

Chief Executive's Office

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Our Ref: GKB/AJS
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Date: 31 May 2005

Chorley
Borough Council

Town Hall
Market Street
Chorley
Lancashire
PR7 1DP

Chief Executive:
Jeffrey W Davies MA LLM

Dear Councillor

A meeting of the Environment Overview & Scrutiny Panel is to be held in the Committee Room, Town Hall, Chorley on Thursday, 9th June, 2005 commencing at 6.30 pm.

AGENDA

1. **Apologies for absence**
2. **Declarations of any interests**

Members of the Committee are reminded of their responsibility to declare any personal interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 2000, the Council's Constitution and the Members Code of Conduct. If the personal interest is a prejudicial interest, then the individual member should not participate in a discussion on the matter and must withdraw from the room and not seek to influence a decision on the matter.

3. **Minutes (Pages 1 - 2)**

To confirm as a correct record the Minutes of the Environment Overview and Scrutiny Panel held on 17 February 2005 (enclosed).

4. **Accessibility of Cycling as a Leisure Pursuit**

As part of the Panel's ongoing Inquiry the Ranger for the West Pennine Moors (West) Hazel Gannaway, has been invited to the meeting to provide evidence that would assist the inquiry.

5. **Review of Grass Cutting Inquiry Recommendations**

To update Members as to progress made on implementing the Panel's recommendations following the inquiry into the performance of the Council's Grass Cutting Service.

Report of Head of Public Space Services.

Continued....

6. **Review of Flooding, Flood Prevention and Contingency Inquiry Recommendations**

To update Members on progress made on implementing the Panel's recommendations following the inquiry into flooding, flood prevention and contingency plans / preparation.

Report of Head of Public Space Services.

7. **Enhanced Recycling Scheme (Pages 3 - 6)**

The Head of Environmental Services to submit a report on progress on the implementation of the enhanced recycling scheme.

8. **The Council's Timetable of Meetings for 2005/06**

The Chair to receive the views of Members on the amount of meetings in the Council's Timetable of Meetings for 2005/06

9. **Business Plans Update to the Year End 2004/05 (Pages 7 - 22)**

The Head of Corporate and Policy Services to report on the update on the Business Plans to the Year End for 2004/05 relating to the following services whose remit and area are the responsibility of the Committee (enclosed).

Environmental Services
Public Space Services
Planning Services

10. **Overview and Scrutiny Work Programme 2005/06 (enclosed) (Pages 23 - 24)**

11. **Any other item(s) which the Chair decides is/are urgent**

Yours sincerely

Chief Executive

Distribution

1. Agenda and reports to all Members of the Environment Overview and Scrutiny Panel for attendance.
2. Agenda and reports to Head of Public Open Space, Head of Planning Services, Head of Environmental Services and Head of Corporate and Policy Services for attendance.

3. Agenda and reports to Councillors J Wilson, Edgerley, Goldsworthy, Ball and Walker for information.
4. Agenda and reports to all remaining Chief Officers for information.
5. Agenda and reports to all remaining Members of the Council for information.

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ENVIRONMENT OVERVIEW AND SCRUTINY PANEL 17 February 2005

Present: Councillor Brownlee (Chair), Councillors: Counce, David Dickinson, Heaton, R Lees, Livesey and Parr.

05.ENV.03 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor D Gee and Miss Iddon.

05.ENC.04 MINUTES

RESOLVED – That the Minutes of the meetings of the Environment Overview and Scrutiny Panel held on 17 November 2004 (Special Meeting) and 26 January 2005 (Special Meeting) be confirmed as a correct record and signed by the Chair.

05.ENV.05 GRASS CUTTING INQUIRY

The Chair informed the Panel that the Executive Cabinet at its meeting held on 11 January 2005 had accepted the recommendations of the Panel's inquiry into the Council's grass cutting service.

RESOLVED – That the Panel receives at its first meeting of the Municipal Year a monitoring report.

05.ENV.06 CHORLEY BOROUGH RENEWABLE ENERGY STUDY

The Panel received a report of the Head of Planning Services informing Members of the Renewable Energy Study that the Council was taking forward in partnership with renewablesnorthwest, sustainability northwest and the Government Office for the North West. The Authority had been approached by renewablesnorthwest and sustainability northwest to undertake a pilot study to both promote renewable energy and to ascertain the potential for renewable energy schemes within Chorley Borough.

The report indicated that two workshops were planned in the Spring of 2005 in which it was hoped a wide range of people would attend including Councillors.

RESOLVED – That the Panel receives at the first meeting of the Municipal Year a report on the feedback from the study.

05.ENV.07 ACCESSIBILITY OF CYCLING AS A LEISURE PURSUIT

The Panel's instructions were requested on a strategy to progress the Panels inquiry into 'Accessibility of Cycling as a Leisure Pursuit'.

Members received a number of documents produced for their information as well as providing documentary evidence to assist the inquiry.

In order for the Panel to progress the inquiry contact should be made with the representatives of the undermentioned user groups to establish from their perspective what they consider are the issues which effect them:

Cyclists.
Walkers.
Horse Riders.
Mountain bike users.
Rivington Recreational Management Zone Advisory Committee.
Yarrow Valley User Group.

The Groups be requested as to whether they wish to attend a future meeting of this Panel or whether they would prefer representatives from this Panel to meet them.

Problems can be identified, with the Groups such as:

- Signage.
- Code of Conducts, for users.
- What are the problems of current cycle routes eg bottlenecks.
- More cycle routes and what suggestions.
- Publicity for cycling routes.
- Lack of publicity in general.

The following issues to be established:

- i) Definition of a bridleway.
- ii) Use of canals for cycling (permissive cycling).
- iii) Map of all footpaths and bridleways in Chorley.

Members to visit shops etc to establish what literature, as well as maps, available on cycling.

Chair

Report of	Meeting	Date
Head of Environmental Services	Environment, Overview and Scrutiny Panel	09/06/05

ENHANCED RECYCLING SCHEME

PURPOSE OF REPORT

1. To report progress on the implementation of the Enhanced Recycling Scheme.

BACKGROUND

2. Collections for Phase 1 of the Enhanced Recycling Service started on 18 April. This report gives a brief position statement. It is important to bear in mind that this represents only the very early implementation stage of the first of two phases. Some available data, especially weighbridge and waste arising data is partial only at this stage or is estimated. This is because data supplied by third parties is supplied sometimes 2 - 3 months in arrears so will not yet be available for the period in question.

OUTLINE OUTCOMES TO DATE

3. Most households with collections on either Monday, Tuesday or Thursday have now moved to the ERS with alternate weekly collections. This is a total of 23,860 households generally in South Chorley, Eaves Green, Whittle, Heapey, Clayton, Buckshaw Village, Coppull, Park Road area of Chorley, Cuerden, Euxton, Charnock Richard, Eccleston, Heskin and Mawdesley.
4. The second and final phase of households who have collections on Wednesday or Friday will move to the new service on or after the 22 June. This is a total of 17,754 households generally in Adlington, Duxbury, Heath Charnock, Astley Village, East Chorley, Abbey Village, Brinscall, Hoghton, Croston and part of Clayton Brook.

RECYCLING PARTICIPATION

5. Recycling participation surveys of randomly selected recycling collection rounds in Chorley were carried out during the week beginning 15 May 2005. The aim of which was to determine the level of recycling participation during the early stages of the Enhanced Recycling Scheme. The participation included those households presenting glass/paper, brown bins and the new card/plastics and cans collection.

Tuesday
Round One

6. A cross section of the round was identified and using a randomly selected 506 properties the area was analysed for recycling levels. The levels of recycling as an average for the round are as follows. The results show the levels of uptake were extremely positive with 54% of householders utilising the paper and glass recycling facility and a further 43% of residents presenting brown bins. In the early stages of the new plastic/cans and cardboard kerbside collection the initial participation has been high with 60% of residents presenting the recyclable materials.

Tuesday
Round Two

7. The total round of 1,460 properties were analysed and again the recycling participation levels were extremely positive with 60% of householders presenting paper and glass at kerbside with 64% of household using brown bins for collection of green waste. The proportion of households making use of the new plastic/cans and cardboard collection was a positive 65%. This highlights a definite successful start to the new Enhanced Recycling Scheme and willingness for the majority of Chorley residents to take part in the recycling scheme.

Thursday
Round 1

8. A total of 1,853 properties were analysed in the Coppull area the participation levels showed that a considerable amount of residents were again taking part in the recycling scheme. There were 49% of households presenting paper and glass for recycling. Also 49% of the properties presented brown bins for recycling this should take into account a large number of properties in the area with no gardens. Again the presentation of plastics was high with 55% of the area participating in the recycling scheme.
9. The overall recycling participation levels of the rounds expressed an extremely positive public response to recycling waste. Overall this produced the participation levels as follows paper and glass 54% plastic, cans and cardboard 60% and brown bins 52%. This identifies a considerable amount of waste being diverted from landfill through household kerbside collections and also that overall the householders of Chorley are enthusiastic in regards to recycling.

RECYCLING RATE

10. A preliminary analysis of the recycling rate for May shows an increase over the long term monthly averages as follows:

Paper 21% increase from 169 to 204 tonnes.
 Glass 69% increase from 80 to 135 tonnes.

Giving a predicted annual recyclate tonnage of:

Paper 2450 tonnes (2,025)
 Glass 1660 tonnes (960)

Clearly the tonnages of cans/plastics and cardboard are all new recyclates tonnages:

Plastics/Cans 53 tonnes
 Cardboard 35 tonnes
 Giving a predicted annual recycle tonnage of:

Plastics/cans 900 tonnes
 Cardboard 650 tonnes

All of which represents a recycling rate of around 40% for this period.

NOTE: all these predictions are based on a very small data set and can only be viewed as preliminary estimates at this time.

SERVICE REQUEST TRAFFIC THROUGH ESU

- 11. The waste related service requests through our helplines and other channels are running at about nine times the long-term monthly average. Between 18 April 2005 and 17 May 2005 4996 calls were recorded through the Unit compared to 556 waste related calls for a comparable period in 2004. Clearly, although there has been a resource increase this has been extremely challenging and cannot be sustained on a long-term basis without harm to other Environmental Health programmes. This traffic has now slowed down greatly but will need to be monitored over coming months to establish the long-term resource need for the new service.

SERVICE DESIGN ISSUES

- 12. As expected there have been a number of instances where our standard scheme design has not delivered acceptable results these broadly fall into these categories:
- 13. Multi-occupied dwellings-where a range of bespoke options and containers are being developed and deployed. Rural and difficult access properties-which will present a challenge due to most of the specialist resources obtained to support the introduction of the service to these properties being deployed to the main scheme as a result of the higher than predicted presentation rates.

Conversely a number of anticipated problems have really not materialised:

- 14. Excess waste-where standby resources to collect an anticipated increase in side/extra/flytipped waste have really not been used but have been deployed on collections of excess recycle. The conclusion drawn is that the great majority of households who recycle can manage easily with a fortnightly collection of 240 litres, indeed one analysis of the presentation data is that a large number of households can cope with a fortnightly collection of waste for disposal with either no recycling effort or the use only of bring sites.

RECOMMENDATIONS

- 15. It is recommended that the report be noted.

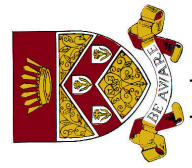
JOHN LECHMERE
 HEAD OF ENVIRONMENTAL SERVICES

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
John Lechmere	5720	7 June 2005	EHREP/89414LK

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BUSINESS PLANNING UPDATES END OF YEAR 04/05



**BUSINESS PLANNING UPDATES
END OF YEAR 04/05**

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**BUSINESS PLANNING UPDATES
END OF YEAR 04/05**

Environmental Services

ENVIRONMENTAL SERVICES UNIT

BUSINESS PLAN 2004/05

END OF YEAR UPDATE – AS AT 31 MARCH 2005

EXECUTIVE MEMBER: COUNCILLOR MARY WILSON

SERVICE HEAD: JOHN LECHMERE

A. SERVICE IMPROVEMENTS

SERVICE IMPROVEMENT	PROGRESS	REVISED DATE
Assess the risk to health and the environment from sites with former contaminating uses.	The systematic proactive identification and risk assessment of sites has not progressed on target and is now approximately 12 months behind programme.	The original 5 year strategy, due to complete in 2006 will now complete in 2007, provided that additional resources can be identified during 2005/6/7.
Improve the development potential of such sites to assist with the Council's target for development.	No progress has been made on this project due to the resources directed to the Enhanced Recycling Service.	This project will be shelved pending completion of the ERS.
Provide and maintain information to commercial premises about the waste management duty of care.	The development of the Leyland Waste Technology Park has been subject to procurement delays.	This part of the project, due for completion in 2007 will not now be available until 2009, subject to successful conclusion of the main PFI contract.
Support the implementation of the Lancashire Waste Facilities PFI project.	Neither set of negotiations has been concluded successfully due to legal issues.	It is intended that both agreements will be concluded and signed by July 2005.
Conclude negotiations on the waste support "Cost Share" model and contract extension.	The main refuse and recycling contract amended service has however started and is operating partially extra-contractually	

B. BUDGET VARIATIONS

UNIT: Environmental Services.

B. PERFORMANCE INDICATORS

i) Best Value Performance Indicators

BVPI REF NO	DESCRIPTION	PERFORMANC E 2003/04	TARGET 2004/05	PERFORMANC E AT 31/03/05	COMMENTS
82a (i)	Percentage of household waste arisings which have been sent by the Authority for recycling or composting.	24%	28%	28% P	Figure remains provisional until all waste arisings data available.
84a	Number of kilograms of household waste collected per head of the population.	414	407	420 P	Figure remains provisional until all waste arisings data available.
86	Cost of household waste collection per household.	37.80	39.80	42.50 P	Provisional figure based on budget rather than outturn
89	Percentage of people satisfied with cleanliness standards	63%	68%	No survey until June 2005.	
90a	Percentage of people satisfied with household waste collection	92%	92%	No survey until June 2005.	
91b	Percentage of households resident in the authority's area served by kerbside collection of at least two recyclables.	91%	90%	93%	90% target set by Cost Share Agreement with Waste Disposal Authority

126	Domestic burglaries per 1,000 households.	11.68	CPS	CPS	Data to be provided by Corporate and Policy Services
127	Violent crime per 1,000 population and % detected, broken down to show: (a) Violent offences committed by a stranger per 1,000 population. (b) Violent offences committed in a public place per 1,000 population. (c) Violent offences committed in connection with licensed premises per 1,000 population. (d) Violent offences committed under the influence per 1,000 population. Vehicle crimes per 1,000 population.	6.05 10.83 2.46 6.46 8.36	CPS CPS CPS CPS CPS	CPS CPS CPS CPS CPS	Data to be provided by Corporate and Policy Services
128					
BVPI General Survey	(a) The percentage of residents surveyed who said that they feel 'fairly safe' or 'very safe' after dark whilst outside in the LA area. (b) The percentage of residents who said that they feel 'fairly safe' or 'very safe' during the day whilst outside in the local authority area.	CPS	CPS	CPS	
166 a	Score against a checklist of best practice for Environmental Health	90%	100%	100%	
174	No of racial incidents recorded by the authority be 100,000 population.	4	CPS	CPS	Data to be provided by Corporate and Policy Services

199a	The proportion of relevant land and highways (expressed as a percentage) that is assessed as having combined deposits of litter and detritus that fall below an acceptable standard.	14%	14%	14%	Target based on previous standard achieved. DEFRA improvement target is to improve standard by 15% (ie to 12%) by end 2005.
H1a	The percentage of planned food premises inspections actually carried out	100%	100%	100%	100%
FS1	Retain accreditation of ISO 9000 quality system	Retained	Retained	Retained	Retained
FS2	% of food premises inspected whose standards have improved since the last inspection	25	25	17	17
FS3	% of food premises inspected whose standards have deteriorated since the last inspection	12	12	15	15
EP1	% of ESU service requests responded to by 3 rd working day after receipt	100%	95%	99%	99%
EP2	% of ESU service requests resolved by 20 th working day after receipt (Not noise or food safety))	79%	85%	83%	83%
EP3	% of ESU service requests resolved by 40 th working day after receipt (noise and food safety)	87%	85%	94%	94%
HS3	% Completion of Health and Safety work plan and inspection programme	100%	100%	100%	100%

EW3	Number of specialised dog waste bins available for use in the Borough	162	185	185	185
EW6	Number of dogs impounded	New indicator	200	250	250
EW7	% of impounded dogs with readable identichip on scan	New indicator	25%	15%	15%
EW9	% completion of sewer rodent control programme	100%	100%	100%	100%
WM1 (replaces BV88 from 2003/4)	Number of collections missed per 100,000 collections of household waste Note: retained as local indicator as required for bonus calculation in Cleanaway Contract	12.5	15-19	19 P	19 P
EN001	Percentage of fly tipping removed within 1 working day of report	New indicator	75%	60.56%	60.56%
EN002	Number of graffiti incidents removed within 28 working days ESU	New indicator	Not Applicable	89	Overall target to remove 90% within 28 working days.
EN003	Total number of graffiti incidents ESU	New indicator	Not Applicable	97	
EN004	Number of racist/offensive graffiti incidents removed within 1 working day ESU	New indicator	Not Applicable	19	Overall target to remove 100% within 1 working day.

EN005	Total number of racist/offensive graffiti incidents ESU	New indicator	Not Applicable	22	
EN006	Amount of fly posting in the Borough measured in March and September	New indicator	15	12	

**BUSINESS PLANNING UPDATES
END OF YEAR 04/05**

Public Space Services

PUBLIC SPACE SERVICES UNIT

BUSINESS PLAN 2004/05

FINAL UPDATE – AS AT 31 MARCH 2005

EXECUTIVE MEMBERS: COUNCILLOR T BROWN (TRAFFIC AND TRANSPORTATION)
 COUNCILLOR M WILSON (ENVIRONMENT AND COMMUNITY SAFETY)
 COUNCILLOR A GEE (CHORLEY TOWN CENTRE)
 COUNCILLOR K BALL (EFFECTIVE SERVICE DELIVERY)

SERVICE HEAD: KEITH ALLEN

A. SERVICE IMPROVEMENTS

SERVICE IMPROVEMENT	PROGRESS	REVISED DATE
<p>There are no departures from the Business Plans of the Units that now make up Public Space Services.</p> <p>A new Business Plan has been prepared for the Public Space Services Unit for 2005/06. The opportunity was taken to review all of the actions and target dates appropriate to the new Unit. Additionally, the local service performance indicators were considered.</p>		

B. BUDGET VARIATIONS

There will be no significant departure from the Unit's budget at year end.

**BUSINESS PLANNING UPDATES
END OF YEAR 04/05**

Planning Services

PLANNING SERVICES _____ **UNIT**

BUSINESS PLAN 2004/05

END OF YEAR UPDATE – AS AT 31 MARCH 2005

EXECUTIVE MEMBER: COUNCILLOR A. LOWE

SERVICE HEAD: ALAN CROSTON

A. SERVICE IMPROVEMENTS

SERVICE IMPROVEMENT	PROGRESS	REVISED DATE
Objective 1 • Greenspace strategy under PPG 17	Project well under way. Discussion with consultants ongoing.	31 March 2005
Objectives 2 and 3 • Service and performance levels improved	National targets for speed in development control achieved at 30.9.04. Planning Delivery Grant has allowed Executive Cabinet to agree extra resources for 2005/6.	Therefore service improvements likely to be 2005/6.
Objective 4 • Higher standard of local building control service	Work with partners under way. However delays in partners has put back the target date further, but target for draft implementation plan is October 2005.	1 April 2006

B. BUDGET VARIATIONS

Slight variation in income which shows building regulations income higher and planning applications income, perversely, lower. Temporary staff in development control have increased costs slightly so that overall the cash outturn is slightly increased.

UNIT: Planning Services

B. PERFORMANCE INDICATORS

i) Best Value Performance Indicators

BVPI REF NO	DESCRIPTION	PERFORMANCE 2003/04	TARGET 2004/05	PERFORMANCE AT 31/03/05	COMMENTS
BVP1 106	Percentage of new homes built on previously developed land.	28%	50%	45.7%	Dependent on historic planning permissions especially from New Town era. Collected annually.
BVP1 109a	% of major applications decided in less than 13 weeks.	48%	60%	74%	Represents a major improvement by development control staff.
BVP1 109b	% of minor applications decided in less than 8 weeks.	51%	65%	71%	Represents a major improvement by development control staff.
BVP1 109c	% of other applications decided in less than 8 weeks.	81%	80%	88%	Represents a major improvement by development control staff.
BVP1 111	Satisfaction with planning service by those making an application. * Survey once every three years.	N/A*	N/A*	61%	Reflects survey in summer 2003 when staff turnover and application volumes high.
BVP1 188	% of all applications decided under delegated powers	93%	90%	94%	To be a local P1 in future.
BVP1 200	Do you have a development plan that has been adopted in the last five years and the end date of which has not expired?	YES	YES	YES	To be revised 2005/6.
BVP1 204	% of appeals allowed against refusal of planning permission.	N/A	N/A	15%	Well below average.

ii) Local Performance Indicators

PI REF NO	DESCRIPTION	PERFORMANC E 2003/04	TARGET 2004/05	PERFORMANC E AT 31/03/05	COMMENTS
P1	% of planning applications decided in less than 8 weeks.	76%	78%	84%	
P2	% of householder plan applications decided in less than 8 weeks.	85%	85%	91%	
PLOO5	Number of new homes which are affordable.	N/A		t.b.a	New
PLOO6	Average density of new housing developments.	N/A		t.b.a.	New
BC1	The % of all valid building regulation applications acknowledged and registered within 3 days of receipt	60%	90%	65%	Staff turnover and high volumes have prevented this element meeting the target as yet.
BC2	The % of Full Plans applications checked and the applicant issued with a substantive assessment of compliance (regardless of any outstanding consultations) within 3 weeks of receipt.	50%	90%	45%	Staff turnover and high volumes have prevented this element meeting the target as yet.
BC3	The % of Full Plans applications receiving a formal approval within the statutory time limits.	98%	100%	95%	

BC4	The % of requests for site inspections made on the day requested – 24 hours notice required.	100%	100%	95%	
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OVERVIEW AND SCRUTINY WORK PROGRAMME – 2005/06

Function/topic	Assigned to	J	A	S	O	N	D	J	F	M	A	M	J
1. Holding the Executive to Account	OSC												
Annual Budget/Council House Rents								3					
Annual Budget Consultation						3		3					
Provisional full year Performance Indicator										3			
Business Plan Updates	ESP												✓
	Com SP												✓
	Cust SP												✓
Business Plan Updates	OSC												✓
BVPP (Corporate Plan overall performance)		✓											
Monitoring of Sickness Absence (6 monthly update)				3									✓
Housing Maintenance Budget							3						
Corporate Building Maintenance & Repair Service (6 monthly update)					3						3		
2. Policy Development and Review													
Other to be identified													
3. External Scrutiny/Community Concern Full Scrutiny Inquiry													
Provision of Youth Activities in Chorley	ComSP												
Public Participation/Communication	ComSP												
One-Stop Shop	CustSP												
LCC's arrangement for the Scrutiny of health function - Periodic Review	CustSP												
Accessibility of Cycling as a Leisure Pursuit	ESP												
4. Monitoring of Inquiries													
Housing Maintenance Appointments System	CustSP									✓			
Flooding, Flood Prevention and Contingency Plan/Proposals	ESP												✓
Chorley Markets - Occupancy of Stalls & Associated Matters	CustSP									✓			
Friday Street for the Chorley Town Centre Fair	ComSP									✓			
Juvenile Nuisance	ComSP												
Grass Cutting	ESP												✓
5. Other													
O & S Training Programme	OSC			3						✓			

OSC - Overview and Scrutiny Committee Panel
 ComSP - Community Overview and Scrutiny Panel

ESP - Environment Overview and Scrutiny
 CustSP - Customer Overview and Scrutiny Panel

Overview and Scrutiny Topics/Issues to be Programmed

Ref	Topic/Issue Title	Date Included	Priority Score	Source	Brief Description
	<p><u>Full Scrutiny Inquiries</u></p> <p>Priority List</p> <p>IEG Measurement of Council's progress (Cust SP)</p>	26/06/03	4 and 4	Overview and Scrutiny Committee A	Referred to Customer O & S Panel
	<p>Parkwise Scheme</p> <p>Reserve List</p>	20/01/05	4 and 4	Overview & Scrutiny Committee - 20 January 2005	Referred to Customer O & S Panel
	<p><u>Policy Development/Review</u></p> <p>Priority List</p> <p>Reserve List</p>				