

**MINUTES** of the meeting of the **ECONOMIC PROSPERITY, ENVIRONMENT AND HIGHWAYS BOARD** held at 10.30 am on 9 June 2016 at Ashcombe, County Hall, Penrhyn Road, Kingston upon Thames, KT1 2DN.

These minutes are subject to confirmation by the Board at its meeting on Thursday, 14 July 2016.

**Elected Members:**

- \* Mr David Harmer (Chairman)
- \* Mr Bob Gardner (Vice-Chairman)
- A Mrs Nikki Barton
- a Mr Mike Bennison
- \* Mrs Natalie Bramhall
- \* Mr Stephen Cooksey
- a Mrs Pat Frost
- \* Dr Zully Grant-Duff
- \* Mr Ken Gulati
- \* Mr Peter Hickman
- \* Mr George Johnson
- \* Mr Richard Wilson
- \* Mrs Victoria Young
- \* Mr Ian Beardsmore
- A Mr Steve Cosser
- \* Mr Michael Sydney

A- Apologies

a- Absent

**In attendance**

Mr John Furey, Cabinet Member for Highways, Transport and Flooding  
Mr Mike Goodman, Cabinet Member for Environment and Planning

**38/16 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]**

Apologies were received from Steve Cosser and Nikki Barton. Michael Sydney substituted for Steve Cosser.

**39/16 MINUTES OF THE PREVIOUS MEETING: 21 APRIL 2016 [Item 2]**

The minutes of the last meeting held on 21 April 2016 were agreed as accurate record of the meeting.

**40/16 DECLARATIONS OF INTEREST [Item 3]**

There were no declarations of disclosable pecuniary interests.

**41/16 QUESTIONS AND PETITIONS [Item 4]**

There were no questions or petitions.

## **42/16 RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME [Item 5]**

### **Key points raised during the discussion:**

1. The Chairman advised the Board that all of the existing recommendations and actions on the tracker had been completed.
2. Furthermore the Chairman informed the Board that the update report on the Basingstoke Canal has been removed from the agenda for the 14 July meeting.
3. Ian Beardsmore stated that he would replace David Goodwin on the Local Transport Review Member Reference Group and the Winter Maintenance Task Group.

## **43/16 UPDATES FROM MEMBER REFERENCE GROUPS AND TASK GROUPS [Item 6]**

### **Key points raised during the discussion:**

1. The Chairman of the Basingstoke Canal Task Group reported that it was premature to take an update to a public meeting in July until the position with external bodies was confirmed. It was clear that it would be appropriate to delay this till the autumn period.
2. The Chairman for the Countryside Management Member Reference Group explained that there were no further meetings following the last report.
3. The Customer Service Excellence Member Reference group would meet next in July and the group would be undertaking a mystery shopper exercise with Project Horizon to explore how they interface with businesses.
4. The Chairman of the Finance Sub-Group informed the Board the next meeting of the group would be held in July to review quarter one financial results and understand how the service has performed since the budget was set.
5. In the absence of the Highways for the Future Member Reference Group Chairman, it was reported that the Asset Management Strategy was reviewed and it was suggested, following on from Project Horizon that individual meetings with Member's would be valuable and helpful going forward. The Cabinet Member for Highways, Transport and Flooding expressed agreement on this suggestion and advised the Board such requirement will be arranged at an appropriate time.
6. The Chairman for the Local Transport Review Member Reference Group was not present; any updates are to be requested. The Winter Maintenance Task Group plan to meet next on 28 July to review any critical concerns and the reduction of £300,000 from the winter maintenance budget.

## **44/16 ROAD SAFETY IMPROVEMENTS ON BRIDGE STREET, GUILDFORD [Item 7]**

### **Witnesses:**

Duncan Knox, Road Safety Team Manager  
George Bowen, Petitioner  
Cllr Keith Taylor, Guildford Local Committee Chairman  
Cllr Matt Furniss, Vice Chair of Guildford Local Committee and Deputy Leader of Guildford Borough Council  
Cllr Mark Brett- Warburton, Guildford Local Member  
Paul Millin, Travel and Transport Group Manager  
Jason Russell, Assistant Director for Highways

### **Key points raised during the discussion:**

1. The Chairman informed the Board the item on Bridge Street, Guildford was referred from the Full County Council after a petition with more than 11,000 signatures was received. The Economic Prosperity, Environment and Highways Board were chosen as the most appropriate Board to discuss matters of road safety. Further to this the Chairman advised the Board that discussions should stay within the remit of road safety, other issues that did not relate to road safety were the concern of the Local Committee.
2. The Road Safety Team Manager provided an introduction to the report outlining that in the event of a collision/accident; this would be recorded on collision maps which would help identify hot spots, showing how some locations have greater collision/accident rates than others. As a result, a clear pattern was recognised that Onslow Street was an area of concern that required investigation.
3. Before commenting on the report, the petitioner George Bowen explained to the Board that his purpose was to represent the views of those who signed the petition, the families of the victims and the general public. In representing these views the petitioner commented on the report outlining that a number of issues had not been addressed to the fullest extent and certain recommendations had not been considered. The Petitioner stated that he was excited about the pedestrianisation of Bridge Street but did not think the idea that accidents will only occur at the crossing between Bridge Street and Onslow Street was correct.
4. The Guildford Local Committee Chairman offered his condolences to the families of the victims. The Local Committee Chairman showed extended support to the Road Safety Team Manager's report, giving assurance that work around Bridge Street will be given priority by the local committee. The Board was also informed of seven LEP (Local Enterprise Partnership) schemes in place with a budget of around £9 million to make Bridge Street safer.
5. In light of the report the Vice Chair of Guildford Local Committee shared support and referred to the £2.6 million LEP money in place to make improvements to Walnut Tree Bridge which would reconfigure traffic around Bridge Street and improve pedestrian safety. It was

stated that a phasing approach would be undertaken when work started, focusing on the impacts to traffic movements around the town centre.

6. Members of the Board were encouraged by the report, expressing positive feedback, in particular to the conversion of the one way system to a two way traffic flow. Several Members commented on the junction with Bridge Street stating that it was confusing working out the correct lane to merge into when approaching Bridge Street.
7. The Chairman of the Board asked for clarity upon how the system will operate when access to Bridge Street would be converted to buses only. Officers informed the Board that at present a bus study is being conducted to explore the idea and results will be circulated back to the Board in due course.
8. The Board sought reassurances around the financial aspect from the Enterprise M3 bid, especially in terms of when funding can be expected. Officers explained that the first review will take place in September, and the project itself is a lengthy process that requires input from legal and finance which is expected to be concluded by the end of the year.
9. Councillor Mark Brett-Warburton expressed enthusiasm and support towards the Enterprise M3 scheme however more work needed to be done to change the attitudes of drivers and pedestrians.
10. Members voiced some concern around the complexity and lengthiness of the Enterprise M3 scheme and stressed the need for work to be done urgently. It was also put forward that temporary solutions should be sought until the funding for the LEP scheme was secured.
11. The Chairman of the Board suggested that signage promoting the pedestrian route through Walnut Tree Bridge to the town centre was essential.
12. Some members of the Board asked for the item to be reconsidered by the board in a year's time.
13. A report will be submitted to full council for 12 July 2016.

**Recommendations:**

The EPEH Board endorsed and agreed the following recommendations,

- a. that officers commission feasibility and design work for the repositioning of the stop lines at the junction of Bridge Street with Onslow Street;
- b. that officers commission feasibility and design work for the implementation of raised road tables at the crossing points at this junction;
- c. that officers commission a review of the pedestrian and traffic signal phasing and staging at this junction; and

- d. that once completed, these options be presented to Guildford Local Committee for approval and funding.
- e. for the board to receive an update on road safety improvements on Bridge Street in spring/ summer 2017.

**Actions:**

- For the Cabinet Member for Highways, Transport and Flooding to provide the board with a timeline outlining the steps of the bidding process for LEP funding; in relation to the enterprise M3 bid involving Bridge Street

**45/16 REVISED ASSET MANAGEMENT STRATEGY FOR HIGHWAYS AND TRANSPORT [Item 8]**

**Witnesses:**

Amanda Richards, Network & Asset Management Group Manager  
Jason Russell, Assistant Director Environment and Infrastructure

**Key points raised during the discussions:**

1. Prior to introducing the report the Assistant Director of Environment and Infrastructure updated the Board on the changes to the highways management team. It was agreed for a note explaining the changes in further detail to be emailed to the board.
2. Officers explained to the Board the purpose of the Asset Management Strategy (AMS) was to ensure that assets are managed in the most cost effective way and to maximise the level of grant funding the service received from the Department of Transport (DfT). Surrey is currently rated as Band 2, if Surrey remained at Band 2 we could lose funding however officers are confident we will advance to Band 3 by 2017.
3. Members queried assumptions in the report around potential funding and in particular the 'pothole action fund'. The Network & Asset Management Group Manager stated that historically the service performed well in competition funds and was confident that the maximum contribution could be achieved. The Assistant Director Environment and Infrastructure further explained that the service had to plan with assumptions in mind.
4. Members requested further clarification regarding the table on page 50 of the AMS, in particular to what the percentages represented and from what period. The Chairman proposed a revision to the table to ensure readers can differentiate the percentage difference between 2009 and 2015. Following this, the Board was informed that dashboard data can be provided in relation to customer satisfaction.
5. The Chairman congratulated officers on the development of the strategy.

6. A Member of the Board referred to the modelling tools on page 53, paragraph 2.3 and asked whether the modelling tools took into account things that can happen as a result of phenomena such as flash flooding. The Network & Asset Management Group Manager explained that the same modelling theories were used and in particular modelling on wet spots was undertaken.
7. Members questioned the methodology for defining roads and queried why certain roads were classified as they were even if they were classified incorrectly. Officers informed the Board that the service prioritises roads for treatment based on the Surrey Priority Network which looked at the priorities surrounding the road, including traffic levels, proximity to school, hospitals etc and ranking them accordingly from SPN1 to 4b regardless of their ABCD classifications.
8. There was a discussion around what kind of roads would fall in the 'aesthetically impaired' category and whether this type of road condition affected cyclists as well as road users. Officers explained that although 'aesthetically impaired' roads were grouped together they all had the different issues and varied from one another.
9. Members queried what criterion was required for a traffic system to be classified as obsolete. Officers described traffic systems to have the shortest lifespan and issues such as technological issue with the system could classify it as obsolete. Officers gave the Board encouragement that when funding was realigned it would be used more proactively, rather than repairing assets when they had deteriorated. In carrying out this task Officers informed the Board that traffic system data was recorded and monitored.
10. The Board questioned why the business plan was included in the agenda pack and who the intended audience was. The Assistant Director Environment and Infrastructure explained that the business plan gave context to the strategy and sets out the services priorities over the next 5 years. Furthermore, Officers advised the Board that the primary audience was Members and invited feedback to ensure the plan was publicly accessible going forward. The Chairman asked for board members to email the Assistant Director Environment and Infrastructure directly with any comments they have regarding the strategy, copying in the Scrutiny Officer and Cabinet Member for Highways, Transport and Flooding.
11. Officers explained that in an event of an emergency there would have to be a revision of the budget and planning for our assets to manage the situation in hand. In these circumstances additional funding would be sought after too.

**Recommendations:**

The Economic Prosperity, Environment and Highways board endorsed and agreed;

- a. the Asset Management Strategy
- b. the revised allocation of capital budgets from 2017 onwards

- c. that any minor future amendments to the strategy can be made by the Strategic Director of Environment and Infrastructure in consultation with the Cabinet Member for Highways, Transport and Flooding Recovery.
- d. the above recommendations for commending to Cabinet.

**Actions:**

- For the Assistant Director of Highways to send the Board a note outlining changes to the senior management team in the Highways and Transport Service.
- To commend to Cabinet the recommendations from the officer report.

**46/16 COMMUNITY RECYCLING CENTRES - RECYCLING PERFORMANCE  
[Item 9]**

**Witnesses:**

Steve Strickland, Waste Contract Team Manager

**Key points raised during the discussion:**

*Peter Hickman left the meeting at 12:30pm*

1. The Chairman reminded Members that the purpose of the report was to be briefed on what kind of items were accepted at Community Recycling Centres (CRCs) and what happened to them once recycled.
2. The Waste Contract Team Manager introduced the report, outlining that the material collected at CRCs was not typical kerbside material. Currently, more waste was being pulled out of skips and investigated to check if there was any value in the materials being found. A trial in Leatherhead was proving successful results in collecting items from skips. A trial for expansion to other CRCs was being considered.
3. There was a discussion around black bin bags and the board were informed that these were collected in skips and then spilt open to check if they contained any valuable items. However due to staff restrictions this process cannot operate effectively on a bigger scale. Members suggested in order to improve the process the transition from black bags to transparent bags would be more advantageous.
4. A Member of the Board referred to the site at Charlton Lane and raised concerns with traffic queues when entering the site and the reduction in skips available. The Waste Contract Team Manager advised that the concerns raised have already been identified and officers were working towards finding a solution. It was further explained that there was no intention to downgrade the site.
5. Officers were asked about the financial nature surrounding compost and whether opening a Surrey facility for green waste would be more

productive and beneficial in the long term. Officers explained that the primary focus at the moment was residual waste, however opening our own facility would be taken on board and considered. Currently composted waste is taken to a number of compost plants around Surrey where as part of the 'gate fee' and contract the compost is kept by the plant.

6. In relation to rubble and soil, Board Members stated that they had received complaints from residents about being turned away from CRCs when dropping off garden waste. The Cabinet Member for Environment and Planning stated that he was aware of this concern and assured the Board that this practice was not county wide and the matter will be looked into. The Cabinet Member for Environment and Planning also informed the Board that Surrey Wide Fly Tipping would be launching on 4 July.
7. Board Members sought clarification over the low figures for textiles received at CRCs. Officers explained that although the rate per tonne was resourceful (£250 per tonne); charities offered a competing service with kerbside collection which affected CRC collection rates. The Cabinet Member for Environment and Planning stated that a business model for re-use shops in Surrey was in the pipeline and could potentially bring about savings.

**Recommendations:**

- a. The Board noted the report.

**Actions:**

- For an item reviewing the changes to CRCs to be added to the forward work programme for spring 2017.

**47/16 REVIEW OF THE SURREY WASTE PLAN: CONSULTATION ON PREFERRED OPTIONS [Item 10]**

**Witnesses:**

Kate Symington, Principal Planning Policy Officer  
Paul Sanderson, Minerals & Waste Policy Team Manager

**Key points raised during the discussion:**

1. The Principal Planning Policy Officer referred to a series of PowerPoint slides to present key points of the Surrey Waste Plan (attached as Annex 1). The Chairman stated that the approval of this item would allow for the preliminary working regarding the Surrey local waste plan to commence
2. A Member of the Board expressed concern with launching the consultation on 4 August 2016 seeing as this was the holiday period. The Principal Planning Policy Officer assured the Board that there was plenty of time for people to respond over the 12 week consultation period. The consultation would also be publicised on Surrey Says and



Surrey Matters. The Principal Planning Policy Officer would check if the deadline for the consultation closing date could be extended.

3. The Board made reference to the title of the document being considered, 'The Surrey Waste Local Plan'. It was suggested whether alternative terminology could be used such as 'resource plan'. The Cabinet Member agreed that there seemed to be too much focus on waste and not resources. The change of the document title would be considered and a brief description of this change would be included in the executive summary.
4. There was discussion around whether a member reference group should be set up to support the work of the directorate.

**Recommendations:**

The Economic Prosperity, Environment and Highways board,

- a. reviewed the draft Preferred Options Consultation Report including draft questions; and,
- b. supported the approach taken for the proposed Preferred Options Consultation.

**Actions:**

None

**48/16 DATE OF NEXT MEETING: 14 JULY 2016 [Item 11]**

The next meeting of the Economic Prosperity, Environment and Highways Board will be held on Thursday 14 July 2016 at 10.30am in the Ashcombe Suite, County Hall, Kingston upon Thames.

Meeting ended at: 1.26 pm

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**Chairman**

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# Review of Surrey Waste Plan: Consultation on Issues and Options

Economic Prosperity, Environment  
and Highways Board

9 June 2016

# What is waste?

- **“Any substance or object which the holder discards or intends or is required to discard<sup>1</sup>”**
- Waste is generally considered hazardous if it (or the material or substances it contains) are harmful to humans or the environment



# What types of waste?

- The **National Planning Practise Guidance** requires us to look at:
  - Municipal/household
  - Commercial/industrial
  - Construction/demolition
  - Low Level Radioactive
  - Agricultural
  - Hazardous
  - Waste water



# The legislative and policy framework

- **European Legislation and Policy**
  - Revised Waste Framework Directive (WFD) [2008/98/EC]
- **UK Legislation and Policy**
  - Waste (England and Wales) Regulations 2011
  - National Planning Policy Framework (NPPF) 2012 – but not much on waste
  - National planning policy for waste 2014 (replaced PPS10)



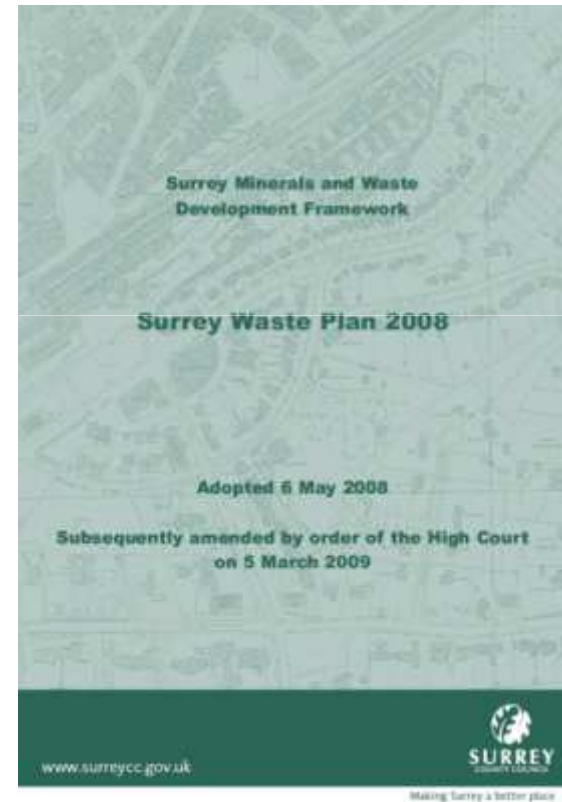
# Who deals with Waste?

Role	Responsibility
Waste collection (LACW)	Districts and boroughs
Waste disposal (LACW)	Surrey County Council Waste Operations Group
Waste regulation	Environment Agency
Waste planning	Surrey County Council Waste Planning Authority

Local Authority Collected Waste (**LACW**) is mainly household waste with some commercial and industrial and other waste that is collected by the local authority

# What is in the Waste Plan?

- In general, the Waste Plan should provide:
  - An overarching **strategy** for the management of waste generated in the plan area;
  - Guidance and specific sites for the type and **location** of waste facilities that would be required;
  - A framework to support **decision making** for waste management planning applications.





# How is it different to the Waste Strategy

## WPA

### Surrey Waste Local Plan

- Policies/maps for land use for waste development
- Framework for planning decisions
- For all types of waste

## WDA

### Surrey Joint Municipal Waste Management Strategy

- How Surrey District and Borough Councils and the County Council will deal with municipal waste for next 10 yrs
- For local authority waste only



# Plan making process

- Plans should be reviewed at least every sixth year (and revised as appropriate)
- Stakeholders and the general public must have an opportunity to participate in the plan making process
- The process involves a number of stages
- Will need a Strategic Environmental Assessment (SEA)/Sustainability Appraisal (SA)



# The Review

- There are several stages in preparing a new SWLP 2018 – 2033
- The first stage of formal consultation is ‘Preferred Options’ stage
  - Draft vision, objectives and spatial strategy
  - Call for sites
  - Other technical statements e.g. Site selection, Duty to Cooperate and Capacity



# Questions

- Draft Questions
  - Section 1 Introduction (pp. 6 – 8)
  - Section 2 What factors are influencing the emerging Waste Plan? (pp. 9 – 10)
  - Section 3 What are we aiming to achieve? (pp. 11 – 13)
  - Section 4 How will we deal with any overlapping or related policy documents? (pp. 14)
  - Section 5 How are we going to provide sites and areas for waste related development? (pp. 15)
  - Section 6 How are we going to cooperate with other organisations? (pp.16)
- Range of stakeholders with different needs
  - Working with Surrey Communications team to meet these needs  
e.g. Separate areas for residents, developers, other authorities

