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WEDNESDAY, 18TH NOVEMBER 2020

TO: ALL MEMBERS OF THE ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

I HEREBY SUMMON YOU TO ATTEND A VIRTUAL MEETING OF THE **ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE** WHICH WILL BE HELD AT **10.00 AM ON TUESDAY, 24TH NOVEMBER, 2020** FOR THE TRANSACTION OF THE BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Wendy Walters

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Janine Owen
Telephone (Direct Line):	01267 224030
E-Mail:	JanineOwen@carmarthenshire.gov.uk

NOTE:

If you require Welsh to English simultaneous translation during the meeting please telephone: 0330 336 4321 Passcode: 93076327#

(For call charges contact your service provider)

Wendy Walters Prif Weithredwr, *Chief Executive*,
Neuadd y Sir, Caerfyrddin. SA31 1JP
County Hall, Carmarthen. SA31 1JP

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

14 MEMBERS

PLAID CYMRU GROUP – 7 MEMBERS

- | | | |
|----|------------|--------------------------------|
| 1. | Councillor | Karen Davies |
| 2. | Councillor | Mansel Charles |
| 3. | Councillor | Jeanette Gilasbey |
| 4. | Councillor | Dorian Phillips |
| 5. | Councillor | Susan Phillips |
| 6. | Councillor | Dai Thomas |
| 7. | Councillor | Aled Vaughan Owen (Vice Chair) |

LABOUR GROUP – 3 MEMBERS

- | | | |
|----|------------|--------------------|
| 1. | Councillor | Penny Edwards |
| 2. | Councillor | Tina Higgins |
| 3. | Councillor | John James (Chair) |

INDEPENDENT GROUP – 3 MEMBERS

- | | | |
|----|------------|---------------|
| 1. | Councillor | Arwel Davies |
| 2. | Councillor | Joseph Davies |
| 3. | Councillor | Alan Speake |

NEW INDEPENDENT GROUP – 1 MEMBER

- | | | |
|----|------------|-------------|
| 1. | Councillor | Eryl Morgan |
|----|------------|-------------|

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF PERSONAL INTEREST INCLUDING ANY PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM.
3. PUBLIC QUESTIONS (NONE RECEIVED)
4. IMPACT OF COVID-19 ON THE ENVIRONMENT DEPARTMENT 5 - 36
5. IMPACT OF COVID-19 ON HOMES AND SAFER COMMUNITIES 37 - 54
6. REVENUE AND CAPITAL BUDGET MONITORING REPORT 2020/21 55 - 78
7. ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE - ANNUAL REPORT 2019/20 79 - 102
8. ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE FORWARD WORK PROGRAMME 2020/21 103 - 116
9. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 21ST FEBRUARY 2020 117 - 122

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ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER 2020

IMPACT OF COVID-19 ON THE ENVIRONMENT DEPARTMENT'S SERVICES COVERED BY THE ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

To consider and comment on the following issues:

The Environment Department's response to Covid for following areas covered by the Environmental & Public Protection Scrutiny Committee:

- "Waste and Environmental Services.
- Building Cleaning (including Schools, where relevant)
- Transport and Streetscene including Highways, Street Lighting, Bridges, Traffic Management, Parking Services, Cycle paths and Rights of Way
- Environmental Enforcement including Litter, Dog Fouling; Abandoned Vehicles etc
- Planning Enforcement
- Biodiversity"

Reasons:

To take stock of the impact of the pandemic on the Environment Department from an Environmental & Public Protection Scrutiny perspective.

To be referred to the Executive Board / Council for decision: NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDERS:

Cllr Hazel Evans (Environment Portfolio Holder)

Cllr Philip Hughes (Public Protection Portfolio Holder)

Directorate: Environment	Designations:	Tel Nos./ E Mail Addresses:
Report Authors		
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Ainsley Williams	Head of Waste & Environmental Services	01267 224500 AiWilliams@cararthenshire.gov.uk
Jackie Edwards	Business Improvement Manager	01267 225142 jmedwards@cararthenshire.gov.uk

EXECUTIVE SUMMARY

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER 2020

IMPACT OF COVID-19 ON THE ENVIRONMENT DEPARTMENT'S SERVICES COVERED BY THE ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

BRIEF SUMMARY OF PURPOSE OF REPORT

The attached detailed Reports assess the Covid-19 pandemic's impact on the Environment Department from an Environmental & Public Protection Scrutiny perspective:

- Waste and Environmental Services including Recycling and Refuse Collection, Waste Strategy, Street Cleansing, Grounds Maintenance, Public Toilets, Flood and Coastal Defence, Cemetery management., Environmental Enforcement.
- Building Cleaning (including Schools, where relevant)
- Transport and Streetscene including Highways, Street Lighting, Bridges, Traffic Management, Parking Services, Cycle paths and Rights of Way
- Environmental Enforcement including Litter, Dog Fouling; Abandoned Vehicles etc
- Planning Enforcement
- Biodiversity

DETAILED REPORT ATTACHED?

Yes

CONSULTATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report:

Signed: Jonathan Fearn, Head of Property
 Llinos Quelch, Head of Planning Services
 Stephen Pilliner, Head of Highways & Transportation
 Ainsley Williams, Head of Waste & Environmental Services
 Jackie Edwards Business Improvement Manager

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	NONE	YES	NONE	NONE	YES	NONE

1. Policy, Crime & Disorder and Equalities

We must make sure that we learn from this unprecedented experience as we reintroduce our services and re-set our strategic and operational priorities. We must identify our key learning points at a service and organisational level in alignment with the revised corporate *'Moving Forward in Carmarthenshire 5 Year Plan'*, *Corporate Strategy* and *Well-being Objectives*.

The COVID-19 pandemic has led to inevitable widespread changes to the way in which services are delivered by local authorities. This means that it is even more critical that Local Authorities respect the needs of all service users and equalities.

We will need to reprioritise services and our resources in budget setting.

2. Finance

We are in an unprecedented position due to increased costs due to COVID-19 activity. This may cause funding pressures if WG hardship funding cannot be accessed post March 2021.

3. Staffing Implications

Many staff have been redeployed during the periods of lockdown and other restrictions, which have deferred a variety of non-essential services compared with original business plan objectives.

IMPLICATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Jonathan Fearn, Head of Property
 Llinos Quelch, Head of Planning Services
 Stephen Pilliner, Head of Highways & Transportation
 Ainsley Williams, Head of Waste & Environmental Services
 Jackie Edwards Business Improvement Manager

1. **Local Member(s)**- N/A
2. **Community / Town Council** – N/A
3. **Relevant Partners** – N/A
4. **Staff Side Representatives and other Organisations** – Monthly meetings with trade unions ongoing

**EXECUTIVE BOARD PORTFOLIO
 HOLDERS AWARE / CONSULTED?:**

YES

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

Title of Document	Locations that the papers are available for public inspection
Impact of COVID-19 on Carmarthenshire Executive Board Report 19 th October 2020	CCC website

Environment Department

Covid19 Service Position
Statement

Environmental & Public
Protection Scrutiny
Committee

24th November 2020

carmarthenshire.gov.uk

Cyngor **Sir Gâr**
Carmarthenshire
County Council



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1. What is the purpose of this report?

The purpose of this report is to provide the Environmental & Public Protection Scrutiny Committee with a summary of the impact COVID 19 has had on the Environment Department's services over the last 8 months

The Report covers the following functions of the Environment Department which are covered by the Community & Regeneration Scrutiny Committee:

- "Waste and Environmental Services including Refuse Collection, Street Cleaning, Grounds Maintenance, Public Toilets
- Building Cleaning (including Schools, where relevant),
- Transport and Streetscene including Highways, Street Lighting, Bridges, Traffic Management, Parking Services, Cycle paths and Rights of Way
- Environmental Enforcement including Litter, Dog Fouling; Abandoned Vehicles etc
- Planning Enforcement
- Biodiversity"

A position statement on other Environment Department functions will be reported to other relevant Scrutiny Committees.

2. Introduction

The Department has a range of operational and office-based staff.

To adequately continue providing essential key services, all our risk assessments and safe working practices have had to be reviewed. The scale and amount of work involved in undertaking these amendments should not be underestimated. This work has been led by the Corporate Health and Safety team, working with service managers to implement new working practices in a very short time to allow services to continue or recommence. In addition, a comprehensive training programme, for new or redeployed staff was designed and provided by the Environment Department's in-house training team.

It should be noted that the dedication, commitment, flexibility, and personal resilience shown and applied by the Department's staff deserve to be recognised and their aptitude and contribution cannot be overstated. Without such a team and their collective efforts, services would simply not have been delivered.

The pandemic has significantly impacted on the Department's budgets, both in terms of additional costs and loss of income. Some of these have been covered by Welsh Government grants but there remain many unfunded areas which will impact on the Council's future budget.

3. Waste & Environmental Services

The services covered by the Division are all front-line public facing services, many of which usually appear on a list of key services provided by the Council. Those elements relevant to this Scrutiny are:

- Household waste and recycling collection, garden waste collection and bulky waste collection
- Household waste recycling centre (HWRC) infrastructure and provision
- Waste strategy and policy development, including waste education and awareness
- Street cleansing and de-littering services
- Environmental enforcement and local environment quality issues.
- Grounds maintenance (schools, housing, and internal assets)
- Parks and playground operations (Parc Howard, Llanelli)
- Public convenience operation and servicing
- Operation and administration of Ammanford Cemetery
- Flood and coastal defence works and investigations
- Sustainable drainage approval, inspection, and advisory services

It is not intended that this report covers every area of the Waste and Environmental Services provision; instead it will focus on some of the key issues:

A. What has been the impact of Covid on services and what changes have we seen?

Recycling and Waste:

The collection of household waste is a key front-line service affecting all households in the County (over 90,000) each week. Waste sector workers were deemed 'key workers' by the Government. The service provided by Carmarthenshire's refuse collection teams did not cease due to the pandemic.

The public support for key-waste service workers has been noted and we have received messages of gratitude from householders.

Clearly, it was essential to keep most aspects of the waste collection service operational to safeguard public health and protect the local amenity as best we could. In terms of primary waste service provision, the biggest negative impact on the Council was the closure of our household waste recycling centres (HWRCs) during the first 7 weeks of the pandemic. This was the case throughout Wales at the direction of Welsh Government.

The Garden Waste service remained operational throughout. The customer base more than doubled from the beginning of the season to now. More householders had more time to tend to their lawns and gardens.

Servicing of community bring sites remained functional throughout the pandemic.

Waste amnesties remain suspended due to the inherent risks in holding what is effectively a pseudo-public event. The risks presented in terms of potential effects on our front-line crew resource base and ongoing resilience are simply too great.

Waste education and awareness through face to face engagement programmes were suspended and remain so currently. Staff are redeployed to other duties within the Division, with only essential works being undertaken in this respect.

Environmental Enforcement services were also suspended to limit contact with the public and amongst teams due to potential Covid-19 risks. The undertaking of manual sifting through waste and fly-tipped materials, in searching for evidence was ceased. Consequently, investigations into waste non-compliance matters were suspended as were routine investigations, save for some high priority cases.

This service is only reinstated to approximately 30% to 50% of its normal capacity at the current time due to the need for the enforcement team to continue to help with Covid-19 related work for the Communities Department.

Street Cleansing: Non-essential street cleansing services were suspended in the main and cleansing staff were redeployed to help with refuse collection. Aspects of the service continued with respect to emptying of litter bins in our town centres. although most of the mechanical sweeping services were scaled back to high priority works only.

Also, community volunteer litter picks and general litter clearance work (other than town centres) were suspended. Volunteer groups were of course keen to help, but the restrictions around Covid made this difficult and hence the decision to suspend works.

Grounds Maintenance works were suspended in the main during the initial period, except for any work that was deemed an emergency. Parks and playgrounds were closed, including Parc Howard in Llanelli. When grounds

work recommenced, priority was given to Council owned housing estates and popular amenity areas.

Public Conveniences were closed in all town centres, apart from two (Llanelli and Llandovery) as these were deemed as key transport hubs with no alternative facilities. The facilities were reopened as soon as possible with appropriate measures being introduced to reduce risks from Covid, recognising that these facilities were key in the effort to attract football to our towns.

Flood and Coastal: The team have been functioning throughout the period, working remotely from home in the main. Nonetheless, site visits, investigations and inspections have been undertaken in accordance with revised safe working practices. The team have continued to respond and react to storm events and emergencies as required, despite the difficulties posed by Covid-19. Sustainable drainage applications have continued to be assessed and processed.

The main service/facility closures and restrictions are summarised as follows:

Household Waste Recycling Centres	Closed for 7 weeks.
Community Waste Amnesties	Suspended and continue to be so
Bulky Waste Collection	Suspended during the early part of the pandemic, but now fully reinstated
Parc Howard	Adverse effect on availability of public open spaces to exercise and keep fit. Facility closed in the early stages, but now fully open.
Public Conveniences	Basic amenities closed to public, except for key transport hubs
Ammanford Cemetery	Restrictions on the numbers attending burials, potentially impacting on families and communities.

Service Impacts and Statistics:

Municipal Waste collected has fallen by 18.5% (compared to the same April-June period last year). The reasons are likely to be that HWRC were closed and this accounts for a reduction overall.

However, the waste collected at the kerbside has increased by about 20% overall due to more people being at home. Approximate breakdowns are set out below:

- 14% increase in kerbside residual waste
- 34% increase in kerbside dry mixed recycling (blue bag)
- 35% increase in kerbside food waste
- 83% decrease in HWRC residual waste
- 77% decrease in HWRC Recycling
- The number of garden waste customers has grown from around 4,200 customers at the beginning of March to just under 9000 at the current time
- Incidents of fly-tipping has increased by 54%, with reports of waste coming in from outside the County

B. What have been the workforce implications?

Refuse Collection and Garden Waste:

The primary focus for the Division in the early stages of the pandemic was to keep the front-line kerbside refuse collection services running. This was the highest priority for the WES Division. The operational crews and management staff have shown an unfaltering dedication in keeping the waste collection services going and have operated in the most flexible and cooperative way to ensure continuity of service throughout the pandemic thus far, often in challenging circumstances. This has meant juggling staff to accommodate normal and Covid-19 related absences whilst trying to maintain crew integrity.

In the early stages of the pandemic, up to 30% of refuse staff were absent at any given time, yet from a public perception, services continued as normal. This is testimony to the dedication of the management team, collection crews and support from within the Division and Department.

Certain constraints have made the organisation of crewing arrangements more difficult. Additional support vehicles have had to be brought into operation under certain circumstances. However, managers, supervisors and work crews have shown a professional approach in managing through the crisis. To achieve service continuity, arrangements were made to vary the normal working hours, with crews commencing work in a staggered fashion from 4am to 6am each day. This allowed crews to effectively manage care responsibilities for dependents, considering specific domestic arrangements where appropriate. Collections were also undertaken on bank holidays throughout the period to reduce the burden and potential confusion relating to delayed collections for the public and to provide more flexibility for crews and managers.

As a contingency measure, we trained additional staff to work on refuse collection from other services such as Cleansing, Grounds and Highways. In

addition, direct support in terms of drivers and loaders was provided by CWM Environmental Ltd and by means of staff sourced from agencies.

Waste Strategy: Even though door to door engagement and education and awareness work was suspended, staff were deployed in redesigning waste services in response to Covid-19, dealing with waste related communications and queries throughout the pandemic. Systems had to be adapted and amended at very short notice and a significant amount of work occurred behind the scenes to allow services to the public to continue. Waste assets continued to be inspected and managed, staff continued with essential maintenance works. Some staff were also redeployed to other duties within the Division, or on occasion in undertaking work for other departments. Similarly, when household waste recycling centres (HWRCs) reopened, the staff within this section, working with CWM Environmental and the Council's IT and Communications units redesigned the service to accommodate customer booking slots to enable safe operation of the HWRCs.

Environmental Enforcement staff were redeployed to other work during the first phase of the pandemic. Half the staff volunteered to undertake food deliveries and the other half volunteered to be trained as trainers for the building cleaning service; this was required to provide sufficient training capability to allow new cleaning staff to be recruited in order to deal with the additional building cleaning requirements.

Normal environmental enforcement services are only at about 30% to 50% capacity at the current time because the team are helping with the enforcement of Covid-19 regulations in a support capacity for the Communities Department (retail outlets and licensed premises).

Other Services: Office-based staff have been working from home undertaking a mixture of normal duties and Covid-19 related duties, with some volunteering for work in other areas completely outside the Division's normal suite of services e.g. care home support.

Some staff have continued with site inspections and investigations as part of normal duties with additional safety precautions being taken.

Operational staff who could not undertake normal duties were deployed elsewhere within the Division, or simply remained at home if additional support was not needed on a given day.

C. What have been the key financial issues identified?

The main financial implication has been due to additional resources required to keep the waste services going in the initial period and of late the resources required to bring back other services into operation.

Examples of additional resources include:

- More staff on our HWRC sites to effectively implement Covid-19 restrictions and entry controls associated with our newly developed on-line booking system (security and advisors).
- Additional infrastructure works to provide effective traffic management arrangements at our HWRC sites to allow necessary entry checks to be undertaken in a safe manner.
- Additional refuse collection staff as contingency to cover sickness and holidays.
- Additional refuse collection vehicles as back up if we suffered abnormal breakdown incidents and to cope with additional volume of waste on occasions.
- Additional support vehicles to allow effective social distancing to take place.
- Additional resource to deal with fly-tipping matters.

Additional costs to the service that are identified up to the end of August amount to £345k.

D. How have we approached Communication and Engagement?

Communication and engagement with staff have continued using remote meeting technology for office-based staff. Meetings with the workforce have continued on the normal principles, but the method of delivery adapted to take into account revised ways of working to ensure social distancing. This has proved challenging, given that our depots are not set up to accommodate such arrangements, but we have adapted accordingly, through making better use of space and staggering start times when possible and only meeting in restricted crew bubbles.

General communication and public messaging relating to service provision have been undertaken through the Corporate Communications team and through on-line facilities.

E. What are the key implications moving forward?

Clearly there will be budget pressures in maintaining the Covid-19 related systems and levels of contingency required to ensure adequate business or service continuity.

Other implications will include delays to reviewing, refining, and developing strategies and implementing service reviews and service changes.

Normal winter service pressures will add to those pressures already brought about by Covid-19.

Some services will remain suspended for the immediate term – examples include waste amnesties and face to face waste education and awareness programmes.

Some adaptations that we have made may be adopted as permanent measures. An example of this is the online booking system introduced specifically for household waste recycling centre appointments.

Another key consideration is the effect of the pandemic on our recycling performance in the medium term, given that HWRCs make a significant contribution to our overall recycling performance. At this time, we are predicting that we should exceed the statutory target of 64%.

4. Property

From the range of services undertaken by the Property Division, only Cleaning Services is covered by the Environmental & Public Protection Scrutiny Committee. The Environment Department's arrangements for distribution of cleaning products and personal protective equipment are also included in this Report for information.

A. What has been the impact of Covid on the Cleaning Services Team?

Since the beginning of the Covid-19 pandemic and the restrictions placed on the country, especially with the all-Wales lockdowns, the building cleaning service has been significantly affected.

With the closure of schools on March 23rd, 2020 during the first lockdown cleaners were redeployed to help keep our school hubs, food distribution centres, depots, offices, and sheltered housing open. Given that these were operating over the school holidays and bank holidays this required dedicated cleaning staff giving up their usual holidays to work.

The demand for cleaning services soared and the number of cleaning hours has almost doubled during the pandemic to date. Prior to Covid-19 cleaning was only provided during the afternoon / evening after all buildings were vacant but the virus required the introduction of daytime cleaning across all council buildings.

To reflect Government advice on Covid cleaning and in liaison with colleagues in Public Protection the Cleaning Service developed an enhanced standard of cleaning across all settings. The enhanced cleaning standards were essential to reduce the transmission of the virus and build and maintain confidence and reassurance that the working environment was as safe as possible.

As infection control and cleaning in schools played a significant role in enabling schools to reopen at the end of June, we launched a significant recruitment drive in May and June. Within a short window of 4 weeks we employed and trained over 150 new employees to increase the team of cleaners from around 500 to 650.

The revised cleaning regimes and recruitment required a huge retraining programme for the 650 cleaners which required significant support and redeployment of additional staff from other services. The retraining of staff was Department's Training Team and supported in the field by the

redeployment of staff from a range of services including Public Protection, Highways and Planning Services. This enabled the cleaning management team to continue with the daily running of the service to ensure all required daytime cleaning was being provided to a high standard.

For the start of the new term in September the Service needed to enter a new phase of recruitment following a reduction in the summer new recruits from 150 to 50 as a result of the economy reopening and others returning to higher and further education. Additional recruitment was also supplemented with agency staff and cleaning companies.

During the past 8 months the Cleaning management team has completely transformed with several employees in different posts including a new Cleaning Services Manager, 2 permanent Area Cleaning Managers, and 1 permanent Monitoring Officer. With the increase in demands on the service an additional Temporary Area Manager and Monitoring Officer roles were created until the end of March 2021 to manage the new additional staff and ensure cleaning standards were maintained.

Once schools reopened in September a surge of symptomatic cases required to be addressed with further enhanced cleaning, with more than 900 symptomatic cases in September alone.

B. What have been the key financial issues?

The cost of the enhanced cleaning arrangements is currently being reclaimed from Welsh Government's Hardship Fund until the end of March 2021.

- The daytime covid-19 cleaning is an additional cost of around £40,000 per week.
- In all secondary schools, the evening cleaning has been increased to ensure all classrooms are being fully cleaned daily at an additional cost of approximately £78,000 from September 2020 - March 2021. Pre-Covid all general classrooms were cleaned every other day

C. What are the key implications moving forward?

- We have learnt how critical cleaning services are to enable other services to restart and ensure they are Covid safe. The service has been under enormous demand from across the authority whether for advice and guidance or to introduce cleaning in their service areas.

- Communication with the very dispersed cleaning staff has always been challenging but is even more so during the lockdown periods with reduced face to face interaction. The additional monitoring resource is essential to improve communication and maintain standards.
- The one team approach has been clear and consistent throughout this crisis. The way in which staff from all levels and grades from different divisions and services have worked together shows that as an authority we have dedicated and loyal employees. This needs to continue after normality resumes. Staff resilience has been remarkable during the pandemic with staff willing to work extremely long hours during the early parts of the lockdown phase

D. Personal Protective Equipment

On behalf of the Council the Environment Directorate has been operating a Personal Protective Equipment (PPE), hygiene and cleaning stores for all non-social care settings. The stores were established, at very short notice at the end of March, as a new service to enable the storage and advance purchase of essential items. This enabled the Directorate to procure and coordinate a distribution framework for all non-social care settings across the Council, including schools.

More recently we have been working on securing what we considered would be the optimal level of contingency stock for each item of PPE to enable us to be prepared to meet ongoing needs, whilst ensuring that all products are compliant in terms of effectiveness.

Procurement of some PPE items was originally very difficult to source, with numerous suppliers and/or products failing to meet our due diligence and/or compliance requirements. This difficulty was experienced over several weeks, but after much research and investigations all essential items were sourced and procured once confident that quality standards were achieved. The situation with availability and supply chains is now much improved and there is no imminent risk of supply chain failure.

The non-social care PPE stores is based at Trostre depot and has been key to:

- Procurement, to ensure value for money wherever possible
- Ordering goods to maintain stock levels

- Working closely with suppliers to ensure supply chains are stable
- Ensuring all products purchased are compliant, working in conjunction with IC and PP; (there is also a specific requirement from Trading Standards to review product information for all brand/types/sizes of hand sanitiser, as part of an ongoing National survey, therefore it is essential that any hand sanitiser is ordered through the PPE General inbox)
- Working with colleagues to undertake due diligence where required
- Provide a review, advice, and challenge process for PPE requests
- Working with colleagues in H&S to ensure RA compliance
- Distribution of items throughout the County

This new service has been resourced through deployment of some operatives and apprentices and through colleagues reprioritising current work demands to ensure this key function is delivered as efficiently as possible.

In recent months, in response to new corporate guidance, the team has also set up a new service that has been coordinating, processing and delivering office equipment to the County's home working staff, where a need has been identified through a management assessment.

5. Highways & Transportation

A. What has been the impact of Covid?

At the onset of Covid 19 a number of Highways & Transportation Operational Services were suspended with only 'critical' services continuing on the ground. All other services were suspended or undertaken remotely wherever possible.

As restrictions were then eased and demand increased other services were brought back online with appropriate Risk Assessments and Safe Working Practices in place.

Critical Services

These services were deemed to be a critical necessity and stringent health & safety processes were put in place to ensure that they could continue. The services included undertaking emergency highway repairs and responses, highway safety inspections, weather response operations and maintaining the Council's vehicle fleet. A number of further services were partially closed to ensure essential services would continue with the services then ramped-up at a later date and these included highway construction & maintenance works, lighting works and necessary Street Works functions to allow utility works to continue.

Office staff were equipped to work remotely so that non-critical works could safely continue as far as possible.

During this time many H&T staff were tasked with assisting the Council's response to the pandemic and this included helping establish field hospitals, supplying drivers for the continuation of refuse collections, delivering food to schools and sourcing or redeploying additional vehicles to support other critical Council services.

Restarting Priority Services

As restrictions eased and demand increased other services were then brought back on-line with suitable Risk Assessments and Safe Working Practices in place. This was done on a phased bases with groups of priority services brought forward to the Tactical and Strategic Coordination Groups for approval to restart to aid the recovery of local communities and economies and to ensure public safety.

Once the Priority 1 services were safely re-established further services were then restarted on a prioritised bases as shown below:

Priority 1 Services	
Highway Planning Technical Advice	Road Safety Audits
Ash Dieback Tree Felling	Home to School Transport Assessments
Issue of School / college travel passes	Co-ordination of Wales Coastal Path Maintenance and Improvement Structures General Maintenance
Priority 2 Services	
CCC Vehicle MOTs over 3.5 tonne	Highway drainage surveys
Road Markings Maintenance	New traffic signs and maintenance of existing signs
Replacement of damaged lighting columns	Traffic Management & Parking site visits
Underground Cable Faults	Maintenance of electronic signs
Legal Orders	Site supervision
Constructions Schemes General	Replacing Pay & Display machines
School Crossing Patrols	Penalty Charge Notice Processing
Streetlight / illuminated sign repairs	PROW Inspections and maintenance
Priority 3 Services	
Vehicle (Public) MOTs up to 3.5 tonne	Mains Replacement of Solar Pay & Display Machines
Road Safety, Travel Planning Training and Safety Checks	

Office based staff are continuing to predominantly work remotely with only necessary office visits taking place. Feedback from staff indicates a number of benefits in this approach. Although Covid-19 has placed in many cases a significant increase in staff workloads, staff have nevertheless endeavoured to maintain 'normal' service delivery as far as possible. This has included also dealing with incidents and events such as the Llangennech oil tanker derailment and several named storm events.

A summary of impacts on specific services is set out in the table below.

Highways	<ul style="list-style-type: none"> All operational services are being delivered. Construction works to deliver grant funded schemes remains a challenge particularly through the winter months as service disruptions due to gritting will have an impact.
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	<ul style="list-style-type: none"> • Safe Working Practices in place to accommodate social distancing with mitigation measures such as 'bubble' working and single occupancy vehicles.
Street Lighting	<ul style="list-style-type: none"> • All operational services are being delivered • Community Lighting LED project was completed in the summer.
Structures	<ul style="list-style-type: none"> • All structural inspections and maintenance operations are taking place. • A very full programme of Welsh Government funded capital improvements related to storm damage are also being delivered with tight timescales.
Traffic Management and Road Safety	<ul style="list-style-type: none"> • Work has continued with staff home working. • A programme of improvements, TROs and safety works are to be delivered before the end of the financial year. • Utility works have continued throughout Covid-19 and with it the demand for Traffic Orders has continued which the Traffic Team have met. • School Crossing Patrols are also in place at all but 3 sites where social distancing could not be maintained. • Working in schools to deliver training such as Kerbcraft and cycle training remains a challenge which the team are addressing.
Parking Services	<ul style="list-style-type: none"> • Parking enforcement and car parking charges were suspended at the onset of Covid 19. • On-street parking enforcement was restarted in June to manage the highway network following complaints of obstruction. • Off-street parking charges were reintroduced in September. • 14 new p&d machines were introduced in our main car parks which take electronic payments • 20 further machines are planned. • A number of solar powered machines are also being improved with mains electricity supplies to increase reliability and performance.
PROW	<ul style="list-style-type: none"> • The Public Rights of Way Team are now fully operational and continuing to inspect and maintain our PROW network. • The team are developing maintenance plans for the increasing cycle network • Service improvements are being developed to improve information systems and the development of volunteer networks. • Developed and implemented an assessment framework for the temporary suspension of certain PROW due to Covid threat.
Passenger Transport	<ul style="list-style-type: none"> • The transport industry has been particularly impacted by Covid-19 and the Passenger Transport Team have

	<p>worked hard to support the operators, passengers and deliver services.</p> <ul style="list-style-type: none"> • Home to school transport has adjusted to support the reopening of schools. • Considerable liaison with operators to implement Covid regulations. • Public transport networks have been redesigned to accommodate reduced capacities and social distancing requirements.
Fleet Services	<ul style="list-style-type: none"> • Identified as a critical function the Fleet Management Team have continued to work through the pandemic with appropriate safeguards in place. • The team have maintained the Council's Fleet during the pandemic to support critical services. • Managed the redeployment of vehicles to support critical services such as the delivery of food to schools. • Sourced additional vehicles required to address issues such as single occupancy vehicles which has been a challenge for a number of services.
Engineering Design Services	<ul style="list-style-type: none"> • The Engineering Design Team have switched to working remotely and have continued to provide a professional design service throughout the pandemic. • The team have also worked with consultants and contractors to ensure that a very full programme of engineering projects will be delivered to comply with grant funding timescales.
Strategy & Infrastructure Team	<ul style="list-style-type: none"> • The team have transitioned to working remotely and continue to manage a very full portfolio of work and contribute to regional transport discussions. • Worked to secure grant funding and the delivery of programmes.
Street Works	<ul style="list-style-type: none"> • Team have continued to work remotely to facilitate utility works have largely continued throughout the pandemic.

B. What have been the workforce implications?

Frontline Highways & Transportation operations were largely identified as critical and have continued throughout the Covid-19 pandemic. This has presented challenges such as managing vacancies due to vulnerable staff shielding at home.

Civil Enforcement Officers stood down at the height of the pandemic. During this period officers assisted other services where possible.

Officer based staff were transitioned to work remotely and through the use of platforms such as Teams this has been very successful.

The response from the workforce has been excellent with a one team approach, the commitment has been excellent.

C. What additional services have or continue to be delivered?

The Highways & Transportation Team provide a significant resource to respond to emergency situations and this has proved to be invaluable during the Covid Pandemic.

A key challenge has been the rapid development and implementation of Public Realm measures such as the pedestrianisation of Nott Square, King Street and Cowell Street along with a raft of supporting measures and public health messaging designed to encourage people to safely return to towns. We were also involved in the delivery of the field hospitals at the onset of the crisis and in the response to the Llangennech rail incident.

A summary of these are provided in the table below which are in addition to the normal 'day job'.

Highways	<ul style="list-style-type: none"> • Implementing and maintaining Public Realm measures • Providing drivers and vehicles to help with refuse collections • Delivering food to schools • Installing Covid related signage in town centres. • Continued to deal with storm events. • Emergency response to the Llangennech rail incident.
Public Lighting	<ul style="list-style-type: none"> • Assisted with installing Covid signage in town centres.
Traffic Management & Road Safety	<ul style="list-style-type: none"> • Covid-19 related Risk Assessments of all School Crossing Patrol (SCP) sites to ensure social distancing with additional measures put in place where possible to enable Patrols to continue. • Reorganised SCPs to match staggered start and finishing times in schools. • Heavily involved in developing the Public Realm town centre measures. • Drafted the Temporary Traffic Regulation Orders (TTRO) for town centre changes in challenging timescales. • Road Safety staff have also helped in schools to release key workers • Assisted with highway surveys
Parking Services	<ul style="list-style-type: none"> • Delivering food parcels • Managing traffic at HWRC sites.

	<ul style="list-style-type: none"> • Publicising car parking changes • Undertaking highway surveys. • Monitoring levels of compliance with wearing face coverings at schools.
PROW	<ul style="list-style-type: none"> • Staff have assisted in training cleaners for schools. • As more people stayed local the level of public enquiries went up 237%. • Fielded landowner concerns relating to Covid spread on PROW and developed an assessment framework for closing particular high-risk routes. • Introduced temporary legal closures of high-risk PROWs
Passenger Transport	<p>Covid-19 has had a major impact on passenger transport and the team have:</p> <ul style="list-style-type: none"> • Redesigned networks and supported operators to accommodate Covid requirements such as social distancing. • Publicised revised timetables for public transport • Managed the financial support to transport operators • Arranged Home to School Transport (HST) to match revised school opening and closing times. • Worked with operators to ensure HST services included Covid mitigation measures. • Liaised with operators to provide additional services where capacity on vehicles has been reduced. • Maintained a database of school travellers for TTP.
Fleet Services	<ul style="list-style-type: none"> • Recognised as a critical service the team have continued normal duties. • Redeployed fleet vehicles to support critical services such as food deliveries. • Provided a prioritised service for maintaining critical vehicles. • Acquired and managed additional vehicles to ensure critical services continued.
Engineering Design Services	<ul style="list-style-type: none"> • Continued to deliver a very full workload. • Developed designs for town centre changes • Assisted with setting up field hospitals and test centres.
Strategy & Infrastructure Team	<ul style="list-style-type: none"> • Successful secured and now manage a £1.7M Welsh Government Grant to lock-in the sustainable travel benefits emerging from the pandemic.
Street Works	<ul style="list-style-type: none"> • Input into a 'one-stop-shop' licencing panel to fast-track street trading licences. • Liaised with businesses to develop 'café-culture' in selected streets.

D. What are the key pressures on the Service going forward?

The Covid-19 pandemic has undoubtedly led to a backlog of routine work for operational and office-based staff. Contributing to this is a likelihood that local communities will have held back on submitting public enquiries in certain service areas. Dealing with this partially suppressed demand will place an additional strain on the Highways & Transportation Division.

The Covid pandemic has significantly increased the workloads of staff who have worked extremely hard to respond to the crisis whilst also endeavouring to maintain the 'day job'. Emergency events and incidents such as the Llangennech derailment and severe weather events further increase this pressure. It has required an extraordinary effort. We will need to consider how we build resilience going forward.

Office based staff are continuing to work from home and whilst this has been very successful it will place additional IT demands into the system should staff move to a partial home-working arrangement in the future. Technology investment will be a key enabler for the future.

Delivering grant funded works by the end of the financial year will be a challenge for a number of service areas and particularly our Engineering Consultancy and Highways Services.

Managing the Public Realm to support the recovery of our town centres remains an on-going theme as the pandemic continues.

Additional vehicles to allow single occupancy adds a financial pressure.

Some Road Safety training activities involve working in schools which will be a challenge to deliver in schools.

6. Planning Services

The purpose of this report is to provide Scrutiny members with a high level summary of the impact COVID 19 has had on those specific elements of the Planning Services covered by this Scrutiny Committee over the last 8 months from a service user, staff and Council perspective. Those elements relevant to this Scrutiny are:

- Planning Enforcement (incl. waste & minerals activities)
- Rural Conservation (incl. Biodiversity)

It is not the intention of this report to cover every area of the service but instead it will focus on some of the key issues

A. What has been the impact of Covid on services and what changes have we seen?

Some of the above elements of the Planning Service have remained fully open during the COVID period – however the staffing levels available to man those services may well have been reduced as a result of re-deployment. Other areas were operational in part or suspended.

All Officers in relation to the services listed above worked from home from the first day of lock down and continue to do so. All non-urgent site visits (urgent being those with risk to life and limb) were suspended and some but not all have been reconvening gradually from July onwards as per detail below with regards each Unit.

The efficiency of overall service delivery has also been affected as a large proportion of staff were partly/fully redeployed during the first 4 months of Covid. Services therefore remain in a position of catching up with a backlog of work that has built up during the Covid period to date – this affects both areas listed below.

In addition to these general points, the following provides a further update re both service areas listed below:

Enforcement (incl. waste and minerals activities)

Only high priority enforcement cases, where there is an imminent risk to life or the environment, have been progressed as normal during lockdown. Investigations in relation to medium and low priority cases as defined in the Enforcement Protocol were largely suspended but work on these has started to re-commence since late August.

What is clear is that during the pandemic there has been a very high level of land use activity and it will take considerable time for the division to be able to quantify the level of enforcement work generated as a result of developments taking place during the pandemic.

The Division has tried to be as lenient as possible in dealing with new cases in the full knowledge that those in potential breach of planning may not at various times have full access to the professional advice that they may need or indeed the professional assistance they may need to assist them in removing materials or reverting land to its previous state.

Although it is not yet clear, early indications would suggest that a great level of unlawful activity has occurred during the pandemic. This is putting immense strain on the Division as we now start to follow up these potential breaches. Many of these cases will be complex and require a multi-disciplinary approach in reaching a resolution. Teams continue to work cross-departmentally, and the role of the Multi-Disciplinary Group chaired by the Executive Member with the Portfolio for Public Protection (Cllr Phillip Hughes) will be crucial in effectively addressing the more complex cases.

Rural Conservation (incl. Biodiversity)

Most of the work of the Rural Conservation Section has continued despite the interruptions associated with Covid, i.e. we have been unable to carry out site visits and face to face meetings. Where possible all communications have been via Teams, and previously Skype. For what we consider to be emergency service - in particular dangerous trees and Ash Dieback, we have continued to progress site visits and surveys throughout the pandemic, following the necessary procedures and Safe working practices. Work on the Caeau Mynydd Mawr project was cut back over the spring and summer to the minimum necessary however we did continue to ensure the necessary animal welfare issues were covered.

B. What have been the workforce implications?

Staff have been outstanding throughout the pandemic, in continuing to support the service but also in their flexibility and enthusiasm in embracing new challenges and assisting with other essential services at the outset.

All Officers in relation to the services listed above worked from home from the first day of lock down and continue to do so. There isn't any office presence at present though some functions do now require minimal presence and work is underway to ensure that such access can be secured in a safe manner by the end of November.

From the outset Planning was identified as a service with suitable customer skills to help with other services considered, at the time, far more essential. A Corporate decision was taken for as many officers as possible to be re-deployed with regards the food hub (packing and distribution) for families qualifying for free school meals and those who were shielding, delivery of essentials to vulnerable households and training of the fast growing requirements of the cleansing team. A number of officers were also engaged in training cleansing staff. Up until late June up to 50% were volunteering daily or part of the day and some continued up until shielding finished in mid-August. This meant that many of the planning service functions though still open to operate in principle, did not have the resources to continue a normal level of service. This is true across both service areas above.

The HoS and Business Managers have been engaged in various response and recovery groups/discussions/planning throughout and continue to work on a number of cross departmental groups on at least a weekly basis. The HoS continues to coordinate the recovery authorisation process for Capital Programme schemes which became the focussed priority in June/July with a large number of restarts and continues to require weekly input.

During the course of the crisis and as officers have returned more to the day job and moved away from the volunteering the work pressures and Covid resulting backlog issues on staff have become increasingly apparent. Well-being going forward will be a big issue and a driver for managing workloads.

We are conscious that this has been a hugely difficult time for staff managing both work and challenging situations at home, and staff have been exemplary in the commitment and dedication they have shown. Many have struggled with the work environment – and Managers have assisted where possible to ensure that appropriate standards exist for this temporary home working. Others have struggled with childcare and again Managers have assisted where they can in terms of signposting for additional help. Challenge moving forward will be managing well-being in the winter months which brings its own issues.

With a high % of staff on redeployment duties for the first 4 months staff have from August onwards been catching up with taking much needed and deserved leave. This again has affected and will continue to affect service delivery and is another factor to note in that service delivery is not back to normal levels it was pre Covid.

C. How have we approached Communication & Engagement?

Regular contact has also been maintained between the Head of Service and the Executive Board Member and Chair of Planning Committee, to ensure everyone is up to date on what is happening.

E-mail updates have been provided to Planning Committee Members.

E-mail updates have also been provided to Agents – which included passing on relevant information from WG.

Updates have been included on the Planning website and through social media with Marketing Team as to delays early on and this banner is kept up to date.

Weekly Business Managers meetings have occurred (daily in the first month or so) and updates sent to staff as appropriate of changes affecting the service during the pandemic.

D. What are the key implications on the Service going forward?

We must make sure that we learn from this unprecedented experience as we reintroduce our services and re-set our strategic and operational priorities. It is not going to be a case of restarting and getting back to the way we were. This is an opportunity to refresh and renew.

In terms of any future lockdowns, the toll taken on planning services generally the first time around have been Corporately acknowledged. The redistribution of resources to assist other essential services (although essential and the right move at the time) has left a new backlog of work to be dealt with. This will affect the Division's ability to respond in a timely manner to assist with economic recovery for a long time. The planning services listed above are therefore now seen as essential not only to keep operational for as long as possible but to also keep fully resourced for as long as possible.

In terms of catching up with the high level of potential breaches which have occurred particularly from March to August we will be seeking temporary additional resources as part of pressure bids for 2021/22. We will also need to look at prioritisation of enforcement activity and this may lead to some lesser breaches not being investigated freeing up time to deal with the high and medium cases at least in the short term.

We will continue with the reduced travel principle:

- Make more use of remote meetings or at least hybrid meetings
- Critically assess the need for site visits – exhausting all other means prior to that (social media walk through etc.) – in line with WG guidance.

We will further investigate making use of drones for complex enforcement cases. There is already a scoping exercise being completed and this will be looked at now at a corporate level.

7. What lessons have we learnt across the Department?

An assessment of the lessons learnt is currently underway across the Divisions and will feed into a departmental review. It is clear, however, that there is scope for the following areas to be reviewed:

- The application of modern technology and systems to manage data, communications, customer interaction, real time data and evaluation of suitable technology to aid efficient operational delivery. Also, the provision of links with management systems that will avoid duplication and allow easy extraction of management and performance data, access to real time data for customers and improve mobile working opportunities.
- Consideration of how we are set up as a department. Are there better synergies of services within and across other departments which may allow collaborative working across structures and reduce duplication? We are considering the potential for revised working patterns for all groups of staff e.g. operatives, supervisors and managers and the potential for a multi-functional workforce not necessarily confined to specific work types.
- A review of procurement arrangements, with a greater emphasis on performance and contract management.
- Improve current communication channels and identify improvements to enable timely and effective two-way communication with all colleagues across the Directorate.
- Review property needs in the context of home working and operational requirements
- Review managerial, supervisory, and operational resource levels and skills to allow sufficient resilience. Ensure skills and competencies match the service delivery and response expectations. Response to emergency project work and sufficient resource to ensure longer term delivery.
- A One Team approach and consideration of the disparity of work allocation during the Pandemic to resource projects.

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ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER 2020

IMPACT OF COVID-19 ON HOMES AND SAFER COMMUNITIES

To consider and comment on the following issues:

The Homes and Safer Communities Division's response to COVID

Reasons:

To take stock of the impact of the pandemic on the Homes and Safer Communities Division from an Environment and Public Protection Scrutiny perspective.

To be referred to the Executive Board / Council for decision: NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Philip Hughes (Public Protection Portfolio Holder)

<p>Directorate Communities Jake Morgan</p> <p>Report Author Jonathan Morgan</p>	<p>Designations:</p> <p>Director of Communities</p> <p>Head of Homes and Safer Communities</p>	<p>Tel Nos./ E Mail Addresses:</p> <p>01267 228309 JMorgan@carmarthenshire.gov.uk</p>
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EXECUTIVE SUMMARY

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER 2020

IMPACT OF COVID-19 ON HOMES AND SAFER COMMUNITIES

BRIEF SUMMARY OF PURPOSE OF REPORT

This document is an assessment of the Covid-19 pandemic's impact on the Council's Homes and Safer Communities Division from an Environment and Public Protection Scrutiny perspective.

This assessment will inform how we reset and further improve the delivery of services in the future.

To consider and comment on

1. The Homes and Safer Communities Division's response to COVID

DETAILED REPORT ATTACHED?

Yes

CONSULTATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Jonathan Morgan Head of Homes and Safer Communities

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	NONE	YES	YES	NONE	YES	NONE

1. Policy, Crime & Disorder and Equalities

1. We must make sure that we learn from this unprecedented experience as we reintroduce our services and re-set our strategic and operational priorities. We must identify our key learning points at a service and organisational level.
2. We will also need to reset our Homes and Safer Communities vision and align it to the revised corporate ‘*Moving Forward in Carmarthenshire 5 Year Plan*’, *Corporate Strategy and Well-being Objectives*.
3. The COVID-19 pandemic has led to inevitable widespread changes to the way in which services are delivered by local authorities. This means that it is even more critical that Local Authorities respect the needs of all service users and equalities.
4. We will need to reprioritise services and our resources in budget setting.

3. Finance

We are in an unprecedented position due to increased costs due to COVID-19 activity, particularly in relation to Test Track and Trace (TTP) and advice and enforcement perspective. This may cause funding pressures if WG funding cannot be accessed post March 2021.

4. ICT

Significant shift to online/digital service provision in the future.

5. Staffing Implications

A new learning and development plan for staff will be created, taking account of the flexibility and adaptability that has been shown during this period. It will also need to develop opportunities to enable staff to further develop their learning and experiences.

IMPLICATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Jonathan Morgan Head of Homes and Safer Communities

1. Local Member(s)- N/A
2. Community / Town Council – N/A
3. Relevant Partners – N/A
4. Staff Side Representatives and other Organisations –
Monthly meetings with trade unions ongoing. Corporate staff surveys informing service.
Regular team meetings and briefing ongoing via Teams online.

**EXECUTIVE BOARD
PORTFOLIO HOLDER
AWARE/CONSULTED:**

YES

“The last eight months have been immensely challenging for the Division. The report provides clear information on impact, actions and changes taken as a result of the COVID pandemic and implications moving forward. I take the opportunity to thank all members of staff that have adjusted to the huge increase in demand and ways of working”.

Cllr. Philip Hughes, Executive Board Member for Public Protection

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

Title of Document	Locations that the papers are available for public inspection
Impact of COVID-19 on Carmarthenshire Executive Board Report 19 th October 2020	https://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=131&MId=3294&Ver=4

Homes and Safer Communities, Consumer & Business Affairs Section: COVID-19 -position statement

Environment and Public Protection Scrutiny

24th November 2020

carmarthenshire.gov.uk

Cyngor **Sir Gâr**
Carmarthenshire
County Council



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1. What is the purpose of this report?

The purpose of this report is to provide Scrutiny members with a high-level summary of the impact COVID-19 (C-19) has had on Public Protection services over the last 8 months from a service user, staff and Council perspective. The report also looks ahead in terms of what are the implications moving forward as well as key lessons learnt.

This report will focus on key delivery issues and developments in the following areas:

- Test, Track and Trace (TTP);
- Animal Health ;
- Licensing;
- Financial Investigation Unit;
- Trading Standards;
- COVID-19 Team- Advice and Enforcement;
- Pollution;
- Public Health and Well-being; and
- Food, Safety and Health

2. What impact has C-19 had on services and what changes have we seen?

At the outset, tribute should be paid to our remarkable staff and managers whose commitment in dealing with the most difficult of situations has been outstanding. From homelessness, housing management and community engagement through to development and investment the flexibility and adaptability shown has been first class and is certainly a blue-print for moving forward.

Some services have remained fully functional during the COVID period, although certain other areas have seen reduced or suspended activity e.g. food standards, hygiene and animal feed inspections, Proceeds of Crime (POCA) court work etc.

Since 23 March 2020, we have hopefully adapted quickly and effectively to address issues emerging from the pandemic. We have actively sought to support consumers, particularly the most vulnerable, and much of our routine work has continued, remotely where appropriate (e.g. processing of licensing/taxi/Buy with Confidence applications, non-COVID 19 related complaints and requests for advice, taxi vehicle test, and ongoing investigations)

a) **Test, Trace, Protect (TTP)- what is it?**

In order to respond to the COVID crisis a new TTP team has been set up within Public Protection services, managed by an Infection Prevention and Control Manager. In total, over 30 staff now work in this area. This gives an indication of the scale of the work and our response to it.

The team links in with our regional and Hywel Dda Health Board colleagues to manage the TTP process.

TTP involves:

Testing those people who have coronavirus symptoms, asking them to isolate from wider family, friends and their community whilst taking a test and waiting for a result.

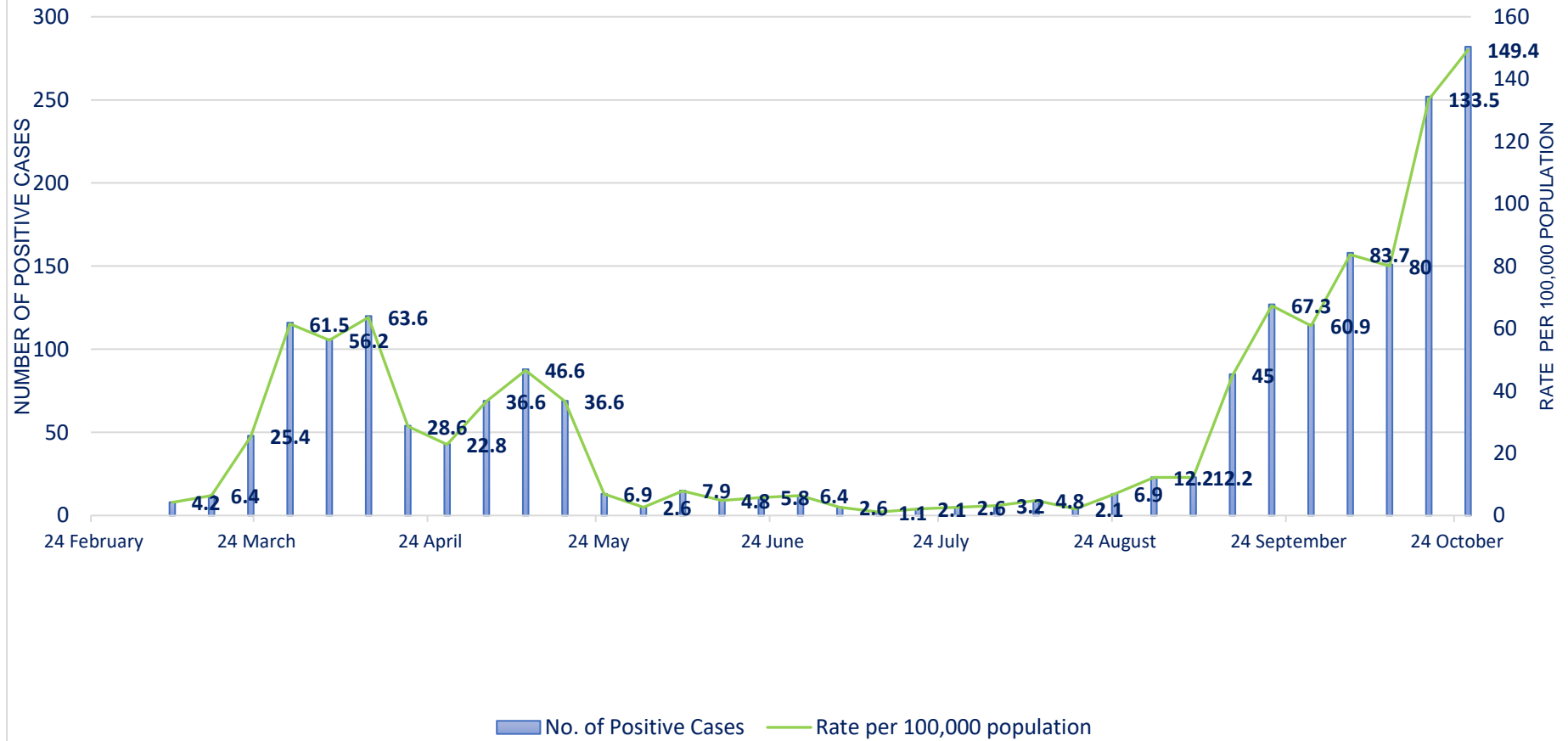
Tracing those people who have been in close contact with the symptomatic/tested person, requiring them to take precautions through self-isolation

Providing advice and guidance, particularly if the person who has symptoms or their contacts are in the shielding group or the at risk group, vulnerable or at greater risk.

We have set up a specific team in Carmarthenshire, linking in with our regional and Hywel Dda Health Board colleagues to manage the TTP process.

Figure 1 gives an overall picture of COVID 19 rates in the County since March 2020. All positive cases, and their identified contacts, would then have been contacted by the team.

PHW Dashboard Weekly Positive Cases with the Cases per 100,000 Population within Carmarthenshire



As an example of current performance for the week 2nd November 2020 to 8th November 2020.

- **94%** of cases received were made contact with;
- **82%** of these cases were contacted within 24 hours;
- **91%** were contacted within 48 hours; and
- Each positive case generates about 3 to 4 direct contacts.

Various members of the team also focus on key settings such as the community, care homes and schools. The team is likely to be in place for the next 12 months.

b) **Animal Health**

Animal Health have adapted effectively during the pandemic with a particular focus on:

- Continuing visits to livestock markets, collection centres, Slaughterhouses and Hauliers to ensure that C-19 restrictions were followed. **One** warning letter has been issued;
- Providing traders with detailed C-19 advice and guidance on **1051** queries. Many business closure enquiries were received, which included dog breeders checking on whether they could continue to trade/reapply for licences as well as traders checking whether services relevant to their trade, such as tuberculosis testing, were continuing. Enquiries regarding the movement of animals/delivery of dogs were also popular;
- Providing all **74** licensed dog breeders with regular C-19 advice and guidance;
- Creating a C-19 support group for the farming community, comprising the National Farmers Union, Farmers Union of Wales, Young Farmers Institute, local banks, animal feed producers, agricultural suppliers, markets, and charitable organisations. **4850** farmers have been contacted and provided with, business, financial, and well being support; and

- Recovering an increasing amount of animal carcasses which were being dumped on common land (**6 during a single week**), due to a lack of collection and increased price of collecting fallen stock;

c) **Financial Investigation Unit**

Despite a period of court closures, our Financial Investigation Unit has remained functional. With **three** Financial Investigators now in post, the unit took on new C-19 related cases as well as other matters. Over the period, their work included:

- Agreeing a Memorandum of Understanding with Natural Resource Wales which will increase work level and financial awards;
- Applying for production orders for a Carmarthenshire money laundering investigation into property and gold bullion;
- Negotiating a **£55,000** settlement for a dog breeding financial investigation;
- Progressing ongoing investigations;
- Completing a National Crime Agency competency audit for all Financial Investigators; and
- Undertaking new investigations into counterfeit/unsafe hand sanitiser and fraudulent practices regarding C-19 business grants.

d) **Licensing**

Our Licensing team responded to the developing C-19 situation by:

- Liaising with the Dyfed Powys Police (DPP) licensing officer to ensure that complaints made to the Police were shared on a daily basis with the Licensing Team to direct compliance and monitoring visits;
- Providing advice to licence holders regarding amendments to the Licensing Act 2003 during the emergency period e.g. Business and Planning Act amendments permitting off sales of alcohol;
- Responding to requests for advice from businesses looking to establish new outdoor consumption areas and liaising with other Council departments such as highways and property services;

- Undertaking joint visits, often out of hours, to licensed premises with Trading Standards, Environmental Health (EH) officers and DPP to advise and enforce C-19 regulations;
- Responding to enquiries regarding Annual Fee Payments in relation to **812** premises and **68** club premises and establishing whether the businesses had chosen to re-open when the regulations permitted;
- Regularly sending bulk email messages providing C-19 guidance and updates to the licensed trade as and when WG regulations were amended or updated (**1000+**);
- Introducing a deferred payments system for the taxi trade and the payment of annual fees where financial hardship was demonstrated; and
- Arranging a virtual Four Counties Licensing Forum meeting to discuss licensing amendments with Police and LA representatives across the region;

In addition, some routine work continued throughout with various changes and adaptations to the way services were delivered:

Due to restrictions on face to face interaction, the Licensing Policy Review and Consultation was paused. A revised consultation and review process will be commenced shortly.

e) **Trading Standards**

The contribution made by our Trading Standards team in response to C-19 related issues includes:

- Extensive research into the safety and suitability of PPE being supplied to the Council;
- Responding to consumer complaints regarding consumer/trader contractual issues, mostly, in relation to disputes arising from cancelled flights, hotel bookings, sporting events and home maintenance/building contracts etc.,
- Undertaking joint visits, often out of hours, to licensed premises with Licensing, EH officers and DPP to advise and enforce C-19 regulations;
- Undertaking remote audits of **104** businesses that have offered their services to the Council;

- Conducting **55** welfare telephone calls to trueCall© clients;
- Creating a joint initiative with DPP delivering leaflets to our No Cold Calling Zones containing extremely useful information to older and vulnerable people in these areas (**1825** homes).
- Informing businesses on how they can identify and protect themselves from scams (distributed via our own contacts and via Marketing and Communications newsletter to approx. **1500** businesses);
- Providing an immediate response to intelligence received concerning sudden and unexplained price rises included warning letters, targeted visits, and market surveillance. (**15** intelligence reports received; **7** visits conducted between 23 March and 24 May 2020.);
- Utilising FESS safeguarding initiatives on **7** occasions to provide support to vulnerable consumers, including those referred by Social Care;
- Responding to national scam intelligence, over **100** victims were contacted, supported, and provided with a variety of informative materials via email including a general C-19 advice and guidance flyer;
- Gathering and examining digital advertisements during e-visits – During the first 3 weeks of lockdown, approximately **212** separate adverts were inspected, **25** of these were referred for further investigation, and further action was taken on **8** occasions;
- Conducting **16** campaign visits to fuel stations - inspecting, advising, and offering support on C-19 related issues, including guiding the implementation of social distancing measures at these premises;
- Undertaking **6** visits in conjunction with DPP to provide C-19 advice regarding opening and transmission reduction procedures at car wash premises.
- Conducting visits with Licensing officers in response to intelligence that off-licensed premises were selling alcohol to underage children;
- Verifying metrology equipment onsite or in our lab, as appropriate, for food manufacturers to ensure integrity within the food chain- **30** service requests were fulfilled.

- Jointly undertaking visits with an EH health and safety specialist to **14** high-density workplaces;
- Conducting **26** welfare visits to holiday parks providing support and advising on C-19 related issues; and
- Training a team of *Ambassadors* who undertook **107** survey visits relating to Test, Trace and Protect in Town Centres.

f) **Newly formed COVID-19 team- Advice and Enforcement**

As a result of responding to intelligence received concerning non-compliance with C-19 regulations, we have issued **14** improvement notices and **14** closure notices between 23 March 2020 and 1 October 2020.

Although our teams adapted rapidly to provide an effective C-19 response, a single **Business Compliance Team** was formed in October 2020 to further support this activity.

Business Compliance Team

- Since 5 October 2020, our *Ambassador Team*, conducted **753** proactive visits to commercial premises throughout the county. **Eight** premises were referred to the *Enforcement Team* for further investigation;
- Our *Triage Team* of qualified officers (with a dedicated manager) dealt with **323** C-19 enquiries;
- The *Enforcement Team* have responded to the intelligence received from the *Triage and Ambassador Teams* as well as intelligence received concerning the night economy. They have conducted **213** enforcement visits since 2 October 2020, issuing **5** improvement notices and **6** closure notices;

g) **Pollution**

Statutory nuisances/drainage issues – Increase in complaints (1150 from April-Oct 2020 compared to 963 same period).

The main complaints were around bonfires, fly tipping and accumulation of waste. This could be attributed to the lockdown and people staying home/clearing homes and sheds where the recycling centres were closed for a period of time.

h) **Pests**

Pest complaints, 963 from April-Oct 2020 compared to 1180 same period last year). Complaints received in relation to accumulation of waste, warm weather and residents at home paying more attention to their local environment. The demand on the service was compounded by the fact that we were unable to carry out drain surveys, thorough inspection of properties etc. to identify the source/harbourage.

i) **Anti-Social Behaviour**

Ongoing work, in conjunction with Police, dealing with neighbourhood disputes through to drug related issues. Targeted aids have proved successful and officers are in the process of taking legal/court action, including injunctions and revocation of tenancies.

j) **Private Water supplies**

This work was suspended.

k) **Public Health and Wellbeing**

Air Quality – monitoring continuing and demonstrating that the lockdown period has dramatically affected air quality in a positive way. Ongoing monitoring and regular update reports demonstrates the effect road vehicle journeys has on improving Air Quality. It also gives an indication as to how critical road vehicle journeys are to achieving our collective aims. It is anticipated that this work can be used to inform future political and community decisions on transport and lifestyles.

A delivery Plan will be produced by the beginning of January 2021

Contaminated land – work ongoing as developments and regeneration of communities is increasing. Examples include Pentre Awel and the ambitious affordable homes.

Noise – Increase in noise complaints (1081 from April-Oct 2020 compared to 783 same period).

Higher percentage in domestic setting as a result of lock down and more people working from home.

More use of the Noise APP to collate initial intelligence with regards to investigations rather than noise logs. From 1/4/2020 to 6/11/2020 we have received 5219 Noise App recordings compared to 3225 for 2019/20.

l) **Food, Safety and Health**

General - Food and feed inspections were suspended as officers were involved initially in:

- compliance assessments in accordance with The Health Protection (Coronavirus Restrictions) (Wales) Regulations 2020;
- working closely with care homes and the Environment Department offering advice on infection control including cleaning/sanitising and suitable PPE; and
- the establishment of the Infection Control Team in July 2020 also meant that staff were deployed to cover contact tracing and support to Care homes.

Shellfish sampling – continued to ensure the classification for commercial gathering. The diesel spill in the Loughor Estuary, however, did cause a precautionary closure of the beds from August 25th.

m) **Food and Feed inspections/interventions**

The following activity has taken place:

- Four official control inspections were undertaken in relation to field hospitals during their establishment;
- Advisory calls to new 'higher risk' businesses particularly in regards to milk/meat producers/sales;
- Granting of approval of a dairy business in order that they can trade;
- Completion a PGI (Protected Geographical Indication) audit. This is required to protect and promote regional food products (similar to a trade mark); and
- Investigation of feed and food incidents brought to our attention by the Food Standards Agency (FSA).

Communicable disease- Officers have continued to investigate non COVID communicable diseases such as salmonella, campylobacter etc.

Special Procedures- Officers have continued to work with registered tattoo parlours and body piercers with regards to good working practices and infection control.

Event Safety Advisory Group- The multi-agency group has been meeting to discuss and advise organisers on proposed events.

3. What have been the workforce implications?

We are conscious that this has been a hugely difficult time for staff managing both work and challenging situations at home, and staff have been exemplary in the commitment and dedication they have shown.

All staff continue to work from home in the main and maintain contact through regular Teams meetings.

Visits are undertaken when necessary (to businesses and consumers) ensuring all appropriate precautions are taken and social distancing is always observed.

4. What have been the key financial issues identified?

Approval and funding has been made available by Welsh Government for TTP and increased enforcement resource to end of March 2021 at current time.

The financial implications for the POCA fund will be relatively significant in that income in the region of £200,000 will be delayed due to lack of court sessions which have been aborted due to Covid restrictions.

5. How have we approached Communication and Engagement?

Good and regular communication has been critical to supporting staff, as well as recognising the achievements of staff and taking each opportunity to thank them. The use of technology has meant that we are probably in much more regular contact with each other and have taken the opportunity to have regular short meetings. This is something that we would want to continue going forward.

There is regular communication with staff via the internet, newsletters, individual letters, and published guidance. Team meetings have continued via teams and training modules are being made available via e-learning programmes, wherever possible.

We have also carried out extensive welfare calls particularly vulnerable people during this time to ensure they are coping and intervening where it is sensible to do so.

Regular contact has also been maintained between Heads of Service and the Executive Board Member, to ensure everyone is up to date on what is happening.

6. What are the key implications moving forward?

We must make sure that we learn from this unprecedented experience as we reintroduce our services and re-set our strategic and operational priorities. It is not going to be a case of restarting and getting back to the way we were. This is an opportunity to refresh and renew. Recovery Groups have been set up and we are focusing on recovery plans to sustain services following the crisis.

Moving forward generally we will:

- continue to change and adapt the way we work. We are currently looking at how we structure our services moving forward, making sure people can access us as much as possible on a seven day a week basis. We are finding that more and more tenants are using online services and are happy to communicate in this way;
- further develop our modernisation plans for some services e.g. less building-based services, far more agile working;
- require our workforce to be flexible and adaptive in the long term in the event of future uncertainties; and
- build on the flexibility and adaptability staff have shown during this period to create new opportunities and experiences to further develop.

7. What lessons have we learnt?

- Digital solutions will play an ever-increasing role in shaping what we do. Communication has improved significantly, through effective use of virtual technology and going forward, we need to get the right balance between virtual and 'face to face' contact, to make best use of time;
- Staff resilience has been remarkable during this unprecedented time, but we are seeing, understandably, general fatigue across services and fear regarding the future. We are aware of the need to ensure that staff access supervision, support, and occupational health interventions where necessary;
- Improved collaboration within the council and with external organisations. Attendance at multi agency meetings has improved and regular governance forums have enabled decisions to be made quickly, and identified risks responded to swiftly; and
- The pandemic has provided us with an opportunity to work innovatively and we will capitalise on this to continuously improve services. We have inevitably learnt a huge amount during the first wave, which stands us in very good stead to cope with the current second wave. All our processes are in place to manage the various scenarios, so we are confident that we will be able to learn the lessons and manage the challenges ahead together.

To consider and comment on:

1. The Homes and Safer Communities Division's response to COVID-19

ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER 2020

REVENUE AND CAPITAL BUDGET MONITORING REPORT 2020/21

To consider and comment on the following issues:

That the scrutiny committee receives the budget monitoring reports for the Environmental and Public Protection Services and considers the budgetary position.

Reasons:

To provide the Committee with an update on the latest budgetary position, as at 31st August 2020 in respect of 2020/21.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders:

- Cllr. Hazel Evans (Environment)
- Cllr. Philip Hughes (Public Protection)
- Cllr. Cefin Campbell (Community Safety)
- Cllr. David Jenkins (Resources)

Directorate:
Corporate Services

Name of Service Director:
Chris Moore

Report Author:
Chris Moore

Designation:

Director of Corporate Services

Tel No. / E-Mail Address:

01267 224120

CMoore@cararthenshire.gov.uk

EXECUTIVE SUMMARY

ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER 2020

REVENUE AND CAPITAL BUDGET MONITORING REPORT 2020/21

The Financial monitoring Report is presented as follows:

Revenue Budgets

Appendix A

Summary position for the Environmental and Public Protection Scrutiny Committee. Services within the Environmental & Public Protection Scrutiny remit are forecasting a £1,264k overspend.

Appendix B

Report on main variances on agreed budgets.

Appendix C

Detail variances for information purposes only.

Capital Budgets

Appendix D

Details the main variances on capital schemes, which shows a forecasted net spend of £11,088k compared with a working net budget of £14,379k giving a -£3,291k variance. The budget includes a new allocation of £74k from the Welsh Government for rights of way access improvements.

Appendix E

Details all environment infrastructure, fleet and property capital projects.

Savings Report

Appendix F

The savings monitoring report

DETAILED REPORT ATTACHED?

YES – *A list of the main variances is attached to this report*

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report.

Signed: **Chris Moore** Director of Corporate Services

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	YES	NONE	NONE	NONE	NONE

3. Finance

Revenue –Overall, the Environmental and Public Protection services are projecting to be over the approved budget by £1,264k.

Capital – The capital programme shows a variance of -£3,291k against the 2020/21 approved budget.

Savings Report

The expectation is that at year end £713k of Managerial savings against a target of £1,176k are forecast to be delivered. Policy savings of £139k put forward for 2020/21 are projected to be on target.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:

Signed: **Chris Moore** Director of Corporate Services

1. Local Member(s) – N/A
2. Community / Town Council – N/A
3. Relevant Partners – N/A
4. Staff Side Representatives and other Organisations – N/A

EXECUTIVE BOARD PORTFOLIO HOLDERS AWARE/CONSULTED?: YES	Councillor D. Jenkins, Executive Board Member for Resources will present the report to Scrutiny Committee
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Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW:

Title of Document	File Ref No. / Locations that the papers are available for public inspection
2020/21 Budget	Corporate Services Department, County Hall, Carmarthen
2020-25 Capital Programme	Online via corporate website – Minutes of County Council Meeting 3 rd March 2020

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Environmental & Public Protection Scrutiny Report
Budget Monitoring as at 31st August 2020 - Summary

Division	Working Budget				Forecasted				Aug 2020 Forecasted Variance for Year £'000	June 2020 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000		
Business Support & Performance	46	-92	132	87	133	-164	132	101	15	17
Waste & Environmental Services	25,651	-4,471	1,380	22,560	30,410	-8,865	1,380	22,925	366	422
Highways & Transportation	52,387	-31,575	10,399	31,211	50,663	-29,173	10,399	31,889	678	1,016
Property	42,805	-40,787	465	2,483	42,370	-40,141	465	2,693	211	717
Public Protection	3,214	-1,094	535	2,655	3,140	-1,024	535	2,651	-4	-7
GRAND TOTAL	124,103	-78,018	12,911	58,995	126,716	-79,367	12,911	60,260	1,264	2,164

Environmental & Public Protection Scrutiny Report
Budget Monitoring as at 31st August 2020 - Main Variances

Division	Working Budget		Forecasted		Aug 2020 Actual Variance for Year £'000	Notes	June 2020 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
Business Support & Performance							
Business Support	-119	-35	-148	-35	-29	Posts budgeted at top of scale but majority are not at the top of scale yet; a few temporary vacant posts during the year.	-30
Operational Training	37	-57	19	-6	33	Overspend due to Covid-19 restrictions and training time allocated to refuse and cleaning departments	30
Departmental - Core	45	0	63	0	18	£8k department's share of the Health and wellbeing co-ordinators' pay costs; £10k efficiency not yet achieved	17
Waste & Environmental Services							
SAB - Sustainable Drainage approval Body Unit	121	-115	120	-33	81	Anticipated income not materialised - Dependent on number of submissions and market buoyancy of development projects	87
Cleansing Service	2,380	-108	2,420	-108	38	Additional cleansing requirements	2
Waste Services	17,071	-1,316	17,384	-1,373	257	£194k additional net cost of resourcing due to social distancing and potential cover for sickness - assumption that 50% of Q3 costs will be not be funded and Q4 costs will not be funded at all; £148k estimated additional blue bag requirements due to: HWRCs closed from March until end of May therefore more kerbside blue bags used, cans and paper removed from community recycling centres resulting in a 35% increase in kerbside dry recycling and increased stock in additional private outlets during Covid-19 lockdown. £70k underspend due to delayed start to the Absorbent Hygiene Products collection service as a result of the pandemic.	124
Highways & Transportation							
Civil Design	1,096	-1,680	1,005	-1,623	-34	Increased income recovery	1
Transport Strategic Planning	396	0	368	0	-28	Project management fees charged to grants	0
Traffic Management	559	-43	761	-296	-52	Net increase in additional Traffic Regulation Orders income against additional planned works (£20k) and net effect of salary savings/recharges to grants of (£32k)	-16
Car Parks	1,997	-3,271	1,666	-2,107	833	Parking fees reintroduced in September: 25% income forecasted for Sept and 50% income Oct to March. WG have reimbursed total Q1 loss of £701k but assumption is that they will only reimburse 50% for Q2 and 50% of net loss for the Q3 & Q4. The proposed efficiency of a modest price increase of 20p per charge band to sustain highways and transport services has been delayed to January 2021.	1,039
Nant y Ci Park & Ride	80	-33	148	-72	29	Increased maintenance costs & reduced income.	30

Environmental & Public Protection Scrutiny Report
Budget Monitoring as at 31st August 2020 - Main Variances

Division	Working Budget		Forecasted		Aug 2020 Actual Variance for Year £'000	Notes	June 2020 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Expenditure £'000	Income £'000			
School Crossing Patrols	121	0	150	0	29	The school crossing patrols section has reviewed all patrols to identify where there is no requirement to provide them according to the National Safety criteria. Vacancies that arise in the sites that do not require school crossing patrols will not be filled as and when they become vacant.	31
Bridge Maintenance	740	0	703	0	-37	Structures Engineer vacant for part year	-26
Street Works and Highway Adoptions	426	-364	425	-382	-20	Additional income from highway adoption agreements	-7
Public Rights Of Way	937	-66	889	-55	-37	Post temporarily vacant	-26
Property							
Property Maintenance Operational	30,380	-31,924	28,634	-29,979	200	£200k Design CHS works – estimated effect of Covid-19 delays and the consequential impact on productivity; The property maintenance estimated effect of Covid-19 has been offset by an increased workload committed for empty properties. An on-going review of the situation is being carried out by divisional management, with a view to quantifying the potential knock-on effect on the remainder of the financial year.	718
Public Protection							
PP Business Support unit	111	0	90	0	-22	Vacant posts	-17
Public Health	283	-14	289	-4	17	Underachievement of Fees and costs recoverable. Overspent on Premises Maintenance.	2
Air Pollution	126	-35	123	-18	14	Underachievement of licensing income.	16
Animal Safety	158	0	122	0	-36	Vacant posts.	-23
Licensing	350	-330	338	-292	26	Underachievement of licensing income.	6
Diseases	494	-38	466	-41	-31	Underspent on agency costs and staff travelling costs.	8
Financial Investigator	32	-271	133	-334	38	Underachievement of casework income due to courts not being open.	0
Other Variances					-21		199
Grand Total					1,264		2,164

Environmental & Public Protection Scrutiny Report
Budget Monitoring as at 31st August 2020 - Detail Variances

Division	Working Budget				Forecasted				Aug 2020	Notes	June 2020
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Actual Variance for Year £'000		Forecasted Variance for Year £'000
Business Support & Performance											
Emergency Planning	74	0	12	87	68	0	12	81	-6		1
Business Support	-119	-35	154	0	-148	-35	154	-29	-29	Posts budgeted at top of scale but majority are not at the top of scale yet; a few temporary vacant posts during the year.	-30
Operational Training	37	-57	19	0	19	-6	19	33	33	Overspend due to Covid-19 restrictions and training time allocated to refuse and cleaning departments	30
Departmental - Core	45	0	-45	0	63	0	-45	18	18	£8k department's share of the Health and wellbeing co-ordinators' pay costs; £10k efficiency not yet achieved	17
Departmental - Policy	8	0	-8	0	8	0	-8	-1	-1		-1
Dyfed Powys LRF Covid 19 Support 2020/21 Grant	0	0	0	0	120	-120	0	0	0		0
Rechargeable Works	0	0	0	0	4	-4	0	0	0		0
Business Support & Performance Total	46	-92	132	87	133	-164	132	101	15		17
Waste & Environmental Services											
Waste & Environmental Services Unit	-31	0	31	0	-31	-0	31	0	0		0
Flood Defence & Land Drainage	535	-0	50	585	535	-1	50	585	0		-17
WG-Flood & Coastal Erosion Risk Management Revenue Grant	105	-105	0	0	105	-105	0	0	0		-0
SAB - Sustainable Drainage approval Body Unit	121	-115	0	6	120	-33	0	87	81	Anticipated income not materialised - Dependent on number of submissions and market buoyancy of development projects	87
Environmental Enforcement	555	-18	75	612	548	-13	75	610	-2		1
Ammanford Cemetery	26	-8	0	18	21	-11	0	10	-9		-5
Child Burial & Cremation Grant Scheme	0	0	0	0	0	0	0	0	0		0
Public Conveniences	376	-9	43	410	369	-7	43	405	-6		0
Cleansing Service	2,380	-108	103	2,375	2,420	-108	103	2,414	38	Additional cleansing requirements	2
										£194k additional net cost of resourcing due to social distancing and potential cover for sickness - assumption that 50% of Q3 costs will be not be funded and Q4 costs will not be funded at all; £148k estimated additional blue bag requirements due to: HWRCs closed from March until end of May therefore more kerbside blue bags used, cans and paper removed from community recycling centres resulting in a 35% increase in kerbside dry recycling and increased stock in additional private outlets during Covid-19 lockdown. £70k underspend due to delayed start to the Absorbent Hygiene Products collection service as a result of the pandemic.	124
Waste Services	17,071	-1,316	827	16,581	17,384	-1,373	827	16,837	257		124
Green Waste Collection	533	-336	1	198	561	-370	1	191	-6		0
COVID-19	0	0	0	0	4,378	-4,378	0	-0	-0	Assumption made that all PPE will be covered by WG	225
ESD Revenue grant - Local Env Quality	0	0	0	0	0	0	0	0	0		0
Grounds Maintenance Service and urban parks	3,665	-2,456	247	1,456	3,683	-2,466	247	1,464	8		-1
Closed Landfill Sites	255	0	2	257	252	0	2	254	-3		-0
Landfill sites	0	0	0	0	6	0	0	6	6		5
Coastal Protection	60	0	1	61	60	0	1	61	0		0
GT Caru Cymru	0	0	0	0	0	0	0	0	0		0
Waste & Environmental Services Total	25,651	-4,471	1,380	22,560	30,410	-8,865	1,380	22,925	366		422

Environmental & Public Protection Scrutiny Report
Budget Monitoring as at 31st August 2020 - Detail Variances

Division	Working Budget				Forecasted				Aug 2020 Actual Variance for Year £'000	Notes	June 2020 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000			
Highways & Transportation											
Departmental - Transport	-0	0	-23	-23	-0	0	-23	-23	-0		0
Departmental Pooled Vehicles	0	0	6	6	5	0	6	11	5		0
Engineering Sub-Contractors	0	0	0	0	5	-5	0	0	0		-0
Sec 278 HT Agreements	0	0	0	0	122	-122	0	0	0		0
Civil Design	1,096	-1,680	124	-460	1,005	-1,623	124	-494	-34	Increased income recovery	1
Transport Strategic Planning	396	0	55	452	368	0	55	423	-28	Project management fees charged to grants	0
Fleet Management	6,474	-7,989	1,832	317	6,381	-7,896	1,832	317	-0		-0
Passenger Transport	4,941	-3,257	249	1,932	4,951	-3,268	249	1,932	-0	It is assumed that any additional costs are to be covered by WG. However budgets are volatile over the coming months.	0
School Transport	11,413	-1,119	141	10,434	11,454	-1,160	141	10,434	0	It is assumed that any additional costs are to be covered by WG. However budgets are volatile over the coming months. We are seeing increases in demand for school transport and full impact will not be know until October.	0
Traffic Management	559	-43	84	601	761	-296	84	549	-52	Net increase in additional Traffic Regulation Orders income against additional planned works (£20k) and net effect of salary savings/recharges to grants of (£32k)	-16
Car Parks	1,997	-3,271	165	-1,109	1,666	-2,107	165	-276	833	Parking fees reintroduced in September: 25% income forecasted for Sept and 50% income Oct to March. WG have reimbursed total Q1 loss of £701k but assumption is that they will only reimburse 50% for Q2 and 50% of net loss for the Q3 & Q4. The proposed efficiency of a modest price increase of 20p per charge band to sustain highways and transport services has been delayed to January 2021.	1,039
Nant y Ci Park & Ride	80	-33	1	48	148	-72	1	77	29	Increased maintenance costs & reduced income.	30
Flooding Oct 2018 - Environment	0	0	0	0	169	-169	0	-0	-0		0
Road Safety Revenue Grant	71	-66	0	4	76	-66	0	10	6		9
Road Safety	184	-30	37	192	145	0	37	183	-9		-15
School Crossing Patrols	121	0	3	124	150	0	3	153	29	The school crossing patrols section has reviewed all patrols to identify where there is no requirement to provide them according to the National Safety criteria. Vacancies that arise in the sites that do not require school crossing patrols will not be filled as and when they become vacant.	31
Bridge Maintenance	740	0	21	761	703	0	21	724	-37	Structures Engineer vacant for part year	-26
Remedial Earthworks	329	0	2	330	329	0	2	330	0		-0
Street Works and Highway Adoptions	426	-364	35	97	425	-382	35	77	-20	Additional income from highway adoption agreements	-7
Technical Surveys	444	0	33	477	438	0	33	471	-6		-6
Highway Maintenance	11,269	-3,982	818	8,106	11,716	-4,429	818	8,106	0		0
Capital Charges	0	0	6,509	6,509	0	0	6,509	6,509	-0		-0
Western Area Works Partnership	8,114	-8,111	106	109	6,171	-6,168	106	109	0		0
Highway Lighting	2,446	-1,213	86	1,318	2,199	-967	86	1,318	-0		0
Public Rights Of Way	937	-66	114	985	889	-55	114	948	-37	Post temporarily vacant	-26
GT Bycabus WG 2019-20 funding	351	-350	0	1	388	-387	0	1	-0		0
Highways & Transportation Total	52,387	-31,575	10,399	31,211	50,663	-29,173	10,399	31,889	678		1,016

Environmental & Public Protection Scrutiny Report
Budget Monitoring as at 31st August 2020 - Detail Variances

Division	Working Budget				Forecasted				Aug 2020 Actual Variance for Year £'000	Notes	June 2020 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000			
Property											
Property Division Business Unit	141	0	22	163	140	0	22	163	-0		-0
Property Maintenance Business Unit	2,011	-1,726	-555	-270	2,879	-2,594	-555	-270	0		0
Property Maintenance Operational	30,380	-31,924	525	-1,019	28,634	-29,979	525	-820	200	£200k Design CHS works – estimated effect of Covid-19 delays and the consequential impact on productivity; The property maintenance estimated effect of Covid-19 has been offset by an increased workload committed for empty properties. An on-going review of the situation is being carried out by divisional management, with a view to quantifying the potential knock-on effect on the remainder of the financial year.	718
Temporary Mortuaries - COVID-19	0	0	0	0	108	-108	0	0	0	It is assumed that all expenditure will be funded by WG	-0
Property Maintenance - Notional Allocation	2,598	0	13	2,610	2,598	0	13	2,610	-0		-0
Mechanical and Electrical Schools & other LEA SLA	341	-340	0	1	411	-410	0	1	-0		-0
Pumping Stations	42	0	0	42	42	0	0	42	0		0
Property Design - Business Unit	2,762	-3,045	205	-78	2,319	-2,603	205	-78	-0		-4
Design & Professional Services Frameworks	0	0	0	0	252	-253	0	-0	-0		0
Facilities Management - Building Cleaning	4,143	-3,751	193	585	4,587	-4,195	193	585	-0	It is assumed that all additional expenditure will be funded by WG	0
Facilities Management - Corporate Buildings	388	0	61	449	400	0	61	461	12		3
Property Total	42,805	-40,787	465	2,483	42,370	-40,141	465	2,693	211		717
Public Protection											
PP Management support	142	-8	69	203	133	-8	69	194	-9		-6
PP Business Support unit	111	0	5	117	90	0	5	95	-22	Vacant posts	-17
Public Health	283	-14	45	314	289	-4	45	330	17	Underachievement of Fees and costs recoverable. Overspent on Premises Maintenance.	2
Noise Control	214	0	12	226	213	-1	12	225	-1		-0
Air Pollution	126	-35	6	97	123	-18	6	111	14	Underachievement of licensing income.	16
Other Pollution	28	0	2	30	28	0	2	30	0		0
Water - Drinking Quality	46	-4	3	44	43	0	3	46	2		0
Stray Horses	5	0	0	5	4	0	0	4	-2		0
Animal Welfare	82	-83	6	5	60	-68	6	-1	-6		0
Diseases Of Animals	50	-39	2	13	48	-38	2	12	-1		-1
Dog Wardens	99	-29	55	125	85	-12	55	127	2		8
Animal Safety	158	0	12	170	122	0	12	134	-36	Vacant posts.	-23
Public Health Services Management	109	-110	101	100	107	-110	101	98	-2		1
Licensing	350	-330	95	114	338	-292	95	141	26	Underachievement of licensing income.	6
Food Safety & Communicable Diseases	494	-38	24	480	466	-41	24	448	-31	Underspent on agency costs and staff travelling costs.	8
Occupational Health	134	-2	7	140	133	-1	7	140	0		2
Trading Standards Services Management	89	-38	51	102	93	-34	51	110	9		-0
Metology	124	-15	6	115	117	-5	6	118	2		2
Safeguarding, Licensing & Financial Investigation	91	0	5	96	85	0	5	90	-6		-2
Civil Law	233	-2	15	245	231	-2	15	243	-2		2
Fair Trading	146	-65	6	87	136	-46	6	96	9		1

Environmental & Public Protection Scrutiny Report
Budget Monitoring as at 31st August 2020 - Detail Variances

Division	Working Budget				Forecasted				Aug 2020 Actual Variance for Year £'000	Notes	June 2020 Forecasted Variance for Year £'000
	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000	Expenditure £'000	Income £'000	Net non- controllable £'000	Net £'000			
Safety	69	-10	3	63	63	-10	3	57	-6		-6
Financial Investigator	32	-271	3	-236	133	-334	3	-198	38	Underachievement of casework income due to courts not being open.	-0
Public Protection Total	3,214	-1,094	535	2,655	3,140	-1,024	535	2,651	-4		-7
TOTAL FOR ENVIRONMENTAL AND PUBLIC PROTECTION	124,103	-78,018	12,911	58,996	126,716	-79,367	12,911	60,260	1,264		2,164

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APPENDIX D

Capital Programme 2020/21							Variance for Year £'000	Comment
Capital Budget Monitoring - Report for August 2020 - Main Variances								
	Working Budget			Forecasted				
DEPARTMENT/SCHEMES	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000		
ENVIRONMENT	27,843	-13,464	14,379	28,354	-17,267	11,087	0	
Infrastructure and Fleet	20,337	-13,464	6,873	19,892	-14,328	5,564	-1,309	Main variance is Towy Valley Path - delays in land acquisition.
Property	7,507	0	7,507	8,464	-2,940	5,524	-1,983	This variance is because of a 50% commitment against Capital Maintenance budget owing to Covid-19 restrictions.
TOTAL	27,843	-13,464	14,379	28,355	-17,267	11,088	-3,291	

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Environment - Infrastructure and Fleet

APPENDIX E

Capital Budget Monitoring - Scrutiny Report for August 2020

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Countryside Recreation & Access	Ongoing	187	-74	113	187	-74	113
Byways Programme	Ongoing	16	0	16	16	0	16
Rights of Way Improvements Programme	Ongoing	97	0	97	97	0	97
AIG - Access Improvement Grant 2020-21	Mar '21	74	-74	0	74	-74	0
Coastal Protection & Flood Defence Works		528	-372	156	711	-530	181
Coastal Defence	Ongoing	49	0	49	0	0	0
Flood Defence Works	Mar '21	0	0	0	232	-158	74
Small Scale Works Grant 2020/01 (Flood Defence)	Mar '21	438	-372	66	438	-372	66
Trostre FRM (Flood Risk Management)	Mar '21	41	0	41	41	0	41
Fleet Replacement	Ongoing	408	-42	366	408	-42	366
Fleet Replacement	Ongoing	366	0	366	366	0	366
McConnel - Model: RC56 with Omega Mulching Head	Complete	42	-42	0	42	-42	0
Technical		71	0	71	21	0	21
Murray Street Car Park, Llanelli - Exp	Ongoing	71	0	71	21	0	21
Bridge Strengthening & Replacement	Ongoing	1,132	0	1,132	1,132	0	1,132
Road Safety Improvement Schemes		546	0	546	490	0	490
Road Safety Improvement Schemes	Ongoing	546	0	546	488	0	488
C2134 Tycroes	Complete	0	0	0	2	0	2
Highways Infrastructure		2,175	-1,500	675	2,175	-1,500	675
Major Structural Highway Improvements	Ongoing	2,175	-1,500	675	2,175	-1,500	675
Integrated Waste Strategy		925	0	925	814	-39	775
Pen Coed Landfill - Culvert	Mar '21	193	0	193	193	0	193
Absorbent Hygiene Product (AHP) Collection	Ongoing	453	0	453	303	0	303
Loan to Cwm Environmental (Long Term Debtor)	Complete	279	0	279	279	0	279
Circular Economy Grant - Bulky Waste Collection & Recycling	Sept '20	0	0	0	39	-39	0

Variance	Comment
0	
0	
0	
0	
25	
-49	Project at inception stage.
74	85% WG Grant 15% Flood Defence Revenue.
0	
0	Funded by revenue contribution.
0	
0	
0	
-50	
-50	Balance to Slip to 2021/22
0	
-56	Offsets variances in other areas.
-58	
2	
0	
0	
-150	
0	Funded from reserves.
-150	Balance to Slip to 2021/22.
0	
0	

Environment - Infrastructure and Fleet

APPENDIX E

Capital Budget Monitoring - Scrutiny Report for August 2020

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Road Safety Projects		850	-850	0	887	-850	37
Road Safety Grants 2018-19 Projects	Complete	0	0	0	11	0	11
Road Safety Grants 2019-20 Projects	Complete	216	-216	0	242	-216	26
Road Safety Capital Grant 2020/21	Mar '21	634	-634	0	634	-634	0
Junction Improvements	Ongoing	1,299	-1,004	295	1,299	-1,004	295
A4138 Hendy Link Road	Ongoing	175	0	175	175	0	175
Highway Junction Improvements / Signal Upgrades	Ongoing	91	0	91	91	0	91
Llanelli Urban and Coastal Belt Network Improvements	Ongoing	1,004	-1,004	0	1,004	-1,004	0
Access To Pembrey Country Park		29	0	29	29	0	29
Ammanford Highway Infrastructure	Ongoing	162	0	162	162	0	162
Ammanford Economic Regeneration Highway Infrastructure	Ongoing	162	0	162	162	0	162
Walking & Cycling		2,129	-2,029	100	2,146	-2,046	101
Active Travel Designs	Ongoing	0	0	0	138	-17	122
Carmarthenshire Walking & Cycling Linkages - (ATF)	Ongoing	100	0	100	54	0	54
Core ATF allocation	Ongoing	494	-494	0	363	-494	-131
Llanelli Masterplan	Ongoing	1,287	-1,287	0	1,287	-1,287	0
Cross Hands to Ammanford	Ongoing	98	-98	0	98	-98	0
Cwmman	complete	0	0	0	56	0	56
Carmarthen Masterplan	Ongoing	150	-150	0	150	-150	0
Cross Hands ELR	Ongoing	2,329	-1,800	529	2,329	-1,800	529
Cross Hands Economic Link Road Phase 2	Ongoing	2,329	-1,800	529	2,329	-1,800	529
Public Transport Infrastructure		133	-125	8	133	-125	8
Llanelli Rail Station	Ongoing	8	0	8	8	0	8
Strategic Public Transport Corridors (LTNF)	Mar '21	125	-125	0	125	-125	0

Variance	Comment
37	
11	
26	
0	
0	
0	
0	
0	
0	Funded from reserves.
0	
0	
0	
122	
-46	
-131	
0	
0	
56	
0	
0	
0	
0	
0	
0	
0	
0	
8	
0	
0	

Environment - Infrastructure and Fleet

APPENDIX E

Capital Budget Monitoring - Scrutiny Report for August 2020

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Towy Valley Path		1,605	0	1,605	468	0	468
Towy Valley Path - Abergwili to Nantgaredig	Ongoing	1,265	0	1,265	46	0	46
Towy Valley Path - Nantgaredig to Ffairfach	Ongoing	340	0	340	309	0	309
Towy Valley Path - W4A	Ongoing	0	0	0	113	0	113
Carmarthen Western Link Road		184	0	184	684	-500	184
Carmarthen Western Link Road (2015 Onwards)	Complete	184	0	184	684	-500	184
SRIC - Safe Routes in Communities		619	-614	6	770	-765	5
SRIC - Llanelli West Phase 2 - 2019/20	Complete	5	0	5	156	-151	5
SRIC (2020/21) - Llwynhendy	Mar '21	190	-190	1	190	-190	0
SRIC (2020/21) - Ammanford and Betws - Year 2	Mar '21	424	-424	0	424	-424	0
Electric Vehicle Infrastructure		395	-395	0	416	-395	22
Electric Vehicle Charging Infrastructure (Phase 1)	Jan '21	25	-25	0	46	-25	22
ULEVT - Ultra Low Emission Vehicle Transformation Fund	Mar '21	370	-370	0	370	-370	0
Storm Callum Projects		1,592	-1,592	0	1,592	-1,592	0
Storm Callum - A484 Schemes	Mar '21	1,208	-1,208	0	1,208	-1,208	0
Storm Callum - Towy Riverside footpath - Carmarthen	Mar '21	384	-384	0	384	-384	0
LSTCR - Local Sustainable Transport Covid	Mar '21	1,732	-1,732	0	1,732	-1,732	0
LSTCR (2020/21)- Local Sustainable Transport Covid Response	Mar '21	1,732	-1,732	0	1,732	-1,732	0
RRF - Resilient Roads Fund		1,336	-1,336	0	1,336	-1,336	0
RRF - Resilient Roads in Severe Weather	Mar '21	936	-936	0	936	-936	0
RRF - Strategic Bus Corridor Infrastructure	Mar '21	400	-400	0	400	-400	0
NET BUDGET		20,337	-13,464	6,873	19,892	-14,328	5,563

Variance	Comment
-1,137	Delays with land acquisition.
-1,219	
-31	
113	
0	
0	Current projected expenditure is for Part1 claims.
0	
0	
0	
22	
22	Need to ID funding. Speaking to WG about additional grant.
0	
0	
0	
0	
0	
0	
0	
0	
-1,309	Mainly delays on the Towy Valley Path.

Environment - Property

Capital Budget Monitoring - Scrutiny Report for August 2020

APPENDIX E

Scheme	Target Date for Completion	Working Budget			Forecasted		
		Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
Capital maintenance	Ongoing	4,223	0	4,223	2,240	0	2,240
Agile Working / New ways of Working	Ongoing	171	0	171	171	0	171
Covid-19 - Field Hospitals		0	0	0	2,940	-2,940	0
County Hall Works	Ongoing	750	0	750	750	0	750
Changing Places	Mar '21	25	0	25	25	0	25
ReFit Cymru	Mar '21	2,338	0	2,338	2,338	0	2,338
NET BUDGET		7,507	0	7,507	8,464	-2,940	5,524

Variance	Comment
-1,983	Delays because of Covid-19.
0	Continuing as New Ways of Working.
0	
0	
0	
0	
0	
-1,983	Mainly delays because of Covid-19 on capital maintenance.

2020/21 Savings Monitoring Report
Environmental & Public Protection Scrutiny Committee
24th November 2020

1 Summary position as at : 31st August 2020

£463 k variance from delivery target

	2020/21 Savings monitoring		
	2020/21	2020/21	2020/21
	Target	Delivered	Variance
	£'000	£'000	£'000
Community Services	195	95	100
Environment	1,120	757	363
	1,315	852	463

2 Analysis of delivery against target for managerial and policy decisions:

Managerial
Policy

£463 k Off delivery target
£0 k ahead of target

	MANAGERIAL			POLICY		
	2020/21	2020/21	2020/21	2020/21	2020/21	2020/21
	Target	Delivered	Variance	Target	Delivered	Variance
	£'000	£'000	£'000	£'000	£'000	£'000
Community Services	195	95	100	0	0	0
Environment	981	618	363	139	139	0
	1,176	713	463	139	139	0

3 Appendix F (i) : Savings proposals not on target

Appendix F (ii) : Savings proposals on target (for information)

Department	2019/20 Budget	FACT FILE	2020/21 Proposed	2020/21 Delivered	2020/21 Variance	EFFICIENCY DESCRIPTION	REASON FOR VARIANCE
	£'000		£'000	£'000	£'000		
Managerial - off Target							
Community Services							
Homes & Safer Communities							
Financial Investigator	-136	A financial investigation team has been set up to investigate illegal trading activity across the County, including on-line. Where illegal activity has been proved through the Court system we also implement the Proceeds of Crime legislation (POCA) that means we any profits that are made from this illegal activity are returned to a variety of statutory agencies. Any individual who has lost out can also be reimbursed.	100	0	100	Additional income as a result of pro-active work carried out by our newly created Financial Investigation Unit.	Likely to be delayed due to operational and court related issues
Total Homes & Safer Communities			100	0	100		
Community Services Total			100	0	100		
Environment							
Departmental efficiency	departmental budget		10	0	10	Review of staff job profiles to ensure they reflect job duties.	Review has been completed but due to the current circumstances, any action has been deferred to 2021/22
Business Support and Performance							
Business Support review	1,696	A further review of the departmental business support function will be undertaken during the next 3 years but this is dependent on system developments to enable more efficient processes.	22	0	22	Further realignment of the Business support team - all dependent on system developments to enable more efficient processes.	A delay in system developments has resulted in this efficiency not being met in 2020/21
Total Business Support and Performance			22	0	22		
Highways & Transport							
Parking Services	-1,162	The County Council provides off street car parking facilities in towns and villages to support the expeditious movement of traffic to enable town centres to function. Parking supports these wider transport policy objectives and enables the authority to maintain highway and public transport services. There are 57 car parks across the county.	167	42	125	Increase Parking Charges - Parking charges have been frozen for five years. Maintenance costs and general costs continue to rise. It is proposed to introduce a modest price increase of 20p per charge band to sustain highways and transport services.	Parking income is vulnerable due to economic impact of Covid-19, we can anticipate that income will reduce for the next 12 months. EB has deferred the increase in charges that were due to be implemented on 01/04/2020 to 01/01/2021. The charges will increase as approved but income will fall overall.
Parking Services	as above	-----"	100	37	63	Cease gritting of Car Parks - there is no statutory obligation to grit car parks. Given the constraint on resources the Authority will be unable to continue with this service. However, the Authority will continue to grit in surgery car parks.	Net effect of service removal is being re-evaluated, reducing the amount achievable to circa £37k. A route review of car park gritting is under way the £37k will be a rationalisation of routes to save salt costs, fuel costs and driver time, it may not release a full vehicle and as it's a recharge from highways to parking it's the net reduction in cost. There is also a possibility that this service may need to be extended to field hospitals and other new demand sites.
Road Safety	178	The Road Safety unit is responsible for delivery of road safety initiatives to meet road casualty reduction targets. The unit has responsibility for road safety education, training and publicity, the School crossing patrol service, national driver improvement schemes and road safety outside schools.	30	0	30	Road Safety Innovation - the service will develop income streams and sponsorship.	This may be achievable in 2020/21 but subject to service review
Total Highways & Transport division			297	79	218		
Waste & Environmental Services							
Bring Sites	363	Bring sites are located across the County to provide recycling facilities within communities.. They currently cater for glass, paper and cans in the main.	8	0	8	Rationalisation of current Community Bring Sites at Llandovery	Delay in implementation due to legal agreement. Estimated it will slip by 24 months
Cleansing	2,283	The County Council maintain over 3,500km of roads throughout the County. The Cleansing Service provides for the sweeping and de-littering of streets and footways. The service includes mechanical sweeping of highways, footways and pedestrianised town centre areas, hand litter picking and emptying bins, chewing gum removal, graffiti and illegal poster removal, clearing up illegal dumping of rubbish and dog mess. On average the County Council removes around 40 tonnes of litter every week, the equivalent of 5 elephants.	55	0	55	Phased rationalisation of plant (sweepers) and labour (agency), dependent of outcome of cleansing review.	Due to the current pressures on the Waste & Cleansing services, this is not achievable in 2020/21.
Bin removal on Trunk Road	as above	-----"	35	0	35	Removal of bins on the trunk road network. Savings in servicing requirements.	Delayed due to Covid-19; agency staff would need to be off-hired to achieve this. Currently staff need to be retained.
Grounds maintenance - Reduced sub-contractor work	as above	The Grounds Maintenance Section incorporates the direct responsibility of managing and maintaining parks and playgrounds, inland water areas and a large number of public open spaces within Carmarthenshire. It also maintains grounds for many other departments of the County Council such as Social Care and Housing, Cultural Services, Education and many individual schools. The Section also has numerous external clients such as Town and Community Councils and private sports clubs.	15	0	15	Reduce the reliance on sub-contractors through greater internal efficiencies.	Not achievable under Covid-19 conditions due to the need to have resource to deploy elsewhere within the Division.
Total Waste & Environmental Services division			113	0	113		
Environment Total			442	79	363		

Policy - off Target

NOTHING TO REPORT

Department	2019/20 Budget	FACT FILE	2020/21 Proposed	2020/21 Delivered	2020/21 Variance	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	

Managerial - on Target

Community Services

Homes & Safer Communities

Trading Standards	80	Trading Standards offers a range of services around business and consumer affairs e.g. consumer/business advice and illegal trading.	30	30	0	One off reduction in legal fees contingency (Trading Standards)
Divisional wide		Homes and Safer Communities provide a range of services in relation to Housing, Environmental Protection, Business and Consumer Affairs, Residential Care, Housing Options and Tenancy Support and Community Engagement.	25	25	0	5% reduction in travelling expenses across the Division through smarter and more agile working
Divisional wide		Homes and Safer Communities provide a range of services in relation to Housing, Environmental Protection, Business and Consumer Affairs, Residential Care, Housing Options and Tenancy Support and Community Engagement.	40	40	0	Not apply 2% validation across Homes & Safer Communities
Total Homes & Safer Communities			95	95	0	

Community Services Total

95 95 0

Environment

Highways & Transport

Highways - Public Lighting	1,065	The County Council provides and maintains Street Lighting to help facilitate the safe movement of goods and people. There are over 19,700 columns across the highway network with a further 800 units located on industrial estates and car parks. The street lighting network is currently being modernised via a 3 year investment plan with LED lamps replacing the previous Sodium lamps.	30	30	0	Remove Public Lighting Night Patrol - The upgrade of Street Lights to LED lighting reduces the risk of lamp failure. The proposals is to cease the night patrol for checking of street lamps.
Highways - operational	525	The County Council maintains 3,371 km of highway in Carmarthenshire. It is the second largest length of highway network in Wales. The Authority has a statutory duty to maintain the network to a safe standard to facilitate the safe movement of goods and people. Over fifty five percent of the Gross Expenditure relates to supplies and services.	70	70	0	Highways - Reduce Mechanical Plant Hire - Savings will be generated from improved plant utilisation and changes to the type and use of plant hired in, reducing costs for service delivery.
Highways - Mechanical road sweeping	254	-----"	93	93	0	Cease routine Mechanical Sweeping - the routine highways sweeping function will cease and only be provided on a reactive basis to cover emergency spills affecting the safety of the highway.
Highways	261	Suite of road condition surveys - skid resistance, deflectograph and road profile.	8	8	0	Remove technical surveys on unclassified roads. Unclassified roads are not included in the national performance indicator. These roads will be monitored through routine inspection.
Public Rights of Way	405	The Countryside Access Team has responsibility for the Definitive Map and Statement of Public Rights of Way in Carmarthenshire which is the conclusive legal record. Public Rights of Way include footpaths, bridleways, restricted byways and byways open to all traffic. There are urban and semi-urban routes in towns and villages but much of the 1,500 mile network is out in the countryside crossing fields, farmland and open country. It's a fantastic leisure and recreational resource for the people of Carmarthenshire and visitors to the County with the Wales Coast Path and numerous other walking/riding and cycling routes on offer. Enforcement and legal issues associated with the implementation of the Rights of way Improvement plan.	2	2	0	PRoW Increase income from Path Orders - the service has targeted an increase in the number of Path Orders it processes to raise income.
Total Highways & Transport division			203	203	0	

Property

Property Maintenance	2,599	This division is responsible for the day-to-day and long term repairs & maintenance of the council's estates including schools, administrative buildings, depots etc.	56	56	0	Over 98% of the budget for the Property Division comprises the Revenue Maintenance Budget. Efficiencies are proposed to be met through reducing expenditure on revenue maintenance across the Council's buildings following disposal of some properties and previous capital improvements undertaken to others. We are also aiming to make savings through new procurement arrangements and seeking to in-source areas of work where it is more cost effective than using external contractors or consultants.
Total Property division			56	56	0	

Department	2019/20 Budget	FACT FILE	2020/21 Proposed	2020/21 Delivered	2020/21 Variance	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	
Waste & Environmental Services						
Reduction Black bag waste	6,478	Targeted campaigns to reduce waste and increase the awareness and use of all recycling schemes/initiatives. It is anticipated that this will result in the diversion of waste from the residual waste stream to the recycling waste stream, thereby realising savings due to the differential in the treatment costs as set out.	35	35	0	Anticipated savings due to differential in gate fee between blue bag and black bag treatment as a result of proposed kerbside black bag restrictions.
Closed landfill Sites	236	We currently manage the ongoing aftercare at two former refuse landfill sites - Nantycaws (Phase 1) in Carmarthen and Wern Ddu in Ammanford. This includes dealing with leachate from the landfill sites and ensuring the adequacy and functionality of the infrastructure, including drainage systems.	5	5	0	Reduction in general routine maintenance of closed landfill sites within statutory responsibilities.
Public Conveniences	559	Operation and maintenance of Public Conveniences	200	200	0	Anticipated saving on current Danfo contract for the operation and cleansing of the 9 Superloos in the County. New contract prices awaited.
Grounds Maintenance	1,210	The Grounds Maintenance Section incorporates the direct responsibility of managing and maintaining parks and playgrounds, inland water areas and a large number of public open spaces within Carmarthenshire. It also maintains grounds for many other departments of the County Council such as Social Care and Housing, Cultural Services, Education and many individual schools. The Section also has numerous external clients such as Town and Community Councils and private sports clubs.	8	8	0	Cease planting of spring bedding at Parc Howard. Potential for interest groups if they would wish to undertake the planting at their cost.
Grounds Maintenance - Materials	as above	-----"-----	10	10	0	Efficiency through more economic use of materials used in undertaking maintenance activity.
Coastal protection	81	Design and maintenance of Coastal Protection Schemes.	22	22	0	Reduction in budget to deal with blocked culverts and small scale repairs and cleaning work.
Total Waste & Environmental Services division			280	280	0	
Environment Total			539	539	0	

Department	2019/20 Budget	FACT FILE	2020/21 Proposed	2020/21 Delivered	2020/21 Variance	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	
Policy - on Target						
Environment						
Highways & Transport						
Highways - Eastgate Roundabout Planting	19	Grounds Maintenance Unit undertake maintenance of the roundabout at Eastgate in Llanelli. The roundabout will be planted with both spring and summer bedding plants annually. Maintenance will also include weeding of the flower beds	19	19	0	Highways Eastgate Roundabout Planting. Eastgate roundabout is planted with flowers every year. The service will explore options with outside organisations to fund the work. If this is unsuccessful, flower planting will cease.
Highways - Amenity Grass Cutting	36	Amenity grass cutting is undertaken on urban 30/40 mph speed roads inside towns and villages and is not undertaken on rural class roads or high speed roads. This type of cutting regime which utilises sit on or push along mowers results in a finer cut compared to the rural verge mowing operation which uses tractor mounted flail mowers. Unlike the verge mowing operation which is undertaken for safety purposes once per year, amenity grass cutting is undertaken 4 No. times throughout the summer season.	36	36	0	Highways Amenity Grass Cutting - grass cutting is undertaken for highway verges around major towns. The service will explore options with outside organisations. If this is unsuccessful the amenity grass cutting service will cease.
Total Highways & Transport division			55	55	0	
Waste & Environmental Services						
Household Waste recycling centres	included in total waste services budget	There are currently four HWRCs located across the County that serve all communities. The HWRCs are open 7 days a week. The waste recycled at the sites account for a significant proportion of Carmarthenshire's overall recycling performance.	54	54	0	The Llangadog HWRC facility closed in March 2017. Part of the original budget associated with this facility has already been offered as a saving previously. The saving identified at this stage is the balance of the budget held, taking account of the mitigating measures/additional waste amnesty events for the Llandovery area.
Cessation of support to Age Cymru	20	Age Cymru provides a glass collection facility to all their members. Currently this is used by 57 households who might not be able to recycle their glass without this service.	20	20	0	Cessation of support to Age Cymru for glass collections in the community serving 57 clients. Service is very limited and expensive at £350 per client per annum. Reviewing options for glass collection for all households.
Park keeping at Parc Howard	1,210	The Grounds Maintenance Section incorporates the direct responsibility of managing and maintaining parks and playgrounds, inland water areas and a large number of public open spaces within Carmarthenshire. It also maintains grounds for many other departments of the County Council such as Social Care and Housing, Cultural Services, Education and many individual schools. The Section also has numerous external clients such as Town and Community Councils and private sports clubs.	10	10	0	Cease formal evening presence at Parc Howard resulting in main pedestrian gate being left open at all times.
Total Waste & Environmental Services division			84	84	0	
Environment Total			139	139	0	

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ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER, 2020

ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE ANNUAL REPORT 2019/20

To consider and comment on the following issues:

That members consider and approve the Environmental and Public Protection Scrutiny Committee's annual report for the 2019/20 municipal year.

Reasons:

The Council's Constitution requires Scrutiny Committees to report annually on their work.

To be referred to the Executive Board / Council for decision: NO

Chair – Councillor J. James

Directorate

Chief Executive's

Name of Head of Service:

Linda Rees-Jones

Designations:

Head of Administration & Law

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ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER 2020

ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE ANNUAL REPORT 2019/20

The attached report has been prepared in order to comply with Article 6.2 of the County Council's Constitution which states that a scrutiny committee must:

"Prepare an annual report giving an account of the Committee's activities over the previous year."

The report provides an overview of the workings of the Environmental and Public Protection Scrutiny Committee during the 2019/20 municipal year and includes information on the following topics:

- Overview of the work of the Committee in 2019/20
- Scrutiny Committee Activity
- Committee's Future Work
- Committee Member Attendance

DETAILED REPORT ATTACHED ?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Linda Rees-Jones Head of Administration & Law

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	NONE	NONE	NONE	NONE	NONE

1. Policy, Crime & Disorder and Equalities –
In line with requirements of the County Council's Constitution.

2. Legal -
In line with requirements of the County Council's Constitution.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Linda Rees-Jones Head of Administration & Law

- 1. Local Member(s) - N/A
- 2. Community / Town Council - N/A
- 3. Relevant Partners - N/A
- 4. Staff Side Representatives and other Organisations - N/A

EXECUTIVE BOARD PORTFOLIO HOLDER(S) AWARE/CONSULTED	NO
--	----

Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:

THESE ARE DETAILED BELOW

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Environmental and Public Protection Scrutiny Committee Reports and Minutes		Meetings from September 2015 onwards: http://democracy.carmarthenshire.gov.wales/ieListMeetings.aspx?Committeeld=169

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Environmental and Public Protection Scrutiny Committee

Annual Report

2019 - 2020

Scrutiny
in Carmarthenshire



carmarthenshire.gov.uk

Cyngor **Sir Gâr**
Carmarthenshire
County Council



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Chair's Foreword

As the Chair of this Committee, I am pleased to present this Annual Report of the Environmental and Public Protection Scrutiny Committee covering the period May 2019 to April 2020.

Whilst very busy, 2019/20 has been a very interesting and rewarding year. I would like to thank all of the Committee Members for their involvement and the contribution they made to the meetings and also the work and support of my Vice Chair, Councillor Aled Vaughan-Owen.



The topics included within our Forward Work Programme up to February 2020 were scrutinised in depth with all members being involved in the process and achieving the outcomes as set out in this report.

I would like to thank the officers and Executive Board Members for their support and hard work in facilitating the Scrutiny process. I am grateful to them for taking the time to provide us with information and for being so constructive in their sessions with us. I am sure that the same dedication will be shown to enable us to scrutinise the work of the Council and external partners during the year ahead.

Through scrutiny, the Committee had been active in recognising matters that are of concern to the residents of Carmarthenshire by challenging the Welsh Government on investments and environmental issues. Early in the year, the Committee commissioned a Task and Finish group to undertake a review on a scheme developed by Carmarthenshire Trading Standards department, designed to implement safeguarding initiatives for the many vulnerable and elderly individuals from financial fraud.

Before the end of our Scrutiny Cycle, the world was faced with a sudden unprecedented pandemic of the Coronavirus, which impacted upon everything which we called 'normal', changed how we worked due to the need to exercise social distancing. I am sure you will appreciate and understand that resources have had to be diverted away from our usual work during the pandemic so that Councillors, officers and other council resources could concentrate on planning, reacting and responding to COVID-19 matters.

This Annual Report provides a summary of the key highlights of the work that the Environmental and Public Protection Scrutiny Committee has been engaged in during 2019/2020. I hope it reflects what I feel has been a very productive year.

I do hope that you find this report informative and interesting.

Councillor John James

Chair of Environmental and Public Protection Scrutiny Committee

1. Introduction

The scrutiny function is a key element of the County Council's governance arrangements and decision making process. Although not a decision-making body, Scrutiny is at its most effective when it grasps the potential to influence and inform decisions made by both the Council and partner bodies affecting the County.

Article 6.2 of the Council's Constitution requires all scrutiny committees to "prepare an annual report giving an account of the Committees activities over the previous year."

This report provides an overview of the work of the Environmental and Public Protection Scrutiny Committee during 2019/20 municipal year. It aims to provide Members with an opportunity to reflect on the achievements during the year and to identify what worked well and where improvements could be made. This analysis is instrumental in developing scrutiny. In addition, this report may aid to facilitate discussions on items which could be identified for inclusion within future work programmes.

The Committee is chaired by the Councillor John James and is made up of 14 Elected Members. Support is provided to the Panel by the Democratic Services Team and other Council officers as and when required.

The Committee helps deliver a number of key outcome measures within the Council's Corporate Strategy 2018-23:

- **Wellbeing objective 8 –**
Live Well-Help people live healthy lives
- **Wellbeing objective 9 –**
Live Well/Age Well – Support good connections with friends, family and safer communities
- **Wellbeing objective 12 –**
Healthy and Safety Environment – Look after the environment now and in the future
- **Wellbeing objective 13 –**
Healthy and Safe Environment – Improve the highway and transport infrastructure and connectivity

Some of the measures and actions within Wellbeing objective 12 overlap with Community Scrutiny, however the necessary information was also be provided to this Committee.

2. Overview of the work of the Committee in 2019/20

2.1 Number of Meetings

The Environmental and Public Protection Scrutiny Committee met on 7 occasions between May 2019 and April 2020.

A Joint Scrutiny Committee meeting with the Social Care and Health Committee took place on 10th June 2019.

2.1.1 Scheduled meeting changes

As part of the budget setting process, Local Authorities in Wales receive a provisional settlement figure from the Welsh Government enabling Authorities to provide an initial view of the budget strategy together with indicative figures for future years ready for consultation. This draft figure is normally received in October of each year enabling Scrutiny Committees to be consulted accordingly.

The Scrutiny Committee, as part of its Forward Work Programme had dedicated its meeting in December to consider the corporate budget strategy and to consider the service delivery impact, the options for the forthcoming years and the departmental plans that sits under its remit.

However, this year the receipt of the settlement figure for 2020/21 from the Welsh Government had been significantly delayed, having an impact on the budget process consultation process timeline. Therefore, to accommodate the budget consultation and business plans, it was agreed to cancel the December 2019 meeting and move to the scheduled January meeting.

To ensure that the number of agenda items presented was managed to enable the Committee to provide quality scrutiny, the Chair, on behalf of the Committee reviewed the Forward Work Programme, which was duly accepted by the Committee.

2.1.2 The impact of the Covid-19 pandemic on Scrutiny

The novel Coronavirus (COVID-19) outbreak, which began in December 2019, presented a significant challenge for the entire world. COVID-19 was declared a global pandemic by the World Health Organisation on 11th March 2020. On 23rd March 2020, the Prime Minister placed the UK on a police-enforced lockdown in the fight against the coronavirus outbreak.

The Legislation in place requires local authorities to meet in person in specified offices, to make many meetings open to the public and to enable the public to inspect documents related to the meetings, in some cases, in the offices of local authorities.

As this was contrary to the government measures and guidelines in place for COVID-19 received, all local authority meetings were suspended for the municipal year 2020/21 until new legislation is received.

The last Environment and Public Protection Scrutiny Committee meeting in 2019/20, due to be held in April was duly suspended and all reports would be included within the Forward Work Programme 2020/21.

2.2 The Forward Work Programme

The Environmental and Public Protection Scrutiny Committee's key responsibilities are as follows:-

- Visible front line services (e.g. highways, street cleaning, waste and recycling services, town-centre management, grounds maintenance, public conveniences, bus shelters and maintenance of car parks)
- Regional Waste Plan
- Transport
- Trading Standards
- Vehicle Maintenance
- Road Safety
- On/Off Street and Residents' Car Parking
- Conservation
- Shoreline Management & Coastal Protection
- Contaminated Land
- Public Protection (Air Pollution, Trading Standards, Pest control & Environmental Health)
- Community Safety issues —identified in the Corporate Community Safety and Crime and Disorder Reduction Strategies, working with the relevant partners
- Environmental Enforcement (e.g. litter, dog fouling)
- Planning Enforcement
- Pest Control

In March 2019, the Committee during an informal meeting, identified agenda items to be considered during the next municipal year. The work programme included standard items such as performance and budget monitoring reports as well as action plans and monitoring reports.

The Scrutiny Committee developed its own Forward Work Programme (FWP) and in the main, meeting agendas were consistent with those outlined by the FWP, which was confirmed by the Committee at its meeting on 17th May 2019.

To complement the work undertaken during formal meetings the Committee also undertook other scrutiny activities, which included the completion of a task and finish project and Members development sessions.

The following sections provide a snapshot of the Committee's work over the last year.

2.3 Performance Management

One of the principal roles of scrutiny committees is to monitor the performance of services and functions within its remit. They undertake this work mainly through the consideration of performance monitoring reports and various action plan monitoring reports. The performance monitoring report provides a balanced picture of performance across the relevant service areas.

The Environmental and Public Protection Scrutiny Committee considered a performance monitoring report at its meeting in September 2019. The report provided the Committee with detailed progress during Quarter 1, against the actions and measures in the Well-being Objectives delivery plan relevant to the Committee's remit.

As part of its performance management role the Committee received relevant information from the Council's key strategies and plans.

One of the key areas relating to the Council's performance management is the production of an annual report which presents a prime opportunity for review, monitoring and reflection and to enable it to capture on-going activity on meeting its general and specific duties.

The Committee in July, 2019 considered the Council's draft Annual Report for 2018/19 in relation to those areas falling within its remit and which had been produced in accordance with the requirements of both the Local Government (Wales) Measure 2009 and the Well-Being of Future Generations (Wales) Act 2015.

Outcome:

Recommended to Council that the 2018/19 Annual Report be approved.

2.4 Revenue and Capital Budgets

The Committee received quarterly budget monitoring reports on the departmental and corporate revenue and capital budgets. These reports enabled members to monitor the level of spend in each area and the progress made in any capital works.

As well as monitoring the current budget, the Committee was also consulted on the Revenue Budget Strategy 2020/21 to 2022/23. The report provided the Committee with the current proposals for the Revenue Budget for 2020/21 together with the indicative figures for the 2020/21 and 2022/2023 financial years. [This was delayed to the January 2020 meeting as explained in 2.2.1]

During the consideration of the report the Committee noted that together with the identification and delivery of the shortfall in savings proposals 2021/22, and 2022/23, further cost reductions would need to be identified and/or larger council tax increases be agreed to deliver a balanced budget for the latter two years. Concerns were raised in relation to the draft proposal to close the Household Waste Recycling Centre (HWRC) in Whitland.

It was commented that the recycling centre was a much needed provision in the area with the next closest located in Nantycaws, Carmarthen. Whilst officers responded to Members queries providing reasons, the draft proposal generated significant public interest.

In addition to the concerns of the Committee, of the total consultation responses received by from residents, almost three quarters of the respondents opposed to the proposal to close Whitland Household Waste Recycling Centre, despite identifying a budget saving of £80,000 over three years.

Outcome:

Whilst the Committee did not recommend to change the budget proposals, as a result of the strong concern and responses received during the consultation period, the Council, at its budget meeting held on 3rd March, 2020 resolved to withdraw the proposal to close Whitland Household Waste Recycling Centre.

2.5 Annual Reports and Service Improvement

Performance Management and budget information provides the Committee with a basis to consider how well services are performing and whether or not further improvement is required.

Members also receive other reports that compliments performance management information and adds to the overall picture of how well the Council's services are performing. In January, the Committee received business plans for the Directorates within its remit for the forthcoming year. In addition the Environmental and Public Protection Scrutiny Committee also received:

- **Business and Consumer Affairs Services Annual Report 2018/19** - This report provided Members with information and statistics on work undertaken by the Business and Consumer Affairs Service in 2018/19. The Service consisted of Trading Standards, Licensing and Animal Health Services.
- **Compliments and Complaints Annual Report 2018/19** - The Committee, in October 2018, received and endorsed the Annual Complaints and Compliments Report for 2018/19 paying specific attention to Sections 9.4 (Environment) of the report relevant to its remit.
- **Substance Misuse Service Annual Report 2017/18 and Area Planning Board's Drug and Alcohol Misuse Annual Report 2018 –**
On 10th June, 2019 the Joint Environmental and Public Protection and Social Care and Health Scrutiny Committee was afforded the opportunity to scrutinise:-
 - The progress and developments of the Dyfed Area Planning Board who is the partnership body responsible for supporting the planning, commissioning and performance management of substance misuse services.

- The activity of the Carmarthenshire County Council Substance Misuse Team. The team are part of the Mental Health and Learning Disabilities division within Communities and also receive grant funding from the Area Planning Board.

At the meeting, members of the Joint Committee were grateful for the opportunity to meet Ms Ros Jervis, Director of Public Health and Ms Joanna Dainton, Head of Commissioning and Partnership Strategy Development (Drug and Alcohol Misuse) of the Hywel Dda University Health Board who responded to the queries raised.

2.6 Progress Monitoring

The Committee receives update reports not only to ensure that progress is monitored but to provide an opportunity to scrutinise and properly question practices and methods. The Committee considered and noted the following reports:-

Active Travel Act Update July 2019

The Committee considered an update report on activities Carmarthenshire County Council have been undertaking in fulfilment of duties under the Active Travel (Wales) Act 2013.

The report provided an update on progress in meeting the obligations set out under the Active Travel (Wales) Act and the work which has been undertaken by the authority to support this.

During the consideration of the report, disappointment was expressed with the Deputy Minister for Economy and Transport's view as to what constituted 'active travel' and the outcome of the Active Travel Fund Bid. Following a suggestion, the Committee unanimously resolved that the Chair liaise with the Executive Board Member for Environment to compose a letter to the Deputy Minister for Economy and Transport conveying the Committees' concerns.

Officers assured Members that the Authority would continue to develop active travel opportunities.

Outcome:

Following receipt of the funding, Councillor Hazel Evans, the Executive Board Member for Environment and Councillor John James, Chair of the Environment and Public Protection Scrutiny wrote a letter on behalf of the Committee to Lee Waters AM on 12th February 2020.

The letter included the Committee's concerns in relation to the inadequate provision of funds to enable the walking and cycling infrastructure to be developed along with other interventions that could assist with reducing the impact of transport on climate change. Furthermore, the letter sought reassurance from the Minister of Transport, that rural authorities would not continue to be disadvantaged by the current funding needed for transport schemes which would ensure rural communities would not be left behind and/or disconnected for more urban environments.

On 20th February 2020, Councillors Evans and James received a response from Lee Waters AM, Minister of Transport, which was conveyed to members of the Committee.

In response, the Minister explained that he wanted to see the creation of routes in rural areas and would continue to work with colleagues to explore how they could be delivered. He included that "with our transport budgets however, we need to concentrate on enabling active travel, i.e. walking and cycling where it replaces motorised travel, connecting where people live with where they need to go." Adding that "This does not exclude rural areas. Local authorities need to revise their Integrated Network Maps for active travel over the next year and I will provide practical support to them to ensure they reflect the needs of local communities and that the plans for these networks are comprehensive."

Update on Progress in delivering Carmarthenshire County Council's Environment Act Forward Plan – July 2019

The Committee considered an update report on progress in delivering Carmarthenshire County Council's Environment Act Forward Plan which was published in March 2017.

Public bodies were required to publish their Environment Act Forward Plan by December 2019, to report to the Welsh Government on how they have met the Section 6 Biodiversity and Resilient Ecosystem Duty set out in the legislation, i.e. how they have delivered their Forward Plan. Ahead of the 2019 reporting, the Scrutiny Committee was provided with an opportunity to scrutinise and monitor the annual report of the progress being made in delivering the Council's Environment Act Forward Plan.

The Committee noted the detailed progress report on how each of the 29 actions set out in the Council's Environment Act Forward Plan 2017 had been delivered.

The Committee welcomed the progress update stating that it was pleasing to note that the Council was embracing new schemes such as 'pride in your patch' and was working in Collaboration and in partnership with Town and Community Councils.

Review of Carmarthenshire County Council's Environment (Wales) Act Forward Plan 2016-2019 November 2019

The Committee received a review of the Carmarthenshire County Council's Environment (Wales) Act Forward Plan 2016-2019, for consideration following its first publication in 2017.

In order to evidence delivery of this duty, under the Environment Act, it was a statutory duty that all public bodies in Wales prepare and publish a plan on how they intended to comply with the Biodiversity and Resilience of Ecosystems Duty by March 2017.

The review detailed how the Council was meeting its legal obligation with reference to the Act. Carmarthenshire's approach to developing and delivering its Forward Plan had involved engagement with officers in looking at their working practices, plans and projects whilst assisting them in identifying present opportunities for maintaining and enhancing biodiversity and promoting ecosystem resilience, alongside the delivery of their other obligations and objectives.

During the consideration of the review, Members raised concern about the cost of managing the Ash Dieback disease. Members noted that whilst there was still a significant amount of work to be undertaken, it was confirmed that the £300k assigned over the next 2 years for the management of the disease would be required. In order to manage and control the spread of disease, surveys were being undertaken to identify high risk areas in order to prioritise appropriate course of action and target resources effectively.

Following a suggestion, the Committee unanimously agreed that an all member seminar on Ash Dieback disease be arranged in order to raise the awareness of the seriousness of this disease.

Outcome:

An all Member seminar was arranged to take place on 1st April 2020 but was postponed due to the Covid-19 pandemic. This would be rolled over to 2020/21.

Highway Footway and Road Safety Investment Programme Update – February 2020

The Committee received a report that provided an update on the current investment programme in relation to road safety and associated infrastructure. The report also included a summary of funding for road safety related and other infrastructure schemes for 2019/20 and the prioritised programme for road safety, footway and other infrastructure.

Members raised the following queries and concerns which Officers duly responded.

- Towy Valley Cycle Path – update and managing flooding
- The speed limits in rural areas, particularly outside of schools.
- Safe Routes in Communities - the feasibility for wards to join together in order to be more integrated?
- Electric Vehicle Charging Infrastructure - the negative impact on rural areas due to the lack of available electric charging points

In addition, following the new Public Service Vehicle Access Regulations which came into force in January 2020, requiring all school transport vehicles registered to carry fare paying passengers to be DDA/PSVAR compliant. The Committee raised strong concerns in relation to the appropriateness of the current means of safe routes to school and the current statutory walking distance.

The Executive Board Member for Environment explained to the Committee that as a result of the legislative changes, the Executive Board at its meeting on 3rd February, 2020 had approved the establishment of a cross party Advisory Panel to carry out a general review of the authority's school transport policy, which would make necessary recommendations to the Executive Board.

However, the Committee, acknowledging the work of the School Transport Review Advisory Panel, expressed that that the Welsh Government, on a National Level should review how appropriate its current mechanism is in assessing safe routes and also urgently review the distances that is appropriate for pupils to walk/cycle to school.

The Committee unanimously agreed to write a letter to the Minister of Transport requesting that the Welsh Government:

- a) undertake a review of the current mechanism of assessing safe routes;
- b) urgently review the distances appropriate for pupils to walk to school;
- c) give consideration to make any additional funding required available following the outcome of the abovementioned reviews.

Outcome:

A letter to the Minister of Transport would be written at an appropriate time following the Covid-19 crisis and reported in 2020/21.

2.7 Pre-Decision Scrutiny and Consultation

The Committee are regularly provided with an opportunity to evaluate and comment on policy proposals before they go to the Executive Board or full Council. This gives the Executive Board the opportunity to hear Scrutiny Members' views prior to making their decision. During 2019/20 the Committee considered the following:-

Report on Public Space Protection Order consultation May 2019

The Committee considered the Public Space Protection Order Consultation Report which was reviewed by the Committee every three years as part of the renewal of the Public Space Protection Order.

Members raised the following queries, the Officers in attendance responded accordingly:

- With regard to Section 11(B) of the report which stated that Dogs are not permitted from entering an 'enclosed' children's play area, Members queried whether the order could be extended to areas that were enclosed on three sides, as there were several parks throughout the County with three sided enclosed play areas?
- Clarification was sought on how the Order applied to working dogs on farmland where there was a Public Right of Way through the land.
- Query as to the extent to which the order could be applied, to include sport pitches and school fields.

The Committee resolved to extend the duration of the Carmarthenshire County Council (Dog Control) Public Spaces Protection Order 2016 for a further period of 3 years with effect from the 1st July 2019. In addition, the Chair and Vice Chair of the Scrutiny Committee would meet with the Environmental Enforcement Manager to discuss proposed future controls.

Outcome:

In March 2020, the Committee's Chair met with Environmental Enforcement Manager to discuss what more could be done, resulting in the following actions:-

- Liaise with Legal department to ascertain the possibility of banning dogs from specific areas defined by boundary markers and extending powers to clubs;
- Research the problem of dog fouling on sports pitches
- Re-explore contact with the Police and the engagement of PCSO's in enforcing the orders.
- The Authority will be looking the work of other Local Authorities and liaising with them.

Draft Local Toilets Strategy June 2019

The County Council had a statutory duty to publish a Local Toilets Strategy for Carmarthenshire, the Committee considered a report which appended a draft Local Toilets Strategy, developed in accordance with Part 8 of the Public Health (Wales) Act 2017. The Strategy incorporated the feedback and responses received following a Needs Assessment survey undertaken during October / November 2018.

Members noted that whilst there was no statutory requirement for local authorities to provide public toilets, the strategy however, aimed to mitigate any potential impacts where a loss of toilet provision may occur.

The following queries were raised and responded to by the officers present:-

- The cleansing regime and management of public toilets.
- Whilst it was noted that it was not a statutory duty for the Council to provide toilet facilities, strong concern was raised regarding the provision of facilities and cleanliness particularly as the Council were promoting to increase tourism across the County.
Was it possible to transfer the ownership of public toilets to the private sector?
- The development project within Pendine – toilet facilities during construction phase.
- The consultation had not sought any views from tourists visiting Carmarthenshire.

The Committee felt that it would be beneficial that that a representative of the Environmental and Public Protection scrutiny Committee attends the Toilet Strategy Study Group as mentioned in the report.

The Committee unanimously resolved to recommend to the Executive Board that the Draft Local Toilets Strategy be approved and that a representative from the Environmental and Public Protection Scrutiny Committee attend the Toilet Strategy Study Group.

Outcome:

The matter regarding a representative from the Environmental and Public Protection Scrutiny Committee to attend the Toilet Strategy Study Group was discussed at the Executive Board meeting on the 29th July 2019 [Minute 19 refers] -

'The Executive Board noted the request from the Environmental and Public Protection Scrutiny Committee, that a representative from the committee should attend the Toilet Strategy Study Group. However, the Board advised that the Study Group should remain an officer led group. Updates from the group should be presented to the Environmental and Public Protection Scrutiny Committee as required.'

Storm Callum Section 19 Flood Report July 2019

The Committee considered a report which detailed 55 recommendations formulated as a result of investigations undertaken by Carmarthenshire County Council (CCC) as Lead Local Flood Authority (LLFA) in response to the flooding that had occurred across Carmarthenshire on the 12-14th October 2018 as a result of Storm Callum.

The Committee welcomed the recommendations set out within the report and emphasised the importance of involving local members in discussions regarding flood alleviation work.

Net Zero Carbon Action Plan November 2019

The Committee considered a report and draft plan which outlined a route towards becoming a net zero carbon Local Authority by 2030. The Plan was developed in accordance with Council's unanimous decision on 20th February, 2019 to support the Notice of Motion submitted by Cllr Aled Vaughan Owen.

The Committee noted that it was essential to establish a robust business case for each potential renewable energy project. As the preferred primary method of compensating for the Council's residual carbon footprint would be to significantly increase the amount of renewable energy generated, it would require significant financing.

Officers explained that within the confines of the draft action plan, 'Net Zero Carbon' and 'Carbon Neutral' are inter-changeable and that the actions identified in the draft action plan would be reported on annual basis.

The following concerns/queries were raised and were duly responded to by the officers present and the Executive Board Member for Communities and Rural Affairs:-

- Concern was raised that the local electricity distribution network did not have sufficient capacity to enable the Council to pursue its aim of significantly increasing the amount of renewable energy generated on its land.
- Future working in collaboration with Public Service Boards (PSB).
- the Councils electric charging provision within County owned carparks and staff carparks.
- electric vehicles – fleet.
- With a view to relay the plan to communities, it was requested that a more accessible version be created including a version suitable for a young person to understand.

Outcome:

Committee Members unanimously resolved to recommend to the Executive Board that the draft net Zero Carbon Plan be endorsed.

2.8 Public Engagement and Scrutiny Topic Suggestions

In respect of complying with Legislation regarding promoting public awareness at Scrutiny, in April 2019, correspondence was sent to Town and Community Councils containing information to encourage an increase in public attendance at Scrutiny Committees and also seek suggestions for future topics for consideration.

Whilst the Committee did not receive any scrutiny topic suggestions from the public during 2019/20, the Committee's Forward Work Programme included a range of topics which involved necessary public consultation/participation.

The Communications and Media department via various social media platforms provided kept the public abreast of relevant information providing an open dialogue with the public.

3. Scrutiny Committee Activity

3.1 Task and Finish

The Committee, at its informal Forward Work Programme Development Session held on the 22nd February 2019, considered a number of topics to review. Committee agreed in principal to undertake a review into the Carmarthenshire County Council Trading Standards initiative – The Financial Exploitation Safeguarding Scheme (FESS).

The Committee at its formal Scrutiny meeting held on 10th June 2019 considered and approved, the Planning and Scoping document which included the key aims and objectives for the task and finish review. Accordingly, the Committee agreed on a politically balanced Membership of six Councillors.

The Financial Exploitation Safeguarding Scheme (FESS), a multi-agency initiative created and developed by Carmarthenshire Trading Standards works to detect and prevent the financial exploitation of vulnerable people by carers, family members, doorstep criminals, mail fraud, telephone and email scams.

The Committee noted that officers from the Trading Standards Department had contributed to the development of the Planning and Scoping Document and would continue to support the work of the Task & Finish Group.

In accordance with the Planning and Scoping document, it was hoped that the Group would be in a position to present a final report to the Committee in April 2020. However, early March saw further work on the review being suspended due to the Coronavirus pandemic. The final report would be included in the Forward Work Programme for 2020/21.

3.2 Site Visits, Development Sessions and Seminars

The following member development sessions / member seminars were held during 2019/20:-

- Mod.Gov training (Delivered by Civica) – May
- Swansea Bay City Deal Seminar – June
- County Lines & Counter Terrorism Seminar – June
- Conservations & Biodiversity Seminar – June
- Life Science & Wellbeing Village Seminar – July
- Code of Conduct Training – July
- Canfod Cartref – July
- Carmarthenshire 50+ Annual Forum Event - September
- Schools Budget – November
- Digital Connectivity Seminar – December
- Net Zero Carbon Plan Seminar – January
- Dyfed Pension Fund Governance & Investments – March

The Committee did not attend any site visits during 2019/20.

4. Committee's Future Work

Throughout 2019/20, the Committee has made significant progress and will continue to concentrate on topics where Member's input will result in positive outcomes to drive forward service improvement. To ensure that the best use is being made of Scrutiny meeting time, with the benefit of pre-meetings, the Committee is keen to continue to work together as a team encouraging an effective scrutiny process.

The future work of the Committee will be considered regularly as part of the Forward Work Programme and will continue to be monitored during the course of the year. As part of the development of the forward work programme, the Committee will aim to ensure it plans to enable focused Scrutiny to take place ensuring that there is a more equitable distribution of reports, that the statutory responsibilities is focussed and are properly aligned with the council's strategic priorities.

In order to enhance Scrutiny, Members will continue to attend development sessions, seek officer's advice where appropriate and make use of informal pre-meeting discussions.

The Committee will continue to seek topics for discussion from Town and Community Councils annually more information on how to submit a topic for consideration and ask questions at a Scrutiny meeting is available on our Scrutiny webpage:

<https://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/scrutiny/#.Xp7Am6aQxMs>

5. Support for the Scrutiny Function

Support for Carmarthenshire County Council's Scrutiny function is provided by the Democratic Services Unit, based in the Administration & Law Division of the Chief Executive's Department.

Support for the Scrutiny function includes:

- Providing support and constitutional advice to the Council's Scrutiny Committees and to members of those Committees as well as producing minutes of their meetings and ensuring items arising from those meetings are actioned;
- Giving support and advice in relation to the functions of the Council's Scrutiny Committees to executive and non-executive members of the Council and its officers;
- Managing the strategic development of Scrutiny in Carmarthenshire through engaging in national and regional Scrutiny networks and initiatives, supporting the Chairs and Vice-Chairs of Scrutiny Forum, and the Scrutiny Chairs and Vice-Chairs Executive Board Forum;
- Advising and supporting the implementation of the requirements of the Local Government (Wales) Measure 2011 as guidance is published;
- Managing the co-ordination and development of the Scrutiny forward work programmes in conjunction with Scrutiny members;
- Managing and co-ordinating Scrutiny review work, including the operation of scrutiny task and finish groups, authoring reports in conjunction with the groups, and assisting in the implementation and monitoring of completed reviews;
- Managing the Scrutiny member development programme;
- Despatching agendas for Scrutiny Committee meetings a minimum of 4 working days prior to the meeting.

For more information on Scrutiny in Carmarthenshire including forward work programmes, task and finish reports and annual reports, visit the County Council's website at: www.carmarthenshire.gov.wales/scrutiny

To contact the Democratic Services Unit, please call 01267 224028 or e-mail scrutiny@carmarthenshire.gov.uk

6. Committee Member Attendance

A total of 7 meetings were held between May 2019 and April 2020 with the meetings in December being cancelled and April being suspended. Attendance by members of the Environment and Public Protection Scrutiny Committee during the 2019/20 year is shown in the table below.

Scrutiny Committee Member	No. of meetings attended	%
Cllr. Mansel Charles	7	100
Cllr. Arwel Davies	7	100
Cllr. Joseph Davies	7	100
Cllr. Karen Davies	7	100
Cllr. Penny Edwards	6	86
Cllr. Jeanette Gilasbey	7	100
Cllr. Tina Higgins	4	57
Cllr. John James	7	100
Cllr. Eryl Morgan	5	71
Cllr. Aled Vaughan Owen	7	100
Cllr. Dorian Phillips	6	86
Cllr. Susan Phillips	4	57
Cllr. Alan Speake	5	71
Cllr. Dai Thomas	4	57
Substitutes	No. of meetings attended	
Cllr. Kim Broom	2	
Cllr. Deryk Cundy	2	
Cllr. Tyssul Evans	3	
Cllr. Ken Lloyd	1	
Cllr. John Prosser	1	
Cllr. Elwyn Williams	3	
Executive Board Member	No. of meetings attended	
Cllr. H.A.L. Evans (Environment)	6	
Cllr. P. Hughes (Public Protection)	7	
Cllr. Cefin Campbell	1 (November 2019)	
Cllr. Emlyn Dole	1 (January 2020)	

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ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER 2020

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

FORWARD WORK PROGRAMME FOR 2020/21

To consider and comment on the following issues:

That the Committee confirm its Forward Work Programme for 2020/21 – for November 2020 to April 2021.

Reasons:

The County Council's Constitution requires scrutiny committees to develop and publish annual forward work programmes that identify issues and reports to be considered during the course of the municipal year.

To be referred to the Executive Board / Council for decision: NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:

Councillor H.A.L. Evans - Environment
Councillor P.M. Hughes – Public Protection

Directorate

Chief Executive's

Name of Head of Service:

Linda Rees-Jones

Designations:

Head of Administration & Law

Tel Nos. / E Mail Addresses:

01267 224010

lrjones@carmarthenshire.gov.uk

Report Author:

Janine Owen

Democratic Services Officer

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ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

24TH NOVEMBER 2020

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

FORWARD WORK PROGRAMME FOR 2020/21

Purpose of the Forward Work Programme

Article 6.2 of the County Council's Constitution states that: *"Each scrutiny committee is required to develop and publish an annual forward work programme, identifying issues and reports to be considered during the course of a municipal year"*.

The development of a work programme:

- Provides an opportunity for members to determine the priority issues to be considered by their scrutiny committee over the course of the next year.
- Provides a focus for both officers and members and is a vehicle for communicating the work of the Committee to the public. The programme (see attached report) will be published on the council's website www.carmarthenshire.gov.uk/scrutiny and it will be updated on a quarterly basis.
- Ensures agreement of provisional agendas for scheduled scrutiny meetings within the council diary. The Programme is a flexible document that can be amended to reflect additional meetings and agenda items during the course of the year.

Members will recall that the Committee held an informal Forward Work Programme development session on the 6th November, 2020 to develop the forward work programme for the remainder of 2020/21. This afforded Members the opportunity to develop the Committee's Forward Work Programme within the remit of the Environment and Public Protection Scrutiny Committee.

The outcome of this meeting is now presented to the Committee in the Forward Work Programme for confirmation.

DETAILED REPORT ATTACHED ?

**Draft Environmental and Public Protection Scrutiny Committee -
Forward Work Programme 2020-21 – November 2020 to April 2021**

Executive Board Forward Work Programme

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: Linda Rees-Jones Head of Administration & Law

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	NONE	NONE	NONE	NONE	NONE

1. Policy, Crime & Disorder and Equalities – In line with requirements of the County Council’s Constitution.

2. Legal - In line with requirements of the County Council’s Constitution.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below
Linda Rees-Jones Head of Administration & Law

1. Local Member(s) - N/A
2. Community / Town Council - N/A
3. Relevant Partners - N/A
4. Staff Side Representatives and other Organisations - N/A

EXECUTIVE BOARD PORTFOLIO HOLDERS AWARE/CONSULTED	YES
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**Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:**

THESE ARE DETAILED BELOW

Title of Document	Locations that the papers are available for public inspection
Environmental & Public Protection Scrutiny Committee Reports and Minutes	<p>Meetings held up to July 2015: http://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/agendas-minutes-(archive)/</p> <p>Meetings from September 2015 onwards: http://democracy.carmarthenshire.gov.wales/ieListMeetings.aspx?CommitteId=134</p>
Executive Board Forward Work Programme	<p>Executive Board Forward Work Programme 2020/21 http://democracy.carmarthenshire.gov.wales/documents/s29690/EXECUTIVEBOARDFWP.doc.pdf</p>

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Environmental & Public Protection Scrutiny Committee – Forward Work Programme 2020/21

24 th November 2020	14 th December 2020	21 January 2021 1 st February 2021	26 February 2021 5 th March 2021	19 th April 2021	Joint Scrutiny Committee E&PP + SC&H Date to be confirmed	
E&PP Scrutiny Committee Annual Report 2019/20	Highways Asset Management Plan Annual Statement update	3-year Revenue Budget Consultation	Air Quality Management Area (AQMA) - Future Delivery Plan	Budget Monitoring 2020/21 for April to December 2020	Substance Misuse Service Report	
E&PP Forward Work Programme 2020/21		Anti-Social Behaviour Policy		Task and Finish Review Report on Financial Exploitation and Safeguarding Scheme (FESS)	Area Planning Board's Drug & Alcohol Misuse Report	
Covid-19 Position Statement covering • Environment remit		Waste Service Review		Net Zero Carbon Action Plan		Dog Breeders Licence Update (Change of Policy/legislation)
Covid-19 Position Statement covering • Public Protection remit				Corporate Strategy		
Budget Monitoring 2020/21 for April to August				Budget Monitoring 2020/21 for April to October		

The following information/update reports will be sent to Committee Members via e-mail throughout the year:-

- | | |
|---|---|
| <ul style="list-style-type: none"> Electric Vehicle Strategy Equestrian Strategy Household Waste Recycling Centre (HWRC) North Public Conveniences Update on WG Speed Limit Review (20mph) | <ul style="list-style-type: none"> Environment Act Forward Plan Update Report on fly-tipping Report on the impact of flooding in Carmarthenshire Active Travel update |
|---|---|

IMPACT OF THE COVID -19 ON SCRUTINY COMMITTEE

Due to the Covid-19 pandemic, Scrutiny in Carmarthenshire was suspended during April – October 2020.

The E&PP Scrutiny Committee, on 6th November 2020 reviewed its Forward Work Programme to prioritise the reports for the remainder of 2020/21.

OTHER REPORTS TO BE INCLUDED:

Officers are keen to ensure that performance monitoring reports are provided to Committees in a more-timely manner, in order to achieve this the current performance monitoring cycle is currently being reviewed. Whilst the review is taking place, all standard performance monitoring reports and business plans have been removed from the forward work programme and will be re-introduced upon completion of the review.

The following reports will be included in the FWP at a later date:-

- 2020 Review of Licensing Policy
- Carmarthenshire Pollinator Strategy and Action Plan
- Update on WG Speed Limit Review (20mph)
- Carmarthenshire Nature Recovery Action Plan
- Household Waste Recycling Centre (HWRC) North

ITEMS FOR JOINT MEETINGS IN 2020/21:

Joint Scrutiny Committee meeting with Social Care and Health– April 2021 (to be confirmed):

- Area Planning Board’s Drug & Alcohol Misuse Strategy Report
- Substance Misuse Service Report

TASK & FINISH REVIEW:

At its informal Forward Work Programme Development Session held on the 22nd February 2019, the Environmental & Public Protection Scrutiny Committee considered several topic options for a task and finish to review. However, the Committee agreed in principal to undertake a review into the Trading Standards Services – Financial Exploitation Safeguarding Scheme (FESS) initiative, as it was felt that fraud was escalating and was a particular concern for the elderly and vulnerable residents living in Carmarthenshire. A final report of the task and finish review is due to be presented to the Committee in June 2020.

At its meeting held on 15th November 2019, the Committee considered a report on Dog Breeding in Carmarthenshire. The Committee unanimously resolved that dog breeding in Carmarthenshire be the subject for Committee’s next Task and Finish review in 2020.

DEVELOPMENT SESSIONS

Shaping the future of Waste strategy

Ash Die-back – All member seminar

EXECUTIVE BOARD FORWARD WORK PROGRAMME 20/21
–as at 18/11/2020 (For the period November 20 – Oct 21)

Introduction

This plan is published to encourage and enable greater understanding between the Executive, all Councillors, the public and other stakeholders. It assists the Scrutiny Committees in planning their contribution to policy development and holding the executive to account.

The plan gives the public and stakeholders a chance to see the forthcoming major decisions to be made by the Executive Board over the next 12 months. It is reviewed and published quarterly to take account of changes and additional key decisions.

WORKING DRAFT

EXECUTIVE BOARD FORWARD WORK PROGRAMME 20/21
 –as at 18/11/2020 (For the period November 20 – Oct 21)

CHIEF EXECUTIVES

Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
CROSS HANDS EMPLOYMENT SITE	Jason Jones – Head of Regeneration	Leader	N/A	30/11/2020
TARGETED REGENERATION INITIATIVE	Jason Jones – Head of Regeneration	Leader	N/A	30/11/2020-
BREXIT	Jason Jones, Head of Regeneration	Leader	Not applicable	21/12/2020
INTEGRATED IMPACT ASSESSMENT AND COVER SHEET	Wendy Walters, Chief Executive/Gwyneth Ayres	Deputy Leader	No	To be confirmed
WELSH LANGUAGE ANNUAL REPORT	Wendy Walters, Chief Executive/Gwyneth Ayres	Culture, Sport & Tourism	June	July
WELLBEING OBJECTIVES	Wendy Walters Chief Executive	Communities and Rural Affairs		
WELSH GOVERNMENT CONSULTATION DOCUMENTS	Wendy Walters Chief Executive	Deputy Leader	If applicable	If applicable
REVIEW OF COMMUNITY COUNCIL BOUNDARIES & ELECTORAL ARRANGEMENTS	Wendy Walters, Chief Executive	Resources		As and when required
REVIEW OF THE CONSTITUTION (LEGISLATION CHANGES) - CRWG	Linda Rees Jones Head of Administration & Law	N/A CRWG - FEB	N/A	As And When Required
CITY DEAL UPDATE (INCLUDING PENTRE AWEL)	Wendy Walters Chief Executive	Leader		As & When Required
ANNUAL REPORT	Noelwyn Daniel -Head of ICT & Corporate Policy	Deputy Leader	Date to be confirmed	Date to be confirmed
NET ZERO ACTION PLAN - REVIEW	Jason Jones, Head of Regeneration	Communities and Rural Affairs	Date to be confirmed	Date to be confirmed

EXECUTIVE BOARD FORWARD WORK PROGRAMME 20/21
–as at 18/11/2020 (For the period November 20 – Oct 21)

COMMUNITY SERVICES

Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
SOCIAL CARE FUNDING – COVID-19 RESPONSE	Jake Morgan - Director of Communities	Social Care & Health		
PPE - CURRENT POSITION & FUTURE NEED/UPDATE REPORT	Jonathan Morgan – Head of Homes and Safer Communities / Adele Lodwig	Housing		
FOOD & FEED SERVICE DELIVERY PLAN	Jonathan Morgan – Head of Homes and Safer /Sue Watts	Culture, Sports & Tourism		21/12/20
OLDER PEOPLE’S DAY SERVICES RECOVERY PLAN	Jonathan Morgan – Head of Homes and Safer / Alex Williams	Social Care & Health		NOV/DEC 2020
HOMELESSNESS AND TEMPORARY ACCOMMODATION REPORT	Jonathan Morgan – Head of Homes and Safer /Jonathan Willis	Housing		21/12/20
TYISHA	Robin Staines	Housing		
FUTURE PRESSURES IN ADULT SOCIAL CARE	Avril Bracey – Head of Adult Social Care	Social Care & Health		
COMMUNITY COHESION UPDATE	Jonathan Morgan – Head of Homes and SC/Les James	Housing		11/01/21
FUTURE OF HOUSING SERVICES ADVISORY PANEL	Jonathan Morgan – Head of Homes and SCr/Les James	Housing		11/01/21
UNIVERSAL CREDIT AND RENTS UPDATE RENT ARREARS POSITION STATEMENT	Jonathan Morgan – Head of Homes and Safer Communities/ Jonathan Willis	Housing		11/01/21
ANTI SOCIAL BEHAVIOUR POLICY	Jonathan Morgan – Head of Homes and Safer Communities /Les James / Sue Watts/Robert David Williams	Culture, Sports & Tourism	E&PP Scrutiny 21/01/21	08/02/21
LD STRATEGY	Chris Harrison Head of Strategic Joint Commissioning/ Avril Bracey - Head of Adult Social Care	Social Care & Health	SC&H 27/01/21	08/02/21
CHS+ DELIVERING WHAT MATTERS BUSINESS PLAN	Jonathan Morgan – Head of Homes and Safer Communities/ Rachel Davies/ Gareth Williams	Housing	18/01/21 Community Scrutiny	08/02/21 (Budget)
DOG BREEDERS LICENCE UPDATE (Change of policy/legislation)	Jonathan Morgan – Head of Homes and Safer Communities/ Roger Edmunds	Public Protection		24/05/21

EXECUTIVE BOARD FORWARD WORK PROGRAMME 20/21
-as at 18/11/2020 (For the period November 20 – Oct 21)

Pending				
DIRECTOR OF SOCIAL SERVICES ANNUAL REPORT 2019/20	Jake Morgan – Director of Communities/Silvana Sauro	Social Care & Health		TBC
2020 REVIEW OF LICENSING POLICY	Jonathan Morgan – Head of Homes and Safer Communities/ Emyr Jones	Culture, Sports & Tourism		TBC

WORKING DRAFT

EXECUTIVE BOARD FORWARD WORK PROGRAMME 20/21
 –as at 18/11/2020 (For the period November 20 – Oct 21)

CORPORATE SERVICES				
Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
BI-MONTHLY REVENUE AND CAPITAL BUDGET MONITORING REPORTS	Chris Moore Director of Corporate Services	Resources	N/A	SEPT NOV JAN MARCH
QUARTERLY TREASURY MANAGEMENT AND PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	Resources	N/A	SEPT/OCT JAN APR
ANNUAL TREASURY MANAGEMENT & PRUDENTIAL INDICATOR REPORT	Chris Moore Director of Corporate Services	Resources	N/A	JULY
5 YEAR CAPITAL PROGRAMME	Chris Moore Director of Corporate Services	Resources	ALL JAN/ FEB	JAN
COUNCIL TAX BASE	Chris Moore / Helen Pugh	Resources	N/A	DEC
Council Tax Reduction Scheme	Chris Moore / Helen Pugh	Resources	N/A	FEB
BUDGET STRATEGY (Revenue and Capital)	Chris Moore Director of Corporate Services	Resources	ALL JAN/ FEB	JAN
HIGH STREET RATE RELIEF	Chris Moore Director of Corporate Services /Helen Pugh	Resources	N/A	March
CORPORATE RISK REGISTER	Chris Moore Director of Corporate Services / Helen Pugh	Resources	– Audit Committee March & SEPT	

EXECUTIVE BOARD FORWARD WORK PROGRAMME 20/21
 –as at 18/11/2020 (For the period November 20 – Oct 21)

CORPORATE SERVICES				
Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
TREASURY MANAGEMENT POLICY AND STRATEGY	Chris Moore Director of Corporate Services	Resources	N/A	22 ND FEBRUARY – BUDGET MEETING
FINAL BUDGET Revenue & Capital	Chris Moore Director of Corporate Services	Resources	N/A	22 ND FEBRUARY – BUDGET MEETING
HOUSING REVENUE ACCOUNT BUDGET AND RENT SETTING REPORT	Chris Moore Director of Corporate Services	Resources	HOUSING	22 ND FEBRUARY BUDGET MEETING
BUDGET OUTLOOK	Chris Moore Director of Corporate Services	Resources	N/A	NOV

WORKING DRAFT

EXECUTIVE BOARD FORWARD WORK PROGRAMME 20/21
 –as at 18/11/2020 (For the period November 20 – Oct 21)

EDUCATION & CHILDREN				
Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
SCHOOL UPDATE REPORT- COVID 19, SCHOOLS CAUSING CONCERN AND FINANCE	Gareth Morgans – Director of Education and Children	Education & Children	N/A	
LA EDUCATION SERVICES SELF EVALUATION	Aneirin Thomas – Head of Education and Inclusion	Education & Children	tbc	To be confirmed
UPDATE ON NEW CURRICULUM DEVELOPMENTS	Aeron Rees – Head of Curriculum and Wellbeing	Education & Children	tbc	To be confirmed
POST 16 EDUCATION	Aeron Rees – Head of Curriculum and Wellbeing	Education & Children	tbc	TBC
RESULTS OF 2020 EXAMINATIONS	Aneirin Thomas – Head of Education and Inclusion	Education & Children	N/A	TBC
PROPOSAL TO DISCONTINUE YSGOL GYNRADD BLAENAU AND TO INCREASE THE CAPACITY AND CHANGE THE NATURE OF PROVISION AT YSGOL GYNRADD LLANDYBIE (STAGE 1, 2 AND 3)	Simon Davies – Head of Access to Education	Education & Children	YES	21/12/20 (Stage 1) 10/05/21 (Stage 2) 05/07/21 (Stage 3)
ALN TRANSFORMATION ACTION PLAN	Aneirin Thomas – Head of Education and Inclusion	Education & Children	28/01/20	tbc
CHILDREN’S SERVICES PAPER- TBC	Stefan Smith - Head of Children’s Services	Education & Children	N/A	tbc
CARMARTHENSHIRE 10 YEAR STRATEGY FOR EDUCATION	Gareth Morgans – Director of Education and Children	Education & Children	23/11/20	October 2020
PROPOSAL TO RELOCATE YSGOL HEOL GOFFA AND TO INCREASE ITS CAPACITY (STAGE 2 AND 3)	Simon Davies – Head of Access to Education	Education & Children	YES)	21 st December
PROPOSAL TO DISCONTINUE YSGOL RHYDYGORS (STAGE 1, 2 AND 3)	Simon Davies – Head of Access to Education	Education & Children	YES	21/12/20 (Stage 1) 10/05/21 (Stage 2) 05/07/21 (Stage 3)
PROPOSAL TO CHANGE THE AGE RANGE AT YSGOL SWISS VALLEY (TBC) (STAGE 1, 2 AND 3)	Simon Davies – Head of Access to Education	Education & Children	YES	21/12/20 (Stage 1) 10/05/21 (Stage 2) 05/07/21 (Stage 3)
PROPOSAL TO DISCONTINUE YSGOL GYNRADD MYNYDD Y GARREG (STAGE 1, 2 AND 3)	Simon Davies – Head of Access to Education	Education & Children	YES	21/12/20 (Stage 1) 10/05/21 (Stage 2) 05/07/21 (Stage 3)

EXECUTIVE BOARD FORWARD WORK PROGRAMME 20/21
 –as at 18/11/2020 (For the period November 20 – Oct 21)

ENVIRONMENT				
Subject area and brief description of nature of report	Responsible Officer	Executive Portfolio	Scrutiny Committee to be consulted	Date of expected decision by Executive Board
LOCAL DEVELOPMENT PLAN DEPOSIT	Llinos Quelch- Head of Planning / Ian R Llewelyn	Planning		21 st December 20
REGIONAL TECHNICAL STATEMENT	Llinos Quelch- Head of Planning /Hugh Towns	Planning	TBC	21 st Dec 20
WASTE COLLECTION STRATEGY REVIEW	Ainsley Williams. Head of Waste & Environmental Services Dan John /Geinor Lewis	Environment	TBC	Feb 2021
CARMARTHENSHIRE POLLINATOR ACTION PLAN	Llinos Quelch- Head of Planning /Rosie Carmichael	Planning	TBC	27th April 21
HIGHWAYS MAINTENANCE MANUAL	Steve Pilliner - Head of Transportation & Highways/ Chris Nelson/ Richard Waters	Environment	EPP Feb 21	July 21
PUBLIC CONVENIENCES	Ainsley Williams. Head of Waste & Environmental Services Rhys Davies	Environment	TBC	27 th September 21
AMR PLANNING	Llinos Quelch- Head of Planning	Deputy Leader		27 th September 2021
APR	Llinos Quelch- Head of Planning	Deputy Leader	TBC	27 th September 21
EQUESTRIAN STRATEGY	Steve Pilliner - Head of Transportation & Highways /Caroline Ferguson	Environment		25 th October 21

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

21 February 2020

PRESENT: Councillor J.D. James (Chair)

Councillors:

J.M. Charles, T.A.J. Davies, J.A. Davies, K. Davies, P.M. Edwards, S.J.G. Gilasbey,
T.M. Higgins, B.D.J. Phillips, A.D.T. Speake and A. Vaughan Owen.

Councillor W.T. Evans - Substitute for Councillor J.S. Phillips;
Councillor K.V. Broom – Substitute for Councillor D. Thomas;

Also in attendance:

Councillor H.A.L. Evans, Executive Board Member for Environment;
Councillor P.M. Hughes, Executive Board Member for Public Protection.

The following Officers were in attendance:

R. S. Waters, Highways and Transportation Manager;
S. Charles, Transport Strategy and Infrastructure Manager;
J. Owen, Democratic Services Officer.

Chamber, County Hall, Carmarthen, SA31 1JP - 10.00 - 11.20 am

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors E. Morgan, J.S. Phillips and D. Thomas.

2. DECLARATIONS OF PERSONAL INTEREST INCLUDING ANY PARTY WHIPS ISSUED IN RELATION TO ANY AGENDA ITEM.

There were no declarations of interest.

3. PUBLIC QUESTIONS (NONE RECEIVED)

The Chair advised that no public questions had been received.

4. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT

UNANIMOUSLY RESOLVED that the report be received.

5. HIGHWAY FOOTWAY AND ROAD SAFETY INVESTMENT PROGRAMME UPDATE

The Committee considered a Highway Footway and Road Safety Investment Programme Update report which provided Members with an update on the current investment programme in relation to road safety and associated infrastructure.

The report apprised members with information on the following aspects:-

- Local Transport Plan / Local Transport Fund
- Active Travel Act and Local Authority Obligations
- Safe Routes in communities
- Road Safety Improvement and Footway Improvement Programme
- Road Safety Grant (Capital and Revenue)
- Traffic Management and Accident Prevention Programme

Set out within the report was a summary of funding for road safety related and other infrastructure schemes for 2019/20 and the prioritised programme for road safety, footway and other infrastructure.

The following questions/issues were raised on the report:-

- In response to a request, the Transport Strategy and Infrastructure Manager provided a verbal update on the progress of the Towy Valley Path. Members were informed that:
 - negotiations with landowners were still ongoing,
 - planning has been approved for West section,
 - planning has been applied for the Eastern section – delayed due to conditions in place with NRW,
 - construction has started on the Western section of the path by White Mill,
 - further bids have been placed for the western section.
- In connection with the recent storms which have caused the water levels to significantly rise, it was asked, if an analysis had been made of the extent of the flooding on the path? The Transport Strategy and Infrastructure Manager stated that a detailed flood modelling had been completed for the whole route of the path. It was acknowledged that by the very nature of the path running alongside the Towy river it was accepted that flooding would occur. Flooding measures were in place by means of gates and operational procedures.
- With regard to road safety improvements, a concern was raised in relation to the necessity of a reduction in the speed limit outside Nantgaredig School to 20mph which had been requested on several occasions. The Transport Strategy and Infrastructure Manager stated that whilst he personally did not manage the requests for speed limit reductions, he explained that there were a number of factors that influenced the introduction of a speed limit change. Requests would be considered by the Speed Limit Working Group seeking community support for the change and for the speed limit to be self-enforcing where possible.

The Transport Strategy and Infrastructure Manager stated that he would liaise with the Local Councillor outside of the meeting on the matter.

- At the Committees request, the Executive Board member for Environment and the Chair of Environmental and Public Protection Scrutiny Committee had written a letter to the Minister of Transport raising concerns regarding the inadequate funding available to develop walking and cycling infrastructure [minute 8.2, 5th July 2019 refers]. The Chair announced that a response from Lee Waters, Minister of Transport had been received and provided a verbal summary of the letter to the Committee. The Chair stated that the letter would be shared with Committee members.
- Reference was made to Safe Routes in Communities. It was asked, if it was feasible for wards to join together in order to be more integrated? The Transport Strategy and Infrastructure Manager stated that joint working was good practice and actively encouraged. In addition, it was encouraging to note that the letter received from the Minister of Transport urged that Local Authorities revise their Integrated Network Maps for active travel over the next year with practical support being provided to enable them to ensure that they reflect the needs of local communities.
- The Committee in acknowledging the Public Service Vehicle Access Regulations which came into force in January 2020, requiring all school transport vehicles which are registered to carry fare paying passengers to be DDA/PSVAR compliant raised a number of concerns. Concerns raised were in relation to the appropriateness of the current means of safe routes to school and the current statutory walking distance. The Committee whilst acknowledging the limited funding available, believed that in light of the legislation changes, the Authority should prioritise the provision of safe routes.

The Executive Board Member for Environment explained that as a result of the legislative changes, the Executive Board at its meeting on 3rd February, 2020 had approved the establishment of a cross party Advisory Panel to carry out a general review of the authority's school transport policy (minute 11 Refers). Members were informed that the Panel would undertake a high level review of the current school transport policy, review the changes to the application of Public Service Vehicle Access Regulations to local services and undertake a high level review of the costs school transport provision which would include supply chain challenges arising from the application of the Public Service Vehicle Access Regulations. Following the review, the Advisory Panel would make recommendations to Executive Board.

Notwithstanding the work of the School Transport Review Advisory Panel, it was expressed that that the Welsh Government, on a National Level should review how appropriate its current mechanism is in assessing safe routes and also urgently review the distances that is appropriate for pupils to walk/cycle to school. It was proposed that the Committee write to the Minister of Transport requesting that the Welsh Government undertake the aforementioned reviews and make available any additional funding required. The proposal was duly seconded.

In response to a query raised on whether the Local Authority had discretion to reduce the current statutory walking distance from home to school, the Transport Strategy and Infrastructure Manager emphasised to the Committee that previous consideration of the financial implications suggested that for every mile reduced would result in an annual estimated increase of £10m on the Local Authority's revenue budget.

- In response to a request for an update on the progress of the 'Cardi Bach' cycle route the Transport Strategy and Infrastructure Manager explained that some funds had been committed to undertake a feasibility scheme and design and therefore, subject to funding there was no reason that this would not be forthcoming.
- An observation was made that no investments in road safety related and/or other infrastructure schemes were reflected within the summary for any areas west of Carmarthen. The Highways and Transportation Manager explained that road safety schemes were dedicated to high risk areas.
- The Highways and Transportation Manager responded to parochial queries in relation to Whitland School Park and Carmarthen Bus Station.
- Reference was made to the Electric Vehicle Charging Infrastructure. In response to a concern raised regarding the negative impact on rural areas due to the lack of available electric charging points, the Transport Strategy and Infrastructure Manager explained that rural areas were included within the electric vehicle charging roll out however exact locations were yet to be determined.

UNANIMOUSLY RESOLVED that:

- 5.1 the Committee write a letter to the Minister of Transport requesting that the Welsh Government:**
- a) undertake a review of the current mechanism of assessing safe routes;
 - b) urgently review the distances appropriate for pupils to walk to school;
 - c) give consideration to make any additional funding required available following the outcome of the abovementioned reviews.
- 5.2 the Highway Footway and Road Safety Investment Programme Update report be received.**

6. TASK AND FINISH MONITORING REPORT

The Committee considered a report detailing progress in relation to the recommendations identified from the findings of the Task and Finish group's review on the maintenance provision of highway hedges and verge rows. The group's report along with their recommendations were adopted by Executive Board on the 4th March 2019.

The report provided the Committee with a brief background along with:

- the scope and objectives of the Task and Finish Group's work;
- it's methodology;
- the Group's recommendations;
- detailed progress report on the actions allied to the Task and Finish Group recommendations.

The Committee noted the progress on each of the recommendations as set out in the report

UNANIMOUSLY RESOLVED that the report be received.

7. ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE ACTIONS UPDATE

UNANIMOUSLY RESOLVED that the report detailing progress in relation to actions, requests or referrals emerging from previous scrutiny meetings, be noted.

8. REFERRAL FROM POLICY AND RESOURCES SCRUTINY COMMITTEE - JOINT TRANSPORT PLAN FOR SOUTH WEST WALES

The Committee was advised that the Policy and Resources Scrutiny Committee, at its meeting on 27th January 2020, had following consideration of the Environment Departmental Business Plan 2020-23 relating to the Property Division relevant to the Committee's remit, resolved "the Environmental and Public Protection Scrutiny Committee be requested to consider means of securing improvements to the Joint Transport Plan for South West Wales with a view to maximising opportunities to improve public transport within Carmarthenshire."

It was reported that during consideration of the Business Plan, reference was made to the problems faced in recruiting staff and it was considered that the lack of suitable public transport was probably also a contributory factor.

In order that the Committee could undertake the request, a report providing information on the Joint Transport Plan for South West Wales was requested to be included on the Committee's Forward Work Programme for 2020/2021.

UNANIMOUSLY RESOLVED that an information report on the Joint Transport Plan for South West Wales be included on the Environmental and Protection Scrutiny Committee's Forward Work Programme 2020/2021.

9. FORTHCOMING ITEMS

The Committee considered the list of forthcoming items for the meeting scheduled to take place on 21st April, 2020 and was afforded the opportunity to request for information to be placed in to the reports.

The Chair emphasised that due to the number of items on the agenda, the meeting would likely continue into the afternoon.

UNANIMOUSLY RESOLVED that the list of forthcoming items be received.

10. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 13TH JANUARY 2020

RESOLVED that the minutes of the Environment and Public Protection Scrutiny Committee held on the 13th January, 2020 be signed as a correct record.

CHAIR

DATE