

**Cabinet**  
**24 NOVEMBER 2016**

Present: Councillors: Ray Dawe (Leader), Jonathan Chowen (Deputy Leader and Leisure & Culture), Philip Circus (Housing & Public Protection), Brian Donnelly (Finance & Assets), Gordon Lindsay (Local Economy), Kate Rowbottom (Community & Wellbeing) and Claire Vickers (Planning & Development)

Apologies: Councillor: Roy Cornell (Waste, Recycling & Cleansing)

Also Present: Councillors: Karen Burgess, Peter Burgess, Leonard Crosbie, Matthew French, Billy Greening, Nigel Jupp, Mike Morgan, Godfrey Newman, Jim Sanson and Michael Willett

EX/45 **MINUTES**

The minutes of the meeting of the Cabinet held on 22<sup>nd</sup> September 2016 were approved as a correct record and signed by the Leader.

EX/46 **DECLARATIONS OF MEMBERS' INTERESTS**

There were no declarations of interest.

EX/47 **ANNOUNCEMENTS**

The Cabinet Member for Planning and Development updated Members on the current position regarding the submission of the Community Infrastructure Levy Draft Charging Schedule for Examination.

The Leader reported the receipt of a petition opposed to charging for parking in rural car parks, an item that was to be considered at this meeting.

EX/48 **PUBLIC QUESTIONS**

One member of the public had submitted a question in respect of the item on rural car parking but was unable to be present to ask it in person. The Leader therefore asked the following question on their behalf:

***Has there been an assessment conducted on the impact on the local economy of implementing car park charges and time limited car parking?***

The Cabinet Member for Local Economy replied as follows:

***A specific local economy assessment has not been undertaken but we have gathered information regarding the potential impact in other ways.***

***In June/July 2016 the Council commissioned a survey of all the rural car parks to understand the usage. In addition we undertook a questionnaire to establish frequency of use, distance travelled, origin of journey, purpose of journey and length of stay.***

***From this we derived that the use of the car parks fell into one of the following categories:***

- ***Regular short stay (one to +three times a week) – 80% the majority of users.***
- ***Irregular/Visitors (once a month or less)***
- ***Long stay all day parkers***

***With this in mind we undertook detailed discussions with local district, county and parish councillors as to our emerging proposals and to test whether the results and categories matched local needs.***

***Our proposals took into consideration a number of factors regarding how car parking can support the local economy better. We are aware that in many of our rural car parks cars stay for long periods of time, often all day. This restricts churn of customers in these areas and causes difficulty for users when the car parks are full, particular during peak times 10am-2pm.***

***We also discussed the proposals with the Rural Towns Forum and other groups (including some traders). We discussed how a scheme could help support more customers, ease of use and convenience. It was obvious that they preferred a pay and display approach as it was much simpler and easier to understand for 'out of town visitors' - the system is tried and tested and is familiar to users. The £12 permit/disc (for residents and non-residents) recognises the frequent regular user which constitutes 80% of those surveyed, this also supports loyalty to the local offer. We also are aware there is a need to review and introduce in some areas long term season ticket parking. This provides accessible long stay parking for employers and employees.***

***Introducing a charge into an area where there is currently free parking is never going to be popular. The scheme that the Council is proposing tries to limit the impact on each user group. For example, a number of places throughout the country have just implemented pay and display machines but this has a greater impact on the regular user who has to pay for each visit, find change to pay and potentially moves them to other out of town shopping areas.***

***It is very much within the interest of the Council that the local economies thrive.***

EX/49 **MEDIUM TERM FINANCIAL STRATEGY**

The Cabinet Member for Finance and Assets reported that the review of the Financial Strategy, as part of the budget setting process, enabled a balanced budget target to be established with a focus on an affordable level of Council Tax, delivery of the corporate priorities and policies of the Council and the continued enhancement of value for money and satisfaction with services for the residents of the District.

The 2016/17 budget was set in February 2016 and future deficits had been projected for 2017/18 through to 2019/20. Since then there had been a period of planning on a range of income generation ideas, continuing the business transformation journey to the next stage and other efficiency measures. The current report set out the proposed strategy for the period 2017/18 to 2019/20 to establish the context for the Council's budget and medium term financial planning scenarios and assumptions.

RECOMMENDED TO COUNCIL

- (i) That the projected budget gap be noted as detailed in the report.
- (ii) That the Medium Term Financial Strategy 2017/18 to 2019/20 be approved.

EX/50 **WASTE AND RECYCLING COLLECTION REVIEW**

The Cabinet Member for Waste, Recycling and Cleansing reported on proposed changes to household waste collections.

The collection of household waste (residual waste and recycling) was one of the highest profile and most highly valued services provided by the Council. Household waste was defined in Part II of the Environmental Protection Act 1990 as waste that originated from private homes and was collected by Waste Collection Authorities (Horsham District Council). Legislation required the Council to take action to increase the percentage of household waste that was recycled to at least 50% within three years, therefore reducing the proportion of waste disposed at landfill. This could not be achieved without implementing the recommendations detailed in the report.

In addition, the Council was facing significant financial pressures with a need to find savings to address a £4,200,000 projected budget gap in 2019/20. This was combined with the loss of a specific Government grant made to the Council to maintain the weekly collection of household refuse which would expire in November 2017.

The District currently had the highest recycling rate of any West Sussex authority and the Council had long taken a forward-looking approach to household waste collection. In 2008 the Council had taken what was then seen

as an innovative move to purchase a fleet of side-loading waste collection vehicles. Alongside this, the Council also introduced the simple blue and brown lidded collection system for recycling that was much praised by residents. The side-loading vehicles were now nearing the end of their useful life, becoming expensive to maintain and in need of replacement.

In response to this situation the Council had commissioned Ricardo Energy & Environment Consultants to undertake a full review of the waste collection service. Their task had been to assess the current provision and advise on the way forward, suggesting how a high-quality service could be maintained and how financial efficiencies could be generated with a particular focus on increasing recycling rates. Ricardo worked with Members in a series of seminars to develop an agreed vision for the Waste & Recycling Service and concluded that the alternate weekly collection of waste, similar to schemes operated successfully in Chichester and Mid-Sussex District areas and in over 75% of other local authorities across the country, was the recommended service model for this area.

In presenting the report, the Leader advised Cabinet that the proposed new exceptions policy had been amended slightly from that published in the report and would provide additional bin capacity for households meeting at least one of the following criteria:

- Medical needs
- Households with five or more permanent residents
- Households with three or more children in nappies

#### RESOLVED

- (i) That alternate weekly collections for residual household waste be introduced from Spring 2018 and the estimated financial savings associated with this of approximately £730k per annum compared to the projected budget for 2018/19 be noted.
- (ii) That a rear-loading vehicle fleet be procured to deliver the revised service and the estimated financial saving of approximately £270k per annum compared to the projected budget for 2018/19 be noted.
- (iii) That the changes to the council's waste policies required to implement the new service as detailed in the report be approved, subject to the amendment noted above in respect of the exceptions policy.
- (iv) That the draft implementation timetable be agreed.
- (v) That the Director of Community Services, in consultation with the Cabinet Member for Waste, Recycling and Cleansing, be authorised to make necessary arrangements as required.

## REASONS

- (i) Legislation requires a reduction in the amount of waste currently going to landfill and an increase in recycling, 50% by 2020. The introduction of AWCs would following assessment from Ricardo encourage additional levels of recycling estimated at 4%; although other councils have observed up to a 9% increase in recycling rates and up to a 16% decrease in residual waste produced. Councils are required to deliver “good quality local services as efficiently as possible within their financial constraints”. The council must therefore set that requirement against action to mitigate a forecast funding gap of £4.2m in its medium term financial strategy (MTFS).
- (ii) The current ageing waste collection vehicles require replacement.
- (iii) Dispensations will ensure the implementation recognises households which will find AWC more challenging due to receptacle capacity.
- (iv) Agreement to the approach and key milestones to implement both a revised collections methodology and procure a new fleet of refuse vehicles.

## EX/51 **GREEN WASTE CHARGE**

The Leader on behalf of the Cabinet Member for Waste, Recycling and Cleansing reported that, with continuing pressures on the Council’s budget and the on-going challenge this presented to future service delivery, in particular discretionary services, it was necessary that where possible services generated sufficient revenue to cover their cost of delivery.

It was therefore proposed that there should be a small increase in the subscription charge that was made for the Garden Waste collection service.

## RESOLVED

- (i) That the increase in Green Waste collection charges to take effect from 1st April 2017 be agreed as follows: The first bin collection at £39.50 per annum (if paid via the contact centre or post) or discounted to £37 per annum (if paid by on-line payment/Direct Debit).
- (ii) That the fee for additional green waste wheelie bin collections be increased from £20 to £25 per additional bin.
- (iii) That the Director of Community Services, in consultation with the Cabinet Member for Waste, Recycling and Cleansing, be

authorised to make any consequential amendments to the Green Waste Terms and Conditions.

- (iv) That it be noted that the proposed changes will result in approximately £106,500 additional revenue for the 2017/18 financial year.

#### REASONS

- (i) In line with the existing Green Waste Terms of Reference, the service and additional green waste bins collected from properties are subject to an annual price review.
- (ii) The current Terms and Conditions of the service will need to be amended to reflect the new charges and inclusion of any minimal service charges related to payment by credit card.
- (iii) Due to the improved revenue position from the scheme to amend the 2017/18 budget for the service accordingly.

#### EX/52 **RURAL CAR PARKING**

The Cabinet Member for Local Economy reported that, given significant financial pressures placed on the Council due to the complete withdrawal of Government Revenue Support Grant by 2019/20, the Council needed to identify ways to close the funding gap.

Currently, rural car parks were subsidised by approximately £315,000 per annum. However, this excluded any future investment costs for major improvements such as expansion or re-configuration. Approval was therefore being sought to change the way rural parks were operated so that the operating costs could be mitigated.

In addition, a standardised approach to operation was proposed across the District to address the current range of complex arrangements in place.

It was acknowledged that certain villages acted as retail hubs primarily for convenience shopping and it was difficult to gauge the willingness of consumers to pay for the convenience of shopping locally. However, it was considered that the pricing suggested in the report was such that it would not inhibit consumers' willingness to do so.

The key benefit of the proposal would be improved control which would raise the level of turnover in car parks and free up spaces for more shoppers, with greater enforcement to ensure parkers complied with parking rules.

It was noted that it was proposed to amend the schedule of draft rural car park proposals by removing reference to the car parks in Bramber, Cowfold and Upper Beeding.

RESOLVED

- (i) That an annual rural parking disc/permit scheme be introduced at £12 for the first car, £6 for subsequent cars registered at the same address (max four discs/permits per address). (An additional £2.50 charge to be applied for non-website and non-direct debit transactions). Discs/permits will take effect from Monday 3rd April 2017. These will be applicable in all Council rural car parks as outlined in the report (with the exclusion of the car parks in Bramber, Upper Beeding and Cowfold) between 9am- 6pm Monday-Saturday (unless otherwise stated) and will exclude Sundays and Bank Holidays.
- (ii) That the leasing of smaller rural car parks at a peppercorn rent or offer of purchase where appropriate to relevant Parishes where their function supports local community hall and open space activities be agreed.
- (iii) That the cost for long-term season tickets be standardised at £130 pa and that they be introduced in areas where facilities do not currently exist. This will apply from Monday 3rd April 2017. These will be applicable for use in specific car parks only (as indicated on the season ticket) and will be valid (unless otherwise stated) between 9am-6pm Monday-Saturdays (excluding Sundays and Bank Holidays).
- (iv) That the introduction of Pay & Display facilities from 3rd April 2017 in a number of specific car parks be agreed and that the hourly charge for users be set at 75p up to 1 hour and £1.50 for up to 2-3 hours or a reasonable maximum time to be agreed with local Parish Councils where appropriate. This charge will be applicable in specific rural car parks, as set out in the report, which have Pay & Display facilities between 9am- 6pm Monday-Saturdays (excluding Sundays and Bank Holidays).
- (v) That the capital project costs be funded from existing capital budgets that will not be spent in 2016/17. A virement of £77,000 from existing corporate capital budgets that will not be spent this year will be made to a new capital rural car parking project code to pay for the 11 car parking machines and phone line installation. This will enable the scheme to have the infrastructure in place to go live on 3 April 2017.
- (vi) That the Director of Community Services, in consultation with the Cabinet Member for Local Economy, be authorised to make any consequential amendments to the implementation of the recommendations contained within this report and undertake a review of the scheme 12 months after implementation.

## REASONS

- (i) Annual permits are proposed at a small charge to provide convenience to regular users.
- (ii) A number of village halls have our car parks immediately located next to them. In some cases it is proposed that the car parks are transferred with conditions, free of charge or leased at a peppercorn to each of the relevant Parish Councils.
- (iii) The availability of long term car parking is recognised as a key requirement in rural communities that act as shopping hubs.
- (iv) It is recognised that not all users of rural car parks will want to purchase an annual permit or that they may be a visitor to the area.
- (v) To agree how implementing the scheme will be funded.
- (vi) To ensure the scheme can be implemented within agreed timescales and review is undertaken of the new arrangements in 12 months.

### EX/53 **OVERVIEW & SCRUTINY COMMITTEE**

It was noted that recommendations had been received from the Overview & Scrutiny Committee regarding the Section 106 agreement process and officers were currently working with the Cabinet Member for Planning and Development, who would respond to the Committee.

### EX/54 **FORWARD PLAN**

The Forward Plan was noted.

### EX/55 **TO CONSIDER MATTERS OF SPECIAL URGENCY**

There were no matters of special urgency to be considered.

*The meeting closed at 7.30 pm having commenced at 5.30 pm*

CHAIRMAN