

# Pecyn Dogfennau



Mark James LLM, DPA, DCA  
Prif Weithredwr,  
Chief Executive,  
Neuadd y Sir, Caerfyrddin. SA31 1JP  
County Hall, Carmarthen. SA31 1JP

DYDD GWENER, 11 MAI 2018

**AT: HOLL AELODAU'R PWYLLGOR CRAFFU DIOGELU'R  
CYHOEDD A'R AMGYLCHEDD**

YR WYF DRWY HYN YN EICH GALW I FYNYCHU CYFARFOD  
O'R **PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R  
AMGYLCHEDD** SYDD I'W GYNNAL YN  
**SIAMBR, NEUADD Y SIR, CAERFYRDDIN AM 10.00 AM AR  
DYDD GWENER, 18<sup>FED</sup> MAI, 2018** ER MWYN CYFLAWNI'R  
MATERION A AMLINELLIR AR YR AGENDA ATODEDIG.

*Mark James* DYB

**PRIF WEITHREDWR**



**AILGYLCHWCH OS GWELWCH YN DDA**

Swyddog Democrataidd:	Janine Owen
Ffôn (Llinell Uniongyrchol):	01267 224030
E-bost:	JanineOwen@sirgar.gov.uk
Cyf:	AD016-001

# **PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD 14 AELOD**

## **GRŴP PLAID CYMRU – 7 AELOD**

- |    |            |                            |
|----|------------|----------------------------|
| 1. | Cynghorydd | Alun Davies (Is-Cadeirydd) |
| 2. | Cynghorydd | Jeanette Gilasbey          |
| 3. | Cynghorydd | Andrew James               |
| 4. | Cynghorydd | Dorian Phillips            |
| 5. | Cynghorydd | Susan Phillips             |
| 6. | Cynghorydd | Alan Speake                |
| 7. | Cynghorydd | Dai Thomas                 |
| 8. | Cynghorydd | Aled Vaughan Owen          |

## **GRŴP LLAFUR – 4 AELOD**

- |    |            |                        |
|----|------------|------------------------|
| 1. | Cynghorydd | Penny Edwards          |
| 2. | Cynghorydd | Amanda Fox             |
| 3. | Cynghorydd | Tina Higgins           |
| 4. | Cynghorydd | John James (Cadeirydd) |

## **GRŴP ANNIBYNNOL – 3 AELOD**

- |    |            |               |
|----|------------|---------------|
| 1. | Cynghorydd | Arwel Davies  |
| 2. | Cynghorydd | Joseph Davies |

# AGENDA

1. YMDDIHEURIADAU AM ABSENOLDEB
2. DATGANIADAU O FUDDIANNAU PERSONOL
3. DATGAN CHWIPIAID PLAID SYDD WEDI EU GWAHARDD
4. CWESTIYNAU GAN Y CYHOEDD (NID OEDD DIM WEDI DOD I LAW)
5. Y PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD YMWELIAD SAFLE - CYFLWYNIAD 5 - 8
6. ADRODDIAD TERFYNOL GRWP GORCHWYL A GORFFEN Y PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD 2017/18 9 - 36
7. PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD AR GYFER 2018/19 - BLAENRAGLEN WAITH 37 - 42
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9. EITEMAU AR GYFER Y DYFODOL 45 - 46

Mae'r dudalen hon yn wag yn fwriadol

**PWYLLGOR CRAFFU  
DIOGELU'R CYHOEDD A'R AMGYLCHEDD  
18 MAI 2018**

**Y PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD  
YMWELIAD SAFLE – CYFLWYNIAD**

**Y Pwrpas:**

Cyflwyniad i'r Pwyllgor Craffu - Diogelu'r Cyhoedd a'r Amgylchedd yn crynhoi ymweliad safle'r Pwyllgor a gynhaliwyd ar 9 Mawrth 2018.

**Ystyried y materion canlynol a chyflwyno sylwadau arnynt:**

Bydd cyflwyniad yn cael ei ddarparu gan Swyddogion o Gyfarwyddiaeth yr Amgylchedd.

**Angen ei gyfeirio at y Bwrdd Gweithredol / Cyngor er mwyn gwneud penderfyniad:  
NAC OES**

**YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:-**

Cynghorydd H.A.L Evans – Amgylchedd

## Y Gyfarwyddiaeth

Enw Pennaeth y  
Gwasanaeth:

S. Pilliner  
A. Williams

Awdur yr Adroddiad:

Richard Waters  
Dan John

Swyddi:

Pennaeth Trafnidiaeth a Phriffyrdd  
Pennaeth Gwasanaethau  
Amgylcheddol a Gwastraff

Rheolwr Priffyrdd a Thrafnidiaeth

Rheolwr y Gwasanaethau  
Amgylcheddol

Rhifau ffôn:

01267 228150

Cyfeiriadau E-bost:

SGPilliner@sirgar.gov.uk

DWJohn@sirgar.gov.uk

# EXECUTIVE SUMMARY

## ENVIRONMENT & PUBLIC PROTECTION SCRUTINY COMMITTEE

18<sup>th</sup> MAY 2018

### ENVIRONMENT AND PUBLIC PROTECTION SCRUTINY COMMITTEE SITE VISIT – PRESENTATION

In accordance with *Section 6.2 Generic Terms of Reference for all Scrutiny Committees* of the Council's Constitution, the Environmental and Public Protection Scrutiny Committee, developed and agreed their Forward Work Programme for 2017/18 municipal year.

The Committee identified the following site visit as an area of Member Development which was relevant to their thematic responsibilities.

- Waste recycling provision at Cwm Environmental;
- Winter maintenance fleet at Cillefwr, Johnstown.

The aim of the site visit was to provide Committee members with experience and gain a better understanding of these service areas. Members were afforded the opportunity to see the recycling plant in operation, view the current winter fleet and speak to operatives.

At the request of the Chair, a presentation will be provided to the Environment and Public Protection Scrutiny Committee with information on the site visit that took place on 9th March 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: S.G. Pilliner, Head of Transportation & Highways

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>Yes</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>

### Policy, Crime & Disorder and Equalities

In accordance with **Section 6.2 Generic Terms of Reference for all Scrutiny Committees** of the Council's Constitution, at its meeting on 2<sup>nd</sup> October, 2017 the Environmental and Public Protection Scrutiny Committee, agreed their Forward Work Programme for 2017/18 municipal year. The Committee identified the site visit as an area of Member Development which was relevant to their thematic responsibilities.

## CONSULTATIONS

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

Signed: S.G. Pilliner, Head of Transportation & Highways

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:**

**THESE ARE DETAILED BELOW:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
Environmental and Public Protection Scrutiny Committee 2 <sup>nd</sup> October 2017 – Draft Forward Work Plan	<b>Environmental and Public Protection Scrutiny Committee - 2<sup>nd</sup> October 2017 / Minutes:</b> <a href="http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=134&amp;MIId=974&amp;Ver=4">http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=134&amp;MIId=974&amp;Ver=4</a>

Mae'r dudalen hon yn wag yn fwriadol



**PWYLLGOR CRAFFU  
DIOGELU'R CYHOEDD A'R AMGYLCHEDD  
18<sup>fed</sup> O FAI 2018**

**Adroddiad Terfynol Grŵp Gorchwyl a Gorffen y Pwyllgor  
Craffu Diogelu'r Cyhoedd a'r Amgylchedd 2017/18:**

***Darpariaeth cynnal a chadw perthi ac ymylon priffyrdd***

**Ystyried y materion canlynol a chyflwyno sylwadau arnynt:**

- Cymeradwyo'r adroddiad a'r argymhellion sydd i'w chyflwyno gerbron y Bwrdd Gweithredol.

**Rhesymau:**

- Yn ei gyfarfod ar y 17<sup>eg</sup> o Dachwedd 2017, penderfynodd y Pwyllgor Craffu Diogelu'r Cyhoedd a'r Amgylchedd sefydlu grŵp gorchwyl a gorffen i ymchwilio i'r gwahanol ddulliau gweithredu o ran darpariaeth cynnal a chadw perthi ac ymylon priffyrdd.
- Lluniwyd yr argymhellion sydd wedi eu cynnwys yn yr adroddiad yma, ar ôl i'r Grŵp ystyried amrywiaeth o dystiolaeth mewn cyfres o gyfarfodydd a gynhaliwyd rhwng mis Ionawr 2018 a mis Ebrill 2018.

**Angen cyfeirio'r mater at y Bwrdd Gweithredol er mwyn gwneud penderfyniad:  
OES**

**Aelod y Bwrdd Gweithredol sy'n gyfrifol am y Portffolio:**

Cyng. Hazel Evans (Amgylchedd)

<p><b>Cadeirydd y Grŵp Gorchwyl a Gorffen:</b> Cyng. John James</p> <p><b>Awdur yr Adroddiad:</b> Janine Owen</p>	<p><b>Swyddi:</b></p> <p>Cadeirydd y Pwyllgor Craffu Diogelu'r Cyhoedd a'r Amgylchedd</p> <p>Swyddog Gwasanaethau Democratiadd</p>	<p><b>Rhifau Ffôn / Cyfeiriadau E-Bost:</b></p> <p>01267 224028 <a href="mailto:JohnJames@sirgar.gov.uk">JohnJames@sirgar.gov.uk</a></p> <p>01267 224030 <a href="mailto:JanineOwen@sirgar.gov.uk">JanineOwen@sirgar.gov.uk</a></p>
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# EXECUTIVE SUMMARY

## ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

18<sup>th</sup> MAY 2018

### Environmental & Public Protection Scrutiny Committee Task & Finish Group Final Report 2017/18:

#### *Maintenance provision of highway hedgerows and verges*

#### 1.0 Review Background

The Environmental and Public Protection Scrutiny Committee has a key role to play in monitoring services, development of key policies and strategies, as well as identifying areas for improvement or development.

At its meeting on 17th November 2017, the Environmental & Public Protection Scrutiny Committee agreed to establish a task and finish group to research the maintenance provision of highway hedgerows and verges.

#### 2.0 Objectives and Scope

The Group agreed that its main objective for the review would be to:

- To review the current provision for the maintenance of highway hedgerows and verges and if appropriate make recommendations for service change.

The Group agreed that the main aims of the review would include:

- The current maintenance provision and programme for County roads. Including the nature, timing and equipment used for cuts.
- Information on the current maintenance provision and programme for Trunk roads.
- The balance between in house and external services and procurement of those services.
- The number of staff carrying out the service.
- The number of times roadside hedges and verges are cut with particular focus on hedges around junctions.
- How much contact demand the Council receives about this issue and the request for services process for hedge cutting demands from the public. To include both requests to cut and not to cut.
- The budget allocation and the impact of any changes to the provision.
- Consider landowner responsibilities and enforcement powers of the Council.
- Consider the environmental impact including biodiversity

### **3.0 Corporate / community objectives and well- being objectives**

The Group agreed that this review would contribute to achieving the following corporate / community objectives and well- being objectives and outcomes:-

County Council's Corporate Strategy 2015-20:

- People who live, work and visit Carmarthenshire are safe and feel safer
- Carmarthenshire's communities and environment are sustainable
- Carmarthenshire has a stronger and more prosperous economy

The outcomes of this review would also directly link to the following Carmarthenshire County Council Well-being objectives:-

In a Healthy & Safe Environment:-

- Objective 12 - Looking after the environment now and for the future
- Objective 13 - Improving the highway and transport infrastructure and connectivity

### **4.0 Approach**

A total of 5 meetings were held between January 2017 and April 2017, during which the Group considered evidence and information from a wide variety of sources. The sessions were designed to provide the Group with the relevant information, context and background to the topic.

The Task and Finish Group's membership was as follows:

- Cllr. John James (Chair)
- Cllr. Alun Davies
- Cllr. Andrew James
- Cllr. Penny Edwards
- Cllr. Jeanette Gilasbey
- Cllr. Dorian Phillips

The Democratic Services Unit based in the Chief Executive's Department, provided research and general support to the Group.

The following officers provided specialist advice and support during the Group's review:

- Richard Waters, Highways and Transport Manager
- Darren King, Highway Services Manager
- Dan John, Environmental Services Manager
- Nicolas French, Grounds and Cleansing Manager
- Isabel Macho, Biodiversity Officer
- Rosie Carmichael, Rural Conservation Manager

## 5.0 Recommendations

The Group recommends that:

1. That the County Council's Environment Directorate should largely continue with its current provision for maintaining rural highway verges but considers adopting greater flexibility to:
  - a) facilitate further environmental enhancement for biodiversity, such as late or biennial cutting of selected areas, or other appropriate management provision;
  - b) consider the early cutting of minor roads in instances where the safety of main roads is not compromised.
2. That the County Council's Environment Directorate raise public understanding of highway verges as important areas for care, maintenance and habitat by:
  - a) providing a Carmarthenshire County Council guide to highlight the roles and responsibilities of the highway authority and adjacent landowners.
  - b) programming targeted campaigns to discourage the littering of verges and promote public awareness of highway verges and hedges as valuable natural habitat.
3. That the County Council seeks to safeguard the highway maintenance budget as far as possible to ensure the safety of the travelling public, reduce future liability and protect key habitats.
4. That the County Council's Environment Directorate promotes opportunities to encourage local farmers/contractors to tender for work and engage with potential bidders to explain the tendering process.
5. That the County Council's Environment Directorate work collaboratively with Town and Community Councils to promote a more proactive role in managing and maintaining verges, hedges and landscaped areas, equally in both urban and rural areas.

**DETAILED REPORT ATTACHED?**

**YES**

# IMPLICATIONS

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

Signed: **Linda Rees-Jones** Head of Administration & Law

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

## 1. Policy, Crime & Disorder and Equalities

Key strategic policies have been considered throughout the review and this review contributes towards achieving the corporate / community objectives and well-being objectives and outcomes as follows:

- People who live, work and visit Carmarthenshire are safe and feel safer
- Carmarthenshire's communities and environment are sustainable
- Carmarthenshire has a stronger and more prosperous economy

The outcomes of this review also directly link to the following Carmarthenshire County Council Well-being objectives:-

In a Healthy & Safe Environment:-

- Objective 12 - Looking after the environment now and for the future
- Objective 13 - Improving the highway and transport infrastructure and connectivity

# CONSULTATIONS

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

Signed: Linda Rees-Jones Head of Administration & Law

1. Local Member(s) – N/A

2. Community / Town Council – N/A

3. Relevant Partners – N/A

4. Staff Side Representatives and other Organisations – Officers from the Environment Directorate have contributed to and supported the work of the Task & Finish Group.

## 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
Task & Finish Group Planning and Scoping Document – E&PP Scrutiny Committee (17th November 2017)	<b>Draft Planning and Scoping Document / Minutes:</b> <a href="http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=134&amp;MId=1005&amp;Ver=4">http://democracy.carmarthenshire.gov.wales/ieListDocuments.aspx?CId=134&amp;MId=1005&amp;Ver=4</a>
County Council's Corporate Strategy 2015-2020	<a href="http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/well-being-objectives-2017-18/#.Ws4iMuaosjY">http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/well-being-objectives-2017-18/#.Ws4iMuaosjY</a>
Carmarthenshire County Council Well-being objectives	<a href="http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/well-being-objectives-2017-18/#.Ws4iMuaosjY">http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/well-being-objectives-2017-18/#.Ws4iMuaosjY</a>

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# Scrutiny

in Carmarthenshire

## Environmental & Public Protection Scrutiny Committee

### Task & Finish Review 2017/18 Report

*A review of the maintenance provision of highway hedgerows and verges*



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## Members of the Task and Finish Group



**Cllr. John James**  
**(Chair)**  
Burry Port  
Labour



**Cllr. Alun Davies**  
Saron  
Plaid Cymru



**Cllr. Andrew James**  
Llangadog  
Plaid Cymru



**Cllr. Penny Edwards**  
Hengoed  
Labour



**Cllr. Jeanette  
Gilasbey**  
Kidwelly  
Plaid Cymru



**Cllr. Dorian Phillips**  
Llanboidy  
Plaid Cymru

## Chair's Foreword

I am pleased to present the final report of the Task and Finish Group which has been reviewing the maintenance provision of highway hedgerows and verges.

We are lucky to be surrounded by such natural beauty here in Carmarthenshire, however, safety is paramount and it is necessary to maintain and manage the growth of our verges by providing an efficient and timely service.

This review has provided us as group members with an opportunity learn more about the maintenance provision of verges, who is responsible, timing, conservation and other issues which impacts upon our budgets and resources. Of particular importance has been the opportunity to consider the legislation and policies that impact on traffic management, conservation and cleansing, the demand to maintain hedgerows and verges as well as cleansing litter from carriageways.

During the review it was clear that the manner in which the highway verges are maintained is contrary to common perception, not all hedgerows and verges are the Councils responsibility and the Council does not have a duty to make the verges aesthetically pleasing. It was therefore important for us as a Group to understand the current rationale of the maintenance and manage public perception through education.

Finally, I would like to thank officers from the Highways, Waste and Conservation Departments within the Environment Directorate for their advice and support, as well as to the members of the task and finish group for their contribution to the review.

*Cllr. John James*  
*Chair of the Task and Finish Group*

## **1.0 The Task & Finish Review**

### **1.1 Objectives and Scope**

The Environmental & Public Protection Scrutiny Committee has a key role to play in monitoring services, development of key policies and strategies, as well as identifying areas for improvement or development.

At its meeting on 17th November 2017, the Environmental & Public Protection Scrutiny Committee agreed to establish a task and finish group to review the current maintenance provision of highway hedgerows and verges.

Following its first meeting, the Group agreed that its main objective for the review would be to:

- To review the current provision for the maintenance of highway hedgerows and verges and if appropriate make recommendations for service change.

The Group agreed that the main aims of the review would include:

- The current maintenance provision and programme for County roads. Including the nature, timing and equipment used for cuts.
- Information on the current maintenance provision and programme for Trunk roads.
- The balance between in house and external services and procurement of those services.
- The number of staff carrying out the service.
- The number of times roadside hedges and verges are cut with particular focus on hedges around junctions.
- How much contact demand the Council receives about this issue and the request for services process for hedge cutting demands from the public. To include both requests to cut and not to cut.
- The budget allocation and the impact of any changes to the provision.
- Consider landowner responsibilities and enforcement powers of the Council.
- Consider the environmental impact including biodiversity.

### **1.2 Corporate / community objectives and well- being objectives**

The Group agreed that this review would contribute to achieving the following corporate / community objectives and well- being objectives and outcomes:-

County Council's Corporate Strategy 2015-20:

- People who live, work and visit Carmarthenshire are safe and feel safer
- Carmarthenshire's communities and environment are sustainable
- Carmarthenshire has a stronger and more prosperous economy

The outcomes of this review would also directly link to the following Carmarthenshire County Council Well-being objectives:-

In a Healthy & Safe Environment:-

- Objective 12 -  
Looking after the environment now and for the future
- Objective 13 -  
Improving the highway and transport infrastructure and connectivity

### **1.3 Approach**

The Task and Finish Group's membership was as follows:

- Cllr. John James (Chair)
- Cllr. Alun Davies
- Cllr. Andrew James
- Cllr. Penny Edwards
- Cllr. Jeanette Gilasbey
- Cllr. Dorian Phillips

The Democratic Services Unit based in the Chief Executive's Department, provided research and general support to the Group.

The following officers provided specialist advice and support during the Group's review:

- Richard Waters, Highways and Transport Manager
- Darren King, Highway Services Manager
- Dan John, Environmental Services Manager
- Nicolas French, Grounds and Cleansing Manager
- Isabel Macho, Biodiversity Officer
- Rosie Carmichael, Rural Conservation Manager

A total of 4 meetings were held between January 2018 and April 2018 (see Appendix 5) during which the Group considered evidence and information from a variety of sources. The sessions were designed to provide the Group with the relevant information, context and background to the topic.

As part of the research, the task group interviewed the following local contractors to ascertain their views on their experience of being a local contractor and the tendering process.

1. Mr Brian Jones, Llangadog;
2. Mr Danny Williams, Llandovery;
3. Mr Elwyn Davies, Llangadog.

## 2.0 Key Findings

### 2.1 Environment

Carmarthenshire has the second largest highway network in Wales covering over 3,500km of roads and providing vital links within and between towns, communities and businesses. Much of our highway network is rural in nature and forms a key part of our countryside landscape.

Our rural roads typically tend to be bounded by grass verges and more often than not, hedges either side of the road.



As the Highway Authority, Carmarthenshire County Council manages these roads and the areas which fall within the boundary of the highway. We also ensure that features that are not within the highway boundary do not pose a risk to the travelling public and we have statutory powers under the Highways Act 1980 to safeguard the travelling public and their right of access.

Part of our duty includes the maintenance of the grass verges which abut our roads and we have in place a maintenance regime for this. Our key aim in this maintenance is to ensure:

- a) Road safety is maintained, which particularly includes ensuring forward visibility at junctions and on bends;
- b) Pedestrians have the opportunity to safely step off the road onto the verge where there are no footways;
- c) Unwanted species do not establish in the verge;
- d) Vegetation does not obstruct the travelling public, which can be a particular issue on the narrower rural lanes and for pedestrians and cyclists.

Highway budgets have been under pressure, like all public sector budgets, and there is an ever increasing need to look at how aims can be achieved whilst providing best value for money.

Environmental considerations are also a key factor on how rural roads are managed, this is achieved by working closely with conservation colleagues to ensure the Council complies with their duty to maintain and enhance biodiversity on road verges.

Work is also undertaken with adjacent landowners to ensure that all matters which have an impact on the highway and the public's right of access are dealt with in a reasonable manner.

## 2.2 Current Practice for Rural Roads

The current rural road verge maintenance ensures that one swathe cut, which is 1 metre wide, is undertaken at least once per year. For safety purposes this is normally increased at bends to ensure forward visibility, and at junctions where wider visibility splays are cut. If there is a necessity, bends and junctions may be cut more than once a year.

The timing of the verge mowing is critically important and vegetation growth is closely monitored to cut at the optimum time. The cutting programme generally runs between beginning of June and the end of September. Any verge areas containing wild flowers will be left uncut until after flowering and seeds have been shed, the exact date depends on local conditions.

Cutting such an extensive network is expensive and has a significant budgetary impact. If the verges are cut too early in the season then a second cut may be necessary. If the verges are cut too late that visibility in particular may be compromised.



The grass verges are cut by tractor and flail to leave grass at a standing height of no more than 50mm. On the higher risk roads traffic management is also a consideration and techniques such as 'Stop & Go' may be required to safeguard the operation.

## 2.3 Current Practice for Urban Roads

The regime for managing verges in urban areas is distinctly different to the rural roads in terms of the aims of the service and the methodology for maintenance. Historically one of the main drivers for urban verge maintenance has been the aesthetic value of having neatly cut grassed areas. From an operational highway perspective our key aims are based on safety and access rather than the amenity value which might be derived.

Grass verges in the urban areas are normally cut with ride-on mowers and the traffic management requirements are less onerous.



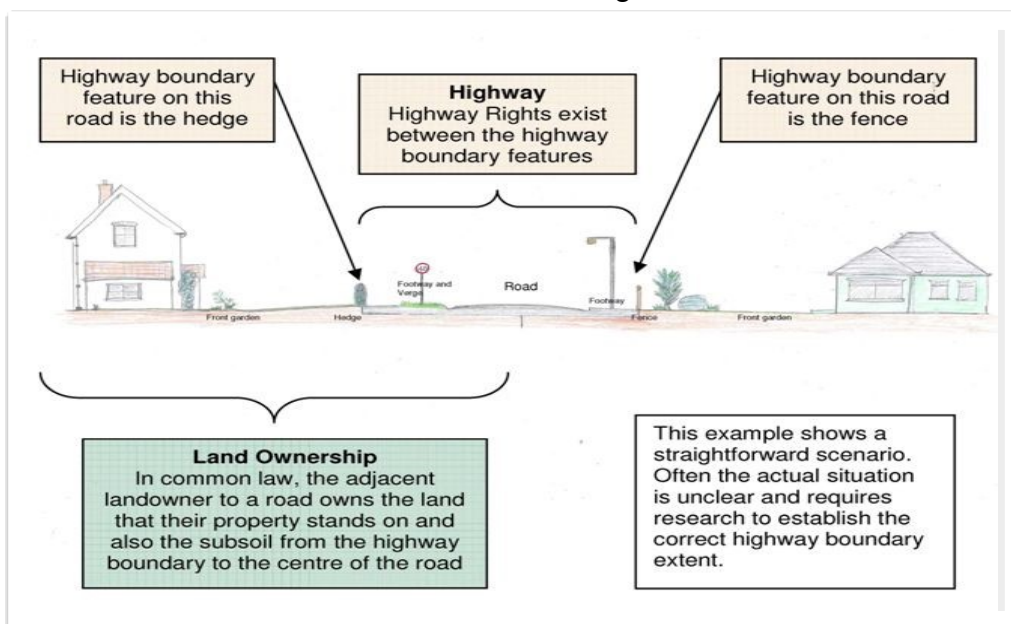
## 2.4 Highway Boundaries and Responsibilities

There is often a lack of clarity regarding the extents of the highway boundary and responsibilities for areas within and adjacent to the boundary. There are broad assumptions made to help provide some clarity in this respect but it should always be borne in mind that these are only assumptions and each case may need to be investigated

The general assumptions we work to are that the highway boundary extends to:-

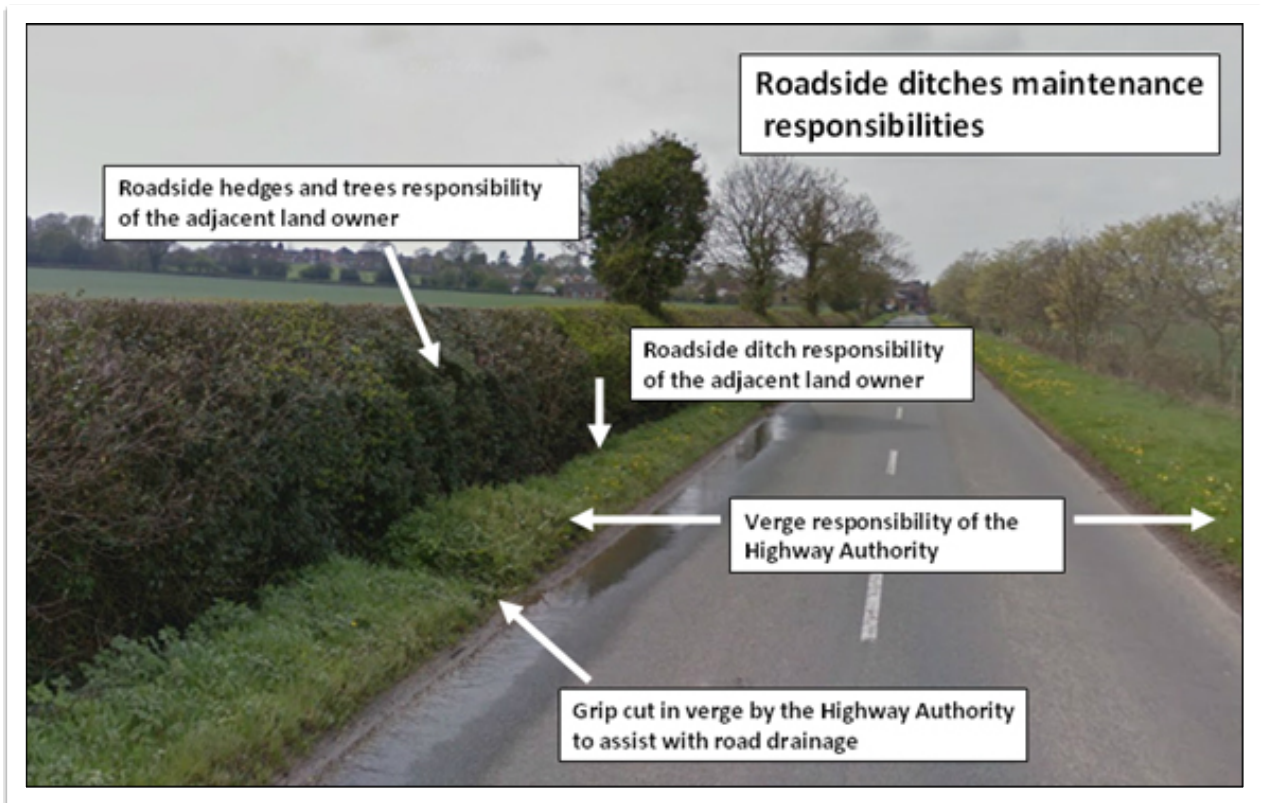
- the centerline of an adjacent hedge
- roadside from the shoulder of an adjacent ditch
- hedge and ditch will be owned by, and be the responsibility of adjacent landowner

This is shown below in the cross-section of an average road.



Highway authorities will not usually claim to own the land over under the highway. Often the adjacent landowner may claim to own up to the centreline of the highway, however there are overriding highway rights over the land which take precedence and the highway authority has a duty in terms of maintaining and safeguarding such rights. The depth of the highway is considered to be that which is necessary for highway purposes.

In the urban areas the extents of the highway tend to be clearer, however, in the rural areas the boundary is not always so obvious. Based on the assumptions above the picture below provides an illustration of who is generally responsible for which section of highway and who is normally responsible for the maintenance of the verges, hedges and drainage.



(source Staffordshire County Council)

The Task and Finish group felt that the general public in the main were unaware who was responsible for the maintenance and the perception was that the Council were responsible for the maintenance of all sections, including roadside hedges.

Primarily, the Group recognised that should the public perception be improved and landowners were made more aware of their responsibilities this could impact positively on the Authority by seeing a reduction in complaints and less cost to the Authority by having to act less on safety issues of hedges of landowners.

In addition, it is important to highlight that the responsibility of adjacent road side hedges has rested with the Landowner for many years and has not changed.



## 2.5 Budget

Under current budgetary arrangements, work conducted by the County Council with regards the protection, preservation and enhancement of highways trees, verges and landscaping comes from the overall Highways Maintenance budget.

There is a constant pressure in maintaining good safety and efficiency standards that match public expectations which creates a tension on the service to operate within resource constraints which has to be managed.

One single full cut of the rural highway verges currently costs approximately £200k in contractor costs and £75k in County Council costs which covers the provision of traffic management. In addition, safety cuts are made on an ad hoc measured basis as circumstances dictate which puts further pressure on a limited budget. The necessity to correctly time the verge cut in response to the particular growth rates that each season brings places additional pressures on officers.

For overriding safety reasons the County Council sometimes has to cut back adjacent hedges which would be the responsibility of the adjacent landowner. This is normally carried out on a reactive basis but the cumulative cost is in the region of £30k a year.

In order to assist budget management, strategies are currently developed on a risk based approach which directs resources where they are most needed.

Trunk roads are managed through a separate contract with specification tailored to high risk roads. The South Wales Trunk Road Agency (SWTRA) set specifications which are managed by the Council on an agency basis. The Council's role covers contract award, supervision and management. Traffic management costs are recovered from SWTRA.

The cutting of amenity grass is subject to a separate tender with total costs of approximately £100k per year which is based on 4 cuts being undertaken. There is a proposal to reduce the number of cuts down to 3 cuts in 2018/19 and 2 in 2019/20 which would save the Authority £25k for each reduction in frequency. Other Highway Authorities work with Town and Community Councils to carry out grass cutting. The Task and Finish Group acknowledged that there may be scope to work collaboratively with Town and Community Councils.

The Group acknowledged that the current maintenance provision was operating at its optimum level and that further reductions in budget would have a significant impact on the ability to continue to provide the service. A comparison of other authority verge cutting regimes suggests that Carmarthenshire's regime is broadly in line with other authorities although some are cutting with higher frequencies. Many authorities are also in the process of reviewing their operations.



## 2.6 Resources

Carmarthenshire has a large road network to manage and sub-contracts all verge cutting through a competitive tendering process. The current contract was awarded in January 2017 (2 years) with an option to extend. The next tender is due to be advertised at the end of 2018 in readiness for 2019 and maybe through a joint procurement with Pembrokeshire County Council. A Tender includes cutting specification, cutting duration and traffic management requirements.

Some areas within Carmarthenshire receive few applications from contractors, which offers little competition and options.

Given the extensive nature of the rural road network the County has been divided into 20 'Beat' areas. This makes the areas more manageable and allows smaller local contractors to tender for work. A map of the beats is shown in Appendix B. Contractors tender a rate on a meterage basis with set conditions in place such as cutting times, insurances etc.

The Group gave recognition that 'local' contractors are more knowledgeable with regard to the local traffic conditions and tended to take extra pride in their work.

Contractors are required to cut along different classifications of roads and after interviewing a contractor the group received a clear message that drivers would not be comfortable cutting some main roads without being accompanied by enhanced traffic management. However minor roads in the more rural area are more manageable independently.

Whilst the Highways team regularly reviews the maintenance programme to prioritise resources, from a Contractors perspective there seemed to be a discrepancy with regard to how the cuts were prioritised during the 10-week cutting period, after the initial safety cuts for example, the first 5-6 weeks could be used to cut the smaller rural roads with a particular focus on the tourist areas.

The work carried out by contractors are supervised by a team of 10 Highway Inspectors who each cover two Beats (Appendix B). Inspectors are responsible for monitoring the contractor, carrying out spot checks, dealing with public enquires and authorising payments to sub-contractors.

The table below provides the road classifications:-

Description	Letter
Major Roads	A and B roads
Minor Roads	C and Unclassified roads



## 2.7 Litter and cleansing

The Council's Street Cleansing Service is responsible for the cleansing of adopted highway areas across the County and remove rubbish attributed to fly tipping across approximately 3,500 km of carriageway throughout Carmarthenshire.

The Environmental Protection Act 1990 imposes duties under section 89 to the Local Authority as a 'duty body' to keep specified land clear of litter and refuse and to keep clean public highways for which they are responsible.

The Council complies with the Code of Practice, developed through the Environmental Protection Act 1990 and seeks to encourage bodies to maintain their land within acceptable cleanliness standards. The emphasis of which is on the consistent and appropriate management of an area to keep it clean, not on the frequency of cleaning.

The codes sets out graded and zoning systems with set recovery times for restoring expected standards.

During cleansing operations the Council must consider the following:-

- Must work in accordance with Health and Safety guidelines, Risk Assessments and Safe Systems in order to undertake cleansing of highways. This means organising appropriate traffic management arrangements which allows litter picking to take place in a safe environment.
- Link with the Highways Department and external contractors to provide the Enhanced Traffic Management service which currently costs approximately £650 per day.

The increase in litter problems emanating from fast food/service station outlets is having an increased strain on resources and whilst having a detrimental impact on the environment. In order to improve the general litter problem, the Cleansing Service's approach for "Improving Local Environmental Quality" is through 'Education, Engagement and Enforcement'.

- Education and awareness is extensively used in Carmarthenshire to reduce littering and this is factored into the work being undertaken with schools and the development of lesson plans for waste management.
- Engagement with community bodies and commercial sector
- Enforcement underpins this approach through Fixed Penalty Notices and prosecutions for environmental infractions.



Joined-up working creates efficient and effective processes and this is currently applied by the Cleansing and Highway teams working together by organising a litter picking immediately prior to when verge mowing/remedial works are undertaken when-ever possible. This way of working is particularly beneficial on dual carriageways.

## 2.8 Conservation and Biodiversity

Roadside verges and hedges have significant landscape value, both as aesthetic and historic features in the landscape. They contribute to the character to the county. Verges also support a rich and varied range of habitats for a variety of wildlife, providing food and shelter whilst providing an important foraging habitat for pollinators. Surprisingly, verges contain 700 species and 45% of the total flora of the UK.<sup>1</sup> They act as important wildlife corridors throughout the county.

In order to comply with the Environment (Wales) Act 2016 through its Biodiversity and Resilient Ecosystem Duty set out in section 6 of the Act, Carmarthenshire County Council as a public body is required review its plans, policies and working methods, across all directorates, to ensure that is fulfilling this new duty, namely to maintain and enhance biodiversity and to promote ecosystem resilience.

The Council's Forward Plan for the Environment (Wales) Act 2016 for 2017-2019 demonstrates a commitment to conservation in relation to verge cutting and within the transport and highways plans/policies in key actions 6 and 7 respectively.

The Group noted that verges along "new" roads were largely seeded and/or naturally regenerated, however, whilst wild flowers seed mixes can be aesthetically pleasing, they should be used with caution. These seed mixes can be expensive and often contain seeds from flowers that are not native to the area, which may not thrive here or have a detrimental effect on local plant populations. In the rural environment it would be better to conserve and enhance the existing native flowering plants.

As the local Highways Authority, the County Council is obliged to ensure that maintenance of the highways grass verges complies with its statutory duties. In addition to achieving good safety standards, the Department of Transport's Code of Practice states that "...verges should be managed with specialist advice, in accordance with the principles of a Biodiversity Action Plan to meet legal obligations, support conservation and add landscape value."<sup>2</sup>

The Welsh Government Action Plan for Pollinators (2013) has an outcome to provide diverse and connected flower-rich habitats to support our pollinators. An action within the plan states: 'Review Local Authority management of roadside verges, parks and public green spaces'.

The County Council, through this Task and Finish Group and other work, is contributing to this outcome.



<sup>1</sup> Plantlife, The Good Verge Guide, A different approach to managing our waysides and verges

<sup>2</sup> R15.8 Nature Conservation and Biodiversity – Well maintained Highways, Code of Practice for Highway Maintenance Management

Whilst the Council has a duty to comply with the above legislation and be aware of the national policy, it is also important that all contributors are aware and committed. At the start of the season highways officers and conservation officers work closely with sub-contractors and provide information sheets and maps. Below is an extract of the Carmarthenshire County Council Ecological Advice Note 11 – Managing Road Verges for safety and biodiversity guidance for contractors which is provided to all contractors at the start of the season.

Carmarthenshire County Council  
- ECOLOGICAL ADVICE NOTE 11


**ROAD VERGES**

**MANAGING ROAD VERGES FOR SAFETY AND BIODIVERSITY  
GUIDANCE FOR CONTRACTORS – PLEASE READ AND TAKE NOTE**

**?** Please be mindful of the wildlife (biodiversity) value of roadside verges when cutting them and make sure that, where H&S allows, they are managed appropriately. This is consistent with the Council's duty to take positive steps to enhance biodiversity as set out in the Environment Act (Wales).

The way in which verges are cut will affect their value for wildlife (biodiversity), and positive steps can be taken to enhance this:

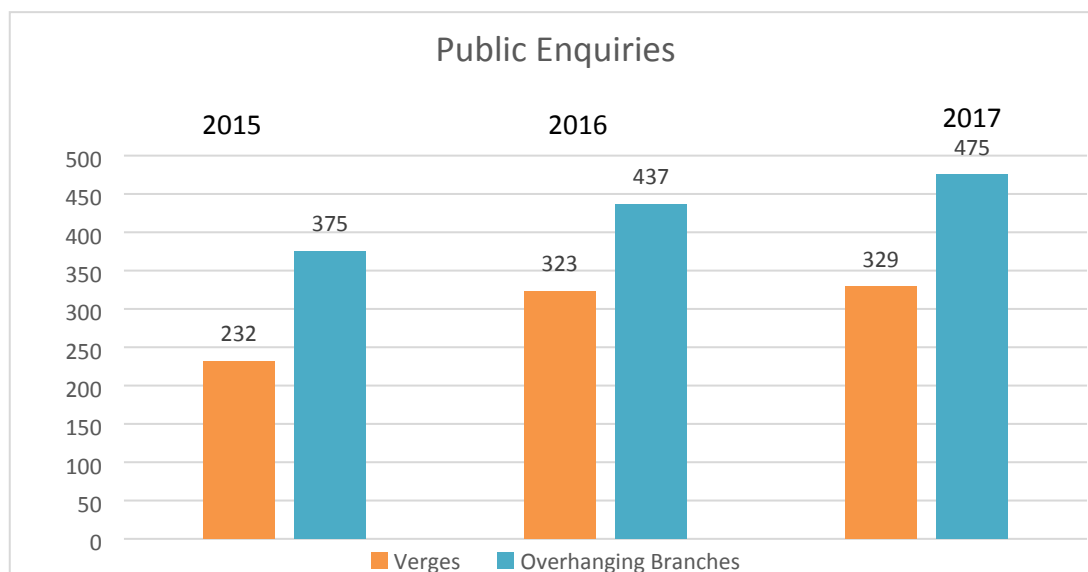
1. Start date of cutting and cutting plan.
  - Start cutting as late as possible in the season, and if your beat covers low and high areas, cut the roads at lower altitude first, finishing with the roads verges on the higher land.
  - Outside settlements, apart from junctions and bends, cut vegetation within one swathe width of the carriageway edge.  
NB. A uniform cut across the entire verge or hedgebank is not the objective – the vegetation that is left is a valuable habitat for wildlife and a valuable seed source.
  - Where possible do not cut flowering plants, and plants which have yet to flower.



Conservation officers together with the Highways Officers and contractors programme the timing of verge cutting which is crucial in order to allow flowers grow to the pollination stage and enable tall flowers to provide shelter for smaller insect life. Inevitably due to the extent of verges that have to be managed, each year some verges will be cut earlier than is optimal for the flowering plants, but it is hoped that this is balanced out over the years. The Conservation Section works with Highways to consider issues as they arise.

## 2.9 Public concerns

The Councils Highway Inspectors respond to public enquires and organise work as necessary. The graph below shows a rising trend in public enquires which include support both for and against cutting.



Enquires relating to hedges are normally raised with the adjacent landowner who will usually own and be responsible for the hedge. In cases where the landowner is unable to be traced, hedges may need to be cut by the County Council for overriding safety reasons.

The graph demonstrates that the majority of public concerns received are regarding overhanging branches, however, the County Council, as Highway Authority, has powers under the Highways Act 1980 to serve notice on the adjacent landowner to have overhanging vegetation cut back. This legal route is avoided where possible to prevent legal costs being incurred and to maintain good working relationships with landowners.

In the first instance, and in normal circumstances the Highway Inspector for the area would write to the landowner to request that the vegetation is cut back within 14 days. If this is not successful then the formal route is pursued whereby the Highway Authority can undertake the works necessary and recover our costs.

## 3.0 Conclusion

Following the review, the Task and Finish Group trust that the Council currently undertakes a thorough and effective job in ensuring that our highways are kept safe for those who use them.

The Group appreciates the benefits that come from developing and maintaining a safe and efficient highways network must somehow be reconciled with the benefits that come from maintaining and enhancing a sustainable natural environment and heritage.

However, it can be said that we need to acknowledge and be more aware of the significance of our actions that is taken now for our future generations and the need to factor this in to future planning and development policies.

Currently, it seems that the general public perceive that all roadside hedges are the Council's responsibility, which in turn could be the main reason why the Council has experienced a rise in public enquiries year on year over the last 3 years. In order to alleviate some of the issues experienced by both the Council and the Contractor, the Group suggests that:

- There is a clear rationale to the current regime for maintaining rural highway verges but needs greater flexibility to facilitate further environmental enhancement for biodiversity.
- There are common misconceptions regarding duties and responsibilities for hedges, verges, ditches and grips which would benefit from clarification, potentially through the publication of an information brochure.
- There are opportunities to be investigated to encourage local farmers and contractors to tender for contract work.
- Greater availability of guidance and support for local farmers and contractors in relation to bid for works would be beneficial to the local economy and encourage a greater consistency of cutting throughout the County.
- The verge maintenance regime should consider greater flexibility to allow the early cutting of lower class roads in instances where the safety of higher class roads is not compromised.
- Opportunities to work collaboratively with Town and Community Councils should be investigated further, particularly with respect to urban highway verges and amenity grass cutting.
- Whilst litter remains a challenge, the Council could promote a clear message to drivers to take their litter home.

The highway verge maintenance regime, in common with many areas of Council activity, is under significant financial pressure which has to be balanced with ensuring the safety of the travelling public and our environmental obligations.

In light of the information from Contractors, the Group acknowledged the importance of maintaining and strengthening good communication and robust links between the area highway teams and contractors.

The Group acknowledge the challenges of balancing commitments to maintaining road safety whilst also promoting conservation goals with a limited budget and reviewed examples of current practice in other authority areas.

## 4.0 Recommendations

Task and finish group have researched the current maintenance provision for highway verges and as a result propose that the Executive Board approve the following recommendations:-

### **Recommendation One**

That the County Council's Environment Directorate should largely continue with its current provision for maintaining rural highway verges but considers adopting greater flexibility to:

- a) facilitate further environmental enhancement for biodiversity, such as late or biennial cutting of selected areas, or other appropriate management provision;
- b) consider the early cutting of minor roads in instances where the safety of main roads is not compromised.

### **Recommendation Two**

That the County Council's Environment Directorate raise public understanding of highway verges as important areas for care, maintenance and habitat by:

- a) providing a Carmarthenshire County Council guide to highlight the roles and responsibilities of the highway authority and adjacent landowners.
- b) programming targeted campaigns to discourage the littering of verges and promote public awareness of highway verges and hedges as valuable natural habitat.

### **Recommendation Three**

That the County Council seeks to safeguard the highway maintenance budget as far as possible to ensure the safety of the travelling public, reduce future liability and protect key habitats.

### **Recommendation Four**

That the County Council's Environment Directorate promotes opportunities to encourage local farmers/contractors to tender for work and engage with potential bidders to explain the tendering process.

### **Recommendation Five**

That the County Council's Environment Directorate work collaboratively with Town and Community Councils to promote a more proactive role in managing and maintaining verges, hedges and landscaped areas, equally in both urban and rural areas.



## 5.0 Bibliography / References

Reference	Link
Plantlife, The Good Verge Guide, June 2016. Page 4.	<a href="http://www.plantlife.org.uk/application/files/4614/8232/2916/Road_verge_guide_17_6.pdf">http://www.plantlife.org.uk/application/files/4614/8232/2916/Road_verge_guide_17_6.pdf</a>
Code of Practice for Highway Maintenance Management Well maintained Highways, R15.8 Nature Conservation and Biodiversity – Page 248	<a href="http://www.ukroadsliaisongroup.org/en/utilities/document-summary.cfm?docid=C7214A5B-66E1-4994-AA7FBAC360DC5CC7">http://www.ukroadsliaisongroup.org/en/utilities/document-summary.cfm?docid=C7214A5B-66E1-4994-AA7FBAC360DC5CC7</a>
WG Pollinator Action Plan (2013)	<a href="https://www.biodiversitywales.org.uk/Wales-Action-Plan-for-Pollinators">https://www.biodiversitywales.org.uk/Wales-Action-Plan-for-Pollinators</a>
Environmental Protection Act 1990	<a href="http://law.gov.wales/environment/waste/environmental-protection-act-1990?lang=en#/environment/waste/environmental-protection-act-1990?tab=overview&amp;lang=en">http://law.gov.wales/environment/waste/environmental-protection-act-1990?lang=en#/environment/waste/environmental-protection-act-1990?tab=overview&amp;lang=en</a>
Carmarthenshire County Council Well-being objectives	<a href="http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/well-being-objectives-2017-18/#.Ws4iMuaosjY">http://www.carmarthenshire.gov.wales/home/council-democracy/consultation-performance/well-being-objectives-2017-18/#.Ws4iMuaosjY</a>
County Council's Corporate Strategy 2015-2020	<a href="http://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/corporate-strategy/">http://www.carmarthenshire.gov.wales/home/council-democracy/strategies-and-plans/corporate-strategy/</a>

*(Ctrl+Click to follow the hyperlinks and read the documents)*

## 6.0 Appendices

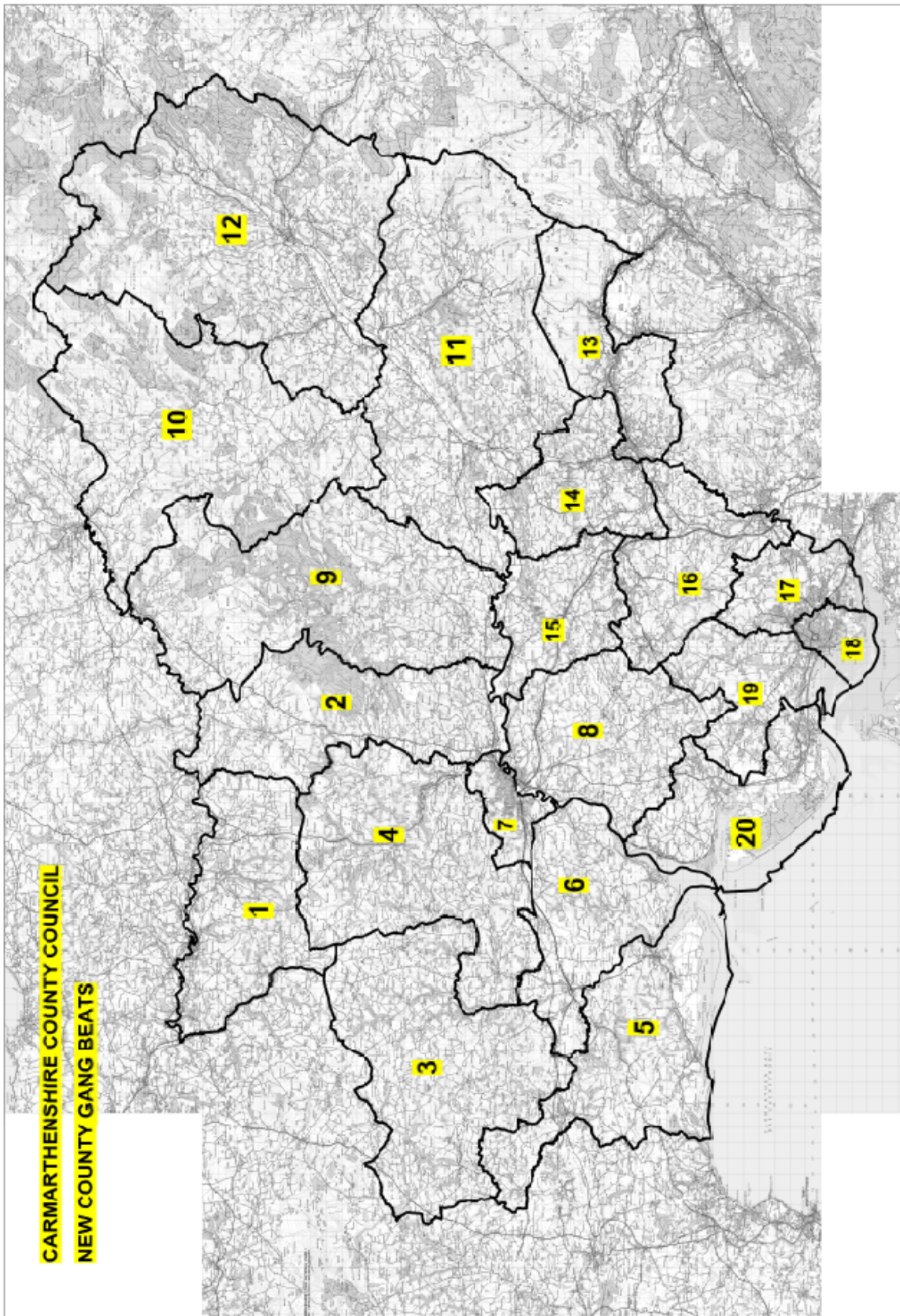
Appendix A - Task & Finish Group meetings and attendance

Appendix B - Map of the Carmarthenshire County Council County Gang Beats

## Appendix A – Task & Finish Group meetings and attendance

<b>Meeting</b>	<b>Councillors Present</b>	<b>Officers Present</b>
Tuesday, 9th January 2018 10:00am Committee Room 1 3 Spilman Street Carmarthen	Cllr. Penny Edwards Cllr. Jeanette Gilasbey Cllr. Andrew James Cllr. John James Cllr. Dorian Phillips	Richard Waters Darren King Janine Owen
Monday, 12th January 2018 11:00am Committee Room 1 3 Spilman Street Carmarthen	Cllr. Penny Edwards Cllr. Jeanette Gilasbey Cllr. Andrew James Cllr. John James Cllr. Dorian Phillips	Richard Waters Darren King Isabel Macho Rosie Carmichael Dan John Nicholas French Janine Owen
Tuesday, 6th March 2018 10:00am Committee Room 1 3 Spilman Street Carmarthen	Cllr. Penny Edwards Cllr. Jeanette Gilasbey Cllr. Andrew James Cllr. John James Cllr. Dorian Phillips	Richard Waters Darren King Janine Owen
Additional Wednesday, 18 <sup>th</sup> April 2018 12:00pm Democratic Services Committee Room County Hall, Carmarthen	Cllr. Penny Edwards Cllr. Jeanette Gilasbey Cllr. Andrew James Cllr. John James Cllr. Dorian Phillips	Janine Owen
Monday, 23 <sup>rd</sup> April 2018 10:00am Democratic Services Committee Room County Hall, Carmarthen	Cllr. Penny Edwards Cllr. Jeanette Gilasbey Cllr. Andrew James Cllr. John James Cllr. Dorian Phillips	Richard Waters Darren King Janine Owen

**Appendix B - Map of the Carmarthenshire County Council County Gang Beats**



Mae'r dudalen hon yn wag yn fwriadol

## PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD

18<sup>FED</sup> O FAI 2018

### BLAENRAGLEN WAITH

### PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD AR GYFER 2018/19

#### Ystyried y materion canlynol a chyflwyno sylwadau arnynt:

- Body Pwyllgor yn cadarnhau ei Flaenraglen Waith ar gyfer 2018/19.

#### Rhesymau:

- Mae'n ofynnol yn ôl Cyfansoddiad y Cyngor Sir bod pwyllgorau craffu'n datblygu ac yn cyhoeddi blaenraglenni gwaith blynyddol sy'n nodi'r pynciau a'r adroddiadau sydd i'w hystyried yn ystod blwyddyn y cyngor.

**Angen cyfeirio'r mater at y Bwrdd Gweithredol er mwyn gwneud penderfyniad:  
NAC OES**

**Aelod y Bwrdd Gweithredol sy'n gyfrifol am y Portffolio: DDIM YN BERTHNASOL**

<b>Y Gyfarwyddiaeth:</b> Prif Weithredwr	<b>Swyddi:</b>	<b>Rhifau Ffôn / Cyfeiriadau E-bost:</b>
<b>Enw Pennaeth y Gwasanaeth:</b> Linda Rees-Jones	Pennaeth Gweinyddiaeth a'r Gyfraith	01267 224010 <a href="mailto:lrjones@sirgar.gov.uk">lrjones@sirgar.gov.uk</a>
<b>Awdur yr adroddiad:</b> Janine Owen	Ymgynghorydd Cynorthwyol	01267 224030 <a href="mailto:JanineOwen@sirgar.gov.uk">JanineOwen@sirgar.gov.uk</a>

# EXECUTIVE SUMMARY

## ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

18<sup>TH</sup> MAY 2018

### ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

#### FORWARD WORK PROGRAMME FOR 2018/19

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

The Forward Work Programme:

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

To begin the process of formulating the forward work programme for 2018/19, Members will recall receiving an e-mail from Democratic Services on 16<sup>th</sup> April 2018 which included a basic draft Forward Work Programme for consideration. This afforded Members the opportunity to request to include any additional reports within the remit of the Environment and Public Protection Scrutiny Committee on the Forward Work Programme.

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

**DETAILED REPORT ATTACHED?**

**Draft Forward Work Programme 18/19**

## IMPLICATIONS

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

Signed:      **Linda Rees-Jones**                      **Head of Administration & Law**

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

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

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

## CONSULTATIONS

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

Signed:      **Linda Rees-Jones**                      **Head of Administration & Law**

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

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

**THESE ARE DETAILED BELOW:**

Title of Document	File Ref No. / Locations that the papers are available for public inspection
Environmental & Public Protection Scrutiny Committee Reports and Minutes	<p><b>Meetings held up to July 2015:</b>  <a href="http://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/agendas-minutes-(archive)/">http://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/agendas-minutes-(archive)/</a></p> <p><b>Meetings from September 2015 onwards:</b>  <a href="http://democracy.carmarthenshire.gov.wales/ieListMeetings.aspx?Committeeld=134">http://democracy.carmarthenshire.gov.wales/ieListMeetings.aspx?Committeeld=134</a></p>

Mae'r dudalen hon yn wag yn fwriadol



# Environmental & Public Protection Scrutiny Committee – Forward Work Plan 2018/19

18 <sup>th</sup> May 2018	21 <sup>st</sup> May Joint Committee with Social Care & Health	29 <sup>th</sup> June 2018	1 <sup>st</sup> October 2018	16 <sup>th</sup> November 2018	10 <sup>th</sup> December 2018	14 <sup>th</sup> January 2019	22 <sup>nd</sup> February 2019	18 <sup>th</sup> April 2019
E&PP Scrutiny Committee Site Visit (Presentation)	Area Planning Board's Drug & Alcohol Misuse Annual Report 2017	Trading Standards Update (Presentation)	E&PP Annual Report 2017/18	Fair and Safe Communities Annual Report 2017/18	3-year Revenue Budget Consultation	Air Quality Management Area (AQMA) Annual Update	Review of LED Conversion Project	Quarter 3 - New Corporate Strategy Performance Monitoring Report 2018/19
		Well-being Objectives Annual Report 2017/18			5-year Capital Budget Consultation			
E&PP Scrutiny Committee Task and Finish Report 2017/18	Substance Misuse Service Annual Report 2016/17	Service Delivery Plan – Environmental Protection Services	Draft Gambling Policy	Environmental Health And Licensing Services Annual Report 2016/17	Environment Departmental Business Plan 2019/20 – 2022	E&PP Scrutiny Committee - Actions Update	Highway Footway and Road Safety Investment Programme Update	End of Year Compliments & Complaints Report
E&PP Forward Work Programme 2018/19		Compliments & Complaints Annual Report 2017/18	Quarter 1 New Corporate Strategy Performance Monitoring Report 2018/19	Budget Monitoring 2018/19	Communities Departmental Business Plan 2019/20 – 2022	Budget Monitoring 2018/19	Budget Monitoring 2018/19	E&PP Scrutiny Committee - Actions Update
		Carmarthenshire Cycling Strategy						
Tudalen 41		Environment Act Action Plan Update	Budget Monitoring 2018/19		Chief Executives Departmental Business Plan 2019/20 – 2022			Budget Monitoring 2018/19
		Budget Monitoring 2017/18						

**ITEMS FOR JOINT MEETINGS IN 2018/19:**

- APB Drug & Alcohol Misuse Strategy Annual Report 2018 (E&PP and Social Care and Health) – 21<sup>st</sup> May 2018
- Substance Misuse Service Annual Report 2017-18 (E&PP and Social Care and Health) - 21<sup>st</sup> May 2018

**DEVELOPMENT SESSIONS:**

Illegal Money Lending Unit – Presentation - TBC

Meet Council Enforcement Officers –  
to be combined with a Committee litter picking event

**SITE VISITS:**

- To be confirmed by Members

**TASK & FINISH REVIEW:**

- Final Task and Finish report – 18<sup>th</sup> May 2018

**ITEMS FOR CONSIDERATION**

Enforcement Policy –  
due to the cross-cutting issues relating to a number of Scrutiny Committees this report will be considered by the Policy and Resources Committee.

# ENVIRONMENTAL AND PUBLIC PROTECTION SCRUTINY COMMITTEE

## 18<sup>TH</sup> MAY 2018

### Explanation for non-submission of scrutiny report

ITEM	RESPONSIBLE OFFICER	EXPLANATION	REVISED SUBMISSION DATE
<b>WLGA Trading Standards Update</b>	Roger Edmunds	Both the WLGA Officer and Manager responsible for Trading Standards are unable to attend on the 18 <sup>th</sup> and send apologies.	29 <sup>th</sup> June 2018
<b>Compliments and Complaints Annual Report 17/18</b>	Wendy Walters	Information currently being collated. Report will be ready to present to the next Scrutiny Meeting	29 <sup>th</sup> June 2018

Mae'r dudalen hon yn wag yn fwriadol

## ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE

**18<sup>TH</sup> MAY 2018**

### FORTHCOMING ITEMS FOR NEXT MEETING 29<sup>TH</sup> JUNE 2018

Discussion Topic	Background
<p>Trading Standards Update</p> <p>(Re-arranged due to the cancellation of the meeting on 2<sup>nd</sup> March 2018 and deferred from the 18<sup>th</sup> May 2018 Committee meeting)</p>	<p>A report to provide members with an update on the current position and the future services of Trading Standards.</p> <p>A representative from WLGA will be in attendance to provide the Committee with an overview on the Trading Standards regulatory work.</p>
<p>Service Delivery Plan – Environmental Protection Services 2018/19</p>	<p>The Plan will provide the Committee with an outline of the Council’s service aims and objectives and includes the scope and demands of the Environmental Protection Services. The annual plan is in accordance with the requirements by the Food Standards Agency and the Health and Safety Executive.</p>
<p>Annual Report Well-being Objectives 2017/18</p>	<p>This report will provide members with details of the Council’s performance for 2017/18</p>
<p>Compliments &amp; Complaints Annual Report 2017/18</p>	<p>This report will provide the Committee an opportunity to scrutinise the complaints and compliments received for the 2017/18 financial year.</p>
<p>Environment Act Action Plan Update</p>	<p>This report will provide an update on the Environment Act Action Plan.</p>
<p>Carmarthenshire Cycling Strategy</p>	<p>The Carmarthenshire Cycling Strategy presents a vision designed to make Carmarthenshire ‘The Cycling Hub of Wales’. This Strategy plays a key role in supporting the delivery of not only Active Travel but of all aspects of cycling across the County.</p>
<p>Budget Monitoring 2017/18</p>	<p>This item enables members to undertake their monitoring role of the Environment Department, Public Protection Services and Community Safety Team’s revenue and capital budgets.</p>

Mae'r dudalen hon yn wag yn fwriadol