

Pecyn Dogfennau



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

DYDD IAU, 18 CHWEFROR 2016

**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, 3 HEOL
SPILMAN, CAERFYRDDIN AM 10.00 AM AR DYDD GWENER,
26AIN CHWEFROR, 2016, ER MWYN CYFLAWNI'R MATERION A
AMLINELLIR AR YR AGENDA ATODEDIG.

Mark James

PRIF WEITHREDWR



AILGYLCHWCH OS GWELWCH YN DDA

Swyddog Democrataidd:	Matthew Hughes
Ffôn (Llinell Uniongyrchol):	01267 224029
Ffacs:	01267 224911
E-bost:	mahughes@sirgar.gov.uk
Cyf:	AD016-001

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

GRŴP PLAID CYMRU – 5 AELOD

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

GRŴP ANNIBYNNOL – 4 AELOD

- | | | |
|----|------------|-----------------------------|
| 1. | Cynghorydd | D.B. Davies |
| 2. | Cynghorydd | J.A. Davies |
| 3. | Cynghorydd | I.J. Jackson (Is-Gadeirydd) |
| 4. | Cynghorydd | A. James |

GRŴP LLAFUR – 4 AELOD

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

HEB GYSYLLTIAD PLEIDIOL – 1 AELOD

- | | | |
|----|------------|--------------|
| 1. | Cynghorydd | J.P. Jenkins |
|----|------------|--------------|

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. EITEMAU AR GYFER Y DYFODOL 5 - 8
6. ADRODDIAD MONITRO CYLLIDEB CYFALAF A REFENIW 2015/16 9 - 22
7. EGLURHAD AM BEIDIO Â CHYFLWYNO ADRODDIAD CRAFFU 23 - 24
8. DIWEDDARAF AM WEITHREDIADAU AC ATGYFEIRIADAU'R PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD 25 - 32
9. LLOFNODI FEL COFNOD CYWIR COFNODION Y CYFARFOD A GYNHALIWYD AR Y 11EG O IONAWR 2016 33 - 40

Mae'r dudalen hon yn wag yn fwriadol

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE 26th FEBRUARY 2016

Forthcoming items for next meeting – Friday 15th April 2016

Discussion Topic	Background
Local Air Quality Management proposal for Carmarthen – Post Consultation	This item will provide the Committee with an opportunity to consider the findings of the consultation undertaken in relation to the proposal to introduce an Air Quality Management Area in Carmarthen. The original proposal to consult was endorsed by the Committee at its meeting in April 2015.
Local Air Quality Management proposal for Llanelli – Post Consultation	This item will provide the Committee with an opportunity to consider the findings of the consultation undertaken in relation to the proposal to introduce an Air Quality Management Area in Llanelli. The original proposal to consult was endorsed by the Committee at its meeting in April 2015.
Road Safety Strategy	This report will provide the Committee with an update on the current investment programme in relation to road safety and progress against improvement objectives within the strategy.

Discussion Topic	Background
Environmental & Public Protection Task and Finish Group Final Report – Car Parking Charges	The Task & Finish Group’s final report will outline its findings and recommendations following its review of car parking charges.

Environmental & Public Protection Scrutiny Committee – Forward Work Programme 2015/16

15 May 15	08 June 15	26 June 15	18 Sept 15	12 Nov 15	11 Dec 15	11 Jan 16	26 Feb 16	15 April 16
Stray Horses Update	Anti-Social Behaviour, Crime and Policing Act 2014 (Post-Consultation)	APB Drug & Alcohol Misuse Strategy Annual Report 2014/15	School Transport Policy (<i>Jointly with E&C</i>)	Half-Yearly Performance Monitoring Report 2015/16	3-year Revenue Budget Consultation	Highways Review	Budget Monitoring 2015/16	Local Air Quality Management Carmarthen – Post Consultation
Financial Literacy Project Update	Draft CCC Improvement Plan 15/16 and Annual Report 14/15	T&F Monitoring – Substance Misuse Services	Community Safety Partnership Annual Report 2014/15	Budget Monitoring 2015/16	5-year Capital Budget Consultation	Biodiversity / Conservation Annual Update	Actions & Referrals Update	Local Air Quality Management Llanelli – Post Consultation
E&PP Forward Work Programme 2015/16	Waste Strategy	EoY Performance Monitoring Report 2014/15	EBMs Substance Misuse Visit Update	Referral from P&R	Review of Licensing & Environmental Health Charges			T&F Group Final Report – Car Parking Charges
E&PP Annual Report 2014/15		EoY Budget Monitoring 2014/15	Budget Monitoring 2015/16	Actions & Referrals Update	Review of Licensing Policy			Road Safety Strategy
		Actions & Referrals Update			Review of Gambling Policy			
					T&F Planning and Scoping Document			

Mae'r dudalen hon yn wag yn fwriadol

**PWYLLGOR CRAFFU DIOGELU'R CYHOEDD
A'R AMGYLCHEDD
26^{ain} O CHWEFROR 2016**

**Adroddiad Monitro Cyllideb
Cyfalaf a Refeniw 2015/16**

Ystyried y materion canlynol a chyflwyno sylwadau arnynt:

- Bod y pwyllgor craffu yn derbyn yr adroddiad monitro'r gyllideb ar gyfer Adran yr Amgylchedd, Gwasanaethau Diogelu'r Cyhoedd a'r Gwasanaeth Diogelwch Cymunedol (a leolir o fewn Adran y Prif Weithredwr), ac yn ystyried y sefyllfa cyllidebol.

Rhesymau:

- I ddatgan sefyllfa bresennol y gyllideb i'r Pwyllgor ar y 31ain o Ragfyr 2015, ynghylch blwyddyn ariannol 2015/16.

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

Aelodau'r Bwrdd Gweithredol sy'n gyfrifol am y Portffolio:

- Cyng. Hazel Evans (Gwasanaethau Technegol)
- Cyng. David Jenkins (Adnoddau)
- Cyng. Jim Jones (Diogelu'r Cyhoedd a'r Amgylchedd)
- Cyng. Pam Palmer (Diogelwch Cymunedol. Cyfiawnder Cymdeithasol / Trosedd ac Anhrefn)

<p>Y Gyfarwyddiaeth: Gwasanaethau Corfforaethol</p> <p>Enw Pennaeth y Gwasanaeth: Owen Bowen</p> <p>Awdur yr adroddiad: Owen Bowen</p>	<p>Swydd:</p> <p>Pennaeth Dros-Dro Gwasanaethau Cyllidol</p>	<p>Rhif Ffôn / Cyfeiriad E-bost:</p> <p>01267 224886 obowen@sirgar.gov.uk</p>
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EXECUTIVE SUMMARY

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE 26th FEBRUARY 2016

Revenue & Capital Budget Monitoring Report 2015/16

The monitoring exercise for the period to the 31st December 2015 is attached and indicates that:

Revenue Budgets

Environment Service (Appendix A)

The Environment Service is showing an anticipated overspend of £225k at year end.

The Policy & Development Division is anticipating a £69k overspend mainly due to £36k severance efficiencies not being delivered.

The Street-Scene Division is expecting an underspend of £2k at year end.

The Transport & Engineering Division is showing a net underspend of £64k for the year. Civil Design is showing an overspend of £31k due to under recovery of income as a result of a vacant post and the Park and Ride service is estimated to be overspent by £43k following a policy decision to remove funding. Public Transport is anticipating a £57k underspend following service adjustments to manage budget pressures elsewhere within the division. There is also expected to be a £66k underspend in Car Parks as a result of an increase in income banked.

The Property Services Division has an overall anticipated overspend of £223k. Building Maintenance is expecting to be £212k overspent due to not achievement of their income target as a result of a reduction in the Carmarthenshire Housing Standard related work. Repairs and maintenance of Parks and public conveniences are overspent by £30k as asset transfers have not as yet taken place and pumping stations (£25k) and PAT testing (£19k) are overspent as there is no budget for these functions. Building Cleaning are anticipating an overspend of £41k due to an increase in overtime and superannuation costs. This is offset by a £112k underspend in the Grounds Maintenance section due to ongoing efficiency savings.

Public Protection (Appendix B)

The Public Protection Service is projecting an underspend of £38k, mainly due to staff vacancies.

Community Safety (Appendix C) – The Community Safety Service within the Chief Executive’s Department is projecting a net underspend at year end of £11k.

Capital Budgets

Environment (Appendix D) – A variance of -£36k on bridge strengthening owing mainly to lower than anticipated costs on Ammanford College Bridge.

DETAILED REPORT ATTACHED?	YES – <i>A list of the main variances is attached to this report</i>
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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
NONE	NONE	YES	NONE	NONE	NONE	NONE

3. Finance

Revenue – The Environment Service shows an overspend at year end of £225k which will be offset in part by underspends in other services within the Environment Department and a transfer of £113k from departmental reserves. Public Protection is showing a variance of -£38k and Community Safety -£11k against their 2015/16 approved budgets.

Capital – The budget for 2015/16 is on schedule except for a small variance of -£36k on bridge strengthening.

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 – 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
2015/16 Budget	Corporate Services Department, County Hall, Carmarthen

Environmental & Public Protection Scrutiny Report - Environment Service (Environment Department)

Appendix A

Revenue Budget Monitoring 2015-16 as at 31st December 2015

Forecasted for year to 31st March 2016

Service	Working Budget				Forecasted				Variance For Year £'000	Note
	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Policy & Development										
Emergency Planning	70	0	39	110	114	0	39	154	44	1
Departmental - Core	179	0	-179	0	195	0	-179	17	17	
Departmental - Policy	669	0	-669	0	716	-38	-669	8	8	
Rechargeable Works	0	0	0	0	15	-15	0	-0	-0	
Policy & Development Total	919	0	-809	110	1,040	-53	-809	178	69	
Street Scene										
Streetscene Core	983	-38	-945	0	1,011	-44	-945	22	22	2
Landfill sites	7	0	0	7	7	0	0	7	0	
Capital Charges	0	0	4,686	4,686	0	0	4,686	4,686	0	
Highway Lighting	2,933	-1,513	171	1,591	2,500	-1,084	171	1,587	-4	
Flood Defence & Land Drainage	325	0	249	574	325	-2	249	573	-2	
Single Revenue grant - Flood Defence/Resilience	0	0	0	0	50	-50	0	0	0	
Bridge Maintenance	700	0	72	772	708	-8	72	772	-0	
Remedial Earthworks	290	0	5	295	295	-5	5	295	-0	
Street Works and Road Adoptions	396	-334	123	185	394	-358	123	159	-26	3
Technical Surveys	302	0	81	383	294	0	81	375	-8	
Highway Maintenance	14,241	-7,161	1,437	8,517	13,940	-6,860	1,437	8,517	0	
Western Area Works Partnership	4,218	-4,218	11	11	4,218	-4,230	11	-1	-12	
Environmental Enforcement	560	-24	105	641	556	-21	105	640	-0	
Ammanford Cemetery	29	-7	28	49	29	-14	28	43	-7	
Public Conveniences	506	-23	136	618	546	-24	136	658	40	4
Bus Shelters	0	0	0	0	2	-0	0	2	2	
Cleansing Service	1,875	-56	229	2,049	1,951	-59	229	2,121	72	5
Waste Services	14,109	-4,699	1,102	10,512	14,142	-4,786	1,102	10,458	-54	6
Tidy Towns Projects	30	-30	0	0	30	-30	0	-0	-0	3
Public Rights of Way	232	-11	15	236	226	-11	15	230	-7	
Closed Landfill Sites Nantycaws	138	0	1	138	119	0	1	120	-19	
Closed Landfill Sites Wernddu	84	0	0	84	84	0	0	84	-0	
Coastal Protection	68	0	32	99	68	0	32	99	0	
Street Scene Total	42,025	-18,114	7,538	31,449	41,495	-17,587	7,538	31,447	-2	

Environmental & Public Protection Scrutiny Report - Environment Service (Environment Department)

Appendix A

Revenue Budget Monitoring 2015-16 as at 31st December 2015

Forecasted for year to 31st March 2016

Service	Working Budget				Forecasted				Variance For Year £'000	Note
	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Transport										
Departmental - Transport	232	0	-230	2	232	0	-230	2	-0	
Departmental Pooled Vehicles	0	0	0	0	24	-24	0	0	0	
Engineering Sub-Contractors	0	0	0	0	15	-15	0	0	0	
Sec 278 HT Agreements	0	0	0	0	36	-36	0	0	0	
Civil Design	858	-1,286	170	-259	824	-1,221	170	-227	31	7
Transport Strategic Planning	308	-88	345	566	376	-161	345	560	-6	
Fleet Management	6,459	-7,725	756	-510	5,513	-6,781	756	-511	-2	
Bus Stations	46	0	6	52	48	-7	5	45	-7	8
Passenger Transport Unit Departmental Account	384	-44	-340	0	291	-39	-252	0	0	8
Public Transport Support	901	-179	119	841	1,087	-351	103	839	-2	8
Community Transport	199	-85	61	174	211	-110	49	150	-24	8
Concessionary Fares Grant	2,133	-1,603	45	574	2,418	-1,909	40	549	-25	8
Local Transport Services Grant	601	-601	28	28	632	-631	28	30	1	8
Transport to Primary Schools	570	0	22	592	674	0	18	692	100	
Transport to Colleges	1,329	-708	56	676	1,304	-686	51	669	-7	
Transport to Community Schools	125	0	4	129	128	0	3	131	2	
Transport to Secondary Schools	4,500	-105	219	4,614	4,392	-25	188	4,556	-58	
Transport to Special Schools	2,211	-226	72	2,056	2,191	-242	59	2,009	-48	
Passenger Assistants	948	-51	69	966	1,021	-122	68	967	1	
Traffic Management	433	-50	89	472	451	-69	89	472	0	
Car Parks	1,622	-3,137	307	-1,208	1,519	-3,100	307	-1,275	-66	9
Nant y Ci Park & Ride	2	0	0	2	70	-25	0	46	43	10
Regional Transport Consortia Grant	139	-138	9	10	140	-138	9	10	0	
Road Safety	131	0	65	196	171	-40	65	196	0	
School Crossing Patrols	222	0	37	259	222	0	37	259	-0	
Bwcabus	646	-645	0	0	643	-642	0	1	1	
Transport Total	24,999	-16,674	1,908	10,234	24,634	-16,373	1,908	10,169	-64	

Environmental & Public Protection Scrutiny Report - Environment Service (Environment Department)

Appendix A

Revenue Budget Monitoring 2015-16 as at 31st December 2015

Forecasted for year to 31st March 2016

Service	Working Budget				Forecasted				Variance For Year £'000	Note
	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Property Services										
Renewable Energy Fund	0	0	0	0	55	-55	0	-0	-0	
Building Mtce	22,381	-25,666	1,828	-1,457	25,108	-28,181	1,828	-1,245	212	11
Home Exchange	306	-306	0	0	303	-303	0	-0	-0	
Operational	2,272	-1,244	-1,170	-142	1,860	-835	-1,170	-145	-3	
Pat Testing	0	0	0	0	19	0	0	19	19	
Parks & PC Landlord	63	0	0	63	92	0	0	92	30	12
Corporate Property	2,271	0	-1,304	966	2,271	0	-1,304	966	-0	
BSS Works	0	0	0	0	356	-356	0	0	0	
Trostre Depot a/c	92	-62	3	33	54	-27	3	29	-4	
Pumping Stations	37	0	0	37	62	0	0	62	25	13
Design	1,401	-1,272	-115	14	1,554	-1,425	-115	14	0	
Grounds Maintenance Service	4,779	-3,410	188	1,557	4,455	-3,199	188	1,445	-112	14
Parks Service	245	-197	424	472	182	-120	424	486	14	
Building Cleaning	3,183	-3,343	329	168	3,241	-3,360	329	210	41	15
Property Services Total	37,029	-35,501	182	1,711	39,612	-37,861	182	1,933	223	
Environment Service Total	104,972	-70,289	8,820	43,503	106,781	-71,874	8,820	43,728	225	

Environmental & Public Protection Scrutiny Report - Environment Service (Environment Department)

Appendix A

Revenue Budget Monitoring 2015-16 as at 31st December 2015

Main Variance Summary		£'000
1	Policy & Development - Emergency Planning - Severance not delivered £36k, estimated overspend on out of hours service £5k and £3k on other miscellaneous costs	44
2	Street Scene - Streetscene Core - £78k severances not fully delivered	22
3	Street Works and Road Adoptions - Unpredictable income from developers more than expected also legal works being undertaken within section	-26
4	Street Scene - Public Conveniences - PC's - Full savings not yet realised currently in year 2 of 3 year programme	40
5	Street Scene - Cleansing Service - Due to service demands current year efficiencies cannot be met	72
6	Street Scene - Waste Services - On going review of waste strategy has produced savings	-54
7	Transport - Civil Design - Under recovery of income due to vacant Technician post, recruitment is underway	31
8	Bus Stations/Community Transport/Concessionary Fares Grant - Service adjustments undertaken to manage budget pressures	-57
9	Car Parks - No commitment included for the £109k increased income target for 20p price increase on all tariffs and the introduction of evening charges - implementation date awaited	-66
10	Nant y Ci Park & Ride - Members decision to withdraw the service/funding in 12/13 - The modified service is currently being trialled with the LHB to generate additional revenue to cover the shortfall	43
11	Property Services - Building Maintenance - Unachievable income target not met due to reduction in Carmarthenshire Homes Standard works	212
12	Property Services - Parks & PC Landlord - Asset transfer not undertaken - budget removed in 11/12 efficiencies	30
13	Property Services - Pumping Stations - No R&M budget for Pumping stations	25
14	Property Services - Grounds Maintenance Service - Effect of ongoing efficiency savings within the grounds maintenance service	-112
15	Property Services - Building Cleaning - Pressure due to increase in relief and overtime payments £16k; Superannuation costs £23k; Other £2k; with no corresponding budget or increased income achievable as SLA's agreed at start of the year	41
	Other	-20
Forecasted end of year variance:		225
Environment Services - Net Variance		225

Revenue Budget Monitoring 2015-16 as at 31st December 2015

Forecasted for year to 31 March 2016

Service	Working Budget				Forecasted				Variance For Year £'000	Note
	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Public Protection										
PP Management support	131	-70	120	181	128	-77	120	171	-10	
PP Business Support unit	197	0	49	246	167	0	49	215	-31	1
Public Health	266	-11	43	298	267	-5	43	306	8	
Noise Control	149	0	12	161	146	-0	12	158	-3	
Air Pollution	96	-42	14	68	85	-25	14	74	6	
Other Pollution	39	0	16	55	38	0	16	53	-2	
Water - Drinking Quality	40	-4	4	40	41	-3	4	43	2	
Dog Wardens	91	-11	21	101	85	-7	21	100	-1	
Public Health Services Management	100	-45	93	148	92	-45	93	140	-8	
Licensing	374	-341	72	105	353	-299	72	126	21	2
Food Safety & Communicable Diseases	335	0	27	362	326	-7	27	346	-17	3
Occupational Health	124	0	14	138	120	0	14	134	-4	
Stray Horses	6	0	0	6	2	-1	0	2	-4	
Animal Welfare	69	-23	5	50	62	-23	5	43	-7	
Diseases Of Animals	78	-2	8	83	78	-2	8	83	-0	
Animal Licence Movement Scheme	153	-67	27	113	132	-67	27	92	-22	4
Welfare Rights & Citizen'S Advice	148	0	1	149	148	0	1	149	0	
Trading Standards Services Management	124	-81	110	153	117	-38	110	188	35	5
Metrology	114	-13	11	112	110	-5	11	115	3	
Food & Agricultural Standards & Licensing	115	-30	8	92	112	-38	8	81	-11	
Civil Law	208	-4	15	219	207	0	15	222	3	
Fair Trading	129	-13	9	125	124	-12	9	121	-4	
Safety	64	-18	8	54	65	-13	8	60	6	
Public Protection Total	3,151	-776	686	3,061	3,004	-667	686	3,023	-38	

Revenue Budget Monitoring 2015-16 as at 31st December 2015

Main Variance Summary		£'000
1	Public Protection - PP Business Support unit - Underspend in salary costs due to vacant posts offset by agency staff costs	-31
2	Public Protection - Licencing - General savings on expenditure offset by an underachievement of licence fee income	21
3	Underspend in salary costs due to maternity and general savings contributing towards the overspend in Public Health and the underachievement of licence fee income	-17
4	Public Protection - Animal Licence Movement Scheme - Vacant post for the first 7 months of 15/16	-22
5	Public Protection - Trading Standards Services Management - Underachievement of fee income anticipated.	35
	Other	-24
Forecasted end of year variance:		-38
Public Protection - Net Variance		-38

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Revenue Budget Monitoring 2015-16 as at 31st December 2015

Forecasted for year to 31 March 2015

Service	Working Budget				Forecasted				Variance For Year	Note
	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net	Controllable Expenditure	Controllable Income	Net Non-Controllable	Total Net		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Chief Executive										
Community Safety Fund	48	-48	74	74	0	-19	74	55	-19	1
CCTV Operators	32	0	23	55	49	0	23	72	17	2
Community Safety-Revenue	29	0	0	29	55	-36	0	20	-9	
Chief Executive Total	107	-48	97	158	104	-55	97	147	-11	

Main Variance Summary		£'000
1	Community Safety Fund - reduction in expenditure to meet overspends elsewhere in the department	-19
2	CCTV Operators - staff costs	17
	Other	-9
Forecasted end of year variance:		-11
Chief Executive's - Net Variance		-11

Mae'r dudalen hon yn wag yn fwriadol

Environment & Public Protection

Capital Budget Monitoring - Scrutiny Report for December 2015

Appendix D

			Working Budget			Forecasted		
Net Exp to December 2015 £'000	Scheme	Target Date for Completion	Expenditure £'000	Income £'000	Net £'000	Expenditure £'000	Income £'000	Net £'000
263	Coastal Protection Works	Ongoing	458	0	458	458	0	458
0	Fleet Replacement	Ongoing	97	0	97	97	0	97
0	Technical	Ongoing	100	0	100	100	0	100
207	Bridge Strengthening & Replacement	Ongoing	250	0	250	214	0	214
79	Road Safety Improvement Schemes	Ongoing	447	0	447	447	0	447
177	Street Scene Infrastructure	Ongoing	609	0	609	609	0	609
20	TG & Regional Transport Plan Grant Projects	Mar-16	174	-166	8	174	-166	8
79	Public Lighting Works	Ongoing	85	0	85	85	0	85
86	RTC Grant - Road Safety Projects	Mar-16	441	-439	2	441	-439	2
19	B4300 Cystanog Bends Capel Dewi - Highway Support Wall	Mar-16	21	0	21	21	0	21
206	Highway Improvements - Bridges	Ongoing	225	0	225	225	0	225
38	Safety Improvements / Functionality	Sep-16	184	0	184	184	0	184
440	Trebeddrod Reservoir, Furnace, Llanelli	Apr-16	758	0	758	758	0	758
683	Local Transport Plan Grant Projects	Ongoing	1,926	-1,800	126	1,926	-1,800	126
463	Carmarthen Western Link Road	Ongoing	1,672	-1,672	0	1,916	-1,916	0
2,760	NET BUDGET		7,447	-4,077	3,370	7,655	-4,321	3,334

Variance for Year	Comment
0	
0	
0	
-36	Construction costs for Ammanford College Bridge were lower than anticipated. The underspend will be slipped to 2016-17.
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	
-36	

Tudalen 21

Mae'r dudalen hon yn wag yn fwriadol

**ENVIRONMENTAL & PUBLIC PROTECTION
SCRUTINY COMMITTEE
26th FEBRUARY 2016**

**Explanation for non-submission
of scrutiny report**

Item: Impact of Local Authority Trading Standards in Challenging Times – Department for Business, Innovation & Skills

Responsible Officer(s): Roger Edmunds (Trading Standards Services Manager)

Explanation: The trading standards regulatory and structural landscape for local authorities is changing, both in Wales and across the UK.

A UK Regulatory Services Conference is being held in February 2016 where it is expected that a number of key issues such as regionalisation and shared services will be discussed. The result of the impending Welsh Government elections in May will also undoubtedly have a bearing on the future direction of services (e.g. regionalisation).

Due to these on-going changes, it is proposed that a comprehensive report on the future of Trading Standards, be included in the Committee's new work programme for 2016/17.

Revised Submission Date: June / September 2016 (TBC)

Mae'r dudalen hon yn wag yn fwriadol

PWYLLGOR CRAFFU DIOGELU'R CYHOEDD A'R AMGYLCHEDD 26^{ain} O CHWEFROR 2016

Diweddaraf am Weithrediadau ac Atgyfeiriadau'r Pwyllgor Craffu Diogelu'r Cyhoedd a'r Amgylchedd

Ystyried y materion canlynol a chyflwyno sylwadau arnynt:

- Hoelio sylw ar y cynnydd sy'n cael ei wneud mewn perthynas â'r camau, y ceisiadau neu'r atgyfeiriadau a gofnodwyd yng nghyfarfodydd blaenorol y Pwyllgor.

Rhesymau:

- Er mwyn i'r aelodau gyflawni eu dyletswyddau craffu mewn perthynas â monitro perfformiad.

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*

Y Gyfarwyddiaeth: Prif Weithredwr Enw Pennaeth y Gwasanaeth: Linda Rees-Jones Awdur yr adroddiad: Matthew Hughes	Swyddi: Pennaeth Gweinyddiaeth a'r Gyfraith Ymgynghorydd Cynorthwyol	Rhifau Ffôn / Cyfeiriadau E-bost: 01267 224010 lrjones@sirgar.gov.uk 01267 224029 mahughes@sirgar.gov.uk
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EXECUTIVE SUMMARY

ENVIRONMENTAL & PUBLIC PROTECTION SCRUTINY COMMITTEE 26th FEBRUARY 2016

Environmental & Public Protection Scrutiny Committee Actions and Referrals Update

During the course of a municipal year, several requests for additional information are made by the Committee in order to assist it in discharging its scrutiny role.

The attached report provides members of the Committee with an update on the progress made in relation to these requests.

DETAILED REPORT ATTACHED?	YES
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IMPLICATIONS

<p>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.</p> <p>Signed: Linda Rees-Jones Head of Administration & Law</p>						
Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	NONE	NONE	NONE	NONE	NONE	NONE

CONSULTATIONS

<p>I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below:</p> <p>Signed: Linda Rees-Jones Head of Administration & Law</p>	
<p>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</p>	
<p>Section 100D Local Government Act, 1972 – Access to Information List of Background Papers used in the preparation of this report:</p> <p>THESE ARE DETAILED BELOW:</p>	
Title of Document	File Ref No. / Locations that the papers are available for public inspection
Environmental & Public Protection Scrutiny Committee Reports and Minutes	<p>Meetings held up to July 2015: http://www.carmarthenshire.gov.wales/home/council-democracy/committees-meetings/agendas-minutes-(archive)/</p> <p>Meetings from September 2015 onwards: http://democracy.carmarthenshire.gov.wales/ie/ListMeetings.aspx?Committeed=134</p>

Mae'r dudalen hon yn wag yn fwriadol

Pwyllgor Craffu DCA - Diweddraf am Weithrediadau ac Atgyfeiriadau
EPP Scrutiny Committee - Actions and Referrals Update

Meeting Date	Minuted Action / Referral / Request	Progress Update	Officer	Target / Completion Date	Completed / On-going
18th September 2015 (Joint meeting with E&C Scrutiny Committee)	Sustaining Post-Sixteen College/School Transport - Unanimously resolved that the Executive Board ask the other Welsh local authorities for full details of how they implemented charges for post-sixteen transport and seek clarification as to whether these had affected post-sixteen education in the long term.	At its meeting on the 30th November 2015, the Executive Board unanimously resolved that the referral from the Joint Scrutiny Committee meeting be acted upon, and that the other Welsh local authorities be asked for statistics for a period of more than one year together with information on the level of charges, and how they were implemented i.e. on a term by term basis or one off annual payment. At its meeting on the 1st February 2016, the Executive Board proposed that the introduction of a charge for home to school transport be deferred for 2 years.	Eifion Bowen / Steve Pilliner / Jackie Edwards / Gaynor Morgan	1st February 2016	Completed
18th September 2015	Substance Misuse Services Visits Update - Resolved that the Chair of the Task & Finish Group (during the Substance Misuse Review) accompanies the Executive Board Members on future visits.	The committee's request has been noted and Cllr. Jackson will be invited to attend future visits.	Kate Thomas / Cllr. Ivor Jackson	18th September 2015	Completed
12th November 2015	Half-Yearly Performance Management Report - 1st April to 30th September 2015 - Unanimously resolved that the Executive Board Member (Environmental & Public Protection) be asked to lobby the Welsh Government to allocate (in conjunction with the relevant agencies), additional resources to enable increased monitoring of the Carmarthen Bay area in order to prevent shellfish poaching.	This matter is being continually discussed with neighbouring local authorities and other relevant agencies which are part of the Local Shellfish Liaison Action Group. The Group also includes officers from the Welsh Government.	Cllr. Jim Jones / Sue Watts	26th February 2016	Completed
11th December 2015	Revenue Budget Strategy Consultation 2016/17 to 2018/19 - Resolved that the report be received.	At its meeting on the 1st February 2016, the Executive Board proposed that for the Environment Department, (i) the reduction in the Flood Defence, Land Drainage and Coastal Protection budget is withdrawn for the 3 years, total value of £118k; (ii) the reduction in Highways Infrastructure maintenance budget is removed for year 1, total value of £512k; and (iii) the reduction in the Cleansing services and Environment Enforcement budget is removed for each of the 3 years, total value of £252k.	Owen Bowen / Chris Moore	1st February 2016	Completed

**Pwyllgor Craffu DCA - Diweddaraf am Weithrediadau ac Atgyfeiriadau
EPP Scrutiny Committee - Actions and Referrals Update**

	Review of locally set fees in the Environmental Health and Licensing Section - Resolved to recommend to Executive Board that the proposed hackney carriage and private hire fees in Appendix 1 be advertised for a period of 28 days as required by the Local Government (Miscellaneous Provisions) Act 1976 for persons to submit objections. Where there are no objections, the fees shall be implemented from the 1st April 2016.	At its meeting on the 9th February 2016, County Council resolved to approve the amended Statement of Licensing Policy and that the existing Cumulative Impact Policy be retained for Station Road Llanelli as detailed in section 10 of the policy.	Cllr. Jim Jones / Sue Watts	9th February 2016	Completed
	Resolved to recommend to Executive Board that the remainder of the fees in Appendix 1 be advertised for a period of 28 days and that the reviewed fees be implemented from the 1st April 2016.	County Council also approved the proposal that further evidence be gathered in relation to the possible adoption of a Cumulative Impact Policy for Lammas Street, Carmarthen as a result of responses to the consultation exercise.	Cllr. Jim Jones / Sue Watts	9th February 2016	Completed
	Review of Gambling Policy - Resolved to recommend to Executive Board that the amended Gambling Policy be approved.	At its meeting on the 9th February 2016, County Council resolved to approve the amended Gambling Policy, taking into account the Gambling Commission's updated guidance.	Cllr. Jim Jones / Sue Watts	9th February 2016	Completed
	Review of Statement of Licensing Policy (Licensing Act 2003) - Resolved that the amended Statement of Licensing Policy be approved for consideration by the Executive Board.	At its meeting on the 9th February 2016, County Council resolved to approve amended Statement of Licensing Policy.	Cllr. Jim Jones / Sue Watts	9th February 2016	Completed
	Resolved that the existing Cumulative Impact Policy be retained for Station Road Llanelli as detailed in Section 10 of the attached policy.	<i>As above</i>			
	Resolved that further evidence be gathered in relation to the possible adoption of a Cumulative Impact Policy for Lammas Street, Carmarthen as a result of responses to the consultation exercise.	<i>As above</i>			

Pwyllgor Craffu DCA - Diweddaraf am Weithrediadau ac Atgyfeiriadau
EPP Scrutiny Committee - Actions and Referrals Update

11th January 2016	Forthcoming Items - Unanimously resolved that a date for the submission of a report to the Committee or a development session for elected members in relation to corporate manslaughter, be confirmed by the date of the next meeting.	The Committee's previous request for a development session was already included in the Member Development Strategy. During the past months a new in-house training programme on 'Effective Leadership in Health & Safety' for officers has been finalised and this includes presenting a broader overview of the roles and responsibilities that frame the context for the Corporate Manslaughter and Corporate Homicide Act 2007. This training session is currently being adapted for elected members and officers are in the process of clarifying the arrangements for the roll out of a session for county councillors.	Marie Edwards / Eddie Cummings	26th February 2016	On-going
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Mae'r dudalen hon yn wag yn fwriadol

**ENVIRONMENTAL & PUBLIC PROTECTION
SCRUTINY COMMITTEE
11th JANUARY 2016**

DS: Nid yw'r fersiwn Cymraeg ar gael ar hyn o bryd

Present: Councillor A.P. Cooper (Chair)

Councillors: A. Davies, D.C. Evans, I.J. Jackson (Vice-Chair), A. James, W.J. Lemon,
A.D.T. Speake, S.E. Thomas, W.G. Thomas, D.E. Williams

Councillor P.M. Edwards – Substitute for Councillor K.P. Thomas

Councillor T. Theophilus – Substitute for Councillor D.B. Davies

Also in attendance:

Councillor H.A.L. Evans – Executive Board Member for Technical Services

Councillor T.J. Jones – Executive Board Member for Environmental & Public Protection

The following officers were in attendance:

Mrs. R. Mullen – Director of Environment

Mrs. L. Quelch – Head of Planning

Mr. S. Pilliner – Head of Transport & Engineering

Mrs. R.A. Carmichael – Rural Conservation Manager

Mr. D. King – Highway Services Manager

Mr. M. Hughes – Assistant Consultant

Present as an observer:

Mr. K.J. Thomas – Democratic Services Officer

Venue: County Hall Chamber, Carmarthen (10:00am – 12:00pm)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D.B. Davies, J.A. Davies, J.P. Jenkins and K.P. Thomas, as well as Councillor P.A. Palmer (Executive Board Member for Communities).

2. DECLARATIONS OF PERSONAL INTEREST

There were no declarations of personal interest.

3. DECLARATION OF PROHIBITED PARTY WHIPS

There were no declarations of party whips.

4. PUBLIC QUESTIONS

No public questions were received.

5. FORTHCOMING ITEMS

Reference was made to discussions at the previous meeting during which a request for a development session on corporate manslaughter was made. It was asked whether a report on the matter could be included on the forthcoming agenda and it was proposed that a date for a development session or report be confirmed by the next meeting. It was also suggested that if a development session were arranged, it be open to all elected members and not just members of this Committee. The Committee endorsed the proposals.

The Committee:

- 5.1 **RESOLVED** that the items to be considered at the next scheduled meeting on Friday 26th February 2016, be noted.
- 5.2 **UNANIMOUSLY RESOLVED** that a date for the submission of a report to the Committee or a development session for elected members in relation to corporate manslaughter, be confirmed by the date of the next meeting.

6. RURAL CONSERVATION UNIT UPDATE

The Committee received an annual report on the work of the Rural Conservation Business Unit during 2015. Members were reminded of the Unit's services, including the provision advice to other Council departments as well as the general public on matters relating to landscape, trees, woodlands, hedgerows, biodiversity and common land. Key highlights from the previous year were also noted and these included the Coed Cymru partnership, the implementation of the Tree Safety Strategy, the Caeau Mynydd Mawr Special Area of Conservation (SAC) Project and the Carmarthenshire Bogs Project which involved a high level of quality research input from Swansea University.

The following issues were discussed during consideration of the report:

It was asked where the Coed Cymru officers were based and how much the Local Authority contributed to the funding of their posts. The Rural Conservation Manager informed the Committee that the officers were based in Llandeilo, one officer being full-time and the other part-time. Funding for the posts came from a variety of sources including Natural Resources Wales and the Welsh Government (60% combined) and whilst she was unable to confirm the Authority's exact contribution, this information could be circulated to members. The Rural Conservation Manager also informed the Committee that these officers generated income for the Authority through the administration of the tree planting grant fee.

The implementation of the Tree Safety Strategy was welcomed and it was asked how safety work on trees deemed to be posing a risk, were prioritised. The Rural Conservation Manager and Head of Planning informed the Committee that the strategy had been developed over the past year as previously, there had been no central repository holding such information. The new arrangements were reliant on

other departments providing the necessary details of trees located on Local Authority land and bringing trees posing concern, to the Unit's attention. Schools had also been contacted in order to ascertain which sites had trees that would require to be inspected. Schools with trees on site would be prioritised due to the possible danger posed to pupils whilst in country parks, priority was given to those trees within falling distance of paths.

In response to a question about who had responsibility for undertaking site visits to deal with high-hedge cases, the Head of Planning stated that there had been an anomaly with such cases in the past where the Head of Service had been directly involved. New processes were now in place and the responsibility delegated to the Development Management Manager to work with the Tree Officer.

Reference was made to the removal of hedgerows and clarification sought as to how the Unit responded to incidents such as the case highlighted in the report where a 1,300m section was removed by a landowner. The Rural Conservation Manager informed the Committee that under the Hedgerow Regulations 1997, the Unit could take enforcement action and in this particular case, issued a re-planting notice. Officers sought to work with landowners and instigate dialogue to ensure re-planting rather than issuing fines which due to a loophole in the legislation, might not be recovered. In response to a further comment relating to the removal of hedgerows on the site of the new Carmarthen West By-pass, the Head of Planning agreed to investigate the matter further.

It was asked how the Unit ensured the promotion of the Welsh language and Welsh culture as part of its commitment to Council's Improvement Plan. The Head of Planning stated that whilst the Unit itself did not necessarily take specific action to safeguard the Welsh language, the Planning Service's other units did and could influence the promotion of the language and culture. Additional Technical Notices issued by the Welsh Government were due to be published offering further advice to the Authority in relation to the Welsh language and its impact on the planning process.

It was also suggested that the well-being of human beings was as, if not, more important than that of wildlife and that increased charges for sports fields and the transfers of assets from Local Authority control was not benefiting the health of the county's residents. Reference was also made to the Gate Hall Welfare Association's playing field (near Pen-y-Groes) in which the grass could not be cut due to the presence of the marsh fritillary butterfly. Frustration was expressed that whilst conservation issues were important, at times these appeared to take precedence over the opportunities for children to play. The Director of Environment welcomed the comments but reminded the Committee that the work of the Unit was very specific and that the Authority had many other policies and strategies which sought to benefit and improve the well-being of the county's residents. The Rural Conservation Manager also welcomed the comments and assured that she would be willing to meet representatives of the welfare association to ensure that the matter could be resolved.

In response to a question about the membership of the Carmarthenshire Local Biodiversity Action Plan (LBAP) Partnership, the Rural Conservation Manager informed the Committee that this was a long-established arrangement dating from around the year 2000 and included organisations such as Butterfly Conservation, the Wildfowl and Wetlands Trust, the Woodland Trust, National Resources Wales (NRW), the Royal Society for the Protection of Birds (RSPB) and Carmarthenshire

County Council. The partnership had worked well since its inception and enabled relevant officers from a variety of different organisations to meet and share information and work together on projects.

The importance of the Conservation Unit's work was highlighted and in response to a request for a report on Special Areas of Conservation (SAC) and in particular, the Carmarthen Bay SAC, the Chair agreed to note this and include it on a future meeting agenda.

Reference was made to Tree Preservation Orders and disappointment expressed at the length of time taken to deal with a tree in the Llangadog area, especially as this was reliant on different stakeholders and agencies. The Director of Environment welcomed the comments and stated that progress on this matter would be checked. She reassured members that the department was training other officers in relation to tree maintenance / preservation issues which would provide additional staffing resources going forward.

In response to a question regarding landscaping linked to new road schemes, the Head of Planning confirmed that the Planning Service had the final say in relation to any changes made during the implementation of such schemes, adding that often changes had to be made if unforeseen issues were encountered.

The Committee welcomed the update and the work of the Unit and **UNANIMOUSLY RESOLVED** that the report be received.

7. HIGHWAYS UPDATE

The Committee received for consideration, an update on the Highways Service. The report included the services provided, details of the review to date and future service proposals. The following issues were discussed during consideration of the report:

Concern was expressed at the reduction in gully emptying frequency proposed in the report, especially if road sweeping frequencies were also reduced. The Director of Environment welcomed the comments but reminded the Committee that it would be for County Council to decide on this as part of the budget proposals to be debated during the next few months.

It was suggested that highways should be given a higher priority as without adequate and safe access to facilities of all kinds, residents would not be able to travel around the county and reassurance was sought that the Executive Board would reconsider its proposals for the service. The Executive Board Member for Technical Services acknowledged the comments and reassured the Committee that in light of the less severe settlement received from the Welsh Government, she would be fighting for further investment in the Department's services.

It was suggested that the Authority could no longer continue to operate with such severe cuts to services proposed within the report and that the Council was in a crisis situation. The Executive Board Member for Technical Services reminded the Committee that the current administration were seeking to work within the constraints of the previous administration's budget, agreed by the County Council in March 2015.

Reference was made to the length of highway network maintained by Carmarthenshire and it was suggested that the amount of funding received from the Welsh Government should reflect this. Concern was also expressed that it would be the rural roads which would be affected most. The Executive Board Member for Technical Services and the Director of Environment reminded the Committee that the development of the new network hierarchy would benefit rural areas as it would be based on a prioritised network according to use as well as strategic importance, unlike the current system based on road classification (e.g. A, B, C and Unclassified).

In response to a comment welcoming the purchase of multi-role vehicles, the Director of Environment informed the Committee that the new 'swap-body' type vehicles could be used all year round thus increasing vehicle utilisation and efficiencies within the service. The tipper bodies would enable vehicles to undertake construction work during the day and gritter bodies would enable gritting operations to be carried out during the evening and night.

Reference was made to staffing levels and that previous reports to the Committee had referred to only forty members of staff being lost to frontline services during the past eight years. The Director of Environment reminded the Committee that efficiencies were sought in all areas such as plant, materials, procurement processes and that the aim was to keep as many frontline staff as possible. However, staff had been lost to the service in recent years due to ill-health, retirement and through the severance scheme.

In response to a question as to whether spraying of grass to prevent excessive growth on highway verges was an option for saving money, rather than cutting, the Director of Environment noted that whilst such spraying was legal and was used in urban areas to control weeds, it would still require a vehicle to travel out to the site in question. Therefore, whilst it could be considered, it was unclear as to whether there would be a financial saving.

Following a question on the suspension of staff in the department, the Director of Environment reminded the Committee that this related to the Waste Services Unit and whilst some members of staff had returned to work, it was not possible to comment further as investigations were on-going.

Disappointment was expressed at the tenure of the report and concern was expressed that on-going cuts were likely to lead to a continued deterioration in the condition of highways and bridges. It was also asked whether the Executive Board Member would consider redirecting funding from the construction of proposed cycle paths into highway maintenance. Executive Board Member for Technical Services acknowledged that the budget situation was difficult but that these constraints were as a result of the previous administration's budget. She added that much work was being undertaken to look at different ways of working which would not only bring about financial savings but ensure the minimum impact on services. The Director of Environment also added that there were larger capital sums earmarked for the department in the proposed budget for 2016/17 onwards.

In response to a question about depot centralisation, the Director of Environment confirmed that the depots would be looked at and whether a centralised approach would be suitable in terms of travel / response times to different parts of the county. Any depot rationalisation would need to be considered alongside the requirements of neighbouring authorities and the needs of the South Wales Trunk Road Agency.

Concern was expressed that experience staff members were being lost through the severance scheme and the current status of the staffing restructure was questioned. The Director of Environment acknowledged that succession planning was a key issue that officers were looking at, especially as the department had an older age profile. She added that the upper tier of management in the department would be considered in due course, whilst the Highway Services Manager informed the Committee that the highways operation which had formerly operated on an East-West basis, was now split into five sectors, namely: North East (Llandeilo to Llandovery), North West (Carmarthen to Newcastle Emlyn), South West (Carmarthen to Whitland), Eastern (Cross Hands to the Amman Valley) and South Eastern (Llanelli).

RESOLVED that the update be received.

8. ENVIRONMENTAL & PUBLIC PROTECTION TASK AND FINISH GROUP 2015/16 – PLANNING AND SCOPING DOCUMENT

The Chair presented the planning and scoping document for the scrutiny task and finish review of car parking charges to the Committee. To date, the Group had met on three occasions with a further two meetings scheduled to be held in January and February. The following issues were discussed during consideration of the report:

It was suggested that the list of stakeholders to be involved in the review should include chambers of trade. The Head of Transport & Engineering reassured the Committee that the Group would be presented with a summary of consultation undertaken in recent years in relation to car parking charges. He reminded the Committee that for any proposals relating to parking charge changes, the Authority always undertook consultation and these exercises drew responses from a whole range of stakeholders, including chambers of trade and town forums, as well as from members of the public.

In response to a question relating to the Llanelli free parking pilot, the Executive Board Member for Technical Services reminded the Committee that this had been undertaken to try and bring new footfall into the town centre at a traditionally quieter period of the day, with a particular emphasis on attracting parents who might need to visit the town after school.

Further reference was made to the free parking initiative in Llanelli and it was suggested that the Group consider similar initiatives for Carmarthen and the county's other towns. The Chair acknowledged the concerns of members from other parts of the county and reassured the Committee that the Group would be considering the county as a whole and not focussing on initiatives for individual towns.

UNANIMOUSLY RESOLVED that the update be received.

9. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 12TH NOVEMBER 2015

RESOLVED that the minutes of the meeting held on Thursday 12th November 2015 be signed as a correct record.

10. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON THE 11TH DECEMBER 2015

It was stated that a question relating to suspension of staff in the Environment Department had not been recorded in the minutes of the December meeting. The Executive Board Member for Technical Services acknowledged that she had responded to a query at this meeting and at that time, had confirmed that the Committee would be informed of the outcome of any disciplinary action relating to the suspensions.

RESOLVED that subject to the amendment above, the minutes of the meeting held on Monday 11th December 2015, be signed as a correct record.

SIGNED: _____ (Chair)

DATE: _____