

MINUTES of the meeting of the **ENVIRONMENT AND INFRASTRUCTURE SELECT COMMITTEE** held at 10.30 am on 29 November 2017 at Council Chamber, County Hall, Kingston upon Thames, Surrey, KT1 2DN.

These minutes are subject to confirmation by the Committee at its meeting on Wednesday, 28 February 2018.

Elected Members:

- * Mr Bob Gardner (Chairman)
- * Mr Wyatt Ramsdale (Vice-Chairman)
- Mrs Mary Angell
- * Mr Bill Chapman
- * Mr Stephen Cooksey
- * Mr Paul Deach
- * Mr Jonathan Essex
- * Mr Matt Furniss
- * Mr Eber A Kington
- * Mrs Bernie Muir
- * Mr John O'Reilly
- * Mr Stephen Spence
- * Mrs Lesley Steeds
- * Mr Richard Walsh
- Mr Richard Wilson

In attendance

Mike Goodman, Cabinet Member for Environment and Transport
Colin Kemp, Cabinet Member for Highways

31 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS [Item 1]

Apologies were received from Mary Angell and Richard Wilson. There were no substitutions.

32 MINUTES OF THE PREVIOUS MEETING: 5 OCTOBER 2017 AND 11 OCTOBER 2017 [Item 2]

1. A Member noted that item 2 of the minutes from 5 October 2017 should be amended to say £4 million, instead of £4,000.
2. The Committee agreed these minutes as an accurate record of the meeting.

33 DECLARATIONS OF INTEREST [Item 3]

Under item 7, Paul Deach asked that it be noted that the company he worked for had provided social media content for the Surrey Wildlife Trust.

Stephen Spence and Bernie Muir asked that it be noted that they are members of the Rambler's Association.

34 QUESTIONS AND PETITIONS [Item 4]

1. The Committee had received two Member questions from Eber Kington. The response to these was tabled at the meeting and attached as an annex to these minutes. The Cabinet Member was asked to clarify whether there had been any recent change in his position in respect to LED light installation. In response, he commented that the business case was still under consideration, and that he wanted assurance that it represented best value for the Council. It was also commented that the option for overnight street lighting for New Year's Eve required some alteration of the program that operated the lights, the Cabinet Member was exploring the possibilities with the provider and hoped to make an announcement in due course.

35 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SELECT COMMITTEE [Item 5]

The Committee noted the responses from Cabinet which were tabled on the day, and included as an annex to the minutes. One Member commented that there had not be sufficient consideration given to how the financial arrangements would incentivise recycling. The Cabinet Member commented that the new arrangement would see district and boroughs sharing in the benefits if recycling rates increased. It was also highlighted that recycling rates had stalled around 40% when recycling credits were in place and it was intended that the new arrangement would improve this.

36 RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME [Item 6]

1. The Chairman informed the Committee that he and the Vice-Chairman had met with Cabinet Members to discuss the forward plan for 2018. Several additions had been included. The Cabinet Member for Environment and Transport commented that he would welcome a Member Reference Group to support the development of new guidance on speed restrictions.
2. The Committee also proposed to add some additional items.

Resolved:

- That the Forward Plan include additional items on Project Horizon; income generation; and aviation

37 PAY AND CONSERVE - CAR PARK CHARGING ON THE COUNTRYSIDE ESTATE [Item 7]

Declarations of interest:

None.

Witnesses:

Samantha Cunningham, Senior Change Consultant, E&I Directorate Programme Group
Lisa Creaye-Griffin, Countryside Group Manager
Lesley Harding, Head of Place Development

Key points raised during the discussion:

1. Additional financial information and a presentation were circulated to the Committee, these are included as an annex to these minutes. The Committee reviewed the options, with the majority of Members expressing support for option five in the papers. It was noted that there was some reluctance in introducing charges, but it was recognised that the Council's financial position meant sustainable solutions were required.
2. Members commented that they would like to take a broader consideration of the different business plans under consideration in relation to the Surrey Wildlife Trust (SWT) and its long term plans to generate income. It was commented that the Committee and the Countryside Management Member Reference Group would be invited to review different proposals as they came forward. The Committee queried whether disposal of the car parks had been considered, and it was confirmed that this had been reviewed and considered not in the best interest of the SWT and its future sustainability.
3. Members highlighted that there were options to bring in additional revenue through the provision of kiosks, and other amenities. Officers commented that there were kiosks on some of the sites and options were being considered for future development. It was also noted that kiosk staff would be able to assist people using the car park if needed.
4. Member suggested that additional consideration should be given to enabling online payments, and looking to best practice from the congestion charges. It was noted that payment on exit was not a feasible solution as the cost of technology to enforce this would exceed the benefits.
5. The Committee discussed the need to make payment options easy to use, and that blue badge holders should not be charged for parking. Exemption for blue badge holders was confirmed by the Cabinet Member for Environment and Transport. The Committee was informed that barriers would not be removed to allow horseboxes to enter, as this also increased the risk of traveller incursion. It was suggested that payment options could be phased, with some sites only offering phone payment. The Cabinet Member was supportive of a phased approach.
6. The Committee discussed enforcement, and the risk of displacement. It was acknowledged that there needed to be a flexible solution, and one that did not seek to create issues for residents and local businesses. The Cabinet Member highlighted that there was work being undertaken to look at the specific local options, and that a blanket approach using double yellow lines were not considered to be a popular solution. The Cabinet Member highlighted that there was a lump sum in the budget for the changes for displacement solutions, though it was intended that not all of this would be required.
7. The Committee queried the level of charges, following some correspondence that had been received from the Surrey Local Access Forum. It was confirmed that a review of parking charges at different

sites across Surrey had informed the proposed tariffs, and that they were in line with other car parks across the county.

8. The Committee discussed enforcement, and it was confirmed that cost for contracting companies to carry this out would be met through collected fines, meaning a zero cost to the Council.
9. Members commented that there should be improved facilities to encourage cycling, and to identify where public transport could support a reduction in parking displacement. The Cabinet Member also confirmed that the changes would take account of the improvements to Junction 10 of the M25 as far as was feasible.
10. The Committee reviewed the proposed recommendations, and a vote was taken. Nine Members voted for the proposed recommendations, three Members voted against, and one abstained.

Recommendations:

That the Cabinet agree option 5 with further consideration given to

- Options for people to pay online, or in advance or after parking 24 hours
- How machines and phone payment are options made accessible and easy to use
- How enforcement is implemented with minimum of disruption
- A review of the scheme, displacement and lessons learnt within six months
- What additional resources are provided to promote cycling and cycle parking

38 DATE OF THE NEXT MEETING [Item 8]

It was noted that the date of the next meeting was 28 February 2018 at 10.30am in County Hall.

Meeting ended at: 11.55 am

Chairman

Member questions to Environment and Infrastructure Select Committee - 29 November 2017

1. In the light of the recent statement by the Cabinet Member for Highways in which he refers to “considering using LED lights because with technology advances and falling prices the savings they offer could outweigh the cost of installing them”, would he clarify (a) the timescale for this work and (b) the intended outcome for the streetlight switch-off policy should the LED lighting savings outweigh the cost of installing them.
2. In the absence of any immediate change of policy will SCC agree to keep the streetlights on all night across Surrey on New Year’s Eve into New Year’s Day to enable residents to enjoy their New Year’s celebrations and ensure that people feel safe when travelling home late at night or early morning?

Submitted by Eber Kington

1. When the PFI contract was let and awarded in 2009, LED technology in street lighting was in its infancy and not suitable for SCC although the Council was able to take advantage of a Central Management System (the largest installation by far at the outset in 2010) to enable dynamic control including the ability to dim lights and change profiles with minimal costs.

LED lighting has made significant advances across all sectors including domestic, office, automotive lighting and of course Street Lighting in the intervening years. With a need to reduce our energy consumption and CO2 emissions we are investigating options to upgrade the street lighting to this technology.

These investigations are at an early stage and will require more detailed analysis on the type of lighting and options for funding the replacement. An outline report was recently submitted to the county council Investment Panel for consideration. Subject to Panel and Cabinet approval, a detailed programme will be developed and shared with Members in due course.

Any changes to the part night lighting policy will be considered if the LED project moves forward.

2. This is something that the Council is already considering, we are working with our technology suppliers to see whether it is practicable.

Colin Kemp, Cabinet Member for Highways

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CABINET RESPONSE TO ENVIRONMENT AND INFRASTRUCTURE SELECT COMMITTEE

**Proposals to Change Financial Arrangements for Waste Management in 2018/19 [Item 7]
 (Considered by the Environment and Infrastructure Select Committee on 5 October 2017)**

COMMITTEE RECOMMENDATIONS:

The Environment and Infrastructure Select Committee recommended:

- a) That the Cabinet ensures clarity in regard to strategy aims, including achieving recycling targets, and variable payments and, in particular, the thresholds included within those aims, how progress against them is measured and agreed and the level of payment and loss of payments associated with delivery and non-delivery.
- b) That the Cabinet makes a clear statement in regard to its position on a single co-owned approach.
- c) That the Committee receives an update once the financial arrangements are in place.

RESPONSE:

Clarity with regard to strategy aims and financial mechanisms:

The joint waste strategy aims are to reduce household waste, increase recycling, reduce waste sent to landfill, and to maintain the cost of waste management. The indicators and targets are summarised below.

Indicator	2019/20 target
Total waste and recycling per person	Quartile 1 (when compared to other waste disposal authorities in England)
Recycling and recovery rate	70%
Percentage of municipal waste sent to landfill	0%
Cost of waste management per household	No increase from 2013/14

As explained in the Cabinet report, a number of factors should ensure that performance continues to improve:

- The SWP will continue to be funded at current levels which means that its comprehensive and well established improvement programme will remain in place.
- The agreement between SCC and districts and boroughs with regard to the fixed payment will be designed to ensure that authorities do not reduce their level of service and continue to work towards the aims of the joint strategy. A reduction in service is defined as stopping collecting a key recyclable material or reducing the frequency of recycling collections. The Surrey Waste Partnership will be consulted when drawing up the agreements and it is proposed that the Partnership would be the body that decides if an authority is not acting in the spirit of the agreement.
- The variable payment mechanism has been designed to incentivise future performance improvements. Any cost saving as a result of improved performance (an

increase in recycling or reduction in residual waste) would be shared with partners. There is no threshold to trigger payment. Any saving as a result of performance improvement would be shared. For example, if one tonne of residual waste was removed from the system, this would save the £110 per tonne disposal cost, therefore this saving would be shared between SCC, the district or borough in question, and the SWP in the agreed proportions (40:40:20).

- All authorities have to report their waste performance on a national reporting system on a quarterly basis and the Surrey Waste Partnership monitors this data regularly. SCC will also closely monitor performance and will review arrangements if they do not deliver the expected outcomes.

In order for SCC to meet its savings targets, the proposals for the new financial arrangements do represent a reduction in funding for district and borough councils. As explained in the Cabinet report, there are significant opportunities for all authorities to make savings through working better together to improve performance, increase efficiencies and generate income.

Single co-owned approach:

In May 2016, Cabinet agreed that combining the function of the Waste Disposal Authority with that of Surrey's Waste Collection Authorities to deliver waste services via a new co-ownership partnership is essential to deliver public value for Surrey's residents. In December 2016, Cabinet asked officers to continue to work through the Surrey Waste Partnership to engage with district and borough councils on how all authorities can adopt a single waste approach that is mutually beneficial, whilst delivering savings and improved services for Surrey residents.

A co-ownership approach would involve the creation of a single entity that is co-owned by SCC and the 11 district and borough councils. It would manage the collection, recycling and disposal of all of Surrey's waste and would mean the integration of all waste services currently delivered individually by the 12 authorities. The barriers to unlocking savings would be removed and the greater benefits gained by working together would then be shared across all authorities.

The precise nature of the 'final state' co-owned entity and the legal form and governance arrangements are to be determined, but the creation of a joint waste collection contract, and the transfer of some of SCC's waste functions to Joint Waste Solutions, are important steps towards this approach. The next phase is the work that the Surrey Waste Partnership is currently undertaking on how to enhance the governance of the partnership and align it with the governance of Joint Waste Solutions.

Providing an update:

The new financial arrangements will start on 1 April 2018. We are happy to provide an update to the Select Committee and would suggest that this is in the autumn of 2018, or later, in order to allow time for a reasonable amount of waste performance data to become available.

Mr Mike Goodman
Cabinet Member for Environment and Transport
(28 November 2017)

Pay and Conserve Car Park Charging on the Countryside Estate

**E&I Select Committee 29th November
2017**

Lisa Creaye-Griffin - Group Manager



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Countryside Vision – Protect Enhance and Improve

Giving access to our countryside to support recreation, health and wellbeing now and in the future in a way that will enhance biodiversity, our landscape and is financially self-sufficient

Countryside Function

Overall the County Councils funding for Countryside has reduced from £2.6m in 2014/15 to £1.6m net budget in 2017/18 due to reduce to £1.0m net budget in 2020/21

- Maintain and improve 3,400 KM of Public Rights of Way
- Manage the Basingstoke Canal in partnership with HCC
- Manage the agreement with SWT to manage the Countryside Estate, 6,500 acres owned by SCC and 3,500 acres manage under access agreements.
- Work with the SWT to identify other income streams
- Host the AONB unit and the Surrey Countryside Partnerships
- Support the local economy by promoting the rural economy, training and skills development



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Pay and Conserve Consultation



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- The Pay and Conserve consultation ran for a six-week period between September and November 2017 with a total of 1,257 respondents
- The survey aimed to understand more about how people currently use sites and their views on how car park charging could be implemented on the Estate.

Pay and Conserve Consultation

- Car park charging was generally not supported but if charging is introduced, cash payment was the most popular, with 59% of respondents, followed by card payment with 46% prepared to pay via this method. Only 33% of respondents were supportive of payment by phone.
- Some of the key concerns identified included the impact on:
 - Volunteers
 - People on a low income
 - Health and wellbeing
 - Clubs using the car parks
 - Displacement parking
- Respondents were more accepting of the introduction of charging if the income was ring-fenced to Countryside
- How do SCC enforce car park charging



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Pay and Conserve Consultation



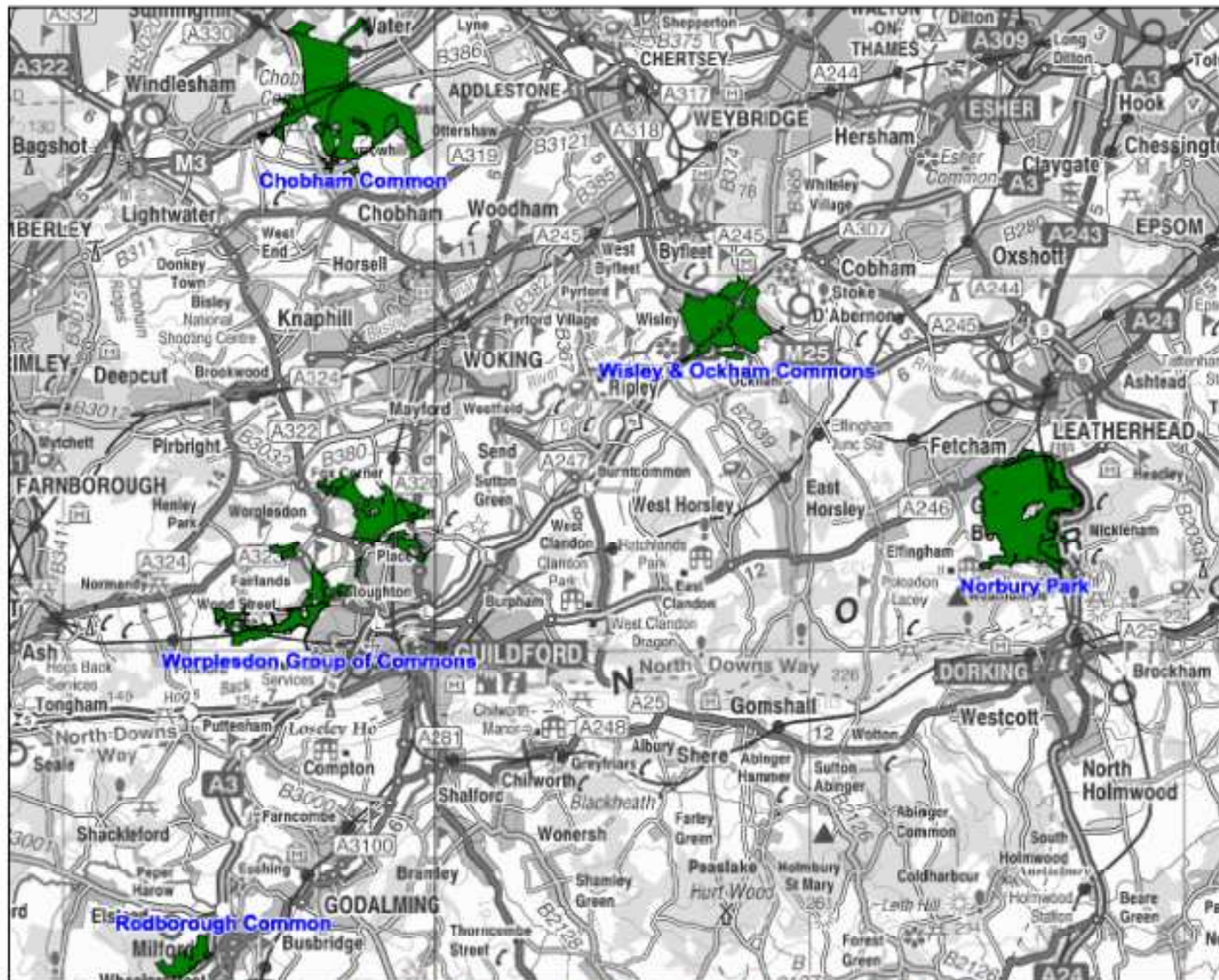
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- The consultation focused on the most visited sites within the Countryside Estate that are owned by SCC and managed by SWT under a lease agreement. The five sites are:
 - **Chobham Common** (6 car parks)
 - **Whitmoor Common** (2 car parks)
 - **Norbury Park** (3 car parks)
 - **Ockham Common** (3 car parks)
 - **Rodborough Common** (1 car park)(Habitat Regulations Assessments are currently being carried out at the sites included in the consultation)
- 446,000 cars visit the sites annually.
- Largest car park accommodates 20,000 vehicles per month
- Smallest accommodating less than 1,000 a month.
- Based on usage data and assumed parking charges, a number of options have been explored which seek to balance value for money with public acceptability.

Car Park Locations: SCC Overview



Scale: 1: 15 000 (A4)



Key

Site boundary



Prepared by: Surrey Wildlife Trust
 Date: 08/06/2017
 Revision:
 File Ref: 170608car parks

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 Surrey Wildlife Trust AL 100031669, 2017



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Options Considered

In order to develop the business case, five options were modelled as follows:

Option 1: Do nothing – no charges are introduced at any of the sites

Option 2: Voluntary Donation – a voluntary donation scheme is introduced at the sites

Option 3: Cash payment – charging is introduced with the option to pay by cash, card or phone. Annual permit also available.

Option 4: Phone payment – charging is introduced with the option to pay by phone only. Annual permit also available.

Option 5: Card payment – charging is introduced with the option to pay by card or phone. Annual permit also available.

Investment and Return



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	Option 3: cash, card & phone	Option 4: phone only	Option 5: card & phone
	£000s	£000s	£000s
Capital investment required in year 1 ²	382	229	362
Total revenue ³	6,816	6,830	6,816
Expenditure (including debt repayments)	5,633	3,074	3,675
Net revenue	1,183	3,756	3,141
Average per annum net revenue	79	250	209
Project NPV at 5.5%	546	2,057	1,693
Project IRR	19%	80%	48%
Project payback period	6 years	2 years	3 years

Tariffs

In developing the options, comparable sites were considered. The table below sets out details of a number of local sites that charge for parking and the current tariffs in place:

Length of stay	Box Hill (National Trust)	Frensham Little Pond (National Trust)	Alice Holt Forest (Forestry Commission)	The Lookout (Bracknell Forest Council)	Queen Elizabeth CP (Hants CC)
Up to 1 hr	£1.50	£1.50	£1.80	£2	£1.80
Up to 2 hrs	£1.50	£1.50	£3	£2	£1.80
Up to 3 hrs	£4	£4	£4.50	£2	£3.50
Up to 4 hrs	£4	£4	£6	£2	£3.50
Up to 5 hrs	£4	£4	£8	£4	£3.50
>5 hours	£6	£6	£8	£4	£3.50

For the Surrey Countryside Estate, we are proposing a tariff as set out below, with an annual permit available at a proposed cost of £60 which would be valid at all car parks at the five sites:

- Up to 1 hour - £1.30
- Up to 2 hours - £2.60
- Up to 3 hours - £3.90
- Over 3 hours - £5.00



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Options Appraisal

In order to assess the options to develop a preferred option the following criteria were considered:

- The Contribution to the financial sustainability of the countryside – the extent to which the option could support the vision to protect and enhance the countryside for current and future generations
- Public acceptability – the extent to which the option was likely to be acceptable to the public, based on the feedback from the consultation and experience from elsewhere



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Preferred Option

- Option 5 (card & phone payment plus annual permit) offers a system that balances financial return and public acceptability.
- Whilst in purely financial terms, option 4 would be preferable, the consultation made clear that many people would not be happy with a scheme where payment by phone or permit were the only options.
- Option 5 offers the additional option to pay using a card (around 95% of adults in the UK have a debit or credit card), but removes the very significant risks and costs associated with a scheme that includes cash payments.



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Recommendations

The Select Committee are asked to:

- consider the output from the consultation
- comment on the proposed options
- provide a view on the preferred option



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Next Steps

- Cabinet 14th December 17
- Develop:
 - Implementation communication plan
 - Displacement parking and enforcement measures
- Approval of the SWT Business Plan for Income Generation – Early 2018



Tariffs

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Up to 3 hrs	£4	£4	£4.50	£2	£3.50
Up to 4 hrs	£4	£4	£6	£2	£3.50
Up to 5 hrs	£4	£4	£8	£4	£3.50
>5 hours	£6	£6	£8	£4	£3.50

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- Over 3 hours - £5.00

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Vehicle Charging on 5 Countryside Estate Sites

Over 15 Years

<u>Financial summary</u>		Option 3 "Cash" £000	Option 4 "Phone" £000	Option 5 "Card" £000
Project NPV at	5.5%	546	2,057	1,693
Project IRR		19%	80%	48%
Project payback period		6 years	2 years	3 years

		Option 3 "Cash" £000	Option 4 "Phone" £000	Option 5 "Card" £000
<u>Capital investment required in Year 1</u>		382	229	362

<u>Net revenue position</u>		Option 3 "Cash" £000	Option 4 "Phone" £000	Option 5 "Card" £000
Total Revenue	-	6,816	6,830	6,816
Expenditure (including debt repayments)		5,633	3,074	3,675
Net Revenue	-	1,183	3,756	3,141
<u>Average per annum (Net revenue /15)</u>	-	79	250	209

Comments:

Option 3: Cash Collection, as per Newlands: Based on the CSS Quote for cash collection.

Option 4: No requirement for cash collection

Option 5: No requirement for cash collection

Vandalism costs (Opt 3): If 5 machines are vandalised per year this will result in a net lost income of £31k pa (incl. replacement cost of machines of £24k).

Replacement cash machines: Build to order - replacement period 10 weeks.

Note:

Numbers to be validated by finance

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