

**ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY  
COMMITTEE  
FRIDAY, 24<sup>TH</sup> JUNE, 2016**

**PRESENT:** Councillor A.P. Cooper [Chair]

**Councillors:**

A. Davies, D.B. Davies, J.A. Davies, P.M. Edwards, D.C. Evans, I.J. Jackson,  
J.P. Jenkins, W.J. Lemon, S.E. Thomas, W.G. Thomas and D.E. Williams

**Also in attendance:**

Councillor H.A.L. Evans, Executive Board Member for Technical Services  
Councillor P.A. Palmer, Executive Board Member for Communities

**Also present as an observer:**

Councillor J.D. James

**The following Officers were in attendance:**

Mrs R. Mullen	-	Director of Environment
Mr S. Pilliner	-	Head of Transport & Engineering
Mr R. Staines	-	Head of Housing & Public Protection
Ms K. Thomas	-	Community Safety Manager
Ms J. Edwards	-	Principal Business & Development Officer
Mr R. James	-	Performance Planning & Business Officer
Mrs R. James	-	Group Accountant
Mrs M. Evans Thomas	-	Principal Democratic Services Officer

**Chamber, County Hall, Carmarthen : 10.00 a.m. - 11.35 a.m.**

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors A. James and A.D.T. Speake.

**2. DECLARATIONS OF PERSONAL INTEREST**

There were no declarations of personal interest.

**3. DECLARATIONS OF PROHIBITED PARTY WHIPS**

There were no declarations of prohibited party whips.

**4. PUBLIC QUESTIONS**

The Chair advised that no public questions had been received.

## 5. FORTHCOMING ITEMS

**RESOLVED** that the list of forthcoming items to be considered at the next scheduled meeting to be held on Monday, 26<sup>th</sup> September, 2016 be noted.

## 6. ANIMAL ESTABLISHMENTS - LICENSING FEES

The Committee considered a report summarising the responses received following a consultation exercise undertaken to gather views on the Authority's proposed new fees structure for Animal Establishments.

Following consideration of the responses it was deemed necessary that, in the instance of home boarding licences, a further review of the fees charged for this category was necessary. The reason for this decision was the fact that these operators have a maximum number of animals they are allowed to board in their own homes i.e. 5 for dogs and 6 for cats. Inspections of these properties are far less onerous and time consuming than other licensed establishments. In many of the other licensed premises there was a sliding scale of fees depending upon the number of animals.

It was therefore proposed that the fees set using the toolkit remain as previously reported for all licensed establishments other than for those who board animals in their own home. For those who board animals in their own home it was proposed that new applicants be charged a licence fee of £242.00 as outlined in the fees toolkit. For currently licensed establishments and for any renewals it was proposed to reduce this fee by 50% to £121.00 in view of the fact that for an initial application a pre licensing visit is undertaken to ascertain the suitability of the premises which would also necessitate extra initial administration.

The following issue was raised during consideration of the report:-

- Reference was made to the fact that the services provided should be cost negative and there should be no cost to the Authority at all.

**RESOLVED TO RECOMMEND TO THE EXECUTIVE BOARD** that the proposed licensing fees be approved for adoption, subject to the amendment of the fees for home boarders.

## 7. REVENUE & CAPITAL BUDGET MONITORING REPORT 2015/16

The Committee considered the Revenue & Capital Budget Monitoring Reports relating to the Environment, Public Protection and Community Safety Services which provided a near actual financial position in respect of the 2015/16 financial year.

The following issue was raised during consideration of the report:-

- Now that the deadline has passed for expressions of interest in relation to asset transfers, offices were asked what will happen to those areas of the Authority that have not been the subject of a commitment as it was felt unfair on those Town and Community Councils who have agreed to take on

assets to then see that those who have chosen not to take on assets are in the same position where in the County Council is still maintaining their assets. The Committee was advised that negotiations are ongoing with the 9 Town and Community Councils who have not taken on any assets.

**RESOLVED that the report be received.**

## **8. DRAFT ANNUAL REPORT (2015/16) AND IMPROVEMENT PLAN (2016/17)**

In line with the requirements of the Local Government (Wales) Measure the Authority must publish an Improvement Plan as soon as reasonably practicable after the start of the financial year and it must also publish an Annual Report on past performance by the end of October each year.

The Authority combines these two documents which enabled the previous year's results to be evaluated and future outcomes to be agreed. Combining both in a single document was seen as good practice by regulators.

The Committee proceeded to consider a report which included extracts relevant to the Environmental & Public Protection Scrutiny Committee.

The following issues were raised during consideration of the report:-

- Disappointment was expressed at the staff sickness levels and it was pointed out that this would not be tolerated in the private sector. Concern was expressed that this issue was not being tackled sufficiently and officers were asked whether there were any underlying issues. The Committee was advised that steps are being taken to address this issue e.g. wellbeing sessions for staff and it was hoped that an improvement would be seen soon.

**RESOLVED that the report be received.**

## **9. END OF YEAR PERFORMANCE MANAGEMENT REPORT - 1ST APRIL 2015 TO 31ST MARCH 2016**

The Committee considered the End of Year Performance Management Report which outlined the end of year position in relation to performance monitoring for the services within its remit for the 2015/16 financial year.

**RESOLVED that the report be received.**

## **10. ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE ACTIONS AND REFERRALS UPDATE**

**RESOLVED that the update report detailing progress in relation to actions, requests and referrals emerging from previous meetings, be received.**

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**CHAIR**

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**DATE**