

Dear Town and Parish Councils

Please find below an update on Wiltshire Council's Highway Service for April.

Parish and Town Council Highway Evenings

I trust you all read about the Parish and Town Council Highway Meetings which were proposed for May 2017. I trust the dates remain acceptable and I can confirm that they have now all been booked.

The dates are:

- 15th May 2017 – County Hall, Trowbridge
- 17th May 2017 – Monkton Park, Chippenham
- 23rd May 2017 – City Hall, Salisbury
- 24th May 2017 – Kennet House, Devizes (Apologies in advance will be cramped)

The times are 1900hrs to 2100hrs.

I trust that you will be able to nominate an attendee to represent your area.

These evenings are for you to come along and find out more about the Highway and Streetscene Service.

If you want a particular service or topic covered in the presentation, please email me and I will be pleased to include the matter in the presentation.

Bill and myself will be discuss any highway related issues. We hope to have Cabinet Member in attendance but this will be subject to the outcome of any result from the election.

Highways will try and do a bit of 'Crystal Ball' gazing into the future, to assist everyone with what to think about in the next coming years.

Gulley Emptying Service

The council is moving its local highway services to a needs based assessment, this means that services are changing.

For gulley emptying this means that the council will empty blocked gullies that:

- are causing house flooding or a road safety issue within hours following a report (by phone to the council)
- may cause future house or road safety flooding, in addition to the scheduled visits, following a report (Through the MyWiltshire System).

This means that where water can run to the next available blocked gulley allowing the protection of that area, the blocked gulley will be left to the scheduled visit and will not receive an additional empty as this is not warranted.

The council will endeavour to visit all gullies once every two years. A visit means the gully is checked to ensure the outlet is free flowing. If the outlet is free flowing the gully is not emptied as deemed acceptable. This will speed the emptying service and allow more gullies in need of emptying to be visited per year.

The council is currently building a log of the condition of its gullies. This is to allow a future schedule to be based upon the rate of the detritus fill of the gully. The council is currently investigating a number of modern technical services to assist in the monitoring on the fill rates of gullies. The finding will be published at the appropriate time through the Local Highways Newsletters.

From 2017 the council will need to prioritise the areas to receive a higher number of scheduled visits within its current information portfolio. The council has a number of current information sources, one of which will be the Flood Plans. We ask that parishes and towns ensure they have Flood Plans, and that they are up-to-date, as these will be considered when scheduling reactive and proactive visits to an area.

The Great British Spring Clean in Wiltshire

Grounds maintenance contractor idverde, in conjunction with Wiltshire Council and the local communities within Wiltshire, was delighted to join in with The Great British Spring Clean over the weekend of the 3rd, 4th and 5th of March.

idverde provided sponsorship to the value of up to £5,000 in the form of reflective tabards, litter pickers, and gloves for 100 volunteers.

idverde also provided eight staff with vehicles over the weekend to the four regional areas within Wiltshire, and attended the following community events:

- North – Chippenham, Donkey Fields Community Clean Up on the 4th March;
- West – Broughton Gifford on the 4th March and Staverton on the 5th of March;
- East – Tidworth and Ludgershall Great British Spring Clean on the 4th and 5th March;
- South – Bowman Centre Amesbury on the 4th March and Laverstock community farm on the 5th March.

With up to 3,500 volunteers taking part, over 3,000 bags of rubbish were collected, resulting in over 12 tons being removed from the Parks, open spaces and Highways of Wiltshire.

Litter Bins

The council is amending its litter bin provision policy.

If town and parish councils wish to replace a current WC litter bin, on WC land we will continue to empty the bin. But permission will first be needed from WC to ensure the replacement bin is suitable.

If the town or parish council wish to provide additional bins Wiltshire Council will support these proposals, but the parish or town council will have to also arrange the emptying of any additional bins.

Cones For Events (reminder)

Town, parish and event organisers need to provide no waiting or parking cones if they hold events.

Highways or Parking Services do not provide cones.

Our contractors – idverde or Ringway – will be pleased to supply prices.

Skips and Scaffolding Placed In Non-Chargeable Parking Bays (reminder)

To ensure skips and scaffolding are only left in place for the minimum amount of time the council charges a bay suspension charge. Charges are made to the appropriate skip/scaffolding supplier.

Fly Tipping and Littering

Wiltshire Council have been asked to provide information to the parishes and towns on how residents and businesses should dispose of their waste when not using the council services.

Householders waste responsibilities

Disposing of your waste legally

All residents need to be aware that under legislation that came into force in 2005, they have a 'Duty of Care'. This is probably a phrase that residents are not familiar with - put simply, residents need to ensure that any rubbish not collected from them as part of a council service, must be collected by a business licensed to carry waste. Anyone who takes waste away from your home (or a business) has to be a registered waste carrier.

If you are employing a tradesman to work on your home, then it is your responsibility to make sure that they (or the skip company) are registered waste carriers. You should ask to see their Environment Agency licence.

Those trades and services that may need to be registered as waste carriers include builders, carpet fitters, kitchen fitters, gardeners, electricians, plumbers and even tree surgeons. If you have any doubt then call the Environment Agency on 03708 506 506 for an instant waste carrier check.

Business Waste Duty of Care

Any business that produces, handles or disposes of controlled waste has a statutory obligation to ensure it is managed correctly under Duty of Care legislation. Controlled waste' is effectively all waste that arises from business premises. This includes waste that is collected for recycling as well as waste that is disposed of to landfill or incineration. Under the Environmental Protection Act (1990) all businesses must:

- Stores their waste correctly i.e. it must be properly contained
- Ensure their business waste is collected by registered waste carriers
- Ensure all collections are covered by a valid Waste Transfer Note that includes a written description of the waste to enable anyone handling it to do so safely and appropriately
- Hold records of Waste Transfer Notes for at least two years (legal requirement)
- Be compliant with the laws surrounding lawful waste management - ignorance of the law is no defence if your waste is found fly tipped.

Council officers can inspect business documentation at any time to ensure they are complying with the law. If businesses cannot provide the requested documentation i.e. not able to demonstrate lawful waste management, they can be issued a Fixed Penalty Notice (Currently £300) under the Environmental Protection Act (1990).

MyWiltshire Parish and Town

Please find attached the how to use guide for the MyWiltshire App. Once installed this is a simple and quick process to enter information. However, the council's website is also extremely easy and allows 24/ 7 reporting.

We would like Parish and Town Council's to be the example for residents to follow using the MyWiltshire system, and communicate that this allows improved feedback with a reduction in processing costs and permits staff more time to answer calls for those without electronic access.

Parish Steward Programme of suggested work/ considerations:

Month	Activity	Consider
April	– Hand cutting small visibility areas	Review the visual aspects of the area that could be improved by the PS.

	<ul style="list-style-type: none"> - Trimming encroaching treatment/removal of weeds 	
Apr 14	<ul style="list-style-type: none"> - Good Friday 	Any special highway arrangements to support the event
Apr 16	<ul style="list-style-type: none"> - Easter Sunday 	Any special highway arrangements to support the event
Apr 23	<ul style="list-style-type: none"> - St George's Day 	Any special highway arrangements to support the event
May	<ul style="list-style-type: none"> - Local Elections 	Any special highway arrangements to support the event
May	<ul style="list-style-type: none"> - Weed Control - Grass strimming at road junctions and other sensitive locations 	Control of vegetation during growing season
May	<ul style="list-style-type: none"> - Highways Parish and Town Evening Meeting 	Any special highway arrangements to support the event
June	<ul style="list-style-type: none"> - Ragwort Pulling 	Control of Ragwort before Seeding
July	<ul style="list-style-type: none"> - Ragwort Pulling 	Control of Ragwort before Seeding
August	<ul style="list-style-type: none"> - Weed Control - Painting hand rails, bollards, parapet rails and ancient mile posts 	Control of vegetation during growing season
September	<ul style="list-style-type: none"> - Hand clearing, and cutting of growth from drainage grips and drain gully covers - Hand clearing of blocked gullies - Rodding of drainage systems - Clearing of small culverts, pipes and pits 	Before Autumn Rain
October	<ul style="list-style-type: none"> - Hedges and vegetation from around road signs and railings - Clear vegetation growth over signs 	Identify hedge etc. work after growing season

	<ul style="list-style-type: none"> – Wash and clean signs 	
Oct 31	<ul style="list-style-type: none"> – Halloween 	Any special highway arrangements to support the event
November	<ul style="list-style-type: none"> – Clear leaves from footways – Bus shelter maintenance – Graffiti hot spots 	Winter maintenance
Nov 5	<ul style="list-style-type: none"> – Guy Fawkes Night 	Any special highway arrangements to support the event
Nov 11	<ul style="list-style-type: none"> – Armistice Day 	Any special highway arrangements to support the event
Nearest Sunday to Armistice Day	<ul style="list-style-type: none"> – Remembrance Day 	Any special highway arrangements to support the event
Nov 30	<ul style="list-style-type: none"> – St. Andrew's Day 	Any special highway arrangements to support the event
December	<ul style="list-style-type: none"> – Clear leaves from footways – Bus shelter maintenance – Graffiti hot spots 	Winter maintenance
Dec 25	<ul style="list-style-type: none"> – Christmas 	Any special highway arrangements to support the event
January	<ul style="list-style-type: none"> – Hand clearing, and cutting of growth from drainage grips and drain gully covers – hand clearing of blocked gullies – rodding of drainage systems – clearing of small culverts, pipes and pits 	Drainage work before spring rain fall
Jan 1	<ul style="list-style-type: none"> – New Year's Day 	Any special highway arrangements to support the event
Jan 21	<ul style="list-style-type: none"> – Burn's Night 	Any special highway arrangements to support the event

February	<ul style="list-style-type: none"> - Cutting hedges and vegetation from around road signs and railings - Clear vegetation growth over signs - Wash and clean signs 	Identify hedge etc. work before bird nesting season
March	<ul style="list-style-type: none"> - Digging back encroachments on footways - Hand removal of weeds from footways - Sanding and painting barriers - Clearing Graffiti hot spot areas 	Identify access issues over footways etc. before drier weather and increased use of footways
Mar 1	<ul style="list-style-type: none"> - St. David's Day 	Any special highway arrangements to support the event
3-5 March	<ul style="list-style-type: none"> - The Great British Spring Clean 	Any special highway arrangements to support the event
Mar 17	<ul style="list-style-type: none"> - St. Patrick's Day 	Any special highway arrangements to support the event