

# Public Document Pack



Contact Officer:  
Sharon Thomas 01352 702324  
[Sharon.thomas@flintshire.gov.uk](mailto:Sharon.thomas@flintshire.gov.uk)

To: Cllr Patrick Heesom (Chairman)

Councillors: Mike Allport, Sean Bibby, Chris Dolphin, Andy Dunbobbin, David Evans, Veronica Gay, George Hardcastle, Cindy Hinds, Ray Hughes, Dennis Hutchinson, Joe Johnson, Vicky Perfect, Paul Shotton and Owen Thomas

11 September 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, 17th September, 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 - 8)

**Purpose:** To confirm as a correct record the minutes of the meeting held on 9 July 2019.

### 4 FORWARD WORK PROGRAMME AND ACTION TRACKING (Pages 9 - 18)

Report of Environment Overview & Scrutiny Facilitator

**Purpose:** To consider the Forward Work Programme of the Environment Overview & Scrutiny Committee and to inform the Committee of progress against actions from previous meetings.

5 **BUS LANES IN FLINTSHIRE – LIMITATIONS ON USE** (Pages 19 - 22)

Report of Chief Officer (Streetscene and Transportation) - Deputy Leader of the Council and Cabinet Member for Streetscene and Countryside

**Purpose:** To seek a recommendation to Cabinet to approve the limitations on vehicles utilising the proposed new bus lanes in Deeside.

6 **WINTER MAINTENANCE POLICY REVIEW 2019-21** (Pages 23 - 46)

Report of Chief Officer (Streetscene and Transportation) - Deputy Leader of the Council and Cabinet Member for Streetscene and Countryside

**Purpose:** To seek Scrutiny recommendation to Cabinet to approve the revised Winter Maintenance and Severe Weather Policy.

7 **YEAR-END COUNCIL PLAN MONITORING REPORT 2018/19** (Pages 47 - 70)

Report of Chief Officer (Planning, Environment and Economy), Chief Officer (Streetscene and Transportation) - Cabinet Member for Planning and Public Protection, Deputy Leader of the Council and 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.

8 **ALL WALES CONCESSIONARY TRAVEL SCHEME – REPLACEMENT OF TRAVEL CARDS (BUS PASSES)** (Pages 71 - 74)

Report of Chief Officer (Streetscene and Transportation) - Deputy Leader of the Council and Cabinet Member for Streetscene and Countryside

**Purpose:** To note the process to re-issue Concessionary Travel Cards to all eligible residents of Flintshire.

Yours sincerely



Robert Robins  
Democratic Services Manager

## **ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE** **9 JULY 2019**

Minutes of the meeting of the Environment Overview & Scrutiny Committee of Flintshire County Council held at County Hall, Mold on Tuesday, 9 July 2019

### **PRESENT: Councillor Patrick Heesom (Chairman)**

Councillors: Mike Allport, Sean Bibby, Chris Dolphin, Andy Dunbobbin, David Evans, Veronica Gay, George Hardcastle, Ray Hughes, Joe Johnson, Vicky Perfect and Paul Shotton

**SUBSTITUTE:** Councillor: Bob Connah (for Dennis Hutchinson)

**CONTRIBUTORS:** Councillor Carolyn Thomas, Deputy Leader and Cabinet Member for Streetscene & Countryside; Councillor Derek Butler, Cabinet Member for Economic Development; Councillor Chris Bithell, Cabinet Member for Planning & Public Protection; Chief Officer (Planning & Environment); Chief Officer (Streetscene & Transportation); and Highways Network Manager

**IN ATTENDANCE:** Democratic Services Manager and Democratic Services Officers

### **10. APPOINTMENT OF CHAIR**

The Democratic Services Manager informed the Committee that it had been confirmed at the Annual Meeting of the County Council that the Chair of the Committee should come from the New Independent Group. Members were advised that the Group had appointed Councillor Patrick Heesom to this role.

From this point, Councillor Heesom chaired the remainder of the meeting. He took the opportunity to pay tribute to Councillor Ray Hughes as the outgoing Chair.

### **11. DECLARATIONS OF INTEREST**

None.

### **12. MINUTES**

The minutes of the meeting held on 21 May 2019 were submitted.

#### **Matters Arising**

Minute 7: Briefing paper on 20mph mandatory speed limits within Flintshire - the Chief Officer (Streetscene & Transportation) said that although officers were working on potential schemes, the Welsh Government had yet to reach a decision on a change in legislation.

## **RESOLVED:**

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

### **13. FORWARD WORK PROGRAMME AND ACTION TRACKING**

The Democratic Services Manager presented the current Forward Work Programme for consideration. The Chief Officers give a brief presentation on services within their respective portfolios to assist the Committee in identifying future agenda items.

The following topics were suggested:

- Building Control - including the impact of changes to the building inspection market and exploring further opportunities to carry out services for other councils
- Sustainable drainage systems
- Countryside Service
- Minerals and Waste Planning - including provision of external services across the region
- Digital connectivity
- 'Green Council' theme of the Council Plan including Energy Services, solar panels, street lighting and plastics
- Council's response to the Climate Change agenda
- Enterprise/Town Centre regeneration - including the Business Improvement District (BID) process to be scheduled for early 2020
- Battery parks - helping to educate communities on the impacts
- Fleet electrification
- Cemetery provision and strategy
- Winter maintenance review
- Commercial services
- Waste permitting and data flow
- Contact Centre
- Car parking - charges, enforcement and maximising income by prompt repair of faulty machines
- Charging/indexation policy
- Service standards
- Enforcement
- Grass-cutting policy and performance (including re-circulating the agreed standards) - including managing wildflowers
- Effect of roadworks by utility companies
- Dropped kerb policy and practices
- Garden waste bins - size, charges and potential for providing a second bin free of charge

The Chairman asked that the Chief Officer (Planning & Environment) provide Members with the updated version of the draft 'Who's Who' document once finalised. Councillor Evans suggested that the final document include more useful contact numbers if it was to be made available to the public.

The Chief Officer explained that this was an interim document until those services were incorporated into the Contact Centre. He noted Councillor Hughes' point about sharing work mobile phone numbers of officers.

Councillor Bibby said that a similar document with contact details of other portfolios would be useful.

Councillors Dolphin and Hardcastle commented on the availability of officers and response times. The Chief Officers explained the benefits of the Contact Centre central number (701234) in logging calls and follow-up actions. Options were being considered to reduce the call waiting time, and the collation of different teams into a single corporate Contact Centre based in Ewloe would provide greater resilience. Local Members were reminded to report specific issues to their Area Co-ordinators whose contact details had previously been shared.

The Chairman thanked both Chief Officers for their detailed presentations and asked that the Streetscene team be thanked for their work in helping communities during the recent severe weather. This was endorsed by Councillor Carolyn Thomas.

During discussion on the suggested topics, the Chief Officer (Streetscene & Transportation) explained the need for grass-cutting services to be undertaken by various teams due to the variety of equipment required. On garden waste bins, he clarified that the purpose of the report to the Corporate Resources Overview & Scrutiny Committee was to set the indexation policy. Councillor Evans said that the report should have been considered first by this Committee.

The Democratic Services Manager suggested that the list of topics be considered by officers, in consultation with the Chair and Vice-Chair, to produce a range of combined topics to populate the Forward Work Programme. This was moved by Councillor Bibby and seconded by Councillor Shotton.

**RESOLVED:**

- (a) That the officers be thanked for their portfolio presentations;
- (b) That the Forward Work Programme, as submitted, be approved;
- (c) That the list of topics identified during the meeting be analysed by the officers to produce a range of combined topics, for consultation with the Chair and Vice-Chair;
- (d) That the Facilitator, in consultation with the Chair and Vice-Chair of the Committee, be authorised to vary the Forward Work Programme between meetings, as the need arises; and
- (c) That the Committee notes the progress made in completing the outstanding actions.

## 14. REVIEW OF STREETSCENE STANDARDS

The Chief Officer (Streetscene & Transportation) introduced a report to seek a recommendation for Cabinet to adopt the Streetscene service standards which had been updated following review. Performance against the standards - under the Safe and Clean Council theme in the 2019 Council Plan - would be reported as part of the new performance monitoring process.

In response to comments from Councillor Bibby, the Highways Network Manager agreed to provide further clarification on the permitted chemicals used for graffiti removal.

Councillor Connah questioned the removal of some of the standards. He was informed that responses to pest control would continue to be monitored and that new waste bins/recycling boxes were now collected from Household Recycling Centres.

Concerns were raised by Councillor Dolphin about repeat missed bin collections; sometimes involving an entire road. In response to questions, the Chief Officer explained that Streetscene Supervisors were able to visit Town and Community Councils upon request. He shared the frustrations about delays to street-lighting works involving Scottish Power which were outside the control of the Council.

In response to questions from Councillor Evans, the Chief Officer provided clarification on the removal of sharp objects from Council owned land and the targets for street cleansing as agreed with Town and Community Councils. He also reported on the maximum time needed to process applications for assisted bin collections and the agreed 3-step procedure for dealing with incidents of side waste.

As requested by Councillor Hardcastle, the Chief Officer detailed the process for dealing with fly tipping and reported no increase in the number of incidents.

Councillor Chris Bithell encouraged Members to raise awareness of the Council's Pest Control team who provided an effective service to residents. When asked by Councillor Gay about exemption criteria from these charges, the Chief Officer (Planning & Environment) agreed to circulate details.

The recommendation in the report was moved by Councillor Evans and seconded by Councillor Dolphin.

### **RESOLVED:**

That the Committee recommends to the Cabinet adoption of the Streetscene service standards detailed in Appendix 1 to the report, including the proposed additions and deletions to the revised list as a result of the portfolio changes.

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

There were no members of the press or public in attendance.

(The meeting started at 10am and ended at 12.05pm)

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**Chairman**

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## ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

<b>Date of Meeting</b>	17 <sup>th</sup> September 2019
<b>Report Subject</b>	Forward Work Programme and Action Tracking
<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.

The report also shows actions arising from previous meetings of the Environment Overview & Scrutiny Committee and the progress made in completing them. Any outstanding actions will be continued to be reported to the Committee as shown in Appendix 2.

### 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.
3	That the Committee notes the progress made in completing the outstanding actions.

## **REPORT DETAILS**

<b>1.00</b>	<b>EXPLAINING THE FORWARD WORK PROGRAMME AND ACTION TRACKING</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>
1.03	In previous meetings, requests for information, reports or actions have been made. These have been summarised as action points. Following a meeting of the Corporate Resources Overview & Scrutiny Committee in July 2018, it was recognised that there was a need to formalise such reporting back to Overview & Scrutiny Committees, as 'Matters Arising' was not an item which can feature on an agenda.
1.04	It was suggested that the 'Action tracking' approach be trialled for the Corporate Resources Overview & Scrutiny Committee. Following a successful trial, it was agreed to extend the approach to all Overview & Scrutiny Committees.
1.05	The Action Tracking details including an update on progress is attached at Appendix 2.

<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	In some cases, action owners have been contacted to provide an update on their actions.

<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  Appendix 2 – Action Tracking for the Environment OSC.

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	Minutes of previous meetings of the Committee as identified in Appendix 2.  <b>Contact Officer:</b> Margaret Parry-Jones Overview & Scrutiny Facilitator <b>Telephone:</b> 01352 702427 <b>E-mail:</b> <a href="mailto:Margaret.parry-jones@flintshire.gov.uk">Margaret.parry-jones@flintshire.gov.uk</a>

<b>7.00</b>	<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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Page 13

Date of Meeting	Subject	Purpose of Report/Presentation	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
<b>Tuesday 15<sup>th</sup> October</b> <b>10.00 am</b>	Update on Greenfield Valley	To receive an update on Greenfield Valley	Assurance	Chief Officer Streetscene & Transportation	
	Waste Strategy	To receive an update	Assurance	Chief Officer Streetscene & Transportation	
	Cemetery Provision and Strategy	To receive an update	Assurance	Chief Officer Streetscene & Transportation	
	Grass Cutting Policy	To include performance, standards/wildflowers.	Assurance	Chief Officer Streetscene & Transportation	
	Ash Dieback Action Plan	To receive an update	Assurance	Chief Officer Streetscene & Transportation	
<b>Tuesday 12<sup>th</sup> November</b> <b>10.00 am</b>	Environmental Enforcement Policy	To receive an update.	Assurance	Chief Officer Streetscene & Transportation	
	Flint Landfill and Crumps Yard Solar PV Final Business Cases	To consider the final business cases for solar PV developments at Flint Landfill and Crumps Yard following	Consultation	Chief Officer Streetscene and	

Date of Meeting	Subject	Purpose of Report/Presentation	Scrutiny Focus	Responsible/Contact Officer	Submission Deadline
	<p>Mid Year Council Plan Monitoring Report</p> <p>Provision of MOT's and other Commercial Opportunities</p>	<p>planning permission and tender exercise to determine capital costs. Members to review the business cases to ensure they are robust prior to final review by Cabinet.</p> <p>To enable members to fulfil their scrutiny role in relation to performance monitoring.</p> <p>To consider the proposals.</p>	<p>Consultation Performance monitoring/ assurance</p> <p>Consultation</p>	<p>Transportation</p> <p>Facilitator</p> <p>Chief Officer Streetscene and Transportation</p>	
<p><b>Tuesday 10<sup>th</sup> December 10.00 am</b></p>	<p>Waste Consultation</p> <p>Effect of roadworks by utilities and dropped kerbs policy and practices.</p>	<p>To consider the outcome of the Waste Consultation</p> <p>To consider the policy</p>	<p>Policy Development</p> <p>Consultation</p>	<p>Chief Officer Streetscene &amp; Transportation</p> <p>Chief Officer Streetscene &amp; Transportation</p>	
<p><b>Tuesday 14<sup>th</sup> January 10.00 am</b></p>	<p>Fleet Electrification</p>	<p>To consider proposals for fleet electrification.</p>	<p>Consultation</p>	<p>Chief Officer Streetscene &amp; Transportation</p>	

<b>Date of Meeting</b>	<b>Subject</b>	<b>Purpose of Report/Presentation</b>	<b>Scrutiny Focus</b>	<b>Responsible/Contact Officer</b>	<b>Submission Deadline</b>
<b>Tuesday 10<sup>th</sup> March 10.00 am</b>	Visit to Parc Adfer  Waste Permitting & Data Flow  Quarter 3 Council Plan Monitoring Report	To receive a report  To enable members to fulfil their scrutiny role in relation to performance monitoring.	Assurance  Performance Monitoring/ Assurance	Chief Officer Streetscene & Transportation  Facilitator	
<b>Tuesday 7<sup>th</sup> April 10.00 am</b>					
<b>Tuesday 5<sup>th</sup> May 10.00 am</b>					
<b>Tuesday 7<sup>th</sup> July 10.00 am</b>	Year-end Council Plan Monitoring Report	To enable members to fulfil their scrutiny role in relation to performance monitoring.	Performance Monitoring/ Assurance	Facilitator	

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**ACTION TRACKING FOR THE ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE**

Meeting Date	Agenda Item	Action Required	Action Officer(s)	Action taken	Timescale
21.05.2019	Mold to Broughton Cycleway	Detailed designs to be shared when completed. Not yet available.	Sue Price	Details will be shared when available.	On-going
9.07.2019	Review of Streetscene Service Standards	Cllr Bibby to be advised if the Council has the appropriate equipment for graffiti removal.	Barry Wilkinson	Information provided to Cllr Bibby.	Completed
09.07.2019	Review of Streetscene Service Standards	Look into member concerns at recent Call Centre response times.	Steve Jones	A review is to be carried out once the quarter 1 call time figures are available	Ongoing
09.07.2019	N/A	Details of the Pest Control charges and any exemptions to be circulated to members of the committee.	Andy Farrow	To be confirmed.	Ongoing

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## ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

<b>Date of Meeting</b>	Tuesday 17th September 2019
<b>Report Subject</b>	Bus Lanes in Flintshire – Limitations on Use
<b>Cabinet Member</b>	Deputy Leader and 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's Streetscene and Transportation portfolio are delivering various bus priority measures as part of its Integrated Transport Strategy. This work has been recognised by Welsh Government (WG) as supporting their own aspirations for a regional 'North East Wales Metro', promoting a sustainable transport solution, which successfully integrates all modes of transport, whilst maintaining and promoting at its heart, a sustainable, affordable and environmentally friendly public transport service, with links to all of Flintshire and the wider region.

The work also aligns with the high level interventions contained within the Welsh Government approved *North Wales Joint Local Transport Plan 2015-2020* (LTP) which include:

- Encouraging Sustainable Travel,
- Improved Links to Employment and Access to Services.
- Public Transport Infrastructure Improvements
- Quality Partnerships on Key Bus Route Corridors.

As part of this work, Cabinet approved the construction of dedicated bus lanes on the B5129 between Queensferry and Shotton in April 2019 and work on the scheme will now commence in January 2020. This report confirms which vehicle types will be permitted to use the new bus lanes and the enforcement arrangements which will be put in place to manage the usage of the new infrastructure.

### RECOMMENDATIONS

1	To seek a recommendation to Cabinet to approve the limitations on vehicles authorised to utilise the proposed bus lanes on the B5129.
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2	That Scrutiny notes the enforcement arrangements on all other bus lanes and bus priority measures at key locations across the corridor.
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## **REPORT DETAILS**

<b>1.00</b>	<b>PROVIDE PROGRESS ON BUS PRIORITY MEASURES, THE NEED FOR APPROPRIATE ENFORCEMENT OF BUS INFRASTRUCTURE AND CONTINUED DEVELOPMENT OF SUSTAINABLE TRAVEL ARRANGEMENTS ALONG THE FLINTSHIRE CORRIDOR.</b>
1.01	<p>In April 2019, Cabinet approved the proposal to utilise WG Transport Grant funding to construct multiuse bus and cycle lanes on the B5129 between Shotton Lane and Queensferry. Since this date there has been further progress with funding applications for schemes to improve bus journey times by the introduction of bus priority measures along both the A548 and B5129, linking the County boundaries with Cheshire West and Chester in the South and Denbighshire County Council in the North.</p> <p>Additional Bus priority measures have also been highlighted within the Deeside Industrial Park and particularly Northern Gateway which will provide direct and dedicated 'bus only' access routes into Deeside Industrial Park. These proposals align with both the Council's own Integrated Transport Strategy and the Regional Transport Plan.</p> <p>The identified measures equate to a total bus journey time saving of 30 minutes against existing routes into the park and include the following elements:</p> <ol style="list-style-type: none"> <li>1. Zone 1 to Zone 2 - via Park and Ride (proposed) - <b>9 minute saving (peak times)</b></li> <li>2. Zone 2 to Zone 3 - Transportation Link (existing) - <b>6 minute saving</b></li> <li>3. Zone 3 to Zone 4 - underpass at Parkway Station (proposed) - <b>7 minute saving</b></li> <li>4. Northern Gateway to Zone 2 – via bus interchange (proposed) - <b>8 minute saving</b></li> </ol>
1.02	<p>A package of scheme designs for the traffic signals along the A548/B5129 providing bus priority measures have now been completed.</p> <p>The key locations identified for signal modernisation to incorporate cycling and bus priority measures are:</p> <ul style="list-style-type: none"> <li>• Wepre Lane/B5129, Connah's Quay,</li> <li>• Church Street/A548, Flint</li> <li>• B5121/A548 Greenfield</li> </ul> <p>The above improvements have been given indicative funding for completion in financial year 2020/21.</p>
1.03	Funding for construction of the shared bus and cycle lanes has now been awarded with additional funding for the completion of the remaining bus priority measures along the A548/B5129 also receiving indicative grant

	<p>funding commitments for the financial year 2020/21. Streetscene officers, along with the appointed consultants, are working closely to progress a detail design of the multiuse bus and cycle lanes. The design element of this project will be completed during the coming months, with an expected construction start date for the scheme of January 2020.</p>
1.04	<p>The Bus Quality Partnership measure which will operate along the corridor has progressed and will provide travel certainty and user benefit as follows:</p> <ul style="list-style-type: none"> <li>• Integrated ticketing</li> <li>• Regulating timetables</li> <li>• Marketing</li> <li>• Information sharing</li> <li>• Agreement on notice periods for changing timetabling and routes.</li> </ul> <p>This agreement is anticipated to be signed in September 2019, with this being a model for rolling out similar arrangements on all routes on the remainder of the core network in Flintshire.</p>
1.05	<p>The Council requires specific approval from WG to enable the legal powers to enforce on the dedicated bus infrastructure, including the use of the bus lanes by non-authorised vehicles. The Council have formally applied to WG to obtain the necessary authority to carry out such enforcement.</p> <p>Appropriate enforcement will help achieve consistent journey times for buses through congested areas and it will be supported by ANPR cameras fixed along the route. The cameras will ensure only registered bus services, i.e. those within the bus quality partnership, are permitted to use the infrastructure.</p> <p><b>Other authorised users are as follows:</b></p> <p>Cyclists (including electric powered cycles) but not Motorcycles or Scooters</p> <p>School transport vehicles (16 seats and above) will be also able to use the infrastructure.</p> <p>Emergency services on blue light calls are permitted to use the infrastructure, thus improving emergency response times along the corridor.</p> <p><b>Non-authorised vehicles will include:</b></p> <p>Restrictions will apply to all other modes of transport including but not limited to Cars, Motorcycles, Private Hire Vehicles and Hackney Carriages</p> <p>The legal enforcement procedures will be included within the Traffic Regulation Order which will be shortly advertised for the routes.</p>

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	The construction scheme is WG Capital Grant funded and funding has been granted for 2019/2020 and indicative funding for 2020/2021 for the remaining route improvement work.
2.02	The construction work will be supervised by staff from the Streetscene and Transportation portfolio.
2.03	Enforcement would be via ANPR Camera Technology. All FPN income will be credited to the Council and reinvested into the maintenance on the network.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	Public consultation has been completed and was presented within the Cabinet Report dated 2 <sup>nd</sup> April 2019

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	Adoption of clear usage guidelines will ensure the route can be managed appropriately with minimal additional staff time.

<b>5.00</b>	<b>APPENDICES</b>
5.01	None

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	<b>Contact Officer:</b> Ian Bushell – Project manager <b>Telephone:</b> 01352 704780 <b>E-mail:</b> <a href="mailto:ian.bushell@flintshire.gov.uk">ian.bushell@flintshire.gov.uk</a>

<b>7.00</b>	<b>GLOSSARY OF TERMS</b>
7.01	ANPR – Automated Number Plate Recognition – Fixed cameras that recognise and read number plates to allow owner identification.  FPN – Fixed Penalty Notice



## ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

<b>Date of Meeting</b>	Tuesday 17th September 2019
<b>Report Subject</b>	Winter Maintenance Policy Review 2019-21
<b>Cabinet Member</b>	Cabinet Member for Streetscene & Transportation
<b>Report Author</b>	Chief Officer – Streetscene & Transportation
<b>Type of Report</b>	Operational

### EXECUTIVE SUMMARY

The Winter Maintenance Service is recognised as one of the most important functions that the Council as 'Highway Authority' provides. It is fundamental to providing safe and reliable access to the highway network during the period October to April each year.

This report updates the current Winter Maintenance Policy, explains the legislative requirements of providing such a service and the actions taken by the Streetscene and Transportation portfolio to deliver the winter maintenance service. In addition the report outlines the Council's response to other adverse weather events such as flooding and high winds.

It is good practise to regularly review the winter maintenance policy and this report outlines the changes to the most recent version of the 'Winter Maintenance Policy (2019-21)' which is being put forward for Cabinet approval.

### RECOMMENDATIONS

1	That Scrutiny recommends Cabinet approve the reviewed Winter Maintenance Policy (2019-21) which also contains the procedures for delivering the Council's winter maintenance and adverse weather service.
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## REPORT DETAILS

1.00	BACKGROUND OF WINTER MAINTENANCE POLICY
1.01	The Council, as the Highway Authority for County Roads, has a general duty, under Section 41 of the Highways Act 1980, to maintain the highway network in a good state of repair so as to render it safe for ordinary traffic at all times of the year.
1.02	Section 111 of the Railways and Transport Act 2003 states that <i>"In particular, a Highway Authority is under a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow and ice"</i> .
1.03	Under Section 150(1) of the Highways Act 1980, there is a requirement for the Highway Authority to remove an accumulation of snow which forms an obstruction, subject to a number of factors stated in Section 150(3) of the 1980 Act.
1.04	In addition, the Traffic Management Act 2004 placed a network management duty on all local traffic authorities. It requires authorities to do all that is reasonably practicable to manage the network effectively to keep traffic moving. In meeting the duty, authorities should establish contingency plans for dealing promptly and effectively with unplanned events, such as unforeseen weather conditions, as far as is reasonably practicable.
1.05	The legislation does not impose an absolute duty but rather involves a balance between the degree of risk and the steps necessary to eliminate the risk.
1.06	In order to provide a statutory defence, a Council policy on Winter Maintenance services is required which should be reviewed on a regular basis. Flintshire currently review the policy every two years.
1.07	<p>The review of service was undertaken by officers from the Streetscene and Transportation portfolio and considered these key areas:</p> <ol style="list-style-type: none"><li>1. Does the current service meet the statutory requirements?</li><li>2. Are there any changes to standards which should be incorporated into the new policy?</li><li>3. Are there any local concerns or complaints with the service which might require a change to working practices?</li><li>4. Are there any changes in local circumstances which would require changes to policy?</li><li>5. Is the current supply chain effective and sufficient to support the service?</li><li>6. Are current salt stocks sufficient to deliver the service effectively?</li><li>7. Are arrangements to treat car parks and footways sufficient?</li></ol>
1.08	The review concluded that the current operating model is adequate in responding to the risk presented during periods of adverse weather and effective in the deployment of resource, whilst limiting the impact of the disruption to the service and wider service users.



1.09	There are no significant changes following the review of the policy on this occasion, however in recent years the service has looked to improve the communication during periods of severe or prolonged adverse weather, and the approach has been captured within the policy.
1.10	The policy has also been amended to reflect the change in weather forecast provider, from MeteoGroup to MetDesk, following procurement of the forecast service by Welsh Government.
1.11	The adverse weather response is planned in advance of the winter season, and documented within the Winter Maintenance handbook that is distributed to all involved personnel, and updated as a controlled document throughout the season.
1.12	6 Duty Officers will be rostered throughout the winter period to monitor weather forecasts and decide on appropriate preventative action.
1.13	A minimum of 26 frontline, operational staff will be rostered to be on-call throughout the season to respond to adverse weather. There are also on-call highways response teams that are available to supplement these teams if necessary.
1.14	On receipt of a severe weather warning (high winds, flooding, snow event, etc.) an operational control room is established in Alltami and manned by staff from the Streetscene service who will act as a dedicated point of contact for the Contact Centre staff. The staff within the operational control room will have direct contact with Streetscene Coordinators/Supervisors who will be on-site to investigate complaints and mobilise dedicated gritting vehicles under their direct control.
1.15	The Streetscene Contact Centre is now combined with the Housing Contact Centre and based in Ty Dewi Sant in Ewloe. Staff from the Streetscene service meet regularly with the manager of the new combined Contact Centre to ensure that systems are in place to ensure a smooth transition from the current arrangement to the new, particularly in the event of a period of bad weather. It is expected that the additional staffing numbers within the new Contact Centre will provide additional resilience and improve answering times during periods of high call volumes.
1.16	The operational control room will be responsible for directing all operations and act as a liaison contact to the Corporate Communication office through which all press releases will be made.
1.17	In the event that high winds are forecast, the details of the forecast are examined by the Duty Officer, and consideration will be given as to whether or not to close the Flintshire Bridge (A548). The process to follow in the event the bridge needs closing is set out within the updated Winter Maintenance Policy 2019-21.

<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	The Winter Maintenance budget is ring-fenced and reserves are reviewed annually to ensure adequate funding is available to deliver the service throughout the winter season.
2.02	Winter maintenance operations on the highway infrastructure are carried out by the Streetscene Staff and resources supplemented by local agricultural contractors as necessary.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	<p>Consultation took place with:</p> <ul style="list-style-type: none"> <li>• Operational departments and stakeholders</li> <li>• With Cabinet Member</li> <li>• Neighbouring Local Authorities in relation to their Winter Maintenance Operations</li> </ul>

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	The winter maintenance service has undertaken various risk assessments on the provision of road surface treatments which are outlined within the policy.

<b>5.00</b>	<b>APPENDICES</b>
5.01	Appendix 1 - Revised Winter Maintenance Policy

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	Highways Act 1980.
6.02	Railways and Transport Act 2003
6.03	Code of Practice for Well-managed Highway Infrastructure (2016)
6.04	Traffic Management Act 2004
6.05	Quarmby Report – July 2010
6.06	Trunk Road Maintenance Manual
6.07	Welsh Government Advice Documents

6.08	WLGA Advice Documents
6.09	<p><b>Contact Officer:</b> Stephen O Jones – Chief Officer – Streetscene &amp; Transportation</p> <p><b>Telephone:</b> 01352 704700</p> <p><b>E-mail:</b> <a href="mailto:Stephen.o.jones@flintshire.gov.uk">Stephen.o.jones@flintshire.gov.uk</a></p>

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

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# Winter Maintenance Policy 2019-2021





## Contents

<b>1</b>	<b>  Background .....</b>	<b>4</b>
<b>2</b>	<b>  Purpose of policy .....</b>	<b>4</b>
<b>3</b>	<b>  Procedures.....</b>	<b>5</b>
3.1	Winter Weather Forecasts .....	5
3.2	Priority of Roads.....	6
3.3	De-icing Materials .....	8
3.4	Operational Practices.....	10
3.5	Communication .....	11
3.6	Partnership Working.....	12
3.7	Footways and Cycleways.....	12
3.8	Salt Bins and Salt Heaps .....	13
3.9	Resources .....	14
3.10	Standards Monitoring .....	14
3.11	Vehicle Tracking .....	14
3.12	Extreme Weather Protocol.....	15
3.13	Community Engagement .....	15
3.14	High Winds - Flintshire Bridge Closure/Restriction Procedure.....	16
3.15	Flooding.....	17
<b>4</b>	<b>  Risk Assessment.....</b>	<b>17</b>
<b>5</b>	<b>  Background Documents .....</b>	<b>18</b>

## 1 | Background

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- 1.1 Section 41 of the Highways Act 1980 places a statutory duty on the Highway Authority to maintain the highway, as follows:-

*“(1A) In particular, a Highway Authority is under a duty to ensure, so far as is reasonably practicable, that a safe passage along a highway is not endangered by snow or ice.”*

- 1.2 The legislation does not impose an absolute duty but rather involves a balance between the degree of risk and the steps necessary to eliminate the risk.
- 1.3 In order to provide a statutory defence, a County Policy on winter maintenance services is required which should be reviewed on a regular basis.
- 1.4 The requirement to ensure compliance with Section 1.3 has been emphasised in collaborative meetings that have taken place amongst the six North Wales Authorities following the Coroner’s inquest into the winter maintenance incidents that have occurred in North Wales Authorities during recent years.
- 1.5 The level of service for County Roads is determined by the elected Members of each Council. This is based on a risk assessment approach to determining a cost effective hierarchy of routes and treatments. The Authority believes that the level of service meets the requirements on the current interpretation of **‘reasonably practicable’** but will continue to keep service provision under review, particularly in respect of any legal judgements. A review of the Winter Maintenance operations is undertaken each year before the winter season.

## 2 | Purpose of policy

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- 2.1 To demonstrate compliance with the statutory duties of the Highway Authority by recording a managed, cost effective approach to providing winter maintenance service in the interest of public safety.
- 2.2 To provide a statutory defence against third party claims.
- 2.3 To inform and involve Members in the procedures associated with the winter maintenance service
- 2.4 To set out the aims and standards for the winter maintenance service, the facilities and resources available and guidance as to how the aims and standards are to be achieved.



## 3 | Procedures

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### 3.1 Winter Weather Forecasts

**3.1.1** Daily weather forecasts are received throughout the winter period and are specific to Flintshire County Council. The forecast is currently provided by MetDesk. MetDesk utilise their experience at weather forecasting combined with additional data from weather models and information provided by Ice Prediction sensors situated at:

1. A55 at Brynford
2. A541 at Hendre

to predict the weather for a 36 hour period from approximately 12-noon daily. The weather forecast is provided through a web based system and this forms the basis of the decision making process with regards to gritting actions taken in the interest of road safety over the succeeding 24 hours.

**3.1.2** The Forecast Provider provides forecast information in the in the following format:

- ▶ Projected road surface temperature graphs for two ice sensor sites within the County and others in the neighbouring Counties. These sites have been specifically chosen to provide information which is considered representative of the whole County.
- ▶ A site specific forecast for each of the ice sensor sites covering a 36-hour period from the time of issue (normally 12:00 hrs).
- ▶ A 24-hour consultancy service, staff can talk to forecasters at the Weather Centre to expand on the general forecast.
- ▶ A 2-5 day forecast text indicating the outlook.
- ▶ A morning summary in text describing the events of the night before and a preliminary forecast covering the succeeding 24 hours.
- ▶ Alerts and forecast amendments electronically and by direct contact throughout the 24 hour period.

**3.1.3** A cross boundary partnership approach is adopted throughout the North Wales Authorities and in conjunction with North & Mid Wales Trunk Road Agency (NMWTRA) to ensure an effective and consistent service delivery.

**3.1.4** A North Wales protocol for distributing daily weather forecasting information and proposed action details has been formally adopted. This has been coordinated through the North and Mid Wales Trunk Road Agency (NMWTRA) and has established improved communications between neighbouring Authorities, NMWTRA and North Wales Police. The actions of all the North Wales Authorities are recorded on the Forecast Provider web page for all partner authorities to view.

## 3.2 Priority of Roads

3.2.1 Roads within the Authority have been prioritised for treatment into Priority 1, 2 and 3 routes.

3.2.2 **Priority 1 routes** are roads carrying substantial volumes of traffic having characteristics, which require protection from frost throughout the night. These routes form the spinal road network of the Authority and merit high priority to sustain the free flowing movement of traffic. They include:-

- ▶ Trunk Roads (48kms)
- ▶ Class A Roads (151kms)
- ▶ Class B and C Roads (351kms)
- ▶ Strategic/ Important Bus Routes (8 bus services or more per hour)
- ▶ Main access roads to schools or establishments of higher education
- ▶ Town centre access and distributor roads through villages and housing estates
- ▶ Industrial Estate Roads (10.1Kms)

The 12 **Priority 1** precautionary gritting routes total **45%** of the total County highways network.

3.2.3 **Priority 2 routes** are formed from the Unclassified roads that form main distributor routes in both the urban and rural areas. They include:-

- ▶ Housing Estate Roads
- ▶ Access routes between smaller rural communities
- ▶ Remaining bus routes (4 service buses or more per hour)
- ▶ Known problems, including significant gradients, exposed areas and other topological factors
- ▶ Council maintained Car Parks

**Priority 2** gritting routes will be treated upon satisfactory completion of the Priority 1 routes providing the criteria set out in 3.2.3 are met and adequate resources are available.

3.2.4 **Priority 3 routes** are all the remaining adopted roads within the County.

### **3.2.5 Priority of Roads**

- 3.2.5.1** All Priority 1 routes will be subject to precautionary gritting operations throughout the winter period at the discretion of the Highway Network Manager or his representative. The decision to undertake precautionary gritting actions is made daily at around 13:00hrs between the period from 1 November to 30 April of the following year.
- 3.2.5.2** Priority 2 routes will only be treated in the event of icy conditions or a forecast of prolonged icy conditions, and following the satisfactory treatment of the Priority 1 routes. The Duty Officer will make the decision whether or not to proceed to Priority 2 routes. The protocol for treatment during this period will be for a continued action on the Priority 1 gritting routes as required with discretionary actions being taken on Priority 2 routes in response to known or observed problem areas, or in relation to requests that have been assessed and justified by staff of Flintshire County Council. If temperatures remain below zero with prolonged icy conditions the winter maintenance teams will continue to undertake inspections and liaise closely with the Duty Officer. The level of actions will be dictated by the available resources and the weather forecast outlook. Bulk gritting vehicles and manual salting gangs will be deployed for this purpose. A discretionary decision to suspend further actions pending improving weather conditions may be taken.
- 3.2.5.3** Priority 3 routes will normally be treated dependent upon the availability of appropriate resources following the satisfactory attention to Priority 1 and 2 routes and will be restricted to normal working hours, and in response to known or observed problem areas, or in relation to requests that have been assessed and justified by staff of Flintshire County Council..
- 3.2.5.4** During the onset of snow conditions and the satisfactory treatment of the Priority 1 routes, all available plant and resources will be deployed to clear snow within the Priority 2 routes. During such operations the gritting appliances will be directed by Flintshire County Council staff who will patrol their respective areas and liaise with the Duty Officer.
- 3.2.5.5** The Authority employs 38 No. agricultural snow ploughing contractors to clear the highway during periods of snow conditions. Each Contractor has a dedicated route which enables the Authority to clear the entire adopted highway network within the County. During snow conditions contractors may be hired at the discretion of the Duty Officer or his representative at the tendered rates. The schedule of the snow ploughing contractors is available to all winter maintenance staff to access as required.

### 3.2.5.6 Road Priority / Treatment Matrix Treatment

Route type	Precautionary Salting	Salting	Times
Priority 1	At any time of the day	At any time of the day	When ice is predicted Priority 1 routes will be pre salted before the on-set of frost. Where severe conditions such as snow or ice persist resources will remain on Priority 1 routes
Priority 2	None	At any time of the day	Priority 2 routes will only be treated if severe weather conditions persist and the Priority 1 routes have been completed
Priority 3	None	At any time of the day	On satisfactory completion of Priority 1 and Priority 2 routes and if severe weather conditions persist these roads will be treated on a reactive basis dependent upon resources

## 3.3 De-icing Materials

**3.3.1** Flintshire County Council procures its de-icing materials through a tendered process. The current tender is with Compass Minerals through the Yorkshire Purchasing Organisation and the life of the contract is 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2023.

### 3.3.2 6.3 mm nominal size rocksalt

This is the most commonly used material for general purpose gritting. It is spread at a prescribed rate of 10 – 15 grams per square metre for precautionary gritting. This rate can be increased to 40 grams per square metre when treating snow conditions. These rates are in accordance with the recommendations made in the Code of Practice for Highways Maintenance Management and the Trunk Road Maintenance Manual.

### 6.3 mm nominal size coated rocksalt (Safecote)

This material is standard rocksalt with an applied coating which enhances its performance to treat ice at lower temperatures (conventional rocksalt has a reduced efficiency at temperatures below -6 degrees centigrade). It has a greater adhesion to the applied surface and is effective over a longer period.

**3.3.3** A total of 2200 tonnes of coated rocksalt (Safecote) is currently stored in a storage dome at Alltami Depot. A stock management service is operated in collaboration with the Compass Minerals, Winsford. The stock management system highlights the requirement for the delivery of rocksalt which is triggered by predetermined maximum and minimum intervention stock levels throughout the winter season. This service provides the following benefits:-

- ▶ Fresh stocks of rocksalt which retain maximum salinity values.
- ▶ Controlled levels of stock to meet storage availability and providing the ability to avoid storing large volumes of rocksalt outside of the winter period.
- ▶ Avoidance of a shortage of rocksalt during periods of high demand
- ▶ Regional proximity of supplier provides reduced delivery times.

### **3.3.4 Strategic Salt Stocks**

Due to national shortages of rock salt in previous years and following advice from WLGA and Welsh Government, an additional strategic salt stock of 7000 tonnes is stored under sheeting at the Greenfield Recycling Site at Greenfield.

**3.3.5** Most of the road de-icing salt used in the UK is derived from a non-renewable source through mining a natural salt bed stretching from North West England to Ireland. The majority of rock salt is a 10mm grain size to British Standard BS3247. However, a trend is emerging in the UK where a number of Highway Authorities are moving toward a 6.3mm grain size. BS3247 requires the rock salt to contain no more than 4% moisture by weight and the soluble Sodium Chloride content to be not less than 90% of the dry salt mass.

Flintshire County Council introduced using 6.3mm grain size coated salt in 2005/2006. The proprietary name of this product is Safecote.

**3.3.6** To effectively remove ice from the road surface the rock salt requires the action of traffic, which assists in the process of breaking down the salt granules into a saline solution. This rapidly melts the ice and prevents further ice forming for several hours.

**3.3.7** Salt in solution freezes at a lower temperature than water and if spread before the onset of freezing conditions can be effective in preventing ice from forming on road surfaces at temperatures down to -7°C. However, salt is only effective if it can form a solution with the water on the road surface. If this water has already frozen before the salt is applied, the salt is much less effective in combating the slippery conditions. The generic term 'gritting' is often used to describe what is actually "pre-salting" or "precautionary salting", i.e. spreading salt before the onset of ice or frost formation.

**3.3.8** The significant benefits of using Safecote Salt are:-

- ▶ more accurate spreading of the salt
- ▶ more salt remains on the road surface
- ▶ reduced wastage
- ▶ faster de-icing effect
- ▶ increased longevity on the road surface
- ▶ less Sodium Chloride used
- ▶ less corrosive to the gritter vehicles
- ▶ less corrosive to the highway infrastructure.
- ▶ cost benefit

**3.3.9 Treatment Matrix**

**Carriageways** - The Council operations will follow the standard guidance issued by Welsh Government as part of the Trunk Road Maintenance Management Policy and the Code of Practise for Highway Maintenance and any subsequent amendments. The de-icing material will continue to be Safecote.

**Footways** - Following successful trials of alternative de-icing materials heavily used footways in town centres, car parks and sheltered accommodation will be treated with a product called 'Safethaw'. This product is a brine solution mixed with agricultural by-product similar to that used on the highway. 'Safethaw' is sprayed by using a knapsack sprayer or a self-propelled spray bar fitted to an All-Terrain Vehicle (ATV) or a pickup and will be applied in periods of heavy snow and prolonged icy conditions in accordance with the risk assessment for each element.

**3.4 Operational Practices**

**3.4.1** The winter period is defined as between 1<sup>st</sup> October and 30<sup>th</sup> April each year. Streetscene drivers are contracted to deliver the service and standby payments will apply from November to March.

**3.4.2** Forecasts are received at approximately 06.00hrs, 12.00hrs and 18.00hrs every day within the period between 1<sup>st</sup> October and 30<sup>th</sup> April each year by the duty Officer at Alltami Depot or the on-call Duty Officer at weekends.

**3.4.3** A decision on the appropriate action will be made by the Duty Officer, and the supervisory staff and standby crew will be informed accordingly. Standby crews are available to respond to forecast changes and subsequent actions/decisions outside of normal working hours.

- 3.4.4** Priority 1 routes will be treated before the formation of ice. The average route treatment time of 3.0 hours will be taken into account in making the decision to ensure that all pre-cautionary Priority 1 routes are completed on time. Any changes to the pre-determined actions will be verified with the Duty Officer before notification to the workforce. The situation may be varied by weather conditions such as heavy rain immediately before a frost, which may restrict the time to carry out the work.
- 3.4.5** Depending on the forecast, further actions may be required to support the precautionary gritting decisions. Whilst every effort will be made to plan this action it may be considered necessary to obtain updated forecast information from the Forecast Provider prior to a decision being made. The weather forecast update will be carried out by the Duty Officer at any time of the day or night, to ensure that appropriate actions are carried out in the interest of public safety and to provide a cost efficient service.
- 3.4.6** In the event of a forecast of snow the Priority 1 routes will be pre-treated prior to the event. Where this is not possible, for example when it starts as rain and turns to snow, a decision to delay action until the rain stops in order to prevent the salt from being washed away will be taken. It should be noted that this situation can be even more difficult if it occurs during the rush hour as traffic congestion impedes the progress of the gritting vehicle.
- 3.4.7** Following snowfall with significant accumulations, clearance work will continue around the clock until all Priority 1 roads are clear. When the Priority 1 roads are cleared to a standard which safeguards the safe passage of vehicular traffic, all available resources will be dedicated to attend to Priority 2 roads.
- 3.4.8** Priority 3 routes will receive attention when resources are available and after all Priority 1 and 2 roads have received appropriate treatment.
- 3.4.9** Services across Streetscene & Transportation (and possibly others across the wider Authority) will support the Winter Service during periods of prolonged disruption to the county. It may be necessary to curtail certain services during these periods, for reasons such as practicality or safety, and the resource and labour will be redirected to the Winter Service operations as appropriate.
- 3.4.10** During periods of snowfall, all gritting vehicles will be equipped with snow or slush ploughs depending on the type of snow being cleared. Snow ploughing contractors will be deployed at the discretion of the Duty Officer.
- 3.4.11** Following periods of heavy snowfall, priority should be given to the inspection and clearance of gullies to ensure that meltwater from snow on verges and central reservations can quickly drain away.

## **3.5 Communication**

During periods of severe or prolonged adverse weather conditions, the service will provide updates to the senior leaders group (including the Chief Officer Team and Cabinet Members, along with relevant operational managers) advising them of the impact of the current weather conditions, a summary of the weather forecast, a briefing on the allocated resource and operational response, and an outline of the operational plans in place to deal with the forecast.

## 3.6 Partnership Working

**3.6.1** Liaison and cross boundary operational practices are established between Flintshire County Council and its neighbouring Authorities and North & Mid Wales Trunk Road Agency, with the intention of maintaining a consistency and continuity of winter services throughout the region.

For this purpose the following cross boundary precautionary gritting arrangements are in place:-

**Wrexham County Borough Council** will treat the following roads for **Flintshire County Council**:-

- ▶ B5102 from County boundary Llay to A541 Mold Road.(Hollybush)

**Flintshire County Council** will treat the following roads for **Wrexham County Borough Council**:

- ▶ B5430 Bwlchgwyn from County Boundary to Four Crosses
- ▶ B5373 County Boundary to Miners Road (Sharps)

**Flintshire County Council** will treat the following roads for **Denbighshire County Council**:

- ▶ Section of road from A5151 to Gwaenysgor Cross Roads

**Denbighshire County Council** will treat the following roads for **Flintshire County Council**:

- ▶ Section of the A494 from County Boundary, Cadole to Cadole junction

**3.6.2** It is the responsibility of each individual Highway Authority to ensure adequate treatment of the roads under their jurisdiction. A protocol of daily communications between neighbouring authorities / agencies has therefore been established to ensure continuity of actions.

## 3.7 Footways and Cycleways

**3.7.1** Footways, pedestrian areas or cycleways are not included in precautionary salting operations. Nevertheless, there will be a certain amount of overspill of salt onto footways and cycleways when precautionary salting is being carried out on adjacent carriageways.



**3.7.2** Resources will be deployed to treat footways once snow has settled or during periods of prolonged freezing conditions on a priority basis at locations including:

- ▶ Town centre footways and footways in the vicinity of shopping areas
- ▶ Footways in the vicinity of civic buildings
- ▶ Public highway in the vicinity of hospitals
- ▶ Public highway in the vicinity of residential homes / old age pensioners flats
- ▶ Public highway in the vicinity of day care centres
- ▶ Public highway in the vicinity of Schools (during term times only)
- ▶ Footbridges
- ▶ Bus Stops
- ▶ Cemeteries

If any reports of icy footways are received for locations not included in the above criteria, the footway will be inspected to assess whether treatment is appropriate, however this is dependent upon available resources.

## **3.8 Salt Bins and Salt Heaps**

**3.8.1** Salt bins are located in areas for the use of pedestrians and motorists to treat the public highway only. The decision for the distribution of salt bins is that of the Highway Network Manager or his representative in the interest of financial management.

**3.8.2** Salt bin locations will be individually assessed against criteria which include:-

- ▶ Non precautionary gritting routes
- ▶ Location within bounds of public highway
- ▶ Benefit to road safety, i.e. areas with steep inclines
- ▶ Traffic volumes
- ▶ Proximity to schools and locations of public interest.

A Pro Forma to aid in the assessment of suitable salt bin locations has been created and will be distributed to staff as required.

**3.8.3** All salt bins will be filled at the start of the winter season and refilled once again in January, if necessary. Similarly, salt heaps will be provided before the winter season and replenished once during the winter months.

**3.8.4** Salt heaps in the rural areas will also be subject to the same assessment criteria as the salt bins.

**3.8.5** Streetscene Services will provide salt bins and rock salt within Council establishments on request at cost to the relevant Department. Every effort is made to establish and meet the requirements of each Department prior to the onset of

the winter season. The availability of resources will dictate the priority allocated to provide this service during the winter season.

- 3.8.6 Provision is available for Community Councils to purchase salt bins and rock salt from Streetscene Services with the intention of supplementing the Authority's winter maintenance services to the benefit of the general public. Salt bins purchased by the Community Council will be distinguishable from Streetscene salt bins and will be maintainable by the Community Council. Location of the salt bin on the public highway will require prior approval of the Highway Authority.

### **3.9 Resources**

- 3.9.1 The workforce involved will all be part of Streetscene Services and all drivers will be trained and assessed. Additional resources can be sought from other sections within the service if required.

- 3.9.2 The Council's winter maintenance fleet consists of 12 frontline gritting vehicles and 2 spare gritting vehicles, these are supported by 3 trailer type gritters. These are stored at Alltami Depot.

- 3.9.3 Welsh Government and WLGA have suggested that all Authority's in Wales hold a strategic salt stock to ensure resilience in the event of further winters of extreme weather and national shortages of rock salt. For this coming season Flintshire will hold an additional residual salt stock of 7000 tonnes covered and sheeted at the Greenfield green waste recycling site.

- 3.9.4 The suggested minimum stock levels is based on the last six year average usage figure and with a multiplier of 150%. The tonnage of salt held in Flintshire for 2017-19 will be a minimum of 9,000 tonnes.

### **3.10 Standards Monitoring**

- 3.10.1 Flintshire County Councils service delivery is benchmarked against National performance statistics to ensure that a comparative cost effective service delivery is being maintained.
- 3.10.2 Regional and National meetings of operational staff and support service providers creates the opportunity for continual assessment of operational practices, standards and resources.

### **3.11 Vehicle Tracking**

- 3.11.1 Flintshire County Council's fleet of 14 bulk gritting vehicles have all been fitted with an innovative GPS tracking system. The tracking system is a monitoring device that interfaces with the control systems on the vehicles so not only do we know where the vehicle has been, but exactly what it was doing and, because it is web based, the information can be accessed remotely. The tracking system operates in real time and therefore it is easy to find out exactly where a vehicle is and to check its activity. This gives the Duty Officers the confidence to ensure that any operational decisions that they make are based on accurate live information.

**3.11.2** In these increasingly litigious times it is vital that Managers are able to provide positive supporting evidence in the event of a claim. The GPS tracking system will monitor how much salt was spread on what roads, at what rate and at what time. The system is able to provide a record of all control box functions, route time, salt sensor data, spread rate/width and vehicle speed.

**3.11.3** The Council operates a fleet of gritting vehicles all equipped with an Autologic system which spreads the amount of salt required based on the location, so gritter drivers can concentrate solely on the road and not have to focus on the vehicles spreading settings. The Autologic system has been pre-loaded with the Authorities road widths and ensures the optimal amount of salt has been spread to maximise the treatments, meaning salt is not wasted. The system provides optimisation and higher levels of road safety, leaving drivers free to concentrate on driving, and providing flexibility in staff deployment as route knowledge is not necessary for the driver.

### **3.12 Extreme Weather Protocol**

**3.12.1** On receipt of a severe weather warning an operational control room will be established in Alltami and manned by staff from Streetscene Services who will act as a dedicated point of contact for the Contact Centre staff. The staff within the operational control room will have direct contact with Streetscene Coordinators/Supervisors who will be on-site to investigate complaints and mobilise dedicated gritting vehicles under their direct control.

**3.12.2** The operational control room will be responsible for directing all operations and act as a liaison contact to the press office through which all press releases will be made.

### **3.13 Community Engagement**

**3.13.1** Flintshire County Council is committed to provide assistance in the form of small quantities of rock salt and tools to community and local groups to enable them to assist with the removal of snow and ice off the footpaths within the urban areas.

**3.13.2** The Highway Network Manager will write annually, prior to the winter, to all Community Councils and known action groups for contact details of interested parties and for their requirements.

**3.13.3** Contact details provided by these groups will receive daily weather forecasts and details of the proposed daily winter maintenance action, by e-mail, direct from the forecast provider.

**3.14 High Winds - Flintshire Bridge Closure/Restriction Procedure**

- 3.14.1 **Forecasts** - Weather forecasts are received daily via e-mail from MetDesk for the next 3 days. These should be reviewed daily by the Duty Officer to anticipate likely restrictions and resources required to implement a bridge closure or lane closures.
- 3.14.2 When wind gusts are forecast over 50 mph within the next 24 hours the Duty Officer should ring Weather service provider and seek advice from a forecaster of the risk of high winds in excess of the criteria described below.
- 3.14.3 Based on the advice of the forecaster the Duty Officer will decide on any necessary restriction using the criteria described below.
- 3.14.4 Experience has shown that a planned closure based on forecasts is preferable to waiting until wind speeds increase and reacting to them at short notice. If a closure is planned, due to a forecast advice from MetDesk, the FCC Press Office should be informed immediately so they can list the closure on the FCC web site and inform local radio stations in advance of the closure.
- 3.14.5 **Criteria for Traffic Restrictions for A548 Flintshire Bridge**

<i>Wind Speed (miles/h)</i>	<i>Wind Speed (km/h)</i>	<i>Wind Speed (m/s)</i>	<i>Restriction</i>
50-55	80-88	22-25	No restriction – Monitor wind speeds
55	88	25	Close bridge or Down-wind lane closures (see note (i))
60	95	27	Close bridge

**Notes:-**

- (i) In exceptional circumstances a down-wind lane closure can be implemented to allow the bridge to remain open for wind speeds above 55 mph. Generally this method of restriction would only be considered when there is advance notice of anticipated high wind speeds over a prolonged period. A down-wind lane closure provides an empty lane in the event that a vehicle is blown off course or blown over. In addition traffic speed is generally reduced. For down-wind lane closures there will be a slow lane closure on one carriageway and a fast lane closure on the other.
- (ii) The above allowable wind speeds may be increased by 5 mph if the wind is a head or tail wind i.e. blowing along the bridge in a due East or Westerly direction.

- 3.14.6 **Closure** - If a full closure is decided upon, the duty officer will:
- ▶ Arrange for warning and diversion signs to be deployed and for the bridge to be close.
  - ▶ Inform all listed in the Contact List contained within the FCC Winter Maintenance Operation Plan handbook which is issued to all nominated personnel.
  - ▶ The police will inform the media and other emergency services of the closure
- 3.14.7 If a lane closure is decided upon the Duty Officer will arrange this and inform FCC Street works Section and the Police.
- 3.14.8 **Monitoring** - If it is decided that no immediate action is required, the situation shall be monitored by the Duty Officer until the risk of high winds has receded.
- 3.14.9 If a restriction/closure is implemented the Duty Officer shall monitor the situation and contact the Police to keep them informed of the anticipated re-opening time.
- 3.14.10 **Re-Opening** - When the weather improves the Duty Officer shall decide on a time for the removal of any restriction. PA can give advice on timing of reducing wind gust speeds.
- 3.14.11 The Duty Officer shall arrange for the removal of signs, cones and diversion signs used for the closure and inform the FCC Street works Section & Press Office, Police, Shotton Paper and FCC Business Development when the bridge is re-opened.

### 3.15 **Flooding**

- 3.15.1 **Forecasts** - Weather forecasts are received daily via e-mail from MetDesk for the next 3 days. The service is also in receipt of national flood guidance alerts. These should be reviewed daily by the Duty Officer to anticipate likely impacts and resources required to respond.
- 3.15.2 The nature of flooding tends to be very localised and is difficult to predict accurately, however resources will be allocated to inspect known hotspot and drainage infrastructure prior to forecasted events.
- 3.15.3 The Duty Manager should refer to the Flintshire County Council Sandbag Policy when considering the prioritisation of requests.

## 4 | Risk Assessment

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- 4.1 The winter maintenance service has undertaken various risk assessments on the provision of road surface treatments as follows:
- ▶ Precautionary Treatment on Priority 1 Roads

- ▶ Salting on Priority 2 Roads
- ▶ Salting on Priority 3 Roads
- ▶ Salting Town Centre Footways
- ▶ Salting footways with low footfall
- ▶ Salting Council maintained Car Parks

## 5 | Background Documents

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5.1 The additional documents outlined below provided further detail and background information relating to the contents of this policy:

- ▶ Highways Act 1980
- ▶ Railways and Transport Act 2003
- ▶ Traffic Management Act 2004
- ▶ Code of Practice for Well-managed Highway Infrastructure (2016)
- ▶ Quarmby Report – July 2010
- ▶ Trunk Road Maintenance Manual
- ▶ Welsh Government Advice Documents
- ▶ WLGA Advice Documents



## ENVIRONMENT OVERVIEW & SCRUTINY COMMITTEE

<b>Date of Meeting</b>	Tuesday 17 <sup>th</sup> September, 2019
<b>Report Subject</b>	Year-end Council Plan 2018/19 Monitoring Report
<b>Cabinet Member</b>	Deputy Leader of the Council and Cabinet Member for Streetscene and Countryside; and  Cabinet Member for Planning and Public Protection
<b>Report Author</b>	Chief Officer (Planning, Environment and Economy); and 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 Year-end (January – March 2019) position of 2018/19 for the Council Plan priority 'Green Council' relevant to the Environment Overview & Scrutiny Committee.

Flintshire is a high performing Council as evidenced in previous Council Plan monitoring reports as well as in the Council's Annual Performance Reports.

### RECOMMENDATIONS

1	That the Committee consider the Year-end Council Plan Monitoring Report 2018/19 to monitor under performance and request further information as appropriate.
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## 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><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>
1.05	There are no performance indicators (PI) showing a red RAG status for current performance against target, relevant to the Environment Overview & Scrutiny Committee.
1.06	<p>The major (red) risk identified for the Environment Overview &amp; Scrutiny Committee is: -</p> <p><b>Priority: Green Council</b>  <b>Risk: Funding will not be secured for priority flood alleviation schemes.</b></p>



	<p>Since 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. Welsh Government provided the Council with £20,000 to mitigate the impacts of this new responsibility. As the Council reviews the implications of its new role as a SAB, no major schemes will be programmed to be put forward to Welsh Government's 'national pipeline of projects' for delivery in 2019/20. However, additional 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>
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<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 risk assessed as major (red) is covered in paragraph 1.06 above.

<b>5.00</b>	<b>APPENDICES</b>
5.01	Appendix 1 – Year-end 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  <b>Telephone:</b> 01352 702427  <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  7.02  7.03	<p><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.</p> <p><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.</p> <p><b>Risk Likelihood and Impact Matrix</b></p> <table border="1" data-bbox="309 591 1394 1095"> <tr> <td rowspan="4" style="writing-mode: vertical-rl; transform: rotate(180deg);">Impact Severity</td> <td>Catastrophic</td> <td>Y</td> <td>A</td> <td>R</td> <td>R</td> <td>B</td> <td>B</td> </tr> <tr> <td>Critical</td> <td>Y</td> <td>A</td> <td>A</td> <td>R</td> <td>R</td> <td>R</td> </tr> <tr> <td>Marginal</td> <td>G</td> <td>Y</td> <td>A</td> <td>A</td> <td>A</td> <td>R</td> </tr> <tr> <td>Negligible</td> <td>G</td> <td>G</td> <td>Y</td> <td>Y</td> <td>A</td> <td>A</td> </tr> <tr> <td></td> <td></td> <td>Unlikely (5%)</td> <td>Very Low (15%)</td> <td>Low (30%)</td> <td>Significant (50%)</td> <td>Very High (65%)</td> <td>Extremely High (80%)</td> </tr> <tr> <td></td> <td></td> <td colspan="6" style="text-align: center;">Likelihood &amp; Percentage of risk happening</td> </tr> </table> <p>The new approach to risk assessment was created in response to recommendations in the Corporate Assessment report from the Wales Audit Office and Internal Audit.</p>	Impact Severity	Catastrophic	Y	A	R	R	B	B	Critical	Y	A	A	R	R	R	Marginal	G	Y	A	A	A	R	Negligible	G	G	Y	Y	A	A			Unlikely (5%)	Very Low (15%)	Low (30%)	Significant (50%)	Very High (65%)	Extremely High (80%)			Likelihood & Percentage of risk happening					
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7.04	<b>CAMMS – An explanation of the report headings</b>																																													
	<p><b>Actions</b></p> <p><u>Action</u> – Each sub-priority have high level activities attached to them to help achieve the outcomes of the sub-priority.</p> <p><u>Lead Officer</u> – The person responsible for updating the data on the action.</p> <p><u>Status</u> – This will either be ‘In progress’ if the action has a start and finish date or ‘Ongoing’ if it is an action that is longer term than the reporting year.</p> <p><u>Start date</u> – When the action started (usually the start of the financial year).</p> <p><u>End date</u> – When the action is expected to be completed.</p> <p><u>% complete</u> - 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.</p> <p><u>Progress RAG</u> – Shows if the action at this point in time is making limited progress (Red), satisfactory progress (Amber) or good progress (Green).</p> <p><u>Outcome RAG</u> – Shows the level of confidence in achieving the outcomes for each action.</p> <p><b>Measures (Key Performance Indicators - KPIs)</b></p> <p><u>Pre. Year Period Actual</u> – 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’.</p>																																													

<p><u>Period Actual</u> – The data for this quarter.</p> <p><u>Period Target</u> – The target for this quarter as set at the beginning of the year.</p> <p><u>Perf. RAG</u> – 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.</p> <p><u>Perf. Indicator Trend</u> – Trend arrows give an impression of the direction the performance is heading compared to the period of the previous year:</p> <ul style="list-style-type: none"> <li>• 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).</li> <li>• Similarly an ‘upward arrow’ always indicates improved performance.</li> </ul> <p><u>YTD Actual</u> – The data for the year so far including previous quarters.</p> <p><u>YTD Target</u> – The target for the year so far including the targets of previous quarters.</p> <p><u>Outcome RAG</u> – 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).</p> <p><b>Risks</b></p> <p><u>Risk Title</u> – Gives a description of the risk.</p> <p><u>Lead Officer</u> – The person responsible for managing the risk.</p> <p><u>Supporting Officer</u> – The person responsible for updating the risk.</p> <p><u>Initial Risk Rating</u> – 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).</p> <p><u>Current Risk Rating</u> – The level of the risk at this quarter.</p> <p><u>Trend Arrow</u> – 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).</p> <p><u>Risk Status</u> – 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.</p>
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# Annual Performance Progress Report

Flintshire County Council



Page 53





*Print Date: 20-Nov-2018*

## 4 Green Council

### 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	Completed	01-Apr-2017	31-Mar-2019	100.00%	 GREEN	 GREEN
<p><b>ACTION PROGRESS COMMENTS:</b></p> <p>A Government Environment and Sustainable Delivery (ESD) Grant of £115,518 for the year has enabled completion of projects of the Flintshire Greenspace Strategy. 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.</p> <p>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>The ESD grant is fully committed and delivered. The grant has now closed and been replaced by Enabling Nature Grant in which we were unsuccessful in attracting any funding for 19/20.</p> <p>Last Updated: 15-Apr-2019</p>							

ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.1.1.2 Maximising the potential of Council assets for energy efficiency: Control/reduction of Council energy consumption and thereby cost.	Sadie Waterhouse - Energy Conservation Engineer	In Progress	01-Apr-2017	31-Mar-2019	50.00%	 GREEN	 GREEN

**ACTION PROGRESS COMMENTS:**



Delivery of Phase 2 of the renewable energy action plan (10 year adopted plan in 2015)

Six 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.

Assessment completed by Coed Cymru/Forestry Officer which indicated potential for biomass crops on the agricultural estate in Sealand as well utilising waste wood and timber from public and private woodlands. More detailed feasibility is needed.

Last Updated: 05-Sep-2019

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	Completed	01-Apr-2017	31-Mar-2019	100.00%	 GREEN	 GREEN

**ACTION PROGRESS COMMENTS:**



Year End performance of 68.39% has been achieved through education and awareness programmes to promote recycling and the introduction of side waste enforcement. The side waste enforcement started in March, with a three stage approach with awareness letters and stickers issued and 2 Fixed Penalty Notices.

The new Household Recycling Centre (HRC) at Rockcliffe, Oakenholt opened, offering a modern site with no steps. There are currently over 30 opportunities to recycle across all 5 HRC's. 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 & 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.

Last Updated: 29-Jan-2019



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	Completed	01-Apr-2017	31-Mar-2019	100.00%	 GREEN	 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 there are no breaches of the Air Quality standards in North Wales so there is currently no need for any Council to undertake Detailed Assessments or declare an Air Quality Management Area (AQMA). Consequently there are no requirements for an 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. Councils have an ongoing requirement to review their policies to ensure that concentrations remain below the required levels.

Last Updated: 12-Apr-2019



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%	 AMBER	 AMBER

**ACTION PROGRESS COMMENTS:**

Following informal consultation with the North Wales Conservation Officers Group and Cadw at the end of 2018 there was general support for the Built Conservation Strategy. Formal public and stakeholder consultation should have followed and was planned to be completed by March 31st 2019. The consultation hasn't happened due to a team member leaving and not being replaced which has put pressure on the one remaining conservation officer who also had to prioritise closing down the Flint Townscape Heritage Initiative (THI) by the end of the financial year.

Last Updated: 24-Jun-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	Completed	01-Apr-2017	31-Mar-2019	100.00%	 GREEN	 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 – (i)Mold to Broughton - Route appraisal complete, several elements of preliminary and detail design complete. (ii)Flint Coastal Path Design Project - Complete
- b) Access to Employment Opportunities Deeside Industrial Park (Metro) – Scheme complete
- c) Deeside Industrial Park – Second Avenue - active travel and bus infrastructure - Scheme complete
- d) A548 DIP Parkway Junction - partial signalisation – Scheme complete with positive feedback received

**2. Local Transport Network Fund - Flintshire Bus Alliance & Quality Bus Partnership Scheme – Complete**

**3. Safe Routes in Communities**

- a) Broughton Primary School, Broughton Hall Road – Scheme complete
- b) Mountain Lane County Primary School, Knowle Lane, Buckley – Scheme complete



**4. Road Safety (Capital & Revenue)**



- a) Connah’s Quay Priority Routes – Scheme complete
- b) Ewloe – Broughton Route treatment Scheme – Scheme complete
- c) Pass Plus Cymru – 28 Candidates completed training
- d) Kerbcraft – Child pedestrian training delivered in variety of schools – 412 pupils trained in year
- e) Older Drivers – 7 candidates completed driving assessment
- f) Cycle training – National Standards Cycle Training Delivered in schools – 1,056 pupils trained in year



**5. Active Travel Fund**

- a) Deeside Industrial Park - Active travel and bus infrastructure on Parkway, DIP Zone 2 - Complete
- b) Holywell Town Centre - Phase 1 Construction of Active Travel path Greenfield Valley – Phase one complete


Last Updated: 22-Jun-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	Completed	01-Apr-2017	31-Mar-2019	100.00%	 GREEN	 GREEN
<p><b>ACTION PROGRESS COMMENTS:</b>            Highways asset management schemes are underway as follows:</p> <ul style="list-style-type: none"> <li>• The Resurfacing programme is completed.</li> <li>• 26 sites have been completed during financial year 2018/19</li> <li>• All Surface Dressing Schemes have been completed.</li> <li>• Area Coordinators continue to carry out schedule highways safety inspection to provide condition surveys to inform next years preventative maintenance programmes. Preparation is underway to finalise next year's (19/20) corrective and preventative maintenance schemes.</li> </ul> <p>Last Updated: 15-Apr-2019</p>							


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	Ceri Hansom - Integrated Transport Unit Manager	Completed	01-Apr-2017	31-Mar-2019	100.00%	 GREEN	 GREEN
<p><b>ACTION PROGRESS COMMENTS:</b>            The Bus Network review is now complete. There are now 10 Local Travel Arrangements in place as follows:            CT1 – Caergwrle - Hope - Higher Kinnerton - Broughton            CT3 – Northop Hall - Connah's Quay            CT6 – Cymau - Broughton            LT1 – Holywell – Lixwm – Rhes Y Cae            LT2 – Holywell – Caerwys            LT3 – Holywell to Greenfield            LT4 – Buckley            LT5 – Penyfford to Buckley            LT6 - Penyfford to Broughton Retail Park            LT7 – Mold - Treuddyn - Caergwrle - Hope</p> <p>Work has now been carried out to review the local travel arrangements in place and where arrangements are not well utilised and patronage is significantly low, recommendations for alternative provision such as Demand Responsive Transport have been put forward.</p> <p>Last Updated: 25-July-2019</p>							


ACTION	LEAD OFFICER	STATUS	START DATE	END DATE	COMPLETE %	PROGRESS RAG	OUTCOME RAG
4.2.1.4 Deliver a compliant, safe and integrated transport service	Ceri Hansom - Integrated Transport Unit Manager	Completed	01-Apr-2017	31-Mar-2019	100.00%	 GREEN	 GREEN
<p><b>ACTION PROGRESS COMMENTS:</b>            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 the 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 for mandatory training for operators, drivers, and passenger assistants.</p> <p>Last Updated: 29-Jun-2019</p>							


## Performance Indicators

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.3.1M01 Percentage of environmentally efficient front line operational vehicles to Euro 6 standard.	89.35	89.34	↔	90	 AMBER
<p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager  <b>Reporting Officer:</b> Chris Goulden - Fleet Manager  <b>Aspirational Target:</b>  <b>Progress Comment:</b> More vehicles have been replaced during the period to meet the Euro 6 standard. This continual replacement of older Euro 4 &amp; 5 vehicles will continue.</p> <p>Last Updated: 16-Aug-2019</p>					

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.3.2M02 Number of street furniture and street light units replaced with LED lighting.	10,799	6,025	↓	6,000	 GREEN
<p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager  <b>Reporting Officer:</b> Darell Jones - Operations Manager (North and Streetlighting)  <b>Progress Comment:</b> Streetscene have replaced 6,025 LED lanterns to date, with the remaining to be replaced during 2019/20. The remaining lanterns will be replaced in the coming months as locations become available due to traffic requirements and as traffic control measures allow. The program has been a huge success and has met the aims in which we set out to achieve.</p> <p>Last Updated: 25-Jul-2019</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.3.3M03 Reduce our carbon footprint across our Council buildings (non housing)	34.48%	36.98%	↑	10%	 GREEN
<p><b>Lead Officer:</b> Sadie Waterhouse - Energy Conservation Engineer  <b>Reporting Officer:</b> Sadie Waterhouse - Energy Conservation Engineer  <b>Progress Comment:</b> Please note this reduction is for a full year 2018-2019. The data is NOT weather corrected due to 2018-19 being warmer than the base year.  Carbon emission reductions by fuel:  - Electricity: 8.92%  - Gas: 9.04%  - Oil: 8.39%  - LPG: 9.00%  This has been achieved through:  - 2018-2019 was warmer throughout the Summer and early Autumn leading to a delay in heating systems being switched on.  - Upgrades of lighting systems to LED in a number of schools and offices such as Ty Dewi Sant, Wepre Park Visitors Centre, Ysgol Terrig, Mynydd Isa Juniors etc.  - Installation of a battery storage system at Abermorddu Primary School to trial the technology and its effectiveness.  Ongoing asset rationalisation and community asset transfers.  Good housekeeping practices such as monitoring heating settings and ensuring heating and hot water systems not left switched on during holidays.  Primary school environmental education/behaviour change programme focussing on climate change, energy usage, resource use and biodiversity.  The Council has made a cumulative 51.51% reduction in non-domestic energy related carbon emissions since 2009/10 against a 2007/08 baseline.</p> <p>Last Updated: 07-May-2019</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.4.1M01 (PAM/030) Percentage of waste reused, recycled or composted	69.12	70.23	↑	66	 GREEN
<p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager  <b>Reporting Officer:</b> Gabrielle Povey - Recycling and Compliance Officer  <b>Progress Comment:</b> Continued improvement at Household Recycling Centre (HRC) sites since the opening of the new site at Oakenholt and the closure of the smaller sites at Flint and Connah's Quay. Household Recycling Centres (HRC) all working well with meet and greet being reinforced at site.  Training has continued to ensure staff on site are aware of the environmental compliance and why recycling targets are in place.  Side waste enforcement continues, with the three stage programme of education and awareness, reminder and final notice with Fixed Penalty Notice as final stage.</p> <p>Last Updated: 29-Jul-2019</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.1.4.2M02 Average recycling rate across all HRC sites	77.52	77.37	↔	76	 GREEN


**Lead Officer:** Lynne Fensome - Management and Support Manager  
**Reporting Officer:** Gabrielle Povey - Recycling and Compliance Officer  
**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.

Last Updated: 18-Jan-2019


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.1.1M01 The number of projects and services delivered through national grant funded schemes	6	19	↑	6	 GREEN
<p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager  <b>Reporting Officer:</b> Lee Shone - Road Safety Officer  <b>Progress Comment:</b> All projects and services delivered during financial year.</p> <p>Local Transport Fund - Funded Schemes:</p> <ol style="list-style-type: none"> <li>1 - Access to Employment Opportunities – Deeside Industrial Park (DIP)</li> <li>2 - B5129 Bus corridor &amp; Deeside Quality Partnership Scheme</li> <li>3 - Active Travel Scheme Design</li> <li>4 - Deeside Industrial Park – Active Travel Fund (ATF)</li> <li>5 - Holywell Town Walking &amp; Cycling Link - ATF</li> <li>6 - Deeside Industrial Park - Second Avenue</li> <li>7 - A548 / Parkway Junction</li> <li>8 - Cycling Link Deeside Industrial Park</li> <li>9 - Broughton to Saltney Cycle Way Provision</li> <li>10 - B5129 - Proposed Bus Priority Measures &amp; Transport Infrastructure.</li> </ol> <p>Road Safety Grant</p> <ol style="list-style-type: none"> <li>1 - Connah’s Quay Priority Routes</li> <li>2 - B5125 Ewloe to Broughton Route Treatment</li> </ol> <p>Safer Routes in the Community</p> <ol style="list-style-type: none"> <li>1 - Broughton Primary School</li> <li>2 - Mountain Lane Primary School</li> </ol> <p>Road Safety Revenue</p> <ol style="list-style-type: none"> <li>1 - Young Drivers</li> <li>2- National Standards Cycle Training</li> <li>3- Older Driver Development Programme</li> <li>4 - Child Pedestrian Skills Training</li> <li>5 - Motorcycle Training</li> </ol> <p>Last Updated: 25-July-2019</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.2.1M01 (PAM/020) Percentage of A roads in overall poor condition	1.3	1.65	↓	1.8	
<p><b>Lead Officer:</b> Barry Wilkinson - Highways Networks Manager  <b>Reporting Officer:</b> Sam Tulley - Road Space Manager  <b>Progress Comment:</b> Scanner Surveys of road conditions took place in October 2018. These results show a deterioration of the network overall from the previous year.</p> <p>Last Updated: 25-July-2019</p>					

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.2.2M02 (PAM/021) Percentage of B roads in overall poor condition	1.1	1.39	↓	2	
<p><b>Lead Officer:</b> Barry Wilkinson - Highways Networks Manager  <b>Reporting Officer:</b> Sam Tulley - Road Space Manager  <b>Progress Comment:</b> Scanner Surveys of road conditions took place in October 2018. These results show a deterioration of the network overall from the previous year.</p> <p>Last Updated: 25-July-2019</p>					


KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.2.3M03 (PAM/022) Percentage of C roads in overall poor condition	5.3	5.76	↓	6	
<p><b>Lead Officer:</b> Barry Wilkinson - Highways Networks Manager  <b>Reporting Officer:</b> Sam Tulley - Road Space Manager  <b>Progress Comment:</b> Scanner Surveys of road conditions took place in October 2018. These results show a deterioration of the network overall from the previous year.</p> <p>Last Updated: 25-July-2019</p>					




KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.2.4M04 Percentage of inspections undertaken to ensure reinstatements meet the required standards	17.59	90.57	↑	90	 GREEN
<p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager  <b>Reporting Officer:</b> Sam Tulley - Road Space Manager  <b>Progress Comment:</b> Every time a Utility company (such as Welsh Water, BT or Scottish Power) carries out roadworks on the public highway, their subsequent repairs to the road are guaranteed by the Utility Company for 2 years. We are required to inspect at least 10% of all of these repairs before the end of the guarantee period, but we inspect more than required to promote best practice and avoid future maintenance costs. Any defects identified with the Utility Company's repairs are reported back to the Utility Company to prevent the Council being burdened with the future repair costs.</p> <p>Last Updated: 15-Apr-2019</p>					

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.3.1M01 The number of sustainable area based transport schemes developed against plan	4	10	↑	4	 GREEN
<p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager  <b>Reporting Officer:</b> Ceri Hansom - Integrated Transport Unit Manager  <b>Progress Comment:</b> There are now 10 Local Travel Arrangements in place as follows  CT1 – Caergwrle - Hope - Higher Kinnerton - Broughton  CT3 – Northop Hall - Connah's Quay  CT6 – Cymau - Broughton  LT1 – Holywell – Lixwm – Rhes Y –Cae  LT2 – Holywell – Caerwys  LT3 – Holywell to Greenfield  LT4 – Buckley  LT5 – Penyfford to Buckley  LT6 - Penyfford to Broughton Retail Park  LT7 – Mold - Treuddyn - Caergwrle - Hope  Work has been carried out to review the local travel arrangements in place and where arrangements are not well utilised and patronage is significantly low, recommendations for alternative provision such as Demand Responsive Transport have been put forward.</p> <p>Last Updated: 22-Jul-2019</p>					

Page 50

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.4.1M01 Percentage of contracts awarded that are financially compliant for school transport	86.95	97.9	↑	90	 GREEN
<p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager  <b>Reporting Officer:</b> Ceri Hansom - Integrated Transport Unit Manager  <b>Progress Comment:</b> 326 routes (school, adult social care, local bus routes and college) have been through a compliant tendering exercise. There are 7 emergency routes which need to be procured.</p> <p>Last Updated: 25-July-2019</p>					

KPI Title	Previous Year Actual	Actual	Performance Indicator Trend	Target	Performance RAG
IP4.2.4.2M02 The percentage of safety compliant checks delivered	75.68	97.3	↑	90	 GREEN
<p><b>Lead Officer:</b> Lynne Fensome - Management and Support Manager  <b>Reporting Officer:</b> Ceri Hansom - Integrated Transport Unit Manager  <b>Aspirational Target:</b>  <b>Progress Comment:</b> 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.</p> <p>Last Updated: 25-July-2019</p>					

## Risks

### Strategic Risks

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
<p><b>Potential Effect:</b> Income targets not met Potential reduction could impact staffing resource to maintain service delivery</p> <p><b>Management Controls:</b> Raised as a pressure for 2017/18.</p> <p><b>Progress Comment:</b> 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) was launched by WG and officers submitted an applicationThe Council was not awarded any grant funding following this application.. Officers will seek alternative funding sources for 2019/20.</p> <p>Last Updated: 11-Jun-2019</p>						

Page 67

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
<p><b>Potential Effect:</b> Failure to meet Carbon Reduction target</p> <p><b>Management Controls:</b> Continue to review the availability of sites</p> <p><b>Progress Comment:</b> Six 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 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 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.</p> <p>Last Updated: 11-Jun-2019</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Funding will not be secured for priority flood alleviation schemes	Ruairi Barry - Senior Engineer	Lynne Fensome - Management and Support Manager	Red	Red	↔	Open
<p><b>Potential Effect:</b> Flooding of homes and businesses across the county Potential homelessness</p> <p><b>Management Controls:</b> Review our approach to funding capital projects</p> <p><b>Progress Comment:</b> Since 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. Welsh Government provided the Council with £20,000 to mitigate the impacts of this new responsibility. As the Council reviews the implications of its new role as a SAB, no major schemes will be programmed to be put forward to Welsh Government's 'national pipeline of projects' for delivery in 2019/20. However, additional 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> <p>Last Updated: 01-Jul-2019</p>						

Page 68

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	Amber	Amber	↔	Open
<p><b>Potential Effect:</b> Deterioration of the condition of highways in Flintshire</p> <p><b>Management Controls:</b> 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.</p> <p><b>Progress Comment:</b> The monies made available for Highway infrastructure maintenance programmes have been 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, which would need to be &gt;£2.7m per annum. Streetscene &amp; Transportation ensure that the available funding is allocated appropriately, and ensure best value for the expenditure to maintain the highway network. Highways asset management schemes have been completed as follows: Resurfacing - 26 sites completed Surface Dressing - Complete Condition surveys are undertaken and reviewed annually to produce the annual resurfacing programme for financial year 2019/20. Priority is given to the areas of the network that require the investment whilst considering the local infrastructure.</p> <p>Last Updated: 24-Apr-2019</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Sufficient funding will not be found to continue to provide subsidised bus services.	Ceri Hansom - Integrated Transport Unit Manager	Lynne Fensome - Management and Support Manager	Amber	Amber	↔	Open
<p><b>Potential Effect:</b> Decrease in bus services to residents, particularly in rural areas</p> <p><b>Management Controls:</b> Develop services so that they become more commercially viable</p> <p><b>Progress Comment:</b> The bus subsidy is now complete with 10 Local Travel arrangements in place. A review of the local travel arrangements is now taking place and alternative solutions have been recommended where utilisation and patronage on arrangements is particularly low. This will allow the routes to be sustainable going forward.</p> <p>Last Updated: 22-July-2019</p>						

RISK TITLE	LEAD OFFICER	SUPPORTING OFFICERS	INITIAL RISK RATING	CURRENT RISK RATING	TREND ARROW	RISK STATUS
Supply chain resilience of transport providers	Ceri Hansom - Integrated Transport Unit Manager	Lynne Fensome - Management and Support Manager	Amber	Yellow	↓	Open
<p><b>Potential Effect:</b> Transport services cannot be provided</p> <p><b>Management Controls:</b> i) Management of safety compliance checks. ii) Management of financially compliant contracts</p> <p><b>Progress Comment:</b> The control measures have been put in place to mitigate against another major transport services provider going into administration or not able to meet the required operating standards. New processes have been established and officers are carrying out both safety compliance checks and also finance compliance checks on contractors</p> <p>Last Updated: 22-July-2019</p>						

Page 69

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:** 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 completed as follows:  
26 Resurfacing completed  
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 and county policy.

Last Updated: 24-Apr-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: 22-July-2019



## ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE

<b>Date of Meeting</b>	Tuesday 17th September 2019
<b>Report Subject</b>	All Wales Concessionary Travel Scheme – Replacement of Travel Cards (Bus Passes)
<b>Cabinet Member</b>	Deputy Leader and Cabinet Member for Streetscene and Countryside
<b>Report Author</b>	Chief Officer (Streetscene and Transportation)
<b>Type of Report</b>	Operational

### EXECUTIVE SUMMARY

Transport for Wales (TfW) have been consulting with all national stakeholders and local partners on their intention to re-issue around 750,000 Concessionary Travel Cards across Wales by the end of December 2019. TfW is managing the re-issue on behalf of Welsh Government (WG), who are acting as Agents for each of the 22 local Councils in Wales.

The new-style cards have been issued to all new applicants since June 2019, with the full roll out of replacement cards (to all existing card holders) commencing in early autumn 2019.

Current card holders will be required to reapply for their new cards and a detailed, national public information campaign will be rolled out to support the re-issue and ensure existing card holders are aware of the process to follow in order to receive their new card.

This report provides Cabinet with an update on the process and timelines for the card replacement project.

### RECOMMENDATIONS

1	That Scrutiny note the process to re-issue Concessionary Travel Cards to all eligible residents of Flintshire
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## REPORT DETAILS

1.00	BACKGROUND TO THE PROCESS
1.01	<p>The free concessionary travel scheme was introduced in April 2002 for all eligible residents in Wales. At that time it enabled free travel on any local bus service in Wales and on some cross border bus services (but not onward travel using bus routes starting in England).</p> <p>At the time, the eligibility criteria was as follows:</p> <ul style="list-style-type: none"><li>• Disabled people within certain eligibility criteria:</li><li>• Women aged 60 and over and</li><li>• Men aged 65 and over</li></ul> <p>In April 2003, the age of entitlement was standardised for women and men to age 60 and over.</p>
1.02	<p>There are currently in excess of 37,400 passes in circulation within Flintshire, many of which are now not being used (for a variety of reasons) with no mechanism available to recall the passes, when they are no longer in use. All existing passes have an expiry date of December 2019 and TfW and WG have been consulting with the Council on their proposal to issue the new cards across the County by the end of December 2019.</p>
1.03	<p>The new style cards have been issued to all new applicants since June 2019 and existing card holders will be asked to apply on-line for their new-style replacement card later in the year. A public information campaign, managed by TfW, will be launched in September to help publicise the new scheme and the proposed application process and ensure that existing card holders are aware of what they need to do to receive their new card.</p>
1.04	<p>The cards will offer the same free travel rights and benefits as the current cards and, from a user perspective, there will be little noticeable difference, apart from the appearance of the new style card. The process of issuing the new cards also remains the same, once the bulk replacement project is completed. Old style cards will still be valid for travel and will continue to be accepted until 31 December 2019.</p>
1.05	<p>For those residents unable to access the on-line application process, assistance will be provided through Council Libraries and Connects Centres. TfW will also be providing helplines and additional support within the Council Contact Centres to deal with any enquiries resulting from the project.</p>
1.06	<p>Flintshire County Council will also be supporting TfW's publicity campaign and further updates will be provided to all elected Members and Town and Community Council's ahead of the campaign going live. This will include copies of promotional literature produced in connection with the renewal. Separate communication about the changes is also being issued to local bus service operators by TfW.</p>



<b>2.00</b>	<b>RESOURCE IMPLICATIONS</b>
2.01	Staff resource - it is anticipated that during the initial launch of the campaign there will be a high number of calls to Council Contact Centres and a significant increase in residents visiting Libraries and Connect Centres to seek assistance in the application process.
2.02	Flintshire currently contributes £173k towards the provision of the Concessionary Travel Fare Scheme.

<b>3.00</b>	<b>CONSULTATIONS REQUIRED / CARRIED OUT</b>
3.01	With Deputy Leader and Cabinet Member (Streetscene and Countryside).
3.02	Consultation will be required with Libraries, Contact Centres, bus operators, current bus pass holders and new applicants.

<b>4.00</b>	<b>RISK MANAGEMENT</b>
4.01	The Council would be at risk of reputational damage, should the consultation and re-issue of Concessionary Travel Cards not be adequately communicated and conducted.
4.02	The re-issue will significantly reduce the number of cards in circulation, particularly those which are no longer used or needed by the original applicant. This in turn will reduce the risk of fraudulent activity utilising these cards which may in turn impact on the reputation of the Council and WG.

<b>5.00</b>	<b>APPENDICES</b>
5.01	None

<b>6.00</b>	<b>LIST OF ACCESSIBLE BACKGROUND DOCUMENTS</b>
6.01	<b>Contact Officer:</b> Stephen O Jones, Chief Officer, Streetscene and Transportation <b>Telephone:</b> 01352 704700 <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	None.

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