

Document Pack



Mark James LLM, DPA, DCA
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Chief Executive,
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County Hall, Carmarthen. SA31 1JP

THURSDAY, 8 DECEMBER 2016

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

I HEREBY SUMMON YOU TO ATTEND A MEETING OF THE
**ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY
COMMITTEE** WHICH WILL BE HELD IN THE **CHAMBER, 3
SPILMAN STREET, CARMARTHEN AT 10.00 AM ON FRIDAY,
16TH DECEMBER, 2016** FOR THE TRANSACTION OF THE
BUSINESS OUTLINED ON THE ATTACHED AGENDA.

Mark James CBE

CHIEF EXECUTIVE



PLEASE RECYCLE

Democratic Officer:	Janine Owen
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Ref:	AD016-001



YOUR COUNCIL **doitonline**
www.carmarthenshire.gov.wales

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

14 MEMBERS

PLAID CYMRU GROUP – 5 MEMBERS

- | | | |
|----|------------|---------------|
| 1. | Councillor | A. Davies |
| 2. | Councillor | W.J. Lemon |
| 3. | Councillor | A.D.T. Speake |
| 4. | Councillor | S.E. Thomas |
| 5. | Councillor | D.E. Williams |

INDEPENDENT GROUP – 4 MEMBERS

- | | | |
|----|------------|---------------------------|
| 1. | Councillor | D.B. Davies |
| 2. | Councillor | J.A. Davies |
| 3. | Councillor | I.J. Jackson (Vice-Chair) |
| 4. | Councillor | A. James |

LABOUR GROUP – 4 MEMBERS

- | | | |
|----|------------|---------------------|
| 1. | Councillor | A.P. Cooper (Chair) |
| 2. | Councillor | P.M. Edwards |
| 3. | Councillor | D.C. Evans |
| 4. | Councillor | W.G. Thomas |

UNAFFILIATED – 1 MEMBER

- | | | |
|----|------------|--------------|
| 1. | Councillor | J.P. Jenkins |
|----|------------|--------------|

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF PERSONAL INTEREST
3. DECLARATIONS OF PROHIBITED PARTY WHIPS
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**ENVIRONMENTAL & PUBLIC PROTECTION
SCRUTINY COMMITTEE
16TH DECEMBER 2016**

**Forthcoming items for next meeting –
Friday 16th January 2017**

Discussion Topic	Background
Update on Air Quality Management Area (AQMA)	This update will provide the Committee with progress in relation to the Air Quality Management Areas within the county.
Update on Street Lighting	This item will provide the Committee with an update on progress with regard to the installation of LED lighting and timers for part-night illumination across the county's network.
Council's Well-Being Objectives 2017/18	<p>The Well-being of Future Generations Act requires public bodies in Wales to carry out sustainable development with the objective of improving the social, economic, environmental and cultural well-being of their area.</p> <p>It places a well-being duty on those public bodies to set and publish objectives designed to maximise their contribution to the seven national well-being goals. They are also required to take all reasonable steps to meet those objectives.</p> <p>This item will provide the Committee with an opportunity to consider and comment on the Council's proposed objectives for 2017/18.</p>
Food Hygiene Rating Scheme Report	This item will provide the Committee with information on the Food Hygiene Rating scheme.

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ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE 16TH DECEMBER 2016

Update on the situation regarding the kerosene leak incident at Nantycaws

To consider and comment on the following issues:

This Report is to update Members on the latest situation regarding the Pipeline Leak at Nantycaws that occurred on 4th October 2016. The Report does not cover the causes of the incident or the initial emergency response which will be addressed at a multi-agency structured de-brief on 19th December.

Reasons:

For the committee's Information

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

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr H Evans

Directorate

Environment

Name of Head of Service:

R Mullen

Report Author:

Richard Elms

Designations:

Director of Environment

Civil Contingency Manager

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ENVIRONMENT & PUBLIC PROTECTION SCRUTINY

16TH DECEMBER 2016

Update on the situation regarding the kerosene leak incident at Nantycaws

On the 4th October 2016 a significant amount of kerosene oil escaped from a damaged pipeline at the A48 Nantycaws, Carmarthen.

The incident was initially responded to by emergency services and Natural Resource Wales (NRW) were the lead agency co-ordinating the response. The pipeline is owned and managed by Valero. Initial works improved recovery or oil lost, isolating and repair of the damaged pipeline and commissioning the new pipeline. Carmarthenshire county Council has now taken over as lead agency for recovery.

A multi-agency recovery coordination group was held on 21st November attended by representatives from Carmarthenshire County Council, Natural Resources Wales, Public Health Wales, Valero, Valero's Recovery Contractors and Monitoring Consultants.

Situation as of 29th November 2016

The new pipeline has now been in operation for over a month. All residual oil has been removed from the old damaged section of pipe, which has been sealed off at both ends. Some additional tree planting still remains to be carried out at the site.

1. Monitoring

Six monitoring bore holes have been drilled near the roadside (A 48) with a further nine within valley floor. These have been installed to monitor potential pollution of the ground water. The bore holes will continue to be monitored for the foreseeable future. The initial set of monitoring results taken before 16th October showed no discernible hydro carbons detected from both the ground water bore holes and from surface water.

However, the prolonged heavy rainfall that occurred on 21st November flushed through some remaining product, enabling further recovery. Additional measures were put in place by Valero's clean-up contractors to deal with 'remobilised' contamination entering the Nant Pibwr.

The absorbent booms on the stream are still in situ and will remain in place as a precaution until additional sampling data has been received.

In addition to the monitoring at or near the source of the spill, all known properties benefitting from a Private Water Supply in the area have been visited and five of them have had samples taken by Carmarthenshire County Council Environmental Health Officers. No contamination has been detected apart from an initial sample taken shortly after the spill from Ty Liliwen. The reason for this anomaly is still unclear, but the property will remain temporarily connected to the mains supply until further samples are taken (directly from the well bore hole) to rule out any future contamination. Residents of Ty Liliwen will be contacted by representatives from Carmarthenshire County Council Environmental Health and Valero's monitoring consultants to explain the rationale behind the additional monitoring of their water supply.

There may be some low level land contamination on land owned by Ty Liliwen, but quantities are so small, these would be difficult to recover.

There have also been reports of "black coloured" effluent entering the stream, the source being upstream of the kerosene leak. Valero's monitoring consultants have confirmed that they have observed this happening on two separate occasions.

Natural Resources Wales are aware of this and are currently investigating the source of the pollution.

2. Health Implications

Health advice has previously been given to local residence, but there appears to be no further health implication (apart from possibly Ty Liliwen private water supply as above).

With regards to animal health fencing was erected to prevent stock drinking from the water source. Natural Resources Wales are investigating as to when the fencing that has been erected can be removed

3. Community Engagement

Llangunnor Community Council has requested feedback for their Meeting in December. The "Recovery Group" agreed to offer representatives to attend their meeting if they required. Natural Resources Wales is also holding meetings with representatives from the local fishing community.

4. Cost Recovery (Agencies)

Valero have stated that all claims for compensation should be submitted to them via their offices in Waterston, Milford Haven.

Some agencies involved in the incident have, or are in the process of submitting claims to Valero for costs incurred.

Officers from Carmarthenshire County Council involved in the incident are also keeping track on "officer time" and a claim will be submitted to Valero in due course.

5. Cost Recovery (Community Councils and Private Residents)

Community Councils are in direct dialogue with Valero regarding their claims.

DETAILED REPORT ATTACHED?

NO

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: R Mullen

Director of Environment

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

CONSULTATIONS

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

Signed: R Mullen

Director of Environment

(Please specify the outcomes of consultations undertaken where they arise against the following headings)

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

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

THERE ARE NONE

ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE 16TH DECEMBER 2016

WASTE SERVICE STRATEGY UPDATE REPORT

To consider and comment on the following issues:

Provide Members with an update on the agreed actions approved by Executive Board on 27th July 2015 in relation to the waste service route map that set out, at that time, proposals for meeting the statutory recycling targets and associated waste diversion targets.

Reasons:

Information requested by the Scrutiny committee.

**To be referred to the Executive Board / Council for decision:-
NO (as report is for information only)**

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr H Evans

Directorate

Environment

Name of Head of Service:

Ainsley Williams

Report Author:

Ainsley Williams

Designations:

**Head of Waste and Environmental
Services**

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ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE 16TH DECEMBER 2016

WASTE SERVICE STRATEGY UPDATE REPORT

1 Introduction

A report was taken to Executive Board in July 2015 setting out our strategy for the collection, recycling and treatment of waste for the future. The purpose of the report was to set out our route map and planned procurement process to allow us to continue to meet the statutory recycling targets set by Welsh Government taking us up to the 70% recycling target for 2025 and zero waste by 2050.

2. Actions Update

Executive Board gave approval for 9 key elements, against which comments on progress are provided below:

1. Implementation of interim treatment, recycling and disposal contractual arrangements as detailed in this report, ensuring that they are put in place by whichever route deemed most suitable, which in practice will mean negotiation for aspects of the service with the existing providers, as appropriate, up to March 2018.
 - ***This has been completed to secure interim arrangements for the ongoing recycling and treatment of our waste.***
2. The procurement of new refuse collection vehicles (due to the age and poor condition of the existing fleet) to allow the proposed new refuse collection routes to be implemented from Autumn 2016. This will also allow us to offer a full recycling service to our trade customers.
 - ***A fleet of 28 new Recycling Collection Vehicles was delivered between mid-August and the end of September 2016, comprising ten 15t DAF vehicles and eighteen 26t Mercedes vehicles. The trade element has not been implemented yet, but will be reviewed in due course.***
3. Implementation of the route rationalisation programme from Autumn 2016 to allow a more efficient service to be delivered within the bounds of the indicative budget provision.
 - ***The new collection rounds were introduced on the 31st October 2016, affecting about 65,000 households across the County. Changes in the main related to collection days with up to about 7,000 households experiencing a change in method of collection as well as collection days. The new vehicles were phased into operation over a period of three weeks as part of the rollout of new rounds.***

4. Review of the current green/garden waste kerbside collection service to see if it can be run on a break even basis. If this cannot be achieved then the service will have to be terminated from Autumn 2016.
 - ***The kerbside green garden waste collection service, utilising compostable bags (that were collected along with the food waste) was officially terminated at the end of October 2016, to coincide with the roll out of the new collection rounds. A period of grace of 1 month was provided to allow phasing out of the service i.e. up to the end of November. A new green waste fortnightly collection service will be introduced from April onwards utilising wheelie bins.***
5. Introduction of kitchen caddy food bin liners as a trial in specific targeted areas from Autumn 2015 with the aim of assessing their effectiveness in increasing participation in food waste recycling, prior to making a decision on a wider roll-out to all households.
 - ***A trial was undertaken. The headline results only revealed an increase of about 4-5% in participation in the pilot areas. Given this position, further work will be required to understand the outcome. However, this work was placed on hold to concentrate on the roll out as the main priority. A further review and possibly further trials will need to be undertaken to inform our future strategy in this respect.***
6. The undertaking (to an appropriate extent) of a preliminary assessment of our current kerbside collection system, including a waste compositional analysis.
 - ***The commitment to the new fleet determines continuation of the comingled system of collection for the lifetime of the vehicles. However, we may need to investigate the potential for minor changes that we could make to allow closer alignment with the Welsh Government blueprint for collection as part of their collaborative change programme. This work has not been progressed at this time, mainly due to our focus being the roll-out of new routes.***
7. Continuation of the existing co-mingled kerbside collection arrangements and only review the position if necessary, following the completion of detailed options modelling analysis work, possibly as part of WG's collaborative change programme at some point in the future. The detailed options work would be undertaken towards the latter part of the vehicle asset lifecycle i.e. within 5-7 years.
 - ***No work has progressed on this aspect due to the commitment to the existing co-mingled collection system. However, there may be aspects that we could possibly explore, relating to the refinement of the existing comingled system, such as twin streaming as an alternative, subject to internal review and potentially further discussions with Welsh Government.***

8. Commencement of the procurement process for the long term treatment, recycling and disposal of our waste, including undertaking a “soft market testing” exercise so as to inform and assist with the formulation of the long term contract and help us decide on the optimum contract package. A prior indicative notice (PIN) has already been published, notifying potential service providers of our intention to go to market.
 - ***Work has progressed on the procurement of a long term recycling, treatment and disposal service. A prior indicative notice has been published to alert the market of our intentions. Further information is provided in Section 3 of this report.***
9. Amendment to the responsibilities of the Director of Environment so as to provide separation between the substantive role of the Director of Environment and any part that the role involves with respect to the wider corporate governance of CWM as the Local Authority Waste Disposal Company (LAWDC), and in particular any part that would influence its strategic direction. This amendment will be valid for the term of the procurement process and will provide clear separation from the Director’s role in procuring and commissioning the new service contract so that parity for all bidders is maintained.
 - ***This matter has been addressed and appropriate amendments made so that potential conflict in relation to the Director’s substantive role and any responsibilities relating to the governance arrangement of CWM Environmental are eliminated.***

3. Procurement Update

An update of progress specifically in relation to the procurement element to date is set out as follows:

- a. A Project Board group has been set up to provide strategic direction and management of the process. Officers in the group represent wider functions/departments across the Council and include Environment/Waste, Finance, Legal and Procurement.
- b. Progress has been made in preparing tender documents for engaging specialist advisors to provide expert advice on the following aspects of the main project:
 - Technical.
 - Legal.
 - Financial.
- c. A job profile and person specification has been drafted for a dedicated Project Manager who will be employed to manage the whole process on a day to day transactional basis.
- d. The nature and make-up of the proposed recycling and treatment contract has required further detailed consideration relating to complications and matters such as asset ownership, contingent liabilities and potential TUPE transfer relating to the Authority’s unique position of owning our own Local Authority Waste Disposal Company (LAWDC). Such matters are material considerations in terms of determining the most favourable and pragmatic approach to securing recycling and disposal services for the future; they are fundamental considerations in providing an acceptable risk exposure profile and maintaining our ability to remain flexible and adaptable to potential changes in future.

In this respect, we have engaged some independent legal and financial advisors to review how these matters could influence how we arrive at a solution for future provision. This may lead to a review of our current intended procurement route, but it is too early to come to such a conclusion at this stage. This work is currently underway.

DETAILED REPORT ATTACHED?

NO

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: A Williams

Head of Waste and Environmental Services

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

1. Finance

A reserve budget has been set aside specifically for this procurement project.

CONSULTATIONS

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

Signed: A Williams

Head of Waste & Environmental Services

(Please specify the outcomes of consultations undertaken where they arise against the following headings)

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

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

THERE ARE NONE

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**ENVIRONMENTAL & PUBLIC PROTECTION
SCRUTINY COMMITTEE**

16TH DECEMBER 2016

**COMMUNITIES DEPARTMENTAL
SUMMARY BUSINESS PLAN 2017-20**

(Extracts relevant to Environmental & Public Protection Scrutiny Remit)

To consider and comment on the following issues:

Progress made against departmental priorities set out in last year's business plan alongside the budget.

Elements contained in the attached business plan relating to Public Protection.

Reasons:

Scrutiny Committee has a key role to play in scrutinising business plans as part of the Authority's performance management framework

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

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Jim Jones (Environmental & Public Protection Portfolio Holder)

<p>Directorate Communities Director: Jake Morgan Report Author: Gareth Miller</p>	<p>Designations: Director of Community Services Business Support Manager</p>	<p>Tel Nos. 01267 224698 01554 899301 E Mail Addresses: jakemorgan@carmarthenshire.gov.uk GAMiller@carmarthenshrie.gov.uk</p>
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ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE 16TH DECEMBER 2016

COMMUNITIES DEPARTMENTAL SUMMARY BUSINESS PLAN 2017-20

(Extracts relevant to Environmental & Public Protection Scrutiny Remit)

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

- This summary business plan provides Members with an update of progress made against actions for Public Protection Services which are included in the departmental business plan from 2017-20.
- The full business plan which will be presented to members in the New Year will contain an update on the priorities for the department during 2017-20. This plan will be developed following a series of workshops with senior managers and staff which are currently underway.

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: Jake Morgan (Director of Communities)

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

CONSULTATIONS

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

Signed: Jake Morgan (Director of Communities)

1. Local Member(s)

None

2. Community / Town Council

None

3. Relevant Partners

None

4. Staff Side Representatives and other Organisations

None

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

There are none.

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Department for Communities

Summary Business Plan

2017-2020

Progress update on Actions

Public Protection

The percentage of high risk businesses that were liable to a programmed inspection that were inspected, for: i) Trading Standards

We are on target to achieve 100% inspections on high risk premises by March 2017.

The percentage of high risk businesses that were liable to a programmed inspection that were inspected, for: ii) Food Hygiene

We are on target to achieve 100% inspections on high risk premises by March 2017.

The percentage of food establishments which are 'broadly compliant' with food hygiene standards

We are on target to achieve 93% inspections on broadly compliant premises by March 2017.

Maintaining good air and water (drinking & recreational) quality for the residents of and visitors to the County implementing a sampling programme with risk assessments to monitor radon in private water and remediation as necessary (March 2018)

Still awaiting guidance

Evaluate the best means of raising awareness of Healthy Options through stakeholder engagement (September 2017)

Continuing to engage

Work to ensure that companies do not fall below level 3 of the Food Hygiene Rating (Wales) Act (March 2018)

Businesses with scores of 2 or below have been written to advising that we are looking to possibly publicise the scores giving a period of time for improvements and re-score revisits to be arranged if the businesses so require.

Implement the monitoring of shellfish in accordance with Welsh Government and FSA to ensure that they satisfy standards for commercial gathering (March 2018)

Sampling is continuing on a routine basis and contact is there is liaison with Welsh Government and NRW with regards to additional sampling requests to maintain commercial beds.

Developing the action plans for air quality monitoring in Llanelli and Carmarthen

Groups are to meet early January to prepare the action Plans for Llanelli and Carmarthen. This will also include a review of the current situation in Llandeilo. An update report to be discussed at Scrutiny (Environment and Public Protection) in January 2017.

**ENVIRONMENTAL & PUBLIC PROTECTION
SCRUTINY COMMITTEE
16th DECEMBER 2016**

**Draft Environment Departmental
Business Plan 2017-20**

To consider and comment on the following issues:

- Environment Departmental Business Plan 2017-20

Reasons:

- To give members an opportunity to review the Departments business plan alongside the budget.

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

Executive Board Member Portfolio Holders:

- Cllr. Hazel Evans (Technical Services)
- Cllr. Jim Jones (Environmental & Public Protection)
- Cllr. Pam Palmer Community Safety, Social Justice / Crime & Disorder)

<p>Directorate: Environment Ruth Mullen Report Author: Jackie Edwards</p>	<p>Designations: Director of Environment Business Improvement Manager</p>	<p>Tel Nos. / E-Mail Addresses: 01267 224647 RMullen@carmarthenshire.gov.uk 01267 228142 JMEdwards@Carmarthenshire.gov.uk</p>
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EXECUTIVE SUMMARY

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE 16th DECEMBER 2016

Draft Environment Departmental Business Plan 2017-20

- The full business plan outlines the priorities for the department during 2017-20.
- It also identifies how the department supports the 5 Ways of Working and the 7 Goals of the Well-being of Future Generations (Wales) Act 2015.

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: Ruth Mullen Director of Environment

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

1. Policy, Crime & Disorder and Equalities

The Report outlines the Environment Department priorities for 2017-20

2. Physical Assets

The Report outlines the Environment Department priorities for 2017-20

CONSULTATIONS

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

Signed: Ruth Mullen Director of Environment

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

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
Well-being of Future Generations Act	Well-being of Future Generations (Wales) Act 2015

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Draft Departmental Business Plan Environment 2017-20

Date:

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4	Departmental Priorities / Risks	
5	Resources	
6	Key Departmental Measures	

Executive Board Member Foreword

We have great pleasure in introducing the new Department for Environment Summary Business Plan for 2017/18. We are satisfied that this Business Plan provides a comprehensive overview of the Departmental performance over the past year. It also provides the Department's aims and objectives for 2017/18.



Cllr Jim Jones

Executive Board Portfolio Holder for Environmental & Public Protection

Sign off



Cllr David Jenkins

Executive Board Member – Resources

Sign off



Cllr Hazel Evans

Executive Board Portfolio Holder for Technical Services

Sign off



Cllr Mair Stephens
Executive Board Portfolio
Holder for Human Resources, Efficiencies and Collaboration

Sign off



Cllr Pam Palmer
Executive Board Portfolio Holder for Communities

Sign off



Cllr Linda Evans
Executive Board Portfolio Holder for Housing

Sign off

1. Departmental Overview

Introduction by Director

I am pleased with the progress that has been made in the delivery of service throughout the Environment Department in 2016/17. This has been against a background of organisational change and significant resource challenges.

The Environment Department has been through a period of significant change in the last twelve months. Significantly the structure has been realigned to reflect the services delivered. This has involved the disaggregation of the former Streetscene services and the amalgamation of colleagues from the Corporate Property Division with Property Maintenance. The Department is now structured with four divisions, Highways and Transport, Planning, Property, and Waste and Environmental Services, all supported by the Business Planning and Performance team.

During 2017/18 the new Departmental Structure will be consolidated. A new Head of Service has already been appointed to the Waste and Environmental Services, completing the Departmental management team. Each Division is now considering the staff resource and skills required to deliver the challenging agenda for the Department over the next financial year.

Performance against key indicators has been good overall, reflecting the prioritisation of resources against areas of significant importance identified in the Corporate Strategy, and by service users and members of the public.

Key Performance

- *The percentage of municipal wastes sent to landfill is on target. Result (6.27%) Qtr2 against a target (10%). Carmarthenshire's ranking is 1st out of 22 authorities in 2015/16.*
- *The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated bio wastes that are composted or treated biologically in another way is on target. Result (65.95%) Qtr2 against a target (62.00%). Carmarthenshire's Ranking is 4th out of 22 authorities in 2015/16*
- *The Cleanliness Indicator is on target. Result (73.4%) Qtr2 against a target of (67%).*
- *The percentage of highways inspected of a high or acceptable standard of cleanliness is on target. Result (98.2%) Qtr2 against a target of (92%). Carmarthenshire's ranking is 4th out of 21 authorities in 2015/16.*
- *The percentage of principal (A) roads, non-principal/classified (B) roads and non-principal/classified (C) roads that are in overall poor condition was on target in 2015/16. Result (10.7) against a target (11.9%). Carmarthenshire's ranking is 9th out of 22 authorities. Target for 2016/17 is set to improve to 9.5%.*
- *In 2015-16 we conducted a customer satisfaction survey aimed at assessing the views of people that had received a planning application decision during the year. The survey is undertaken by all LPAs annually at the same time, asking the same questions. This joined up approach allows comparisons to be drawn across LPA areas. The overall satisfaction with how the LPA handled their application was 66% Carmarthenshire compared to a Wales average of 61%.*

- The satisfaction ratings received by the Homes Team have been very encouraging, approximately 50% of new tenants completed satisfaction surveys within the Financial Year. A remarkable 85% of tenants marked the overall service as 10 out of 10 (or Excellent). 99% of tenants rated the service as good to excellent.

Key Achievements

I am delighted to report some examples of the key achievements in the last year.

Carmarthenshire has been the lead authority on an effective collaboration to secure a Joint Procurement Framework for Building Design and Construction services. This collaboration ensures best value for all the partner authorities and streamlines the process of procurement leading to wider efficiencies.

Similarly, Carmarthenshire is supporting neighbouring authorities with the delivery of Minerals Planning services. Our planning service provides specialist expertise and capacity to other authorities on this area of planning which can have significant impacts on an area in both the long and the short term.

The success of the Property Design team in the delivery of new and improved schools as part of the Modernising Education Programme has been widely recognised. In particular Burry Port School has demonstrated how the well-being of pupils and staff can be enhanced by use of an innovative design, utilising local materials, and taking a whole life cost approach to sustainability, particularly energy usage. This approach has been recognised regionally and nationally, winning numerous awards and commendations.

Well-being is a key criteria in developing Highway and Transportation services. The successful achievement of grant funding to continue the provision of the Bwcabus service, a community transport service ensures that we can address isolation and access to health care, employment and education contributing to the well-being of individuals and communities.

Grant funding has also enabled us to continue with our investment programme for new road infrastructure throughout the county, to provide for the long term needs of new housing provision, whilst implementing an invest-to-saver scheme to convert street lighting to LED ensures the continuation of street lighting into the future.

The successful introduction of new waste rounds has required substantial and meaningful engagement with service users. The implementation of the new rounds, introduced to deliver efficiencies and cost savings, in addition to improving our recycling performance, has required an extensive programme of communication for around 65,000 households.

The Local Development Plan is our statutory plan considering the long term impact and needs for development in Carmarthenshire, supporting regeneration and protecting our environment. The first Annual Monitoring Report, submitted to Welsh Government October 2016, concludes that we currently have the correct strategies in place to address long term needs and pressures in terms of housing and employment, whilst mitigating impacts and enhancing biodiversity and the natural environment.

Future Challenges and Initiatives

There are a number of significant and exciting issues to be addressed as we move into 2017/18. Among the highway infrastructure schemes to be delivered as part of the Local Transport Plan is the Towy Valley Path. This multi-use path will open up exciting opportunities to grow tourism and leisure businesses in the Towy Valley as well as enhancing accessibility and improving health outcomes by providing safe facilities for children and adults to be more active. The first section is already under construction and further grant funding bids are being prepared for future stages.

The extensive Modernising Education Programme is programmed to spend £86.7 million in Carmarthenshire by 2019. To continue successful delivery of this ambitious programme the team will be expanded to provide additional capacity and flexibility as well as development opportunities for staff.

Following on from the formation of the new Departmental structure, there is now an opportunity to further align services. A key area of focus will be the amalgamation of Grounds Maintenance and Street Cleansing Services, providing the opportunity to avoid duplication and improve efficiency in customer response and service delivery.

New initiatives in 2017/18 include the introduction of a new Green Waste collection service. This service, whilst discretionary, is widely used and appreciated by residents. The involvement of Environment Scrutiny in developing a service proposal that will meet the needs of customers and be affordable and sustainable for the Authority has been key.

In terms of performance, focus will be placed on our enforcement activity around waste and environmental cleanliness. Collaboration with community groups and organisations is key to our success in raising awareness and education. Currently our performance against *The percentage of reported fly tipping incidents cleared within 5 working days* is off target. Consideration of resource allocation will be taken to improve our performance in this area, focusing on education and prevention while ensuring that we continue to successfully prosecute individuals and businesses as appropriate.

Not only will we be delivering new schemes and initiatives, but we will be taking opportunities to build on the successes of our existing collaborative working arrangements. Two examples where future collaborative working will be explored are a joint procurement framework for playground equipment and options to extend the provision of planning services beyond Minerals Planning to other areas of planning work.

The past successes of the Department are a result of the hard work, skills and expertise of all the staff. Staff have shown their commitment to providing an excellent customer service whilst delivering efficiency savings. This is reflected in the high levels of customer satisfaction for the Department, and stands the team in good place to deliver against the challenges of the next year.

Core Values



Customers First – we put the needs of our citizens at the heart of everything that we do

Listening – we listen to learn, understand and improve now and in the future

Excellence – we constantly strive for excellence, delivering the highest quality possible every time by being creative, adopting innovative ways of working and taking measured risks

Integrity – we act with integrity and do the right things at all times

Taking Responsibility – we all take personal ownership and accountability for our actions

Departmental Profiles

Departmental Senior Management Structure

Director of Environment
Ruth Mullen



Head of
Transportation & Highways
Stephen Pilliner



Head of
Property
Jonathan Fearn



Head of
Planning
Llinos Quelch



Head of
Waste & Environmental
Ainsley Williams



Business Support
Development &
Performance

Departmental Overview

The vision for Carmarthenshire..... ‘A Carmarthenshire that enables people to live healthy and fulfilled lives by working together to build strong, bilingual and sustainable communities’

(Source: Integrated Community Strategy – 2011/16)

The Environment Department has four Division providing front line services to the people of Carmarthenshire and a business support unit that assist and provide support to the four divisions in delivering their services.



The Transportation & Highways Division helps facilitate the safe movement of goods and people through the development of transport policy, transport strategy, transportation delivery and infrastructure enhancements. The division business units consist of Strategic Planning and Infrastructure, Passenger Transport, Traffic Management, Parking and Road Safety, Fleet Services, Engineering Design, Highways Services, Network Services, Public Rights of Way, The Division also delivers a number

of essential services that enable the wider population, people living in Carmarthenshire communities and the City Region to access and receive services every day. Our **Strategic Planning and Infrastructure Unit** is responsible for the development of the Local Transport Plan and wider transport policy in conjunction with neighbouring Authorities in South West Wales. It is responsible for planning our investment and strategic interventions for the development of the highway network within Carmarthenshire. **Passenger Transport Business Unit** develops and supports the movement of nearly 5 million passenger journeys on the school/college transport, public transport and community transport network every year. **Our Traffic Management, Road Safety and Parking Business Unit** investigates and strives to prevent road accidents by utilising a mix of engineering education and enforcement interventions across Carmarthenshire. **Fleet Services Business Unit** supplies and manages our fleet of 504 vehicles and 396 items of plant to the Council's front line services. . The unit manages fleet risk, ensuring compliance and provides support to enable the front line services to function. Our **Engineering Design Unit** is responsible for the design and delivery of infrastructure Projects. **The Highways Business Unit** maintains the Carmarthenshire highway network, bridges and other highway structures. **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.



Waste & Environmental Division is responsible for delivering the following services:

- Waste management - collection, recycling and disposal.
- Environmental enforcement.
- Street cleansing.
- Grounds maintenance.
- Municipal facilities – (public conveniences and cemetery).
- Flood and coastal defence.

The services provided are highly visible and feature prominently in the priorities of the residents of Carmarthenshire. The services have a significant impact on the way residents, visitors, businesses and other stakeholders perceive the Council. The Division is a significant contributor to Carmarthenshire’s environmental and global responsibility agenda.



Annual Monitoring Report



Planning Division – the planning system provides a positive, proactive process which aims to stimulate and guide development and use of land in urban and rural areas in the public interest. It aims to ensure that development and land use change takes place within an effective and efficient decision-making process. Planning therefore has an essential role in facilitating development, regeneration and improvement which in turn provides the fabric for an inclusive, culturally diverse society in which community safety, health and well-being are promoted.

The Division is responsible for planning applications, enforcement regarding land use activities and for specific permissions required for works on listed buildings, minerals and waste activities. In addition to national legislation and guidance the Division has the statutory responsibility for ensuring that the County has an up to date, effective and relevant development plan system in place – and to that end the Council adopted the Carmarthenshire Local Development Plan in December 2014. Alongside the management of permissions for works or change of use sits the need to manage and administer adherence to Building Regulations within the County – striving to ensure that buildings are safe and fit for purpose regarding their intended use. All of these functions the Division undertake whilst recognising the importance of sustaining and enhancing the natural and built environment not only in terms of proposed development but also in terms of overseeing matters relating to trees, common land and protected sites and species. It is recognised that the Division will have a key role in helping the Authority in meeting the requirements set out in the recently adopted Environment (Wales) Act and Historic Environment (Wales) Act. The Service also has a key role to play in helping local communities to adapt to the effects of new development through the application of Section 106 Agreements, in particular, to contribute to meeting Welsh Government’s targets and aspirations on affordable housing. In recognition of its importance Welsh Government have a series of statutory monitoring requirements in place with regard to the planning service. One of these key monitoring tools is that of the Annual Performance Report, required from each Welsh local authority annually, the second report having been completed and submitted in October 2016 reflecting on each authority’s performance during the previous financial year (2015/2016). These reports will not only facilitate comparison of performance across Wales but will also facilitate comparison with performance in previous years. The Report covers the whole of the planning function.



The **Property Division** is responsible for the management of the Council's existing and future property portfolio. This involves using our own resources or working with partners to provide property management, facilities management, asset management planning, building maintenance and property design and construction expertise for the Council. Major capital investment projects include;

the 21st Century Schools Programme, physical regeneration projects. The Carmarthenshire Homes Standard, Housing Area Renewal, Care Homes Redevelopments, Affordable Homes developments and Leisure, along with the management and delivery of the Regional Construction related frameworks on behalf of adjoining Authorities and other public bodies. The Division is also responsible for the repair, maintenance and improvement of the majority of the Council's facilities and provides expert advice on the Council's property related health and safety responsibilities recommending good practice and developing policy and procedure to ensure that it complies with legislative requirements. The Division is responsible for corporate energy issues, by identifying and securing energy efficiency programmes in the Council's non-domestic buildings, plus identifying and securing opportunities for renewable energy technologies. Additionally, the Division is responsible for managing , livestock markets, industrial units the commercial estate, rural estates, asset management planning, administrative buildings including St. David's Park, easements & wayleaves, property negotiations and property records.

Business Support Development and Performance Section provides a range of timely, effective and efficient



support services to all divisions of the Environment Department, in accordance with Corporate standards and the principles of continuous improvement. The main purpose of the Division is to support and advise all sections of the Department by providing a variety of financial, systems administration, management information, administrative, democratic and business support, Health & Safety, Learning & Development and performance management services. The provision of support services to all sections enables them to efficiently fulfil their duties and discharge

their responsibilities and functions on behalf of the Council Learning & Development, Operational Training and Performance Management. The Division also provides the lead and a coordinating role on a range of corporate initiatives. In order to fulfil this central supporting role the Division is structured into several clearly defined areas, each with distinct and individual aims and objectives. The Division is also responsible for ensuring that the Authority complies with its statutory duty under Civil Contingency Act 2004 by working with all Departments within the Authority and other responders such as the Emergency Services, Health bodies and Utilities to ensure that we provide a unified approach to Civil Contingencies.

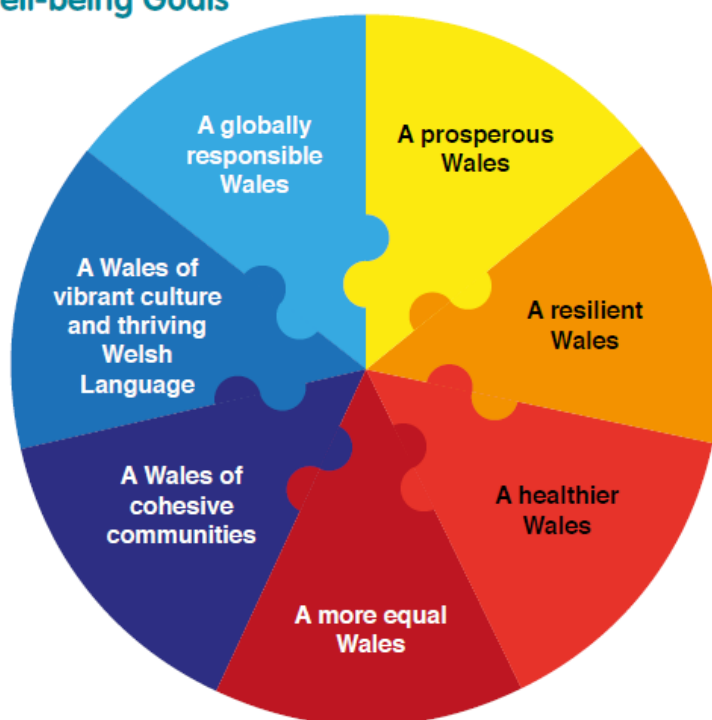
2. Strategic Context

2.1 Well-being of Future Generations Act 2015

This is a new Act introduced by the Welsh Government, which will change aspects of how we work. The general purpose of the Act is to ensure that the governance arrangements of public bodies for improving the well being of Wales take the needs of future generations into account. The Act is designed to improve the economic, social and environmental well being of Wales in accordance with sustainable development principles.

The Well-being of Future Generations (Wales) Act is about encouraging public bodies to think more about the long-term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach. This will help us to create a Wales that we all want to live in, now and in the future. To make sure we are all working towards the same vision, the Act puts in place **seven** well-being goals, which are noted below:

Well-being Goals



The Sustainable Development Principle and the 5 Ways of Working

The principle is made up of **five key ways of working** that public bodies are required to take into account when applying sustainable development. These are:-

- A. Looking to the **long term** so that we do not compromise the ability of future generations to meet their own needs;
- B. Taking an **integrated** approach so that public bodies look at all the well-being goals in deciding on their priorities;
- C. **Involving** a diversity of the population in the decisions that affect them;
- D. Working with others in a **collaborative** way to find shared sustainable solutions;
- E. Understanding the root causes of issues to **prevent** them from occurring.

The Department and the Well-being Goals

The table below shows how the Department supports the Well-being Goals.

KEY: **L** = Lead Role / **S** = Supporting Role

		The 7 Well-being of Future Generations Goals See Appendix 3 for Definitions						
Department	Division	Prosperity	Resilience	Healthier	More Equal	Cohesive Communities	Culture and Welsh Language	Global Responsibility
Environment	Highways & Transport	S	S	S	S	S	S	S
	Waste & Environmental		S	S				S
	Planning	S	L	S	S	S	S	S
	Property		S	S	S	S		S

2.2. Significant Strategies, Acts & Guidance for the Department

- The Well-being of Future Generations (Wales) Act
- Welsh Language Standards under s 44 Welsh Language (Wales) measure 2011
- Freedom of Information Act 2000 (FOIA)
- Data Protection Act
- Equalities Act 2010
- Disability Acts
- Employment and Employee Acts
- Health & Safety at Work Act 1974 and subsequent respective legislation
- Highways Act 1980
- Traffic Management Act 2004
- Flood and Water Management Act 2010
- New Roads and Street Works Act 1991
- Land Drainage Act 1991
- Local Authorities' Cemeteries Order 1977
- Environmental Protection Act 1990
- Clean Neighbourhood Act & Environment Act 2005
- Anti-Social Behaviour (Crime and Policing) Act 2014
- Police & Crime Act 2009
- One Wales Connecting the Nation, The Wales Transport Strategy
- The National Transport Plan
- All Wales Road Safety Framework 2013
- Local Road Safety Strategy
- Swansea Bay City Region Economic Development Strategy
- EU revised Waste Framework Directive 2008/98/EC
- Waste (England and Wales) Regulations 2011.
- Waste (England and Wales) (Amended) Regulations 2012.
- Towards Zero Waste (WG's overarching waste strategy document).
- Carmarthenshire County Council Corporate Strategy 2015 – 2020
- Integrated Community Strategy
- Ageing Well in Wales Plan
- Strategic Regeneration Plan for Carmarthenshire
- Carmarthenshire's Vision for Sustainable Services for Older People for the Next Decade
- The Local Transport Plan
- Regional Bus Network Strategy
- Integrated Parking Strategy
- Walking and Cycling Strategy
- National Parking Standards
- TAN 18
- Fleet Strategy & fleet Road Risk Strategy
- Local Development Plan

- The Social Services and Well-being Act (2014)
- The Learner Travel (Wales) Measure
- The Active Travel Act
- The Environment Act
- Corporate Strategy
- Departmental Business Plans
- Planning (Wales) Act 2015, including various secondary legislation published post-January 2016
- Planning Policy Wales
- All Technical Advice Notes (TANs) and various circulars
- Historic Environment Bill 2015
- Environment (Wales) Act 2016
- Air Quality Management Areas (AQMAs)

2.3 Carmarthenshire County Councils Well-being Objectives - *To be published by March 2017*

2.4 The Well-Being Plan - Carmarthenshire's [Public Services Board](#) (PSB) will be developing their partnership plan for improving the environmental, economic, social and cultural well-being of Carmarthenshire. The Well-Being Plan will identify priorities for the County and outline how public bodies will work together to achieve them.

2.5 Carmarthenshire's Corporate Strategy 2015-20

In September 2015 the Council published its Corporate Strategy and outlined its key areas of focus across seven outcome areas. **In particular the department supports the following focus points:**

Making Better Use of Resources

- Managing and making best use of the Council's property and assets with a focus on rationalising office accommodation and sharing with other partners as well as facilitating community ownership of assets for community benefit.
- Providing services as efficiently as possible, ensuring value for money and supporting staff in order to reduce sickness absence rates.
- Investigating and developing new ways of working and providing services.
- Working in collaboration with other organisations to identify areas for shared services and economies of scale to reduce running costs.
- Reviewing management and 'back office' costs in order where possible to safeguard 'front line' services.
- Improved public satisfaction levels with the services provided by the Council.
- Reduction in organisational 'running costs'.
- Increased on line activity to address public queries and transactions.

The Environment Department leads on **7** of the Corporate Strategy outcomes and strategic focus, and provides significant support on **32** of the outcomes and strategic focus.

Building a Better Council

- Promoting local democracy and transparency by further developing approaches to engaging and communicating with our residents and stakeholders including the increased use of digital technologies.
- Managing and supporting our workforce to provide better outcomes for our residents through appropriate recruitment, retention and development of our staff.
- Developing an integrated workforce plan that supports the Council's strategic objectives.
- Increasing collaboration with our partners and communities in order support the delivery of services.
- Responding to the need to reform local government and ensuring Carmarthenshire is well positioned in any future arrangements.
- Strengthening the position of the Welsh language in Carmarthenshire by implementing the recommendations of the 'Welsh Language in Carmarthenshire's report (March 2014).
- Increasing public communication, consultation and engagement.
- Improved staff satisfaction levels.
- Reduced staff sickness absence levels.

People in Carmarthenshire are healthier

- Enhancing the range of community options to support older people to remain independent in their later years.
- Increasing the availability of rented and affordable homes to support the needs of local people by building new homes, bringing empty homes back into use and ensuring an allocation of affordable homes on new developments.
- Supporting residents suffering from fuel poverty and introducing renewable energy technology to our tenants homes in order to save them money on energy costs.
- Increased availability of rented and affordable homes.

People in Carmarthenshire fulfil their learning potential

- Continuing to improve the condition, suitability and resource efficiency of our schools network through the Modernising Education Plan by investing a further £170m in the improvement of school premises through the 21st Century School Programme.
- Improved condition of schools.

People who live, work and visit Carmarthenshire are safe and feel safer

- Protecting and safeguarding children and adults from harm.
- Reducing speeding and road traffic accidents.
- Reducing anti-social behaviour by working in partnership with other agencies and communities to tackle local problems.
- Reduction in road casualties.
- Reduction in total recorded crime.
- Reduction in anti-social behaviour.

Carmarthenshire's communities and environment are sustainable

- Enhancing and utilising our rich natural environment whilst at the same time adapting to future needs as a result of climate change.
- Supporting resilience with our rural and urban communities.
- Taking further steps to reduce waste and increasing recycling working towards achieving the national target of 70% recycling by 2024/25 (from 59% in Carmarthenshire in 2014).
- Increased rates of recycling.
- Improved transport links.
- Increased use of renewable energy.

Carmarthenshire has a stronger and more prosperous economy

- Creating jobs and growth throughout the County.
- Improving the highway infrastructure and communication network to support further economic development and connectivity.
- Ensuring long-term economic and social benefits for Carmarthenshire through the Swansea Bay City Region and future European and external funding avenues.
- Increased economic activity and productivity.

3. Review and Evaluation

The Citizens' Panel Survey 2014 and the 50+ forum identified transportation, highway, recycling and refuse related services as being of importance to the community. They were included in the top ten of service priorities for the community. Carmarthenshire residents noted their top ten Council service priorities as follows:

1. Refuse collection
2. Services and facilities for ill and disabled people
3. Services and facilities for older people
4. Road maintenance
5. Bus services
6. Primary and secondary education
7. Pavement maintenance
8. Public conveniences
9. Recycling facilities
10. Environmental health and trading standards.

Current Strengths

- We deliver **6** out of the **10** Council Service Priorities.
- **73%** (Qtr 2) of Improvement Plan deliverables are on target.
- **71%** (Qtr 2) of Key Improvement Objectives are on target.
- **71%** (Qtr 2) of HPP appraisals have been completed.
- **3.9%** (Qtr 2) reduction on Staff Travel Mileage.
- **4.3%** (Qtr 2) reduction on Staff Travel Costs.

Headline

- Schemes Award winning New Schools, Carmarthen West, Ammanford Highway Infrastructure
- Grant funding secured for Safe Routes in the Community
- Waste Recycling – Bring Sites and round rationalisation
- New Fleet Vehicles – Gritters and Refuse – more fuel efficient – Fleet Rationalisation
- Highways – Five Highways Regions and improvements in the condition of our highways.
- Enforcement on Dog fouling and Dog control orders
- Linc/ Bwcabus – providing an integrated rural public transport network, Improve accessibility to services, improve rural network frequency, flexibility & integration, promote sustainable travel, reduce inequalities and Support National & Regional policies
- Recycling Targets
- Walking & Cycling Schemes – Amman Valley cycleway – Pembrey Canal Cycleway scheme, the A484 Cwmffrwd, Llanelli and along the A4138. We are developing plans for our ambitious Towy Valley Cycle Route.

Highways & Transport

Transportation and Highways play a key role in sustaining our communities. Our Transportation and Highway related services support the safe movement of goods and people. Enabling access to raw commodities and markets as well as providing opportunities for people to gain access to employment, education, health, leisure and social activities. In facilitating the safe movement of goods and people, we work with a range of key stakeholders to deliver the priorities set out in the Local Service Board and the County Council vision for Carmarthenshire..... ***'A Carmarthenshire that enables people to live healthy and fulfilled lives by working together to build strong, bilingual and sustainable communities'***

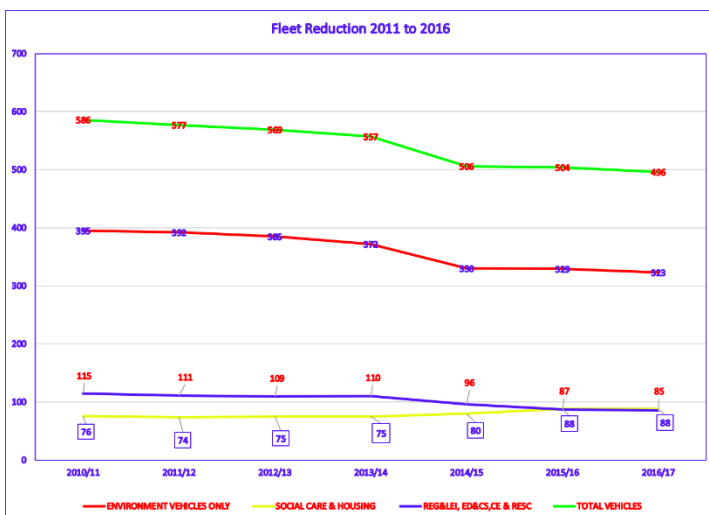
(Source: Integrated Community Strategy – 2011/16)

Reducing speeding and number of road traffic accidents

- We have revised and implemented a model to prioritise traffic management measures.
- We have purchased and implemented the latest state of the art mapping and accident software to improve our use of data.
- We have developed the Carmarthenshire Road Safety Plan 2016-2020.
- We have worked with the Mid and West Wales Fire Service and implemented training courses for motorcyclists. We are also actively working with partners to engage motorcyclist to encourage take up of the training.
- Our work with older drivers has been shared through the Wales Government All Wales Road Safety Group and with Road Safety Wales.

Developing resilient and sustainable communities

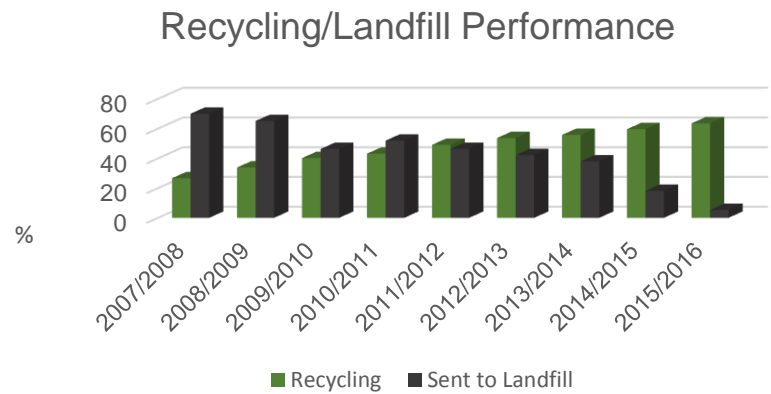
- We have completed the construction of the Amman Valley cycleway in Carmarthenshire, the Pembrey Canal Cycleway scheme the A484 Cwmffrwd, Llanelli and along the A4138. We have developed plans for our ambitious Towy Valley Cycle Route.
- We have also been working with the Hywel Dda University Health Board to look at ways in which Community Transport services could assist with pressures on non-emergency health transport. We worked with the Doctors' surgeries in the Llandysul area to link surgery appointments with journeys on the Bwcabus service. The Bwcabus service has seen an increase in the number of passengers using the service to access surgeries in the last 18 months.



- We have invested over £7 million in our refuse, highways and social care fleet to improve efficiency and reduce emissions.

Waste & Environmental

- A fleet of 28 new recycling collection vehicles have been received and commissioned into service.
- New waste collection rounds have been successfully introduced from 31 October 2016, resulting in changes to about 65,000 households.
- Education and awareness work - over 86,500 props direct mailed about waste/recycling service changes. Our Recycling Advice team have visited almost 5000 properties to provide information on the changes associated with the new refuse collection rounds and provide general advice on recycling.
- The percentage of municipal wastes sent to landfill (WMT/004b) – on target @ performance of 6.27% (Q2) vs. target of 10%. . We currently meet our statutory 2019/20 landfill allowance targets.
- Our overall recycling performance (WMT/009b) is on target @ performance of 65.95% (Q2) vs 62% target. The next national statutory target will be to achieve 64% by the end of 2019/20.
- A Public Space Protection Order was introduced in early summer 2016 that allows us to tackle dog related problems in public spaces in the County. The PSPO allows us to deal with dog fouling issues, dealing with unruly dog behaviour by requesting that dogs are placed on leads and banning dogs from enclosed children’s play areas.
- Work on upgrading the spillway on the Trebeddrod Reservoir (Furnace Pond) has been completed, thereby providing a greatly reduced level of flood risk potential to settlements downstream.
- Installation of a new children’s play area in Parc Howard, Llanelli.



In general terms, the above achievements have links to the following Well Being of Future Generations Goals as follows:

- A globally responsible Wales.
- A resilient Wales.
- A Wales of cohesive communities.
- A healthier Wales.

Planning Services

We have continued to implement national and local policies in all land use decision making and in doing so ensure that we are contributing to the regeneration objectives set for the County.

The second Annual Performance Report for the planning division as a whole has been produced and submitted as required to Welsh Government by the October 2016 deadline.

We have delivered the recommendations of the Task and Finish Scrutiny Review in relation to Enforcement and Conservation, as well as implementing procedures for Planning Enforcement in response to Central Government Advice and Case Law.

We have monitored the first full year of the adopted Local Development Plan (LDP), submitted the first statutory required Annual Monitoring Report in October 2016.

We have also consulted on five Supplementary Planning Guidance (SPG) arising from the LDP. These are: Place Making and Design; Archaeology; Leisure and Open Space Requirements for New Developments; Nature Conservation and Biodiversity and Rural Development and responses can be via: <http://ilocal.carmarthenshire.gov.wales/consultations/supplementary-planning-guidance-spg/>

Property Services

We have ensured that empty homes were refurbished and suitably allocated by Property's New Homes Team in a timely manner to reduce the waiting times of applicants on the Housing Register. The latest figures show that the average turnaround time of a Standard void is 24.7 days. This is an improvement on last year's average of 25.1 days. The turnaround time is specifically the amount of time between one tenancy ending and the new one commencing. Our strategy is to provide a more efficient and cost effective service by continuing to carry out CHS+ improvements on void properties.

94% of new tenants rated the quality and condition of their new home as very good. Prior to the creation of the New Homes Team this was often an area with high levels of dissatisfaction voiced by ingoing tenants and elected members. A dedicated capital budget has allowed the team to carry out complete, or partial, CHS+ improvements to 60 void properties.

We have started a new way of dealing with day to day housing maintenance with a new joint Housing Repairs Team being piloted, made up of Housing and Property officers focussed on delivering the service in specific Wards. This project has further improved tenant satisfaction with the service

The Design & Projects Delivery section has continued to develop as a multi-disciplinary in-house delivery team and have implemented appropriate training for identified individuals to facilitate the development of any skills shortages in order to develop a highly skilled professional team for the region. This has resulted in substantially less use being made of external consultants in the four main areas of Architecture, Mechanical and Electrical Design and Quantity Surveying and Project Managements and BREEAM and CDM being undertaken in-house, with the effect of substantially less fees being expended on outsourcing.

In line with the need to investigate opportunities as a service and consider the opportunities to facilitate income generation from external sources as part of our role to lead, develop, administer and manage the South West Wales Regional Contractors Framework, a function previously undertaken at no cost to participating partners and fully borne by the Authority, we have generated an annual income for the next 4 years in the region of £160k that will offset internal costs and reduce charge rates within the section accordingly to other departments. This would result in net savings for the Authority.

The current Office Accommodation Strategy runs until 2017. A program of further office rationalisation is planned, facilitated by adapting the way we currently use the buildings to suit the needs of those providing services and to engender a new, more agile, way of working. This will further reduce the number of buildings and cost of office accommodation required to deliver the Council's services.

Business Support Development and Performance.

The section led the Authority's Mobile Working TIC project, supporting four pilots across the Authority. Support was also provided on a departmental basis for the Property Review, Income and Charging and Procurement TIC projects. We have continued to support the use and development of Information@Work software with bespoke training sessions and testing of version updates before going live. The section has continued to provide departmental support with all corporate initiatives such as the People strategy, Investors in People, safeguarding, communication and extensive support on asset transfers. We have led the Department's contribution to the Agile Working agenda and led the development of a pilot scheme in this area. We have continued with the roll out of mobile working in all areas across the Department, in line with the corporate TIC project.

The section represented the Department on the Council's Risk Management Group throughout the year and maintained the department's Risk Register. We have continued to develop and support the updating of the Internet and Intranet. A new look internet has now been completed, with further work on the Intranet, in line with the corporate IT timetable for roll-out, to update and respond to changes within the Department. We have provided performance information for the Director and third tier managers quarterly. The performance data focuses on people data on HPPs, travel mileage, sickness; and communication with the public on complaints, calls to the authority and DSUs. The information helps the department to be more informed, to make decisions on efficiencies and understand what residents want.

Areas for Improvement

- We will continue to press the Wales Government to deliver the Llandeilo by Pass road scheme.
- Road traffic injuries happen every day on Welsh roads. Any death or serious injury on our roads should be avoidable. Nobody should assume that such incidents are an inevitable consequence of road transport. All members of society have a contribution to make to reduce the likelihood of road traffic collisions. Each collision can potentially have tragic consequences for those involved and their families.
- We along with the Welsh Government are committed to improving road safety and reducing the number of people killed and seriously injured on our road and the Wales Road Safety Framework along with our own Road Safety Strategy will guide us to deliver. We will use the computer software we have invested in to improve the quality of management information that we will use to target education, engineering or enforcement interventions.

- Continuing pressures on funding for local bus services will inevitably see slippage in the percentage of adults aged 60+ who hold a Concessionary Travel Pass, adversely affecting our targets of 79%. Ongoing uncertainty over the level of Welsh Government reimbursement for journeys is also a potential challenge for the future.
- Highway (carriageway and footway) maintenance/backlog of £54 million - this sum has been calculated on the basis of restoring the highway network (carriageway and footway) to an optimum condition thereby addressing all highway pavement defects. Clearly low levels of funding will not address the long term aspirations of improving the serviceability, availability and safety of the network. To date the service has met the challenge of delivering services in line with budget reductions without a noticeable decrease in standards. However, it is widely acknowledged that the proposed PBBs for the next 3 years (i.e. years 2 to 3) for the highways service will inevitably affect service standards and that any further cuts are not sustainable in the long term. In order to achieve the savings we will need to plan for a reduction in service standards on a network hierarchy basis. Resources will be increasingly be allocated based on needs assessment and network priority.
- In response to continued and significant reductions in revenue funding combined with increasing energy charges and carbon emission taxes, the highway lighting service will implement further cost saving measures that will enhance operating efficiency and satisfy the financial challenges, while mitigating the impact upon statutory obligations and key agendas such as safety in the community and road safety.
- We need to continue with Recycling Participation Surveys (door to door) to continue by Community Recycling Team, with a view to increasing participation in the various recycling schemes. Outcomes to be incorporated into future waste services delivery.
- We will aim to improve the number of fly tipping incidents cleared within 5 working days, as our comparative outturn result against the 22 unitary authorities declined from 3rd in 2014/15 to 20th in 2015/16. The decline was down to resources being diverted to other frontline services.
- Planning Services to improve on a coordinated response to complaints which need to be dealt with under different legislative frameworks.
- As a department we should further progress the use of mobile/agile working system based on improved connectivity and increased electronic ways of working, and provide staff affected with the necessary hardware/software to achieve this.
- Future Local Development Plan review requirements set within legislation will require funding provision to be put in place to ensure statutory obligations are met. These obligations will include significant evidence gathering requirements and the re-drafting of elements, or all of the current LDP to ensure it is fit for purpose moving forward. The legislative requirements in relation to the preparation of a Sustainability Appraisal/Strategic Environmental Assessment and Habitat Regulations Assessment as prescribed under European Law will be important evidential requirements.
- Failure to meet income targets has been a real concern in the past therefore there is a need to monitor as Building Control fees.

Regulatory Report Recommendations and Proposals for Improvement

In January 2016 the Wales Audit Office published its Corporate Assessment of the Council which commented as follows:-

1. Carmarthenshire County Council, demonstrating ambition in its vision, with collective leadership and more robust and transparent governance, is delivering improved outcomes for its citizens although some out-dated approaches may limit the speed of progress
2. Increasingly collective leadership is supporting a revised vision for Carmarthenshire and sustaining a culture of improvement
3. The Council has made good progress in establishing improved governance arrangements which are now more robust and transparent, although there are opportunities for further improvements to enable Members to be more effective in their roles
4. The Council's arrangements for managing its resources have served it well in the past, but the current approach in some areas is out-dated and not joined up, which may limit the speed of progress towards improved outcomes for citizens
5. The Council has a well-established and effective approach to partnership working
6. The Council's framework to manage improvement is good but lacks quality and consistent application within some departments leading to a lack of accountability
7. The Council, in collaboration with partners, is continuing to improve performance across its priority areas.

The report contained 6 proposals for improvement concerning:-

1. Governance
2. Use of Resources –Finance (Also see Corporate Services Department Business Plan)
3. Use of Resources –People
4. Use of Resources –Assets
5. Use of Resources –ICT and Information Management
6. Improvement Planning

All the Proposals for Improvement were included in the Annual Report and Improvement Plan and are monitored quarterly at CMT.

4. Departmental Priorities

Transportation & Highways Division

We must take all reasonable steps (in exercising functions) to maximise our contribution to the 7 Well-being Goals

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When#1	By Who
1	<p>We will continue to invest in strategic transport infrastructure links to support economic development.</p> <ul style="list-style-type: none"> a. Continuing with the construction of the Carmarthen West Link Road. b. We will continue the development of Phase 2 of the Cross Hands Economic Link Road and secure planning permission for the scheme in 2016/17 c. Commencing work on improving the highway infrastructure at Ammanford to improve traffic flow and reduce congestion. <p>We will begin construction of the Towy Valley Cycle way and continue to develop the full scheme.</p>	31/3/ 2018	Steve Pilliner
2	We will update Highways Asset Management Plan to provide a strategy for managing and maintaining the county's highways infrastructure.	31/3/ 2018	Steve Pilliner
3	<p>We will develop, maintain and deliver a 3 year capital maintenance programme of Highway Maintenance on a prioritised basis to ensure the most effective use of limited funding.</p> <p><u>Measure</u> THS/011a - Percentage of Principal (A) roads that are in overall poor condition. THS/011b - Percentage of Non-principal/classified (B) roads that are in overall poor condition THS/011c - Percentage of Non-principal/classified (C) roads that are in overall poor condition THS/012 - We will try to minimise further decline in the condition of our principal (A) roads, non-principal/classified (B) roads and non-principal/classified (C) roads and keep the percentage that are in overall poor condition.</p>	31/3/ 2018	Steve Pilliner
4	<p>Develop, maintain and deliver a 3 year capital maintenance programme of highway bridge strengthening and replacement schemes. Prioritising delivery of schemes with the xx of resources available</p> <p><u>Measure</u> 5.3.3.4 - Number of bridges strengthened to meet European Standards.</p>	31/3/ 2018	Steve Pilliner

5	We will Improve the notification of our planned and reactive highway maintenance works to facilitate better coordination and communication with the public, businesses and tourists.	31/3/ 2018	Steve Pilliner
6	We will review our Highways defect reporting and repair system to ensure the system is efficient and effective.	31/3/ 2018	Steve Pilliner
7	We will review and align the highway network databases to consolidate our highway records and create a consistent and accurate register of all public highways.	31/3/ 2018	Steve Pilliner
8	Continue to implement the Invest to Save LED dimmable lantern project across the county street lighting infrastructure. <u>Measure</u> THS/009 - The average number of calendar days taken to repair all street lamp failures during the year. Programme delivered on target and within budget.	31/3/ 2018	Steve Pilliner
9	We will complete our investment into vehicle replacements during the year, The value of investment will be £1.8 million at the end of 2017/18 in accordance with our strategic fleet replacement programme. <u>Measure.</u> We will reduce the size of our operational vehicle fleet by 1% over the year	31/3/ 2018	Steve Pilliner
10	We will continue to manage the “Trawscymru” Carmarthen - Aberystwyth service on behalf of the Welsh Government and aim to secure funding to allow the continued provision of the service in 2016/17. <u>Measure</u> The number of passenger journeys undertaken on the subsidised network during the year. Secure funding to deliver the service in accordance with the current specification/ schedule.	31/3/ 2018	Steve Pilliner
11	We will work with the community, Ceredigion and Pembrokeshire county councils to help sustain the delivery of the Bwcabus integrated transport services & Key strategic Services.	31/3/ 2018	Steve Pilliner
12	We will review the provision of the “Country Cars” scheme with partner organisations and to look at opportunities to share resources with non-emergency health transport.	31/3/ 2018	Steve Pilliner
13	We will continue to support the delivery of the Modernising Education Programme – redesigning networks to facilitate the movement of pupils as set out in our home to school transport policy.	31/3/ 2018	Steve Pilliner

	<p><u>Measure</u></p> <p>We will ensure the home to school transport network is redesigned to facilitate travel to the LEA designated or nearest school in accordance with the Home to School Transport Policy.</p>		
14	<p>We will continue to review the Authority's home to school and college transport policy and to manage demand to ensure maximum efficiency.</p> <p><u>Measure</u></p> <p>Mainstream school transport average cost per pupil per day.</p>	31/3/ 2018	Steve Pilliner
15	<p>We will continue to review the availability of safe walking routes to school and develop a mapping project to provide greater clarity to applicants.</p> <p><u>Measure</u></p> <p>Number of school transport routes assessed and mapped.</p>	31/3/ 2018	Steve Pilliner
16	<p>We will implement the Carmarthenshire road safety strategy to help us meet the national 2020 causality reduction targets & continue to deliver the actions outlined in the Road Safety Strategy</p> <p>Measure</p> <ul style="list-style-type: none"> • Reduction in the number of people killed and seriously injured on the roads to meet the 40% reduction by 2020 (5.5.2.21) • Reduction in the number of motorcyclists killed and seriously injured on roads to meet the 25% reduction by 2020 (5.5.2.22) <p>Reduction in the number of young people (aged 16-24) killed and seriously injured on roads.</p>	31/3/ 2018	Steve Pilliner
17	<p>We will review and update the Authority's Parking Strategy.</p> <p><u>Measure</u></p> <p>Parking Strategy approved by Exec. Board</p>	31/3/ 2018	Steve Pilliner
18	<p>Investigate the possibility of undertaking the enforcement of moving traffic offences by seeking approval from Welsh Government.</p>	31/3/ 2018	Steve Pilliner
19	<p>We will complete a review of the Rights of Way Improvement Plan (ROWIP) for Carmarthenshire in accordance with section 60(3) of the Countryside and Rights of Way Act (CRoW Act) 2000, as per Welsh Government Guidance issued July 2016. Revised ROWIP should take over seamlessly from the existing plan which expires Dec 2017.</p> <p><u>Measure</u></p> <p>ROWIP will be approved by Exec. Board by Oct 2017.</p>	31/3/ 2018	Steve Pilliner

20	Develop a joint working strategy between the Countryside Access Unit and the Countryside Operations/Ranger Unit to ensure an effective working partnership.	31/3/ 2018	Steve Pilliner
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Transportation & Highways Risks

1. ROWIP Review - Consultant Costs & not meeting target deadline
2. Employee Age Profile across the Division
3. Availability of Skilled Staff.
4. Public Transport - Reducing budget to support subsidised services.
5. Traffic Management, Parking and Road safety - Increasing traffic volumes, Car Park income levels.
6. Fleet Services - Fuel supply chain risks
7. Swansea Bay City region development – impact on connectivity
8. The Council’s vehicle fleet covers in excess of 6.2 million miles per annum across a diverse range of activities and employees.
9. Failure to meet the requirement of the ‘o’ licence
10. Reducing level of transport funding available.
11. Uncertainty over the future arrangements following the dissolution of SWWITCH and the move to Swansea Bay City Region makes for an uncertain policy and funding environment, and we need to ensure that Carmarthenshire’s interest are well represented.
12. Availability of market to supply service needs in school transport sector. MEP will increase demand and therefore further dilute the market supply.
13. Failure to undertake route assessment for all schools as required by Wales learner travel meeting.
14. Our Highway (carriageway and footway) maintenance backlog of £54 million has been calculated on the basis of restoring the highway network to an optimum condition thereby addressing all highway pavement defects. No further LGBI capital funding is available and only £750 k county capital is available next year with a further £600k over the next 4 years. It is clear that this level of funding will not address the long term aspirations of improving the serviceability, availability and safety of the network.
15. Bridge stock - we will need to continue to closely monitor the condition of our structurally sub-standard/ weak bridges to safeguard public safety. Rehabilitation and strengthening works will be very limited given the financial outlook and we will therefore have to continue to operate interim traffic management measures to control and manage these structures for a much longer period than ever anticipated under the current codes of practice and national bridge management standards. In effect, the service will become reactive as opposed to planned.

16. No capital funding is available this year to continue with the programme of renewals of structurally defective public lighting columns, although £360k has been provisionally earmarked for 2016/17. High risk or severely weakened columns will have to be renewed from Revenue Budgets to negate serious risks. Further work on an “invest to save” option regarding installing dimmable LED lighting will be undertaken. Therefore, any reduction in revenue would jeopardise maintenance standards, which has the potential to result in more lamps being out of operation for longer across the county which could be sited as a contributory factor in any associated Road Traffic collisions and also increase the risk of electrical faults going undetected resulting in unsafe electrical installations.

Waste & Environmental Division

We must take all reasonable steps (in exercising functions) to maximise our contribution to the 7 Well-being Goals

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When ^{#1}	By Who
1	Continue to review our waste treatment strategy options and recycling infrastructure needs to ensure that we can continue to meet our statutory recycling targets and landfill diversion targets from April 2018.	31/3/2018	Ainsley Williams
2	Continue to work with CWM Environmental to review our waste treatment/disposal arrangements in the immediate term by securing appropriate arrangements for treating and disposing of our waste up to the end of March 2018.	31/3/2018	Ainsley Williams
3	Continue to target local environment quality issues, including dog fouling, fly-tipping and general litter blight. Review effectiveness of Public Space Protection Order.	31/3/2018	Ainsley Williams
4	Finalise Flood Risk Management Plans as part of the strategy for identifying, managing and mitigating flood risk within our communities.	31/3/2018	Ainsley Williams
5	Provide technical advice and support to Town Councils, Community Council's and Sporting Organisations in relation to Asset Transfer.	31/3/2018	Ainsley Williams
6	Explore potential additional sources of income for the service: <ul style="list-style-type: none"> Assess and review the potential to expand the kerbside green waste. Review the potential to offer a trade waste recycling service. 	31/3/2018	Ainsley Williams
7	Continue to review existing household recycling participation rates to maximise landfill diversion and increase recycling. Undertake a programme of door-stepping to advise and encourage householders to participate in our recycling schemes.	31/3/2018	Ainsley Williams

	Key Measure		
1	WMT/004b - The percentage of municipal wastes sent to landfill – Target 10% ICS-ARIP F2.	31/3/2018	Ainsley Williams
2	WMT/009b - The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated bio-wastes that are composted or treated biologically in another way – Target 64%.	31/3/2018	Ainsley Williams
3	WMT/010i - The percentage of local authority collected municipal waste Prepared for reuse – Target 0.5%.	31/3/2018	Ainsley Williams
4	WMT010ii - The percentage of local authority collected municipal waste recycled Target 43.0%.	31/3/2018	Ainsley Williams
5	WMT010iii - The percentage of municipal waste collected as source segregated bio-wastes and composted or treated biologically in another way - Target 20.50%.	31/3/2018	Ainsley Williams
6	WMT/012 - The percentage of municipal waste used to recover heat and power – Target 32%.	31/3/2018	Ainsley Williams

Corporate Risk

Corporate Risk CR20130037 - Failure to meet Welsh Government & European Landfill Directive Targets:

Waste Management (collection and disposal) - there are significant risks associated with a failure to meet Welsh Government and European Landfill Directive targets in terms of financial penalties against the Authority (potentially totalling £400/tonne variance from the set targets) and of course reputational risk. This equates to around a total of £320k per percentage point if both targets are missed.

Departmental/Divisional Risks:

1. Reduction in the Environmental Sustainability Development grant that supports our suite of recycling services.
2. Waste Recycling and Treatment provision - It is critical that the Authority ensures that resources are in place to develop, procure and implement facilities and arrangements for the treatment and disposal of our municipal waste, including the provision of appropriate infrastructure.
3. Insufficient take up of new kerbside green waste collection service, thereby exposing the service to greater financial pressures.
4. Potential pressure to switch to a kerbside segregation method of collection resulting in greater costs and potentially a reduction in participation in our recycling schemes.
5. Increase in demand for waste service – it is anticipated that that over the next 5 years a further 5000-6000 additional homes could be built which in practical terms equates to additional vehicles and crews.
6. Further development of the Local Flood Risk Management Strategy and Local Flood Risk Management Plans, which may require additional funding.
7. Exposure of our coastline to winter storms which may necessitate reactive remedial works at short notice to protect authority owned assets.
8. Local environment quality issue (LEQ)s – future service provision for some communities will need to be on a reactive basis. Potential dissatisfaction amongst residents and perception that LEQ is deteriorating.

We must take all reasonable steps (in exercising functions) to maximise our contribution to the 7 Well-being Goals

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When ^{#1}	By Who
1	We will review Planning Enforcement and Conservation with a view to ensuring the service is properly resourced and operates consistently – this will include looking at any opportunities for collaboration both within the Authority and externally	31/03/18	Llinos Quelch
2	We will formalise our process for dealing with all pre-application enquiries, both statutory and discretionary, including the receipt of fee income where appropriate.	31/03/18	Llinos Quelch
3	We will continue to review the implementation and effectiveness of the Dangerous Structures Policy.	31/03/18	Llinos Quelch
4	We will continue to deliver the Caeau Mynydd Mawr SAC Marsh Fritillary project, consistent with SPG, which aims to ensure the management of at least 100ha of Marsh Fritillary habitat in perpetuity.	31/03/18	Llinos Quelch
5	We will work towards ensuring that CCC meets its obligations Biodiversity and Ecosystem Resilience Duty under Section 6 of the Environment (Wales) Act: planning what actions it will deliver and reporting on outcomes achieved to WG. Evidencing links between this work and the requirements of the Well Being of Future Generations (Wales) Act 2015.	31/03/18	Llinos Quelch
6	We will implement and monitor the adopted Local Development Plan (LDP) in accordance with the statutory requirements and the content of the agreed Monitoring and Implementation Framework.	31/03/18	Llinos Quelch
7	We will produce and publish the Annual Monitoring Report (AMR) in relation to the LDP.	31/03/18	Llinos Quelch
8	We will continue to develop the internal Planning Consultancy.	31/03/18	Llinos Quelch
9	We will continue to the progress a Community Infrastructure Levy (CIL) Charging Schedule and supporting evidence in informing future consultations and Council deliberation.	31/03/18	Llinos Quelch
10	We will prepare and publish for consultation prior to adoption a Local Development Order for Llanelli Town Centre as part of a co-ordinated strategic approach to regeneration within the town centre.	31/03/18	Llinos Quelch

11	We will continue to monitor and where appropriate manage the use of monies raised through developer contribution including s106 agreements. As a consequence we will ensure monies are appropriately used and that there is an efficient turn around in the use of funds.	31/03/18	Llinos Quelch
12	We will improve working relationships and develop Service Level Agreement with other Local Authority partners through the continued identification of “better ways of working”, prioritising the Minerals and Waste service in order to provide a more efficient and effective service to our customers.	31/03/18	Llinos Quelch
13	We will consider the opportunities of extending the provision of Mineral and Waste services to other Local Planning Authorities in South Wales under Service Level Agreements or as specific projects in order to generate additional income and to underpin a resilient business unit over the long term which can continue to provide an efficient and effective service to our customers.	31/03/18	Llinos Quelch
14	Produce a Business case for the Tywi Centre’s future roll.	31/03/18	Llinos Quelch

Planning Division Risks

Departmental/ Divisional

1. The changeover between old back office system and the new back office system if unforeseen issues arise during the migration and set up process could adversely effect on the effectiveness and timely delivery of the planning and building control function. System due to go live during Summer 2017.
2. There is an on-going concern with regard to income levels not meeting predicted budget targets in relation to both planning application and building control. The fee income generated is very much reliant on the buoyancy of the building industry and also buoyancy of the economy in relation to works undertaken by residents to their own homes.
3. Over the last year or so there have been a range of new legislation and procedures produced for Wales. That with the greatest impact on the Planning Division as a whole is the Planning (Wales) Act 2015, but also with significant implications are the Environment (Wales) Act 2016, the Historic Environment (Wales) Act 2016 and also of course the Future Generations (Wales) Act. A raft of secondary and supporting legislation is likely to come out from Welsh Government over the coming years with regard to implementing the various aspects of these Acts. The impact of this on staffing, resources and workloads cannot be fully understood until that detail has been released.
4. Failure of CCC to comply with Section 6 of Environment Act.
5. The future of the Tywi Centre is currently being considered. In the past the Centre has been funded by external grants. There is a need to secure a sustainable business case and income stream for the centre if it is to survive. There is a risk in relation to failure to identify sustainable business case for the Tywi Centre.

Property Division

We must take all reasonable steps (in exercising functions) to maximise our contribution to the 7 Well-being Goals

Ref	Service Priorities With Key Actions and Key Outcome Measures	By When ^{#1}	By Who
1	Develop, implement and monitor compliant procurement exercises for the Department , working in conjunction with the Corporate Procurement Unit.	31/03/2018	Jonathan Fearn
2	We will continue to roll out the Housing Repairs Review new working model to deliver a more timely, flexible and efficient multi-skilled repairs service and finalise an implementation plan for extending the service countywide.	31/03/2018	Jonathan Fearn
3	We will implement a cost plus costing model for responsive repairs to replace the existing costing method and reduce back office waste.	31/03/2018	Jonathan Fearn
4	We will continue to develop mobile working technology and our works management systems for our workforce to enable them to work in an agile and cost effective way.	31/03/2018	Jonathan Fearn
5	We will ensure that risks relating to all premises owned or occupied by CCC are suitably and sufficiently identified and managed.	31/03/2018	Jonathan Fearn
6	We will develop and implement a hub for all property related services. frameworks and gateway management functions for both within the Authority, regional partners and potential external clients.	31/03/2018	Jonathan Fearn
7	Reduce energy consumption (kWh) / carbon emissions (tonnes) in the Council's existing non-domestic building portfolio.	31/03/2018	Jonathan Fearn
8	Identify and deliver energy efficiency projects within the Council's existing, non-domestic buildings.	31/03/2018	Jonathan Fearn
9	Extend use of the Authority`s Asset Manager.net system	31/03/2018	Jonathan Fearn
10	Continue to identify development/disposal/service opportunities as they arise & facilitate the Disposal Programme to generate Capital Receipts on prioritised surplus Rural Estate properties by: <ul style="list-style-type: none"> Annually reviewing the Corporate Asset Management Plan. Continuing the implementation of the Councils Office Accommodation Strategy including agile working which aims to reduce the number of buildings and increase the efficiency of the portfolio. 	31/03/2018	Jonathan Fearn

	<ul style="list-style-type: none"> Continuing to work with Town and Community Councils and Third Sector organisations on asset transfer to allow local ownership of assets. 		
11	Continue to work with Public Service Board partners to achieve a range of benefits through collaborative working in property management and to reduce the cost of holding and managing property through identifying short and longer term opportunities.	31/03/2018	Jonathan Fearn
12	We will continue to maximise rental from let properties and minimise void property turnover time. Aiming to keep occupancy levels of established properties above 85% wherever possible.	31/03/2018	Jonathan Fearn
	Key Measure		

Property Division Risks

Departmental/ Divisional

- Recent reviews have identified the need for more robust property data information, and the high level of properties in the property portfolio set against a reducing maintenance budget. The historical lack of robust property data has been addressed, with regular desktop reviews Centralised budgets now implemented to mitigate risk being undertaken. The quality and integration of property data is also being investigated led by the corporate TIC team. The requirement to implement a proactive approach to maintenance of pumping stations has been identified and regular inspections programme needs to be funded and undertaken.
- Current management team are of retirement age with potential loss of extensive experience. Some informal succession planning is being implemented. Key Officers and qualified staff are leaving the organisation for better paid positions with other authorities and this has and will continue to happen which has had a significant impact on the Design & Project delivery Section in recent years and has affect service delivery considerably and at significant cost due to the need to engage with external support . We are currently unable to address the situation, as grades have been allocated in line with Single Status and Job Evaluation exercise.
- Continuing high level of repairs backlog could lead to reduced rental value and vacancy of managed property
- The continuing poor property market is likely to lead to continued pressure on rents, increased debt levels, extended vacancy of buildings and difficulty in securing capital receipts.
- Future housing demand and need following the introduction of the welfare reform legislation.
- We continue to suffer from a lack of robust property data information There is an issue with accurate and consistent information being held in different systems and there is no automatic update between the data sets (as they are not linked) – updates are manual.

7. Following a successful staff development programme which is ongoing there is a risk of not being able to retain current staff due to market forces which would affect delivery of projects and will put the Authority at risk of increased fees from the use of consultants and /or to the loss of funding due to non-delivery

Ways of Working

Which of the 5 Ways of working have we met?		Strong Partial None	How much work do we still need to do to meet these ways of working?
A	Looking at the long-term so that we do not compromise the ability of future generations to meet their own needs	S	<ul style="list-style-type: none"> • Our present Corporate Strategy is set for 2015-20 and we will be looking to revise this Strategy following the elections in May 2017. • The Swansea Bay Regeneration Strategy is set for a 2013-30 timespan & Swansea Bay City Region City Deal 2016-35. • Our current Local Development Plan sets out our long-term approach to land use planning until 2022 - and impacts the direction of growth opportunities beyond that period.
B	Understanding the root causes of the issues to prevent them reoccurring	P	<p>We have implemented a Road Safety Strategy to improve road safety and prevent future accidents.</p> <p>The key actions outlined within the Road Safety Strategy relate to Education, Engineering and Enforcement. The following specific activities are being delivered.</p> <p>1. Education:-</p> <ul style="list-style-type: none"> • Participant Education programmes for older drivers have been delivered through 6 x 1day course • 36 people have completed Young drivers and 63 pupils complete National Standards Cycle. • 51 participants completed Motorcyclists Dragon Rider & Biker down courses Road Safety Officers are working in conjunction with the Roads Policing Unit and Rescue Service to deliver the older and younger driver programme.

			<ul style="list-style-type: none"> • The Road Safety kerbcraft Coordinators are delivering the young persons’ kerbside safety training to 250 children. The Road safety Officers are developing a new young persons’ road safety initiative and delivering an equestrian users road safety initiative in association with Coleg Sir Gar. Multi Agency Speed Awareness initiative have been delivered at 9 Schools. <p>2. Engineering –</p> <ul style="list-style-type: none"> • Two route treatments projects are being delivered in 2016/ 17, Church Street and Station Road, Llanelli. Design work is ongoing and consultation with stakeholders. <p>3. Enforcement –</p> <ul style="list-style-type: none"> • Joint enforcement activities have been conducted with our partners Dyfed Powys Police, Go Safe, NWWFS at the follow location: Bigyn, Llanelli, Crosshands (twice),Ysgol Y Ddwylan, Newcastle Emlyn, Llangunnor,Ysgol Cae`r Felin, Pencader Dafen, Llanelli, Pembrey, Drefach. <p>We have undertaken a review of property maintenance with a view to moving to a more planned, rather than reactive, service. Coupled with the already embedded asset management process and improved service asset management plans, this should ensure that future maintenance is more cost effective and takes better account of future, rather than just immediate requirements.</p>
C	Taking an integrated approach so that we look at all well- being goals and objectives of other services and partners	S	<ul style="list-style-type: none"> • Independently Wales Audit Office concluded that :- <i>“The improved outcomes that the Council wants to achieve in conjunction with partners are clearly expressed and understood by staff and stakeholders. A well aligned hierarchy of plans and strategies effectively cascades these outcomes from the Local Service Board’s (LSB)* Integrated Community Strategy (ICS) through a range of corporate and service strategies down to business plans and objectives for staff.”</i> WAO Annual Improvement Plan March 201

			<ul style="list-style-type: none"> • Our monitoring and in due course review of the Local Development Plan goals and objective will take into account the goals and objectives of other services and partners in so far as they have land use requirements. <p>*Local Service Board is now called the Public Service Board.</p>
D	<p>Collaboration - Working with others in a collaborative way to find shared sustainable solutions</p>	S	<ul style="list-style-type: none"> • The Well-being of Future Generations (Wales) Act 2015 establishes a statutory board, known as a Public Services Board (PSB), in each local authority area in Wales. • In its January 2016 Corporate Assessment of the Council, the Wales Audit Office concluded:- <i>“The Council has a long, well-established and robust approach to partnership working that is improving outcomes for its citizens. The partnership with Hywel Dda University Health Board (HDUHB) is particularly strong, collaboration has become ‘mainstreamed’ into the working relationship between the two organisations with a number of joint posts in place.”</i> • The Council is leading on several collaborative workstreams for the Public Services Board, including Property and Transport, in conjunction with a range of public sector partners • We work with the community, Ceredigion and Pembrokeshire county councils to help sustain the delivery of the Bwcabus integrated transport services & Key strategic Services. • We provide joint administration for the Bus Service Support Grant for the South West Wales Integrated Transport Consortium. • Our Planning Minerals and Waste section provide a minerals and waste planning services to 7 other Local Authorities. • Our Forward Planning Team and Planning Officers are working in partnership with stakeholders to facilitate the delivery of land allocations included in the local development plan.

		<ul style="list-style-type: none"> • Collaboration remains key in taking forward future revisions to the Local Development Plan and in developing other land use plans and strategies both at county and regional level. <p>Continue to work with community groups and external bodies to address local environmental blight.</p>
E	Involvement a diversity of population in decisions that affect them	P <ul style="list-style-type: none"> • Our budget consultation work has been identified as best practice in Wales and we are building on this. We will be further developing the Council's consultation and engagement approaches during 2017 • Our Well-being Assessment consultation had over 2,500 responses for Carmarthenshire residents. • The Local Development Plan sets out the spatial vision for the future of Carmarthenshire (excluding that area within the Brecon Beacons national Park) and a framework for the distribution and delivery of growth and development. • The Plan has a direct effect on the lives of every resident of the County as well as major implications on investment programmes, other plans and strategies, communities and landowners alike. Community engagement continues to be a key element in producing and implementation of this plan.

Maximising Contributions

7 National Goals ^{#1}	How the function / priority maximises its contribution to National Goals
<i>A prosperous Wales</i>	<p>We have invested in strategic transport infrastructure links to support the local and greater economy.</p> <ul style="list-style-type: none"> • By continuing with the construction of the Carmarthen West Link Road to support the relocation of S4C and facilitate mixed development. • By taking forward Phase 2 of the Cross Hands Economic Link Road and secure planning permission for the scheme in 2016/17. • We have commenced work on improving the highway infrastructure at Ammanford to improve traffic flow and reduce congestion.

	<ul style="list-style-type: none"> • We continue to positively support through the planning system new development which have opportunities to boost the economy • The Department is working towards seeking to ensure that CCC meets its obligations in relation to Biodiversity and Ecosystem Resilience Duty under Section 6 of the Environment (Wales) Act: planning what actions it will deliver and reporting on outcomes achieved to WG. Evidencing links between this work and the requirements of the Well Being of Future Generations (Wales) Act 2015
<p><i>A resilient Wales</i></p>	<p>We will continue to invest in strategic transport infrastructure links to support economic development by taking forward Phase 2 of the Cross Hands Economic Link Road and secure planning permission for the scheme in 2016/17.</p>
<p><i>A healthier Wales</i></p>	<ul style="list-style-type: none"> • We have also been working with the Hywel Dda University Health Board to look at ways in which Community Transport services could assist with pressures on non-emergency health transport. A pilot scheme is already underway linking the Bwcabus service with surgery appointments, and we are currently in discussion with the Royal Voluntary Service with a view to potential use of Country Cars volunteers for the same purpose. • We are developing cycleways across Carmarthenshire • The Llangennech to Dafen cycleway scheme has now been completed • We are linking other key employment sites in Llanelli. • We are progressing the Towy Valley Cycleway land negotiations • Complete a review of the Rights of Way Improvement Plan (ROWIP) for Carmarthenshire in accordance with section 60(3) of the Countryside and Rights of Way Act (CRoW Act) 2000, as per Welsh Government Guidance issued July 2016. Revised ROWIP should take over seamlessly from the existing plan which expires Dec 2017. • Road Safety. • We require provisions or contributions towards new or improved open space opportunities as part approving new residential development through the planning system.

<p><i>A more equal Wales</i></p>	<p>Carmarthenshire County Council has developed a Strategic Equality Plan which covers all our legal duties and which reaffirms our commitment to equality and diversity. Our Strategic Equality Plan has been prepared in partnership with our Equality Carmarthenshire stakeholder group. This strategic plan sets out the principles of our commitment to equality and diversity and outlines how we intend to fulfil our responsibilities and ensure that we follow our principles through into practice. These commitments are outlined in terms of:</p> <ul style="list-style-type: none"> • The role of the county council as an employer; • The role of the county council as a provider of services; <p>The role of the county council in promoting tolerance, understanding and respect within the wider community. <i>(This area also supports the goal of ‘A Wales of Cohesive Communities’)</i></p> <ul style="list-style-type: none"> • We provide Public Transport access for aged & deprived section of society.
<p><i>A Wales of cohesive communities</i></p>	<p>We continue to manage the “Trawscymru” Carmarthen - Aberystwyth service on behalf of the Welsh Government and is the lead partner in the “Bwcabus” service. The current funding for the Bwcabus project is due to end shortly, and the Authority has successfully secured bridging funds from the Welsh Government to allow a further bid for European funding to be prepared and submitted for an enhanced scheme to further develop the aims and objectives of the project.</p>
<p><i>A Wales of vibrant culture and thriving Welsh Language</i></p>	<ul style="list-style-type: none"> • We will monitor identified considerations in relation of policy in respect of the Welsh language and culture, and the implications of the Planning Wales Act 2015, and any subsequent secondary legislation. • The department Learning & Development section promote Welsh Language courses for employees.
<p><i>A globally responsible Wales</i></p>	<ul style="list-style-type: none"> • We have continued to implement the Invest to Save LED dimmable lantern project across the county street lighting infrastructure. • We will continue to procure more fuel efficient vehicles and We will reduce the size of our operational vehicle fleet by 1% over the year

Budget Summary

ENVIRONMENT - OBJECTIVE ANALYSIS

	Statutory S/NS/Both	2017/18		
		Expenditure £'000	Income £'000	Net £'000
<u>Policy and Performance</u>				
Emergency Planning	S	111	0	111
Departmental - Core		234		
less recharged to other service heads		-138		
Net Departmental - Core	NS	96	-93	3
Departmental - Policy		811		
less recharged to other service heads		-678		
Net Departmental - Policy	NS	132	-124	9
Total Policy and Performance		339	-217	122
<u>Waste and Environmental Services</u>				
Departmental - Steetscene		1,357		
less recharged to other service heads		-1,325		
Net Departmental - Streetscene	Both	33	-72	-40
Flood Defence & Land Drainage	Both	548	0	548
Single Revenue Grant Flood Defence /Resilience		30	-30	0
Tidy Towns	NS	30	-30	0
Environmental Enforcement	S	687	-25	662
Public Conveniences	NS	660	-24	636
Cemetery	S	52	-8	45
Cleansing	S	2,059	-53	2,005
Waste Unit	S	7,303	-532	6,770
Refuse	S	2,983	-74	2,908
Sustainable Waste Management grant	S	5,978	-3,557	2,422
Civic Amenity Sites/Transfer stations	NS	153	-59	94
Closed Landfill site - Nantycaws	S	143	0	143
Closed Landfill site - Wernddu	S	87	0	87
Coastal Protection	S	78	0	78
Total Waste and Environmental Services		20,822	-4,464	16,357
<u>Highways and Transportation</u>				
Departmental - Transport		650		
less recharged to other service heads		-573		
Net Departmental - Transport	NS	77	-114	-37
Civil Design	NS	1,084	-1,346	-262
Transport - Strategic Planning	Both	558	0	558
Fleet Management	S	5,844	-6,779	-936
Bus Station	NS	67	0	67
Passenger Transport Unit Departmental Account		478		
less recharged to other service heads		-431		
Net Passenger Transport Unit Departmental Account	NS	48	-43	5

Public Transport Support	NS	662	-184	478
Community Transport	NS	265	-86	178
Concessionary Fares Subsidy	S	2,233	-1,608	625
Local Transport Services Grant	NS	643	-601	41
Transport to Primary Schools	S	711	0	711
Transport to Colleges	Both	1,423	-729	694
Transport to Community Schools	S	261	0	261
Transport to Secondary Schools	S	4,747	-57	4,689
Transport to Special Schools	S	2,357	-229	2,128
Passenger Assistants	S	1,121	-78	1,043
Traffic Management	Both	563	-38	524
Car Parks	NS	1,984	-3,085	-1,102
Regional Transport Consortia Grant	NS	59	-47	12
Road Safety	S	208	0	208
School Crossing Patrols	NS	167	0	167
Public Rights of Way	S	254	-11	242
Highway Lighting	NS	1,956	-659	1,297
Bridge Maintenance	S	796	0	796
Remedial Earthworks	S	304	0	304
Streetworks	S	515	-342	173
Technical Surveys	Both	393	0	393
Highway Maintenance	S	16,144	-7,661	8,483
Capital Charges	S	4,976	0	4,976
Western Area Works Partnership	NS	5,959	-5,947	11
Bwcabus Transition (E)		0	0	0
LINC	NS	757	-757	0

Total Highways and Transportation **57,131** **-30,402** **26,729**

Property

Building Maintenance	Both	27,488	-28,875	-1,388
Operational	NS	2,706		
less recharged to other service heads		-516		
Net Operational		2,190	-2,323	-133
R & M Parks	Both	64	0	64
Corporate Property	S	817	-742	75
Corporate Property Maint		1,088	0	1,088
Operational Depots	S	398	-421	-23
BSS Works		319	-319	0
Admin Buildings	B	3,819	-3,844	-25
Commercial Properties	N	544	-186	358
Industrial Premises	N	1,008	-1,198	-190
Rural Estates	N	498	-315	183
Livestock Market	N	63	-178	-116
Trostre Depot account	Both	36	0	36
Grounds Maintenance Service	Both	5,056	-3,485	1,571
Parks	NS	678	-203	475
Building Cleaning	NS	3,934	-3,519	415
Pumping Stations - Non Agency	NS	39	0	39
Design	NS	1,716	-1,319	396
Total Property		49,755	-46,929	2,827

Planning

Development Management	S	1,806	-1,338	468
Waste planning monitoring report (E)	NS	0	0	0
Minerals	S	320	-119	202
Policy-Development Planning	S	554	-80	474
Conservation	S	316	-24	292
South Wales Regional Aggregates Working Party (E)	NS	0	0	0
Coed Cymru	NS	46	-34	12
Carmarthenshire LBAP (E)	NS	0	0	0
Natural Resource Management (E)	NS	9	-9	0
Caeau Mynydd Mawr-Marsh Fritillary Project	NS	125	-124	1
Carmarthenshire Bogs 2 (E)	NS	0	0	0
Building Our Heritage (Delivery Phase) (E)	NS	0	0	0
ESD Grant - Natural Resource Management	NS	65	-65	0
Tywi Centre	NS	7	0	7
Building Control	S	787	-536	251
Build Control Other Works	S	8	0	8
Planning Admin Account	S	516	-164	352
Total Planning		4,560	-2,494	2,066

Service Rationalisation Unallocated

ENVIRONMENT TOTAL		132,607	-84,506	48,101
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Savings and Efficiencies

Proposed budget savings; to be confirmed following the budget consultation process.

Efficiency Savings						
MANAGERIAL						
Department	16-17 Budget	'2017-18 Proposed	'2018-19 Proposed	'2019-20 Proposed	Total	Description
Environment	£'000	£'000	£'000	£'000	£'000	
Business Support and Performance						
Total Business Support and Performance division	597	0	115	0	115	Generate external income via Operational compliance training. Business Support review efficiencies
Waste & Environmental Services						
Total Waste & Environmental Services division	4,745	154	100	200	454	Rationalising service provision. Remedial works completed. Amalgamation of cleansing & Grounds Service. Reduction on maintenance costs following transfer of assets
Highways & Transport						
Total Highways & Transport division	9,834	800	534	292	1,626	Supply chain efficiencies. Divisional Review. Saving on energy consumption form investment in LED lighting. Reconfiguration of Car Parks. Supply chain efficiencies. Retendered GPS Contract. Winter Maintenance (Fleet rationalisation)
Property						
Total Property division	1,288	175	116	65	356	Divisional review to rationalise the service. Savings on running costs of council offices
Planning						
Total Planning division	1,354	120	42	0	162	Reconfiguration of posts. Travel Mileage. New Service Level Agreements. Reducing external consultancy cost by delivering in house.
Service rationalisation	0	0	100	100	200	Review of service basis currently being undertaken with a view to producing efficiencies in the forthcoming years.
Environment Total	17,818	1,249	1,007	657	2,913	
POLICY						
Department		'2017-18 Proposed	'2018-19 Proposed	'2019-20 Proposed	Total	EFFICIENCY DESCRIPTION
Environment		£'000	£'000	£'000	£'000	
Parking Services	-1,520	0	0	120	120	Review of revenue options to support transportation and highway related services.
Cleansing	1,834	0	0	164	164	Review and re-configure the routine scheduled mechanical sweeping of residential areas with a view to undertaking sweeping/cleansing work on a reactive basis in the future, potentially adopting a zoned approach. In order to achieve the saving identified, the number of mechanical sweepers will need to be reduced, together with the number of drivers through voluntary severance.
School transport policy review	624	0	0	65	65	Review of non statutory service provision
Environment Total	938	0	0	349	349	

Workforce Planning

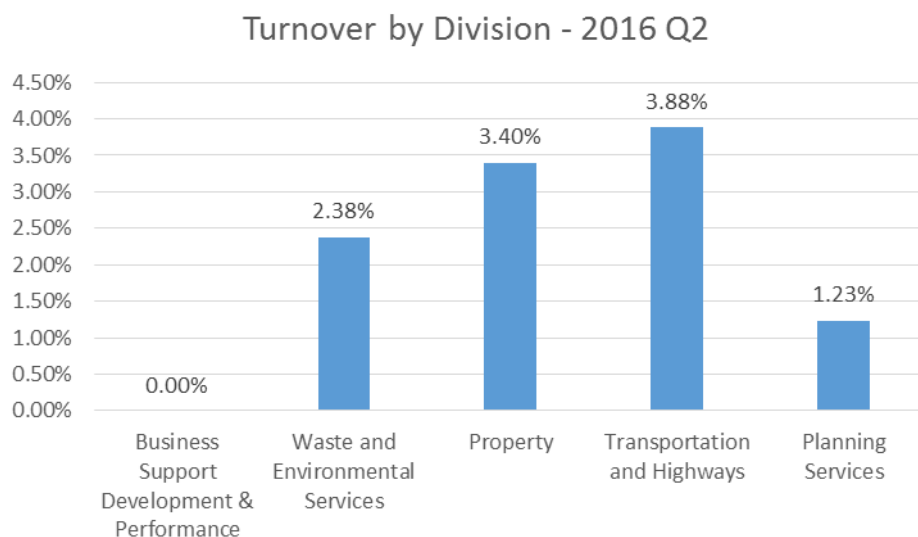
The Corporate Strategy (2015 -2020) and the People Strategy (2014 – 2019) define the Council’s drive for a flexible organisational structure that will invariably affect the shape of the workforce and alter the skill requirements across the Council. Effective leadership needs to demonstrate the 6 key leadership behaviours in order to engage our workforce to deliver high standards of service. Our People Strategy describes our intentions as we progress towards a period of increasing change, including Local Government re-organisation, and sets out the vision for our staff:

“A workforce that is innovative, skilled, motivated, well informed, high performing, proud to work for Carmarthenshire County Council and committed to delivering high quality services to the public”

The current financial pressures are likely to increase, driving the need to plan and use our resources to maximise impact.

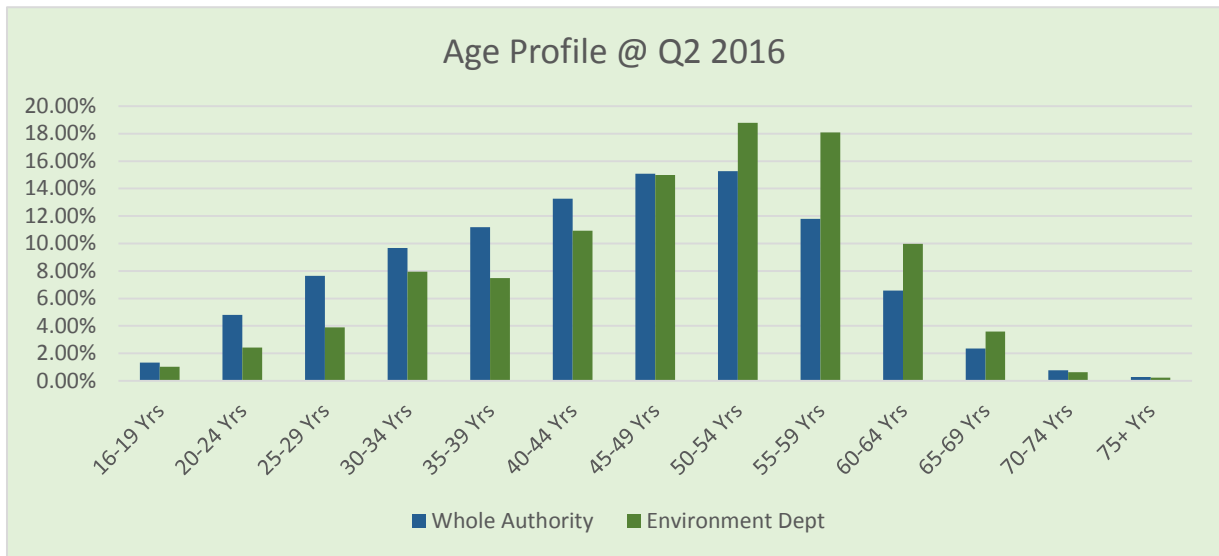
Each of the divisions are looking at their structures and staffing in preparation for succession planning and determining future workforce requirements.

What is the Turnover of our Workforce



The staff turnover of figures are biased because of the high number of staff employed in roles in the Property Division and the Transportation and Highways Division that traditionally experience large turnover of staff. E.g. Cleaners, School Crossing Patrols.

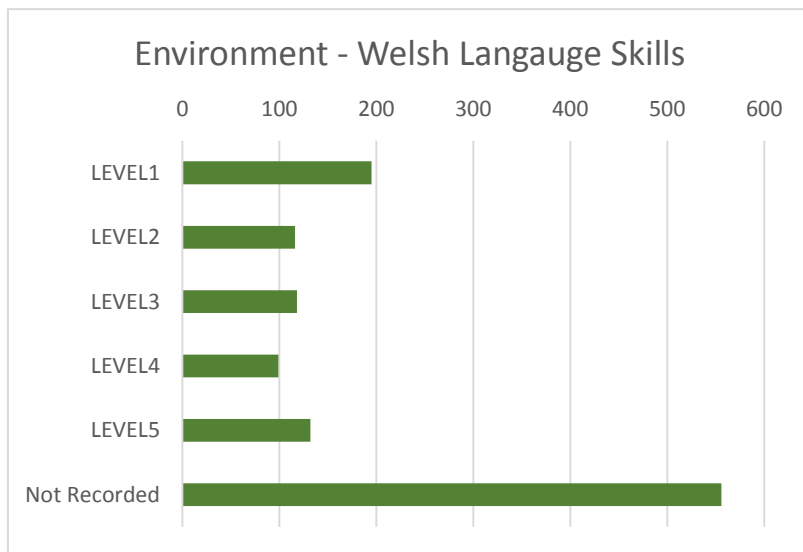
What is the Diversity profile?



*Percentage comparison for the Whole Authority for the same age grouping.

60.3% of the Environment Department workforce is **45 Years or older** (* 52.1%) and only **7.3%** of workforce are **under 30 years of age** (* 13.8%).

Welsh Language Skills



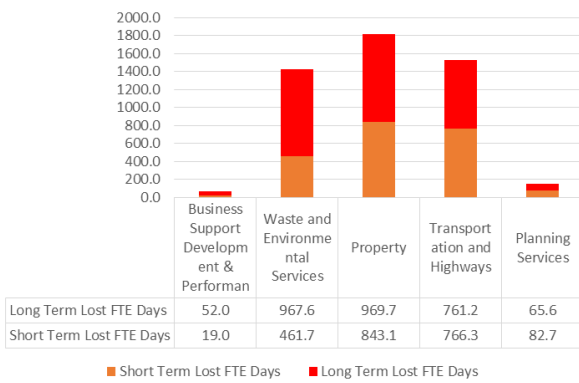
*

*Our non-office based staff are still completing Welsh Language questionnaires.

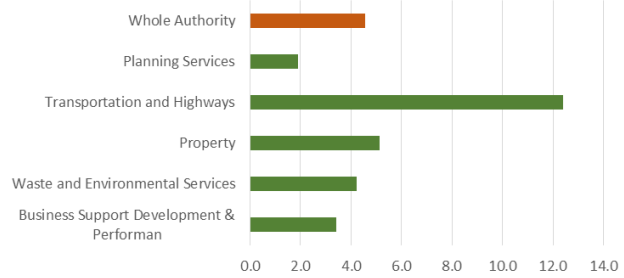
Sickness Absence

The mean average FTE days lost per employee FTE for the Environment Department is 5.5 days. The highest average sickness is **12.4** days per employee FTE is in the Transportation and Highways Division and lowest is in the Planning Division of **1.9** days.

Departmental Short & Long-Term Sickness



FTE Days Lost by Average Employee FTE Headcount



We have undertaken two rounds of Well-being days across the department to support and address sickness issues.

6. Key Departmental Measures by Division

Definition / Measure Reference (abbreviated definition is fine)	2014/15 Our Result	2015/16 All Wales Comparative data					2016/17		2017/18	Cost Measure (£)
		Our Result	Quartile * to ****	Welsh Median	Welsh Best Quartile	Target set	Result (when available)	Target set (at EOY)		
									Our Result	
Highways & Transport Division										
1 Number of (FTE) days lost due to sickness absence -CHR/002 EXAMPLE	9.36 days	10.1 days	***	10.2 days	9.6 days	9.6 days				
3 THS/007 - The percentage of adults aged 60+ who hold a concessionary travel pass	81.5%	80.6%	**	86.7%	91.7%	79%	80.4 (Q2)	TBC		
4 THS/011a - Percentage of Condition of Principal (A) roads that are in overall poor condition	4.3%	4.6%	*	3.2%	2.6%	4.0%		TBC		
5 THS/011b - Percentage of Non-principal/classified (B) roads that are in overall poor condition	3.6%	4.0%	***	4.4%	3.9%	4.0%		TBC		
6 THS/011c - Percentage of Non-principal/classified (C)	15.6%	13.7%	*	10.9%	7.0%	12.0%		TBC		

	roads that are in overall poor condition									
7	THS/012 - The percentage of principal (A) roads, non-principal/classified (B) roads and non-principal/classified (C) roads that are in overall poor condition	11.9%	10.7%	*	7.7%	5.3%	9.5%		TBC	
8	5.5.2.21 - Number of people killed and seriously injured on the roads to meet the 40% reduction by 2020	94	102	N/A	N/A	N/A	93		TBC	
9	5.5.2.22 - Number of motorcyclists killed and seriously injured on roads to meet the 25% by 2020	24	17	N/A	N/A	N/A	16		TBC	
10	5.5.2.23 - Number of young people (aged 16-24) killed and seriously injured on roads to meet the 40% reduction by 2020	21	23	N/A	N/A	N/A	26		TBC	
11	5.3.3.4 - Number of bridges strengthened to meet European Standards	45	48	N/A	N/A	N/A	50		TBC	

Waste & Environmental Services Division

12	STS/005a - The Cleanliness Indicator	73.3	72.4	N/A	N/A	N/A	67		TBC	
13	STS/005b - The percentage of highways inspected of a high or acceptable standard of cleanliness	99.2%	98.9%	****	96.7%	98.1%	92%		TBC	
14	STS/006 - The percentage of reported fly tipping incidents cleared within 5 working days	98.70%	87.24 %	*	96.68%	97.88%	98.63%		TBC	
15	STS/007 - The percentage of reported fly tipping incidents which lead to enforcement activity	87.82%	95.27	N/A	N/A	N/A	67.00%		TBC	
16	WMT/004b - The percentage of municipal wastes sent to landfill	18.11%	5.25%	****	14.56%	12.08%	10.00%		TBC	

Property Services Division

17	CAM/037 - The percentage change in the average Display Energy Certificate (DEC) score within local authority public buildings over 1,000 square metres	N/A	7.2	****	4.1	5.7	1.1		TBC	
18	2.1.2.13 - Industrial - Rent arrears as a percentage of rental income	2.84	3.92	N/A	N/A	N/A	5.0			
19	2.1.2.14 - Market - Rent arrears as a % of rental income	5.47	4.87	N/A	N/A	N/A	5.50			
20	2.1.2.25a - The percentage of the G.I.A.(Gross Internal Area)of the local authority`s properties that are surplus.	2.27	2.84	N/A	N/A	N/A	4.0			
21	2.1.2.25b - The percentage of the G.I.A.(Gross Internal Area)of the local authority`s properties that are vacant.	1.31	1.43	N/A	N/A	N/A	2.25			
22	2.1.2.26 - Rural Estate - rent arrears as a percentage of rental income	1.09	2.23	N/A	N/A	N/A	3.00			
23	2.1.2.9 - Commercial Rent arrears as % of rental income	3.58	3.76	N/A	N/A	N/A	4.65			

**ENVIRONMENT AND PUBLIC PROTECTION
SCRUTINY COMMITTEE
16TH DECEMBER 2016**

**CHIEF EXECUTIVE'S DEPARTMENTAL
SUMMARY BUSINESS PLAN 2017-20**

(relevant to the Environment & Public Protection Scrutiny regarding
Community Safety)

To consider and comment on the following issues:

Elements of the business plan relating to:-

- Community Safety

Reasons:

To give members an opportunity to review the Department's business plan alongside the budget.

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

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. Pam Palmer

Directorate

Communities / Environment / Chief Executive's

Report Author:

Extracts for Wendy Walters

Designations:

Assistant Chief Executive

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ENVIRONMENT AND PUBLIC PROTECTION

SCRUTINY COMMITTEE

16TH DECEMBER 2016

CHIEF EXECUTIVE'S DEPARTMENTAL SUMMARY BUSINESS PLAN 2017-20

(relevant to the Environment & Public Protection Scrutiny regarding
Community Safety)

BRIEF SUMMARY OF PURPOSE OF REPORT

- The full business plan outlines the priorities for the department during 2017-20.
- The version below is an extract of the aspects relevant to the Environmental and Public Protection Scrutiny and identifies the elements of the business plan relating to Community Safety:-

Review and Evaluation

Current Strengths

- The summer edition of the Carmarthenshire News was used to publicise the police campaign to `Give Violence the Red Card` with details of where support for domestic abuse can be found. There were also articles targeting drink/drug drivers, schemes to improve driver safety and raised awareness of Paul's Pledge, a campaign to prevent alcohol related violence.
- In comparative terms, Carmarthenshire remains one of the safest areas in the UK, despite crime levels increasing overall during 2015/16. Levels of recorded crime went up by 10.1% amounting to a rise of 747 crimes. There were 8,128 compared to 7,381 the previous year. This increase was largely as a result of changes in recording data by the police to improve the accuracy of recording. Increases were seen across Dyfed Powys and it is important to note that crime rates continue to be significantly lower in Carmarthenshire compared to the national average.
- Reported anti-social behaviour (ASB) incidents continued to fall during the year, from 7,624 to 6,443 which is positive. This 15.5% reduction with 1,181 fewer reported incidents almost doubled the level of reductions seen last year and potentially points to significantly lower numbers of victims of ASB. Targeted multi-agency work on addressing such problems has continued and improved partnership working has helped to reduce ASB.

Regulatory Report recommendations and Proposals for Improvement

A National Report by the Auditor General for Wales on [Community Safety in Wales](#) was published in October 2016. Its contents will be examined by the Public Services Board (PSB) Fair and Safe Communities Thematic Group (which replaces the Community Safety Partnership), the Police and Crime Commissioner (PCC) and other Dyfed Powys Community Safety Managers at meetings during January 2017. Our response to the Community Safety in Wales Report and its recommendations will be a priority for the Fair and Safe Communities Thematic Group, in addition to a range of actions and initiatives contained in the Integrated Community Strategy (ICS) as mentioned below:-

Integrated Community Strategy Priorities	By When
Maintaining and striving to reduce further low levels of crime that are amongst the lowest in England and Wales	31/03/2018
Improving the confidence of local communities that we are tackling the issues that matter most to them and impacting on crime levels	31/03/2018
Reducing anti-social behaviour by working in partnership to tackle local problems	31/03/2018
Reduce the incidences of alcohol-related violence	31/03/2018
Reducing drug and alcohol misuse.	31/03/2018
Responding to the WAO Community Safety in Wales Report and its recommendations for Welsh Government, PCC's and Local Authorities in Wales	31/03/2018

DETAILED REPORT ATTACHED? No

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: Wendy Walters (Assistant Chief Executive)

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

1. Policy, Crime & Disorder & Equalities

This is an extract from the Chief Executive's Business Plan for Community Safety.

CONSULTATIONS

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

Signed: Wendy Walters (Assistant Chief Executive)

- 1. Local Member(s) - None
- 2. Community / Town Council - None
- 3. Relevant Partners - None
- 4. Staff Side Representatives and other Organisations - None

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

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Well-being of Future Generations Act		Well-being of Future Generations (Wales) Act 2015
WAO Community Safety in Wales Report		Community Safety in Wales

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ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

16th DECEMBER 2016

REVENUE BUDGET STRATEGY CONSULTATION 2017/18 to 2019/20

Appendix A – Corporate Budget Strategy 2017/18 to 2019/20

Appendix A(i) – Efficiency summary for the Environment and Public Protection Services (none for the Community Safety Service)

Appendix A(ii) – Growth Pressures summary for the Environment Service (none for the Public Protection and Community Safety Services)

Appendix B – Budget extracts for the Environment, Public Protection and Community Safety Services

Appendix C – Charging Digest for the Environment, Public Protection and Community Safety Services

To consider and comment on the following issues:

- Members consider and comment on the budget strategy proposals
- Members consider and comment on the proposals for delivery of efficiency savings for their service area identified in Appendix A(i)
- Members are also invited to bring forward any other proposals for efficiency savings
- Members examine the Departmental Budgets
- Members endorse the Charging Digests

Reasons:

- The Executive Board at its meeting on 21st November 2016 will have considered the attached Revenue Budget Strategy 2017/18 to 2019/20 (Appendix A) and endorsed the report for consultation purposes. A verbal update will be given at the meeting in relation to any changes or specific proposals made by the Executive Board if appropriate.

To be referred to the Executive Board for decision: NO

Executive Board Member Portfolio Holders:

- Cllr. Hazel Evans (Technical Services)
- Cllr. David Jenkins (Resources)
- Cllr. Jim Jones (Environmental & Public Protection)
- Cllr. Pam Palmer (Community Safety, Social Justice / Crime & Disorder)

Directorate: Corporate Services Name of Head of Service: Owen Bowen Report Author: Owen Bowen	Designation: Head of Financial Services	Tel No. / E-Mail Address: 01267 224886 obowen@carmarthenshire.gov.uk
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EXECUTIVE SUMMARY

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE 16th DECEMBER 2016

REVENUE BUDGET STRATEGY CONSULTATION 2017/18 to 2019/20

The objective of the report is to allow members to consider the corporate budget strategy for the financial years 2017/18 to 2019/20 to consider the service delivery impact and options for the forthcoming years.

The report is set out as follows:-

Appendix A

- The attached report is a copy of the Revenue Budget Strategy 2017/18 to 2019/20 that has been presented to the Executive Board. As part of the budget consultation process the report is presented to this Scrutiny Committee for your consideration.
- The report provides members with an initial view of the revenue budget issues for the forthcoming year and also reflects departmental submissions.

Appendix B

Budget extracts for the Environment, Public Protection and Community Safety Services which incorporates the initial Efficiencies/Service rationalisation proposals already reflected in the budget for consultation.

Appendix C

Charging Digest for the Environment and Public Protection Services. The charges for 2017-18 have yet to be adopted and any change to the proposed charges will impact on the budget/efficiency proposals.

DETAILED REPORT ATTACHED?	YES
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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: Owen Bowen Interim Head of Financial Services

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

1. Policy and Crime & Disorder

The budget is being prepared having regard to the Improvement Plan.

2. Finance

The report provides an initial view of the Budget Strategy for 2017/18, together with indicative figures for the 2018/19 and 2019/20 financial years. The impact on departmental spending will be dependent upon the provisional and final settlements from Welsh Government, and the resultant final Budget adopted by County Council.

Current projections indicate an increase in the validated budget of £10.6m, before offsetting the potential efficiency savings.

CONSULTATIONS

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

Signed: Owen Bowen Interim Head of Financial Services

1. Local Member(s) – N/A

2. Community / Town Council – N/A

3. Relevant Partners – Consultation with relevant partners will be undertaken and results will be reported during the budget process.

4. Staff Side Representatives and other Organisations – Consultation with other organisations will be undertaken and results will be reported during the budget process.

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
2017/18 3 year Revenue Budget	Corporate Services Department, County Hall, Carmarthen

REPORT OF DIRECTOR OF CORPORATE SERVICES

Environmental & Public Protection Committee

16th December 2016

REVENUE BUDGET STRATEGY 2017/18 to 2019/20

(Copy of Executive Board report 21/11/16)

HEAD OF SERVICE & DESIGNATION.	DIRECTORATE	TELEPHONE NO.
O Bowen, Head of Financial Services	Corporate Services	01267 224886
AUTHOR & DESIGNATION	DIRECTORATE	TELEPHONE NO
O Bowen, Head of Financial Services	Corporate Services	01267 224886

1. INTRODUCTION

- 1.1. Executive Board in July 2016 received a report on the Revenue Budget Outlook for 2017/2018 to 2019/2020 which appraised members of the financial outlook and the proposals for taking forward the budget preparation for the three year period.
- 1.2. This report provides Members with the current view of the Revenue Budget for 2017/2018 together with indicative figures for the 2017/2018 and 2019/2020 financial years. The report is based on officers projections of spending need and takes account of the provisional settlement issued by Welsh Government on 19th October 2016. It also reflects the current departmental submissions for savings proposals.
- 1.3. Whilst significant work has already been undertaken in preparing the budget, this is only an initial position statement which will be updated over the coming months the budget will be further developed as figures are reviewed, and the settlement becomes known.
- 1.4. The report is broken down into 5 parts:
 - Funding Projections
 - Budget Requirement
 - Impact on the Authority’s budget requirement
 - Consultation
 - Conclusion
 - Recommendations

2. PROVISIONAL SETTLEMENT

- 2.1. The provisional settlement was announced on Wednesday 19th October 2016. Again this year, indicative figures were provided for the one financial year only, 2017/18, with no forward indicative figures for future years, although it has been indicated that future years funding proposals may become available post the Chancellor of the Exchequers Autumn Statement
- 2.2. The provisional settlement was significantly better than this Council and Local Government in Wales in general anticipated. However it must be recognised that a cash neutral settlement still has a significant negative impact on the Council's resources due to inflationary factors, demographic changes and demand.
- 2.3. The main points of the Provisional Settlement 2017/2018 on an All Wales basis are as follows:
 - 2.3.1. Local government revenue funding for 2017-18 set at £4.107 billion, an increase of +0.1% (£3.8 million) compared to 2016-17, but this is after new responsibilities are taken into account of £4.8 million.
 - 2.3.2. Additional £25 million as a result of the agreement between the Welsh Government and Plaid Cymru.
 - 2.3.3. Additional £25 million in recognition of the importance of strong local social services
 - 2.3.4. £4.5 million to fund the commitment to increase the capital limit used by local authorities who charge for residential care from £24,000 to £30,000.
 - 2.3.5. £0.3 million to fund the commitment to introduce a full disregard of the War Disablement Pension in financial assessments for charging for social care.
 - 2.3.6. £2.3 million of additional funding outside the settlement to ensure that no authority sees a reduction of greater than 0.5% compared to its 2016-17 settlement allocation and, where relevant, top-up funding.
 - 2.3.7. £1 million for school transport
 - 2.3.8. £3 million to support town centre car parking
 - 2.3.9. The settlement includes 'transfers in' of £3.082m in respect of the Delivering transformation Grant (£2.830m), Deprivation of Liberty Standards (£0.184m), Blue Badge additional funding (£0.011m) and Food Hygiene Rating scheme, and 'transfers out' of £1.000m in respect of teacher registration fees subsidies.

2.4. The figures for Carmarthenshire are:

2.4.1. Provisional Settlement 0% movement on the 2016-17 settlement. i.e. a small reduction of £17k.

2.4.2. New responsibilities:

2.4.2.1. £300k due to increase in the capital limit used by local authorities who charge for residential care from £24,000 to £30,000

2.4.2.2. £18k to fund the commitment to introduce a full disregard of the War Disablement Pension in financial assessments for charging for social care

2.4.2.3. £180k to support town centre car parking

2.4.2.4. £60k for school transport

2.4.3. Transfers In

2.4.3.1. £169k of funding previously provided via the social services *delivering transformation grant*

2.4.3.2. £12k to support *deprivation of liberty safeguards*

2.4.3.3. £3k to deliver the *food hygiene rating scheme*

2.4.3.4. £1k additional funding for the *blue badge scheme*.

2.4.4. Transfers Out

2.4.4.1. £54k in respect of teacher registration fee subsidies

2.5. Service specific Grants within the current year's budget stands at £107m, and details of future allocations are not available for all at this stage. With the exception of the Environmental Grant which is being reduced by 6.7%, it is assumed that all others will be maintained at their existing level during the three year period of the model

3. BUDGET REQUIREMENT 2017-2018

3.1. Current Years performance (2016/2017)

3.1.1. As the Authority's core spending requirements remains constant year on year, a review of current year's performance is important in identifying whether there are any underlying problems within the base budget

3.1.2. The current projection for the Revenue Outturn for 2016/17 (based on the August 2016 monitoring) is as follows

Service	Approved Budget £'000	Total Expenditure Forecast £'000	Variance Forecast For Year £'000
Chief Executive	13,666	14,179	513
Education and Children's Services	162,326	163,876	1,550
Corporate Services	22,301	22,039	-262
Communities	90,991	91,779	788
Environment	47,235	47,621	386
Departmental Expenditure	336,519	339,494	2,975
Cont from Dept/Earmarked Reserves		-254	-254
Capital Charges	-9,519	-10,269	-750
Pensions Reserve Adjustment	-5,085	-5,085	0
Levies and Contributions	9,310	9,310	0
Transfer to/ from Reserves	-265	-265	0
Net Expenditure	330,960	332,931	1,971

The departmental overspends are primarily as a result of delays in the delivery of some of the savings proposals put forward for 2016-17, and a review of the savings proposals that were agreed in February 2016 has identified that some £1.8 m of the original proposals for 2016-17 are at risk of not being fully delivered in the current financial year.

The Education and Children's Services department continues to face pressure due in the main to school based EVR and redundancy costs, and short term transport costs for pupils from closed schools and property decommissioning costs.

The Authority is currently forecasting a variance of £1.971m at the year-end that will have to be met from General Balances.

In considering next year's budget, the current strategy assumes that departments will actually deliver/make good those savings proposals adopted for 2016/17 by the commencement of the next financial year.

3.2. Validation

3.2.1. Validation reflects the changes in expenditure requirements to deliver the **current level** of services in future years. Primarily this is inflation, but also includes some service specific changes. The key validation factors are as follows:

	<u>2017/18</u> <u>Original</u>	<u>2017/18</u> <u>Proposed</u>	<u>2018/19</u>	<u>2019/20</u>
General inflation	1.4%	2.3%	2.2%	2.0%
Electricity	3.0%	5.0%	3.0%	3.0%
Gas	3.0%	5.0%	3.0%	3.0%
Fuel	3.0%	5.0%	3.0%	3.0%
Pay Inflation - non teaching	1.0%	1.0%	1.0%	1.0%
Pay Inflation - Teaching	1.0%	1.0%	1.0%	1.0%
Levies	1.0%	1.0%	1.0%	1.0%
Pension Contributions	£297k	£298k	£302k	£305k
Auto Enrolment	£1,600k	£1,600k		
Capital Charges	£250k	-	£250k	£250k
Main service Specifics:				
County Elections	£230k	£230k	-£300k	
Apprentice levy	£850k	£850k	-	

3.2.2. Under the Local Authorities (Capital Finance and Accounting)(Wales)(Amendment) Regulations 2010 [the Amendment Regulations] the authority is required to make an annual provision from revenue to contribute towards the reduction in its overall borrowing requirement at a rate that it considers to be prudent and having regard to the guidance issued. The Budget Strategy has been prepared based upon the Regulatory Method for supported borrowing in which the calculation is based on 4% of the opening Capital Financing Requirement and the Asset Life Method for the Unsupported Borrowing e.g. Modernising Education Provision and Fleet replacement.

3.2.3. The most significant specific validations over the three year period relate to Auto Enrolment and the introduction of the Apprentice levy from April 2017. Currently there is no information as to how the Apprentice Levy will be utilised within Wales.

3.2.4. There is a clear risk to the Budget Strategy that departments may find it difficult to manage their expenditure within these parameters, especially where the inflationary increases have been applied by service providers. This risk is something that will require close monitoring during the year.

3.2.5. In line with the previous Chancellors announcement relating to Public Sector pay, the Budget as constructed makes provision for the headline pay award of 1% in each of the financial years, together with higher percentages to those on lower pay points due in part to the introduction of the national Living Wage from 1 April 2016.

3.2.6. In total, validation adds £7.8m to the current year’s budget.

3.3. Cost reduction Programme

3.3.1. In anticipation of the unprecedented reductions in this settlement round, significant work in identifying further service efficiencies/rationalisation proposals has been undertaken. Accordingly departments have developed a range of proposals, and these efficiencies are included in **Appendix A** of this report.

3.3.1.1. The efficiency proposals are categorised as follows:

Managerial – Efficiencies that result in no perceivable change to the overall level of service delivery but may in some instances affect quality of service provided

Policy – Efficiency or service rationalisation proposals that will directly affect service delivery.

	2017/18 £m	2018/19 £m	2019/20 £m
Managerial	4,435	4,462	2,940
Existing Policy	3,988	3,591	3,527
New Policy	347	181	1,307
Total	8,770	8,234	7,774

(Detail at **Appendix A**)

3.3.2. The summary sheet at Appendix A sets out the savings targets set for individual departments and the value of savings currently identified.

3.4. New Expenditure Pressures

- 3.4.1. New expenditure pressures are the combination of additional cost to meet existing service needs e.g. increased client base/greater service take up and the costs of meeting change in service provision e.g. policy changes.
- 3.4.2. In the setting of the current financial year’s budget, a total sum of £2.4m was allocated to services, of which £1.8m was allocated to Social Care.
- 3.4.3. The original budget outlook for 2017-18 and 2018-19 contained a sum of £3m per annum to meet growth pressures, and the same provision for growth is currently reflected in the 2019-20 indicative budget.
- 3.4.4. Initial growth bids of £3.3m have been submitted by departments for 2017-18, and the current strategy reflects an allocation of £2.542. Detail at Appendix B

3.5. Schools Delegated Budgets

- 3.5.1. The last year of WG funding protection for schools was 2015/16. The current budget proposals assume no protection going forward.
- 3.5.2. The original budget strategy proposals have been reviewed, and the effect on schools delegated budgets are:

	2017/18 £m	2018/19 £m	2019/20 £m
Previous Years Budget	<u>109.247</u>	<u>107.313</u>	<u>105.527</u>
Validation	1.845	1.699	1.326
Savings requirement	-3.779	-3.485	-3.987
Net Adjustment	-1.934	-1.786	-2.661
Proposed Delegated Budget	107.313	105.527	102.866

3.6. Internal Funding

- 3.6.1. Generally speaking whilst the use of reserves to support annual budgets should not be summarily discounted, it must be treated with caution. Funding on-going expenditure from such funds merely defers and compounds difficult financial problems to the following year. One-off items of expenditure within any budget proposal lend themselves better for such funding support.

3.6.2. In deliberating this point however, members must bear in mind any **inherent risks** that may be built into the budget strategy. These include:

- Challenging Efficiency targets
- Future inflation/interest rates
- Current economic climate continuing
- Impact of BREXIT.
- Additional pressure on demand lead Services
- No indicative figures for future year’s settlements have been provided by Welsh Government therefore there is the potential for the overestimation of the future settlements.

3.6.3. The following table summarises the main categories of reserves held by the Authority.

	1 st Apr 2016 £'000	31 st Mch 2017 £'000	31 st Mch 2018 £'000	31 st Mch 2019 £'000	31 st Mch 2020 £'000
Schools Reserves	3,677	181	0	0	0
General Reserves	8,779	6,743	6,743	6,743	6,743
Earmarked Reserves	66,131	49,124	24,264	21,309	20,736

3.6.4. **School Reserves**

3.6.4.1. Schools have delegated responsibility for the management of their own finances. The level of reserves held by an individual school at any point in time will depend on a number of factors including the level of contingency fund that the school governing body considers appropriate, and the particular plans each school has for expenditure. Officers have yet to be informed of any transfers to/from these reserves by individual schools for future years.

3.6.4.2. Legislation allows schools to carry forward reserves from one financial period to another. The School Funding (Wales) Regulations 2010 requires schools to limit their accumulated reserves at year end to £50,000 for Primary Schools and £100,000 for Secondary and Special Schools or 5% of their budget dependant on what is greater. School Improvement officers are currently working with schools to ensure they comply with the guidance. As at 31st March 2016, 27 schools were in deficit and 24 schools held surplus balances in excess of the £50k/£100k threshold.

3.6.5. General Reserves

3.6.5.1. In the changeable and challenging environment currently facing Local Government the Authority is committed to maintaining a reasonable level of General reserves or Balances. Whilst there is no prescribed minimum level for Balances, Council has previously deemed 3% of net expenditure as being a prudent level, which has been accepted by our Auditors as being reasonable

3.6.5.2. The overall level of balances is taken into consideration each year when the annual budget is set and has on occasions been utilised to augment expenditure/reduce council tax. The 2016-2017 budget was set on the basis of no transfers from the General Reserves. Based upon the August Budget monitoring (outlined in paragraph 3.1.2 above) there could be draw of £1,971k against General Reserves at the end of the current financial year.

3.6.5.3. Given the likely draw on this reserve in the current year therefore it is deemed imprudent at this stage to assume any further support for future years budgets from the current General Reserves.

3.6.5.4. Taking account of these changes the average level of the general reserves is forecasted to be around 2.0% of net expenditure during 2017/18.

3.6.6. Earmarked Reserves

3.6.6.1. The Authority holds earmarked reserves which have been set up to finance the delivery of specific projects, or in protecting the authority against future liabilities or issues. The reserves can be summarised as follows:

Reserve	31 March 2016	31 March 2017	31 March 2018	31 March 2019	31 March 2019
	£'000	£'000	£'000	£'000	£'000
Insurance	7,886	7,386	7,386	7,586	7,786
Capital Funds	33,822	30,277	9,450	6,803	5,590
Development Fund	1,195	445	603	756	756
IAG/OAG	1,337	1,337	9	9	9
Corporate Retirement Fund	3,142	1,352	386	391	1,101
Joint Ventures	1,515	1,695	1,875	2,055	2,055
Other	17,234	6,632	4,555	3,709	3,439
TOTAL	66,131	49,124	24,264	21,309	20,736

- 3.6.6.2. As can be seen from the table above the level of earmarked reserves fluctuates greatly year on year, and whilst the level in each fund is not an exact science it is based on an informed estimate and past experience of the likely call on the authority in future years in line with the intended purpose of each reserve. Great care must therefore be taken when considering utilising such funds for purposes other than those which they were created as this could lead to the authority being faced with substantial unfunded liabilities in the future
- 3.6.6.3. The budget proposals assume a sum of £200k per annum being transferred from the Insurance Reserve to support the revenue budget in 2017/18.
- 3.6.6.4. A further analysis of the reserves held will be undertaken over the coming months with any further proposed utilisation being considered at the budget finalisation stage.
- 3.6.6.5. Taking account of the proposals within this report, including the use of reserves, the Director of Corporate Services confirms that overall the estimated level of financial reserves (as indicated above) is adequate for the financial year 2017/18, with the General Reserves being at the minimum that could be supported.

4. IMPACT ON THE AUTHORITY'S BUDGET STRATEGY

4.1. The table below provides an updated position on the current financial outlook taking account of the provisional settlement and also other recent validation changes, including the second year of the pay offer agreed by the national employers.

4.2. Current Financial Outlook (updated for the Provisional Settlement):

	Current MTFP		Financial Model		
	2017/18 £'000	2018/19 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000
Previous Year's Budget	331,226	330,541	331,226	333,784	334,188
General Inflation	1,416	1,637	2,197	2,134	1,847
Pay Inflation	2,399	3,041	2,427	2,973	2,954
Other	3,083	543	3,042	831	968
Growth	3,230	3,000	2,772	2,700	3,000
Original & approved PBB Proposals	-11,013	-10,155	-8,770	-8,234	-7,774
Net Expenditure	330,341	328,607	333,584	334,188	335,183
Revenue Settlement	-246,651	-241,718	-251,794	-249,276	-246,783
Council Tax Receipts	-83,690	-86,889	-81,791	-84,913	-84,000
Council Tax Increase:	4.88%	3.14%	2.50%	3.14%	3.42%

4.3. The total cost reductions now required for 2017/18 is £8.8m and for the 3 year period are estimated at £24.6m.

5. CONSULTATION

Budget consultation has been planned for the coming months and a summary of the individual approaches are as follows:

- 5.1. Members seminars. (November and December 2015)
- 5.2. The consultation process will commence online from the 22nd November 2016.
- 5.3. The public and commercial ratepayers consultation in December 2016.
- 5.4. Consultation with Scrutiny Committees during November and December

- 5.5. 'Insight' youth conference in November 2016.
- 5.6. Consultation with the Schools Budget Forum in November 2016
- 5.7. Trade Union Consultation December 2016/January 2017

6. WELLBEING OF FUTURE GENERATIONS (WALES) ACT 2015

6.1. In considering the budget proposals, members need to take into consideration the requirements of the Wellbeing of Future Generations (Wales) Act 2015. The Act requires that we must carry out sustainable development, improving the economic, social environmental and cultural well-being of Wales.

'... the public body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs'

- 6.2. In doing so, we must demonstrate the following 5 ways of working:
- i. Looking at the long-term so that we do not compromise the ability of future generations to meet their own needs
 - ii. Understanding the root causes of the issues to prevent them recurring
 - iii. Taking an integrated approach so that we look at all well-being goals and objectives of other services and partners
 - iv. Collaboration – Working with others in a collaborative way to find shared sustainable solutions
 - v. Involving a diversity of population in decisions that affect them

The Act identifies 7 well-being goals, they provide a shared vision for public bodies to work towards. We must work towards achieving all of them.

- i. A prosperous Wales
- ii. A resilient Wales
- iii. A healthier Wales
- iv. A more equal Wales
- v. A Wales of cohesive communities
- vi. A Wales of vibrant culture and thriving Welsh Language
- vii. A globally responsible Wales

6.3. As a Council we must set and publish well-being objectives by the 31st March 2017. Our well-being objectives must be designed to maximise our contribution to achieving the 7 well-being goals of the Act.

6.4. We must also publish a Well-being Statement that sets out how we will achieve our objectives and explain how we ensure resources, including financial are allocated to meet our objectives.

7. CONCLUSION

7.1. Currently the budget proposals assume the full delivery of all of the £24.6m savings proposals currently submitted.

7.2. The current budget proposals assume a Council Tax increase of 2.5% in 2017-18, 3.14% in 2018-19 and 3.42% in 2019-20. A 1% movement in the Council Tax rise equates to +/-£790k

8. RECOMMENDATION

8.1. Note the contents of the report and approve as a basis for consultation on the three year budget strategy, and specifically seek comments from consultees on the efficiency proposals in Appendice A.

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ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE
16th December 2016
Revenue Budget Strategy Consultation 2017/18 to 2019/20
(Extract of Revenue Strategy Report to Executive Board 21/11/16)

	TARGETS			
	2017/18	2018/19	2019/20	Total
	£'000	£'000	£'000	£'000
Chief Executive	600	605	424	1,629
Education	418	225	898	1,541
Schools Delegated	6,000	6,000	3,487	15,487
Corporate Services	174	262	177	613
Community Services	2,792	2,072	2,548	7,412
Environment	1,469	990	1,246	3,705
	11,453	10,154	8,780	30,387

Current Proposals					EXISTING POLICY PROPOSALS				NEW POLICY PROPOSALS				TOTAL PROPOSALS				Variance on Target
	MANAGERIAL				2017/18	2018/19	2019/20	Total	2017/18	2018/19	2019/20	Total	2017/18	2018/19	2019/20	Total	£'000
	2017/18	2018/19	2019/20	Total													
Chief Executive	547	661	287	1,494	0	0	0	0	0	0	0	0	547	661	287	1,494	-135
Education	138	225	75	438	180	70	0	250	100	0	398	498	418	295	473	1,186	-355
Schools Delegated				0	3,779	3,485	3,487	10,751	0	0	500	500	3,779	3,485	3,987	11,251	-4,236
Corporate Services	207	148	258	613	0	0	0	0	0	0	0	0	207	148	258	613	0
Community Services	2,294	2,421	1,663	6,378	29	36	40	105	247	181	60	488	2,570	2,638	1,763	6,971	-441
Environment	1,249	1,007	657	2,913	0	0	0	0	0	0	349	349	1,249	1,007	1,006	3,262	-443
	4,435	4,462	2,940	11,836	3,988	3,591	3,527	11,106	347	181	1,307	1,835	8,770	8,234	7,774	24,777	-5,610

DEPARTMENT	16-17 Budget	FACT FILE	2017-18 Proposed	2018-19 Proposed	2019-20 Proposed	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	
Environment							
Business Support and Performance							
Operational compliance training	597	The Policy and Performance Division provides support and advice to all sections of the Department by providing a variety of financial, administrative, democratic, business support and performance management services.	0	15	0	15	To generate external income through the provision of Operational compliance training.
Business Support review		A review of business support within the department is currently ongoing with a view to streamlining processes and functions.	0	100	0	100	Efficiencies generated as a result of the implementation of the Business support review recommendations.
Total Business Support and Performance division			0	115	0	115	
Waste & Environmental Services							
Waste and Environmental Services Division	904	The newly-formed division includes the Waste services section, Cleansing, Grounds Maintenance, Flood defence and Environmental Enforcement.	30	0	0	30	Divisional review to be undertaken following the departmental re-alignment with a view to rationalising service provision.
Ammanford Cemetery	18	Operation and maintenance of Ammanford Cemetery.	4	0	0	4	Testing and remedial works now complete. Remaining budget to be utilised to undertake routine grounds maintenance work and routine cyclical testing of headstones/monuments.
Cleansing & Grounds service	3,823	Cleansing : 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. Grounds : maintenance of CCC grounds, parks, playgrounds and amenity areas.	100	0	0	100	Efficiencies to be generated from the amalgamation of the Cleansing and Grounds services. This will include savings on pay costs, sub-contractors and plant and vehicles.
Maintenance of transferred assets		Transfer of Parks, Playgrounds and Amenity areas to Town Councils, Community Councils or Sports organisations.	20	100	200	320	Reduction in maintenance costs following the transfer of assets to Town/Community Councils or sports organisations.
Total Waste & Environmental Services division			154	100	200	454	
Highways & Transport							
General - Public & School Transport	4,311	The County Council provides financial support to enable the provision of socially necessary bus and community transport services where the commercial sector does not provide. Over 1.07 million passenger journeys are supported each year. The bus network covers 13,658 kms every day. 55% of the overall network is subsidised to sustain access for communities. The Authority also provides school and college transport for 8,258 pupils/students who are eligible for assistance. Circa 3.07 million passenger journeys per annum are undertaken on the school/college network of services.	40	100	0	140	Supply chain efficiencies across both public and school transport networks
Highways & Transport division	237	The Highways and Transportation services merged into a single division in August 2016. This will provide an opportunity to reduce areas of duplication.	40	35	0	75	Divisional review to be undertaken following the departmental re-alignment with a view to rationalising service provision.
Highway Lighting	1,262	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. LED lamps are replacing the previous Sodium lamps.	173	107	0	280	Saving in energy consumption arising from investment in LED lighting and installation of timers for part night illumination. WG invest 2 Save funding has been approved. Proposal is to reduce operating costs without turning lights off. Delivery programme is underway.
Parking Services	-1,520	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.	36	0	0	36	Reconfiguration of car park long and short stay spaces to secure better utilisation of space where there is high demand in certain car parks and lower demand in others. This mainly affects St Peters and John Street Car Parks.
Highways	8,237	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.	292	292	292	876	Improving the efficiency across the supply chain from supplies and services, programme management and works delivery.
GPS contract	-1,436	The County Council has installed GPS technology in over 420 vehicles operated in the fleet. The contract for the supply of the system has been retendered and will deliver efficiency savings	70	0	0	70	GPS Contracted retendered
School Crossing Patrols	179	The County Council currently provides a school crossing patrol service at 51 sites across the county. The service is a non statutory service.	55	0	0	55	Efficiencies can be gained where site assessments deem that the threshold criteria for the provision of a Safe Crossing Patrol is no longer met. The site assessments will only take place when an opportunity arises to review the safe crossing patrols.
Fleet Management	-1,436	The Winter Maintenance Fleet has been reviewed and is being modernised. Dual purpose tipper/gritter combinations are being introduced which will enable the Council to reduce the number of vehicles operated from 34 to 21..	94	0	0	94	Winter maintenance - Fleet rationalisation and innovation.
Total Highways & Transport division			800	534	292	1,626	
Property							
Building Services	-1,106	Providing the day to day management, design and procurement of maintenance services across all the Authority's buildings which includes Housing, Corporate and Educational establishments.	85	0	0	85	Divisional review to be undertaken following the departmental re-alignment with a view to rationalising service provision.
Admin Buildings	2,394	Energy, rates, telephone and cleaning costs for Administrative Office buildings including St David's Park	90	116	65	271	Savings on the running costs of the Council's office accommodation following vacation and subsequent sale or rental: 2017-18: £40k Vacation and Sale of Ty'r Nant, £50k vacation of Pibwrlwyd Offices; 2018-19: £116k reduction in office accommodation costs following staff reduction / agile working; 2019-20: £11k Sale of Nurses Home & Job's Well House, St David's Park plus £54k reduction in office accommodation costs following staff reduction / agile working
Total Property division			175	116	65	356	
Departmental							
Service rationalisation	0		0	100	100	200	Review of service basis currently being undertaken with a view to producing efficiencies in the forthcoming years.

Efficiency Proposals

DEPARTMENT	16-17 Budget	FACT FILE	2017-18 Proposed	2018-19 Proposed	2019-20 Proposed	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	

Community Services

Public Protection

Pest control	80	Since the removal of the pest control service, the Public Health team have continued to give advice on pest control including means of elimination and removal of sources and harbourage. As a result of feedback on recurring pest problems in Council Homes, these visits have recently also include treatments for rats and mice in addition to providing advice. This will improved the health and wellbeing of the tenants	5	0	0	5	Limited fee income from diversification of duties of dog wardens
Trading Standards	0	Trading Standards officers enforce around 40 Acts of parliament and over 1,000 associated regulations, which impact on all aspects of your life, from the safety of your children's toys, to the honesty of property descriptions when buying your home. Whether you're buying a loaf of bread, a pint of beer or arranging credit, we are responsible for ensuring that sales are carried out within the law. Trading Standards list a number of local handypersons and gardeners on the Registered Traders Scheme.	0	50	50	100	Development fund application for a Financial investigator - forecast income streams (net of salary costs)
Divisional supplies & services	202	The Housing and Public Protection Division has non-staff controllable budgets of approx £1.826m. The Department has identified that some of these budgets will not have an inflationary uplift and budgets will be held at the same level as the year before.	35	34	0	69	Reduction in supplies, transport and premises etc
Public Protection & Trading Standards	50	Better analysis of work undertaken to discharge our duties in the public health/trading standards division. Many initiatives are targeted at specific client groups including HRA tenants.	50	0	0	50	Identification of additional work carried out on HRA related services and re-assessment of services delivered by of housing staff
Total Housing & Public Protection			90	84	50	224	

Community Services - Departmental (including Public Protection)

Divisional Staffing costs	267	The staffing complement of Housing (Council Fund) ,Public Protection and Support & care services total nearly 400 FTE's with a pay budget of over £8M. Reviews of service provision will include staffing as part of that process, which will produce savings over the medium term. This also includes acceptance of severance requests.	150	150	100	400	Divisional restructure to include on-going severences for Housing, Public Protection and Care & Support Services
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NEW POLICY PROPOSALS

DEPARTMENT	16-17 Budget	FACT FILE	2017-18 Proposed	2018-19 Proposed	2019-20 Proposed	Total	EFFICIENCY DESCRIPTION
	£'000		£'000	£'000	£'000	£'000	

Environment

Parking Services	-1,520	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.	0	0	120	120	Review of revenue options to support transportation and highway related services.
Cleansing	1,834	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.	0	0	164	164	Review and re-configure the routine scheduled mechanical sweeping of residential areas with a view to undertaking sweeping/cleansing work on a reactive basis in the future, potentially adopting a zoned approach. In order to achieve the saving identified, the number of mechanical sweepers will need to be reduced, together with the number of drivers through voluntary severance.
School transport policy review	624	The County Council provides school and college transport for 8,258 pupils/students who are eligible for assistance. Circa 3.07 million passenger journeys per annum are undertaken on the school/college network of services. Elements of the service are provided on a non statutory basis - many authorities have chosen to restrict free school/college transport provision to the statutory requirements.	0	0	65	65	Review of non statutory service provision

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Growth Pressures

	2017-18	2018-19	2019-20	Total	Comment
	£'000	£'000	£'000	£'000	
Environment					
Streetscene					
Waste strategy	268	453	711	1,432	Waste strategy costings. Legislative pressure due to Part 4 of the Environment Bill (increase trade waste recycling rates)
Potential reduction in Environmental Grant	260	260	260	780	Estimated shortfall in the Single Revenue grant based on the reduction between 15/16 and 16/17.
Residual Waste treatment	460	0	0	460	Estimated increase in prices of £20/tonne in RDF costs
Transport					
Safe walking routes to schools	39	39	39	117	Implementation of revised statutory guidance on the criteria for Safe Walking routes to School
	1,027	752	1,010	2,789	

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ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY - ENVIRONMENT

2016-17			Statutory S/NS/Both	2017-18			2018-19			2019-20		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
			Policy and Performance									
110	0	110	S	111	0	111	112	0	112	113	0	113
231				234			236			239		
-138				-138			-138			-138		
93	-93	0	NS	96	-93	3	98	-93	5	101	-93	8
802				811			617			522		
-678				-678			-678			-678		
124	-124	0	NS	132	-124	9	-61	-124	-185	-156	-124	-280
326	-217	110		339	-217	122	148	-217	-68	57	-217	-160
			Waste and Environmental Services									
1,375				1,357			1,369			1,380		
-1,325				-1,325			-1,325			-1,325		
50	-72	-22	Both	33	-72	-40	44	-72	-28	56	-72	-17
540	0	540	Both	548	0	548	555	0	555	562	0	562
30	-30	0		30	-30	0	30	-30	0	30	-30	0
30	-30	0	NS	30	-30	0	30	-30	0	30	-30	0
678	-24	654	S	687	-25	662	695	-25	669	703	-26	677
648	-23	625	NS	660	-24	636	672	-24	648	683	-25	658
56	-7	48	S	52	-8	45	53	-8	45	53	-8	45
2,119	-52	2,067	S	2,059	-53	2,005	2,094	-55	2,040	1,964	-56	1,908
6,693	-520	6,173	S	7,303	-532	6,770	7,458	-544	6,914	7,604	-555	7,049
2,678	-73	2,605	S	2,983	-74	2,908	3,023	-76	2,947	3,058	-78	2,981
5,869	-3,815	2,055	S	5,978	-3,557	2,422	6,085	-3,559	2,526	6,185	-3,561	2,625
151	-58	93	NS	153	-59	94	154	-60	94	156	-61	95
140	0	140	S	143	0	143	147	0	147	150	0	150
85	0	85	S	87	0	87	89	0	89	91	0	91
76	0	76	S	78	0	78	79	0	79	81	0	81
19,842	-4,705	15,137		20,822	-4,464	16,357	21,208	-4,484	16,725	21,405	-4,501	16,904

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY - ENVIRONMENT

2016-17				2017-18			2018-19			2019-20		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
			Property									
26,937	-28,226	-1,289	Building Maintenance	27,488	-28,875	-1,388	28,024	-29,511	-1,486	28,528	-30,101	-1,573
2,753			Operational	2,706			2,743			2,778		
-516			less recharged to other service heads	-516			-516			-516		
2,237	-2,286	-49	Net Operational	2,190	-2,323	-133	2,227	-2,358	-132	2,261	-2,391	-130
63	0	63	R & M Parks	64	0	64	66	0	66	67	0	67
809	-741	69	Corporate Property	817	-742	75	825	-744	80	832	-746	86
1,034	0	1,034	Corporate Property Maint	1,088	0	1,088	1,140	0	1,140	1,189	0	1,189
391	-421	-31	Operational Depots	398	-421	-23	404	-421	-17	412	-421	-9
312	-312	0	BSS Works	319	-319	0	326	-326	0	333	-333	0
3,831	-3,833	-1	Admin Buildings	3,819	-3,844	-25	3,767	-3,856	-89	3,774	-3,866	-92
544	-182	362	Commercial Properties	544	-186	358	544	-190	354	544	-194	350
1,001	-1,171	-170	Industrial Premises	1,008	-1,198	-190	1,013	-1,224	-211	1,020	-1,248	-229
496	-308	189	Rural Estates	498	-315	183	500	-322	178	501	-328	173
62	-174	-112	Livestock Market	63	-178	-116	64	-182	-119	65	-186	-122
35	0	35	Trostre Depot account	36	0	36	37	0	37	37	0	37
4,981	-3,407	1,574	Grounds Maintenance Service	5,056	-3,485	1,571	5,046	-3,562	1,484	4,928	-3,633	1,295
672	-199	473	Parks	678	-203	475	684	-208	477	691	-212	479
3,841	-3,440	401	Building Cleaning	3,934	-3,519	415	4,121	-3,596	525	4,167	-3,668	499
38	0	38	Pumping Stations - Non Agency	39	0	39	40	0	40	41	0	41
1,690	-1,290	400	Design	1,716	-1,319	396	1,740	-1,348	392	1,765	-1,375	390
48,973	-45,989	2,985	Total Property	49,755	-46,929	2,827	50,567	-47,848	2,719	51,154	-48,702	2,452
			Total Environment Dept (Env & PP Scrutiny only)									
125,666	-80,581	45,085		128,047	-82,012	46,035	129,677	-83,740	45,938	130,805	-85,175	45,630

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY - PUBLIC PROTECTION

2016-17			Statutory S/NS/Both	2017-18			2018-19			2019-20		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Corporate Management & Support Services												
368	-7	361	S	336	-8	329	253	-8	246	229	-8	221
368	-7	361		336	-8	329	253	-8	246	229	-8	221
Public Health Services												
188	-45	143	S	189	-97	92	191	-99	91	192	-101	91
322	-11	311	S	326	-11	315	331	-12	319	335	-12	323
167	0	167	S	169	0	169	171	0	171	173	0	173
108	-32	76	S	110	-33	77	111	-33	78	112	-34	78
56	0	56	S	57	0	57	57	0	57	58	0	58
46	-4	43	S	47	-4	43	47	-4	43	48	-4	44
81	-54	27	S	82	-55	27	83	-56	27	85	-57	27
88	-2	86	S	89	-2	87	90	-2	88	91	-2	89
114	-11	102	S	115	-17	99	117	-17	100	118	-17	101
182	0	182	S	184	0	184	186	0	186	188	0	188
437	-303	134	S	442	-310	132	447	-317	130	452	-323	129
367	0	367	S	374	0	374	379	0	379	383	0	383
138	0	138	S	140	0	140	141	0	141	143	0	143
160	0	160	S	-11	0	-11	-11	0	-11	-11	0	-11
2,453	-462	1,991		2,313	-529	1,784	2,339	-540	1,799	2,366	-551	1,815
Trading Standards Services												
224	-47	177	S	226	-48	178	228	-49	179	230	-50	180
129	-13	115	S	131	-14	117	132	-14	118	134	-14	119
125	-38	87	S	127	-38	89	129	-38	91	131	-38	93
234	-4	230	Both	237	-5	233	240	-5	235	243	-5	238
143	-13	130	S	145	-14	131	147	-14	133	149	-14	135
72	-18	54	S	73	-19	54	74	-19	55	75	-19	55
51	-51	0	N	51	-51	1	52	-102	-50	53	-154	-101
978	-185	793		990	-187	803	1,002	-240	761	1,013	-294	719
3,798	-654	3,144		3,639	-723	2,916	3,594	-788	2,806	3,608	-853	2,754
Total Public Protection												

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY - COMMUNITY SAFETY

2016-17			Statutory S/NS/Both	2017-18			2018-19			2019-20		
Expenditure	Income	Net		Expenditure	Income	Net	Expenditure	Income	Net	Expenditure	Income	Net
£'000	£'000	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Community Safety												
52	0	52	N	53	0	53	53	0	53	54	0	54
103	0	103	N	104	0	104	104	0	104	105	0	105
155	0	155		156	0	156	158	0	158	159	0	159
ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY TOTAL												
129,619	-81,235	48,384		131,842	-82,735	49,107	133,429	-84,528	48,901	134,572	-86,028	48,544

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments
2,614,603	2,613,076	2,673,177	Parking Services	Car Parks Charges	Please refer to 'Car Park Chrgs' Sheet	Please refer to 'Car Park Chrgs' Sheet	Review of parking charges currently being undertaken.
37,049	35,180	35,989		Season Tickets	Please refer to 'Car Park Chrgs' Sheet	Please refer to 'Car Park Chrgs' Sheet	Review of parking charges currently being undertaken.
362,219	352,849	360,965		Traffic Management Act - Penalty Charge Notice (exc. VAT)			As set by the Traffic Management Act - Introduced on the 1st of April 2008
				If paid within 14 days	Higher band £35; Lower band £25	Higher band £35; Lower band £25	Follows statutory recovery process as stipulated by Traffic Management Act
				If paid after 14 and within 30 days	Higher band £70; Lower band £50	Higher band £70; Lower band £50	"
				If unpaid thereafter	Higher band £105; Lower band £75	Higher band £105; Lower band £75	"
				Debt registered in Court	Higher band £112; Lower band £82	Higher band £112; Lower band £82	"
58,135	35,180	35,989		Residents Parking Permit Admin Charge	£30	£30	Set as per the traffic orders - Approved by the Exec. Board
41,847	79,968	81,807	Fleet Management	MOT Testing			
				1st test	£37 - VAT exempt	£37 - VAT exempt	Charge to the general public. Maximum possible charge for Class 4 is £54.85 as set by DVSA however the price set is deemed to be competitive for the local market. (Competitors are actually decreasing their prices)
				Re-test	£37 - VAT exempt	£37 - VAT exempt	FOC if returned within 10 working days with same fault.
				1st test (class 7)	£50 - VAT exempt	£50 - VAT exempt	Charge to the general public. Maximum possible charge for Class 7 is £58.60 as set by DVSA however the price set is deemed to be competitive for the local market. (Competitors are actually decreasing their prices)
				Re-test (class 7)	£50 - VAT exempt	£50 - VAT exempt	FOC if returned within 10 working days with same fault.
				Maintenance repairs to hired vehicles	£44.65 per hour	£45.68 per hour	For External Clients. This represents a 2.3% increase (validation) and will be introduced from the 1st of April 2017.

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual	2016/17 Budget	2017/18 Budget	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments
8,147	7,644	7,820	Passenger Transport	Replacement Bus Passes	£5.00 for Concessionary Travel Passes; £6.00 for home to school/college passes	£5.00 for Concessionary Travel Passes; £6.00 for home to school/college passes	No increase proposed for replacement Concessionary Travel passes for elderly and disabled residents, replacement home to school/college passes were increased in 2015/16.
2,700	4,024	4,117		Administrative charge for "spare seat" travel passes for transport to primary and secondary schools	£50.00 for issue of Spare Seat Travel Pass	£50.00 for issue of Spare Seat Travel Pass	Charge introduced in September 2015
46,000	37,608	38,473	Traffic Management	Access Protection Markings	£50 + vat	£50 + vat	Mainly benefits motorists with a mobility impairment therefore decision taken not to effect increase this year.
				Road Closure Admin			
				Less than 5 days	£600+VAT	£600+VAT	Charges in line with other Welsh LAs
				5 days or more (up to 6 weeks)	£600+VAT	£600+VAT	"
				Road Closure (alternative route signage design)	£175 + vat	£175 + vat	"
				Tourist Signage Schemes	Depends on size of signage and scheme	Depends on size of signage and scheme	
				Report on Accident & Traffic Data - Data retrieval			
				Copies of existing classified manual traffic surveys (11 or 12 hours)			
				3 years old and less	£78.50 + vat per survey	£78.50 + vat per survey	Charges are levied where requests are made, but there is falling demand for the service which will reduce the level of income achievable.
				Over 3 years old	£53.00 + vat per survey	£53.00 + vat per survey	"
				Copies of existing manual radar speed			
				3 years old and less	£78.50 + vat per survey	£78.50 + vat per survey	Charges are levied where requests are made, but there is falling demand for the service which will reduce the level of income achievable.
Over 3 years old	£53.00 + vat per survey	£53.00 + vat per survey	"				

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments
				Automatic 24 hour directional volumetric traffic counts			
				Less than 3 years old, automatic 24 hour, one week's data	£78.50 + vat per survey	£78.50 + vat per survey	Charges are levied where requests are made, but there is falling demand for the service which will reduce the level of income achievable.
				Over 3 years old, one week's data	£53.00 + vat per survey	£53.00 + vat per survey	"
				More than one week's volumetric data	Price on application	Price on application	"
				Bespoke Manual Traffic Survey			
				Traffic Surveys			
				12hrs Single c'way (low/med flow), directional, classified (usually 12 classes)	£262 + vat per site	£262 + vat per site	Charges are levied where requests are made, but there is falling demand for the service which will reduce the level of income achievable.
				12hrs Single c'way (high flow), directional, classified (usually 12 classes)	£365 + vat per site	£365 + vat per site	"
				12hrs Dual C'way, directional, classified (usually 12 classes)	£470 + vat per site	£470 + vat per site	"
				12hrs T-junction, 6 movement, classified (usually 6 classes)	£417 + vat per site	£417 + vat per site	"
				Any other permutation	Price on application	Price on application	"
				Radar speed surveys			
				Typically 100 vehicles in each direction	£131 + vat per site	£131 + vat per site	Charges are levied where requests are made, but there is falling demand for the service which will reduce the level of income achievable.
				(Note: Low flow roads may incur extra time costs)			
				Automatic tube counts			
				(Minimum for up to one week survey)			
				Directional unclassified	£183 + vat, £78 + vat per week thereafter	£183 + vat, £78 + vat per week thereafter	Charges are levied where requests are made, but there is falling demand for the service which will reduce the level of income achievable.
				Directional classified (usually 11 classes)	£209 + vat, £78 + vat after first week	£209 + vat, £78 + vat after first week	"

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual	2016/17 Budget	2017/18 Budget	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments	
£	£	£						
				Directional speed	£209 + vat, £78 + vat after first week	£209 + vat, £78 + vat after first week	Charges are levied where requests are made, but there is falling demand for the service which will reduce the level of income achievable.	
				Directional classified (usually 11 classes) +speed	£235 + vat, £78+ vat after first week	£235 + vat, £78+ vat after first week	"	
377,440	430,625	440,529	Refuse	Collection of Trade Waste - Commercial (exc VAT) Cost per bin lift 240 litre -£18 360 litre - £27 660 litre - £33 1100 litre - £44 1280 litre - £51		240 litre -£19 360 litre - £28 660 litre - £34 1100 litre - £45 1280 litre - £53	Increase of 2.3% validation. Rounded up to the nearest £1.	
				Collection of Trade Waste - Charity (exc VAT) Cost per lift 240 litre - £4.50 360 litre - £5.50 660 litre - £7 1100 litre - £8 1280 litre - £9		240 litre - £5.00 360 litre - £6.00 660 litre - £7.50 1100 litre - £8.50 1280 litre - £9.50		Increase of 2.3% validation. Rounded up to the nearest £0.50
52,783	36,699	37,543		Supply of Trade Sacks Commercial (Cost per bag)	£4.00	£4.50	Increase of 2.3% validation. Rounded up to the nearest £0.50	
				Supply of Trade Sacks Charity (Per bag)	£0.70	£0.80		Increase of 2.3% validation. Rounded up to the nearest £0.10
				Collection of Trade waste (bulks)	£220 per 10 items collected.	£226 per 10 items collected.		
31,606	30,180	n/a		Supply of Starch Bags (Per roll)	£3.50 (inc VAT)	n/a	Change in method of collection from bags to wheelie bin collections in 17/18.	
n/a	n/a	n/a		Green Waste - Wheelie bin collections	n/a	Annual charge of £48 (inc VAT) per bin. Discount of 15% to be applied for single payment at time of service request.	Change in method of collection from bags to wheelie bin collections in 17/18.	
54,177	42,533	43,511		Bulk Collections from households (per collection of 3 items)	£25 inclusive of VAT	£25 inclusive of VAT	No price increase as this is in line with other Welsh Authority prices.	

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments
				Festivals - CCC Events - supply/collection/disposal of bins (trade or recycling).			
				Large Events Package	£425	£435	Increase of 2.3% validation. Rounded up to the nearest £5.00
				Small Events Package	£255	£265	Increase of 2.3% validation. Rounded up to the nearest £5.00
9,130	4,793	4,903		Purchase of Compost Bins (Inclusive of delivery)	£12	£12	The delivery of the bins was integrated into the bulk collections schedule in 2014/15. There is also evidence from WRAP stating that sales decrease when the price rises above £15.
198,634	198,474	203,039	Street Works	Licence for placing a Skip on public Highway	£42 - per month or part thereof	£43 - per month or part thereof	General increase by approx 2% in line with RPI, rounded to nearest £.
					£124 - Out of date renewals - per month or part thereof	£126- Out of date renewals - per month or part thereof	"
				Licence for Scaffolding (or other structure) on Public Highway	£70 - per month or part thereof	£71 - per month or part thereof	"
					£124 - Out of date renewals - per month or part thereof	£126 - Out of date renewals - per month or part thereof	"
				Licence for Temporary Excavation on Public Highway	£418 per application	£426 per application	"
				Licence for Deposit of materials on Public Highway	£42 - per month or part thereof	£43 - per month or part thereof	"
				Licence for Hoarding or fence on Public Highway	£70 - per month or part thereof	£71 - per month or part thereof	"
					£124 - Out of date renewals - per month or part thereof	£126- Out of date renewals - per month or part thereof	"
				Hoarding or fence supervision costs on Public Highway	£40 per inspection	£41 per inspection	"

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual	2016/17 Budget	2017/18 Budget	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments
98,444	69,363	70,958		Licence - Construction of cellars/entrance or vault/admission of light to premises under public highway	£327 - per application	£334 - per application	General increase by approx 2% in line with RPI, rounded to nearest £.
				Licence to construct vehicular Crossing - i.e drop curbs and amend footway	£132 - per application, inclusive of 2 x site inspections.	£135 - per application, inclusive of 2 x site inspections.	"
				Street Works Licence Fees- Lay and maintain apparatus in the Public Highway			
				To serve one dwelling house	£418 per application	£426 per application	General increase by approx 2% in line with RPI, rounded to nearest £.
				To serve two or more & residential developments	£626 +£62 per unit	£639 +£63 per unit	"
				To serve non-residential developments	£607	£619	"
				To serve land for the purpose of agricultural/horticultural use	£294	£300	"
				General development	£607	£619	"
				To repair/renew/maintain existing apparatus	£418 per application	£426 per application	"
				To repair renew, maintain existing apparatus with existing or valid street works licence	£183	£187	"
				Excavation longer than 200metres	£183	£187	"
				Licence for Projections over the Highway - external wall insulation	£35 per property	£36 per property	"
				Street cafe licence (annual)	£22 per chair	£23 per chair	"
				98,444	69,363	70,958	Highways Adoption
				Design Guides (Per guide)	no longer available	no longer available	Document under review by consultants waiting for new document
				Technical Approval - checks on proposed Sec.38 Drawings	£850	£850	This figure is offset against the 8% S38 supervision fee and is not additional income unless the developer fails to proceed with a S38.

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments
23,696	24,282	24,840	Environmental Enforcement	Fixed Penalty Notice :			
				Dog Fouling	Please refer to attached schedule	Please refer to attached schedule	Change in legislation to Public Spaces Protection Orders under the Anti Social Behaviour Crime and Policing act 2014.
				Littering	Please refer to attached schedule	Please refer to attached schedule	No change proposed as FPN set at current default charges as fixed by legislation.
				Recovery charge :			
				Abandoned Vehicles - 7 days notice on public highway/land and 14 days notice on private highway/land.	Please refer to attached schedule	Please refer to attached schedule	No change proposed as FPN set at current default charges as fixed by legislation.
				Nuisance Vehicles (2 or more vehicles for sale on the public highway/repairing vehicles on the public highway) (Dyfed Act) Removal Cost	£120	£120	
				Nuisance Vehicles (2 or more vehicles for sale on the public highway/repairing vehicles on the public highway) (Dyfed Act) Storage Cost	£12 a day	£12 a day	
				Abandoned Trolleys - Collection	£15	£15	
				Abandoned Trolleys - Storage	£15 a week	£15 a week	
				Abandoned Trolleys - Delivery Charge	£15	£15	
			Abandoned Trolleys - Release Fee	£25 per batch	£25 per batch		
13,566	7,411	7,581	Cemetery Charges	Lease of Plots			
				Exclusive rights to burial earthen grave	£355	£375	Small increase in line with other comparable providers
				Garden of remembrance	£130	£150	Small increase in line with other comparable providers
				Admin fees for Internment - for burial, incl. ashes	£75	£77	RPI increase & rounded up to nearest £1
				Approvals for Erection of Memorials -			
				Lawn Plots - Headstones	£105	£107	RPI increase & rounded up to nearest £1
				Garden of Remembrance tablets	£88	£90	RPI increase & rounded up to nearest £1
				Removal of headstones/tablets for engraving of additional names etc	£42	£43	RPI increase & rounded up to nearest £1
Note: There is a surcharge of 100% for non-residents of Carmarthenshire County Council							

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments
1,114	1,061	1,085	Public Conveniences	Radar keys	£4.70 plus VAT	£4.70 plus VAT	No change as neighbouring Authorities charge less. Only sold to blue badge holders/disabled.
1,800	0	1,800	Flood Defence & Land Drainage	Flood Defence Consent - Consent to erect any mill, dam, weir or other like obstruction to the flow of any ordinary watercourse.	£50	£50	Statutory Fee under Section 23 of the Land Drainage Act.
79,343	198,640	203,209	Leisure Outdoor Venues				
				TENNIS (Where there is a club affiliated to a league)			
				Season ticket - Adult per year	£62	£63	Increased by 2.3% inflation, rounded to the nearest £.
				Season ticket - Junior per year	£35	£36	Increased by 2.3% inflation, rounded to the nearest £.
				FOOTBALL - A fundamental change in pricing strategy that moves away from a 'per game' charge to an annual rental fee by football organisations. In 2015 this was the Carmarthenshire Football League Association - a fixed sum of £2,500 per pitch (£2,000 for self-marking), discussion are progressing for the 2017 agreements.			
				For games outside the CFLA agreement - per pitch per week	-	-	(CFLA 2015 rate was £60 for adults & £30 for juniors) - additional charge for administration
						BLOCK BOOKINGS OF 10 OR MORE GAMES ARE VAT FREE	
				COARSE FISHING			
				Season Permit (Adult)	£46	£46	Remain the same as 2016 / 2017
				Season Permit (Junior)	£25	£25	"
				Day Permit (Adult)	£8	£8	"
				Day Permit (Junior)	£3.50	£3.50	"
				GAME FISHING			
				Season Permit	£43	£44	Increased by 2.3% inflation, rounded to the nearest £.

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments
				HIRE OF PARKS			
				Charitable Use (per Day)	£80	£80	Retain current charge in order to attract more usage
				Non Charitable Use (per Day)	£265	£100	Reduce charge in order to attract more usage of facilities.
				Funfairs Initial 4 Opening Days	£644	£650	Increased by 2.3% inflation, rounded to the nearest £.
				Funfairs Additional Daily Rate	£198	£198	Retain current charge in order to attract more useage.
				Pre School Play Groups (per half day)	£17	£18	Increased by 2.3% inflation, rounded to the nearest £.
				Youth clubs	£17	£18	Increased by 2.3% inflation, rounded to the nearest £.
				Boxing clubs	£17	£18	Increased by 2.3% inflation, rounded to the nearest £.
				Wedding Photographs within parks	£36	£37	Increased by 2.3% inflation, rounded to the nearest £.
	2,150,639	2,200,104	Corporate Property	Lease or rental of corporate property			Dependent on market valuations at time of lease commencement or rent reviews. Not appropriate to validate in line with inflation as rent will vary with market conditions. Section transferred 01.04.16.
0			Administrative Buildings	Hire of rooms in Administrative Buildings:			Very few external hirings. Not appropriate to validate in line with inflation as hiring rate will vary with market conditions.
				Ammanford - Town Hall			
				Chamber - 25 people - full day	75.00	75.00	
				Llanelli - Town Hall			
				Committee Room 1, Ground Floor - 80 people	125.00	125.00	
				Room 3, Ground Floor - 12 people - full day	75.00	75.00	
				Chamber - 45 people - full day	90.00	90.00	
				Carmarthen - County Hall			
				Chamber - 100 people - full day	125.00	125.00	
				Chamber - 100 people - half day	95.00	95.00	
				Resources Conference Room, Ground Floor - 10 people - full day	75.00	75.00	
				Resources Conference Room, Ground Floor - 10 people - half day	55.00	55.00	

APPENDIX C

CHARGING DIGEST - Environment department

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied	2017/18 Proposed Charge	2017/18 Comments
				Carmarthen - 3 Spilman Street Chamber - 50 people - full day Committee Rooms - up to 15 people - full day Carmarthen - St David's Park, Building 2 Meeting Rooms - up to 24 people - full day Meeting Rooms - up to 40 people - full day ** Where half day rates are not quoted the rate is half of the full day charge** *** Where other rooms become available they will be hired on a basis comparable to the charges above pending the committee's annual review of charges	95.00 75.00 75.00 95.00	95.00 75.00 75.00 95.00	

APPENDIX C

CHARGING DIGEST - Environment department
Car Parking Charges

Sunday charging introduced from 28/08/2014

Ammanford

Carregamman (Mon-Sat & from 12pm Sun)
 Margaret Street (All Days)
 Lloyd Street (All Days)
 Wind Street (Mon- Sat)
 Baltic (Mon- Sat)
 Hall Street - short stay only (All days)

Llandeilo

Crescent Road (All Days)

Llandovery

Castle (All Days)

Newcastle Emlyn

Mart (All days)
 Castle Street (Mon- Sat)
 Cawdor (All Days)

St Clears

St Clears (Mon- Sat)

Llanelli

Thomas/Edgar Street - long stay (Mon - Sat)
 Murray Street, Multi-Storey (All Days)
 Church Street (Mon- Sat & from 12pm Sun)
 Vauxhall Road - long stay (Mon- Sat & from 12pm Sun)
 You may also use Thomas/Edgar Street

East Gate (All days)

Charges Levied 2016/17 (from 1st of January 2014 or as otherwise stated)							
SEASON TICKETS (£)			Pay & Display Charges (£)				
			up to 1 hr	up to 2 hr	up to 3 hr	up to 4 hr	up to 10 hr
3 months	6 months	12 months					
92.50	185.00	370.00	0.70	-	-	1.00	1.50
			0.70	-	-	1.00	1.50
			0.70	-	-	1.00	1.50
			0.70	-	-	1.00	1.50
NO SEASON TICKETS FOR SHORT STAY			0.70	-	-	1.00	-
92.50	185.00	370.00	0.70	-	-	1.00	1.50
92.50	185.00	370.00	0.70	-	-	1.00	1.50
92.50	185.00	370.00	0.70	-	-	1.00	1.50
			0.70	-	-	1.00	1.50
			0.70	-	-	1.00	1.50
92.50	185.00	370.00	0.70	-	-	1.00	1.50
105.00	210.00	420.00	-	-	-	-	1.70
137.50	275.00	550.00	1.20	1.60	1.80	2.00	2.20
			1.20	1.60	1.80	2.00	2.20
			-	-	-	-	2.20
Not available - Short Stay only			1.20	1.60	1.80	2.00	

APPENDIX C

CHARGING DIGEST - Environment department

Car Parking Charges

2011

Sunday charging introduced from 28/08/2014

Carmarthen - long stay

Priory Street (Mon- Sat)

St Peters (long stay only) - white Bays (Mon- Sat & from 12pm Sun)

Station Approach Car Park (All days)

John Street (long stay only) - blue bays (All days)

You may also use Priory Street

Carmarthen - short stay

St Peters (short stay only) - red bays (Mon- Sat & from 12pm Sun)

John Street (short stay only) - white bays (All Days)

Quayside (All Days)

Lammas Street (All Days)

Friars Park (All Days)

Blue Street (All Days)

Saturdays and Sundays

County Hall (Sat & Sun)

3 Spilman Street (Sat & Sun)

Parc Myrddin (Sat & Sun)

Coach/Bus Park

Station Approach (All Days)

Charges Levied 2016/17 (from 1st of January 2014 or as otherwise stated)							
			Pay & Display Charges (£)				
	97.50	195.00	390.00	-	-	-	1.60
				-	-	-	2.30
	142.50	285.00	570.00	-	-	-	2.30
				-	-	-	2.30
	3 months	6 months	12 months				
	NO SEASON TICKETS FOR SHORT STAY			0.50	1.60	2.20	3.40
				-	1.60	2.20	3.40
				-	1.60	2.20	3.40
				-	1.60	2.20	3.40
				-	1.60	2.20	3.40
				-	1.60	2.20	3.40
	NO SEASON TICKETS FOR SHORT STAY			-	1.60	2.20	3.40
				-	1.60	2.20	3.40
	23.00	46.00	92.00	-	-	-	2.30
	NO SEASON TICKETS			-	-	-	5.00

Disabled Badge charges from 28/08/2014 - extra hour free once paid

Review of parking charges currently being undertaken.

APPENDIX C

CHARGING DIGEST - Environment department
Environmental Enforcement

		Offence	2016/17 Charge Levied		2017/18 Proposed Charges		Comments
			<u>Amount Paid within 10 days</u>	<u>Full Amount of Penalty</u>	<u>Amount Paid within 10 days</u>	<u>Full Amount of Penalty</u>	
		Fixed Penalty Notices:	£	£	£	£	Change in legislation to Public Spaces Protection Orders under the Anti Social Behaviour Crime and Policing act 2014.
		Dog fouling (Dogs Fouling of Land Act 1996)	n/a	75	50	100	
		Litter	50	75	50	75	
		Failure to Comply with Street Control Notice	60	100	60	100	
		Failure to Comply with Litter Clearing Notice	60	100	60	100	
		Failure to Provide Waste Documents	180	300	180	300	
		Failure to Produce Authority to transfer waste	180	300	180	300	
		Unauthorised distribution of free printed matter	50	75	50	75	
		Failure to Comply with a waste receptacles notice	60	100	60	100	
		Failure to Comply with Dog control order	50	75	50	75	
		Leaving two or more vehicles for sale on the road	60	100	60	100	
		For Abandonment of a vehicle	120	200	120	200	
		Graffiti, Fly Posting and other defacement	50	75	50	75	

APPENDIX C

CHARGING DIGEST - Environment department

Environmental Enforcement

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Offence		2016/17 Charge Levied		2017/18 Proposed Charges		Comments
Charges in relation to the removal of vehicles : MAM: Maximum authorised mass	Vehicle position and condition	Vehicle equal to or less than 3.5 tonnes MAM	Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes MAM	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 tonnes MAM	Vehicle exceeding 18 tonnes MAM	
		£	£	£	£	
	Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road.	150	200	350	350	
	Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both.	250	650	Unladen £2,000; Laden £3,000	Unladen £3,000; Laden £4,500	
	Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged.	200	400	Unladen £1,000; Laden £1,500	Unladen £1,500; Laden £2,000	
Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both.	300	850	Unladen £3,000; Laden £4,500	Unladen £4,500; Laden £6,000		
Charges in relation to the storage of vehicles :		Two wheeled vehicle	Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM	Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes MAM	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 tonnes MAM	Vehicle exceeding 18 tonnes MAM
		£	£	£	£	£
Each period of 24 hours or a part thereof during which the vehicle is in the custody of the local authority.		10	20	25	30	35
Charges in relation to the disposal of vehicles :		Two wheeled vehicle	Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM	Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes MAM	Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 tonnes MAM	Vehicle exceeding 18 tonnes MAM
		£	£	£	£	£
		50	75	100	125	150

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
8,345	11,225	16,598	<u>Stray Dogs</u>	For the 1st day or part day Day2 Day3 Day4 Day5 Day6 Day7 Day8 Day9	80.00 95.00 110.00 125.00 140.00 155.00 170.00 185.00 200.00	80.00 95.00 110.00 125.00 140.00 155.00 170.00 185.00 200.00	
3,208	3,839	3,927	<u>Private Water Supplies</u>	Risk assessment (each assessment) Sampling (each visit) Investigation (each supply) Granting an authorisation for temporary exemption from certain limits on impurities <u>Analysing a sample:</u> Taken under r.10 for single domestic supplies Taken during check monitoring of large and small supplies Taken during audit monitoring of large and small supplies	120.00 100.00 100.00 100.00 25.00 100.00 500.00	120.00 100.00 100.00 100.00 25.00 100.00 500.00	Plus analysis costs up to £100 up to £500
23,360	53,709	54,944	<u>Dog Breeding Establishments</u>	New: Up to 10 bitches 11-25 bitches 26-50 bitches 51-80 bitches over 80 bitches Renewal: Up to 10 bitches 11-25 bitches 26-50 bitches 51-80 bitches over 80 bitches	440.00 531.00 595.00 709.00 748.00 262.00 287.00 341.00 389.00 418.00	440.00 531.00 595.00 709.00 748.00 262.00 287.00 341.00 389.00 418.00	Inclusive of vets fees Inclusive of vets fees

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual 2016/17	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
95,086	91,904	94,018	<u>Riding Establishments</u>	New and Renewal: Up to 10 horses 11 to 20 horses 21-50 horses Over 50 horses	356.00 367.00 379.00 402.00	356.00 367.00 379.00 402.00	Inclusive of vets fees
			<u>Pet Shops</u>	Pet Shops - New Pet Shops - Renewal	412.00 412.00	412.00 412.00	
			<u>Dangerous Wild Animals</u>	New and Renewal: Dangerous Wild Animals	1003.00	1003.00	Excluding vet fees
			<u>Boarding Establishments</u>	Home Boarder - New Single Species - New Double Species - New Home Boarder - Renewal Single Species - Renewal Double Species - Renewal	242.00 231.00 246.00 242.00 231.00 246.00	242.00 231.00 246.00 242.00 231.00 246.00	
			<u>Zoo Licence</u>	Zoo Licence excluding vets fees	300.00	300.00	
			<u>Hackney Carriage & Private Hire Licensing</u>	Hackney Carriage Vehicles Renewal Private Hire Vehicles Renewal Hackney Carriage Vehicles Renewal Private Hire Vehicles Renewal Hackney Carriage New Application Hackney Carriage New Application	130.00 135.00 142.00 147.00 146.00 158.00	130.00 135.00 142.00 147.00 146.00 158.00	Inclusive of initial test, one retest and licence plate without MOT Inclusive of initial test, one retest and license plate and MOT Inclusive of initial test, one retest and licence plate, door stickers and roof sign without MOT

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
				Private Hire Vehicles New Application	148.00	148.00	Inclusive of initial test, one retest and licence plate, door stickers without MOT
				Private Hire Vehicles New Application	160.00	160.00	
				Vehicle Retest	26.00	26.00	If vehicle retest fails, each subsequent retest
				Replacement Plate	10.00	10.00	
				Replacement Door Sticker	9.00	9.00	
				Meter Test	14.00	14.00	
				Roof roof sign sticker	2.00	2.00	
				Replacement drivers badge	7.00	7.00	
				Replacement licence	11.00	11.00	
				Transfer of Vehicle Private Hire/Hackney Carriage	24.00	24.00	
				Private hire operators licence New Application	145.00	145.00	1 year
				Private hire operators licence New	639.00	639.00	5 year
				Private hire operators licence Renewal	138.00	138.00	1 year
				Private hire operators licence Renewal	631.00	631.00	5 year
				Dual drivers licence Renewal	38.00	38.00	1 year
				Dual drivers licence Renewal	101.00	101.00	3 year
				Dual drivers licence New Application	75.00	75.00	1 year
				Dual drivers licence New Application	137.00	137.00	3 year
				Knowledge test	19.00	19.00	
			<u>Disclosure & Barring Service (previously CRB)</u>		44.00	44.00	
			<u>Lotteries Fees (Prescribed)</u>				
7,270	6,929	7,088		Grant	40.00	40.00	Prescribed
				Renewal	20.00	20.00	

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual 21	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
16,862	15,644	16,004	<u>Gaming and Gambling Fees (Prescribed)</u>	<u>Premises</u>			
				<u>Bingo Club</u>			
				Transitional Fast Track Application	202.00	202.00	
				Transitional Non Fast Track Application	842.00	842.00	
				New application	1648.00	1648.00	
				Annual fee	480.00	480.00	
				<u>Betting Premises (excluding tracks)</u>			
				Transitional Fast Track Application	198.00	198.00	
				Transitional Non Fast Track Application	721.00	721.00	
				New application	1415.00	1415.00	
				Annual fee	302.00	302.00	
				<u>Tracks</u>			
				Transitional Fast Track Application	144.00	144.00	
				Transitional Non Fast Track Application	600.00	600.00	
				New application	1200.00	1200.00	
				Annual fee	480.00	480.00	
				<u>Family Entertainment Centres</u>			
				Transitional Fast Track Application	207.00	207.00	
				Transitional Non Fast Track Application	600.00	600.00	
				New application	1200.00	1200.00	
				Annual fee	480.00	480.00	
				<u>Adult Gaming Centre</u>			
				Transitional Fast Track Application	202.00	202.00	
				Transitional Non Fast Track Application	645.00	645.00	
				New application	1236.00	1236.00	
				Annual fee	623.00	623.00	
				<u>Bingo Club</u>			
				Application to vary	840.00	840.00	
				Application to transfer	576.00	576.00	
				Application for Re-instatement	576.00	576.00	
				Application for Provisional Statement	1680.00	1680.00	

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
				<u>Betting Premises (excluding tracks)</u>			
				Application to vary	720.00	720.00	
				Application to transfer	576.00	576.00	
				Application for Re-instatement	576.00	576.00	
				Application for Provisional Statement	1440.00	1440.00	
				<u>Tracks</u>			
				Application to vary	600.00	600.00	
				Application to transfer	456.00	456.00	
				Application for Re-instatement	456.00	456.00	
				Application for Provisional Statement	1200.00	1200.00	
				<u>Family Entertainment Centres</u>			
				Application to vary	640.00	640.00	
				Application to transfer	608.00	608.00	
				Application for Re-instatement	608.00	608.00	
				Application for Provisional Statement	1280.00	1280.00	
				<u>Adult Gaming Centres</u>			
				Application to vary	640.00	640.00	
				Application to transfer	768.00	768.00	
				Application for Re-instatement	768.00	768.00	
				Application for Provisional Statement	1280.00	1280.00	
				<u>Bingo club</u>			
				Licence application (provisional statement holders)	576.00	576.00	
				Copy Licence	25.00	25.00	
				Notification of Change	50.00	50.00	
				<u>Betting premises (excluding tracks)</u>			
				Licence application (provisional statement holders)	576.00	576.00	
				Copy Licence	25.00	25.00	
				Notification of Change	50.00	50.00	
				<u>Tracks</u>			
				Licence application (provisional statement holders)	456.00	456.00	
				Copy Licence	25.00	25.00	
				Notification of Change	50.00	50.00	

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
				<u>Family Entertainment Centres</u>			
				Licence application (provisional statement holders)	608.00	608.00	
				Copy Licence	25.00	25.00	
				Notification of Change	50.00	50.00	
				<u>Adult Gaming Centres</u>			
				Licence application (provisional statement holders)	768.00	768.00	
				Copy Licence	25.00	25.00	
				Notification of Change	50.00	50.00	
				<u>Permits</u>			
				<u>FEC Gaming Machine</u>			
				Application fee	300.00	300.00	
				Annual Fee	N/A	N/A	
				Renewal Fee	300.00	300.00	
				Transitional Application Fee	100.00	100.00	
				Change of name	25.00	25.00	
				Copy of permit	15.00	15.00	
				<u>Prize Gaming</u>			
				Application fee	300.00	300.00	
				Annual Fee	N/A	N/A	
				Renewal Fee	300.00	300.00	
				Transitional Application Fee	100.00	100.00	
				Change of name	25.00	25.00	
				Copy of permit	15.00	15.00	
				<u>Alcohol Licensed Premises - Notification of 2 or less machines</u>			
				Application fee	50.00	50.00	
				Annual Fee	N/A	N/A	
				Renewal Fee	N/A	N/A	
				Transitional Application Fee	N/A	N/A	

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
				<u>Alcohol Licensed Premises Gaming machine Permit - More than 2 machines</u>			
				Application fee	150.00	150.00	
				Annual Fee	50.00	50.00	
				Renewal Fee	N/A	N/A	
				Transitional Application Fee	100.00	100.00	
				Change of name	25.00	25.00	
				Copy of permit	15.00	15.00	
				Variation	100.00	100.00	
				Transfer	25.00	25.00	
				<u>Club Gaming Permit</u>			
				Application fee	200.00	200.00	
				Annual Fee	50.00	50.00	
				Renewal Fee	200.00	200.00	
				Transitional Application Fee	100.00	100.00	
				Copy of permit	15.00	15.00	
				Variation	100.00	100.00	
				<u>Club Gaming Machine Permit</u>			
				Application fee	200.00	200.00	
				Annual Fee	50.00	50.00	
				Renewal Fee	200.00	200.00	
				Transitional Application Fee	100.00	100.00	
				Copy of permit	15.00	15.00	
				Variation	100.00	100.00	
				<u>Club Fast track for Gaming Permit or Gaming machine permit</u>			
				Application fee	100.00	100.00	
				Annual Fee	50.00	50.00	
				Renewal Fee	N/A	N/A	
				Transitional Application Fee	100.00	100.00	
				<u>Small Society Lottery Registration</u>			
				Application fee	40.00	40.00	
				Annual Fee	20.00	20.00	

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual 2015/16	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
			<u>Street Collections</u>	Street Collections	No fee	No fee	
			<u>House to House Collections</u>	House to House Collections	No fee	No fee	
			<u>Boatmen</u>	Boatmans Licence	60.00	60.00	
			<u>Pleasure Craft</u>	Pleasure Craft Licence	120.00	120.00	
163,649	163,646	167,410	<u>Licensing Act 2003 (Prescribed) Premises</u>	<p>Rateable Value No Rateable Value to £4,300 £4,301 to £33,000 £33,001 to £87,000 £87,001 to £125,000 £125,000 and above</p>	A B C D E	A B C D E	Prescribed Prems & club application & annual fees are calculated on the rateable value band
				<p>Band A B C D E</p>	70.00 180.00 295.00 320.00 350.00	70.00 180.00 295.00 320.00 350.00	Each band attracts a different level of annual fee payable one yr after the grant of licence
			<u>Exceptionally Large Events</u>	<p>No. in attendance at any one time</p> 5000 to 9999 10000 to 14999 15000 to 19999 20000 to 29999 30000 to 39999 40000 to 49999 50000 to 59999 60000 to 69999 70000 to 79999 80000 to 89999 90000 and over	(Additional Fee) 1,000.00 2,000.00 4,000.00 8,000.00 16,000.00 24,000.00 32,000.00 40,000.00 48,000.00 56,000.00 64,000.00	(Additional Fee) 1,000.00 2,000.00 4,000.00 8,000.00 16,000.00 24,000.00 32,000.00 40,000.00 48,000.00 56,000.00 64,000.00	Prescribed

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
			<u>Personal Licences, Temporary Events and Other Fees</u>				
4,721	4,850	4,962		Application for a grant or renewal of personal licence	37.00	37.00	
8,338	8,535	8,731		Temporary event notice	21.00	21.00	
				Theft, loss etc of premises licence or summary	10.50	10.50	
				Application for a provisional statement where premises being built etc	315.00	315.00	
				Notification of change of name or address	10.50	10.50	
				Application to vary licence to specify individual as premises supervisor	23.00	23.00	
				Application to transfer premises licence	23.00	23.00	
				Interim authority notice following death etc of licence holder	23.00	23.00	Prescribed
				Theft, loss etc of certificate or summary	10.50	10.50	
				Notification of change of name or alteration of rules of club	10.50	10.50	
				Change of relevant registered address of club	10.50	10.50	
				Theft, loss etc of temporary event notice	10.50	10.50	
				Theft, loss etc of personal licence	10.50	10.50	
				Duty to notify change of name or address	10.50	10.50	
				Right of freeholder etc to be notified of licensing matters	21.00	21.00	
			<u>Tattooing, Skin Piercing and Colouring</u>				
1,365	1,560	1,596		Registration fee	140.00	140.00	
				Personal registration fee	55.00	55.00	

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
			<u>Sex Establishments</u>	Sex establishment new	975.00	975.00	
				Sex establishment renewal	750.00	750.00	
				Sex establishment transfer	180.00	180.00	
				Sex establishment replacement of licence	21.00	21.00	
			<u>Safety at Sports Grounds</u>	Safety certificate new and review	930.00	930.00	
			<u>Food Hygiene Rescore Request</u>	Food hygiene rating rescore request	150.00	150.00	
			<u>Scrap Metal Dealers</u>	Site Licence - New	380.00	380.00	
570	3,411	3,489		Site Licence - Renewal	320.00	320.00	
				Site Licence - Variation	60.00	60.00	
				Collectors Licence - New	260.00	260.00	
				Collectors Licence - Renewal	260.00	260.00	
				Collectors Licence - Variation	60.00	60.00	
			<u>Street Trading</u>	Street trading in markets managed by the Council and where stallholders provide their own stalls			
2,625	3,358	3,435		3m * 3m pitch	15.00	15.00	Daily rate
				6m * 3m pitch	30.00	30.00	Daily rate
				Street trading in markets managed by the County Council and where stalls are provided by the council in Licensed Streets	46.00	46.00	Daily rate
				Street trading in specialist or themed markets operated or managed privately in Licensed Streets	25.00	25.00	Daily rate

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
				Street trading in lay-by's in Licensed Streets. Town centre zones - No advance payment available	25.00	25.00	Daily rate
				Street trading in lay-bys in Licensed Streets - Rural zones 3 month advance payments available - 3m * 3m pitch	15.00	15.00	Daily rate
				Street trading in lay-bys in Licensed Streets - Rural zones 3 month advance payments available - 6m * 6m pitch	30.00	30.00	Daily rate
				Street trading in lay-bys in Licensed Streets - Rural zones annual advanced payment - 3m * 3m pitch	1000.00	1000.00	
				Street trading in lay-bys in Licensed Streets - Rural zones annual advanced payment - 6m * 6m pitch	2000.00	2000.00	
4,678	12,241	12,523	<u>Special Weighing and Measuring Equipment</u>	Per hour	72.50	72.50	The chgs for examining, testing, certifying, stamping, authorising or reporting on special weighing or measuring equipment at the place where service is provided. These fee structures were published for the UK in February 2015
<p>Note: Exemptions:</p> <ul style="list-style-type: none"> 1 - Automatic or totalising weighing machines 2 - Equip designed to weigh loads in motion 3 - Bulk fuel measuring equip tested following a Regulation 65 or 66 occurrence 4 - Weighing or measuring equip tested by means of statistical sampling 5 - The establishment of calibration curves from templates 6 - Templets graduated in millilitres 7 - Testing or other services in pursuance of a Community obligation other than EC initial or partial verification 							

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments	
			<u>Weights</u>	Weights exceeding 5kg or not exceeding 500mg, 2cm Other weights	8.25 6.50	8.25 6.50		
			<u>Measures</u>	Linear Measures not exceeding 3m for each scale Capacity measures, without divisions not exceeding 1 litre Cubic ballast measures (other than brim measures) Liquid capacity measures for making up and checking average quantity packages Templates - per scale - first item Templates - second and subsequent	10.00 7.75 160.00 26.00 45.00 17.50	10.00 7.75 160.00 26.00 45.00 17.50		
			<u>Weighing Instruments</u>	Non-EC (NAWI) Not exceeding 1 tonne Exceeding 1 tonne to 10 tonne Exceeding 10 tonnes	60.00 100.00 210.00	60.00 100.00 210.00		
				EC (NAWI) Not exceeding 1 tonne Exceeding 1 tonne to 10 tonne Exceeding 10 tonnes	100.00 160.00 330.00	100.00 160.00 330.00		
			<p>Note: When testing instruments incorporating remote display or printing facilities, & where completion of test requires a second person or a second series of tests by the same person, an additional fee may be based on the basic fee given above plus a 50% surcharge.</p> <p>Note: When supplying specialist equipment (incl but not limited to weighbridge test unit, van & test weights etc) an additional fee may be charged hourly daily or per appointment, according to circumstance</p>					
			<u>Measuring Instruments for Intoxicating Liquor</u>	Not exceeding 150ml Other	20.00 22.50	20.00 22.50		

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments	
Page 133			<u>Measuring Instruments for Liquid Fuel & Lubricants</u>	Container Type	67.50	67.50	These fee structures were published for the UK in Feb 2015	
				Single/multi outlets 1st nozzle tested per site	115.00	115.00		
				Single/multi outlets - Each additional nozzle tested	70.00	70.00		
				Testing of peripheral electronic equipment on a separate visit per site	75.00	75.00		
				Testing of credit card acceptor	75.00	75.00		
			<u>Road Tanker Fuel Measuring Equipment (above 100litres)</u>	Meter measuring systems	Wet hose with two testing liquids	240.00	240.00	For any compartment over 7600 litres, basic fee plus additional costs @ rate of £72.50 /hr
					Wet hose with three testing liquids	265.00	265.00	
					Dry hose with two testing liquids	255.00	255.00	
					Dry hose with three testing liquids	295.00	295.00	
					Wet/Dry hose with two testing liquids	355.00	355.00	
Wet/Dry hose with three testing liquids	395.00	395.00						
Dipstick measuring system - up to 7600 litres for calibration of each compartment and production chart	165.00	165.00						
Initial Dipstick	20.00	20.00						
Spare Dipstick	20.00	20.00						
Replacement Dipstick (incl examination of compartment)	45.00	45.00						
			<u>Certificate of Errors</u>		40.00	40.00	These fee structures were published for the UK in Feb 2015	
0	428	438	<u>Poisons Act</u>	Initial Registration	35.00	35.00		
				Re-registration	20.00	20.00		
				Change in details of registration	13.00	13.00		

APPENDIX C

CHARGING DIGEST - Public Protection

2015/16 Actual £	2016/17 Budget £	2017/18 Budget £	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
1,709	5,513	5,640	<u>Petroleum</u>	Annual licence for quantities Transfer or variation of licence Not exceeding 2500 ltrs Exceeding 2500 ltrs but not exceeding 50000ltrs Exceeding 50000 ltrs	8.00 42.00 58.00 120.00	8.00 42.00 58.00 120.00	
1,457	3,099	3,170	<u>Explosives</u>	Annual Registration for new licence All year explosives licence Annual licence for storage Renewal of registration Renewal of licence Transfer or variation of licence	105.00 500.00 178.00 52.00 83.00 35.00	105.00 500.00 178.00 52.00 83.00 35.00	
			<u>Builders Registration Scheme</u>	Annual Registration fee	80.00	80.00	

APPENDIX C

CHARGING DIGEST - Chief Executives

2015/16 Actual £'000	2016/17 Budget £'000	2017/18 Budget £'000	Business Unit	Service Provided	2016/17 Charge Levied £	2017/18 Proposed Charge £	Comments
			Community Safety	Copy of CCTV evidence to solicitors	10.00	10.00	

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ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE 16TH DECEMBER 2016

FIVE YEAR CAPITAL PROGRAMME – 2017/18 - 2021/22

To consider and comment on the following issues:

As part of the budget consultation, members are asked to examine the attached capital programme and in particular consider the projects relating to the Environmental & Public Protection Scrutiny Committee's service areas.

REASONS:

To undertake consultation with the Environmental & Public Protection Scrutiny Committee on the five year Capital Programme for 2017/18 to 2021/22.

To be referred to the Executive Board for decision: Yes

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Hazel Evans (Technical Services)

Cllr. David Jenkins (Resources)

Cllr. Jim Jones (Environmental & Public Protection)

Cllr. Pam Palmer (Community Safety, Social Justice / Crime & Disorder)

<p>Directorate: Corporate Services</p>	<p>Designation: Director of Corporate Services</p>	<p>Tel No. (01267) 224160 E Mail Address:- cmoore@carmarthenshire.gov.uk</p>
<p>Report Author: Chris Moore</p>		

EXECUTIVE SUMMARY
ENVIRONMENTAL AND PUBLIC PROTECTION
SCRUTINY COMMITTEE
16TH DECEMBER 2016

FIVE YEAR CAPITAL PROGRAMME –
2017/18 - 2021/22

The report provides members with an initial view of the 5 year Capital Programme from 2017/18 to 2021/22.

The report will form the basis of the budget consultation process with members and other relevant parties. Feedback from this consultation process along with the outcome of the final settlement will inform the final budget report which will be presented to members in February 2017.

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:

C. 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	YES

Finance

The updated Capital Programme is projected to be funded for the first 4 years from 2017/18 to 2020/21. There is currently a shortfall of £3.123m in 2021/22 which will be reviewed before the final budget report is approved by County Council.

The programme includes potential grant funding sources that are yet to be confirmed and as the programme develops these proposals may need to be revisited if anticipated funding is not forthcoming.

Physical Assets

New assets created from the Capital Programme will be added to the Council's portfolio. In addition the Programme proposes expenditure to improve the existing assets and comply with statutory responsibilities

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. Scrutiny Committee - Relevant Scrutiny Committees will be consulted.

2. Local Member(s) - N/A

3. Community / Town Council - N/A

4. Relevant Partners - Consultation with relevant partners will be undertaken and results will be reported during the budget process.

5. Staff Side Representatives and other Organisations - Consultation with other organisations will be undertaken and results will be reported during the budget process.

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
2016-21 Capital Programme		Corporate Services Dept, County Hall, Carmarthen
2017-22 Capital Programme		Corporate Services Dept, County Hall, Carmarthen

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REPORT OF DIRECTOR OF CORPORATE SERVICES
ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY
COMMITTEE

16TH DECEMBER 2016

FIVE YEAR CAPITAL PROGRAMME –
2017/18, 2018/19, 2019/20, 2020/21 and 2021/22

(Copy of the report to Executive Board on 21/11/16)

HEAD OF SERVICE & DESIGNATION	DIRECTORATE	TELEPHONE NO.
C Moore, Director of Corporate Services	Corporate Services	01267 224160
AUTHOR & DESIGNATION	DIRECTORATE	TELEPHONE NO.
C Moore, Director of Corporate Services	Corporate Services	01267 224160

1. INTRODUCTION

- 1.1. The report provides members with an initial view of the 5 year Capital Programme 2017/18, 2018/19, 2019/20, 2020/21, 2021/22.
- 1.2. The report will form the basis of the budget consultation process with members and other relevant parties. Feedback from this consultation process, along with the outcome of the final settlement, will inform the final budget report which will be presented to members in February 2017.

2. BACKGROUND

- 2.1. Members will recall that the Authority last year agreed a 5 year capital programme 2016 to 2021 which was approved at County Council on 23rd February 2016.
- 2.2. When the capital programme was approved it was fully funded by the end of the 4th year but showed a shortfall in the final year 2020/21. The programme was therefore approved on the basis that the budgets for this year be reviewed or reprofiled in order to address the funding shortfalls. This shortfall in funding was subsequently addressed during the closure of the 2016-17 accounts.
- 2.3. The capital programme has been revisited by the Strategic Assets Steering Group (SASG) and Departments were also asked to submit proposals to bring forward expenditure within the existing capital programme and to identify any new strategic projects.

- 2.4. Departments have also submitted proposals for new projects in 2021/22 which is the new 5th year of the programme. Projects have been assessed along similar lines to previous years with only those regarded as a high priority being included in the programme.
- 2.5. The proposed capital programme is detailed in the attached Appendix A showing the forecast expenditure and income over the five year period.

3. PRIORITIES

- 3.1. The current Corporate Strategy for 2016-2021 sets out the Authority's strategic priorities and aspirations and its overarching themes and core values, and the programme has been developed in line with these.
- 3.2. The proposed capital programme is £208m over the 5 years, and is aimed at delivering a number of key projects that will create jobs and improve the quality of life for the people of Carmarthenshire, with the key investment headings being:

	£m
Schools	79
Housing	10
Lesiure	23
Regeneration	28
Environment	60

4. FUNDING

- 4.1. The provisional settlement that has recently been received from the WG indicates capital funding of £9.400m for the Authority in 2017-18. This is made up of Supported Borrowing of £5.844m and General Capital Grant of £3.556m. This means a small decrease in funding of £9k or 0.1% compared to the current financial year 2016-17. In the absence of any forward indications by WG this level of funding has been assumed for each year of the five year programme.
- 4.2. The level of capital receipts funding included within the programme has been revised in line with latest estimates. General capital receipts of £11.096m are forecast over the 5 year period together with earmarked Education receipts from the sale of school buildings at £1.739m. The level of receipts is continually monitored during the year and may require future capital programmes to be adjusted if there is a shortfall.
- 4.3. Usage of earmarked reserves were approved as part of previous year's reports and were included as funding for the current capital programme. Additional funding has now been identified and allocated within the new proposed have been submitted by Departments. In total some £26.267m of reserve funding is included over the five years of the programme as set out in this report.

- 4.4. Within the Modernising Education Programme (MEP) additional resources have been approved in recent years for the Band A 21st Century Schools projects. This had arisen as the WG had asked Authorities to bring forward their Band A projects for completion by 2018/19. This investment includes supported borrowing, earmarked reserves and capital receipts and is part of the County Council's 50% contribution towards the Band A projects with the balance coming from the WG. The Authority will need to monitor closely the development of this programme in order to ensure that funding is available to cover the projects as they are committed.

5. CAPITAL PROGRAMME 2017/18 TO 2021/22

- 5.1. When the capital programme was approved at County Council on 23rd February 2016, it was fully funded by the end of the 4th year but showed a shortfall of £2.789 in 2020/21. As outlined in paragraph 2.2, this shortfall was addressed at the end of the 2016-17 financial year.
- 5.2. The review looked at both the existing projects and the new proposals put forward and the revised capital programme is set out within the report for consideration.

Community Services

- 5.3. Within Community Services the main additions include the Restaurant/Café, Visitor Hub, Indoor Activity Centre and Beach Sports Zone Area at Pembrey Country Park in 2017/18. A further investment of £500k into Carmarthen Museum £250k (2018/19) and £250k (2019/20)
- 5.4. Included within the Social Care section, is the budget of £5.5m for the Llanelli Area Review. This budget will be used in conjunction with the £1.5m allocated in 2016/17. Thereby the total budget still stands at £7.0m
- 5.5. In 2021/22 within Private Sector Housing, funding is provided for Disabled Facility Grants £2m, while in Leisure the Rights of Way Improvement Programme is allocated £50k and to replace the Astro Pitch at Carmarthen Leisure Centre £250k

Environment

- 5.6. A number of new proposals for the 2021/22 year have been included. Some of these are a continuation of existing rolling programmes of work such as Highway Improvements £600k, Bridge Maintenance £400k and Road Safety Improvement £500k.
- 5.7. There is also further funding allocated in 2021/22 to existing projects such as the Cross Hands Economic Link Road Phase 2 with £750k CCC funding and the Tywi Valley Transport Corridor Concept £500k CCC funding.
- 5.8. A new proposal has been included in 2021/12 for a further phase of redevelopment of the Glanamman Industrial Estate at £1m. The continuation and ongoing investment into Capitalised Maintenance £3m is retained for 2021/22

Education and Children

- 5.9. In the Education and Children capital programme the MEP includes the continuation of the Band A 21st Century Schools improvement programme. The programme has been reprofiled to reflect updated costs and the phasing of work. New schemes has also been included for proposed works at Gorslas, Dewi Sant and Laugharne £17.250m (17/18 to 19/20) which is funded by Welsh Government grant and the Authority .
- 5.10. Further funding has also been allocated in 2021/22 for the next stage of the 21st Century Schools improvement programme. The Band B projects have been allocated County Council funding of £5.538m for Ammanford Primary and Llandeilo Primary and it has been assumed that WG will provide 50% as is the case with Band A, although this is yet to be confirmed.
- 5.11. In 2021/22 the continuation of the Pupil Referral Unit scheme has been included for the upgrade on an existing site at Porth Tywyn old site £1.800m.

Chief Executive and Corporate Services

- 5.12. In the Chief Executive and Corporate Services programme, which now includes Economic Development, funding has also been allocated in 2021/22 for various IT Developments £900k and the Transformation Strategy Project Fund £1.5m. In 2017/18 and 2018/19 £200k per annum has been allocated to Digital tranformation schme development.

6. WELLBEING OF FUTURE GENERATIONS (WALES) ACT 2015

- 6.1. In considering the capital programme, members need to take into consideration the requirements of the Wellbeing of Future Generations (Wales) Act 2015. The Act requires that we must carry out sustainable development, improving the economic, social environmental and cultural well-being of Wales.

‘... the public body must act in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs’

- 6.2. In doing so, we must demonstrate the following 5 ways of working:
- i. Looking at the long-term so that we do not compromise the ability of future generations to meet their own needs
 - ii. Understanding the root causes of the issues to prevent them recurring
 - iii. Taking an integrated approach so that we look at all well-being goals and objectives of other services and partners
 - iv. Collaboration – Working with others in a collaborative way to find shared sustainable solutions
 - v. Involving a diversity of population in decisions that affect them

- 6.3. The Act identifies 7 well-being goals, they provide a shared vision for public bodies to work towards. We must work towards achieving all of them.
- i. A prosperous Wales
 - ii. A resilient Wales
 - iii. A healthier Wales
 - iv. A more equal Wales
 - v. A Wales of cohesive communities
 - vi. A Wales of vibrant culture and thriving Welsh Language
 - vii. A globally responsible Wales
- 6.4. As a Council we must set and publish well-being objectives by the 31st March 2017. Our well-being objectives must be designed to maximise our contribution to achieving the 7 well-being goals of the Act.
- 6.5. We must also publish a Well-being Statement that sets out how we will achieve our objectives and explain how we ensure resources, including financial are allocated to meet our objectives.

7. SUMMARY

The table below shows an overall summary of the expenditure and its funding both by County Council and externally.

Capital Programme Summary

	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
<u>Expenditure</u>					
Community Services	20,850	10,850	2,350	2,100	2,550
Environment	16,296	11,195	11,880	9,185	11,490
Education & Children	22,899	24,226	7,669	10,500	13,375
Chief Executive and Corporate Services	10,955	5,225	4,750	4,750	5,400
Total Expenditure	71,000	51,496	26,649	26,535	32,815
<u>Funding</u>					
External Funding	25,118	24,727	9,925	11,775	13,792
Net Expenditure Funded by CCC	45,882	26,769	16,724	14,760	19,023
<u>CCC Funding</u>					
Supported Borrowing	5,844	5,844	5,844	5,844	5,844
Unsupported Borrowing	5,500	250	0	0	0
General Capital Grant	3,556	3,556	3,556	3,556	3,556
Additional Borrowing – LGBI	675	325	0	0	0
Capital Receipts	2,994	3,042	2,060	1,500	1,500
Capital Reserves	14,646	3,287	147	3,860	0
Outcome Agreement Grant	1,328	0	0	0	0
Additional Borrowing - MEP	2,438	4,401	4,987	0	0
Prudential Borrowing - Fleet Replacement	1,826	0	0	0	0
Prudential Borrowing – 21 st Century Schools	2,311	0	0	0	0
MEP Revenue Contribution/Cap Receipts	2,764	3,564	130	0	5000
Joint Venture Funding Llanelli Leisure Centre	2,000	2,500	0	0	0
Funding Carried Forward	0	0	0	0	0
Overall Net Position - Surplus (+)/Deficit (-)	0	0	0	0	-3,123

- 7.1. To summarise the overall position, the capital programme is funded for the first 4 years from 2017/18 to 2020/21. There is currently a shortfall of £3.123m in the final year of the programme 2021/22.
- 7.2. The total cost of the programme is £208.495m which is funded by the County Council £120.035m and External Funding £85.337m, leaving the shortfall of £3.123m.
- 7.3. The full detail of the proposed capital programme for the five year period 2017/18 to 2021/22 is attached in Appendix A.

8. REVENUE IMPLICATIONS

- 8.1. No revenue implications have been validated within the revenue budget and if funding is required, departments will need to find resources from within their existing budgets.

9. RECOMMENDATIONS

- 9.1. That Executive Board notes the content of this report and endorses it as a provisional capital programme for consultation purposes.

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Appendix A

Five Year Capital Programme 2017/18, 2018/19, 2019/20, 2020/21 and 2021/22

Capital Programme

COUNCIL FUND	County Council Funding 2017/18 £'000	External Funding 2017/18 £'000	Total Scheme 2017/18 £'000	County Council Funding 2018/19 £'000	External Funding 2018/19 £'000	Total Scheme 2018/19 £'000	County Council Funding 2019/20 £'000	External Funding 2019/20 £'000	Total Scheme 2019/20 £'000	County Council Funding 2020/21 £'000	External Funding 2020/21 £'000	Total Scheme 2020/21 £'000	County Council Funding 2021/22 £'000	External Funding 2021/22 £'000	Total Scheme 2021/22 £'000
COMMUNITY SERVICES															
Private Sector Housing															
Disabled Facility Grants	2,000	0	2,000	2,000	0	2,000	2,000	0	2,000	2,000	0	2,000	2,000		2,000
Social Care															
Llanelli Area Review	5,500	0	5,500	0	0	0	0	0	0	0	0	0			0
Leisure															
Sports & Leisure															
Llanelli Leisure Centre	6,000	2,000	8,000	6,000	2,500	8,500	0	0	0	0	0	0			0
AstroTurf Pitch (ATP) replacement at CLC	0	0	0	0	0	0	0	0	0	0	0	0	250		250
Parks & Countryside															
Rights of Way Improvement Programme	50	50	100	50	50	100	50	50	100	50	50	100	50	250	300
Rights of Way Bridge Strengthening Programme	200	200	400	0	0	0	0	0	0	0	0	0			0
Strategic Open Spaces - site development and linkages	400	400	800	0	0	0	0	0	0	0	0	0			0
Pembrey Country Park - strategic infrastructure development - Visitor hub & Café	600	0	600	0	0	0	0	0	0	0	0	0			0
Pembrey Country Park - Indoor Activity Centre & New Beach Sports Zone	700		700												
Arts & Culture															
Oriel Myrddin Gallery Redevelopment, Carmarthen	250	750	1,000	0	0	0	0	0	0	0	0	0			0
Libraries & Museums															
Carmarthenshire County Museum Abergwili	0	0	0	250	0	250	250	0	250		0	0			0
Carmarthenshire Archive Relocation	1,750	0	1,750	0	0	0	0	0	0	0	0	0			0
Total Community Services	17,450	3,400	20,850	8,300	2,550	10,850	2,300	50	2,350	2,050	50	2,100	2,300	250	2,550

Appendix A

Five Year Capital Programme 2017/18, 2018/19, 2019/20, 2020/21 and 2021/22

Capital Programme															
COUNCIL FUND	County Council Funding 2017/18 £'000	External Funding 2017/18 £'000	Total Scheme 2017/18 £'000	County Council Funding 2018/19 £'000	External Funding 2018/19 £'000	Total Scheme 2018/19 £'000	County Council Funding 2019/20 £'000	External Funding 2019/20 £'000	Total Scheme 2019/20 £'000	County Council Funding 2020/21 £'000	External Funding 2020/21 £'000	Total Scheme 2020/21 £'000	County Council Funding 2021/22 £'000	External Funding 2021/22 £'000	Total Scheme 2021/22 £'000
ENVIRONMENT															
Street Scene															
Highways Infrastructure															
- Highways	750	0	750	600	0	600	600	0	600	600	0	600	600	0	600
- Bridges	1,050	0	1,050	400	0	400	400	0	400	400	0	400	400	0	400
Street Lighting Replacement & Upgrade	360	0	360	360	0	360	0	0	0	0	0	0	0	0	0
Coastal Defence	300	0	300	0	0	0	0	0	0	0	0	0	0	0	0
Pantyglyn Retaining Wall & Culvert	100	0	100	0	0	0	0	0	0	0	0	0	0	0	0
Transportation															
Multi Storey Car Park, Llanelli	50	0	50	60	0	60	60	0	60	60	0	60	60	0	60
Road Safety Improvement Schemes	250	0	250	250	0	250	250	0	250	250	0	250	500	0	500
Cross Hands Economic Link Road Phase 3	75	2,425	2,500	0	3,000	3,000	1,750	1,750	3,500	300	1,200	1,500	750	530	1,280
Tywi Valley Cycle Way	300	950	1,250	325	950	1,275	550	950	1,500	500	1,000	1,500	500	800	1,300
Ammanford Distributor Road Phase 3	0	0	0	0	100	100	100	400	500	150	350	500	0	0	0
Llanelli Rail Station	25	475	500	0	0	0	0	0	0	0	0	0	0	0	0
Walking & Cycling Linkages	25	725	750	25	725	750	125	875	1,000	125	875	1,000	125	2,875	3,000
Transport Interchange & Bus Corridor Improvements	0	200	200	0	200	200	20	200	220	0	0	0	0	0	0
Safe Routes in the Communities	25	225	250	0	250	250	25	225	250	25	225	250	25	225	250
Wind St/Tirydail Junction Ammanford	100	900	1,000	25	325	350	0	0	0	0	0	0	0	0	0
A4138 Hendy Link Road	25	225	250	25	475	500	100	400	500	25	0	25	0	0	0
Highway Junction Improvements/Signals Upgrade	25	75	100	25	75	100	25	75	100	25	75	100	25	75	100
Carmarthen West New Road - Developer Contribution	0	110	110	0	0	0	0	0	0	0	0	0	0	0	0
Fleet Replacement - Prudential Borrowing	1,826	0	1,826	0	0	0	0	0	0	0	0	0	0	0	0
Property															
Capital Maintenance	3,250	0	3,250	3,000	0	3,000	3,000	0	3,000	3,000	0	3,000	3,000	0	3,000
County Farms - Farm houses & Outbuildings	300	0	300	0	0	0	0	0	0	0	0	0	0	0	0
St Davids Park	1,150	0	1,150	0	0	0	0	0	0	0	0	0	0	0	0
Glanamman Industrial Estate Redevelopment	0	0	0	0	0	0	0	0	0	0	0	0	1,000	0	1,000
Total Environment	9,986	6,310	16,296	5,095	6,100	11,195	7,005	4,875	11,880	5,460	3,725	9,185	6,985	4,505	11,490

Appendix A

Five Year Capital Programme 2017/18, 2018/19, 2019/20, 2020/21 and 2021/22

Capital Programme

COUNCIL FUND	County Council Funding 2017/18 £'000	External Funding 2017/18 £'000	Total Scheme 2017/18 £'000	County Council Funding 2018/19 £'000	External Funding 2018/19 £'000	Total Scheme 2018/19 £'000	County Council Funding 2019/20 £'000	External Funding 2019/20 £'000	Total Scheme 2019/20 £'000	County Council Funding 2020/21 £'000	External Funding 2020/21 £'000	Total Scheme 2020/21 £'000	County Council Funding 2021/22 £'000	External Funding 2021/22 £'000	Total Scheme 2021/22 £'000
EDUCATION & CHILDREN															
Modernising Education Programme															
Coedcae Phase 1	100	0	100			0			0	0	0	0			0
Seaside - New School	2,861	1,864	4,725	818		818			0	0	0	0			0
Llanelli Vocational Village	87	0	87			0			0	0	0	0			0
Trimsaran	1,500	800	2,300	1,300		1,300	144		144	0	0	0			0
Cwm Tywi - New Area Primary School	1,061	939	2,000	1,064	1,000	2,064	100		100	0	0	0			0
St John Lloyd Phase 1	504	1,436	1,940	38	73	111			0	0	0	0			0
Ammanford Primary - Major Development	75	0	75	75		75	75		75	1,325	1,250	2,575	3,813	3,812	7,625
Llandeilo A	60	0	60	70		70	70		70	1,810	1,700	3,510	1,725	1,725	3,450
Parc Y Tywyn	3,761	2,339	6,100	1,275		1,275	170		170	0	0	0			0
Carmarthen West New School	0	500	500	0	1,500	1,500	0	2,000	2,000	0	0	0	0	500	500
Pontyberem	500	500	1,000	500	1,500	2,000	800		800	0	0	0			0
21st Century Schools Band B	110	0	110	110		110	110		110	1,865	1,750	3,615			0
Gorslas	500	0	500	2,946	1,904	4,850	1,550		1,550			0			0
Laugharne	200	0	200	300	1,000	1,300	400		400			0			0
Dewi Sant	1,287	1,000	2,287	1,863	3,550	5,413	750		750			0			0
Rhys Prichard	300	200	500	550	1,550	2,100	800		800			0			0
Pupil Referral Unit	15	0	15	40		40	120	0	120	500	300	800	1,800		1,800
Rhydygors School Refurbishment	400	0	400	200	1,000	1,200	200	0	200	0	0	0			0
Catering															
Ysgol Griffith Jones Kitchen Refurbishment	0	0	0	0	0	0	130	0	130	0	0	0			0
Emlyn Comprehensive Kitchen Refurbishment	0	0	0	0	0	0	150	0	150	0	0	0			0
Brynsaron Kitchen Refurbishment	0	0	0	0	0	0	100	0	100	0	0	0			0
Total Education & Children	13,321	9,578	22,899	11,149	13,077	24,226	5,669	2,000	7,669	5,500	5,000	10,500	7,338	6,037	13,375

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Five Year Capital Programme 2017/18, 2018/19, 2019/20, 2020/21 and 2021/22

Capital Programme															
COUNCIL FUND	County Council Funding 2017/18 £'000	External Funding 2017/18 £'000	Total Scheme 2017/18 £'000	County Council Funding 2018/19 £'000	External Funding 2018/19 £'000	Total Scheme 2018/19 £'000	County Council Funding 2019/20 £'000	External Funding 2019/20 £'000	Total Scheme 2019/20 £'000	County Council Funding 2020/21 £'000	External Funding 2020/21 £'000	Total Scheme 2020/21 £'000	County Council Funding 2021/22 £'000	External Funding 2021/22 £'000	Total Scheme 2021/22 £'000
CHIEF EXECUTIVE & CORPORATE SERVICES															
IT Strategy Developments															
Enhancements to County Backbone Network	200	0	200	200	0	200	0	0	0	0	0	0			0
Licence Management	50	0	50	50	0	50	0	0	0	0	0	0			0
E Government / Service Transformation Developments	75	0	75	75	0	75	0	0	0	0	0	0			0
IT Security Provision	50	0	50	50	0	50	0	0	0	0	0	0			0
Systems Consolidation	50	0	50	50	0	50	0	0	0	0	0	0			0
Mobile Developments	50	0	50	50	0	50	0	0	0	0	0	0			0
Applications Interfacing	50	0	50	50	0	50	0	0	0	0	0	0			0
Virtual Unix Replacement	200	0	200	0	0	0	0	0	0	0	0	0	110		110
I/O Virtualisation	200	0	200	0	0	0	0	0	0	0	0	0			0
IT Strategy Developments	0	0	0	0	0	0	250	0	250	250	0	250			0
Information Security and Governance	0	0	0	0	0	0	0	0	0	0	0	0	60		60
Virtualised Server & Storage Environment Replacement	0	0	0	0	0	0	0	0	0	0	0	0	315		315
Digital Transformation	0	0	0	0	0	0	0	0	0	0	0	0	75		75
Disaster Recovery	0	0	0	0	0	0	0	0	0	0	0	0	190		190
Legacy Network & Telephony Equipment Replacement	0	0	0	0	0	0	0	0	0	0	0	0	150		150
Digital Transformation - Scheme development	200		200	200		200									
Regeneration															
Transformation Strategy Project Fund	1,500	3,000	4,500	1,500	3,000	4,500	1,500	3,000	4,500	1,500	3,000	4,500	1,500	3,000	4,500
Rural Enterprise Fund	1,000	1,000	2,000	0	0	0	0	0	0	0	0	0			0
Transformation Commercial Property Development Fund	1,500	1,830	3,330	0	0	0	0	0	0	0	0	0			0
Total Chief Executive & Corporate Services	5,125	5,830	10,955	2,225	3,000	5,225	1,750	3,000	4,750	1,750	3,000	4,750	2,400	3,000	5,400
TOTAL COUNCIL FUND	45,882	25,118	71,000	26,769	24,727	51,496	16,724	9,925	26,649	14,760	11,775	26,535	19,023	13,792	32,815

Appendix A

Five Year Capital Programme 2017/18, 2018/19, 2019/20, 2020/21 and 2021/22

Capital Programme

COUNCIL FUND	County Council Funding 2017/18 £'000	External Funding 2017/18 £'000	Total Scheme 2017/18 £'000	County Council Funding 2018/19 £'000	External Funding 2018/19 £'000	Total Scheme 2018/19 £'000	County Council Funding 2019/20 £'000	External Funding 2019/20 £'000	Total Scheme 2019/20 £'000	County Council Funding 2020/21 £'000	External Funding 2020/21 £'000	Total Scheme 2020/21 £'000	County Council Funding 2021/22 £'000	External Funding 2021/22 £'000	Total Scheme 2021/22 £'000
<u>County Council Funding</u>															
Supported borrowing	80			4,098			5,464			344			5,844		
Supported borrowing-MEP	5,764			1,746			380			5,500					
Unsupported borrowing	5,500			250			0			0					
Additional Borrowing (Highways)	675			325											
General Capital Grants	3,556			3,556			3,556			3,556			3,556		
Capital Receipts	2,994			3,042			2,060			1,500			1,500		
Reserves	14,646			3,287			147			3,860					
Outcome Agreement Grant (Allocated not yet secured)	1,328			0			0			0					
Additional Borrowing MEP	2,438			4,401			4,987			0					
Joint Venture Funding Llanelli Leisure Centre	2,000			2,500			0			0					
Education Revenue/Reserve Contribution	2,355			2,364			0			0			5,000		
Education Capital Receipts	409			1,200			130			0					
Prudential Borrowing - Fleet Replacement	1,826			0			0			0					
Prudential Borrowing - 21st Century Schools LGBI	2,311			0			0			0					
Total County Council Funding	45,882			26,769			16,724			14,760			15,900		
Net Position (Minus = Shortfall)	0			0			0			0			-3,123		

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Agenda Item 13

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

Friday, 11 November 2016

PRESENT: Councillor A.P. Cooper (Chair)

Councillors:

S.M. Allen, D.E. Williams, A. Davies, D.B. Davies, J.A. Davies, P.M. Edwards, D.C. Evans, I.J. Jackson, J.P. Jenkins, A.D.T. Speake and S.E. Thomas

Also in attendance:

Councillor D. Jenkins – Deputy Leader and Executive Board Member for Resources;
Councillor P.A. Palmer – Deputy Leader and Executive Board Member for Communities;
Councillor H.A.L. Evans – Executive Board Member for Technical Services;
Councillor M. Stephens – Executive Board Member for Human Resources, Efficiencies and Collaboration

The following Officers were in attendance:

Mr. S. Pilliner, Head of Transportation & Highways
Mr. R. Edmunds, Trading Standards Services Manager
Ms. J. Edwards, Business Improvement Manager
Mr. A. Maynard, Communities and Safeguarding Manager
Mr. J. Owen, TIC Programme Manager
Mrs. S. Watts, Environmental Health and Licensing Manager
Ms. R. James, Group Accountant
Mr. M. Hughes, Democratic Services Officer
Mrs. J. Owen, Democratic Services Officer

Chamber, 3 Spilman Street, Carmarthen - 10.00 am - 1.00 pm

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors, W.G. Thomas, W.J. Lemon and T.J. Jones [Executive Board Member – Environmental and Public Protection].

2. DECLARATIONS OF PERSONAL INTEREST

There were no declarations of personal interest.

3. DECLARATIONS OF PROHIBITED PARTY WHIPS

There were no declarations of prohibited party whips.

4. PUBLIC QUESTIONS (NONE RECEIVED)

The Chair advised that no public questions had been received.

5. FORTHCOMING ITEMS

In response to a query regarding the Forthcoming Items for December meeting being solely budget related, the Democratic Services Officer reminded the Committee that traditionally, the December meetings were reserved for scrutinising the forthcoming year's budget proposals.

Reference was made to the recent incident involving the spillage of Kerosene Oil at Nantycaws, near Carmarthen. The Head of Transportation & Highways informed the Committee that the Emergency incident was now moving to recovery stage with formal handover from Dyfed Powys Police to the Local Recovery Group (LRG). The LRG would be chaired by the Director for Environment. The Committee requested that an update be provided at the next meeting.

Following a query regarding the Committee's request for a seminar on Corporate Manslaughter, the Executive Board Member for Human Resources, Efficiencies and Collaboration confirmed that the Executive Board had received a presentation on corporate manslaughter but had decided that with a new cohort of elected members expected after the elections in May, it would be more appropriate for such a seminar to be arranged at that time.

UNANIMOUSLY RESOLVED that the list of forthcoming items be received subject to the inclusion of an update on the oil spill incident at Nantycaws.

6. TRANSFORM, INNOVATE & CHANGE (TIC) - PROGRAMME UPDATE

The Committee received an update on the 'Transform, Innovate and Change' (TIC) programme. Members noted that the initiative, established in 2012, was launched in response to the significant financial challenges being faced by the Local Authority and that to date, the TIC approach had assisted in identifying, or was helping to deliver, approximately £7m of efficiency savings. The Committee also received an overview of the TIC Fleet Management Review which was shown to be generating significant savings through more effective and efficient utilisation of the Council's fleet of vehicles and reductions in the spend associated with staff travel through adopting smarter ways of working

The following issues were discussed during consideration of the update:

Following a query, the Head of Transportation & Highways reassured committee members that officers were confident in meeting planned savings. In terms of the TIC process, it was vital that engagement with staff was undertaken in order to ensure that new solutions were achieved. In response to a further query on the overspend in the passenger transport service, he informed the Committee that discussions with Financial Services were on-going to resolve this matter.

Reference was made to previous proposals to develop a centralised depot for highways services. The Head of Transportation & Highways confirmed that this was still being considered as part of the agile working agenda and that a departmental team had been established to look at different options and the requirements of the service, although no firm plans were currently in place.

It was asked whether the computer model used for planning refuse collection routes could be utilised for School Transport routes, in order to ascertain further efficiencies and whether the Transportation & Highways service was consulted on the location of new schools and care homes. The Head of Transportation & Highways confirmed that the service was consulted as part of any major development, especially for schools through the Modernising Education Programme. The location of Ysgol Bro Dinefwr for instance at been influenced by the transportation needs of pupils. In relation to school transport routes, officers ensured that the demand was managed in the first instance before deciding on the appropriate routes. A recent review of School Transport had found that the routes were operating at 95% efficiency. However, taxi arrangements for school pupils was a key area that is currently subject to a TIC review.

In response to a query on previous reductions in staffing, the Head of Transportation & Highways stated that no compulsory redundancies were made as a result of the process and that staff efficiencies were made through natural wastage and severance schemes. It was added that the TIC team were continuously looking at different ways in working in order to avoid frontline cuts of which the fleet review was a good example, where supply costs had been reduced in order to protect frontline services.

It was asked if there were any cheaper pool cars available on the market compared to those currently used by the Authority. The Head of Transportation & Highways informed the Committee that due to the remote areas in which some of the car fleet operated, 4x4 vehicles were a necessity, especially during the winter months and that following the last procurement exercise, the Volkswagen Tiguan had emerged as the most efficient and offering the best value for money. However, he added that following a recent procurement exercise, these would now be replaced by the Skoda Yeti as this had offered the best value for money.

The Committee's meeting was briefly adjourned in order to observe a minute's silence, held to mark the Armistice Day commemorations.

It was asked whether the use of agency workers was being considered as historically, such workers had been used by the Environment Department. The Head of Transportation & Engineering informed the Committee that this was outside the scope of the TIC fleet review.

Further to a suggestion that the use of agency staff across the Authority's departments be reviewed by the TIC Team, the TIC Programme Manager agreed to consider the suggestion.

In response to a question about the staffing of the TIC Team, the TIC Programme Manager reminded the Committee that there were a number of individual officers out in departments who were contributing to the overall work of the TIC Team. An invest to save proposal for a TIC Schools Officer was also being considered at present and it was envisaged that this individual would work with schools to highlight savings and efficiencies.

The Committee welcomed the work being undertaken by officers through the TIC programme and the significant efficiencies that had been made to date and **UNANIMOUSLY RESOLVED that the report be received.**

7. UPDATE ON UK GOVERNMENT'S RESEARCH REPORT INTO TRADING STANDARDS SERVICES

The Committee considered an update on the UK Government's research report on trading standards services, namely the 'Impact of Local Authority Trading Standards in Challenging Times', published in March 2015.

The research objectives were to:

- examine the benefits and efficiency of trading standards activities
- show how they align with national and local priorities
- show the impact of cuts to funding over recent years

The Committee also considered a response from the Welsh Local Government Association (WLGA) to the report.

The following issues were discussed during consideration of the report:

Reference was made to the informative Trading Standards' Financial Education Safeguarding Scheme development seminar held in February 2016 and it was proposed that this should be included a mandatory member development session as part of the post-election induction process. The Committee unanimously agreed to the proposal.

It was suggested that it would be beneficial for the Committee to invite the responsible officer from the WLGA to attend a future meeting. The Trading Standards Services Manager noted that Simon Wilkinson had been invited to attend but had been unable to do so on this occasion. However, he would ascertain whether he could attend a future meeting. The Committee agreed to this proposal.

Following a number of queries raised relating to court costs, the Trading Standards Services Manager confirmed that costs were only awarded following a successful prosecution and that these were only incurred costs. He informed the Committee that the Proceeds of Crime Act 2002 allowed the Authority to recover additional costs from criminals but these had to be justified. The Committee was also advised that an investigative officer had been appointed in October 2016 in order that the Authority could pursue more of these cases in the future. The Trading Standards Services Manager added that a further update could be provided for members at a future meeting.

In response to a comment on the impact of budget cuts on the service, the Trading Standards Services Manager confirmed that only the animal health element was devolved to the Welsh Government and it was the budget settlement for this element that had been significantly delayed during the current financial year.

The Executive Board Member for Communities wished to acknowledge the exemplary work that the small Trading Standards Team was providing and it was pleasing to note that the high standard of work had been an example of best practice nationally.

UNANIMOUSLY RESOLVED that:

7.1 The report be received.

7.2 The Financial Education Safeguarding Scheme seminar be incorporated into the post-election Member Induction Programme as a mandatory session.

7.3 Simon Wilkinson from the WLGA be invited to attend a future meeting of the Committee.

8. ENVIRONMENTAL HEALTH AND LICENSING SERVICES ANNUAL REPORT 2015/16

The Committee considered an annual report outlining the roles and responsibilities of the Environmental Health and Licensing Service. The service encompassed food safety, communicable disease, health and safety, licensing, pollution (including air, land and noise), nuisances (including noise, odour, smoke etc), pest control advice and dog warden services. The work was predominantly statutory and illustrated the demands on the service and the challenges faced in 2015/16.

The following issues were discussed during consideration of the report:

Reference was made to the charges for pre-planning advice and it was asked whether the Unit might receive a percentage of this fee for its contribution to the planning process. The Environmental Health and Licensing Manager confirmed that this was being considered at present, especially in light of recent legislative changes.

Reference was given to a statement within the report which declared that the current framework for monitoring and managing the shellfish industry was not currently effective to secure successful enforcement. The Environmental Health and Licensing Manager clarified that Natural Resources Wales (NRW) was the responsible body in charge of the Burry Inlet area whilst the Welsh Government had responsibilities for the Three Rivers Inlet. The various agencies work was hampered by the issue of continuity of evidence and geographical challenges.

A query was raised as to why there 2015/16 saw a high volume of campylobacter cases. The Environmental Health and Licensing Manager informed the Committee that campylobacter occurred naturally in the environment rather than from commercial outlets and was at a high level nationally where sporadic outbreaks were not uncommon.

Following a query, a discussion took place regarding the treatment of vermin and pests. The Environmental Health and Licensing Manager stated that whilst the Authority had ceased its treatment service a number of years previously, the team carried out advisory visits to homes in response to complaints regarding vermin and pests. However, a pilot project to treat incidents in council properties was being undertaken at present to assess whether this was cost effective or not. A survey was also being undertaken asking the citizens of Carmarthenshire if they would be willing to pay for vermin and pest control in the future. The pest treatment pilot was being carried out by the Dog Wardens (alongside their other duties) and was expected to continue until the end of March 2017.

Following a query raised at the previous meeting regarding garden rubbish fires, it was asked whether Councillors could receive guidelines on this matter. The Environmental Health and Licensing Manager stated that she would provide guidelines to Councillors following the meeting.

UNANIMOUSLY RESOLVED that the report be received.

9. REVENUE & CAPITAL BUDGET MONITORING REPORT 2016/17

The Committee considered the Revenue and Capital Budget Monitoring Report for the Environment Service, Public Protection Services and the Community Safety Service, as at 31st August 2016 in relation to the 2016/17 financial year. The following issues were raised in relation to the report:

Reference was made to the significant overspend in the Policy & Performance Division and that back office costs appeared to be escalating whilst front line services such as street cleansing were being cut back. The Business Improvement Manager informed the Committee that the costs for this division covered matters such as emergency planning and departmental training but that a review of the division was currently on-going. The Head of Transportation & Highways reassured the Committee that the department was looking at its costs with the view to protect front line services, which was why a number of reviews were currently on-going.

In response to the Park and Ride Service from Nantyci to Glangwili Hospital, the Head of Transportation & Highways stated that whilst the Health Board were contributing to the cost of the service, it remained a budget pressure which was being monitored. The general consensus was that whilst the Park and Ride Service seemed to benefit other main road users, the parking difficulties at Glangwili hospital remained an issue. The Executive Board Member for Technical Services informed the Committee that joint meetings were currently being held with the Health Board on this matter.

In response to an enquiry relating to livestock markets and the loss to date, the Group Accountant stated that she would forward further details on this matter to the member.

UNANIMOUSLY RESOLVED that the report be received.

10. HALF-YEARLY COMPLAINTS AND COMPLIMENTS REPORT 2016/17

The Committee considered a report which provided members with statistics and analysis on complaints, compliments and enquiries received and dealt with during April to September 2016/17.

Disappointment was expressed that the Compliments and Complaints report continued to omit Councillor enquiries which were often complaints but submitted via a different process. It was felt that the report was therefore not a true reflection of the complaints or compliments received by the Authority. Following a brief discussion, the Communities and Safeguarding Manager stated that he would liaise with the Democratic Services Unit on this matter and would consider this in the next report.

In response to a query as to why 41% of complaints to the Environment Department received a response after the allotted time period, the Business Improvement Manager informed the Committee that often, the Department will agree an extension with the complainant in order to undertake a thorough review relating to their complaint. Whilst the Department will have responded to the complainant within the allotted timescales, a complaint will not be signed off as complete until it has been resolved.

RESOLVED that the report be received.

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

It was **RESOLVED that the update be received.**

12. EXPLANATION FOR NON-SUBMISSION OF SCRUTINY REPORT

The Committee noted the non-submission of the Waste Strategy Update and requested that it be considered at the next meeting. In response to a further query, the Executive Board Member for Technical Services confirmed that the work relating to the future contractual arrangements for the treatment, recycling and disposal of waste was still on-going.

Resolved that:

12.1 The non-submission be noted.

12.2. The Waste Strategy Update be presented at the next meeting.

**13. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE
COMMITTEE HELD ON THE 26TH SEPTEMBER 2016**

Disappointment was expressed that the Executive Board Member for Environmental & Public Protection had not presented or forwarded an update on the latest position on the tackling of invasive plants. The Democratic Services Officer agreed to arrange for an update to be forwarded to Members in due course.

Reference was also made to the Committee's request that the new Police & Crime Commissioner be invited to a future meeting. The Chair informed the Committee that the Leader had decided that it was more appropriate to invite the Commissioner to a future meeting of the County Council and that this would be arranged in the near future.

It was also asked as to when residents would be informed of the new arrangements for collecting green garden waste. The Executive Board Member for Technical Services informed the Committee that County residents would be notified of the options in due course and that samples of bins would be placed in the Council's main administrative buildings so that residents could ascertain which solution would be best for their needs, prior to placing an order.

It was **RESOLVED** that the minutes of the meeting of the Committee held on the 26th September 2016, be signed as a correct record.

14. TO RECEIVE THE MINUTES OF THE JOINT MEETING OF THE ENVIRONMENTAL & PUBLIC PROTECTION AND SOCIAL CARE & HEALTH SCRUTINY COMMITTEES, HELD ON THE 26TH SEPTEMBER 2016

It was **RESOLVED** that the minutes of the Joint Committee meeting held on 26th September 2016, be received.

CHAIR

DATE