

**Date:** Tuesday 13 February 2024 at 4.00 pm

**Venue:** Conference Room 1, Jim Cooke Conference Suite, Stockton Central Library,  
Stockton, TS18 1LD

**Cllr Richard Eglinton (Chair)**  
**Cllr Katie Weston (Vice-Chair)**

Cllr Kevin Faulks  
Cllr Shakeel Hussain  
Cllr Marilyn Surtees  
Cllr Sylvia Walmsley

Cllr Stefan Houghton  
Cllr Andrew Sherris  
Cllr Hilary Vickers

## **AGENDA**

- |          |  |                 |
|----------|--|-----------------|
| <b>1</b> | <b>Evacuation Procedure</b>  | (Pages 7 - 8)   |
| <b>2</b> | <b>Apologies for Absence</b>   |                 |
| <b>3</b> | <b>Declarations of Interest</b>  |                 |
| <b>4</b> | <b>Minutes</b>   |                 |
|          | To approve the minutes of the last meeting held on 15<br>January 2024.                           | (Pages 9 - 12)  |
| <b>5</b> | <b>Scrutiny Review of (Unauthorised) Roadside<br/>Advertising - Draft Scope and Project Plan</b> | (Pages 13 - 16) |
| <b>6</b> | <b>Chair's Update and Work Programme 2023-2024</b>   | (Pages 17 - 18) |

**Members of the Public - Rights to Attend Meeting**

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 Section 100A(4), members of the public are entitled to attend this meeting and/or have access to the agenda papers.

Persons wishing to obtain any further information on this meeting, including the opportunities available for any member of the public to speak at the meeting; or for details of access to the meeting for disabled people, please

Contact: Scrutiny Support Officer Rachel Harrison on email [rachel.harrison@stockton.gov.uk](mailto:rachel.harrison@stockton.gov.uk)

**KEY - Declarable interests are:-**

- Disclosable Pecuniary Interests (DPI's)
- Other Registerable Interests (ORI's)
- Non Registerable Interests (NRI's)

**Members – Declaration of Interest Guidance**



**Table 1 - Disclosable Pecuniary Interests**

Subject	Description
<b>Employment, office, trade, profession or vocation</b>	Any employment, office, trade, profession or vocation carried on for profit or gain
<b>Sponsorship</b>	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
<b>Contracts</b>	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council — (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
<b>Land and property</b>	Any beneficial interest in land which is within the area of the council. 'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
<b>Licences</b>	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer.
<b>Corporate tenancies</b>	Any tenancy where (to the councillor's knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
<b>Securities</b>	Any beneficial interest in securities* of a body where— (a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and (b) either— (i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

\* 'director' includes a member of the committee of management of an industrial and provident society.

\* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

## Table 2 – Other Registerable Interest

You must register as an Other Registrable Interest:

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
  - (i) exercising functions of a public nature
  - (ii) directed to charitable purposes or
  - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

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## **Jim Cooke Conference Suite, Stockton Central Library** **Evacuation Procedure & Housekeeping**

If the fire or bomb alarm should sound please exit by the nearest emergency exit. The Fire alarm is a continuous ring and the Bomb alarm is the same as the fire alarm however it is an intermittent ring.

If the Fire Alarm rings exit through the nearest available emergency exit and form up in Municipal Buildings Car Park.

The assembly point for everyone if the Bomb alarm is sounded is the car park at the rear of Splash on Church Road.

The emergency exits are located via the doors between the 2 projector screens. The key coded emergency exit door will automatically disengage when the alarm sounds.

The Toilets are located on the Ground floor corridor of Municipal Buildings next to the emergency exit. Both the ladies and gents toilets are located on the right hand side.

### **Microphones**

During the meeting, members of the Committee, and officers in attendance, will have access to a microphone. Please use the microphones, when directed to speak by the Chair, to ensure you are heard by the Committee.

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## PLACE SELECT COMMITTEE

A meeting of Place Select Committee was held on Monday 15 January 2024.

**Present:** Cllr Richard Eglington (Chair), Cllr Katie Weston (Vice-Chair), Cllr Michelle Bendelow, Cllr Clare Gamble, Cllr Stefan Houghton, Cllr Sufi Mubeen (sub for Cllr Shakeel Hussain), Cllr Andrew Sherris, Cllr Marilyn Surtees, Cllr Hilary Vickers and Cllr Sylvia Walmsley.

**Officers:** Phil Hardie, Reuben Kench, Abigail Kiddell, Darren Robinson, Dale Rowbotham, Edward Tannahill, Anthony Wilton (CS,E&C) and Rebecca Saunders-Thompson (DoCS).

**Also in attendance:**

**Apologies:** Cllr Shakeel Hussain.

### **PLA/24/23 Evacuation Procedure**

The Committee noted the evacuation and housekeeping procedure.

### **PLA/25/23 Declarations of Interest**

There were no declarations of interest.

### **PLA/26/23 Minutes**

AGREED the minutes of the meeting held on 13 November 2023 be confirmed as a correct record and signed by the Chair.

### **PLA/27/23 Monitoring: Progress Update on Previously Agreed Recommendations - Scrutiny Review of Burial Provision**

The Select Committee considered a progress update including assessments of progress following implementation of the recommendations from the Scrutiny Review of Burial Provision. The main aims of this review were to recognise the importance of ensuring that Stockton-on-Tees Borough Council (SBC) provided sufficient burial space within the Borough and to understand the impact on the Council if SBC was unable to provide the appropriate choice to residents. The review also focussed on the allocation of appropriate resources to ensure that any future demand was met and was delivered in a timely manner.

This was the second time the update had been presented to the Committee. There were three outstanding recommendations.

The main issues highlighted and discussed were:

- Officers informed the Committee that telephone conversations had taken place with Town and Parish Councils during the covid period. Information had been provided on the legality of proposals for smaller burial sites and the Council's Economic Development team had also provided advice and support. Officers confirmed that

work with Town and Parish Councils would be ongoing and further meetings could be arranged.

- The Committee agreed that a further update would be provided by officers once land acquisition had progressed significantly.

AGREED that the Progress Update be noted and the assessments of progress be confirmed.

**PLA/28/23 Monitoring: Progress Update on Previously Agreed Recommendations - Scrutiny Review of Residents Parking Zones**

The Select Committee considered a progress update including assessments of progress following implementation of the recommendations from the Scrutiny Review of Residents Parking Zones. The aim of the review was to inform the objectives / components of a revised policy on Resident Parking Zones (RPZs) to be contained within the revised Car Parking Policy for the Borough.

This was the second time the update had been presented to the Committee. There were eight outstanding recommendations.

AGREED that:

- 1) the Progress Update be noted and the assessments of progress be confirmed.
- 2) the draft Residents Parking Zones Policy be approved.

**PLA/29/23 Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste - (Draft) Final Report**

Consideration was given to the draft final report and recommendations. The Chair introduced the report and thanked the Committee and Officers for their contributions to the review. The link officer provided an overview of the report.

The Director of Community Services, Environment and Culture highlighted the key issues examined through this review. This included the introduction of mandatory weekly food waste collections, the expected rise in gate fees and the importance of a public communication campaign to encourage residents to recycle.

The Cabinet Member for Environment and Transport thanked the Committee for their thorough work on this review. It was acknowledged that it was a personal choice for residents to recycle but it was an important and positive decision that weekly recycling would be introduced.

The main issues highlighted and discussed were:

- Members questioned if a replacement contract for the region's Household Waste and Recycling Facility had been agreed and requested clarification on the increase in gate fees. Officers responded that the regional waste disposal contract was still out for tender at present and an update was not available but would be communicated to Members as soon as possible. The projected rise in gate fees was based on the current contract and information provided from technical specialists, market data, and projections on how the current gate fee would rise in line with inflation.
- Members questioned if the current receptacles would still be used for recycling following the introduction of various government initiatives, such as mandatory weekly food waste collections and the Deposit Returns Scheme (DRS). The Chair reminded the Committee that specifics surrounding receptacles was not within the scope of this

review. Officers responded that this review would filter into the Council's wider transformation programme which had already been approved by Cabinet. Following Cabinet approval of this report, the practicalities of issues highlighted from this review, such as receptacles, would be assessed in line with the transformation programme.

- Members requested that the invaluable work of the Waste and Resources Action Programme be noted.

AGREED that the final report be approved for submission to Cabinet.

**PLA/30/23 Chair's Update and Place Select Committee Work Programme 2023 - 2024**

Consideration was given to the Work Programme.

The next meeting would be held on Tuesday 13 February 2024.

AGREED that the Work Programme be noted.

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<b>Place Select Committee</b>
<b>Review of (Unauthorised) Roadside Advertising</b>
<b>Draft Outline Scope</b>

<b>Scrutiny Chair (Project Director):</b> Cllr Richard Eglington	<b>Contact details:</b> <a href="mailto:Richard.Eglington@stockton.gov.uk">Richard.Eglington@stockton.gov.uk</a>
<b>Scrutiny Officer (Project Manager):</b> Marc Stephenson	<b>Contact details:</b> <a href="mailto:Marc.Stephenson@stockton.gov.uk">Marc.Stephenson@stockton.gov.uk</a>
<b>Departmental Link Officer:</b> Judy Trainer	<b>Contact details:</b> <a href="mailto:Judy.Trainer@stockton.gov.uk">Judy.Trainer@stockton.gov.uk</a>
<b>Which of our strategic corporate objectives does this topic address?</b>  <p>One of the Councils four key policy principles is creating economic prosperity and the appropriate advertising of businesses and events can assist with achieving this aim.</p> <p>This review will also contribute to the following area of the Council Plan 2023-2026 vision:</p> <p>A place where people are healthy, safe and protected from harm.          This means the Borough will be a place where:</p> <ul style="list-style-type: none"> <li>• People live in cohesive and safe communities</li> <li>• People are supported and protected from harm</li> </ul>	
<b>What are the main issues and overall aim of this review?</b>  <p>Over the last few years there has been a notable increase in the amount of unauthorised advertising material being placed on, or adjacent to the highway. This varies from fly posting on the back of road signs, to trailers specifically designed to be left on, or adjacent to the roadside, including on walls and fencing, and has led to increasing concern within the Council, and from the public. The removal of unauthorised signing can be controversial as the removal of signs can generate adverse comments from businesses and event's organisers. The organisers of smaller events, in particular, often feel aggrieved as the display of signs and or flyers in the locality are often the only publicity for their events.</p> <p>The control of advertising on or adjacent to the highway covers many different service areas (highways, planning, enforcement etc.) and each service tackles the issue as they deem appropriate.</p> <p>Members of the public tend not to be aware of the legal position regarding advertising signs and can be confused about the process for authorisation and therefore may not be aware they are committing an offence or causing a problem.</p> <p>Promotion of local events can assist with social inclusion however inappropriate roadside advertising can also be harmful to the local street scene environment.</p>	

In certain circumstances the inappropriate siting of roadside advertising can constitute a safety hazard to pedestrians and /or a distraction to motorists.

The proposed outcome of the review would be for the Council to adopt a coordinated approach to the control of roadside advertising allowing, where appropriate and safe to do so, legitimate roadside advertising while controlling, efficiently and effectively, inappropriate roadside advertising.

**The Committee will undertake the following key lines of enquiry:**

What are the main issues surrounding unauthorised roadside advertising?

How do these issues vary across the Borough? Which area(s) is unauthorised roadside advertising most prevalent?

What are the main methods for reporting unauthorised roadside advertising?

What role do the Council's planning, highways and enforcement teams play in dealing with this issue?

How can a coordinated approach to publicise and encourage authorised roadside advertising be developed?

**Who will the Committee be trying to influence as part of its work?**

Council, Cabinet, public.

**Expected duration of review and key milestones:**

8 months (reporting to Cabinet in September 2024)

Approve scope and project plan – February 2024

Receive evidence – March – May 2024

Draft recommendations – June

Final report – July 2024

Report to Cabinet – September 2024

**What information do we need?**

Existing information (background information, existing reports, legislation, central government documents, etc.):

Background information. Existing reports.

HM Government, *Outdoor advertisements and signs: a guide for advertisers* (2007), accessible via: <https://www.gov.uk/government/publications/outdoor-advertisements-and-signs-a-guide-for-advertisers>

Who can provide us with further relevant evidence? (Cabinet Member, officer, service user, general public, expert witness, etc.)

Council Officers

What specific areas do we want them to cover when they give evidence?

- Background information
- Evidence relating to key lines of enquiries

Cleveland Police	<ul style="list-style-type: none"> <li>• Reporting and enforcement of illegal roadside advertising</li> </ul>
Royal National Institute of Blind People (RNIB)	<ul style="list-style-type: none"> <li>• Issues and concerns for those with visual impairments</li> </ul>
<b>How will this information be gathered? (eg. financial baselining and analysis, benchmarking, site visits, face-to-face questioning, telephone survey, survey)</b>	
<p>Committee meetings, reports, research, benchmarking, site visits (TBC).</p>	
<b>How will key partners and the public be involved in the review?</b>	
<p>Committee meetings, information submissions, site visits (TBC).</p>	
<b>How will the review help the Council meet the Public Sector Equality Duty?</b>	
<p>The Equality Act 2010 protects everyone from discrimination on grounds of nine Protected Characteristics (including – but not limited to – age, gender, disability, ethnicity), and advance equality of opportunity for those with Protected Characteristics. Public bodies must have due regard to the need to encourage people from protected groups to participate in public life or in other activities where their participation is disproportionately low.</p>	
<b>How will the review contribute towards the Joint Strategic Needs Assessment, or the implementation of the Health and Wellbeing Strategy?</b>	
<p><u>Stockton-on-Tees Joint Health and Wellbeing Strategy 2019-2023</u>: All people in Stockton-on-Tees live in healthy places and sustainable communities.</p>	
<b>Provide an initial view as to how this review could lead to efficiencies, improvements and/or transformation:</b>	
<p>The control of advertising on or adjacent to the highway covers many different service areas (highways, planning, enforcement etc.) and each service tackles the issue as they deem appropriate. This can lead to different departments tackling issues inconsistently and multi handling the same complaint. A coordinated approach should set out clear responsibilities and avoid double handling issues with any complaint being dealt with efficiently using the appropriate control mechanism.</p>	

## Project Plan

Key Task	Details/Activities	Date	Responsibility
<b>Scoping of Review</b>	Information gathering	January 2024	Scrutiny Officer Link Officer
<b>Tri-Partite Meeting</b>	Meeting to discuss aims and objectives of review	22.01.2024	Select Committee Chair and Vice Chair, Cabinet Member(s), Director(s), Scrutiny Officer, Link Officer
<b>Agree Project Plan</b>	Scope and Project Plan agreed by Committee	13.02.2024	Select Committee
<b>Publicity of Review</b>	Determine whether Communications Plan needed	TBC	Link Officer, Scrutiny Officer
<b>Obtaining Evidence</b>		11.03.2024  15.04.2024  May 2024	Select Committee
<b>Members decide recommendations and findings</b>	Review summary of findings and formulate draft recommendations	June 2024	Select Committee
<b>Circulate Draft Report to Stakeholders</b>	Circulation of Report	TBC	Scrutiny Officer
<b>Tri-Partite Meeting</b>	Meeting to discuss findings of review and draft recommendations	TBC	Select Committee Chair and Vice Chair, Cabinet Member(s), Director(s), Scrutiny Officer, Link Officer
<b>Final Agreement of Report</b>	Approval of final report by Committee	July 2024	Select Committee, Cabinet Member, Director
<b>Consideration of Report by Executive Scrutiny Committee</b>	Consideration of report	TBC	Executive Scrutiny Committee
<b>Report to Cabinet/Approving Body</b>	Presentation of final report with recommendations for approval to Cabinet	September 2024	Cabinet / Approving Body



## Place Select Committee Work Programme 2023-2024

<b>Date (2pm unless stated)</b>	<b>Topic</b>	<b>Attendance</b>
<b>Monday 10 July 2023</b>	Overview Reports <ul style="list-style-type: none"> <li>• Town Centres Development</li> <li>• Environment, Leisure &amp; Green Infrastructure</li> <li>• Community Services</li> <li>• Inclusive Growth &amp; Development</li> <li>• Housing and A Fairer Stockton-on-Tees</li> </ul>	Cllr Nigel Cooke/ Cllr Clare Gamble/ Cllr Norma Stephenson OBE/ Garry Cummings/ Reuben Kench/ Ann Workman/ Carolyn Nice/ Neil Mitchell/ Craig Willows
<b>Monday 11 September 2023</b>	Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections <ul style="list-style-type: none"> <li>• Scope and Project Plan</li> </ul>	Dale Rowbotham/ Craig Willows
<b>Monday 9 October 2023</b>	Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections <ul style="list-style-type: none"> <li>• Evidence Gathering</li> </ul>	Dale Rowbotham/ Craig Willows/Mike Gardner
<b>Monday 13 November 2023</b>	Monitoring: Progress Update - Highways Asset Management (including Potholes and Flooding)  Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections <ul style="list-style-type: none"> <li>• Evidence Gathering</li> </ul>	Ian Raine  Dale Rowbotham/ Craig Willows/Reuben Kench/Mike Gardner
<b>Thursday 30 November 2023 (12-4pm)</b>	Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections <ul style="list-style-type: none"> <li>• Site Visits</li> </ul>	Dale Rowbotham/ Craig Willows
<b>Monday 11 December 2023 (informal via Teams)</b>	Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections <ul style="list-style-type: none"> <li>• Summary of Evidence / Draft Recommendations</li> </ul>	Dale Rowbotham/ Craig Willows/Mike Gardner

## Place Select Committee Work Programme 2023-2024

Date (2pm unless stated)	Topic	Attendance
<b>Monday 15 January 2024 (4pm)</b>	Scrutiny Review of Domestic Waste Collections, Kerbside Recycling and Green Waste Collections <ul style="list-style-type: none"> <li>• (Draft) Final Report</li> </ul> Monitoring: Progress Update - Burial Provision (TBC)  Monitoring: Progress Update - Residents Parking Zones	Dale Rowbotham/ Craig Willows/Reuben Kench/ Cllr Clare Gamble   Dale Rowbotham/ Darren Robinson   Phil Hardie
<b>Monday 12 February 2024 (4pm)</b>	Scrutiny Review of (Unauthorised) Roadside Advertising <ul style="list-style-type: none"> <li>• Scope and Project Plan</li> </ul>	Marc Stephenson
<b>Monday 11 March 2024 (4pm)</b>	Scrutiny Review of (Unauthorised) Roadside Advertising <ul style="list-style-type: none"> <li>• Evidence Gathering</li> </ul>	Marc Stephenson

### Remaining Monitoring Items (to be scheduled)

#### Progress Updates

- Planning (Development Management) and Adoption of Open Space – April 2024