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12 January 2022

## ENVIRONMENT COMMITTEE

A meeting of the Environment Committee will be held in the **Council Chamber, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF** on **Thursday 20 January 2022 at 6.00 pm** and you are requested to attend.

Members: Councillors Edwards (Chair), Staniforth (Vice-Chair), English, Goodheart, Bicknell, Huntley, Chace, Needs, Warr, Worne and Thurston

**PLEASE NOTE:** Subject to Covid-19 Risk Assessments members of the public are advised of the following:

Where public meetings are being held at the Arun Civic Centre, in order to best manage safe space available, members of the public are in the first instance asked to watch the meeting online via the Council's Committee pages – the meeting will be available to watch live via the internet at this address [here](#).

- a) Where a member of the public has registered a request to take part in Public Question Time, they will be invited to submit the question in advance of the meeting to be read out by an Officer. In response to the continuing health guidelines, there will be very limited public access to this meeting. Admission for public speakers will be by ticket only, bookable when submitting questions. Attendees will be asked to sit in an allocated seat in the public gallery on a first come first served basis. Only one ticket will be available for per person.
- b) It is recommended that all those attending take a lateral flow test prior to the meeting.
- c) All those attending the meeting will be required to wear face coverings and maintain safe distancing when in the building/meeting room.
- d) Members of the public must not attend any face to face meeting if they or a member of their household have Covid-19 symptoms.

*Any members of the public wishing to address the Committee meeting during Public Question Time, will need to email [Committees@arun.gov.uk](mailto:Committees@arun.gov.uk) by 5.15 pm on Wednesday 12 January 2022 in line with current Procedure Rules. It will be at the Chief Executive's/Chair's*

discretion if any questions received after this deadline are considered. Permitted questions will be read out by an Officer.

For further information on the items to be discussed, please contact: [committees@arun.gov.uk](mailto:committees@arun.gov.uk)

## AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members and Officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item that they the interest in
- b) whether it is a pecuniary, personal and/or prejudicial interest
- c) the nature of the interest

3. MINUTES

(Pages 1 - 10)

The Committee will be asked to approve as a correct record the Minutes of the Environment Committee held on 17 November 2021.

4. ITEMS NOT ON THE AGENDA THAT THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

5. PUBLIC QUESTION TIME

To receive questions from the public (for a period of up to 15 minutes)

### **OUTSIDE BODIES - FEEDBACK FROM MEETINGS**

6. COMMITTEE REVENUE AND CAPITAL BUDGETS 2022/2023

(Pages 11 - 24)

The purpose of the report is for this Committee to consider and recommend its revenue budget for inclusion in the 2022/23 revenue budget, which will be submitted to the Policy and Finance Committee on 10 February 2022. Policy and Finance Committee will consider the overall revenue budget

for 2022/23 to make a recommendation to Full Council on 23 February 2022 on the budget to be set and level of Council Tax for the District for 2022/23.

In addition, Committees must consider and recommend their draft capital budget for inclusion in the overall capital programme, which will be submitted to the Policy and Finance Committee on 10 February 2022. Policy and Finance Committee will consider the overall capital programme to make a recommendation to Full Council on 23 February 2022 on the overall capital programme to be set for 2022/23.

[30 Minutes]

7. DISABLED FACILITIES GRANT CHARGE RECYCLING POLICY (Pages 25 - 32)

This report seeks approval for any funds received by the Council, via repayment of Disabled Facilities Grant charges, to be recycled to fund further adaptations for private sector residents.

The West Sussex Disabled Facilities Grant Policy 2020-2024 which was approved by Cabinet on 9<sup>th</sup> December 2019, includes the provision that a Local Land Charge will be placed on the owner occupier's adapted property where the DFG exceeds £5,000. The land charge will be limited to a maximum of £10,000 (mandatory scheme statutory limit). The Charge will be incurred if the property is sold within 10 years.

[10 Minutes]

8. ENFORCEMENT POLICY FOR ENVIRONMENTAL HEALTH, PRIVATE SECTOR HOUSING, LICENSING AND CLEANSING (Pages 33 - 102)

The report seeks approval to adopt amendments to the existing enforcement policy for Environmental Health, Private Sector Housing, Licensing and Cleansing the main elements of which are:

- To include Civil financial penalties for offences under:
  - a) The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015
  - b) The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020
  - c) The Smoke and Carbon Monoxide Alarm (England) Regulations 2015
- To provide greater clarity and guidance when considering civil financial penalties as an alternative to prosecution

Other minor amendments have been made, and all alterations are highlighted in the attached policy by way of tracked

changes for ease of reference.

Under the Electrical Safety Standards in the Private Rented Sector Regulations 2020 and the Smoke and Carbon Monoxide Alarm Regulations 2015, the Council is required to have a Statement of Principles which is published and outlines the procedures for enforcing this legislation and determining the amount of penalty charge, the report seeks approval to adopt these.

The report also seeks delegated authority for the Group Head of Technical Services to make any necessary consequential changes to the attached Enforcement Policy for Environmental Health, Private Sector Housing, Licensing and Cleansing, the Statement of Principles for the Electrical Safety Standards in the Private Rented Sector Regulations 2020 and the Smoke and Carbon Monoxide Alarm Regulations 2015 as a result of new legislation or alternative practices.

[10 Minutes]

9. AWARD OF CONTAIN OUTBREAK MANAGEMENT FUNDING (Pages 103 - 106)

This report seeks Member approval to apply Contain Outbreak Management Funding received of £144,364.

The report outlines a number of conditions associated with the award. Failure to comply with these could result in clawback. In addition, Member approval complies with the Council Constitution which states that application of grant awards greater than £5,000 requires approval by the relevant service Committee.

[15 Minutes]

10. 1-2-3 FOOD WASTE & ABSORBENT HYGIENE PRODUCTS (AHP) COLLECTION TRIAL PROGRESS UPDATE (Pages 107 - 154)

This report provides a progress update on the 1-2-3 Food Waste & Absorbent Hygiene Products (AHP) collections trial which was approved by Cabinet on 16<sup>th</sup> November 2020 and commenced in May 2021

[40 Minutes]

11. WORK PROGRAMME (Pages 155 - 158)

The Committee is required to note the Work Programme for 2021/22.

[5 Minutes]

Note : If Members have any detailed questions, they are reminded that they need to inform the Chair and relevant Director in advance of the meeting.

Note : Filming, Photography and Recording at Council Meetings – The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link [Filming Policy](#)