines are as low – or even lower – than the level of the original FPN. This is generally due to the fact that court-levied fines are determined on affordability, which the Government advise councils to take into account when setting their own FPN levels in the first place.

1.4 Options

1.4.1 Option 1:

The Council could decide to retain the current FPN levels and not increase them following the Government's changes to the higher maximum levels available to councils. This would keep the Council in line with a number of other Kent councils but would not take advantage of the opportunity for an increased deterrent for these offences offered by the government's Statutory Instrument. Nor would it necessarily reflect Members' previously adopted stance of taking a zero-tolerance approach to littering & fly tipping in the Borough. However, this would comply with the Government's guidance on affordability of FPNs.

1.4.2 Option 2:

The Council could decide to increase the FPN levels to the maximum level allowed within the Government's Statutory Instrument. This option would raise the FPN level for every detected littering offence to £500 and for fly tipping to £1,000. However, there is significant risk that this would result in a much higher proportion of FPNs not being paid, leading to higher costs & resource implications arising from the resulting increase in prosecutions being taken to court. As detailed at 1.3.6 above, court-levied fines are determined on affordability of the offender, so would likely result in being lower than the original FPN. If prosecutions are not sought for non-payment, the FPN process would be undermined and lead to further increases in non-payment. This approach may also not comply with the Government's guidance on affordability of FPNs, particularly in relation to littering, nor the Council's own Corporate Enforcement Policy.

1.4.3 Option 3:

The Council could decide to increase FPN levels to a middle value (such as £300 for littering and £700 for fly tipping) which may act as a further deterrent for both offences, whilst potentially remaining more affordable in order to try to maximise payments received and reduce the risk of increased prosecutions. This could be increased still further at a later date once the impact of the changes – both on the number of detected offences and the rate of non-payment - had been assessed. This approach would comply with the Government's guidance on affordability, acting as a halfway house between current charges and the Government's new maximums.

1.4.4 Option 4:

The Council could decide to create two levels of FPN charges for littering, similar to that adopted by Maidstone BC. This would require two levels of FPN to be created for littering but retain only one level for fly tipping which can be considered to be the more serious offence. Littering offences would be split into those incidents involving small scale/single items where it was a first detected offence for the individual and those where larger and multiple items had been littered and/or where it was a repeated offence by the same individual. The latter would incur the maximum of £500, whereas the former would incur a charge of £250 reducing to £125 paid early. Fly tipping cases would be retained as a one-level offence due to the seriousness, impact on the environment and most likely financial benefit obtained through illegal disposal. This offence would incur the maximum of £1,000 with no early payment reduction.

Offence	Level 1	Level 2
Littering	Small Scale/Single Item £250	Repeat offence; multiple items; rural/high speed roads (difficult to clean)

	Early payment £125	£500 No early payment reduction
Fly tipping	n/a	£1,000 No early payment reduction

This option would ensure that the maximum deterrent was available to the Council whilst retaining the ability to take into account the severity of the offence; impact on the environment; and the relative cost to the taxpayer of clearing up the litter/fly tip. Being able to offer two levels of FPNs for littering offences would also ensure that the consequences are proportionate to the offence, as per the Council's Corporate Enforcement Policy.

Offering early payment options for Level 1 littering offences also helps with adhering to the Government's guidance on affordability of the penalties, encourages early payment of the FPNs and reduces the necessity of having to pursue late payments and ultimately take littering prosecution cases through the court system.

Should Option 4 be selected and a two-Level approach be recommended the Council will work with the incoming contractor and Legal Services to establish the precise details of what would be considered Level 1 and Level 2 for littering.

- 1.4.5 Should the Council adopt any of the options outlined above, with the exception of Option 1, changes will be needed for to the current finance & administration systems operated by NES. Should Option 4 be adopted, these will require significant changes to how the littering FPNs are administered & monitored, and current policies revised to ensure that the two-tier system would be delivered in a consistent & transparent way, particularly in the event of a challenge or criminal prosecution cases being taken forward. As such, it is recommended that should any of the options – apart from Option 1 – be adopted, the changes should be introduced at the beginning of the new formal contract arrangements, as these levels can be built into the tender documents.
- 1.4.6 Should the Council adopt any of the options outlined above, again with the exception of Option 1, promotional budgets would be required for changing existing signage and other publicity materials as required to ensure that awareness is raised of the revised FPN levels in order to act as a further deterrent. New signage would initially be installed at known litter & fly tipping 'hot spots' using the intelligence gathered by the Waste Services team and by NES during their trial. Further signage would be produced for installing reactively at any new 'hot spots' that may become apparent. Once the new formal contract is in

place, it is expected that the costs of signage & other publicity initiatives would be paid for from income received from the new contractor under the 'income-share' arrangements.

- 1.4.7 Taking all the options into account it is the view of Officers that option 4 should be supported.

1.5 Legal Implications

- 1.5.1 Fixed Penalty Notices are available for a range of offences, in particular – for the purposes of the report – the Environmental Protection Act 1990. There is no statutory requirement to have a Fixed Penalty Notice Policy, but doing so supports consistency & transparency in decision making. This Council can set its own FPN amounts within a specified range set out in the relevant legislation, which were amended this year by the Environmental Offences (Fixed Penalty Notices) (Amendment) (England) Regulations 2023.

- 1.5.2 There is no statutory duty to consult with the public in relation to the issue of the level of fixed penalty notices issued under section 34ZA of the Environmental Protection Act 1990. There is also no legitimate expectation that waste collection authorities will conduct a non-statutory consultation with the public, on the basis that this is a matter related to a waste collection authority's regulatory enforcement function. As a result, there is minimal risk of a successful challenge by way of judicial review.

1.6 Financial and Value for Money Considerations

- 1.6.1 The behaviour change that is expected to be achieved through increasing the current level of FPNs for littering & fly tipping offences may result in a reduction in the number of FPNs that could be issued following the increase. This may impact on any future income stream the Council receives through the proposed formal enforcement contract service. Currently all income received from FPNs issued by NES is retained by them, so any risk associated with a potential drop in income currently lies with NES rather than the Council. This will not be the case with the proposed new contract.

- 1.6.2 The costs of additional signage referred to at 1.4.6, should one of Options 2 to 4 (or a combination) be adopted, would be paid for from existing Waste & Street Scene budgets, and/or from income received from the new formal enforcement contract.

1.7 Risk Assessment

- 1.7.1 The risks associated with each of the four options outlined in this report are provided at 1.4 above.
- 1.7.2 Setting the FPN level at the highest allowable amount may send a message to strongly encourage potential offenders to ensure that they do not offend. It would

also mirror the approach taken to the FPN levels for waste-related offences already adopted by the Council. However, this may also result in much higher proportion of FPNs not being paid, resulting in potentially higher costs for prosecutions.

- 1.7.3 Setting the FPN level too low may also be seen by some that the Council is not providing enough of a deterrent to those who choose to commit littering & fly tipping offences.

1.8 Equality Impact Assessment

- 1.8.1 The issues discussed through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on residents.

1.9 Policy Considerations

- 1.9.1 Community and Crime & Disorder Reduction - The enforcement activities carried out by the Waste Services team and its third-party enforcement resource are compliant with the Council's Corporate Enforcement Policy and with the Waste & Street Scene Enforcement Policy, as well as with Government guidance on litter & fly tipping investigation and enforcement.

- 1.9.2 Climate Change - The recommendations in this report are considered to impact positively on the Council's Climate Change Action Plan, in respect of reducing levels of potentially pollutant material escaping into the natural environment.

1.10 Recommendations

- 1.10.1 The Committee is requested to consider the review of current Fixed Penalty Notice levels for littering & fly tipping offences, the options identified in the report and make recommendations to the Cabinet.

The Director of Street Scene, Leisure and Technical Services confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and policy Framework.

Background papers:

Nil

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Lenaghan
Street Scene Manager

Robert Styles

Director of Street Scene, Leisure and Technical Services

TONBRIDGE & MALLING BOROUGH COUNCIL

COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE

07 February 2024

Report of the Director of Planning, Housing & Environmental Health

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision

1 REVIEW OF PEST CONTROL SERVICE

Summary

The Council currently offers a pest control service through the contractor Monitor and a contract is in place until 31 October 2024. It was agreed that a full review would take place early in 2024 in order to inform the ongoing provision of this service. This report outlines the current service and options from November 2024.

1.1 Background

- 1.1.1 The current pest control contract with Monitor, procured in 2020, was extended in October 2023 with some increases to the charges and our approach to a subsidised service for those residents in receipt of Council Tax Reduction.
- 1.1.2 The contract was let in partnership with Tunbridge Wells Borough Council and was originally procured by their procurement team. The contract operates on a referral basis, with all customers being put through to the contractor who will then deal with the report, take payments, and book & carry out any treatments, including follow up visits as required. Residents in receipt of Council Tax Reduction are entitled to a subsidised treatment (for rats and mice only now). In these cases, TMBC staff check their entitlement and take payment before passing the customer through to Monitor. Monitor then invoice TMBC monthly for these subsidised cases. The contract also allows for optional services to be provided for TMBC's own estates such as the car parks, council offices and country parks.
- 1.1.3 The cost of providing the service for the last three full financial years is provided below:

Year	Rebate received from contractor	Cost of treatments funded by TMBC (for residents on Council Tax Reduction)	Total Cost to Council
2020/21	-£2,000	£2,596	£596

2021/22	-£2,500	£3,399	£899
2022/23	-£2,500	£3,435	£935

- 1.1.4 When the contract was extended in October 2023 the contractor indicated that there would have to be a significant increase in referrals for any rebate to be triggered indicating a level of 375 jobs per Council. When we looked at the phone enquiries about pest control, we did not believe this was a realistic figure for us to reach so have made any ongoing assumption that this rebate would not be paid.
- 1.1.5 When the increased costs of the pest control treatments under the extended contact are considered, the impact on the budget for the next 12 months considering the number of free treatments we paid for in 2022/23 (60 jobs in total) is estimated to be £10,820. This is for the period 01 November 2023 to 31 October 2024 (12-month extension).
- 1.1.6 When you add that we will not receive the annual rebate this would have resulted in an estimated total additional cost to the Council of £13,320.
- 1.1.7 A number of scenarios relating to partly subsidising the costs rather than fully subsidising and which treatments to subsidise were considered in relation to the additional cost to the Council and a Cabinet Member decision was taken in October 2023 to:
- 1) Approve a 12-month extension/variation to the pest control contract at agreed revised rates from 1/11/23;
 - 2) Approve a charge of £50 per treatment of rats and mice be introduced for residents in receipt of Council Tax Reduction from 1/11/23;
 - 3) Approve the cessation of subsidised treatments for bedbugs and cockroaches from 1/11/23;
 - 4) Agree a full review of the service by the Communities and Environment Scrutiny Sub Committee in early 2024.
- 1.1.8 The introduction of the charge for rats and mice and cessation of subsidised bedbugs and cockroaches treatments meant the estimated total additional cost to the Council is then reduced to from £13,320 to £6,660 over the 12 month period assuming a similar level of work.
- 1.1.9 The provision of a pest control service is not mandatory. The Council do have mandatory requirements relating to enforcement of pest control related matters, for example the Prevention of Damage by Pests Act 1949 however resolution of these matters does not depend on the Council having a pest control service.
- 1.1.10 It is important to note that if the cost of a treatment is prohibitive for a household this could lead to a pest problem not being addressed and causing wider issues in

neighbouring properties which could lead to an increase in cases for the Environmental Protection team and the potential for increased works in default where the Council carry out required treatments. If notice is served under the Prevention of Damage by Pests Act 1949 (as an example) expenses incurred by the local authority may be recovered however this may prove difficult if the recipient of the enforcement action is in financial hardship. The Environmental Protection team also seek to ensure that Registered Social Landlords are fulfilling their requirements in terms of pest control measures.

1.2 Expression of interest exercise

- 1.2.1 Four local authorities – Tunbridge Wells BC, Swale BC, Maidstone BC and ourselves - have come together to conduct an expression of interest exercise to test what interest there is to tender for pest control services led by local authorities. This has been supported by the mid Kent partnership procurement team. There is no commitment yet from any local authority as to actually carrying out a formal tender exercise and each are going through their own decision making process on this.
- 1.2.2 The brief sought an understanding of what organisations may be interested in delivering such a service on our behalf. We were particularly interested in how service delivery and value could be enhanced for customers as well as for the councils. We were also interested in ideas to make the service fully auditable and how the use of technology may make this possible. The specification for what was required was intentionally broad to welcome ideas on the way we could collaborate with a service provider to deliver this service for the next few years.
- 1.2.3 Three responses were received and are currently being fully evaluated with some clarification queries being sought. I will update Members further at the meeting if there is any further information however the initial analysis is that there is a preference to tender across four local authority areas than one, there is a preference to have uniform prices across the local authority areas, there is reference to digital solutions such as apps etc, there is no reference to referral payments or potential income generation.

1.3 Position across Kent local authorities

- 1.3.1 From a search on Kent local authority websites the following table details the current position in terms of provision of pest control services:

Local authority	Position
Ashford	No service
Canterbury	No service
Dartford	Provide a service – free rat treatments

	for all, subsidised mice treatments
Dover	Provide a service – full charges for all
Folkestone & Hythe	No service – promote a preferred supplier
Gravesham	No service
Maidstone	No service (involved in expression of interest as outlined above)
Sevenoaks	Provide a service – not clear if any subsidised charges
Swale	No service (involved in expression of interest as outlined above)
Thanet	No service – promote a preferred supplier
Tunbridge Wells	Provide a service – free treatment for rats and mice (involved in expression of interest as outlined above)

1.4 Future options

1.4.1 There appears to be three future options that Members should consider for the pest control service beyond October 2024 as follows:

- 1) To cease to offer a pest control service. It is not a statutory requirement and we could provide information on the Council's website on industry expert bodies who provide details of pest control services that residents can use.
- 2) To tender for a pest control service from November 2024 where we can refer all residents to with no subsidised payments. There would be no direct cost to the Council however there would be some staff contract management costs incurred.
- 3) To tender for a pest control service from November 2024 where we can refer all residents to and subsidise agreed treatments for those residents in receipt of Council Tax Reduction within an agreed maximum cost to the Council annually. This would involve considering the cost of the treatments and demand on service and setting subsidised rates each year accordingly.

1.4.2 The pros and cons for each suggested option is provided in the table below:

Option	Pros	Cons
<p>To cease to offer a pest control service</p>	<p>It is not a statutory requirement to provide a pest control service so the Council is not spending any money on a non statutory service</p>	<p>We have no direct control over a pest control service in our area in terms of standards of work or assistance with any pest control related cases</p>
	<p>We can provide information on our website of trusted industry bodies where residents could approach for local pest control services</p>	<p>There will be no access to subsidised treatments for those households on the Council Tax Reduction scheme so some pest control issues could go untreated</p>
<p>To tender for a pest control service from November 2024 where we can refer all residents to with no subsidised payments.</p>	<p>We will have some control through the contract on service standards and a complaint process</p>	<p>There will be some staffing cost to the Council with procurement and management of the contract</p>
	<p>The Council will be seen to be assisting residents with this service</p>	<p>There will be no access to subsidised treatments for those households on the Council Tax Reduction scheme so some pest control issues could go untreated</p>
		<p>It is unclear as to the appetite to tender for this service amongst providers especially if we were to do this as a single authority</p>
		<p>There is no guarantee that any rate will be the cheapest option in the market</p>
<p>To tender for a pest control service from</p>	<p>We will have some control through the</p>	<p>There will be some staffing cost to the</p>

<p>November 2024 where we can refer all residents to and subsidise agreed treatments for those residents in receipt of Council Tax Reduction within an agreed maximum cost to the Council annually.</p>	<p>contract on service standards and a complaint process</p>	<p>Council with procurement and management of the contract</p>
	<p>The Council will be seen to be assisting residents with this service especially for those in receipt of Council Tax Reduction who will be able to access a reduced rate</p>	<p>There will be a direct cost to the Council of providing subsidised treatments. This could be controlled with a maximum overall cost to the Council set and the subsidy rates calculated from there.</p>
		<p>It is unclear as to the appetite to tender for this service amongst providers especially if we were to do this as a single authority</p>
		<p>There is no guarantee that any subsidised rate/full rate will be the cheapest option in the market</p>

1.5 Legal Implications

1.5.1 There is no statutory requirement to provide a pest control service.

1.6 Financial and Value for Money Considerations

1.6.1 There is presently a direct cost to the Council from providing subsidised pest control treatments estimated to be £6,660 from November 2023 to October 2024 based on a similar level of work to last year.

1.6.2 The future cost to the Council will depend on the option chosen.

1.7 Risk Assessment

1.7.1 None

1.8 Recommendations

1.8.1 To **RECOMMEND** to Cabinet the preferred option for the pest control service from November 2024.

Background papers:

contact: Linda Hibbs

Nil

Eleanor Hoyle
Director of Planning, Housing & Environmental Health

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COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE

07 February 2024

Report of the Director of Street Scene, Leisure & Technical Services

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 CONSULTATION DRAFT- TONBRIDGE RACECOURSE SPORTSGROUND MANAGEMENT PLAN

SUMMARY

This report presents a draft Management Plan for Tonbridge Racecourse Sportsground and seeks Member comment prior to formal public consultation.

1.1 Background

1.1.1 The Council has an agreed approach to develop site specific Management Plans for its principal public open spaces. Five-year Management Plans have previously been developed for Tonbridge Racecourse Sportsground, Leybourne Lakes Country Park (now managed by the Leisure Trust), and Haysden Country Park. The existing Management Plan for Tonbridge Racecourse Sportsground expired in December 2023, and therefore needs to be reviewed and updated for the next five years.

1.2 Introduction

1.2.1 Tonbridge Racecourse Sportsground covers an area of approximately 28 hectares (52 acres) in the Medway Valley, to the west of Tonbridge town centre, and encompasses a range of outdoor sports pitches/facilities and habitats including rivers, grassland, hedgerows and woodland.

1.2.2 It opened formally to the public in 1923 and is well used by the local community for formal sports such as football, rugby, baseball, bowls, and for informal/casual uses including: children's play, tennis, mini golf, dog walking, picnics and family days out. The Tonbridge to Penshurst Cycle Route also runs along the back of the Sportsground.

1.3 Policy Context

1.3.1 The Management Plan has been developed to conform to policy guidance contained within the Local Development Framework and follows up on issues raised in the most recent onsite market survey.

1.3.2 The Plan has also been developed to take into account local policy/guidance, (listed in Table 1 of the draft Plan), and incorporates a number of the Borough Council's Priorities including:

- Reducing anti-social behaviour, and fear of crime;
- Climate change;
- Achieving a clean, smart, well maintained and sustainable borough; and
- Healthy Living opportunities and community wellbeing.

1.3.3 The Plan has also been developed in line with the criteria of the Green Flag Award - a national standard for parks and open spaces. Key elements of the Green Flag Award criteria include a well-maintained site, cleanliness, community involvement, health and safety, a welcoming site, marketing and climate change.

1.3.4 A section of the plan deals specifically with environmental management of the site as this is a key criterion for the Green Flag Award. The Plan considers aspects like waste minimisation, chemical use, native and invasive habitats and species present on the site, raising awareness via events and protecting nature and biodiversity.

1.4 Draft Management Plan

1.4.1 The draft Plan is intended to provide guidance and direction for the management of the Sportsground and be used to inform future maintenance and development of the site. The document may also assist in leveraging in external funding.

1.4.2 The draft Plan follows the format of the Council's previously adopted Management Plans. A copy of the draft Management Plan has been circulated with these papers for Members' consideration and a brief summary of the sections is provided below.

- **Where are we now?** The first section of the Plan describes the current situation, at the time the Plan was written. It is an introduction and tells us what we have at present and what we are trying to achieve.
- **Vision – where do we want to get to?** This section of the Plan describes our vision for the site and sets out our management aims and objectives.

- **How will we get there?** This section sets out how we are going to achieve our aims. A Five-Year Work Programme sets out long-term targets and annual Action Plans focusing on each year will flow from this.
- **Monitoring and review – how will we know when we have arrived?** The final section of the Plan looks at how we will track progress and how the plan might be updated.

1.5 Consultation

1.5.1 Subject to Member comment at the meeting, it is proposed that formal public consultation takes place in the Spring of 2024, on the following basis:

- All key stakeholders will be directly notified when the draft Plan is available for comment;
- Copies of the draft Plan will be deposited at the Council Offices at Kings Hill and Tonbridge Gateway;
- A copy will be available to view on the Council's website;
- Posters will be displayed at the Sportsground advising visitors on the consultation process; and
- The Council's Media Communications team will publicise the Plan on Social media.

1.5.2 A list of comments received along with any recommended alterations to the Plan will be reported to a future meeting of this committee.

1.6 Legal Implications

1.6.1 Legal responsibilities and issues will need to be considered within the draft plan. As such Legal Services will also be a key consultee on the draft plan.

1.7 Financial and Value for Money Considerations

1.7.1 The draft Management Plan reflects existing capital and revenue budgets associated with the site. Additional funding will need to be sought for many projects within the Plan.

1.8 Risk Assessment

1.8.1 The Council's Health and Safety Officer has been consulted on the draft Plan.

1.9 Equality Impact Assessment

1.9.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.9.2 The proposals aim to extend and provide additional/improved facilities with free public access for all.

1.10 Policy Considerations

1.10.1 Biodiversity & Sustainability; Climate Change; Equalities/Diversity; Health and Safety; Healthy Lifestyles; Young People. See additional information at 1.3 above.

1.11 Recommendations

1.11.1 The Committee are requested to comment on the draft Tonbridge Racecourse Sportsground Management Plan and proposed consultation process and make any recommendations to Cabinet.

The Director of Street Scene, Leisure & Technical Services confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

Nil

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Leisure Services Officer

Robert Styles

Director of Director of Street Scene, Leisure & Technical Services

Annex 1 – Tonbridge Racecourse Sportsground Management Plan 2024
– 2028 Consultation draft is published as a supplement to the main
agenda due to its size

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TONBRIDGE & MALLING BOROUGH COUNCIL

COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE

07 February 2024

Report of the Director of Street Scene, Leisure & Technical Services

Part 1- Public

Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken by the Cabinet Member)

1 TADDINGTON VALLEY – WOODLAND MANAGEMENT PLAN

SUMMARY

This report brings forward comments received as part of the public consultation exercise on the draft Taddington Valley woodland management plan. The Committee is invited to consider the responses and any proposed amendments to enable the Plan to be submitted to the Forestry Commission for approval.

1.1 Background

1.1.1 Taddington Valley is a Council owned public open space in the north of the borough bordering Medway Council district. The site is primarily established woodland with a network of paths throughout that link the adjoining residential areas. With 17 public entrances the site is well used for casual recreation and to link local communities. The site is bordered on all sides by residential properties.

1.1.2 The Council needs to seek the views of key stakeholders and members of the public before the Plan can be approved by the Forestry Commission (FC) and formally adopted.

1.1.3 It was RESOLVED, under Decision Number D230095MEM, on 31 October 2023 that the draft Woodland management plan would go out to public consultation. Presented below are the findings from the public consultation and any proposed amendments.

1.2 Introduction

1.2.1 Currently the Council undertakes relatively basic management and maintenance of the woodland to ensure it complies with the Council's Duty of Care and is a safe environment for users of the site. At the current time focus is not given to development and enhancement of the site. The Council already has another adopted FC woodland management plan, for Holly Hill Wood near Birling, which has worked well in making improvements and drawing in external funding.

- 1.2.2 It is now the aim to manage the Taddington Valley woodland site to enhance its biodiversity and landscape value whilst maintaining public access and improving local appreciation of it. A key factor in the overall plan will be bringing previously managed coppiced trees and pollarded trees back into a 15-year rotation cycle, alongside managing mature and immature trees, hedges and grassland to achieve a healthy and well-balanced woodland that is in keeping with its status as Ancient Woodland.
- 1.2.3 To achieve the above, a site Management Plan was drafted for public consultation. The document follows an industry standard Forestry Commission layout for a woodland management plan.

1.3 Draft Management plan

- 1.3.1 The draft Plan is intended to provide guidance and direction for all aspects of the management of the woodland and be used to inform future maintenance and development of the site. A core part of this document will be nature recovery by regeneration of the woodland using coppicing and pollarding of trees where appropriate. The Plan also covers many other aspects of the site's management including community engagement.

1.4 Consultation

- 1.4.1 The draft Management Plan was circulated/made available for comment between 10 November and 22 December 2023 and can be found at **[Annex 1]**. An email was circulated to key stakeholders, as listed at **[Annex 2]**, advising that copies of the Plan were available on the Council's website and hard copies were available to view at Walderslade Village Library and at the Council Offices, Kings Hill.
- 1.4.2 In addition, posters were displayed around the site advising visitors on the consultation process where and how to give feedback. 500 flyers were distributed to residents in the immediate local area and social media posts were also made.
- 1.4.3 We understand from the librarian at Walderslade Village Library that many people took the opportunity to view the Plan on display there. The Social media site received 4500 visits with 51 users then visiting the consultation webpage. The website page had 200 visits. In response to the consultation 20 residents provided written feedback with nearly 60 individual comments returned. From those responding, we had an average rating of 3.95 out of 5 for ease of understanding. All comments received have been carefully considered, most of these were supportive of the Plan and where appropriate amendments to the Plan have been proposed. A summary of the comments received and Officer responses can be found at **[Annex 3]** for Members consideration. Members will note that the comments received cover a whole variety of topics from woodland management, paths, accessibility, trees on boundaries, climate change, anti-social behaviour and funding.

1.5 Legal Implications

1.5.1 The matters set out in this report are considered routine or uncontroversial. The trees in most of this woodland are protected by a group Tree Preservation Order. Due to the level of coppicing proposed it will be essential to seek a Felling Licence from the Forestry Commission (which overrides the Tree Preservation Order) and in order to obtain this an adopted Woodland Management Plan is required to be developed in liaison with the local community and submitted and then approved by the Commission.

1.6 Financial and Value for Money Considerations

1.6.1 Once approved, works will be actioned through revenue funding and a provision of £12,000 is included in the proposed 2024/25 revenue budget. External funding will also be sought where possible to fund projects within the Plan (they may be a requirement to find match funding for some grants).

1.7 Risk Assessment

1.7.1 The Council's Health and Safety Officer has been consulted on the draft Plan.

1.8 Equality Impact Assessment

1.8.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.8.2 The proposals aim to extend and provide additional/improved facilities with free public access for all. An access audit of the site is proposed.

1.9 Policy Considerations

1.9.1 Biodiversity & Sustainability; Climate Change; Equalities/Diversity; Health and Safety; Healthy Lifestyles; Young People

1.9.2 The Plan has been developed to take into account the Council's local policy/guidance, and incorporates a number of the Borough Council's Priorities including:

- Reducing anti-social behaviour, and fear of crime;
- Climate change;
- Achieving a clean, smart, well maintained and sustainable borough; and
- Healthy Living opportunities and community wellbeing.

1.9.3 The Plan will promote healthy living opportunities through better access paths, and by running some events. Anti-social behaviour and fear of crime will be addressed by working with partners and providing a well-maintained site.

1.9.4 It will also address a number of climate change themes such as managing the Council's estate, raising awareness of nature and biodiversity, working with partners like the Medway Valley Countryside Partnership, and building a more resilient landscape and protecting natural assets.

1.10 Recommendations

1.10.1 The Committee is requested to consider the comments received through the public consultation and the proposed amendments to the draft Taddington Valley Woodland Management Plan. The committee is also requested to consider recommendation of the draft plan for submission to the Forestry Commission for formal adoption.

The Director of Street Scene, Leisure & Technical Services confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

contact: Chris Fox
Leisure Services Officer

Flyer used during the public consultation
Record of Executive non key decision notice number
D230095MEM

Robert Styles
Director of Director of Street Scene, Leisure & Technical Services

Annex 1 – Taddington Valley Woodland Management Plan –
Consultation draft is published as a supplement to the main agenda due
to its size

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Taddington Valley woodland management plan - Key stakeholders list for the consultation

Name of organisation
ASDA supermarket
Aylesford Parish Council
Bridgewood Manor Hotel
Kent County Council West Kent Public Rights of Way
Kent Police
Kent Wildlife Trust
Landscape Services (Grounds Maintenance Contract)
Medway Council Public Rights of Way
Medway Council Green Spaces
Medway Community Safety Unit
Medway Police
Medway Valley Countryside Partnership
Tonbridge and Malling Community Safety Partnership
Tonbridge and Malling Community Safety Unit
Tonbridge and Malling Legal Services
Tonbridge and Malling Planning Services

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**Taddington Valley Woodland Management Plan consultation draft
Summary of Consultation Comments and Proposed Amendments**

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
1.	Difficult to make specific comments on. I've written to TMBC on a number of occasions about this area but have been palmed off to KCC.	Comments noted.	No amendment required
	I have been using the footpath through Taddington Valley for many years and have seen it slowly deteriorate into a muddy mess. Of late, it has come to my attention that the condition of the path has significantly deteriorated even further, posing numerous hazards to pedestrians (especially those with mobility challenges) and cyclist.	See detail comments and responses below.	See below
	<p>Some of the key issues (4) that require urgent attention:</p> <p>i) Potholes and Uneven Surfaces: The footpath is riddled with potholes and uneven surfaces some of which are almost 12 inches in depth. This make it treacherous for pedestrians, especially during adverse weather conditions or darker periods where the path is not well lit.</p>	<p>Comments noted and already addressed in Objectives 9, 10 and 15. Any concerns that are reported to us are investigated and replies sent.</p> <p>The streetlights on this site are the responsibility of Kent County Council, and faults/ issues should be reported directly to them.</p>	Already included – no amendment required
	ii) Overgrown Vegetation: There is an alarming amount of overgrown vegetation, obstructing the path and limiting visibility. This poses a safety risk to those using the footpath.	<p>Comments noted and already addressed in Objective 2.</p> <p>The areas within this site are monitored and action will be taken as needed.</p>	

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	<p>iii) Inconsistent Maintenance: It appears that the idea of maintenance, is too tickle vegetation, rather than actually cut it back! A substantial cut back would be far more cost effective than a weekly tickle.</p> <p>iv) I understand that budgetary constraints may affect the ability to maintain all areas equally, but it is essential that all residents and visitors to our community have access to safe and well-maintained public infrastructure, not just those in the areas closest to the Borough Council offices.</p>	<p>Comments noted and already addressed in Objectives 1 and 2</p> <p>The plan will give a greater focus to this site.</p> <p>As above</p>	
2	<p>Management Strategy - My house has a section of Taddington Woods next to it, the whole 3 years I have lived here it has never been looked after. The hedges are overgrown and untidy, its full of weeds and thorn bushes. It would be great if this is improved with plants and trees that will attract bee's and butterflies but will also improve the appearance within our road.</p> <p>I use the woods nearly every day to walk my dog, it will be great to see it looked after more and see more flowers etc throughout the year other than the bluebells.</p>	<p>Comments noted and addressed in Objectives 2, 3 and 13</p> <p>The woodland is being managed as a natural area, it is to be expected that there will always be some growth of natural vegetation (brambles) and we will continue to listen to residents' views and cut back selective areas each year.</p>	Already included – no amendment required
3	This hopefully will help the people who use the woods for walking, whether that be with their dogs or for exercise etc..	Comment noted	No amendment required

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
4	Objective 10. Improving paths. The pathways have been destroyed and eroded by heavy rainfall which has washed away most pathways. The path becomes particularly muddy and waterlogged at the bottom of the steps leading down from Victoria Road (where the signpost is) as, being in a valley, all water runs to this point. It is very slippery and dangerous after heavy rainfall here. Reconstruction of these paths would be for the better.	Comments noted and addressed in Objectives 10, 13 and 15.	Already included – no amendment required
5	I am in agreement with the plan the woods have been neglected, you can see that coppicing is needed in the denser areas as nothing is growing. I enjoy walks into the woods so would want to still enjoy this certainly when the seasons change and the bluebells come!	Comments noted.	No amendment required
	Additionally, from a resident view whose garden backs onto the wood, I have been requesting the trees behind me be maintained as they encroach into my garden and due to the size of the branches we are not able to cut these without a professional due to the size and having to go outside of our boundary into a slope so a health and safety issue. Also, we would not want to damage the trees. This is having a negative impact on my back garden.	Comments noted. Issues relating to trees should be reported to the Councils Leisure department, at present we carry out inspections and prioritise tree safety work.	
	I have never seen this area maintained since moving to the property in 2007. I enjoy walks into the woods so would want to still enjoy this certainly when the seasons change and the bluebells come!	Comment noted.	

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
6	Have you taken into consideration of the residents that back onto the wood's, I have lived here for 48 years and have had lot's of promises regarding tree management abutting our property to cut back the trees an give our gardens a chance to prosper, since we have lived here the trees have grown 20 feet or more taking all the light from our garden and we would like it back please.	See Objective 2. Section 5.8 The main focus for this plan is woodland management and this over time should start to address some of the issues with overhanging trees and light as these trees are coppiced opening the woodland up and allowing more light through the tree canopies.	No amendment required
7	Having lived next to the woodland for many years I have watched it's steady decline. The current footpaths have deep ruts caused by erosion.	Comments noted and already addressed in Objectives 2, and 15.	Already included – no amendment required
	The present access points do nothing to stop motorcycles damaging the grass areas and cyclists who ride amongst the trees.	Comment noted and already addressed Objective 8.	
	The current policy seems to be reactive to storm damage and very little is done to look after the trees proactively	Comment noted and already addressed in Objectives 2 and 14. At present we focus on tree safety. The new management plan for this site proposes a more proactive woodland management.	
	The vehicles used to empty the bins damage the grassed areas.	Comment noted and already addressed in Objectives 10 and 13	

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
		Consideration is being given to opportunities to reduce the impact of vehicles travelling through the site.	
	I will be interested to see if anything happens, but I won't hold my breath.	Comment noted.	
8	I like what you are doing with the trees & woodland. But not sure you will stop the motorbikes as the ones I see over in the woods are pit bikes & electric scooters & are light & very easy to pick up & lift over barriers All the best in what you are planning on doing & good luck	Comments noted.	No amendment required.
9	With the challenge of Britain becoming carbon neutral by 2050. I would consider the Valley as an asset, therefore it should be maintained as such. The woodland Management plan covers a number of years of specific coppicing / Pollarding procedures, if these are not rigorously kept too the project may fail, with a knock on effect of not helping biodiversity, wasting of tax payer's money and will not be appreciated by the general public. The budget for this project should be ring fenced for the full duration.	Comments noted - Council budgets are agreed and approved on an annual basis.	No amendment required
10	I am a regular dog walker to these woods using the entrance at the end of Chestnut Avenue. This entrance could do with having the brambles cut back and some steps put in (either concrete or wood) as it is very steep and slippery. If those could also lead down to the valley from that point it would be useful. At present there are no other steps that end only a very steep slope, but multiple set of steps at the other end and the other side.	Comments noted and addressed in Objectives 8, 10 and 15. This particular entrance leads to unmade paths there are more accessible entrances with a hard surface sloping path nearby. A site Access Audit will be undertaken in due course.	Already included – no amendment required

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	<p>Whilst walking in the wood there are a lot of trees in desperate need of having the ivy and other climbing plants that's are choking them removed. We try to remove smaller bit when we can but there is so much, some are as thick as small trees themselves.</p>	<p>Comment noted and addressed in Objectives 1,3, 5, 14.</p> <p>Ivy can be a useful habit providing food and shelter for many species. We may however need to remove some ivy to aid tree safety inspections.</p>	
	<p>The park is also blighted by idiots on quad bikes or dirt bikes who tear up and down the valley, ripping up the grass and scaring the dogs. (Some are actually considerate of the dogs but a lot aren't). So some type of way of preventing access would be great</p>	<p>Comment noted and addressed in Objective 8 and 15 and Section 5.8.</p>	
	<p>Other than that it's a nice place to walk, sit on the benches and listen to the birds. Thank you.</p>	<p>Comment noted</p>	
11	<p>It does say about reducing antisocial behaviour and motor bikes, not how this will be tackled. Improvements to entrances and exits important for stopping the bikes.</p>	<p>Comment noted and addressed in Objectives 8, 13 and 15 and section 5.8.</p> <p>The plan sets out our objective and under Anti-social behaviour in Section 5.8 gives some possible options to tackle this issue but these options need further development with partners and costing.</p>	<p>Already included – no amendment required</p>

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	Entrance in Chestnut Avenue is very rusty and is not stable, it has been covered with duct tape as sharp and dangerous.	The post has now been repaired.	
	There is a burnout motorbike at the bottom of the Marston Close entrance which need removing.	<p>Comment noted and addressed in Objective 8.</p> <p>The burnt-out motorbike was reported to the Police after being reported stolen. It has now been removed in liaison with the Community Safety Partnership.</p>	
12	<p>The document seems to be a well thought, through and well-prepared plan for the coming years which will hopefully benefit everyone and everything.</p> <p>Although I am against the felling of any tree, I recognise the benefits of managed and considerate coppicing, which if applied correctly will be advantageous.</p>	Comment noted	
	<p>The only comment of note I have to make is that the valley falls across two local authority boundaries (TMBC & Medway) and that the plan seemed to be prepared solely for TMBC (?).</p> <p>If this is the case, wouldn't a joint plan be more beneficial?</p>	<p>This is acknowledged in Section 4.1 and shown on Map 2. TMBC own all the land and are therefore responsible for all of management decisions.</p> <p>Various departments in Medway Council were consulted on the plan and will need to be a partner and this has been indicated in the relevant objectives.</p>	Amend plan section 4.1 to make our ownership responsibilities clearer.

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
13	This appears to be exactly what is needed, the trees have long been due some attention. In particular ones between Papion Grove and Hurst Hill show signs of dead limbs, rampant ivy growing on some.	Comment noted.	Already included – no amendment required
	The paths in particular are very worn out and	Comment noted and addressed in Objective 10.	
	no cutting back of brambles is carried out for long periods of time.	Comment noted and addressed in Objectives 2 and 9.	
14	No mention of ownership but I understand that at least the section within T & M is owned by the council. Do you own the Medway Council section.?	See 12 above.	Under 4.2 in the first table, notes - add reference to the planning policy designation details for this public open space.
	What is the long-term future for the wood will either council want to build houses or roads through the site in the next 30 years,	The plan covers our proposed long-term future of the site. The area has several official designations and is designated as Public Open Space, Tree Preservation Orders covering a large percentage of the site.	
	Basically a good plan. But here is no mention of Foxes or how you intend to manage them. Foxes can be a nuisance in adjacent gardens, and are very destructive to other wildlife. Nor is there any indication that you have contacted the Kent Biological Records centre for information for what has been recorded. Just relying on what looks like one visit.	The plan follows a standard plan format from Forestry Commission. (We do already hold some biological data about this site from surveys but acknowledge that baseline surveys will be needed.) There is no reason in law to control foxes as they are native wildlife.	

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	This lovely piece of woodland should primarily be managed for its use by local residents with nature conservation as an important but secondary objective. Use by children, making camps etc should be encouraged.	Comment noted.	
15	Need to stop scramble bikes and quad bikes	Comment noted and addressed in Objectives 8, 13 and 15	Already included – no amendment required
16	Long overdue, thanks for getting it going.	Comment noted	No amendment required
17	<p>Re Taddington Valleys woodland management plan.</p> <p>I'm sorry but this is ecological vandalism. I despair that our councillors are even contemplating doing this to our trees and woodland. Do you not realise how much this world needs trees to help it survive? We are on the cusp and it will only get worse if this trend is not stopped.</p> <p>This beautiful ancient woodland is a joy to see through the seasons. We have a good variety of birds, owls, bats and foxes, which we will lose if you destroy their habitat. We will lose the beautiful carpet of bluebells in the spring, if you cut the undergrowth back. By letting more light in all you will get is brambles and weeds.</p> <p>I agree that the trees do need some maintenance to remove dead and dying wood and branches for the public's safety but that is all. The work on the trees that you are planning is</p>	<p>Comment noted. The plan aims to improved site bio-diversity and introduce a proactive management of the site, including the traditional method of coppicing, for the benefit of wildlife and local residents. The plan will also need approval of the Forestry Commission before adoption.</p> <p>Coppicing can rejuvenate a tree and allow it to live for many years it also encourages the growth of woodland flowers allowing light to the woodland floor. This will provide food for insects which in turn provide food for other animals such as birds and bats. Wildlife that</p>	

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	<p>far reaching and the trees will take some 20/30 years to recover if they survive it. Squirrels damage the trees by stripping the bark, you could control their numbers on a yearly basis to limit this damage.</p>	<p>benefits from coppicing includes flowers like orchids, dog violets, Bluebells, saint john’s wort, foxgloves, butterflies and moths, bumblebees, dragonflies, slow worms and main different species of birds including other small mammals such as dormice.</p>	
	<p>Large trees take up a lot of water, small trees do not. The excess water will drain down to the bottom and create a quagmire. The anti-social bikers will have a wonderful time charging around in the extra space but we will not; the noise they create for hours on end will be relentless and be a danger for anyone walking down there.</p>	<p>Objectives 8 and 11. Soil erosion 5.6</p> <p>The site is already the lowest point and water will naturally always drain towards the valley bottom and be wet there. The amount of run off will be reduced if there is less compaction and more of a vegetation layer to capture rainfall, there is little at present because this is shaded out by large trees. The established tree roots of the coppiced tree will not change. Coppicing trees, rather than replanting, can make regrowth quicker as felled trees have already developed root systems. Young regrowth will have far more leaves and so take up more water to regrow.</p>	

In Section 5 risk matrix add

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
		Addressing the anti-social behaviour issues is covered in the plan.	a new table Threat: loss of trees, coppice stools collapsing due to declining condition;
	Leaves on trees help to absorb the traffic fumes that we get from the Walderslade Woods road and the M2 motorway. They help clear the air for people and children with lung conditions. They help shield us from some of the traffic noise, which now lasts for approximately 20 hours a day and is getting worse every year as more and more vehicles are using these roads.	<p>We are aware of the benefits of trees, but there are also sound reasons why these woodland areas need intervention. Coppicing is a way of extending the life of old trees, that have been coppiced in the past, otherwise they will continue to decline and are likely to collapse under their own weight.</p> <p>Not all of the woodland is being coppiced in the same year. The properties around this woodland are as close as 300 metres from roads and a motorway so it is unlikely that rotational coppicing, will have much impact on noise or fumes.</p>	Likelihood of presence: high; Impact: high; Response: coppice rotations introduced to extend the life of trees coppiced in past and reduce the weight on the stump

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	<p>Perhaps you would like to give us a grant to replace our double glazing with triple glazing as compensation? I doubt that very much. We moved here 30 years ago because we loved the area and you will now ruin it with your plans. I have no doubt that they are cast in stone and however much we condemn them nothing will stop it. We the residents pay our Council Tax to you but our well being accounts for nothing; As ever, we in Walderslade are the poor relations with little or no investment in this area.</p>	<p>These issues are outside the scope of this consultation.</p>	
	<p>This is a cut price destruction of a popular and important amenity and should be abandoned forthwith.</p>	<p>The Council is proposing taking a proactive and positive approach to woodland management which has been called for by many residents and addresses a number of other issues.</p>	
18	<p>Taddington Wood is currently a marvellous woodland resource. It offers an amenity to those interested in enjoying a local woodland setting and seeing wildlife, as well as getting exercise through walking. Many local residents use this area every day to exercise their dogs.</p>	<p>Comment noted</p>	<p>Already included – no amendment required</p>

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	<p>TMBC wish to carry out widespread coppicing and pollarding in this area. My contention is that they will turn this beautiful area into a wilderness filled with multi- stemmed shrubs for many years to come. Coppicing has its place to generate timber for woodworking projects but will do nothing to enhance the joys of this wonderful local amenity. As the activity involves cutting down trees to stimulate new growth, areas of coppice are not desirable from an aesthetic and recreational point of view.</p>	<p>The proposed proactive approach to woodland management aims to increase the benefits of the site for be wildlife and local residents.</p>	
	<p>Sadly, it has, over the years, attracted an antisocial element that mainly wish to use their motorcycles for riding around in this area. They make undue noise, cause danger to those that wish to enjoy the facilities in a more peaceful manner and riders have been threatening when approached. I have lived on the edge of this woodland area for many years and am only too well aware that the Police are not interested in doing anything to counter antisocial activity in this area. Given that the number of crimes solved by Kent Police is "unacceptably low", according to the HMIC, it is not at all surprising. As the area is still prone to antisocial behaviour suggests that TMBC does little to combat it, as well. Improving accessibility simply aggravates the situation, encouraging more motorcyclists to move in.</p>	<p>Comments noted and addressed in Objectives 8 and 15.</p> <p>The Council will continue to work with both the Police and the Council's CSU to tackle antisocial behaviour at the site.</p> <p>.</p>	

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	Cutting trees down close to ground level will create racetracks for motor cycles in some areas. Leaving dead tree trunks will create obstacle courses, ideal for motor cyclists to use, as well. For those of us living on the edge of these woods, cutting trees down close to the end of our gardens will create a racetrack around the area exactly where we wish to discourage antisocial motorcycling.	Comments noted and will need to be considered in the implementation of Objectives 3 and 11.	
	The traffic noise from the M2 motorway and Walderslade Woods is considerable all of the time. The trees in the woodland help to moderate that noise and alleviate some of the airborne pollution. Removing those trees will make living on the edge of the woodland entirely less desirable. Will TMBC be making offers of compensation, if this resource is removed?	Coppicing will be undertaken over a long-term, phased basis. The Council does not believe any compensation will be due to residents for the implementation of this woodland management plan	
	It is suggested that this will herald an improvement in wildlife habitat. It is true that felling all these wonderful trees, may well improve the area for the rat population and insects. However, it will do very little for the bats, birds, squirrels and foxes that already populate these woods.	Comments noted and addressed in Objectives 3,4, 5, 11 and 12 Coppicing has been shown to have positive benefits for wildlife and wildflowers.	

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	<p>I have lived here for many years on the edge of the Tonbridge and Malling area. I have seen how little investment has been made in this area by TMBC. I doubt that this would even be contemplated if the woodland were in Tonbridge or its environs. It seems to me that this is land management on the cheap and takes no account of the local population.</p>	<p>The plans aims to improve the site for wildlife and the local residents. Rather than being a cheap option the plan will see additional investment in the site.</p>	
	<p>I agree with Councillor Keers that Taddington Valley is a valued asset for this community, however, I really don't understand how he can suggest that this will improve the site for local residents. I have seen areas of land in Lidsing that have been coppiced and the result has been to produce a quagmire.</p>	<p>See comment above.</p>	
	<p>In conclusion, I hope that my views and those of my neighbours around this woodland will be taken fully into account. However, this proposal will also affect people in a much wider area that use this resource and I hope that their views have been or will be canvassed.</p>	<p>Comment noted. The public consultation was open to all and note just local residents.</p>	
	<p>In an area where trees are protected by tree preservation orders, this is a nonsense. I trust that TMBC will reconsider and abandon this project forthwith.</p>	<p>Comment noted. All comments will be shared as part of the approval process.</p>	
19	<p>We've lived right next to Taddington Woods for >25 years. Throughout that time, management of the woods has always felt as if it is run on a shoestring and only urgent/dangerous issues have been addressed. When the housing was originally built in the 1980's, the woodland and housing was balanced, but over the</p>	<p>Comment noted.</p>	<p>Already included – no amendment required</p>

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
	<p>years, the scale and height of the trees has come to dominate.</p> <p>This plan is welcome, as the woodland needs to be actively and sympathetically managed and the quality of the flora improved. The woodland is an excellent and well used resource and we should cherish it.</p>		
	<p>A couple of comments (4)</p> <p>i) Some work seems to have already commenced under Felling License Application 23/03236, where a number of dead and dangerous trees have been identified and some already felled.</p>	<p>These tree works will have been carried out after routine health and safety tree inspections which carry out on regular basis.</p>	
	<p>ii) It is disappointing to see that no work seems to have been identified where trees overhang neighbouring properties - you only need to look at the number of planning applications residents have had to apply for over the years to see that this is a continual problem for residents bordering the woods. We should not have to bear the cost of maintaining trees that are the responsibility of the council, or put up with the damage they cause when they fall or shed branches or allow squirrels to access properties.</p>	<p>Comment noted and addressed in Objective 2.</p>	
	<p>iii) I would hope that we end up with something similar to Walderslade Woodlands Group, where local community can get involved in caring for and managing the woodland.</p>	<p>Comment noted and addressed in Objectives 1 6, and 7.</p>	
	<p>iv) It was difficult to determine the exact scale of the work proposed - it looked to be 25% felled and 75% thinned, but that unsustainably large trees bordering properties would be left as is - I think the plan should include measures to either reduce the encroachment or fell overly dominant trees.</p>	<p>The main focus for this plan is woodland management and this over time should start to address some of the issues with overhanging trees. We are not willing to fell, healthy trees to remove them or to carry out non-essential formative canopy pruning as our budgets and</p>	

Respondent	Summary of Comments	Response to feedback	Proposed Amendment
		policies do not allow for this and it is not considered good tree management practice.	
20	<p>The anti-social behaviour in the area (motorbikes, quad bikes) must be dealt with as a priority, these will significantly hinder regeneration efforts and undermine all of the other efforts. Entrances need to be made more secure.</p> <p>If there was a “friends of Taddington Wood” Facebook or society to arrange volunteer support, I expect there would be a reasonable update. Why not create a volunteer schedule for key dates in the forest diary, get the local people involved, there are hundreds of people that use the forest and many would be happy to provide occasional assistance</p>	<p>Comment noted</p> <p>Comment noted and addressed in Objectives 1, 2, 7 and 9.</p>	Already included – no amendment required

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TONBRIDGE & MALLING BOROUGH COUNCIL

COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE

07 February 2024

Report of the Interim Chief Executive

Part 1- Public

Matters for Information

1 CORPORATE KEY PERFORMANCE INDICATORS

This report provides data on Key Performance Indicators (KPIs) that are aligned to the Corporate Strategy 2023-2027 and monitored on a quarterly or annual basis. The data provided in this report relates to the period up to the end of December 2023.

1.1 Overview of KPIs

1.1.1 The aligned KPIs are provided in **Appendix 1**, with the data for October-December 2023 representing the most up-to-date available statistics in most instances. However, due to the lag in some statistics and the very tight turnaround in this quarter, the previous quarter does still represent the most up to date figures.

1.1.2 There are some quarterly **trends** that can be identified and highlighted in this report. These include:

- **001 & 002:** Food Safety Inspections continue to be undertaken in a timely manner with very few outstanding.
- **003:** Total attendance at our leisure facilities as of the end of September 2023 (Q2) was 679,664, which is 9.5% higher than the same time last year.
- **004:** The number of clients referred into the One You service has dropped to 124 this quarter, although this is likely to be due to seasonal fluctuations in demand for the service over the course of the year.
- **005:** Number of Anti-Social Behaviour cases dropped to 71 (down from 98 for July-September 2023).
- **024:** The percentage of household waste being sent for recycling and composting increased to 52.73% as of the end of Q2.
- **115 & 116:** 99.8% of scheduled waste collections were completed in October-November 2023, and the number of complaints received about waste collections is on track to be at least 10% lower than in 2022/23.

- **117:** The number of complaints about street cleansing has been decreasing, albeit there are likely to be more in 2023/24 overall due to a comparatively high level of complaints during April-June 2023.

1.2 Additional Consolidation of KPIs

1.2.1 Over the course of the past year, Communities and Environment Scrutiny Select Committee has received two reports on KPIs – one on the Corporate KPIs, and another with a focus on the performance of the Waste Management contract. Having discussed this arrangement with the Cabinet Member for Transformation and Infrastructure, it has been agreed to include the Waste Management KPIs within the reporting of the Corporate KPIs. As such the totality of measures relating to Waste Management will be included from hereon in:

024 – % of household waste sent for recycling/composting

029 – Number of fly tipping incidents

115 – % completion of scheduled collections

116 – Number of formal complaints received – collections

117 – Number of formal complaints received – street cleansing

118 – % of individual collections missed

1.3 Benchmarking

1.3.1 Benchmarking data has started to be introduced for a number of the Corporate KPIs in this round of reporting and as such there are columns in Appendix 1 which now show comparators in order to give greater context to our performance as a Council. This is still a work in progress and whilst some KPIs will not be able to be benchmarked in a meaningful way, the aim is to work towards a situation where the majority of KPIs do have a benchmark, using statistics from LG Inform Plus (a data portal) to help fill the gaps.

1.3.2 It should also be noted that the Office for Local Government (Oflog) has recently launched a new online tool to bring together a selection of existing metrics across a number of service areas that are available at different levels of local authority - <https://oflog.data.gov.uk/>. The aim of this new tool is to provide accessible data and analysis about the performance of local government, and to support its improvement. This tool is a work in progress and will expand to incorporate further service areas in time, but at present, from the Council's perspective, the most helpful data relates to Corporate and Finance, Waste and Planning.

1.3.3 The data from this tool, does provide useful information, but it is worth noting that at this stage the data relates to the period 2020-22, and as such it is quite out of date in comparison to much of the data being collected by the Council through our

own performance management. However, when used alongside other data it does help to provide a snapshot in time. For example:

Waste: in 2021-22, performance was above the median for England in all three measures – Household waste recycling rate, residual household waste and the recycling contamination rate.

1.4 Legal Implications

- 1.4.1 The matters set out in this briefing note are considered routine or uncontroversial and a legal opinion has not been sought.

1.5 Financial and Value for Money Considerations

- 1.5.1 The Corporate Key Performance Indicators are administered, analysed and reported in-house. The council has subscribed to LGInform Plus on a pilot basis for the period up to March 2025 at a cost of £1,300 in order to strengthen benchmarking.

1.6 Risk Assessment

- 1.6.1 Performance Management is identified in the Strategic Risk Register and currently assessed as a medium risk with a positive direction of travel. Within the register it is highlighted that without an effective performance management framework in place, the authority will not be able to understand any required improvements or achieve value for money.

1.7 Policy Considerations

- 1.7.1 The Corporate Key Performance Indicators are aligned to the Corporate Strategy 2023-2027, and aim to provide data and analysis about the performance of the authority and support its improvement.

Background papers:

Nil

contact: Jeremy Whittaker,
Strategic Economic
Regeneration Manager

Adrian Stanfield
Interim Chief Executive

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Appendix 1 – KPIs October-December 2023

CS Priority Action	Ref. No.	Aligned KPI	Lead	BASELINE				SSC	2023/24				Target/Aspiration 2023/24	TREND	Data Assurance	BENCHMARKING			Source	Explanatory Comments
				Value	Date	Frequency	Source		Apr-Jun	Jul-Sept	Oct-Dec	Jan-Mar				Value	Date	Comparator		
Promote well-being and help people live healthy and active lifestyles.	001	% of due food safety inspections undertaken (Risk Category A-C)	MH	33 due/47 done	Jan-Mar 2023	Quarterly	SSRS Reports from IDOX Uniform	CESSC	30 due/34 done	37 due/45 done	26 due/39 done	37 due/	100% of due inspections undertaken	→	Yes	TBC	TBC	TBC	Food Standards Agency	Zero inspections A-C still due as of 31/12/23
	002	% of due food safety inspections undertaken (Risk Category D-E)	MH	49 due/85 done	Jan-Mar 2023	Quarterly	SSRS Reports from IDOX Uniform	CESSC	45 due/91 done	83 due/74 done	81 due/63 done	127 due/	100% of due inspections undertaken	→	Yes	TBC	TBC	TBC	Food Standards Agency	Five inspections D-E still due as of 31/12/23.
	003	Total attendance at LLC/AC/TSP/P WGC (cumulative for year by quarter)	SG	1,191,704	2022/23	Quarterly	TMLT Management System	CESSC	347,928	679,664	N/A		1.3m	↑	Yes	TBC	TBC	TBC	TMLT/ Sport England	Q2 - 9.5% higher than same time last year
	004	Number of clients referred into the One You service	CP	214	Jan-Mar 2023	Quarterly	ReferAll OYWK	CESSC	199	170	124		200 per quarter	↓					N/A	Reduction likely due to seasonal dip ahead of Christmas.
Through key partnership working with Kent Police and other partners, support residents and ensure safeguarding is an integral part of council activity.	005	Total number of ASB cases	AF	78	Jan-Mar 2023	Quarterly	ASB Database	CESSC	94	98	71		Under 350 per annum	↑					N/A	Large drop in ASB cases in Q3
	006	Total number of victim-based crimes	AF	1,894	Jan-Mar 2023	Quarterly	Kent Police	CESSC	1,972	1,988	1,360*		Under 7,500 per annum	→		TBC	TBC	TBC	Kent Police	*Please note that data is only available to the end of November 2023
	007	No. of red flags on our annual safeguarding self-assessment framework (SAF) and Section 11 audit.	GF	0	2022	Annually	Annual SAF	CESSC	0	0	0		0	→	Yes	TBC	TBC	TBC	KCC	

				BASELINE				SSC	2023/24				Target/ Aspiration 2023/24	TREND	Data Assurance	BENCHMARKING			Source	Explanatory Comments
CS Priority Action	Ref. No.	Aligned KPI	Lead	Value	Date	Frequency	Source		Apr-Jun	Jul-Sept	Oct-Dec	Jan- Mar				Value	Date	Compa rator		
Deliver climate change plans which focus on cutting emissions and increasing biodiversity.	021	T&M carbon dioxide emissions data (tCO2e)	CS	816.4	2021	Annually	BEIS - CO2 Emissions Statistics	CESSC	N/A	N/A	N/A	675 tCO2e		Yes	849.5 – M'stone Borough; 811.3 – S'oaks District; 479.8 - TW Borough	2021	Adjoini ng Authori ties	gov.uk	Per capita amounts - Sevenoaks - 6.7; T&M - 6.2; Maidstone - 4.8; TW - 4.1	
	022	TMBC annual carbon audit emissions data (tCO2e)	CS	3.3	2022/23	Annually	Primary Research /gov.uk	CESSC	N/A	N/A	N/A	3.1	→	Yes				N/A		
Deliver climate change plans which focus on cutting emissions and increasing biodiversity.	023	<i>Biodiversity KPI - TBC</i>	<i>CS/JK</i>	<i>TBC</i>	<i>TBC</i>	<i>Annually</i>	<i>TBC</i>	<i>CESSC</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>TBC</i>						<i>N/A</i>		
Build on our track record of recycling more than anywhere else in Kent.	024	% of household waste sent for recycling and composting	DCL	51.6	2020/21 (audited)	Quarterly	Waste Data Flow (DEFRA)	CESSC	52.49	52.73	N/A	55%	↑	Yes	47.5% (TW) and 36.6% (Sevenoaks)	2020/21 (audited)	TW and Sevenoaks	Waste Data Flow (DEFRA)	Figures for Q1 and Q2 now available showing increase. Q2 data as yet unaudited by DEFRA, Q3 data still awaited from KCC for verification.	
Improve environmental quality in the borough by tackling sources of pollution.	025	Number of contaminated land enquiries.	CK	6	2022/23	Annually	EP Database	CESSC	N/A	N/A	N/A	Reactive to need						N/A		
	026	Total number of service requests leading to investigation	CK	518	2022/23	Annually	Reports from IDOX	CESSC	N/A	N/A	N/A	Reactive to need						N/A		
	027	Number of enforcement notices served	CK	8	2022/23	Annually	EP Notices Register	CESSC	N/A	N/A	N/A	Reactive to need						N/A		

				BASELINE				2023/24				BENCHMARKING								
CS Priority Action	Ref. No.	Aligned KPI	Lead	Value	Date	Frequency	Source	SSC	Apr-Jun	Jul-Sept	Oct-Dec	Jan-Mar	Target/Aspiration 2023/24	TREND	Data Assurance	Value	Date	Comparator	Source	Explanatory Comments
Improve environmental quality in the borough by tackling sources of pollution.	028	No. of AQMA's in T&M (currently 6) where NO2 results exceed the National Air Quality objective for which they were declared	CK	1	2022	Annually	Annual Status Report (ASR)	CESSC	N/A	N/A	N/A		0						N/A	
	029	Number of fly tip incidents	DCL	836	2022/23	Quarterly	Waste Data Flow (DEFRA)	CESSC	259	244	134**		5% reduction	→					N/A	**Q3 = Oct & Nov data only as Dec not finalised by print deadline.
Continue our successful management of parks, open spaces and leisure centres.	030	Total attendance at LLC/AC/TSP/PW GC (duplicate - see 3)	SG	1,191, 704	Apr-Jun 2022	Quarterly	TMLT Management System	CESSC	347,928	679,664	N/A		1.3m	↑	Yes	TBC	TBC	TBC	TMLT/ Sport England	Q2 - 9.5% higher than same time last year
	031	No of parks with Green Flag status	JF	4	Jun-22	Annually	Green Flag Award website	CESSC	4	4	4		4	→	Yes	48	Sep-23	Kent and Medway	N/A	4 Green Parks in the borough (3 owned by TMBC and Manor Park in West Malling)

Additional KPIs:

Ref. No.	Aligned KPI	Lead	Value	Date	Frequency	Source	SCC	Apr-Jun	Jul-Sept	Oct-Dec	Jan-Mar	Target/Aspiration 2023/24	TREND	Data Assurance	Value	Date	Comparator	Source	Explanatory Comments
Waste Services																			
115	% completion of scheduled collections	DCL	97.80%	2022/23	Quarterly	Whitespace Analytics	CESSC	97.50%	99.40%	99.8%*		99.0%	↑		TBC	TBC	TBC	TBC	*Q3 = Oct & Nov data only as Dec not finalised by print deadline
116	Number of formal complaints received - collections	DCL	274	2022/23	Quarterly	Whitespace Analytics	CESSC	47	48	23*		10% reduction	↑		TBC	TBC	TBC	TBC	*Q3 = Oct & Nov data only as Dec not finalised by print deadline
117	Number of formal complaints received - street cleansing	DCL	29	2022/23	Quarterly	Whitespace Analytics	CESSC	14	7	3*		10% reduction	↑		TBC	TBC	TBC	TBC	*Q3 = Oct & Nov data only as Dec not finalised by print deadline
118	% of individual collections missed (waste)	DCL	0.00%	2022/23	Quarterly	Whitespace Analytics	CESSC	0.20%	0.15%	0.11%*		Under 0.2%	↑	Yes				N/A	*Q3 = Oct & Nov data only as Dec not finalised by print deadline

COMMUNITIES AND ENVIRONMENT SCRUTINY SELECT COMMITTEE – UPCOMING MATTERS

2024

C=Council; CAB = Cabinet; DEL = Delegated to Committee; INFO = matters for information. Cabinet are responsible for ALL Key Decisions (KD). Some Non-Key Decisions (NKD) can be taken by Cabinet Members outside of the meeting.

DECISION (TITLE)	DESCRIPTION	C/CAB/ DEL/INFO	KD/NKD	CAB MEMBER DN Y/N	PART 1 OR 2	MEETING DATE	OFFICER IN PERSON ATTENDANCE Y/N
Tonbridge Castle Update		Info				22 May 2024	
Key Performance Indicators	Standing item	Info					
Work Programme	Standing item	Info					
						17 July 2024	
Key Performance Indicators	Standing Item	Info					
Work Programme	Standing item	Info					
						19 September 2024	
Key Performance Indicators	Standing item	Info					
Work Programme	Standing item	Info					
						6 November 2024	
Key Performance Indicators	Standing item	Info					
Work Programme	Standing item	Info					

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Agenda Item 13

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

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Agenda Item 14

The Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information.

**ANY REPORTS APPEARING AFTER THIS PAGE CONTAIN EXEMPT
INFORMATION**

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Agenda Item 15

Any other items which the Chairman decides are urgent due to special circumstances and of which notice has been given to the Chief Executive.

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