

ENVIRONMENT SCRUTINY COMMITTEE

Minutes of the Environment Scrutiny Committee held in the Conference Room, Ty Nant, Prestatyn on Thursday, 27th September, 2007 at 9.30 a.m.

PRESENT

Councillors E.R. Jones (Chair), D.A.J. Thomas, S. Thomas and C.H. Williams.
Councillors R.E. Barton and G.C. Evans attended as Observers.

ALSO PRESENT

Head of Planning and Public Protection (G. Boase), Acting Development Control Manager (P. Mead), Performance and Information Manager (T. Fleming), Senior Waste Management Officer (A. Roberts), Scrutiny Support Officer (S. Price) and other officers including Administrative Officer (C.I. Williams).

APOLOGIES

Councillors B. Blakeley and P.W. Owen.

1 URGENT MATTERS

No items were raised which in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act, 1972.

2 MINUTES

The Minutes of a meeting of the Environment Scrutiny Committee held on Thursday, 2nd August, 2007 were submitted.

Matters arising:-

5. Training for Members on Planning Matters – The Head of Planning and Public Protection informed Members that as agreed clarification had been sought from the legal department with regard to the legal aspect of the implementation of sanctions. He explained that the County Clerk had provided confirmation that the sanctions outlined in the protocol for Member Training on Planning Matters could be enforced by County Council.

In response to concerns raised by Councillor C.H. Williams, the Head of Planning and Public Protection informed Members that although problems had been experienced during the formatting process of Appendix A to the report circulated at the previous meeting, accurate attendance records pertaining to Training for Planning Members had been maintained within the Department.

RESOLVED – *that the Minutes be received and approved as a correct record.*

3 POLICE COMMUNITY SUPPORT OFFICERS ISSUING FIXED PENALTY NOTICES IN DENBIGHSHIRE

A copy of a report by the Head of Planning and Public Protection, which evaluated the effectiveness of the Police Community Support Officers (PCSOs) new powers in issuing Fixed Penalty Notices for littering and dog fouling, had been circulated with the papers for the meeting.

The Community Safety Team Leader outlined amendments to Section 17 of the Crime and Disorder Act 1998, which had resulted from the Clean Neighbourhoods and Environment Act 2005, and confirmed that the responsibilities of Community Safety Partnerships had subsequently increased and now included issues relating to anti social behavior and other behavior adversely affecting the environment.

Details were provided of the law which stated that Local Authorities could authorise officers and other organisations to issue 'Environmental' fixed penalty notices within that authority's area. Notices issued would in the main be for offences relating to littering and dog fouling.

The Community Safety Team Leader explained that more robust enforcement procedures had now been introduced by the Authority and details of the increase in the number of Fixed Penalty Notices issued and the enforcement action taken during the past twelve months were provided. Members were informed that Fixed Penalty Notices would only be issued if sufficient evidence to prosecute an offence was available; reference was also made to recent successful prosecutions for non-payment of Fixed Penalty Notices.

Examples of signs to be erected at strategic locations, together with, copies of the Fixed Penalty Notices pertaining to dog fouling and fly tipping offences were circulated at the meeting for examination by Members of the Committee.

The Community Safety Team Leader responded to matters raised by Councillor S. Thomas. It was explained that there was now a requirement for Waste Transfer Operators to obtain a license and that vehicle checks and mobile cameras would be deployed to identify any illegal operators. He also noted Members concerns with regard to the issue of dog fouling and confirmed that a more robust approach would need to be adopted including utilising the press to inform and educate members of the public. The Community Safety Team Leader highlighted the reluctance of some PCSOs to issue Fixed Penalty Notices and confirmed that the Corporate Director had raised this with the Police.

A number of Members referred to the dangers presented to pedestrians as a result of cyclists using footpaths and pedestrianised areas and suggested that enforcement action should be taken by the Police. The Community Safety Team Leader explained that legislation stated that enforcement action was at the discretion of the respective enforcement officer. It was explained that in some instances it had, for safety reasons, been considered safer for cyclists to utilise footways rather than potentially hazardous stretches of the highway. He explained that the concerns

expressed would be relayed to the Community Safety Partnership and that consideration would be given to the erection of “cycling prohibited” signs in areas where cycling was considered to be totally unacceptable. Members were invited to identify areas considered unsuitable for cycling.

In response a question from Councillor D.A.J. Thomas regarding litter emanating from high street food outlets with external seating provision, it was explained that premises such as cafes, take-aways and banks were subject to Street Litter Control Notices and that consideration was being given to extending such enforcement further. Concerns were also expressed regarding possible hazards arising from the use of skateboards and motorized buggies on footpaths, and Members were informed that disabled motorized buggies would be governed by the law relating to electrically propelled cycles and cycles generally.

The Community Safety Team Leader agreed that issues and concerns raised by Members in respect of dog fouling, cycling on footpaths and in pedestrian areas and illegal Waste Transfer Operations would be conveyed to the respective enforcement officers.

During the ensuing discussion, details of the prosecution procedures were highlighted by the Community Safety Team Leader and he explained that Denbighshire had undertaken more prosecutions than all the other north Wales authorities combined.

At the request of the Chair it was agreed that a progress report be submitted to the Environment Scrutiny Committee in 6 months.

RESOLVED – that

- (a) the issue and concerns raised by Members relating to dog fouling, cycling on footpaths and in pedestrian areas and illegal Waste Transfer Operations be conveyed to the respective enforcement officers and the Community Safety Partnership; and*
- (b) an update report be submitted to the Environment Scrutiny Committee in 6 months.*

4 MEMBER INVOLVEMENT IN PLANNING APPEALS

A copy of a report by the Head of Planning and Public Protection, which provided an outline of Members involvement in planning appeals and reviewed the protocol for such involvement, had been circulated with the papers for the meeting.

The Acting Development Control Manager introduced the report which outlined the protocol for Member involvement in appeals agreed in 1998 and amended in 2005 as part of an overall review of Planning Committee procedures.

Having taken into account lessons based on recent experience, it had been considered that there was a need to revisit the protocol. An analysis of appeals decisions covering the past few years had been included in Appendix B to the report

and the results of the analysis had indicated that the Council had generally been successful in defending its decisions on appeal and this had reflected sound and relatively up to date planning policies and decision making processes. The importance of ensuring transparency in the planning process was highlighted by the officers.

The officers explained that it had been considered that the protocol, as included in Appendix A to the report, did not require any significant amendments. However, some minor changes had been indicated and Members views were being sought.

A summary of the three appeals processes, as outlined in Appendix A to the report, were highlighted by the Acting Development Control Manager. The importance of ensuring communication between Members and officers and of the role of Members in the process was raised by the officers and it was confirmed that the final decision on the appeal procedure to be adopted would be with the Planning Inspectorate.

In response to concerns raised by Councillor D.A.J. Thomas with regard to the 'running total' of votes being displayed during the voting period on planning applications, the Head of Planning and Public Protection agreed that this matter could be examined and, if considered necessary, modifications introduced to improve the voting procedure. Councillor Thomas also expressed concern that Members had raised issues and asked questions at Planning Committees which could have been appropriately raised with the respective officers prior to the meetings to better use the Committee's time and suggested that this could be included in the Protocol. The Head of Planning and Public Protection agreed to consider the issue further. The Acting Development Control Manager explained that the provision of Member training had aided officers in undertaking their duties and he again stressed the importance of officer and Member communication.

Reference was made to the Totals 2002/2007 in Appendix B to the report and it was confirmed that the 24 (17%) figure should be amended to read 34 (17%).

RESOLVED – *that the Environment Scrutiny Committee supports the protocol for planning appeals and Member involvement as set out in Appendix A to the report.*

5 ENVIRONMENT DIRECTORATE QUARTERLY PERFORMANCE REPORT 2007/08 - QUARTER 1

A copy of a report by the Performance and Information Manager, which monitored the Directorate's performance against the performance indicators and actions in the Directorate Business Plan, had been circulated with the papers for the meeting.

Members were informed that the first quarter Performance Report had been based on updates of action plan items from the Directorate Business Plan 2007/10 and Performance Indicators agreed by the Scrutiny Committee to be reported quarterly. Updates of all these aspects had been attached as appendices to the report and more detailed information on the performance of Planning and Public Protection, which had the largest number of Strategic and Core Indicators in the directorate to

report to the Welsh Assembly Government on an annual basis, had also been included.

In reply to questions pertaining to the accuracy of records produced for sickness absence, the Performance and Information Manager provided details of the Trent HR system introduced in 2006 / 2007 and explained that there were questions over the accuracy of older data. She explained that there would be a further analysis of sickness data collection procedures..

Councillor G.C. Evans expressed concerns regarding the low percentage figures in respect of Affordable Housing units granted planning permission. The Head of Planning and Public Protection referred to the Supplementary Planning Guidance (SPG) and reported that many applications were for less than 3 dwellings and not subject to the affordable housing criteria. It was also confirmed that dwellings built prior to the SPG were not subject to the criteria.

The Performance and Information Manager provided a detailed summary of Appendix A to the report and responded to the following matters raised by Members:-

5. Public Health – In response to concerns raised in respect of the figures relating to the number of requests received, the Head of Planning and Public Protection explained that more efficient ways of working had been used to maximise the use of the limited resources available within the Directorate.

6. Community Safety - The Community Safety Team Leader explained that local authorities had been requested to deal with enforcement matters relinquished by the Police. However, they had been informed that revenue received from such fines could be retained by the Authority for enforcement purposes.

11. Development Plan and Policy – In response to the confirmation provided by the Performance and Information Manager that the target agreed for the adoption of the Local Development Plan (LDP) would not be met, Councillor S. Thomas explained that he was not unduly concerned by the delay and stressed the fundamental importance of the LDP and the need to ensure that it was prepared accurately.

12. Housing and Area Renewals – Members expressed concern regarding the timescales taken to deliver Disabled Facility Grants (DFG's). The Performance and Information Manager explained that difficulties in meeting the target average of 400 days to deliver a DFG was the result of processing delays in both the Social Services and Housing and Environment Directorates and it was agreed by the Head of Planning and Public Protection that a report be submitted to the Environment Scrutiny Committee detailing the role of Planning and Public Protection in the delivery of the Grants. The Scrutiny Support Officer confirmed that the Social Services and Housing Scrutiny Committee had previously identified DFGs as an area which might warrant further scrutiny.

Following further discussion, it was:-

RESOLVED – that

- (a) *the Environment Scrutiny Committee receive the Quarterly Performance Report for the first quarter of 2007/2008.*
- (b) *a report on the role and performance of the Planning and Public Protection Service in the delivery of Disabled Facilities Grants be submitted to a future meeting; and*
- (c) *the Social Services and Housing Scrutiny Committee be requested to consider reviewing the role and performance of the Disability Resource team in the delivery of Disabled Facilities Grants*

6 PROGRESS OF THE X2 FORTNIGHTLIY KERBSIDE WASTE COLLECTION / RECYCLING SCHEME

A copy of a report by the Senior Waste Management Officer, which provided an update on the implementation of the x2 Fortnightly Kerbside Waste Collection/Recycling Scheme and reported on the performance of the Council's kerbside recycling contract, had been circulated with the papers for the meeting.

The Senior Waste Management Officer provided a detailed summary of the report and explained that the x2 collection service had now been extended to a further 3,000 households in Denbigh and Ruthin. Details outlining the increase in annualised tonnage of recyclable material collected by the SITA Blue Box service and the number of telephone calls received by the Customer Service Centre had been included in the report.

It was explained by the Senior Waste Management Officer that the Performance Indicators monitoring SITA's performance had revealed a significant increase in recyclable waste collected per household this year and that next year's target may be increased to around 130 Kg per household. The target to halve calls (including complaints) to the Customer Service Centre had reasonable prospects of being achieved. Members were informed that it had been anticipated that a further 5,000 households would be added to the x2 scheme in October, 2007, in areas of Rhyl, Prestatyn, St. Asaph and Bodelwyddan but further roll-outs of the x2 scheme would require an extension to the Blue Box service.

The need for an increase in the provision of recycling services in rural areas of the County was highlighted by Councillor G.C. Evans. The Senior Waste Management Officer agreed that the provision of smaller 'bring centers' could be considered, together with kerbside collections for rural areas on strategic routes used by recycling collection vehicles.

In reply to issues raised by Councillor C.H. Williams regarding the quality, size and number of bin bags provided, particularly in rural areas, the Senior Waste Management Officer explained that the specifications relating to the quality and size of the bin bags provided had not changed, and that any increase in the number of household waste receptacles provided could only be for recycling purposes.

RESOLVED – *that the Environment Scrutiny Committee receive the report and note the Progress made to date.*

7 SCRUTINY WORK PROGRAMME

A copy of a report by the Scrutiny Support Officer, that reviewed the future work programme for the Environment Scrutiny Committee, had been circulated with the papers for the meeting. The Scrutiny Support Officer provided a summary of the report and Members agreed the following actions:-

- Road Safety Meeting with the North Wales Police - an invitation be extended to North Wales Police and all Members of the Council to attend the October, 2007 Scrutiny Committee.
- Enforcement Activities carried out by Planning and Public Protection in 2006/2007 – A report be submitted to the October, 2007 meeting of the Scrutiny Committee.
- The Head of Internal Audit be invited to the October, 2007 meeting of the Scrutiny Committee to present the Directorates identified risks and seek Members' views prior to reporting to the Corporate Governance Committee.
- Public Paths Orders Working Group – Members agreed that an invitation be extended to Councillor M.LI. Davies, the County Council's representative on the Local Access Forum.

The inclusion in the forward work programme for the October, 2007 meeting of the Committee on the closure of the Llangollen Civic Amenity Site and a presentation on the delivery of the land slip project at Bryn Tyner, Corwen for October or November, was agreed by Members.

It was also agreed to scrutinise Community Capital Projects, particular reference being made to the application of the scoring criteria for determining applications, match funding issues, implementation timescales (which were currently immediate and left no time or process for appeals or challenges) and funding for projects which had not started within a reasonable timescale.

Members also agreed to scrutinise asset management matters relating to progress and barriers to the disposal of assets to generate capital receipts. Members agreed that the relevant Lead Cabinet Members be invited to attend the meeting for this item.

RESOLVED – *that subject to the above, the work program for the Environment Scrutiny Committee, as set out in Appendix 1 to the report, be approved.*

Meeting ended at 12.45 p.m.

Environment Scrutiny Committee

25th October 2007

Report by the Section Manager, Asset and Policy

Introduction to The Highway Asset Management Plan

1. **Purpose of Report**

The purpose of this report is to introduce and inform members of the **Highway Asset Management Plan (HAMP)** and how this approach will benefit the management of the County Highway Network.

2. **Reason for Submission of Report**

This report and the presentation by Opus International Consultants is intended to advise members as to why it has been necessary to Produce a Highway Asset Management Plan and the implications it has on the way the Highway Network is managed.

3. **The Asset Management Approach to Highway Maintenance**

“Asset management is a strategic approach that identifies the optimal allocation of resources for the management, operation, preservation and enhancement of the highway infrastructure to meet the needs of current and future customers.”

3.1 Aside from the fact that it is a Welsh Assembly requirement that all Welsh Authorities must have a **Highway Asset Management Plan (HAMP)** it is seen as the way forward to optimise the management of the Highway Network.

3.2 It includes all highway related assets and by using a systematic approach it considers the overall level of required service, the resources available to deliver the service and how to use those resources in the most cost effective and efficient way to cover the whole life of the assets concerned.

3.3 The highway network is probably the most understated asset of any local authority. It represents a huge investment over many years and is used daily by everyone, both directly and indirectly with virtually every consumer product being delivered via the public highway at some point. It also contributes to the character and environment of the areas it serves.

3.4 For some time governments worldwide have realised the advantages of introducing Infrastructure Asset Management Plans in order to

ensure maximum benefit is achieved from the often limited budgets that are available to maintain generally ageing assets.

- 3.5 Whilst Asset Management is a relatively new concept for highway maintenance it is a logical way to consider the optimum management and therefore the optimum financing strategies for the highway network.
- 3.6 Asset Management links policies with financial planning, programming and performance monitoring to determine if objectives are met. In summary, the Asset Management should be mission driven and customer focused with a clear link between decisions, budgeting, and performance monitoring.
- 3.7 Key elements of infrastructure asset management include:
- taking a life-cycle approach;
 - developing cost-effective management strategies for the long-term;
 - providing defined levels of service and monitoring performance;
 - Managing risks associated with asset failures;
 - Sustainable use of physical resources;
 - Continuous improvement in asset management practices
- 3.8 This, Denbighshire's first Highway Asset Management Plan (HAMP) is a review of current practices and strategies as applied to the highway network. It highlights the strengths and weaknesses of current highway management and identifies areas where improvements can be made. It also shows a programme of actions which will enable future plans to go into greater detail in order that the County can meet both its immediate and long term aims and commitments in the most cost effective way. The ultimate goal is to produce a Transport Asset Management Plan (TAMP) which will not only incorporate the full highway infrastructure but will additionally incorporate the wider issues of transport.
- 3.9 Maintenance regimes are determined and influenced by numerous factors including legal requirements, national and local policies and industry best practices.
- 3.10 It is intended that this asset management plan will be a living document and will evolve and be improved over time to ensure that it is always in line with current policies and best practice.

4 Consultation Carried Out

Denbighshire is working closely with all 22 Welsh Authorities on Highway Asset Management issues through CSS Wales and Opus International Consultants

5 **Implications on Other Policy Areas**

The HAMP will influence all the existing policies and procedures relating to the management and maintenance of the Highway Network.

6 **Background Papers**

The Highway Asset Management Plan is a relatively large document and is not therefore appended to this report. The presentation by Opus will highlight key areas and copies are available from the contact officer (details below). In addition a copy has been stored in the Members' Room in County Hall.

7 **Recommendations**

That members note the Highway Asset Management Plan and endorse this approach to Highway Management.

Contact Officer:

Bill Cook
Section Manager Asset & Policy

(Tel Number 6962, e-mail: bill.cook@denbighshire.gov.uk)

Environment Scrutiny Committee

25th October 2007

Report by Alan Roberts – Senior Waste Management Officer

RECYCLING IN LLANGOLLEN

1. Purpose of Report

1.1 To advise Members on the Council's recycling activities in Llangollen following the closure of the Civic Amenity Site due to road safety concerns.

2. Reason for Submission of Report

The report was requested at the Scrutiny Committee meeting of 25th September by Cllr Selwyn Thomas, with details subsequently added by Cllr Rhys Hughes.

3. Detail

3.1 Due to concerns about road safety the Llangollen Civic Amenity Site was closed by the Council's contractor, SITA, on Friday 3rd August 2007.

3.2 To mitigate the impact of this closure on the residents of Llangollen, the Council introduced the following measures: -

- Free bulky waste collection for those with LL20 postcode
- Saturday morning garden waste collection from the Pavilion
- Plastic bottle recycling at the Market Street site.

3.3 Residents were also advised that the nearest alternative Civic Amenity Site was the facility at Carrog. The table below shows that the closure of the Llangollen site has had negligible impact on tonnages at Carrog: -

	Jul	Aug	Sep
2007	57.35	71.31	44.78
2006	54.70	67.37	44.33
% Increase	4.8	5.8	1.0

3.4 A formal request has been made of Wrexham County Borough Council with respect to an arrangement for Llangollen residents to use the Civic Amenity Site at Plas Madoc. Wrexham have indicated that this is an issue that would need to go to their Executive Board, and that this could not be resolved until December 2007 at the earliest. A further approach has recently been made to Wrexham to re-start the negotiation process. Wrexham have indicated a general commitment to work in partnership with Denbighshire on this issue.

3.5 A search for a new site for a Recycling Park/Civic Amenity Site is currently underway. The tonnages that are generated in the Dee valley are small enough to be accommodated inside an industrial type building (i.e. if a suitable

site can be found). The only potential site(s) identified to date are in the Corwen area, however a further search is currently underway at the moment. A capital bid will be made in the next budget round for the purchase and/or construction costs of developing a suitable site.

- 3.6 Since the introduction of the free bulky waste collection to LL20 postcodes, there is evidence that use of this service has increased markedly (see table below). Residents are currently restricted to having three bulky items removed each month so as to maintain an even workload: -

	Jul	Aug	Sep
2007	20	60	50
2006	20	16	18
% Increase	0.0	275.0	177.8

- 3.7 The Saturday morning collection of green waste from the Pavilion car-park has also proved popular with around 40 people using the service each week. It is not practicable to weigh the green waste collected. Residents have maintained their use of the service in October but a decision on whether to reduce the frequency of collections should be taken soon as tonnages of green waste fall markedly from November onwards.
- 3.8 A plastic bottle recycling skip has been sited on the Market Street car-park in partnership with Flintshire County Council. As the skip becomes established it is difficult to assess the correct service frequency, though it is currently emptied roughly every 14 days. So as not to increase the footprint of the Market Street recycling area, Flintshire were asked to place a combined plastic bottle/can recycling skip at the site so the previous can skip could be removed.
- 3.9 Two contractors have been approached with respect to siting a cardboard recycling skip at Market Street but unfortunately both have declined to offer a service. Generally, both contractors and Councils are reluctant to site cardboard skips at unmanned public recycling sites due to the poor load weights achieved and a high incidence of arson.
- 3.10 A desktop study has identified 800 households in Llangollen suitable for a x2 type of service. The next phase of the x2 service is planned for 2008/09 but this may need a review if WAG radically alters its waste strategy this autumn.

4. Financial Controller statement

Not obtained (information report only).

5. Consultation

None.

6. Implications on Other Policy Areas

None.

7. Recommendation

That Members consider the progress that has been made to date.

Contact Officer: Alan Roberts (Senior Waste Officer) 01824 712108.

Email: alan.l.roberts@denbighshire.gov.uk

Environment Scrutiny Committee

25 October 2007

Report by the Head of Internal Audit Services

Joint Risk Assessment

1. Purpose of Report

To update members on the latest high-level risks identified for Environment Directorate services and to seek their views on these risks and any others that may need to be included.

2. Reason for Submission of Report

Each year, the Council is required to develop the Joint Risk Assessment with its external regulators as part of the Wales Programme for Improvement. Each service has provided a risk assessment, but we need to ensure that there is member involvement in discussing these risks and identify any additional risks that may be relevant.

3. Background

Services update their risk assessments three times each year and all Council risks are identified in the Corporate Risk Register (strategic risks) or each service's Operational Risk Register (operational risks).

The Council uses these risk assessments to inform the annual Joint Risk Assessment process with its external regulators to identify the key risks it faces. This document informs the external regulators' Regulatory Plan and Internal Audit's annual plan of work. This ensures that regulatory work focuses on key areas to provide value for money and ensure that the Council manages these key risks well.

We score all risks taking account of the *likelihood* of the risk occurring and the *potential impact* if it were to occur. We score each of these on a scale of 1-5 using a pre-determined methodology and multiply the scores together. Thus, a total risk score range of 1-25 is possible and these are categorised as follows:

- **15 to 25 = High Risks** - management action needed to control the risk and reduce the risk level

- **8 to 14 = Medium risk** - management action needed to prevent the risk escalating to high risk and preferably to reduce the risk level

- **1 to 7 = Low risk** - management to keep under review to prevent escalation

4. Risk Assessments for Environment Directorate Services

The attached appendix shows the high-level risks identified for services within the Environment Directorate.

The document shows the following information:

- *Risk Register No.* – for reference only
- *Risk description* – the actual event that could cause the service to fail to achieve its objectives
- *Potential Impact* – the effect that this event could have if it were to occur
- *Inherent risk score* – the risk score on a scale of 1-25 taking account of the likelihood of the event happening and the impact if it were to happen. The inherent score is the score before any management action is taken to deal with the risk.
- *Risk reduction measures* – the action planned or being taken to manage the risk
- *Residual risk score* – the revised risk score taking account of progress with the risk reduction measures

5. Recommendation

Members review and discuss the high-level risks for the Environment Directorate and consider whether any further high-level risks need to be included in the risk assessment.

Members use this risk assessment to inform the Scrutiny Committee's future work programme.

Contact Officer:

Ivan Butler – Head of Internal Audit Services
(tel: 01824 706206, ivan.butler@denbighshire.gov.uk)

Appendix 1 – High Level Risks in the Environment Directorate

Risk Reg No	Risk Description	Potential Impact	Inherent Risk Score	Risk Reduction Measures	Residual Risk Score
ENVIRONMENT					
Development Services					
426	Breach of Control of Contractors procedure by some schools to carry out maintenance and construction work.	Poor quality work. Danger for staff and pupils	25	<ul style="list-style-type: none"> ▪ Email sent to Property Section Heads outlining actions to follow if Control of Contractors procedure is breached. ▪ Internal Audit reviews. 	25
403	Lack of resources for asbestos work.	Not tackling high-risk work. Health & safety risk. Reputation risk.	25	<ul style="list-style-type: none"> ▪ Complete Type II asbestos surveys by Mar 08. ▪ £480k allocated for immediate high-risk work. 	25
315	Inadequate building maintenance due to lack of resources.	Deterioration of assets. Health & safety risks.	20	<ul style="list-style-type: none"> ▪ Annual report to Corporate Director, Environment and AMG/AMC to increase budget. 	20
316	Lack of adequate and robust Health and Safety processes. Failure to comply due to regulatory regime.	The Council and/or its agents can be prosecuted.	25	<ul style="list-style-type: none"> ▪ H&S training ongoing. New CDM regs introduced – training already started and being rolled out. 	15
9	Property portfolio remaining too large and unsustainable.	Health and Safety implications due to lack resources to maintain portfolio.	15	<ul style="list-style-type: none"> ▪ Condition, suitability and sufficiency surveys being carried to help identify any potential disposals 	15
Environmental Services					
273	Poor conditions in some school kitchens (infrastructure & equipment).	Liability claims, HSE actions, cessation of service.	20	<ul style="list-style-type: none"> ▪ Current breaches of H & S to be brought to the attention of responsible Directors, CET, Resources Scrutiny Committee and any other parties who have a shared responsibility / liability. ▪ Hot food service to be stopped if/when risks to Catering Staff or service users are deemed to be unacceptable. 	20

Risk Reg No	Risk Description	Potential Impact	Inherent Risk Score	Risk Reduction Measures	Residual Risk Score
270	Failure to achieve future EU landfill diversion targets.	Significant penalties.	20	<ul style="list-style-type: none"> ▪ Work in partnership with other authorities to procure new waste treatment facilities. ▪ Procurement process underway. Soft Market testing taken place. ▪ Technical Options appraisal underway. ▪ EU notices going out in the autumn 	16
6	Vulnerability to increases in waste disposal costs.	Increased costs.	20	<ul style="list-style-type: none"> ▪ Work in partnership with other authorities to procure new waste treatment facilities. ▪ Introduce measures to reduce the amount of rubble at CA sites. 	16
368	Lack of take up of school meals.	Catering function not financially viable.	15	<ul style="list-style-type: none"> ▪ Temporary subsidy secured. ▪ Working Group meetings underway. ▪ Marketing drive initiated, but more healthy menus are likely to drive uptake down. 	15
Transport & Infrastructure					
268	Single status	Impacting on staff morale and potential loss of productivity.	20	<ul style="list-style-type: none"> ▪ Process ongoing 	20
7	Deterioration of Highway asset if capital budget not maintained.	Increased accidents & claims, deterioration of highways, maintenance backlogs.	25	<ul style="list-style-type: none"> ▪ Highway asset management plan. ▪ Condition surveys annually. ▪ Works programme sent to all Members and to Community Councils. ▪ Capital budget increases. ▪ WAG investment. ▪ Maximising funding. ▪ Analysis of accident and other data to reduce claims. ▪ Robust inspection scheme. 	16
429	Difficulty in recruiting professional staff. Head of Service leaving with no short term replacement.	Affect on service delivery. Lack of leadership. Affect on other staff.	20	<ul style="list-style-type: none"> ▪ Adopting matrix style system for up to 6 months. ▪ Areas to be covered by senior managers, Head of Finance & Performance and Corporate Director. 	16

Risk Reg No	Risk Description	Potential Impact	Inherent Risk Score	Risk Reduction Measures	Residual Risk Score
422	Lack of up to date and actioned policies and procedures to ensure compliance with legal and obligatory regulations.	Risk of Corporate and individual manslaughter and other claims.	16	<ul style="list-style-type: none"> ▪ Review of policies & procedures in progress. ▪ Top 3 to be reviewed this year. ▪ Winter maintenance reviewed. 	16
256	Risk of flooding to properties.	Diversion of services to monitor, respond and prevent.	16	<ul style="list-style-type: none"> ▪ Maintain drainage records for new estate adoptions. ▪ Set up protocol for land drainage. ▪ Update & maintain GIS database. ▪ Co-ordinate gully emptying programme 	16
254	Loss of Operator's Licence.	Inability to provide services.	20	<ul style="list-style-type: none"> ▪ Restructuring complete. ▪ New depot. ▪ Increasing customer base and turnover. ▪ Guidance produced for managers and users. 	15
249	Changing demographic profile/ increased social mobility – transient population.	Pressures on transport, injury accidents, fluctuations in school transport & highway infrastructure.	15	<ul style="list-style-type: none"> ▪ “Making the Connections” Actively investigating issues with a view to some collaborative working. ▪ Ensure compliance with DDA legislation and school travel plans. 	15

Environment Scrutiny Committee

**Graham H Boase – Head of Planning & Public Protection
Service**

Enforcement Activities Report during 2006-07

1. Purpose of the Report

- 1.1 Members are presented with a Report based on enforcement activities carried out by the Service, during 2006-07.
- 1.2 Planning & Public Protection Services' primary role is to regulate legislation and take enforcement action where necessary to protect the environment, the health and wellbeing of individuals and to provide a safer community to those who live and visit the county.
- 1.3 The Report identifies the various positive actions which Planning & Public Protection Service has taken between April 2006 and March 2007. It provides **some** examples and case studies of the enforcement work undertaken by staff within the Service and is by no means a full report on all the work carried out throughout the year.
- 1.4 It is accepted that this report is presented to Member a little late in the year but, if well received, it is our intention to produce a similar report again in June next year, based on 2007/08 enforcement activities
- 1.5 Our intention is to distribute the report widely to staff, Elected Members and the public (Libraries and One Stop Shops) so as to raise awareness and promote the enforcement activities of the Service, and indeed the Council.

2. Conclusion

Members are recommended to:

- 2.1 Comment on and accept the Report on the enforcement activities carried out by the Service during 2006-07 namely 'Enforcing the agenda'.
- 2.2 Discuss whether they consider the enforcement activities carried out by the Service are appropriate and relevant and whether they feel more focus should be directed to specific areas of the service.

Contact Officer: Graham H Boase, Head of Planning & Public Protection
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Enforcing the agenda



**A report on enforcement activities
during 2006-2007**

Planning and Protection Service

INTRODUCTION

What do we do?

Planning and Public Protection Service is one out of 22 services within Denbighshire County Council. There are approximately 120 staff working for the Service and we form part of the Environment Directorate. Our primary role is to regulate legislation and take enforcement action where necessary to protect the environment, the health and wellbeing of individuals and to provide a safer community to those who live and visit the county. The Service has very diverse range of enforcement functions and covers areas such as animal welfare, food safety, health and safety, housing enforcement, public health, building control, planning, pollution control, community safety, licensing and trading standards.

What is the purpose of this report?

This report identifies the various positive actions which the service has taken between April 2006 and March 2007. It provides **some** examples and case studies of the enforcement work undertaken by staff within the Service and is by no means a full report on all the work carried out throughout the year.

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The **Animal Welfare team protects the welfare of animals at farms, in transit and at markets and also prevents, control and eradicate animal diseases.**

- We visit and inspect around 250 farms every year.
- Weekly routine visits are also made to the local livestock markets at Ruthin, St. Asaph and Corwen, which results in approximately 300 visits every year. Our enforcement responsibilities at markets include animal welfare (are they fit), identification (are they tagged properly), disease control (are they clean), movement control (are they accompanied by the correct documentation) and we also check that transport regulations are met.
- Movement control means, in general, that farmers are unable to move stock off their farms for 6 days following a movement of stock onto their farms. Traceability is an important aspect of disease control – animals must be identified and their movements recorded. We issued around 25,000 licenses for movements last year.
- Over the year 400 oral warnings, 121 written warnings, 7 other Notices and 2 formal cautions were recorded. Seven prosecutions were also initiated. The result of one case can be seen below.

CASE STUDY:

We prosecuted a Denbighshire farmer for failing to dispose of carcass, causing unnecessary pain and suffering to animals, failing to notify us of animal movements and failing to comply with a notice to treat sheep scab. He was sentenced to 150 hours community punishment and ordered to pay £2,500 costs and was banned from keeping animals in the future.

Some distressful scenes our officers encounter during their inspection visits:



The **Community Safety team works closely with other partners to reduce crime and disorder. The **Community Safety Partnership** is about effectively tackling crime and disorder, anti social behaviour and any other behaviour adversely affecting the environment.**

➤ Environmental Crime - littering, fly tipping, graffiti, dog fouling, abandoned vehicles, etc. - are all factors that give rise to the fear of crime. If an area looks untidy and uncared for, then other more serious crime will occur. Tackling environmental crime is a priority, extending the use of fixed penalty notices within the authority and to partner agencies has increased our enforcement capability, and with a robust prosecution policy we are confident everything augers well for the future.

➤ The Community Safety Partnership has Public Service Agreed Targets to reduce Crime and Disorder over the period 2004 / 2008. These targets are monitored by the Home Office and include 10 areas of reported crime. Current performance reflects 34% reduction, the best reduction in Wales and 3rd across the whole of the UK.



Our robust prosecution policy is supported by the issue of fixed penalty notices. A FPN is an agreement in writing with an offender who has been told that they will be prosecuted that no prosecution will take place if the person concerned agrees to pay a 'fixed penalty within a given period of time. The fixed penalties in Denbighshire vary between £200 and £75. The Community Safety Section manages the issue of FPNs and prosecutes those that fail to pay.

CASE STUDY: This year in partnership with the Probation Service, STARS (Wardens) North Wales, the Community Safety Partnership has been employing an Environmental Warden to clean up graffiti using the labour of those on Community Punishment Orders.



The Food safety and Health & Safety team is responsible for ensuring that food sold in the County is safe, clean and fit to eat. We have over 1,400 food related premises in Denbighshire, such as restaurants, hot food takeaways, school canteens, butchers and mobile catering units. All premises which prepare, produce, cook or sell food must comply with strict hygiene standards and we have a duty to inspect these premises, especially those identified as 'high risk'. We also inspect businesses to ensure they meet the requirements of the Health and Safety at Work Act.

- In 2006-07 we carried out 468 inspections to food related premises; just over 400 of these were classified as 'high risk'. We informally recommended improvements to 350 unhygienic premises during the year. This meant that if we found a premise to be unsatisfactory we would write to the owner telling them what they had to do to bring the premise up to the acceptable standard.
- We received notification of 57 accidents / dangerous occurrences in businesses and investigated 14 of them. None of which resulted in court prosecution.
- We issued 119 food hygiene awards to food premises when we visited them unannounced. This means that one out of four of the premises reached a certain hygiene standards and attained relevant management skills, in order to achieve the award.
- We served 28 notices to owners of food related premises to force them to take appropriate measures to improve the conditions of the premises; failure to do so would result in court action. We did not take any prosecutions during the year.

GOOD PRACTICE:

We are currently developing a system which will allow the public to see the last food hygiene inspection at food related premises, in the form of a hygiene star rating. We hope that the scheme will drive up standards of food safety within premises and allow the public the opportunity to make an informed choice about where they choose to eat or buy food. We hope to go live with this system in early 2008.

Here is one example of an unsatisfactory kitchen which our officers inspected:



The Housing Enforcement team works towards improving conditions of properties and ensuring the health and safety standards of private rented accommodation, including Houses in Multiple Occupation.

- Our complaints and requests regarding housing conditions are on the increase year by year. A high percentage of the complaints are from private tenants, regarding their living conditions. Last year we received 221 complaints, which resulted in 328 inspections being carried out by our officers. These complaints varied from fire safety, harassment or illegal eviction of private tenants.
- During the year we served two Prohibition Orders to prohibit the use of two flats – one in the North and the other in the South of the County.
- During the year new powers were given to local housing authority to deal with poor housing in the private sector. Since these new powers were brought into force in June 2006 we have served a total of 29 Notices, requiring landlords to carry out certain works. Of those notices served, 17% have been complied with following improvement works carried out within the given time scale.
- We took enforcement action, and provided grants in some case, to make 47 'unfit' private dwellings fit for human occupation.

CASE STUDY:

A recent prosecution by Housing Enforcement led to a landlord being fined £2,000 and ordered to pay costs totalling £1,357. The prosecution arose after Officers visited premises in Rhyl in November 2006 and found tenants had no means of fire escape, the wiring was in a very dangerous condition, and that tenants did not have access to hot water.

CASE STUDY:

At the end of June the Team had the opportunity to participate in the Environmental Action Days, which brought together numerous Agencies such as Police, Fire and Rescue Service, different Team from Denbighshire County Council, Communities First, Probation to name a few. This involved teams of front line Officers visiting residents in West Rhyl to give advice of home and fire safety, housing conditions and general issues of environmental issues i.e. fly tipping. The initiative led to statutory notices being served by the Housing Enforcement Team due to poor housing conditions being identified.

Some disrepair offices encounter during their visits to private rented accommodation:



The **Licensing team administers and enforces licenses for alcohol, entertainment, hot food takeaways, street trading and taxis.**

- We undertake several unannounced safety checks on licensed vehicles (taxis and private hire vehicles) each year. In March 2007 Licensing Officers, Police Officers and Officers from the Vehicle Operators Services Agency inspected 19 licensed vehicles. 7 of the vehicles failed to comply with safety checks, however, the failures did not warrant any formal action, and the drivers involved received verbal warning and improvement notices.
- Together with our colleagues in the Police, Licensing Officers have been engaged in establishing an action plan for the centre of Rhyl, which concentrates on licensed premises and issues connected with alcohol related crime and disorder. Weekly meetings are held to discuss any problems premises, and any premises identified as such, means that there is an expectation on the licence holder to implement any agreed and necessary improvements.
- We regularly conduct spot checks on door supervisors at licensed premises, on behalf of the Security Industries Authority (SIA), Licensing Officers regular conduct spot checks on door supervisors at licensed premises. Recent checks at four licensed premises revealed that they had employed a number of unlicensed door supervisors. This resulted in the unlicensed door supervisors being removed from the premises and reported to the SIA for further action. The premises received formal warnings about future conduct and responsibilities.
- All of this work has had a significant impact on alcohol related crime and has achieved in excess of a 30% reduction in relevant crime figures

CASE STUDY:

An operation which involved visits to several late night refreshment houses and takeaways, involving police officers, immigration officers, food safety officers and specialists equalities and minorities officers together of course with our licensing officers led to 2 arrests, a deportation and a formal warning from Immigration. As a result of this, one premises closed voluntarily, and three other premises submitted variations for the terms and conditions of licence to be amended to include the installation of CCTV and the employment of door supervisors.

The **Planning team formulate policy and guidance and provide advice on development proposals, deal with planning applications, monitor development and takes action against unauthorized development.**

➤ We determine around 1,400+ planning applications every year, for various types of developments, including small extensions, new dwellings and large major developments; last year 82% of applications were approved.

We received 623 complaints regarding potential breaches of planning control. 63% of these were dealt with within 12 weeks. We served 171 enforcement related notices to either seek further information from the contravener or to regularize matters. None of these resulted in us having to take the contravener to court.

CASE STUDY:

One of our major enforcement action, on unauthorized development of land, was the clear up of 340 vehicles, 10,000 tyres, 3 tones of batteries, and many other materials at a site in Llandegla. We worked closely with the Environment Agency and the Police in this successful operation, which resulted in the site being cleared.



The **Pollution Control team controls and protects residents and the environment from pollution problems, such as noise nuisance, quality of the air, emissions from industry, contaminated land and water supply.**

- We investigated almost 600 complaints of alleged statutory nuisance last year, for example bonfires, noise, dust, odour, etc. By far the most common type of complaint investigated was noise related complaints, such as loud music and dog barking.
- We issued around 500 warning letters to people who were potentially in breach of statutory nuisance legislation.
- We carried out over 600 visits to swimming pools and paddling pools to ensure that the water supply was healthy. We took approximately 300 private water supplies samples and round 100 public water supplies (mains water) samples to ensure healthy and wholesome drinking water.
- During the bathing water season, May and September, samples were taken at all Denbighshire beaches and at Marine Lake, Rhyl and they all had excellent or good water quality.

CASE STUDY:

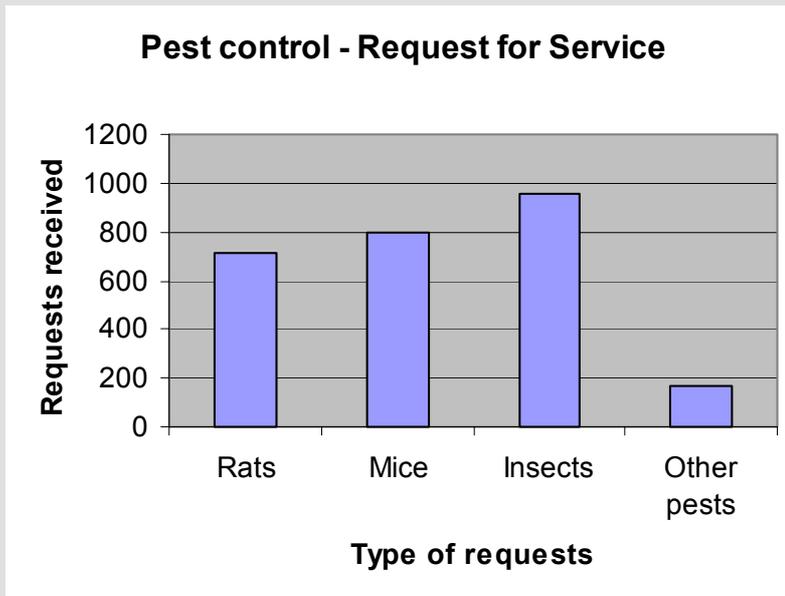
One of the most annoying and disruptive noise problems is a burglar alarm which is sounding and carries on ringing long after it is necessary. If at night time, it can disturb the sleep of people over a wide area, particularly in towns. Properly installed alarms should turn off after 20 minutes to prevent this nuisance; they do no good after this time as any villain would be long gone!

The Pollution Control Team has served notice on the owners or occupiers of such premises to stop the alarm; they have powers to act in the owner's absence if necessary, and recover any costs incurred.

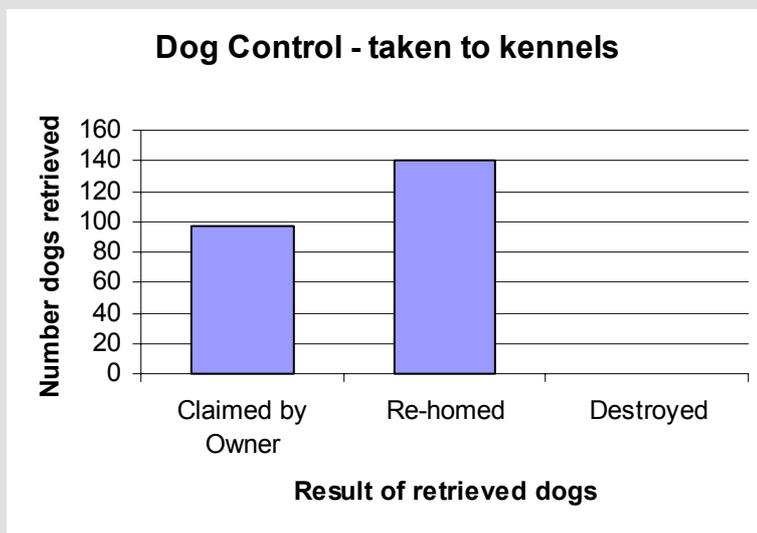
In one particular case, following service of an 'abatement notice', the owners agreed not to use the alarm until it had been serviced and was working properly, thereby avoiding any future noise nuisance to the local residents.

The Public Health team investigates complaints and take action to protect the public. More needed ...

- During the year we received 2634 requests for service relating to pests such as rats, mice, cockroaches, fleas, flies, wasps and bedbugs. We provided advice and / or treatments to all these requests



- We received 1169 requests for dog control, varying from dog fouling, stay dogs, dangerous dogs, noisy dogs and so on. As a result of stay dogs being reported to us we picked up and took 237 dogs into kennels; all of which were either claimed by the owner or re-homed. None had to be put down.



➤ We served 15 fixed penalty notices on owners for failing to clear up after their dog had fouled in a public place; the fine for dog fouling offence is £75. Four of these are going forward for prosecution for not paying their fines.

➤ We investigated 97 complaints of defective private drainage systems and served 20 enforcement notices on owners / occupiers of the dwellings; all of which have been complied with.

Here are examples of situations that environmental health officers have to face and clear up:



Our **Trading Standards team ensures fair and equitable trading throughout the County. It seeks to protect the public from unsafe goods, unscrupulous selling practices, internet scams and misleading claims.**

- We carried out test purchases of fireworks at 19 premises in Ruthin, Denbigh, Rhyl and Prestatyn. This involved two closely supervised underage volunteers attempting to buy these age restricted goods. We were very pleased that each premises refused the sale of fireworks. It was also interesting to note that North Wales Police reported that incidents of anti social behaviour had reduced by 75% from the previous year, at the end of October.
- We take counterfeiting matters very seriously and there are many examples of successful prosecutions carried out by the authority over the past year and this report identifies a typical one of them, as a case study.
- We also action preventative initiatives. One example is that we are working closely with North Wales Police, Neighbourhood Watch and Victim Support to pilot schemes such as 'No Cold Calling Zones', to help reduce the incidents of doorstep crime.
- We received 61 complaints about consumer safety during the year, which varied from a potentially dangerous kettle to dud fireworks.
- Underage drinking can often lead to anti-social behaviour and we are actively carrying out test purchases to off licenses and on licenses (such as a public house) in order to detect underage sales of alcohol and tobacco. During the year we carried out covert purchases in licensed premises which entailed a youngster, under the age of 18 years old, closely supervised by a Police Officer and a Trading Standards Officer, attempting to buy alcohol or tobacco. Some under aged youngsters were actually served. In total 7 licensed premises were referred to the Licensing Committee for review and further test purchases are planned with a view to prosecuting the offenders.

CASE STUDY

We prosecuted a North Wales garage owner for selling 'clocked' cars. 18 vehicles were involved in the fraud and the mileages of the cars, on average, had been altered by 50,000 miles.

The perpetrator was sentenced to 8 months in prison and ordered to hand over £105,228, which was money he had gained through criminal activities. The Offender's company was fined £6,000, with £10,000 costs.

CASE STUDY:

Another perpetrator was sentenced to 150 hours of unpaid work and ordered to pay a contribution towards the prosecution costs of £1,000 for selling counterfeit goods (clothes, CDs and DVDs) at Ocean Beach Market, in Rhyl. Some 2,000 items were seized and confiscated and destroyed. If all stock had been sold, from the market stalls, it would have generated around £20,000 for the trader. If genuine, these items would have a potential 'high street' retail value in excess of £100,000.

We took 14 trading standard related cases to Court and successfully prosecuted each and every one. Although Trading Standards will prosecute on serious issues, those in the public interest etc., our preferred approach to business is advice and guidance, rather than confrontation.

The below photographs shows the counterfeit CDs / DVD recently destroyed by Denbighshire:



Environment Scrutiny Committee

25 October 2007

Report by the Scrutiny Support Officer

Scrutiny Work Programme

1. **Purpose of Report**

To review the future work programme for the Environment Scrutiny Committee and to update members on relevant issues.

2. **Reason for Submission of Report**

To update members on issues relating to the Committee's work programme and to enable them to prioritise their work programme taking into account corporate priorities, items reported by officers and items of concern to members of the Committee.

3 **Development of a Work Programme**

3.1 The Constitution of Denbighshire County Council requires scrutiny committees to prepare and keep under review a programme for their future work. The Committee has previously agreed to review the contents of the work programme at every meeting to ensure that the work programme reflects current priorities.

3.2 The work programme attached as Appendix 1 highlights issues identified by members for inclusion or those suggested by officers. The Committee's instructions as to the content of the work programme are requested.

4 **October Agenda**

4.1 Environment Scrutiny members have determined that a maximum of 4 reports (not including the monthly work programme) would be considered per meeting.

4.2 The consideration of the Committee's work programme each month is essential as it allows members to regulate and monitor the Committee's business.

Road Safety Presentation

- 4.3 The Committee has previously invited the North Wales Police to give a presentation on road safety issues at today's meeting. At the request of the Police, it is suggested that this presentation be held on the 22nd November.

5 Forward Work Programme Update

- 5.1 The following revisions have been applied to the draft forward work programme (appendix 1) for Members to approve or amend.

Management of Highway Structures - Bridges

- 5.2 Transport and Infrastructure have requested that members consider the recently published Code of Practice (COP) for managing highway structures and review the implications for the Council including possibilities for collaborative working with adjacent Authorities to mitigate some of the new onerous requirements of the Code.
- 5.3 This review is suggested for the November meeting.

Enforcement Policy

- 5.4 The Head of Planning and Public Protection wishes to consult the Committee on the contents of a draft enforcement policy for his service. It is suggested that this be received in November.

6 Implications on Other Policy Areas

The development and review of a coordinated work programme will assist the Council in monitoring and reviewing policy issues.

7 Recommendations - That

Members consider the work programme for the Environment Scrutiny Committee as contained in Appendix 1 and approve or revise as necessary.

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Issues for Environment Scrutiny Committee – 2007/08 Appendix 1

	Date	Subject	Purpose of Report	Reason for Consideration	Author	Date Entered
1.	22 Nov	Bryn Tyner	To review the Bryn Tyner project.	<i>Scrutiny of Performance</i> To review the performance for this high profile project.	Eric Price	Sep 07
2.	22 Nov	Road Safety	To discuss actions re. road collisions & accident reductions with North Wales Police.	To partner the work of North Wales Police.	Chief Supt. Geraint Anwyl	Aug 07
3.	22 Nov	Community Capital Projects	To review the scoring criteria as applied to this year's projects and other issues highlighted by the committee in September.	<i>Scrutiny of Policy & Performance</i> Identified by Committee following the 2007 / 08 round of funding.	Mark Dixon	Sep 07
4.	22 Nov	Disposal of Assets	To scrutinise the progress & barriers to the disposal of identified assets. (Lead Members to be invited)	<i>Scrutiny of Performance</i> Disposals contribute to the capital receipts.	Gareth Evans	Sep 07
5.	22 Nov	Enforcement Policy	To consult with members on adopting an enforcement policy for Planning and Public Protection	<i>Pre-decision / Policy Scrutiny</i> Requested by the head of service	Graham Boase	Oct 07
6.	22 Nov	Management of Highway Structures – Bridges	To review the implications for the Council on a new code of practice	<i>Pre-decision Scrutiny</i>	Robert Humphreys	Oct 07
7.	20 Dec	Environment Directorate Performance Report: Quarter 2	To monitor and challenge performance within the Directorate against agreed targets and objectives.	<i>Scrutiny of Performance</i> To enable the Committee to review and challenge current performance.	Terri Fleming	July 07
8.	Dec / Jan	Budget 2008 / 2009	To consider the Directorate's budget proposals for the 2008 / 09 financial year.	<i>Pre-decision Scrutiny</i> To make recommendations to Cabinet	Roger Parry (tbc)	Aug 07
9.	14 Feb	Update on the Pest Control/Dog Warden Service	To monitor the progress of the Service following a review of fees and PIs in Feb 2007.	<i>Scrutiny of Performance</i> Agreed by the Committee in Feb 07.	Planning & Public Protection	Feb 07

Issues for Environment Scrutiny Committee – 2007/08 Appendix 1

	Date	Subject	Purpose of Report	Reason for Consideration	Author	Date Entered
10.	13 Mar	Environment Directorate Performance Report: Quarter 3	To monitor and challenge performance within the Directorate against agreed targets and objectives.	<i>Scrutiny of Performance</i> To enable the Committee to review and challenge current performance.	Terri Fleming	July 07
11.	Mar	<i>Update on enforcement through Fixed Penalty Notices (Information Report)</i>	<i>To review the effectiveness of FPNs issued by PCSOs and Council staff.</i>	<i>Scrutiny of Performance</i> <i>Agreed by Committee on 27 September 07.</i>	<i>Roly Schwarz</i>	<i>Sep 07</i>
12.	May / June	Training for Planning Committee Members	To monitor member attendance at planning training sessions over the previous civic year (May 07–Apr 08)	Required under the Protocol agreed by the Committee on 2 August 07	Graham Boase	Aug 07
13.	May / June	Housing Enforcement Team Progress	To report progress against the Action Plan agreed in May 07 & other issues.	<i>Scrutiny of Performance</i> Agreed by the Committee in May 07.	Graham Boase / Glesni Owen	May 07
14.	June	Environment Directorate Performance Report: Quarter 4	To monitor and challenge performance within the Directorate against agreed targets and objectives.	<i>Scrutiny of Performance</i> To enable the Committee to review and challenge current performance.	Terri Fleming	July 07
15.	Nov	<i>Training for Planning Committee Members (information report)</i>	<i>To monitor member attendance at planning training sessions during this civic year.</i>	<i>6 monthly review required under the Protocol agreed by the Committee on 2 August 07</i>	<i>Graham Boase</i>	<i>Aug 07</i>

Future Items

	Subject	Purpose of Report	Reason for Consideration	Author	Date Entered
1.	Energy Conservation, Renewable Energy & Sustainability.	To review and consider main tasks and priorities as identified by the member/officer working group	<i>Pre-decision Scrutiny</i> Agreed as priority issue by Committee	Graham Boase	Jan 06

Issues for Environment Scrutiny Committee – 2007/08 Appendix 1

2.	Public Health Issues – Facing Drains & Sewage Systems	To seek Members views on key issues regarding the County's functions in relation to private drainage issues	Agreed as priority issue by Committee	Planning & Public Protection	Jan 06
3.	Progress report on the Food Safety Team	To examine progress against the action plan & other issues as reported to the Committee in February 06.	<i>Scrutiny of Performance</i> Agreed by the Committee on 23 Feb 06 to progress their top priority for the service.	Gary Sumner	Feb 06
4.	Building Control Performance Indicators	To consider progress against the new PIs relating to Building Control	<i>Scrutiny of Performance</i> Agreed by the Committee on 23 March.	Robin Johnston	March 06
5.	Kennelling & Stray Dog Collection Service	To (a) review options to reduce cost & other resource implications for kennelling dogs; and (b) to report on methods for managing stray dog collections	<i>Scrutiny of Policy</i> (b) to address the Police's anticipated withdrawal from the collection of stray dogs out of hours. Agreed by Cttee in Feb 07.	Planning & Public Protection	Feb 07
6.	Denbighshire Bio-fuel Trial	To consider the extended trial results on the use of bio-diesel in the Council's vehicles.	<i>Investigative Scrutiny</i> Agreed by the Committee in June 2007.	Graham Taylor	June 07
7.	Empty Homes Strategy	To investigate the potential for a County Empty Homes Strategy.	<i>Policy Development</i> Agreed by the Committee in June 2007.	Graham Boase / Gary Sumner	June 07
8.	Delivery of Disabled Facilities Grants	To review the role & performance of Planning & Public Protection in delivering DFGs	<i>Scrutiny of Performance</i> Identified by Committee for failing to meet target days for delivery.	Gareth Roberts	Sep 07

UPDATED 18/10/07

Note for officers – Committee Report Deadlines

<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>	<i>Meeting</i>	<i>Deadline</i>
		<i>November</i>	<i>8 November</i>	<i>December</i>	<i>6 December</i>

Issues for Environment Scrutiny Committee – 2007/08 Appendix 1

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