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To: Cllr Ray Hughes (Chairman)

Councillors: 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

10 October 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, 16th October, 2018 in the Delyn Committee Room, County Hall, Mold CH7 6NA to consider the following items

A G E N D A

1 APOLOGIES

Purpose: To receive any apologies.

2 DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)

Purpose: To receive any Declarations and advise Members accordingly.

3 BUDGET 2019/20 STAGE 2 PROPOSALS (Pages 3 - 8)

Report of Chief Officer (Planning, Environment and Economy) - Cabinet Member for Economic Development, Cabinet Member for Planning and Public Protection, Cabinet Member for Streetscene and Countryside, Leader of the Council and Cabinet Member for Finance

Purpose: To consider the stage 2 budget proposals for Streetscene & Transportation Portfolio and parts of the Planning, Environment & Economy Portfolio for 2019/20.

4 **REVIEW OF HIGHWAY AND CAR PARK SAFETY INSPECTIONS AND INTERVENTION LEVELS AND RESPONSE TO POLICY.** (Pages 9 - 22)

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

Purpose: To review the above Policy in line with the revised national guidelines.

5 **FORWARD WORK PROGRAMME (ENVIRONMENT)** (Pages 23 - 28)

Report of Environment Overview & Scrutiny Facilitator

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

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

The following item is considered to be exempt by virtue of Paragraph(s) 12, 13 of Part 4 of Schedule 12A of the Local Government Act 1972 (as amended).

The report contains information relating to individuals and the public interest in not revealing the information outweighs the public interest in releasing it.

6 **INFORMATION REPORT - UPDATE ON GREENFIELD VALLEY HERITAGE PARK** (Pages 29 - 36)

Report of Chief Officer (Planning, Environment and Economy) - Cabinet Member for Streetscene and Countryside

Purpose: To receive a progress report.

Yours sincerely



Robert Robins
Democratic Services Manager



ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

Date of Meeting	Tuesday, 16 October 2018
Report Subject	Budget 2019/20 – Stage 2 proposals
Cabinet Member	Leader of the Council and Cabinet Member for Finance, Cabinet Member for Streetscene and Countryside and Cabinet Member for Planning and Public Protection
Report Author	Corporate Finance Manager, Chief Executive, Chief Officer (Streetscene & Transportation) and Chief Officer (Planning & Environment)
Type of Report	Strategic

EXECUTIVE SUMMARY

A report to Cabinet in April provided the first detailed overview of the financial forecast for 2019/20. At that stage the projected budget gap stood at £12.2m; this reduced to £10.6m when taking account of the accounting policy change of the Minimum Revenue Provision (MRP) and the impact of the stepped annual increase in the charging cap for domiciliary care.

Member Workshops were held on 13 and 23 July and a further one held on 18 September. At these sessions members were updated on latest local financial forecast in the context of the overall national position. A report to Cabinet on 25 September provided an update on the financial forecast for 2019/20 detailing a projected budget gap of £13.7m.

An additional workshop specifically for this committee was held on 11 October and provided members with an opportunity to understand portfolio budgets in more detail. The risks and resilience levels of service areas was also considered at this session.

As in recent years the budget for 2019/20 will be considered in stages and this report advises of the pressures and efficiencies identified as part of the first stages.

RECOMMENDATIONS

1	That the Committee reviews and comments on the portfolio pressures and investments.
2	That the Committee reviews and comments on the portfolio efficiency options.

REPORT DETAILS

1.00	EXPLAINING THE FINANCIAL FORECAST AND STAGE ONE BUDGET PROPOSALS						
1.01	A report to Cabinet in April provided the first detailed overview of the financial forecast for 2019/20. At that stage the projected budget gap stood at £12.2m; this reduced to £10.6m when taking account of the accounting policy change of the Minimum Revenue Provision (MRP) and the impact of the stepped annual increase in the charging cap for domiciliary care.						
1.02	Member Workshops were held on 13 and 23 July and a further one held on 18 September. At these sessions members were updated on latest local financial forecast in the context of the overall national position. A report to Cabinet on 25 September provided an update on the financial forecast for 2019/20 detailing a projected budget gap of £13.7m.						
1.03	An additional workshop specifically for this committee was held on 11 October and provided members with an opportunity to understand portfolio budgets in more detail. The risks and resilience levels of service areas was also considered at this session and detailed resilience statements have been prepared for each service area.						
1.04	As in recent years the budget for 2019/20 will be considered in stages and this report advises of the pressures and efficiencies identified as part of the first stages.						
1.05	<p>Portfolio Pressures and Investments</p> <p>Detailed below are the pressures and investments relating to the Streetscene and Transportation and Planning, Environment & the Economy Portfolios (part):</p> <p><u>Streetscene & Transportation</u></p> <table> <tr> <td>North Wales Residual Waste Treatment Project* (No WG Grant during commissioning period)</td> <td>£0.425m (one-off)</td> </tr> <tr> <td>Waste Recycling Income reductions (reducing value of material collected due to the loss of international markets)</td> <td>£0.180m</td> </tr> </table> <p><u>Planning, Environment & the Economy</u></p> <table> <tr> <td>Local Development Plan (LDP)</td> <td>£0.172m</td> </tr> </table>	North Wales Residual Waste Treatment Project* (No WG Grant during commissioning period)	£0.425m (one-off)	Waste Recycling Income reductions (reducing value of material collected due to the loss of international markets)	£0.180m	Local Development Plan (LDP)	£0.172m
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Local Development Plan (LDP)	£0.172m						

	* an application to re-profile grant funding is pending with Welsh Government which may mitigate this pressure																						
1.06	<p>Portfolio Business Planning Efficiencies</p> <p>The following efficiencies have been identified by the Portfolios:</p> <p><u>Streetscene & Transportation</u></p> <table> <tr> <td>Review of security arrangements in Alltami Depot</td> <td>£0.005m</td> </tr> <tr> <td>School Transport Anomalies</td> <td>£0.100m</td> </tr> <tr> <td>Income from external works (Fleet Workshop)</td> <td>£0.010m</td> </tr> <tr> <td>Garden Waste Charges (increased take up)</td> <td><u>£0.050m</u></td> </tr> <tr> <td>Total – Streetscene & Transportation</td> <td><u>£0.165m</u></td> </tr> </table> <p>Efficiencies of £6.078m have been identified within this portfolio for the period 2015/16 – 2017/18.</p> <p><u>Planning, Environment & the Economy</u></p> <table> <tr> <td>Greenfield Valley</td> <td>£0.018m</td> </tr> <tr> <td>Service Review within Community & Business</td> <td>£0.035m</td> </tr> <tr> <td>Increased Planning Fee income</td> <td>£0.025m</td> </tr> <tr> <td>Minerals & Waste Shared Service</td> <td>£0.005m</td> </tr> <tr> <td>Supplies & Services spending review</td> <td><u>£0.005m</u></td> </tr> <tr> <td>Total – Planning, Environment & the Economy</td> <td><u>£0.088m</u></td> </tr> </table> <p>Efficiencies of £1.814m have been identified within this portfolio for the period 2015/16 – 2017/18.</p>	Review of security arrangements in Alltami Depot	£0.005m	School Transport Anomalies	£0.100m	Income from external works (Fleet Workshop)	£0.010m	Garden Waste Charges (increased take up)	<u>£0.050m</u>	Total – Streetscene & Transportation	<u>£0.165m</u>	Greenfield Valley	£0.018m	Service Review within Community & Business	£0.035m	Increased Planning Fee income	£0.025m	Minerals & Waste Shared Service	£0.005m	Supplies & Services spending review	<u>£0.005m</u>	Total – Planning, Environment & the Economy	<u>£0.088m</u>
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Total – Planning, Environment & the Economy	<u>£0.088m</u>																						
1.07	<p>Budget Process and Timeline</p> <p>National Budget Timetable</p> <ul style="list-style-type: none"> - Provisional Welsh Local Government Settlement – received on 9 October - Chancellor’s Autumn Statement – scheduled for 29 October - Final Settlement – scheduled for 19 December 																						
1.08	<p>Local Budget Timetable</p> <p>Stage 1 : Corporate Solutions</p> <ul style="list-style-type: none"> - Corporate Resources and Cabinet – October - Council – November <p>Stage 2 : Service Portfolio Solutions</p> <ul style="list-style-type: none"> - Overview and Scrutiny workshops and formal meetings – October - Cabinet and Council – November/December <p>Stage 3 : National Solutions</p> <ul style="list-style-type: none"> - Cabinet, Corporate Resources and Council – December/January <p>Final Budget Setting – Cabinet and Council – 19 February 2019</p>																						

2.00	RESOURCE IMPLICATIONS
2.01	As set out in the report.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	As set out in the report.

4.00	RISK MANAGEMENT
4.01	As set out in the report.

5.00	APPENDICES
5.01	None.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Gary Ferguson, Corporate Finance Manager Telephone: (01352) 702271 E-mail: gary.ferguson@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	<p>Specific Grants: An award of funding from a grant provider (e.g. Welsh Government) which must be used for a pre-defined purpose.</p> <p>Annual Settlement: the amount of its funds the Welsh Government will allocate annually to local government as a whole, as part of its total budget and to individual councils one by one. The amount of Revenue Support Grant each council will receive is based on a complex distribution formula for awarding Aggregate External Finance (AEF). The formula is underpinned by assessments of local need based, for example, of population size and demographics and levels of social deprivation.</p> <p>Financial Year: the period of 12 months commencing on 1 April</p> <p>Revenue: a term used to describe the day to day costs of running Council services and income deriving from those services. It also includes charges for the repayment of debt, including interest, and may include direct financing of capital expenditure.</p> <p>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</p>

	authorised amendments to them.
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ENVIRONMENT OVERVIEW AND SCRUTINY

Date of Meeting	Tuesday 16 October 2018
Report Subject	Review of Highway and Car Park Safety Inspections and Intervention Levels and Response to Policy
Cabinet Member	Cabinet Member for Streetscene and Countryside for Streetscene & Transportation
Report Author	Chief Officer (Streetscene & Transportation)
Type of Report	Operational

EXECUTIVE SUMMARY

Flintshire County Council as 'Highway Authority' has a statutory duty to maintain all adopted highways, including highway structures within the County (Trunk Roads not included). It also maintains a number of publically accessible car parks at strategic locations around the County.

In the event of a breach of that statutory duty, the Council may be liable for claims from highway users for personal injury or loss arising from incidents or accidents which have occurred on the adopted highway network.

In order to ensure the Council's highway network and car park infrastructure remains fit for purpose and in a safe condition and in order to provide a defence for the Council against claims made for compensation by users of the network, a robust safety inspection policy is required.

The Highway and Car Park Inspection Policy defines safety inspection intervals on all of the classifications of carriageway, footway, cycleway and car-parks maintained by the Council and also defines defect identification criteria, and sets out the timescales for completing any required remedial work.

The original Highway Inspection Policy was approved in 2013 by Cabinet and in line with national guidelines has been regularly reviewed since that date. It was presented again following its latest review in June 2016, and is now brought to Scrutiny following the implementation of the new code of practice in October 2018.

RECOMMENDATIONS

1	That Scrutiny recommends Cabinet approve the revised Highway and Car Park Inspection Policy (Appendix 1) outlining the Council's approach to all safety inspections, defect identification criteria and response times.
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REPORT DETAILS

1.00	EXPLAINING THE REVIEW OF HIGHWAY AND CAR PARK SAFETY INSPECTIONS AND INTERVENTION LEVELS AND RESPONSE TO POLICY
1.01	<p>Flintshire County Council as the 'Highway Authority' has a statutory duty to maintain all adopted highways (except Trunk Roads) within the County. By virtue of section 58 of the Highways Act 1980 (England and Wales), a Highway Authority can successfully defend claims for personal injury or loss if it can prove that</p> <ul style="list-style-type: none">• it had in place adequate policies and procedures to maintain the highway, and• the policies and procedures were being adhered to, and• there was no prior knowledge of a particular defect before the incident date.
1.02	<p>Safety inspections are an important means of keeping the highway safe for the travelling public. They are also vitally important in court cases for providing evidence that Flintshire County Council takes a responsible attitude to its duties as a Highway Authority. If a member of the public has an accident which can be attributed to the condition of a section of highway, then the Highway Authority is liable to pay damages unless it can prove that it has taken reasonable care to keep the highway safe. The number of claims must be controlled as these have an impact on the highway maintenance budgets.</p>
1.03	<p>There are national guidelines which set the standard for highway safety inspections on the County roads of Flintshire. In most cases following the advice given will be adequate, but staff engaged on safety inspections will be expected to apply their knowledge and experience to a proportionate assessment of the risks as they see it but if in any doubt they should seek advice from their line-manager. All details of inspections, defects and intended repairs must be recorded, together with details of when subsequent repairs are carried out. In addition, sections with no defects must be positively recorded as such during inspections.</p>
1.04	<p>On 28th October 2016, the UK Road Liaison Group (UKRLG) published the new Code of Practice "Well Managed Highway Infrastructure" (the code) to replace the suite of UKRLG Codes on highways, structures and lighting. Local Highway Authorities have had two years from the date of publication to implement the guidance and recommendations of the new Code of Practice, before the previous Codes are fully withdrawn. The deadline for transferring to a risk-based approach is by the end of October 2018.</p>
1.05	<p>This Code is not statutory but provides Highway Authorities with guidance on highways management. Adoption of the recommendations within the Code is a matter for each Highway Authority, based on their own legal interpretation, risks, needs and priorities. The most significant change in the 2016 Code however is that it advocates a risk based approach to highway management. This passes the task of undertaking risk assessment into the hands of each Authority, and removes previous advice and guidance on points of intervention.</p>

1.06	The proposed Council policy for highway safety Inspections, intervention criteria and response times is included as Appendix 1 of this report. This policy describes the criteria used for, and our approach to safety inspections on Carriageways, Footways, Cycleway, Car Parks and Highway Structures.
1.07	Streetscene Area Co-Ordinators based in Streetscene & Transportation's Alltami Depot carry out the safety inspections, and each Area Co-Ordinator has received training to enable them to carry out the task. The training takes the form of 'shadowing' experienced Area Co-Ordinators and instruction by experienced highway maintenance engineers or managers. Before Area Co-Ordinators commence inspection duties a formal appraisal takes place to ensure they hold a good understanding of both the policy and of highway maintenance good practice.
1.08	All carriageway safety inspections are undertaken from a slow moving vehicle, double manned (with the Area Co-Ordinator as a passenger), and at predetermined intervals which are stated in the policy and that reflect the characteristics of the particular highway and its use. During the inspection, defects will be noted and the necessary repairs arranged within a period of time defined in the policy (response time). The policy also describes the criteria an Area Co-Ordinator will consider when identifying a defect that requires remedial action.
1.09	Inspections of Footways and Car Parks will be carried out by Streetscene Area Co-Ordinators by walking the areas concerned.
1.10	The cycleway inspections will be subject to the classification of the route, with the integral cycleway being inspected during the driven carriageway inspections, and the dedicated cycleway network subject to a walked inspection.
1.11	The Non-Principal Structure inspections are also undertaken by the Area Co-Ordinators, who have attended a recognised training course, providing them with the necessary knowledge to carry out the inspections.
1.12	The six yearly specialist Principal Inspections of structures are scheduled into a multiple tender which is then offered to the commercial market and specialists in this area of work, to ensure the service is carried out in the most cost effective way for the Council.
1.13	Delivery of a safe and well maintained highway network relies on good evidence and sound engineering judgement. The intention of the Code is that Authorities will develop their own levels of service and the Code therefore provides guidance for Authorities to consider when developing their approach in accordance with local needs, priorities and affordability.
1.14	This review has also led to the response times being reviewed and amended, in line with the risk based approach, to reflect of the overall condition of the carriageway network (which are currently the top ranking in Wales). It also takes into account the current and anticipated demand against the available resources and priorities for Flintshire County Council. This approach is a change from the previous policy i.e.

	<p>'Defect Above Intervention Level – will be repaired within 3 working days'</p> <p>Has changed to</p> <p>'Defects that will have a Significant Impact will be repaired in '5 working days'.</p> <p>All other response times remain the same.</p>
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2.00	RESOURCE IMPLICATIONS
2.01	The new revised policy has no detrimental impact on operations or costs.

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	With Cabinet Member
3.02	Colleagues and Neighbouring Authorities, including County Surveyors Society Wales (CSSW)
3.03	FCC Incumbent Insurers - Zurich Municipal (ZM)
3.04	FCC Appointment Legal Representatives
3.05	With Scrutiny Committee – November 2018

4.00	RISK MANAGEMENT
4.01	The highways maintenance service has undertaken various risk assessments on the procedures involving highway inspection which are outlined within the policy.
4.02	The defects identified during the Highway Safety Inspection should be repaired within the specified timelines. Failure to comply with this will result in the Council being liable to claims from road users

5.00	APPENDICES
5.01	Appendix 1 – Council Policy on Highway Safety Inspections, intervention levels and response times

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	<p>UKRLG Code of Practice – “Well Managed Highway Infrastructure” http://www.ukroadsliaisongroup.org/en/codes/</p> <p>Highway Act 1980</p>

	<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>
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7.00	GLOSSARY OF TERMS
7.01	<p>(1) HAMP: Highway Asset Management Plan</p> <p>(2) Well Managed Highway Infrastructure: An industry developed approach that sets out guidance and advice for the management and maintenance of highway infrastructure and assets.</p> <p>(3) Non Principal Structural Inspection – visual inspection of every structure to assess condition and maintenance requirement</p> <p>(4) Principal Inspection – Specialist inspect of every highway structure carried out every 6 years</p>

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Flintshire County Council – Streetscene & Transportation

Policy for Highway & Car Park Safety Inspections, Intervention Criteria and Response Times

Revised October 2018

- 1. Background**
- 2. Need for a Policy**
- 3. Carriageway inspections**
- 4. Footway inspections**
- 5. Cycleway inspections**
- 6. Car Park Inspections**
- 7. Structures Inspections**
- 8. Defect Identification Criteria**
- 9. Response times**
- 10. Training of Inspectors**
- 11. Background documents**

1. Background

- 1.1 Flintshire County Council as Highway Authority has responsible for the maintenance of all adopted highways (except Trunk Roads, which are the responsibility of the North & Mid Wales Trunk Road Agency (NMWTRA)) within the County. Flintshire County Council, as the Highway Authority, has a statutory duty under section 41 of the Highways Act 1980 (England and Wales) to maintain the highways, but may be responsible for any claims which result from injury or loss to members of the public who may use them.

2. Need for a Policy

- 2.1 Flintshire County Council receive numerous claims from highway users following trips, falls or personnel loss/damage to property on the public highway. This reviewed policy will ensure the highway network is in a fit for purpose and safe condition also providing the Council with a defence against any claims it may receive.
- 2.2 By virtue of section 58 of the Highways Act 1980 (England and Wales), if an Authority can prove it had in place adequate policies and procedures to maintain the highway, and that the policies and procedures were being followed and providing there was no prior knowledge of 'the defect' before the incident date, a claim for damages against the Authority as a result of a trip, fall or personnel loss can be repudiated.
- 2.3 Safety inspections involve visiting each section of the highway infrastructure at an agreed interval. During the visit any defects that are present are noted and the required maintenance repair work arranged. Safety inspections are carried out on carriageway (roads), footway and cycleway. In addition safety inspections will take place on each publically accessible car park operated by the Council.
- 2.4 Highway inspections are carried out by the Area Coordinators based in Streetscene & Transportation's Alltami Depot.
- 2.5 The process for management of the Highway Asset, including inspection regimes is set out in the Well Managed Highways Infrastructure Code of Practice, published by UK Road Liaison Group in October 2016. The Code of Practice is not a statutory document but compliance with its recommendations is required by October 2018. The code of practice advises that a risk based approach is taken to asset management, and this means that the network hierarchy, inspection interval, defect identification and repair times are categorised and measured subject to the risks they present.

3. Carriageway Inspections

3.1 In accordance with the national Code of practice for Highway Maintenance, each carriageway in the County has been classified into one of the following groups:

Category	Classification	Detail	Length
2	Class A - Strategic Route	Routes for fast moving, long distance traffic with few frontages or pedestrian traffic	152km
3a	Class B - Main distributor	Routes between strategic routes and linking urban centres.	76 km
3b	Class C - Secondary distributor	Routes carrying mainly local traffic with large numbers of frontages and junctions	262 km
4a	Unclassified - Link Roads	Routes linking main/secondary distributors and local access roads, many frontages and junctions	666km
4b	Unclassified - Local access road	Routes serving properties only with limited access traffic.	

3.2 The following table shows the intervals that inspections that will be undertaken in respect of each road classification. The interval is based on a risk assessment of each classification as defined in the new Code of Practice “Well Managed Highway Infrastructure” – published 28 October 2016.

Description	National Guidelines Category		FCC Inspection Interval
Strategic Route – Class A	2		1 month
Main Distributor – Class B	3(a)		1 month
Secondary Distributor – Class C	3(b)		1 month
Link Road – U/C	4(a)		3 months
Local Access – U/C	4(b)	Urban	6 months
		Rural	6 months

3.3 The carriageway inspections will be carried out by the Streetscene Area Coordinators from a vehicle, driven as slowly as road conditions will allow. The Coordinator will be a passenger in the vehicle, which will be driven by a second member of the Streetscene & Transportation workforce.

4. Footway Inspections

- 4.1 In accordance with the guidelines within the National Code of practice for Highway Maintenance every footway within the County has been classified into one of the following groups:

Category	Definition	Detail	Length
Cat 1a	Prestige	Very busy main town centre shopping areas	Unknown
Cat 1b	Primary	Busy urban shopping and business areas	Unknown
Cat 2	Secondary	Medium usage routes local shopping centres	Unknown
Cat 3	Link footways	Linking local access footways, busy rural footways	Unknown
Cat 4	Local access footways	Low usage estate road footways	Unknown

- 4.2 The following table shows the intervals that inspections that will be undertaken in respect of each footway classification. The interval is based on a risk assessment of each classification as described in the new Code of Practice “Well Managed Highway Infrastructure” – published 28 October 2016.

Description	National Guidelines Category	FCC Inspection Interval
Prestige Area	1(a)	Weekly
Primary Walking Route	1 (b)	1 month
Secondary Walking Route	2	3 months
Link Footway	3	6 months
Local Access Footway	4	6 months

- 4.3 The inspections will be carried out by Streetscene Area Coordinators by walking the footway.

5. Cycleway Inspections

5.1 In accordance with the guidelines within the National Code of Practice for Highway Maintenance every Cycleway within the County has been classified into one of the following groups:

Category	Definition	Detail	Length
Cat A	Integral	Cycle lane forming part of the carriageway	Unknown
Cat B	Dedicated	A highway route for cyclist not contiguous with the public footway or carriageway	Unknown

5.2 The following table shows the interval that inspections that will be undertaken in respect of each cycleway classification. The interval is based on a risk assessment of each classification as described in the new Code of Practice “Well Managed Highway Infrastructure” – published 28 October 2016.

Description	National Guidelines Category	FCC Inspection Interval
Integral	A	As adjacent carriageway
Dedicated	B	6 months

5.3 The integral cycleway inspections will be driven as part of the carriageway inspection and the dedicated cycleway will be walked.

6. Car Park Inspections

6.1 The car parks within the County has been classified into one of the following groups:

Category	Definition	Detail
Cat A	Chargeable	Car parks with parking charges
Cat B	Non-chargeable	Car parks without parking charges

6.2 The following table shows the intervals that inspections that will be undertaken in respect of each car park classification. The interval is based on a risk assessment of each classification

Category	Definition	Inspection Interval
Cat A	Chargeable	6 monthly
Cat B	Non-chargeable	Annually

6.3 The car parks will inspected on foot by the Area Coordinators

7. Structures and Retaining Walls

7.1 The Highway structures within the County has been classified into one of the following groups:

Category	Definition
Cat A	Highway Structures
Cat B	Highway retaining walls

7.2 All structures will receive a non-principle inspection every 2 years and a principle inspection every 6 years.

7.3 Any defects identified during the inspections will be passed to the Councils structures manager for advice and direction

8. Defect Identification Criteria

8.1 Any defects will be identified by the Streetscene Area Coordinator during the inspection. The defect will fall into one of the following categories.

Carriageways / Cycleways / Car Parks:

- RED** - A situation with potential to cause serious injury or accident.
- AMBER** - A Defect that will have a significant impact on Network User with considerations towards the vulnerability of users, severity or size of defect, and location of defect in relation to impact on Network Users. This is likely to be a defect that has a depth of more than 40mm (above or below the mean level of the carriageway)
- GREEN** - A Defect that is unlikely to have a detrimental effect on Network Users, and is likely to be less than a depth of 40mm (above or below the mean level of the carriageway)

Footways:

- RED** - A situation with potential to cause serious injury or accident.
- AMBER** - A Defect that will have a significant impact on Network User with considerations towards the vulnerability of users, severity or size of defect, and location of defect in relation to impact on Network Users. This is likely to be a defect that has a depth of more than 25mm (above or below the mean level of the carriageway)
- GREEN** - A Defect that is unlikely to have a detrimental effect on Network Users, and is likely to be less than a depth of 25mm (above or below the mean level of the carriageway)

9. Response Times

9.1 The time to make safe or guard the defect will be as follows:

RED	Immediate Response - Make Safe, Restricted Access or Temporary Repair
AMBER	Repair within 5 working days
GREEN	Re-inspect at next inspection interval to monitor deterioration

10. Training of Streetscene Area Coordinators

- 10.1 Each Streetscene Area Coordinator will receive appropriate training to enable them to carry out the inspections. The training will take the form of 'shadowing' existing experienced Coordinators, and instruction by Streetscene Operational Managers. Before Streetscene Area Coordinators carry out their duties, a formal appraisal of their knowledge both of this policy and Highway Maintenance good practice shall be assessed by the Operational Managers..

11. Background Documents

Highways Act 1980

The new UKRLG Code of Practice "Well Managed Highway Infrastructure" – published 28 October 2016.

Policy Drafted September 2018



ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

Date of Meeting	Tuesday, 16 th October 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 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
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	
	Civil Parking Enforcement	To receive a progress report	Performance monitoring	Chief Officer Streetscene and Transportation	
	Garden Waste Services	To review and receive an update following the introduction of charges for Garden Waste collection services.	Progress monitoring	Chief Officer Streetscene and Transportation	
	Q1 & 2 Council Plan Monitoring	To enable members to fulfil their scrutiny role in relation to performance monitoring	Performance monitoring	Chief Officer Streetscene and Transportation	
	Charging Points for electronic cars	To consider the draft strategy	Policy development	Chief Officer Streetscene and Transportation	
Tuesday 15th January 10.00 am Wepre (to be confirmed)					

ENVIRONMENT OVERVIEW & SCRUTINY FORWARD WORK PROGRAMME

Date of Meeting	Subject	Purpose of Report/Presentation	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
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	
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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By virtue of paragraph(s) 12, 13 of Part 4 of Schedule 12A
of the Local Government Act 1972.

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