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Gareth Owens LL.B Barrister/Bargyfreithiwr
Head of Legal and Democratic Services
Pennaeth Gwasanaethau Cyfreithiol a Democraataidd



To: Members of the Environment Overview &
Scrutiny Committee

CS/NG

Political Balance

17 May 2012

Chairman – M.G. Wright

Labour – 7

Liberal Democrats – 2

Independent Alliance – 1

Independent – 1

New Independents – 1

Non Aligned – H.D. Hutchinson

The Membership of the Committee will be read out
at the start of the meeting

Ceri Owen 01352 702350
ceri.owen@flintshire.gov.uk

Dear Sir / Madam

A meeting of the **ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE** will be held in the **DELYN COMMITTEE ROOM, COUNTY HALL, MOLD CH7 6NA** on **WEDNESDAY, 23RD MAY, 2012** at **10.00 AM** to consider the following items.

Yours faithfully

Democracy & Governance Manager

AGENDA

- 1 **APOLOGIES**

- 2 **DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)**

County Hall, Mold. CH7 6NA
Tel. 01352 702400 DX 708591 Mold 4
www.flintshire.gov.uk
Neuadd y Sir, Yr Wyddgrug. CH7 6NR
Ffôn 01352 702400 DX 708591 Mold 4
www.siryfflint.gov.uk

The Council welcomes correspondence in Welsh or English
Mae'r Cyngor yn croesawau gohebiaeth yn y Cymraeg neu'r Saesneg

3 **APPOINTMENT OF VICE-CHAIR**

Nominations will be sought for a Vice-Chair for the Committee.

4 **MINUTES** (Pages 1 - 16)

To confirm as a correct record the minutes of the meetings held on 7 and 21 March, 2012.

5 **OVERVIEW & SCRUTINY COMMITTEES' TERMS OF REFERENCE** (Pages 17 - 24)

Report of the Member Engagement Manager enclosed.

6 **FORWARD WORK PROGRAMME** (Pages 25 - 36)

Report of the Environment & Housing Overview and Scrutiny Facilitator.

ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE **7 MARCH, 2012**

Minutes of the meeting of the Environment Overview & Scrutiny Committee of Flintshire County Council, held at County Hall, Mold on Wednesday, 7 March, 2012

PRESENT: Councillor M.J. Peers (Chairman)

Councillors: E.G. Cooke, Q.R.H. Dodd, J.E. Falshaw, G. Hardcastle, C.M. Jones, S. Jones, C. Legg, D.I. Mackie, C.A. Thomas and D.E. Wisinger

SUBSTITUTIONS: Councillors: J.B. Attridge for A. Minshull and R.J.T. Guest for C.J. Dolphin

ALSO PRESENT: Councillors: Eng. K. Armstrong-Braun, H. Brown and H.D. Hutchinson

APOLOGIES: Councillors: C. Hinds and N.M. Jones

CONTRIBUTORS: Executive Member for Waste Management, Executive Member for Environment, Director of Environment, Head of Streetscene, Waste Services Manager, Waste Strategy & Recycling Officer, Team Leaders Waste and Technical Assistant

IN ATTENDANCE: Environment and Housing Overview and Scrutiny Facilitator and Committee Officer

78. DECLARATIONS OF INTEREST (including Whipping Declarations)

No declarations of interest were made.

79. REVIEW OF THE NEW WASTE COLLECTION SERVICE

The Executive Member for Waste Management introduced a report to update Members on the review of the operations of the new Managed Weekly Collection Service.

She thanked Members for their input during the Workshop on Managed Weekly Collections held on 23 February, 2012. The issues and suggestions from Members at the Workshop were shown at Appendix 3 of the report and had been built into Improvement Action Plans which specified expected delivery dates and nominating officers to deliver the changes where appropriate. The draft Improvement Action Plans were shown at Appendix 4 of the report.

The Executive Member for Waste Management reported that introducing the new full service on 7 November, 2011 had resulted in a reduction of waste sent to landfill each month of 720 tonnes per month, the collection of 457 tonnes of food waste per month and the collection of an extra 212 tonnes of recycling compared to the same period last year.

The Head of Streetscene gave a presentation which covered the following areas:-

- Details of Motion
- The Terms of Reference of the Service Review
- Overview of the Council's Waste Collection Policy
- Survey Statistics and Outcomes
- Call Volumes
- Survey Feedback
- Members Survey
- Town and Community Council Feedback
- Customer Feedback – February 2012 Customer Satisfaction Survey
- Employee Feedback
- Survey feedback conclusions
- The next steps

The Chairman thanked the Head of Streetscene for the presentation and asked the Committee to consider the draft Improvement Action Plans to ensure that all the issues and suggestions made during the Workshop had been included.

Councillor G. Hardcastle welcomed the positive report on the amount of food waste which was being collected each month and thanked the officers who had attended the Workshop. He asked if clarification could be given on whether black refuse sacks left at the side of black wheelie bins were still being collected and when it was proposed that this would end.

The Head of Streetscene explained that the Council's Household Waste Collection Policy stated that all non recyclable waste must be contained within the Council supplied black wheeled bin and no excess side waste would be collected during the normal collection. The Council had taken the decision to continue to collect side waste following initial changes to the service. Operators had been asked to notify the Waste Strategy & Recycling Officer of instances where residents continued to put out side waste so that a member of the Waste Strategy & Recycling team could visit the residents to encourage them to recycle in the future. The Waste Strategy & Recycling Officer reported that the number of instances reported to her team had reduced but officers would continue to visit 'hot spot' areas to ensure that all residents were advised on what waste should be put in the black wheeled bins.

The Director of Environment advised the Committee that when a decision was made to revert back to the Policy on side waste, all Members, Town and Community Councils and residents would be informed.

Councillor D.E. Wisinger said that many residents had previously raised concern that they had found it difficult to speak to an officer of the Council due to the high number of telephone calls being made and thanked officers for the improvements made in this area. He commented on the high number of black refuse sacks which were being left in resident's gardens and on the side of the street at Queensferry.

The Team Leader Waste thanked Councillor Wisinger for his comments. He explained that operatives could not go into resident's gardens to collect black refuse sacks as the operatives would not know if there were personal belongings in the sacks. He said that he would obtain the addresses from Councillor Wisinger following the meeting and arrange a site visit.

Councillor J.E. Falshaw asked how much the Council was charged to take waste to landfill. He also raised concern on the receptacles used for recycling which he said had been strewn across many streets during bad weather conditions. Councillor Q.R.H. Dodd asked if the purchase of additional stable black wheelie bins could be considered.

The Waste Services Manager reported that the cost to the Council to take waste to landfill was £120 per tonne which included landfill tax and transport costs. The Director of Environment explained that penalties from the Welsh Government (WG) for not reaching the target set for diverting waste from landfill and infraction charges passed on by the WG could cost the Council a total of £400 per tonne in addition to the landfill costs. The Team Leader Waste explained that operatives sometimes leave the wheeled bins on their side during windy conditions for health and safety reasons. The Chairman explained that concern around the suitability of the receptacles had been raised during the Workshop and had been included within the draft Improvement Action Plan.

Councillor C.M. Jones commented on the need for supermarkets to work with Councils in reducing the packaging on food, many of which could not be recycled. She reported that following the Workshop she had spoken to the Housing Officer for her ward about the suggestion to have a Flintshire residents pack to ensure that tenants living in sheltered accommodation had the necessary receptacles to be able to recycle their waste. She thanked the Waste Strategy & Recycling Officer who had resolved this matter shortly after the Workshop.

The Executive Member for Waste Management said that packing on food at supermarkets was a country wide problem. A study around what could be done to tackle the volume of packaging used on supermarket products was being undertaken by the Environment Agency in conjunction with the WG. Councillor D.I. Mackie said that a suggestion had been made at a previous meeting of the Committee that non-recyclable packaging from supermarkets should be taken back to them to dispose of. Councillor R.J.T. Guest reported that Mold Town Council had contacted the MEP's some years ago to seek their assistance in introducing legislation to make manufacturing packaging recyclable and suggested that they be contacted again on this issue.

In response to concerns on assisted collections, the Executive Member for Waste Management said that the operatives were advising residents to put the stickers for assisted collections on their wheeled bins. The Head of Streetscene explained that the assisted collection addresses would be input onto the tracking systems of all vehicles and this would be completed before December, 2012.

Councillor C.A. Thomas referred to C.10 outlined within the draft Improvement Action Plans and said that the issue raised at the Workshop had not been fully

covered and asked that operatives leaving wheeled bins on resident's driveways be included within this action. She also asked whether providing smaller bins for tenants of sheltered accommodation would be considered. The Waste Strategy & Recycling Officer said that the introduction of smaller bins would need to be considered and reported back to Members.

Councillor R.J.T. Guest thanked officers for the Workshop which he had found helpful and informative and asked if the Council was confident that it would meet its recycling target of 52% for 2011/12. He asked whether many residents had requested a larger black wheeled bin and how many of these had been successful. He also asked when weighted bags would be available for all future replacements.

The Waste Strategy & Recycling Officer reported that the current recycling targets as of quarter 3 2011/12 was around 48%. It was expected that the target of 52% would be reached and would continue to rise to 58% with continued advice and education on recycling provided to residents. There had been around 2,000 requests for larger black wheeled bins and 700 had been issued to residents across the County. When a request was received a member of the Waste Strategy & Recycling team visited the resident to ensure that they were recycling all that they could. An order for weighted bags had been placed and they were expected to be available from June, 2012.

Councillor S. Jones, as a Member of the Task and Finish Group, thanked officers for their hard work. She also thanked the front line staff who had dealt with comments from unhappy members of the public. Her comments were supported by the Committee.

The Executive Member for Environment thanked the Chairman, the Committee and the officers for their hard work. He said that there were still issues to be addressed including further educating residents across the County and that the problems experienced by residents of urban areas differed from those living in rural areas of the County. He also thanked the Executive Member for Waste Management who had worked tirelessly following the introduction of the new managed weekly collections.

The Chairman thanked officers and Members for their contribution.

RESOLVED:

- (a) That the performance standards for a settled, high performing collection service and the current position against those standards be noted;
- (b) That the issues and suggestions from the Members Workshop and the resulting Improvement Action Plan for the service be noted; and
- (c) That a further report on the progress made against the Action Plans, together with an update on the performance of the service be presented to the Committee in September, 2012.

80. DURATION OF MEETING

The meeting began at 2.00 p.m. and ended at 3.15 p.m.

81. ATTENDANCE BY MEMBERS OF THE PRESS AND PUBLIC

There were four members of the press present.

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Chairman

**SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH FLINTSHIRE COUNTY COUNCIL'S
CODE OF CONDUCT**

ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE	DATE: 7 MARCH 2012
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MEMBER	ITEM	MIN. NO. REFERS
NO DECLARATIONS OF INTEREST WERE MADE		

ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE
21 MARCH, 2012

Minutes of the meeting of the Environment Overview & Scrutiny Committee of Flintshire County Council, held at County Hall, Mold on Wednesday, 21 March, 2012

PRESENT: Councillor M.J. Peers (Chairman)

Councillors: E.G. Cooke, Q.R.H. Dodd, C.J. Dolphin, J.E. Falshaw, G. Hardcastle, C.M. Jones, N.M. Jones, S. Jones, C. Legg, D.I. Mackie, C.A. Thomas and D.E. Wisinger

ALSO PRESENT: Councillors: Eng. K. Armstrong-Braun, H. Brown and H.D. Hutchinson

APOLOGY: Councillor A. Minshull

CONTRIBUTORS: Deputy Leader and Executive Member for Environment, Executive Member for Regeneration & Tourism, Executive Member for Waste Management, Director of Environment, Head of Streetscene, Head of Assets & Transportation, Head of Regeneration, Team Leader (Technical, Finance & Admin), Highway Asset Management Plan Officer and Communities First Senior Co-ordinator

IN ATTENDANCE: Environment & Housing Overview & Scrutiny Facilitator and Committee Officer

82. MINUTES

The minutes of the meetings held on 17 January and 22 February 2012 had been circulated with the agenda.

22 February 2012

Accuracy

On the Review of Flintshire Street Lighting Service, the Chairman asked that the minutes include his comments that following agreement by the Committee, the Street Lighting Task & Finish Group had met and would recommend that County owned highway lights were not to be switched off.

Matters Arising

On the North Wales Residual Waste Treatment Project, the Executive Member for Waste Management advised that anonymised submissions had been considered at the recent joint committee meeting where it had been agreed that waste would be transported by a combination of rail and road, to maximise use of the railway line across North Wales. The next step would be to reduce the three bidders down to two by June/July 2012 when more detail on the bids would be released to Members.

On Supermarket Price Offers, Councillor C.M Jones said that the Interim Public Protection Manager had been in contact and had asked for any evidence of

pricing discrepancies to be reported to himself or directly to Trading Standards. The Director of Environment added that work was being undertaken with Members and that the suggested video conference would be arranged at a later stage.

On Groundwork Wrexham and Flintshire, Councillor Q.R.H. Dodd sought an update on his comments relating to the Mostyn estate garden. The Director said that a response could be given by the Head of Regeneration who would be in attendance later in the meeting.

RESOLVED:

That subject to the above amendment, the minutes be approved as a correct record and signed by the Chairman.

83. DECLARATIONS OF INTEREST (including Whipping Declarations)

No declarations of interest were made.

84. THE COUNCIL'S HIGHWAY ASSET MANAGEMENT PLAN

The Head of Streetscene, who was accompanied by Mark Middleton and Joanne Davies, two officers of the new Streetscene structure, introduced a report to advise of the content of the Council's Highway Asset Management Plan (HAMP), the Council's bid to the Welsh Government (WG) for highway maintenance funding through their prudential borrowing initiative and to update Members on the current position in respect of pothole repairs on the highway network. The report also detailed progress made on the current year's works programme.

It was explained that the HAMP document could be viewed on the Council's website and in the Members' Library, and that individual copies could be provided to Members on request. A table showing recorded potholes over the past four years was included in the report following a request previously made by the Committee. The Head of Streetscene agreed to provide Members with a graph of the statistics together with a full works programme until June 2013 which was also available on the website. He went on to say that although permanent repairs were carried out on potholes where possible, it was sometimes necessary to carry out an immediate temporary repair during inclement weather conditions to seal the road and prevent risk to road users. On the availability of funding to enable prudential borrowing, due to the short notice given by WG on the initiative, a report had been submitted first to Executive and officers had succeeded in submitting the bid within the tight deadline.

Councillor D.E. Wisinger congratulated officers for their efforts in submitting the bid within the deadline and sought an update on the A494 which he felt needed to be addressed as a matter of safety, particularly in view of the sharp bend and the exit from the travellers' site. The Director of Environment explained that trunk roads such as this which spanned boundaries were the responsibility of the Trunk Roads Agency and agreed to pass on the Member's concerns.

Councillor Wisinger also referred to an area of resurfacing in Sandycroft which he felt was below previous standards and said that contractors should be told to use

quality tarmac. The Head of Streetscene confirmed that standard materials were used by contractors and work was subject to Council officers' inspection, however he agreed to meet Councillor Wisinger at the location to view the work done.

Councillor G. Hardcastle's concerns about the amount of litter discarded alongside the A494 were shared by the Head of Streetscene who said that although this was the Council's responsibility, consideration needed to be given to how the litter could be safely collected. Negotiations were needed to reach a compromise with the Trunk Roads Agency to consider a lane closure to collect the litter which would have traffic implications along the route.

Following a query by Councillor C.A. Thomas on community safety footways and funding for minor improvements, the Director explained that existing maintenance work was under the remit of Streetscene whereas funding for new work on Safer Routes in Communities and the Access Programme were under the Head of Assets & Transportation. He added that available budgets were oversubscribed and work needed to be prioritised, and would discuss a separate query on improvements to estate roads outside the meeting with Councillor Thomas. Members were informed that they could discuss any Streetscene issues within their wards with the Area Supervisors.

Councillor C.J. Dolphin thanked the team for improvements in Greenfield and Whitford but raised concerns about surface dressing work on estate roads. The Team Leader (Technical, Finance & Admin) explained that a micro asphalt material was used on adopted estate roads to prevent loose chippings and suggested that the area may need re-sweeping.

In response to a query by Councillor S. Jones, it was clarified that the funding available to Councils for highway maintenance would not need to be repaid to WG. Councillor Jones also referred to the works programme on the Council's website and the Head of Streetscene agreed to send Members a link to this document.

Councillor C. Legg asked that his thanks be passed to the highways manager and his team for the high standard of road surfaces in the County and raised concerns about deterioration of road edges due to the way that many vehicles were being driven. The Head of Streetscene suggested that examples of this should be reported to the Area Co-ordinator and mentioned that an annual independent survey of A and B roads had recorded Flintshire as the best in Wales.

Following a comment made by Councillor C.M. Jones on the condition of the blue bridge in Sealand and the subway footpath, it was confirmed that the bridge was in the ownership of the Council. The Head of Streetscene said that funding was available to assist in bringing the County's bridges up to the required standard and would make enquiries.

Councillor Q.R.H. Dodd noted the comment made by the Head of Streetscene that Members would be notified about work in their wards and welcomed this. He asked if the condition of roads on industrial estates could be looked at and requested details on the programme of road sweeping. The Director said that communication to Members and Town and Community Councils had improved. He advised that

industrial estates were included in the portfolio of assets under remit of the Head of Assets & Transportation but that most of the roads were unadopted. On road sweeping, it was explained that the Streetscene Task & Finish Group had set the standards of work and that any input by Members should be directed to Area Supervisors.

In relation to notification to Members, the Chairman commented on a statutory public notice in the local press which had referred to a local issue and suggested that Members should have been advised first.

Following a query on the allocation of winter maintenance savings, the Deputy Leader and Executive Member for Environment said that this had yet to be decided.

As the HAMP document and proposed resurfacing programme had not been included with the report, the contents could not be noted and Members therefore agreed to change resolutions 4.01 and 4.04 accordingly.

RESOLVED:

- (a) That the presentation relating to the Council's Highway Asset Management Plan which will form the mechanism for allocating future highway maintenance funding and method of delivering its statutory duty to maintain each individual asset within the highway infrastructure be noted;
- (b) That the outline bid for the first year of funding from Welsh Government under the prudential borrowing initiative as set out in paragraph 3.09 of the report be noted;
- (c) That the current position in respect of pothole repairs on the highway network be noted; and
- (d) That it be noted that the proposed resurfacing programme due to commence in March 2012 had been published and would be circulated to Members.

85. QUARTER 3 PERFORMANCE REVIEW

The Head of Assets & Transportation and Head of Regeneration introduced a report to request that the Committee consider the 2011/12 Quarter 3 service performance reports, note the update on the Strategic Assessment of Risks and Challenges (SARC) contained within the performance reports and note progress made against the Improvement Target Action Plans contained within the performance reports.

Members were informed that any performance issues on Planning, Public Protection and Streetscene would be responded to separately.

Asset and Transportation

Councillor C.A. Thomas asked if renewable energy in Council buildings could include schools with no access to mains gas and similarly other forms of energy to

replace storage heaters in sheltered accommodation. She also referred to estate roads being brought up to adoptable standards and asked if the speed limit review could include all roads. The Head of Assets & Transportation confirmed that the results of the review were expected to be implemented in 2014 and would address all A and B roads in the County which included a significant amount of detail to be prioritised. In response to a query about legal notices, he said that the proposal submitted by Carl Sargeant AM on advertising revenue was still being considered.

On highway policy and strategy, the Chairman raised queries on the bus bays in Shotton and the cost to the Authority of empty voids properties. The Head of Assets & Transportation explained that the half width bus bays had been created to enable buses to pull out easier into traffic and that national non domestic rates (NNDR) applied to properties which were empty for longer than three months. The Deputy Leader and Executive Member for Environment added that the traffic lights system in Deeside would be synchronised to help traffic flow.

In response to a question by Councillor C.J. Dolphin on the outcome of the speed limit review, it was explained that the review by consultants would provide a comprehensive database of A and B roads to help to inform speed limits and that any potential road safety issues identified could be looked at. The Chairman asked about consultation with Members to share local knowledge and the Director responded that the results of the review would be shared with Overview & Scrutiny in September/October 2012 to seek Members' views on the draft proposals.

Regeneration

On behalf of the Committee, the Chairman congratulated the Head of Regeneration, Executive Member for Regeneration & Tourism and the Director of Environment for their achievements on the Enterprise Zone and on town centres.

Councillor S. Jones sought clarification on help provided to people seeking training and efforts to tackle the decline of town centres and improve quality of life in rural areas. The Head of Regeneration explained that officers were responsible for setting up and co-ordinating the delivery of the Town Action Plan Programme which included establishing partnerships and carrying out activities to deal with existing problems such as empty shops, with a range of quick-win and long-term projects. He gave examples of the contribution to the Mold Food Festival and the 'Shop Doctor' project which aimed to help traders become more successful, and referred to the development of the Masterplans to help develop towns and attract new investment. Councillor Jones suggested that the next performance report could include more detail on actions carried out and progress made.

The Executive Member for Regeneration & Tourism welcomed evidence that town and community councils were taking ownership of problems in their areas and commented that many of the recommendations from the Mary Portas review of town centres were already being implemented in Flintshire. He said that in comparison to other Authorities, occupying rates in Flintshire were mixed but good.

In response to comments by Councillor C.A. Thomas on Communities First initiatives, the Communities First Senior Co-ordinator said that the aim was to provide

job club activities such as helping people to complete CVs, provide access to IT facilities and help access to credit unions. Figures showed that a significant amount of people in smaller areas were using credit unions instead of higher rate loans. Councillor Thomas requested that the service be promoted to schools in outlying areas who may wish to participate.

Councillor D.E. Wisinger referred to the decline of small shops and suggested that nearby parking and reduced rates could help. The Executive Member for Regeneration & Tourism agreed but said that business rates were under the remit of the Welsh Government (WG) who already offered significant discounts. The issue of parking was already under consideration.

On town centre regeneration, Councillor C.J. Dolphin felt that funding was required to make improvements in Holywell. The Executive Member agreed that this was a concern but felt that the development of the first Flintshire Connects office in Holywell would help to attract more activity in the area.

The Chairman raised queries on railway integration on the Enterprise Zone and northern gateway and the change of red/amber/green (RAG) status on Improvement Plan monitoring. The Head of Regeneration explained that TAITH were looking at rail facilities in the area due to interest by businesses in using rail to reduce freight on the roads. He said that although good progress had been made on town centres, the difficulties faced by individual traders remained and this had been reflected in the level of confidence shown in the RAG status.

RESOLVED:

- (a) That the 2011/12 Quarter 3 performance reports produced by the Heads of Service be noted; and
- (b) That the details of challenges be fed back to the Corporate Resources Overview & Scrutiny Committee who are responsible for the overview and monitoring of improvement targets.

86. VARIATION IN ORDER OF BUSINESS

Due to time constraints, it was agreed that the item on the Communities First Bid would be considered prior to the Forward Work Programme.

87. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - TO CONSIDER THE EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That the press and public be excluded from the meeting for the following item as it is considered to contain exempt information by virtue of paragraph 15 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).

88. COMMUNITIES FIRST BID

The Head of Regeneration introduced a report to advise Members on the implications of the statement by the Minister for Local Government & Communities of 13 December 2011, setting out further proposals for the Communities First (CF) Programme beyond 31 March, 2012, following the Wales wide consultation. The report also advised on the preferred options for improving the CF Programme in Flintshire based on principles agreed by Executive on 18 October 2011 and the CF Futures criteria set by the Welsh Government (WG).

The Communities First Senior Co-ordinator gave an overview of the new Cluster arrangements and the Executive Member for Regeneration & Tourism said that this reflected Members' wishes.

Councillor D.I. Mackie referred to the need for collaborative working between Environment and Social & Health Care Overview & Scrutiny Committees on the issue of deprivation. Councillor S. Jones welcomed the report and urged officers to ensure that Members were fully involved.

On Appendix B relating to the proposed Clusters, the Chairman pointed out three areas which had been included as existing areas in the original Communities First programme, and asked that these be highlighted as such.

RESOLVED:

- (a) That the overall governance structure agreed during consultation with partners, including Communities First Partnerships and the all-Member workshops held on 5 January 2012, be noted;
- (b) That the proposal for submission of a bid which includes Flintshire's most vulnerable areas, identified by Welsh Index of Multiple Deprivation (WIMD) be noted; and
- (c) That the implications and opportunities for Flintshire in revising areas of interest and support structures in Communities First, including staffing, be noted.

89. FORWARD WORK PROGRAMME

The Facilitator introduced the report which gave Members the opportunity to consider and update the Committee's Forward Work Programme.

As this was the last meeting of the Committee prior to the Elections, it was agreed that the Programme would remain in draft for the new Committee to decide on their priorities. To assist with this, the Facilitator would arrange a workshop for new Committee and would include the results of the Speed Limit Review as one of the proposed items.

RESOLVED:

That the Forward Work Programme be noted on the basis outlined above.

90. DURATION OF MEETING

The meeting began at 10.00am and ended at 12.45pm.

91. ATTENDANCE BY MEMBERS OF THE PRESS AND PUBLIC

There was one member of the press in attendance.

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Chairman

**SUMMARY OF DECLARATIONS MADE BY MEMBERS
IN ACCORDANCE WITH FLINTSHIRE COUNTY COUNCIL'S
CODE OF CONDUCT**

ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE	DATE: 21 MARCH 2012
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MEMBER	ITEM	MIN. NO. REFERS
NO DECLARATIONS OF INTEREST WERE MADE		

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FLINTSHIRE COUNTY COUNCIL

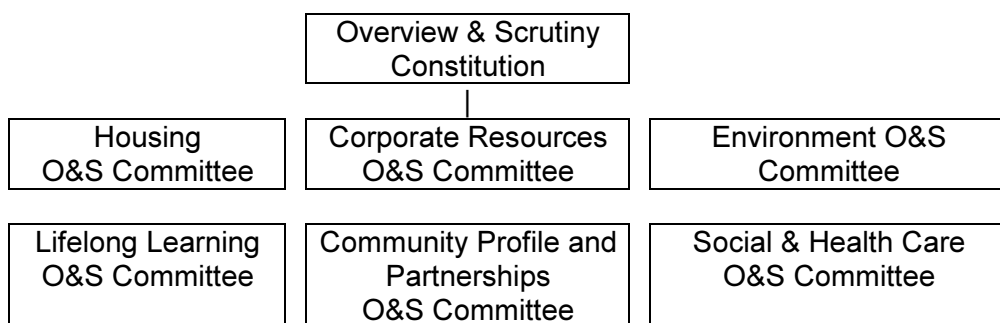
REPORT TO: ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE
DATE: WEDNESDAY, 23 MAY 2012
REPORT BY: MEMBER ENGAGEMENT MANAGER
SUBJECT: OVERVIEW & SCRUTINY COMMITTEES' TERMS OF REFERENCE

1.00 **PURPOSE OF REPORT**

To inform the Committee of its Terms of Reference, set in the context of Terms of Reference of all of the Overview & Scrutiny committees.

2.00 **BACKGROUND**

2.01 The Council now has a Constitution Committee and six functional Overview & Scrutiny Committees, as follows:



2.02 **The role and functions of Overview & Scrutiny Committees**

Article 6 of the Constitution sets out the powers of Overview & Scrutiny Committees within Flintshire. The following extract is particularly apposite.

6.02 **General role**

Within their terms of reference, Overview and Scrutiny Committees will:

- i) review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's or Executive's functions;
- ii) make reports and/or recommendations to the full Council and/or the Executive; and/or any joint Committee.

- iii) consider any matter affecting the Council area or its inhabitants; and
- iv) exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive.

6.03 **Specific functions**

(a) **Policy development and review.** Overview and Scrutiny Committees may:

- i) assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues;
- ii) conduct research, community and other consultation in the analysis of policy issues and possible options;
- iii) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- iv) question members of the Executive and/or Committees and Chief Officers about their views on issues and proposals affecting the area; and
- v) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

(b) **Scrutiny.** Overview and Scrutiny Committees may:

- i) review and scrutinise the decisions made by and performance of the Executive and/or Committees and Council officers both in relation to individual decisions and over time;
- ii) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- iii) question members of the Executive and/or Committees and chief officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;

- iv) make recommendations to the Executive and/or appropriate Committee and/or Council arising from the outcome of the Scrutiny process;
 - v) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Overview and Scrutiny Committee and local people about their activities and performance; and
 - vi) question and gather evidence from any person (with their consent).
- (c) **Finance.** Overview and Scrutiny Committees may exercise overall responsibility for the finances made available to them.
- (d) **Annual report.** Overview & Scrutiny Committees must report annually to full Council through the Overview & Scrutiny Constitution Committee on their workings and make recommendations for future work programmes and amended working methods if appropriate.
- (e) **Officers.** Overview & Scrutiny Committees may exercise overall responsibility for the work programme of the officers employed to support their work.

6.04 **Proceedings of Overview & Scrutiny Committees**

Overview & Scrutiny Committees will conduct their proceedings in accordance with the Overview & Scrutiny Procedure Rules set out in Part 4 of the Constitution.

2.03 Specific Overview & Scrutiny training sessions will be held on 22 May, 6 and 7 June, to which all Members of the Council have been invited. There will be plenty of opportunities for Members to ask questions during the training, but if any Member requires information or wants to ask questions, please do not hesitate to contact a member of the Overview & Scrutiny team. The contact details were published in the packs available at the 'Your Council' event. Otherwise, the contact details of the Head of Overview & Scrutiny are at the end of this report.

3.00 CONSIDERATIONS

3.01 The terms of reference of the Committees are attached at **Appendix 1**. The Committee is asked to note its terms of reference and those of the other Overview & Scrutiny Committees, and make

any observations which are pertinent for onward transmission to the Constitution Committee.

4.00 RECOMMENDATIONS

That the report be noted.

5.00 FINANCIAL IMPLICATIONS

Not applicable.

6.00 ANTI POVERTY IMPACT

Not applicable.

7.00 ENVIRONMENTAL IMPACT

Not applicable.

8.00 EQUALITIES IMPACT

Not applicable.

9.00 PERSONNEL IMPLICATIONS

Not applicable.

10.00 CONSULTATION REQUIRED

Not applicable.

11.00 CONSULTATION UNDERTAKEN

Publication of this report constitutes consultation.

12.00 APPENDICES

Overview & Scrutiny Committees' Terms of Reference

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

None

Contact Officer: Samantha Roberts

Telephone: 01352 702305

Email: Samantha.roberts@flintshire.gov.uk

Article 6 – Overview and Scrutiny Committees

OVERVIEW AND SCRUTINY AND CO-ORDINATION COMMITTEE

6.01 Terms of reference

The Council will appoint the Overview and Scrutiny Committees set out in the left hand column of the table below to discharge the functions conferred by section 21 of the Local Government Act 2000 in relation to the matters set out in the right hand column of the same table.

Committee	Scope
Constitution (as it relates Overview & Scrutiny) 15 Elected Members	Allocating, co-ordinating and prioritising the work of the Overview & Scrutiny Committees where necessary. Dealing with matters of common interest to overview and scrutiny. Identification/allocation of appropriate Scrutiny Chair for consent/consultation purposes. The examination and development of good scrutiny practice. The promotion, effective development and maintenance of a high profile Overview and Scrutiny Function to ensure maximum opportunity for non-executive member engagement. Liaison with and responding to the Welsh Assembly Government on emerging legislation relevant to O&S.
Corporate Resources 15 Elected Members	Corporate Management and Governance, organisational design/Flintshire Futures Programme, monitoring finance but not specific control issues which are within the remit of the Audit Committee, Revenue and Capital Budget monitoring, Asset Management, Strategy and Planning, People Strategy and Single Status, Strategic Assessment of Risks and Challenges, Overview and Coordination of the Performance Management, Performance and Policy development for all 4 Corporate Services: HR and OD, ICT and Customer Services, Finance, Legal & Democratic Services.
Community Profile & Partnerships 15 Elected (Statutory Crime & Disorder Committee)	Community Strategy and Leadership initiatives. All external and regional collaboration and partnership working with other public service bodies. Local Service Board. Community Safety Partnership. Statutory Crime & Disorder Committee, thus relationship with the Police, Fire, Probation etc, Voluntary Sector compact, Clwyd Theatre Cymru, Cross Cutting Policy issues, the Outcome Agreement, but excluding issues specifically remitted to another committee (eg. NWRWTP, TAITH or DCELLS)
Environment 15 Elected Members	All services provided by the Environment Directorate including: Assets & Transportation, including TAITH, highways, engineering and energy issues but not valuation/estates which are specifically remitted to the Corporate Resources OSC. Planning, including planning and environmental strategy,

	<p>development control, minerals and waste planning, countryside and the environment.</p> <p>Public Protection, including community, health protection and environmental protection.</p> <p>Regeneration, including Communities First, economic development & tourism, enterprise and the Regeneration Partnership.</p> <p>Street Scene Services, including AD Waste, environmental and waste management, neighbourhood services and the vehicle fleet.</p> <p>Performance and Policy.</p> <p>Development within the Environment Directorate.</p>
<p>Housing</p> <p>15 Elected Members</p>	<p>All housing services provided by the relevant divisions of the Community Services Directorate eg. Housing Management, Housing Strategy, Stock Ballot progress and ongoing work relating to the future of the housing stock.</p> <p>Neighbourhood housing renewal areas.</p> <p>Performance and policy development for the Housing Service.</p>
<p>Lifelong Learning</p> <p>15 Elected Members</p> <p>(5 Statutory Co-Opted Members)</p>	<p>All services provided by the Lifelong Learning Directorate:</p> <p>Education – school organisation, School Improvement, Early Years, Special Educational needs.</p> <p>Adult and Community Learning, Youth Services</p> <p>Libraries, Culture and Heritage including archives, records management and museums.</p> <p>Leisure Services, including leisure and sports centres, swimming pools and recreational facilities/activities.</p> <p>Relations with external education providers/partners – Deeside College, Glyndwr University etc on service specific issues.</p> <p>Relations with DCELLS, Children and Young People’s Partnership (jointly with S & HC O&S).</p> <p>Performance and policy development for services within the Lifelong Learning Directorate.</p>
<p>Social and Health Care</p> <p>15 Elected Members</p>	<p>Services provided by the Community Services Directorate relating to:</p> <p>Social Services to Adults, Social Services to Children, Social & Health Care Strategy Development, Children and Young People’s Partnership (jointly with Lifelong Learning O&S).</p> <p>Monitoring service delivery by the Health Services Providers and Voluntary sector including the relationship with Betsi Cadwaladr UHB.</p> <p>Health Social Care and Well-being partnership and the Good Health Good Care Strategy.</p> <p>Policy and Performance development within the Social Care and Development and Resources Division of the Community Services Directorate.</p>

6.02 General role

Within their terms of reference, Overview and Scrutiny Committees will:

- i) review and/or scrutinise decisions made or actions taken in connection with the discharge of any of the Council's or Executive's functions;
- ii) make reports and/or recommendations to the full Council and/or the Executive; and/or any joint Committee.
- iii) consider any matter affecting the Council area or its inhabitants; and
- iv) exercise the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive.

6.03 Specific functions

(a) **Policy development and review.** Overview and Scrutiny Committees may:

- i) assist the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues;
- ii) conduct research, community and other consultation in the analysis of policy issues and possible options;
- iii) consider and implement mechanisms to encourage and enhance community participation in the development of policy options;
- iv) question members of the Executive and/or Committees and Chief Officers about their views on issues and proposals affecting the area; and
- v) liaise with other external organisations operating in the area, whether national, regional or local, to ensure that the interests of local people are enhanced by collaborative working.

(b) **Scrutiny.** Overview and Scrutiny Committees may:

- i) review and scrutinise the decisions made by and performance of the Executive and/or Committees and Council officers both in relation to individual decisions and over time;
- ii) review and scrutinise the performance of the Council in relation to its policy objectives, performance targets and/or particular service areas;
- iii) question members of the Executive and/or Committees and chief officers about their decisions and performance, whether generally in comparison with service plans and targets over a period of time, or in relation to particular decisions, initiatives or projects;
- iv) make recommendations to the Executive and/or appropriate Committee and/or Council arising from the outcome of the Scrutiny process;
- v) review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Overview and Scrutiny Committee and local people about their activities and performance; and

vi) question and gather evidence from any person (with their consent).

(c) **Finance.** Overview and Scrutiny Committees may exercise overall responsibility for the finances made available to them.

(d) **Annual report.** Overview and Scrutiny Committees must report annually to full Council through the Overview and Scrutiny Co-ordinating Committee on their workings and make recommendations for future work programmes and amended working methods if appropriate.

(e) **Officers.** Overview and Scrutiny Committees may exercise overall responsibility for the work programme of the officers employed to support their work.

6.04 Proceedings of Overview and Scrutiny Committees

Overview and Scrutiny Committees will conduct their proceedings in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution.

FLINTSHIRE COUNTY COUNCIL

REPORT TO: ENVIRONMENT OVERVIEW & SCRUTINY
COMMITTEE

DATE: WEDNESDAY, 23 MAY 2012

REPORT BY: ENVIRONMENT & HOUSING OVERVIEW &
SCRUTINY FACILITATOR

SUBJECT: FORWARD WORK PROGRAMME

1.00 PURPOSE OF REPORT

To report to the committee on work which was left outstanding at the end of the municipal year. To outline how topics can be brought to Overview & Scrutiny and to suggest items to be included on the Forward Work Programme for the successor committee to consider.

2.00 BACKGROUND

2.01 Experienced Overview & Scrutiny Members will be aware that items feed into a committee's Forward Work Programme from a number of sources. Individual Members can suggest topics for review by Overview & Scrutiny committees; members of the public can suggest topics; items can be referred by the Executive for consultation purposes; items can be referred by the County Council, or Directors can request that a committee gives a view on a particular topic.

2.02 Items feed into a Committee's Forward Work Programme from a number of sources. Members can suggest topics for review by Overview & Scrutiny Committees, members of the public can suggest topics, items can be referred by the Executive for consultation purposes, or by County Council, or Directors. Other possible items are identified from the Executive Work Programme and the Strategic Assessment of Risks & Challenges.

2.03 In identifying topics for future consideration, it is useful for a 'test of significance' to be applied. This can be achieved by asking a range of questions as follows:

1. Will the review contribute to the Council's priorities and/or objectives?
2. Are there issues of weak or poor performance?
3. How, where and why were the issues identified?
4. Do local communities think the issues are important and is there any evidence of this? Is there evidence of public dissatisfaction?
5. Is there new Government guidance or legislation?
6. Have inspections been carried out?

7. Is this area already the subject of an ongoing review?

3.00 CONSIDERATIONS

3.01 Overview & Scrutiny presents a unique opportunity for Members to determine the Forward Work Programmes of the committees of which they are Members.

3.02 At the last meeting of the Committee, consideration was given to the Quarter 3 Performance Report. Following questions from committee on the speed limit review the Director of Environment agreed to bring back to committee the outcome of the review with draft proposals in Sept/Oct '12. Members agreed to this item being commended to the relevant successor committee.

When the Environment & Housing Overview & Scrutiny Facilitator reported on the Forward Work Programme, there were items outstanding for consideration of the Winter Maintenance service following the winter period of 2011/12 and the new Streetscene service following its launch in March 2012. In addition a task and finish group had been established in September 2011 to work with officers of the Directorate to review Street lighting services in Flintshire. A report on the progress of the task & finish group had been received by the committee in February 2012, and is available for new members of the committee to view on request. It was suggested that these items be commended to the successor committee.

The committee had a number of items still waiting to be scheduled, together with a series of regular items upon which it has previously decided that it wished to receive updates on a regular basis. These items are identified in **Appendix 1** together with a schedule of the meetings of the committee as agreed at County Council on 21 February 2012 in the form of a draft Forward Work Programme.

4.00 RECOMMENDATIONS

That the committee has regard to the considerations above, and identifies a draft Forward Work Programme for the forthcoming periods: (i) June - July 2012 and (ii) September 2012- April 2013.

5.00 FINANCIAL IMPLICATIONS

Not applicable.

6.00 ANTI POVERTY IMPACT

Not applicable.

7.00 ENVIRONMENTAL IMPACT

8.00 EQUALITIES IMPACT

Not applicable.

9.00 PERSONNEL IMPLICATIONS

Not applicable.

10.00 CONSULTATION REQUIRED

Not applicable.

11.00 CONSULTATION UNDERTAKEN

Publication of this report constitutes consultation.

12.00 APPENDICES

Draft Forward Work Programme.

**LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985
BACKGROUND DOCUMENTS**

None

Contact Officer: Samantha Roberts
Telephone: 01352 702305
Email: Samantha.roberts@flintshire.gov.uk

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ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
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CURRENT FWP

13 June 2012 (AM)	Quarterly Performance Reporting	To consider end of year performance outturns for improvement targets against directorate indicators.	Performance Monitoring	Director of Environment	4 June 2012
11 July 2012 (AM)	To be determined				2 July 2012
12 Sept 2012	Quarterly Performance Reporting	To consider Quarter 1 outturns for improvement targets against directorate indicators			
17 Oct 2012	To be determined				
21 Nov 2012	To be determined				
9 Jan 2013	Quarterly Performance Reporting	To consider Quarter 2 outturns for improvement targets against directorate indicators			
6 Feb 2013	To be determined				
6 March 2013	Quarterly Performance Reporting	To consider Quarter 3 outturns for improvement targets against directorate indicators			
10 April 2013	To be determined				
22 May 2013	To be determined				

ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
26 June 2013	Quarterly Performance Reporting	To consider Quarter 4 and year end outturns for improvement targets against directorate indicators.			
23 July 2013	To be determined				

ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
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ITEMS TO BE SCHEDULED as agreed by Committee

Item	Purpose of Report	Responsible / Contact Officer
North East Wales Transport Study (end of 2011)	To receive details on the outcome of the study	
European Competitiveness Programme	To consider a report on European Structural Funds Programme for the period of 2007-13, following a member request	Head of Regeneration
Streetworks	To consider how Streetworks operate particular with developers and utility companies, and also the current operation processes for road closures. To include road surface repair standards.	
Speed Limit Review (Sept/Oct '12)	To consider the outcome of the review together with draft proposals.	Head of Assets & Transportation
Winter Maintenance	To consider the success of the new Winter Maintenance Policy following the winter period of 2011/12	Head of Streetscene
Streetscene	To receive a up-date following the launch of the new service in March 2012.	Head of Streetscene
Streetlighting	To receive and consider proposals from the Task & Finish Group	Head of Streetscene

ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
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REGULAR ITEMS

Month	Item	Purpose of Report	Responsible / Contact Officer
Quarterly/ Annual	Performance Reporting	To consider performance outturns for improvement targets against directorate indicators.	Director of Environment
Quarterly	North Wales Residual Waste Treatment Project	To receive and consider further details on the progress of the project.	Director of Environment
6 monthly	Rural Development Plan	To receive regular quarterly updates on the progress of each of the projects within Axis 3 and 4, with particular consideration to any downturns in progress. (To include information relating to convergence/competitive funding streams as requested by Cllr Heesom)	Head of Regeneration

ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
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APPENDIX B

STRATEGIC ASSESSMENT OF RISKS AND CHALLENGES TOPICS ALLOCATED TO OVERVIEW & SCRUTINY COMMITTEES

SECTION 1 - COMMUNITY LEADERSHIP

Category	Risk Reference	Title	Committee
Strategic Partnerships	CL08	Climate Change and Flood Risk Management	Enviro
	CL09	Economic Regeneration	Enviro
	CL10	Decline of Town Centres	Enviro
	CL11	Integrated and Public Transport Infrastructure	Enviro
	CL12	Skills Needs of Employers	Enviro / LL
	CL14	North Wales Regional Waste Treatment Partnership	Enviro

SECTION 2 - COUNCIL DELIVERY

Category	Number	Title	Committee
Environment	CD02	Streetscene	Enviro
	CD03	Transition from UDP to LDP	Enviro

ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
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Category	Number	Title	Committee
	CD04	Planning Protocol	Enviro
	CD05	Highways Infrastructure	Enviro
	CD06	Transport arrangements for service users	Enviro (links to S&H and LL)
	CD07	Depot provision	Enviro
Waste	CD27	Waste Management Targets (Food Waste Treatment Project)	Enviro
	CD27c	Waste Management (Operations)	Enviro
	CD34	Impact of Severe Winter Weather	Enviro

SECTION 3 - COUNCIL GOVERNANCE

Category	Number	Title	Committee
Environment	CG05	Asset Management	Enviro
Environment	CG05a	Asset – Strategy	Enviro
Environment	CG05b	Asset Rationalisation	Enviro

ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
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