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Contact Officer:
Maureen Potter 01352 702322

To:

Councillors: Ray Hughes, Mike Allport, Haydn Bateman, Sean Bibby, Chris Dolphin, Andy Dunbobbin, David Evans, Veronica Gay, Cindy Hinds, Dave Hughes, Joe Johnson, Colin Legg, Vicky Perfect, Paul Shotton and Owen Thomas

6 June 2018

Dear Councillor

You are invited to attend a meeting of the Environment Overview & Scrutiny Committee which will be held at 10.00 am on Tuesday, 12th June, 2018 in the Delyn Committee Room, County Hall, Mold CH7 6NA to consider the following items

A G E N D A

1 APPOINTMENT OF CHAIR

Purpose: At the Annual Meeting, Council resolved that the New Independent Group should nominate the Chair of the Committee. The Committee is requested to formally appoint the duly nominated Chair.

2 APPOINTMENT OF VICE-CHAIR

Purpose: To appoint a Vice-Chair for the Committee

3 APOLOGIES

Purpose: To receive any apologies.

4 DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)

Purpose: To receive any Declarations and advise Members accordingly.

5 MINUTES (Pages 3 - 8)

Purpose: To confirm as a correct record the minutes of the meeting on 17 April 2018.

6 **ENVIRONMENTAL ENFORCEMENT IN FLINTSHIRE** (Pages 9 - 28)

Report of Chief Officer (Streetscene and Transportation) - Cabinet Member for Streetscene and Countryside

Purpose: To provide Committee with details of the Environmental Enforcement activities undertaken by the Council's Enforcement Team and Kingdom Securities on behalf of the Council

7 **REPAIRING POTHoles AND PREPARING THE ANNUAL CARRIAGEWAY RESURFACING PROGRAMME** (Pages 29 - 38)

Report of Chief Officer (Streetscene and Transportation) - Cabinet Member for Streetscene and Countryside

Purpose: To inform the Committee of the content of the proposed carriageway resurfacing programmes and provide an explanation on the rationale used to develop the programme. The report will also provide information on the Council's approach to pot hole repairs during the winter period.

8 **YEAR-END COUNCIL PLAN 2017/18 MONITORING REPORT** (Pages 39 - 62)

Report of Environment and Social Care Overview & Scrutiny Facilitator - Cabinet Member for Planning and Public Protection, Cabinet Member for Streetscene and Countryside

Purpose: To review the levels of progress in the achievement of activities, performance levels and current risk levels as identified in the Council Plan 2017/18

9 **FORWARD WORK PROGRAMME (ENVIRONMENT)** (Pages 63 - 70)

Report of Environment and Social Care Overview & Scrutiny Facilitator

Purpose: To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee

Yours sincerely



Robert Robins
Democratic Services Manager

ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE **17 APRIL 2018**

Minutes of the meeting of the Environment Overview & Scrutiny Committee of Flintshire County Council held at Greenfield Valley Heritage Park on Tuesday, 17 April 2018

PRESENT: Councillor Ray Hughes (Chairman)

Councillors: Mike Allport, Haydn Bateman, Sean Bibby, Chris Dolphin, Andy Dunbobbin, Cindy Hinds, Dave Hughes, Joe Johnson, Colin Legg, Vicky Perfect, Paul Shotton and Owen Thomas

APOLOGIES: Councillor Derek Butler, Cabinet Member for Economic Development; and Chief Officer (Streetscene & Transportation)

ALSO PRESENT: Councillors: Rosetta Dolphin and Patrick Heesom; Sally Gee, Flintshire County Council Senior Auditor; Gwladys Harrison (Chair) and Mary Auty (Trustee) of Greenfield Valley Trust Ltd

CONTRIBUTORS: Councillor Chris Bithell, Cabinet Member for Planning and Public Protection; Councillor Carolyn Thomas, Cabinet Member for Streetscene & Countryside; Chief Officer (Planning, Environment & Economy); Access & Natural Environment Manager; Community and Business Protection Manager; and Pollution Control Officer

IN ATTENDANCE: Environment Overview & Scrutiny Facilitator and Democratic Services Officers

67. DECLARATIONS OF INTEREST

None were received.

68. MINUTES

The minutes of the meeting of the Committee held on 13 March and the joint meeting on 15 March 2018 were submitted.

RESOLVED:

That the minutes be approved as a correct record and signed by the Chairman.

69. GREENFIELD VALLEY MUSEUM HERITAGE PARK VISIT AND PRESENTATION

The Chief Officer (Planning, Environment & Economy) introduced an update on progress to address the recommendations of the Internal Audit report on the governance, funding and operating arrangements at Greenfield Valley Heritage Park.

The Access & Natural Environment Manager gave a presentation covering the following:

- Background
- Scope of Audit
- Audit - areas managed well
- Audit - areas for further improvement
- Key changes in 2017/18
- Business Plan objectives

During the presentation, the Manager explained a number of key developments such as the appointment of an admin/finance officer to support improvements to back-office systems and the move to a more integrated model under the Planning & Environment portfolio. As part of structural changes, the two Team Leaders were undertaking a key role in publicising countryside activities, improving site presentation and increasing public engagement, particularly via social media. Governance arrangements had been strengthened by the recruitment of four new Trustees and retention of some of the former Trustees to provide support through the transitional period. The three year business plan would form the basis of the revised management agreement and ensure that the needs of the partnership were being met. The Manager said that the previous challenges were recognised and advised that there was now a positive working relationship between the team and the Trustees to work together to achieve the same objectives.

As Cabinet Member, Councillor Carolyn Thomas expressed her appreciation for the work done and future plans to raise the profile of the site.

Councillor Shotton thanked officers for the report and highlighted the need to publicise the park, particularly to tourists visiting from abroad. It was explained that marketing was an important element of work by the team using existing links and creating new ones to develop a long-term strategy, and that the new website was due to go live.

Councillor Chris Dolphin spoke about the level of appreciation and support for the park, commenting that issues had only arisen in recent years. He raised concerns about the findings of the audit report and questioned actions being taken on the governance arrangements, adding that minutes of the Board of Trustee meetings should be accessible. He commented on the implementation deadline for the audit recommendations and expressed disappointment at the lack of detail in the covering report which he hoped would be addressed in the next update. He referred to the negative impact on the community arising from the previous decision to remove fishing pegs from the pool at the site to prevent fishing.

The Chief Officer clarified that September 2017 was the deadline by which the Trust had been required to give a commitment to take on board the recommendations from the audit report which had been included on the agenda to show transparency. Internal Audit would be monitoring actions and report back to the Audit Committee in June 2018. The Board of Trustees included some new

members with important skills to support the development and sustainability of the site. To retain a level of continuity, some of the former members had agreed to stay on, including the Treasurer (as indicated in the audit report) who would remain on the Board for transitional period.

Gwladys Harrison referred to the findings of the audit report and explained that some of the information sought had been available elsewhere at the time. As in the Manager's presentation, she gave assurance that the partnership was working together to make the Trust profitable and called upon the help of elected Members to achieve this. In response to Councillor Dolphin's concerns about the removal of fishing pegs, she read out a statement detailing the background to the decision, adding that representatives of the County Council and Holywell Town Council on the Board of Trustees at the time would have been aware. She explained that despite the best efforts of the Board at the time, there was no other option but to impose the fishing ban due to a culmination of potential life-threatening issues, security problems and impact on wildlife. She referred to planned discussions to re-introduce fishing at the site later in the year.

Councillors Johnson, Perfect, Legg, Hinds and Hughes all spoke in support of the progress achieved and the future objectives which they hoped would be successful. A number of suggestions were raised on extending the marketing of the site to areas such as Merseyside, including other local sites of interest in the same promotional material and raising awareness in newsletters of Town/Community Councils and Council Members.

In welcoming the improved links with Holywell Town Council, Councillor Rosetta Dolphin hoped that the plans for the park would succeed. She asked about the projected timeline to improve the 'red' risks in the audit report and was informed by the Chief Officer that progress would be reported to the Audit Committee. He agreed that the business plan would be made available to the Committee and to Holywell Town Council, once it had been submitted to the Board of Directors in May.

In response to a query about comparison with arrangements at Wepre Park, the Manager explained that this was a different model which was managed in-house. Governance arrangements for the Greenfield Valley Trust were different as the site included a museum. Following comments from Councillor Dunbobbin, clarification was given on 'Friends of Wepre Park' as a community group with an interest in the site, including key stakeholders and elected Members.

The Chairman spoke in support of the plans and expressed his appreciation to the Access & Natural Environment Manager and Gwladys Harrison for providing a tour of the site prior to the meeting.

During discussion on the recommendations, an amendment was proposed by Councillor Chris Dolphin and agreed by the Committee.

RESOLVED:

- (a) That the update and presentation be noted; and
- (b) That the Committee receive an information update every six months.

70. AIR QUALITY IN FLINTSHIRE

Councillor Chris Bithell presented a report on the findings of the regional Air Quality report, prepared in August 2017, to consider how the Council could do more to promote air quality considerations when taking key strategic and operational decisions. In highlighting the importance of the topic, he was pleased to note that good standards of air quality were recorded for North Wales, noting that further improvements were needed.

The Community and Business Protection Manager spoke about the impact of air quality on health and advised that the collaborative approach to commissioning the report had been commended by Welsh Government. She advised that the topic was now a priority for the Public Services Board and introduced the Pollution Control Officer who demonstrated monitoring tubes used to give an indication of air quality levels.

In response to questions, he provided explanation on monitoring locations and the approach to more intense monitoring. He said that a link to the Welsh Air Quality Forum could be emailed to the Committee. The introduction of projects for schools to carry out their own monitoring would help to raise environmental awareness amongst pupils.

The Manager explained that the annual report was a statutory requirement and that the findings must be taken into account for any planned developments.

Following comments on the impact of traffic management, Councillor Carolyn Thomas said that delays were often due to work carried out by utility companies and that any concerns should be passed to the relevant Area Supervisor. She referred to the Flintshire Bus Strategy which promoted use of public transport, with some operators using low-emission buses.

RESOLVED:

- (a) That the Council encourage all decisions and policies, where appropriate, to proactively consider the impact on air quality;
- (b) That the Council work with the Public Services Board, as part of their environmental theme, to promote a multi-agency approach to addressing air quality; and
- (c) That the contents of the North Wales Combined Authority Air Quality Report be noted.

71. FORWARD WORK PROGRAMME

The Facilitator presented the current Forward Work Programme for consideration. She gave a reminder that Members had been asked to submit any specific questions on Enforcement and Environmental Care in advance of the item scheduled for the next meeting. Similar arrangements would also apply to the September meeting for an item on Natural Resources Wales.

The meeting dates for the 2018/19 municipal year would be included in the Forward Work Programme once the diary had been agreed at the Annual General Meeting.

RESOLVED:

- (a) That the Forward Work Programme be noted; and
- (b) That the Facilitator, in consultation with the Chair of the Committee, be authorised to vary the Forward Work Programme between meetings, as the need arises.

72. MEMBERS OF THE PUBLIC AND PRESS IN ATTENDANCE

There was one member of the press in attendance.

(The meeting started at 10am and ended at 12 noon)

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Chairman

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ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting	Tuesday 12 June 2018
Report Subject	Environmental Enforcement in Flintshire
Cabinet Member	Cabinet Member for Streetscene & Countryside
Report Author	Chief Officer – Streetscene & Transportation
Type of Report	Strategic

EXECUTIVE SUMMARY

This report is intended to provide the Environment Overview and Scrutiny with an update on environmental enforcement activities within the Streetscene and Transportation portfolio, including the current performance of the contract with Kingdom Ltd.

This report outlines the approach to all environmental enforcement issues including littering, fly-tipping, side waste enforcement, and the impact this work is having on street cleanliness and other performance indicators.

This report is provided at the request of the Committee and builds on the original enforcement policy, considered by this Committee in September 2013 and the 'Revised Environmental Enforcement and Car Parking Arrangements' report present to the Committee in September 2017.

RECOMMENDATIONS

1	That Scrutiny notes the information contained within this report.
2.	That Scrutiny recommends their preferred operating model for low level environmental enforcement within the County to Cabinet.

REPORT DETAILS

1.00	BACKGROUND OF ENVIRONMENTAL ENFORCEMENT
1.01	In 2013 Flintshire County Council adopted its Environmental Enforcement Policy – 'Managing the Local Environment' which stated the Councils approach to all aspects of environment enforcement. (Appendix 1)

1.02	<p>Littering Offences</p> <p>Littering is a problem that faces every town and community in the Country and the cost of street and open space litter collections in Flintshire prior to January 2016 was in excess of £300k per year. In addition to the cost and the visual impact littering has on the environment, there is growing evidence to suggest that it has a much far reaching impact on the local economy and increases anti-social behaviour.</p>
1.03	<p>Littering can take many forms from discarded crisp packets, plastic bottles or chewing gum, but the majority of instances, particularly in the town centres, involve discarded cigarette ends.</p>
1.04	<p>From January 2016, a zero tolerance policy was adopted by Flintshire County Council for all littering offences, with the perpetrators being held to account for their actions. The outcome was intended to improve the cleanliness of all the communities in Flintshire for everyone who live and work in the County.</p>
1.05	<p>Flintshire County Council currently enforces littering offences by issuing Fixed Penalty Notices (FPN's) to those people who have been witnessed committing an offence. The cost of discharging an FPN is £75 and those choosing not to pay the fine could face further prosecution via a Magistrates Court referral.</p>
1.06	<p>To assist in the roll-out of the zero tolerance policy, the Authority undertook a publicity campaign to explain the impacts and the benefits of the policy. Visits were undertaken to Town and Community Councils to explain the implications of the new arrangements. Businesses, such as public houses, betting shops, cafes, take-away facilities and any other sites where people congregate and where littering was evident were visited and information provided on the Council's intentions. Additional street furniture was installed in every town centre e.g. additional bins and wall-mounted ashtrays, to assist with the proper disposal of litter.</p>
1.07	<p>Cigarette 'stub out' plates were placed on all bins and known 'problem' premises were provided with 'stub out' plates, which were fixed directly onto the building. Patrols by environmental enforcement officers were increased in known problem areas to provide a physical presence and engage with public, with 'stub-it' disposal pockets being handed out when engaging with the public. Signs and stickers were also placed in known hot spots, informing the public that there should be no littering and that FPN's would be issued to those caught dropping litter in the County.</p>
1.08	<p>The Council also provided educational information and visited schools and community groups to promote a positive approach and to provide a 'prevention is better than cure' message.</p>
1.09	<p>Kingdom were introduced to support the enforcement of environmental crime on 4th July 2016 to support the in-house enforcement team. The Council maintained a small team of enforcement officers to undertake other duties such as fly tipping investigations and to undertake the enforcement of side waste which commenced in 2018.</p>

1.10	The contract with Kingdom provides enforcement officers to patrol and issue Fixed Penalty Notices (FPN's) to members of the public who are witnessed committing offences under Environmental Crime Act. These fines are processed as income to the Authority, and each month the value of the FPN's issued is circa £20k. The total amount is paid to Flintshire County Council by those committing the offences, Kingdom then invoice us for the 85% of the total amount and the Council retain 15%.																				
1.11	A full history of the number of FPN's issued since the arrangement commenced and the individual characteristic build-up of the FPN's issued by Kingdom since 2016 will be presented to the Committee on the day.																				
1.12	Staff from Kingdom and the Council's own enforcement officers meet regularly with Streetscene staff to discuss matters arising from Environmental Visual Audits (EVAs), Town & Community Council meetings, Inspections and area based KPIs. These meetings are also carried out on-site with Area Coordinators and the cleansing teams to gain the most effective local knowledge and intelligence available on littering and dog fouling 'hot spots'.																				
1.13	Experience from the town centres has shown that a more robust approach to enforcement has benefited the town centres in terms of cleanliness. For example, where twice weekly town centre bin collections were previously sufficient in Buckley Town centre, daily collections are now required as the public utilises the bins more frequently as opposed to littering the streets. Anecdotal evidence regarding the cleanliness of the street in our major towns also supports the impact of a zero tolerance and the continued presence of enforcement officers in our towns.																				
1.14	<p>Keep Wales Tidy carries out yearly random inspections in all of the Councils in Wales. Since the introduction of zero tolerance there has been an improvement in streets graded at 'B' and above in Flintshire and whilst the overall cleanliness indicator improved in 2015/16 and 2016/17, it slipped back again in 2017/18 indicating that there is still much work to do to educate residents and visitors against wilfully littering our streets.</p> <p>LEAMS Welsh Street Cleanliness Rankings:</p> <table border="1" data-bbox="325 1496 1171 1771"> <thead> <tr> <th></th> <th>Cleanliness Indicator Score</th> <th>Percentage of Streets Graded B and Above</th> <th>Position in Wales</th> </tr> </thead> <tbody> <tr> <td>14/15</td> <td>64.7</td> <td>93.1</td> <td>21st</td> </tr> <tr> <td>15/16</td> <td>69.8</td> <td>95.9</td> <td>7th</td> </tr> <tr> <td>16/17</td> <td>72.4</td> <td>97.2</td> <td>5th</td> </tr> <tr> <td>17/18</td> <td>67.9</td> <td>97.2</td> <td>11th</td> </tr> </tbody> </table>		Cleanliness Indicator Score	Percentage of Streets Graded B and Above	Position in Wales	14/15	64.7	93.1	21st	15/16	69.8	95.9	7th	16/17	72.4	97.2	5th	17/18	67.9	97.2	11th
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1.15	An appeals process was introduced following the September Scrutiny recommendation. The appeals are considered by an independent legal officer of the Council.																				
1.16	<p>The arrangement with Kingdom is coming to an end and needs formalising and there are a number of options now available to us:</p> <ol style="list-style-type: none"> 1. Advertise and award a single contract for all low level environment 																				

	<p>enforcement - including car parking.</p> <ol style="list-style-type: none"> 2. Remove the current arrangement and provide all enforcement activities through the in-house service at the current staffing levels. 3. Extend the in-house provision through recruitment or regional working to provide the same level of coverage as provided by the existing contractor.
1.17	<p>Option 1 - Advertise and award a single contract for all environment enforcement (including car parking enforcement).</p> <p>This was the option recommended by Environment Overview and Scrutiny Committee in September 2017. (Appendix 2). The proposal included an independent appeals process to be undertaken by a Senior Officer within the Council.</p> <p>Main benefits – Maintains the deterrent against littering and dog fouling without creating a financial pressure.</p> <p>Disadvantages – Public perception of the enforcement service provision sitting outside of Council service.</p>
1.18	<p>Option 2 - Remove the current arrangement and provide all enforcement activities through the in-house service at the current staffing levels.</p> <p>Main Benefits – All enforcement activity undertaken by Council staff.</p> <p>Disadvantages – The lack of resources to cover all service areas.</p>
1.19	<p>Option 3 - Extend the in-house provision, through recruitment or regional working to provide the same level of enforcement coverage as provided by the existing contractor.</p> <p>Main Benefits – All enforcement activity undertaken by Council staff. There are opportunities to explore a regional service or consider an employee owned Teckal option.</p> <p>Disadvantages – There would be 2 options available to the new service</p> <p style="padding-left: 40px;">Maintain a zero tolerance approach – In these circumstances the same number of tickets would be need to be issued each year to cover the costs of the service</p> <p style="padding-left: 40px;">or</p> <p style="padding-left: 40px;">Create a significant budget pressure if a more lenient and educational approach were to be taken to enforcement. (The cost of 5 officers plus back office support team would be approx. £200k per annum although this would be offset by combining managerial posts and the income from the FPN's issued by the in-house team. The overall pressure would be in the region of £100k)</p>
1.20	Dog Fouling

	<p>Both the Council's own enforcement team and Kingdoms officers engage in routine patrols to enforce against dog owners who fail to comply with the new Public Space Protection Orders (PSPO's), which were agreed by Cabinet in 2017. Intelligence from the community and Local Members is gathered to target these patrols. Whilst it is obviously more difficult to witness these events (because they often take place in the early morning and evenings and in semi-rural locations) the number of FPN's issued for dog fouling has risen significantly since Kingdom provided the increased number of enforcement officers to support the work. Staff from both Kingdom and the Council will work during overtime periods if intelligence is provided to the Council on individuals who continually allow their dog to foul public land without clearing up afterwards.</p>
1.21	<p>Side Waste</p> <p>Enforcement officers initially travelled with the refuse crews to identify the location of hot-spots of side waste within the Authority and this resulted in a sticker being attached on bins and a letter being posted to notify the resident of the intention to enforce against side waste if their actions continued. Officers then followed this up with review visits the fortnight later (in line with the refuse collections) and if further side waste was present, a Section 46 notice was served to the property. If side waste was evident after this second notice then an FPN would be served.</p> <p>As of 22nd May 2018, over 1,200 initial letters have been issued to residents to advise them that additional waste has been presented outside of the waste bin but only 22 'Section 46' notices have been necessary, with no FPN's served following receipt of a Section 46 notice.</p> <p>FPN's will only be issued where sufficient evidence exists. Both the Section 46 Notice and the FPN can be appealed and details of the appeal process are included within the notices.</p>
1.22	<p>Fly-tipping</p> <p>Reported fly-tips are investigated and removed within 24 hours by staff from the Streetscene service although larger accumulations may take longer, dependant on the need for specialist contractors. Upon attending the site the enforcement team will search the deposited waste and attempt to identify evidence to indicate where this waste has come from. If evidence is found then a Fixed Penalty Notices (FPN) could be issued to the offender. If the offender has paid for removal by an unlicensed firm that has subsequently led to the waste being deposited then further investigation would be undertaken to look to identify the person who removed the waste but subsequently the person who has paid to have waste removed could still be liable under the householder's duty of care.</p>
1.23	<p>Fly-tipping on Private Land</p> <p>As a matter of course, Flintshire County Council does not enforce fly-tipping on private land. Flintshire County Council's policy is to enforce on private land only on receipt of direct authority to do so from the landowner.</p>
1.24	<p>Fly-tipping Statistics –</p>

	No. of Recorded Incidents
	14/15 938
	15/16 898
	16/17 800
	17/18 743
1.25	FCC will not carry out covert surveillance in respect of littering however FCC does have access to equipment to allow for covert monitoring of fly-tipping and should something be tipped within an area covered by CCTV then this footage could be used as evidence towards a prosecution.
1.26	Abandoned Cars Once The Enforcement Officers are made aware of the abandoned vehicle a Notice is placed on vehicle requesting that it be moved within 7 days. Following this period, if the owner cannot be identified, the removal of vehicle is arranged and the costs are recovered through scrap value of the vehicle.

2.00	RESOURCE IMPLICATIONS
2.01	FCC Enforcement Team comprises of 7 Enforcement Officers.
2.02	Kingdom provide 5 Enforcement Officer to the service.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Not Applicable.

4.00	RISK MANAGEMENT
4.01	Not Applicable.

5.00	APPENDICES
5.01	Appendix 1 - Summary Table from 2013 'Managing the Local Environment' report - Environmental Enforcement Protocols.
5.02	Appendix 2 – Environment Overview and Scrutiny report September 2017 - Revised Environmental Enforcement and Car Parking Arrangements.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Stephen O Jones – Chief Officer – Streetscene & Transportation Telephone: 01352 704700 E-mail: Stephen.o.jones@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	Financial Year (FY): the period of 12 months commencing on 1 April FPN: Fixed Penalty Notice issued to offenders in relation to Environmental Crime

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Type	Action	Escalation	Dept
Littering Offences	Immediate issue of FPN	Prosecution if penalty unpaid	FCC Authorised Officers / North Wales Police
Dog Fouling – Public Open Space	Immediate issue of FPN	Prosecution if penalty unpaid	FCC Authorised Officers / North Wales Police
Dog Fouling – School Premises	PACE interview and court file prepared	Prosecution where sufficient evidence exists	FCC Authorised Officers / North Wales Police
Stray Dogs	Payment of kennelling, vets fees and standard charge before release of dog	Failure to pay, or claim dog within 7 days will result in the dog transferring into the ownership of the Authority	FCC Dog Warden
Fly tipping (Minor incident)	PACE interview followed by issue of FPN	Prosecution if penalty unpaid	FCC Authorised Officers
Fly tipping (significant incident)	PACE interview and court file prepared	Prosecution where sufficient evidence exists	FCC Authorised Officers / Natural Resources Wales
Statutory Public Health Nuisances	Compliance reached to resolve problem	Improvement or abatement notice issued Prosecution where sufficient evidence exists	FCC Authorised Officers
Drinking Control Areas	Confiscation of alcohol based on each individual circumstance	You may be arrested and convicted of a public order offence	North Wales Police

Environmental Enforcement Protocols

Appendix 1

Type	Action	Escalation	Dept
Side Waste	Issue warning and education	FPN issued Prosecution where failure to comply with an FPN is demonstrable	FCC Authorised Officers
Commercial Waste	Issue of FPN for failure to produce waste carrier licence and/or prosecution and seizure of vehicle	Prosecution and seizure of vehicle	Natural Resources Wales
Graffiti	Immediate issue of FPN	Prosecution if penalty unpaid	FCC Authorised Officers / North Wales Police
Advertisement Boards	Removal	Prosecution for continual offences	Streetscene
	Removal of posting from Council Buildings	Removal of posting by Council - Remedial work charged to fly poster.	Streetscene
Civil Parking Enforcement	Immediate issue of FPN	Prosecution if penalty unpaid	Parking Enforcement Officers
Abandoned Vehicles	Notice placed on vehicle requested movement within 7 days	Removal of vehicle – costs of recovery through scrap value	FCC Authorised Officers
Abandoned Trolleys	Collection of trolley and stored for statutory timescale	Trolley owner charged for return	FCC Authorised Officers / Streetscene

Environmental Enforcement Protocols

Appendix 1

Type	Action	Escalation	Dept
Advertising Boards/A Frames and signs on Adopted Highway	Removed immediately should no licence be in place	Items kept for 7 days before disposal	FCC Authorised Officers / Streetscene / Planning
Skips, building materials and hoarding	Removal as soon as possible should licence not be in place		Streetscene / Planning
Tables and Chairs	Removed immediately should no licence be in place	Items kept for 7 days before disposal	Streetscene / Planning
Overgrown hedges*	Issue request to carry out remedial work to resident or land owner Appendix 2A	1. Issue formal warning after 14 days 2. FCC to complete remedial work and recharge if not carried out within 14 days of the end of the formal warning period	Streetscene / Planning
Street lights obstructed by hedges/trees	Issue request to carry out remedial work to resident or land owner Appendix 2A	1. Issue formal warning after 7 days 2. FCC to complete remedial work and recharge if not carried out within 14 days of the end of the formal warning period	Streetscene
Mud on Road	Immediate verbal warning to person responsible Risk assessment carried out and immediate remedial action taken if necessary. Cost recharged to perpetrator	1. Written warning sent to perpetrator with timescale for remedial action 2. FCC to complete remedial work and recharge if not carried out within appropriate period. (timescale subject to risk assessment)	Streetscene

Type	Action	Escalation	Dept
Dangerous or trees in need of maintenance	Issue request to carry out remedial work to resident or land owner Appendix 2B (subject to risk assessment)	1. Issue formal warning after 7 days 2. FCC to complete remedial work and recharge if not carried out within 14 days of formal warning (or immediate if Risk Assessment requires)	Streetscene / Conservation
Obstruction to public right of way (footpath/bridleway)	Issue request to carry out remedial work to resident or land owner Appendix 2C	1. Issue formal warning after 7 days 2. FCC to complete remedial work and recharge if not carried out within 14 days of formal warning (or immediate if Risk Assessment requires)	Rights of Way

* Action will normally be taken where hedges are overgrown by more than 200mm on footways less than 1.5m wide and more than 300mm on wider footpaths. Immediate action may be required subject risk assessment.

ENVIRONMENT OVERVIEW AND SCRUTINY

Date of Meeting	Tuesday 19 September 2017
Report Subject	Revised Environmental Enforcement and Car Parking Arrangements
Cabinet Member	Cabinet Member for Streetscene and Countryside
Report Author	Chief Officer (Streetscene & Transportation)
Type of Report	Strategic & Operational

EXECUTIVE SUMMARY

The Council's Enforcement Officers, within the Streetscene and Transportation Portfolio, currently provides both environmental and on/off-street civil parking enforcement service on behalf of the Council.

In May 2016, Cabinet approved that the Council should enter a formal agreement with a specialist private partner (Kingdom) to undertake environmental enforcement activities of low level crimes such as dog fouling and littering in the County on a 12 month pilot trial basis.

The contract has proven to be successful and a total of 4,726 Fixed Penalty Notices (FPN's) have been issued in the first 12 months, July 16 to June 17, compared to just 195 issued in the previous year when enforcement activity was undertaken by the Council's own in house enforcement team. This approach has had a beneficial impact on the cleanliness of our town centres and open spaces demonstrated by our improved performance measured through national audits undertaken by Keep Wales Tidy.

Following the roll out of parking charges across the County in 2015, the in-house team have concentrated their efforts managing car park enforcement along with dealing with other environmental crime such as fly tipping and abandoned vehicles.

This report reviews the best option for the service moving forward taking into account the range of enforcement activities it is required to deliver. The report seeks a recommendation to engage a business partner to undertake the enforcement of low level environmental crime, dog control and car parking offences on behalf of the Council. The enforcement of fly tipping and abandoned vehicles will remain with the Council along with the enforcement of black wheel bin side waste.

RECOMMENDATIONS

1	That Scrutiny supports the procurement of a single Business Partner on a short term 2 year contract (with an option to extend based on performance) to undertake the enforcement of low level environmental crime, dog control and car parking offences on behalf of the Council.
2	That Scrutiny recommends its preferred option to Cabinet for side waste enforcement, (Appendix 1)

REPORT DETAILS

1.00	BACKGROUND TO ENVIRONMENTAL AND PARKING ENFORCEMENT LEGISLATION
1.01	Local Authorities are empowered under the Environmental Protection Act 1990 (Section 87/88) and Clean Neighbourhoods and Environmental Act 2005 (Sections 55-60) to issue Fixed Penalty Notices (FPN's) for dealing quickly and effectively with low level environmental offending, such as littering and failing to remove dog waste. The fixed penalty is set at £75.00 and this is retained by the issuing Local Authority and can be used to supplement further enforcement activities and for the benefit of the service for which the FPN was issued.
1.02	Local Authorities are also empowered under Road Traffic Regulation Act 1994 and Traffic Management Act 2004 to issue Penalty Charge Notices (PCN's) for dealing with both on street and off street parking offences. The PCN is currently fixed at £50 or £70 (reducing to £25 or £50 if paid within 14 days). The Local Authority has the right to retain the income from PCN'S to supplement their enforcement activity.
1.03	<p>The Antisocial Behaviour, Crime and Policing Act 2014 will see the introduction of Public Space Protection Orders in October this year to further support dog control enforcement.</p> <p>Following the decision of Cabinet in February 2017 to agree the implementation, subject to consultation, of a Dog Control Public Space Protection Order (PSPO), the intention is to replace the existing dog control order with a new PSPO requiring dog owners to:</p> <ol style="list-style-type: none">1. Remove their dogs' waste from all public places within Flintshire,2. Have a means on their person to pick up dog waste,3. Place their dog on a lead when asked by an authorised officer.4. Prohibit dogs from entering the playing areas of public marked sports pitches, formal recreation areas including but not exclusively bowling greens and tennis courts, all areas within school grounds, equipped children's play areas.5.Keep their dog on a lead in cemeteries <p>An authorised officer could issue a fixed penalty notice of £75 to anyone he or she believes has committed an offence in breach of an implemented PSPO.</p>

1.04	<p>Under the terms of the Environmental Protection Act, 1990, Flintshire County Council (the “Council”) is classed as a Waste Collection and Disposal Authority, and as such has a statutory duty to collect household waste from all domestic properties in the County. Under Section 46(4) of the Act, the Council has specific powers to stipulate:</p> <ul style="list-style-type: none"> • The size and type of the collection receptacle(s); • Where the receptacle(s) must be placed for the purpose of collecting and emptying; • The waste types which may or may not be placed within each of the receptacle(s). <p>Under the Act the Council has specific powers to issue FPN’s to residents who do not present their waste in the correct receptacles. i.e. the placing of waste in plastic bags and not in the bin provided by the Council.</p>
1.05	<p>Both FPN’s and PCN’s are not fines, however payment of the charge discharges a person’s liability to conviction for the offence for which the FPN/PCN was issued. It does not constitute an admission of guilt, but removes the possibility of the creation of a record of criminal conviction for the indiscretion. It is the current Council policy to institute legal proceedings against an individual, where FPN/PCN’s are not paid.</p>
1.06	<p>On the formation of the Streetscene and Transportation portfolio in April 2015 two areas of the service (parking management and environmental crime) were amalgamated to create the Civil Parking and Environmental Enforcement team. At the time there were a total of 7 officers whose roles were combined to deliver enforcement activity for environmental crimes such as littering, dog fouling, abandoned vehicles and fly tipping as well as civil parking enforcement. A manager was also recruited to oversee the activity of the team but also to maintain responsibility for the strategic and operational management and maintenance of the Council’s car parking service, including the introduction of car parking charges across Flintshire.</p>
1.07	<p>The roll out of car parking charges across Flintshire has been a priority for the manager and the team over the last 2 years and as each car park has come into force, the resources within the service have obviously become stretched with increased patrolling and enforcement activity of both on and off street parking. Although our own enforcement officers were empowered, when on patrol, to enforce both environmental crime and parking offences the number of FPN’s relating to environmental crimes issued by the team dropped. This was at a time when the Council had introduced a Zero tolerance policy on littering, dog fouling and fly tipping.</p>
1.08	<p>To address this, Cabinet approved a report in May 2016 to enter into a formal contract with a specialist private partner (Kingdom) to undertake environmental enforcement activity in the County on a 12 month pilot. This contract was introduced to compliment the activity of our own enforcement officers who were instructed to continue to carry out environmental enforcement activity alongside car parking duties.</p>
1.09	<p>The pilot has, so far, proven to be successful with a total of 4,726 FPN’s issued, for environmental crimes, by Kingdom officers in the first 12 months compared to just 195 issued by FCC staff in the same time period the year</p>

	previous, see table 1. This has sent a positive message to the residents of Flintshire who can see that those who choose to litter are being dealt with robustly and the process has seen an improvement in the cleanliness of the town centre areas.																		
1.10	Under the 12 month pilot agreement, Kingdom have carried out all enforcement activities inclusive of administration at zero cost to the Council. They retain 85% of any income generated from the FPN's with the remaining 15% provided to the Council. The 15% income has been used to fund additional enforcement activity in targeting dog fouling hot spots using a combination of Kingdom and FCC officers. The pilot has been extended by a further 6 months until December 2017 to allow a decision on a permanent solution to be made.																		
1.11	Throughout the pilot, Kingdom have been responsible for all back office systems required to deliver the service, including collecting the payments and building prosecution packs in readiness for formal action against those people who choose not to pay the FPN.																		
1.12	All interactions with the public have been captured on body worn CCTV allowing the Council to review any complaints against the officers and despite the significant increase in FPN's issued, Council officers have only had to deal with a small number of complaints from the public in relation to Kingdom officer's conduct.																		
1.13	<p>Table 1 below shows the number of FPN's issued by Kingdom in the first 6 months of the contract compared to the same 6 months in the previous year.</p> <p>TABLE 1 - FPN Issued (Kingdom)</p> <table border="1"> <thead> <tr> <th></th> <th>July – April 2016</th> <th>July – April 2017</th> </tr> </thead> <tbody> <tr> <td>Litter Type</td> <td>Litter Type Count</td> <td>Litter Type Count</td> </tr> <tr> <td>Litter Dep-Cigarette</td> <td>165</td> <td>4330</td> </tr> <tr> <td>Dog Control-Fouling</td> <td>23</td> <td>100</td> </tr> <tr> <td>Litter Dep-Other</td> <td>7</td> <td>296</td> </tr> <tr> <td>Total :</td> <td>195</td> <td>4726</td> </tr> </tbody> </table>		July – April 2016	July – April 2017	Litter Type	Litter Type Count	Litter Type Count	Litter Dep-Cigarette	165	4330	Dog Control-Fouling	23	100	Litter Dep-Other	7	296	Total :	195	4726
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1.14	The pilot clearly shows that by engaging an organisation who specialise in low level environmental enforcement activity, directly effects the number of FPN's issued and this also impacts directly on the cleanliness of the County. In order to gain from the expertise of these organisations across a wider enforcement area, it is recommended therefore that a single contract is procured for all enforcement activities of low level environmental crime and on/off street parking offences, on behalf of the Council.																		
1.15	Whilst the legislation to carry out enforcement of low level environmental crime is different to that of parking enforcement the, operational and administrative aspects are very similar. Officers are required to patrol designated sites, such as car park and town centre high streets and enforce against anyone who is acting in contravention of the relevant legislation. The back office support in dealing with the administration of the FPN's, including collecting the payments and building prosecution packs in readiness for																		

	formal action against those people who choose not to pay the FPN's along with fielding questions, complaints and appeals, is the same for PCN's regardless of legislation.
1.16	In July 2017 the Council's Cabinet approved a report introducing changes to the Council's waste and recycling collection service. Included in the report was a commitment to enforce the problem of placing side waste alongside the black wheel bin collections. Side waste is presented by a minority of residents and those that present it are often not recycling, coupled with the environmental problems that side waste causes when exposed to the elements when bags are split or ripped causing waste to spill onto the streets.
1.17	Residents that place side waste with their wheel bins face being issued with an FPN if they ignore the advice and support that the Council offers in helping them recycle. Issuing an FPN for this type of offence is not as straight forward as issuing an FPN for littering or dog fouling offences. The process will involve the Council providing advice and support along with a warning for any first time offenders. If residents choose to ignore this support they then face being issued with an FPN. This process will be more time consuming and will require a level of evidence gathering greater than that needed for low level offences. Appendix 1 provides detail of the 2 proposed options to deal with side waste enforcement.
1.18	The enforcement of more significant environmental crime such as fly tipping and abandoned vehicles also requires more in depth evidence gathering and is much more time consuming for the environmental officers who carry this out. It is proposed to continue enforcing these crimes along with side waste enforcement with a small team of Council officers who are specifically trained in gathering evidence under PACE (Police and Criminal Evidence). This team will also occasionally work alongside the service provider, appointed to deal with low level environmental crimes and parking, to provide resilience in all aspects of enforcement.
1.19	The outsourcing of the low level environmental enforcement will impact on the existing enforcement team as there will be a requirement for some of them to transfer, under the TUPE Regulations 2014, to a private contractor in order to deliver all elements of low level environmental and parking enforcement on behalf of the Council. The current car parking and enforcement management role will be removed from the existing structure and be replaced by 'client' officer role responsible for managing the outsourced contract along with a small team of Council enforcement officers to deal with fly tipping, abandoned vehicles and side waste along with managing the other elements of the Council's car parking service.
1.20	The contract will include clear guidelines which will specify the principles on which the contract will be managed and operated. This will include a requirement for the company to provide a minimum level of service for the enforcement of dog fouling and dog control which will prevent the company concentrating on car parking and littering offences which can be seen by some as an 'easy target' for enforcement.
1.21	The contract will be tendered on a basis of a 'no fee' financial model, with all costs associated with provision of the service met from the income

	generated by the issuing and collection of FPN's. The contract will, in addition, provide an opportunity for the provider to provide the Council with a fixed percentage of the money raised through the FPN's/PCN's issued. Any income provided will be used to fund the client role and in house enforcement team responsible for managing the contract on behalf of the Council.
1.22	The appointed contractor will also be responsible for the back office systems required to deliver the service, including collecting the payments and building prosecution packs in readiness for formal action against those people who choose not to pay the FPN. The administration for PCNs issued by Flintshire is currently managed by the Wales Penalty Processing Partnership (WPPP) from payment, appeals to cases for tribunal. We have the option to continue with this service provided by WPPP and include this within the contract agreement or to offer this as part of the new enforcement contract.
1.23	To ensure the contract is delivered in line with the specification, the successful contractor will operate from the Council's Alltami Depot and have regular contact with the appointed client officer, responsible for managing the contract. The contractor will wear FCC uniforms and each will carry body mounted CCTV cameras to record all public contact.
1.24	The Council will appoint a senior officer who will review any appeals in relation to the issuing of any FPN/PCN to ensure that the penalty notice has been issued appropriately. The conduct of the officers employed by the contractor will be thoroughly investigated by the Council's appointed officer.
1.25	The contract will contain a requirement of the contractor to deliver regular communication campaigns to ensure that the public are aware of the Council's policy towards environmental and parking offences.
1.26	As the Council expands its enforcement options, additional duties may be required to add to the contract to address issues such as alley way dumping and additional PSPO enforcement activities.
1.27	The Council currently employs 5 full time enforcement officers and Kingdom have currently engaged a further 6 full time officers (inclusive of back office support) to deliver environmental crime enforcement within Flintshire all of whom work from Alltami depot.

2.00	RESOURCE IMPLICATIONS
2.01	The outsourcing of all environmental enforcement will impact on the existing enforcement team (5 FTE'S) as there will be a requirement for up to 3 of them to transfer, under the TUPE Regulations 2014, with the contract in order to deliver all elements of low level environmental crime, dog control and parking enforcement on behalf of the Council. The current car parking and enforcement management role will be removed from the existing structure and be replaced by 'client' officer role responsible for managing the outsourced contract, managing a small team of in house enforcement officers along with managing the other elements of the Council's car parking

	service.
2.02	There are no negative financial issues relating to this proposal. The contract will be tendered on the basis of a 'no fee' financial model with all costs associated with provision of the service met through the issuing and collection of FPN's and at the provider's risk. The contract will also provide tenderers with an option to provide the Council with a fixed percentage of the money raised through the FPN's/PCN's issued, although this is not guaranteed. There will be a loss of income from PCN fines but this will be compensated from the savings generated from the transfer of up to 3 current employees.
2.03	The issuing of FPN's and PCN's is not intended to be an income generation exercise and the recovery of payments of FPN's levied is required by law to remain within the service area and for the benefit of the services provided.
2.04	In order to provide a similar level of enforcement but utilise Council staff, there would be a requirement to recruit an additional 5 enforcement officers and additional back office support to deal with the additional work loads. In order that the enforcement role then continued to be 'cost neutral' the team would be required to at least match the number of tickets issued by the current provided each year.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Consultation with existing staff will be required if approval is given to outsource.
3.02	Consultation with relevant Unions will be required.
3.03	Consultation has been undertaken with the Cabinet Member for Streetscene and Transportation.
3.04	No equality implications have been identified resulting from this proposal as there are no exceptions made within legislation concerning the enforcement of environmental crime or Civil Parking.

4.00	RISK MANAGEMENT
4.01	The most significant risk to the Council is likely to be public perceptions resulting from a more proactive approach to the enforcement of parking, fly tipping, littering and dog fouling offences.
4.02	The contract will be subject to regular monitoring by an appointed 'Client' officer who will oversee the performance of the contractor along with other duties relating to the management of the car parking service. The contract will have a review period at 2 years and could be extended for a further 2 years based on performance.
4.03	The contract will contain a requirement of the contractor to deliver regular communication campaigns to ensure that the public are aware of the

	Councils policy towards environmental and parking offences.
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5.00	APPENDICES
5.01	Appendix 1 – Options for Side waste enforcement

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Stephen O Jones Telephone: 01352 704700 E-mail: stephen.o.jones@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	FPN - Fixed Penalty Notices PCN- Penalty Charge Notice



ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting	Tuesday 12 June 2018
Report Subject	Repairing Potholes and Preparing the Annual Carriageway Resurfacing Programme
Cabinet Member	Cabinet Member for Streetscene & Countryside
Report Author	Chief Officer – Streetscene & Transportation
Type of Report	Operational

EXECUTIVE SUMMARY

Environment Overview and Scrutiny Committee requested an update on the methods of repairing and maintaining the highway network following the winter period.

This report outlines the approach to defect identification and provides details on capital expenditure and investment levels relating to the highway network, the cost benefit of temporary pot holes repairs and the reasoning behind the need for repeated repairs on some road surfaces, due to the same pot holes reappearing.

The report also provides Scrutiny with details of the proposed carriageway resurfacing programmes for 2018/19.

RECOMMENDATIONS

1	That Scrutiny notes the information contained within this report.
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REPORT DETAILS

1.00	BACKGROUND OF WINTER IMPACT ON HIGHWAY MAINTENANCE AND EMERGENCY REPAIRS
1.01	A report was presented to Environment Overview & Scrutiny Committee in October 2017 setting out the operational rationale relating to pot-hole repairs and outlining the processes used to identify resurfacing programmes and the preferred methods of repairing and maintaining the highway network.

1.02	The report outlined the approach to defect identification, including the inspection regime and the intervention levels operated by the Council. The report also provided details on capital expenditure and investment levels on the various highway assets, the preferred treatment option for carriageways such as patching, surface dressing or resurfacing and the cost benefit of temporary pot holes repairs.
1.03	During the winter of 2017/18, the County was affected by four significant periods of severe wintery weather; one in early December, one over the Christmas and New Year period, one towards the end of February and finally an extended period of snowfall at the end of March which lasted through to the beginning of April.
1.04	The winter weather will always have a detrimental effect on the highway network, with periods of frost and freezing conditions causing the road structure to heave and create defects in the surface which in turn allow more water ingress which will again freeze during the next period of cold temperatures. This results in potholes, and untreated potholes are exacerbated by traffic movements which cause further damage.
1.05	Road and weather conditions determined whether it is cost-effective for pothole repairs to be sealed and carried out in a prolonged and more permanent manner. The weather forecast, availability of resources and condition of the network are all considered when planning the appropriate response to defect repairs each week during the winter period.
1.06	Regular safety inspections are therefore carried out on all elements of the network which involve Streetscene Coordinators visiting each section of the highway infrastructure at an approved frequency. During the visit any defects present are noted and the required maintenance repair work arranged. Safety inspections are carried out on all carriageways (roads), footways and cycle-ways and on all publically accessible car parks operated by the Council.
1.07	It is necessary to remove safety related defects from the network in the most expedient manner possible, however this needs to be balanced against resources and the most effective method of removing the defect. Continued bad weather makes both the repairs itself difficult to carry out and the durability of the repair work uncertain.
1.08	Temporary filling of potholes is the cheapest option to quickly remove defects and provide a defence against any claims and the work is funded through maintenance (revenue) budgets. The costs comprise mainly of labour (FCC employees) and a small amount of materials used to fill the potholes.
1.09	Pothole repairs are an effective option to immediately deal with defects on the network and they are undertaken to remove the hazard in the most expedient manner. This reduces the risk of damage and injury to third parties and protects the Authority against litigation and damages. Whilst the repair often fails, this is due to the weather conditions and more expensive permanent repairs would also fail in these circumstances. Whilst repeated temporary repairs are frustrating for motorists it remains the only option to immediately remove the risk from the network in most circumstances.

1.10	The Council is also required to continue to respond to defects reported on the network either following the Area Coordinator safety inspections or reports from members of the public. This requirement demands that maintenance (revenue) budgets remain available for reactive works of this nature.
1.11	Asset management is a strategic approach to highway maintenance that identifies the optimal allocation of resources for the management, operation, preservation and enhancement of the highway infrastructure to meet the needs of current and future customers.
1.12	<p>Ideally the Authority would like to achieve a continuance of the current condition level – this is known as “Steady State”.</p> <p>The level of Capital investment required to achieve this position, which was calculated in 2016, was £2,745,680 per year. This level of investment would simply maintain the condition of the carriageways at the current level.</p>
1.13	FCC’s allocation of Welsh Government funding for road maintenance schemes together with the Council’s capital allocation need to be carefully allocated to provide maximum benefits. All roads are surveyed to develop programmes for resurfacing which are shown on Appendix 1 .
1.14	In response to the initial periods of poor weather during December, Streetscene increased the resources allocation to defect repair throughout January to supplement the existing internal resources allocated. This was funded by reallocating capital funding that is usually held back until the Spring, in response to winter defects.
1.15	With the weather not relenting throughout January to April, these additional resources were extended to four dedicated crews treating defects on the network, and this work continue throughout the remaining winter period, where the weather allowed, and well into the new financial year.
1.16	Since the winter all roads across the network have been re-inspected and a condition score recorded following the winter of 2017/18, and these scores were collated and prioritised to prepare the resurfacing programmes. Those highest ranking roads, as measured by the formal adopted ranking matrix, were then inspected by Technical Officers to ensure consistency prior to the programme being planned for the summer of 2018.
1.17	<p>The Scheme prepared for annual maintenance programmes are as follows:</p> <ul style="list-style-type: none"> • Priority Resurfacing Schemes • Resurfacing Programme • Surface Dressing Programme <p>Detail of these roads are included on the FCC website - http://www.flintshire.gov.uk/en/PDFFiles/Roads-and-Travel/Programme-of-highway-works.pdf</p>

2.00	RESOURCE IMPLICATIONS
2.01	<p>Capital Budgets for Planned Maintenance - £600k</p> <p>Additional Welsh Government Funding support - £1.427m</p> <p>Reallocated revenue spend in response to winter defects - £89,285.00</p> <p>WG Grant received for additional Winter Maintenance costs was £118,974.00</p>

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Not applicable.

4.00	RISK MANAGEMENT
4.01	The highway maintenance service has undertaken risk assessments on the provision of road surface treatments.
4.02	Good highway asset management aligns with the principles of the Future Generation and Well Being Act.

5.00	APPENDICES
5.01	<p>Appendix 1 - Resurfacing programmes</p> <p>Appendix 2 - Surface Dressing schemes</p> <p>Appendix 3 - Priority Resurfacing schemes.</p>

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>Contact Officer: Stephen O Jones – Chief Officer – Streetscene & Transportation</p> <p>Telephone: 01352 704700</p> <p>E-mail: Stephen.o.jones@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	Financial Year (FY): the period of 12 months commencing on 1 April
	Budget: a statement expressing the Council's policies and service levels in financial terms for a particular financial year. In its broadest sense it includes both the revenue budget and capital programme and any authorised amendments to them.
	HAMP: Highway Asset Management Plan.

Carriageway Resurfacing Programme - 2018/19

Road No./Name	Location
C55	STATION ROAD (PHASE 2), TALACRE
B5125	VILLAGE ROAD, NORTHOP HALL
	KINGS ROAD, PEN Y LLAN, CONNAH'S QUAY
B5122	NORTH STREET, CAERWYS
B5127	LIVERPOOL ROAD, BUCKLEY/EWLOE
B5128	CHURCH ROAD, BUCKLEY
	FFORDD NEWYDD, CONNAH'S QUAY
A5119	CHURCH STREET CROSSROADS, FLINT
C501	VOUNOG HILL, PENYFFORDD
C53/C77	WHITFORD VILLAGE ROAD, WHITFORD
C89	PEN Y MAES ROAD (part), HOLYWELL
C58	LLINEGAR HILL, FFYNNONGROYW (part)
B5126	B5126 MOLD ROAD (near school), CONNAH'S QUAY
B5129	B5129 O/S SALTNEY FERRY PRIMARY SCHOOL, SALTNEY FERRY
C56	GRONANT HILL, GRONANT
B5125	B5125 MANOR LANE ROUNDABOUT TOWARDS BROUGHTON, HAWARDEN
A550	DOBSHILL INTERCHANGE RBT, DOBSHILL
	ABER ROAD LINK ROAD, FLINT
B5102	LLAY ROAD, LLAY
C95	BANNEL LANE (part), BUCKLEY
HENFFORDD,	MOLD
FFORDD MAESHAFN	MAESHAFN
ISGLAN ROAD (PART)	GREENFIELD
SARN	TRELAWNYD
TY DRAW	LLANASA
BLACK MOUNTAIN (RIVE	TREUDDYN
PLAS YN MWOHYS	TREUDDYN
RACECOURSE LANE	BABELL

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CARRIAGEWAY SURFACE DRESSING PROGRAMME 2018-19

	Location	Town
1	A548 (Abakhan to Knitmesh)	Greenfield
2	C58 Llinegar Hill (part)	Ffynngroyw
3	A5119 Sychdyn	Sychdyn
4	B5123 Pentre Halkyn	Pentre Halkyn
5	C75 Gwernaffield Road	Gwernaffield
6	C100 Ffordd y Pentre, Nercwys	Nercwys
7	C102 Hall Hill (part)	Leeswood
8	A549 Dirty Mile	Buckley/Dobshill

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Carriageway Resurfacing 2018-19 - PRIORITY SCHEMES

Location	Town
A548 Chester Street / Chester Road	Flint

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ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Tuesday, 12 th June 2018
Report Subject	Year-end Council Plan Monitoring Report 2017/18
Cabinet Member	Cabinet Member for Planning and Public Protection; and Cabinet Member for Streetscene and Countryside
Report Author	Chief Officer (Planning, Environment and Economy); and Chief Officer (Streetscene and Transportation)
Type of Report	Operational

EXECUTIVE SUMMARY

The Council Plan 2017/23 was adopted by the Council in September 2017. This report presents the monitoring of progress at the end of 2017/18 for the Council Plan priority 'Green Council' relevant to the Environment Overview & Scrutiny Committee.

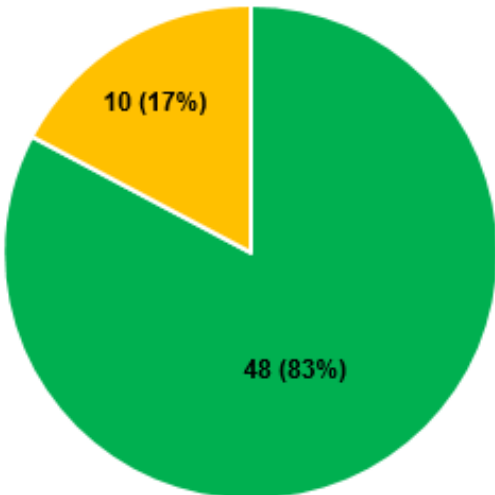
Flintshire is a high performing Council as evidenced in previous Council Plan monitoring reports as well as in the Annual Performance Reports. This monitoring report for the 2017/18 Council Plan is a positive report, with 83% of activities being assessed as having made good progress, and 74% having achieved the desired outcome. Performance indicators show good progress with 56% meeting or near to period target. Risks are also being successfully managed with the majority being assessed as moderate (63%), minor (8%) or insignificant (6%).

This report is an exception based report and therefore detail focuses on the areas of under-performance.

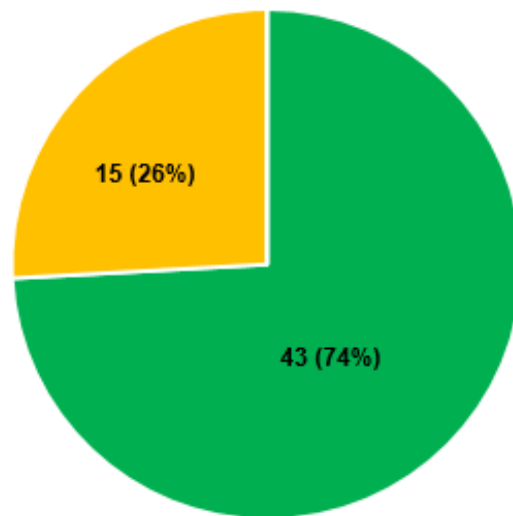
RECOMMENDATIONS

1	That the Committee consider the Year-end Council Plan Monitoring Report 2017/18 to monitor under performance and request further information as appropriate.
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REPORT DETAILS

1.00	EXPLAINING THE COUNCIL PLAN 2017/18 MONITORING REPORT									
1.01	The Council Plan monitoring reports give an explanation of the progress being made toward the delivery of the impacts set out in the 2017/18 Council Plan. The narrative is supported by performance indicators and / or milestones which evidence achievement. In addition, there is an assessment of the strategic risks and the level to which they are being controlled.									
1.02	This is an exception based report and detail therefore focuses on the areas of under-performance.									
1.03	<p>Monitoring our Activities</p> <p>Each of the sub-priorities have high level activities which are monitored over time. 'Progress' monitors progress against scheduled activity and has been categorised as follows: -</p> <ul style="list-style-type: none"> • RED: Limited Progress – delay in scheduled activity; not on track • AMBER: Satisfactory Progress – some delay in scheduled activity, but broadly on track • GREEN: Good Progress – activities completed on schedule, on track <p>A RAG status is also given as an assessment of our level of confidence at this point in time in achieving the 'outcome(s)' for each sub-priority. Outcome has been categorised as: -</p> <ul style="list-style-type: none"> • RED: Low – lower level of confidence in the achievement of the outcome(s) • AMBER: Medium – uncertain level of confidence in the achievement of the outcome(s) • GREEN: High – full confidence in the achievement of the outcome(s) 									
1.04	<p>In summary our overall progress against the high level activities is: -</p> <p>ACTIVITIES PROGRESS:</p> <div style="text-align: center;">  <table border="1" style="margin: 10px auto;"> <caption>ACTIVITIES PROGRESS</caption> <thead> <tr> <th>Category</th> <th>Count</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Green</td> <td>48</td> <td>83%</td> </tr> <tr> <td>Yellow</td> <td>10</td> <td>17%</td> </tr> </tbody> </table> </div>	Category	Count	Percentage	Green	48	83%	Yellow	10	17%
Category	Count	Percentage								
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ACTIVITIES OUTCOME:



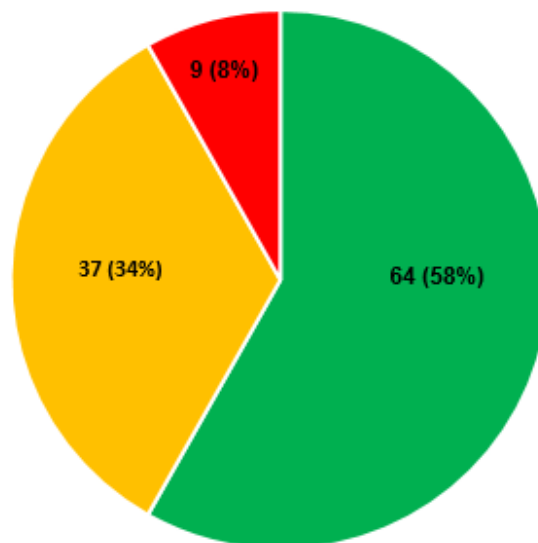
No activities are currently assessed as 'red' for progress or outcome.

1.05 **Monitoring our Performance**

Analysis of performance against the Improvement Plan performance indicators is undertaken using the RAG (Red, Amber Green) status. This is defined as follows: -

- RED equates to a position of under-performance against target.
- AMBER equates to a mid-position where improvement may have been made but performance has missed the target.
- GREEN equates to a position of positive performance against target.

1.06 Analysis of current levels of performance against period target shows the following: -



The above figures are correct with the 4 KPIs for which no data is available removed from the calculation

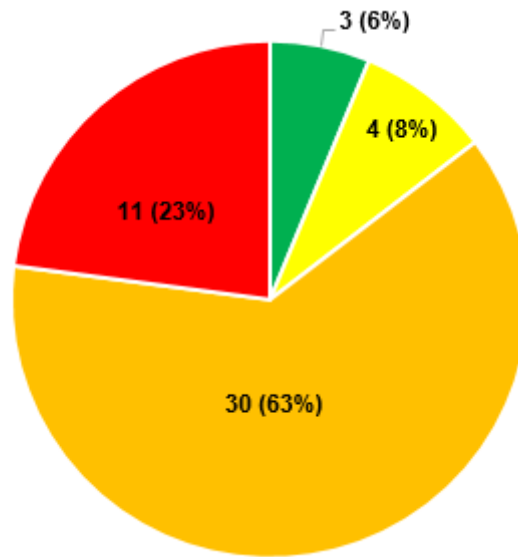
1.07 There were no performance indicators (PI) which showed a red RAG status for current performance against target, relevant to the Environment Overview

& Scrutiny Committee.

1.08

Monitoring our Risks

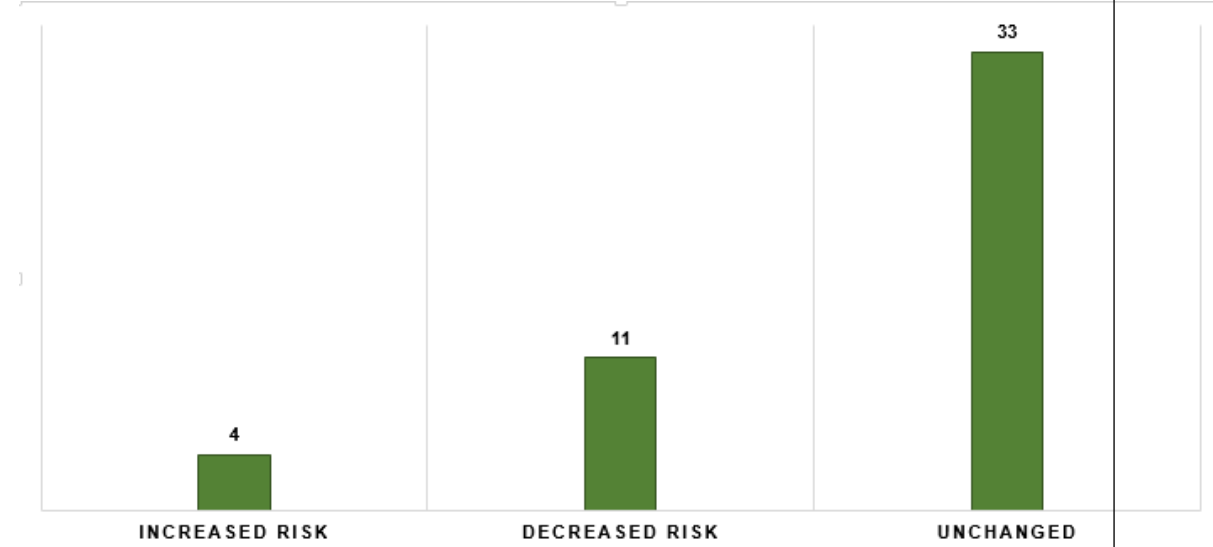
Analysis of the current risk levels for the strategic risks identified in the Council Plan is as follows:



Key:

■ Insignificant ■ Minor ■ Moderate ■ Major ■ Severe

Analysis of the current direction of travel for the strategic risks identified in the Council Plan is as follows:



1.09

The major (red) risks identified for the Environment Overview & Scrutiny Committee are: -

Priority: Green Council

Risk: Funding will not be secured for priority flood alleviation schemes.

Measure 10 of Flintshire's Local Risk Management Strategy is to "identify projects and programmes which are affordable, maximising capital funding from internal and external sources". The Flood Risk Management Team

	<p>continues to identify and secure funding for priority flood alleviation schemes. It is recognised that skills and resources within the Team need to be developed to ensure the programme of local prioritised schemes and improvement works can be sustainably funded and delivered. A service review is intended to create a more effective approach/structure that balances the ability to secure funding for flood alleviation works with the delivery of statutory duties under the Flood and Water Management Act.</p> <p>Risk: Adverse weather conditions on the highway network</p> <p>The risk trend has increased due to the severity of the winter increasing the likelihood of the risk occurring. Road conditions throughout the County are detrimentally affected following poor winter weather and, given the severity of this winter period, the local network has been adversely affected by road surface defects and potholes. Repairing the Council's roads is a priority for the service and resources were provided to identify and then prioritise the roads in need of repair. Additional funds, resources and contractors were deployed across the county over several weeks in efforts to repair the network as the defect were if identified. Schemes for the resurfacing and permanent patching contracts have been prioritised for the summer period, which will commence in June 2018. This more expensive and permanent repair to the road surface is part of the annually planned maintenance regime</p>
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2.00	RESOURCE IMPLICATIONS
2.01	There are no specific resource implications for this report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	The Council Plan Priorities are monitored by the appropriate Overview and Scrutiny Committees according to the priority area of interest.
3.02	Chief Officers have contributed towards reporting of relevant information.

4.00	RISK MANAGEMENT
4.01	Progress against the risks identified in the Council Plan is included in the report at Appendix 1. Summary information for the risks assessed as major (red) is covered in paragraph 1.09 above.

5.00	APPENDICES
5.01	Appendix 1 – Year-end Council Plan Monitoring Report – Green Council.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>Council Plan 2017/18: http://www.flintshire.gov.uk/en/Resident/Council-and-Democracy/Improvement-Plan.aspx</p> <p>Contact Officer: Margaret Parry-Jones Telephone: 01352 702427 E-mail: margaret.parry-jones@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
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7.01	Council Plan: the document which sets out the annual priorities of the Council. It is a requirement of the Local Government (Wales) Measure 2009 to set Improvement Objectives and publish a Council Plan.																																													
7.02	Risks: These are assessed using the improved approach to risk management endorsed by Audit Committee in June 2015. The new approach, includes the use of a new and more sophisticated risk assessment matrix which provides greater opportunities to show changes over time.																																													
7.03	<p>Risk Likelihood and Impact Matrix</p> <table border="1"> <tr> <td rowspan="4">Impact Severity</td> <td>Catastrophic</td> <td>Y</td> <td>A</td> <td>R</td> <td>R</td> <td>B</td> <td>B</td> </tr> <tr> <td>Critical</td> <td>Y</td> <td>A</td> <td>A</td> <td>R</td> <td>R</td> <td>R</td> </tr> <tr> <td>Marginal</td> <td>G</td> <td>Y</td> <td>A</td> <td>A</td> <td>A</td> <td>R</td> </tr> <tr> <td>Negligible</td> <td>G</td> <td>G</td> <td>Y</td> <td>Y</td> <td>A</td> <td>A</td> </tr> <tr> <td colspan="2"></td> <td>Unlikely (5%)</td> <td>Very Low (15%)</td> <td>Low (30%)</td> <td>Significant (50%)</td> <td>Very High (65%)</td> <td>Extremely High (80%)</td> </tr> <tr> <td colspan="8" style="text-align: center;">Likelihood & Percentage of risk happening</td> </tr> </table> <p>The new approach to risk assessment was created in response to recommendations in the Corporate Assessment report from the Wales Audit Office and Internal Audit.</p>	Impact Severity	Catastrophic	Y	A	R	R	B	B	Critical	Y	A	A	R	R	R	Marginal	G	Y	A	A	A	R	Negligible	G	G	Y	Y	A	A			Unlikely (5%)	Very Low (15%)	Low (30%)	Significant (50%)	Very High (65%)	Extremely High (80%)	Likelihood & Percentage of risk happening							
Impact Severity	Catastrophic		Y	A	R	R	B	B																																						
	Critical		Y	A	A	R	R	R																																						
	Marginal		G	Y	A	A	A	R																																						
	Negligible	G	G	Y	Y	A	A																																							
		Unlikely (5%)	Very Low (15%)	Low (30%)	Significant (50%)	Very High (65%)	Extremely High (80%)																																							
Likelihood & Percentage of risk happening																																														

7.04	CAMMS – An explanation of the report headings
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	<p>Actions</p> <p><u>Action</u> – Each sub-priority have high level activities attached to them to help achieve the outcomes of the sub-priority.</p> <p><u>Lead Officer</u> – The person responsible for updating the data on the action.</p> <p><u>Status</u> – This will either be ‘In progress’ if the action has a start and finish date or ‘Ongoing’ if it is an action that is longer term than the reporting year.</p> <p><u>Start date</u> – When the action started (usually the start of the financial year).</p> <p><u>End date</u> – When the action is expected to be completed.</p>
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% complete - The % that the action is complete at the time of the report. This only applies to actions that are 'in progress'. An action that is 'ongoing' will not produce a % complete due to the longer-term nature of the action.
Progress RAG – Shows if the action at this point in time is making limited progress (Red), satisfactory progress (Amber) or good progress (Green).
Outcome RAG – Shows the level of confidence in achieving the outcomes for each action.

Measures (Key Performance Indicators - KPIs)

Pre. Year Period Actual – The period actual at the same point in the previous year. If the KPI is a new KPI for the year then this will show as 'no data'.

Period Actual – The data for this quarter.

Period Target – The target for this quarter as set at the beginning of the year.

Perf. RAG – This measures performance for the period against the target. It is automatically generated according to the data. Red = a position of under performance against target, Amber = a mid-position where improvement may have been made but performance has missed the target and Green = a position of positive performance against the target.

Perf. Indicator Trend – Trend arrows give an impression of the direction the performance is heading compared to the period of the previous year:

- A 'downward arrow' always indicates poorer performance regardless of whether a KPI figure means that less is better (e.g. the amount of days to deliver a grant or undertake a review) or if a KPI figure means that more is better (e.g. number of new jobs in Flintshire).
- Similarly an 'upward arrow' always indicates improved performance.

YTD Actual – The data for the year so far including previous quarters.

YTD Target – The target for the year so far including the targets of previous quarters.

Outcome RAG – The level of confidence of meeting the target by the end of the year. Low – lower level of confidence in the achievement of the target (Red), Medium – uncertain level of confidence in the achievement of the target (Amber) and High - full confidence in the achievement of the target (Green).

Risks

Risk Title – Gives a description of the risk.

Lead Officer – The person responsible for managing the risk.

Supporting Officer – The person responsible for updating the risk.

Initial Risk Rating – The level of the risk at the start of the financial year (quarter 1). The risks are identified as follows; insignificant (green), minor (yellow), moderate (amber), major (red) and severe (black).

Current Risk Rating – The level of the risk at this quarter.

Trend Arrow – This shows if the risk has increased (upward arrow), decreased (downward arrow) or remained the same between the initial risk rating and the current risk rating (stable arrow).

Risk Status – This will either show as 'open' or 'closed'. If a risk is open then it is still a relevant risk, if the risk is closed then it is no longer a relevant risk; a new risk may be generated where a plan or strategy moves into a new phase.

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Year-end Council Plan Monitoring Report 2017/18



Green Council

Flintshire County Council



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4 Green Council

Actions

ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.1.1.1 Improve, protect and enhance the built environment	Lynne Fensome - Support Manager Environment	In Progress	01-Apr-2017	31-Mar-2018	75.00%	 AMBER	 AMBER
<p>ACTION PROGRESS COMMENTS: The Draft Flintshire Built Heritage Strategy was presented to the Planning Strategy Group in March 2018 where it was endorsed and agreed for further development of the strategy to prepare it for wider stakeholder and public consultation.</p> <p>Last Updated: 20-Apr-2018</p>							

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ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.1.1.2 Manage our natural environment and accessible green-space networks to deliver health, well-being and resilience goals.	Lynne Fensome - Support Manager Environment	Completed	01-Apr-2017	31-Mar-2018	100.00%	 GREEN	 GREEN
<p>ACTION PROGRESS COMMENTS: We have completed all projects set out within the Environment and Sustainable Development grant application, including flood defence, biodiversity duty and green-space enhancement. The allocation of the grant is also being used to deliver Flintshire's Greenspace Strategy, improve green-space facilities to encourage access, enjoyment and well-being and to facilitate engagement through arts in the community.</p> <p>Last Updated: 13-Apr-2018</p>							

ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.1.1.3 Maximising the potential of Council assets for energy efficiency: Control/reduction of Council energy consumption and thereby cost.	Sadie Smith - Energy Conservation Engineer	Completed	01-Apr-2017	31-Mar-2018	100.00%	 GREEN	 GREEN

ACTION PROGRESS COMMENTS:

The battery storage system at Ysgol Abermorddu is due to be completed by the end of April 2018. It will be operational for the peak generation period across the summer. The potential for battery storage at Brookhill and Standard solar farms/landfills is being explored. A contractor has been appointed to carry out lighting upgrades to seven schools and Wepre Park Visitors Centre which will be completed during the summer. The lighting project at Westwood Primary School was completed and has been converted to LED. To facilitate better control of heating and hot water a number of sites can now gain remote access to the heating systems. This also allows Officers to check that heating systems are turned off during school holidays. Heating control systems have been upgraded in Bryn Garth CP School, Northop Hall CP School, Westwood CP School and Aston Family Centre. The business case and financial modelling for solar PV at Flint Landfill and Crumps Yard is in progress and the final business cases will be presented to Cabinet in June 2018.



Last Updated: 27-Apr-2018

ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.1.1.4 Maximise the recovery and recycling of waste with a view to reducing the reliance on landfill.	Harvey Mitchell - Waste and Ancillary Services Manager	In Progress	01-Apr-2017	31-Mar-2018	75.00%	 AMBER	 AMBER

ACTION PROGRESS COMMENTS:

Ongoing recycling awareness campaigns and an interim residual waste treatment contract have ensured that Council remains committed to maximising recovery opportunities and diversion from landfill where possible.



Last Updated: 02-May-2018

ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.1.1.5 Strengthen regional air quality collaboration to help promote better health and well-being outcomes	Sian Jones - Public Protection Manager	Completed	01-Apr-2017	31-Mar-2018	100.00%	 GREEN	 GREEN

ACTION PROGRESS COMMENTS:

A regional air quality assessment on behalf of the North Wales local authorities has been undertaken which meets our statutory requirements by submitting the report to Welsh Government by 30th September 2017. The need to develop a local strategy has been highlighted by the Public Services Board, and work is underway to identify how Flintshire can further improve air quality. The Environment theme has now been adopted as a priority for the Public Services Board and the Flintshire Well-being Plan is due to be published in May 2018.



Last Updated: 25-Apr-2018

ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.1.1.6 Identification of the Local Development Plan preferred strategy	Lynne Fensome - Support Manager Environment	Completed	01-Apr-2017	31-Mar-2018	100.00%	 GREEN	 GREEN

ACTION PROGRESS COMMENTS:

The preferred strategy for the Local Development Plan (LDP) was approved and published for consultation for a six week period between November and December 2017. Consultation responses were presented to the Planning Strategy Group in February 2018 and minor amendments were approved. The Preferred Strategy provides a firm basis for more detailed work which will feed into the Deposit LDP.



Last Updated: 25-Apr-2018

ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.2.1.1 Access and use available grant funding to support Council priorities for accessing employment, health and leisure and education.	Katie Wilby - Transportation and Logistics Manager	Completed	01-Apr-2017	31-Mar-2018	100.00%	 GREEN	 GREEN

ACTION PROGRESS COMMENTS:

All work for 2017/18 has been completed in line with grant funding awarded for the Local Transport Fund and Local Transport Network Fund; active travel scheme designs (cycling/walking) on Zone 3; traffic modelling, business case development and outline scheme designs for B5129 bus corridor; Quality Bus Partnership workshops and development; public transport infrastructure and vehicle procurement in Deeside. Additional funding is required for 2018/19 to undertake additional schemes and complete work on existing schemes.



Last Updated: 02-May-2018



ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.2.1.2 Prioritise the Council's road infrastructure for repairs and maintenance and implement programmes of work within available funding in order to improve the resilience, efficiency and reliability of the transport network.	Barry Wilkinson - Highways Networks Manager	Completed	01-Apr-2017	31-Mar-2018	100.00%	 GREEN	 GREEN

ACTION PROGRESS COMMENTS:


The highway network has been reviewed and assessed for investment need and repairs. The capital programme for preventative maintenance has been developed, tendered and implemented across the network.

Last Updated: 15-Jan-2018


ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.2.1.3 Work closely with the communities to develop innovative and sustainable community based transport schemes.	Katie Wilby - Transportation and Logistics Manager	In Progress	01-Apr-2017	31-Mar-2018	85.00%	 AMBER	 AMBER
<p>ACTION PROGRESS COMMENTS: Pilot schemes are underway in Higher Kinnerton-Broughton; Penyffordd-Buckley; Northop Hall-Connah's Quay and Treuddyn-Llanfynydd. Work is ongoing with the Town/Community Councils in Holywell, Trelawnyd, Carmel, and Whitford to develop the remaining pilot schemes. Next steps to develop the strategic core bus network and longer term local transport arrangements to be agreed during 2018/19.</p> <p>Last Updated: 02-May-2018</p>							


ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.2.1.4 Deliver a compliant, safe and integrated transport service	Katie Wilby - Transportation and Logistics Manager	In Progress	01-Apr-2017	31-Mar-2018	80.00%	 AMBER	 AMBER
<p>ACTION PROGRESS COMMENTS: The Integrated Transport Unit (ITU) has administered a transformational review of the Council's passenger transport services over the last 2 years to ensure that all routes are compliant. The service has moved to a new method of procurement known as a Dynamic Purchasing System (DPS), allowing new suppliers to apply to join at any point during its lifetime. Work is underway with Procurement team to develop Proactis system as a contract management tool to monitor contractor performance, health and safety compliance, risk assessments, driver DBS (criminal records) checks, and insurance checks. Further work is required during 2018/19 for re-procurement of college transport routes (Coleg Cambria) and mandatory training for operators, drivers, and passenger assistants.</p> <p>Last Updated: 02-May-2018</p>							

Performance Indicators


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.3.1M01 Percentage of environmentally efficient front line operational vehicles to Euro 6 standard.	No Data	89.35	N/A	80	 GREEN
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Barry Wilkinson - Highways Networks Manager Aspirational Target: Progress Comment: A schedule is in place to re-new the majority of vehicles to Euro 6 Standard. The size of the fleet will reduce over time due to more efficient utilisation of the current fleet providing efficiencies for the Council.</p> <p>Last Updated: 01-May-2018</p>					


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KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.3.2M02 Number of street furniture and street light units replaced with LED lighting.	No Data	10799	N/A	6000	 GREEN
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Darell Jones - Operations Manager (North and Streetlighting) Aspirational Target: 6000.00 Progress Comment: The total number of lanterns replaced over the year is 10,799. The number of lanterns changed has exceeded target and will allow the project to be delivered within the projected timeframe the final amount of lanterns will be installed during April and May 2018. Energy and CO2 savings are being realised as reported by our energy supplier with savings in real terms being made as predicted. A 16% increase in base energy costs has been placed upon the service by the energy supplier which is effecting the actual amount saved yet the kWhrs savings is being seen. Phase two of the lantern replacement programme will commence shortly with a view to change a further 6,500 LED Lanterns.</p> <p>Last Updated: 25-Apr-2018</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.3.3M03 Reduce our carbon footprint across our Council buildings (non housing)	3.69	34.48	↑	4	 GREEN
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Sadie Smith - Energy Conservation Engineer Aspirational Target: Progress Comment: figures are weather correct and represent a whole year saving (April 17-March 18). The percentage reduction can be attributed to:</p> <ul style="list-style-type: none"> i) The transfer of leisure centres and libraries to Aura who were historically high consumers of energy. ii) The transfer of heating fuel at Ysgol Terrig and Ysgol Parc y Llan from LPG to natural gas has contributed to the reduction as LPG has a higher carbon emission factor than gas. iii) The general reduction in the number of assets has had a positive effect, for example, the closure of two schools and community asset transfers. iv) the transfer of a number of social services sites to another organisation v) ongoing savings from energy efficiency and renewable energy technologies vi) the colder weather in February and March has meant that the weather correction factor for 17/18 was higher than the baseline figure in 2007/08. This has not been the case for the last few years where winters have been mild; so weather correction has had no effect on the heating consumption data. <p>Last Updated: 25-Apr-2018</p>					


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KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.4.1M01 (PAM/030) Percentage of waste reused, recycled or composted	68.13	69.12	↑	68	 GREEN
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Harvey Mitchell - Waste and Ancillary Services Manager Aspirational Target: Progress Comment: Data for year-end is not yet available as it will not be validated by Welsh Government until June 2018. Data that has been entered is indicative based on past trends.</p> <p>Last Updated: 02-May-2018</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.4.2M02 Average recycling rate across all HRC sites	77	77.52	↑	80	 AMBER
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Harvey Mitchell - Waste and Ancillary Services Manager Aspirational Target: Progress Comment: Data for year-end is not yet available as it will not be validated by Welsh Government until June 2018. Data that has been entered is indicative based on past trends.</p> <p>Last Updated: 02-May-2018</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.1.1M01 The number of projects and services delivered through national grant funded schemes	No Data	6	N/A	6	 GREEN
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Lee Shone - Road Safety Officer Aspirational Target: Progress Comment: Of the 5 Welsh Government funded schemes two were funded through 'Safe Routes In Communities' and three were funded through the Road Safety Grant. An additional Safer Routes scheme was provided through Slippage funding which was awarded late in the financial year.</p> <p>Last Updated: 27-Apr-2018</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.2.1M01 (PAM/020) Percentage of A roads in overall poor condition	1.5	1.3	↑	5	 GREEN
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Steven Parry - Technical Officer Aspirational Target: Progress Comment: Scanner Surveys of road conditions took place in October 2017 and findings made available to the Council in November 2017. These results show a slight improvement overall on the previous year.</p> <p>Last Updated: 02-May-2018</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.2.2M02 (PAM/021) Percentage of B roads in overall poor condition	1.3	1.1	↑	5	 GREEN
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Steven Parry - Technical Officer Aspirational Target: Progress Comment: Scanner Surveys of road conditions took place in October 2017 and findings made available to the Council in November 2017. These results show a slight improvement overall on the previous year.</p> <p>Last Updated: 02-May-2018</p>					

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.2.3M03 (PAM/022) Percentage of C roads in overall poor condition	5	5.3	↓	7	 GREEN
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Steven Parry - Technical Officer Aspirational Target: Progress Comment: Scanner Surveys of road conditions took place in October 2017 and findings made available to the Council in November 2017. These results show a slight increase in C roads in poor condition from the previous year.</p> <p>Last Updated: 02-May-2018</p>					

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.2.4M04 Percentage of inspections undertaken to ensure reinstatements meet the required standards	14.25	17.59	↑	14	 GREEN
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Lynne Fensome - Support Manager Environment Aspirational Target: Progress Comment: These inspections are undertaken while roadworks are taking place to ensure satisfactory completion. Any non-conformities are identified and rectified while the initial works take place, reducing the need for remedial works in the future. The percentage of inspections undertaken during quarter 4 have increased, this is because of the number of major utility schemes currently taking place and significant utility activity on our highway network. Resources have been allocated to this task to ensure roadworks taking place are carried out to specification.</p> <p>Last Updated: 25-Apr-2018</p>					

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.3.1M01 The number of community based transport schemes developed against plan	1	4	↑	5	 AMBER
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Ceri Hansom - Integrated Transport Unit Manager Aspirational Target: Progress Comment: Four of the five community transport schemes are now operational and established. They are; Higher Kinnerton to Broughton Retail Park (commenced February 2017); Northop Hall to Connah's Quay (commenced August 2017); Penyffordd to Buckley (commenced October 2017); Cymau to Broughton Retail Park (commenced November 2017). The fifth scheme, to serve the rural communities in the Holywell area, is designed and has been agreed with Holywell Town Council and is set to begin in May/June 2018. The scheme was put on hold until the delivery of the Council's own minibuses purchased with a grant from the Rural Communities Development Fund.</p> <p>Last Updated: 25-Apr-2018</p>					

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.4.1M01 Percentage of contracts awarded that are financially compliant	No Data	86.95	N/A	100	 AMBER
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Ceri Hansom - Integrated Transport Unit Manager Aspirational Target: Progress Comment: 278 routes (school, adult social care, local bus routes) have been through a compliant tendering exercise.</p> <p>Last Updated: 27-Apr-2018</p>					

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.4.2M02 The percentage of safety compliant checks delivered	No Data	75.68	N/A	100	 AMBER
<p>Lead Officer: Lynne Fensome - Support Manager Environment Reporting Officer: Ceri Hansom - Integrated Transport Unit Manager Aspirational Target: Progress Comment: 75.68% of safety compliant checks have now been completed. Daily monitoring and compliance checks are taking place on site at schools and day care centres.</p> <p>Last Updated: 27-Apr-2018</p>					

RISKS




Strategic Risk




RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Reduction of the Single Environment Grant	Tom Woodall - Access and Natural Environment Manager	Lynne Fensome - Support Manager Environment	Amber	Amber	↔	Open
<p>Potential Effect: Income targets not met Potential reduction could impact staffing resource to maintain service delivery</p> <p>Management Controls: Raised as a pressure for 2017/18.</p> <p>Progress Comment: Welsh Government have reduced the Environmental and Sustainable Development grant by £110k for 2017/18. This was better than the forecasted expectation therefore the allocations across the two portfolios have been maintained and projects continue to be delivered. However this remains a risk in that the quality of the bid submissions needs to be maintained to ensure full draw down of the grant. Further reductions for 2018/19 will again lead to a potential reduction in services that can be delivered. We await the notification of the grant for 2018/19.</p> <p>For 2018/19 waste and flood allocations are to be removed from the Single Revenue Grant (SRG). Resources will be allocated to support Local Environment Quality (LEQ) and Natural Resources Management (NRM) through the existing SRG mechanism.</p> <p>Last Updated: 13-Apr-2018</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Limitations on suitable Council sites with sufficient area for larger scale renewables schemes and suitable connections to the electric grid	Sadie Smith - Energy Conservation Engineer	Lynne Fensome - Support Manager Environment	Amber	Amber	↔	Open
<p>Potential Effect: Failure to meet Carbon Reduction target</p> <p>Management Controls: Continue to review the availability of sites</p> <p>Progress Comment: We are continuing with an ongoing review of the available sites, particularly in terms of the agricultural estate and the viability of these sites. Two sites have been prioritised as the most suitable sites and grid connection offers accepted. We have developed a good working relationship with Scottish Power Energy Networks which has allowed for informal discussions to take place ahead of formal plans being submitted. This helps in workload capacity of the team and in moving forward with the prioritised sites. Alternatives to grid connections are also considered as part of the process to provide more innovative solutions. This includes selling to a large user which may be a more financially viable option given the costs of connecting to the grid and ultimately delivers both greater financial savings and greater income opportunities.</p> <p>Last Updated: 25-Apr-2018</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Funding will not be secured for priority flood alleviation schemes	Ruairi Barry - Senior Engineer	Lynne Fensome - Support Manager Environment	Red	Red	↔	Open
<p>Potential Effect: Flooding of homes and businesses across the county Potential homelessness</p> <p>Management Controls: Review our approach to funding capital projects</p> <p>Progress Comment: Measure 10 of Flintshire's Local Risk Management Strategy is to "<i>identify projects and programmes which are affordable, maximising capital funding from internal and external sources</i>". The Flood Risk Management Team continues to identify and secure funding for priority flood alleviation schemes. It is recognised that skills and resources within the Team need to be developed to ensure the programme of local prioritised schemes and improvement works can be sustainably funded and delivered. A service review is intended to create a more effective approach/structure that balances the ability to secure funding for flood alleviation works with the delivery of statutory duties under the Flood and Water Management Act.</p> <p>Last Updated: 19-Apr-2018</p>						


RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Customer expectations around the delivery of flood alleviation schemes are not effectively managed	Ruairi Barry - Senior Engineer	Lynne Fensome - Support Manager Environment	Yellow	Yellow	↔	Open
<p>Potential Effect: Reduced public confidence to effectively manage flood risk</p> <p>Management Controls: Review our approach to funding capital projects</p> <p>Progress Comment: The Council has powers under Section 14 of the Land Drainage Act 1991 to undertake works "<i>so far as may be necessary for the purpose of preventing flooding or mitigating the damage caused by flooding in their area</i>". A programme of local schemes has been developed in line with national guidance and transparent risk based priority criteria. The programme is to be continually updated and will be communicated via published Flood Risk Management Plans (FRMPs) to assist in managing customer expectations around the delivery of schemes. Skills and resources within the Team will be developed and focused to ensure the programme is deliverable. A service review will identify a more effective approach/structure that balances the delivery of flood alleviation works with undertaking statutory duties under the Flood and Water Management Act.</p> <p>Last Updated: 19-Apr-2018</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Lack of holistic air quality data across the region leading to on cost for the Council to manage its own review	Dave L Jones - Pollution Control Officer	Lynne Fensome - Support Manager Environment				Closed
<p>Potential Effect: Knock on effect for capacity within the team to manage own review</p> <p>Management Controls: Full engagement with the regional project</p> <p>Progress Comment: All six North Wales authorities have now contributed to the regional report and the findings have been accepted by Welsh Government.</p> <p>Last Updated: 25-Apr-2018</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Insufficient funding to ensure our highways infrastructure remains safe and capable of supporting economic growth	Barry Wilkinson - Highways Networks Manager	Lynne Fensome - Support Manager Environment				Open
<p>Potential Effect: Deterioration of the condition of highways in Flintshire</p> <p>Management Controls: Focussed investment through the funding of schemes that maintain or reduce the pace of deterioration of the condition of the main highway infrastructure. Road Safety Scheme identification for improvement to routes through available funding. Maximize funding received through the quality of the bid submission by aligning submissions to follow successful bid model techniques.</p> <p>Progress Comment: Preventative and corrective work has been completed across a number of improvement and maintenance schemes of the highest ranked sites within the network as planned, in accordance with available funding. Priority is given to the areas of the network that require the investment whilst considering the local infrastructure. The service area intends to make best use of available funds and apply them to the areas of the network that requires the investment whilst considering the surrounding local infrastructure.</p> <p>Last Updated: 25-Apr-2018</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Sufficient funding will not be found to continue to provide subsidised bus services.	Ceri Hansom - Integrated Transport Unit Manager	Lynne Fensome - Support Manager Environment	Amber	Amber	↔	Open
<p>Potential Effect: Decrease in bus services to residents, particularly in rural areas</p> <p>Management Controls: Develop services so that they become more commercially viable</p> <p>Progress Comment: Withdrawal of subsidies could affect viability of some marginal commercial bus services impacting on people with disabilities, younger people, people employed on low wages, who are unable to drive, and those who may have no alternative choice of travel. There is also a potential impact on rural communities, where no alternative transport services exist and there is heavy reliance on private cars for travel.</p> <p>Last Updated: 20-Apr-2018</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Supply chain resilience	Katie Wilby - Transportation and Logistics Manager	Lynne Fensome - Support Manager Environment	Amber	Amber	↔	Open
<p>Potential Effect: Transport services cannot be provided</p> <p>Management Controls: i) Management of safety compliance checks. ii) Management of financially compliant contracts</p> <p>Progress Comment: The control measures have been put in place to mitigate against another major transport services provider going into administration or not able to meet the required operating standards. New processes have been established and officers are carrying out both safety compliance checks and also finance compliance checks on contractors</p> <p>Last Updated: 02-May-2018</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Adverse weather conditions on the highway network	Barry Wilkinson - Highways Networks Manager	Lynne Fensome - Support Manager Environment				Open

Potential Effect: Increase in cost to future planned repairs as network deteriorates beyond that can be rectified by planned maintenance
Increase in insurance claims

Management Controls: Targeting funding on those schemes that maintain or reduce the pace of deterioration of the condition of the main highway infrastructure.

Progress Comment: The risk trend has increased due to the severity of the winter increasing the likelihood of the risk occurring. Road conditions throughout the County are detrimentally affected following poor winter weather and, given the severity of this winter period, the local network has been adversely affected by road surface defects and potholes. Repairing the Council's roads is a priority for the service and resources were provided to identify and then prioritise the roads in need of repair. Additional funds, resources and contractors were deployed across the county over several weeks in efforts to repair the network as the defect were if identified. Schemes for the resurfacing and permanent patching contracts have been prioritised for the summer period, which will commence in June 2018. This more expensive and permanent repair to the road surface is part of the annually planned maintenance regime.

Last Updated: 01-May-2018

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RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Lack of community support for transport options	Ceri Hansom - Integrated Transport Unit Manager	Lynne Fensome - Support Manager Environment				Open

Potential Effect: i) Planned programme of community transport hubs not delivered. iii) Decreased passenger numbers on bus services.
iii) Increase in individual car usage

Management Controls: Realistic deliverable programme for 2017/18 of 4 Community Transport Hubs that have been supported by the local communities and Town and Community Councils

Progress Comment: Community based transport services can play an important part in an integrated passenger transport provision and transport network. Community Benefit clauses included in all new transport routes awarded (except local bus). This is a free service provided by the successful tenderer as a Community Benefit. A minimum of 1.5% of mileage per annum is required from each tenderer (capped at 150 miles per annum). Delivery is dependent on the ability and willingness of the local communities and transport operators to support and deliver sustainable transport arrangements.

Last Updated: 20-Apr-2018



ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Tuesday, 12 th June 2018
Report Subject	Forward Work Programme
Cabinet Member	Not applicable
Report Author	Environment Overview & Scrutiny Facilitator
Type of Report	Operational

EXECUTIVE SUMMARY

Overview & Scrutiny presents a unique opportunity for Members to determine the Forward Work programme of the Committee of which they are Members. By reviewing and prioritising the Forward Work Programme Members are able to ensure it is Member-led and includes the right issues. A copy of the Forward Work Programme is attached at Appendix 1 for Members' consideration which has been updated following the last meeting.

The Committee is asked to consider, and amend where necessary, the Forward Work Programme for the Environment Overview & Scrutiny Committee.

RECOMMENDATION

1	That the Committee considers the draft Forward Work Programme and approve/amend as necessary.
2	That the Facilitator, in consultation with the Chair and Vice-Chair of the Committee be authorised to vary the Forward Work Programme between meetings, as the need arises.

REPORT DETAILS

1.00	EXPLAINING THE FORWARD WORK PROGRAMME
1.01	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 Cabinet for consultation purposes, or by County Council or Chief Officers. Other possible items are identified from the Cabinet Work Programme and the Improvement Plan.
1.02	<p>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:</p> <ol style="list-style-type: none">1. Will the review contribute to the Council's priorities and/or objectives?2. Is it an area of major change or risk?3. Are there issues of concern in performance?4. Is there new Government guidance of legislation?5. Is it prompted by the work carried out by Regulators/Internal Audit?
2.00	RESOURCE IMPLICATIONS
2.01	None as a result of this report.
3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Publication of this report constitutes consultation.
4.00	RISK MANAGEMENT
4.01	None as a result of this report.
5.00	APPENDICES
5.01	Appendix 1 – Draft Forward Work Programme
6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>None.</p> <p>Contact Officer: Margaret Parry-Jones Overview & Scrutiny Facilitator</p> <p>Telephone: 01352 702427</p> <p>E-mail: margaret.parry-jones@flintshire.gov.uk</p>

7.00	GLOSSARY OF TERMS
7.01	Improvement Plan: the document which sets out the annual priorities of the Council. It is a requirement of the Local Government (Wales) Measure 2009 to set Improvement Objectives and publish an Improvement Plan.

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ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Draft Forward Work Programme

Date of Meeting	Subject	Purpose of Report/Presentation	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
Thursday 12th July 2.00 pm	Outcome of Public Consultation on Public Transport and Social Anomalies.	To inform Scrutiny of the outcome of the consultation process for local transport arrangements and the timetable for dealing with the anomalies within social transport arrangements which came to light following the service review in September 2017.	Consultation	Chief Officer Streetscene and Transportation	
	Links between Countryside and Tourism Services	To provide an update to Members on the current and emerging approaches to visitor promotion between the Countryside and Tourism Services and to discuss future approaches to destination management and the role of each service.	Assurance	Chief Officer Planning, Environment and Economy	
	Review of Highway and Car Park Safety Inspection and Intervention Level and Response to Policy	To review the policy in line with the revised national guidelines	Consultation	Chief Officer Streetscene and Transportation	
Tuesday 4 September 10.00 am	National Resources Wales	To receive an update on the work of National Resources Wales in Flintshire.	Assurance	Facilitator	
	Civil Parking Enforcement	To receive an update on Civil Parking Enforcement	Assurance	Chief Officer Streetscene and Transportation	
	Speed Limit Review Progress Report	To receive a progress report	Progress Monitoring	Chief Officer Streetscene and Transportation.	

ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report/Presentation	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
	Garden Waste Services	To review and receive an update following the introduction of charges for Garden Waste collection services.	Performance Monitoring	Chief Officer Streetscene and Transportation	
Tuesday 16th October 10.00 am	Stage 1 Budget process	To consider the stage 1 proposals	Consultation	Chief Officers	
	Q1 & 2 Council Plan Monitoring	To enable members to fulfil their scrutiny role in relation to performance monitoring	Assurance	Facilitator	
	Information report - update on Greenfield Valley Heritage park	To receive a progress report – for information only.	Information report	Chief Officer Planning, Environment and Economy	
Tuesday 27th November 10.00 am	Car Parking Charges update	To receive an update following the review of car parking charges.	Performance Monitoring	Chief Officer Streetscene and Transportation	
Tuesday 15th January 10.00 am					
Tuesday 26th February 10.00 am	Q3 Council Plan Monitoring	To enable members to fulfil their scrutiny role in relation to performance monitoring.	Performance monitoring/ assurance	Facilitator	

ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report/Presentation	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
Tuesday 9th April 10.00 am	Greenfield Valley Heritage park	To receive a 12 month progress report	Assurance	Chief Officer Planning Environment and Economy	
Tuesday 21st May 10.00 am					
Tuesday 16th July 2pm	Year-end Reporting & Council Plan Monitoring	To enable members to fulfil their scrutiny role in relation to performance monitoring	Performance monitoring/ assurance	Facilitator	

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