



***ENVIRONMENT, REGENERATION AND
STREETSCENE SERVICES SCRUTINY COMMITTEE***

10.00 AM FRIDAY, 14 APRIL 2023

***MICROSOFT TEAMS MEETING/ HYBRID MEETING IN COUNCIL
CHAMBER***

All mobile telephones to be switched to silent for the duration of the meeting

This meeting will be recorded for broadcast via the Council's Internet Site. By participating you are consenting to being filmed and the possible use of those images and sound recordings for training purposes.

1. Chair's Announcements
2. Declarations of Interest
3. Minutes of the Previous Meeting (*Pages 5 - 10*)
4. Response From Cabinet Board on Waste Strategy Task and Finish Group (*Pages 11 - 12*)
5. Healthy Travel Charter Report (*Pages 13 - 22*)
6. Pre-Decision Scrutiny
To select appropriate items from the Cabinet Board agenda for Pre-Decision Scrutiny (Cabinet Board reports included for Scrutiny Members)
7. Forward Work Programme and Committee Action Log (*Pages 23 - 28*)

8. Urgent Items
Any urgent items at the discretion of the Chairperson pursuant to Section 100BA(6)(b) of the Local Government Act 1972 (as amended).
9. Access to Meetings
Access to Meetings to resolve to exclude the public for the following item(s) pursuant to Section 100A(4) and (5) of the Local Government Act 1972 and the relevant exempt paragraphs of Part 4 of Schedule 12A to the above Act.

PART 2

10. Japanese Knotweed (*Pages 29 - 78*)
11. Pre-Decision Scrutiny of Private Item/s
To select appropriate private items from the Cabinet Board agenda for Pre-Decision Scrutiny (Cabinet Board reports enclosed for Scrutiny Members).

K.Jones
Chief Executive

Civic Centre
Port Talbot

6th April 23

Committee Membership:

Chairperson: **Councillor S.Pursey**

Vice **Councillor T.Bowen**
Chairperson:

Councillors: W.Carpenter, A.Dacey, R.Davies, N.Goldup-
John, C.James, S.Grimshaw, K.Morris,
S.M.Penry, L.Williams and S.E.Freeguard

Notes:

- (1) *If Committee Members or non-Committee Members wish to have relevant items put on the agenda for future meetings, then please notify the Chief Executive/Chair eight days before the meeting.*
- (2) *If non-Committee Members wish to attend for an item of interest, then prior notification needs to be given (by 12.00 noon on the day before the meeting). Non-Committee Members may speak but not vote, or move or second any motion.*
- (3) *For pre scrutiny arrangements, the Chair will normally recommend forthcoming executive items for discussion/challenge. It is also open to Committee Members to request items to be raised - though Members are asked to be selective here in regard to important issues.*
- (4) *The relevant Cabinet Board Members will also be invited to be present at the meeting for Scrutiny/ Consultation purposes.*
- (5) *Would the Scrutiny Committee Members please bring the Cabinet Board papers with them to the meeting.*

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Environment, Regeneration and Streetscene Services Scrutiny Committee

(Microsoft Teams Meeting/ Hybrid meeting in Council Chamber)

Members Present:

3 March 2023

Chairperson: Councillor S.Pursey

Vice Chairperson: Councillor T.Bowen

Councillors: W.Carpenter, A.Dacey, R.Davies, N.Goldup-
John, C.James, S.Grimshaw, K.Morris,
S.M.Penry, L.Williams, S.E.Freeguard.

**Officers In
Attendance** D.Griffiths, C.Morris, J.Stevens, B.Griffiths,
S.Brennan, R.Crowhurst, H.Hasan, A.Jones,
K.Lewis, R.Turner and C.John

Cabinet Invitees: Councillors W.F.Griffiths, S.Jones and
D.M.Peters

1. **Chair's Announcements**

The Chair welcomed the Committee.

2. **Declarations of Interest**

There were none.

3. **Minutes of the Previous Meeting**

The minutes of the meeting held on 20th January 2023 were approved as an accurate record of proceedings.

4. **To Consider the Recommendations of the Task and Finish Group on the Waste Strategy Review (To Follow)**

Members received an overview of the report requesting that the Scrutiny Committee commend the recommendations within the Task and Finish group report to the Environment, regeneration, and Streetscene Services Cabinet Board.

The Scrutiny Committee also requested that the relevant Cabinet Member reports back to the Scrutiny committee on their response to the recommendations. The Chair thanked the members and officers for their efforts during the Task and Finish group.

Following Scrutiny, the Committee was supportive of the proposals to be considered by the Cabinet Board.

5. **Pre-Decision Scrutiny**

Highways and Engineering - Works Programme 2023/2024

Members received information on the highway and engineering works to be undertaken in the financial year 2023/24 and were asked to approve the programme works as presented within the report circulated.

The Chair requested a report from officers to come back to the Scrutiny Committee that is scheduled for the 26th of May detailing the criteria used to assess and prioritise the schemes in highways and engineering works programme as circulated within the report.

Following Scrutiny, the Committee was supportive of the proposals to be considered by the Cabinet Board.

Vehicle and Heavy Plant Fleet Procurement Programme 2023/24

Members were advised on the request to approve procurement of new and replacement vehicles and heavy plant in 2023/24. Along with approval of delegated authority for the relevant Head of Service to replace vehicles from future years 25/26 if any grants become available to assist with the purchase of vehicles, as presented within the report circulated.

Members requested that a report be brought to a future meeting detailing figures in relation to plant fleet procurement and how much the Council is committed to, this would provide an understanding for members on the costings of tenders when they become apparent. Officers agreed to bring a cost report back to members half yearly, however they advised that the vehicle market is currently difficult with costs being affected by supply and demand. Officers advised that the report would be dependent on going through specifications of vehicles and seeking tenders to provide costs received.

Members also wanted an update on charging infrastructure in line with having more electric vehicles and a report on this. Officers confirmed that a report would be brought forward and explained that there is currently limited charging infrastructure installed around Civic Buildings. However, in readiness of expanding low carbon vehicles in the fleet, a 1.6million contract has commenced to facilitate this issue and will predominately deal with the council fleet vehicles. This is aimed to be completed by the end of the summer within this financial year. Officers also advised that Tregelles Court will also be receiving some electric vehicle infrastructure as the authority is due to receive electric vehicles to support council services.

Members also wanted to know why the report refers only to the possibility of electric vehicles for the refuse lorries. It was discussed that a transport review would be starting this financial year, with a 5-year plan on how the fleet will be developed and expanded. Officers explained that grants are available to help the difference of cost when switching from diesel to electric to help decarbonise waste fleets by 2030 and it is hoped by officers that should the council decide to move the refuse fleet to electric, that Welsh Government are able to support replacement of the fleet. If not, then the council will need to look at what is affordable. Officers have flagged up to Welsh Government that the Council is renewing most of the fleet so they can factor this in when reviewing their grants.

Following discussions, members felt that zero emissions vehicles should be the main purchase of vehicles to ensure the Council is achieving its environmental targets. Therefore, the following amendment was put forward from Scrutiny Committee for Cabinet Members to consider when making their decision:

- That Members approve the purchase of the zero emission vehicles in the proposed Vehicle/Plant Procurement Programme for 2023/24 set out at appendix a.

- That Delegated Authority be granted to the Head of Service in consultation with the Cabinet Member for Strategic Planning, Transport and Connectivity to purchase any zero emission vehicles in order to maximise the availability of Grant funding that may become available to assist with the purchase cost of the vehicles.
- That the purchase of fossil fuel powered vehicles included in appendix a, and any additional vehicles be subject to further reports to cabinet board for approval, with justification as to why a zero-emission alternative is not able to be purchased.

Following scrutiny, the above amendment was supported to Cabinet Board.

Key Performance Indicators 2022/2023 – Quarter 3 (1st April 2022 – 31st December 2023)

Members received the report Quarter 3 Performance Management Data and Compliments and Complaints report for the period 1st April 2022 – 31st December 2023 in relation to Environment, Regeneration and Streetscene Services, as per the report.

Members noted that following a previous Scrutiny Committee a number of recommendations and amendments were put to officers in relation to the reporting of the key Performance Indicators. It was noted that not all of the requests were included within the report due to timescales and data collection. Therefore, scrutiny were advised that the full information will be included within these reports in due course.

Following scrutiny, the report was noted.

6. Urgent Items

There was none.

7. Forward Work Programme

The Members of the Committee noted the Forward Work Programme.

8. **Access to Meetings**

RESOLVED: That pursuant to Section 100A(4) and (5) of the Local Government Act 1972, the public be excluded for the following items of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the above Act.

9. **Pre-Decision Scrutiny of Private Item/s**

Home to School Transport

To discuss tendering process in relation to Home to School Transport, as detailed within the private circulated report.

Following scrutiny, the recommendation was supported to cabinet Board.

CHAIRPERSON

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Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

Dyddiad/ Date
Rhif Ffôn/ Direct Line
E-bost/ Email
Cyswllt/ Contact
Eich cyf / Your ref
Ein cyf/ Our ref

5th April, 2023

To Councillor Sean Pursey and Members of the Environment, Regeneration and Streetscene Services Scrutiny Committee

Waste Strategy Action Plan Review

Further to the Task and Finish Review Group held on 24th February which scrutinised development of the Waste Strategy Action Plan primarily aimed at achieving 70% recycling performance, I was very pleased to receive your report which was most welcome.

May I take this opportunity to thank you and fellow committee members for the detailed and considered review on the day, and the resultant recommendations in your report as Chair, as endorsed by the Committee as a whole.

On inspection of the report to Cabinet Board today, you will see I have required officers to include the Committee's observations against each proposed measures in the action plan where provided, and in turn provide commentary and officer recommendations.

I note the resultant recommendations are largely supportive of the suggestions put forward by the Scrutiny Committee, with the notable exceptions of nappy storage bins also being used for waste presentation purposes, and consultations on a potential change to three weekly refuse collection being deferred. There will be a further opportunity for debate if required, should the committee determine to further scrutinise the proposals.

Again, I would like to express my appreciation for the diligent work of the Scrutiny Committee regarding this matter.

Yours

**Councillor Wyndham Fryer Griffiths on behalf of Councillor Scott Jones
Cabinet Member for Strategic Planning, Transport and Connectivity**

Y Cyngorydd Wyndham Fryer Griffiths
Aelod Cabinet dros Gynllunio Strategol, Trafnidiaeth a Chysylltedd
Y Ganolfan Ddinesig, Port Talbot SA13 1PJ
Ffôn 01639 630244

Councillor Wyndham Fryer Griffiths
Cabinet Member for Strategic Planning, Transport & Connectivity
Civic Centre, Port Talbot SA13 1PJ
Phone 01639 630244

www.npt.gov.uk

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Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment, Regeneration and Neighbourhood Scrutiny Committee

Date of Meeting: 14th April 2023

Report of the Head of Engineering and Transport David W Griffiths

Matter for Information

Update report as requested by Scrutiny Committee on 2nd December 2022 highlighting the progress made on the Swansea Bay Healthy Travel Charter (to be known simply as the “Charter” in the rest of the report) and the progress of the Action Plan towards full implementation.

Wards Affected: All Wards

Purpose of the Report:

The report seeks to make the Scrutiny Committee aware of our current progress on the two-year action plan towards full adoption of the Charter.

Executive Summary:

At the 2nd December 2022 meeting of the Board, permission was given for NPT to become a signatory of the Charter. The Charter was subsequently signed on the 1st February 2023 by the Leader and

Chief Executive of the Council. The Scrutiny Committee requested that an Action Plan be created showing how the Council could progress towards full adoption of the Charter and that plan be shared with them at a subsequent meeting.

Background:

As outlined in the initial report of 2nd December 2022, the Swansea Bay Healthy Travel Charter, outlines policies, strategies, and interventions to increase the physical activity of staff to counter increasing levels of obesity, diabetes, social isolation and worsening health inequalities through walking and cycling. It also encourages the use of ultra-low emission vehicles and public transport to tackle local air pollution and the Climate Emergency.

As signatories of the Swansea Bay Healthy Travel Charter, we are committing resources to implement the elements of the charter, covering communications and leadership, walking, cycling and public transport, agile working and ultra-low emission vehicles.

Appendix 1 of this report shows the “baseline” assessment we undertook before we signed the Charter.

Appendix 2 of the report shows our score after being assessed by a representative of the Charter from Swansea University.

It should be noted that encouragingly we have seen our initial baseline scoring rise from 13/51 to 30/51 with us being identified as leading on several elements of the Charter e.g.: our Cycle to Work scheme, whereby we offer a two year purchase period as opposed to our partners who offer one year only schemes with a lower purchase value. This widens affordability for all our staff.

Appendix 3 of the report shows the Action Plan towards full adoption of the Charter.

Financial Impacts:

As outlined in the previous report, there is no budget for the implementation of the Charter, any expenditure will either be from existing budgets or where applicable, using external grants e.g. Active Travel to achieve the outcomes.

Integrated Impact Assessment:

There is no requirement to undertake an Integrated Impact Assessment as this report is for monitoring purposes only.

Valleys Communities Impacts:

No implications

Workforce Impacts:

The Charter seeks to deal with declining levels of physical activity, increasing levels of obesity and diabetes, widespread air pollution, social isolation, and worsening health inequalities of staff.

We would look at incentivising staff to use alternative modes of travel by including them into the Travel Expense Policy.

Legal Impacts:

No implications

Risk Management Impacts:

This Charter seeks to deal with the long-term well-being of staff and the wider community by reducing pollution having a positive effect on air quality which is a specific issue in parts of the County Borough.

Consultation:

There is no requirement for external consultation on this item

Recommendations:

That the Scrutiny Committee note the Action Plan for implementing the Charter in the Authority.

That the Scrutiny Committee receive an Annual progress report on the Charter implementation.

Appendices:

Appendix 1 of this report shows the “baseline” assessment we undertook before we signed the Charter.

Appendix 2 of the report shows our score after being assessed by a representative of the Charter from Swansea University.

Appendix 3 of the report shows the Action Plan towards full adoption of the Charter.

List of Background Papers:

None

Officer Contact:

Name: Gavin Hughes

Designation: Learner Travel & Address Management Officer

Email: g.hughes@npt.gov.uk

Direct dial: 01639 686741

Name: Joy Smith MBE

Designation: Road Safety and Business Performance Manager

Email: j.smith@npt.gov.uk

Direct dial: 01639 686581

Charter commitment	Self-rated progress	Could you evidence this rating?	Score	Any comments
Communications and leadership				
Establish a network of sustainable travel champions, including senior staff and managers and, where relevant, students and elected members, who routinely promote and model active and sustainable travel behaviour, in line with the sustainable travel hierarchy	0 - Early days	Yes	0	
Regularly involve staff in discussing what measures would help them shift to sustainable modes of travel, through travel surveys (at least an initial baseline and annual survey) and other initiatives, e.g. staff competitions and awards to encourage healthy travel	0 - Early days	Yes	0	
Agree and use consistent communications messages with the public, visitors and staff on healthy travel and reducing unnecessary travel	0 - Early days	Yes	0	
Promote and consider healthy travel options and benefits across wider functions, such as: procurement, conferences, planning of workplace and office accommodation, and when advertising roles in our organisations	0 - Early days	Yes	0	
Review our travel expenses policies, to encourage uptake of sustainable travel	0 - Early days	Yes	0	A review is currently being undertaken.
Collaborate with partners and provide strategic leadership and planning on healthy and sustainable travel, for example scoping the feasibility of partnership Park and Ride services	0 - Early days	Yes	0	
Public transport				
Explore discounts for staff on Transport for Wales rail services and with local transport providers	0 - Early days	Yes	0	
Walking, cycling and public transport				
Contribute to an interactive map showing, where relevant, all walking and cycling infrastructure and public transport links within our main sites in Swansea Bay	2 - Fully in place	Yes	2	As a promoter and developer of Active Travel within Neath Port Talbot, we publish and create new routes every year.
Assess and provide, as appropriate, secure cycle storage, lockers, showers and clothes drying areas at all main sites. Make accessories available to staff and/or visitors to encourage walking and cycling. Examples include umbrellas, local walking/cycling maps, locks, puncture repair kits and maintenance tools	1 - Getting going	Yes	1	We've lockers, changing facilities and showers in place in main civic buildings and a number of outlying buildings.
Promote an 'active wear for active travel' approach to work clothing and footwear, for example, allowing staff to wear trainers if their commute involves walking or cycling	2 - Fully in place	Yes	2	This has been in place since the COVID epidemic, 23 March 2020. Each Civic building has changing facilities and showers.
Offer the cycle to work scheme to all staff (including e-bikes)	2 - Fully in place	Yes	2	This has been in place for many years. We extended the payback to 2 years to allow for more staff on lower grades to afford ebikes.
Improve access to bicycles at work where appropriate, e.g. pool bikes and public hire bikes	0 - Early days	Yes	0	We used to have pool bikes, but they were never replaced once they became unusable.
Explore and promote opportunities for offering cycle training and maintenance sessions	1 - Getting going	Yes	1	We're looking at expanding the training that we provide to schools and colleges.
Agile working				
Provide flexible working options wherever possible, including home and/or local hub working, and develop a culture of agile working	2 - Fully in place	Yes	2	This has been in place since the COVID epidemic, 23 March 2020. Recently the Council has been consulting with staff on further development of our Agile working policies.
Explore opportunities to enable staff to hot-desk between partner organisations and facilities across Swansea Bay, where appropriate	1 - Getting going	Yes	1	We have already opened up our networks to partners from Swansea Council and the local health board, but these were put into place to allow for joint working arrangements to deliver services across NPT, Swansea and Bridgend.
Ultra low emission vehicles				
Review the current and future need for electric vehicle (EV) charging infrastructure on our sites, and explore the potential for making charging infrastructure available to other partners in the area	1 - Getting going	Yes	1	Plans and funding are in place for charging infrastructure in The Quays to accommodate around 14 fleet vehicles and also 12 staff places. This work will be complete by May 2023. Refuse and recycling vehicles are having charging facilities at the recycling plant with electricity generated from the burning of waste.
Review our fleet and procurement arrangements (where applicable) for introduction of ultra low emission vehicles, including e-bikes and e-cargo bikes, where relevant	1 - Getting going	Yes	1	Plans are well underway to move our fleet to EV, however, the lack of charging facilities has slowed the adoption. We are currently looking at the feasibility of procuring ebikes for staff use.

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Charter commitment	Self-rated progress	Could you evidence this rating?	Score	Any comments
Communications and leadership				
Establish a network of sustainable travel champions, including senior staff and managers and, where relevant, students and elected members, who routinely promote and model active and sustainable travel behaviour, in line with the sustainable travel hierarchy	1 - Getting going	Yes	1	Charter has senior management buy-in with a sustainable travel hierarchy integrated within travel policies across the Authority.
Regularly involve staff in discussing what measures would help them shift to sustainable modes of travel, through travel surveys (at least an initial baseline and annual survey) and other initiatives, e.g. staff competitions and awards to encourage healthy travel	1 - Getting going	Yes	1	Agile working already in place. Cycle to work scheme used to promote sustainable journeys. Surveys have been undertaken with staff on pool car usage. Further programme to be embedded within the current accommodation strategy. Creation of staff intranet page to promote and garner views on sustainable across the Borough.
Agree and use consistent communications messages with the public, visitors and staff on healthy travel and reducing unnecessary travel	1 - Getting going	Yes	1	All external visitors are provided with sustainable travel information prior to travelling to all Authority buildings. Staff travel arrangements are already embedded within our driving at work policies and subsequent travel and subsistence policy guidance.
Promote and consider healthy travel options and benefits across wider functions, such as: procurement, conferences, planning of workplace and office accommodation, and when advertising roles in our organisations	2 - Fully in place	Yes	2	Fully hybrid organisation, embedded within our policy and vacancy strategies.
Review our travel expenses policies, to encourage uptake of sustainable travel	1 - Getting going	Yes	1	A review is currently being undertaken to encompass all Active Travel modes.
Collaborate with partners and provide strategic leadership and planning on healthy and sustainable travel, for example scoping the feasibility of partnership Park and Ride services	1 - Getting going	Yes	1	Working alongside South Wales Police, Mid and West Wales Fire Service, we already have collaborative practices in place. With an established community training room in place with MWWFARS. Currently looking to establish planned activities with Swansea University Bay Campys this year.
Public transport				
Explore discounts for staff on Transport for Wales rail services and with local transport providers	0 - Early days	Yes	0	Feasibility study with Swansea Bay Travel Charter organisations to explore discount on a wider basis.
Walking, cycling and public transport				
Contribute to an interactive map showing, where relevant, all walking and cycling infrastructure and public transport links within our main sites in Swansea Bay	3 - Leading the way	Yes	3	As a promoter and developer of Active Travel within Neath Port Talbot, we publish and create new routes every year.
Assess and provide, as appropriate, secure cycle storage, lockers, showers and clothes drying areas at all main sites. Make accessories available to staff and/or visitors to encourage walking and cycling. Examples include umbrellas, local walking/cycling maps, locks, puncture repair kits and maintenance tools	3 - Leading the way	Yes	3	We've lockers, changing facilities and showers in place in main civic buildings and a number of outlying buildings.
Promote an 'active wear for active travel' approach to work clothing and footwear, for example, allowing staff to wear trainers if their commute involves walking or cycling	3 - Leading the way	Yes	3	This has been in place since the COVID pandemic, 23 March 2020. Each Civic building has changing facilities and showers.
Offer the cycle to work scheme to all staff (including e-bikes)	3 - Leading the way	Yes	3	This has been in place for many years. We extended the payback to 2 years to allow for more staff on lower grades to afford ebikes. Recently increased limit increased from £1,000 to £5,000 on an affordability scale.
Improve access to bicycles at work where appropriate, e.g. pool bikes and public hire bikes	0 - Early days	Yes	0	We used to have pool bikes, but they were never replaced once they became unusable.
Explore and promote opportunities for offering cycle training and maintenance sessions	2 - Fully in place	Yes	2	Full cycle training provision in place, covering National Standards levels 1-3 for all staff, members of the community, etc... Currently looking to provide maintenance workshops post April 2023.
Agile working				
Provide flexible working options wherever possible, including home and/or local hub working, and develop a culture of agile working	3 - Leading the way	Yes	3	This has been in place since the COVID pandemic, 23 March 2020. Recently the Council has been consulting with staff on further development of our Agile working policies.
Explore opportunities to enable staff to hot-desk between partner organisations and facilities across Swansea Bay, where appropriate	2 - Fully in place	Yes	2	We have already opened up our networks to partners from Swansea Council and the local health board, these were put into place to allow for joint working arrangements to deliver services across NPT, Swansea and Bridgend.
Ultra low emission vehicles				
Review the current and future need for electric vehicle (EV) charging infrastructure on our sites, and explore the potential for making charging infrastructure available to other partners in the area	2 - Fully in place	Yes	2	Plans and funding are in place for charging infrastructure in The Quays to accommodate around 14 fleet vehicles and also 12 staff places. This work will be complete by May 2023. Refuse and recycling vehicles are having charging facilities at the recycling plant with electricity generated from the burning of waste.
Review our fleet and procurement arrangements (where applicable) for introduction of ultra low emission vehicles, including e-bikes and e-cargo bikes, where relevant	2 - Fully in place	Yes	2	Plans are well underway to move our fleet to EV, however, the lack of charging facilities has slowed the adoption. We are currently looking at the feasibility of procuring ebikes for staff use.

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	Who	When	How	Notes	Score
Communications and leadership					
Establish a network of sustainable travel champions, including senior staff and managers and, where relevant, Staff and elected members, who routinely promote and model active and sustainable travel behaviour, in line with the sustainable travel hierarchy	Learner Travel Officer and Road Safety Manager	We will establish a network of sustainable travel champions by September 2023	Liaise with Directorate DMT's to establish appropriate officer contact to take the project forward.	Charter has senior management buy-in with a sustainable travel hierarchy integrated within travel policies across the Authority.	1 - Getting going
Regularly involve staff in discussing what measures would help them shift to sustainable modes of travel, through travel surveys (at least an initial baseline and annual survey) and other initiatives, e.g. staff competitions and awards to encourage healthy travel	Learner Travel Officer and Road Safety Manager in conjunction with the internal communications team.	A travel survey to set initial baseline figure for improvement to be carried out by June 2023.	Initial promotion of the Charter's aims and objectives to be promoted via internal communication channels with a travel survey to set initial baseline figure for improvement to be carried out by June 2023.	Agile working already in place. Cycle to work scheme used to promote sustainable journeys. Surveys have been undertaken with staff on pool car usage. Further programme to be embedded within the current accommodation strategy. Creation of staff intranet page to promote and garner views on sustainable across the Borough.	1 - Getting going
Agree and use consistent communications messages with the public, visitors and staff on healthy travel and reducing unnecessary travel	Learner Travel Officer and Road Safety Manager in conjunction with the internal communications team.	A raft of comms messaging to be agreed and in place by June 2023	Set up a task and finish group to agree parameters and messaging outlets by June 2023.	All external visitors are provided with sustainable travel information prior to travelling to all Authority buildings. Staff travel arrangements are already embedded within our driving at work policies and subsequent travel and subsistence policy guidance.	1 - Getting going
Promote and consider healthy travel options and benefits across wider functions, such as: procurement, conferences, planning of workplace and office accommodation, and when advertising roles in our organisations	Learner Travel Officer and Road Safety Manager	Implemented	This will be included in the remit of the Task and Finish group to ensure ongoing compliance.	Fully hybrid organisation, embedded within our policy and vacancy strategies.	2 - Fully in place
Review our travel expenses policies, to encourage uptake of sustainable travel	The Road Safety Manager is part of the task and finish group undertaking this work.			A review is currently being undertaken to encompass all Active Travel modes.	1 - Getting going
Collaborate with partners and provide strategic leadership and planning on healthy and sustainable travel, for example scoping the feasibility of partnership Park and Ride services	Learner Travel Officer and Road Safety Manager in collaboration with the Passenger Transport Manager	Scoping exercise to be carried out by March 2024	Working with current partners, we will seek to align the charter objectives with those of our external partners, ensuring economies of scale.	Working alongside South Wales Police, Mid and West Wales Fire Service, we already have collaborative practices in place. With an established community training room in place with MWWFARS. Currently looking to establish planned activities with Swansea University Bay Campus this year.	1 - Getting going
Public transport					
Explore discounts for staff on Transport for Wales rail services and with local transport providers	Learner Travel Officer and Road Safety Manager in collaboration with the Passenger Transport Manager	Awaiting outcome of current Welsh Government discussions	TBC	Feasibility study with Swansea Bay Travel Charter organisations to explore discount on a wider basis.	0 - Early days
Walking, cycling and public transport					
Contribute to an interactive map showing, where relevant, all walking and cycling infrastructure and public transport links within our main sites in Swansea Bay	Active Travel Team	Implemented		As a promoter and developer of Active Travel within Neath Port Talbot, we publish and create new routes every year.	3 - Leading the way
Assess and provide, as appropriate, secure cycle storage, lockers, showers and clothes drying areas at all main sites. Make accessories available to staff and/or visitors to encourage walking and cycling. Examples include umbrellas, local walking/cycling maps, locks, puncture repair kits and maintenance tools	Facilities Management Team	Implemented		We've lockers, changing facilities and showers in place in main civic buildings and a number of outlying buildings.	3 - Leading the way
Promote an 'active wear for active travel' approach to work clothing and footwear, for example, allowing staff to wear trainers if their commute involves walking or cycling	Accommodation Strategy Team	Implemented		This has been in place since the COVID pandemic, 23 March 2020. Each Civic building has changing facilities and showers.	3 - Leading the way
Offer cycle to work scheme to all staff (including e-bikes)	Road Safety and Finance	Implemented		This has been in place for many years. We extended the payback to 2 years to allow for more staff on lower grades to afford ebikes. Recently increased limit increased from £1,000 to £5,000 on an affordability scale.	3 - Leading the way
Improve access to bicycles at work where appropriate, e.g. pool bikes and public hire bikes	Learner Travel Officer and Road Safety Manager	March 2024	Interrogate staff survey outcomes to establish viability	We used to have pool bikes, but they were never replaced once they became unusable.	0 - Early days
Explore and promote opportunities for offering cycle training and maintenance sessions	Road Safety Team	Implemented		Full cycle training provision in place, covering National Standards levels 1-3 for all staff, members of the community, etc... Currently looking to provide maintenance workshops post April 2023.	2 - Fully in place
Agile working					
Provide flexible working options wherever possible, including home and/or local hub working, and develop a culture of agile working	Corporate Initiative	Implemented		This has been in place since the COVID pandemic, 23 March 2020. Recently the Council has been consulting with staff on further development of our Agile working policies.	3 - Leading the way
Explore opportunities to enable staff to hot-desk between partner organisations and facilities across Swansea Bay, where appropriate	Corporate Initiative	Implemented		We have already opened up our networks to partners from Swansea Council and the local health board, these were put into place to allow for joint working arrangements to deliver services across NPT, Swansea and Bridgend.	2 - Fully in place
Ultra low emission vehicles					
Review the current and future need for electric vehicle (EV) charging infrastructure on our sites, and explore the potential for making charging infrastructure available to other partners in the area	Environment Directorate	Ongoing		Plans and funding are in place for charging infrastructure in The Quays to accommodate around 14 fleet vehicles and also 12 staff places. This work will be complete by May 2023. Refuse and recycling vehicles are having charging facilities at the recycling plant with electricity generated from the burning of waste.	2 - Fully in place
Review our fleet and procurement arrangements (where applicable) for introduction of ultra low emission vehicles, including e-bikes and e-cargo bikes, where relevant	Environment Directorate	Ongoing		Plans are well underway to move our fleet to EV, however, the lack of charging facilities has slowed the adoption. We are currently looking at the feasibility of procuring ebikes for staff use.	2 - Fully in place

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Environment, Regeneration & Neighbourhood Services Scrutiny Committee

(All starting 10am unless otherwise stated)

Meeting Date	Agenda Item	Contact Officer
2022		
1 st July	Training Session	
16 th Sept		
28 th Oct		
2 nd Dec		
2023		
20 th Jan	Budget Scrutiny	
	Burrows Yard (cabinet Board)	
24 th February (Task and Finish Group session)	Waste Strategy	Mike Roberts
3 rd March	Waste Strategy proposals from scrutiny	Cllr. Sean Pursey
14 th April	Japanese Knotweed	Dave Phillips

	Healthy Travel Charter	Joy Smith
	Response from cabinet board on Waste Strategy Task and Finish group	Cabinet members
26 th May	Active Travel	Ceri Morris
	Burrows Yard	
26 th May	Report detailing the criteria used to assess and prioritise the schemes in highways and engineering works programme.	Dave Griffiths

Report to be included in future cycle:

- Report detailing a review of the decision on the National Underground Assets Register – detailing further information around the costs and benefits of the project and how the Council wishes to continue with it.
- Burrows Yard to be reviewed quarterly.
- Report detailing figures associated with the Vehicle and Heavy Plant Fleet Procurement Programme 2023/24 And Progress report on Charging infrastructure. Report back in September/October

Task and Finish groups

- **Parking options/ Christmas parking**
- **Waste startgy – completed waiting for response from cabinet board**

**Environment, Regeneration & Streetscene Services Scrutiny Committee - Actions and Referrals Update –
2022-23**

<u>Meeting Date</u>	<u>Agenda Item</u>	<u>Minuted Action / Referral / Request</u>	<u>Progress Update</u>	<u>Officer</u>	<u>Target / Completion Date</u>	<u>Completed / On-going</u>
6.10.22	8	For the officers to consult on the policy retrospectively, and to report this consultation back to Scrutiny Committee.	Ongoing	Joy Smith	-	Ongoing
6.10.22	9	Officers to write to Welsh Government expressing the concerns of Neath Port Talbot, as there were a lot of unknowns with regards to the White Paper, and not having the outcomes of the consultation. It was requested that the letter included an explanation of the need to understand the indicative timescales of the implementations of the White Paper, as it was key for strategic decision making. Also, requesting further detail on the transition of interim funding arrangements; the report noted that the current Bus Service Support Grant (BSSG) was set to finish and currently there was not any information on what the next grant would be.	Ongoing	Brendan Griffiths	-	Completed

Environment, Regeneration & Streetscene Services Scrutiny Committee - Actions and Referrals Update –
2022-23

28.10.22	4 National Underground Assets Register	A report be brought back in April 2024, detailing a Review of the decision inclusive of further information around the costs and benefits of the National Underground Assets Register scheme and how the Council wishes to continue with the project.	Ongoing	M.Roberts/D.Griffiths	April 2024	Ongoing (Been included on FWP)
28.10.22	12 Key Performance Indicators 2022/2023 – Quarter 1 (1st April 2022 – 30th June 2022)	Officers consider the suggestions provided by the Scrutiny Committee in relation to a number of Performance Indicators as detailed within the minutes	Ongoing	M.Roberts	-	Ongoing
03.03.23	Report detailing the criteria used to assess and prioritise the schemes	Officers to come back on the 26th of May meeting with a report detailing the criteria used to assess and prioritise the schemes in highways and	Ongoing	D.Griffiths	26 th May 2023	Ongoing

**Environment, Regeneration & Streetscene Services Scrutiny Committee - Actions and Referrals Update –
2022-23**

	in highways and engineering works programme.	engineering works programme.				
03.03.23	Figures associated with the Vehicle and Heavy Plant Fleet Procurement Programme 2023/24 And Progress report on Charging infrastructure	Members requested from officers a report with figures to get an understanding on how much the costs would be when they become apparent. And a progress report on the Charging infrastructure.	ongoing	D. Griffiths	September/October 2023	Ongoing

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