



ENVIRONMENT AND HIGHWAYS CABINET BOARD

*Immediately Following Scrutiny Committee on
THURSDAY, 16 FEBRUARY 2017*

COMMITTEE ROOMS A/B - NEATH CIVIC CENTRE

PART 1

1. To agree the Chairperson for this Meeting.
2. To receive any declarations of interest from Members.
3. To receive the Minutes of the previous Environment and Highways Cabinet Board held on 5 January, 2017 *(Pages 5 - 12)*

To receive the Report of the Head of Legal Services

4. Public Footpath - from Waungron to Footpath No 236, Community of Pontardawe *(Pages 13 - 22)*

To receive the Reports of the Head of Streetcare

5. Lighting - Foresters Houses Road, Croeserw *(Pages 23 - 28)*
6. Review of Kerbside Collection of Garden Waste *(Pages 29 - 40)*

To receive the Report of the Head of Planning and Public Protection

7. Trading Standards - Constitutional Change *(Pages 41 - 44)*

To receive the Reports of the Head of Engineering and Transport

8. Advertising Banner Locations *(Pages 45 - 56)*

9. List of Approved Contractors *(Pages 57 - 64)*
10. Parking Services Software Upgrade *(Pages 65 - 70)*
11. Taxi Rank - Old Market Street, Neath *(Pages 71 - 76)*
12. Taxi Rank - Orchard Street, Neath *(Pages 77 - 84)*
13. Traffic Order - Llandarcy Village *(Pages 85 - 90)*
14. Traffic Order - Milland Road, Neath *(Pages 91 - 94)*
15. Traffic Order - Seaway Parade, Sandfields, Port Talbot *(Pages 95 - 98)*
16. Traffic Order - Uplands Road and Glan-Rhyd Road, Pontardawe *(Pages 99 - 104)*
17. Traffic Order - Elba Crescent and Bladwins Crescent, Crymlyn Burrows *(Pages 105 - 110)*
18. Vehicle and Heavy Plant Fleet Procurement Programme 2017/18 *(Pages 111 - 118)*

To receive the Joint Report of the Head of Streetcare and the Head of Property and Regeneration

19. Rhianna's Swing - Gnoll Country Park *(Pages 119 - 122)*

To receive the Joint Report of the Head of Streetcare and the Head of Engineering and Transport

20. Combined Highways and Neighbourhood Works Programme 2017/18 *(Pages 123 - 128)*

To receive the Joint Report of the Head of Engineering and Transport and the Head of Property and Regeneration

21. Port Talbot Integrated Transport Hub - Material Change *(Pages 129 - 134)*

To receive the Joint Report of the Head of Engineering and Transport, the Head of Streetcare and the Head of Planning and Public Protection

22. Quarter 3 Performance Monitoring (*Pages 135 - 152*)
23. **To receive the Forward Work Programme 2016/17**
(*Pages 153 - 154*)
24. Any urgent items (whether public or exempt) at the discretion of the Chairman pursuant to Statutory Instrument 2001 No 2290 (as amended).

S.Phillips
Chief Executive

Civic Centre
Port Talbot

Wednesday, 8 February 2017

Cabinet Board Members:

Councillors: E.V.Latham and Mrs.S.Miller

Notes:

- (1) *If any Cabinet Board Member is unable to attend, any other Cabinet Member may substitute as a voting Member on the Committee. Members are asked to make these arrangements direct and then to advise the committee Section.*
- (2) *The views of the earlier Scrutiny Committee are to be taken into account in arriving at decisions (pre decision scrutiny process).*

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EXECUTIVE DECISION RECORD
CABINET BOARD - 5 JANUARY, 2017
ENVIRONMENT AND HIGHWAYS CABINET BOARD

Cabinet Board Members:

Councillors: E.V.Latham (Chairperson) and A.J.Taylor

Officers in Attendance:

D.Griffiths, M.Roberts, Ms N.Headon and Mrs.T.Davies

1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor E.V.Latham be appointed Chairperson for the meeting.

2. **MINUTES OF THE PREVIOUS ENVIRONMENT AND HIGHWAYS CABINET BOARD HELD ON 24 NOVEMBER, 2016**

Noted by the Committee.

3. **ENFORCED SALE POLICY**

Decision:

That the Enforced Sale Policy for Environmental Health, as set out at Appendix 1 to the circulated report, be endorsed.

Reason for Decision:

To ensure there is a clear policy in place to set out the framework for Enforced Sale by Environmental Health across Neath Port Talbot in order to deal with long term problematic empty properties.

Implementation of Decision:

The decision will be implemented after the three day call in period.

4. **ENVIRONMENTAL HEALTH AND TRADING STANDARDS - FOOD AND FEED**

Decision:

That the report be noted.

5. **BUS SERVICES SUPPORT GRANT AGREEMENT**

Decisions:

1. That the Director of Environment and the Head of Engineering and Transport be granted delegated authority to negotiate and agree the final terms of the Collaboration Agreement in respect of the Bus Services Support Grant;
2. That the Director of Environment and the Head of Engineering and Transport be granted delegated authority to carry out, on behalf of Neath Port Talbot County Borough Council, all the delegated powers of such a representative, for the purposes of the Collaboration Agreement, in respect of the Bus Services Support Grant, and further the Head of Engineering and Transport be given the power to appoint an alternate or deputy for the purposes of the Collaboration Agreement;
3. That the Director of Environment and the Head of Engineering and Transport be granted delegated authority to sign the Collaboration Agreement for the Bus Services Support Grant on the part of Neath Port Talbot County Borough Council.

Reason for Decisions:

To ensure continued Bus Services Support Grant payments to local bus operators.

Implementation of Decisions:

The decisions will be implemented after the three day call in period.

6. **TRAFFIC ORDERS, MAES YR HAF, NEATH**

Decision:

That the objection be overruled and the objector be informed accordingly, and the Traffic Order for the revocation of an existing Order and the introduction of a Goods Vehicle Loading Only, 30 Minutes, 7 Days a Week Order in Maes-yr-Haf, Neath, as indicated at Appendix A to the circulated report, be approved.

Reasons for Decision:

1. The loading bay is on the same side of the street as the premises requiring the facility preventing staff crossing the highway with stock;
2. Only one space is being lost to provide the loading bay adjacent to the objector's premises. There will still be three spaces in the existing limited waiting bay;
3. There is a disabled parking bay for four vehicles on The Parade within 50 metres of the objector's premises.

Implementation of Decision:

The decision will be implemented after the three day call in period.

Consultation:

This item has been subject to external consultation.

7. **TRAFFIC ORDERS, MARY STREET AND HEOL Y WAUN, SEVEN SISTERS**

Decision:

That the Legal Order for the revocation of existing Orders and the implementation of a No Waiting at Any Time Order in Mary Street and Heol y Waun, Seven Sisters, as detailed at Appendix A to the circulated report, be advertised, and subject to there being no objections, the Order be implemented.

Reason for Decision:

To prevent indiscriminate street parking in the interest of road safety.

Implementation of Decision:

The decision will be implemented after the three day call in period.

Consultation:

A consultation exercise will be carried out when the scheme is advertised.

8. **TRAFFIC ORDERS, JUNCTION OF FRANCIS STREET WITH YNYSDERW ROAD, PONTARDAWE**

Decisions:

1. That the objection be upheld and the objector be informed accordingly;
2. That the No Waiting at Any Time Order, as detailed at Appendix C to the circulated report, be advertised and subject to there being no objections, the Order be implemented.

Reason for Decisions:

The objector has provided reasonable evidence to warrant amending the proposed Traffic Order.

Implementation of Decisions:

The decisions will be implemented after the three day call in period.

Consultation:

This item has been subject to external consultation.

9. **TRAFFIC ORDERS, GEOFFREY STREET, NEATH**

Decisions:

1. That the Legal Orders for the revocation of the existing Individual Disabled Parking Place at No. 11 Geoffrey Street, Neath and the revocation of the residents parking bay between No.'s 1 and 17 Geoffrey Street, Neath, be approved;
2. That the implementation of an Individual Disabled Parking Place at No. 5 Geoffrey Street, Neath and a residents parking bay between No.'s 2 and 3 and No.'s 7 and 17 Geoffrey Street, Neath, be approved.

Reason for Decisions:

To assist the applicant and help improve their quality of life.

Implementation of Decisions:

The decisions will be implemented after the three day call in period.

Consultation:

A consultation exercise will be carried out when the scheme is advertised.

10. **TRAFFIC ORDERS, JUNCTION OF KENWAY AVENUE WITH CIMLA ROAD, NEATH**

Decision:

That the objection be overruled, the objector be informed accordingly, and the Traffic Order for Prohibition of Waiting, Loading or Unloading at Any Time at the junction of Kenway Avenue with Cimla Road, Neath, as detailed at Appendix A to the circulated report, be approved.

Reason for Decision:

Reasonable evidence has not been provided to warrant amending the proposed Traffic Order.

Implementation of Decision:

The decision will be implemented after the three day call in period.

Consultation:

This item has been subject to external consultation.

11. **TRAFFIC ORDERS, HIGH STREET, NEW STREET AND LANCASTER CLOSE, GLYNNEATH**

Decision:

That the Legal Order for the revocation of existing Orders and implementation of a No Waiting at Any Time Order in High Street, Glynneath and No Loading Order in Lancaster Close and New Street, Glynneath, as detailed at Appendix A to the circulated report, be advertised, and subject to there being no objections, the Order be implemented.

Reason for Decision:

To prevent indiscriminate street parking in the interest of road safety.

Implementation of Decision:

The decision will be implemented after the three day call in period.

Consultation:

A consultation exercise will be carried out when the scheme is advertised.

12. **TRAFFIC ORDERS, VARIOUS INDIVIDUAL DISABLED PARKING PLACES**

Decisions:

1. That the proposed measures be advertised, regarding the Individual Disabled Parking Place at No. 96 Heol Illtyd, Neath, SA10 7SF, as detailed at Appendix A to the circulated report and, subject to there being no objections, the Order be implemented;

2. That the proposed measures be advertised, regarding the Individual Disabled Parking Place at No. 98 Heol Illtyd, Neath, SA10 7SF, as detailed at Appendix A to the circulated report and, subject to there being no objections, the Order be implemented;
3. That the proposed measures be advertised, regarding the Individual Disabled Parking Place at No. 36 Depot Road, Cwmavon, Port Talbot, SA12 9BA, as detailed at Appendix B to the circulated report and, subject to there being no objections, the Order be implemented.

Reason for Decisions:

To assist the applicant and help improve their quality of life.

Implementation of Decisions:

The decisions will be implemented after the three day call in period.

Consultation:

A consultation exercise will be carried out when the scheme is advertised.

13. **LIST OF APPROVED CONTRACTORS**

Decision:

That the Contractors detailed within the circulated report (Environtec Ltd and David A. Siggery Ltd) be included on the Approved List for the relevant categories (categories 31 and 36 respectively).

Reason for Decision:

To keep the Approved List up to date and as far as possible ensure a competitive procurement process, as well as for the purpose of supplying a List of Contractors for invitation to tender within the relevant category.

Implementation of Decision:

The decision will be implemented after the three day call in period.

14. **FORWARD WORK PROGRAMME 2016/17**

That the Forward Work Programme 2016/17, be noted.

CHAIRPERSON

**NEATH PORT TALBOT COUNTY BOROUGH COUNCIL
ENVIRONMENT AND HIGHWAYS CABINET BOARD**

16 February 2017

REPORT OF THE HEAD OF LEGAL SERVICES

- D.MICHAEL

MATTER FOR DECISION

WARD AFFECTED: PONTARDAWE

**ALLEGED PUBLIC FOOTPATH FROM WAUNGRON TO FOOTPATH
NO.236, COMMUNITY OF PONTARDAWE**

Purpose of the Report

To determine the status of the path from points B to D

Background

- 1.1 An application was made in 1998 under the provisions of the Wildlife and Countryside Act 1981 (Appendix 1) to recognise the path A-B-D-E as a public right of way on foot.
- 1.2 The path D-E is registered as footpath No.236. The length A-B-C is also registered as a public path given the Community Council who own the land between points A and B₁ entered into a dedication agreement in 2002.

An additional link to the valley was shown to be in use by the public between points B-B₂-C and so the Community Council who also own the land between points B₂ –C included this path into that agreement. To provide a link between the separate parcels of land under that Council's ownership, a compulsory creation order was made to register the path between points B₁-B-B₂ in 2001.

Consequently the status of the outstanding length between points B and D needs to be determined.

- 1.3 The Community Council own the length B-B₃ and the length B₃ – D is registered with two people under the one title. No response has been

received from those two persons who in November 2016 were given a copy of a draft of this report.

The application

- 2.1 in 1998 thirteen people, including the applicant supported this claim, although only seven remain at their addresses given at that time. Four additional people have come forward to support this application since the matter was re-opened this year.
- 2.2 The eleven who are currently supporting this application allege an average of 30 years use up to 1998.

The Route

- 3.1 The majority of the path is rarely more than 0.5 metres wide comprising stone and earth and following the eastern bank of the Upper Clydach River. A section of soil has slumped on to the path approximately mid-way along its length, which has resulted in a series of wooden steps placed on one side of the slope and steps made of logs on the other.

The Evidence

- 4.1 Five of the original claimants along with a more recent supporter have been interviewed. All have confirmed the path in use, has never been obstructed by any gate or fence or any other structure. All said they have never been confronted or challenged by anyone when walking this path. Given there has been no challenge to the use made of this path, its status has never been called in question and no date of challenge can be used to calculate the end of the twenty year period. The twenty year period being the minimum period of use required by the provisions of section 31 of the Highways Act 1980, necessary to show presumed dedication of a public path (Appendix 2).

In the absence of a challenge the twenty year relevant period can be calculated by taking the date of the application, being 1998, as representing the end of that period. Therefore the relevant period will be 1978-1998 and so it is necessary to determine if there has been uninterrupted use throughout this period.

- 4.2 Those who have been interviewed have accessed this length of path from point A as well as point D in addition to the link from Waungron at point C.
- 4.3 The reasons provided for using this path, B-D; include walking their dog (x4), picking blackberries and nuts (x1), taking visitors to the valley (x1). Others have indicated it is simply used for recreational purposes. Four

said this length of path formed part of a longer walk; two said they included the path as part of a longer walk which continues from point D on the western side of the river which passes through the Glanrhyd Plantation.

- 4.4 One of the claimants was responsible for organising a voluntary group which he led from 1980-1992 whose members maintained the whole length of the path in this valley from points A-D. Three others who were interviewed referred to this group, two of whom were also active members. According to the leader, some funding was provided by the then Community Council although that Council are unable to confirm if this was the case. According to the leader this voluntary group used their own tools.
- 4.5 The Community Council have employed a groundsman for the past 21 years (1995- 2016) whose duties included keeping this path clear of overhanging branches and any other vegetation from growing over the path. He has stated that he visits this section of the path approximately six times a year.
- 4.6 One person said the valley had been promoted as a destination for visitors and that an information board was placed at Neath Railway Station and Pontardawe Arts Centre. Another indicated leaflets had also been produced for the same purpose, but there's no record to verify any of these statements.
- 4.7 Four people who were interviewed said they first started using the path in the 1950's, one in the 1970's and another in the 1980's. Two more quoted the 1950's in their written communication and another specified 1977.

Regarding the relevant period 1978-1998, there are seven people who would each claim to have been walking this path throughout this entire twenty year period.

Conclusion

- 5.1 There are sufficient numbers of people who can establish that the path as claimed has been in use throughout the relevant period. Additionally that use has been "uninterrupted" in that during this 20 year period there has been no obstructions across the path. The position of the path has remained the same.
- 5.2 This path has also been maintained by a voluntary group whose supervisor gave the dates as being from 1980 until 1992, so that for 12 years of the relevant period the path received some maintenance by this

group. Additionally a groundsman employed by the Community Council was employed for 3 years within the relevant period, providing further recognition by that Council of the public's use of this path. There is no evidence the registered landowners took issue with its maintenance which effectively reflects some acquiescence to public use.

Recommendation

That a modification order be made to register the path between points B-D as a public right of way on foot only and if no objections are received to confirm the same as an unopposed order.

Reasons for the Proposed Decision

The user evidence is sufficient to show there has been uninterrupted use throughout the relevant period and the work undertaken on the path by volunteers and the groundsman is additional evidence of acquiescence by the landowners.

Consultation

The item has been subject to extensive consultation.

Appendices

Plan and appendices 1 and 2

List of Background Papers

M08/8

Officer Contact

Mr Iwan Davies- Principal Solicitor- Litigation
Tel No 01639 763151 E mail:i.g.davies@npt.gov.uk

WILDLIFE AND COUNTRYSIDE ACT, 1981

Section 53 Duty to keep the Definitive Map and Statement under continuous review.

- (2) As regards every Definitive Map and Statement, the Surveying Authority shall:
 - (a) as soon as reasonably practical after commencement date, by order make such modifications to the map and statement as appear to them to be requisite in consequence of the occurrence, before that date, of any of the events specified in Sub-Section 3; and
 - (b) as from that date, keep the map and statement under continuous review and as soon as reasonably practicable after the occurrence on or after that date, of any of those events, by order make such modifications to the map and statement as appear to them to be requisite in consequence of the occurrence of that event.

- (3) The events referred to in Sub-Section 2 are as follows:
 - (b) the expiration, in relation to anyway in the area to which the map relates of any period such that the enjoyment by the public of the way during that period rises a presumption that the way has been dedicated as a public path or restricted byway;
 - (c) the discovery by the Authority of evidence which (when considered with all other relevant evidence available to them) shows:
 - (i) that a right of way which is not shown on the map and statement subsists or is reasonably alleged to subsist over land in the area to which the map relates, being a right of way such that the land over which the right subsists is a public path, a restricted byway or, subject to Section 54A a byway open to all traffic;

- (ii) that a highway shown in the map and statement as a highway of a particular description ought to be there shown as a highway of a different description;
- (iii) that there is no public right of way over land shown in the map and statement as a highway of any description or any other particulars contained in the map and statement require modification.

HIGHWAYS ACT, 1980

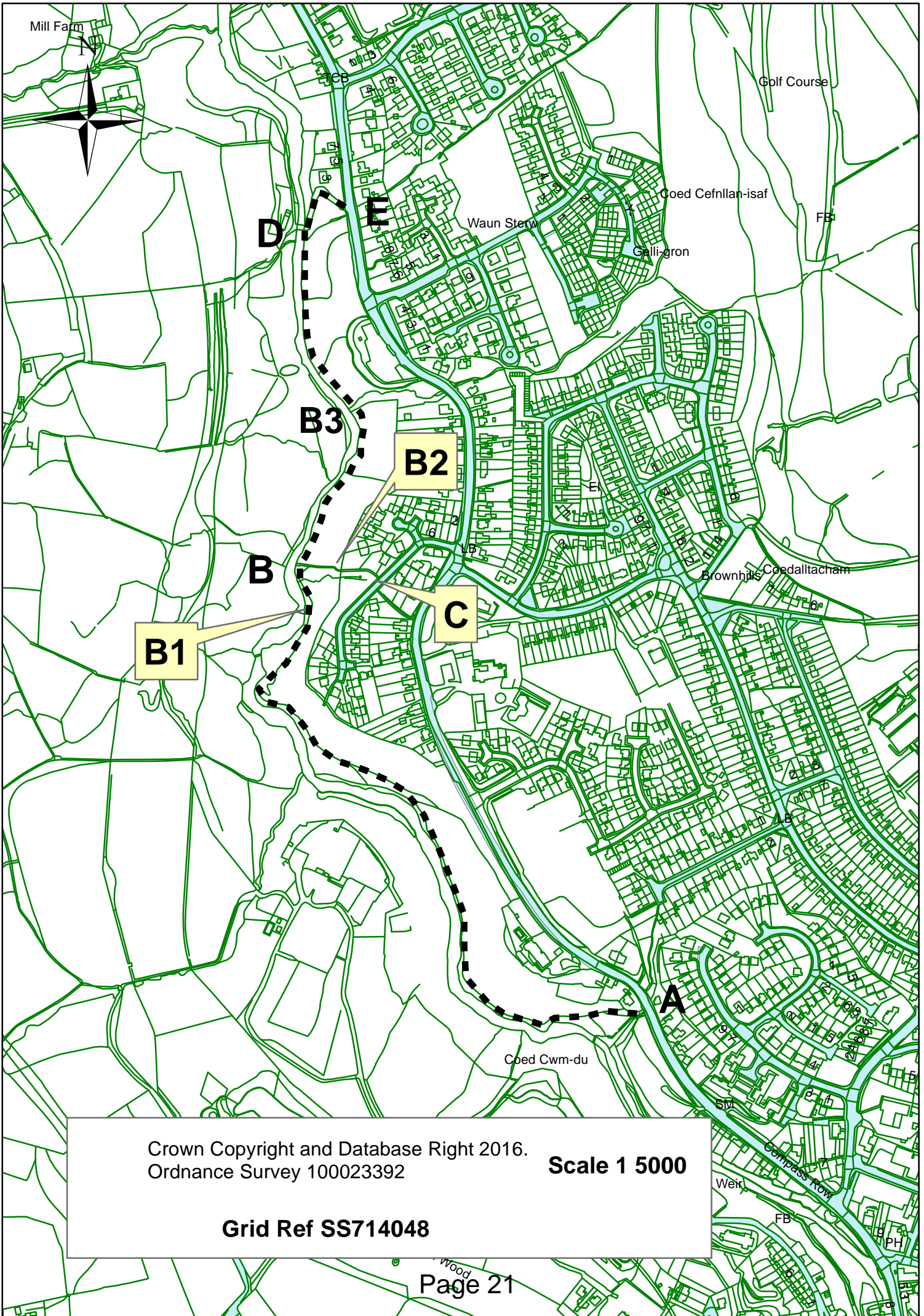
Section 31. Dedication of way as a highway presumed after public use for 20 years.

Where a public way over land, other than a way of such a character that use of it by the public could not give rise at common law to any presumption of dedication, has actually been enjoyed by the public as of right and without interruption of a full period of 20 years, the way is deemed to have been dedicated as a highway unless there is sufficient evidence that there was no intention during this period to dedicate it.

For Section 31(1) Highways Act, 1981 to operate and give rise to a presumption of dedication the following criteria must be satisfied:

- the physical nature of the path must be such as is capable of being a public right of way
- the use must be 'brought into question', i.e. challenged or disputed in some way
- use must have taken place without interruption over the period of twenty years before the date on which the right is brought into question
- use must be *as of right* i.e. without force, without stealth or without permission and in the belief that the route was public
- there must be insufficient evidence that the landowner did not intend to dedicate a right of type being claimed
- use must be by the public at large

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board
16 February 2017

Report of the Head of Streetcare
M. Roberts

Matter for Decision

Wards Affected: All Wards

Proposed Lighting, Foresters Houses Road, Brynawel.

Purpose of Report

- 1 To seek approval to install and maintain street lighting on an unadopted street (reference plan No PL-1), Foresters Houses Road, Brynawel, Croeserw, Port Talbot.

Background

- 2 As part of the annual works programme surgeries the local member has identified as their top priority that for reasons of public safety lighting is required on Foresters Houses Road to aid the passage of pedestrians and vehicles. However, the road is a private street and as such to install lighting the Council would need to exercise its discretionary powers under the Public Health Act.

Financial Impact

- 3 Findings from a recent visual survey indicate that lighting installation costs would be in the region of £1500.00. Following this the lighting would have to be maintained under the Council's public lighting budget.

Equality Impact Assessment

- 4 A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this proposal does not require an Equalities Impact Assessment.

Workforce Impact

5 There are no workforce impacts associated with this report.

Legal Impact

6 The power to light a private street is a discretionary power which falls under section 161 of the Public Health Act 1865. Legal Services would need to write to National Resources Wales in order that an agreement is set up, after which the Council can install and maintain steel lighting on the road.

Risk Management

7 If the Council install street lighting it will take on the future maintenance risk as with other street lighting.

Consultation

8 There is no requirement under the Constitution for external consultation on this item

Recommendation

9 It is recommended that members approve the use of the Council's discretionary powers under the Public Health Act and that subject to the necessary agreement with National Resources Wales, street lighting is installed and maintained on Foresters Houses Road as per the attached plan.

Reason for Proposed Decision(s)

10 To address public safety issues raised by the local Ward Member.

Implementation of Decision

11 The decision is proposed for implementation after the three day call in period.

Appendices

12 Drawing number PL-1.

List of Background Papers

13 None

Officer Contact


14 Mr. Mike Key, Lighting and Building Services Manager
Tel: 01639 686442
Email: m.key@npt.gov.uk

15 Mr. David Stiens, Public Lighting and Electrical Manager
Tel: 01638 686228
Email: d.stiens@npt.gov.uk

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1 THIS IS A C.A.D. DRAWING AND SHOULD NOT BE AMENDED BY HAND.

2 All dimensions in millimetres unless otherwise stated.

 NEW HORIZONTAL WOOD POLE BRACKET ARM CW TELENSA CONTROLLED 27 WATT TRT ASPECT ECO1 LED LANTERN AND NEW DNO SERVICE DROP FROM O/HEAD NETWORK.



Rev	Details	Dr	Ch	Ap	Date

Client



Neath Port Talbot
 Castell-nedd Port Talbot
 County Borough Council Cwmbrân-ddeistref Siroi

ENGINEERING AND TRANSPORT
 GARETH IUDIT B.Sc.(Hons), M.Sc., DMS, FRICS
 CORPORATE DIRECTOR OF ENVIRONMENT
 THE QUAYS, BRUNEL WAY
 BAGLAN ENERGY PARK
 NEATH SA11 2GG

Project
**PROPOSED NEW LIGHTING
 FORESTERS HOUSES**
 CROESERW
 PORT TALBOT
 DRAWING PL/1

File No.	Financial Code No.
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Drawn	PDF	Checked	GT	Approved	DS
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Drawing No.
 DSI/PDF/FORESTERS HOUSES/PL1

Drawing No.

Project

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Streetcare

M. Roberts

Matter for Information

Wards Affected: All Wards

Review of Kerbside Collection of Garden Waste

Purpose of Report

- 1 To review the kerbside collection of garden waste.

Executive Summary

- 2 Garden waste is currently collected in 'single use' plastic bags and it is proposed to implement changes to reduce costs.

Background

- 3 The Council's Waste Strategy as considered by Cabinet in April 2015 is generally aligned to Welsh Government's (WG) Collections Blueprint. The blueprint is WG's preferred service configuration for the household collection of waste and recycling which advocates, amongst other things, the collection of all recyclable waste where practical using reusable or returnable containers.
- 4 With specific reference to garden waste, the blueprint also recommends such waste is collected once a fortnight and that charges are applied for its collection, as provided for under the Controlled Waste (England and Wales) Regulations 2012.
- 5 In addition, the WLGA published a report in July 2016 which provides an overview of Welsh Councils that are charging for waste collection services and recommends that 'local authorities should consider introducing a charge for garden waste collections to cover the costs of collection'. The data the WLGA had gathered indicated that the net cost per household had reduced for the

majority of authorities that ceased free garden waste collections and introduced a charge, with one authority having achieved a net income.

Current Position in NPT

- 6 This Council currently collects green waste free of charge in 'single use' plastic bags. Whilst the collection of garden waste has previously been undertaken on a weekly basis, this is progressively being changed to fortnightly as part of the roll out of the Council's 'Recycle+' service (alongside the collection of plastics being increased from fortnightly to weekly).
- 7 The Recycle+ service uses reusable bags and boxes for the collection of recyclate, and soon the use of clear 'single use' sacks will be restricted to garden waste collection only. There are sustainability issues concerning the use of 'single use' sacks which are also costly, and they can also be difficult to fill with hedge cuttings and the like. In 2015/16 over £330,000 was spent on 'single use' sacks for the collection of garden waste and other recyclables. It is not clear at this point what the level of expenditure will fall to when Recycle+ has been completely rolled out.

Options for Consideration

- 8 As far as non-compliance with WG's collections blueprint is concerned, there are two primary issues to be reviewed, that is, the receptacle by which garden waste is collected and whether there should be any associated charging, including the mechanism on how any charging is made. The two issues however cannot entirely be considered in isolation. There is also the period over which garden waste collections are made and there are two options, i.e. all year round as existing, or service provision over a more restricted or 'seasonal' period linked to the growing season.
- 9 The vast majority of garden waste which totalled over 4,300 tonnes in 2015/16 is collected from the beginning of March to the end of November with only a very small proportion collected, circa 150 tonnes, in the winter months from December to the end of February, (see table below). If green waste was not separately collected and composted in this period, it would mean the extra capacity that would be available on the split bodied refuse

collection vehicles, normally used to collect garden waste, could be used to collect any extra refuse presented by households over the Christmas and New Year period in line with the Environment and Highways Cabinet Board Report of the 28th January 2016 regarding side waste restrictions.

2015/16	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total
tonnes	560	481	767	672	556	608	408	155	79	37	35	163	4,522

- 10 In summary therefore,
The options available for collection receptacles are:

- Single use sacks
- Re-usable bags
- Wheelie bins

The options for charging are:

- No charge
- Charging for the receptacles only
- Charging for the service
- Combination of the above

Each option could potentially be delivered all year round or on a more restricted basis, however operational issues should also be considered.

- 11 Considering operational issues, and an underlying need to make savings, the realistic service configurations are:

Option 1: The provision of chargeable single use coloured sacks.

Option 2: The provision of reusable sacks and free/chargeable collection.

Option 3: The provision of wheeled bins on a chargeable basis

- 12 Option 1 (The provision of chargeable single use coloured sacks);

This would be a similar collection as per existing collection method, however there would be charges for the provision and collection of the sacks.

It is estimated that the cost for the provision and collection of single use coloured plastic sacks would be approximately £2.50 for a roll of 50 bags with a capacity of each bag being 70 litres.

Positives

This option could be introduced and generate income, it could also suit a seasonal collection model (as residents would in all likelihood not use purchased bags for anything other than for their intended use).

Negatives

Such an approach does not meet the requirements of the WG's collection blueprint and if there is a low take up of the service this may have a detrimental effect on tonnages collected and therefore a detrimental effect on WG targets. The likely destination of green waste no longer collected would also need to be questioned and there may be a potential increase in fly tipping reports if charges are introduced albeit evidence from other local authorities suggests this has not become an issue. The supply of rolls of bags would however have to be administered.

13 Option 2: The use of reusable sacks and free/chargeable collection

This option has been introduced by various Welsh authorities with differing service charges. The following are some example of these:

Example 1: Bridgend Council - £27.00 annual charge for two reusable hessian sacks collected fortnightly from beginning of April to end of October. Sacks purchased are valid for one year only.

Example 2: Monmouthshire Council - £14.00 annual subscription/permit for each reusable sack, permits need to be renewed annually and attached to bags. Weekly collection for twelve months a year.

Example 3: Swansea Council - two reusable hessian sacks provided free to each household and collected fortnightly for twelve months a year. Additional sacks can be purchased at £1.50 for a weighted sack or £0.75 for an un-weighted sack. No subscription/renewal fee is required.

Positives

- Examples 1 and 2 would generate an income from the sale of reusable sacks after initial purchase costs in the first year. Information received from another Council has indicated income in excess of £170,000 per annum might be possible.
- Example 3 (Swansea model) would not generate an income, but would deliver savings by reducing on-going revenue expenditure on plastic bags after initial purchase costs of reusable sacks in the first year.
- Reusable bags are in line with Welsh Government's Collection Blueprint, therefore they can be purchased from funding achieved through the Collaborative Change Programme (CCP).
- Reusable bags take up less space than wheeled bins and can be easily stored by residents during the Winter months if they are not being used.
- Reusable sacks are easier to fill than 'single use' plastic bags.
- There is currently grant money available to purchase reusable sacks.

Negatives

- Possible negative public reaction, particularly to ongoing collection charges, which could lower participation levels and the Council's overall recycling rate. However, this is likely to be minimal with example 3, with greater risks associated with examples 1 and 2 (which utilise a similar collection charge per bag). There would also be a higher level of annual administration under examples 1 and 2.

It is noted that it would not be sustainable to provide an endless number of free replacement reusable sacks to each household as any revenue savings made by replacing the use of single use plastic bags would then not be realised.

Based on the experience in Swansea it is envisaged that Example 3, combined with the 'side waste restriction' policy and enforcement would not result in having a detrimental effect on recycling and composting figures.

14 Option 3 (The provision of wheeled bins on a chargeable basis)

Householders would be required to pay an annual subscription for the provision and collection of a wheelie bin(s) and two examples are provided below.

Example 1: Pembrokeshire Council collect garden waste on a seasonal basis from March to November with a charge of £41.50 per bin/annum, collections on a fortnightly basis.

Example 2: Carmarthenshire Council recently introduced a service to collect garden waste on a seasonal basis from April to October and charge £48 per bin/annum.

Positives

- The proposal would generate an income from the rental of bins. Information received from other Councils has indicated income of £200,000 per annum is possible
- Is in line with Welsh Government's Collection Blueprint

Negatives

- There would be much higher capital costs associated with the introduction of a wheeled bin collection. Current purchase costs for one wheeled bin is approximately £14.00, the implications of which mean that the relatively higher costs to provide this service would need to be passed on to residents as seen in the schemes introduced in Pembrokeshire and Carmarthenshire. Delivery of bins is also much more costly.
- Any negative public reaction to charges would possibly lower participation levels.
- Likely negative impact on Council's overall recycling rate.
- Garden bins could be misused as refuse bins, or vice versa refuse bins could be used for garden waste to avoid charges.
- An alternative container option (e.g. bags) would be required for properties which are not suitable for wheelie bins.
- Bin storage issues for householders during collections and when no service provided.

Way Forward

- 15 Based on all of the above, it is proposed the Council should adopt a service model based on Option 2 Example 3, but with the service provided on a seasonal basis from the 1st March to 30th November. In the interim period from December and February, it is proposed that any green waste collected would not be sent for composting so additional capacity can be used for refuse collections, particularly over the Christmas period when there is additional waste. This will also assist in maintaining satisfactory weight distribution within the collecting vehicles during periods of low green waste quantities.
- 16 The annual costs for the provision of the kerbside recycling service, which includes garden waste collections, is principally funded out of the Environment and Sustainable Development (ESD) Grant. The provision of the grant underpins the wider goals and priorities contained in the Well-being of Future Generations (Wales) Act 2015; which places a duty on the Council to deliver its services in a sustainable way and demonstrate that the following sustainability principles have been considered:
- (i) Involvement and Collaboration - Whilst a trial of options would normally be suggested, on this occasion the various options have been introduced in other Welsh authorities and officers have taken these into consideration in writing this report. This Council also had a recent trial with dry recycling collection methods where stackable boxes and a reusable bag trial resulted in the reusable bag being the preferred option. It is suggested therefore that a trial of options is not deemed a necessity on this occasion.
 - (ii) Long Term – The proposal helps promote the wider aims of the national waste strategy for Wales ‘Towards Zero Waste’. The reusable sacks are easier for residents to fill than plastic bags and provide a more sustainable, longer term option than expensive ‘through away’ plastic bags. It will help reduce overall the consumption of energy and natural resources in the provision of receptacles and by collecting less garden waste whilst ensuring the collection vehicles are used to their most efficient capacity during winter months when less garden waste is produced.

- (iii) Integration – The proposal further aligns the Council services with the recommendations in WG collections blueprint and is similar to the service provided in Swansea which is our largest neighbouring local authority.
- (iv) Prevention – The waste hierarchy contained in WG Waste Strategy for Wales promotes reducing waste as the top priority for the management of waste. The proposed service encourages residents to home compost and reduces the amount of green waste collected and transported for treatment. It also reduces the environmental and economic impact of providing ‘single use’ or ‘through away’ plastic bags.

Financial Impact

- 17 The Council was recently successful in attaining grant funding under the Collaborative Change Programme (CCP) from the Welsh Government to the value of £688,840 for the completion of the Recycle + roll out, and £244,400 is available for the purchase of reusable sacks required for garden waste.
- 18 Reduced revenue budget expenditure on the purchase of single use plastic bags of over £100,000 per annum is anticipated.

Equality Impact Assessment

- 19 Screening Assessments have been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessments it has been determined that this proposal does not require an Equalities Impact Assessment.

Workforce Impact

- 20 Minor impact. The new reusable sacks will be emptied into a pannier or ‘slave’ bin mounted on the back of the collection vehicles.

Legal Impact

- 21 No impact

Risk Management

- 22 The proposed change more closely aligns the collection service to WG's Collections Blueprint, thereby increasing certainty of securing future funding under the Environment and Sustainable Development (ESD) grant.
- 23 Introducing an element of charging for what is a non-statutory function that the Council has no duty to provide, which is in line with WG guidelines, is preferable to cuts in other service areas and further reduces potential reputational risks associated with changes to other statutory collection/disposal services.

Sustainable Development

- 24 Introduction of the service will ensure greater certainty in the volume of garden waste presented at the kerbside and will help optimise the collection rounds, thereby increasing the efficiency of the collections fleet.
- 25 Further reduces the environmental impact from the use of single use plastic bags.
- 26 The on-going collection and management of both recyclable and compostable material throughout the County Borough, in line with the latest WG guidelines, helps promote a circular green economy and contributes to delivering the wider aims of the national waste strategy for Wales 'Towards Zero Waste'. In turn it will help deliver 'one planet' living with respect to Welsh consumption of energy and natural resources, and have a positive impact with respect to climate change.

Consultation

- 27 No consultation is proposed for the reasons given in the report that trials are not necessary.

Recommendations

28 It is recommended that:

- (i) Members approve the introduction of service delivery in line with Option 2, i.e. the provision of reusable bags for green waste collections, with free collection from March to November inclusive. Any green waste collected outside that period will not be composted. Each household will be provided with two free reusable garden waste sacks.
- (ii) Charges of £2.50 per sack are introduced for householders who require additional or replacement reusable garden waste sacks.
- (iii) Efficiency savings are used to offset pressures in the Waste budget.
- (iv) That the effectiveness of the Council's strategy with respect to achieving the future statutory 70% recycling target, including this action and those previously approved such as the roll out of kerbside recycling by April 2017, be reviewed in a report to be presented to Members towards the end of 2017/2018.

Reason for Proposed Decision(s)

29 To further align the Council's waste collection services with the Welsh Government's Collections Blueprint, to make the service more sustainable and reduce costs.

Implementation of Decision

30 The decision is proposed for implementation after the three day call in period.

Appendices

31 None

List of Background Papers

- 32 Environment and Highways Cabinet Board, 23rd April 2015, Waste Strategy Update
- 33 Environment and Highways Cabinet Board Report, 28th January 2016, Side Waste Policy
- 34 Environment and Highways Cabinet Board Report, 14th April 2016, Recycling Trial
- 35 WLGA, Waste Improvement Programme, Benchmarking Fees and Charges for Waste Services
- 36 The Controlled Waste (England and Wales) Regulations 2012
- 37 Municipal Sector Plan Part 1, Towards Zero Waste, Collections Blueprint
- 38 The Well-being of Future Generations (Wales) Act 2015

Officer Contact

- 39 Mr Andrew Lewis, Waste and Neighbourhood Services Manager, Tel: 01639 686021 or email: a.lewis@npt.gov.uk
- 40 Mr Alan Harvey, Senior Waste Management Officer, Tel: 01639 686384 or e-mail: a.harvey@npt.gov.uk

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Planning & Public Protection

N. Pearce

Matter for Decision

Wards Affected: All Wards

Trading Standards – Constitutional Change

Purpose of Report

1. To request that Members authorise the amendment of the Neath Port Talbot Constitution to permit the Environmental Health & Trading Standards Manager, the Trading Standards Team Leader and or the Senior Investigation Officer of the Trading Standards team to authorise competent Officers to institute proceedings when alleged offenders are held in custody.

Executive Summary

2. The Neath Port Talbot Constitution lists the legislation that is currently enforced by the Trading Standards functions of the Authority
3. On page 3.127 of the current Constitution the Environmental Health & Trading Standards Manager (under its former title of Principal Officer Environmental Health & Trading Standards) is included as an Officer delegated to institute legal proceedings in conjunction with the Head of Legal and Democratic Services, to include the signing of any cautions in accordance with Home Office Guidelines, and where an alleged offender is being held in custody in relation to an offence, to institute proceedings by way of charge.
4. When alleged offenders are being held in custody the appropriate Officers from the Trading Standards team in attendance are Trading Standards Officers or Enforcement Officers. For practical purposes it would be beneficial if these Officers could be authorised to charge alleged offenders and this proposal would allow that following

authorisation from either the Environmental Health & Trading Standards Manager, the Trading Standards Team Leader or in either's absence the Senior Investigation Officer for the Trading Standards team, who both in turn would have satisfied themselves upon consideration of the facts. These Officers will only utilise this power when they are entirely satisfied that the circumstances warrant charge and that the evidence is sufficient to do so.

5. As such occasions are likely to fall outside of normal working hours then the current requirement to consult with Legal Services Officers prior to charge is removed for this particular scenario only, as access to such Officers is likely to be not possible at such times.

Proposed Decision

6. That the Neath Port Talbot Constitution be amended to add a further paragraph under paragraph 3, headed (c) Environmental Health and Trading Standards on page 3.127 to read as follows:-
 - “Specifically in relation to the charging of alleged offenders being held in custody, the Environmental Health & Trading Standards Manager, Trading Standards Team Leader and or the Senior Investigation Officer of the Trading Standards Service may authorise competent Officers of the Trading Standards team to charge, following a review of the facts. This power will only be invoked when either of these named Senior Officer’s feels that it is appropriate and in the public interest to do so and having satisfied themselves that the evidence is sufficient to do so.”
7. Additionally that the Senior Investigation Officer of the Trading Standards Service be also authorised to charge on behalf of the authority when that Officer is satisfied that it is in the public interest to do so and that sufficient evidence exists to warrant such action.

Reason for Proposed Decision

8. This change will deliver a practical solution for charging alleged offenders being held in custody, but it will also ensure that the interests of the authority are protected by requiring that charging will only be undertaken by competent officers who have been authorised to do so following a review of the facts by a Senior Officer.

Financial Impact

9. None

Equality Impact Assessment

10. A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this proposal does not require an Equalities Impact Assessment

Workforce Impact

11. This may have a small impact on the Trading Standards team in respect of ensuring availability of supervisors and managers for the purpose of charging out of office hours.

Legal Impact

12. None

Risk Management

13. None

Any Other Impacts

14. None

Consultation

15. There is no requirement under the Constitution for external consultation on this item.

Recommendation(s).

16. That the constitution is amended to permit the Environmental Health & Trading Standards Manager, the Trading Standards Team Leader and or the Senior Investigation Officer of the Trading Standards team to authorise competent Officers to institute proceedings when alleged offenders are held in custody.

Reason for Proposed Decision(s)

17. To ensure that the Constitution permits the Trading Standards Team Leader and or the Senior Investigation Officer of the Trading Standards to expedite the investigation of alleged offenders of certain trading standards legislation, the addresses of the subjects of these investigations (counterfeiters, cowboy builders, market traders) can be difficult to confirm and serving summonses can be fraught with difficulty.

Implementation of Decision

18. The decision is proposed for implementation after the three day call in period.

Appendices

19. None

List of Background Papers

20. None

Officer Contact

21. Nicola Pearce, Head of Planning and Public Protection.
Tel: 01639 686680 or e-mail: n.pearce@npt.gov.uk
22. Mark Thomas, Environmental Health and Trading Standards Manager. Tel 01639 685612 or email m.thomas2@npt.gov.uk

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Ward Affected: All

Advertising Banner Locations

Purpose of Report

- 1 To seek Members' approval to amend the list of dedicated locations for placing temporary banners for planned charity events.

Background

- 2 Permission is granted by officers on behalf of NPTCBC for the erection temporary banners to advertise major events, public service or charity events.
- 3 There are 11 dedicated sites throughout the county borough as shown:

	<u>LOCATION</u>	<u>REF</u>	<u>NUMBER OF BANNERS</u>
1	High Street, Glynneath	G1	1
2	Footbridge over A4067, Pontardawe	P1	1
3	A474 Pontardawe bus stop	P2	2
4	Riverside Drive, Neath	N1	2
5	Victoria Gardens, Neath	N2	1
6	Prince of Wales Drive, Neath	N3	2
7	Stockhams Corner, Neath	N4	3
8	Footbridge over A48 Margam.	PT1	2
9	Princess Royal Theatre, Port Talbot	PT2	2
10	Footbridge at Afandale Port Talbot *	PT3	2
11	Morrisons Superstore in Port Talbot	PT4	2
	TOTAL		20

- * The footbridge at Afandale was demolished during construction of Bae Baglan.

This has reduced the number of sites to 10 and the number of banners to 18.

Equality Impact Assessment

- 4 A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010.
- 5 After completing the assessment it has been determined that this function does not require an Equality Impact Assessment.

Financial Implications

- 6 None; there is no charge for the erection of banners.

Consultation Outcome

- 7 Charities have indicated that they avoid using the footbridge locations as they are concerned about erecting banners above the carriageway.
- 8 They have expressed concern about the risk of dropping equipment/ banners onto the carriageway and causing an accident.

Sustainability Appraisal

- 9 The remaining sites will still allow charities to advertise events. However, the number of banners allowed at any one time will be reduced from 20 to 15.

Recommendation(s)

It is recommended that:-

- 10 Due to Health and Safety concerns it is recommended that the 3 footbridge locations are removed from the list. This will reduce the number of official sites where banners can be installed from 11 to 8.
- 11 The remaining banner locations are still located in Neath, Port Talbot, Pontardawe and Glynneath.

	<u>LOCATION</u>	<u>REF</u>	<u>NUMBER OF BANNERS</u>
1	High Street, Glynneath	G1	1
2	A474 Pontardawe bus stop	P2	2
3	Riverside Drive, Neath near Morrisons Superstore	N1	2
4	Victoria Gardens, Neath	N2	1
5	Prince of Wales Drive, Neath	N3	2
6	Stockhams Corner, Neath	N4	3
7	Princess Royal Theatre, Port Talbot	PT2	2
8	Morrisons Superstore in Port Talbot	PT4	2
	TOTAL		15

Reasons for Proposed Decision

- 12 Health and Safety - there is considerable risk to the Authority in granting permission for organisations to erect banners over a live carriageway.
- 13 Items (including banners) could be dropped from the footbridge onto live traffic causing an accident on the carriageway below.

Implementation of Decision

- 14 The decision is proposed for implementation after the three-day call-in period.

List of Background Papers

- 15 None.

Appendices

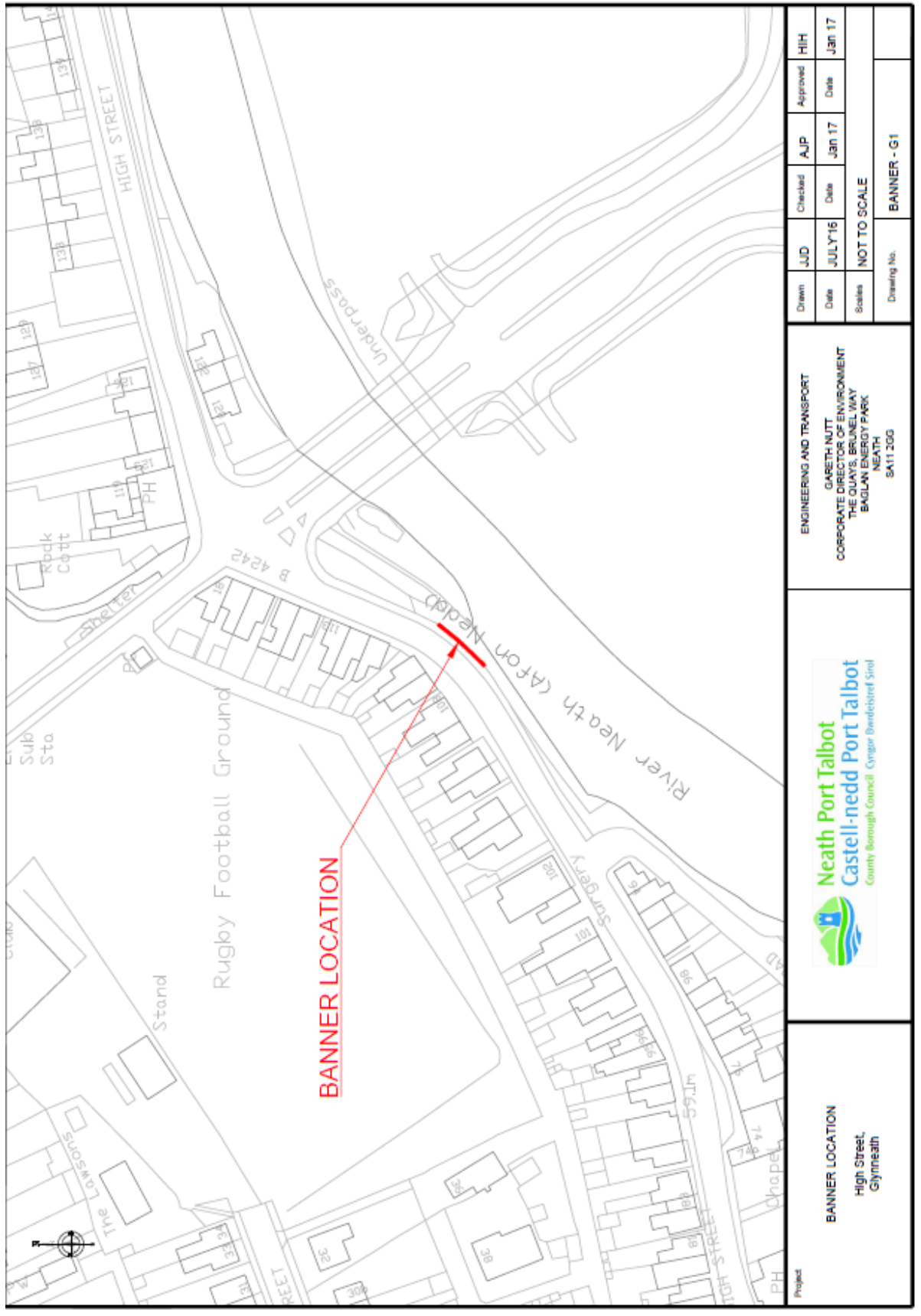
- 16 Appendix A – Plans of the proposed locations.

Officer Contact

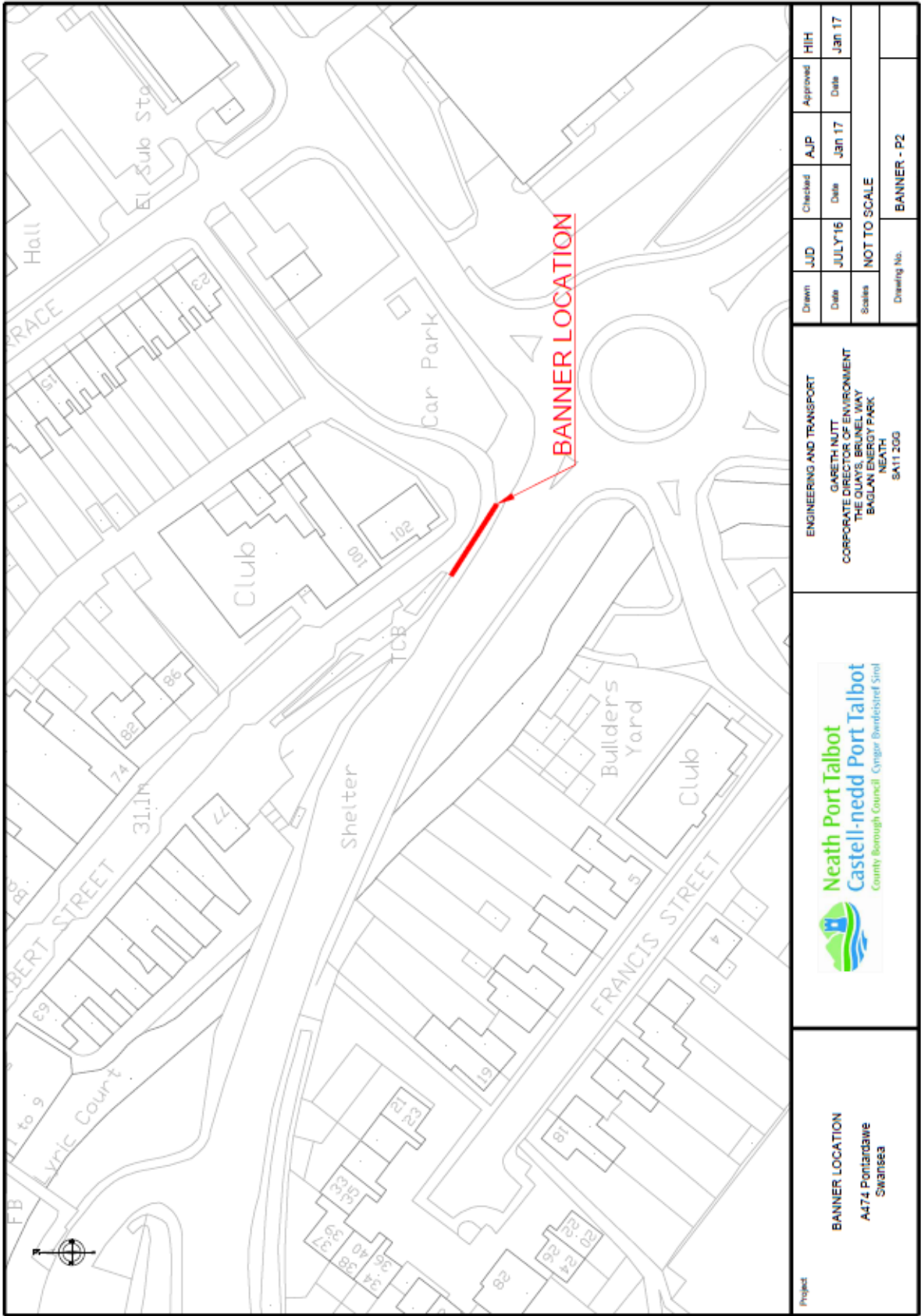
Amanda Phillips Programme and Commissioning Manager
 Tel. No: 01639 686483
 email: a.phillips2@npt.gov.uk

Hasan Hasan Engineering Manager
Tel. No: 01639 686463
email: h.hasan@npt.gov.uk

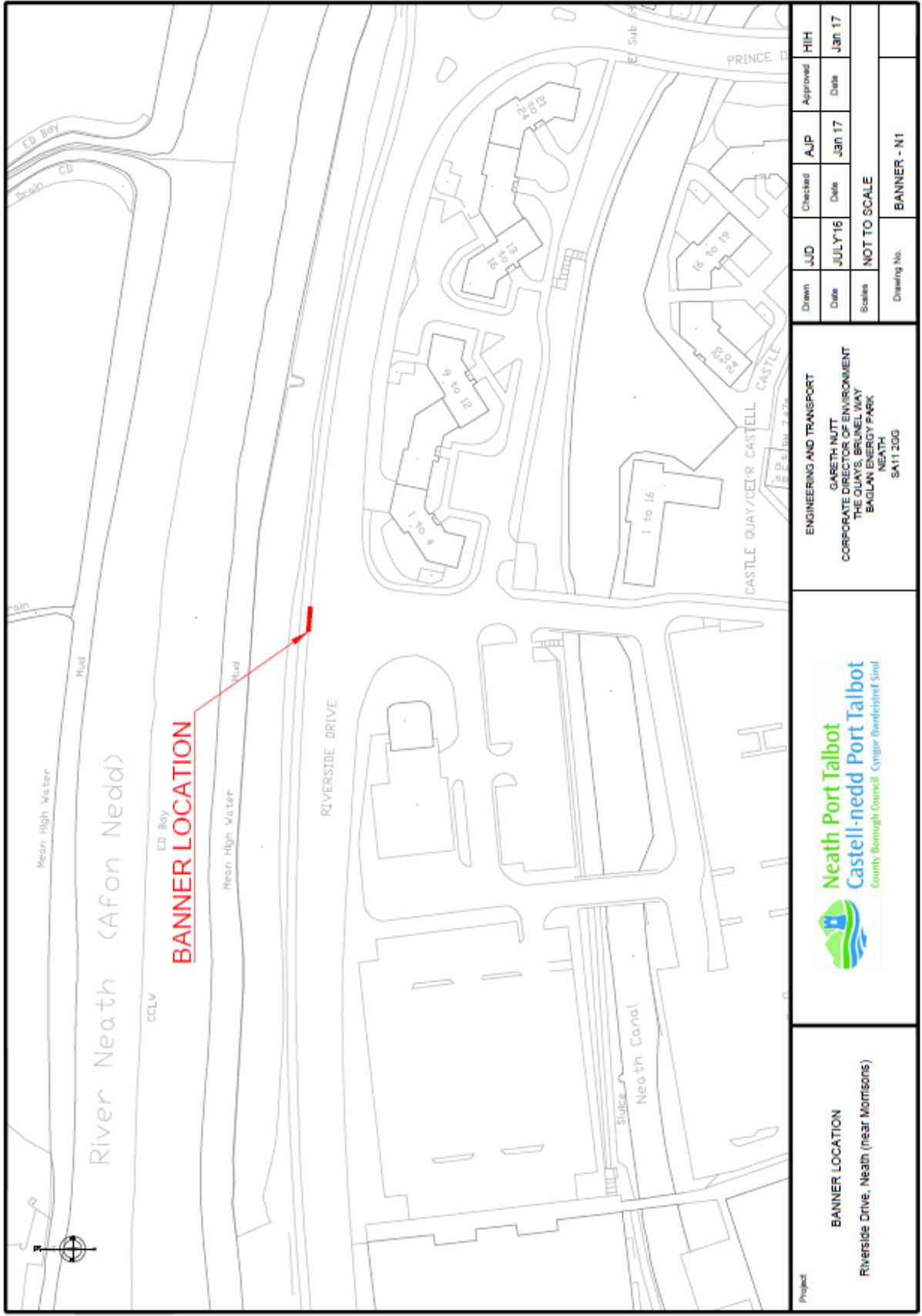
Appendix A



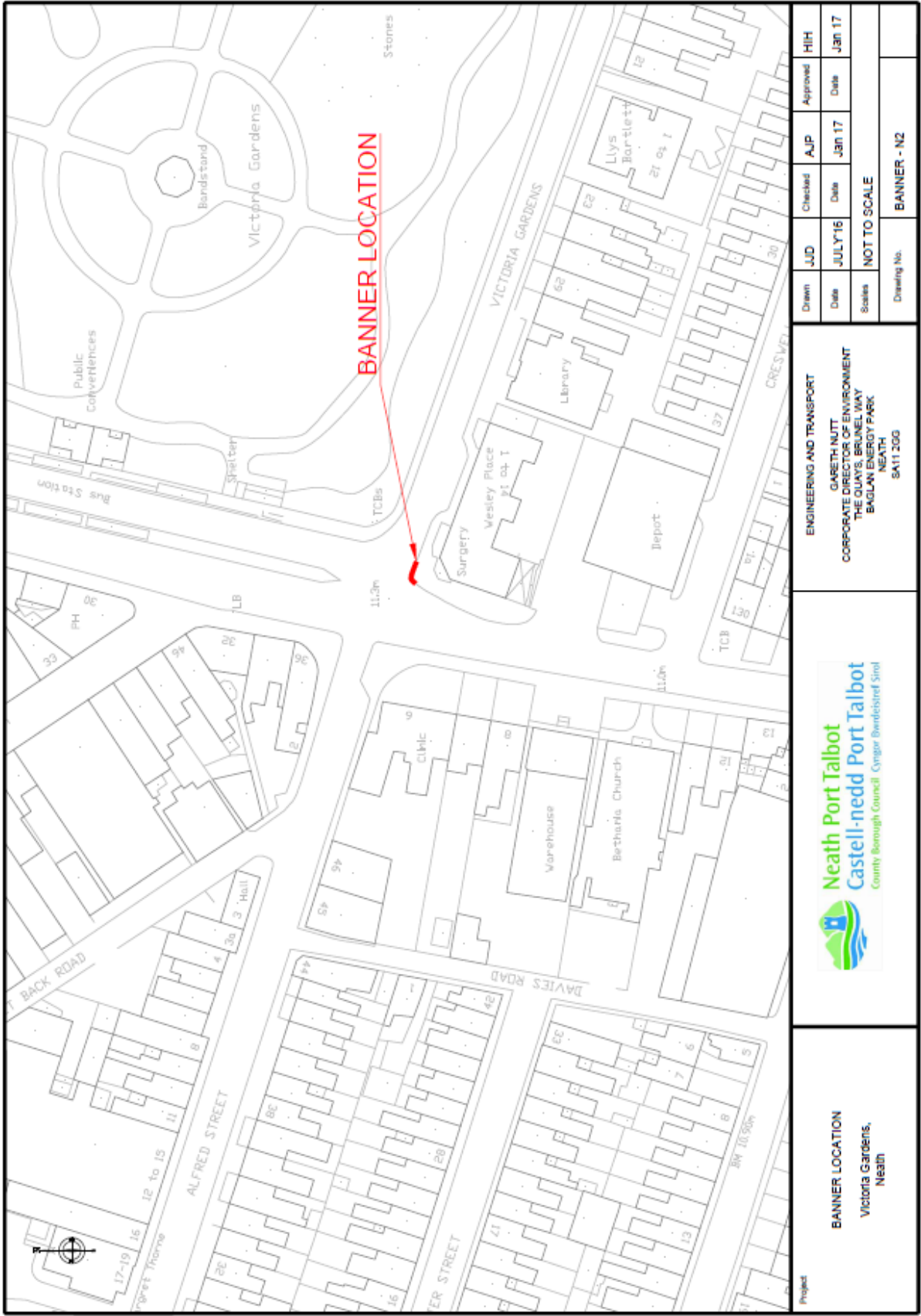
BANNER LOCATION High Street, Glymeath		 Neath Port Talbot Castell-nedd Port Talbot <small>County Borough Council Cynghor Bwrdeistref Sirol</small>		ENGINEERING AND TRANSPORT GABETH NUTT CORPORATE DIRECTOR OF ENVIRONMENT THE OLIVAS, BRUNEL WAY BAGLAN ENERGY PARK NEATH SA11 2GG		Drawn JUD	Checked AJP	Approved HIH
Project		Drawing No. BANNER - G1		Date JULY'16	Date Jan 17	Date Jan 17	Date Jan 17	
				Scales NOT TO SCALE				



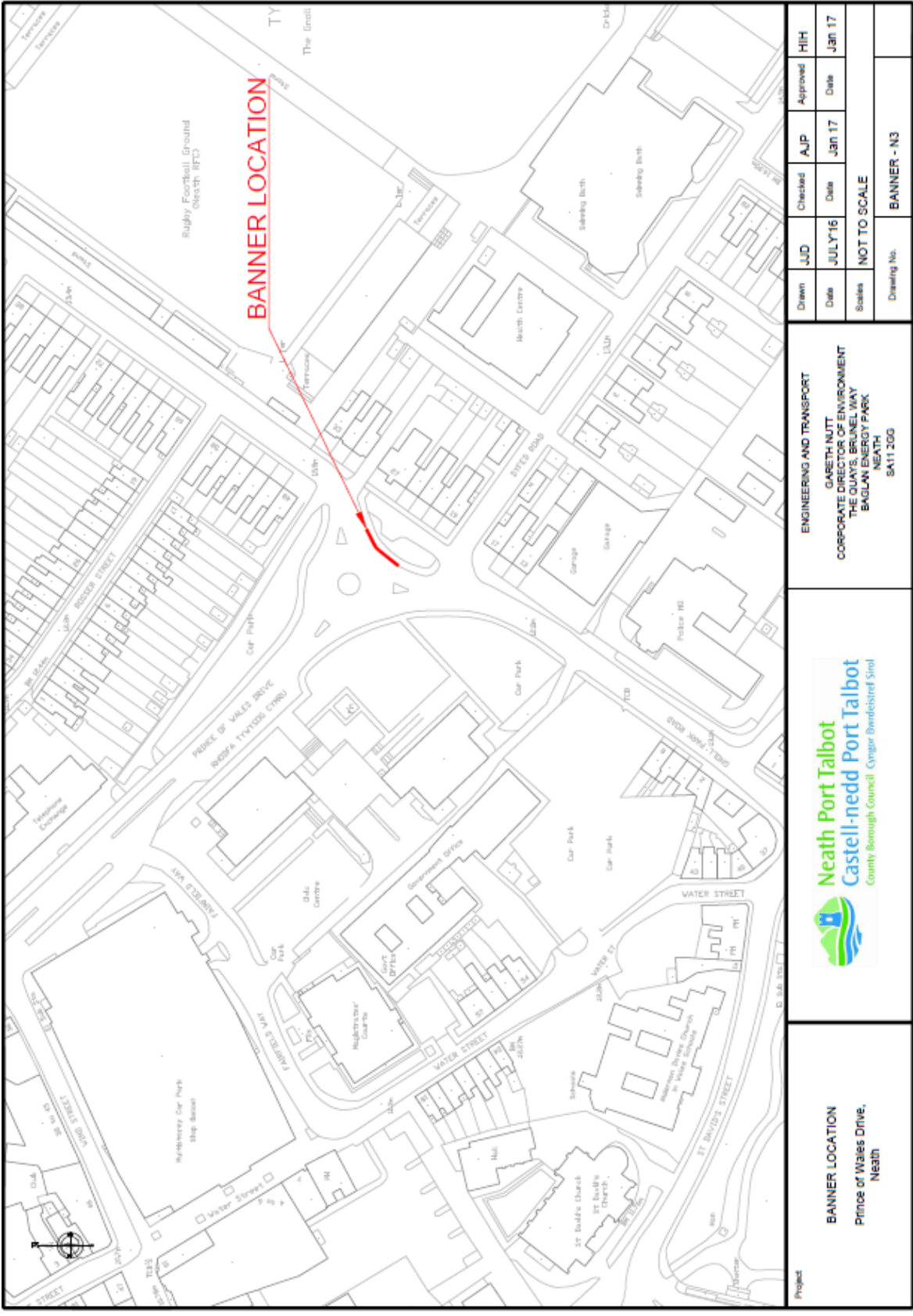
Project	BANNER LOCATION A474 Pontardawe Swansea		 Neath Port Talbot Castell-nedd Port Talbot <small>County Borough Council Cymru Bwrdeistref Sirol</small>		ENGINEERING AND TRANSPORT GARETH MUTT CORPORATE DIRECTOR OF ENVIRONMENT THE QUAY BUILDING ENGLAN ENERGY PARK NEATH SA11 2GG		Drawing No. BANNER - P2
	BANNER LOCATION		ENGINEERING AND TRANSPORT		Checked AJP Date Jan 17	Approved Date Jan 17	
	Drawn JJD Date JULY'16		Scales NOT TO SCALE		Drawing No. BANNER - P2		

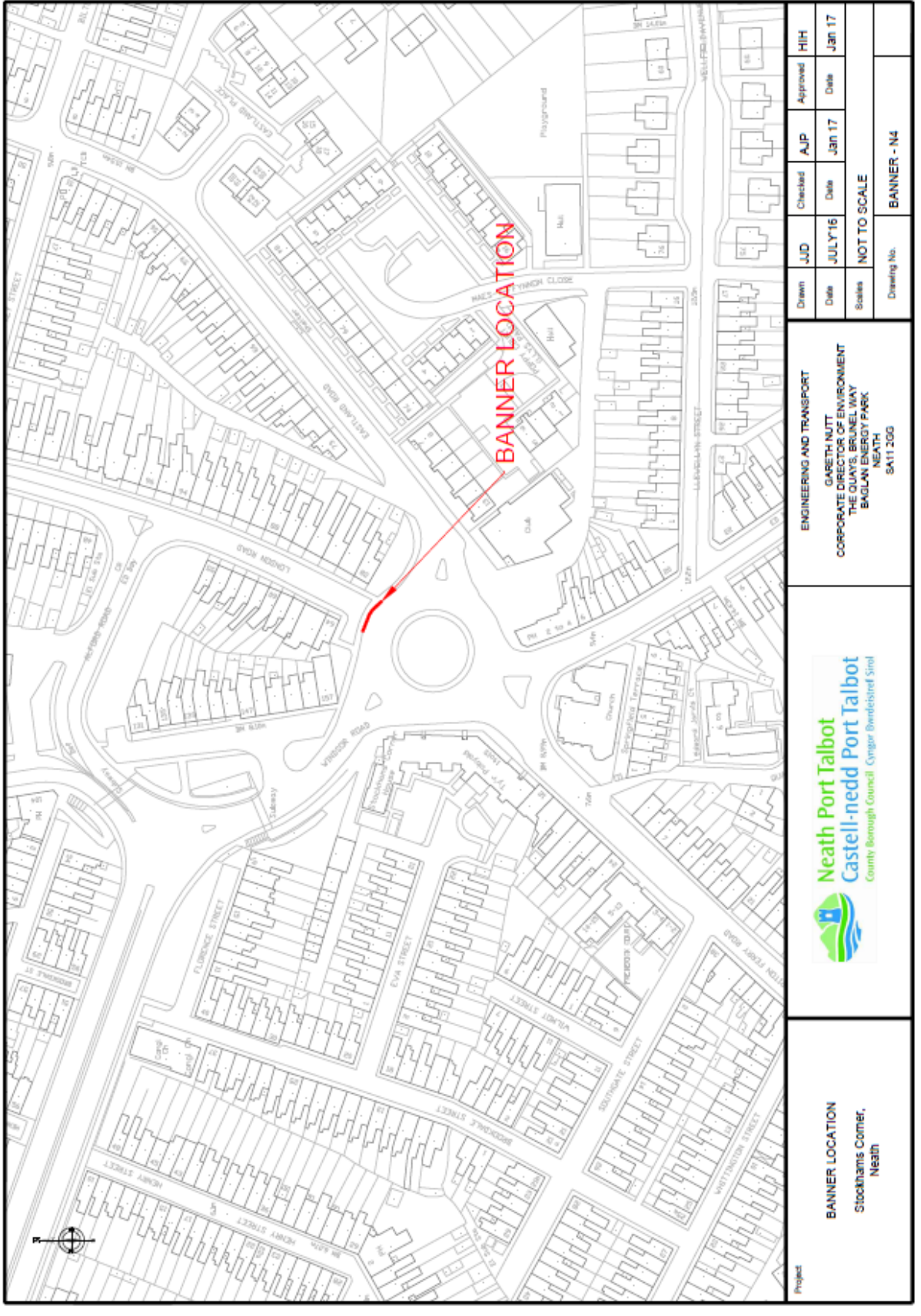


Project	BANNER LOCATION Riverside Drive, Neath (near Morrisons)				ENGINEERING AND TRANSPORT GARETH NUTT CORPORATE DIRECTOR OF ENVIRONMENT THE QUAYS, BRUNEL WAY BAGLAN ENERGY PARK NEATH SA11 2GG		Drawn JJD	Checked AJP	Approved HIH
					Date JULY16	Date Jan 17	Date Jan 17	Date Jan 17	
				Scales NOT TO SCALE		Drawing No. BANNER - N1			

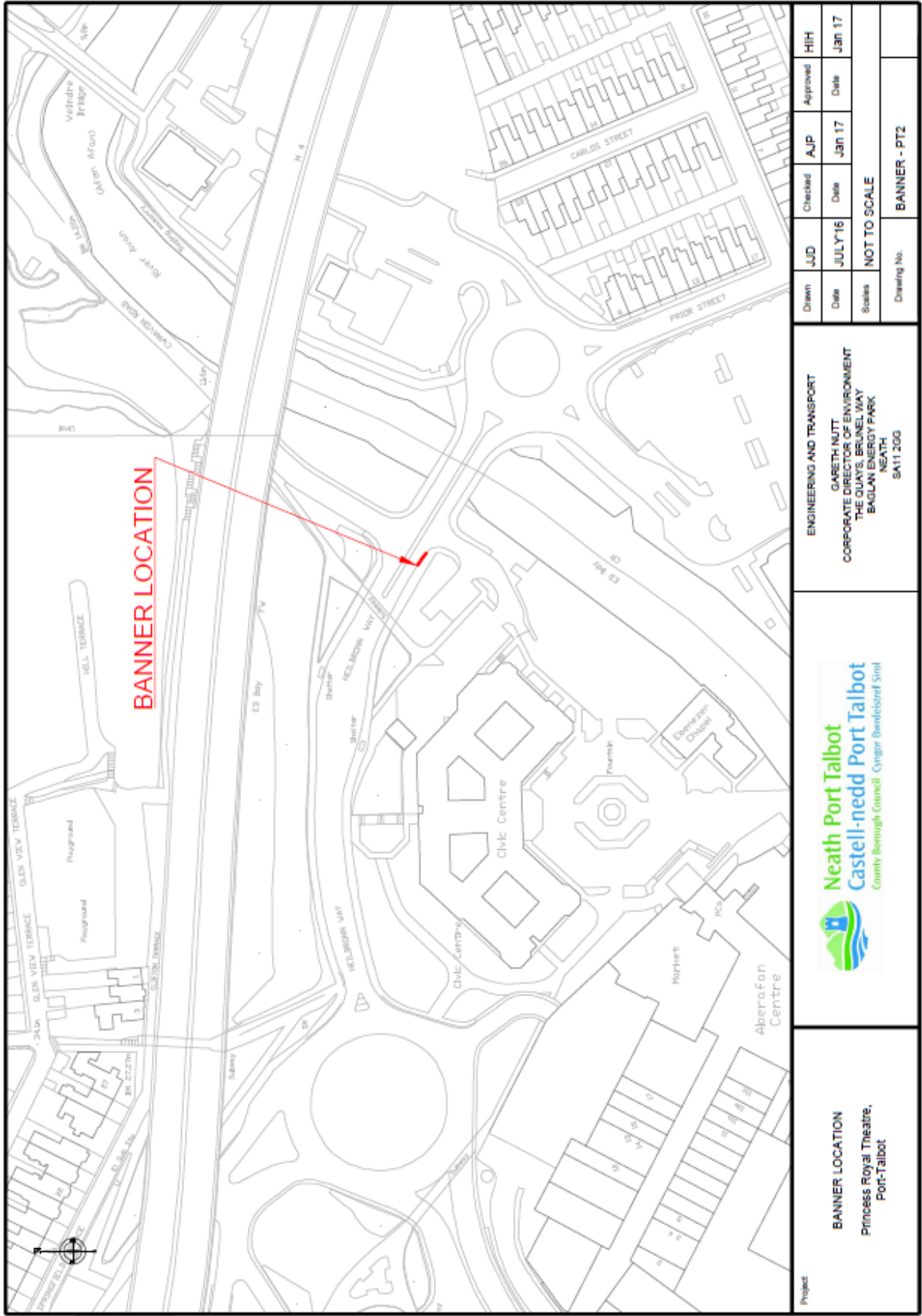


Project	BANNER LOCATION Victoria Gardens, Neath		 County Borough Council Cynghor Bwrdeistref Sirol		ENGINEERING AND TRANSPORT GARETH NUTT CORPORATE DIRECTOR OF ENVIRONMENT THE QUAYS, BRUNEL WAY EGLAN ENERGY PARK NEATH SA11 2GG	
	Drawn	JJD	Checked	AJP	Approved	HIH
Date	JULY'16	Date	JAN 17	Date	JAN 17	
Scales	NOT TO SCALE					
Drawing No.	BANNER - N2					

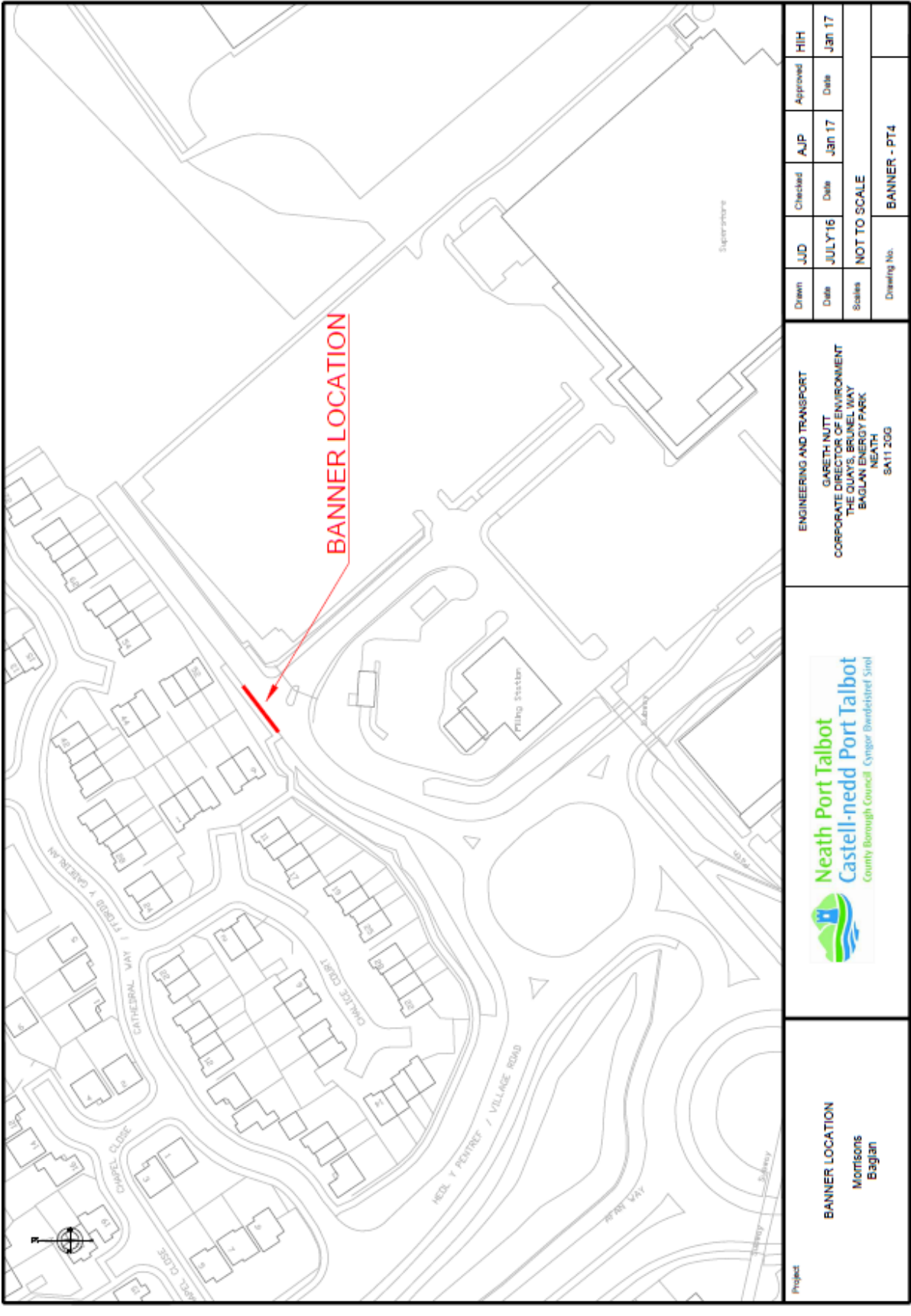




Project	BANNER LOCATION Stocknams Corner, Neath		 Neath Port Talbot Castell-nedd Port Talbot County Borough Council Cymru Bwrdeistref Sirol				ENGINEERING AND TRANSPORT GARETH NUTT CORPORATE DIRECTOR OF ENVIRONMENT THE QUAYS BRUNEL WAY BLAGLAN ENERGY PARK NEATH SA11 2GG					
	Drawn	JJD	Checked	AJP	Approved	HIH	Date	JULY'16	Date	Jan 17	Date	Jan 17
	Scale	NOT TO SCALE										
Drawing No. BANNER - N4												



Project	BANNER LOCATION Princess Royal Theatre, Port-Talbot		 Neath Port Talbot Castell-nedd Port Talbot <small>County Borough Council / Cynghor Bwrdeistref Siniol</small>		ENGINEERING AND TRANSPORT GARETH NUTT CORPORATE DIRECTOR OF ENVIRONMENT THE QUAYS, BRUNEL WAY BAGLAN ENERGY PARK NEATH SA11 2GG		
	Drawn	JJD	Checked	AJP	Approved	HIH	
Date	JULY'16	Date	Jan 17	Date	Jan 17	Date	Jan 17
Scales	NOT TO SCALE						
Drawing No.	BANNER - PT2						



BANNER LOCATION

BANNER LOCATION Morrisons Baglan	 Neath Port Talbot Castell-nedd Port Talbot <small>County Borough Council / Cyngor Bwrdeistref Siniol</small>		ENGINEERING AND TRANSPORT GARETH NUTT CORPORATE DIRECTOR OF ENVIRONMENT THE QUAYS, BRUNEL WAY ENGLAN ENERGY PARK NEATH SA11 3GG		Drawn JUD	Checked AJP	Approved HIH
	Date JULY'16		Date Jan 17		Date Jan 17	Date Jan 17	Date Jan 17
	Scales NOT TO SCALE		Scales NOT TO SCALE		Drawing No. BANNER - PT4		

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Ward Affected: All

List of Approved Contractors

Purpose of Report

1. To seek Members' approval to amend the Approved List of Contractors.

Background

2. Members will be aware that on previous occasions reports concerning the compilation of the Approved List of Contractors have been presented to Cabinet Board. Members are updated on a regular basis on outstanding issues relating to the lists.
3. The full list of categories is set out in Appendix A for your information.
4. The following firms have applied to be included in the list:-

	<u>FIRM</u>	<u>CATEGORY</u>
1.	Atom Electrical Contractors	43, 50, 70
2.	R P Traffic Management Ltd	9

5. Since the previous report in December 2015, the following company has applied to be added on for an additional category:-

<u>FIRM</u>	<u>CATEGORY</u>
Not Applicable	

Equality Impact Assessment

6. Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this function does not require an Equality Impact Assessment.

Financial Implications

7. None.

Consultation Outcome

8. The Approved List of Contractors is promoted on NPT web pages through local events.

Sustainability Appraisal

9. The process gives local companies an opportunity to provide goods and services to the Council.

Recommendation

10. It is recommended that:-

The contractors in section 4 of the circulated report are included on the Approved List for the relevant categories.

Reasons for Proposed Decision

11. To keep the Approved List up to date and as far as possible ensure a competitive procurement process.
12. These recommendations to be adopted for the purpose of supplying a List of Contractors for invitation to tender within the relevant category.

Implementation of Decision

13. The decision is proposed for implementation after the three-day call-in period.

List of Background Papers

14. None

Appendices

15. Appendix A – Approved List of Categories

Officer Contact

Hasan Hasan, Engineering Manager
Tel. No: 01639 686463
email: h.hasan@npt.gov.uk

Appendix A

General Services

1. Signs
2. Plant Hire
3. Security
4. Clinical Waste
5. Pest Control
6. Re-Cycling
7. Waste Disposal (eg. Car, Computers, Steel)
8. Crowd Control
9. Traffic Management
10. Portable Buildings
11. Scaffolding

Building Construction / Maintenance

12. Building Construction £50,000 - £200,000
13. Building Construction £200,000 - £1m
14. Building Construction Over £1m
15. Minor Building Works below £50,000
16. Works of Adaptation below £5,000
17. Re-Roofing
 - a) Felt & Asphalt below £10,000 / above £10,000
 - b) Tiles & Slate below £10,000 / above £10,000
 - c) GRP
 - d) High Performance Coverings
 - e) Sheeting & Cladding
18. Supply & Installation of Floor Finishes
 - a) Flexible Sheet, Tiles, Carpets
 - b) Jointless
 - c) Rigid Tiles, Slabs, Mosaics
 - d) Wood
19. Plastering
20. Painting & Decorating
21. Supply & Installation of Windows / Doors
(Windows to BS 7412, Doors to PAS 23/1, PAS 24/1 to BS 7950 Kitemark Scheme)
 - a) PVCU (using Aluplast System)
 - b) Timber
 - c) Aluminium
 - d) Steel
 - e) Roller Shutter
 - f) Security Doors

- g) Automatic Doors
- 22. Suspended Ceilings
- 23. Welding / Fabrication below £5,000
- 24. Welding / Fabrication above £5,000
- 25. Stonework Repair / Restoration / Cleaning
- 26. Glazing & Safety Filming
- 27. Wall Tie Replacement
- 28. External Wall Insulation
- 29. Damp Proofing / Dry Rot / Woodworm Treatment
- 30. Cavity Wall and / or Loft Insulation
- 31. Asbestos Handling & Removal, Asbestos Surveys & Asbestos Consultancy Services
- 32. Window Blinds
- 33. Shop Fitters – Specialist Joinery
- 34. Refurbishment of Laboratories
- 35. Clearance of Void properties
- 36. Works to Listed Buildings

Mechanical & Electrical Engineering

- 37. Domestic (including Housing) Plumbing & Central Heating below £50,000
- 38. Domestic (including Housing) Plumbing & Central Heating above £50,000
- 39. Commercial Heating & Ventilating below £100,000
- 40. Commercial Heating & Ventilating above £100,000
- 41. Domestic (including Housing) Electrical Installation below £50,000
- 42. Domestic (including Housing) Electrical Installation above £50,000
- 43. Commercial Electrical Installations below £100,000
- 44. Commercial Electrical Installations above £100,000
- 45. Gas Boiler Maintenance
- 46. Maintenance of Building Management Systems for Heating & Ventilation

Mechanical & Electrical Specialist Services

- 47. CCTV
- 48. Intruder Alarms
- 49. Fire Alarms
- 50. Warden Call System
- 51. Lifts
- 52. Swimming Pool Plant Equipment
- 53. Water Systems Cleaning & Chlorination
- 54. Ductwork System Cleaning & Sterilisation
- 55. Domestic & Commercial Kitchen Equipment Maintenance

- 56. Supply & Installation of Specialist Kitchen Equipment / Fittings
- 57. Installation, Testing & Maintenance of Local Exhaust Ventilation (LEV)
- 58. Water Systems – Risk Assessment
- 59. Supply & Installation of Pipework & Ductwork Installation
- 60. Supply, Installation and / or Servicing of Automatic Door Systems
- 61. PA Systems / Sound Systems
- 62. Stage Lighting
- 63. Service / Repair of Kilns
- 64. Supply, Installation & Servicing of Leisure Services Equipment
- 65. Specialist Steelwork (stainless Steel & Fabricated Works)
- 66. Lightning Conductors
- 67. Fire Fighting Equipment including Hose Reels
- 68. Smoke / Fire Detectors
- 69. Stage Equipment including Curtains, Gantry, Special Effects etc.
- 70. Computer / Telephone Cabling

Civil Engineering

- 71. Civil Engineering £0 – £25,000
- 72. Civil Engineering £25,000 – £250,000
- 73. Civil Engineering £250,000 – £1m
- 74. Civil Engineering over £1m
- 75. Land Reclamation
- 76. Sewers & Drainage
- 77. Hard & Soft Landscaping
- 78. Ground Investigation
- 79. Demolition
- 80. Surfacing, Carriageway & Footways
- 81. Surface Dressing
- 82. Road Markings & Reflective Road Studs
- 83. Carriageway Slurry Surfacing & Footways
- 84. Fencing
- 85. Gabion & Blockstone
- 86. Steel Fabrication below £25,000
- 87. Steel Fabrication above £25,000
- 88. Bridge Works, New & Maintenance

Civil Engineering Specialists

- 89. Concrete Repairs
- 90. Diving Inspections & Works within Water
- 91. Bridge Deck Expansion Joints
- 92. Bridge Deck Water Proofing
- 93. Soil Nailing

94. Sewer Relining
95. Sewer Surveys
96. Safety Fencing
97. Bridge Parapets (Manufacture & Installation)
98. Access Plant for Inspection
99. Bridge Parapet Painting
100. Painting of Structural Steelwork
101. Arboriculturalist
102. Weedspraying
103. Weather Forecasting
104. Playground Equipment
105. Specialist Cleaning
106. Synthetic Pitches and Sports Facilities
107. Bus / Cycle Shelters
108. Traffic Signals
109. Street Lighting
110. Street Furniture
111. Specialist Contractor not listed above – please specify type of work

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Wards Affected: All

Parking Services Software Upgrade (Compex 360)

Purpose of Report

1. To seek Members' approval to upgrade the existing parking enforcement and notice processing system.

Executive Summary

2. The report seeks authorisation to exclude the requirements of competition, to suspend Rule 2.1 of the Council's Contracts Procedure Rules ("CPRs") and to make a direct award to Imperial Civil Enforcement Solutions ("the Service Provider").

Background

3. The current parking enforcement and notice processing system was last upgraded in 2007. The Authority has been notified by Imperial Civil Enforcement Solutions that our current notice processing system will in the future be only supported and not developed, to include any new functionality. They will be concentrating their development on the Compex 360 system.
4. The system will be hosted by ICES within their head office in Bristol, with a disaster recovery site based at their operations centre in Northampton. The service will be available 24 hours a day, seven days a week and has uninterruptible system monitoring.
5. Hosting with Imperial Civil Enforcement Solutions removes the need for capital investment for hardware as well as the costs and procedural requirements for maintenance and system upgrades.

6. The current maintenance invoice for the existing software is £13,722 per annum. The hardware costs are not included in this figure.
7. This upgrade will fit in to the authority's Digital by Choice agenda.
8. The report would also bring to member's attention that parking services will be running a public consultation process this year on the introduction of a virtual permit system from the same supplier (Imperial Civil Enforcement Solutions).
9. This upgrade will help facilitate the transference from the old paper system to a real time paperless system.

Financial Impact

10. Attached in Appendix A is a financial cost of upgrading the system for a five year period. The additional expenditure will be funded out of the parking services trading accounts.

Equality Impact Assessment

11. A screening assessment has been undertaken and there is no requirement for an Equality Impact Assessment to be carried out.

Workforce Impact

12. No impact on the workforce.

Legal Impact

13. Even though the requirement to competitively tender the agreement by way of a European based tender is not applicable, the Council is required by the general obligations of transparency, equal treatment, non-discrimination and proportionality that derive from the Treaty on the Functioning of the European Union (TFEU) when an agreement of this kind is of 'certain cross border interest'.
14. What these principles imply in practice is that the contract should be transparently awarded in a non-discriminatory way. The simplest way to demonstrate compliance would be by going through a procurement exercise compliant with the principles outlined above.

15. The Council would contend that an agreement of this kind is unlikely to have 'cross border interests'.
16. In addition, the Council must ensure that suitable contractual arrangements can be put in place for the provision of the Services without delay and to ensure continuity is not disrupted for the Council.
17. Further, the Council must comply with its own internal CPRs which provide that the Council will, whenever possible put contracts of this value out to open competition.
18. Rule 2.1 of the CPRs provides that where the value of the contract exceeds £50,000, the arrangement should be subject to competitive tender. As part of the Recommendations, an exclusion of the CPRs will be sought.
19. The Council currently has an ongoing Maintenance Contract with the Service Provider, which would have to continue even if a tender exercise was undertaken. Therefore, it would represent better value to the Council to amend its current arrangements with the Service Provider to reflect the new requirements.

Risk Management

20. Imperial Civil Enforcement Solutions will replicate all files and database changes between the data centre servers at both of their sites and there are contingency services in Northampton to provide business continuity.

Consultation

21. There is no requirement for external consultation.

Recommendation(s)

22. It is recommended, having given due regard to the Equality Impact Assessment:-
23. That the requirements of competition are excluded and Rule 2.1 of the Council's Contracts Procedure Rules is suspended.

24. That authority is given to make a direct award to the Service Provider and for the Council to enter into contract with the Service Provider for the provision of the Services for a period of five years on a date to be determined by the Head of Engineering and Transport.

Reason for proposed Decision(s)

25. The current system is coming to end of its product life and is not fit for purpose.

Implementation of Decision

26. The decision is proposed for implementation after the three-day call-in period.

Appendices

27. Appendix A – Financial Information

List of Background Papers

28. None

Officer Contact

Steve Cook, Parking Manager
Tel. No. : 01639 763986
email: s.cook@npt.gov.uk

Appendix A

Year 1

360 upgrade and 6 licences	£10,080.00
Training	£2,250.00
12 x Rialto Licences	£4,320.00
12 X HHC Real time data transfer licences	£1,440.00
Printer Maintenance	£924.00
Trafficsync licence	£222.66
	£19,236.66

Samsung Phone	£3,228.00
Phone Insurance	£432.00
Data Transfer	£1,728.00
Cases	£240.00
	£5,628.00
	£24,864.66

Year 2

360 - 6 licences	£10,080.00
12 x Rialto Licences	£4,320.00
12 X HHC Real time data transfer licences	£1,440.00
HHC Real Time Transfer	£1,000.00
Printer Maintenance	£924.00
Trafficsync licence	£222.66
	£17,986.66

Phone Insurance	£432.00
Data Transfer	£1,728.00
	£2,160.00
	£20,146.66

Year 1	£24,864.66	
Year 2-5	£80,586.64	
	<u>£105,451.30</u>	£21,090.26 per year

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Ward Affected: Neath North

Proposed Taxi Rank – Old Market Street, Neath

Purpose of Report

1. To consider the objections received following the advertisement of the proposals as indicated in Appendix A.

Executive Summary

2. One letter was received in respect of the proposal. The report outlines the objection and the recommendations for the scheme.

Background

3. In November/December 2016 the proposals were advertised and at the same time a consultation exercise was undertaken to all properties directly affected by the scheme; see Appendix B.

Financial Implications

4. The work will be funded by the Regeneration Capital Programme.

Equality Impact Assessment

5. No requirement for an Equality Impact Assessment.

Workforce Impact

6. Not applicable

Legal Impact

7. The scheme has been advertised for a 21 day period.

Risk Management

8. There are no service risk management issues associated with this scheme. However, the demolition of the former multi-storey car park in Neath, Wilkinsons Store and Tesco Extra is dependent on the relocation of the taxis to facilitate the next phase of the development.

Consultation Outcome

9. This item has been subject to external consultation.

List of consultees:-

Councillor A Lockyer

Councillor M Protheroe

Residents/Businesses' affected by the scheme

10. As part of the consultation exercise a letter drop was undertaken to all residents within the immediate vicinity of the proposals. During the consultation process one letter (Appendix C) was received in respect of the proposals.

11. Letter 1- Appendix C

Due to the lack of space to relocate the taxi rank it is not feasible to reduce the length of the proposed taxi rank. The existing taxi rank can currently hold up to 15 vehicles whereby the proposed rank will only hold up to 6.

The Loading Only bay opposite the High Street junction that is referred to in the letter is an existing bay that cannot be removed as it serves the lower end of Old Market Street.

Recommendation(s)

12. It is recommended that:

The objection is overruled and the objector informed accordingly, and the scheme be implemented as previously advertised.

Reasons for Proposed Decision

13. The scheme is necessary to provide an alternative taxi rank at the appropriate location due to the demolition works planned which will affect the existing rank on Wind Street, Neath.

Implementation of Decision

14. The decision is proposed for implementation after the three-days call-in period.

Appendices

15. Appendix A – Consultation Plan
Appendix B – Consultation Letter
Appendix C – Objection Letter from a Resident

List of Background Papers

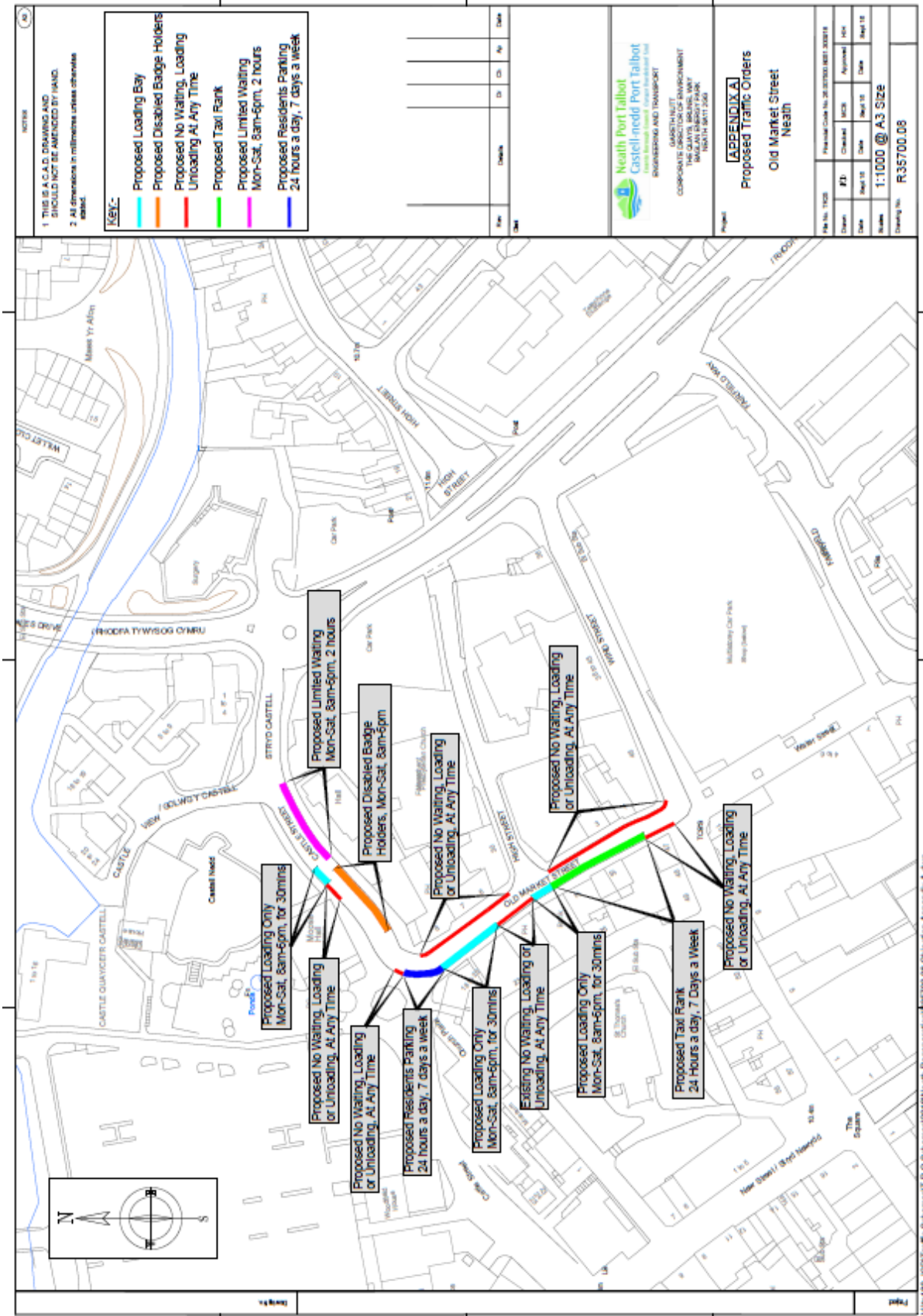
16. TR25

Officer Contact

Mr J C Davies – Senior Engineer Traffic
Tel. No. 01639 686479
email: j.davies15@npt.gov.uk

Mr M Brumby – Project Manager Highways
Tel. No. 01639 686013
email: m.brumby@npt.gov.uk

Appendix A



Appendix B



28 November 2016
01639 686479
environment@npt.gov.uk

Date Dyddiad
Direct Line Rhif Ffôn
email ebost

Mr J C Davies

TR25/JCD/
APPENDIX B

Contact Cyswllt
Your Ref Eich Cyf
Our Ref Ein Cyf

The Occupier

Dear Sir/Madam

Re:- Proposed Traffic Orders, Old Market Street, Neath

Neath Port Talbot County Borough Council intend to advertise the above scheme; a copy of the plan is attached.

A copy of the proposed Order, Statement of Reasons and an appropriate plan may be inspected during normal working hours at the main reception desks in the Civic Centres at Neath, Port Talbot and The Quays, Baglan.

Any objections/support or comments should be forwarded as soon as possible in writing to the address below and must be received no later than 19th December 2016.

If you require this information in larger print, or in an alternative format, please contact the above named officer.

Yours faithfully


For HEAD OF ENGINEERING & TRANSPORT

Environment
Yr Amgylchedd

www.npt.gov.uk

David W Griffiths
Head of Engineering & Transport
The Quays, Brunel Way, Baglan Energy Park,
Neath SA11 2GG
Tel: 01639 686868 Fax: 01639 686100

The Council welcomes
correspondence in English or Welsh

David W Griffiths
Pennaeth Peirianeg a Chludiant
Y Ceiau, Ffordd Brunel, Parc Ynni Baglan,
Castell-nedd SA11 2GG
Ffôn 01639 686868 Ffacs 01639 686100

Mae'r Cyngor yn croesawu gohebiaeth
yn y Gymraeg neu'r Saesneg

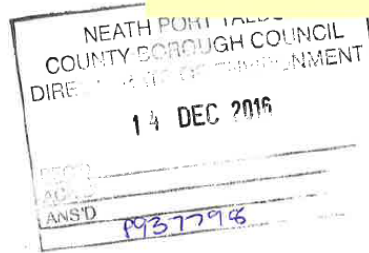


Appendix C

APPENDIX C

REF:- TR25/JCD

Mr D.W. Griffiths,
Head of Engineering & Transport,
The Quays,
Brunel Way,
Baglan Energy Park,
Neath.
SA11 2GG



Dear Mr Griffiths,

Re:- Proposed Traffic Orders, Old Market Street, Neath

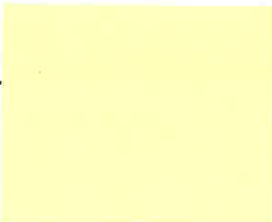
I am writing in response to your letter received on the 28th November 2016 regarding the above scheme.

My property is opposite the proposed Taxi Rank and I am very concerned about the effect of noise and disturbance that will be caused to me especially as the Taxi Rank is allowed to trade 24 hours a day, 7 days a week. My bedroom is in the front of my premises and I will be subjected to increased noise and disturbance during the late evening and early hours of the morning, particularly Friday and Saturday nights. There will be slamming of doors, the arrival and departure from the Taxi Rank and all of this with no limitation on time i.e. 24 hours a day, 7 days a week.

Would it be possible to extend the Proposed No Waiting, Loading or Unloading, At Any Time section so that it clears the front of my property, I accept there will still be noise etc: but at least it will be some distance away. I note there is a Proposed Loading Only section opposite the junction with High Street, so could the Taxi Rank be extended into this, as there is already a longer Proposed Loading Only section further down the street.

I would be grateful if my concerns and suggestions could be considered, or indeed any alternative you regard possible, to lessen the obvious impact on me.

Yours sincerely,



NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Ward Affected: Neath North

Proposed Taxi Rank – Orchard Street, Neath

Purpose of Report

1. To consider the objections received following the advertisement of the proposals as indicated in Appendix A.

Executive Summary

2. One letter with a petition attached with 20 signatures was received in respect of the proposal. The report outlines the objection and the recommendations for the scheme.

Background

3. In November/December 2016, the proposals were advertised and at the same time a consultation exercise was undertaken to all properties directly affected by the scheme; see Appendix B.

Financial Implications

4. The work will be funded by the Regeneration Capital Programme.

Equality Impact Assessment

5. No requirement for an Equality Impact Assessment.

Workforce Impact

6. Not applicable

Legal Impact

7. The scheme has been advertised for a 21 day period.

Risk Management

8. There are no service risk management issues associated with this scheme. However, the demolition of the former multi-storey car park in Neath, Wilkinsons Store and Tesco Extra is dependent on the relocation of the taxis to facilitate the next phase of the development.

Consultation Outcome

9. This item has been subject to external consultation.

List of consultees:-

Councillor A Lockyer

Councillor M Protheroe

Residents/Businesses' affected by the scheme

10. As part of the consultation exercise a letter drop was undertaken to all residents/businesses within the immediate vicinity of the proposals. During the consultation process one letter (Appendix C) was received in respect of the proposals.

11. Letter 1- Appendix C

The letter refers to shoppers that arrive early to get a space in the existing limited waiting bay. However, early shoppers with mobility issues who have a Blue Badge are able to park within the pedestrian area up until 10.30am.

The existing limited waiting bay can hold up to seven vehicles. However, there is ample free on-street parking in Alfred Street, St. David's Street and the other end of Orchard Street, which can accommodate these vehicles, as well as serve the upper area of town.

Other issues raised in the letter are not directly relevant to the proposed Traffic Order.

Recommendation(s)

12. It is recommended that:

The objection is overruled and the objector informed accordingly, the scheme be implemented as previously advertised.

Reason for Proposed Decision

13. The scheme is necessary to provide an alternative taxi rank at the appropriate location due to the demolition works planned which will affect the existing rank on Wind Street, Neath.

Implementation of Decision

14. The decision is proposed for implementation after the three-days call-in period.

Appendices

15. Appendix A – Consultation Plan
Appendix B – Consultation Letter
Appendix C – Objection Letter from a business

List of Background Papers

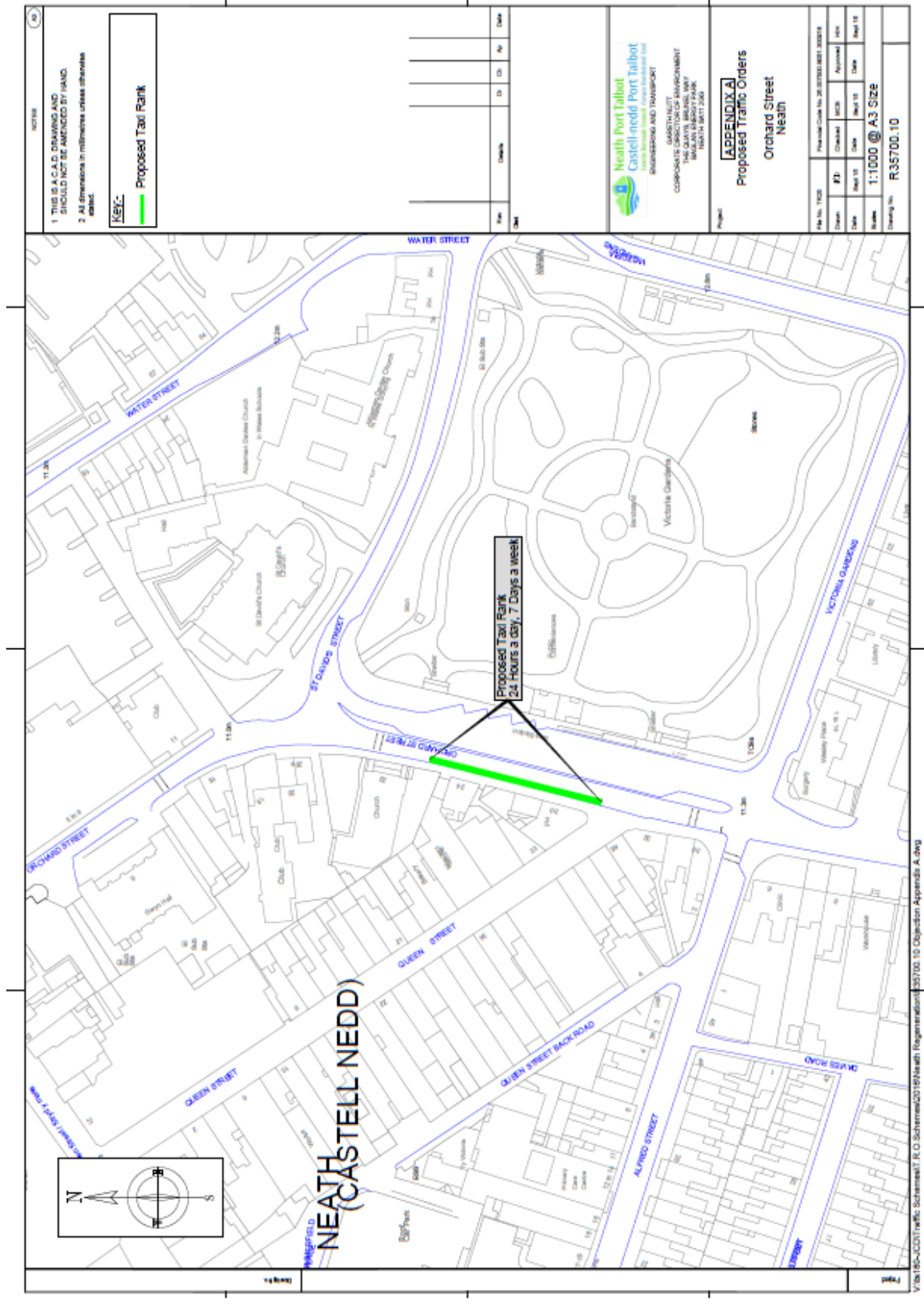
16. TR25

Officer Contact

Mr J C Davies – Senior Engineer Traffic
Tel. No. 01639 686479
email: j.davies15@npt.gov.uk

Mr M Brumby – Project Manager Highways
Tel. No. 01639 686013
email: m.brumby@npt.gov.uk

Appendix A



Appendix B



8th November 2016
01639 686479
j.davies15@npt.gov.uk

Date Dyddiad
Direct Line Rhif Ffôn
email ebost

Mr. J.C. Davies
2616951/979070/1
TR25/JCD/AMH

Contact Cyswilt
Your Ref Eich Cyf
Our Ref Ein Cyf

The Occupier

APPENDIX B

Dear Sir/Madam,

Re: - Proposed No Stopping Except Taxis, Orchard Street, Neath

Neath Port Talbot County Borough Council intend to advertise the above scheme. A copy of the plan is attached.

A copy of the proposed Order, Statement of Reasons and an appropriate plan may be inspected during normal working hours at the main reception desks in the Civic Centres at Neath, Port Talbot and The Quays, Baglan.

Any objections / support or comments should be forwarded as soon as possible in writing to the address below and must be received no later than 2nd December 2016.

Yours faithfully


For HEAD OF ENGINEERING & TRANSPORT

Enc.

Environment
Yr Amgylchedd

www.npt.gov.uk

David W Griffiths
Head of Engineering & Transport
The Quays, Brunel Way, Baglan Energy Park,
Neath SA11 2GG
Tel: 01639 686868 Fax: 01639 686100

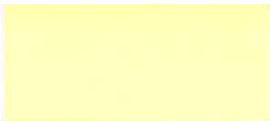
The Council welcomes
correspondence in English or Welsh

David W Griffiths
Pennaeth Peirianeg a Chludiant
Y Ceiau, Ffordd Brunel, Parc Ynni Baglan,
Castell-nedd SA11 2GG
Ffôn 01639 686868 Ffacs 01639 686100

Mae'r Cyngor yn croesawu gohebiaeth
yn y Gymraeg neu'r Saesneg



Appendix C



APPENDIX C

16th NEATH ROAD TALBOT COUNTY BOROUGH COUNCIL DIRECTORATE OF ENVIRONMENT
REC'D 22 NOV 2016
ACK'D
ANS'D P937310

Interested Parties :

Re Proposed No Stopping Except Taxis, Orchard Street Neath.

Orchard Street parking area referred to in your recent proposal, is a "high demand" parking area. evidenced by the fact ~~the fact~~ that it is generally fully occupied during shopping hours. People with limited mobility find this parking area particularly useful given it's proximity to the upper area of the town, and are often the "early shoppers", securing a parking slot before town opens.

Outside normal business hours the parking area is still popular, with parking spots being at a premium until late night, as will be clearly seen on your CCTV footage. similarly on a Sunday this parking area is occupied by the congregation of the local chapel who are typically elderly where again there are mobility issues.

Taxis currently use this area as principally a prearranged pick up, and set down point, the current arrangements appearing to work smoothly. Rarely are black cabs seen looking for opportunist fares in this area indicating little or no natural demand. This is not surprising given the proximity of the main bus stop! This is further supported by ad hoc conversations with taxi drivers who inform us that the main activity of the daytime taxi service is to transport people of limited mobility relatively short distances (sub one mile). Given that these people would have difficulty walking the extra distance to orchard street, it would seem unlikely that the taxi service would support your proposal.

In your statement of reasons it is stated that "the scheme is necessary to provide an area for taxi's in the interest of road safety". Given traffic volumes are significantly higher on the proposed site on orchard than they are on the existing rank, road width is limited, and HGV's are a common sight, it would seem that this proposal runs counter to reason stated above. I would be interested in your view!

It is therefore difficult to understand why you believe that a FULL TIME (24/7) taxi rank at this point in the town, which would eliminate all parking in this area, both night and day would be of benefit to the people of Neath, in fact in view of the foregoing, your proposals can be seen to be of net disadvantage, and as a consequence of this many people have signed a petition OPPOSING your proposed change of use.

Extending the discussion, in a recent act of car park pay meter vandalism in Cardigan, which gave rise to temporary free parking, it was observed that trading activity levels within the town soared, illustrating that barriers to accessing the town, be they physical or financial, will have a negative impact on trading levels.

Given the current difficult trading conditions within the town of Neath as is evidenced by recent closures (Store 21 etc), would you (named decision maker for the purpose of correspondence) presuming you favour improved trading in the town, please explain why you believe that making the town less accessible will improve trading activity and prosperity within the town? There are many Jobs within the town which depend on your decisions.

Current interested parties:

- | | | |
|---------------------|------------------------|-------------------------------|
| | The Canterbury Arms | 46 Coffee shop |
| <i>M R H Barber</i> | Orchard Cafe Neath Ltd | Tatto Parlour 40 Queen Street |
| <i>Dippen</i> | Trenberth Opticians | Orchard Place Chapel |

We would be indebted to you if your replies were forwarded to the above.

[Handwritten signature]

We, the undersigned, strongly object to the proposed change at Orchard Street by Neath Port Talbot Council, from restricted parking, to full time taxi rank (seven days a week 24 hours a day).

NAME	ADDRESS	SIGNATURE	DATE
HELEN PRICE	98 CRANWANT WAY	<i>H Price</i>	16-11-16
STEPHEN THOMAS	" " "	<i>S Thomas</i>	16-11-16
John Price	42 Westernmoor	<i>J Price</i>	18/11/16
M. Price	" "	<i>M Price</i>	16/11/16
J. Rees	44 Westernmoor	<i>J Rees</i>	16/11/16
A. Jones	5 Macdonald Dr.	<i>A Jones</i>	16 Nov 16
M. Jones	" "	<i>M Jones</i>	16 Nov 16
M. Walzwood	15, Pine Grove	<i>M Walzwood</i>	16/11/16
E. Coleman	33 Beacon view	<i>E Coleman</i>	16/11/16
C. Walkers	7 Western Rd	<i>C Walkers</i>	16/11/16
D. Smith	2 SMITH	<i>D Smith</i>	16/11/16
A. COLEMAN	50, S. Ewelle way	<i>A Coleman</i>	16/11/16
E. Morgan	15, PINE GROVE	<i>E Morgan</i>	16/11/16
S. MIZEN	124 FAIRLAND	<i>S Mizen</i>	16-11-16
R. MIZEN	11 11 11	<i>R Mizen</i>	16-11-16
S. MIZEN	14 RHODRA BRYAN	<i>S Mizen</i>	16-11-16
M. ROBERTS	20 ORCHARD ST	<i>M Roberts</i>	16-11-16
M. Cey	8, Grove Lane	<i>M Cey</i>	17/11/16
CL. Price	20 Delwisgate Ave	<i>CL Price</i>	17/11/16
K. Cassin	100 Meadow Rd	<i>K Cassin</i>	17/11/16

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Ward Affected: Coedffranc West

Proposed Traffic Orders: Llandarcy Village

Purpose of Report

1. To consider the objections received following the advertisement of the proposals as indicated in Appendix A.

Executive Summary

2. Two letters of objection and one letter of support were received in respect of the proposal. The report outlines the objection and the recommendations for the scheme.

Background

3. In November/December 2016, the proposals were advertised and at the same time a consultation exercise was undertaken to all properties directly affected by the scheme; see Appendix B.

Financial Implications

4. The work will be funded by the developer.

Equality Impact Assessment

5. There is no requirement for an Equality Impact Assessment.

Workforce Impact

6. Not applicable.

Legal Impact

7. The scheme has been advertised for a 21 day period.

Risk Management

8. There are no service risk management issues associated with this scheme.

Consultation Outcome

9. This item has been subject to external consultation.

List of consultees:-

Councillor H Bebell
Residents affected by the scheme

10. As part of the consultation exercise 100 letters were delivered to all residents within the immediate vicinity of the proposals. During the consultation process two letters of objection and one letter of support were received in respect of the proposals.

11. Letter 1

States that the 'traffic pillows' should be in keeping with the locality, i.e. of stone construction and not prefabricated plastic.

Also, asks why there are no traffic pillows proposed for the bottom of Pretyman Drive and additional pillows just after the junction with Tank Farm Road to control speed.

The 'speed cushions' are made from recycled material and are of soft construction. Speed cushions were preferred due to emergency vehicles being able to straddle the cushion.

The locations of the speed cushions were agreed at the planning stage.

A 20mph zone is being implemented to control speed as part of the scheme which is enforced by the Police.

12. Letter 2

Questions the locations of the speed cushions.

The locations of the speed cushions were agreed as part of the original Planning process and conditioned that they were implemented as part of the Planning approval.

13. Letter 3

Wholeheartedly supports the measures and said it was superb news.

14. General Comment

This is the third time the proposed measures have been advertised and this is the first time that objections have been received.

Recommendation(s)

15. It is recommended that:-

The objections be overruled and the objectors informed accordingly and the scheme be implemented as previously advertised.

Reasons for Proposed Decision

16. The scheme is necessary to reduce speed in the interests of road safety.

Implementation of Decision

17. The decision is proposed for implementation after the three-days call-in period.

Appendices

18. Appendix A – Consultation Plan
Appendix B – Consultation Letter

List of Background Papers

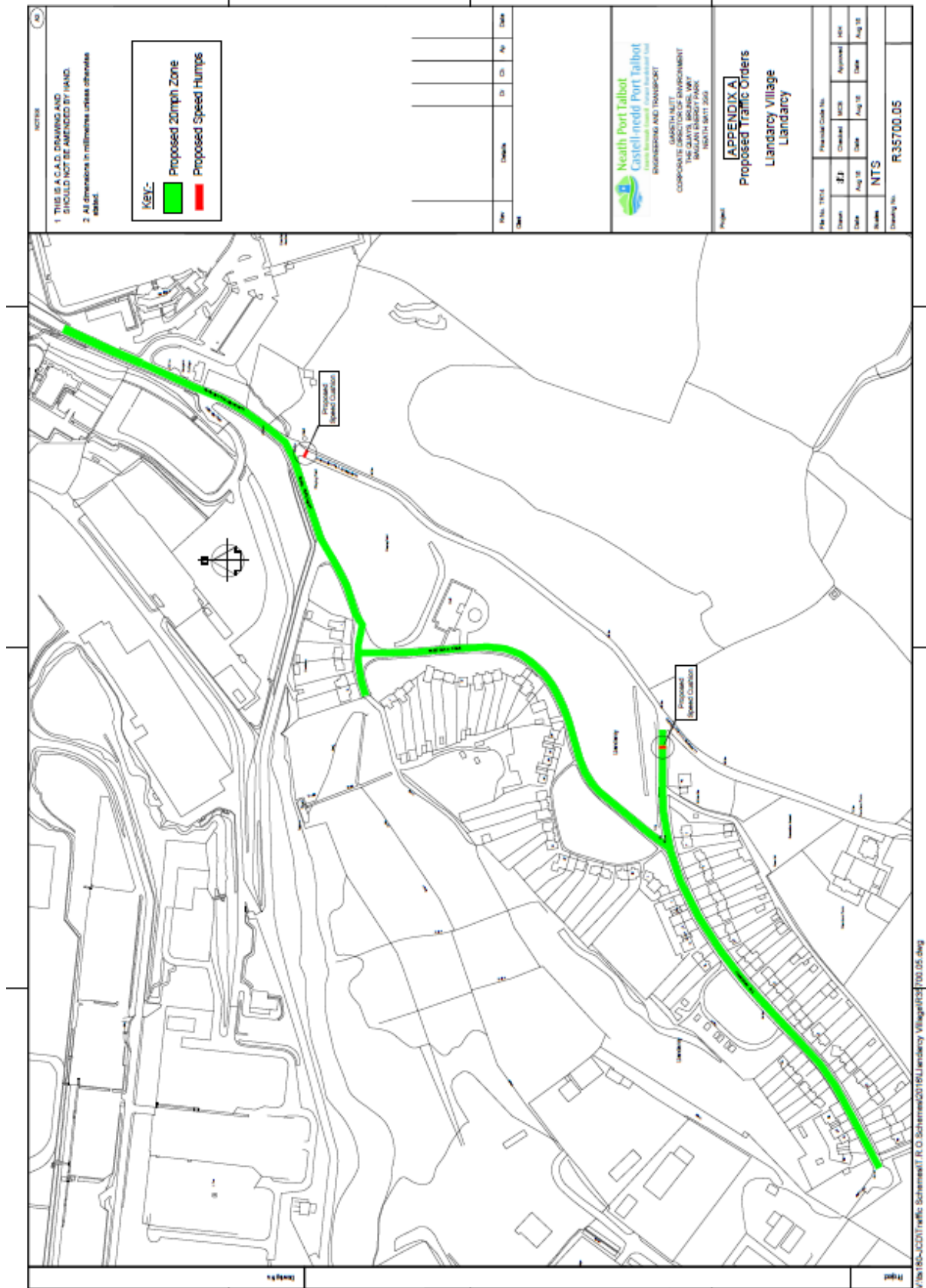
19. TR14

Officer Contact

Mr J C Davies – Senior Engineer Traffic
Tel. No. 01639 686479
email: j.davies15@npt.gov.uk

Mr M Brumby – Project Manager Highways
Tel. No. 01639 686013
email: m.brumby@npt.gov.uk

Appendix A



Appendix B



Neath Port Talbot
Castell-nedd Port Talbot

County Borough Council Cyngor Bwrdeistref Sirol

Making a difference Gwahaniaeth er gwell

16 November 2016
01639 686479
j.davies15@npt.gov.uk

Date **Dyddiad**
Direct Line **Rhif Ffôn**
email **ebostr**

Mr J C Davies

Contact **Cyswllt**
Your Ref **Eich Cyf**
Our Ref **Ein Cyf**

TR14/JCD/ST

The Occupier

Dear Sir/Madam

**Proposed Traffic Orders – Prettyman Drive & The Greenway,
Llandarcy**

Neath Port Talbot County Borough Council intend to advertise the above scheme. A copy of the plan is attached.

A copy of the proposed Order, Statement of Reasons and an appropriate plan may be inspected during normal working hours at the main reception desks in the Civic Centres at Neath, Port Talbot and The Quays, Baglan.

Any objections / support or comments should be forwarded as soon as possible in writing to the address below and must be received no later than 7th December 2016.

Yours faithfully

for HEAD OF ENGINEERING AND TRANSPORT

Environment
Yr Amgylchedd

www.npt.gov.uk

David W Griffiths
Head of Engineering & Transport
The Quays, Brunel Way, Baglan Energy Park,
Neath SA11 2GG
Tel: 01639 686868 Fax: 01639 686100

The Council welcomes
correspondence in English or Welsh

David W Griffiths
Pennaeth Peirrianneg a Chludiant
Y Ceiau, Ffordd Brunel, Parc Ynni Baglan,
Castell-nedd SA11 2GG
Ffôn 01639 686868 Ffacs 01639 686100

Mae'r Cyngor yn croesawu gohebiaeth
yn y Gymraeg neu'r Saesneg



NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Ward Affected: Neath East

Proposed No Waiting, No Loading/Unloading At Any Time Order: Milland Road, Neath

Purpose of Report

1. To obtain Members' approval to advertise the Legal Order for the implementation of a No Waiting, No Loading or Unloading at Any Time Order on Milland Road, Neath (see Appendix A).

Executive Summary

2. The report outlines the proposed Order and the reason why the Order is required.

Background

3. The scheme is necessary to prevent indiscriminate parking in the interest of road safety.

Financial Implications

4. The work will be funded by the Parking Section.

Equality Impact Assessment

5. A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this function does not require an Equality Impact Assessment.

Workforce Impact

6. Not applicable.

Legal Impact

7. The scheme will be advertised for a 21 day period.

Risk Management

8. There are no service risk management issues associated with this scheme.

Consultation Outcome

9. A consultation exercise will be carried out when the scheme is advertised

Recommendation(s)

It is recommended that:-

10. Approval is given for the proposed measures to be advertised as indicated on the attached plan (Appendix A) and for the Order to be implemented, subject to there being no objections.

Reasons for Proposed Decision

11. The scheme is necessary to prevent indiscriminate parking in the interest of road safety.

Implementation of Decision

12. The decision is proposed for implementation after the three-day call-in period.

Appendices

13. Appendix A - Plan

List of Background Papers

14. TR25

Officer Contact

Mr J C Davies – Senior Engineer Traffic

Tel. No. 01639 686479

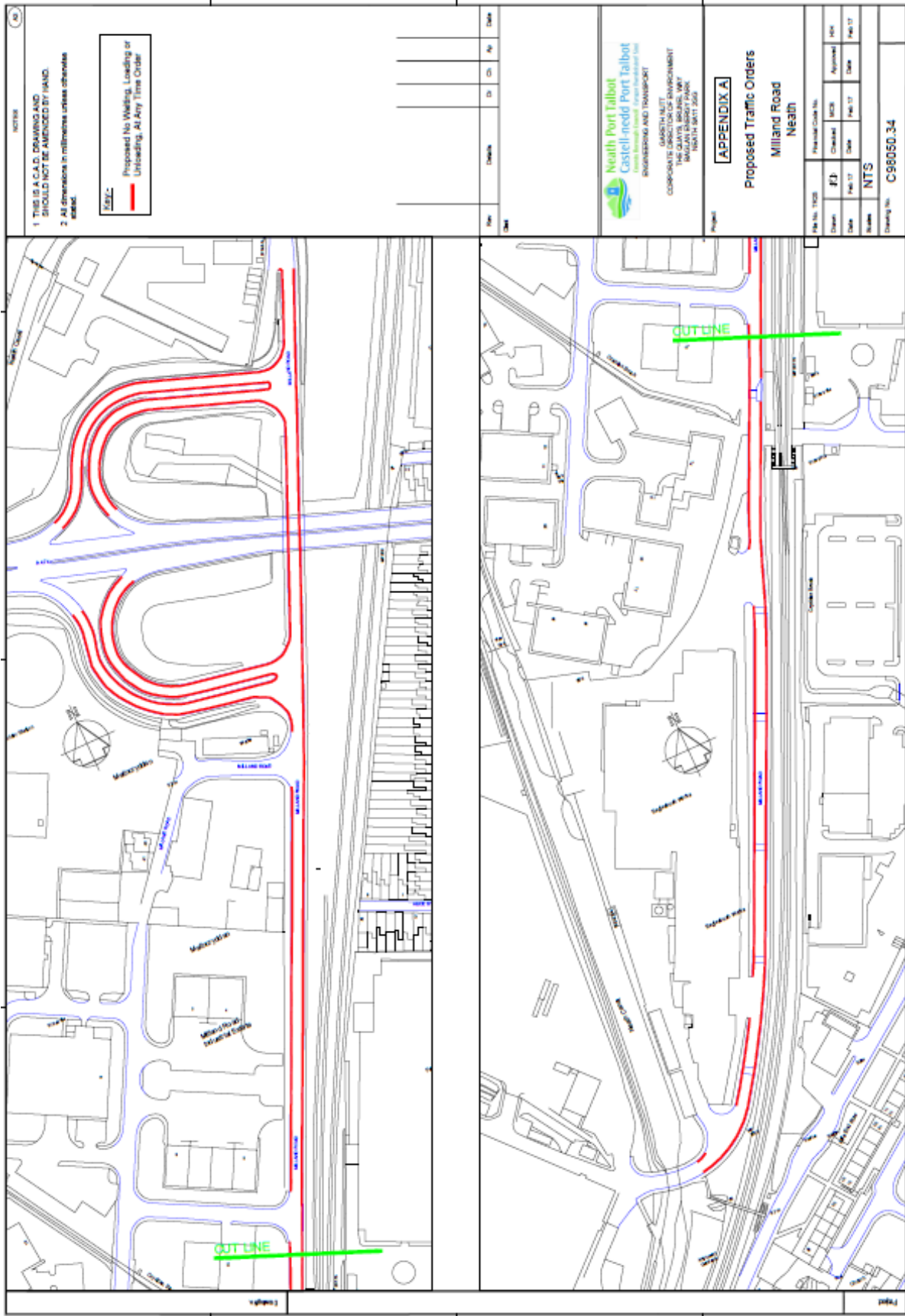
email: j.davies15@npt.gov.uk

Mr M Brumby – Project Manager Highways

Tel. No. 01639 686013

email: m.brumby@npt.gov.uk

Appendix A



NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Ward Affected: Sandfields West

Proposed No Waiting, No Loading/Unloading At Any Time Order: Seaway Parade, Sandfields

Purpose of Report

1. To obtain Members' approval to advertise the Legal Order for the implementation of a No Waiting, No Loading or Unloading at any Time Order on Seaway Parade, Sandfields (Appendix A).

Executive Summary

2. The report outlines the proposed Order and the reason why the Order is required.

Background

3. A bus stop requires to be relocated leaving an unrestricted part of the carriageway. This needs to be protected with a Traffic Order. Therefore, a No Waiting, Loading or Unloading at any Time Order will be implemented in the interest of road safety.

Financial Implications

4. The work will be funded by Property and Regeneration.

Equality Impact Assessment

5. A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this function does not require an Equality Impact Assessment.

Workforce Impact

6. Not applicable.

Legal Impact

7. The scheme will be advertised for a 21 day period.

Risk Management

8. There are no service risk management issues associated with this scheme.

Consultation Outcome

9. A consultation exercise will be carried out when the scheme is advertised.

Recommendation

10. It is recommended that:-

Approval is given for the proposed measures to be advertised as indicated on the attached plan (Appendix A) and subject to there being no objections, for the Order to be implemented.

Reasons for Proposed Decision

11. The scheme is necessary to prevent indiscriminate parking in the interest of road safety.

Implementation of Decision

12. The decision is proposed for implementation after the three-days call-in period.

Appendices

13. Appendix A - Plan

List of Background Papers

14. TR25

Officer Contact

Mr J C Davies – Senior Engineer Traffic

Tel. No. 01639 686479

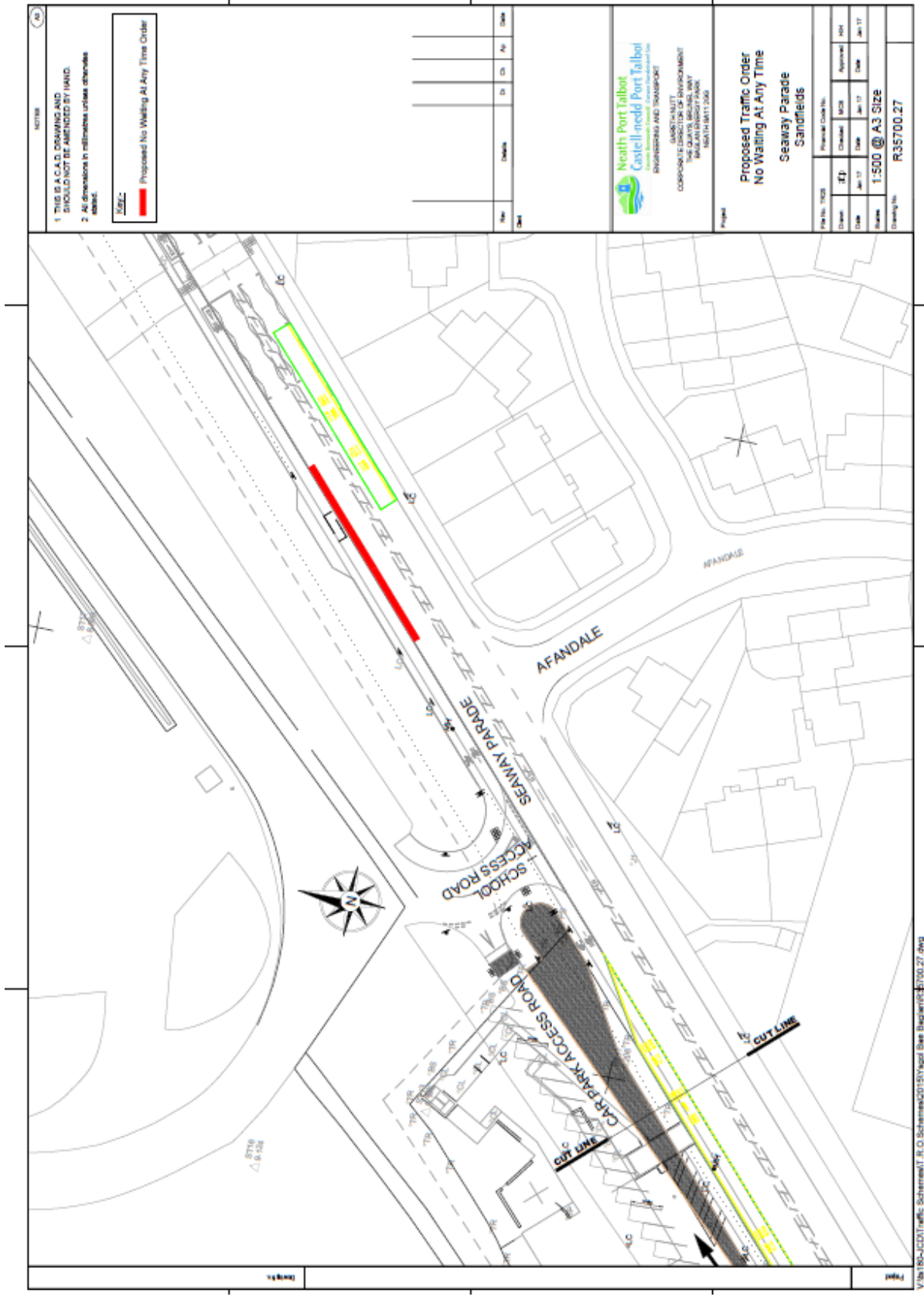
email: j.davies15@npt.gov.uk

Mr M Brumby – Project Manager Highways

Tel. No. 01639 686013

email: m.brumby@npt.gov.uk

Appendix A



NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Ward Affected: Pontardawe

Proposed No Waiting at Anytime Order: Uplands Road/Glan-rhyd Road, Pontardawe

Purpose of Report

1. To consider the objections received following the advertisement of the proposals as indicated in Appendix A.

Executive Summary

2. Eight letters of objection were received in respect of the proposal. The report outlines the objections and the recommendation for the scheme.

Background

3. In November/December 2016, the proposals were advertised and at the same time a consultation exercise was undertaken to all properties directly affected by the scheme; see Appendix A.

Financial Implications

4. The work will be funded by the Capital Works programme

Equality Impact Assessment

5. No requirement for an Equality Impact Assessment.

Workforce Impact

6. Not applicable

Legal Impact

7. The scheme has been advertised for a 21 day period.

Risk Management

8. There are no service risk management issues associated with this scheme.

Consultation Outcome

9. This item has been subject to external consultation.

List of consultees:-

Councillor L.Purcell
Councillor M James
Residents affected by the scheme

As part of the consultation exercise a letter drop was undertaken to all residents within the immediate vicinity of the proposals. During the consultation process, eight letters were received in respect of the proposals.

10. Letters

All the objection letters generally referred to the same point which was the loss of parking adjacent to No.'s 3 and 4 Uplands Road.

The Local Members had received requests from the Fire Service regarding the difficulty accessing Uplands Road due to indiscriminate parking. A site test was undertaken by the fire service using a standard fire tender and witnessed by the Local members. The fire Tender was unable to access Uplands road without the parking restrictions as advertised.

Recommendation(s)

11. It is recommended that:

The objections be overruled and the objectors informed accordingly and the scheme be implemented as previously advertised.

Reasons for Proposed Decision

12. The scheme is necessary to provide emergency access to Uplands Road in the interest of public safety.

Implementation of Decision

13. The decision is proposed for implementation after the three-days call-in period.

Appendices

14. Appendix A – Consultation Plan
Appendix B – Consultation Letter

List of Background Papers

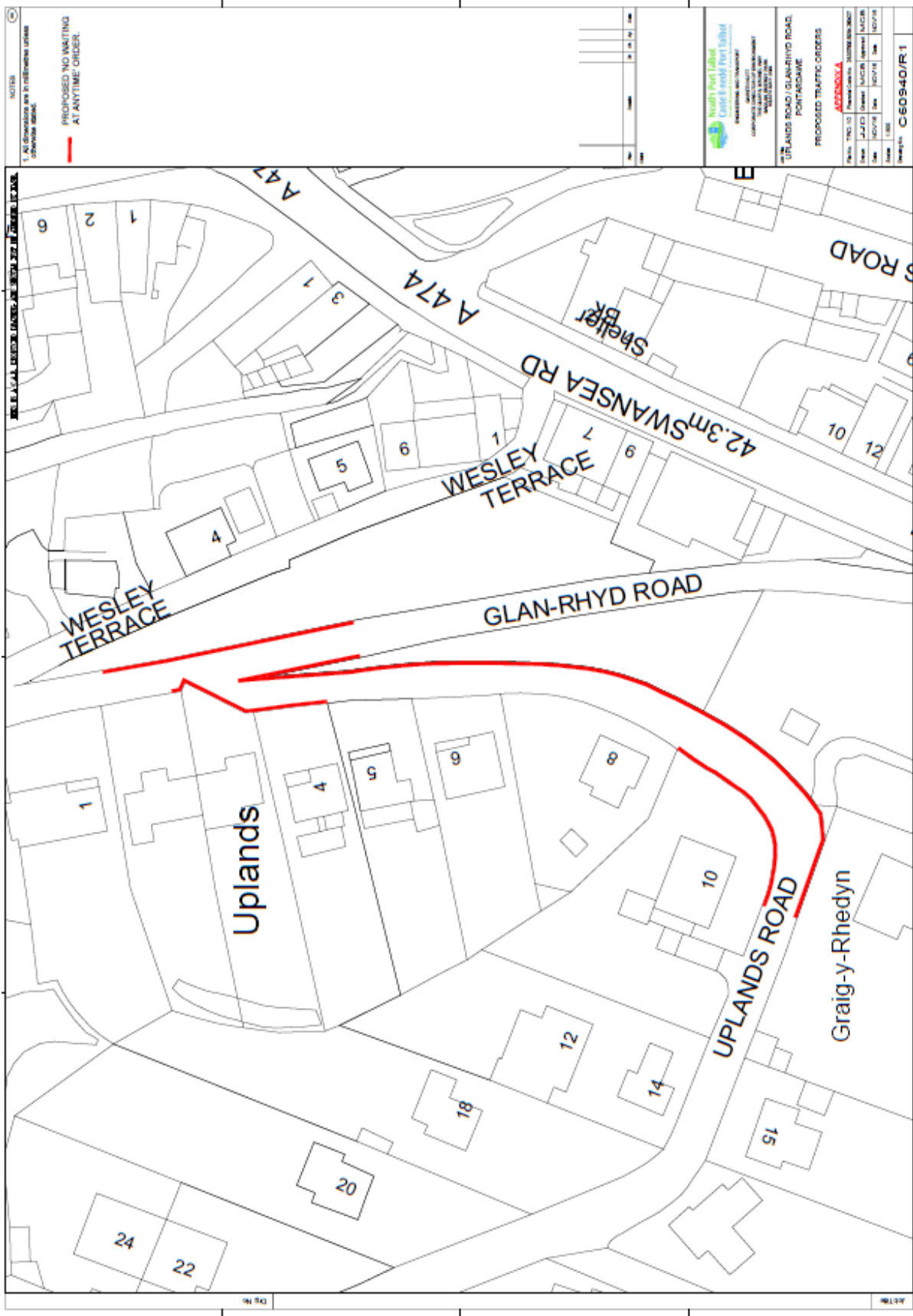
15. TR25

Officer Contact

Mr J Davies – Assistant Engineer Highways
Tel. No. 01639 686494
email: j.davies11@npt.gov.uk

Mr M Brumby – Project Manager Highways
Tel. No. 01639 686013
email: m.brumby@npt.gov.uk

Appendix A



Appendix B



29th November 2016

01639 686494

j.davies11@npt.gov.uk

Mr J J Davies

TR10/JJD/JW

Date Dyddiad

Direct Line Rhif Ffôn

email ebof

Contact Cyswllt

Your Ref Eich Cyf

Our Ref Ein Cyf

The Occupier

APPENDIX B

Dear Sir/Madam

**Re:- Prohibition Of Waiting At Any Time
Glan Rhyd Road and Uplands Road, Pontardawe**

Neath Port Talbot County Borough Council intend to advertise the above scheme. A copy of the plan is attached.

A copy of the proposed Order, Statement of Reasons and an appropriate plan may be inspected during normal working hours at the main reception desks in the Civic Centres at Neath, Port Talbot and The Quays, Baglan.

Any objections/support or comments should be forwarded as soon as possible in writing to the address below and must be received no later than 20th December 2016.

If you require this information in larger print, or in an alternative format, please contact the above named officer.

Yours faithfully


For HEAD OF ENGINEERING & TRANSPORT

Environment
Yr Amgylchedd

www.npt.gov.uk

David W Griffiths
Head of Engineering & Transport
The Quays, Brunel Way, Baglan Energy Park,
Neath SA11 2GG
Tel: 01639 686868 Fax: 01639 686100

The Council welcomes
correspondence in English or Welsh

David W Griffiths
Pennaeth Peirianeg a Chludiant
Y Ceiau, Ffordd Brunel, Parc Ynni Baglan,
Castell-nedd SA11 2GG
Ffôn 01639 686868 Ffacs 01639 686100

Mae'r Cyngor yn croesawu gohebiaeth
yn y Gymraeg neu'r Saesneg



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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Ward Affected: Coedffranc West

Proposed Traffic Orders:

Elba Crescent & Baldwins Crescent, Crymlyn Burrows

Purpose of Report

- 1 To obtain Members' approval to advertise the permanent Legal Orders for the implementation of Traffic Orders on Elba Crescent and Baldwins Crescent.

Executive Summary

- 2 The report outlines the proposed Order and the reason why the Order is required.

Background

- 3 Following the opening of Swansea Bay University, the Council implemented an Experimental Traffic Order on Elba Crescent and Baldwins Crescent to alleviate parking issues.
- 4 The Experimental Order has been successful. However, it expires in April 2017, and therefore, it is necessary to make the Orders permanent prior to that date, in the interest of road safety.

Financial Implications

- 5 The work will be funded by Section 106 Agreement.

Equality Impact Assessment

- 6 It is envisaged that the proposals will provide a safer environment for residents, pedestrians and motorists.

Workforce Impact

7 Not applicable.

Legal Impact

8 The scheme will be advertised for a 21 day period.

Risk Management

9 There are no service risk management issues associated with this scheme.

Consultation Outcome

10 A consultation exercise will be carried out when the scheme is advertised

Recommendation

11 It is recommended that:-

Approval is given for the proposed orders to be advertised as indicated on the attached plans (Appendix A & Appendix B) and for the Orders to be implemented, subject to there being no objections.

Reasons for Proposed Decision

12 The Orders are implemented to prevent indiscriminate parking and create resident and limited waiting bays to standardise parking in the interest of road safety.

Implementation of Decision

13 The decision is proposed for implementation after the three-day call-in period.

Appendices

14 Appendix A – Plan
Appendix B – Plan

List of Background Papers

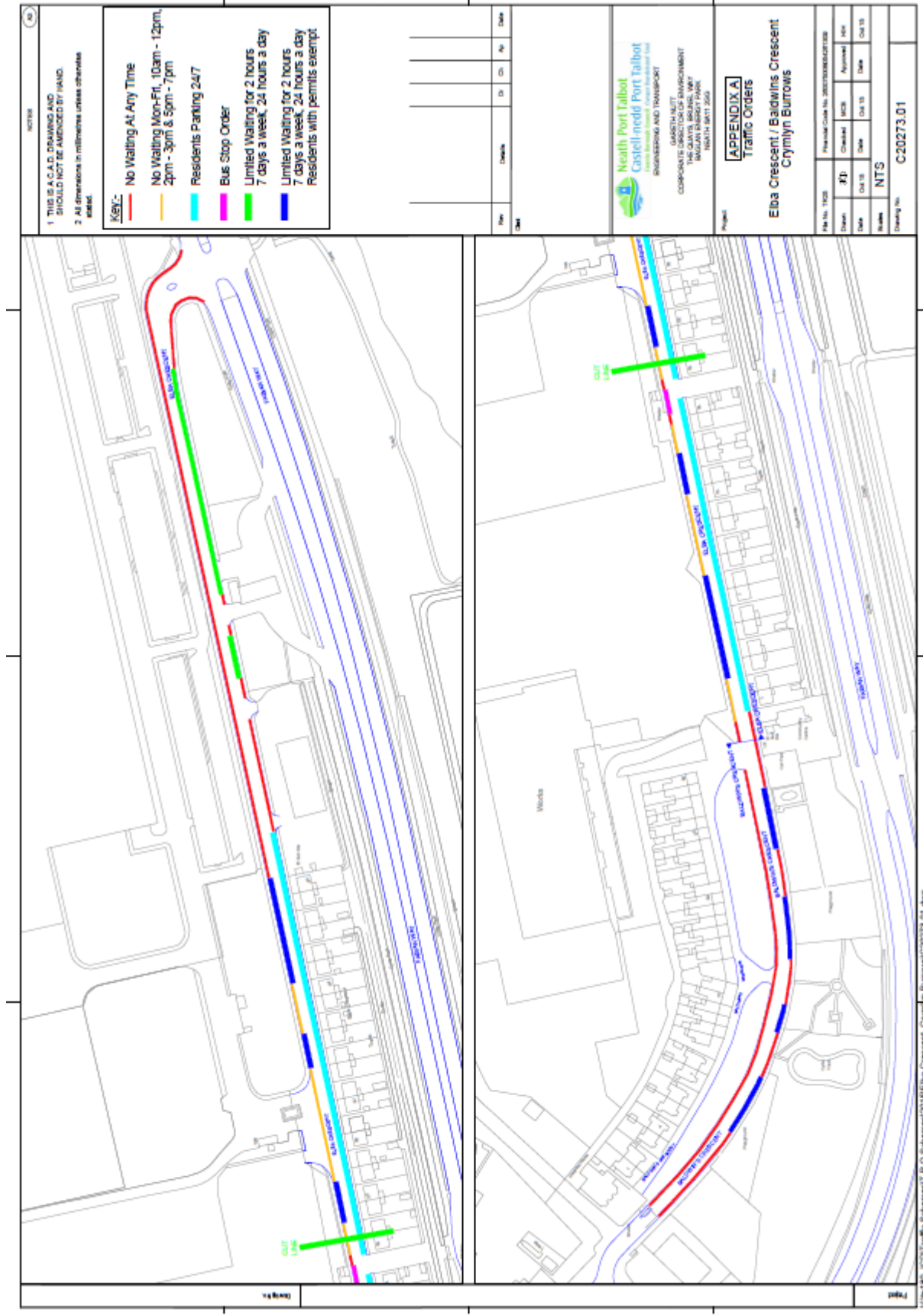
15 File TR25

Officer Contact

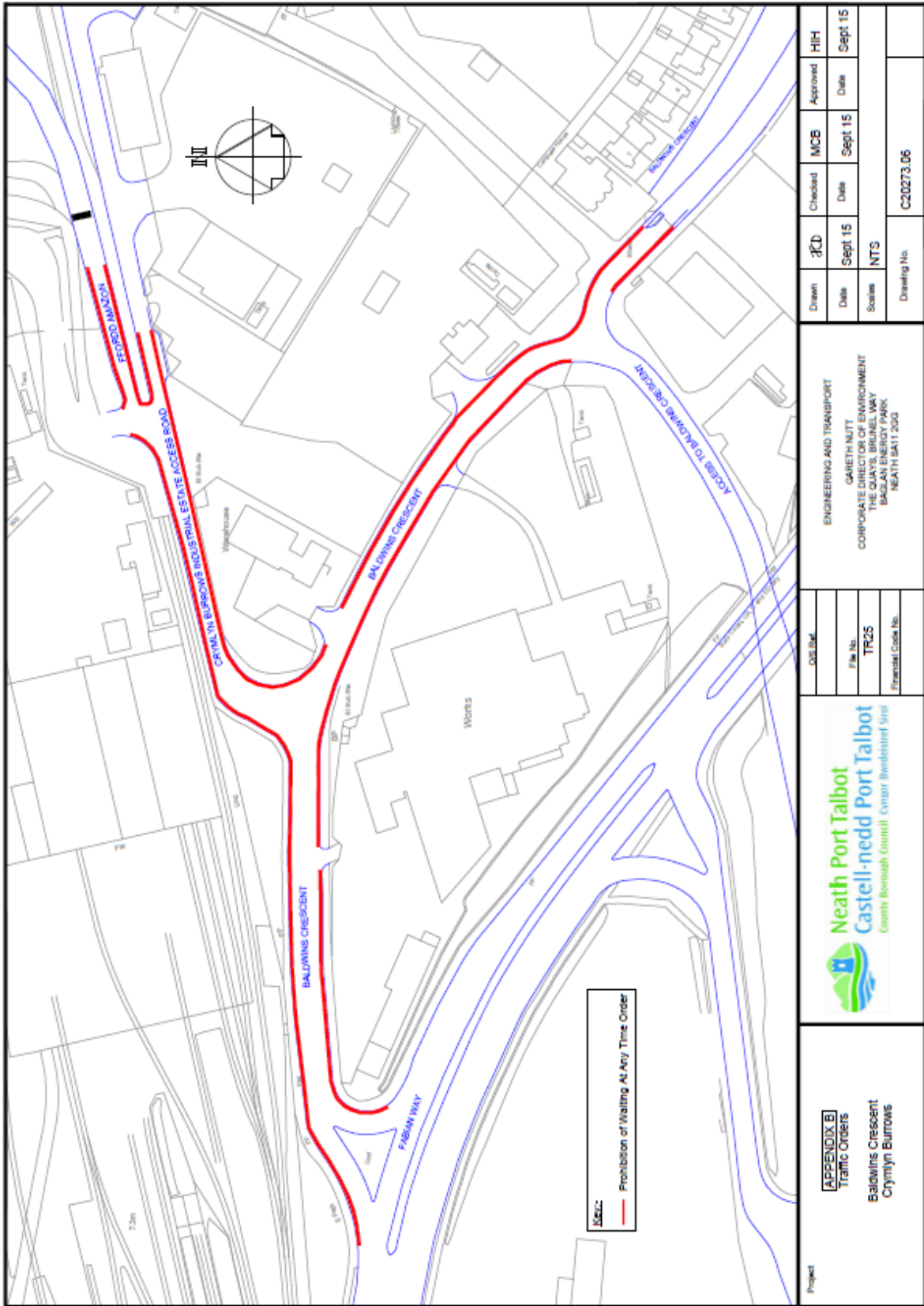
Mr J C Davies – Senior Engineer Traffic
Tel. No. 01639 686479
email: j.davies15@npt.gov.uk

Mr M Brumby – Project Manager Highways
Tel. No. 01639 686013
email: m.brumby@npt.gov.uk

Appendix A



Appendix B



 Prohibition of Waiting At Any Time Order

APPENDIX B Traffic Orders Baldwins Crescent Cynmyn Burrows	 Neath Port Talbot Castell-nedd Port Talbot County Borough Council Cynnar Bwrdeistref Sirol		JOB Ref: File No: TR25 Financial Code No.	ENGINEERING AND TRANSPORT GARETH NUTT CORPORATE DIRECTOR OF ENVIRONMENT THE DULAC BRIDGE WAY BACLAN ENERGY PARK NEATH SA11 2JQ	Drawn Date Scale NTS	Checked Date Date Date	Approved Date Date Date	Drawing No. C20273.06
	Drawn Date Scale NTS	Checked Date Date Date	Approved Date Date Date	Drawing No. C20273.06				

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Decision

Ward Affected: All

Vehicle and Heavy Plant Fleet Procurement Programme 2017/18

Purpose of Report

1. To seek approval to procure new and replacement vehicles and heavy plant in 2017/18 as per the attached programme.

Executive Summary

2. A replacement report has been prepared to replace vehicles/plant which has reached the end of their economic life cycle in line with the Authority's renewals policy.
3. If agreed, vehicles/plant will be procured either by outright purchase or prudential loans and repaid by departments over the life of the vehicles/plant.

Background

4. The preparation of the Vehicle/Plant Fleet Replacement Programme for 2017/18 has been undertaken by the Council's Fleet section in consultation with user Directorates/Sections, including a review of current vehicle condition and service.
5. Vehicles acquired by contract hire such as certain pool vehicles, are dealt with separately and are not included in this report.
6. The proposed programme is shown on the attached Appendix A. It is noted, however, that the Fleet Manager, in conjunction with the user Directorates, may opt to extend the working life of individual

vehicles/plant once tenders are received where there are economic advantages to be gained.

7. The means of financing the acquisition of each of the items listed will be either by outright purchase or prudential loan.
8. Outright purchase – Can be used to acquire new or preowned vehicles or items of plant. Items acquired by this means will involve monthly contributions to the Renewals Fund for a predetermined period of time prior to the section purchasing the required items.
9. Prudential loan – Can be used to acquire new or preowned vehicles or items of plant. Items required by this means will involve loan repayments for a predetermined period of time.
10. The financing costs of the vehicle acquisitions will be a charge on the relevant Directorate's Operating account and the means of acquisition will be agreed between the Fleet Manager and user Directorate in each case.

Financial Implications

11. As all of the vehicles are replacements to existing vehicles, a budget will already be in place to fund the costs of vehicles/plant purchased over the vehicles' life, so there are no financial implications apart from natural vehicle price increase.

Equality Impact Assessment

12. No requirement for an Equality Impact Assessment.

Workforce Impact

13. There will be no workforce impacts.

Legal Impact

14. There is no legal risk to the Authority.

Risk Management

15. There are no service risk management issues associated with the vehicle replacement programme.

Consultation Outcome

16. There is no requirement for external consultation on this item.

Recommendation(s)

It is recommended that:-

17. The proposed Vehicle/Plant Procurement Programme for 2017/18 in attached Appendix A is approved.

Reason for Proposed Decision

18. The replacement vehicles and plant will have a higher euro standard which will enable the fleet to be more fuel efficient by producing better MPGs and reducing the carbon footprint of the Council by lower emissions. The specifications are developed to accommodate the Authorities Health and Safety requirements and will be discussed with user sections, manufacturers and health and safety section to ensure the correct vehicles are procured.

Implementation of Decision

19. The vehicles and plant listed in this report are reaching the end of their economic life and their replacement will have a beneficial effect on both the environment and the productivity of the Council.

Appendices

20. Appendix A – Fleet Procurement Programme 2017/18.

List of Background Papers

21. None

Officer Contact

Peter Jackson, Integrated Transport Manager, Engineering and Transport
☎ 01639 686091 ✉ p.jackson@npt.gov.uk

Kevin Lewis, Fleet Manager, Engineering & Transport
☎ 01639 765071 ✉ k.lewis@npt.gov.uk

Appendix A

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Cyngor Bwrdeistref Sirol Castell-Nedd Port Talbot

ENVIRONMENT DIRECTORATE

FLEET SERVICES SECTION

VEHICLE FLEET PROCUREMENT PROGRAMME

2017/18

User: Environment Directorate – Streetcare Division – Lighting & Building Services

Fleet No.	Reg No.	Existing Item	Replacement Type
4835	CP08 YNV	Light Van	Light Van
3765	CV08 WYG	Medium Van	Medium Van
3769	CV58 OEX	Medium Van	Medium Van
1254	CU58 CLN	Lorry	Lorry
3792	CP58 DPN	Medium Van	Medium Van

User: Environment Directorate – Streetcare Division – Waste & Neighbourhood Services

Fleet No.	Reg No.	Existing Item	Replacement Type
050	CN60 ALU	Refuse Freighter	Refuse Freighter
051	CN60 ANF	Refuse Freighter	Refuse Freighter
049	CN60 ANP	Refuse Freighter	Refuse Freighter
047	CN60 ANR	Refuse Freighter	Refuse Freighter
048	CN60 ANU	Refuse Freighter	Refuse Freighter
052	CN60 ANX	Refuse Freighter	Refuse Freighter
4836	CV58 TEJ	Light Vans	Light Vans
4837	CV58 XAD	Light Vans	Light Vans

3768	CP08 OKR	4x4 Medium Vehicle	4x4 Medium Vehicle
5613	CN10 DXO	Tractor	Tractor
5627	CU62 DXR	All Terrain Vehicle	All Terrain Vehicle
2929	CU08 ENC	Heavy Van	Heavy Van
5614	CN10 DXP	Tractor	Tractor
5621	CU62 CEJ	Tractor	Tractor
5622	CU62 CFF	Tractor	Tractor
5625	CU62 CJE	Tractor	Tractor
5626	CU62 CJJ	Tractor	Tractor
1255	CU58 CLF	Lorry	Lorry
5145	CN60 BXE	Tractor	Tractor
3794	CP58 EXR	Medium Van	Medium Van
3797	CT60 BWE	Medium Van	Medium Van
5686	5686	Beach Cleaner	Beach Cleaner

User: Environment Directorate – Streetcare Division – Land Drainage Section

Fleet No.	Reg No.	Existing Item	Replacement Type
2928	CU08 ENE	Heavy Van	Heavy Van

082	CU58 CZK	Specialist Vehicle	Specialist Vehicle
4833	CP08 YNT	Light Vans	Light Vans
4834	CP08 YNU	Light Vans	Light Vans

**User: Environment Directorate – Engineering & Transport Division
– Road Safety**

Fleet No.	Reg No.	Existing Item	Replacement Type
MB01	CE12 KHW	Road Safety Training: Motor Cycle	Motor Cycle

**User: Environment Directorate – Engineering & Transport Division
– Community Service Transport Section**

Fleet No.	Reg No.	Existing Item	Replacement Type
258	CN08 HJU	Coach	Coach
255	LX08 BXO	Coach	Coach
254	LX08 BXP	Coach	Coach
345	CF08 BPX	Minibus	Minibus
344	CF08 BPZ	Minibus	Minibus
517	CN58 EXC	Minibus	Minibus

User: Education & Lifelong Learning – Margam Park

Fleet No.	Reg No.	Existing Item	Replacement Type
3799	CT60 GHK	4x4 Medium Vehicle	4x4 Medium Vehicle
3800	CV11 JXY	4x4 Medium Vehicle	4x4 Medium Vehicle

User: Education & Lifelong Learning – Access Managed Services

Fleet No.	Reg No.	Existing Item	Replacement Type
FC8	CK12 WUB	Car	Car
FC9	CK12 WUC	Car	Car

User: Education & Lifelong Learning – Libraries – Community Development

Fleet No.	Reg No.	Existing Item	Replacement Type
4859	CV10 KNW	Light Van	Light Van

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

**Joint Report of Head of Streetcare
M. Roberts and
Head of Property and Regeneration
S. Brennan**

Matter for Decision

Wards Affected: All Wards

RHIANNA'S SWING - GNOLL COUNTRY PARK

Purpose of Report

- 1 To consider a request for a 5 year repairing lease to an area of land adjacent to the existing children's playground within the Gnoll Country Park, Neath

Executive Summary

- 2 To accommodate play equipment specifically designed for disabled children, the authority has been asked to consider leasing an area adjacent to the children's playground in the Gnoll. The request is from a constituted fundraising group called 'Rhianna's Swing' and is for a 5 year period. During the lease, the group would manage the facility and be responsible for all repairs/maintenance and liability matters. At the end of the lease the site would become the responsibility of the council.

Background

- 3 Within the Gnoll Country Park, there are two playgrounds. One is an adventure playground situated near the main car park, with a toddler playground close to the visitors centre.
- 4 The Authority has been approached by Mrs Jillian Dale on behalf of a group that who wishes to lease an area adjacent to the

existing toddlers playground in memory of a young girl who had learning difficulties. The group has asked if the Authority would consider a lease of land to accommodate play equipment which is specifically designed for disabled children.

- 5 Mrs Dale has set up a constituted fundraising group namely 'Rhianna's Swing' to take on such a lease.
- 6 The group are fundraising, including an application to the Heritage Lottery Fund, to fully fund the project, which will include all ground works, safety flooring, fencing and specialised play equipment.
- 7 During the lease, the group would manage the facility and be responsible for all safety inspections, repairs/maintenance and liability matters.
- 8 Officers have met Mrs Dale and representatives of a local play equipment provider, who have identified a cost of circa £69K.
- 9 The applicant has confirmed that to meet the criteria of the HLF grant they are required to be responsible for the area for a minimum of 5 years. On completion of the 5 year period the group are proposing that the playground becomes the responsibility of the authority, but with no commitment for the council to continue to provide replacement equipment once it becomes beyond economic repair. Having said that, it may be that the provision has been very well received and successful and the Council may wish to maintain provision going forward.

Financial Impact

- 10 There are no initial set up costs to the authority, as this will be covered by the fund raising group.
- 11 In addition during the lease period all subsequent costs will be the responsibility of the fundraising group.
- 12 On completion of the five year lease then should the facility remain in place, on-going maintenance costs need to be met by the Neighbourhood Services budget.

Equality Impact Assessment

- 13 A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this proposal does not require an Equality Impact Assessment. The provision of specialist play facilities designed for children with disabilities would have a positive impact.

Workforce Impact

- 14 There are no workforce impacts associated with this report.

Legal Impact

- 15 There are no legal impacts associated with this report.

Risk Management

- 16 The authority would be expected to meet all costs and responsibility for the equipment on completion of the 5 year lease period. Furthermore, any decision to dis-continue the facility after that time is likely to have a negative equality impact.

Consultation

- 17 There is no requirement under the Constitution for external consultation on this item.

Recommendation(s)

- 18 It is recommended discussions continue with the fund raising group and pending a satisfactory outcome, in principle authorisation is granted for a 5 year lease on terms and conditions to be agreed by the Head of Property and Regeneration.

Reason for Proposed Decision(s)

- 19 To provide a greater experience for visitors to the Gnoll Country Park by installing quality play equipment specifically designed for disabled children.

Implementation of Decision

- 20 The decision is proposed for implementation after the three day call in period.

Appendices

- 21 None

List of Background Papers

- 22 No Background Papers

Officer Contact

- 23 Mr Wayne Curtis, Principal Officer Tel: 01639 686390 or email: w.curtis@npt.gov.uk
- 24 Mr Andrew Lewis, Waste and Neighbourhood Services Manger Tel: 01639 686021 or email: a.lewis@npt.gov.uk
- 25 Mr David Phillips, Property & Valuation Manager Tel: 01639 686980 or email: d.phillips@npt.gov.uk

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board 16 February 2017

Joint report of the Head of Streetcare – M. Roberts and Head of Engineering and Transport - D. Griffiths

Matter for Decision

Wards Affected: All

Combined Highways and Neighbourhood Works Programme 2017/2018

Purpose of Report

- 1 To seek approval of highway and neighbourhood works to be undertaken in the financial year 2017/18

Background

- 2 The Members Surgeries first held in October 2002 and subsequent annual meetings with individual Members have been enormously helpful in identifying local concerns. This Works Programme has taken account of those concerns raised in the latest round of Member meetings and balanced them with inspection reports from Technical Officers and other technical surveys and results.
- 3 The Works Programme, which is summarised in Appendix A, totals approximately £2.4 million and is made up of capital and planned revenue Highway Maintenance. Once the allocation of funding to the different works as set out in the appendix is approved, the Network and Programme Manager can write to all Ward Members confirming the detail of works in their ward.

Financial Impact

- 4 Each element of the Works Programme is funded specifically by allocated Capital and Revenue expenditure. Ongoing revenue costs will be a call on the Highways Maintenance budget.

Equality Impact Assessment

- 5 A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this proposal does not require an Equalities Impact Assessment

Workforce Impact

- 6 None

Legal Impact

- 7 None

Risk Management

- 8 To address health and safety risks, schemes contained within the works programme are subject to risk assessments, method statements, pre-construction phase plans as well as being covered by CDM regulations.

Consultation

- 9 Consultation has taken place with Local Ward Members as part of developing the programme.

Recommendation(s)

- 10 That the Works Programme 2017/2018 be approved.

Reason for Proposed Decision(s)

- 11 To maintain assets for which the Council is responsible and address community concerns in relation to same.

Implementation of Decision

- 12 The decision is proposed for implementation after the three day call in period.

Appendices

- 13 Appendix A - Works Programme Summary

List of Background Papers

- 14 None

Officer Contact

- 15 Ian Carter, Network and Programme Manager
Tel: 01639 686908
Email: i.carter@npt.gov.uk
- 16 Mike Roberts, Head of Streetcare.
Tel: 01639 686966
Email: m.roberts@npt.gov.uk
- 17 David W. Griffiths, Head of Engineering and Transport
Tel: 01639 686370
Email: d.w.griffiths@npt.gov.uk

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Appendix A

ENVIRONMENT DIRECTORATE WORKS PROGRAMME 2017/18

<u>Minor Works</u>	£	£
Disabled Crossings	39,000	
Various	45,000	
		84,000
<u>Traffic</u>		
Individual Disabled Parking / Residents Parking	20,000	
Miscellaneous signs, barriers and TRO's	307,000	
		327,000
<u>Drainage</u>		
Various	250,000	
		250,000
<u>Landslips</u>		
Landslips (emergency provision)	20,000	
		20,000
<u>Bridges and Structures</u>		
Various	300,000	
		300,000
<u>Miscellaneous</u>		
Monitoring Fees	25,000	
Carriageway Resurfacing	574,000	
		599,000

General Contingency

To be determined	45,000	<u>45,000</u>
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<u>Total Highways Rolling Programme</u>		<u>1,625,000</u>
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Highways and Neighbourhood Management Maintenance Work

Various	250,000	<u>250,000</u>
---------	---------	----------------

One off additional monies for Highway Maintenance

Various	505,000	<u>505,000</u>
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<u>Grand Total</u>		<u>2,380,000</u>
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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Joint Report of the Head of Engineering and Transport

D. W. Griffiths

and the Head of Property and Regeneration

S. Brennan

Matter for Decision

Wards Affected: Port Talbot & Margam

Port Talbot Integrated Transport Hub **Material Change Proposal**

Purpose of Report

1. To obtain authority for the Director and Head of Engineering and Transport to enter into a Material Change Proposal with Network Rail, Arriva Trains Wales and Great Western Railway (“the Material Change Consultees”) in relation to land adjacent to Port Talbot Parkway Station. The Material Change Proposal is a requirement of the Department for Transport.

Executive Summary

2. Members will already be aware of the proposals to construct an Integrated Transport Hub adjacent to Port Talbot Parkway.
3. This report sets out the requirement for a Material Change Proposal as set out in Appendix A for the Council’s proposed design which affects Railway land and assets.

Background

4. The redevelopment of Port Talbot Station by Network Rail provides opportunities to promote economic development, connectivity, the integrated transport strategy and the rail electrification process.

5. This has enabled the proposals to construct an Integrated Transport Hub at the lower end of Station Road, adjacent to the Parkway Station.
6. The new bridge has been designed with sufficient span to enable Heilbronn Way to be diverted beneath it as a single carriageway.
7. The Hub is identified in the Vibrant and Viable Places programme for Port Talbot to make the area more attractive and encourage investment, hence, economic viability and growth. It will also complement the Station as an attractive gateway into the Town and the Region.
8. The Hub is also identified as a priority in the Joint Transport Plan for South West Wales approved by the Council, Welsh Government and the Swansea Bay City Region Board.
9. It forms a fundamental part of the Integrated Transport Strategy and part of the Swansea Bay Priority Transport Corridor from Margam to Mumbles, supported by the Welsh Government and the City and County of Swansea. The corridor initiative provides public and sustainable transport access and connectivity to significant developments such as the University Campuses, Harbourside and Baglan Energy Park.
10. The Material Change Proposal was served upon the Material Change Consultees back on the 30th September 2016. The Council is waiting for the Material Change Consultees to confirm their acceptance of the Material Change Proposal. If the Proposal is accepted by the Material Change Consultees, then the Council will submit the Proposal for approval to the Office of Rail Regulation ("ORR"). Once approved by the ORR, the Proposal would then be Registered and the Council would issue an Implementation Notice to all relevant Consultees and to the ORR within 3 years and implement the Proposal.

Financial Impact

11. There are no direct financial impacts associated with implementing the Material Change Proposal.

Equality Impact Assessment

12. A Screening Assessment has been undertaken to assist the Council in discharging its Public Sector Equality Duty under the Equality Act 2010. After completing the assessment it has been determined that this proposal does not require an Equalities Impact Assessment.

Workforce Impact

13. There are no workforce impacts associated with this report.

Legal Impact

14. The Material Change Proposal needs to be implemented to allow the transfer of land between Network rail and NPTCBC.
15. The Proposal, once accepted, obliges the Council and the Material Consultees to enter into Co-operation Agreements & Financial Undertakings which are set out at Appendices 6 and 7 of the Proposal.
16. Under the Material Change Proposal, acceptance of the Proposal will bind the Council enter into any ancillary agreements as may be reasonably required in relation to alternative facilities to be made available during the carrying out of the scheme of works, in accordance with the Co-Operation Agreement. It will also bind the Council and the Material Change Consultees to enter into any other document that is legally necessary to give full effect to the Proposal.

Risk Management

17. Implementing the Material Change Proposal will allow the transfer of land between Network rail and NPTCBC allowing the works to be completed.
18. The Material Change Proposal details responsibility for assets within the area on completion of the works.

Consultation

19. There is no requirement under the Constitution for external consultation on this item.

Recommendation(s)

It is recommended that:-

20. Authority is given retrospectively for the service of the Material Change Proposal dated the 30th September 2016.
21. Authority is delegated to the Director of Environment and the Head of Engineering and Transport to carry out all further necessary steps to implement the Material Change Proposal as set out in the circulated report, including negotiating and agreeing changes to the appended Material Change Proposal with the Material Change Consultees or any other relevant consultees, subject to the proviso that any such changes do not significantly alter the basis of the Proposal.
22. Authority is delegated to the Head of Property & Regeneration to negotiate and agree the terms of any required licence to do works, land exchange agreements and transfers of land required to give effect to the Material Change Proposal.

Reason for Proposed Decision(s)

23. The Material Change Proposal will satisfy the requirement of the Department for Transport.
24. To promote the aims and objectives of the Economic Regeneration, Planning and Transport strategies and the Single Integrated Plan – Prosperity for All.

Implementation of Decision

25. The decision is an urgent one for immediate implementation, subject to the consent of the relevant Scrutiny Chair (and is therefore not subject to the call-in procedure).

Appendices

26. Material Change Proposal (Available on request from David Phillips).

List of Background Papers

27. Material Change Proposal.

Officer Contact

Mrs Amanda Phillips, Programme and Commissioning Manager

Tel.: 01639 686483

email: a.phillips2@npt.gov.uk

Mr David Phillips, Property & Valuation Manager

Tel. 01639 686980

email: d.phillips@npt.gov.uk

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Environment and Highways Cabinet Board

16 February 2017

Joint Report of

Head of Engineering & Transport – D. W. Griffiths

Head of Streetcare – M. Roberts

Head of Planning and Public Protection – N. Pearce

Matter for Monitoring

Wards Affected: ALL

Environment and Highways Performance Indicators for Quarter 3 of 2016/17

- 1 Quarterly Performance Management Data 2016-2017 – Quarter 3 Performance (1st April – 31st December 2016)

Purpose of the Report

- 2 To report quarter 3 performance management data for the period 1st April to 31st December 2016 for Environment. This will enable the Environment and Highways Cabinet Board and Scrutiny Members to discharge their functions in relation to performance management.

Executive Summary

- 3 In line with the Council's six improvement priorities embedded within the Corporate Improvement Plan, Environment scrutinise performance within Waste Management, Transport and Highways, Public Protection and Private Sector Renewal. On the whole performance demonstrates improvement in line with what we planned to deliver.

Background

4 The role of Scrutiny Committees was amended at the Annual Meeting of Council in May 2010 to reflect the changes introduced by the Local Government (Wales) Measure 2009; Environment will:

- Scrutinise the performance of all services and the extent to which services are continuously improving.
- Ensure performance measures are in place for each service and that the measures reflect what matters to local citizens.
- Promote innovation by challenging the status quo and encourage different ways of thinking and options for service delivery

Failure to produce a compliant report within the timescales can lead to non-compliance with our Constitution. Furthermore failure to have robust performance monitoring arrangements could result in poor performance going undetected.

Financial Impact

5 The performance described in the report is being delivered against a challenging financial background.

Equality Impact Assessment

6 This report is not subject to an Equality Impact Assessment.

Workforce Impacts

7 During 2015/16, the Environment Directorate saw a further downsizing of its workforce (by 87 employees) as it sought to deliver savings of 2.717 million in the year.

Legal Impacts

8 This progress report is prepared under:

1. The Local Government (Wales) Measure 2009 and discharges the Council's duties to "make arrangements to secure continuous improvement in the exercise of its functions".

2. The Neath Port Talbot County Borough Council Constitution requires each cabinet committee to monitor quarterly budgets and performance in securing continuous improvement of all the functions within its purview.

Risk Management

- 9 Failure to produce a compliant report within the timescales can lead to non – compliance with our Constitution. Also failure to have robust performance monitoring arrangements could result in poor performance going undetected.

Consultation

- 10 No requirement to consult.

Recommendations

- 11 Members monitor performance contained within this report.

Reasons for Proposed Decision

- 12 Matter for monitoring. No decision required.

Implementation of Decision

- 13 Matter for monitoring. No decision required.

Appendices

- 14 Appendix 1 - Quarterly Performance Management Data 2016–2017 Quarter 3 Performance (1st April – 31st December 2016) – APPENDIX 1

List of Background Papers

- 15 The Neath Port Talbot [Corporate Improvement Plan - 2015/2018](#) “Rising to the Challenge”;

Officer Contact

- 16 Joy Smith, Road Safety and Business Performance Manager
Tel. No: 01639 686581 email: j.smith@npt.gov.uk



**Quarterly Performance Management Data 2016-2017 – Quarter 3
Performance (1st April to 31st December 2016)**

Report Contents:

Section 1: Key points.

Section 2: Quarterly Performance Management Data and performance key

Section 3: Compliments & Complaints Data

Section 1: Key Points

Waste Management

Good progress is being made in achieving the 64% target; however, it is to be noted that further waste awareness / education work and the continued roll out of the “side waste policy” will be necessary to ensure that the progress continues.

Transport and Highways

The increase in average repair time has increased to 1.93 days from the third quarter last year due to operational conditions.

The percentage of adults over 60 who hold a bus pass has increased slightly due to an increase in the number of concessionary bus pass holders.

Street Scene & Countryside Management

The performance data for street cleanliness is reported annually and therefore will be reported in Quarter 4.

Housing – Private Sector Renewal

External factors such as the local housing market has a significant impact on the number of properties brought back in to use. The department has recently appointed an officer to concentrate efforts on empty properties. As part of the role, an empty property risk rating tool has been developed, and it is envisaged that the recently approved enforced sales policy will be utilised when appropriate.

Some properties previously requiring a HMO licence no longer require a licence, hence a slight decrease in the percentage.

Public Protection

93.84% of food establishments were “broadly” compliant with food hygiene standards, marginally up on last year’s performance within the same period of 93.6%. The percentage of high risk businesses inspected for food hygiene has increased from 65% to 76% on last year’s figures, which is a reflection of the priority given to this service. The percentage of high risk businesses inspected by Trading Standards has decreased from 72.5% to 69.6% as the department is detecting more complex and significant infringements in this area.

The percentage of significant breaches that were rectified by intervention during the year has increased for Trading Standards (69.6% in comparison to 50%) and Animal Health (60% in comparison to 55%). Rectification was achieved through the issuing of written warnings or the provision of formal advice to traders.

The percentage of identified new businesses which were subject to a food hygiene risk assessment visit is also higher than last year (90% compared to 85%). This improvement is as a consequence of the quality of the advisory service provided to new businesses to assist them with future compliance.

Section 2: Quarterly Performance Management Data and Performance Key

2016-2017 – Quarter 3 Performance (1st April to 31st December 2016)

Note: The following references are included in the table. Explanations for these are as follows:







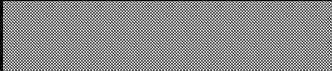
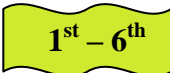
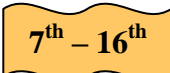
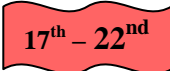
(NSI) National Strategic Indicators (NSIs) - are used to measure the performance of local authorities at a national level and focus on key strategic priorities. The Welsh Government recently published a written statement confirming the revocation of the Local Government (Performance Indicators) (Wales) Order 2012. As such, 2015-16 will be the final year of collection of the former National Strategic Indicators (NSIs) by Welsh Government. In order to ensure minimal disruption for local authorities, many of whom will have included these indicators in their improvement plans for the current financial year, the WLGA's (Welsh Local Government Association) coordinating committee agreed that local authorities should collect them alongside the PAMs for 2016-17.

(PAM) Public Accountability Measures - consist of a small set of "outcome focussed" indicators, selected initially from within the existing Performance Measurement Framework. They will reflect those aspects of local authority work which local authorities agree are considered to be important in terms of public accountability. For example, recycling, educational attainment, sustainable development, etc. This information is required and reported nationally, validated, and published annually.


(SID) Service Improvement Data - can be used by local authority services and their regulators as they plan, deliver and improve services.

All Wales - The data shown in this column is the figure calculated using the base data supplied by all authorities for 2015/2016 i.e. an overall performance indicator value for Wales.


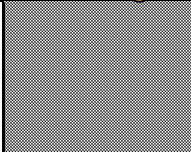
(L) Local Performance Indicator set by the Council.

	Performance Key
	Maximum Performance
	Performance has improved
	Performance has been maintained
	Performance is within 5% of previous year's performance
	Performance has declined by 5% or more on previous year's performance - Where performance has declined by 5% or more for the period in comparison to the previous year, an explanation is provided directly below the relevant performance indicator.
	No comparable data (data not suitable for comparison /no data available for comparison)
	No All Wales data available for comparison.
	2015/16 NPT performance in upper quartile (top six of 22 local authorities) in comparison with All Wales national published measures (NSI & PAM's).
	2015/16 NPT performance in mid quartiles (7 th – 16 th) in comparison with All Wales national published measures (NSI & PAM's).
	2015/16 NPT performance in lower quartile (17 th – 22 nd) in comparison with All Wales national published measures (NSI & PAM's).



1. Environment & Transport – Waste Management

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
1	WMT/012 (SID)	The percentage of local authority collected municipal waste used to recover heat and power.	32.40%	29.20%		25.70%	33.90% (17,471ts)	↑
2	WMT/010i (SID)	The percentage of local authority municipal waste: Prepared for re-use.	0.29%	0.45%		0.47%	0.48% (247ts)	↑
4	WMT/009b (Former NSI/PAM)	The percentage of municipal waste collected by local authorities and prepared for reuse and/or recycled, including source segregated bio wastes that are composted or treated biologically in another way.	58.10%	58.32%	60.19% 	58.43%	64.28% (33,114ts)	↑
	WMT/010ii (SID)	The percentage of local authority municipal waste: Recycled.	38.47%	37.68%		36.70%	43.27% (22,292ts)	↑
	a) Incinerator Bottom Ash recycling rate	n/a	1.97%		2.20%	4.39% (2,262ts)	↑	
	b) Kerbside dry recycling rate	n/a	16.40%		17.01%	19.84% (10,221ts)	↑	
	c) Household Waste Recycling Centres dry recycling rate	n/a	19.31%		17.49%	19.04% (9,809ts)	↑	

1. Environment & Transport – Waste Management (cont.)

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
5	WMT/004b (Former NSI/PAM)	The percentage of municipal waste collected by local authorities sent to landfill.	11.13%	14.04%	18.14% 	13.90%	9.90% (5,089ts)	↑
6	WMT/010iii (SID)	The percentage of local authority municipal waste: Collected as source segregated bio-wastes and composted or treated biologically in another way.	19.34%	19.88%		21.26%	20.53% (10,574ts)	∇

2. Environment & Transport – Transport and Highways

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
7	THS/007 (Former NSI)	The percentage of adults aged 60 or over who hold a concessionary bus pass.	90.6%	92.1%	85.6% 	92.5%	93.3% (34903 out of 37409)	∇
8	THS/009 (SID)	The average number of calendar days taken to repair street lamp failures during the year.	1.56	1.55		1.38	1.93	∇

2. Environment & Transport – Transport and Highways (Cont.)

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
9	THS/011a (SID)	The percentage of: Principal (A) roads in overall poor condition.	5.8%	4.5%		Reported Annually		—
10	THS/011b (SID)	The percentage of: Non-principal/classified (B) roads in overall poor condition.	4.0%	2.6%				—
Page 144	THS/012 (PAM)	The percentage of Principal (A) roads, Non-principal (B) roads and Non-principal C roads that are in overall poor condition.	5.6%	4.3%	11.2%. 2nd			—
12	THS/011c (SID)	The percentage of: Non-principal /classified C roads in overall poor condition.	7.0%	5.9%				—

3. Environment & Transport - Street Scene

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
13	STS/005a (SID)	The cleanliness Indicator	70.6	70.5		Reported Annually		—
14	STS/005b (PAM)	The percentage of highways and relevant land inspected of a high or acceptable standard of cleanliness.	98.8%	93.57%	96.5% 16 th			—
15	STS/006 (Former NSI)	The percentage of reported fly tipping incidents cleared within 5 working days	72.06%	67.67%	95.26% 21 st			—

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4. Planning and Regulatory Services – Private Sector Renewal

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
16	PSR/004 (Former NSI)	The percentage of private sector dwellings that had been vacant for more than 6 months at 1 April that were returned to occupation during the year through direct action by the local authority	68.59%	40.20%	11.08% 3 rd		Reported Annually	—

4. Planning and Regulatory Services – Private Sector Renewal (Cont.)

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
17	PSR/007a	Of the 448 houses in multiple occupation known to the Local Authority, the percentage that: Have a full licence	1.63%	1.35%		1.57%	1.34% (6 premises of the 448 requiring a licence)	V
Page 146 of 19	PSR/007b	Of the 448 houses in multiple occupation known to the Local Authority, the percentage that: Have been issued with a licence with conditions attached	0%	0%		0%	0%	—
	PSR/007c	Of the 448 houses in multiple occupation known to the Local Authority, the percentage that: Are subject to enforcement activity	0%	0%		0%	0%	—

5. Planning and Regulatory Services – Public Protection

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
20	PPN/007i (SID)	The percentage of significant breaches that were rectified by intervention during the year for Trading Standards	86.8%	73.5%		50%	69.6% (32 of 46 breaches rectified)	↑
Page 47	This is a large increase when compared to the same period last year and is as a consequence of the significant number of breaches that have been detected in the first half of the year. These have been resolved by written warnings, simple cautions or formal advice to traders. However, there is still a notable number that are still under investigation, particularly in relation to rogue traders, car dealers and food standards infringements. Of 46 significant breaches detected, 32 were rectified.							
	PPN/007ii (SID)	The percentage of significant breaches that were rectified by intervention during the year for Animal Health	71.4%	100%		55%	60% (6 of 10 breaches rectified)	↑
A number of significant breaches that have been detected in the first quarter have been resolved by written warnings or formal advice to traders. Of 10 significant breaches detected, 6 have been rectified								
22	PPN/001ii (SID)	The percentage of high risk businesses that were liable to a programmed inspection that were inspected for Food Hygiene	98%	100%		65%	76% (272 of 356)	↑
Food hygiene inspections of High Risk food premises remain a key priority for the service. The quarterly percentages are accumulative, and currently ahead of the same quarter last year. Of the 356 high risk premises scheduled for inspection, 272 premises have been inspected.								

5. Planning and Regulatory Services – Public Protection (Cont.)

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
23	PPN/001iii (SID)	The percentage of high risk businesses that were liable to a programmed inspection that were inspected for Animal Health	100%	100%		60%	60% (3 of 5 premises inspected)	↔
Of the 6 high risk premises, 4 have been visited. One of the high risk premises is the sheep market which is visited weekly. The remaining sites will be visited by the end of the financial year, their inspection dates lie within the 4 th quarter.								
Page 148	PPN/009 (Former NSI/PAM)	The percentage of food establishments which are “broadly” compliant with food hygiene standards	92.8%	92.7%	94.2% 16 th	93.6%	93.84% (1051 of 1120)	V
	Of 1120 registered food establishments which qualify, 1051 were “broadly compliant” with food hygiene standards, compared to 1050 out of 1122 during the same period in 2015-16							
25	PPN/001i (SID)	The percentage of high risk businesses that were liable to a programmed inspection that were inspected for Trading Standards	100%	100%		72.5%	69.6% (16 of 23 premises inspected)	V
	The department is detecting more complex and significant infringements of consumer fraud and is targeting resources to address them. High risk business inspections are spread throughout the financial year. Some high risk businesses were inspected at the end of the last financial year and it would be too early to inspect them in the first half of the current year as it would not give the department a good indication of how the business is developing over time. Officers are regularly reminded that they are the priority for the work programme. The Department’s Inspection Team currently has an officer on long term absence which has affected inspection rates. However, this has been addressed by reallocating the relevant inspections to colleagues. Of the 23 businesses designated high risk, 16 have been inspected. The remaining businesses are scheduled for inspection in the final quarter.							

5. Planning and Regulatory Services – Public Protection (Cont.)

No	PI Reference	PI Description	NPT Actual 2014/15	NPT Actual 2015/16	All Wales 2015/16	NPT Quarter 3 2015/16	NPT Quarter 3 2016/17	Direction of Improvement
26	PPN/008ii (SID)	The percentage of new businesses identified which were subject to a risk assessment visit or returned a self-assessment questionnaire during the year: Food Hygiene	79%	92%		85%	90%	↑
	Of the 68 identified new businesses, 61 received a risk assessment visit within this period. This is a considerable increase from the same quarter last year. All businesses are coached / advised and where appropriate some are visited prior to commencing trading to ensure they are able to comply with basic legal requirements.							
27	PPN/008iii (SID)	The percentage of new businesses identified which were subject to a risk assessment visit or returned a self-assessment questionnaire during the year: Animal Health		100%		See note	See note	—

- Note : There were no new businesses detected for Animal Health in this period. This figure is no longer reported

Section 3: Compliments and Complaints

2016/2017 – Quarter 3 (1st April to 31st December 2016) – Cumulative data for E&H Board

	Performance Key
↑	Improvement : Reduction in Complaints / Increase in Compliments
↔	No change in the number of Complaints / Compliments
v	Increase in Complaints but within 5% / Reduction in Compliments but within 5% of previous year.
↓	Increase in Complaints by 5% or more / Reduction in Compliments by 5% or more of previous year.

Page 150 1	PI Description	Full year 2015-16	Quarter 3 2015/16	Quarter 3 2016/17	Direction of Improvement
	<u>Total Complaints - Stage 1</u>	31	19	19	↔
	a - Complaints - Stage 1 upheld	15	8	5	
	b -Complaints - Stage 1 <u>not</u> upheld	16	11	14	
c -Complaints - Stage 1 partially upheld	0	0	0		

No	PI Description	Full year 2015-16	Quarter 3 2015/16	Quarter 3 2016/17	Direction of Improvement
2	<u>Total Complaints - Stage 2</u>	5	4	5	↓
	a - Complaints - Stage 2 upheld	2	0	1	
	b - Complaints - Stage 2 <u>not</u> upheld	3	4	4	
	c- Complaints - Stage 2 partially upheld	0	0	0	
Page 1514	<u>Total - Ombudsman investigations</u>	0	0	4	↓
	a - Complaints - Ombudsman investigations upheld	0	0	0	
	b - Complaints - Ombudsman investigations <u>not</u> upheld	0	0	4	
4	Number of Compliments	23	20	48	↑
<p>Complaints: There has been no change in the number of Stage 1 complaints this quarter compared to the same quarter last year. However, there has been a slight increase in the number of Stage 2 complaints compared to the same quarter last year.</p> <p>The figure for Ombudsman investigations is a cumulative figure which may relate to previous quarters. However, due to the timescales involved this information may not be readily available during the reporting of previous quarters</p> <p>Compliments: The awareness of compliments received and recording them has resulted in a substantial increase compared to the same quarter last year.</p> <p>Welsh Language – There were no Welsh Language complaints reported during this quarter</p>					

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2016/2017 FORWARD WORK PLAN (DRAFT)

ENVIRONMENT AND HIGHWAYS CABINET BOARD

Meeting Date and Time	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, ,Annual, Biannual, Quarterly, Monthly)	Contact
Special – 13 March 2017 10am	Integrated Network Map	Decision		L.Beynon

Meeting Date and Time	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, ,Annual, Biannual, Quarterly, Monthly)	Contact
30th March 2016				
	CANCELLED – PURDAH			

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