



STREETSCENE AND ENGINEERING CABINET BOARD

***Immediately Following Scrutiny Committee on
FRIDAY, 14 JULY 2017***

COMMITTEE ROOMS A/B - NEATH CIVIC CENTRE

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 Streetscene and Engineering Cabinet Board held on 12 June, 2017 *(Pages 3 - 12)*

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

4. Quarter 4 Performance Monitoring (2016/17) *(Pages 13 - 26)*

To receive the Report of the Head of Engineering and Transport

5. List of Approved Contractors *(Pages 27 - 34)*
6. South West and Mid Wales Regional Civil Engineering Consultancy Framework 2017 to 2021 *(Pages 35 - 40)*
7. Summary of Welsh Government Grant Approvals Received for Highways and Transport 2017/2018 *(Pages 41 - 44)*

To receive the Report of the Head of Streetcare

8. Review of Trade Waste and Recycling Service Charges
(Pages 45 - 62)

To receive the Forward Work Programme 2017/18

(Pages 63 – 64)

9. 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

Thursday 6 June, 2017

Cabinet Board Members:

Councillors: E.V.Latham and A.Wingrave

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).*

EXECUTIVE DECISION RECORD
STREETSCENE AND ENGINEERING CABINET BOARD
12 JUNE 2017

Cabinet Members:

Councillors: E.V.Latham (Chairperson) and A.Wingrave

Officers in Attendance:

D.Griffiths, M.Roberts and Mrs.A.Manchipp

1. **APPOINTMENT OF CHAIRPERSON**

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

2. **MINUTES OF THE ENGINEERING AND HIGHWAYS CABINET BOARD HELD ON 16 FEBRUARY 2017**

Noted by the Committee.

3. **3 NO PUBLIC FOOTPATHS - ALLTWEN AND RHOS**

Decision:

That no modification order be made for the alleged Public Footpaths in Alltwen and Rhos, named as:

1. Pen yr Alltwen to Footpath No.39
2. Bryn Llewellyn alongside Pen yr Alltwen to Footpath No. 36
3. Footpath 39 to Footpath No.36 Community of Cilybebyll

Reasons for Decision:

1. The written evidence provides grounds for making a modification order under the test that it is “reasonable to allege a public path subsists” as set out in appendix 2. However only two people have stated that they wish to continue to support this application which is insufficient to justify making a modification order.
2. In addition to the lack of support set out above, it is also possible this path was called into question in either 1993 or 1996 which if correct would only leave one person who would claim to have used the path for the full 20 year period.
3. Only one person has said they are prepared to continue to support this alleged public path should this earlier period be found to represent the relevant period which again is insufficient to justify making a modification order.

Implementation of Decision:

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

Consultation

The item has been subject to extensive consultation.

4. **PUBLIC FOOTPATH - COMMUNITY OF SEVEN SISTERS**

Decision:

That no Modification Order be made for the route A-B-C in the Community of Seven Sisters (as detailed in the circulated plan).

Reason for Decision:

Primarily, that because none of the exemptions set out in Appendix 3 apply, then under the terms of Natural Environmental and Communities Act 2006, no public byways can be created after the 16th November 2016.

In addition even if such an exemption could be found the application did not comply with the terms of the Wildlife and Countryside Act 1981.

Lastly that those in support of the application cannot be said to represent the public at large.

Implementation of Decision:

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

Consultation:

This item has been subject to external consultation.

5. **PUBLIC FOOTPATHS - ALLEGED PUBLIC FOOTPATH FROM GARDNERS LANE TO EAGLESBUSH VALLEY (A-B-C) AND TO YNYSMAERDY ROAD VIA CEFN COED FARM (B-E-F) COMMUNITIES OF BRITON FERRY AND NEATH**

Decision:

That the Local Authority informs the Planning Inspectorate it wishes to take a neutral stance in any subsequent Public Inquiry in respect of the modification order, which had been made to recognise the paths C-B-E-F as a public right of way on foot, in the Communities of Briton Ferry and Neath (as detailed within the circulated report).

Reason for Decision:

The appeal was allowed and the Authority has been directed to make a modification order. If there are objections to this order, it is reasonable and consistent with its previous decision, that this Authority take no further proactive part and only assist the Inspector at any subsequent public inquiry.

Implementation of Decision:

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

Consultation:

The appeal decision was forwarded to all the local Members and affected landowners.

6. **URGENCY ACTION - 1278**

Decision:

That the following urgency action taken by the Head of Engineering and Transport in consultation with the requisite Members, be noted:-

Officer Urgency Action No 1278 re: Revocation of No Waiting, Loading or Unloading, At Any Time Order: Ty-Fry Road and Bertha Road, Margam.

7. **JAPANESE KNOTWEED**

Decision:

That the policies and procedures given in Appendices C (proposed policy and procedure for dealing with Knotweed on Private Land) and D (proposed procedure for dealing with Knotweed on Council land) to the circulated report, be adopted by the Local Authority, and that the Local Authority continues to implement its annual programme of knotweed treatment.

Reason for Decision:

To establish policy and procedures with respect to dealing with Japanese knotweed.

Implementation of Decision:

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

8. **INCORPORATION OF COUNCIL LAND INTO THE HIGHWAY – BAE BAGLAN**

Decision:

That the various sections of unadopted road, footway, parking bays and verge adjoining Ysgol Bae Baglan comprising part of Sirius Drive and adjoining Seaway Parade, Baglan, as approximately shown edged in black on the attached two plans (Appendix A to the circulated report) become highway maintainable at public expense.

Reason for Decision:

To enable the road, footway, parking bays and verge to become highway maintainable at public expense.

Implementation of Decision:

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

9. **INCORPORATION OF COUNCIL LAND INTO THE HIGHWAY – BRITON FERRY**

Decision:

That the section of unadopted road, footway and verge running off Brunel Way past the Recycling Centre connecting with Church Street, Briton Ferry (Appendix A to the circulated report), becomes highway maintainable at public expense.

Reason for Decision:

To enable the road and verge to become highway maintainable at public expense.

Implementation of Decision:

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

10. **LIST OF APPROVED CONTRACTORS**

Decision:

That the following firms be included in the approved list of contractors in the categories below:-

<u>FIRM</u>	<u>CATEGORY</u>
Compco Fire Systems Ltd	111
RPW Radon Wales Ltd	57 & 111
iLine Technologies Ltd	94 & 111
Creative Play (UK) Ltd	

Reasons for Decision:

1. To keep the Approved List up to date and as far as possible ensure a competitive procurement process.
2. 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:

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

- 11.
- 12.
- 13.
- 14.

11. **ROAD SAFETY GRANT SCHEMES 2017-18**

Decision:

That authority be granted to Traffic Section Officers, for the Orders contained within the Road Safety Grant schemes 2017-2018 to be advertised in accordance with the statutory requirements and for the schemes to be implemented in accordance with the relevant statutory requirements contained within the current Road Traffic Regulations, subject to there being no objections received, and in the event of any objections being received in respect of any schemes, these will be reported back to this Board for a decision.

Reason for Decision:

The schemes are necessary in the interest of road safety within the County Borough.

Implementation of Decision:

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

Consultation:

Initial consultation on each scheme contained within the Road Safety Grant schemes will be carried out with the Local Member(s) for each Ward affected by a scheme prior to the formal consultation process undertaken with the public and any other affected bodies.

12. **TRAFFIC CAPITAL PROGRAMME 2017-18**

Decision:

That authority be given to Traffic Section Officers, for the schemes contained within the Traffic Capital Programme 2017-2018 to be advertised in accordance with the statutory requirements and for the schemes to be implemented in accordance with the relevant statutory requirements contained within the current Road Traffic Regulations, subject to there being no objections received, and in the event of any objections being received in respect of any schemes, these will be reported back to this Board for a decision.

Reason for Decision:

The schemes are necessary in the interest of road safety and providing adequate parking provisions within the County Borough.

Implementation of Decision:

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

Consultation:

Initial consultation on each scheme contained within the Traffic Capital Programme will be carried out with the Local Member(s) for each Ward

affected by a scheme prior to the formal consultation process undertaken with the public and any other affected bodies.

13. **TRAFFIC ORDER - RIDGEWOOD GARDENS, NEATH**

Decision:

That the objection be overruled and the objectors informed accordingly, and the scheme (prohibition of Waiting at Any Time Order – Ridgewood Gardens, Neath) be implemented as previously advertised.

Reason for Decision:

The scheme is necessary to prevent indiscriminate parking within 10 metres of the junction in the interest of public safety and as stated in the Highway Code.

Implementation of Decision:

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

Consultation:

This item has been subject to external consultation.

14. **TRAFFIC ORDER - STATION ROAD, PORT TALBOT**

Decision:

That, notwithstanding the comments made by the earlier Scrutiny Committee, the objection be overruled and the objectors informed accordingly, and the scheme (No Waiting, Loading or Unloading to the rear of 21 - 41 Station Road, Port Talbot) be implemented as previously advertised.

Reason for Decision:

The scheme is necessary to have a controlled area of parking, i.e. a loading bay and prevent indiscriminate parking in the interest of road safety.

Implementation of Decision:

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

Consultation:

This has been subject to external consultation.

15. **ACCESS TO MEETINGS**

Decision:

That pursuant to Regulation 4(3) and (5) of Statutory Instrument 2001 No. 2290, the public be excluded for the following item of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972.

16. **FRAMEWORK ARRANGEMENTS - OCCASIONAL HIRE**

Decision:

That the requirements of competition be excluded and Rule 2.1 of the Council's Contracts Procedure Rules be suspended and the Frameworks and the seven Framework Agreements be extended for a period of three months from 1 August 2017, including an option to extend up to a maximum period of an additional two months, to allow the Council to run its own competitive tender exercise, which will be undertaken at the same time as the extension is to be put in place.

Reason for Decision:

To ensure continuity of the provision of the Services pending the Council's intended competitive procurement exercise and the implementation of a new framework and new framework agreements resulting therefrom.

Implementation of Decision:

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

CHAIRMAN

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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Street Scene and Engineering Cabinet Board

14 July 2017

Joint Report of

Head of Engineering & Transport – D. W. Griffiths

Head of Streetcare – M. Roberts

Matter for Monitoring

Wards Affected: ALL

Street Scene and Engineering Performance Indicators for Quarter 4 of 2016/17

- 1 Quarterly Performance Management Data 2016-2017 – Quarter 4 Performance (1st April 2016– 31st March 2017)

Purpose of the Report

- 2 To report quarter 4 performance management data for the period 1st April 2016 to 31st March 2017 for Environment. This will enable the Street Scene and Engineering 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;
- Scrutinise the service improvement set out in the Corporate Plan which fall within the committee's purview;
 - Scrutinise the performance of all services within its purview 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;
 - Commission and participate in systems reviews through appropriate mechanisms and report onwards to the Executive
 - Monitor implementation by the Executive of responses to the conclusions and recommendations of the Council's external regulators; and
 - 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 4 Performance (1st April 2016 – 31st March 2017) – 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 4
Performance (1st April 2016 to 31st March 2017)**

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 current 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. Overall the recycling performance for 2016/17 is 63.74%, there is, however, a slight reduction in compostable waste which is due to two main reasons:

- A decrease in the tonnage of green waste collected on the previous year
- Natural Resources Wales (NRW) has re-classified street cleansing waste collected for composting as “rubble” and therefore it is included in the “dry” recycling figure.

Transport and Highways

The average repair time for street lighting has increased to 1.81 days from the fourth quarter last year due to operational conditions associated with the ongoing renewal project.

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

Whilst the Council's performance as measured by the indicator for "fly tips cleared within 5 days" is lower than the Welsh average, the Council's focus on pursuing prosecutions against fly tippers appears to be having a positive effect on the number of incidents in the County Borough. It is due to the proactive work of the waste enforcement section, and in particular the 15 day statutory notice period where the Refuse Disposal (Amenity) Act 1978 is employed as part of addressing fly tipping, that many fly tips are not cleared within the measured 5 day period. This Council has always taken the view that it is better in the longer term to try and tackle fly tipping at source rather than simply remove fly tips quickly whatever the circumstances. In 2016/17, the level of prosecutions for fly tipping undertaken by the Council was up 120% whilst the number of fly tipping incidents was down 22% compared to the previous year.

Section 2: Quarterly Performance Management Data and Performance Key

2016-2017 – Quarter 4 Performance (1st April 2016 to 31st March 2017)

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








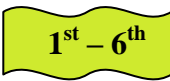
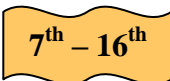

(Former NSI) National Strategic Indicators (Former NSIs) - are used to measure the performance of local authorities at a national level and focus on key strategic priorities. The Welsh Government recently published a written statement confirming the revocation of the Local Government (Performance Indicators) (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.


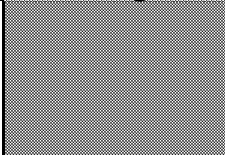
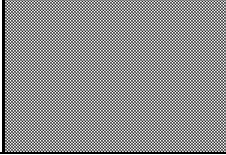
(L) Local Performance Indicator set by the Council.

	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	All Wales 2015/16	NPT Quarter 4 2015/16 (full year)	NPT Quarter 4 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%	33.40% 23,165 of 69,355	↑
2	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%	60.19% 	58.32%	63.74% 44,206 of 69,355 *	↑
Page 21 3	WMT/010ii (SID)	The percentage of local authority municipal waste: Recycled.	38.47%		37.68%	46.41% 32,187 of 69,355	↑
		a) Incinerator Bottom Ash recycling rate	n/a		1.97%	4.41% 3,058 of 69,355	↑
		b) Kerbside dry recycling rate	n/a		16.40%	18.31% 12,700 of 69,355	↑
		c) Household Waste Recycling Centres dry recycling rate	n/a		19.31%	23.69% 16,430 of 69,355	↑
*Subject to validation							

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

No	PI Reference	PI Description	NPT Actual 2014/15	All Wales 2015/16	NPT Quarter 4 2015/16 (full year)	NPT Quarter 4 2016/17	Direction of Improvement
4	WMT/004b (Former NSI/PAM)	The percentage of municipal waste collected by local authorities sent to landfill.	11.13%	18.14% 	14.04%	8.2% 5,682 of 69,355	↑
5	WMT/010i (SID)	The percentage of local authority municipal waste: Prepared for re-use.	0.29%		0.45%	0.44% 308 of 69,355	↔
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%	16.89% 11,711 of 69,355	∇


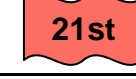
2. Environment & Transport – Transport and Highways

No	PI Reference	PI Description	NPT Actual 2014/15	All Wales 2015/16	NPT Quarter 4 2015/16 (full year)	NPT Quarter 4 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%	85.6% 	92.1%	93.75% (35,070 of 37,409)	∇
8	THS/009 (SID)	The average number of calendar days taken to repair street lamp failures during the year.	1.56		1.55	1.81	↓

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

No	PI Reference	PI Description	NPT Actual 2014/15	All Wales 2015/16	NPT Quarter 4 2015/16 (full year)	NPT Quarter 4 2016/17	Direction of Improvement
9	THS/011a (SID)	The percentage of: Principal (A) roads in overall poor condition.	5.8%		4.5%	4.1%	↑
10	THS/011b (SID)	The percentage of: Non-principal/classified (B) roads in overall poor condition.	4.0%		2.6%	2.4%	↑
Page 23	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%	11.2%. 2nd	4.3%	3.9%	↑
12	THS/011c (SID)	The percentage of: Non-principal /classified C roads in overall poor condition.	7.0%		5.9%	5.4%	↑

3. Environment & Transport - Street Scene

No	PI Reference	PI Description	NPT Actual 2014/15	All Wales 2015/16	NPT Quarter 4 2015/16 (full year)	NPT Quarter 4 2016/17	Direction of Improvement
13	STS/005a (SID)	The cleanliness Indicator	70.6		70.5	68.85	V
14	STS/005b (PAM)	The percentage of highways and relevant land inspected of a high or acceptable standard of cleanliness.	98.8%	96.5% 	93.57%	94.14%	↑
1	STS/006 (Former NSI)	The percentage of reported fly tipping incidents cleared within 5 working days	72.06%	95.26% 	67.67%	69.68%	↑

Please see explanatory note under the heading “Street Scene & Countryside Management” in Section 1 “Key Points”

Section 3: Compliments and Complaints

2016/2017 – Quarter 4 (1st April 2016 to 31st March 2017) – Cumulative data for Street Scene and Engineering 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 25	PI Description	Full year 2015-16	Quarter 4 2016/17 (full year)	Direction of Improvement
1	<u>Total Complaints - Stage 1</u>	31	19	↑
	a - Complaints - Stage 1 upheld	15	5	
	b -Complaints - Stage 1 <u>not</u> upheld	16	14	
	c -Complaints - Stage 1 partially upheld	0	0	

No	PI Description	Full year 2015-16	Quarter 4 2016/17 (full year)	Direction of Improvement
2	<u>Total Complaints - Stage 2</u>	5	5	↔
	a - Complaints - Stage 2 upheld	2	1	
	b - Complaints - Stage 2 <u>not</u> upheld	3	4	
	c- Complaints - Stage 2 partially upheld	0	0	
Page 26	<u>Total - Ombudsman investigations</u>	0	4	↓
	a - Complaints - Ombudsman investigations upheld	0	0	
	b - Complaints - Ombudsman investigations <u>not</u> upheld	0	4	
4	Number of Compliments	23	58	↑
<p>Complaints: There has been a reduction in the number of Stage 1 complaints this quarter compared to the same quarter last year. However, there has been no change 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>				

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Streetscene & Engineering Cabinet Board

14 July 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.

Executive Summary

2. To seek approval for contractors to be included on the Approved list of contractors.

Background

3. 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.
4. The full list of categories is set out in Appendix A for your information.
5. The process gives local companies an opportunity to provide goods and services to the Council.
6. The following firms have applied to be included in the list and have passed the required assessments:-

<u>FIRM</u>	<u>CATEGORY</u>
Archway Products	81 & 83
South Wales Contractors	71, 72, 73, 76, 77 & 80
Sam Gilpin Demolition Ltd	75, 79 & 31

Financial Impact

7. None.

Equality Impact Assessment

8. 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 Impacts

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

Legal Impacts

10. There are no legal impacts associated with this report.

Risk Management

11. There are no risk management issues associated with this report.

Consultation

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

Recommendations

13. It is recommended that:-

The contractors in section 6 of this report are included on the Approved List for the relevant categories.

Reasons for Proposed Decision

14. To keep the Approved List up to date and as far as possible ensure a competitive procurement process.
15. 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

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

Appendices

17. Appendix A – Approved List of Categories

List of Background Papers

18. None

Officer Contact

19. 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. Lightening 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

Streetscene & Engineering Cabinet Board

14 July 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Information

Ward Affected: All

NPS SOUTH WEST & MID WALES REGIONAL CIVIL ENGINEERING CONSULTANCY FRAMEWORK 2017 to 2021

Purpose of Report

1. To advise Members' of the new NPS South West & Mid Wales Regional Civil Engineering Consultancy Framework.

Executive Summary

2. The SWW Regional Engineering Consultancy Framework ended its term in February 2017. The NPS Framework was determined to be unsuitable for the needs of the six participating local authorities and owing to resource pressures; it was decided to create a new SW&MW Regional Engineering Consultancy Framework which is managed by NPS. The new framework was active from 1st April 2017.

Background

3. The new NPS Framework is a development on the original South West Framework (consisting of Carmarthen CC, Pembrokeshire CC, Neath Port Talbot CBC & City & County of Swansea) that was implemented in 2012 and ended in February 2017.
4. Neath Port Talbot County Borough Council do not hold an approved list of Consultants; therefore, in order to satisfy EU Procurement Rules and to ensure that projects are procured in a timely manner, it is proposed to utilise the new framework.

5. Whilst existing NPS Frameworks are suitable for smaller specialist services (e.g. Flood Modelling), NPS recognise that our requirements in South West Wales are different to those currently provided in the NPS Framework, where we need particular emphasis upon:
 - Integration of a Local Supply Chain with measurable Community Benefits.
 - Increased range of Staff Grades.
 - Communication, Knowledge Retention & Best Practice.
 - Consistent Standards & approach to Procurement.
 - Improving Tender Response Rates
 - Promotion of continuous improvement and teamwork suitable for the delivery of work programmes.
6. Following discussions with NPS in July 2016, it was evident that NPS supported our position and offered help in developing a framework that would be suited to our needs. NPS later agreed to manage the procurement process and offer ongoing support during the duration of the framework. The framework structure is included in **Appendix 1**.
7. Whilst being reviewed in November 2016 by the Framework Board, Ceredigion County Council and Powys County Council sought to be added to the new framework, to increase buying power and increase capacity in the consultancy services by justifying an increase in the number of consultants.
8. Following an extensive procurement process that was managed by NPS with a project board consisting of gateway managers from each authority, 5 consultants were appointed; namely:
 - **Aecom**
 - **Atkins**
 - **Capita**
 - **Opus**
 - **WSP**

The framework became active from 1st April 2017.

Financial Impact

9. There are no direct charges or financial implications for NPTCBC who would only meet the costs of approved consultants once commissioned. However, there is a small framework administration cost of 0.45% of commission value, that the consultants will reimburse the National Procurement Service directly.

Equality Impact Assessment

10. There is no requirement for an EIA.

Workforce Impacts

11. The works will be delivered using the in-house engineering design teams where possible and the framework will be used where support or specialist services is required.

Legal Impacts

12. NPS is the Contractual Link for the Framework. Individual commissions will be made via an NEC Professional Services Contract between the Consultant and the Council.

Risk Management

13. No risks are envisaged.

Consultation

14. There is no requirement for Consultation on this matter.

Recommendation(s)

15. That Members' note the use of the NPS South West and Mid Wales Regional Civil Engineering Consultancy Framework.

Reasons for Proposed Decision

16. N/A; for information only.

Implementation of Decision

17. N/A; for information only.

Appendices

18. Appendix 1 – Framework Structure.

List of Background Papers

19. None.

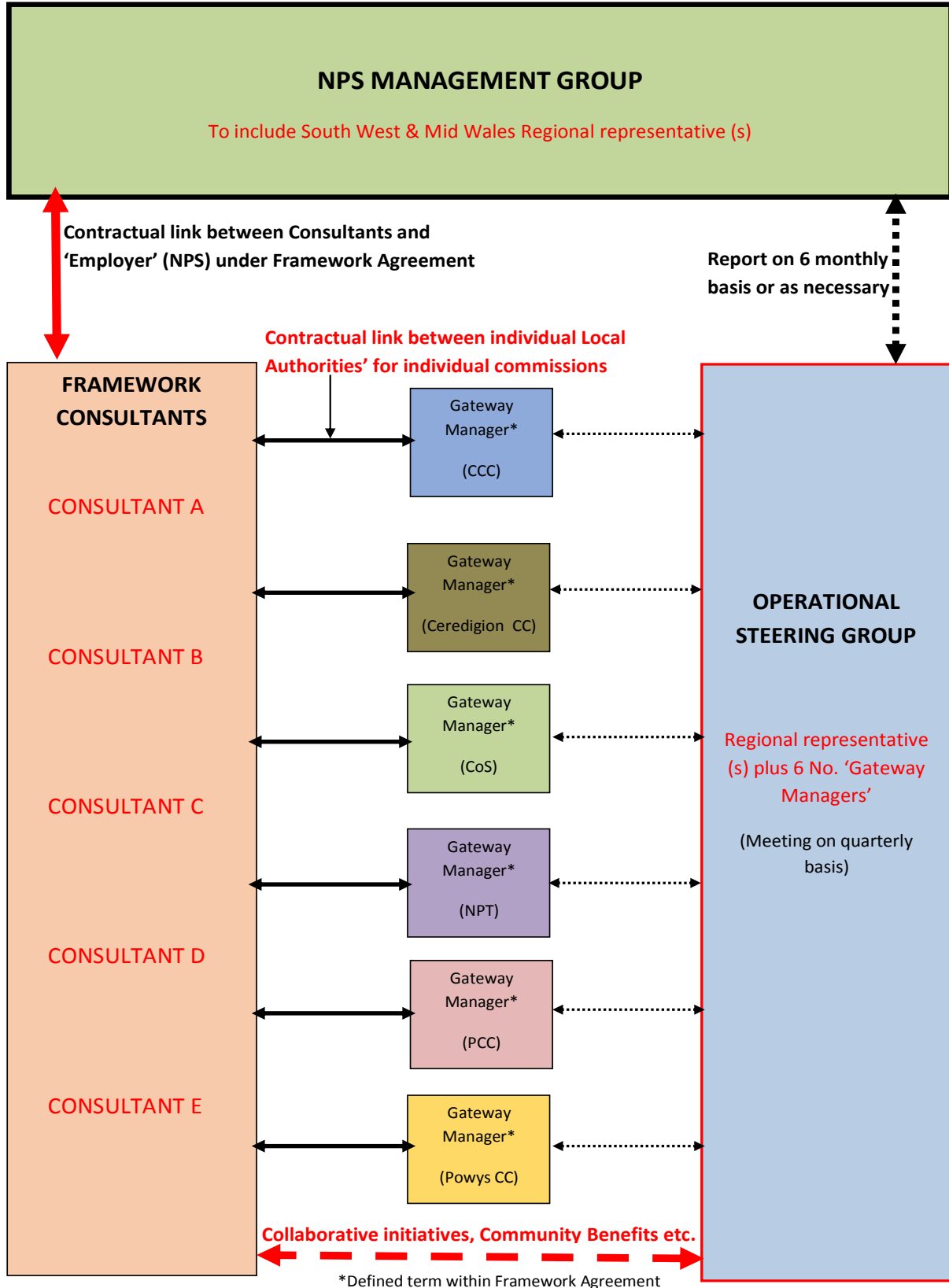
Officer Contact

20. Ken Stacey, Bid and Cost Manager
Tel. No: 01639 686457
email: k.stacey@npt.gov.uk

Appendix 1 – Framework Structure

NPS SOUTH WEST and MID WALES REGIONAL ENGINEERING CONSULTANCY FRAMEWORK

POTENTIAL MANAGEMENT STRUCTURE



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NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Streetscene & Engineering Cabinet Board

14 July 2017

Report of the Head of Engineering & Transport

D. W. Griffiths

Matter for Information

Wards Affected: All

Summary of Welsh Government Grant approvals received for Highways and Transport 2017/2018

Purpose of Report

1. To inform Members of Welsh Government grant approvals received for Highway and Transport related schemes for the financial year 2017/2018.

Executive Summary

2. To inform Members of the Welsh Government grant allocation for Highway and Transport related schemes for 2017/2018.

Background

3. On 22nd March 2017, the Welsh Government announced grant approvals received for Highway and Transport related schemes for the financial year 2017/2018 to the total value of £1,758,920.

4. The funding is allocated as follows:-

Safe routes in Communities of up to £250,000.

Local Transport Fund including Active Travel of up to £847,000.

Road Safety Capital of up to £582,000.

Road Safety Revenue of up to £79,920.

The schemes covered by the grants are shown in the table below.

Bid Category	Bid £	Received £
---------------------	------------------	-----------------------

Safe Routes in Communities		
Water Street A48 Margam	15,000	0
Tonmawr	34,000	0
Swansea Valley (Phase 3)	140,000	0
Dyffryn School, Margam Road	352,000	250,000
Sub Total	541,000	250,000

Local Transport Fund (LTF)		
Active Travel Mapping	10,000	10,000
NPT Integrated Transport Package	1,200,000	583,000
NPT Active Travel Package	628,000	254,000
Sub Total	1,892,000	847,000

Road Safety Capital		
B4290 Llandarcy to Skewen	136,000	136,000
A4107 Afan Valley Road	253,000	253,000
20mph limit lower Briton Ferry	193,000	193,000
Sub Total	582,000	582,000

Road Safety Revenue		
Pass Plus Cymru	79,920	79,920
Motorcyclist Training		
Kerbcraft		
National Standards Cycle Training		
Drive for Life		
Sub Total	79,920	79,920

Road Safety Revenue is restricted by population and casualty statistics.

5. The grant has been accepted by the Director of Finance and the Director of Environment, who have delegated powers for this purpose.

Financial Impact

6. All of the funding has to be claimed in full by 30th April 2018, otherwise any unclaimed funding will no longer be available.

Equality Impact Assessment

7. There is no requirement for an EIA.

Workforce Impacts

8. The works will be delivered using the in-house engineering design teams. There are no adverse impacts on the workforce.

Legal Impacts

9. The Integrated Transport Hub is the subject to a Planning Application and a statutory stopping up order which have been addressed.

Risk Management

10. All the funding has to be claimed in full by 30th April 2018, otherwise any unclaimed funding will no longer be available.

Consultation

11. There is no requirement under the Constitution for external consultation on this item.
12. It should be noted that the LTF projects feature in the approved Local Transport Plan 2015-2020.

Recommendation(s)

13. N/A; for information only.

Reasons for Proposed Decision

14. N/A; for information only.

Implementation of Decision

15. The grant awards are accepted under the Director of Finance and Corporate Services and the Director of Environment Delegated Powers.

Appendices

16. None

List of Background Papers

17. None

Officer Contact

Mrs Amanda J. Phillips – Programme and Commissioning Manager.
Tel: 01639 686483 or e-mail: a.phillips2@npt.gov.uk

NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

Streetscene and Engineering Cabinet Board

14 July 2017

Report of the Head of Streetcare

M. Roberts

Matter for Decision

Wards Affected: All Wards

Review of Trade Waste and Recycling Service Charges

Purpose of Report

1. To review the charging schedule for trade waste services.

Executive Summary

2. Under the Environmental Protection Act (EPA) 1990, the Council is required to make arrangements for the collection of commercial or trade waste if requested to do so. This can be undertaken either via a third party or directly by the authority and in either case a charge should be made to recover the costs for collection and disposal. The Council currently has around 1,135 customers that pay for a waste and recycling service, generating a total income of approximately £740,000 per annum.
3. A report published by the WLGA during 2016, attached as Appendix I, indicated that under the current pricing structure, Neath Port Talbot Council is subsidising the trade waste service by approximately £200,000 per annum.
4. An additional report published by the WLGA in 2017 indicated that, when compared with other local authorities in Wales, on a per household basis, waste services in Neath Port Talbot are ranked the lowest cost out of the 22 local authorities in Wales, see attached as Appendix II. It is clear, therefore, that whilst the Council's waste services overall are providing value for money, the trade waste service is not recovering all the associated costs.

5. There is now a need to carry out a detailed review of the trade waste service, based on the principles of implementing a pricing structure to ensure that the Council recovers its reasonable costs for the collection and disposal of waste collected, whilst also maintaining value for money for our customers.

Background

6. All businesses and organisations have a legal responsibility under section 34 of the EPA 1990 to ensure that their waste and recycling is dealt with by a suitably licenced operator, whether that is the local authority or a private sector service provider. Furthermore this process must be documented by a Duty of Care Waste Transfer Note to provide evidence that the appropriate arrangements have been made for the collection and disposal of their waste.
7. As stated above, the Council currently has approximately 1,135 customers and with increasingly stringent statutory recycling targets set by the Welsh Government (WG), it is important that our trade waste customers play their part in achieving the targets and recycle as much of their waste as possible.
8. In addition, local businesses that produce waste have a duty to comply with the requirements of Part 4 of the Environment (Wales) Act 2016 which requires waste producers to keep recyclable materials separate at source (including food waste) for collection.
9. With this in mind, a price differential was introduced to the charging structure between residual waste and recycling collections, in order to incentivise local business to use the Council's recycling service. Recycling is now a compulsory requirement of the Council's trade waste contracts, (small businesses such as barbers/hairdressers etc. that generate very small quantities of waste can apply for an exemption from recycling).

Current Arrangements

10. Trade waste and recycling in Neath Port Talbot is collected together with household waste using the same collection fleet. This provides maximum efficiency and ensures the best possible service resilience for the Council and our customers alike. Trade

waste customers therefore, receive the same collection frequency and service that is provided to householders, i.e. fortnightly collections of refuse and weekly collections of recyclables which are separated and collected at source (on the same principle as that of the household 'kerbsort' recycling service). The exception to this is the town centre areas of Neath, Port Talbot and Pontardawe where this is a weekly service of refuse and recycling where demand and storage limitation means a weekly service is provided.

11. Customers are offered a range of four different sizes of wheeled bins for refuse and are supplied with unlimited amounts (on a needs basis) of recycling 'kit' for the collection of paper, cardboard, glass, metal cans, plastics and food waste. Customers are also given the opportunity to purchase permits to take their recyclable waste to one of the Council's Recycling Centres. In addition, customers that generate higher volumes of waste for recycling are offered larger containers and bins to present their waste for collection.
12. Charity shops that sell items that have been donated to them receive half price collections in line with the Controlled Waste (England and Wales) Regulations 2012.

Benchmarking Information

13. Neath Port Talbot Council is a member of the All Wales Commercial Recycling and Refuse Benchmarking Group which has collated price information from authorities within Wales which is attached as Appendix III. The results indicate that refuse charges in Neath Port Talbot during 2016/17 **are well below the national average charges** and in most instances, only just above the lower quartile range when compared to all other local authorities in Wales. For ease of reference this has been summarised in Table 1 below.
14. Charges for recycling collections are more in line with other local authorities in Wales and are considered to provide value for money for our customers, given that unlimited amounts of recyclable waste can be collected for the nominal charges imposed. See Table 2 below.

Table 1 - Residual Waste Weekly Charges 2016/17 (£s)

Bin size	All Wales upper quartile	All Wales median	All Wales lower quartile	All Wales average	NPT rate	NPT position in Wales
1,100	30.30	24.39	21.17	26.74	20.47	15th out of 18
660	19.87	16.60	13.88	16.67	14.54	10th out of 15
360	11.58	10.14	8.29	10.14	9.39	7th out of 12
240	8.89	6.96	5.50	7.47	6.32	10th out of 16

Note: 1st position would represent the most expensive rates; the lower the ranking the lower the charging rate would be.

Table 2 - Recyclable Waste Weekly Charges 2016/17 (£s)

Bin size	All Wales upper quartile	All Wales Median	All Wales lower quartile	All Wales average	NPT rate	NPT position in Wales
1,100	11.65	9.85	6.75	9.45	6.75	7th out of 9
660	8.41	6.96	5.37	8.86	6.24	5th out of 7
360	5.76	4.00	2.69	4.11	5.91	2nd out of 9
240	3.90	2.75	1.98	2.96	3.77	3rd out of 8

Note: 1st position would represent the most expensive rates; the lower the ranking the lower the charging rate would be.

15. To maintain prices at the current levels means that the service is financially unsustainable, because the service charges as they stand, do not provide for full cost recovery.
16. The Council has the option to continue to absorb losses associated with commercial waste collections and continue to subsidise the service if it so wishes; however, this does not comply with the 'polluter pays principle;' and neither is it considered financially responsible to subsidise a collection service to the direct financial benefit of local business during periods of financial constraints. Furthermore; it potentially places the Council open to accusations of unfair competition by private sector service operators.

Proposal

17. Given the current financial constraints and the legislative requirements placed upon the Council to meet statutory recycling targets; together with the requirements of the Environment (Wales) Act 2016 to separate waste at source, it is proposed that:
 - (i) From the 1st October 2017, residual trade waste charges increase to a level, across the service, based on the average

charge across Wales, with the aim of achieving a break even position (see Table 3 below), so that the service is self-sustaining whilst maintaining value for money for our customers.

- (ii) Charges for customers that present trade waste bags for collection increases in line with inflation and the Council's financial policies as these represent some of the smallest businesses in the local authority area and produce only small quantities of waste. (In order to differentiate and identify trade waste separately from domestic waste, trade waste bags that are purchased from the Council are white in colour and embossed with Council livery/logos).

18. A comparison of the current charges for 2017/18 compared with the proposed charges is provided in the table below:

Table 3 – Neath Port Talbot Trade Refuse Charges

		Current Charges 2017/18		Proposed Charges from October 2017	
Bin Size	No. of customers	Refuse charges per bin per <u>week</u> (£) inc. bin rental	Refuse charges per bin per <u>annum</u> (£) inc. bin rental	Refuse charges per bin per <u>week</u> (£) inc. bin rental	Refuse charges per bin per <u>annum</u> (£) inc. bin rental
1,100	171	20.68	1,075.36	27.00	1,404.00
660	149	14.69	764.00	16.80	873.60
360	181	9.48	493.00	10.20	530.40
240	410	6.39	332.00	7.50	390.00

Financial Impact

- 19. Applying the proposed charges from the 1st October 2017 would reduce the financial deficit during 2017/18 and aim to enable the service to become self-financing in 2018/19 and beyond, assuming incremental increases are made annually and proportionally to cover any increased service and disposal costs.

Equality Impact Assessment

20. 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

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

Legal Impact

22. As a Waste Collection Authority (WCA) the authority has a statutory duty under the EPA 1990 to collect commercial or trade waste if requested to do so and charges can be made to recover the costs for collection unless the authority considers it inappropriate to do so.

Risk Management

23. Any business that cancels their collection contract with the Council as a result of the increased charges, still have a statutory responsibility to produce Duty of Care waste transfer notes under section 34 of the EPA. The Council's Waste Enforcement Section will contact any businesses/traders that cancel their contracts with the Council to ensure they are complying with their statutory obligations.

Sustainable Development

24. Maximising recycling from the trade waste stream will assist the Council in achieving the WG's statutory recycling targets.
25. Incentivising and encouraging local business in the County Borough to recycle their waste, 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

26. There is no requirement under the Constitution for external consultation on this item. However, all customers will be given notice of the increased charges and will have the opportunity of choosing an alternative service provider if they so wish.

Recommendation(s)

27. That the increased charges are approved for residual trade waste collections to commence from the 1st October 2017.
28. The rates for recycling collections are maintained at current levels.

Reason for Proposed Decision(s)

29. In order for the Council to reduce the deficit in the trade waste service this financial year and to enable the service to become self-financing in future years.
30. To encourage business to recycle their waste in compliance with the relevant legislation and help assist the Council achieve its statutory recycling targets

Implementation of Decision

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

Appendices

32. Appendix I – WLGA, Waste Improvement Programme – Benchmarking Fees and Charges for Waste Services
33. Appendix II – WLGA, Waste Finance Report 2015/16
34. Appendix III – All Wales Commercial Recycling and Refuse Benchmarking Group – Customer Charges Survey 2016/17
35. Appendix IV - Equalities Impact Screening Assessment

List of Background Papers

36. Environmental Protection Act 1990
37. Environment (Wales) Act 2016
38. Controlled Waste (England and Wales) Regulations 2012

Officer Contact

39. Mr Andrew Lewis, Waste and Neighbourhood Services Manager.
Tel: 01639 686021 or email: a.lewis@npt.gov.uk

WLGA

Waste Improvement Programme Benchmarking Fees and Charges For Waste Services



Working Paper Confidential - for reasons of commercial confidentiality, distribution limited to local authority waste manager / sections & CSS waste sub-group

1. Background

The Waste Improvement Programme has been working to assist local authorities improve the performance and efficiency of recycling collections and diversion from landfill since October 2007.

An important strand of this work involved the development of a framework for the consistent reporting of waste finance data and the subsequent development of a process of benchmarking the data, allowing for the qualitative analysis of services based on cost and performance.

Selection

Since 2013 the CSS Waste group decided that the benchmarking work was to include all 22 Welsh authorities (previously a sample of 8 local authorities was selected). In April 2015 the CSS waste sub-group selected food waste as one of the two topics to be examined in 2015, based on 2013-14 and 2014-15 financial year data. In September 2015 the CSS waste sub group decided on Benchmarking services that LAs were implementing any fees and charges to residents for the delivery of these services.

Fees and charging data from 20 Authorities was gathered and collated from November 2015 onwards, the findings are detailed here.

Trade Waste

1. Eight Authorities generated a Net profit from their Trade Waste service in 2013-14

2. There is potential to increase income by expanding customer base.

The data in the chart below comes from the WAO Trade waste Benchmarking group work from 2013-14. The latest data available is for 2014-15.



Figure 13

Trade waste income has been expanded using a couple of different approaches for example:

Torfaen used wider service change as an opportunity to ensure properties were receiving the correct service and expand the number of trade waste customers. The roll out of new smaller bins allowed the authority to identify properties that were receiving domestic waste collections when they were ineligible e.g. community centres, church halls. Bins that these premises had acquired over time were removed and these properties offered a trade waste collection instead.

Pembrokeshire charges commercial customers at HWRC sites. Trade Waste customers arriving at the HWRC either identify themselves as such or are challenged by staff. They are charged per bag of residual waste taken to the site. Recycling is not charged for.



WLGA Waste Finance Project 2015-16 Local Authority Bulletin – Neath Port Talbot

OVERVIEW

- Neath Port Talbot's overall net expenditure on household waste services (Residual, Dry recycling, Organic, CA and Bring sites) for 2015/16 was **£10,813,637**.
- This represents an expenditure of **£118.80** household per annum (£2.28 per household per week).
- When compared with the other local authorities in Wales on a per household basis, Neath Port Talbot are ranked as lowest cost out of 22 authorities (median expenditure per household is £161.40, lowest expenditure £118.80).
- Overall expenditure on household waste services has **reduced by 5%** when compared to 2014/15.

INDIVIDUAL SERVICES

Dry Recycling

- Total Net service cost; £25.70 per household.
Ranked 3rd out of 22, median cost £39.20, Lowest cost £9.20
- Collection cost; £25.20 per household.
Ranked 8th out of 22, median cost £30.70, Lowest cost £9.20
- Post collection costs (Transfer, Treatment & Disposal) £0.50 per household.
Ranked 7th out of 22. Median cost is £9.60, lowest cost -£6.70. (£6.70 income per household).
- Service collected a total of 10,774 tonnes, which equates to 165kg per household. Ranked 16th of 22 authorities. Median mass per household 183kg, highest mass 328kg.

Organic Wastes

Neath Port Talbot were one of 18 authorities offering a separate food waste collection, and one of 17 authorities which offered a separate green waste collection service.

Food Waste

- Total net service cost; £18.20 per household served.
Ranked 6th lowest out of 18, median cost £20.60, lowest cost £7.80

- Collection Cost; £13.90 per household served,
Ranked the 6th lowest cost out of 22, median cost £16.80, lowest cost £3.70.
- Post collection costs; £4.40 per household.
Ranked 9th out of 18, median cost £4.40, lowest cost £2.60.
- Service collected a total of 4,798 tonnes per annum, which equates to 73kg per household. Ranked 12th highest out of 18 authorities. Median mass per household 80kg, highest 103kg.

Green Waste

- Total net service cost; £12.79 per household served.
Ranked 6th of 17*, median cost £13.69, lowest cost £3.28.
- Collection Cost; £10.13 per household served,
Ranked 10th of 17*, median cost £9.77, lowest cost £1.51.
- Post collection costs; £2.66 per household.
Ranked 7th lowest cost out of 17*, median cost £3.32, lowest cost £0.60
- Service collected a total of 4,522 tonnes per annum, which equates to 69kg per household. Ranked 12th of 17* authorities. Median mass per household 87kg, highest 364kg.

HWRC Sites

- Total net service cost; £19.80 per household.
- Ranked 4th lowest cost out of 22, median cost £28.63, lowest cost £13.58.
- HWRC sites handled 19,669 tonnes of waste at an average of 301kg per household per annum. (Ranked 10th highest out of 22, median 290kg, highest 528kg). Of this total, 14,646 tonnes was recycled which represents a diversion rate of 74% (Ranked 15th of 22, median 77%, highest 100%).

Residual Waste

- Total net service cost; £88.97 per household served.
Ranked 21st out of 22, median cost £62.15, lowest £20.89.
- Collection Cost; £26.06 per household served
Ranked 15th out of 22, median cost £24.80, lowest £7.62.
- Post collection costs; £62.91 per household.
Ranked 21st of 22, median cost £35.49, lowest £3.89.

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Appendix IV

Equality Impact Assessment Screening Form for Budget Proposals 2017/18 - Stage 1

Please ensure that you refer to the Draft Screening Form Guidance while completing this form. If you would like further guidance please contact Corporate Strategy or your directorate Heads of Service Equality Group Champion.

Section 1

What service area and directorate are you from?

Service Area: Waste and Neighbourhood Services – Trade Collection Service

Directorate: Environment

Q1(a) What are you screening for relevance?

Service/ Function	Policy/ Procedure	Project	Strategy	Plan	Proposal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

(b) Please name and describe below

Review the charging schedule for trade waste and recycling services.

Q2(a) What does Q1a relate to?

Direct front line service delivery	Indirect front line service delivery	Indirect back room service delivery
<input checked="" type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

(b) Do your customers/clients access this service...?

Because they need to	Because they want to	Because it is automatically provided to everyone in NPT	On an internal basis i.e. Staff
<input type="checkbox"/> (H)	<input checked="" type="checkbox"/> (M)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

Q3 What is the potential impact on the following protected characteristics?

	High Impact (H)	Medium Impact (M)	Low Impact (L)	Don't know (H)
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Welsh language	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Q4(a) How visible is this service/function/policy/procedure/ project/strategy to the general public?

High visibility to general public	Medium visibility to general public	Low visibility to general public
<input checked="" type="checkbox"/> (H)	<input type="checkbox"/> (M)	<input type="checkbox"/> (L)

Appendix IV

Equality Impact Assessment Screening Form for Budget Proposals 2017/18 - Stage 1

- (b) What is the potential risk to the council's reputation? (*Consider the following impacts – legal, financial, political, media, public perception etc...*)

High risk
to reputation

 (H)

Medium risk
to reputation

 (M)

Low risk
to reputation

 (L)

- Q5 How did you score?**
Please tick the relevant box

MOSTLY H and/or M → **HIGH PRIORITY** → **EIA to be completed**
Please go to Section 2

MOSTLY L → **LOW PRIORITY / NOT RELEVANT** → **Do not complete EIA**
Please go to Q6 followed by Section 2

- Q6 If after completing the EIA screening process you determine that this service/function/policy/project is not relevant for an EIA you must provide adequate explanation below (Please use additional pages if necessary).**

The trade waste service is a chargeable function currently provided to circa 1,200 businesses (retail premises, restaurants, offices etc.) throughout the County Borough.

The current fees for 2017/18 provide for waste collection charges do not cover actual collection and disposal costs and there is a shortfall between income and costs of circa £200,000. Initial screening indicates that the increase would not impact upon on any of the protected characteristics under the Equality Act 2010.

There are also a number of private sector service providers available that provide a collection service in the area and it is a decision for the business as to whether or not they want the Council to provide a trade collection service at their place of business.

Section 2

Screener- This to be completed by the person responsible for completing this screening
Name: Andrew Lewis
Location: SRC, The Quays
Telephone Number: 01639 686021
Date:
Approval by Head of Service
Name:
Position:

Appendix IV

**Equality Impact Assessment Screening Form
for Budget Proposals 2017/18 - Stage 1**

Date:

Please ensure this completed form is filed appropriately within your directorate because it may be required as evidence should a legal challenge be made regarding compliance with the Equality Act 2010.

For those budget reductions in front line services which score as a high or medium priority in terms of impact, please complete a Draft Equality Impact Assessment Report Form, ensuring it is completed in accordance with the Draft Equality Impact Assessment Guidance, which is available.

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STREETSCENE AND ENGINEERING CABINET BOARD

2017/2018 FORWARD WORK PLAN

STREETSCENE AND ENGINEERING CABINET BOARD

DATE	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, Annual, Biannual, Quarterly, Monthly)	Contact Officer/Head of Service
8 Sept 2017	Flood Risk Management Plan Implementation	Information		Mike Roberts
	Future of Redundant Tennis Courts and Bowling Greens	Decision	Topical	Mike Roberts
	Quarter 1 Performance Monitoring (17/18)	Monitor	Quarterly	Shaun Davies/ Allison Headon
	Review of Pest Control Charges	Decision	Topical	Mike Roberts
	Household Waste Recycling Centre Monitoring	Monitor	Annual	
	Cemetery Rules & Regulations	Decision	Topical	Mike Roberts
	Knotweed	Decision	Topical	Nicola Pearce

STREETSCENE AND ENGINEERING CABINET BOARD

DATE	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, Annual, Biannual, Quarterly, Monthly)	Contact Officer/Head of Service
20 Oct 2017	Public Realm Review Following Housing Stock Transfer	Decision	Topical	Mike Roberts

DATE	Agenda Items	Type (Decision, Monitoring or Information)	Rotation (Topical, Annual, Biannual, Quarterly, Monthly)	Contact Officer/Head of Service
1 Dec 2017	Quarter 2 Performance Monitoring (17/18)	Monitor	Quarterly	Shaun Davies/ Allison Headon
	Review of Charges for Dropped Crossings	Decision	Topical	Mike Roberts