

# Public Document Pack



Contact Officer:  
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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

20 February 2019

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, 26th February, 2019 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 MINUTES (Pages 3 - 20)

**Purpose:** To confirm as a correct record the minutes of the meetings held on 11 December 2018 and 15 January 2019.

### 4 FLINTSHIRE COUNTY COUNCIL'S RESPONSE TO THE WELSH GOVERNMENT WHITE PAPER 'IMPROVING PUBLIC TRANSPORT' (Pages 21 - 36)

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

**Purpose:** To seek Scrutiny comment on the Welsh Government Transport White Paper "Improving Public Transport".

**5 FLINTSHIRE COUNTY COUNCIL'S HAZARDOUS ROUTES (Pages 37 - 52)**

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

**Purpose:** To inform Scrutiny of the criteria for defining a school hazardous route and define the hazardous routes to school within the County.

**6 QUARTER 3 COUNCIL PLAN 2018/19 MONITORING REPORT (Pages 53 - 72)**

Report of Chief Officer (Planning, Environment and Economy), Chief Officer (Streetscene and Transportation) - 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 2018/19

**7 FORWARD WORK PROGRAMME (Pages 73 - 78)**

Report of Environment Overview & Scrutiny Facilitator

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

Yours sincerely



Robert Robins  
Democratic Services Manager

## **ENVIRONMENT O & S COMMITTEE** **11 DECEMBER 2018**

Minutes of the meeting of the Environment Overview & Scrutiny Committee of Flintshire County Council held in the Delyn Room, County Hall, Mold on Tuesday, 11<sup>th</sup> December 2018.

### **PRESENT: Councillor Ray Hughes (Chair)**

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

**SUBSTITUTES:** Councillor Mike Peers (for Veronica Gay) and Richard Jones (for Colin Legg)

**CONTRIBUTORS:** Councillor Chris Bithell, Cabinet Member for Planning and Public Protection, Councillor Carolyn Thomas, Cabinet Member for Streetscene and Countryside; Chief Officer (Streetscene and Transportation), Chief Officer (Planning, Environment and Economy); Programme Manager Ancillary & Waste Services; Programme Manager and Recycling & Compliance Officer

**APOLOGIES:** Councillor Haydn Bateman

**IN ATTENDANCE:** Councillors Christine Jones (Cabinet Member for Social Services, Councillor Ian Dunbar and Councillor Ted Palmer, Environment O & S Facilitator and Democratic Services Support Officer

### **35. DECLARATIONS OF INTEREST**

None were received.

### **36. DRAFT INTERIM HOUSES IN MULTIPLE OCCUPATION (HMO) DEVELOPER ADVICE NOTE**

The Cabinet Member for Planning and Public Protection informed Members that following changes to the guidance issued by Welsh Government (WG) developments of Houses in Multiple Occupation (HMO) applications were now required to go to Planning Committee. There had been a significant increase in this type of property leading to complaints by local residents and Councillors. Previously properties like this were found in university towns but because of the shortage of housing more were being developed. He outlined what the Developer Advice Note would entail as the current policies were not sufficient to cover this. The Planning Committee had found it difficult when dealing with these types of Planning Applications as there was no specific policy covering HMOs under the Urban Development Plan (UDP). The policy was being developed for inclusion within the Local Development Plan and this Developer Advice Notice provided

guidance in the interim to developers. The Advice Note required approval prior to being released for consultation and adopted by Cabinet and this Committee had been asked for its comments.

The Chief Officer (Planning Environment and Economy) reported that Planning Strategy Group had been consulted on this and the draft Interim Developer Advice Note was attached to the report as Appendix 1. Once the Committee endorsed the Cabinet's decision to approve the content it would then be published for public consultation. Following the consultation it would be adopted by Cabinet and then an all Member Workshop would be held.

Councillor Joe Johnson sought clarification regarding the definition of HMO and asked if it meant 3 people who were not members of the same family. The Chief Officer confirmed that was the case.

Councillor Owen Thomas referred to the (UDP) saying previously policies were able to be put in place prior to its adoption and asked if the policy could be formalised in the same way. In response the Chief Officer said the UDP was different to Local Development Plan (LDP) in that the plan was already adopted.

Councillor Mike Peers confirmed Planning Strategy Group had made comments on this. The report stated Cabinet received the report on the 9<sup>th</sup> October but on the agenda for Cabinet it was presented on the 23<sup>rd</sup> October and sought clarification. He felt that the Committee should have had sight of the draft document prior to consideration at Cabinet. He then referred to Outlook and Privacy point 4.12 "The LPA considers that a reasonable outlook comprises a minimum distance of 12 metres" and felt it should be changed to "aim for a minimum distance of 12 metres". At 4.15 Councillor Peers suggested that when referring to the basement window minimum distances be included. He added that the plans and diagrams were clear but advised concerns were raised at Planning Strategy Group regarding fire escapes and he suggested a reference to Building Control was inserted and what was covered by them.

In response the Chief Officer (Planning Environment and Economy) confirmed the date of the Cabinet meeting was the 23<sup>rd</sup> October. With regard to seeking the Committee's views he said the formal consultation had not commenced and that this was not the final document. With regard to 4.12 he was happy to change this to "aim for a minimum distance of 12 metres" With regard to Planning Strategy Group's concerns regarding fire safety he said there were a lot of partners involved in this such as the Fire Service, Environmental Health etc. At the back of the note a list of contact information and responsibilities could be included and that this could be discussed at the Member workshop. The Chief Officer agreed to take those points forward.

Councillor Sean Bibby referred to the terraced streets within his ward saying that this was a real concern to residents and that some HMO's do not go through planning. Waste and fly tipping were a big problem as well as parking along narrow streets where one house could have 4 or 5 occupants with residents finding themselves unable to

park. Also there were issues with developers' bulk buying these properties leaving first time buyers unable to get on the property ladder. It was unsettling for the communities as these were transient residents not families. In response the Cabinet Member for Streetscene and Countryside agreed waste problems with HMO's and flats were an issue. Funds were being made available by WG to tackle areas such as terraced streets and that once this was finalised she would report back to Committee. The Chief Officer (Planning Environment and Economy) reassured Members all these issues were part of the Developer Advice Note but unfortunately the Council was unable to control who lived in these properties or their behaviour.

Councillor David Evans asked would Retrospective Planning Approval need to be applied for if it was discovered a property was an illegal HMO. He asked whether residents were encouraged to report any suspicions and suggested an additional appendix be adding providing advice to residents on how to report cases? In response The Chief Officer agreed this was a fair point and a link to the Enforcement Team could be added for residents who wished to report their concerns. As regards Retrospective Planning Approval he said this was not always granted in some cases they would progress straight to Enforcement.

Councillor Paul Shotton was pleased to see Cabinet addressing these concerns and that the Planning Strategy Group had already commented on this. He added the impact on residents was immense and the number of issues raised in the Connah's Quay area was a real problem.

The Cabinet Member (Streetscene and Transportation) referred to Councillor Evans' comments saying until recently there were no regulations in place and that some of the properties referred to may be historical but now Planning Permission had to be granted.

### **RESOLVED:**

That the Committee endorses the Cabinet's decision to approve the content of the Draft Interim HMO Developer Advice Note attached to this report, and for it to be published for public consultation at the earliest possible opportunity.

## **37. 6 MONTH REVIEW OF THE REVISED CAR PARKING CHARGES**

The Chief Officer (Streetscene & Transportation) introduced Chris Taylor and Ruth Cartwright who had been working on the programmes for car parking.

The Chief Officer advised the Strategy was approved in March 2017 by Cabinet with the new Strategy and Charges introduced in May 2018 and that this report was a 6 month review following its introduction.

He referred Members to the two limitations at 1.09 and the changes within the report at 1.10. The requests for change by Town & Community Councils were listed at 1.10 and at point 1.11 were listed the suggestions which were unable to be put forward.

Buckley Town Council's request for an extended period of free parking if the town council were providing the costs was shown at 1.11 (point 9). This unfortunately did not meet the limitations but it had been agreed to bring this to committee for their consideration of the effect of the recommendation, which could result in no enforcement and free access to parking. This may result in car parks being used by shop workers and business owners leaving in a limited amount of available parking for shoppers and visitors.

The Strategy and the Income Projections were listed at Appendix 1, with suggested changes to the Strategy listed in Appendix 2 and guidelines to assist Town & Community Councils at Appendix 4. Any comments made on the report would be taken back to Cabinet in January.

The Chair referred to the handout which had been circulated at the meeting from Buckley Town Council and suggested Members had some time to read this before continuing with the meeting. It was confirmed this had only been received by Officers the previous day and that a lot of information had been requested in the handout which had to be completed by Officers prior to the meeting.

## **Adjournment**

Councillor Joe Johnson asked if it was possible to have two designated parking spaces for the Police in Holywell and the Cabinet Member for Streetscene and Countryside agreed to look into this request.

Councillor Vicky Perfect reported that parking charges were working well in Flint and has improved available parking spaces near the town.

Councillor Richard Jones referred to the income information contained in the report and believed the Parking Strategy should be tailored for each specific area. He referred to the MRUK (Assessing the Impact of Car Parking Charges on Town Centre Footfall) report prepared for WG and referred to the recommendations within that report which emphasised the need for local authorities to develop parking strategies which factor in local nuances in town centre layouts and retail offerings. He added that the proposals put forward by Welsh Government on NNDR would help but local authorities must do their part also. He continued saying car parking charges did not increase footfall in towns especially when Broughton car parks were free and there was more choice in Mold. He felt it should be left to local towns to decide not local authorities. Councillor Jones said the second limitation at 1.09 should be removed to allow our towns to grow. In response to questions from Councillor Jones the Cabinet Member for Streetscene and Countryside said Welsh Government's report was something new but there were still the hidden costs such as rates and street lighting costs for car parks which had to be met. She said footfalls figures had already fallen prior the implementation of the Strategy and referred to the improvements in Holywell. She added that working together was key to this.

In response to questions from Councillor David Evans on the costs of maintaining car parks the Chief Officer (Streetscene & Transportation) agreed to re-circulate the full recovery costs information to Members but added the fixed maintenance costs was a budget in the region of £40,000 annually to maintain all car parks but that the NNDR rates were substantially more than this. Regarding staff moving to Ewloe they would still require a parking permit and this would not equate to a loss of income. He continued saying the proposals to install pay and display machines on the top tiers would create extra capacity for visitors to County Hall, Llwynegryn and Theatr Clwyd.

Councillor Chris Dolphin said more investment was required in car parks especially fixing pot holes. He supported the request for designated parking for the Police and suggested there were two trolley bays that could be converted into designated parking in Holywell. He referred to a recent visit to Flint where there were currently lots of free parking but the Leisure Centre car park was empty. The Chief Officer (Streetscene and Transportation) responded saying the local area co-ordinator should have reported the pot holes and that he would investigate why this was missed. As regards Flint car parks he said there were a number of other car parks, some private and others subject to development planning applications and would disappear.

Councillor Mike Peers agreed with Councillor Jones and asked for the removal of the second limitation on page 29 and referred to the work being undertaken in Buckley to increase footfall. Buckley had offered to pay £46,000 which could have covered all the loss of income but this was not accepted because of the second limitation. He referred to the new charges in Mold which were changed prior to the 6 months review of car parking adding not all towns were treating equally. He referred to 1.08 in the report and the losses incurred of £46,000 saying the higher purchase rate tickets had not been as successful as the 30p per hour tickets and that this was highlighted by Scrutiny in January as a potential problem. At 1.10 charging for disabled spaces he said this could not be agreed. With the reduction in revenue for car parks, increased on street parking problems and the losses in revenue what was proposed to deal with these issues.

Councillor Cindy Hinds commented in relation to car parking fees when you don't drive and use public transport or taxis this was far more expensive. In response the Cabinet Member for Streetscene and Countryside said the car parking service had not met the budget targets this year. She added that the bus strategy needed to ensure that buses go into town centres.

Councillor Andy Dunbobbin referred to the Temporary Order in Holywell which ended in December and asked how Holywell plan to maintain free parking.

Councillor Owen Thomas referred to the profit made in Mold and asked what was being reinvested back into the car parks. He suggested Wednesdays and Saturdays were a problem in Mold as the town was full and there were issues with street parking especially on Wrexham Street. He emphasised that Mold was successful and needed more investment in car parks.

Councillor Sean Bibby referred to 1.11 .3 in the report suggested an increased tariff on Alexander Street which seemed fair but the impact on residents near the car park was a problem with cars parking in the side streets all day and residents finding themselves unable to park. Flint Station was located in a commercial area and did not have the problems faced at Shotton. Consideration should be given to the issues faced here which had been reported repeatedly over a number of years by residents near the station before the increased charge was considered. He suggested that residents' car parking permits would resolve this. He continued to say there were also problems with parking on junctions and understood Enforcement had inspected the area but they were a small team, people were parking anywhere rather than paying for parking.

Councillor Richard Jones produced a graph which highlighted the December spikes where the Town Council paid for free parking which proved customers relax and shop more if they were not concerned about parking. At 1.11 he read out point number 2 and said this was the admission that free parking was an advantage and he could not understand why the Town Council was prohibited from paying towards free parking and local Town Councils being included in decision making affecting their towns. He urged the Council to remove the prescriptive nature of the Car Parking Strategy to allow a more localised tailored approach. He then referred to Enforcement and the costs which were over £110,000 with the same for NNDR and said Mold was making a profit but some towns do not make enough income to cover these costs. He added if town councils were permitted to pay towards free parking that would take the pressure off the Local Authority.

The Cabinet Member for Planning and Public Protection commented that car parking charges had been present in Mold for over 40 years but that there was no such thing as free car parking. To cover the cost the precepts would have to be raised and then Council Tax which was already increasing because of the statutory requirements. Car parking charges were only introduced in recent years and Buckley and Holywell were already struggling. He agreed shoppers paid more in Mold but there was also more traffic and impact on the car parks. He also said there was no free parking in Broughton it was paid in the goods purchased. Austerity had increased the pressure on the Authority.

Councillor Paul Shotton commented there were a number of issues at play here. He referred to the loss of the recovery shortfall and delays in the implementation at car parks in Flint and hopefully the recovery would be shown in 2019/20. He agreed that Town Centres were struggling but there had been large retail units closing down which impacted on footfall into towns. He referred to the Princes Trust's work in developing town centres and this should be looked at and put on the forward work plan of the Community & Enterprise Overview & Scrutiny Committee. In response to Councillor Shotton's point the Chief Officer (Streetscene & Transportation) explained the loss of income was a deficit not a loss and would improve in future years. As regards Councillor Johnson's request the Chief Officer (Streetscene & Transportation) would speak to the Police to make arrangements for designated parking.



With regard to the displacement problem the Chief Officer (Streetscene & Transportation) explained double yellow lines could not be placed without a valid reason but if there was unsafe parking this could be addressed by the introduction of traffic orders. With regard to Shotton Station car park the Chief Officer (Streetscene & Transportation) would speak to Councillor Bibby outside the meeting to find a solution for this. He continued with regard to Mold car parks he had worked with the town council to try and improve the parking offer and agreed Enforcement needed have a stronger presence, however they were a small team which worked weekends and busy days to deal with problems. The Chief Officer (Streetscene & Transportation) then referred to Holywell and reported on the hard work involved to improve the offer for the town and referred to the submission of bid for a transport grant which was unfortunately unsuccessful but other options were being considered and pressure was continuing to be put to WG for funding for a worthwhile scheme. He outlined the interim arrangements which were being proposed.

In response to the question on Parking Enforcement the Chief Officer advised he did not have the information to hand but would circulate to Members following the meeting. With regard to Councillors Peers and Jones comments about recommending the removal of Limitation 2 with the Strategy the Chief Officer advised it was his role to present the facts and for Members of the Committee to make recommendations and for Cabinet to make a decision.

Councillor Peers referred to the letter which stated the Chief Officer would recommend the six month review and removal of limitation 2. He then referred to 1.10 and the trials of contactless payments and asked what were the proposals or costings for this. The Chief Officer (Streetscene and Transportation) responded saying the wording in the letter may not be strictly correct. As regards to the chip and pin payments these were not free and there would be a cost in reconfiguring the machines. More detail would be provided.

Councillor Chris Dolphin referred to the Holywell High Street bid to WG which failed and asked the reason why as the Environment Minister and Business Secretary were from Flintshire. The Cabinet Member for Streetscene and Countryside reported she had written to Ken Skates. He had responded to say he was not part of the assessment team but would provide further information and assumed Holywell must not have met the criteria. She had asked for feedback so the bid could be re-written to meet that criteria. She then referred to Llangollen's successful pedestrian areas bid which had included active travel bids. The Chief Officer (Streetscene and Transportation) added a lot of work and effort went into that bid but the scheme was hugely oversubscribed.

Councillor Peers moved the proposal 1.09 on page 29 with the removal of the 2<sup>nd</sup> criteria "That any proposal will meet the principles of the council's car parking strategy and would promote management of the car parking network to provide available spaces and therefore access to the town centres". When put to the vote this vote was lost

Councillor Bibby asked that at 1.10 point 3 there should be no increase in the fee until on street parking had been looked at. When put to the vote this vote was lost

The Chair then asked the Committee to consider the recommendations as outlined within the report which were moved and seconded. When put to the vote the Chair used his casting vote to support the proposed recommendations.

**RESOLVED:**

- (a) That the Committee notes the content of the 6 month review of the new car park charging regime introduced in May 2018; and
- (b) That the Committee recommends Cabinet approve the associated changes to the charging arrangements, as highlighted in this report, which are considered to be within the boundaries and limitations of the overall strategy.

**38. THE REVIEW OF GARDEN WASTE CHARGES IN FLINTSHIRE**

The Chief Officer (Streetscene & Transportation) introduced the Recycling and Compliance Officer to Committee. He presented the report which aligned the Council's waste and recycling model with the Welsh Government Collections Blueprint. This was approved by Cabinet in January and the take up for this service was better than expected at 40% and it was proposed to keep the charge the same for next year. He advised that 30% of those who took up the service were on benefits.

Councillor Chris Dolphin referred to the size of the bins which he felt were not big enough and that a second bin should be free and proposed that be put forward as Option 6 (£30 first bin second bin free). He added that other authorities use bigger bins and suggested postponing the use of technology for registering a bin to a property until further consideration had been given to providing bigger bins. He then referred to an email he had sent requesting Concessions be given to charities but this had not been progressed.

The Programme Manager Ancillary & Waste Services responded saying the 140 litre was a standard size across Wales. The 240 litre and 140 litre bins were trialed in 2003 but there had been operational problems together with a number of breakages and weight issues with the lift equipment and it was deemed that the 140 litre bin was the most suitable.

The Chief Officer Streetscene & Transportation acknowledged Councillor Dolphin's comments that the second bin should be free.

Councillor Mike Peers noted the comments regarding larger bins and referred to the Environment meeting on the 16<sup>th</sup> January 2018 when the Chief Officer advised the provision of larger bins would be looked at and asked what was the outcome had been.

Councillor Peers was pleased the Council had met the cost of recovery for this service of £166,000 but suggested this could be seen as the Council making a profit and questioned whether streamlining payments should be undertaken earlier than 2020. If the cost for the Chip and pin technology was £30,000 why not use the excess from current year. At 1.16 the potential for offering reduced rates for the elderly and vulnerable was considered during the first year of production and an undertaking was given that a review would take place and asked regarding the outcome. He agreed with Councillor Dolphin's comment that the bin was not big enough

The Cabinet Member for Streetscene and Countryside stated the larger bins were too heavy for the machines to pick up. The second bin reduction charge could impact on the budget which could mean charging more for the first bin. As regards Concessions – An audit of people on the Council tax Reduction Scheme indicated 30% subscribed to the scheme. These were the reasons for not reducing or increasing the rates this year. She also commended the small team who managed to send out 30,000 stickers and deal with telephone queries which was impressive. Councillor Paul Shotton said this was a controversial issue and the 40% take up was encouraging and that Direct Payments would make it easier for the team.

Councillor Joe Johnson asked how the payments were made. It was confirmed 95% were over the telephone with the team encouraging the online payment method for the future.

The Chair commented that residents had the option of composting their garden waste if they did not wish to pay for the service.

Councillor Richard Jones supported Councillor Dolphin's comment that the bins were too small and residents should be with issued larger 240 litre bins. He added that the cost of the service was to go and collect and dispose of the garden waste. He advised that the WG initiative was not to generate income but to lower the carbon footprint to HRC sites. He added that in comparison to neighbouring authorities Flintshire was more expensive as our neighbouring authorities had the 240 litre bins

Councillor Owen Thomas suggested the money should be was used to promote compost bins

Councillor Andy Dunbobbin commented Flintshire should not be ashamed of making a profit but the money should be reinvested.

The Chief Officer (Streetscene and Transportation) responded to say the costs would go up next year. He added that to replace 30,000 bins at £20 each would cost in the region £600,000.

When put to the vote Option 6 £30 first charge 2<sup>nd</sup> bin free, the vote was lost.

**RESOLVED:**

- (a) That the Committee support the continuation of the charging policy for the Garden Waste Service for 2019 and in subsequent years;
- (b) That the Committee recommends Cabinet approves the continuation of the flat rate charging mechanism, without concessions and that the charge of £30 will continue to apply for each bin collection made during the 2019 season;
- (c) That the Committee recommends Cabinet approve that from 2019, the annual review of the Garden Waste charge should be included in the annual portfolio review of fees and charges; and
- (d) That the Committee recommends Cabinet approves the request to Cabinet for the service to explore an alternative, technology based system to monitor payments and notify the waste collectors of a paid subscription, in readiness for the 2020 season and that £30k of the funds raised in the 2018-19 financial year are set aside to fund the new arrangement

**39. NORTH EAST WALES METRO**

The Chief Officer (Streetscene & Transportation) introduced Ian Bushell Project Manager for North East Wales Metro to committee but because of time constraints it was proposed to defer this report until the New Year.

**RESOLVED:**

The Committee agreed for this item to be deferred to the next meeting.

**40. MEMBERS OF THE PUBLIC AND PRESS IN ATTENDANCE**

There was one member of the press and no members of the public in attendance.

(The meeting started at 9.00 am and ended at 11.30 am)

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**Chairman**

**ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE**  
**15 JANUARY 2019**

Minutes of the meeting of the Environment Overview & Scrutiny Committee of Flintshire County Council held in the Council Chamber, County Hall, Mold on Tuesday, 15 January 2019.

**PRESENT: Councillor David Evans (Vice Chair in the Chair)**

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

**SUBSTITUTION:** Councillor Patrick Heesom (for Ray Hughes)

**CONTRIBUTORS:** Councillor Carolyn Thomas, Cabinet Member for Streetscene and Countryside, Councillors: Chris Bithell, Cabinet Member for Planning and Public Protection, Chief Officer (Streetscene and Transportation), Chief Officer (Planning, Environment and Economy), Highway Network Manager, Fleet Manager, and Senior Technical and Performance Manager

**IN ATTENDANCE:** Environment Overview & Scrutiny Facilitator and Democratic Services Officer

**41. DECLARATIONS OF INTEREST**

None were received.

**42. MINUTES**

The minutes of the meeting held on 27 November 2018 were submitted.

Matters arising

Referring to his comments on Environmental Enforcement, Councillor Paul Shotton advised that various local groups and organisations would be engaged in a 'clean-up of discarded litter' around Connah's Quay during March.

**RESOLVED:**

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

**43. NORTH EAST WALES METRO**

The Chief Officer (Streetscene and Transportation) introduced the report to provide an update on the progress of the North East Wales Metro Project, including the latest bids to Welsh Government (WG) for funding. He provided background information and explained that to provide a long term sustainable transport solution it was essential that all modes of transport were successfully integrated. Key to this was maintaining and promoting a sustainable, affordable, and environmentally friendly Public Transport Service with links to all of Flintshire and the wider region. Proposals

provide a platform which can be widened in scope to provide a transport solution for other local key areas of employment, particularly Broughton and the nearby Airbus site, providing seamless access for people wishing to work in the area whilst living in other areas of North/Mid Wales and North West England.

The Chief Officer reported that further bids had recently been submitted to the WG 'Local Transport Fund' (LTF) for funding in the 2018-2021 period. The Authority had been successful in securing £1,373,500 WG funding in 2018/19 with a further commitment of £2,675m in 2019/20 and £1,6025m in 2020/21 for the delivery of further schemes as detailed in the report.

The Chief Officer invited the Senior Technical and Performance Manager to report on progress on the following ongoing schemes within the wider project:

- Access to employment – active travel and bus stop infrastructure throughout Deeside Industrial Park
- Developments for passenger growth – Deeside corridor
- B5128 Queensferry roundabout to Denbighshire County Boundary
- Partial signalisation of Parkway roundabout – Zone 2, Deeside Industrial Park
- A5104 Broughton to Saltney cycleway phase 2

The Chief Officer advised that consultation on the schemes had taken place with the Deeside Business Forum, businesses in Deeside Industrial Park, local Town and Community Councils, elected Members, and the WG. A public consultation exercise would also be undertaken in the near future.

The Chief Officer acknowledged the comments from Councillor Vicky Perfect on the North East Wales Metro proposal and a link to the railway station in Flint, and said that the importance of the coastal rail line was recognised.

Councillor Paul Shotton commented on the difficulty experienced by some people in gaining access to Deeside Industrial Park. He spoke in support of the scheme for active travel and bus stop infrastructure throughout Deeside Industrial Park and welcomed the upgrade to the shuttle service with more emphasis on energy efficiency. He asked for an update on the park and ride scheme. Officers advised that work was taking place with the Welsh Government to develop the park and ride scheme and was currently at the planning stage and funding should be secured in the near future. A suitable site had been identified and the business community were in favour of park and ride. Councillor Carolyn Thomas commented that the park and ride scheme would address the issue of congestion and provide a regular shuttle service.

The Chief Officer referred to the linking of Shotton station to enable access into the centre of Deeside Industrial Park in addition to the link between Flint and Shotton which would allow further access to employment from the North of the County.

Councillor Patrick Heesom said he supported the concept of the North East Wales Metro but expressed concerns that there had not been proper consultation with Members and emphasised the importance to the wider infrastructure of the County. Referring to the integrated transport network he referred to the need for

links from the major road arteries (A55 and A548) to connect to the Deeside Business Park . He also expressed a number of concerns around the red route which he said would result in the transfer of blockages up to Northop. He had made representations to the Minister in Welsh Government and felt that a solution would be a new bridge from the roundabout on Shotwick bypass to the junction of Bagillt/Flint. He commented that the red route did nothing for Connah's Quay and Flint. He added that the report indicated that £13million was being used to resolve certain issues in Deeside but was not available to the rest of the Council area and expressed the view that the rest of Flintshire was being failed by the Council.

Councillor Carolyn Thomas advised that the Committee had considered the routes as part of the WG consultation and had supported the red route.

Councillor Shotton also commented that the First Minister was also committed to the red route which was welcomed.

Councillor Chris Dolphin welcomed the report but commented that this was a significant amount of funding which was Deeside orientated. He took the opportunity to comment on Holywell High Street and referred to the need for WG to support improvement works. Officers agreed to discuss the matters raised by Councillor Dolphin concerning Holywell High Street following the meeting.

Councillor Owen Thomas asked if the shuttle bus service would take into consideration the needs of employees who worked shift hours on Deeside Industrial Park. The Senior Technical and Performance Manager explained that that shift working patterns had been taken into consideration and the shuttle service would mirror shift patterns. He also reported that streetlighting was being provided on cycle lanes across the river in response to feedback received.

Councillor Haydn Bateman asked for an update on the Mold to Broughton cycleway. The Chief Officer explained that significant funding had been received and said that a presentation would be made to a future meeting of the Committee to update on progress.

The Chair raised a query on the dedicated bus lane through Shotton and asked how this would fit in. The officer advised that a transport planning survey had been undertaken and there was sufficient room to put in a bus lane from Asda junction to the Shotton traffic lights.

Councillor Andy Dunbobbins welcomed the report and expressed appreciation to the Chief Officer and his team for the progress achieved. He commented on the positive improvements in Zone 3 and referred to the benefits to be gained from tourism from an integrated transport strategy for Flintshire. Referring to the Park and Ride scheme he asked if there would be a charge for the service. The Chief Officer advised that it was intended that the service would be pay and display with the use of permits allowed. He commented that the majority of the business community shared a paid approach to park and ride.

Councillor Cindy Hinds asked for an update regarding the timescale for the 3 hubs and referred to the need to ensure the bus network linked into hubs and train

stations. The Chief Officer acknowledged the comments and said that the Bidston line was key to progressing this. He added that this was a short term aspiration.

Councillor Patrick Heesom reiterated his concerns that large areas of the County were not being consulted on the proposals and a strategy was needed for the rest of the County. He also reiterated his comments that the red route would not resolve any of the issues around access to Deeside Industrial Park from other areas of the County. He also said there was no support in the proposals for the development of Mostyn Dock.

Councillor Carolyn Thomas reassured the Committee that where possible there were “joined up” plans for the rest of the County and funding for development across Flintshire would be pursued. She advised that consultation would be made available online.

Members agreed that further consultation would be of benefit and welcomed the commitment to online consultation.

**RESOLVED:**

- (a) That progress made to date on Flintshire County Council’s Integrated Transport solution and its links to the wider North East Wales Metro plans supported by the Welsh Government, be noted;
- (b) That the recent award of Welsh Government Local Transport funding be noted; and
- (c) That further consultation takes place with the wider business community

44. **FLEET CONTRACT**

The Highways Network Manager introduced the report to provide an update on the progress of the countywide Fleet Contract two years after implementation and with an evaluation of the efficiencies delivered by the change in delivery method.

The Highways Network Manager provided background information and referred to the key considerations, as detailed in the report, concerning the anticipated financial benefits and the current position, and the anticipated service benefits. He reported that the majority of anticipated service benefits had been realised and the fleet had been modernised with replaced vehicles. The actual total cumulative saving of the Fleet Contract by Year 2 (17/18) is calculated as £1,134,912, however, this is made up by the much improved position of non-cashable savings provided from the reduced processing of invoices.

The Highways Network Manager advised that an Internal Audit review of the contract was undertaken in May 2018, as a matter of good practice, and had identified areas where the Authority needed to work more closely to ensure activities became embedded in service area’s review processes. He added that advice and information from the Fleet Team and the partnering contractor are acted on to improve utilisation



and efficiencies. An Action Plan is in place to resolve all outstanding issues raised in the report.

Referring to the modernisation of the Authority's fleet of vehicles following the provision of new vehicles by the partner, the Chief Officer said this had resulted in fewer vehicles in operation than in the past and greater efficiency with less maintenance and repair work required. As a result proposals are being considered to enable the in-house workshop staff who carry out the maintenance activities on the vehicles on behalf of the contractor, to take on third party business through the workshops with the Authority to be paid for the hours worked.

Members expressed appreciation to the Chief Officer and his team for the progress and efficiencies achieved to date as a result of the new fleet working arrangements.

**RESOLVED:**

That the report be noted.

**45. STRATEGIC DEVELOPMENT OF ELECTRIC VEHICLES AND CHARGING INFRASTRUCTURE**

The Chief Officer introduced the report to enable the Committee to consider the draft strategy. He provided background information and referred to the increased demand for electric vehicles (EVs) in the UK and advised that it was essential for the Authority to engage with the new technologies to reduce the risk of public abandonment in terms of tourism, residential development and business growth.

The Chief Officer advised that the Council had a major role both in developing a strategy to facilitate the implementation of Electric Vehicle Charging Points and in providing opportunities for the introduction of appropriate and effective Charging Points at strategic locations throughout the County. The Authority would achieve this by making locations available and by ensuring that the local electricity supply network was sufficient to accommodate the additional demand. This approach would ensure long term sustainability and provide the Council with some potential long term financial benefits from local lease arrangements. An approved strategy would allow the Council to bid for a funding stream made available by the Welsh and national Governments to help local authorities to secure a network of electric vehicle charging points across the country.

The Chief Officer explained that the Authority could mitigate the risk of impact on its finances by adopting the role of an 'enabler' to facilitate the implementation of electric vehicle charging points, rather than assuming the role of a direct provider. He reiterated that this approach would allow the Council to enter long term lease agreement with specific suppliers which would provide long term income potential. This would involve the Authority bidding for available funding from the Welsh Government to upgrade the existing electricity supply network at those sites which have a proven business case. Sites may also be prioritised due to the potential to integrate ancillary energy facilities such as Solar PV (solar carports, solar arrays) and battery storage. The Chief Officer reported that it was essential that both urban and

rural aspects of the County were considered when facilitating the growth of an EV charging network.

The Chief Officer advised that the Authority current operated a fleet of around 315 vehicles and whilst it aspired to achieve an all electric fleet the batter technology currently available restricted the range of electric vehicles. However, the Authority would continue to work with its fleet supplier to monitor opportunities to integrate electric vehicles into its own fleet in line with the advancement of battery technology.

He invited the Network Support Manager to report on the main considerations as detailed in the report and to respond to the questions and comments raised by Members.

Members spoke in support of the proposals that the Authority should act as an 'enabler' rather than a direct provider of electricity charging points and should facilitate the upgrade of the existing electricity supply network at economically viable locations on the highway network and other key locations in the County. Members also supported the strategic locations identified across Flintshire's own asset portfolio which would require further work to prioritise bids to access any available Welsh Government or national funding to install the necessary electrical infrastructure for charging points at these locations.

**RESOLVED:**

- (a) That the Committee supports the proposals that the Authority should act as an 'enabler' rather than a direct provider of electricity charging points and should therefore facilitate the upgrade of the existing electricity supply network at economically viable locations on the highway network and other key locations in the County;
- (b) That the Committee supports the strategic locations identified across Flintshire's own asset portfolio which would require further work to prioritise bids to access any available Welsh Government or national funding to install the necessary electrical infrastructure for charging points at these locations; and
- (c) That the Authority continues to aspire to achieve an "All Electric Fleet" of service vehicles in line with the advancement of battery technology.

**46. COUNCIL PLAN 2018/19 MID-YEAR MONITORING REPORT**

The Chief Officer (Streetscene and Transportation) introduced a report to present a summary of performance at the mid-year point 2018/19 for the Council Plan priority 'Green Council' relevant to the Committee.

The Chief Officer advised that the mid-year monitoring report showed that 88% of activities were making good progress with 81% likely to achieve their planned outcomes. 79% of the performance indicators had met or exceeded their targets. Risks were being managed with a minority of 18% being assessed as major. The report was an exception based report and therefore focussed on the areas of under-performance.

The Chief Officer (Streetscene and Transportation) referred to the major risk identified for the Committee regarding adverse weather conditions on the highway network. He advised that the risk trend had increased due to the severity of the 2017/18 winter, with road conditions throughout the County detrimentally affected by road surface defects and potholes. Additional funds, resources and contractors had been deployed across the County during the summer to repair the network as defects were identified. This included the priority resurfacing and patching capital schemes. The Chief Officer explained that although expensive and permanent repair work to remove significant defects and improve the condition of the roads whilst reducing the risk on the network was undertaken this may not be sufficient to halt decline in the network. However the Chief Officer reported that additional funding had been allocated to enable the Authority to undertake some major schemes this year.

Councillor Owen Thomas expressed concerns regarding the risks associated with public safety due to potholes on some of the roads in his Ward. Councillor Carolyn Thomas offered to discuss the specific concerns raised by Councillor Thomas following the meeting.

Councillor Chris Dolphin reiterated the concerns expressed by Councillor Thomas regarding the poor condition of some roads and commented on the method of inspection used to identify defects. Councillor Carolyn Thomas acknowledged the point made and explained a backlog of repair work was required to bring roads up to the required standard, however, without sufficient funding to undertake the work the network would continue to deteriorate.

The Chief Officer (Planning, Environment and Economy) referred to the major risk that funding would not be secured for priority flood alleviation schemes, as detailed in section 1.11 of the report. He advised that the implementation of Schedule 3 of the Flood & Water Management Act which required the local authority to also act as the Sustainable Drainage Approving Body (SAB) as of 7 January 2019, placed further duties on the Flood Risk Management team with no additional funding being made available from the Welsh Government.

Councillor Patrick Heesom commented that local authorities should not be expected to undertake additional duties without adequate funding and expressed the view that local Members needed to be involved in pre application discussions for planning matters. Councillor Carolyn Thomas emphasised that strong representations had been made concerning the need for funding to be made available.

In response to a query from Councillor Haydn Bateman concerning the Mold flood alleviation scheme the Chief Officer (Planning, Environment and Economy) explained that a more affordable plan was in place but there was no timescale at the current time to implement it.

Councillor Paul Shotton expressed thanks for the repair work carried out on potholes in Connah's Quay. He referred to the suggestion at previous meetings that alternative types of materials for road surface dressings be explored and asked if there had been any progress on this. The Chief Officer (Streetscene and Transportation)

explained that an update on progress would be provided to a future meeting of the Committee.

**RESOLVED:**

That the Committee notes the mid-year Council Plan Monitoring Report 2018/19.

**47. FORWARD WORK PROGRAMME**

The Environment Overview & Scrutiny Facilitator presented the Forward Work Programme for consideration. She advised that the next meeting of the Committee would be held on 26 February 2019 and the following items were scheduled for consideration:

- Q3 Council Plan Monitoring
- School Transport – Hazardous Routes

The Facilitator explained that it was intended that the meeting of the Committee scheduled on 9 April, would be held at Wepre Park, Connah’s Quay, and this would be confirmed to Members when agreed.

**RESOLVED:**

- (a) That the Forward Work Programme be amended; 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.

**48. MEMBERS OF THE PUBLIC AND PRESS IN ATTENDANCE**

There was two members of the press and no members of the public in attendance.

(The meeting started at 10.00 am and ended at 11.45 pm)

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**Chairman**



## ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

|                        |  |
|------------------------|--|
| <b>Date of Meeting</b> | Tuesday 26 <sup>th</sup> February, 2019  |
| <b>Report Subject</b>  | Flintshire County Council's Response to the Welsh Government White paper 'Improving Public Transport'    |
| <b>Cabinet Member</b>  | Cabinet Member for Streetscene and Countryside; and<br>Cabinet Member for Planning and Public Protection |
| <b>Report Author</b>   | Chief Officer (Streetscene and Transportation); and<br>Chief Officer (Planning, Environment and Economy) |
| <b>Type of Report</b>  | Strategic  |

### EXECUTIVE SUMMARY

Welsh Government (WG) issued a consultation white paper in December 2018, on their plans to improve public transport in Wales. The purpose of the consultation is to seek views on the Welsh Government legislative proposals for reforming the planning and delivery of local bus services in Wales, together with the licensing of taxis and other private hire vehicles.

The closing date for responses is 27<sup>th</sup> March 2019. (Consultation reference WG36240).

This report provides Environment Overview and Scrutiny with the opportunity to comment on the proposals within the White Paper before Cabinet approves the formal Council's response to the consultation.

### RECOMMENDATIONS

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| 1 | That Scrutiny notes the WG consultation and supports the Council's proposed responses. |
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## REPORT DETAILS

|      |   |
|------|---|
| 1.00 | <b>EXPLAINING THE AUTHORITY'S STATUTORY DUTY AND PROCESS UTILISED TO ASSESS THE TRAVEL NEEDS OF PUPILS.</b>   |
| 1.01 | Welsh Government (WG) issued a consultation White Paper in December 2018, on their plans to improve public transport in Wales. The purpose of the consultation is to seek views on the Welsh Government legislative proposals for reforming the planning and delivery of local bus services in Wales, together with the licensing of taxis and other private hire vehicles.   |
| 1.02 | <p>There are 10 proposals within the report which are summarised as follows:</p> <ol style="list-style-type: none"> <li>1. A proposal to establish Joint Transport Authorities (JTAs) in Wales.</li> <li>2. Provide powers for Councils to enter Enhanced Quality Partnerships with transport operators</li> <li>3. Revise legislation to make franchising bus routes a useable option for Councils</li> <li>4. Revise legislation to allow Councils to operate their own bus service.</li> <li>5. Increase the eligibility age for the mandatory concessionary fares scheme, to bring it in line with a woman's pensionable age.</li> <li>6. Put in place information monitoring and sharing requirements on transport operators</li> <li>7. Set national standards for taxi and private hire licensing.</li> <li>8. Allow a licensing authority to take enforcement action against any non-compliant vehicle operating their area.</li> <li>9. Create a mechanism in order that information can be shared to purposes of safeguarding.</li> <li>10. To redirect all existing taxi and PHV licensing functions away from local authorities and into a national licensing authority (JTA).</li> </ol> |
| 1.03 | Proposals 7 – 10 refer directly to taxi licensing and the Council's response has been discussed by the Licensing Committee. The proposed response to the questions relating to these proposals are shown in Appendix 1 and are included for the benefit of this Committee.  |
| 1.04 | The general proposed response to the proposals regarding public transport are as follows:   |
| 1.05 | <p>A proposal to establish Joint Transport Authorities (JTAs) in Wales.</p> <p>Clearly transport does not end at the border between Councils and there is clear benefit from regional or sub-regional coordination and on that basis the proposals should be supported from a public transport perspective.</p>   |
| 1.06 | <p>Provide powers for Councils to enter Enhanced Quality Partnerships with operators.</p> <p>These additional powers would be welcomed and help provide some long term security for operators and users of the key transport links.</p>   |

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|------|--|
| 1.07 | <p>Revise legislation to make franchising bus routes a useable option for Councils.</p> <p>This would be a useful (if expensive) tool and could be used as a final option where operators cannot provide a commercially viable service along specific and key routes.</p>  |
| 1.08 | <p>Revise legislation to allow Council's to operate their own bus service.</p> <p>These additional powers would also be welcomed and the provision of a Council operated bus service would provide some financial balance on the routes where there are limited commercial options available.</p>  |
| 1.09 | <p>Increase the eligibility age for the mandatory concessionary fares scheme, to bring it in line with a woman's pensionable age.</p> <p>The proposal is a national decision however the suggestion brings concessionary passes in line with pension eligibility.</p> <p>The Council welcomes the protection for existing pass holders</p> |
| 1.10 | <p>Put in place information monitoring and sharing requirements on operators.</p> <p>These additional powers would be welcomed and help provide service users with relevant and timely travel information.</p>   |
| 1.11 | <p>The proposed detailed responses to each question within the consultation document are shown in Appendix 1.</p>  |

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|-------------|--|
| <b>2.00</b> | <b>RESOURCE IMPLICATIONS</b>   |
| 2.01        | <p>Staff resources may be impacted if specific duties transfer to the proposed JTA's however without full details the full impact cannot be evaluated at this stage.</p> |

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| <b>3.00</b> | <b>CONSULTATIONS REQUIRED / CARRIED OUT</b> |
| 3.01        | <p>With Cabinet Members.</p>                |

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| <b>4.00</b> | <b>RISK MANAGEMENT</b> |
| 4.01        | <p>Not applicable.</p> |

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|-------------|---|
| <b>5.00</b> | <b>APPENDICES</b>   |
| 5.01        | <p>Appendix 1 – Suggested response to the consultation questions.</p> |

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|-------------|--|
| <b>6.00</b> | <b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>   |
| 6.01        | <p>None.</p> <p><b>Contact Officer:</b> Stephen O Jones<br/> <b>Telephone:</b> 01352 704700<br/> <b>E-mail:</b> <a href="mailto:stephen.o.jones@flintshire.gov.uk">stephen.o.jones@flintshire.gov.uk</a></p> <p><b>Contact Officer:</b> Andrew Farrow<br/> <b>Telephone:</b> 01352 703201<br/> <b>E-mail:</b> <a href="mailto:andrew.farrow@flintshire.gov.uk">andrew.farrow@flintshire.gov.uk</a></p> |
| <b>7.00</b> | <b>GLOSSARY OF TERMS</b>   |
| 7.01        | JTA – Joint Transport Arrangement.   |



**FLINTSHIRE COUNTY COUNCIL'S RESPONSE TO  
WELSH GOVERNMENT'S WHITE PAPER FOR TRANSPORT**

**Q1. Do you agree it is important for local authorities to work together with regard to local bus services? Yes/No? Please explain your answer**

Yes

Transport services are not influenced by County boundaries but by end destinations. A joined up and integrated service is therefore critical, if a sustainable and affordable public transport is to be provided.

**Q2. Please provide comments on the proposed organisational structures. Which is your preferred option and why?**

Preferred option would be a national JTA setting policy and clear and consistent standards across Wales with regional/sub regional delivery boards. However there is a lack of certainty over the makeup of a regional delivery board - the Council would support a sub-regional/regional partnership of local authorities to deliver the transport function and this would be supported.

We consider it is essential that there is local authority representation on the national JTA.

A regional JTA would cover too large a geographic area to allow full integration of transport functions across such a wide and diverse demographic/geographic area.

A lack of understanding of the role of the national JTA and the local JTA in option 2.

Will the proposed organisational structure take account of current regional transport committees?

Delivery boards need to include cross border authority working relationships with existing English JTA's.

Clarity is required on the full scope of the JTA powers and regional boards. Would it include adult, social care transport and school transport and non-emergency medical patient transport.

**Q3. Is there another organisational structure for JTA's that we should consider? Please describe.**

Yes.

National JTA with local sub regional collaboration partnerships with local authorities (see Q2)

**Q4. Do you have any comments on the proposal that the Welsh Ministers should be represented on a JTA or any committees of a JTA?**

We support Welsh Ministers being on the National Board or Committee of the JTA in order to set strategic direction policy and set budgets. However, there would be a conflict of interest, if Welsh Ministers were represented on the local JTA's or delivery boards.

**Q5. Do you have any comments on the proposals that the Welsh Ministers should have powers to issue guidance and directions, and to intervene where a JTA is failing to exercise its functions effectively?**

The powers should sit with Committee/Board to set guidance and direction however, it is appropriate for Welsh Ministers to intervene where a JTA is failing

**Q6. Is the proposed division of national and regional functions appropriate?**

Yes with the following exception.

Responsibility for certain back office functions such as concessionary fare reimbursements, grant payments, Traveline and customer surveys and inspectors could remain national functions however other back office functions such as ticketing and fares back office systems, integrated demand responsive travel system implementation and management should remain as a regional functions.

**Q7. Should any other transport functions be transferred to a JTA? Please describe.**

Yes. Non-emergency medical patient transport and co-ordination of community transport schemes. A national JTA should also set standards for community transport schemes across Wales.

**Q8. Do you think that legislation is required to secure the benefits of enhanced partnership working? Yes/No? Please explain your answer to this question.**

Yes. This is welcomed in order to encourage operators to enter into partnership working arrangements.

**Q9. Do you agree with our proposals for EQPs, in particular the proposed process for developing and making EQPs? Yes/No? Please explain our answer to this question.**

Yes.

**Q10. Do you think that the proposed scheme provides a more workable option for the franchising of local bus services? Yes/No? Please explain your answer.**

Yes however, we see franchising very much as the least favourable option, due to financial implications and the likely impact on the bus industry in terms of restricting supplier access to the market.

**Q11. Do you think there should be a requirement for the assessment to be subject to an independent audit? Yes/No? Please explain your answer.**

Yes. This will avoid a future challenge against the decision by non successful operator.

**Q12. Do you have any other comments on the proposed process for franchising?**

No. Other than franchising would further restrict the transport supplier market.

**Q13. Do you have any comments in relation to the proposals for the issuing of permits in circumstances where franchising arrangements are in place?**

We do not feel this is practicable in North Wales where franchising (if appropriate) should operate on defined routes/corridors and not by area.

**Q14. Do you agree that as part of any arrangements to let franchise contracts, specific consideration should be given to how SMEs can be enabled to be involved in the procurement process? Yes/No? Please explain your answer.**

Yes otherwise we will restricting the limited market even further

**Q15. What transitional arrangements should be considered in order to ensure that bus services are not compromised during the process of preparing to franchise?**

Further subsidy of existing services – this will require defined and long term budget planning. A commitment by WG and local authorities to commit to current spending levels would provide assurances on this matter.

**Q16. Do you think that local authorities should be able to run bus services directly (i.e. in house services)?**

Yes.

**In what circumstances do you think this would be appropriate?**

Where there are concerns that suppliers are not providing value for money - this process will provide some level of control against increased costs and help, support and regulate the market and would be particularly useful where we have high contract prices due to a lack of competition.

**What, if any, safeguards do you feel ought to be put in place with in-house services to ensure that no local authority has an unfair advantage in a deregulated market, and why?**

Open and transparent procurement process with an award only in circumstances where the in-house option provides overall best value.

**Q17. Do you think that local authorities should be able to set up arms length companies to operate local bus services?**

Yes

**In what circumstances do you think this would be appropriate?**

For wider scale bus service provision.

Forming the arms length company it would remove the opportunity to integrate provision with existing internal transport services.

**What, if any, safeguards do you think should be put in place with arms length bus companies to ensure that no local authority has an unfair advantage in a deregulated market, and why?**

Open and transparent procurement process with an award only in circumstances where the in-house option provides best value. When the scale of the operation justifies a support team to deliver the service.

**Q18. Do you agree with the Welsh Minister's proposal to align entitlement to a mandatory concessionary fare pass with a woman's pensionable age? Please give reasons for your answer.**

Yes.

**Q19. Do you agree that an incremental change is the most appropriate method?**

Yes.

**Q20. Do you agree with our proposal to require the release of open data on routes, timetables, fares and tickets? Yes/No? Please explain your answer.**

Yes. Information should be made available to help network planning but given the commercial sensitivity access to this information should be restricted.

**Q21. Do you agree with our proposal to enable local authorities to have the power to obtain information on services which are to be cancelled or varied, and where appropriate, disclose this information as part of the tendering process? Yes/No? Please explain your answer.**

Yes. This information will aid service continuity on core routes.

**Q22. Do you agree with our proposal to introduce national standards which will apply to all taxis and PHVs in Wales? Yes/No? Please explain your answer.**

Yes, this is consistent with the previous consultation work undertaken between the Licensing Expert Panel, which Flintshire are represented at, and the Welsh Government lead on taxi reform in Wales. It is also consistent with recommendation 2 made by the “Ministerial Working Party into hackney carriage and private hire licensing in England [2018]” and the Law Commission review “reforming the law of taxi and private hire services” [2012]”.

National standards would ensure that taxi services are delivered consistently across Wales and deal with any perceptions of any unnecessary inconsistency across Councils.

This may cause issues with those counties who border England.

**Q23. Are there any matters which you would like to see contained in any National Standards?**

Flintshire County Council’s view is that separate National Standards should be defined for vehicles, drivers and operators. Our belief is that following matters should be included, although this is not an exhaustive list:

- Enhanced DBS and Barring List checks (certificate of good conduct for overseas applicants) for drivers, operators, proprietors and dispatchers. The Panel believe that anyone taking or holding an individual’s personal information should have to be vetted to ensure that that person is safe and suitable (“fit and proper”).
- Medical fitness and specifically the requirement of Group 2 Medical Standards and the need for the applicant’s full medical history to be noted by the completing GP. Standards should also consider consistency of the issue of exemption certificates in terms of Equality Act duties.
- Immigration checks specifically the Right to Work in the UK
- Suitability of applicants and licence holders. The Institute of Licensing has published guidance on determining the suitability of applicants and licence holders

in the hackney carriage and private hire trades. The criteria used in this guidance should be incorporated into any National Standards

[https://www.instituteoflicensing.org/documents/Guidance\\_on\\_Suitability\\_Web\\_Version\\_\(16\\_May\\_2018\).pdf](https://www.instituteoflicensing.org/documents/Guidance_on_Suitability_Web_Version_(16_May_2018).pdf)

- Nationally-recognised vocational qualifications to include disability quality and awareness training, safeguarding awareness training (Child Sexual abuse / Exploitation, County Lines), practical driving standards test, communication skills and literacy, customer care, handling of emergencies, managing conflict etc.
- Knowledge and suitability test (literacy, numeracy, highway-code, conditions, local area knowledge).
- Overseas driving licenses.

In addition, we recommend the following matters be included in relation to vehicles:

- National Inspection Standards and frequency of inspections and testing including the criteria for testing. Consideration should also be given to suitability, independency and availability of testing stations and how they are approved e.g. consider if use of Trade owned testing stations are appropriate.
- Accessibility standards including the carrying of assistance dogs.
- Design and appearance and internal spatial requirements of vehicles including the approach to identify taxis and private hire vehicles.
- The information which should be contained on any vehicle identification source (plates, door signs)
- Standards for specialist and novelty vehicles, such as stretched limousines, wedding and funeral cars, omnibuses and pedicabs
- Taxi Meter standards including the criteria for Pulse and GPS meters.
- The use and standards for CCTV within vehicles, both audible and video as outlined in recommendation 17 & 18 “Ministerial Working Party into hackney carriage and private hire licensing in England [2018]”. The Information Commissioner’s Office has produced advice for councils and other organisations in using surveillance and CCTV systems in licensed taxis. A National Standard should take account of this advice.  
<https://ico.org.uk/about-the-ico/news-and-events/blog-continuous-cctv-in-taxis-where-do-councils-stand> The LGA Guidance has also now been published. (The cost of fitting CCTV within licensed vehicles particularly for small businesses may require subsidy from Welsh Government)
- Record Keeping including the retention period required. The Panel believe that ideally records should be kept for every journey undertaken, however, there are obvious practical difficulties with taking this approach. A better option would be to use technology to better the safeguarding processes. The use of CCTV, trackers and GPS systems would not only provide a more robust system for record keeping, but would also not place an administrative burden on taxi drivers.
- Environmental considerations such as vehicle emission standards

The standards for some of the points recommended above are included in guidance already and should be taken into account when developing any National Standards, such

as the Department of Transport Taxi and Private Hire Vehicle Licensing: Best Practice Guidance (March 2010), although this is in need of updating.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/212554/taxi-private-hire-licensing-guide.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/212554/taxi-private-hire-licensing-guide.pdf)

In addition we recommend mandating training for all individuals involved in the licensing decision-making process. Consistent and appropriate training of officers and councillors is essential to ensure those applying standards are competent to do so. The content of the training should form part of National Standards.

Finally, any National Standards developed should be consistent with criteria implemented in England to reduce variations in driver, vehicle and operator requirements especially around the border areas.

**Q24. Are there any matters which you think should be excluded from any National Standards?**

There are no matters that should be excluded, although National Standards should not duplicate other legislation.

**Q25. What practical obstacles might there be to setting common national standards for both taxis and PHVs?**

The main obstacle will be incorporating the National Standards into the 10,000 vehicles and 12,000 drivers currently licensed in Wales and the provisions that will need to be in place for transitional arrangements and grandfather rights. Consideration will also need to be given to finding suitable consistent standards which work for both urban and rural areas, and those which have thriving town / city centres.

**Q26. What would be the best approach for determining the content of national standards?**

There are already a number of national policies in place which have been adopted by a number of Welsh Local Authorities in order to provide a level of consistency between areas, such examples include:

- National Inspection Standards for Hackney Carriage and Private Hire Vehicles, and
- Institute of Licensing Guidance on determining the suitability of applicants and licences in the hackney carriage private hire trade

There are also some excellent examples of local taxi licensing policies and standards in place which have been developed and applied at a local level.

Welsh Government will first need to establish what policies and standards are already in place in Wales and then draw on the knowledge of licensing practitioners who have expert practical experience of undertaking taxi licensing work on a daily basis.

It would be remiss of Welsh Government to disregard any policies, standards or procedures which have been developed by licensing professionals and which actually serve to provide a robust service against a backdrop of legislation which is woefully inadequate and outdated.

The All Wales Licensing Expert Panel, at which Flintshire are represented, consists of managers and team leaders who have extensive knowledge and experience in the taxi licensing field and would without question need to be heavily involved in the development of National Standards.

It is suggested that Welsh Government would also need to engage with passenger safety groups and operator representatives by way of meetings, seminars and workshops.

**Q27. Please provide any other comments or proposals around national standards that were not covered in the above questions.**

The previous Welsh Government consultation on Taxi and Private Hire Vehicle Licensing in Wales [WG31865] referred to “National Standards for all taxis and private hire vehicles, set by Welsh Ministers, with the power for local licensing authorities to set additional conditions where it is appropriate to do so”

Although the White Paper makes no reference to minimum national standards, it is worth noting that we would not recommend that local licensing authorities be permitted to set additional local conditions above the national standard.

**Q28. Should a local authority be able to revoke or suspend a licence relating to any vehicle operating in its area, even if it did not issue the original licence? Yes/No? Please explain your answer.**

Flintshire County Council believe that the revocation of a vehicle licence should be the responsibility of the home Licensing Authority. Where it is proposed that action is taken to revoke a licence, it is imperative that the licence holder is afforded the opportunity to be heard i.e. the opportunity of a fair hearing; this is a requirement of Article 6 Human Rights Act which protects your right to a fair trial. The Licensing Authority that has issued the licence will also have invaluable local knowledge about the licence holder, have immediate access to the history of the vehicle and any complaints received and should be responsible for recovering any fees associated with taking the enforcement action (It is noted that proposals in relation to fee setting are not included in the White Paper).

We also believe that it is appropriate for any authorised officer from any Licensing Authority area to have the power to suspend immediately (Section 68 LG (MP) 1976) a



licence of any vehicle operating in their area (irrespective of where it was licensed) where there is an immediate public safety risk e.g. defective tyre, or potentially where the vehicle fails to meet the national standards e.g. missing door signs / back plates. The authority that issues the suspension, would then report the matter to the home Licensing Authority for them to consider whether to lift the suspension or take further action.

**Q29. Should a local authority be able to issue a lesser sanction in relation to any vehicle operating in its area, even if it did not issue the original licence? Yes/No? Please explain your answer.**

This would be considered to be of benefit to aid the home authority in order to determine whether any further action is required e.g. improvement notice / advisory / warning. For example introducing a system of issuing a Fixed Penalty Notices would bring taxi and private hire enforcement in line with other areas of local government. Some method of referral scheme would need to be developed to notify the issuing local authority, however the practical implications of this would need further consideration.

**Q30. Please provide any other comments or proposals around enforcement that were not covered in the above questions.**

Discussions have previously taken place with Welsh Government about introducing the power to stop and direct taxi and PHVs. This would be a useful and beneficial addition to the enforcement options currently available to local authorities.

Currently Licensing authorities are unable to attach conditions to hackney carriage driver licences, some local authorities, including Flintshire, have byelaws in place and we would recommend incorporating any relevant component of these into National Standards

Other enforcement provisions are recommended for introduction by Welsh Government, such as where a driver refuses a fare due to the short distance involved or for cases of overcharging.

We would recommend mandating training for all individuals involved in the licensing decision-making process (as mentioned above). Consistent and appropriate training of officers and councillors is essential to ensure those applying standards are competent to do so. The content of the training should form part of National Standards.

**Q31. Do you agree with our proposal to create a database or make other arrangements for relevant safeguarding information to be shared? Yes/No? Please explain your answer.**

The establishment of a mandatory national database of all licensed drivers is critical, however this database should be expanded to include vehicle and operators, proprietors and dispatchers to support stronger enforcement. This must be established quickly.

In the interim, the National Anti-Fraud Network (NAFN) currently provides an online register of taxi and private hire drivers who have been refused or had their licence revoked. The database includes the reasons for any refusal or revocation, along with the relevant licensing authority details. The Welsh Government must introduce legislation to mandate its use as a priority. It was agreed in principle at Licensing Expert Panel that Welsh Authorities would use this database and at the time of this consultation response all local authorities were progressing this.

In addition any national database must be able to accommodate or link in with an equivalent database in England to avoid duplication of data entry and ensure public safety particularly around the border areas.

**Q32. Please provide any other comments or proposals around information-sharing that were not covered in the above questions.**

The Common Law Police Disclosure provisions have been highlighted as a significant concern previously. These proposals do not cover this issue. It's suggested that the current Disclosure provisions be reviewed to ensure that all relevant information of crimes and conduct by taxi and private hire drivers, including arrest, charge and conviction information, is shared with licensing authority immediately.

Welsh Government may be limited in influencing this suggestion but it is essential to ensure all drivers, operators, proprietors and dispatchers are safe and suitable. Any influence Welsh Government could have on this to improve information-sharing on public safety grounds would be welcomed.

**Q33. Do you agree with our proposal to redirect all of the existing taxi and PHV licensing functions away from local authorities and into a national licensing authority (Option A)? Yes/No? Please explain your answer.**

We do **not** support the proposal on the information provided, as there is no evidence to support the need to redirect the existing taxi and PHV licensing function away from Local Authorities. At this stage there is no detail contained within this white paper as to how the JTA would undertake the licensing function and therefore it is very difficult to be able to answer this question. The Panel feel that insufficient research has been undertaken in respect of this proposal and that Welsh Government must produce a far more detailed explanation on how the JTA would work. We feel that they would then be in a better position to comment on the proposal. Our overriding concern is the protection of the public, and there is nothing contained within this proposal which suggests that public safety is at the forefront of this proposal.

There are of course many advantages of retaining the function at a local level, with local knowledge, needs and issues.

We would be happy to consider the evidence for Welsh Government's proposals and to work with them further to ensure any reform of taxi and private hire vehicle legislation is robust, enforceable and improves public safety.

**Q34. Do you think that local authorities should continue to have responsibility for taxi and PHV licensing (Option B)? Yes/No? Please explain your answer.**

Yes, local authorities should continue to have responsibility for taxi and PHV licensing. The Licensing function requires strengthening as mentioned in option B of the consultation, but it is recognised that licensing at the local level works well. Additional evidence is requested from Welsh Government to justify the contrary to continuing with local authority responsibility.

**Q35. Please provide any other comments or proposals around responsibility for taxi/PHV licensing that were not covered in the above questions.**

Flintshire County Council believe that the current proposals contained within the White Paper fall far short of the reform that taxi and private hire licensing so desperately requires. The previous set of proposals contained within the Taxi and Private Hire Vehicle Licensing in Wales [WG31865] would have introduced a robust taxi licensing regime which was fit for the 21<sup>st</sup> century and afforded local authorities the necessary tools to protect the public, tackle cross border working and introduce more powers for better enforcement. Instead what is now being proposed is a quick fix and offers nothing more than a temporary solution. The existing legislation is archaic, not fit for purpose and requires fundamental reform with new primary legislation.

The radical, ambitious and exciting plans previously proposed by Welsh Government have effectively been overlooked, and are unlikely to be revisited. A viable alternative however is readily available by considering in more details adopting the recommendations of the "Ministerial Working Party into Hackney Carriage and Private Hire Licensing in England [2018]" which builds on the work undertaken by the Law Commission "Reforming the Law of Taxi and Private Hire Services [2012]".

These recommendations offer far more in terms of a workable solution, and would modernise the legislative framework, introducing appropriate regulation and giving licensing authorities the necessary enforcement tools to better protect the public. The recommendations if implemented, would ensure that inconsistencies between Welsh and English authorities, particularly along the border, are negated.

**Q36. We would like to know your views on the effects that the legislative proposals set out in this paper would have on the Welsh language, specifically on opportunities for people to use Welsh and on treating the Welsh language no less favourably than English. What effects do you think there would be? How could positive effects be increased? or negative effects be mitigated?**

The Welsh Language Act specifies that anyone should be able to conduct business through the medium of either Welsh or English.

**Q37. Please also explain how you believe the proposals could be formulated or changed so as to have positive effects or increased positive effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language, and no adverse effects on opportunities for people to use the Welsh language and on treating the Welsh language no less favourably than the English language.**

The Welsh Language Act is in place to ensure the Welsh language is treated no less favourably than English.

**Q38. We have asked a number of specific questions. If you have any related issues which we have not specifically addressed, please use this space to report them: Please enter here:**

No further comments.



## ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

|                        |  |
|------------------------|--|
| <b>Date of Meeting</b> | Tuesday 26 <sup>th</sup> February, 2019        |
| <b>Report Subject</b>  | Flintshire County Council's Hazardous Routes   |
| <b>Cabinet Member</b>  | Cabinet Member for Streetscene and Countryside |
| <b>Report Author</b>   | Chief Officer (Streetscene and Transportation) |
| <b>Type of Report</b>  | Strategic                                      |

### EXECUTIVE SUMMARY

Flintshire County Council, along with all local authorities, are under a legal duty to assess the travel needs of learners who walk to and from school.

The Council's current Transport Policy permits free school transport for pupils of statutory school age, where the route to school is considered to be hazardous and therefore not of a suitable nature to permit safe access by means of walking.

Whilst there are a number of provisions associated with the transport of pupils, the focus of this report is to inform Members of the process utilised to define a route as being hazardous, whilst also seeking to update Members on the Council's current list of hazardous routes.

### RECOMMENDATIONS

|   |  |
|---|--|
| 1 | That Scrutiny note the Council's statutory duty to assess the travel needs of school pupils under the Learner Travel Guidance and the process used to define Hazardous Routes to School. |
| 2 | That Scrutiny notes the current list of Hazardous Routes to School and approves advertising the routes on the Council's website.   |

## REPORT DETAILS

|             |  |
|-------------|--|
| <b>1.00</b> | <b>EXPLAINING THE AUTHORITY'S STATUTORY DUTY AND PROCESS UTILISED TO ASSESS THE TRAVEL NEEDS OF PUPILS.</b>  |
| 1.01        | <p>Flintshire County Council, along with all local authorities, are under a legal duty to assess the travel needs of learners who walk to and from school.</p> <p>The Council's Transport Policy (Appendix 1) dictates that free school transport will be provided to the nearest eligible site of education in the following circumstances:-</p> <p>The child resides in excess of 2 miles (for primary school pupils) and 3 miles (for secondary pupils) from their nearest appropriate school;</p> <p>or</p> <p>If the route is deemed to be 'hazardous'.</p>   |
| 1.02        | <p>In accordance with the Learner Travel Statutory Provision, a route can only be defined as 'acceptable' (i.e. non-hazardous) if any of the following outline criteria are met:-</p> <ul style="list-style-type: none"><li>• A continuous adequate footway exists on roads which carry medium to heavy traffic flow, <b>or</b>;</li><li>• "Step Offs" are available on roads which have low traffic flows but adequate sight lines are present to provide sufficient advanced warning to drivers and pedestrians, <b>or</b>;</li><li>• Roads with very low traffic flows with no "step offs" but sufficient sight lines exist to provide adequate advanced warning.</li></ul> |
| 1.03        | <p>The Learner Travel Guidance places a legal obligation on local authorities to assess routes in accordance with a Specified Risk Assessment (enclosed within Appendix 2 for information).</p> <p>Typical considerations contained within the assessment include:-</p> <ul style="list-style-type: none"><li>• Traffic flows &amp; collision history</li><li>• Footpath provision</li><li>• Crossing provision</li><li>• Lighting</li><li>• Social danger</li></ul>   |
| 1.04        | <p>Following an initial application by the representing parent or guardian, all requests for transport provision are initially assessed by the Council's Integrated Transport Unit (ITU) in order to ascertain if the distance criteria has been met. For those pupils who reside in excess of 2 miles for Primary School pupils and 3 miles for Secondary pupils, transport provision will be provided irrespective of whether a route is deemed to be hazardous.</p>   |

|      |   |
|------|---|
| 1.05 | Should an application be made on the grounds of a route being hazardous (for a pupil who resides within the specified distance criteria), a detailed assessment will be undertaken by a technically qualified officer based in the Streetscene and Transportation Portfolio, utilising the specified risk assessment referenced above. It should be noted that applications will only be accepted for walked routes to the nearest most appropriate school and routes to other schools will not be assessed and free school transport will not be provided, under the current policy. |
| 1.06 | Should improvements to the existing infrastructure be highlighted as a result of the assessment process, opportunity may exist to apply for Welsh Government (WG) funding in order to achieve a safe walking route for pupils.  |
| 1.07 | Opportunities to improve infrastructure through the acquisition of developer contributions are also explored. The funding can be utilised to improve both the existing network and provide safe access on the new development itself, thus future proofing the safety and wellbeing of the County's most vulnerable users, whilst also contributing to the WG's vision to improve levels of walking and cycling under the Active Travel Act.  |
| 1.08 | In order to provide parents and guardians with a clear understanding of the options available to them when choosing a school for their child, it is proposed to publish the Council's list of previously defined hazardous routes on the Council's website.<br><br>A list of the existing routes, defined as hazardous, following a risk assessment by Council Officers, are enclosed within Appendix 3 for information.  |

|             |   |
|-------------|---|
| <b>2.00</b> | <b>RESOURCE IMPLICATIONS</b>  |
| 2.01        | Staff resource required for the processing of applications and completion of technical assessments. |

|             |  |
|-------------|--|
| <b>3.00</b> | <b>CONSULTATIONS REQUIRED / CARRIED OUT</b>  |
| 3.01        | With Cabinet Member.   |
| 3.02        | Environment Overview and Scrutiny will consider the matter at their February 2019 committee meeting. |

|             |  |
|-------------|--|
| <b>4.00</b> | <b>RISK MANAGEMENT</b>   |
| 4.01        | All assessments are completed by a technically qualified officer via the use of the Learner Travel Guidance specified risk assessment. |

|             |  |
|-------------|--|
| <b>5.00</b> | <b>APPENDICES</b>  |
| 5.01        | Appendix 1 – Flintshire County Council’s Transport Policy.         |
| 5.02        | Appendix 2 – Learner Travel Guidance Specified Risk Assessment.    |
| 5.03        | Appendix 3 – List of Flintshire County Council’s Hazardous Routes. |

|             |   |
|-------------|---|
| <b>6.00</b> | <b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>  |
| 6.01        | None.<br><br><b>Contact Officer:</b> Stephen O Jones<br><b>Telephone:</b> 01352 704700<br><b>E-mail:</b> <a href="mailto:stephen.o.jones@flintshire.gov.uk">stephen.o.jones@flintshire.gov.uk</a> |

|             |  |
|-------------|--|
| <b>7.00</b> | <b>GLOSSARY OF TERMS</b>   |
| 7.01        | (1) ITU – Integrated Transport Unit.<br>(2) WG – Welsh Government. |



## **Transport Policy**

The LA is required to determine whether the provision of transport for pupils of statutory school age is necessary to facilitate the attendance at a designated school of the pupil concerned. If such transport is deemed necessary, then the transport must be provided free of charge.

### **Statutory transport provision**

The LA provides free transport for children of compulsory school age (i.e. 5-16yrs) as follows:-

- where a child receiving primary education lives over two miles from the nearest appropriate school;
- where a child receiving secondary education lives over three miles from the nearest appropriate school.

The LA also provides free transport for pupils of statutory school age:

- where the route to school is considered to be hazardous by the LA in consultation with the Environment Directorate;
- where transport to a named school is identified in a pupil's Statement of Special Educational Needs. This would normally be on medical or educational grounds and would be deemed essential in the context of other criteria identified in this policy
- where a child requires transport on medical grounds and no suitable public transport exists;

### **Other transport provision**

Free transport is also provided for pupils of statutory school age:

- where a child whose parents are in receipt of Income Support or Working Tax Credit, resides more than 2.5 miles from the nearest appropriate school;
- to the nearest Welsh medium school under the criteria identified above;
- to the nearest voluntary aided school where the admission to the school is on denominational grounds, subject to the distance criteria. Consultation with individual schools will take place to confirm the oversubscription criteria under which pupils are admitted. Suitable evidence of adherence to the faith of the school such as a baptismal certificate or a letter from a priest may be requested.

### **Post-16 Transport**

Free transport will be provided for post 16 students living in Flintshire attending a first course of full time study at a school or college, subject to meeting the 3 mile distance criteria and providing the student is attending the nearest educational establishment offering the courses they wish to study. Free transport will be provided to specified sites only. These sites are:

- All Secondary School sites within Flintshire offering post-16 courses
- Chester Catholic High School, Coleg Cambria sites at Connah's Quay, Northop, Wrexham and Llysfasi (for land based courses only), Prestatyn High School, Rhyl 6, St Brigid's School, Ysgol Glan Clwyd, St. Asaph.

Transport will only be provided to an educational establishment which is not the nearest if, in the judgement of the LA, there is a considerable variation between the student's course and the course on offer at the nearer institution. The courses should be at a higher level than the previous one: for example GCSE retakes would not normally qualify for assistance.

### **Free transport after the age of 19**

Free transport is provided to eligible students who have reached 16 years of age and have not yet reached the age of 19 on 1<sup>st</sup> September of the academic year. The free transport will be maintained for students for the length of their initial course even if they reach their 19<sup>th</sup> birthday before the end of that course.

### **Concessionary fares**

The LA may provide concessionary transport, at a cost, where a pupil/student does not qualify on the above criteria but can be placed on an existing contract transport route which has empty seats. In these circumstances:

- a charge of £100 per term will apply. (This is subject to an annual review)
- concessions may be withdrawn at short notice, with a pro-rata rebate, when seats become unavailable.

However, under the Transport Act 1985, concessionary fares cannot be made available where public service transport runs along a school route at convenient times for the start and finish of the school day. Application forms for concessionary seats can be obtained on [www.flintshire.gov.uk/schools/ school transport](http://www.flintshire.gov.uk/schools/schooltransport).

### **Pupils/students with learning difficulties/disabilities**

Specialised transport will be provided for pupils/students with learning difficulties and/or disabilities when specified in the statement of SEN. The LA will consider a pupil's special educational needs or disability, irrespective of whether the pupil has a SEN statement, when deciding which is the nearest suitable school. The transport requirements will depend on individual circumstances and each application will be considered on its own merits.

When other factors are identified in the statement, e.g. specialist provision, transport may be provided for young people with learning difficulties and/or disabilities to travel beyond their nearest school/college. Young people who have severe medical conditions that seriously affect their mobility may be provided with free transport even though they do not meet the distance criteria. In all cases, the request must be supported by medical evidence.

### **Travelling expenses for parents of pupils placed by a Statement of SEN in schools outside Flintshire**

Where such pupils are placed in boarding schools more than 100 miles from home, the LA will assist with travelling expenses for parents to attend the statutory Annual Review meeting, by the most cost effective means of:

- arranging transport, or
- making a cash payment (currently 20p per mile), or
- providing a ticket (or cash equivalent) for one or both parents on public transport

Such assistance will also be given when a pupil who normally travels in a vehicle provided for a group, is unable to travel at the same time as the group because of his/her ill-health. Medical certification will be required. The LA will not normally assist with travelling expenses for other functions or meetings.

### **Definition of criteria**

#### **Appropriate school criteria**

An appropriate school is deemed to be the nearest school which provides education for the relevant age and ability of a pupil, the nearest Welsh medium school or the nearest Voluntary school.

The LA is not responsible for the cost of transport:

- where parental preference results in a pupil being placed in a school or facility other than the nearest appropriate school;
- to schools maintained by other Authorities where admission to those schools is a result of parental preference, unless that school is the nearest school.  
The Authority operates arrangements with neighbouring authorities for Flintshire pupils whose nearest appropriate school is outside the Flintshire County boundary;
- of pupils who reside outside Flintshire but who receive their education in Flintshire schools.

### **Age Criteria**

The LA has no legal responsibility to those not deemed entitled to free transport.

- The LA does not provide transport for pupils attending nursery school or nursery classes at the age of three. Transport is provided from the commencement of the school year in which the child attains the age of five.
- The LA currently makes provision for pupils above compulsory school age, who qualify, to be transported free of charge to the nearest appropriate school or college as detailed in the Transport Policy.

### **Criteria for the Provision of Escorts**

An escort may be provided by the Authority for pupils with a Statement of Special Educational Need, who qualify for transport under the defined criteria. Provision of escorts will take place after consideration by relevant officers of the individual needs of the pupils or group of pupils and the nature of the transport available.

### **Applying for School and College Transport**

If you consider, using the above criteria, your child may qualify for free school transport you will be required to complete an application form. An application needs to be made at entry to Reception, Secondary and Post-16 and is not retrospective. You will also be required to re-apply should any of your circumstances alter during the period your children attend school, or if your child's course alters. Application forms are available on [www.flintshire.gov.uk/schools/schooltransport](http://www.flintshire.gov.uk/schools/schooltransport) or from the Integrated Transport Unit, Alltami Depot, Mold Road, Flintshire. CH7 6LG (Tel: 01352 703243/704636/704532).

Applications for transport to colleges should be directed to the college concerned (details below). Applications can be made at any time of year although students are recommended to apply at the end of the summer term prior to commencing courses in September.

### **Mode of Transport**

In determining the mode of transport required, the following principles will apply:

- the need for specialist transport;
- the Additional Needs of a pupil as defined in a pupil's statement.

In all cases, the efficient use of resources will dictate the mode of transport (subject to the above conditions). Transport may be provided by means of school contract transport services or existing public transport services which, together with the type of transport (bus, minibus, train, taxi, etc.) will be dictated by cost effectiveness. In some cases, one contract bus may transport different pupils to more than one school site. In exceptional circumstances, a cash payment (currently 20p per mile) may be available for transporting pupils who meet all the criteria, if deemed by the LA to be more cost effective.

## **Collection and Return**

Transport will normally be to and from bus stops or pick-up points for groups of pupils. It will only be provided from door-to-door in exceptional circumstances. The maximum distance a pupil is expected to walk to and from pick-up point will depend upon, for example, the age of the child, their individual needs and the nature of the route they are expected to walk.

## **Travel Behaviour Code**

The Welsh Assembly Government has issued a Travel Behaviour Code which is compulsory for all learners up to the age of 19. It applies to all modes of travel to and from education institutions. Learners must comply with the Code whilst travelling to and from their place of learning. Under the Code, travel arrangements may be withdrawn from learners whose behaviour during the journey to or from school or college is not of an acceptable standard. The driver will, in accordance with the agreed procedure, report any incidents of misbehaviour to the LA and Headteacher of the school concerned. Any such incidents will be investigated and appropriate action taken, if necessary, including suspension from transport.

## **Smoking on Buses**

Smoking is not permitted on any vehicle contracted to the Council for the conveyance of school pupils to and from school. Any pupils found smoking on school or college buses will be reported for disciplinary action to be considered.

## **Parents have responsibility for:**

- getting their child to and from school where they do not qualify for free school transport;
- applying for free transport where their child qualifies;
- informing the LA and the school of changed circumstances which may affect transport;
- ensuring that their child is ready and waiting for transport at the appropriate time and place. It is the parent's responsibility to accompany the child to and from the vehicle;
- ensuring that their child's behaviour while using school transport is acceptable.

## **General Transport Enquiries**

School Transport  
Streetscene & Transportation  
Tel: 01352 704532  
Email: [school.transport@flintshire.gov.uk](mailto:school.transport@flintshire.gov.uk)  
Website: [www.flintshire.gov.uk/schools/schooltransport](http://www.flintshire.gov.uk/schools/schooltransport)

## **Colleges**

Coleg Cambria (Connah's Quay)  
Kelsterton Road  
Connah's Quay  
Deeside,  
Flintshire,  
CH5 4BR  
Tel: 01244 831531

Coleg Llandrillo  
Transport Officer  
Llandudno Road  
Rhos on Sea  
LL28 4HZ  
Tel: 01492 546666

Coleg Cambria (Yale)  
Grove Park Road  
Wrexham

LL12 7AB  
Tel: 01978 311794

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Annex 1

**RISK ASSESSMENT MATRIX**

|  |                       |   |                         |                          |
|--|-----------------------|---|-------------------------|--------------------------|
| Learner details  |                       | Companion details   |                         |                          |
| <ul style="list-style-type: none"> <li>• Name</li> <li>• Age</li> <li>• Name of school</li> </ul>  |                       | <ul style="list-style-type: none"> <li>• Name</li> <li>• Relationship to Learner</li> </ul> |                         |                          |
| Route – A to B   |                       |   |                         |                          |
|  | <b>Risk Severity*</b> | <b>Risk Level*</b>  | <b>Control Measures</b> | <b>Mitigated Risk***</b> |
| Learner concerns <ul style="list-style-type: none"> <li>• Personal issues</li> <li>• Local issues</li> <li>• Hot spots</li> <li>• Other transport</li> <li>• Issues</li> </ul> |                       |   |                         |                          |
| Traffic levels   |                       |   |                         |                          |
| Footpath details   |                       |   |                         |                          |
| Footways   |                       |   |                         |                          |
| Crossing points  |                       |   |                         |                          |
| <ul style="list-style-type: none"> <li>• Rivers</li> <li>• Canals</li> <li>• Ditches</li> <li>• Embankments</li> <li>• Vegetation</li> </ul>                                   |                       |   |                         |                          |

|                  |  |  |  |  |
|------------------|--|--|--|--|
|                  |  |  |  |  |
| Planning impacts |  |  |  |  |
| Social hazards   |  |  |  |  |

\*Scale of 1 very low → 5 very high

\*\* Likelihood (scale of 1 → 5) multiplied by severity

\*\*\* Likelihood (scale of 1 → 5) after putting in place control measure multiplied by severity



## Annex 2

### Local Authorities' Risk Assessment Checklist

|  |
|--|
| <b>Before a Risk Assessment a local authority should ask:</b>  |
| <ul style="list-style-type: none"><li>• To which category do the risks/dangers belong? Are the risks/dangers physical, topographical, geographic, environmental or social?</li></ul>   |
| <ul style="list-style-type: none"><li>• When was the route last risk-assessed?</li></ul>   |
| <ul style="list-style-type: none"><li>• What changes have been made to the route since the last risk assessment? (Note: Records should specify any changes, such as construction work; infrastructure changes; the introduction of traffic calming measures; new build developments; new road works).</li></ul>                              |
| <ul style="list-style-type: none"><li>• Were learners consulted during the last risk assessment? If so, what were their views?</li></ul>   |
| <ul style="list-style-type: none"><li>• When would be the ideal time to conduct a risk assessment of the route in question?<br/>(Note: Usually, the best time would be when learners are using the route - that is, in the morning on the way to school and/or in the afternoon when learners are making their way home)</li></ul>           |
| <ul style="list-style-type: none"><li>• In the case of social dangers, who are the relevant partner organisations/agencies?</li></ul>  |
| <b>During the Risk Assessment process, a local authority should ask:</b>   |
| <ul style="list-style-type: none"><li>• Whether the learners/parents/persons exercising parental responsibility would like to accompany the local authority Risk Assessor during the risk assessment?<br/>(Note: This often enables learners/parents/other persons to demonstrate exactly why they consider a route to be unsafe).</li></ul> |
| <ul style="list-style-type: none"><li>• Should learners be consulted (particularly if they have not been consulted at all or for a long time)?</li></ul>   |
| <ul style="list-style-type: none"><li>• Which mechanism should be used to consult learners – for example School Councils etc.)?</li></ul>  |
| <ul style="list-style-type: none"><li>• In relation to social dangers, what kind of evidence will be supplied by the relevant partner organisations (the Police or LSCBs)? Is the evidence qualitative or quantitative?</li></ul>  |
| <ul style="list-style-type: none"><li>• When will the evidence (qualitative or quantitative) become available?</li></ul>   |
| <ul style="list-style-type: none"><li>• If working with partner organisations, have information-sharing protocols been put in place? Have local government lawyers been consulted?</li></ul>   |

|   |
|---|
| <b>Following Risk Assessment, a local authority should ask:</b> |
|---|

- |  |
|--|
| <ul style="list-style-type: none"><li>• Is the learner/parent/person exercising learner parental responsibility satisfied? If not, why?</li></ul>  |
| <ul style="list-style-type: none"><li>• Does the route in question need to be assessed again?</li></ul>  |
| <ul style="list-style-type: none"><li>• Are the correct complaints procedures in place?</li></ul>  |
| <ul style="list-style-type: none"><li>• Has the evidence demonstrating the safety of the route been compiled so that it can be made available to the learner/parent/person exercising parental responsibility?</li></ul> |



## Flintshire County Council's Hazardous Routes to School.

### **Primary Schools:**

- Riverside Caravan Park to Queensferry C.P School
- Llanasa, Gwespyr, Tan Lan, Ffynnongroyw to Ysgol Bryn Garth
- Rhewl to Ysgol Bryn Pennant, Mostyn

### **Secondary Schools:**

- Sychdyn to Argoed High, Mynydd Isa
- Northop Hall to Hawarden High School
- Mancot to Hawarden High School
- Queensferry / Shotton to Hawarden High School
- Sealand / Garden City to Hawarden High School
- Sandycroft to Hawarden High School
- Leeswood to Castell Alun, Hope
  
- Kinnerton to Castell Alun High School
- Penyffordd to Castell Alun High School
- Bagillt to Flint High School
- Gronant to Prestatyn High School

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## ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

|                        |  |
|------------------------|--|
| <b>Date of Meeting</b> | Tuesday, 26 <sup>th</sup> February 2019  |
| <b>Report Subject</b>  | Quarter 3 Council Plan 2018/19 Monitoring Report   |
| <b>Cabinet Member</b>  | Cabinet Member for Planning and Public Protection; and<br>Cabinet Member for Streetscene and Countryside |
| <b>Report Author</b>   | Chief Officer (Planning, Environment and Economy); and<br>Chief Officer (Streetscene and Transportation) |
| <b>Type of Report</b>  | Operational  |

### EXECUTIVE SUMMARY

The Council Plan 2018/19 was adopted by the Council in June 2018. This report presents a summary of the monitoring of progress for the Quarter 3 (October – December 2018) position of 2018/19 for the 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 Council’s Annual Performance Reports. This second monitoring report for the 2018/19 Council Plan is a positive report, with 92% of activities being assessed as making good progress, and 85% likely to achieve the desired outcome. In addition, 67% of the performance indicators met or exceeded target. Risks are also being successfully managed with the majority being assessed as moderate (61%) or minor/insignificant (22%).

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

### RECOMMENDATIONS

|   |   |
|---|---|
| 1 | That the Committee consider the Quarter 3 Council Plan Monitoring Report 2018/19 to monitor under performance and request further information as appropriate. |
|---|---|

## **REPORT DETAILS**

|             |  |
|-------------|--|
| <b>1.00</b> | <b>EXPLAINING THE COUNCIL PLAN 2018/19 MONITORING REPORT</b>   |
| 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 2018/19 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><b>Monitoring our Activities</b></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"> <li>• RED: Limited Progress – delay in scheduled activity; not on track</li> <li>• AMBER: Satisfactory Progress – some delay in scheduled activity, but broadly on track</li> <li>• GREEN: Good Progress – activities completed on schedule, on track</li> </ul> <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"> <li>• RED: Low – lower level of confidence in the achievement of the outcome(s)</li> <li>• AMBER: Medium – uncertain level of confidence in the achievement of the outcome(s)</li> <li>• GREEN: High – full confidence in the achievement of the outcome(s)</li> </ul> |
| 1.04        | <p>In summary our overall progress against the high level activities is: -</p> <p><b>ACTIVITIES PROGRESS</b></p> <ul style="list-style-type: none"> <li>• We are making good (green) progress in 48 (92%).</li> <li>• We are making satisfactory (amber) progress in 4 (8%).</li> </ul> <p><b>ACTIVITIES OUTCOME</b></p> <ul style="list-style-type: none"> <li>• We have a high (green) level of confidence in the outcome achievement of 44 (85%).</li> <li>• We have a medium (amber) level of confidence in the outcome achievement of 8 (15%).</li> <li>• No activities have a low (red) level of confidence in their outcome achievement.</li> </ul>   |
| 1.05        | <p><b>Monitoring our Performance</b></p> <p>Analysis of performance against the Improvement Plan performance indicators is undertaken using the RAG (Red, Amber Green) status. This is defined as follows: -</p>   |

|      |  |
|------|--|
|      | <ul style="list-style-type: none"> <li>• RED equates to a position of under-performance against target.</li> <li>• AMBER equates to a mid-position where improvement may have been made but performance has missed the target.</li> <li>• GREEN equates to a position of positive performance against target.</li> </ul>   |
| 1.06 | <p>Analysis of current levels of performance against period target shows the following: -</p> <ul style="list-style-type: none"> <li>• 29 (67%) had achieved a green RAG status</li> <li>• 12 (28%) had achieved an amber RAG status</li> <li>• 2 (5%) had achieved a red RAG status</li> </ul>  |
| 1.07 | <p>There are no performance indicators (PI) showing a red RAG status for current performance against target, relevant to the Environment Overview &amp; Scrutiny Committee.</p>  |
| 1.08 | <p><b>Monitoring our Risks</b></p> <p>Analysis of the current risk levels for the strategic risks identified in the Council Plan is as follows: -</p> <ul style="list-style-type: none"> <li>• 5 (11%) are insignificant (green)</li> <li>• 5 (11%) are minor (yellow)</li> <li>• 27 (61%) are moderate (amber)</li> <li>• 7 (16%) are major (red)</li> <li>• 0 (0%) are severe (black)</li> </ul> <p>Note that due to rounding issues the above does not add up to 100%. A number of decimal points would be required to show this.</p>   |
| 1.09 | <p>The major (red) risk identified for the Environment Overview &amp; Scrutiny Committee is: -</p> <p><b>Priority: Green Council</b></p> <p><b>Risk: Funding will not be secured for priority flood alleviation schemes.</b></p> <p>As of 7th January 2019, the Council has a new statutory duty as a Sustainable Drainage Approving Body (SAB). This has placed significant resource demands on the relatively small Flood and Coastal Risk Management Team to implement, resource and fund this new statutory role. In the short-term (1-2 years) the impacts of developing this new service will lessen the ability of the Team to delivery non-statutory flood alleviation schemes.</p> <p>A service review is intended to identify a more effective structure that can deliver the statutory duties as the SAB in addition to existing duties and powers as a Lead Local Flood Authority. To help manage these changes, no major schemes are programmed to be put forward to Welsh Government's 'national pipeline of projects' for delivery in 2019/20. Limited work will continue where resources allow to refine existing projects and designs so that they might be considered for future grant applications and programming for delivery. In addition funding for smaller more affordable local works that can be delivered through Welsh Government's small scale scheme grant will continue to be pursued.</p> |

|             |  |
|-------------|--|
| <b>2.00</b> | <b>RESOURCE IMPLICATIONS</b>                                 |
| 2.01        | There are no specific resource implications for this report. |

|             |   |
|-------------|---|
| <b>3.00</b> | <b>CONSULTATIONS REQUIRED / CARRIED OUT</b>   |
| 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.  |

|             |  |
|-------------|--|
| <b>4.00</b> | <b>RISK MANAGEMENT</b>   |
| 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 paragraphs 1.07 and 1.09 above. |

|             |  |
|-------------|--|
| <b>5.00</b> | <b>APPENDICES</b>  |
| 5.01        | Appendix 1 – Quarter 3 Council Plan Monitoring Report – Green Council. |

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

|             |   |
|-------------|---|
| <b>7.00</b> | <b>GLOSSARY OF TERMS</b>  |
| 7.01        | <b>Council Plan:</b> 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        | <b>Risks:</b> 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

**Risk Likelihood and Impact Matrix**

|  |                     |                          |                           |                      |                              |                            |                                     |
|--|---------------------|--------------------------|---------------------------|----------------------|------------------------------|----------------------------|-------------------------------------|
| <b>Impact Severity</b>                               | <b>Catastrophic</b> | <b>Y</b>                 | <b>A</b>                  | <b>R</b>             | <b>R</b>                     | <b>B</b>                   | <b>B</b>                            |
|  | <b>Critical</b>     | <b>Y</b>                 | <b>A</b>                  | <b>A</b>             | <b>R</b>                     | <b>R</b>                   | <b>R</b>                            |
|  | <b>Marginal</b>     | <b>G</b>                 | <b>Y</b>                  | <b>A</b>             | <b>A</b>                     | <b>A</b>                   | <b>R</b>                            |
|  | <b>Negligible</b>   | <b>G</b>                 | <b>G</b>                  | <b>Y</b>             | <b>Y</b>                     | <b>A</b>                   | <b>A</b>                            |
|  |                     | <b>Unlikely<br/>(5%)</b> | <b>Very Low<br/>(15%)</b> | <b>Low<br/>(30%)</b> | <b>Significant<br/>(50%)</b> | <b>Very High<br/>(65%)</b> | <b>Extremely<br/>High<br/>(80%)</b> |
| <b>Likelihood &amp; Percentage of risk happening</b> |                     |                          |                           |                      |                              |                            |                                     |

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.

7.04

**CAMMS – An explanation of the report headings****Actions**

Action – Each sub-priority have high level activities attached to them to help achieve the outcomes of the sub-priority.

Lead Officer – The person responsible for updating the data on the action.

Status – 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.

Start date – When the action started (usually the start of the financial year).

End date – When the action is expected to be completed.

% 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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# Performance Progress Report – Green Council



Flintshire County Council



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Actions

| ACTION   | LEAD OFFICER   | STATUS      | START DATE  | END DATE    | COMPLETE % | PROGRESS RAG  | OUTCOME RAG   |
|--|--|-------------|-------------|-------------|------------|---|---|
| 4.1.1.1 Manage our natural environment and accessible green-space networks to deliver health, well-being and resilience goals.   | Tom Woodall - Access and Natural Environment Manager | In Progress | 01-Apr-2017 | 31-Mar-2019 | 75.00%     |  GREEN |  GREEN |
| <p><b>ACTION PROGRESS COMMENTS:</b><br/>                     A Government Environment and Sustainable Delivery Grant of £ 115,518 for the year has enabled completion of projects to enable delivery of the Flintshire Greenspace Strategy, improve greenspace facilities. Community engagement through arts which encourage access and enjoyment of our natural environment and delivery of the well being goals. Key projects include footpath improvements and arts events involving local children and community groups. All projects have actively encouraged community involvement and have been supported fully by volunteers who have contributed significantly to the success of the projects. Volunteers have contributed to the evidence base for the submission of the first six month funding report and claim to Welsh Government. Planned projects will ensure that funding is on track and will be delivered in full within the year. This is particularly important given the change to a competitive funding environment for 2019/20 for the new Enabling Natural resources and Wellbeing of Wales grant that may impact on available funding to deliver our very successful programme of activities.</p> <p>Last Updated: 29-Jan-2019</p> |  |             |             |             |            |   |   |

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| ACTION  | LEAD OFFICER                                       | STATUS      | START DATE  | END DATE    | COMPLETE % | PROGRESS RAG  | OUTCOME RAG   |
|---|--|-------------|-------------|-------------|------------|---|---|
| 4.1.1.3 Maximise the recovery and recycling of waste with a view to reducing the reliance on landfill.  | Gabrielle Povey - Recycling and Compliance Officer | In Progress | 01-Apr-2017 | 31-Mar-2019 | 68.00%     |  GREEN |  GREEN |
| <p><b>ACTION PROGRESS COMMENTS:</b><br/>                     We are currently on target for year end. The performance has been achieved through education and awareness programme to promote recycling and the introduction of side waste enforcement. The side waste enforcement started in March, with 1800 awareness letters and stickers issued. The new Household Recycling Centre at Rockcliffe, Oakenholt opened, offering a modern site with no steps. There are currently over 30 recycling opportunities. The profile of the service has been raised through attendance of events and shows in the County and an increased presence on social media. Training for workforce has improved their health &amp; safety and environmental awareness. New fleet has been introduced in the service, providing efficiencies in both the capacity of the vehicle and the fuel economy and emissions.</p> <p>Last Updated: 29-Jan-2019</p> |  |             |             |             |            |   |   |



| ACTION  | LEAD OFFICER  | STATUS      | START DATE  | END DATE    | COMPLETE % | PROGRESS RAG   | OUTCOME RAG  |
|---|---|-------------|-------------|-------------|------------|--|--|
| 4.1.1.4 Strengthen regional air quality collaboration to help promote better health and well-being outcomes | Sian Jones - Public Protection Manager - Community and Business | In Progress | 01-Apr-2017 | 31-Mar-2019 | 75.00%     | <br>GREEN | <br>GREEN |

**ACTION PROGRESS COMMENTS:**

The North Wales Combined Air Quality Progress report has been submitted to Defra for assessment before publication. However, the conclusions are that no breaches of the Air Quality standards in North Wales so there is currently no need for any Authority to undertake Detailed Assessments or declare an Air Quality Management Area (AQMA). Consequently there are no requirements for any Air Quality Action Plan. However, in the wider context referred to in other policy documents such as the Well Being of Future Generations Act etc. these address air quality issues so that Councils have an ongoing requirement to review their policies to ensure that concentrations remain below the required levels.

Last Updated: 29-Jan-2019



Page 6

| ACTION   | LEAD OFFICER                                   | STATUS      | START DATE  | END DATE    | COMPLETE % | PROGRESS RAG   | OUTCOME RAG  |
|--|--|-------------|-------------|-------------|------------|--|--|
| 4.1.1.6 Improve, protect and enhance the built environment | Lynne Fensome - Management and Support Manager | In Progress | 01-Apr-2017 | 31-Oct-2019 | 60.00%     | <br>AMBER | <br>AMBER |

**ACTION PROGRESS COMMENTS:**

Following informal consultation with the North Wales Conservation Officers Group and CADW at the end of 2018, whilst there was general support for the strategy. Formal public and stakeholder consultation will now follow and be completed by 31st March 2019. As part of this consultees will be asked to prioritise areas for action to develop an initial action plan alongside the strategy. Staff resources have been reduced in the Built Conservation team due to a team member leaving and this will affect the ability to be more proactive in implementing the strategy, as will the lack of any capital or other funding to support its aims.



Last Updated: 29-Jan-2019

| 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 | In Progress | 01-Apr-2017 | 31-Mar-2019 | 65.00%     | <br>GREEN | <br>GREEN |

**ACTION PROGRESS COMMENTS:**

Funding awarded for 2018-2019 following successful bids and all schemes underway and on track: - 1. Local Transport Fund: a) Active Travel Scheme Design £234,000 - scheme currently out to tender for design b) Access to Employment Opportunities Deeside Industrial Park (Metro) - £237,000 - works completed Zone 3 DIP c) Deeside Industrial Park - Second Avenue - active travel and bus infrastructure - £180,000 - works commenced on site and due to complete 31/03/2019 d) A548 DIP Parkway Junction - partial signalisation - £243,000 - design work completed and anticipated start on site February 2019 to be completed 31/03/2019 2. Local Transport Network Fund - Flintshire Bus Alliance & Quality Bus Partnership Scheme - £100,000 - works ongoing and due to be complete by 31/03/2019 3. Safe Routes in Communities a) Broughton Primary School, Broughton Hall Road - £260,000 - works commenced on site b) Mountain Lane County Primary School, Knowle Lane, Buckley - £205,000 - scheme currently out to tender for construction 4. Road Safety (Capital & Revenue) a) Connah's Quay Priority Routes / Route Treatment Scheme - £198,000 (capital) b) B5125 Ewloe - Broughton Route Treatment Scheme - £149,500 (capital) c) Pass Plus Cymru - £5,000 (revenue) - on track d) Kerbcraft - £25,000 (revenue) - on track e) Older Drivers - £1,500 (revenue) - on track f) National Standards Cycle Training - £59,301 (revenue) - on track 5. Active Travel Fund a) Deeside Industrial Park - Active travel and bus infrastructure on Parkway, DIP Zone 2 - £1,070,000 - works commenced on site and due to complete 31/03/2019 b) Holywell Town Centre - Phase 1 Construction of Active Travel path Greenfield Valley - £697,000 - work ongoing



Last Updated: 22-Jan-2019

| 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 | In Progress | 01-Apr-2017 | 31-Mar-2019 | 80.00%     | <br>GREEN | <br>GREEN |

**ACTION PROGRESS COMMENTS:**

Following the impact of the harsh winter weather in 2017/18 on the highway, a programme of pothole repair and patching was undertaken across the Authority. This work removed the significant defects and looked to improve the condition of the roads, whilst reducing the risk on the network, in line with our statutory duty. Highways asset management schemes are underway as follows: The Resurfacing programme is continuing with sites across the County. Lengths of road that have deteriorated are treated with preventative measure to renew the road surface. 21 sites have been completed by the end of December, with 5 sites remaining to be completed by the end of March 2019. Surface Dressing is a treatment to extend the life of a road where the defect on that road effect the road surface only and not the structure. All Schemes have been completed. Area Coordinators continue to carry out schedule highways safety inspection and will provide condition surveys by March 2019 to inform next years preventative maintenance programmes. Inspections of post completion works by Utility Companies will continue to be undertaken until March 2019.



Last Updated: 29-Jan-2019

| ACTION  | LEAD OFFICER                                       | STATUS      | START DATE  | END DATE    | COMPLETE % | PROGRESS RAG   | OUTCOME RAG  |
|---|--|-------------|-------------|-------------|------------|--|--|
| 4.2.1.3 Support isolated communities to develop innovative and sustainable area based transport schemes | Katie Wilby - Transportation and Logistics Manager | In Progress | 01-Apr-2017 | 31-Mar-2019 | 66.00%     | <br>GREEN | <br>AMBER |

**ACTION PROGRESS COMMENTS:**

Phase 2 of the bus network review is now underway and from January 2019, funding has been withdrawn for the number 8, 22/22A and 23 bus services as part of the wider bus network review undertaken in 2018. The incumbent bus operator has subsequently undertaken to operate these services on a wholly commercial basis from this date and the subsidies have been withdrawn. The Council has also withdrawn funding for the number 14A bus service; again the operator made the decision to continue this service on a commercial basis but with a reduced timetable. Funding for the 14C has been withdrawn, and a Local Travel Arrangement (operating only where there are no commercial services) has been introduced linking the communities of Lixwm and Caerwys to Holywell to enable access for essential services such as shopping, healthcare and onward travel on the core bus network. The number 21 bus service (Buckley Town Service) has been withdrawn on 31st January 2019. Consultation with local members, Buckley Town Council and residents has been carried out and a new Local Travel Arrangement operating within the community will be introduced from 1st February 2019.

Last Updated: 29-Jan-2019



| 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 | Ceri Hansom - Integrated Transport Unit Manager | In Progress | 01-Apr-2017 | 31-Mar-2019 | 60.00%     | <br>GREEN | <br>GREEN |



**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 has progressed with the 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. Re-procurement of college transport routes (Coleg Cambria) was completed July 2018 and all college routes now form part of the DPS. A schedule for all routes to monitor compliance has been produced, further work is required during 2018/19 for mandatory training for operators, drivers, and passenger assistants.



Last Updated: 29-Jan-2019

## Performance Indicators

| KPI Title  | Pre. Year Period Actual | Period Actual | Period Target | Perf. RAG   | Perf. Indicator Trend | YTD Actual | YTD Target | Outcome RAG   |
|--|-------------------------|---------------|---------------|---|-----------------------|------------|------------|---|
| IP4.1.3.1M01 Percentage of environmentally efficient front line operational vehicles to Euro 6 standard.   | 35.64                   | 81.46         | 90            |  AMBER | ↑                     | 81.46      | 90         |  AMBER |
| <p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager<br/> <b>Reporting Officer:</b> Chris Goulden - Fleet Manager<br/> <b>Aspirational Target:</b><br/> <b>Progress Comment:</b> In the last quarter, more Euro 4 and Euro 5 vehicles have been replaced in line with the Fleet Contract Demand Plan. We will continue to replace further vehicles over the coming months</p> <p>Last Updated: 22-Jan-2019</p> |                         |               |               |   |                       |            |            |   |



| KPI Title  | Pre. Year Period Actual | Period Actual | Period Target | Perf. RAG   | Perf. Indicator Trend | YTD Actual | YTD Target | Outcome RAG   |
|--|-------------------------|---------------|---------------|---|-----------------------|------------|------------|---|
| IP4.1.3.2M02 Number of street furniture and street light units replaced with LED lighting.   | 1669                    | 1201          | 1500          |  AMBER | ↓                     | 4163       | 4500       |  GREEN |
| <p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager<br/> <b>Reporting Officer:</b> Darell Jones - Operations Manager (North and Streetlighting)<br/> <b>Aspirational Target:</b> 6000.00<br/> <b>Progress Comment:</b> The Authority is undertaking a replacement scheme of Streetlighting lanterns through the SALIX funding stream. These replace older less efficient lights with new energy efficient LED lights. The replacement program at Q3 was slightly behind schedule due to the procurement process of engaging in a new supplier contract however we are now back on target to complete within our anticipated timeframe subject to weather and traffic management availability.</p> <p>We currently have 4 installation teams installing up to 20 lanterns per day each.</p> <p>Last Updated: 29-Jan-2019</p> |                         |               |               |   |                       |            |            |   |





| KPI Title  | Pre. Year Period Actual | Period Actual | Period Target | Perf. RAG   | Perf. Indicator Trend | YTD Actual | YTD Target | Outcome RAG   |
|--|-------------------------|---------------|---------------|---|-----------------------|------------|------------|---|
| IP4.1.4.1M01 (PAM/030) Percentage of waste reused, recycled or composted | 65.94                   | 69.42         | 66            |  GREEN | ↑                     | 70.23      | 66         |  GREEN |

**Lead Officer:** Lynne Fensome - Management and Support Manager  
**Reporting Officer:** Gabrielle Povey - Recycling and Compliance Officer  
**Aspirational Target:**  
**Progress Comment:** Continued improvement at Household Recycling Centre sites since the opening of the new site at Oakenholt and the closure of the smaller sites at Flint and Connah's Quay.  
 Training has continued to ensure staff on site are aware of the environmental compliance and why recycling targets are in place.  
 Fluctuating recycling markets and classification of recycling is an ongoing concern,  
 Last Updated: 29-Jan-2019

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| KPI Title  | Pre. Year Period Actual | Period Actual | Period Target | Perf. RAG   | Perf. Indicator Trend | YTD Actual | YTD Target | Outcome RAG   |
|--|-------------------------|---------------|---------------|---|-----------------------|------------|------------|---|
| IP4.1.4.2M02 Average recycling rate across all HRC sites | 75.02                   | 73.16         | 76            |  AMBER | ↓                     | 77.37      | 76         |  GREEN |

**Lead Officer:** Lynne Fensome - Management and Support Manager  
**Reporting Officer:** Gabrielle Povey - Recycling and Compliance Officer  
**Aspirational Target:**  
**Progress Comment:** Continue improvement at HRC since the opening of the new site at Oakenholt and the closure of the smaller sites at Flint and Connah's Quay.  
 Training has continued to ensure staff on site are aware of the environmental compliance and why recycling targets are in place.  
 Fluctuating recycling markets and classification of recycling is an ongoing concern,  
 Last Updated: 18-Jan-2019

| KPI Title  | Pre. Year Period Actual | Period Actual | Period Target | Perf. RAG   | Perf. Indicator Trend | YTD Actual | YTD Target | Outcome RAG   |
|--|-------------------------|---------------|---------------|---|-----------------------|------------|------------|---|
| IP4.2.2.4M04 Percentage of inspections undertaken to ensure reinstatements meet the required standards | 21.49                   | 93.13         | 90            |  GREEN | ↑                     | 87.25      | 90         |  GREEN |



**Lead Officer:** Lynne Fensome - Management and Support Manager

**Reporting Officer:** Sam Tulley - Road Space Manager

**Aspirational Target:**

**Progress Comment:** Every time a Utility company (such as Welsh Water, BT or Scottish Power) carries out roadworks on the public highway, the repairs to the road are guaranteed by the Utility Company of 2 years. We are required to inspect at least 10% of all repairs before the end of the guarantee period, but FCC inspect more than required to promote best practice and avoid future costs. Any defects identified with the Utility Company's repairs are reported back to the Utility Company to prevent the Authority being burdened with the future repair costs.

Last Updated: 07-Jan-2019

| KPI Title  | Pre. Year Period Actual | Period Actual | Period Target | Perf. RAG   | Perf. Indicator Trend | YTD Actual | YTD Target | Outcome RAG   |
|--|-------------------------|---------------|---------------|---|-----------------------|------------|------------|---|
| IP4.2.3.1M01 The number of sustainable area based transport schemes developed against plan | No Data                 | 5             | 4             |  GREEN | N/A                   | 5          | 4          |  GREEN |

**Lead Officer:** Lynne Fensome - Management and Support Manager

**Reporting Officer:** Ceri Hansom - Integrated Transport Unit Manager



**Aspirational Target:**

**Progress Comment:** There are currently 5 transport arrangements in place.

1. Higher Kinnerton - Broughton
2. Northop Hall - Connah's Quay
3. Penyffordd - Buckley
4. Cymau - Broughton
5. Holywell & surrounding areas



From 1st February 2019 the Penyffordd - Buckley Community Transport Service will be withdrawn but integrated with the new Local Travel Arrangement operating in Buckley.

Last Updated: 29-Jan-2019

| KPI Title  | Pre. Year Period Actual | Period Actual | Period Target | Perf. RAG   | Perf. Indicator Trend | YTD Actual | YTD Target | Outcome RAG   |
|--|-------------------------|---------------|---------------|---|-----------------------|------------|------------|---|
| IP4.2.4.1M01 Percentage of contracts awarded that are financially compliant for school transport | 85.44                   | 97.9          | 90            |  GREEN | ↑                     | 97.9       | 90         |  GREEN |

**Lead Officer:** Lynne Fensome - Management and Support Manager  
**Reporting Officer:** Ceri Hansom - Integrated Transport Unit Manager  
**Aspirational Target:**  
**Progress Comment:** 326 routes (school, adult social care, local bus routes and college) have been through a compliant tendering exercise. There are approximately 7 emergency routes which need to be procured

Last Updated: 17-Jan-2019

| KPI Title  | Pre. Year Period Actual | Period Actual | Period Target | Perf. RAG   | Perf. Indicator Trend | YTD Actual | YTD Target | Outcome RAG   |
|--|-------------------------|---------------|---------------|---|-----------------------|------------|------------|---|
| IP4.2.4.2M02 The percentage of safety compliant checks delivered | 68.92                   | 97.3          | 90            |  GREEN | ↑                     | 97.3       | 90         |  GREEN |

**Lead Officer:** Lynne Fensome - Management and Support Manager  
**Reporting Officer:** Ceri Hansom - Integrated Transport Unit Manager  
**Aspirational Target:**  
**Progress Comment:** 97% of safety compliant checks have now been completed. Daily monitoring and compliance checks are taking place on site at schools and day care centres. The works were programmed over a period of time. The procurement exercise undertaken by Integrated Transport Unit (ITU) caused a delay in the compliance checks being completed the first quarter, however; after the peak period settled, resource was then available to provide the required information to carry out the checks.

Last Updated: 17-Jan-2019

# 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 - Management and Support Manager | Amber               | Amber               | ↔           | Open        |

**Potential Effect:** Income targets not met

Potential reduction could impact staffing resource to maintain service delivery

**Management Controls:** Raised as a pressure for 2017/18.

**Progress Comment:**

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 through the funding secured for this year. However Officers attended a WG workshop that explained the competitive nature of the process moving forward as the grant is to be removed and the broad themes that were to be followed in this competitive process. By moving to this process there is a risk that Flintshire will not receive any future funding.

The new 'Enabling Natural Resources and Well-being of Wales' grant (ENRaW) has been launched by WG and Officers have submitted an application. The risk to loss of income is still ongoing as this grant is competitive and there is currently no indication from WG if the application will be successful.

Last Updated: 24-Jan-2019

| 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 Waterhouse - Energy Conservation Engineer | Lynne Fensome - Management and Support Manager | Amber               | Amber               | ↔           | Open        |

**Potential Effect:** Failure to meet Carbon Reduction target

**Management Controls:** Continue to review the availability of sites

**Progress Comment:** Following a workshop with Officers in Valuation and Estates and Planning, 6 potential brownfield sites have been identified as possible renewable energy generation sites. Initial feasibility assessments have been completed for these sites, including energy generation capacity, potential grid connection costs, planning constraints, ecology, land contamination, legal constraints and indicative installation costs and potential income generation. This has enabled 3 sites to be prioritised. Detailed feasibility studies have been completed including economic/financial modelling for these 3 sites with formal grid connection applications submitted to SP Energy Networks. Key next steps will be to assess the final business case once a formal grid connection offer has been received.

A high level review of the Council's agricultural estate has been completed assessing energy generation potential, acreage available and possible planning/legal constraints. Further feasibility will be completed. Potential sites for hydro power have been assessed with Wepre Brook prioritised. A detailed design has been completed and planning permission applied for. Work is ongoing with officers and Welsh Government to review and research methods of increasing the economic viability of renewable energy schemes. Increasing the income from energy sales or self supplying Council stock can negate possible increases in grid connection costs.

Last Updated: 24-Jan-2019

| 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 - Management and Support Manager |  |  |  | Open        |

**Potential Effect:** Flooding of homes and businesses across the county. Potential homelessness

**Management Controls:** Review our approach to funding capital projects

**Progress Comment:** 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". As a Lead Local Flood Authority (LLFA) the Council has powers to undertake such works subject to funding. It has been acknowledged that resources are needed within the Flood Risk Management Team to identify funding opportunities, project manage and ultimately deliver significant flood alleviation schemes where required locally. As of 7th January 2019, the Council has a new statutory duty as a Sustainable Drainage Approving Body (SAB). This has placed significant resource demands on the relatively small Flood and Coastal Risk Management Team to implement, resource and fund this new statutory role. In the short-term (1-2 years) the impacts of developing this new service will lessen the ability of the Team to delivery non-statutory flood alleviation schemes.

A service review is intended to identify a more effective structure that can deliver the statutory duties as the SAB in addition to existing duties and powers as a Lead Local Flood Authority. To help manage these changes, no major schemes are programmed to be put forward to Welsh Government's 'national pipeline of projects' for delivery in 2019/20. Limited work will continue where resources allow to refine existing projects and designs so that they might be considered for future grant applications and programming for delivery. In addition funding for smaller more affordable local works that can be delivered through Welsh Government's small scale scheme grant will continue to be pursued.

Last Updated: 15-Jan-2019

| 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 - Management and Support Manager |  |  |  | Open        |

**Potential Effect:** Deterioration of the condition of highways in Flintshire

**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. Maximise funding received through the quality of the bid submission by aligning submissions to follow successful bid model techniques.

**Progress Comment:** The monies made available for Highway infrastructure maintenance programmes will be allocated and expended by the end of the financial year. Those monies remain below the level of funding required to maintain a Steady State in the condition of the road network. Streetscene & Transportation ensure that available funding is spent allocated appropriately, and ensure best value for the expenditure to maintain the highway network.

Highways asset management schemes are underway as follows:

Resurfacing - Programme of schemes progressing 21 sites completed with 5 sites outstanding - expected completion 31/03/2019

Surface Dressing - Complete

Patching - Program On-going

Undertake condition surveys to produce the annual resurfacing programme by March 2019.

Undertake post completion inspections of utility work by March 2019.

Priority is given to the areas of the network that require the investment whilst considering the local infrastructure.

Last Updated: 29-Jan-2019

| 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 - Management and Support Manager | Amber               | Amber               | ↔           | Open        |

**Potential Effect:** Decrease in bus services to residents, particularly in rural areas

**Management Controls:** Develop services so that they become more commercially viable

**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. We are currently completing a bus subsidy review where we have managed to sustain a core network of bus routes and gain funding for Local Travel arrangements to connect rural communities to the core network.

Last Updated: 29-Jan-2019

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| RISK TITLE                                     | LEAD OFFICER                                       | SUPPORTING OFFICERS                            | INITIAL RISK RATING | CURRENT RISK RATING | TREND ARROW | RISK STATUS |
|--|--|--|---------------------|---------------------|-------------|-------------|
| Supply chain resilience of transport providers | Katie Wilby - Transportation and Logistics Manager | Lynne Fensome - Management and Support Manager | Amber               | Yellow              | ↓           | Open        |

**Potential Effect:** Transport services cannot be provided

**Management Controls:** i) Management of safety compliance checks.

ii) Management of financially compliant contracts

**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

Last Updated: 22-Jan-2019

| 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 - Management and Support Manager | Amber               | Amber               | ↓           | 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:** Following the negative impact of the 2017/18 winter period, pothole repairs have been undertaken throughout the County to ensure that the Highway Network is in a safe condition for the travelling public. The previous increase in risk has been mitigated by a number of schemes of works that have been undertaken to improve the condition of the carriageway overall. 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. Planned Maintenance Works have been undertaken as follows:  
 Resurfacing is 80% for the financial year  
 9 Surface Dressing sites have been completed  
 Reactive Work to remove defects from the carriageway continue.  
 This work removed the significant defects and looked to improve the condition of the roads, whilst reducing the risk on the network, in line with our statutory duty.

Last Updated: 24-Jan-2019

| 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 - Management and Support Manager | Yellow              | Yellow              | ↔           | Open        |

**Potential Effect:** i) Planned programme of community transport hubs not delivered. ii) Decreased passenger numbers on bus services.  
 iii) Increase in individual car usage  
**Management Controls:** Realistic deliverable programme for 2018/19 of 5 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: 17-Jan-2019

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## ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

|                        |   |
|------------------------|---|
| <b>Date of Meeting</b> | Tuesday, 26 <sup>th</sup> February 2019     |
| <b>Report Subject</b>  | Forward Work Programme                      |
| <b>Cabinet Member</b>  | Not applicable                              |
| <b>Report Author</b>   | Environment Overview & Scrutiny Facilitator |
| <b>Type of Report</b>  | 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

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

|      |  |
|------|--|
| 7.00 | <b>GLOSSARY OF TERMS</b>   |
| 7.01 | <b>Improvement Plan:</b> 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

| Date of Meeting   | Subject  | Purpose of Report/Presentation  | Scrutiny Focus                    | Responsible/Contact Officer                    | Submission Deadline |
|---|--|---|-----------------------------------|--|---------------------|
| <b>Tuesday 9<sup>th</sup><br/>April 10.00<br/>am</b>                      | Environmental Enforcement                        | To review the Council's Enforcement Policy in respect of littering.                   | Policy Review                     | Chief Officer Streetscene and Transportation   |                     |
|   | Greenfield Valley Heritage park                  | To receive a 12 month progress report   | Assurance                         | Chief Officer Planning Environment and Economy |                     |
|   | Public Convenience Strategy                      | To consider the draft strategy  | Policy development                | Chief Officer Streetscene and Transportation   |                     |
| <b>Tuesday 21<sup>st</sup><br/>May 10.00 am</b><br>Wepre –<br>Garden Room | Update on Mold to Broughton cycleway.            | As agreed at Committee on 15 January 2019   | Update                            | Chief Officer Streetscene and Transportation   |                     |
|   | Progress report on speed limits outside schools. | To receive an update  | Assurance                         | Chief Officer Streetscene and Transportation   |                     |
| <b>Tuesday 16<sup>th</sup><br/>July 2pm</b>                               | 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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Awareness raising session on recyclable waste – April/May

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