

Public Document Pack



Environment and Urban Renewal Policy and Performance Board

Wednesday, 5 January 2011 6.30 p.m.
Civic Suite - Town Hall, Runcorn

A handwritten signature in black ink that reads 'David WR'.

Chief Executive

BOARD MEMBERSHIP

Councillor Ron Hignett (Chairman)	Labour
Councillor Keith Morley (Vice-Chair)	Labour
Councillor Peter Blackmore	Independent
Councillor Ellen Cargill	Labour
Councillor David Findon	The Conservative and Unionist Party
Councillor John Gerrard	Labour
Councillor Mike Hodgkinson	Liberal Democrats
Councillor Paul Nolan	Labour
Councillor Christopher Rowe	Liberal Democrats
Councillor Dave Thompson	Labour
Councillor Kevan Wainwright	Labour

*Please contact Gill Ferguson on 0151 471 7395 or e-mail gill.ferguson@halton.gov.uk for further information.
The next meeting of the Board is on Wednesday, 16 March 2011*

**ITEMS TO BE DEALT WITH
IN THE PRESENCE OF THE PRESS AND PUBLIC**

Part I

Item No.	Page No.
1. MINUTES	
2. DECLARATIONS OF INTERESTS (INCLUDING PARTY WHIP DECLARATIONS)	
Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda no later than when that item is reached and, with personal and prejudicial interests (subject to certain exceptions in the Code of Conduct for Members), to leave the meeting prior to discussion and voting on the item.	
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In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

REPORT TO: Environment and Urban Renewal Policy & Performance Board

DATE: 5 January 2011

REPORTING OFFICER: Strategic Director, Resources

SUBJECT: Public Question Time

WARD(s): Borough-wide

1.0 PURPOSE OF REPORT

- 1.1 To consider any questions submitted by the Public in accordance with Standing Order 34(9).
- 1.2 Details of any questions received will be circulated at the meeting.

2.0 RECOMMENDED: That any questions received be dealt with.

3.0 SUPPORTING INFORMATION

3.1 Standing Order 34(9) states that Public Questions shall be dealt with as follows:-

- (i) A total of 30 minutes will be allocated for dealing with questions from members of the public who are residents of the Borough, to ask questions at meetings of the Policy and Performance Boards.
- (ii) Members of the public can ask questions on any matter relating to the agenda.
- (iii) Members of the public can ask questions. Written notice of questions must be given by 4.00 pm on the working day prior to the date of the meeting to the Committee Services Manager. At any one meeting no person/organisation may submit more than one question.
- (iv) One supplementary question (relating to the original question) may be asked by the questioner, which may or may not be answered at the meeting.
- (v) The Chair or proper officer may reject a question if it:-
 - Is not about a matter for which the local authority has a responsibility or which affects the Borough;
 - Is defamatory, frivolous, offensive, abusive or racist;
 - Is substantially the same as a question which has been put at a meeting of the Council in the past six months; or

- Requires the disclosure of confidential or exempt information.
- (vi) In the interests of natural justice, public questions cannot relate to a planning or licensing application or to any matter which is not dealt with in the public part of a meeting.
- (vii) The Chairperson will ask for people to indicate that they wish to ask a question.
- (viii) **PLEASE NOTE** that the maximum amount of time each questioner will be allowed is 3 minutes.
- (ix) If you do not receive a response at the meeting, a Council Officer will ask for your name and address and make sure that you receive a written response.

Please bear in mind that public question time lasts for a maximum of 30 minutes. To help in making the most of this opportunity to speak:-

- Please keep your questions as concise as possible.
- Please do not repeat or make statements on earlier questions as this reduces the time available for other issues to be raised.
- Please note public question time is not intended for debate – issues raised will be responded to either at the meeting or in writing at a later date.

4.0 POLICY IMPLICATIONS

None.

5.0 OTHER IMPLICATIONS

None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 **Children and Young People in Halton** - none.

6.2 **Employment, Learning and Skills in Halton** - none.

6.3 **A Healthy Halton** – none.

6.4 **A Safer Halton** – none.

6.5 **Halton's Urban Renewal** – none.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

8.1 There are no background papers under the meaning of the Act.

REPORT TO: Environment and Urban Renewal Policy and Performance Board

DATE: 5th January 2011

REPORTING OFFICER: Chief Executive

SUBJECT: Executive Board Minutes

WARD(s): Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 The Minutes relating to the Urban Renewal Portfolio which have been considered by the Executive Board and Executive Board Sub are attached at Appendix 1 for information.
- 1.2 The Minutes are submitted to inform the Policy and Performance Board of decisions taken in their area.

2.0 RECOMMENDATION: That the Minutes be noted.

3.0 POLICY IMPLICATIONS

- 3.1 None.

4.0 OTHER IMPLICATIONS

- 4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children and Young People in Halton

None

5.2 Employment, Learning and Skills in Halton

None

5.3 A Healthy Halton

None

5.4 A Safer Halton

None

5.5 Halton's Urban Renewal

None

6.0 RISK ANALYSIS

6.1 None.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

8.1 There are no background papers under the meaning of the Act.

APPENDIX 1

Extract of Executive Board, Executive Board Sub Committee and Executive (Transmodal Implementation) Sub Board Minutes Relevant to the Environment and Urban Renewal Policy and Performance Board

EXECUTIVE BOARD MEETING HELD ON 14 OCTOBER 2010

EXB56 HALTON'S LOCAL TRANSPORT PLAN (LTP3) STRATEGY AND IMPLEMENTATION - KEY DECISION

The Board received a report of the Strategic Director, Environment and Economy on the Strategy and Implementation of Halton's Local Transport Plan (LTP3), approval for a period of consultation.

The Board were reminded that Local Transport Plans (LTPs) were initially introduced by the Transport Act 2000, which set a statutory requirement for local transport authorities to produce a LTP every five years and keep it under review. Since then, the Local Transport Act 2008 had been introduced, which retained the statutory requirement to produce and review LTPs and supporting policies, but changed aspects of the statutory framework including giving local authorities the flexibility to review and update the LTP as they considered appropriate.

Halton Borough Council as a Unitary Authority, was the transport authority for the area of Halton and as such was required to produce a LTP. The current LTP (LTP2) would run until March 2011, with the third LTP (LTP3) due to commence in April 2011. Members were advised that LTP3 would be in two parts; the first would set out a long term strategy to 2026 and the second would consist of a short term (3 year) Implementation Plan, setting out in detail how the strategy would be delivered. Separating strategy and implementation allowed the two parts of the LTP to be renewed (when necessary) on different timescales.

Although Halton would produce an individual LTP3, it had been recognised that working in partnership with the Merseyside Integrated Transport Authority (Merseytravel) or ITA, which was statutorily obliged to produce the LTP on behalf of itself and the Merseyside Districts, would be beneficial for the sub-region. As a result, Halton and Merseyside had synchronised the preparation of their

evidence bases and there was impetus to produce a similar long term vision and strategy across the sub-region. However, the production of Halton's rolling implementation plan would be separate from Merseyside's and would be based on Halton's specific characteristics.

RESOLVED: That

- 1) the LTP3 Strategy and Implementation document be approved for the purposes of a seven week period of consultation; and
- 2) further editorial and technical amendments that do not materially affect the LTP3 Strategy and Implementation document be agreed by the Operational Director – Highways, Transportation and Logistics in consultation with the Executive Board Member for Transportation as necessary, before the document is published for consultation.

EXECUTIVE BOARD MEETING HELD ON 4 NOVEMBER 2010

TRANSPORTATION PORTFOLIO

EXB60 PROPOSED POLICY FOR VEHICLE ACCESS CROSSINGS OVER FOOTWAYS AND VERGES

The Board received a report of the Strategic Director, Environment and Economy on the proposed policy for Vehicle Access Crossings over Footways and Verges.

The Board were reminded that the existing policy was approved on 16 November 2000, and whilst it had been in use for ten years, its scope was limited largely to issues relating to enforcement of unsafe and non-approved access crossings and did not include more detailed procedural matters in connection with the construction of new access crossings.

The Urban Renewal Policy and Performance Board considered a proposed revised policy at its meeting on 25 November 2009, and endorsed the recommendation to refer the policy to the Executive Board for approval.

RESOLVED: That

- (1) the revised policy and procedure for the construction and enforcement of vehicle crossings

over footways and verges which covers:

- (a) criteria for acceptance;
- (b) the application procedure;
- (c) the incorporation of crossings into structural maintenance programmes;
- (d) the procedure for enforcement of non-approved crossings;

as set out in Appendix 1 attached to the report be approved;

(2) for the avoidance of doubt, and subject to the provisions of Section 184(9) of the Highways Act 1980, the Council shall construct any or all access crossings within the Borough and recharge the costs to the frontage property owner; and

(3) complaints and notifications regarding illegal access crossings continue to be prioritised for enforcement on the basis of risk to highway users, with those in an unacceptable position or with hazards such as channel ramps being given priority.

Strategic Director
- Environment
and Economy

EXECUTIVE BOARD MEETING HELD ON 18 November 2010

PHYSICAL ENVIRONMENT PORTFOLIO

EXB63 HALTON CORE STRATEGY PROPOSED SUBMISSION DOCUMENT FOR PUBLIC CONSULTATION - KEY DECISION

The Board received a report of the Strategic Director, Environment and Economy on the Halton Core Strategy Proposed Submission Document for Public Consultation.

The Board were advised that the Core Strategy was the main document in the Local Development Framework (LDF) which formed the statutory development plan for Halton. The Strategy had been prepared against a backdrop of significant changes to the planning system. At the national level, the forthcoming Localism Bill was expected to include provisions affecting planning, whilst planning policy statements and guidance (PPSS and PPGS) were expected to be replaced by national planning statements.

The Board were reminded that the consultation was the last formal public consultation process which was designed to test the soundness of the plan. Such tests for soundness included whether the plan was justified and the most appropriate in the circumstances, whether it was flexible, effective and could be delivered as well as whether

it was consistent with national policy and complied with all legal requirements.

The proposed submission document was attached at Appendix A to the report, and would be subject to an eight week consultation period commencing 29 November 2010.

RESOLVED: That

- a. the Halton Core Strategy Proposed Submission Draft be approved as 'sound';
- b. the Proposed Submission Draft be approved for the purposes of 'Publication' for an eight week period of public consultation under Regulation 27 of the Town and Country Planning (Local Development) (England) Regulations 2004;
- c. the following supporting documents be approved for a concurrent period of public consultation;
 - Sustainability Appraisal (Appendix B)
 - Infrastructure Plan (Appendix C)
 - Statement of Consultation (Appendix D)
 - Habitats Regulations Assessment (Appendix E)
 - Equality Impact Assessment (Appendix F);
- d. further editorial and technical amendments that do not materially affect the content of the Halton Core Strategy Proposed Submission document or the supporting documents be agreed by the Operational Director - Environmental and Regulatory Services in consultation with the Executive Board Member for Physical Environment as necessary, before they are published for public consultation; and
- e. the results of the statutory public consultation exercise on the Halton Core Strategy Pre-Submission document be reported back to the Executive Board following the consultation period, prior to seeking approval of Full Council for Submission to the Secretary of State.

Strategic Director
- Environment
and Economy

ENVIRONMENTAL SUSTAINABILITY

ES42 BEREAVEMENT SERVICES

The Board considered a report of the Strategic Director, Adults and Community which outlined revisions to the Council's policy on memorial safety testing in the light of new guidance issued by The Ministry of Justice. In addition, the report also assessed a partnership approach with Knowsley Metropolitan Borough Council for the use of Widnes crematorium by Knowsley residents.

Members were also updated on the progress in developing new cemetery space in Halton.

In the meantime, due to a decline in burial space, it was recommended that to provide continuity of burial space, the pre-purchasing of graves be temporarily suspended pending the establishment of new cemetery space in both Runcorn and Widnes.

It was further noted that in order to offer a new funeral service Bereavement Services were seeking to liaise with local funeral directors with the aim of offering a low cost, but dignified funeral service to local residents. This would enable families to have a simple, no frills, funeral package for an all inclusive price (to be negotiated).

RESOLVED: That Members of the Committee

1. approve:
 - The revised draft memorial safety policy;
 - the principle of a partnership agreement with Knowsley for the provision of cremation services;
 - the principle of a temporary suspension of the policy allowing the pre purchase of graves;
 - the principle of offering a fixed price funeral option to Halton residents.
2. note the progress on the establishment of new cemetery space; and
3. further reports be submitted to the Executive Board Sub Committee providing detail on the temporary suspension of the pre purchasing of graves policy and the fixed price funeral option to Halton residents.

EXECUTIVE BOARD SUB COMMITTEE 4TH NOVEMBER 2010

TRANSPORTATION PORTFOLIO

**ES44 PROPOSED WAIVER OF STANDING ORDERS
(PROCUREMENT 3.1 - 3.6) FOR A SINGLE COMPANY
QUOTE/TENDER CONTRACT**

The Sub Committee considered a report which sought a waiver of tendering Procurement Standing Orders to allow the Operational Director (Highways, Transportation and Logistics) to enter into a Contract for survey, maintenance and improvement works on Public Rights of Way with Groundwork Merseyside without tendering.

It was noted that Groundwork Merseyside (formally Mersey Valley Partnership) had worked closely with the Council for a number of years and had carried out a significant amount of work on the Public Rights of Way network. This approach had been beneficial to the Council and Groundwork also brought added value for the following reasons:

- their knowledge and expertise in the detailed design and management of works on site, the Rights of Way network and landowners;
- enabling of volunteers (900 person hours in the last financial year) and those on Supported Employment and Future Jobs Fund Schemes;
- leverage of additional funding;
- a whole package of identifying (via the SLA) and delivering work, saving Council officer time in design, management and dealing with legal issues with little intervention from officers;
- significant experience in the type of works required; and
- partnership approach.

Members noted that Officers had considered two alternative options. Firstly, the existing terms contracts had been examined but these did not have sufficient scope of works for all minor works to Public Rights of Way. Secondly quotations could be sought through the Due North system. However, detailed designs and specifications would need to

be produced in advance for each type of work and the administrative aspects of Public Rights of Way maintenance and improvements. This would place a demand on officer time and costs and produce delays.

RESOLVED: That

- 1) the Operational Director (Highways, Transportation and Logistics) be authorised to award a contract for survey, maintenance and improvement works on Public Rights of Way (PROW) to the contractor GROUNDWORK MERSEYSIDE covering the financial years 2010/11 and 2011/12 for a period from 4th November 2010 to 4th November 2011, to be funded from the approved capital and revenue budgets for PROW maintenance and improvements for these years, and
- 2) that in light of the exceptional circumstances, namely the combination of functions that Groundwork bring to the service as referred to in this report, and in accordance with Procurement SO 1.8.2, Standing Orders 3.1-3.6 be waived on this occasion.

Strategic Director
Environment and
Economy

EXECUTIVE BOARD SUB COMMITTEE – 18TH NOVEMBER 2010

ENVIRONMENTAL SUSTAINABILITY PORTFOLIO

ES48 BEREAVEMENT SERVICES – PRE PURCHASE OF GRAVES

The Sub-Committee had previously considered a report which sought approval to temporarily suspend the right to pre-purchase graves pending the establishment of new grave space (Minute No ES42 refers). Both Widnes and Runcorn Cemeteries had approximately 6 years of burial space remaining. As the burial space was seen to reduce, an increasing number of comments and enquiries were being made to the Bereavement Services staff about the diminishing grave space. There was a concern that as grave space was seen to decline there could be an acceleration in the pre-purchasing of graves that would further reduce the remaining years left at each site.

Members considered a report which recommended that in order to provide continuity of burial space, the pre purchasing of graves should be temporarily suspended pending the establishment of new cemetery space in both

Runcorn and Widnes. It was proposed that the change would be managed as follows:-

- all funeral directors would be written to informing them of the temporary suspension of pre purchasing graves;
- a notice would be displayed in the Cemetery Office informing the public of the position;
- any person enquiring about the pre-purchasing of a grave would have their names put on a waiting list until suspension had been lifted. The allocation of pre-purchased graves would then be prioritised according to their position on the list; and
- a notice would be displayed in the Register Office and staff briefed on how to deal with any enquiries should they arise.

RESOLVED: That in consultation with the portfolio holder, the temporary suspension of the policy allowing the pre-purchase of graves be approved.

Strategic Director
Adults and
Community

EXECUTIVE BOARD SUB COMMITTEE – 2ND DECEMBER 2010

**SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND THE LOCAL GOVERNMENT (ACCESS TO
INFORMATION) ACT 1985**

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it is likely that, in view of the nature of the business, exempt information will be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

ES57 WIDNES RECREATION CLUB

The Sub-Committee considered a report on the progress on the development and management of the Widnes Recreation Club site. At a previous meeting of the Executive Board, it approved a process to market test for expressions of interest to develop the site and gave delegated authority to the Strategic Director and portfolio holder to move to letting a lease.

Following an advert placed to attract expressions of interest, three completed pre qualification questionnaires were received and two of the expressions of interest moved to the second stage of submitting proposals for the management and development of the premises. Both submitted proposals but only one addressed the issues the Council wished to see addressed in the descriptive document.

RESOLVED: That

(1) the Board endorse the progress on the development and management of the Widnes Recreation Club site;

(2) the Operational Director of Community Services be authorised to enter into negotiations with Widnes Sports Limited for the development and lease of the Widnes Recreation Club site;

(3) the Strategic Director, Adults and Community, in conjunction with the portfolio holders for Environment, Leisure and Sport, and Corporate Services be authorised to develop detailed proposals for the development and lease of

Strategic Director
- Adults and
Community

the site; and

(4) the Board resolved that this decision required immediate action due to the deterioration of the site therefore this decision be excluded from the call-in procedure.

REPORT TO: Environment & Urban Renewal Policy & Performance Board

DATE: 5th January 2011

REPORTING OFFICER: Strategic Director Resources

SUBJECT: Performance Management Reports for Quarter 2 of 2010/11

WARDS: Boroughwide

1.0 PURPOSE OF REPORT

To consider and raise any questions or points of clarification in respect of performance management reports for the second quarter of 2010/11 (to September 2010). The report details progress against service objectives/ milestones and performance targets, and describes factors affecting the service for:

- Employment, Economic Regeneration and Business Development (Business Development & Regional Affairs)
- Highways, Transportation and Logistics
- Environment & Regulatory Services
- Prevention & Commissioning (Housing Strategy)

2.0 RECOMMENDED: That the Policy and Performance Board

- 1) Receive the second quarter performance management report;**
- 2) Consider the progress and performance information and raise any questions or points for clarification; and**
- 3) Highlight any areas of interest and/or concern where further information is to be reported at a future meeting of the Policy and Performance Board.**

3.0 SUPPORTING INFORMATION

- 3.1 Directorate Overview reports and associated individual Departmental Quarterly Monitoring reports have been previously circulated via a link on the Members Information Bulletin to allow Members access to the reports as soon as they become available. These reports will also provide Members with an opportunity to give advanced notice of any questions, points raised or requests for further information, to ensure the appropriate Officers are available at the Board Meeting.
- 3.2 Where a Department presents information to more than one Policy & Performance Board some reconfiguration of the reports has been

actioned to reflect Board responsibilities as shown in the following papers.

- 3.3 The departmental objectives provide a clear statement on what the services are planning to achieve and to show how they contribute to the Council's strategic priorities. Such information is central to the Council's performance management arrangements and the Policy and Performance Board has a key role in monitoring performance and strengthening accountability.
- 3.4 For 2010/11 direction of travel indicators have also been added where possible, to reflect progress for performance measures compared to the same period last year.

4.0 POLICY IMPLICATIONS

- 4.1 There are no policy implications associated with this report.

5.0 OTHER IMPLICATIONS

- 5.1 There are no other implications associated with this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 6.1 Departmental service objectives and performance measures, both local and national are linked to the delivery of the Council's priorities. The introduction of a Directorate Overview report and the identification of business critical objectives/ milestones and performance indicators will further support organisational improvement.
- 6.2 Although some objectives link specifically to one priority area, the nature of the cross - cutting activities being reported, means that to a greater or lesser extent a contribution is made to one or more of the Council priorities.

7.0 RISK ANALYSIS

- 7.1 Not applicable.

8.0 EQUALITY AND DIVERSITY ISSUES

- 8.1 Not applicable.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTIONS 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Not applicable		

Departmental Quarterly Monitoring Report

<u>Directorate:</u>	Environment & Economy
<u>Department:</u>	Highways, Transportation & Logistics
<u>Period:</u>	Quarter 2 - 1 st July – 30 th September 2010

1.0 Introduction

This quarterly monitoring report covers the Highways, Transportation & Logistics Department second quarter period up to 30th September 2010. It describes key developments and progress against 'key' milestones and performance indicators for the service.

The way in which the traffic lights symbols and direction of travel indicators have been used to reflect progress to date is explained within Appendix 8. 0

2.0 Key Developments

Following completion of a competitive procurement exercise, Tarmac Contracting Ltd has been awarded the term contract for maintenance and renewal of street lighting, highway signage and associated infrastructure.

This contract is for a period of 5 years but with scope for a potential extension of an additional 5 years.

3.0 Emerging Issues

Highways And Transportation Consultancy Services Framework Agreement

The Council's highways and transportation consultancy services framework agreement with Mott MacDonald Ltd expires at the end of March 2011 and processes for procurement of future consultancy services have been initiated.

Procurement Centre of Excellence has advised that the NW Construction Hub which is a consultancy services framework currently being developed on a regional basis may be suited to HT&L's requirements in this regard.

As details of the Hub's scope, structure and how commissions will be invited are still developing a decision regarding its suitability will be made towards the end of the year.

Public Contracts Regs make provision for a 6 months extension to current arrangements and it is likely that Executive Board Sub approval will be sought for this option to be exercised and thereby for the Mott MacDonald engagement to be prolonged accordingly. This will allow time to evaluate suitability of the Hub. If it is decided that the Hub is not suitable, Procurement have recommended that the scope of HBC's framework engagement is broadened to include Council wide consultancy services requirements.

Local Sustainable Transport Fund

Plans for a new Local Sustainable Transport Fund were announced by Local Transport minister Norman Baker on 22nd September. The fund will challenge local transport authorities outside London to develop packages of measures that support economic growth and reduce carbon in their communities.

Transport authorities will be eligible to apply to the fund for schemes that deliver sustainable travel in their areas. The fund will focus on authorities who offer the highest returns, demonstrate partnership working and best value for money. Measures will be expected to improve access to jobs and services, reduce congestion and deliver better air quality and safety improvements. Schemes could include practical measures to encourage walking and cycling; initiatives to improve the integration between different modes of travel; and deliver better public transport priority.

The establishment of the fund will rationalise existing transport funding streams, and significantly reduce the number of centrally funded grants. Details about the fund and the level of resources to be made available will be announced following the conclusion of the Spending Review.

4.0 Service Objectives / milestones




4.1 Progress against 'key' objectives / milestones

Total	20		9		8		3
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Task completion dates for LTP3 milestones have slipped by 1 month but it is still expected that the submission date of March 2011 will still be met.

Although the Mersey Gateway has now received funding approval, further detail is awaited and the outcome from the public enquiry has yet to be given.

4.2 Progress against 'other' objectives / milestones

Total	0		0		0		0
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There are presently no objectives/ milestones of this type identified for this service.

5.0 Performance indicators

5.1 Progress Against 'key' performance indicators

Total	22		8		3		1
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For further details please refer to Appendix 3.

Please note that the total also includes 10 indicators for which information is currently unavailable.

The red indicator here represents the negative impact that the levels of road works along routes and also the diversions created have had on the excess waiting time (minutes) for frequent bus services. This has also led to the uncertainty over NI178 (bus service punctuality).

5.2 Progress Against 'other' performance indicators

Total	13		5		1		0
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For further details please refer to Appendix 4.

Please note that the total also includes 7 indicators for which information is currently unavailable.

Uncertainty is noted for third party compensation claims received due to alleged highways / footway defects as the projected total claims for the year is likely to exceed the target. However it should be noted that the number of successful claimants against the council shows a downward trend.

6.0 Risk Control Measures

There are no Risk Control Measures for this area.

7.0 Progress against high priority equality actions

There are no High Priority Equality Actions for this area.

8.0 Data quality statement

The author provides assurance that the information contained within this report is accurate and valid and that every effort has been made to avoid the omission of data. Where data has been estimated, has been sourced directly from partner or other agencies, or where there are any concerns regarding the limitations of its use this has been clearly annotated.

9.0 Appendices

- Appendix 1 Progress Against 'key' objectives / milestones
- Appendix 2 Progress against 'other' objectives / milestones
- Appendix 3 Progress against 'key' performance indicators
- Appendix 4 Progress against 'other' performance indicators
- Appendix 5 Financial Statement
- Appendix 6 Explanation of use of symbols

Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
HTL 1	Mersey Gateway – Complete the procedural process to achieve all necessary orders and conditional approval of the Business Case for the construction of the Mersey Gateway within the timescales required.

Milestones	Progress Q 2	Supporting Commentary
Submit Outline Business Case (OBC) to DfT TBA (Under review).	?	The Mersey Gateway was one of the major infrastructure projects called in under the Governments Comprehensive Spending Review in June this year, it did receive a positive outcome with the Chancellor's announcement in October that the Mersey Gateway Project is to receive Government support. It is understood that the full details of the funding arrangements and the extent of the Government's contribution to the project will be forthcoming in January 2011.
DfT Ministerial approval TBA (Under review, previously July 2010).	?	
HM Treasury approval (Chief Secretary TBA (Under review, previously August 2010).	?	
Secretary of State confirms the orders for the construction of the Mersey Gateway October 2010.	?	


Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
HTL 2	Mersey Gateway - Commence the procurement process for the construction of Mersey gateway to ensure that the project can be completed within the required timescales.

Milestones	Progress Q 2	Supporting Commentary
Publish invitation to prospective tenders in the Official Journal of the European Union (OJEU) TBA (Under review).	?	In addition the Council is still awaiting the outcome of the Public Inquiry together with the Secretaries of State's decision on the consents and Orders which, again, is expecting early in 2011. On receipt of the satisfactory consents and Orders it is the Council's intention to continue the land acquisition process through implementation of the Transport and Works Act Order and Compulsory purchase Orders to assemble all the remaining land required for the construction and operation of the proposed Mersey Gateway Bridge and associated infrastructure. In the majority of cases this is likely to be carried out through the GVD procedure for those interests that have not acquired by agreement. Although the acquisitions will be through the implementation of compulsory purchase powers, as far as possible, regard will still be had to the Mersey Gateway Relocation Strategy.
Prequalification of bids TBA (Under review).	?	
Commence Competitive Dialogue process TBA (Under review).	?	
Acquire all land interests for the scheme TBA (Under review).	?	

Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
HTL 3	LTP Capital Programme - Deliver the LTP Capital Programmes to ensure that the transport system is maintained and developed to meets local needs

Milestones	Progress Q 2	Supporting Commentary
To deliver the 20010/11 LTP Capital Programme March 2011.		<p>Following the Government's in-year budget reduction which removed the Road Safety Capital Grant, the LTP Capital Programme now comprises two funding blocks:</p> <p>Bridge and Road Maintenance: This is on programme. For details of the Major Bridge Maintenance elements of the programme see HTL5. Design of Road Maintenance schemes is complete. Phase 1 works were completed during the summer months and Phase 2 of the programme is underway with an anticipated completion date of end November. The footway reconstruction programme is also in progress. The first phase was completed during the summer. Works are underway on Phase 2 of the programme with the final phase due to be implemented for completion during Quarter 4</p> <p>Integrated Transport programme: Following public consultation during the summer, Quality Transport Corridor schemes for the Ditton / Hale Road corridor are due for implementation during Quarter 3. Sections of the North – South corridor (pedestrian improvements at various junctions - Birchfield Road to Black Horse junction) have been designed and are now subject to consultation. Improvements to passenger waiting facilities at the Greenoaks and Halton Lea South bus stations have been designed and are under discussion with the site owners / operators. It is anticipated that these will be delivered during the final quarter. For progress on proposals at Hough Green and Widnes railway stations, see HTL6</p>





Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
HTL 4	Local Transport Plan 3 – Develop a third Local Transport Plan for Halton, monitor progress against the Council's transport goals and submit reports to ensure progress is maintained.

Milestones	Progress Q 2	Supporting Commentary
Executive Board approval for LTP3 strategy consultation document September 2010.		Executive Board approval gained 14-10-10.
Progress report on LTP 2 to Members October 2010.		Planned to go to Environment & Urban Renewal PPB 24-11-10
Finalise LTP3 strategy and implementation December 2010.		Planned for 17-12-10
Executive Board approval for LTP3 January 2011.		Planned to go to Executive Board 10-2-10.
Submit LTP 3 to DfT. March 2011.		On track.

Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
HTL 5	Silver Jubilee Bridge (SJB) Complex Major Maintenance Scheme – Delivery of the remaining programme of major works identified within the revised SJB Complex Maintenance Strategy to ensure continued unrestricted availability of the SJB crossing and to allow future maintenance to be delivered on a steady state, lifecycle planned basis.

Milestones	Progress Q 2	Supporting Commentary
Review progress, revise SJB maintenance strategy document and deliver 2010/11 works programme to maximise effectiveness of PRN Grant funding availability prior to its expiry March 2011 .		Works programme ongoing. Projection is to complete all activities for which funding is available through Primary Route Network Grant.
Initiate formal project management principles and satisfy all other conditions attached to DfT approval of SJB Complex Major Maintenance Scheme October 2010 .		Awaiting Corporate Training action regarding organising PRINCE2 Project Management Practitioner training. This is expected to be completed within Q3
Complete consideration of implications of approval of Mersey Gateway project for funding and delivery of future major bridge maintenance requirements within SJB Complex September 2010 (depending upon the outcome of the Secretary of State's decision).		Advance information regarding implications for Silver Jubilee Bridge Complex major maintenance funding requirement (potential £7.5m reduction) has been provided to Mersey Gateway team and this has been reported to MG Executive Board
Complete procurement of consultancy services framework to ensure continued availability of specialist support beyond expiry of existing framework agreement March 2011 .		Procurement Centre of Excellence has taken lead on investigating options for future procurement of consultant support. Preference is to investigate suitability of developing NW Construction Hub framework. This would involve pursuing 6 month extension of current arrangements.

Appendix 1: Progress Against 'key' objectives / milestones





Ref	Objective
HTL 6	Improving the quality and accessibility of public transport services in Halton to encourage the use of sustainable transport and increase its accessibility by vulnerable group

Milestones	Progress Q 2	Supporting Commentary
Complete Mersey Gateway sustainable transport strategy document. April 2010	<input checked="" type="checkbox"/>	<p>The Mersey Gateway Sustainable Transport Strategy (MGSTS) was agreed and published in February 2009. The MGSTS sets out how the Project can both facilitate and encourage sustainable transport in the Borough, and both provides for, and enables sustainable interventions and initiatives to be developed and implemented.</p> <p>Although the actual document is complete, the overall policy implications are on hold until after the Spending Review in autumn 2010. This is due to the MGSTS being reliant on the Mersey Gateway Project being approved as the Mersey Gateway Project provides some of the funding.</p>
Improvements to local rail station car park. March 2011.	<input checked="" type="checkbox"/>	<p>Improved car parking, access and safety & security improvements at Widnes railway station now have design approval and work is scheduled to commence during Quarter 3, once 'Station Change' has been agreed between Network Rail and the train operating company, Northern Rail. Amended proposals to Hough Green station car park to provide 48 marked spaces and improved access have also been submitted to Network Rail / Northern for approval. This is a reduced scheme following the in-year budget cuts to the integrated transport programme.</p>






Appendix 2: Progress Against 'other' objectives / milestones

Ref	Objective
	There are presently no objectives / milestones of this type identified for the service.

Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
Fair Access							
<u>HTL LI6</u>	No. of passengers on community based accessible transport	241,810	255,000	122,027		N/A	Passenger number figures for quarter 2 at a good level, target figure therefore looking to be achieved. The figure represents the total number of passengers carried both on HBC Fleet Transport and Halton Community Transport services.
<u>NI 167</u>	Congestion during morning peak times	N/A Externally Monitored	N/A Externally Monitored	N/A Externally Monitored		N/A	Congestion during morning peak times – monitoring only is required using Department for Transport data.
<u>NI 175</u>	To increase the percentage of households who live in the top five most deprived wards in the Borough, who do not have access to a car living within 40 minutes travel time to: a) Whiston Hospital b) Warrington Hospital	100% 100%	100% 100%	100% 100%	 	N/A N/A	The figures for a) and b) were achieved during the previous year and have been maintained this during this year due to funding being secured.

Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
	c) Riverside College (Runcorn Campus)	93%	90%	93%		N/A	The figures for c) and d) were achieved during the previous year and have been maintained.
	d) Riverside College (Widnes Campus)	98%	95%	98%		N/A	
<u>NI 176</u>	Percentage of people of working age living within a catchment area of a location with more than 500 jobs by public transport and/or walking	-	100%	100%		N/A	This figure is provided directly from the Central Data Hub at the Department for Transport.
<u>NI 177</u>	Number of local bus passenger journeys originating in the authority area in one year	6,219,683	6,130,000	1,545,237			Target figure expected to be achieved

Appendix 3: Progress Against 'key' performance indicators







Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Service Delivery							
<u>HTL LI10</u>	No. of people killed or seriously injured (KSI) in road traffic collisions. (5 Year Av.)	54.2	50.6 (2010)	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis.
<u>HTL LI11</u>	No. of children (<16) killed or seriously injured (KSI) in road traffic collisions. (5 year Av.)	8.6	8.2 (2010)	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis.
<u>HTL LI12</u>	No. of people slightly injured in road traffic collisions.	374	430 (2010)	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis.
<u>HTL LI15</u> Ex BVPI 224b	Condition of Unclassified Roads (% of network where structural maintenance should be considered).	11	9	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis.
<u>NI 47</u>	Percentage change in number of people killed or seriously injured during the calendar year compared to the previous year. Figures are based on a 3 year rolling average, up to the current year.	5.9%	-10.4% (2010)	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis.


Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
<u>NI 48</u>	The percentage change in number of children killed or seriously injured during the calendar year compared to the previous year. Figures are based on a 3 year rolling average, up to the current year.	0%	0.0% (2010)	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis.
<u>NI 168</u>	Percentage of principal road network where structural maintenance should be considered.	1	2	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis.
<u>NI 169</u>	Non principal roads where maintenance should be considered.	3	4	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis.

Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
NI 178	Bus service punctuality, Part 1: The proportion of non frequent scheduled services on time (%):						
	a) Percentage of buses starting on time	89.84%	97.6%	98.46%			Q2 figure is performing above the target for 2010/11. It is anticipated that this level will remain for the remainder of the year. Operators have made slight changes to operating schedules to allow recovery time at the terminus.
	b) Percentage of buses on time at intermediate timing points	83.37%	85%	80.42%			Considerable levels of roadworks were taking place within this period. For example Runcorn High Street closed and a diversion sending traffic from the Expressway on to the Bridge. The exit from the Bridge to Runcorn Town Centre was also reduced to one Lane. The operators have also indicated that roadworks in Liverpool are having a knock on effect on services in the Borough.
	Part 2: For frequent services, the excess waiting time (minutes)	0.07	1.05	1.54			This target is affected by delays to services caused by the levels of road works along routes and also the diversions created.






Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
NI 189	Flood and coastal erosion risk management (% of agreed actions to implement long term flood and coastal erosion risk management plans that are being undertaken satisfactorily)	100%	100%	Refer to comment		N/A	Progress against the agreed actions from the Catchment Flood Risk Management Plan (CFRMP) and Shoreline Management Plan (SMP) is ongoing. Strategic Flood Risk Management plan2 is close to completion. Work on a Surface Water Management Plan is underway. Use of Sustainable Drainage Systems (SuDS) drainage techniques is embedded within the planning process.



Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
NI 198	Children travelling to school – mode of transport usually used (%).						Annual figure. Data not available on quarterly basis.
	a) Children aged 5 – 10 years:			Refer to comment	N/A	N/A	
	Cars	41.3%	43.5%				
	Car share	3.5%	2.5%				
	Public transport	2.3%	2.2%				
	Walking	52.4%	51.2%				
	Cycling	0.4%	0.5%				
	Other	0.1%	0.1%				
	b) Children aged 11 – 15 years			Refer to comment	N/A	N/A	
	Cars	25.4%	27.8%				
Car share	2.4%	2.6%					
Public transport	21.3%	18.9%					
Walking	48.9%	48.8%					
Cycling	1.7%	0.9%					
Other	0.3%	1.0%					



Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
Cost & Efficiency							
HTL LI1	Number of third party compensation claims received due to alleged highway / footway defects	131	110	81	?		Projected total claims received for year likely to exceed target. It should be noted however that numbers of successful claims show a downward trend.
HTL LI2	Increase MOT test facility turnover by 3% per annum (£)	182,209	181,692 (+3%)	114,056			Target exceeded for the half year.
Fair Access							
HTL LI3	% of pedestrian crossings with facilities for disabled people (Previously BVPI 165)	70	70	70.6%			No programme to bring existing sites up to standard. Any new installations to be compliant
HTL LI5	% of footpaths and Rights of Way that are easy to use.	85 (Provisional)	87	Refer to comment	N/A	N/A	The survey of Rights of Way will be undertaken during Quarter 3.
HTL LI7	% of bus stops with Quality Corridor accessibility features. (No. of stops – 603)	46	47	Refer to comment	N/A	N/A	Q2 figure not available as indicator was reported annually. Bus stop locations identified and surveyed, further progress to take place during quarter 3.



Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
Service Delivery							
HTL LI13	Average number of days taken to repair street lighting fault: non DNO (Street lights controlled by the authority). (Previously BVPI 215a).	5	5	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis. New Term Maintenance Contractor about to be appointed
HTL LI14	Average number of days taken to repair street lighting fault: DNO (Street lights controlled by the energy provider). (Previously BVPI 215b)	20	30	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis. The performance on this indicator can be affected by other demands on the DNO resources, such as adverse weather conditions
HTL LI17	Damage to roads and pavements (% dangerous damage repaired within 24 hours)	98.81	98	98.4%			Currently on target.

Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
HTL LI19a	No of sites with new bus shelters	70	75	70	N/A	N/A	No quarter 2 2009/10 figure to compare against so direction of travel be N/A. This indicator used to be reported on annually Bus stop locations have been identified and surveyed. A request for quotes has been posted through the procurement process for shelters. Further progress to take place during quarter 3 once the RFQs are returned.
HTL LI19b	No of sites with replacement bus shelters	75	72	75	N/A	N/A	No quarter 2 2009/10 figure to compare against so direction of travel be N/A. Target achieved, bus stop locations identified with installation to commence during quarter 3.
HTL LI20	Percentage of schools with School Travel Plans in place	100%	100%	Refer to comment	N/A	N/A	Annual figure. Data not available on quarterly basis.
HTL LI21	Percentage of employers (> 100 employees) with Green Travel Plans in place.	60%	63%	62%			Green Travel Plans are currently being developed, further progress will be achieved during quarter 3.

Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
HTL LI22	Proportion of LGV's that pass the annual MOT test first time.	97%	90%	100%			Target exceeded due to enhanced preventative maintenance procedures

Appendix 5 Financial Statement

HIGHWAYS & TRANSPORTATION & LOGISTICS**Revenue Budget as at 30th September 2010**

	Annual Budget	Budget To Date	Actual To Date	Variance To Date	Actual Including Committed Items
	£'000	£'000	£'000	(overspend) £'000	£'000
Expenditure					
Employees	4,032	2,096	2,038	58	2,038
Other Premises	254	149	135	14	146
Hired & Contracted Services	347	134	134	0	160
Supplies & Services	362	183	164	19	210
Street Lighting	1,873	690	651	39	712
Highways Maintenance	2,295	870	851	19	1,886
Bridges	130	50	30	20	117
Eastern Relief Road (met by grant)	219	40	29	11	149
Fleet Transport	2,126	1,067	1,154	(87)	1,154
Bus Support – Halton Hopper Tickets	160	80	129	(49)	129
Bus Support – Rural Bus Subsidy	41	21	0	21	0
Bus Support Out of Borough	858	429	416	13	416
Transport	51	26	22	4	22
Other Transport	192	96	85	11	85
Finance Charges	368	184	180	4	180
Grants to Voluntary Organisations	122	122	122	0	122
Contribution to Externally Funded Projects	150	62	62	0	62
NRA Levy	59	29	31	(2)	31
Total Expenditure	13,639	6,328	6,233	95	7,619

Appendix 5 Financial Statement

Income					
Sales	-206	-92	-198	106	-198
Fees & Charges	-429	-169	-205	36	-205
Rents	-14	-7	-7	0	-7
Grants & Reimbursements	-422	-187	-193	6	-193
Recharge to Capital	-661	0	-1	1	-1
Total Income	-1,732	-455	-604	149	-604
Net Controllable Expenditure	11,907	5,873	5,629	244	7,015
Recharges					
Premises Support	278	12	15	(3)	15
Use of Transport	294	151	152	(1)	152
Asset Charges	5,215	78	78	0	78
Support Service Income	-2,229	-762	-771	9	-771
Transport Recharges	-2,618	-1,309	-1,333	24	-1,333
Central Support Services	0	0	0	0	0
Net Total Recharges	940	-1,830	-1,859	29	-1,859
Net Departmental Total	12,847	4,043	3,770	273	5,156

Comments on the above figures:

In overall terms revenue spending at the end of quarter 2 is below budget profile. This is due to a number of expenditure budget areas. Staffing is below budget to date due to vacancies, particularly in the Highway Development section.

With regards to works budgets – Street Lighting, Highways Maintenance, Bridges and Eastern Relief Road these budgets usually incur expenditure towards the end of the financial year due to the nature of the work undertaken. As a result these budgets will be spent by the financial year-end.

With regards to Fleet Transport & Bus Support – Halton Hopper, the overspends are offset by the increase in sales and fees & charges income.

With regards to income, fees and charges is above budget to date as a result of more defects spotted than anticipated and prolonged occupation of highways by utilities. Grants and reimbursements is above budget to date due to supervision of private sector development. This income is ad hoc and therefore difficult to estimate. Last quarter this was below the budgeted target.

At this stage it is anticipated that overall spend will be in line with the Departmental budget by the financial year-end.

Appendix 5 Financial Statement

HIGHWAYS & TRANSPORTATION**Capital Projects as at 30th September 2010**

	2010/11 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
Local Transport Plan				
Bridges & Highway Maintenance				
Bridge Assessment, Strengthening & Maintenance	6,905	1,804	2,227	4,678
Road Maintenance	1,690	686	418	1,272
	8,595	2,490	2,645	5,950
Total Bridge & Highway Maintenance				
Integrated Transport	1,325	100	70	1,255
Total Local Transport Plan	9,920	2,590	2,715	7,205
Halton Borough Council				
Flood Defence	100	0	0	100
Street lighting – Structural Maintenance	200	200	145	55
Bringing Roads to Adopted Standard	100	25	0	100
	120	0	0	120
Salt Barn at Lowerhouse Lane Depot/CCTV				
Fleet Replacements	550	0	0	550
	1,070	225	145	925
Total Halton Borough Council				

Appendix 5 Financial Statement

Section 106/External Funded Work	19	9	0	19
	164	0	0	164
Royal Avenue Car Parking				
Widnes Station Access	168	84	97	71
Improvements & Car Park Extension	51	26	0	51
	175	0	0	175
Upton Rocks Distributor Road	50	40	44	6
B&Q Site – Public Transport				
Asda Runcorn				
A56/Eastern Expressway Improvements				
Total Section 106/External Funded Work	627	159	141	486

Comments on the above figures:




The LTP allocation for financial year 10/11 was £8,937k but £1,863k of unspent grant was carried forward from 09/10. The LTP allocation has recently been cut by £880k the above figures reflect this.

HIGHWAYS & TRANSPORTATION**LSP, External or Grant Funded Items as at 30th September 2010**

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000	Actual Including Committed Items £'000
Accessible Transport	26	13	13	0	13
Neighbourhood Travel Team	55	28	0	28	2
Total Local Strategic Partnerships Funding	81	41	13	28	15




Appendix 6 Explanation of Symbols

Symbols are used in the following manner:

Progress		<u>Objective</u>	<u>Performance Indicator</u>
Green		Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
Amber		Indicates that it is <u>uncertain or too early to say at this stage</u> , whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage</u> whether the annual target is on course to be achieved.</i>
Red		Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an <u>intervention or remedial action</u> taken.</i>

Direction of Travel Indicator

Where possible performance measures will also identify a direction of travel using the following convention

Green		<i>Indicates that performance is better as compared to the same period last year.</i>
Amber		<i>Indicates that performance is the same as compared to the same period last year.</i>
Red		<i>Indicates that performance is worse as compared to the same period last year.</i>
N/A		<i>Indicates that the measure cannot be compared to the same period last year.</i>

Departmental Quarterly Monitoring Report

<u>Directorate:</u>	Environment & Economy
<u>Department:</u>	Employment, Economic Regeneration & Business Development
<u>Period:</u>	Quarter 2 - 1 st July – 30 th September 2010

1.0 Introduction

This quarterly monitoring report covers the Employment, Economic Regeneration & Business Development Department second quarter period up to 30th September 2010. It describes key developments and progress against 'key' milestones and performance indicators for the service.

The way in which the traffic lights symbols and direction of travel indicators have been used to reflect progress to date is explained within Appendix 8.

2.0 Key Developments

Castlefields

- CPO of the existing local shopping centre; full and final settlement figure of £908,750 agreed avoiding Lands Tribunal and the fees associated with this.
- Stage 2 Board Approval granted for the £4 million new Health Centre on 21st September 2011.

3MG

Three large scale enquiries are being progressed.

Widnes and Runcorn Town Centre

A number of improvements have been approved. In Runcorn this includes demolition and landscaping of the former gas show rooms, development of car park by the bus station, new signage, replacement of bins, repainting of bollards/railings and columns. In Widnes it includes new benches, new bins, new signage, removal of the gazebo and shop front grants.

External Funding

- The team has helped secure funding to the value of £272,731 made up of 13 grants. Examples include £67,000 from Esmee Fairbairn for Halton Carers Centre; £24,000 from Lloyds TSB Foundation for Halton Community Transport; £50,089 from BIFFA for Hale Youth Centre.
- This quarter has been one of the highest for new Funding Enquiries with 54. The majority have come from the voluntary/community sector 25 with HBC requests totalling 14.

Inward Investment and Business Support

- The overall level of inward investment enquiries remains depressed in comparison with previous years. In the current reporting period a number of major redundancies have been announced in the Borough, for example at DHL in Runcorn.
- Working in partnership with Liverpool Vision, Halton Chamber of Commerce and Enterprise and the Halton Enterprise Board, businesses in the borough were approached to see how many would be interested in attending the Shanghai World Expo 2010. Five local companies were identified who expressed an interest and three elected to join a UKTI mission to Shanghai and Chengdu and began to work closely with UKTI\CBBC to ascertain their individual needs and to develop a comprehensive market intelligence and research brief to ensure that they maximised the benefits from their visit to China. Two companies subsequently dropped out of the trade mission citing difficult trading conditions in the UK market. However, Transact Engineering Ltd is part of the UKTI mission to Shanghai and Chengdu while a further Halton company, Regionplus Ltd, will attend the World Expo in Shanghai.

Business Improvement Districts

The newly appointed Business Parks Officer has made considerable progress with the delivery of the 2010\2011 programme of initiatives at Astmoor and Halebank Industrial Estates together with the resurrection of the Widnes Waterfront Business Steering Group. New initiatives include a wholesale review of, and improvements to, the estate wide security systems, improved landscape maintenance, better networking and business support within the estates and measures to tackle specific issues and neighbour disputes within the estate.

3.0 Emerging Issues

North West Development Agency

The announcement of the abolition of the NWDA by the coalition government will have a profound impact upon the delivery of economic regeneration across the region. A number of programmes funded by the NWDA which are accessed by Halton companies have already been suspended, for example the High Growth Programme and the Innovation Vouchers scheme, and will cease unless alternative funding is found.

More directly The Mersey Partnership (TMP) has announced that, as a consequence of reduced funding from the NWDA, both the Investment and Tourism Team will be curtailed resulting in a number of redundancies. Key individuals with whom the council work on a regular basis with respect to individual inward investment projects are scheduled to leave. Similarly, the Liverpool City Region Investor Development Programme which is funded by the NWDA and delivered by TMP, while funded until 2012, will see a considerable budget reduction which will impact upon the delivery of the programme in Halton and may see the loss of a TMP secondee based at the Municipal Building with the council Business Development Team. This post is particularly important in that it has responsibility for the Borough's portfolio of large and foreign owned companies.

Regional Growth Fund

This new funding stream has been announced by the government. Details are scant but it is known it will last for two years, will amount to £1Bn for the whole country and bids must be for a minimum of £1m. It is to be focused on enabling private sector spend and job creation. Submissions are being coordinated for the city region by the Mersey Partnership. Halton has submitted four bids to date -

- 3MG £9m
- Daresbury Science and Innovation Campus £1,056,750
- The Heath Business and Technical Park £1m
- Widnes Waterfront £2m

4.0 Service Objectives / milestones

4.1 Progress against 'key' objectives / milestones

Total	16		12		4		0
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For further details please refer to Appendix 1.

Due to uncertainties around funding from North West Development Agency (NWDA) and the European Regional Development Fund (ERDF) certain projects, such as the Local Economic Assessment, are on-hold.


4.2 Progress against 'other' objectives / milestones

Total	0		0		0		0
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There are presently no objectives/ milestones of this type identified for this service.

5.0 Performance indicators

5.1 Progress Against ‘key’ performance indicators

Total	1		1		0		0
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For further details please refer to Appendix 3.

5.2 Progress Against ‘other’ performance indicators

Total	5		3		1		0
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For further details please refer to Appendix 4. Please note that the total also includes 1 indicator for which information is currently unavailable.

6.0 Risk Control Measures

Please see Appendix 5.

7.0 Progress against high priority equality actions

There are no High Priority Equality Actions for this area.

8.0 Data quality statement




The author provides assurance that the information contained within this report is accurate and valid and that every effort has been made to avoid the omission of data. Where data has been estimated, has been sourced directly from partner or other agencies, or where there are any concerns regarding the limitations of its use this has been clearly annotated.

9.0 Appendices


- Appendix 1 Progress Against 'key' objectives / milestones
- Appendix 2 Progress against 'other' objectives / milestones
- Appendix 3 Progress against 'key' performance indicators
- Appendix 4 Progress against 'other' performance indicators
- Appendix 5 Progress against risk control measures
- Appendix 6 Progress against High Priority Equality Actions
- Appendix 7 Financial Statement
- Appendix 8 Explanation of use of symbols

Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
EEB 1	Promote economic diversity and competitiveness within an improved business environment.

Milestones	Progress Q 2	Supporting Commentary
Develop Science, Technology and Advanced Manufacturing sectoral action plan (following on from final PPB topic group report) by Dec 2010		The Skills for the STAM Sector Group met in Q2 and updated the Action Plan. New actions will be added to the action plan for Q3 and Q4 and these will focus on rolling out the use of the Routeway across agencies in the borough including schools, Connexions and HBC.
Deliver BID Year 3 action plan by Mar 2011		All elements of the BID Year III Action Plan on programme and on budget
Complete Local Economic Assessment by Mar 2011		TMP are leading at a sub-regional level with respect to the formulation of the LCR LEA. MIS are currently auditing all datasets across the LCR. However, uncertainty remains regarding the funding, and therefore the scale of the project, following the loss of NWDA funding.

Ref	Objective
EEB 5	To implement a regeneration plan for the Widnes Waterfront in accordance with the NWDA Performance Plan resulting in 44 ha. of regenerated land on the Widnes Waterfront.

Milestones	Progress Q 2	Supporting Commentary
Implementation proceeding in accordance with the NWDA performance Plan 10/11 (to be approved April 2010). This will set out the commitment of Halton's Urban Renewal Partnership (URSSP) to		Due to changes and significant funding cuts across the NWDA budget the performance plan has not been approved yet. However, it has confirmed that funding requested for the leisure development is not available. Other ways of delivering the project are being explored.

Appendix 1: Progress Against 'key' objectives / milestones




deliver a set of projects funded by the NWDA. Mar 2010.		
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Ref	Objective
EEB 6	To implement the Bayer Crop Science site regeneration in accordance with the NWDA grant funding agreement and the agreed Forward Strategy resulting in the regeneration of 40 acres of brownfield land at the Widnes Waterfront.


Milestones	Progress Q 2	Supporting Commentary
Secure ERDF funding and deliver site infrastructure project by Dec 2010	?	Conclusion reached that due to project timescales it will not be possible to utilise ERDF directly. However, the project is identified as one possible scheme for the North West JESSICA funding stream that is under development that will draw down ERDF when it does go live.
Take vacant possession of the Bayer site Mar 2011	<input checked="" type="checkbox"/>	Completed May 2010
Complete site remediation strategy by Mar 2011	<input checked="" type="checkbox"/>	On Target

Appendix 1: Progress Against 'key' objectives / milestones


Ref	Objective
EEB 7	To implement a regeneration plan for Castlefields according to the Castlefields Team Plan and Regeneration Masterplan resulting in the delivery of The Masterplan's vision of an holistically improved estate.

Milestones	Progress Q 2	Supporting Commentary
Implementation according to Masterplan Phase 2: Commence construction of the Village Square Phase 2 Mar 2011 .		Construction commenced on the substructure of blocks A&B (retail and residential). The programme has slipped marginally due to extensive service diversions with anticipated completion Summer 2011. The Health Centre is due to complete December 2011.
Prepare bid for phase 3 funding of the RSL housing renewal. Mar 2011		Bid submitted to the HCA for a further £3,096,000 to enable the demolition and redevelopment of Woodlands Walk, King Arthurs Walk and Merlin Close. Awaiting response from HCA, this has been delayed due to Coalition Government budget reviews.
Market Lakeside (subject to market review) Sep 2010		Market review underway. Opportunities to be seized as they arise.


Ref	Objective
EEB 8	Monitor investment levels in the three town centres in order to comply with Community Plan objectives (see Team Plan) and ensure a continued improvement in the quality of Halton's town centres.

Milestones	Progress Q 2	Supporting Commentary
Ensure continued investment in town centres of at		Further retail investment in Widnes is presently going through the planning system.



Appendix 1: Progress Against 'key' objectives / milestones

least £1 million per annum. Mar 2011.		
Owing to the economic recession, review the feasibility of the Canal Quarter development to achieve the Community Plan objectives and obtain improved facilities in the area. Mar 2011.		This is under review and will be informed by the Masterplan exercise being undertaken on Runcorn TC. In the meantime a programme of improvements has been approved for implementation this financial year.


Ref	Objective
EEB 9	Reclamation of contaminated and derelict land, including the 48 hectare St.Michael's Golf Course to produce a safe and attractive replacement course.

Milestones	Progress Q 2	Supporting Commentary
Phase 2, the remediation of the golf course is to be completed by the end of Mar 2011.		Phase 1 scheduled to complete late October and is on target to achieve this milestone.

Ref	Objective
EEB 10	To implement a regeneration plan for 3MG (Ditton Strategic Rail Freight Park) resulting in the creation of a regionally-significant rail freight park.

Milestones	Progress Q 2	Supporting Commentary
Subject to market testing, the disposal of Halton Borough Council Field Mar 2011.		The Council has identified a preferred development partner and is making progress through the legal documentation.
The provision of associated infrastructure, such as rail sidings Mar 2011.		The infrastructure associated with HBC Fields will be tied up in the development agreement and undertaken by the developer.

Appendix 1: Progress Against 'key' objectives / milestones



Complete the second phase of warehouse development on Stobart land and the improvements to Ditton Brook Mar 2011 .		Stobart are continuing to work with potential end users to bring about the second phase of development.
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Appendix 2: Progress Against 'other' objectives / milestones

Ref	Objective
There are presently no objectives / milestones of this type identified for the service.	






Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Service Delivery							
EEB LI17 Previously MP LI14	3MG: Outputs as set out in Masterplan (% achieved)	100	100	50			The scheme is on target in accordance with the Masterplan and there are no issue to raise at present.

Appendix 4: Progress Against 'other' performance indicators



Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Service Delivery							
EEB LI11 Previously MP LI4	Local business premises improved	10	10	0			Money has been allocated to other activity in the town centres.
EEB LI12 Previously MP LI6	Land reclamation programme (acres)	10	10	0			Reclamation of Golf Course is on track and due to complete in qtr3. Future update to be provided. Golf course when completed is 76 acres.
EEB LI13 Previously MP LI11	Outputs as set out in Bayer Forward Strategy (% achieved) To be agreed by NWDA	100	100	50%		N/A	Site investigation completed Water monitoring ongoing On target
EEB LI14 Previously MP LI15	Widnes Waterfront Programme: Outputs as set out in the Northwest Development Agency Performance Plan (% achieved)	100	100	Refer to comment	N/A	N/A	Inlight of the funding reductions and the proposed closure of the NWDA, discussions are currently ongoing regarding the revisions to the Widnes Waterfront Performance Plan. The recently published whitepaper will provide further clarification on how the programme will be delivered within the region.

Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
EEB LI15 Previously MP LI12	Castlefields Regeneration: Outputs as set out in Masterplan Phase 2 & SPD (% achieved)	100	100	45			The wider Programme is progressing well, however, the disposal of the two major sites have been put on hold due to the economic climate and will be reviewed in 6 months.

Appendix 5: Risk Control Measures

Ref	Risk Identified	Treatment Measure	Progress	Supporting Commentary
ER 1	Impact of the global recession on local business	Increased emphasis on business aftercare and the dissemination of inform to the business community		Changes to business support programmes still yet to be made clear by government. When it is clear we can explain to businesses what is available in the future.
ER 2	Impact upon service provision of anticipated reduction in core funding	Review and evaluation of non-essential service delivery		The government has recently announced a couple of proposed changes to the legislation which will have an impact on the service delivered by the department.

Appendix 6: High Priority Equality Actions

Ref	Service Area	High Priority Action	Progress	Supporting Commentary
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There are no High Priority Equality Actions for this area.

Appendix 7 Financial Statement

EMPLOYMENT, ECONOMIC REGENERATION & BUSINESS DEVELOPMENT
Revenue Budget as at 30th September 2010

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (Overspend) £'000	Actual Including Committed Items £'000
Expenditure					
Employees	4,868	2,522	2,370	152	2,379
Repairs & Maintenance	2,676	1,600	1,545	55	2,475
Energy & Water Costs	830	678	612	66	817
NNDR	836	836	923	(87)	923
Rents	1,054	263	263	0	263
Marketing Programme	44	22	12	10	13
Promotions	19	3	3	0	5
Development Projects	49	19	19	0	37
Supplies & Services	1,194	435	427	8	858
Agency	196	19	23	(4)	58
Capital Financing	-240	0	0	0	0
Asset Charges	1,657	0	0	0	14
Total Expenditure	13,183	6,397	6,197	200	7,842
Income					
Rent – Markets	-867	-433	-445	12	-445
Rent – Industrial Estates	-979	-489	-465	(24)	-465
Rent – Commercial	-519	-260	-236	(24)	-236
Sales	-3	-1	-5	4	-5
Fees & Charges	-332	-159	-175	16	-175
Reimbursements	-437	-95	-90	(5)	-90
Government grants	-822	-719	-729	10	-729
Recharges to Capital	-700	-113	-75	(38)	-75
Total Income	-4,659	-2,269	-2,220	(49)	-2,555
Net Controllable Expenditure	8,524	4,128	3,977	151	5,287
Recharges					
Premises Support	7	0	0	0	0
Office Accommodation	36	0	0	0	0
Property Recharges	568	0	0	0	0
Transport	68	34	27	7	27
Central Support Services	0	0	0	0	0
Departmental Support Services	0	0	0	0	0
Accommodation Recharge	-752	0	0	0	0
Support Service Recharge	-1,232	-335	-335	0	-335
Repair & Maintenance Recharges	-39	0	0	0	0
School's SLA Income	-676	-676	-755	79	-755
Internal Fees (Schools)	-76	-19	-19	0	-19
Net Total Recharges	-2,096	-996	-1,082	86	-1,082
Net Departmental Total	6,428	3,132	2,895	237	4,540

Appendix 7 Financial Statement

Comments on the above figures:

In overall terms revenue spending to the end of quarter 2 is under budget.

Regarding expenditure, employee costs are under budget for the period, which is mainly due to vacancies that exist within the Enterprise & Employment Team. Also, external funding is being used to fund some posts.

Energy and Water costs are falling due to the negotiation of new contracts and potentially there may be a saving on this account.

NNDR expenditure is over budget for the period which is due to the Council incurring charges for a number of recently purchased vacant industrial units. Runcorn Town Hall, Rutland House and Grosvenor House have also recently had rates reviews which have resulted in NNDR charges increasing on these buildings.

Regarding income, rent from Industrial Units is below budget for the period which again is due to a significant number of vacant units. This will be monitored closely however it is anticipated at this stage that there will be a shortfall in income on this account.

At this stage, it is anticipated that overall revenue spending will be within departmental budget by year-end.

Appendix 7 Financial Statement

EMPLOYMENT, ECONOMIC REGENERATION & BUSINESS DEVELOPMENT**Local Strategic Partnership Schemes as at 30th September 2010**

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (Overspend)	Actual Including Committed Items
	£'000	£'000	£'000	£'000	£'000
Employment Outreach	60	30	35	(5)	35
Prescription for Advice	40	20	0	20	0
Halton ILM/Stepping Stones	160	80	35	45	35
Enterprise Development	386	193	115	78	115
Enhanced Debt Advice	40	20	0	20	0
Supported Employment	106	53	60	(7)	60
Nbr'hood Employment Officers	252	126	66	60	66
Links 2 Work	25	12	14	(2)	14
YMCA Skills for Life	30	15	8	7	8
Inspiring Women	13	6	5	1	5
Graduate Work Experience	49	24	1	23	1
NEET Employers Foundation	36	18	-17	35	0
Employment	28	14	0	14	0
Pre-level 2 Provision	288	144	43	101	43
Halton Employment Partnership	899	449	382	67	382
Apprenticeship Support	258	129	60	69	60
Business Parks Imprvmts	19	9	2	7	2
Partnership Co-ordinator	20	10	8	2	8
Total Expenditure	2,709	1,352	817	535	834

Appendix 7 Financial Statement

Comments on the above figures:

Local Strategic Partnership (LSP) funding spending to the end of quarter 2 is below budget profile.

Regular monitoring reports are sent to the LSP in respect of all LSP projects and any areas of concern are dealt with throughout the year by the LSP support team and individual project managers. Some variances against the budget are expected, as the LSP have deliberately over-programmed in order to ensure that the full allocation of Working Neighbourhood Fund grant is spent during the year.

Appendix 7 Financial Statement

EMPLOYMENT, ECONOMIC REGENERATION & BUSINESS DEVELOPMENT**Capital Projects as at 30th September 2010**

	2010-11 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Total Allocation Remaining £'000
<u>Multi-Funded Projects</u>				
Widnes Waterfront	1,095	221	78	1,017
Castlefields	3,138	566	566	2,572
3MG	373	135	135	238
<u>LSP (Urban Renewal) Projects</u>				
Property Purchase	147	0	0	147
Contaminated Land	95	47	17	78
<u>HBC Projects</u>				
Venture Fields	3,420	0	0	3,420
Muni Building Refurb	2,469	600	377	2,092
Runcorn TH Refurb	11	2	2	9
Council Chamber Refurb	100	0	0	100
Golf Course	2,255	852	1,144	1,111
Disabled Access	200	48	54	146
Total Capital	13,303	2,471	2,373	10,930




Appendix 7 Financial Statement

Comments on the above figures:

With regard to the three programmes detailed under the Multi Funded Projects header, there is continued change to the programmes and the costings/funding allocations are being continually updated.




Appendix 8 Explanation of Symbols

Symbols are used in the following manner:

Progress		<u>Objective</u>	<u>Performance Indicator</u>
Green		Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
Amber		Indicates that it is <u>uncertain or too early to say at this stage</u> , whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage whether the annual target is on course to be achieved</u>.</i>
Red		Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved unless there is an intervention or remedial action taken</u>.</i>

Direction of Travel Indicator

Where possible performance measures will also identify a direction of travel using the following convention

Green		<i>Indicates that performance is better as compared to the same period last year.</i>
Amber		<i>Indicates that performance is the same as compared to the same period last year.</i>
Red		<i>Indicates that performance is worse as compared to the same period last year.</i>
N/A		<i>Indicates that the measure cannot be compared to the same period last year.</i>

Departmental Quarterly Monitoring Report

Directorate: Environment & Economy

Department: Environmental & Regulatory Services

Period: Quarter 2 - 1st July – 30th September 2010

1.0 Introduction

This quarterly monitoring report covers the Environmental & Regulatory Department second quarter period up to 30th September 2010. It describes key developments and progress against 'key' milestones and performance indicators for the service.

The way in which the traffic lights symbols and direction of travel indicators have been used to reflect progress to date is explained within Appendix 8.

2.0 Key Developments

Waste & Environmental Improvement Service area

During this quarter the RecycleBank 'rewards for recycling' scheme was extended to a further 36,000 households across the borough. The scheme rewards residents with points for recycling through the blue wheeled bin recycling service. These points can then be exchanged for money off goods and services at over 120 local shops, businesses, restaurants and leisure and entertainment facilities. Early indications following the extension of the scheme show an increase in both the number of households using their blue bins for recycling and the amount of recyclable materials collected.

The Council's efforts to tackle littering and other environmental nuisance are on-going. Listed below are the actions taken in the first two quarters of this year;

- 66 Warning letters have been sent to householders and local business regarding potential waste offences.
- 84 inspections/visits relating waste storage have been made to commercial business in Runcorn and Widnes Town Centres

- 18 Untidy Land Clearances letters have been to land owners and businesses across the borough
- Weekly enforcement patrols have been carried out in Town Centres and other areas of the borough resulting in 82 Fixed Penalty Notices being issued for littering and dog fouling offences.

The Executive Board have approved the introduction of measures to prevent misuse of the Council's Household Waste Recycling Centres by commercial businesses. The Centres are provided by the Council for member of the public to deposit household waste, however, commercial businesses and traders often attempt to use these facilities for free, which is illegal, and increases the burden on local tax payers who ultimately pay the bill for the disposal of the commercial waste. It is planned that the scheme shall be implemented with effect from 1st April 2011. A comprehensive public communications campaign shall be undertaken prior to the scheme being introduced.

The revocation of regional strategies was announced during the quarter. It is intended that the waste data and information function previously carried out by Regional Waste Technical Advisory Bodies will be transferred to Local Authorities in due course.

Open Space Services

By the end of Quarter 2 the project to deliver an extension to the Runcorn Cemetery was at an advanced design stage. Site investigations had been completed and a draft design had been drawn up.

Playbuilder projects remain stalled whilst a final decision is made by national Government. Projects at Upton, Runcorn Hill, The Glen, Hough Green and Crow Wood Park are affected by this situation. Bids for funding from other sources have been made for the project but a decision will not be known until later in the year.

The Green Flag Award submissions for 2011 had to be submitted by the 30th September 2010. This is the first time that submissions for a given year have had to be made as early as September. Open Space Services submitted the existing twelve Green Flag Award parks for the award in 2011 by the deadline date.

A mini restructure of the operational cemetery staff was completed in September. All staff now have a dual horticultural/grave digging role which gives a greater flexibility in terms of dealing with peaks in particular work streams within the Borough's cemeteries.

Regulatory Services

The following applications were dealt with by Development Control in Quarter 2:

Applications Received – 138

Applications Decided – 143

Applications on hand (undecided) – 111

Pre applications Received – 67

Pre applications closed – 35

Pre applications on hand -135

N.B. There are certain applications (such as tree preservation orders) that are not counted in the statutory CLG speed of processing statistics (NI157). This accounts for the difference between the figures reported above and the figures given for N157.

Summary of major applications received (but not necessarily decided) over the last quarter:

10/00316/S73 S73 application to vary condition No.2 of planning permission 07/00072/FUL to extend the permission expiration for a further 3 years at 79-83 High Street Runcorn Cheshire WA7 1AH

10/00320/FUL Proposed demolition of existing building and construction of 14 No. new affordable dwellings with associated access road at Widnes Timber Centre Foundry Lane Widnes Cheshire

10/00355/FUL Proposed residential development comprising 127 No. detached two storey dwellings, roads, open space, landscaping and ancillary development on Land To The North East Of Rail Line Barrows Green Lane Widnes Cheshire

10/00368/S73 Application to vary condition No.2 of extant planning permission 07/00716/FUL to extend time limit for a further 3 years with regards to proposed four storey mixed use development comprising 24 No. two bed apartments and 4 No. retail units at 88A - 92 Albert Road Widnes Cheshire

10/00369/FUL Proposed demolition of existing dwellings and erection of 12 No. detached dwellings with associated infrastructure at 177 - 181 Heath Road Runcorn Cheshire WA7 4XG

10/00397/OUT Outline planning application for the construction of up to 168 residential dwellings (with appearance, landscaping, layout and scale matters reserved) on Land At Halton Road Runcorn Cheshire

10/00400/FUL Proposed two storey Community Centre and Centre of Excellence for Autism, associated access and car parking on Land At Hallwood Park Avenue Runcorn Cheshire

10/00411/S73 Proposed variation of conditions of extent planning permission 07/00362/FUL to extend time limit for implementation / commencement for a further 3 years at HBC Field, Hale Bank Road, Hale Bank Widnes Cheshire

Residents of Derby Road sought a judicial review of the Council's action with regard to the remediation works currently being carried out on the Marley Eternit site in Widnes, together with an injunction stopping all work on the site. The allegation that the Council had acted illegally in granting permission and failed to safely regulate the remedial works was totally rejected by the judge in Manchester High Court who noted also that application was 'out of time'.

3.0 Emerging Issues

The Government intends to amend the Climate Change Act 2008 to remove the powers that allow Local Authorities to pilot waste reduction schemes – including charging householders based on how much they throw away. The changes will also make it easier for Local Authorities to bring in schemes to reward people who produce less waste. The early introduction of the RecycleBank incentive scheme by Halton places the Authority in a good position regarding this change in government policy.

The end of the call for evidence for the Government's forthcoming waste policy review is imminent. A joint response on behalf of Merseyside and Halton partnership will be forwarded to Defra and preliminary results from the review will be available in spring 2011.

4.0 Service Objectives / milestones

4.1 Progress against 'key' objectives / milestones

Total	11		8		3		0
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For further details please refer to Appendix 1. There is uncertainty around funding streams for projects due to issues with the Playbuilder Funding. Although the service is currently awaiting a decision by national government, alternative funding has been applied for.

4.2 Progress against 'other' objectives / milestones

Total	0		0		0		0
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There are presently no objectives/ milestones of this type identified for this service.

5.0 Performance indicators

5.1 Progress Against 'key' performance indicators

Total	6		1		0		3
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For further details please refer to Appendix 3.

Please note that the total also includes 2 indicators for which information is currently unavailable.

Red indicators are noted for the targets concerning the percentage of planning applications determined within set timescales.

The Development Control Team has reduced in size and also experienced ongoing issues around experienced administrative support staff which, combined with the impact of the Eternit High Court action, has led to delays.

5.2 Progress Against 'other' performance indicators

Total	10		7		0		0
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For further details please refer to Appendix 4. Please note that the total also includes 3 indicators for which information is currently unavailable.

6.0 Risk Control Measures

There are no Risk Control Measures for this area.

7.0 Progress against high priority equality actions

There are no High Priority Equality Actions for this area.

8.0 Data quality statement


The author provides assurance that the information contained within this report is accurate and valid and that every effort has been made to avoid the omission of data. Where data has been estimated, has been sourced directly from partner or other agencies, or where there are any concerns regarding the limitations of its use this has been clearly annotated.

9.0 Appendices




- Appendix 1 Progress Against 'key' objectives / milestones
- Appendix 2 Progress against 'other' objectives / milestones
- Appendix 3 Progress against 'key' performance indicators
- Appendix 4 Progress against 'other' performance indicators
- Appendix 5 Progress against risk control measures
- Appendix 6 Progress against High Priority Equality Actions
- Appendix 7 Financial Statement
- Appendix 8 Explanation of use of symbols

Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
EAR 2	To prepare and adopt a local development framework (LDF) and to review the LDF on a regular basis ensuring that an up to date development plan is available (statutory requirement). To achieve this by producing the following targets set out in the most current Local Development Scheme (LDS):

Milestones	Progress Q 2	Supporting Commentary
Submissions of the Core Strategy Development Plan Document (DPD) to the Secretary of State February 2011 .		Work is progressing on the Core Strategy, associated evidence base and supporting documentation. The intention is to secure approval for publication during November as stated in the published timetable

Ref	Objective
EAR 3	Continue to improve Parks, Sports Grounds, Open Spaces and Local Nature Reserves.

Milestones	Progress Q 2	Supporting Commentary
Runcorn Hill Park - Parks for People bid. Work up bid to 'First Round' submission stage, Dec 2010 .		The bid was submitted in August 2010. A decision will be made by HLF in Quarter 4.
Develop plan for new Park and associated landscape improvements at Upton, Mar 2011 .		This project is currently stalled due to issues with Playbuilder Funding. Currently awaiting a decision by national government. Alternative funding has been applied for.
Woodland Expansion - Additional 200m2 of Woodland planted Boroughwide, Mar 2011 .		Plans have been drawn up for planting during Q3. Work to follow on receipt of funding.

Appendix 1: Progress Against 'key' objectives / milestones

Deliver 4 new or refurbished Play Areas through Playbuilder Programme, **Mar 2011**.



This project is currently stalled due to issues with Playbuilder Funding. Currently awaiting a decision by national government. Alternative funding has been applied for.

Appendix 1: Progress Against 'key' objectives / milestones

Ref	Objective
EAR 4	Implementation of actions to ensure the Council achieves its targets and objectives relating to waste and climate change.





Milestones	Progress Q 2	Supporting Commentary
Extension of kerbside green waste collection service May 2010.	<input checked="" type="checkbox"/>	This was completed ahead of schedule with a further 400 properties added to the scheme in February 2010.
Extension of multi-material recycling service to all properties. June 2010.	<input checked="" type="checkbox"/>	As reported in Q1, this target was achieved.
Review of the network of neighbourhood recycling 'Bring Sites' Sep 2010.	<input checked="" type="checkbox"/>	This review has been completed and results will be reported to Members at a future meeting of the Board.
Produce a Schools and Retailers Recycling Communications Pack Sept 2010 (AOF 31)	<input checked="" type="checkbox"/>	The communications pack has been completed.
Complete a full review and update of the Council's Waste Action Plan Nov 2010.	<input checked="" type="checkbox"/>	Preparatory work on the updating of the Waste Action Plan has commenced and it is anticipated that this target will be met.
Complete a review of the Council's Waste Management Strategy Mar 2011	<input checked="" type="checkbox"/>	An initial review of the Council's Waste Management Strategy was carried out by officers during this quarter. A report was subsequently presented to the Executive Board recommending that a full review of the Strategy be deferred for a period of up to two years. Members of the Executive Board approved this recommendation.

Appendix 2: Progress Against 'other' objectives / milestones





Ref	Objective
	There are presently no objectives / milestones of this type identified for the service.

Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Service Delivery							
<u>NI 157a</u>	Percentage of major planning applications determined within 13 weeks	60%	60%	16.67%			A total of 6 applications were determined this quarter. One was determined within 13 weeks. Of the applications determined over this time period 1 related to the Castlefields local Centre that has regeneration benefits. The processing of other applications was complicated by the signing of legal agreements. In addition officers' time was taken up by a judicial review challenge in the High Court in relation to application approval of the Eternit site on Derby Road.
<u>NI 157b</u>	Percentage of minor planning applications determined within 8 weeks	90.1%	80%	75.76%			A total of 33 applications were determined this quarter. 25 were determined within 8 weeks. The reduction in the size of the Development Control team and the ongoing issues around experienced administrative support together with the impact of the Eternit High Court action has affected current progress towards the target.







Appendix 3: Progress Against 'key' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
<u>NI 157c</u>	Percentage of other planning applications determined within 8 weeks	77.55%	80%	71.95%			A total of 82 applications were determined this quarter. 59 were determined within 8 weeks. The reduction in the size of the Development Control team and the ongoing issues around experienced administrative support together with the impact of the Eternit High Court action has affected current progress towards the target.
<u>NI 159</u>	Supply of ready to develop housing sites	131.9%	100%	Refer to comment	N/A	N/A	Data collected & reported annually. No indication/information that target cannot be reached at this stage.
<u>NI 170</u>	Previously developed land that has been vacant or derelict for more than 5 years	2.33%	2.24%	Refer to comment	N/A	N/A	Data collected & reported annually. No indication/information that target cannot be reached at this stage.
<u>EAR LI8</u>	Greenstat-Survey, Satisfaction with the standard of maintenance of trees, flowers and flower beds.	-	70%	100%			Data collected from Greenstat.



Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
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Quality							
EAR LI2	Satisfaction with the standard of cleanliness and maintenance of parks and green spaces.	94%	90%	100%			Data collected from Greenstat.
EAR LI3	Number of Green Flag Awards for Halton.	12	12	12			Green Flags awarded in June and last for 12 months.

Service Delivery							
NI 154	Net additional homes provided (Cumulative)	114	159	133			Data collected quarterly on sites greater than 10 dwelling (gross) Demolitions are reported annually
NI 155	Number of affordable homes delivered (gross) (Cumulative)	108	80	46			Data collected quarterly on sites greater than 10 dwellings. All sites within Borough reported annually.
NI 191	Residual household waste per household (Kgs)	819.41	811	354.04			Waste production is subject to seasonal variation and will change during the year, however, estimated performance in Q2 is better than the corresponding period last year (482kg) and indications at this stage are that the year end target will be achieved.

Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
NI 192	Household waste recycled and composted	29.97%	34%	39.07% Estimated			<p>In the absence of current data being available, an estimated figure has been established based upon data for the same period in 2009/10. Accepting that this will only provide an indication of our current position, there are no known factors that would suggest that there will be any significant deviation from this estimate.</p> <p>Waste production is subject to seasonal variation and whilst performance in Q2 exceeds the end of year target, performance is likely to decrease. Indications are that the year-end target will be achieved.</p>

Appendix 4: Progress Against 'other' performance indicators

Ref	Description	Actual 2009/10	Target 2010/11	Quarter 2	Current Progress	Direction of Travel	Supporting Commentary
NI 193	Municipal waste land filled	70.16%	63%	61.33%			Waste production is subject to seasonal variation, however, performance in Q2 is better than the corresponding period last year (72.67%) and indications at this stage are that the year end target will be achieved.
NI 195	Improved street and environmental cleanliness: a) Litter b) detritus c) Graffiti d) Fly-Posting	13% 9% 3% 1%	8% 5% 1% 0%	Refer to comment	N/A	N/A	The data is collated at the end of each year. Therefore this will be reported in Q4.
NI 196	Improved street and environmental cleanliness - Fly tipping	3	1	Refer to comment	N/A	N/A	The data is collated at the end of each year. Therefore this will be reported in Q4.
NI 197	Improved local biodiversity – active management of local sites	57.5%	67%	Refer to comment	N/A	N/A	The score will remain the same throughout 2010/11 year. A new score will be calculated in Q1 2011/12 year.

Appendix 5: Risk Control Measures

Ref	Risk Identified	Treatment Measure	Progress	Supporting Commentary
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There are no Risk Control Measures for this area.

Appendix 6: High Priority Equality Actions

Ref	Service Area	High Priority Action	Progress	Supporting Commentary
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There are no High Priority Equality Actions for this area.

Appendix 7 Financial Statement

ENVIRONMENT & ECONOMY DIRECTORATE

ENVIRONMENT & REGULATORY SERVICES

Revenue Budget as at 30th September 2010

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000	Actual Including Committed Items £'000
Expenditure					
Employees	6717	3337	3476	(139)	3476
Landscape Maintenance	217	113	44	69	44
Other Premises	71	45	54	(9)	54
Supplies & Services	403	162	148	14	236
Hired & Contracted Services	352	177	179	(2)	267
Unitary Development Plan	30	0	0	0	0
Trade Waste Tipping	120	60	58	2	58
Other Transport	90	45	47	(2)	47
Grants To Voluntary Organisations	44	44	38	6	38
Recycling	524	280	340	(60)	340
Waste Disposal	5135	2140	2054	86	2054
Agency Related	19	19	18	1	18
Finance Charges	78	0	0	0	0
Total Expenditure	13800	6422	6456	(34)	6632

Appendix 7 Financial Statement

	Annual Budget	Budget To Date	Actual To Date	Variance To Date	Actual Including Committed Items
	£'000	£'000	£'000	(overspend) £'000	£'000
Income					
Sales	-64	-55	-31	(24)	-31
Planning Fees	-577	-231	-234	3	-234
Building Control Fees	-252	-126	-67	(59)	-67
Pest Control	-69	-53	-48	(5)	-48
Trade Waste Charges	-346	-173	-146	(27)	-146
Other Fees & Charges	-561	-280	-79	(201)	-79
Rents	-18	-7	0	(7)	0
Government Grants	-242	-127	-104	(23)	-226
Reimbursements & Other Grants	-11	0	-1	1	-1
Schools SLA	-250	-125	-123	-2	-123
Non-Revenue	-101	-51	-69	18	-69
Total Income	-2491	-1228	-902	(326)	-1024
Net Controllable Expenditure	11309	5194	5554	(360)	5608
Recharges					
Premises Support	125	8	7	1	7
Transport	2043	1026	1048	(22)	1048
Departmental Support Services	0	0	0	0	0
Asset Charges	100	0	0	0	0
Central Support Services	0	0	0	0	0
Support Service Income	-	-	-		-
	315	31	35	4	35
Net Total Recharges	1953	1003	1020	(17)	1020
Net Departmental Total	13262	6197	6574	(377)	6628

Appendix 7 Financial Statement**Comments on the above figures:**

In overall terms revenue spending at the end of quarter 2 is ahead of the budget profile.

Staffing is above budget to date as anticipated savings from the efficiency review have not yet been met. This situation will be closely monitored through out the year.

With regard to landscape maintenance there have been delays in the start dates of some projects.

With regard to supplies & services, although expenditure appears to be below budget to date this is not the case when commitments are taken into account

With regard to recycling, the recycle bank scheme is progressing faster than anticipated

With regard to income, Building Control fees are less than budget to date as a result increased competition from the private sector and the current economic climate. Planning fee income is also below budget to date. This item under achieved its target by £200k last financial year and is forecast to underachieve again this financial year. This is a result of a slow down in the development industry. Income from Open Spaces external works and Trade Waste is also lower than anticipated. These income budgets are being closely monitored and all efforts are being made to maximise this income, but it is highly unlikely that year-end targets will be met.

Sales income relates to pollution prevention control. Investigations are underway to ensure that all possible income has been invoiced.

At this stage it is anticipated that the overall spend will be ahead of the Departmental budget by the end of the financial year. All efforts are being made to minimise the impact.

Appendix 7 Financial Statement

ENVIRONMENTAL & REGULATORY SERVICES DEPARTMENT**Capital Projects as at 30th September 2010**

	2010/11 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
Screened Tip Area	25	25	25	0
Improvement To Allotments	85	20	18	67
Hale Park	447	40	34	413
Children's Playground Equipment	93	10	7	86
Milton Avenue	34	34	48	-14
Victoria Park	8	4	4	4
Town Park	42	42	76	-34
Hallwood/Roehampton Playground – Wellington Street	0	0	6	-6
Arley Drive	36	2	2	34
Playground – Runcorn Hill Park	0	0	2	-2
Landfill Tax Credit Schemes	340	0	0	340
Growth Points Award	580	0	0	0
Litter Bins	20	0	0	20
Recycling Bins	70	70	77	-7
Total Capital Expenditure	1810	277	337	893

Comments on the above figures:

The programme is a little ahead of target, however, it is expected that the full capital allocation will be spent by the year-end

Appendix 7 Financial Statement

ENVIRONMENTAL & REGULATORY SERVICES DEPARTMENT**Local Strategic Partnership as at 30th September 2010**




	Annual Budget £'000	Budget To Date £'000	Actual Spend To Date £'000	Variance To Date (overspend) £'000
Area Forum				
Area Forum 1	110	55	8	47
Area Forum 2	89	45	7	38
Area Forum 3	87	44	14	30
Area Forum 4	127	64	43	21
Area Forum 5	114	57	20	37
Area Forum 6	53	26	4	22
Area Forum 7	20	10	1	9
Priority 5 Safer Halton				
Pride of Place Action Team	33	16	0	16
Area Forum Co- Ordinator	42	21	19	2
ASB Commissioned Services	543	271	-103	374
Total LSP Expenditure	1218	609	13	596

Comments on the above figures:

Regular monitoring reports are sent to the Local Strategic Partnership (LSP) in respect of all LSP projects and any areas of concern are dealt with throughout the year by the LSP support team and individual project managers. Some variances against the budget to date are expected, as the LSP have deliberately over-programmed in order to ensure that the full allocation of Neighbourhood Renewal Fund grant is spent during the year.




Appendix 8 Explanation of Symbols

Symbols are used in the following manner:

Progress		<u>Objective</u>	<u>Performance Indicator</u>
Green		Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
Amber		Indicates that it is <u>uncertain or too early to say at this stage</u> , whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage</u> whether the annual target is on course to be achieved.</i>
Red		Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an <u>intervention or remedial action</u> taken.</i>

Direction of Travel Indicator

Where possible performance measures will also identify a direction of travel using the following convention

Green		<i>Indicates that performance is better as compared to the same period last year.</i>
Amber		<i>Indicates that performance is the same as compared to the same period last year.</i>
Red		<i>Indicates that performance is worse as compared to the same period last year.</i>
N/A		<i>Indicates that the measure cannot be compared to the same period last year.</i>

Departmental Quarterly Monitoring Report

<u>Directorate:</u>	Adult and Community Directorate
<u>Department:</u>	Prevention and Commissioning Services (Housing Strategy)
<u>Period:</u>	Quarter 2 - 1 st July 2010 – 30 th Sept 2010

1.0 Introduction

The purpose of this report is to provide information concerning those objectives / milestones identified within the Adults and Community Directorate Plan that relate to the Council's Housing Strategy.

The way in which the Red, Amber and Green, (RAG) symbols have been used to reflect progress to date is explained in Appendix 4.

2.0 Key Developments/ Emerging issues

A number of significant changes affecting housing were announced as part of, or just following, the Comprehensive Spending Review 2010.

- The Homes and Communities Agency (HCA) budget for new affordable housing is to be cut by 60% and the HCA is to be slimmed down.
- The Tenant Services Authority is to be abolished – the HCA will take on the TSA role of RSL financial regulation, and be responsible for setting the RSL framework for national standards and complaints processes.
- Local mechanisms will be used to address routine tenant 'consumer' problems, with an enhanced role for elected councillors, MPs and tenant panels in the complaints process, with the Ombudsman as the next stage. HCA powers will be reserved to investigate where individual complaints may be indicative of wider failings. This presumably means inspections will be much reduced.
- Capital grant for Disabled Facilities Grant is secure at present levels with inflationary growth over the CSR period, but the funding ring fence is to be removed as with many other Government grants.
- There has been no formal announcement about the LA Housing Capital Pot but commentators believe this budget has been abolished. Halton's capital allocation in 2010/11 was £1.64m and the loss of this funding will curtail the Council's ability to offer improvement grants, joint funding for RSL adaptations, energy grants, etc. It will also add to revenue pressures as a number of staff posts are capitalised.

- The separate funding pot for Housing Market Renewal Pathfinders has ended. Instead Pathfinders will have to bid via Local Enterprise Partnerships for a share of the £1.4bn Regional Growth Fund.
- The introduction of a 'New Homes Bonus' to replace the old Housing and Planning Delivery Grant. It is intended to act as an incentive for LA and community support for housing growth, providing resources equivalent to 6 years match funding of the Council Tax value of new homes (paid at 125% per annum for affordable housing completions).
- The Supporting People budget has been reduced by 2.8% cash terms – 11% in real terms, but clarification is still awaited on whether the current distribution model will continue, or if the Formula Grant mechanism will be used.
- Funding is secure for homeless prevention (£400m) and mortgage rescue (£200m).
- The introduction of a new £100m fund to bring empty private sector homes back into use, but detail still awaited on how it will operate and be shared out.
- £2bn investment set aside to halve the backlog of LA non decent homes over the CSR period.
- LAs and RSLs to have the option from April 2011 to offer shorter term tenancies to new tenants, with review periods built in to see if tenants still need social housing or can afford market housing (what's been termed the end to lifetime tenancies). Existing tenants to retain current terms of security and rent levels.
- LAs and RSLs to have the option to charge up to 80% of local market rents for new tenants (termed 'affordable rent' by CLG). Expectation that additional income generated will be used to support borrowing to fund new housing development, replacing the reducing HCA grant, and enabling Government to meet its stated target of building 150,000 affordable homes over the CSR period. Likely to benefit RSLs in the South East most, as rent differentials between the social and private sectors are greatest there, although the downside is that the rents might be unaffordable and in conflict with RSLs charitable aims.
- HCA support for new development will be conditional on these higher rents being charged to minimise Government subsidy.
- Pre CSR announcement to tighten Local Housing Allowance caps for private sector renters from April 2011, by basing them on the 30th percentile of local market rents rather than the median. If landlords do not reduce their rents their tenants will have to fund the difference between the LHA cap and the rent. Direct payments to Landlords if they reduce rents.
- From April 2012, the age threshold for the Local Housing Allowance shared room rate is to be increased from 25 to 35.
- Transitional benefit arrangements for existing claimants – not to be implemented until 9 months after next benefit entitlement review - means most not affected until 2012.

- A 10% cut in housing benefit for anyone on jobseekers allowance for more than a year.
- Growth Point funding has been ended.
- Inspection of LA strategic housing services abolished.
- Government has signalled its intent to enact Section 318 of the Housing and Regeneration Act 2008 which will make LA run Gypsy/Traveller sites subject to many of the provisions of the Mobile Homes Act 1983. This is in response to a European Court ruling and the effect will be to increase the security of tenure for residents of these sites, but with significant exemptions for transit sites.

3.0 Service Objectives / Milestones

3.1 Progress against 'key' objectives / milestones

Total	1		1		0		0
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This key objective/milestone relates to the need to continue to negotiate with housing providers & partners in relation to the provision of further extra care housing tenancies, to ensure requirements are met (including the submission of appropriate funding bids). Further details can be found in Appendix 1

3.2 Progress against 'other' objectives / milestones

Total	2		1		1		0
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The green indicator relates to work with the Council's Planning Department to introduce an affordable housing policy within the Local Development Framework and the amber indicator addresses the introduction a Choice Based Lettings scheme to improve choice for those on the Housing Register seeking accommodation. Further details can be found in Appendix 2.

4.0 Performance indicators

No performance indicators were identified for this service area

5.0 Risk Control Measures

No High risk areas were identified.

6.0 Data quality statement


The author provides assurances that the information contained within this report is accurate and valid and that every effort has been made to avoid the omission of data. Where data has been estimated, has been sources directly from partner or other agencies, or where there are any concerns regarding the limitations of its use this has been clearly annotated.

7.0 Appendices

- Appendix 1 Progress Against 'key' objectives / milestones
- Appendix 2 Progress against 'other' objectives / milestones
- Appendix 3 Financial Statement
- Appendix 4 Explanation of use of symbols



Appendix 1: Progress Against 'key' objectives/ milestones

Ref	Objective
PCS 2	Effectively consult and engage with the community of Halton to evaluate service delivery, highlight any areas for improvement and contribute towards the effective re-design of services where required

Milestones	Progress Q 2	Supporting Commentary
Continue to negotiate with housing providers & partners in relation to the provision of further extra care housing tenancies, to ensure requirements are met (including the submission of appropriate funding bids) Mar 2011 . (AOF6 & 7)		<p>The Council has received outline proposals for 4 extra care schemes from 4 different Housing Associations, 2 in Widnes and 2 in Runcorn.</p> <p>The preferred scheme proposed by Halton Housing Trust is being progressed as quickly as possible in an attempt to take advantage of HCA slippage monies that must be committed before the end of 2010/11. Deliverability will be a key consideration for the HCA as any scheme will have to achieve a start on site by March 2011.</p> <p>Board approval to dispose of the site at Liverpool Widnes has been obtained and the planning application is due to be determined on the 14th February 2011. City Region officers will be meeting with the HCA on the 21st December to agree which projects will be funded.</p>

Appendix 2: Progress Against “other” objectives/ milestones

Ref	Objective
PCS 1	Working in partnership with statutory and non statutory organisations, evaluate, plan, commission and redesign services to ensure that they meet the needs and improve outcomes for the community of Halton.

Milestones	Progress Q 2	Supporting Commentary
<i>Work with the Council’s Planning Department to introduce an affordable housing policy within the Local Development Framework Mar 2011 (AOF 11)</i>		<i>An affordable housing policy has now been incorporated in the Halton Core Strategy Proposed Submission Draft approved for consultation by Board on the 18th November. A site viability study has also been completed to provide an evidence base to justify the policy’s requirements.</i>
<i>Introduce a Choice Based Lettings scheme to improve choice for those on the Housing Register seeking accommodation Dec 2010 (AOF11and 30.)</i>		<i>Formal consultation on the sub regional allocations policy is due to end mid November. It is hoped that a final draft policy can then be presented to LA Boards in January 2011. This will enable ICT contracts to be signed and the scheme development phase to commence, with the scheme going live in the autumn.</i>




Appendix 3: Financial Statement
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HOUSING STRATEGY & SUPPORT SERVICES
Capital Projects as at 30th September 2010

	2010/11 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
<u>Private Sector Housing</u>				
Renovation Grants	304	152	151	153
Disabled Facilities	750	300	202	548
Joint Funding RSL Adaptations	650	325	398	252
Energy Promotion	100	50	46	54
Stair Lifts	170	0	0	170
Modular Buildings	45	0	0	45
Homelink	50	0	0	50
Choice Based Lettings	40	0	0	40
Extra Care Housing	1,329	0	0	1,329
Out of Borough Placements	560	0	0	560
Contingency	46	0	0	46
Total Spending	4,044	827	797	3,247




Appendix 4: Explanation of Symbols

Symbols are used in the following manner:

Progress	<u>Objective</u>	<u>Performance Indicator</u>
Green	 Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
Amber	 Indicates that it is <u>uncertain or too early to say at this stage</u> , whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage</u> whether the annual target is on course to be achieved.</i>
Red	 Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an intervention or remedial action taken.</i>

Direction of Travel Indicator

Where possible performance measures will also identify a direction of travel using the following convention

Green	 Indicates that performance is better as compared to the same period last year.
Amber	 Indicates that performance is the same as compared to the same period last year.
Red	 Indicates that performance is worse as compared to the same period last year.
N/A	Indicates that the measure cannot be compared to the same period last year.

REPORT TO: Environment & Urban Renewal Policy and Performance Board

DATE: 05th January 2011

REPORTING OFFICER: Strategic Director (Resources)

SUBJECT: Sustainable Community Strategy
2010 – 11 Mid-year progress report.

WARDS: Borough-wide

1.0 PURPOSE OF REPORT

1.1 To provide information on the progress in achieving targets contained within the Sustainable Community Strategy for Halton.

2.0 RECOMMENDED THAT:

- i. The report is noted
- ii. The Board considers whether it requires any further information concerning the actions being taken to achieve the performance targets contained within Halton's Sustainable Community Strategy.

3.0 SUPPORTING INFORMATION

- 3.1 The Sustainable Community Strategy is the central document for the Council and its partners, providing an evidenced based framework through which actions and shared performance targets can be developed and communicated. An updated Sustainable Community Strategy for Halton is presently at an advanced stage of preparation and will become live from April 2011.
- 3.2 The coalition government has set out its intention to create greater transparency. This is intended to include the publication of performance as well as financial transactions. It is the government's expectation that Whitehall departments, local authorities and other public bodies will be performance managed by the communities and citizens which they serve. To this end, the coalition has set out its performance measures in government departmental business plans. Many of these performance measures are already included in the Sustainable Community Strategy.
- 3.3 The current Sustainable Community Strategy included targets which were also in the Local Area Agreement (LAA). In October this year, the coalition government announced the ending of government performance management of local authorities through LAA's.

3.4 Nevertheless, we need to maintain some framework of performance management to:

- measure progress towards our own objectives for the improvement of the quality of life in Halton.
- meet the government's expectation that we will publish performance information.

3.5 Attached as Appendix 1 is a report on progress to the 2010 – 11 mid-year which includes information for those specific indicators and targets that fall within the remit of this Policy and Performance Board.

3.6 In considering this report Members should be aware that:-

- a) All of the measures within the National Indicator Set (NIS) are monitored through Quarterly Departmental Service Plan Monitoring Reports. The purpose of this report is to consolidate information on all measures and targets relevant to this PPB in order to provide a clear picture of progress.
- b) In some cases outturn data cannot be made available at the mid-year point. Additionally, all measures captured through the National Place Survey, which was due to be undertaken this year, have been deleted from the NIS by central government and therefore no further data will be made available in 2010/11. The future requirement for localised perception survey under the transparency agenda is presently subject to consideration.

4.0 CONCLUSION

4.1 The Sustainable Community Strategy for Halton, and the performance measures and targets contained within it will remain central to the delivery of community outcomes. It is therefore important that we monitor progress and that Members are satisfied that adequate plans are in place to ensure that the Council and its partners achieve the improvement targets that have been agreed.

5.0 POLICY IMPLICATIONS

5.1 The Sustainable Community Strategy for Halton is central to our policy framework. It provides the primary vehicle through which the Council and its partners develop and communicate collaborative actions that will positively impact upon the communities of Halton.

6.0 OTHER IMPLICATIONS

- 6.1 The publication by Local Authorities of performance information is central to the coalition government's transparency agenda. This is accompanied by a commitment to reduce top down performance management, with the existing National Indicator Data Set (NIS), replaced from April 2011 with a single comprehensive list of all data that Local Authorities are required to provide to Central Government.
- 6.2 Central Government target setting will be replaced by minimum standards in some areas.
- 6.3 Thus, it still remains to be seen whether the burdens placed on local government will be reduced or simply redefined.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 7.1 This report deals directly with the delivery of the relevant strategic priority of the Council.

8.0 RISK ANALYSIS

- 8.1 The key risk is a failure to improve the quality of life for Halton's residents in accordance with the objectives of the Sustainable Community Strategy. This risk can be mitigated thorough the regular reporting and review of progress and the development of appropriate actions where under-performance may occur.

9.0 EQUALITY AND DIVERSITY ISSUES

- 9.1 One of the guiding principles of the Sustainable Community Strategy is to reduce inequalities in Halton.

10.0 LIST OF BACKGROUND PAPAERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document Sustainable Community Strategy 2006 – 11
Place of Inspection 2nd Floor, Municipal Building, Kingsway, Widnes
Contact Officer Rob MacKenzie (0151 471 7416)



The Sustainable Community

Strategy for Halton

2006 - 2011

Mid-year Progress Report

01st April 2010 – 30th Sept 2010

Environment & Urban Renewal







Policy & Performance Board

Document Contact (Halton Borough Council)	Hazel Coen (Divisional Manager Performance & Improvement) Municipal Buildings, Kingsway Widnes, Cheshire WA8 7QF hazel.coen@halton.gov.uk
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This report provides a summary of progress in relation to the achievement of targets within Halton's Sustainable Community Strategy 2006 - 2011.

It provides both a snapshot of performance for the period 1st April 2010 to 30th September 2010 and a projection of expected levels of performance to the year-end.










The following symbols have been used to illustrate current performance as against the annual target and as against performance for the same period last year.

	Target is likely to be achieved or exceeded.		Current performance is better than this time last year
	The achievement of the target is uncertain at this stage		Current performance is the same as this time last year
	Target is highly unlikely to be / will not be achieved.		Current performance is worse than this time last year

URBAN RENEWAL

Page	NI	Descriptor	2009/10 Target	2010/11 Target	Direction of Travel
6	5	Overall satisfaction with local area	n/a	n/a	n/a
6	154	<u>Net additional homes provided</u>			
7	175	<u>Access to services and facilities by public transport walking and cycling</u>			
9	186	<u>Per Capita CO2 Emissions in LA area</u>	N/A		
11	192	<u>Household waste collected and recycled</u>			

Non Local Area Agreement Measures / Targets

12	UR1	<u>Assist in maintaining the current baseline of 59,000 jobs in Halton</u>			
13	UR2	<u>To bring 10 hectares of derelict land back into beneficial use annually</u>			
14	UR3	<u>Facilitate the relocation of businesses affected by the construction of the Mersey Gateway Bridge (Business identified - 78)</u>			

NI 5 Increase residents overall satisfaction with their local area

Baseline (Year)	09 – 10 Actual	2011 Target	2010 – 11 Cumulative outturn data				Current Progress	Direction of Travel
			Q1	Q2	Q3	Q4		
70% (2008)	N/A Place Survey	73.4%	N/A	N/A	-	-	Refer to comment	

Data Commentary

This is collated through The Place Survey, carried out every two years. The scheduled survey for 2010 has been cancelled by the Coalition Government



General Performance Commentary

Not applicable.

Summary of key activities undertaken / planned during the year

There is no Place Survey for Autumn 2010 given a recent Ministerial Announcement. Due to this announcement we will not be reporting these measures for the rest of the year. Consideration will be given to whether there is need for a slimmer local survey in 2011 following clarification of the government's reporting requirements (April 2011) and our own performance management needs.

NI 154 Build additional homes within Halton

Baseline (Year)	09 – 10 Actual	2011 Target	2010 – 11 data				Current Progress	Direction of Travel
			Q1	Q2	Q3	Q4		
522 (07/08)	114	159	99	34	-	-		

Data Commentary

Data collated is gross completions on development sites greater than 10 dwellings (large sites) as reported for the Mid Mersey Growth Point.

General Performance Commentary

Quarter 2 has seen 34 gross completions: 28 of these completions are for affordable housing;

Currently 135 dwellings are under construction on 8 major sites with a total capacity of 436 dwellings; 66% are for affordable housing; all 135 dwelling anticipated to be completed by end March 2011. Castlefields regeneration team indicate only 88 deck access flats are to be demolished this year resulting in the target net build of 159 being achieved.

Apartment schemes stalled due to economic climate.

Future Sites:

A large site at Derby Rd, Widnes anticipated to provide 123 dwellings – after delays, remediation work is now on track and build start anticipated start in Q4.

It is essential that several new sites start building because of the time lag from start to first build completions.



Summary of key activities undertaken / planned during the year

LAA housing indicator NI 154 target revised downward - from 518 to 159 – agreed with GONW.

Halton is working in partnership with Mid Mersey Growth Point group who have established a robust framework for the collation of housing market data.

Kick-start support for 69 affordable homes has not been awarded re. the Halton Brook site at Runcorn (capacity: 114 dwellings). This could impact on the programme of works, but road works have commenced. A timetable of development indicates developers are due to commence building on sites 1 & 2 in December 2010.

NI 175 Improve access to services and facilities by public transport, walking and cycling. Targets set for access to Whiston and Warrington Hospitals (100%) and Runcorn and Widnes campuses of Riverside College (89% and 93% respectively)

Baseline (Year)	09 – 10 Actual	2011 Target	2010 – 11 Cumulative outturn data				Current Progress	Direction of Travel
			Q1	Q2	Q3	Q4		
A: 29% B: 0% C: 84% D: 89% (2007/8)	A: 100% B: 100% C: 93% C: 98%	A: 100% B: 100% C: 89% D: 93%	100% 100% 93% 98%	100% 100% 93% 98%	-	-		

Data Commentary

This indicator is reported on an annual basis.

General Performance Commentary

Access to Whiston and Warrington Hospital

100% maintained due to WNF to sustain links to work and hospital links discounted taxi service. To be maintained for 2010/11 as funding has been secured for this period.

Access to Runcorn and Widnes Campuses of Riverside College

All targets exceeded. This was due to the introduction of four new college bus services operated by Halton Transport Ltd. Services operated commercially with some funding provided from Riverside College directly to the bus company.



Summary of key activities undertaken / planned during the year

Funding for the Hospital Link service has been secured for this financial year (10/11), maintaining the target of 100%.

Funding for 4 new college services introduced in 09/10 has also been secured for 2011 - 12 helping to maintain the current levels of accessibility.

C1 service registered as a commercial service by the operator, Supertravel Ltd.

NI 186 Reduce per capita CO2 emissions within the local authority area

Baseline (Year)	09 – 10 Actual	2011 Target	2010 – 11 Cumulative outturn data				Current Progress	Direction of Travel
			Q1	Q2	Q3	Q4		
10.1 tonnes per capita (2007/8)	N / A figures from DEFRA annually	4%	N / A	N / A	-	-		

Data Commentary

The previous target has been reduced to 4% with agreement of Halton Borough Council's Executive Board, as the previous target was wholly unachievable.

General Performance Commentary

There have been a number of projects undertaken throughout the year which have had a positive impact on reducing carbon emissions.

Summary of key activities undertaken / planned during the year

Installation of voltage optimisation equipment is continuing, 8 sites now have equipment installed, saving in the region of 250 tonnes of CO2 in total pa. An additional 7 sites will be fitted within the next 12 months.

Automatic Meter Reading (AMR) installation programme now almost complete; as such nearly all sites have half hourly consumption data available to view through a web portal. This gives us tools to proactively monitor consumption trends, helping us identify abnormal levels of consumption.

New Sustainable Projects Officer has started working with information from the AMR web portals and is thus beginning to work with building managers to help educate and train personnel in terms of good energy management; help identify areas for improving energy efficiency.

Various refurbishment projects have been carried out this year where improved levels of energy efficiency have been built in, examples being Halton Lea Library refurbishment and window replacement programme at Rutland House.

Energy audits undertaken by the Carbon Trust have been completed. A number of energy saving suggestions have come from these, which are now being investigated further. Some of these will be carried out, funding permitting.

Planned activities over the next 12 months:



Installation of voltage optimisation equipment at a further 7 sites to take place, with further bids to be placed for an ongoing programme of installation.

A number of new projects to come on-line which have had energy efficiency measures built in, e.g. Municipal Building ground/first floor refurbishment project & new primary school at Upton All Saints.

An HBC Policy & Performance Board report recommending the way forward in term of energy management within buildings will go to Exec Board for approval. This outlines a series of recommendations on improving energy management to try and embed it into the decision making process within the Council, and ensure it is brought into the monthly reporting cycle by managers.

NI 192

Increase the level of municipal waste recycled or composted by the local authority

Baseline (Year)	09 – 10 Actual	2011 Target	2010 – 11 Cumulative outturn data				Current Progress	Direction of Travel
			Q1	Q2	Q3	Q4		
25.1% (2007/8)	29.97%	34%	39.95% estimated	39.07% estimated	-	-		

Data Commentary

This indicator measures % of household waste 'arising' sent by the Authority for reuse, recycling or composting.

In the absence of current data being available an estimated figure has been established based upon data for the same period in 2009/10. Accepting that this will only provide an indication of our current position there are no known factors that would suggest that there will be any significant deviation from this estimate.

General Performance Commentary

Waste production is subject to seasonal variation and whilst performance in Q2 exceeds the end of year target, performance is likely to decrease. Indications at this stage are that the year-end target will be achieved.

Summary of key activities undertaken / planned during the year


In June 2010, a further 9,000 properties were added to the Council's multi-material recycling collection service. Approximately 5,000 residents were provided with wheeled bins and 3,000 provided recycling boxes. The remaining properties are multi-occupancy dwellings which were provided with communal recycling containers.

During Q2 the **RecycleBank** 'rewards for recycling' scheme was extended to a further 36,000 households across the borough. The scheme rewards residents with points for recycling through the blue wheeled bin recycling service. Points can then be exchanged for money off goods/services at 120+ local shops, businesses, restaurants and leisure/entertainment outlets. Early indications show an increase in both the number of households using their blue bins for recycling and the amount of recyclable materials collected.

New arrangements for the recycling of street litter and other bulky waste materials are also contributing to increased recycling performance.

Communication/engagement programmes will continue to be delivered, increasing the % of participation in Council's recycling and composting services.

UR 1	Assist in maintaining the current baseline of 59,000 jobs in Halton until 2011
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Baseline (Year)	09 – 10 Actual	2011 Target	2010 – 11 Cumulative outturn data				Current Progress	Direction of Travel
			Q1	Q2	Q3	Q4		
59,000 jobs (2008)	N / A	59,000 jobs	58,000	58,000	-	-	?	

Data Commentary

Data is only currently available annually two years in arrears, the latest being 2008 (ONS) to the nearest 1000. Total jobs include employees, self-employed, government-supported trainees and HM Forces aged 16-64.

General Performance Commentary

In terms of impact of the recession re. the economy, the lowest claimant rate for Job Seekers Allowance (JSA) was November 2007, when it was 2,132 (2.7%). After that there was a gradual rise until November 2008, when the increase became much larger. In January 2010 it reached 4870 (6.3%). Since, there has been a reduction and latest figure available for Aug. 2010 is 3890 (5%).


How this compares to national JSA unemployment rate –
 Nov 2007 Halton was 38% higher
 Jan 2010 Halton was 53% higher
 Aug 2010 Halton was 35% higher.

Summary of key activities undertaken / planned during the year

A number of key programmes underway that are leading/have led to job creation include:

- 3MG. Recruitment for Tesco complete with 377 jobs advertised and filled of which 75% were Halton residents. Total number of jobs is 450.
- Widnes Waterfront leisure development is due to complete next year.
- Bayer site purchased and will be brought forward for job creation uses.
- Widnes Shopping Park now opened which ultimately will create 650 jobs. Phase 2 of this development is yet to be commenced.
- Enterprising Halton supported 154 new business start-ups in 09/10.

UR 2	To bring 10 hectares of derelict land back into beneficial use annually
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Baseline (Year)	09 – 10 Actual	2011 Target	2010 – 11 Cumulative outturn data				Current Progress	Direction of Travel
			Q1	Q2	Q3	Q4		
10 Hectares Per Annum Over 21 Years	Under Review	10 hectares	N/A	N/A	-	-	?	

Data Commentary

Data collected annually.

General Performance Commentary


Many of the main remediation sites have now been decontaminated and developed. However, the commencement of the new Mersey Gateway bridge will create areas requiring remediation, as de-linking is implemented. This is yet to be quantified. However, there are other areas still requiring remediation, e.g., the Bayer Crop Sciences site.

Progress may be affected subject to the ongoing Strategic Review (Wave 3), as expertise for this area of work lies with the Council's Major Development Projects team. This will, therefore, need to be monitored.

Summary of key activities undertaken / planned during the year

Data for this local indicator is currently under review within the SCS development process as funding availability will impact on the area of land able to be reclaimed.

UR 3	Facilitate the relocation of businesses affected by the construction of the Mersey Gateway Bridge (businesses identified 78)
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Baseline (Year)	09 – 10 Actual	2011 Target	2010 – 11 Cumulative outturn data				Current Progress	Direction of Travel
			Q1	Q2	Q3	Q4		
Not relevant	1	77	1	1	-	-	?	

Data Commentary

The data is 'actual' and relates to the period 2010-11.

General Performance Commentary

The level of performance is in line with the activities agreed with the MG Officer Project Board.

Summary of key activities undertaken / planned during the year

The Mersey Gateway was one of the major infrastructure projects called in under the Governments Comprehensive Spending Review in June this year, it did receive a positive outcome with the Chancellor's announcement in October that the Mersey Gateway Project is to receive Government support.

It is understood that the full details of the funding arrangements and the extent of the Government's contribution to the project will be forthcoming in January 2011.

In addition the Council is still awaiting the outcome of the Public Inquiry together with the Secretaries of State's decision on the consents and Orders which, again, is expecting early in 2011. On receipt of the satisfactory consents and Orders it is the Council's intention to continue the land acquisition process through implementation of the Transport and Works Act Order and Compulsory purchase Orders to assemble all the remaining land required for the construction and operation of the proposed Mersey Gateway Bridge and associated infrastructure. In the majority of cases this is likely to be carried out through the GVD procedure for those interests that have not acquired by agreement. Although the acquisitions will be through the implementation of compulsory purchase powers, as far as possible, regard will still be had to the Mersey Gateway Relocation Strategy.

On confirmation of the Orders and Consents and confirmation of the funding arrangements the Mersey Gateway Team will then be in a position to progress the procurement process and invite formal expressions of interest from potential concessionaires/design, build, fund and operate companies

REPORT TO: Environment & Urban Renewal Policy & Performance Board

DATE: 05th January 2011

REPORTING OFFICER: Strategic Director Environment & Economy

SUBJECT: Business Plans 2011-2014

WARDS: Borough wide

1. PURPOSE OF THE REPORT

- 1.1. To provide an update on Business Planning for the period 2011-14 and to consider the Directorate priorities, objectives and targets for services for this period that fall within the remit of this Policy and Performance Board.

2. RECOMMENDED: that

- i. The Board identifies any objectives and targets for the next three years that it wishes to see included in the Business Plans.
- ii. That Board Members pass any detailed comments that they may have on the attached information to the relevant Operational Director by 20th January 2011.

3. SUPPORTING INFORMATION

- 3.1 Each Directorate of the Council is required to develop a medium term business plan, in parallel with the budget, that is subject to annual review and refresh. Draft Service Objectives and Performance Indicators and targets have been developed by each Department and this information is included within Appendices to the Directorate Plan. These departmental objectives and measures will form the basis of the quarterly performance monitoring received by the Board during the future year.
- 3.2 Due to the proposed structural changes across the Council and the need to better integrate the Directorate's priorities as last year a combined plan will be published rather than individual Departmental Service Plans. This plan is still subject to reconfiguration of services between Directorates, subject to consultation.

3.3 PPB input to the business planning process and the setting of priorities for the Directorate is an important part of this process and the report outlines some options for consideration. Comments additional to those made following the PPB meeting should be made to the relevant Operational Director by 20th January 2010 to allow inclusion in the draft business plan.

3.4 The draft Directorate Business Plan will be revised given proposed reconfiguration of Directorates during January and will go to Executive Board for approval on 12th February 2011, at the same time as the draft budget. This will ensure that decisions on Business Planning are linked to resource allocation. All Directorate plans will be considered by full Council at the 2nd March meeting.

4.0 POLICY IMPLICATIONS

4.1 Business Plans form a key part of the Council's policy framework.

5.0 OTHER IMPLICATIONS

5.1 Directorate Plans will identify resource implications.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

All service objectives and performance indicators demonstrate how Directorate plans contribute to the delivery of Council's strategic priorities and key areas of focus.

7.0 RISK ANALYSIS

7.1 Risk assessment will continue to form an integral element of Directorate Plan developments. This report mitigates the risk of members not being involved in the setting of service delivery objectives.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 All Service Plans will be subject to an equality impact assessment and any high priority implications will be summarised within the plans.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

9.1 There are no relevant background documents to this report.



Environment & Economy

DIRECTORATE PLAN

April 2011 to March 2014

Contents

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- 1.0 Foreword and Introduction
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Appendices

Service Objectives and performance Indicators

- 1.0 *Environment and Regulatory Services*
- 1.1 *Employment, Economic Regeneration and Business Development*
- 1.2 *Highways Transportation and Logistics*

1.0 FOREWORD AND INTRODUCTION

The Environment and Economy Directorate has a very varied remit covered by three Departments. It has an annual revenue budget in excess of £33 million and is responsible for significant annual capital expenditure.

The main purpose of the Directorate is to manage the built and natural environment in the Borough, to foster economic regeneration and to address the underlying causes of deprivation: problems of unemployment; worklessness; and lack of skills appropriate to the 21st century.

The Directorate Plan is designed to provide a strategic link with the Council's Corporate Plan. The Directorate is at the forefront of change within the Borough, as it helps drive forward both regeneration and waste management agendas. It will also be significantly affected by debate in the Liverpool City Region, particularly in respect of transport, regeneration and waste.

Of particular importance in the immediate future will be the need to manage the outcome of negotiations to secure a Joint Venture partner for the Daresbury Science and Innovation Campus; the translation of development at 3MG into good quality job opportunities for local residents; the further development of Widnes Town Centre; and the revitalisation of Halton Lea and Runcorn Town Centre. The anticipated outcome of the Public Inquiry into the Mersey Gateway Bridge will open up immense opportunities but will bring with it enormous demands to effectively manage a complex procurement process.



Dick Tregua
Strategic Director
Economy and Environment Directorate

2.0 KEY MESSAGES

Environment and Regulatory Services

The Change in national government and the current economic climate will provide opportunities and challenges for local government regulatory services over the next three years.

The current economic uncertainty presents a challenging trading environment for business and there is perception amongst businesses that regulation can potentially create financial burdens. However a recent report published by LBRO entitled *From the Business End of the Telescope: Perspectives on Local Regulation and Enforcement* suggests businesses value the advice and guidance issued by local regulatory services. The report recognises that this advice & guidance can contribute to business success and sustainability. Halton has a strong record of supporting businesses with regulation. 81% of businesses in the Borough that have been subject to inspection, report that they are satisfied with regulatory services (National Indicator 182). This places Halton BC in the top 20% nationally in terms of satisfaction with local regulatory services.

To ensure businesses can trade both profitably and compliantly, Halton is committed to providing free comprehensive advice on regulation to all businesses, particularly small and medium sized enterprises. We will continue to focus resources on areas of highest risk and ensure that legitimate businesses that want to trade compliantly are protected from those who will not or can not comply with the law.

Key areas of work for environmental health will include the production and implementation of the following statutory documents:

- Food safety and standards inspection and enforcement plan
- A health and safety at work plan
- A pollution control enforcement and inspection plan
- A review and assessment of local air quality
- An animal welfare enforcement and inspection plan

In addition the following Key areas of work will also be undertaken 2010-2013

- Implement the new National Food Hygiene Rating Scheme operated by the Food Standards Agency (FSA). Hygiene scores of all food premises in the Borough will be published. The scheme will reward compliant businesses and provide a non-regulatory incentive to non-compliant businesses.
- The Food and Health & Safety teams will address recommendations in Lord Young's review of health & safety law (*Common Sense, Common Safety 2010*) and work towards greater integration of food and health & safety inspections.

- Following recent government support of the Mersey Gateway, the Contaminated Land team will need to work closely with the Environment Agency and associated agencies prior and during construction to carry out risk assessments, site investigations and any required remediation work arising from contaminated land in the region of the Gateway.
- Following the declaration of Air Quality Management Areas in Halton by Environmental Protection, the service will continue to monitor and consult with stakeholders in order to produce an Air Quality Management Plan to improve air quality in these areas.
- Recent government proposals to change the delivery of public health services have yet to be formalised. It is proposed that local authorities will assume responsibility for public health & well being from PCT. It is crucial that Regulatory Services play a substantial part of this role given our current close collaboration and partnership work with the PCT. Major public health concerns such as obesity and smoking are already being addressed by projects undertaken by both partners: Development Control and Environmental Health are developing a Special Planning Document to limit the number of takeaways around schools; Environmental Health are working with the PCT to improve the nutritional quality of takeaway food in the Borough. Regulatory Services have the potential to improve the public health of the Borough alongside its regulatory role.

A key cross cutting task for the department will be to utilise powers presented in the Clean Neighbourhoods and Environmental Act to improve the quality of the local environment, by deterring litter, fly-tipping, fly-posting, graffiti and dog fouling; to require managers of land used by the public to remove litter and abandoned vehicles; and to enable local authorities to use enforcement powers to tackle poor environmental quality and anti-social behaviour.

The Council has committed significant investment to deliver enhanced kerbside recycling services, however, regardless of the systems that are implemented, the Council will only be successful in increasing recycling if it has the cooperation of the residents of Halton. Essential to achieving increased cooperation and participation is a raised awareness of waste related issues.

The Council's current Waste Strategy highlights the need for effective communications and awareness raising and during the life of this plan the Department will continue to develop and deliver comprehensive and targeted education and communications programs. The need to divert waste from landfill and increase recycling is likely to result in the implementation of initiatives or services designed to encourage higher levels of participation with the Council's services. Incentives and rewards for recycling will also be maintained that, together with improved community engagement activities, will encourage positive environmental behaviour amongst Halton's residents.

Local environmental quality is important as it impacts on the whole community and is consistently rated as the most important issue for local people. Whilst the Department's approach to changing attitudes will focus upon increased education and community engagement the strengthening of enforcement measures will be required to underpin the Council's efforts to tackle environmental crime and nuisances. The Department now delivers a more coordinated approach to ensuring a cleaner, greener, safer environment and a continued emphasis will be the development and implementation of plans, strategies and policies to tackle, and deal effectively with the effects, of environmental crime and nuisance. During the life of this Plan, further coordination of departmental enforcement activities and joint working with key partners will be delivered.

There has been and continues to be a problem with recruiting staff across the professional regulatory domain which has the potential for affecting the Department's ability to deliver a challenging agenda. There is only a finite pool of available qualified labour to tap into and replacing staff members almost always involves poaching from neighbouring authorities.

Requirements to prepare sustainability appraisals and 'Appropriate Assessment' of the impact plans may have on the environment have increased project timescales for all planning documents. Similarly, tests of 'soundness' for the Local Development Framework (the replacement Unitary Development Plan) require considerably more public consultation and a wider and rigorous evidence base. Divisional resources have been switched to concentrate on the core strategy to meet government expectations, implement the Sustainable Communities Strategy and replace outdated UDP Policies. The Division will continue its commitment to the Growth Point for Halton, St. Helens and Warrington that aims to provide an additional 20% more housing in the Borough. These requirements put additional pressures on existing resources and again have the potential to impact upon service delivery.

The Council's success in securing 'Playbuilder' funding, of £1.121 million over a three year period, to develop play facilities in the Borough has placed extreme pressure on the Landscape Services Divisions Design and Development team who are charged with delivering the physical facilities aspect of the project. Revenue maintenance costs would have been an issue that may have derailed the 'Playbuilder' scheme but funding has been secured from the PCT for two additional Playground Maintenance Operatives. This funding is in place for a five-year period. The Council has made a commitment to the PCT to provide five new play facilities.

Employment, Economic Regeneration and Business Development

In presenting revised strategic objectives, at a departmental level, we want to:

- Develop performance indicators which reflect ‘the journey’ of skills development and learning, alongside a quality physical and business environment leading to the generation of employment opportunities;
- Measure success but have the right indicators to do this;
- Demonstrate in performance management terms that stimulating business growth, universal access to learning and the provision of a high quality built environment will have a dramatic impact on the quality of life of the community of Halton.

The Employment, Economic Regeneration, Employment and Business Development department has simplified these aims and objectives to focus departmental activities on: -

Halton – a place where people can learn and develop their skills to enable them to compete effectively in the jobs market;
Halton – a place with a high quality urban environment;
Halton – a place with a thriving business community

With a vision for the department as:-

“Halton is a place where sustained economic growth provides opportunities for all”

Departmental Aims

- 1) To improve access to employment in the borough
- 2) To encourage Investment and Physical Regeneration in the borough

Departmental Objectives

- 1) To contribute to raising skills levels in the borough;
- 2) To contribute to increasing the number of Halton people in employment;
- 3) To generate investment in physical regeneration in the borough;
- 4) To manage the Council’s land and property portfolio in a safe, cost effective and fit for purpose condition.
- 5) To develop and implement prudent Strategic Asset Management

This will be achieved by: -

- widening participation in adult learning and skills.;
- offering a range of employability skills programmes and initiatives;
- regenerating derelict sites and brownfield land;
- encouraging entrepreneurship and self employment;
- optimising receipts from land and property disposals;
- maintaining a strategic approach to securing and maximising external funding.

Our proposed outcomes will be: -

- An improved business environment;
- A growing enterprise culture;

- Reduced worklessness;
- increased employment;
- improved skills and qualifications amongst our residents
- operational and investment properties that will achieve best value.

The Department will need to be aware of the following issues:-

- The Government appears to recognise that public sector capital investment on infrastructure is vital for economic recovery.
- The Benefits system is being reformed to 'make work pay'
- Personalised job training and support is being redirected to private sectors 'investors' who will expect a return on this investment.
- A reliance on 'Voluntary' Job Seeker Support.
- Recognition that family learning supports wider economic and social well-being measures.
- Focus on higher level skills and high(er) growth companies.
- Greater role for employers in providing and delivering their own in-house training.

Highways Transportation and Logistics

Mersey Gateway

The coalition government announced the results of its Comprehensive Spending Review on 20 October 2010 which approved funding for Mersey Gateway, subject to detailed funding proposals being confirmed by the Department for Transport (DfT). The outcome has established strong policy and funding support for the project. Further clarification from Ministers has confirmed that the £80m grant required to secure land and to pay compensation, including site clearance and remediation works, is included in the DfT budget for the next four years. The Council has also been advised that options for the remaining government funding contribution, including Private Finance Credits (PFI), are being assessed but these costs are likely to fall outside the spending review period and the DfT has requested revised estimates from the Council. The Council project team was invited to discuss funding options with DfT officials during November and December 2010 leading to a final funding agreement being proposed by the Department before the end of January 2011.

The project team is looking to secure the final confirmation of funding necessary to deliver a successful project and will urge Ministers to grant the approvals necessary so that we can commence procurement avoiding further delay. We have also been advised that the final preparations for a decision on the Planning Applications and Orders are now being undertaken. The project

plan was amended based on the approvals to commence procurement in early 2011. The aim is to commence construction within two years of receiving the approvals from government.

As the largest project of this type currently being undertaken by a local authority, it will have a significant influence on the work of the Council in the coming years.

The HTL Department will be engaged with the Mersey Gateway Project Team in resolution of the procurement process, including approval of all design issues, to ensure that long term construction management and the impact on the borough's highways and transportation networks are adequately considered. This will place a significant demand on the Department's resources, possibly to the detriment of other services.

The de-linking of the SJB was a topic issue for the Urban Renewal PPB in 2008/09. The development of highway designs for de-linking on both sides of the river are tied closely into both the Sustainable Transport Strategy and the Regeneration Strategy. Proposals need to be consistent and taken forward in parallel with the development of policies under these strategies. It is anticipated that the Topic Group will be reconvened in 2011.

Local Transport Plan 3

2010 / 11 is the final year of both the current Local Transport Plan (LTP 2) and of the three-year transport capital settlement. Halton has been working closely with its Merseyside neighbours including Merseytravel on transport planning for the Liverpool City Region. Originally, it was intended that there would be a Joint third LTP (LTP 3) produced but a decision taken in 2010 means that there will now be separate LTPs for both Halton and Merseyside. LTP 3 will be developed to ensure that the transport services we provide meet the needs of residents and businesses and support the achievement of the Council's priorities, the Core Strategy, the Sustainable Community Strategy and the Merseyside MAA, as well as progressing initiatives in Halton that reduce transport's contribution to greenhouse gases.

SJB Complex Major Maintenance

Section 31 Primary Route Network (PRN) Grant for funding the increased programme of major bridge maintenance in the SJB Complex expires in March 2011. Continuation of delivery of the major bridge maintenance programme (through the HBC Bridge Maintenance Partnership Contract) will continue until 2015/16 using the £18.6m maximum funding availability from the SJB Complex Major Maintenance Scheme which has received DfT's full approval.

Government approval of the Mersey Gateway project dictates that review of the SJB Complex bridge maintenance programme is required to remove work no longer required or that which may be postponed to allow it to be delivered more effectively and economically post Mersey Gateway construction. This will have implications for the total funding requirement for future SJB Complex

bridge maintenance, the delivery programme and for how the funding is awarded through DfT (i.e. combined with Mersey Gateway funding).

Parking

The Department continues to review the demand for on and off – street parking in the Borough. The parking situation in Runcorn town centre is now considered problematic by many businesses, and some nearby residential streets continue to experience problems. One of the proposals being considered to better deal with parking issues is the establishment of a Parking Partnership with private sector operators. The aim is to develop a parking strategy for the Borough. A study to consider the feasibility of the Council adopting its own parking enforcement powers has been completed and a decision on whether to proceed with an application will need to be made. A review of the Policy on Residents Only Parking Schemes will also be considered.

Development and Regeneration

Halton, along with Warrington and St Helens (Mid Mersey) was awarded Growth Point Status in 2008. As a round 2 Growth Point, this allowed the 3 Authorities to bid for funding which would unlock development sites or provide sustainable access to accelerate housing delivery. Unfortunately, due to Government cuts in funding, it has not been possible to provide any new or improved transport infrastructure in the Borough through the GHP although some revenue funding does remain that may enable a study of transport infrastructure to be undertaken.

The Department continues to be heavily involved in the transportation planning and highway infrastructure aspects of key commercial development schemes in the Borough's town centres and regeneration projects at 3MG, Widnes Waterfront and Daresbury SIC.

Flooding and Water Management

The Flood and Water Management Act received Royal Assent on 8th April 2010. The Act, together with the Flood Risk Regulations (2009), places significant new duties on Halton as a 'Lead Local Flood Authority' to prepare flood risk assessments, maps and Plans to manage flood risk across the Halton area. Strict timescales for delivery of the various responsibilities have been laid down by Defra/Environment Agency, which will have significant resource implications. Work is already underway on the preparation of a Surface Water Management Plan which together with other plans and strategies developed by our Partners, the Environment Agency and United Utilities, will inform the development of flood risk mitigation measures in the future.

Transport Asset Management

New accounting rules will require the adoption of a full asset management approach to Highway maintenance and management. Over the plan period, this will require further development of the assets inventory and the

development of 'levels of service', together with policy and strategies for future maintenance and improvement, to enable the valuation of our highway assets.

Personalisation Agenda

The Personalisation agenda will enable vulnerable adults with complex needs including learning difficulties, physical and mental health issues to maintain an individualised budget and make their own decisions on what activities they partake in and how they will travel to those activities. This radical change is currently being planned for and comes into full effect from early 2011, this will pose many challenges and will require a different transport set-up to that currently being provided.

Accessibility Study

Transport consultants TAS Partnership and Richard Armitage Transport Consultancy were commissioned to produce a study into the ageing population problem and how this is likely to impact on transport over the short, medium and long term future. This has now been completed, results being that the demands on specialised transport in forthcoming years will be far higher than at present. Therefore a range of options have been received, which have been discussed with Health & Community Directorate, on how to best cater for this predicted additional demand for transport.

Transport Act 2008

The Transport Act 2008 has given Local Authorities and Integrated Transport Authorities greater powers with regards to the co-ordination of the local bus network. Authorities are now able to work within a partnership environment with the bus operators to develop Statutory Quality Bus Partnerships and Punctuality improvement Partnerships. Both the partnerships will ultimately improve access and the reliability of bus services but will also improve the frequency of services and also improve the coverage of the network within the borough. However there is a significant amount of work to be carried out to allow the partnerships to move forward.

3.0 FACTORS AFFECTING THE DIRECTORATE

The work of the Directorate is influenced in large part by external factors. Changes in Government could see alterations to the legislative framework upon which much of the work of the Directorate is based. The present economic climate has had a severe impact on the rate of development with consequential effects on, for example, the fee income arising from planning and building regulation fees. A reduction in public sector spending will affect the pace of regeneration and will necessitate a review of priorities to take account of any changes. It will also mean that the need to respond to opportunities will become even more critical.

Environment and Regulatory Services

The Better Regulation Executive (part of the Business Innovation and Skills Department) is likely to be retained by the current administration as will some

functions of the Local Better Regulation Office (LBRO). The purpose of both organisations is to reduce the regulatory burden on business and ensure regulations are applied in a transparent and proportionate manner.

The six national priorities for enforcement set out by the Rogers Review in 2007 are:

- Air Quality including regulation of pollution from factories & homes
- Alcohol & entertainment licensing enforcement
- Hygiene of food premises
- Improving health in the workplace
- Animal & Public Health
- Fair Trading

As this government has retained the bodies overseeing these areas, it is likely these areas will remain a regulatory priority in forthcoming years. This government appears to be committed to furthering the *Better Regulation* agenda to ensure regulation and enforcement is consistent with 5 key themes:

1. Transparency
2. Consistency
3. Accountability
4. Proportionality
5. Targeted

The waste management agenda continues to move at a great pace and there remain powerful economic, environmental, legislative and policy drivers for continued change. In order to meet the requirements of the EU Landfill Directive, implemented in England through the Landfill Allowance Trading Scheme (LATS), Waste Disposal Authorities were set diminishing limits on the levels of biodegradable waste permitted to be disposed of at landfill sites. This legislation, together with annual increases in landfill tax and disposal costs, continues to represent the most significant drivers for change, and the ones that have the greatest financial impact upon the authority. The Department plans to increase the level of waste sent to landfill disposal, and minimise future cost increases, through a programme of waste reduction initiatives, delivering successful recycling services, implementing initiatives to encourage increased participation with the Council's recycling services and through the procurement of services for the long term treatment of residual waste.

In June 2010, the Secretary of State for the Department for Environment, Food and Rural Affairs (Defra) announced that the Government would undertake a full review of waste policy in England. The outcome could significantly affect Halton's policies for dealing with waste. The Council had intended to carry out a full review of its own Waste Management Strategy in 2010, however, following the announcement from the Secretary of State, the Council agreed to undertake a review of its own Strategy once the full details of the Government's review were known. Preliminary results from the Government's review will be available in spring 2011.

Employment, Economic Regeneration and Business Development

Employment Learning and Skills

The overall context for Employment Learning and Skills was set out in the recent Comprehensive Spending Review which was published on 21st October. This confirmed changes in welfare and departmental spending which is set out in more detail below.

The 21st Century Welfare White Paper has identified a number of principles for welfare reform, but the key principle at the heart of this reform is 'to ensure that work would always pay.

Government has decided to end all current employability and welfare reform programmes and replace them with a new Single Programme. These will be large contracts organised on a regional basis with contracts predicted to be between £10m and £50m. They will work with individuals on a variety of benefits that have been out of work for a period of time.

This programme is described as 'Black Box' which means that there will be little to no prescription for how services will be designed; this will be left to the view of potential 'investors'.

The term 'investors' is used as opposed to contractors or providers because those successful will be investing their own money at their own risk to create employability initiatives. If they help individuals get back to work and sustain them in work, they will receive payments from future benefit savings – if they do not, they will lose their investments.

The Skills Strategy Skills for Sustainable Growth

The Skills Strategy was launched on 16th November and presents a number of opportunities for the continuation of services provided by the directorate. It identifies apprenticeships as a major focus for developing the skills of the workforce.

The strategy also states that the UK is currently weak in the vital intermediate technical skills that are increasingly important as jobs become more highly skilled and technological change accelerates.

The strategy states that learners will select training and qualifications valued by business, and available through a broad range of autonomous providers who will attract learners depending on the quality of their offer.

There will be an expectation that learners and employers will co-invest alongside Government in meeting the costs of intermediate and higher level training courses.

The strategy also reaffirms support for Adult and Family Learning for the period of the current spending review.

Information Advice and Guidance

Of equal note is the recent announcement of an all-age careers service whereby from April 2012 schools will be under a legal duty to secure independent and partial careers guidance.

The Schools White Paper will include plans to improve the quality of education in schools and ensure all children gain the basic skills and knowledge they need to make a successful transition from school into FE or employment.

Regarding Urban Renewal, the Local Growth White Paper published on 28th October 2010 sets out the Government's role in empowering locally driven growth, encouraging business investment.

An awareness and understanding of both the internal and external operating environments is a crucial aspect of business planning activity. There will inevitably be developments, opportunities / threats or emerging issues that will, or are likely to, impact on a directorate and the services that it provides over the life of the plan.

Highways Transportation and Logistics Department

Government Transport Policy and Funding

The transport capital settlement announced in November 2008 gave details of the indicative allocation for 2010/11. In June 2010 however, the Government announced funding cuts for transport in the 2010/11 financial year. This resulted in the following for Halton;

- Integrated Transport Block funding down from £1.787m to £1.325m, this represented a £442k or 25% cut;
- Road Safety Capital Grant cut by 100% or £75k;
- Road Safety Revenue Grant cut by £90k or 27%; and
- Primary Route Network funding cut by £440k.

The cuts in road safety funding are likely to not only have a significant effect upon Halton's ability to continue to contribute to the Cheshire Safer Roads Partnership (whose role included camera enforcement, for example) beyond March 2011 and certainly to the extent it has done in the past. It will also impact our own programmes for road safety, education, training and publicity. This is a serious concern because of the potentially adverse impact on road casualties in the borough which have until now shown a markedly downward trend.

In his Comprehensive Spending Review (CSR) announcement in October 2010, the Chancellor pledged to make the tough choices that will allow us to maintain investment in new and existing infrastructure that will support a growing economy, while eliminating the structural deficit over the lifetime of the Parliament.

The key transport priorities of the Government for Transport are:

- Facilitating long-term sustainable economic growth; and
- Tackling carbon emissions.

These two priorities are based upon two of the five national transport goals/priorities of the previous Government.

However, the CSR has also confirmed that significant funding cuts for transport will become a reality. The DfT will reduce overall spending by 15% in real terms, making savings of 21% from its resource budget and an 11% reduction in capital spending. To support the localism agenda, DfT plans to carry out a radical simplification and reform of local transport funding, moving from 26 grant streams to 4 from 2011-12:

- a local sustainable transport fund (capital and revenue);
- major schemes (capital)
- block funding for highways maintenance (capital); and
- block funding for small transport improvement schemes; the 'Integrated Transport Block' (capital).

Details of block funding allocations to individual local authorities were awaited at the time of writing but at a national level block funding for highway maintenance will be down by around 20% over the next four years. As far as the Integrated Transport Block is concerned the DfT intends to provide over £1.3bn over four years for small transport improvements. However, this represents an average cut of 23% over the coming four year period and a reduction of around £1m since the beginning of LTP2. These cuts are likely to significantly affect the number and size of capital funded transport schemes we are likely to be able to deliver in future years, at a time when we are trying to deliver the largest local authority transport project in the country.

The Government is establishing a £560 million Local Sustainable Transport Fund (LSTF) to challenge local authorities outside London to bid for funding to support packages of transport interventions that support economic growth and reduce carbon emissions in their communities as well as delivering cleaner environments and improved air quality, enhanced safety and reduced congestion. Consideration is being given to the possibility of a bid being submitted as part of the Mersey Gateway Project.

The Department for Transport is contributing around a third of the funding for the £1.4bn Regional Growth Fund. Bids for local transport schemes that unlock sustainable economic growth will be eligible for submission to this fund. The Local Enterprise Partnerships will be responsible for bids to the Regional Growth Fund. It may be possible for Halton to access this Fund but this is yet to be determined.

From 2012/13, the DfT plans to make a reduction in the subsidy paid to bus operators (Bus Services Operators Grant or BSOG) by reducing the rate at which subsidy is paid by 20%. Halton will need to look carefully at the potential impacts of this but basically certain bus services may either not be provided or they will become more expensive for our communities. The

potentially significant cuts to the Department's revenue budgets could likewise impact seriously on the provision of supported bus services and community transport provision in the borough.

The cost of street lighting energy is very susceptible to changes due to issues outside our control. In the main, there are year on year increases in price and this trend is expected to continue. Options are being investigated to reduce demand and our carbon footprint but the switching off of certain lights needs to be considered as a distinct possibility.

Finally, the Council itself faces huge cuts in its budgets and these will, in turn, mean similar cuts to Departmental budgets. These will definitely impact on the level of service we are able to provide to our customers.

4.0 ORGANISATIONAL INITIATIVES

There are a number of initiatives that have been developed at an organisational level in order to ensure consistency and synergy between individual business units of the Council. As such these initiatives are relevant to the work of all Directorates of the Council and have implications for, and are supported by, the work of the individual departments that sit beneath them. Such initiatives include:-

Equality, Diversity and Community Cohesion

Halton Council is committed to ensuring equality of opportunity within all aspects of its service design and delivery, policy development and employment practices. This commitment is reflected in a range of policies, strategies and other framework documents and practices that underpin the work of the Council through its day to day operational activities.

The Council reviewed and refreshed its [Single Equality Scheme](#) in 2009. As a result of the introduction of the Equalities Act (2010) the scheme has recently been further reviewed and slightly refined to ensure that it remains current and fit for purpose.

The scheme sets out the Council's approach to promoting and securing equality of opportunity, valuing diversity and encouraging fairness and creating and promoting a social environment in which people can work, learn and live free from discrimination and victimisation in all of its forms. The Council will combat discrimination throughout the organisation throughout the organisation and will use its position of influence in the borough to help to identify and remove discriminatory barriers and practices where they are found to exist.

The Council has developed a systematic approach to examine and address the equality implications of its existing and future policies, procedures and practices through the use of a Community Impact Review and Assessment process.

As a result of such assessments any actions considered to be of high priority will be monitored and reported through the Council's Quarterly Performance Reporting process.

At a partnership level issues of equality are overseen by the Halton Strategic partnership Equalities, Engagement and Cohesion sub-group and the Community Cohesion Officers Group, which has a more operational focus to any potential tension within communities.

Environmental Sustainability

The Council is committed to taking a lead and setting an example in tackling climate change. The Council has developed a Carbon Management Strategy that will support the Council in managing its carbon emissions and developing actions for realising carbon and financial savings and embedding carbon management into the authority's day to day business. The Plan will be reviewed and updated during 2011/12.

The Council has set a target to reduce its emissions by 20% from 2008 – 09 levels over 4 years by 2013/14. If this target is to be achieved individual services areas will need to develop service specific plans for their areas. The Council's total emission levels in 2009/10 were **(to be added)**

This breaks down as follows: -

- Corporate Buildings
- Schools
- Street Lighting
- Vehicle Fleet
- Business Miles

To improve the focus on achieving its targets the Directorate, through the Carbon Group, will develop specific plans and, where appropriate, specific reduction targets around buildings and vehicle fleet, business miles and street lighting.

The Council has also worked with the Energy Saving Trust to develop opportunities for reducing emissions in the wider community. The opportunities will form the basis of a Corporate Climate Change Strategy to be developed in 2011/12. Directorates will contribute to and support specific actions within the overall Strategy.

Arrangements for managing Data Quality

Good quality data provides the foundation for managing and improving services, determining and acting upon shared priorities, and accounting for performance to inspecting bodies and the local community.

In recognising this, the Council has developed a Corporate Data Quality Strategy that will provide a mechanism by which the authority can be assured that the quality of its data remains robust and fit for purpose. This strategy, which will remain subject to periodic review, identifies five Key Corporate Objectives and establishes the key dimensions of good quality data i.e. that data is:-

- Accurate:* For its intended purpose;
- Valid* By being consistently recorded and used in compliance with predetermined definitions and rules;
- Reliable* By reflecting stable and consistent data collection processes;
- Timely* By being made available as soon as possible after the activity or event and in line with organisational requirements;
- Relevant* For the purpose intended;
- Complete* In that the monitoring of incomplete, missing or invalid data is avoided as far as is possible.

In supporting the delivery of the corporate strategy the Directorate will ensure that appropriate systems and processes are in place to secure the quality of its data and that such systems are subject to periodic and risk-based review.

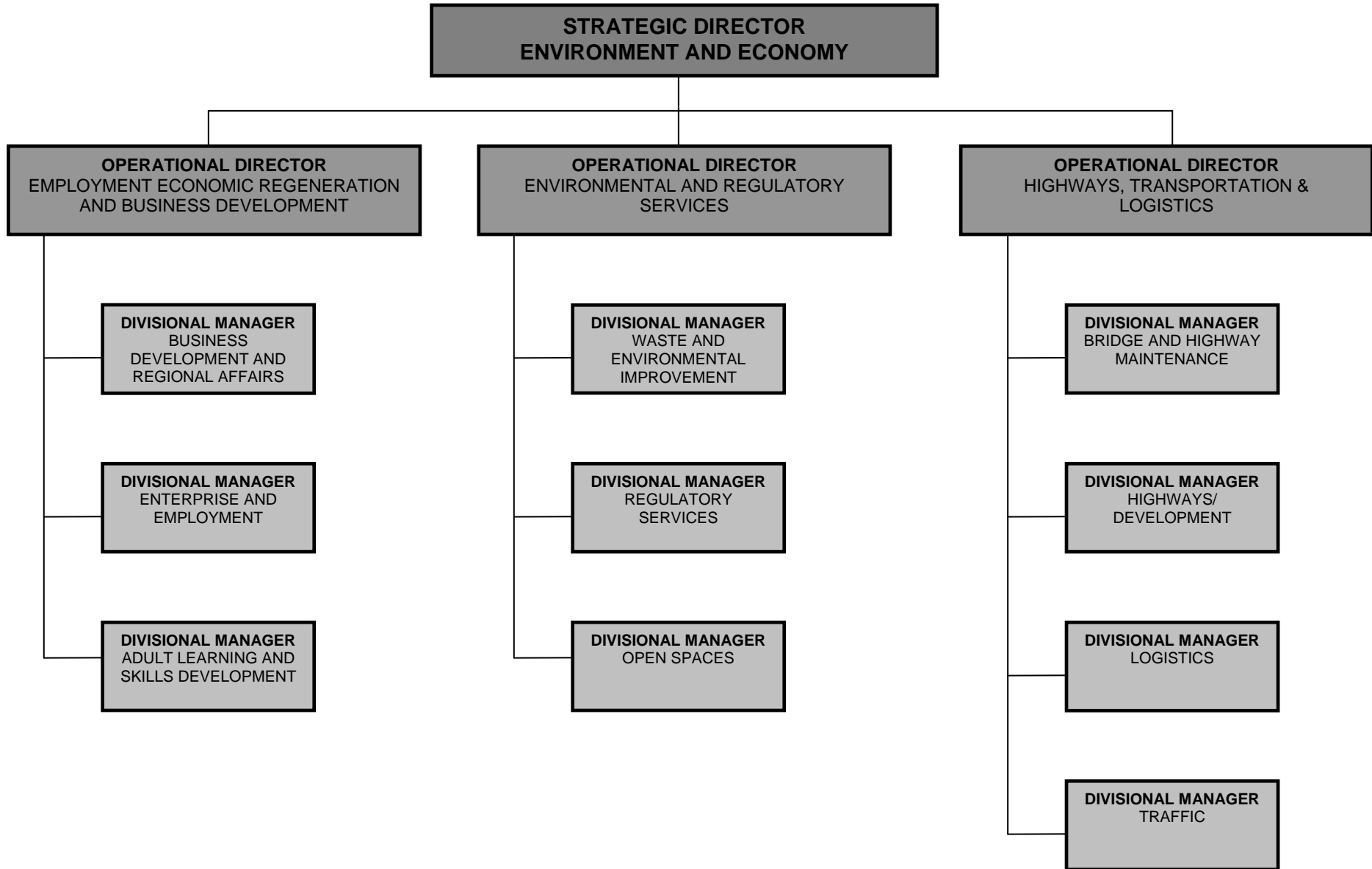
Risk Management

Risk Management, which forms a key element of the strategic and performance management processes of the Council, is a business discipline that is used to effectively manage potential opportunities and threats to the organisation in achieving its objectives.

Risk assessments are the process by which departments identify those issues that are, or may be, likely to impede the delivery of service objectives. Such risks are categorised and rated in terms of both their probability, i.e. the extent to which they are likely to happen, and their severity i.e. the potential extent of their impact should they occur.

Following such assessments a series of risk treatment measures are identified that will mitigate against such risks having an adverse impact upon the delivery of departmental / organisational activities. All high risks and the implementation of their associated mitigation measures will be monitored and reported through the Council's quarterly performance monitoring arrangements

5.0 DIRECTORATE STRUCTURE



6.0 RESOURCES

The reorganisation of the Directorate involving the reduction in Departments from four to three but with the incorporation of both Property Services and External Funding and Regional Affairs into the Business Development and Regional Affairs Division, a modest movement of staff to ensure effective operation will be necessary. The Directorate's employees will be mainly concentrated in Rutland House and the Municipal Building. The two depots at Lowerhouse Lane and Picow Farm Road will remain the main focus for operational activities, including amongst others, maintenance of open spaces, refuse collection and community transport.

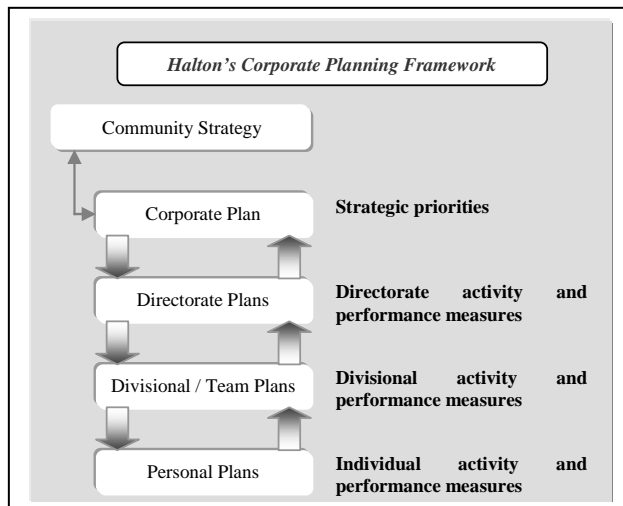
The Mersey Gateway Team will remain in its present location at Turnstone Park as it moves through the procurement phases of its work. Funding for the Mersey Gateway Team and the procurement of the Project will remain a significant resource issue during the duration of this plan. The other main financial issues remain the increasing costs of dealing with the Borough's waste through recycling and disposal. The effect of severe weather also has an impact on resources and in each of the last two winters, the cost of gritting and snow clearing has exceeded the budget allocation, whilst the longer term consequences of the adverse weather in terms of damage to the roads has also severely affected budget availability.

The way in which incidents of severe weather affects the operation and budget of the Directorate will be kept under close scrutiny.

7.0 BUSINESS PLANNING

Directorate Plans form an integral part of the authority's corporate planning framework, as illustrated within the diagram opposite.

This framework ensures that the Council's operational activities are complementary to the delivery of its community aspirations and legal and statutory responsibilities.



Such plans, and the Quarterly Service Plan Monitoring Reports that flow from them, are an essential tool in enabling the public, Elected Members, Senior Management, and staff how well Council departments are performing and what progress is being made in relation to improving the quality of life within the borough and service provision for local people, businesses and service users.

Performance Reporting

It is imperative that the Council and interested members of the public can keep track of how the Council and its Departments are progressing against objectives and targets, and that mechanisms are in place to enable councillors and managers to see whether the service is performing as planned.

As a result Departmental progress will be monitored through:

- The day to day monitoring by Strategic Directors through their regular interaction with Operational Directors;
- Provision of Quarterly progress reports to Corporate and Directorate Management Teams;
- The inclusion of Quarterly monitoring reports as a standard item on the agenda of all the Council's Policy and Performance Boards.
- Publication of Quarterly monitoring reports on the Council's intranet site.

In demonstrating its commitment to exploiting the potential of Information and Communications Technology to improve the accessibility of its services and related information an extensive range of documentation, including this plan and its associated quarterly monitoring reports, are available via the Council's website at

<http://www2.halton.gov.uk/content/councilanddemocracy/council/plansandstrategies>

Additionally information and assistance can be accessed through any of the Council's Halton Direct Link facilities (HDL) or the Council's libraries.

Appendices

Departmental Service Objectives / Key Milestones and Performance Indicators / Targets.

1. Environment and Regulatory Services
2. Employment, Economic Regeneration and Business Development
3. Highways, Transportation and Logistics

Service Objectives/Milestones/Performance Indicators: 2010 – 2013

Environment & Regulatory Services

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus: AOF 10</i>	Revitalising the economy by sustaining and developing an environment that compliments the core brand values of existing and potential investors.

Service Objective: EAR 2	To prepare and adopt a local development framework (LDF) and to review the LDF on a regular basis ensuring that an up to date development plan is available (statutory requirement). To achieve this by producing the following targets set out in the most current Local Development Scheme (LDS):-					
Key Milestone(s) (10/11)	<ul style="list-style-type: none"> • Submissions of the Core Strategy Development Plan Document (DPD) to the Secretary of State September 2010 					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> ▪ Adoption of the Core Strategy by the Council following public examination January 2011 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> ▪ Publication of the Site Allocations Development Plan Document (DPD), this DPD allocates specific sites for the future development and/or protection October 2012. 					
Risk Assessment	Initial	High	Responsible Officer	Divisional Manager Policy and Strategy	Linked Indicators	None
	Residual	Medium				

Corporate Priority:	A Healthy Halton / Halton's Urban Renewal / A Safer Halton
<i>Key Area Of Focus:</i>	<p>AOF 2 Improving the future health prospects of Halton residents through encouraging and providing the opportunities to access and participate in physically active lifestyles.</p> <p>AOF 12 Providing opportunities for recreation and fostering conservation by developing attractive and accessible parks and open spaces.</p> <p>AOF 29 Improving the quality of community life by enhancing the visual amenity of Halton's neighbourhoods.</p>

Service Objective: EAR 3	Continue to improve Parks, Sports Grounds, Open Spaces and Local Nature Reserves.					
Key Milestone(s) (10/11)	<ul style="list-style-type: none"> ▪ Runcorn Hill Park - Parks for People bid. Work up bid to 'First Round' submission stage, Dec 2010. ▪ Develop plan for new Park and associated landscape improvements at Upton, Mar 2011. ▪ <i>Woodland Expansion - Additional 200m2 of Woodland planted Boroughwide, Mar 2011</i> ▪ Deliver 4 new or refurbished Play Areas through Playbuilder Programme, Mar 2011. 					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> ▪ Runcorn Hill Park – Parks for People bid. Work up bid to 'Second Round' submission stage (subject to success of First Round), June 2011. ▪ Develop a 'Greenspace Strategy', Jul 2011. ▪ <i>Woodland Expansion - Additional 200m2 of Woodland planted Boroughwide, Mar 2012</i>. ▪ Deliver 4 new or refurbished Play Areas through Playbuilder Programme, Mar 2012. ▪ Create new park and associated landscape improvements at Upton, Mar 2012. ▪ Cemetery Expansion - Create extensions to current Cemeteries at Widnes and Runcorn, Mar 2012. 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> ▪ Runcorn Hill Park - Parks for People bid. Deliver Project, (subject to success of Second Round), Mar 2013. ▪ <i>Woodland Expansion - Additional 200m2 of Woodland planted Boroughwide, Mar 2013</i>. 					
Risk Assessment	Initial		Responsible Officer	D. Manager, Open Space Services	Linked Indicators	EAR LI2, 3 & 8
	Residual					

Corporate Priority:	A Healthy Halton / Halton's Urban Renewal / A Safer Halton
<i>Key Area Of Focus:</i>	<p>AOF 2 Improving the future health prospects of Halton residents through encouraging and providing the opportunities to access and participate in physically active lifestyles.</p> <p>AOF 12 Providing opportunities for recreation and fostering conservation by developing attractive and accessible parks and open spaces.</p> <p>AOF 29 Improving the quality of community life by enhancing the visual amenity of Halton's neighbourhoods.</p>

Service Objective: EAR 4	Implementation of actions to ensure the Council achieves its targets and objectives relating to waste and climate change.					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> ▪ Extension of multi-material recycling service to all properties. June 2010. ▪ Extension of kerbside green waste collection service May 2010. ▪ Review of the network of neighbourhood recycling 'Bring Sites' Sep 2010. ▪ Complete a full review and update of the Council's Waste Action Plan Nov 2010. ▪ Complete a review of the Council's Waste Management Strategy Mar 2011 ▪ Produce a Schools and Retailers Recycling Communications Pack Sept 2010 (AOF 31) 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> ▪ Commence implementation of services/activities contained within the Council's updated Waste Action Plan. Mar 2012. ▪ Approval of updated Waste Management Strategy Oct 2011 ▪ Publish updated Waste Management Strategy Dec 2011 					
Key Milestone(s) (13/14)	<ul style="list-style-type: none"> ▪ Implementation of services/activities contained within the Council's updated Waste Management Strategy. Mar 2013. 					
Risk Assessment	Initial	Medium	Responsible Officer	D. Manager - Waste &	Linked Indicators	NI 191, 192 & 193

	Residual	Medium		Environmental Improvement		
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Ref ¹	Description	Corp. Plan Priority	Halton 2008/9 Actual	2008/9 Quartiles (All England)			Halton 2009/10 Target	Halton 2009/10 Actual	Halton Targets		
				Top	Middle	Bottom			10/11	11/12	12/13
Corporate Health											
There are presently no indicators of this type identified for the service											
Cost & Efficiency											
There are presently no indicators of this type identified for the service											
Fair Access											
There are presently no indicators of this type identified for the service											
Quality											
EAR LI2	Satisfaction with the standard of cleanliness and maintenance of parks and green spaces.	CP2 AOF12 CP5 AOF29	94.28%	-	-	-	88%	94%	90%	92%	92%
EAR	Number of Green Flag	CP2	10	-	-	-	10	12	12	12	12

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¹ Key Indicators are identified by an **underlined reference in bold type**.

Ref ¹	Description	Corp. Plan Priority	Halton 2008/9 Actual	2008/9 Quartiles (All England)			Halton 2009/10 Target	Halton 2009/10 Actual	Halton Targets		
				Top	Middle	Bottom			10/11	11/12	12/13
LI3	Awards for Halton.	AOF12									
Service Delivery											
<u>EAR</u> <u>LI8</u>	Greenstat-Survey, Satisfaction with the standard of maintenance of trees, flowers and flower beds.	CP2 AOF12 CP5 AOF29	97.15%	-	-	-	75%		70%	74%	78%
NI 191	Residual household waste per household (Kgs)	CP1 AOF7	837.91	-	-	-	856	819.41	811	799	787
NI 192	Household waste recycled and composted	CP1 AOF7	28.6%	-	-	-	31%	29.97%	34%	35%	36%
NI 193	Municipal waste land filled (Kgs)	CP1 AOF7	68.71%	-	-	-	63%	70.16%	63%	62%	61%
NI 195	Improved street and environmental cleanliness - (a) Litter (b) detritus (c) Graffiti (d) Fly-posting	CP5 AOF29	9% 5% 1% 1%	- - - -	- - - -	- - - -	8% 5% 1% 0%		8% 5% 1% 0%	8% 5% 1% 0%	8% 5% 1% 0%
NI 196	Improved street and environmental cleanliness -	CP5 AOF29	3	-	-	-	1		1	1	1

Ref ¹	Description	Corp. Plan Priority	Halton 2008/9 Actual	2008/9 Quartiles (All England)			Halton 2009/10 Target	Halton 2009/10 Actual	Halton Targets		
				Top	Middle	Bottom			10/11	11/12	12/13
	Fly tipping										
NI 197	Improved local biodiversity – active management of local sites	CP2 AOF12	65%	-	-	-	15%	57.5%	67%	69%	71%
NI 154	Net additional homes provided	CP2 AOF11	395	-	-	-	518	114	159	159	159
NI 155	Number of affordable homes delivered (gross)	CP2 AOF11	80	-	-	-	20	108	20	40	50
NI 157	Processing of planning applications as measured against targets for, a) 'major' applications b) 'minor' applications c) 'other' applications	CP2 AOF10	72.97% 83.63% 89.94%	- - -	- - -	- - -	60% 80% 80%	60 90.1 77.55	60 80 80	60 83 83	60 85 85
NI 159	Supply of ready to develop housing sites	CP2 AOF11	137.9	-	-	-	100%	131.9	100	100	100
NI 170	Previously developed land that has been vacant or	CP2 AOF8	2.28%	-	-	-	2.25%		2.24	2.23	2.22

Ref ¹	Description	Corp. Plan Priority	Halton 2008/9 Actual	2008/9 Quartiles (All England)			Halton 2009/10 Target	Halton 2009/10 Actual	Halton Targets		
				Top	Middle	Bottom			10/11	11/12	12/13
	derelict for more than 5 years										

Service Objectives/Milestones/Performance Indicators: 2010 – 2013

Employment, Economic Regeneration & Business Development

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus:</i>	<p>AOF 8 - Exploiting the benefits of inward investment opportunities by creating a physical environment that is both attractive and responsive to the needs of existing and potential customers</p> <p>AOF 10 - Revitalising the economy by sustaining and developing an environment that compliments the core brand values of existing and potential investors</p>

Service Objective: EEB 1	Promote economic diversity and competitiveness within an improved business environment.					
Key Milestone(s) (10/11)	<ul style="list-style-type: none"> ▪ Develop Science, Technology and Advanced Manufacturing sectoral action plan (following on from final PPB topic group report) by Dec 2010 ▪ Deliver BID Year 3 action plan by Mar 2011 ▪ Complete Local Economic Assessment by Mar 2011 					
Key Milestone(s) (11/12)	▪ Deliver BID Year 4 action plan by Mar 2011					
Key Milestone(s) (12/13)	▪ Deliver BID Year 5 action plan by Mar 2011					
Risk Assessment	Initial	Medium	Responsible Officer	DM Business Development & Regional Affairs	Linked Indicators	
	Residual	Low				

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus:</i>	<p>AOF 8 Exploiting the benefits of inward investment opportunities by creating a physical environment that is both attractive and responsive to the needs of existing and potential business.</p> <p>AOF 9 Maintaining and developing local transport networks that meet the needs of residents, businesses and visitors to Halton.</p> <p>AOF 10 Revitalising the economy by sustaining and developing an environment that complements the core brand values of existing and potential investors.</p>

Service Objective: EEB 5	To implement a regeneration plan for the Widnes Waterfront in accordance with the NWDA performance Plan resulting in 44 ha. of regenerated land on the Widnes Waterfront					
Key Milestone(s) (10/11)	<ul style="list-style-type: none"> Implementation proceeding in accordance with the NWDA performance Plan 10/11 (to be approved April 2010). This will set out the commitment of Halton's Urban Renewal Partnership (URSSP) to deliver a set of projects funded by the NWDA. Mar 2010. 					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> Complete the NWDA funded programme evaluation (this is a requirement of the NWDA funding to evaluate the success of the NWDA programme) Sep 2011 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> There are no milestones yet 					
Risk Assessment	Initial	Medium	Responsible Officer	Widnes Waterfront Programme Manager	Linked Indicators	EEB LI13, 14 & 16
	Residual	Medium				

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus:</i>	<p>AOF 8 Exploiting the benefits of inward investment opportunities by creating a physical environment that is both attractive and responsive to the needs of existing and potential business.</p> <p>AOF 9 Maintaining and developing local transport networks that meet the needs of residents, businesses and visitors to Halton.</p> <p>AOF 10 Revitalising the economy by sustaining and developing an environment that complements the core brand values of existing and potential investors.</p>

Service Objective: EEB 6	To implement the Bayer Crop Science site regeneration in accordance with the NWDA grant funding agreement and the agreed Forward Strategy resulting in the regeneration of 40 acres of brownfield land at the Widnes Waterfront.
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Key Milestone(s) (10/11)	<ul style="list-style-type: none"> Secure ERDF funding and deliver site infrastructure project by Dec 2010 Take vacant possession of the Bayer site Mar 2011 Complete site remediation strategy by Mar 2011 					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> Design, tender and start on site remediation contract Mar 2012 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> Complete site remediation and certified report Mar 2013 					
Risk Assessment	Initial	Medium	Responsible Officer	Widnes Waterfront Programme Manager	Linked Indicators	EEB LI12 & 13
	Residual	Medium				

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus:</i>	<p>AOF 8 Exploiting the benefits of inward investment opportunities by creating a physical environment that is both attractive and responsive to the needs of existing and potential business.</p> <p>AOF 11 Maintaining levels of affordable housing provision within Halton that provides for quality and choice and meets the needs and aspirations of existing and potential residents.</p>

Service Objective: EEB 7	To implement a regeneration plan for Castlefields according to the Castlefields Team Plan and Regeneration Masterplan resulting in the delivery of The Masterplan's vision of an holistically improved estate.
Key Milestone(s) (10/11)	<ul style="list-style-type: none"> Implementation according to Masterplan Phase 2: Commence construction of the Village Square Phase 2 Mar 2011. Prepare bid for phase 3 funding of the RSL housing renewal. Mar 2011 Market Lakeside (subject to market review) Sep 2010
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> Implementation according to Masterplan Phase 3: Complete construction of local centre Mar 2012.

Key Milestone(s) (12/13)	<ul style="list-style-type: none"> Market Canalside development site subject to market review Mar 2013 					
Risk Assessment	Initial	Medium	Responsible Officer	To Be Determined	Linked Indicators	EEB LI15
	Residual	Low				

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus:</i>	<p>AOF 8 Exploiting the benefits of inward investment opportunities by creating a physical environment that is both attractive and responsive to the needs of existing and potential business.</p> <p>AOF 10 Revitalising the economy by sustaining and developing an environment that complements the core brand values of existing and potential investors.</p> <p>AOF 11 Maintaining levels of affordable housing provision within Halton that provides for quality and choice and meets the needs and aspirations of existing and potential residents.</p>

Service Objective: EEB 8	Monitor investment levels in the three town centres in order to comply with Community Plan objectives (see Team Plan) and ensure a continued improvement in the quality of Halton's town centres.
Key Milestone(s) (10/11)	<ul style="list-style-type: none"> Ensure continued investment in town centres of at least £1 million per annum. Mar 2011. Owing to the economic recession, review the feasibility of the Canal Quarter development to achieve the Community Plan objectives and obtain improved facilities in the area. Mar 2011.
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> Ensure continued investment in town centres of at least £1 million per annum. Mar 2012. Co-ordinate the commencement of the Canal development with partners. Mar 2012.
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> Continue the Canal Quarter development with partners. Mar 2013.

Risk Assessment	Initial	Medium	Responsible Officer	To Be Determined	Linked Indicators	EEB LI11 & 16
	Residual	Low				
Corporate Priority:	Halton's Urban Renewal					
<i>Key Area Of Focus:</i>	<p>AOF 8 Exploiting the benefits of inward investment opportunities by creating a physical environment that is both attractive and responsive to the needs of existing and potential business.</p> <p>AOF 10 Revitalising the economy by sustaining and developing an environment that complements the core brand values of existing and potential investors.</p> <p>AOF 12 Providing opportunities for recreation and fostering conservation by developing attractive and accessible parks and open spaces.</p>					
Service Objective: EEB 9	Reclamation of contaminated and derelict land, including the 48 hectare St.Michael's Golf Course to produce a safe and attractive replacement course					
Key Milestone(s) (10/11)	<ul style="list-style-type: none"> Phase 2 , the remediation of the golf course is to be completed by the end of Mar 2011. 					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> Subject to DEFRA funding, Phase 3 of the golf course remediation to construct a leachate treatment works and complete the establishment of the golf course. Sep 2011 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> Complete establishment of the golf course and open in Apr 2013. 					
Risk Assessment	Initial	Low	Responsible Officer	To Be Determined	Linked Indicators	EEB LI12
	Residual	Low				

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus:</i>	<p>AOF 8 Exploiting the benefits of inward investment opportunities by creating a physical environment that is both attractive and responsive to the needs of existing and potential business.</p> <p>AOF 9 Maintaining and developing local transport networks that meet the needs of residents, businesses and visitors to Halton.</p> <p>AOF 10 Revitalising the economy by sustaining and developing an environment that complements the core brand values of existing and potential investors.</p>

Service Objective: EEB 10	To implement a regeneration plan for 3MG (Ditton Strategic Rail Freight Park) resulting in the creation of a regionally-significant rail freight park.					
Key Milestone(s) (10/11)	<ul style="list-style-type: none"> • Subject to market testing, the disposal of Halton Borough Council Field Mar 2011 • The provision of associated infrastructure, such as rail sidings Mar 2011 • Complete the second phase of warehouse development on Stobart land and the improvements to Ditton Brook Mar 2011 					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> • Commence construction of western link road and warehouse development on HBC Field Feb 2012 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> • Complete the third phase of warehouse development on Stobart land and the improvements to foundry lane access Feb 2013 					
Risk Assessment	Initial	Low	Responsible Officer	3MG Programme Manager	Linked Indicators	EEB LI16 & 17
	Residual	Low				

Ref ²	Description	Corp. Plan Priority	Halton 2009/10 Actual	2009/10 Quartiles (All England)			Halton 2010/11 Target	Halton 2010/11 Actual	Halton Targets		
				Top	Middle	Bottom			11/12	12/13	13/14
Corporate Health											
There are presently no indicators of this type identified for the service											
Cost & Efficiency											
EEB LI18	Cost per job created and/or safeguarded to which the authority's inward investment promotional activity has made a significant contribution. (Audit Commission ECR18d)	CP4 AOF25		-	-	-			£140.0	£138.0	
Fair Access											
NI 153	Worklessness within the 25 most deprived LSOAs	CP4 AOF22	33.5%	-	-	-					
NI 146	Adults with Learning Disabilities in Employment	CP4 AOF22	28	-	-	-					
NI 150	Adults in contact with secondary mental health services in employment	CP4 AOF22		-	-	-					
Quality											
There are presently no indicators of this type identified for the service											
Service Delivery											

² Key Indicators are identified by an **underlined reference in bold type**.

Ref ²	Description	Corp. Plan Priority	Halton 2009/10 Actual	2009/10 Quartiles (All England)			Halton 2010/11 Target	Halton 2010/11 Actual	Halton Targets		
				Top	Middle	Bottom			11/12	12/13	13/14
EEB LI1 Previously ER PI 01	Number of local people into jobs	CP4 AOF22	374	-	-	-	300 (WNF ends)		Subject to funding	Subject to funding	
EEB LI2 Previously ER PI 02	Number of local people with disabilities into permitted/paid work	CP4 AOF22	38	-	-	-	75 (WNF ends)		Subject to funding	Subject to funding	
EEB LI3 Previously ER PI 03	Number of learners accessing adult learning provision	CP4 AOF20	1369	-	-	-	2041		2041	2041	
EEB LI4 Previously ER PI 04	Number of learner enrolments	CP4 AOF20	1683	-	-	-	3450		3450	3450	
EEB LI5 Previously ER PI 05	Number of inward investment enquiries per annum	CP4 AOF25	119	-	-	-	200		210	225	
EEB LI6 Previously ER PI 06	Inward investment enquiry conversion rate	CP2 AOF8	15.3%	-	-	-	11%		12%	13%	
EEB LI7 Previously ER PI 07	Contribution to the number of jobs created, as a direct result of the service/s being provided	CP4 AOF25	153	-	-	-	200		225	250	
EEB LI8 Previously ER PI 08	Contribution to the number of jobs safeguarded, as a direct result of the service/s being provided	CP4 AOF25		-	-	-	150		150	150	

Ref ²	Description	Corp. Plan Priority	Halton 2009/10 Actual	2009/10 Quartiles (All England)			Halton 2010/11 Target	Halton 2010/11 Actual	Halton Targets		
				Top	Middle	Bottom			11/12	12/13	13/14
EEB LI9 Previously ER PI 09	New business start-ups and self -employment starts	CP4 AOF25	154	-	-	-	125 (WNF ends)		90	90	
NI 163	Working age population qualified to at least Level 2 or higher	CP4 AOF22		-	-	-					
NI 171	Business growth rate	CP4 AOF25		-	-	-					
EEB LI11 Previously MP LI4	Local business premises improved	CP2 AOF10		-	-	-	N/a		N/a	N/a	
EEB LI12 Previously MP LI6	Land reclamation programme (acres)	CP2 AOF10		-	-	-	10		10	10	
EEB LI13 Previously MP LI11	Outputs as set out in Bayer Forward Strategy (% achieved) To be agreed by NWDA	CP2 AOF8,9 & 10		-	-	-	100		100	100	
EEB LI14 Previously MP LI15	Widnes Waterfront Programme: Outputs as set out in the Northwest Development Agency Performance Plan (% achieved)	CP2 AOF8		-	-	-	100		N/a	N/a	
EEB LI15 Previously MP	Castlefields Regeneration:	CP2		-	-	-	100		100	100	

Ref ²	Description	Corp. Plan Priority	Halton 2009/10 Actual	2009/10 Quartiles (All England)			Halton 2010/11 Target	Halton 2010/11 Actual	Halton Targets		
				Top	Middle	Bottom			11/12	12/13	13/14
LI12	Outputs as set out in Masterplan Phase 2 & SPD (% achieved)	AOF11									
EEB LI16 Previously MP LI13	Urban Renewal: Outputs as set out in Succession Urban Renewal Strategy and Action Plan (% achieved)	CP2 AOF10		-	-	-	100		100	100	
EEB LI17 Previously MP LI14	3MG: Outputs as set out in Masterplan (% achieved)	CP2 AOF8		-	-	-	100		100	100	

Area Partner National Indicators:

The indicators below form part of the new National Indicator Set introduced on 1st April 2008. Responsibility for setting the target, and reporting performance data, will sit with one or more local partners. As data sharing protocols are developed, baseline information and targets will be added to this section.

Ref	Description	Corp. Plan Priority	Halton 2008/9 Actual	2008/9 Quartiles (All England)			Halton 2009/10 Target	Halton 2009/10 Actual	Halton Targets		
				Top	Middle	Bottom			10/11	11/12	12/13
NI 151	Overall employment rate	CP4 AOF22, 21		-	-	-					
NI 152	Working age people on out of work benefits	CP4 AOF22, 21		-	-	-					
NI 161	Learners achieving a Level 1 qualification in literacy	CP4 AOF20		-	-	-					
NI 162	Learners achieving an Entry Level 3 qualification in numeracy	CP4 AOF20		-	-	-					

NI 164	Working age population qualified to at least Level 3 or higher	CP4 AOF22		-	-	-					
NI 165	Working age population qualified to at least Level 4 or higher	CP4 AOF22		-	-	-					
NI 166	Average earnings of employees in the area	N/a		-	-	-					
NI 172	VAT registered businesses in the area showing growth	CP4 AOF25	44.5	-	-	-					
NI 173	People falling out of work and on to incapacity benefits	CP4 AOF24		-	-	-					
NI 174	Skills gaps in the current workforce reported by employers	CP4 AOF21		-	-	-					

Service Objectives/Milestones/Performance Indicators: 2011 – 2014

Highways, Transportation and Logistics

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus: AOF 9</i>	Maintaining and developing local transport networks that meet the needs of residents, businesses and visitors to Halton.

Service Objective: HTL 1	Mersey Gateway – Complete the procedural process to achieve all necessary orders and conditional approval of the Business Case for the construction of the Mersey Gateway within the timescales required.					
	The coalition government announced the results of its Comprehensive Spending Review on 20 October 2010 which approved funding for Mersey Gateway. The project team is looking to secure the final confirmation of funding necessary to deliver a successful project and will urge Ministers to grant the approvals necessary so that we can commence procurement avoiding further delay. The final preparations for a decision on the Planning Applications and Orders are now being undertaken. The project plan is amended based on the approvals to commence procurement being secured early in 2011. The aim is to commence construction within two years of receiving the approvals from government.					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> ▪ Conditional Funding Approval Granted by Ministers – April 2011 ▪ Commence the Execution of Compulsory Powers for Land Acquisition – July 2011 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> ▪ Acquire all land interests for the scheme – March 2013 					
Key Milestone(s) (13/14)	<ul style="list-style-type: none"> ▪ Settle all outstanding compensation claims – March 2014 					
Risk Assessment	Initial	Medium	Responsible Officer	Project Director	Linked Indicators	None
	Residual	Low				

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus:</i> AOF 9	Maintaining and developing local transport networks that meet the needs of residents, businesses and visitors to Halton.

Service Objective: HTL 2	Mersey Gateway- Commence the procurement process for the construction of Mersey gateway to ensure that the project can be completed within the required timescales.					
	The Mersey Gateway is in the final stages of negotiating a Conditional Funding Approval bid with the Department for Transport. The following procurement milestones are based on these negotiations being completed by March 2011.					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> ▪ HM Treasury approval (Chief Secretary) for Conditional Funding Bid - April 2011. ▪ Publish invitation to prospective tenders in the Official Journal of the European Union (OJEU) – May 2011 ▪ Announce Prequalification Results - July 2011. ▪ Commence Competitive Dialogue process – September 2011. 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> ▪ Select Preferred Bidder – September 2012 					
Key Milestone(s) (13/14)	<ul style="list-style-type: none"> ▪ Appointment of concessionaire – April 2013 ▪ Commence main construction contract – September 2013 					
Risk Assessment	Initial	Medium	Responsible Officer	Project Director	Linked Indicators	None
	Residual	Low				

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus:</i> AOF 9	Maintaining and developing local transport networks that meet the needs of resident's, businesses and visitors to Halton.

Service Objective: HTL 3	LTP Capital Programme - Deliver the LTP Capital Programmes to ensure that the transport system is maintained and developed to meets local needs					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> To deliver the 20011/12 LTP Capital Programme March 2012. 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> To deliver the 2012/13 LTP Capital Programme March 2013. 					
Key Milestone(s) (13/14)	<ul style="list-style-type: none"> To deliver the 2013/14 LTP Capital Programme March 2014. 					
Risk Assessment	Initial	Medium	Responsible Officer	Divisional Manager, Highways Development	Linked Indicators	LI15, LI??, LI7, LI17, NI168, NI169
	Residual	Low				

Service Objective: HTL 4	Local Transport Plan 3 – Monitor progress against the Council’s transport goals and submit to ensure progress is maintained					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> • Progress on LTP 3 to Members. October 2011. • Submit final delivery report for LTP 2 to Members. November 2011. 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> • Progress report on LTP 3 to Members. October 2012. 					
Key Milestone(s) (13/14)	<ul style="list-style-type: none"> • Progress report on LTP 3 to Members. October 2013. 					
Risk Assessment	Initial	Low	Responsible Officer	Principal Transport Officer Places, economy and transport	Linked Indicators	None

Corporate Priority:	Halton's Urban Renewal
<i>Key Area Of Focus:</i> AOF 9	Maintaining and developing local transport networks that meet the needs of resident's, businesses and visitors to Halton.

Service Objective: HTL 5	Silver Jubilee Bridge Complex Major Maintenance Scheme – Delivery of the remaining programme of major works identified within the revised SJB Complex Maintenance Strategy to ensure continued unrestricted availability of the SJB crossing and to allow future maintenance to be delivered on a steady state, lifecycle planned basis.
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> ▪ Review progress, revise SJB maintenance strategy document and deliver 2011/12 works programme in accordance with Project Plan March 2012 Review progress, revise SJB maintenance strategy document and deliver 2010/11 works programme to maximise effectiveness of PRN Grant funding availability prior to its expiry March 2011. ▪ Initiative formal project management principles and satisfy all other conditions attached to DfT approval of SJB Complex Major Maintenance Scheme December 2010. ▪ Complete consideration of implications of approval of Mersey Gateway project for funding and delivery of future major bridge maintenance requirements within SJB Complex December 2010 (depending upon the outcome of the Secretary of State's decision). ▪ In conjunction with Procurement COE, progress procurement of consultancy services framework to ensure continued availability of specialist support beyond expiry of existing framework agreement January September 2011.
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> ▪ Review progress, revise SJB maintenance strategy document and deliver 2012/13 works programme in accordance with Project Plan March 2013. ▪ In conjunction with Procurement COE, complete procurement of consultancy services framework to ensure continued availability of specialist support beyond expiry of existing framework agreement October 2011.

Key Milestone(s) (13/14)	<ul style="list-style-type: none"> Review progress, revise SJB maintenance Strategy document and deliver 2012/13 works programme in accordance with Project Plan March 2014. 					
Risk Assessment	Initial	High	Responsible Officer	Divisional Manager, Bridge and Highway Maintenance	Linked Indicators	None
	Residual	Low				

Corporate Priority:	Halton's Urban Renewal					
<i>Key Area Of Focus: AOF 9</i>	Maintaining and developing local transport networks that meet the needs of resident's, businesses and visitors to Halton.					
Service Objective: HTL 6	Improving the quality and accessibility of public transport services in Halton to encourage the use of sustainable transport and increase its accessibility by vulnerable group					
Key Milestone(s) (11/12)	<ul style="list-style-type: none"> Increased number of DDA compliant bus stops. Improved quality bus partnerships and punctuality of services. 					
Key Milestone(s) (12/13)	<ul style="list-style-type: none"> Increased usage of community accessible transport services 					
Key Milestone(s) (13/14)	<ul style="list-style-type: none"> There are no milestones for this year. <i>This will be reviewed on completion of LTP3 December 2010.</i> 					
Risk Assessment	Initial	Low	Responsible Officer	DM Logistics	Linked Indicators	HTL LI6, HTL LI7/NI177 NI178
	Residual	Low				

Ref ³	Description	Corp. Plan Priority	Halton 2008/9 Actual	2008/9 Quartiles (All England)			Halton 2009/10 Target	Halton 2009/10 Actual	Halton Targets		
				Top	Middle	Bottom			11/12	12/13	13/14
Corporate Health											
There are presently no indicators of this type identified for the service											
Cost & Efficiency											
HTL LI1	Number of third party compensation claims received due to alleged highway / footway defects	CP5 AOF28 CP6 AOF36	97	-	-	-	115	131	110	110	105
HTL LI2	Increase MOT test facility turnover by 3% per annum (£)	CP6 AOF34	186,000	-	-	-	176,400	182,209	181,692 (+3%)	187,143 (+3%)	192,957 (+3%)
Fair Access											
HTL	% of footpaths	CP2 AOF9	88	-	-	-	88	85	88%	89%	90

³ Key Indicators are identified by an **underlined reference in bold type**.

LI5	and Rights of Way that are easy to use.							(Provisional)	Provisional dependent upon 2010/11 survey results	Ditto	Ditto
<u>HTL</u> <u>LI??</u>	% increase in cycle use						NEW Indicator to be derived from previous LTP3 Mandatory PI		To Be Confirmed	To Be Confirmed	To Be Confirmed
<u>HTL</u> <u>LI6</u>	No. of passengers on community based accessible transport	CP2 AOF9 CP4 AOF23	227,040	-	-	-	242,000	241,810	255,000	267,000	279,000
<u>HTL</u> <u>LI7</u>	% of bus stops with Quality Corridor accessibility features. (No. of stops – 603)	CP2 AOF9	44	-	-	-	45	46	47	48	50

<u>NI 167</u>	Congestion during morning peak times	CP2 AOF9	N/A	-	-	-	N/A Externally monitored	N/A Externally monitored	N/A Externally monitored	N/A Externally monitored	N/A Externally monitored
<u>NI 177</u>	Number of local bus passenger journeys originating in the authority area in one year	CP2 AOF9 CP4 AOF23	6,230,000	-	-	-	6,230,000	6,219,683	6,130,000	6,150,000	6,200,000
Quality											
There are presently no indicators of this type identified for the service											
Service Delivery											
<u>HTL LI10</u>	No. of people killed or seriously injured (KSI) in road traffic collisions. (5 Year Av.)	CP5 AOF28	61 (2008)	-	-	--	58 (2009)	54.2	55 (2010)	56 (2011)	59 (2012)
<u>HTL LI11</u>	No. of children (<16) killed or seriously injured (KSI) in road traffic collisions. (5 year Av.)	CP5 AOF28	11 (2008)	-	-	-	10 (2009)	8.6	10 (2010)	11 (2011)	11 (2011)

<u>HTL</u> <u>LI12</u>	No. of people slightly injured in road traffic collisions.	CP5 AOF28	435 (2008)	-	-	-	440 (2009)	374	430 (2010)	420 (2011)	410 (2012)
<u>HTL</u> <u>LI13</u>	Average number of days taken to repair street lighting fault: non DNO (Street lights controlled by the authority). (Previously BVPI 215a).	CP2 AOF9 CP5 AOF28	5	-	-	-	5	5	5	5	5
<u>HTL</u> <u>LI14</u>	Average number of days taken to repair street lighting fault: DNO (Street lights controlled by the energy provider). (Previously BVPI 215b)	CP2 AOF9 CP5 AOF28	24.73	-	-	-	30	20	30	30	30
<u>HTL</u> <u>LI15</u> Ex BVPI 224b	Condition of Unclassified Roads (% of network where structural maintenance should be considered).	CP2 AOF9 CP5 AOF28	8	-	-	-	9	11	9	9	9
<u>HTL</u>	Damage to roads	CP2 AOF9	98.47	-	-	-	98	98.81	98	98	98

LI17	and pavements (% dangerous damage repaired within 24 hours)	CP5 AOF28									
HTL LI20	Percentage of schools with School Travel Plans in place	CP3 AOF16	87%	-	-	-	100%	100%	100%	100%	100%
HTL LI21	Percentage of employers (> 100 employees) with Green Travel Plans in place	CP4 AOF23	58	-	-	-	59	60	63%	66%	69%
<u>NI 47</u>	Percentage change in number of people killed or seriously injured during the calendar year compared to the previous year. Figures are based on a 3 year rolling average, up to the current year.	CP5 AOF28	10.5% (2008)	-	-	-	-7.2% (2009)	5.9%	-9.1% (2010)	0.6% (2011)	2.2% (2012)

<u>NI 48</u>	The percentage change in number of children killed or seriously injured during the calendar year compared to the previous year. Figures are based on a 3 year rolling average, up to the current year.	CP5 AOF28	7.1% (2008)	-	-	-	-26.9% (2009)	0%	0.0% (2010)	0.0% (2011)	3.0% (2012)
<u>NI 168</u>	Percentage of principal road network where structural maintenance should be considered	CP2 AOF9 CP5 AOF28	1	-	-	-	2	1	2	2	2
<u>NI 169</u>	Non principal roads where maintenance should be considered	CP2 AOF9 CP5 AOF28	3	-	-	-	4	3	4	4	4
<u>NI</u>	Bus service	CP2 AOF9									

<p><u>178</u></p>	<p>punctuality, Part 1: The proportion of non frequent scheduled services on time (%):</p> <ul style="list-style-type: none"> a) Percentage of buses starting route on time b) Percentage of buses on time at intermediate timing points 	<p>CP4 AOF23</p>									
<p><u>NI 189</u></p>	<p>Flood and coastal erosion risk management (% of agreed actions to implement long term flood and coastal erosion risk management plans that are being undertaken</p>	<p>CP2 AOF8</p>	<p>100%</p>	<p>-</p>	<p>-</p>	<p>-</p>	<p>100% (Yr 2 actions to be agreed)</p>	<p>100%</p>	<p>100%</p>	<p>100%</p>	<p>100%</p>

	satisfactorily)										
<u>NI</u> <u>198</u>	Children travelling to school – mode of transport usually used (%).							Figures Not Yet Available			
	a) Children aged 5 – 10 years										
	Cars	43.85				43.7		43.5	43.2	42.9	
	Car share	3.41				2.9		2.5	2.1	1.7	
	Public transport	2.36				2.3		2.2	2.1	2.0	
	Walking	49.83				50.5		51.2	52.0	52.8	
	Cycling	0.48				0.5		0.5	0.5	0.5	
	Other	0.07				0.1		0.1	0.1	0.1	
	b) Children aged 11 – 15 years										
	Cars	25.95				27.0		27.8	28.6	29.4	
	Car share	2.58				2.7		2.6	2.4	2.2	
	Public transport	20.25				19.4		18.9	18.6	18.3	
	Walking	49.37				48.9		48.8	48.7	48.6	
	Cycling	1.39				1.2		0.9	0.6	0.3	
	Other	0.46				0.8		1.0	1.1	1.2	

REPORT TO: Environment & Urban Renewal Policy and Performance Board

DATE: 5th January 2011

REPORTING OFFICER: Strategic Director Environment and Economy

SUBJECT: Household Waste Collection Policy

WARD(S): Borough-wide

1. PURPOSE OF REPORT

To provide Members with a revised draft Household Waste Collection Policy document for comment and endorsement.

2. RECOMMENDED: That:

- 1) Members receive and comment upon the report;**
- 2) A report be presented to the Executive Board recommending the adoption of the draft Household Waste Collection Policy.**

3. BACKGROUND

- 3.1 At their meeting of 15th September 2010, Members of the Environment and Urban Renewal Policy and Performance Board received a report on a draft Household Waste Collection Policy. Members were asked to comment upon and endorse the draft policy, which contained proposals to introduce a charge to all residents for the provision and delivery of a new or replacement residual waste wheeled bin.
- 3.2 Arising from the discussion on the draft Policy, Members of the Board wanted consideration be given to a discretionary element being built into the Policy to allow the charge for new and replacement wheeled bins to be waived in certain circumstances.
- 3.3 Members approved that authority was delegated to the Divisional Manager Waste and Environmental Improvement, in consultation with the Chair and Vice-Chair of the Environment and Urban Renewal Policy and Performance Board, to agree nominations for a specific group of Members to explore options for applying discretion in respect of the proposed charges for wheeled bins.

4. SUPPORTING INFORMATION

4.1 Councillors Wainwright and Thomson were nominated to explore options for applying discretion, along with Cllr Hignett, Cllr Morley and the Divisional Manager Waste and Environmental Improvement. After consideration, it was determined that a new paragraph should be inserted into the draft Policy that will allow the charge for new and replacement wheeled bins to be waived in certain circumstances.

4.2 A revised draft Policy is attached as Appendix 1. Members attention is drawn to the paragraph that has been inserted into Section 4 of the revised draft Policy which reads;

In exceptional circumstances, where a charge would impose a significant hardship on a household, the Strategic Director, after consultation with the Chair of the Environment and Urban Renewal Policy and Performance Board, will be authorised to waive the charge.

4.3 Members are asked to comment upon the revision to the draft Policy and make recommendations concerning its adoption to the Executive Board.

5. FINANCIAL IMPLICATIONS

5.1 Although not quantifiable, the adoption of the proposed Policy will have significant positive financial implications for the Council, both from additional income received to offset current spend and also from an anticipated increase in both recycling and levels of waste diverted from landfill.

6. POLICY IMPLICATIONS

6.1 This report will result in new or updated policies relating to the Council's waste collection service, the details of which are contained within this report.

7. OTHER IMPLICATIONS

7.1 There are no other implications arising from this report.

8. IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

8.1 Children and Young People in Halton

No direct impact

8.2 Employment, Learning and Skills in Halton

No direct impact

8.3 A Healthy Halton

No direct impact, but the Policy will contribute towards improving the environment and the appearance of the borough and shall have an overall beneficial affect on well-being.

8.4 A Safer Halton

The Council is committed to dealing with environmental nuisance. The proposed Policy will contribute towards improving environmental standards and reducing environmental crime. This will have a positive impact upon the Safer Halton Priority, and contribute towards the 'Cleaner, Greener, Safer' agenda.

8.5 Halton's Urban Renewal

No direct impact, but overall environmental benefits will make the borough a more attractive location for investment.

9.0 RISK ANALYSIS

9.1 The Household Waste Collection Policy document sets out clearly the Waste Collection services to be delivered by the Council as well as the actions required by householders in relation those services. The key risk in failing to maintain and publish an up to date Household Waste Collection Policy is that residents may not fully understand the level of service to be provided to them and what responsibilities they have. This could lead to a reduction in the effectiveness of the Council's services, increased costs, customer complaints and poor satisfaction levels amongst residents.

10.0 EQUALITY AND DIVERSITY ISSUES

10.1 The Policy is not intended to have either a positive or negative impact upon equality and diversity or apply differently to any particular group. The Waste and Environmental Improvement Division will continue to invite and seek feedback on its waste collection services and policies and will respond to any suggestion of differential impact.

11.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

11.1 There are no background papers within the meaning of the Act.



Halton Borough Council

DRAFT

Household Waste Collection Policy and Customer Service Assurances

December 2010

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1. Introduction

Waste policy has become an increasingly important issue in recent years. The Council (Halton Borough Council) has produced this document to make clear its policies regarding the complex area of the delivery of waste services. The policy aims to show how the Council will manage its waste collection services across the borough and meet its legal and customer based requirements.

To support this Waste Collection Policy, Halton will be signing up to a Waste Collection Commitment, which is a nationally recognised voluntary service-level agreement. By signing up to the Commitment, a local authority is committing to ensuring that the needs of its residents are central to the design and delivery of their waste and recycling collection services. Participating local authorities that sign up to the agreement will review not only how they design and operate their services but also how they communicate with their service users. Ultimately, it is hoped that the level of service that residents can expect to receive will be made clearer and that satisfaction with collection services will be improved.

Further information on the principles set out in the Waste Collection Commitment will be available as a separate document and also on the Councils' website which is available at www.halton.gov.uk.

The Council is committed to providing high quality and value-for-money services that meet the individual needs and circumstances of the residents of the borough. This document also sets out the standards and levels of service that residents can expect to receive from the Council.

2. General Service Provision

The Council introduced wheeled bins into Halton in the late 1980's. It remains the Council's policy that all suitable¹ properties are served by this collection method and that wheeled bins should be used where provided.

The collection point for wheeled bins is generally from the curtilage of a residents' property. In the case of terraced properties, the collection point for wheeled bins is the 'throat' to the entry serving the properties.

The different make up of areas in Halton means that there is a need to find arrangements that best fit local circumstances whilst working within the general principles of the Councils' policy. This means that in applying its policy, the Council may determine different collection arrangements for different areas.

In all cases, it is residents' responsibility to place and return bins or boxes to and from their designated collection point. (The Council offers an 'assisted pull out' service where residents are considered unable to put out a wheeled bin for collection by reason of age or infirmity – See Section 13).

In some cases the Council may require receptacles to be placed on a highway for collection. This requires the consent of the Highway Authority, which has been received. The Council has also determined that wheeled bins are the occupiers' responsibility whilst within the curtilage of their dwelling and that they become the Councils' responsibility when placed on the highway, but only at times and places specified by the Council. These responsibilities shall only extend to such matters as loss or damage to the receptacle, and not to damage or other matters caused as a result of the receptacle being on the highway.

Residual Waste Collections

- (i) Residents at suitable¹ residential properties will be provided with a 140 or 240 litre black coloured wheeled bin and that is to be used to store / collect the residual waste (non-recyclable waste) that households generate, and that cannot be recycled or composted through the Council's kerbside recycling schemes, or at the Council's Household Waste Recycling Facilities.
- (ii) Properties that are not suitable for residual waste collections using wheeled bins will be provided with a sack collection service.
- (iii) Residents in multi-occupancy dwellings will be served by communal waste receptacles.

Kerbside Recycling Services

Residents at suitable¹ residential properties will receive the following kerbside recycling collection services;

- (i) A 140 or 240 litre blue coloured wheeled bin, which is to be used to store / collect the following types of dry recyclable waste¹: glass bottles and jars; aluminium and steel cans; paper, magazines, newspapers, catalogues and directories; plastic bottles; and cardboard. Residents can request additional 140 or 240 litre blue bins.
- (ii) A 240 litre Green coloured wheeled bin, which is to be used to store / collect garden waste materials that households generate. These materials include grass cuttings; hedge clippings; cut flowers / plants; twigs and small branches up to 9cm diameter; leaves; and bark. Due to seasonal growth this service does not operate during the winter months. Residents can request additional green bins.

Residents that occupy properties that are not suitable² for either or both of the above services will be provided recycling services either through the provision of a 44 litre box or, in the case of multi-occupancy dwellings, through communal recycling facilities.

The recycling services described above will help to increase recycling and reduce the amount of residual waste sent to landfill. This will help the Council meet its recycling and landfill diversion targets. The Council has resolved (minute EXB53/2005) that residents must use all receptacles for their designated purpose where they have been provided by the Council.

The provision of other recycling services to households will be reviewed as part of the future up-dating of the Council's Waste Management Strategy and supporting Action Plans.

Notes:

¹ Detailed advice on the types of materials that can be placed in the different coloured receptacles will be provided from time to time by way of leaflets, stickers on bins and publications in the local press etc. Additionally residents can telephone the Contact Centre on 0303 333 4300, visit the Halton Direct Link shops or go to www.halton.gov.uk for further advice.

² Suitable properties shall be determined by the Council on a case by case basis. Examples of unsuitable properties may include terraced housing and flats etc where insufficient storage space for multiple bins

3. Waste Minimisation

The Council limits the volume of residual waste that it will collect from households to a standard sized 240 litre³ wheeled bin. Waste minimisation is necessary to help the Council meet strict, legally binding targets for diverting Biodegradable Waste from landfill set by the E.U and U.K governments.

Multi-Material recycling and Green Waste collection services are provided to maximise the amount of household waste generated in the borough that is reused, recycled or composted. The expansion of these services will help the Council meet recycling targets set by E.U and U.K governments.

This policy follows the objectives set out in the Council's Municipal Waste Management Strategy which recognises the legal status of the Waste Hierarchy in European and UK legislation. The Waste Hierarchy is set out in the table below.

Step 1	Reduce	Reduce the amount of waste being created. <i>e.g. Using real nappies instead of disposables.</i> <i>e.g. Buy products with less packaging.</i>
Step 2	Re-use	Re-use items instead of throwing them away. <i>e.g. Donating unwanted clothing to charity.</i> <i>e.g. Re-using bottles and jars.</i>
Step 3	Recycle or Compost	Recycle or compost items so they can be made into other products. <i>e.g. Paper / Glass can be recycled into new products.</i> <i>e.g. Garden waste can create a nutrient rich mulch for gardens.</i>
Step 4	Recover	Recover value from the remaining waste. <i>e.g. Waste can be processed in energy-from-waste plants to produce electricity.</i> <i>e.g. Landfill gas can be collected and used for energy</i>
Step 5	Disposal	Disposal is the last resort and is only to be undertaken when as much waste as possible (or practical) has been reused, recycled and recovered. <i>e.g. Waste to landfill.</i>

Notes:

³Additional capacity may be provided following assessment by Council officers. However, provision will normally be limited to households that have 6 or more occupants or where excess waste is created by virtue of medical need (See Section 6 Additional Bin Capacity Requirements and section 19 re: clinical waste).

The Council will promote the waste hierarchy through;

- (i) On-going communications and awareness raising campaigns
- (ii) Educational programmes for schools and community groups;
- (iii) Service policies, standards and strategies;
- (iv) Community engagement activities and advice to householders;
- (v) The Council's website, Civic Magazine, publications, road shows, exhibitions and presentations.

4. Provision of New and Replacement Bins

Under Section 46 of the Environmental Protection Act 1990 the Council can specify the type and size of container that a resident must present their waste in. The Council may also levy a charge to the resident for the provision of the waste receptacle. It is the policy of the Council that a charge is made for the delivery of new or replacement wheeled bins. The Council's charging policy is designed to encourage residents to take more responsibility for their bins and thereby reduce the number of losses and thefts by:

1. Reducing the number of bins being left out on the street outside of the normal day of waste collection. *This will also help reduce anti-social behaviour and environmental crime.*
2. Encouraging residents to make bins identifiable to their household through street name / house number markings. *The Council will provide suitable stickers for the identification of wheeled bins on request and in areas experiencing problems with bin retention such as terraced properties. All new and replacement bins will have address labels on them.*

Bins will continue to be provided for free in the following circumstances:

- (i) Where an existing bin of any type has been recorded as damaged by Council operatives or equipment during the collection process;
- (ii) Where a recycling bin is being delivered to new properties or existing properties.

In exceptional circumstances, where a charge would impose a significant hardship on a household, the Strategic Director after consultation with the Chair of the E&UR PPB be authorised to waive the charge.

Where a resident's bin is damaged as a result of the collection process, a card will be posted to the relevant property to advise the householder.

The circumstances for charging for new / replacement bins are as follows:

- (i) Where a bin is reported lost or stolen;

- (ii) Where a bin is reported as vandalised / damaged (except those which have been damaged by the Council during the collection process);
- (iii) Where a residual waste bin is required for new properties or for new occupants of existing properties.
- (iv) Where provision of a second residual waste bin is required and an application for a second bin has been approved.

Where a replacement bin is provided by the Council, the householder will be charged an amount relative to the costs incurred by the Council in purchasing and delivering the bin. Charges for the provision of bins will be applied from April 2011. Charges for bins will publicised by the Council and will be reviewed annually.

Where a bin is damaged but is repairable, the Council will carry out the repair at no charge to the resident.

A householder does not have to buy a replacement / new bin from the Council. Residents can make arrangements to purchase a bin from an outside supplier provided the replacement bin(s) are of the same size, colour and specification as those bins supplied by the Council for the use in which they are intended. The householder must have written approval from the Council that a bin that it intends to purchase is to the standard and specification required by the Council. Unsuitable bins may cause injury to staff and/or damage to the collection vehicle and the council will not empty bins which do not comply with our specification or safety requirements.

Responsible Landlords or Management Development Companies shall be charged for the provision of new or replacements bins for multi-occupancy dwellings and shall also be responsible for the maintenance of bins at such properties.

5. Excess Waste / Side Waste

Residual Wheeled Bin Collection

The Council has approved a policy of not removing waste presented for collection alongside residual wheeled bins, subject to certain exceptions, i.e. during Christmas holiday periods or other disruptions in service. It is likely that households producing side waste on a regular basis are not separating out their recyclable materials or have inadequate bin provision for the number of people residing at their address. The Council encourages residents to recycle as much as they can and will provide sufficient receptacles to ensure individual household capacity requirements are met. Residents will be offered additional or larger blue bins for recycling. The 'no side waste' policy will:

- Improve the environmental quality of an area by reducing litter escaping from loose sacks;

- Encourage the use of the kerbside recycling scheme and maximise the Council's recycling performance;
- Encourage waste minimisation habits amongst householders;
- Reduce the risk of injury to waste collection crews, as manual handling of loose waste will be minimised.

For the reasons outlined above, the Council will limit the number of sacks collected from properties that do not have wheeled bins to 5 sacks per household per week. This is considered equivalent in size and weight to a domestic wheeled bin.

Residents should not present bins that are so overloaded that pushing it causes waste to fall out or presents a health and safety risk to operatives. Adopting this approach will deter abuse of the 'no side' waste policy where a resident piles waste on top of their bin.

Recycling Collections

To maximise the level of recycling materials collected, the Council will remove additional recycling and garden waste material placed next to the blue or green bins respectively. Additional waste for recycling should, where possible, be appropriately contained - e.g. contained in a cardboard box. Glass bottles and jars should only be placed in the bin and not alongside it. In the case of green waste, additional materials should be placed in a sack which will be emptied and either returned to the resident by placing under the bin lid or disposed of separately to prevent contamination.

6. Additional Bin Capacity Requirements

The Council will normally only collect a maximum of 240 litres of residual waste contained within the black wheeled bin provided. This is because of the need to meet legally binding waste minimisation and recycling targets for local authorities. However, the Council recognises that some households may produce more than 240 litres of residual waste each week despite taking an active part in the Councils' recycling service as required under this policy. Where this is the case the Council will consider providing additional residual waste capacity (bin(s)) following assessment of household needs and approval by Waste Management Officers.

In the case of requests for additional capacity, the Council will work with the household to make sure that every reasonable effort to divert recyclables out of the residual waste stream into the recycling wheeled bin has been made, and that extra waste is being generated on a regular basis.

In order to qualify for an additional bin, households will have to demonstrate that they have gone through the above stages and will usually need to demonstrate that recycling services are being fully

utilised at the property and meet one of the criteria shown in (i) and (ii) below:

- (i) There are 6 or more people in permanent residence at the property*
- (ii) There are large quantities of non hazardous medical waste generated on the property*

** Households that request a larger residual waste bin will have to fill in an application form (see Appendix A).*

Some residents may have bin capacity issues because they are not recycling or not recycling everything they could. Those residents who contact the Council to say they cannot fit all their waste in their waste wheeled bin will be offered the following advice or guidance -

Stage 1 Discuss their concerns with the Council Customer Service advisors or Waste Management Officers

Stage 2 Officer to visit them and discuss their waste and recycling problems

Stage 3 Information to help them to sort their waste for recycling

If the waste can be contained in their waste wheeled bin through the use of their recycling receptacles, residents will not be offered a larger or second waste wheeled bin. If as a result of the above process the residual waste still exceeds the volume of their waste bin this will be exchanged for a larger or additional bin. This will be subject to an annual review to ensure the correct capacity is provided for the resident's up to date requirements.

Where a resident who does not meet the required criteria is discovered to have either a larger or additional residual waste bins, these will be removed by the Council.

7. Missed Collections

Information on waste and recycling collections is available from the Council website, the Council's Halton Direct Link shops or by phoning the Contact Centre. Residents are also provided with calendars for recycling collections. Despite the best efforts of the Council to avoid service failures it will occasionally be the case that a collection is missed due to a vehicle breakdown, accident or other operational problems such as inclement weather. Where collections are missed through such circumstances the Council will endeavour to arrange for the collection crew to return to collect waste on the next working day. If this is not possible then collection will take place on the next scheduled collection day. In the case of missed residual waste collections and where collection cannot be re-made until the following week, then a reasonable amount of waste contained in sacks will be collected from the side of the bin during the next scheduled collection.

Where a collection has been missed to an individual property and the resident informs the Council by no later than noon on the day of the missed collection, the Council will return that day. Where the Council is informed after noon, the collection will be made by noon the following working day.

In the case of missed recycling collections, where collection cannot be re-made until the following fortnight, households may place out for collection additional materials that are boxed (or bagged) appropriately, safely and neatly and these will be collected from the side of the bin during the next scheduled collection.

8. Bank Holidays

Waste collection services operate to their normal scheduled collection day at all times of the year other than Bank Holidays, Easter, Christmas and the New Year period.

The Council will usually re-schedule collections 1 day later than normal on Bank Holiday weeks. Any planned changes as a result of Bank Holidays will be published on the Council's website and in the local press.

During Christmas and the New Year period householders will be advised of their revised collection days by way of a variety of methods, which may include:

- (i) Stickers / calendars placed on bin(s);
- (ii) Recycling calendars detailing collections for the following year;
- (iii) The Council website; and
- (iv) Adverts in the local press

9. Contaminated Contents in Bins

Bins that contain items other than those which are accepted will be deemed as contaminated and may not be emptied. If there is too much contamination in recycling bins it could jeopardise the whole load collected by the recycling vehicle, which may ultimately mean that recyclable materials are sent to landfill for disposal. If bins are found to be contaminated, they will be subject to either:

- (i) Safe removal of offending items and the bin being emptied, or
- (ii) Bin being left un-emptied

In both cases an advisory sticker will be placed on the bin advising the resident what action has been taken, why, and how to rectify the situation. It will also advise when the next bin collection will be.

An up to date list of accepted items can be found by visiting the Council website or by contacting the Council. If contamination becomes a regular occurrence, a Council officer will visit the resident to discuss the situation.

10. Bin too heavy

When a bin is presented for collection with contents that make it too heavy, unsafe or difficult to manoeuvre and position safely onto the vehicle lift, it will be left un-emptied. Residents should therefore monitor the contents and weights of all their bins to ensure they remain safe for collection. When a bin is found to be too heavy, the householder will be notified by way of a sticker on the bin or by a visit from a Council Officer. They will be asked to remove offending materials, properly dispose of them and to notify the Council when complete. Collection services will resume on the next scheduled collection date.

The most likely reason for a black wheeled bin being too heavy is that it contains unacceptable amounts of building material(s), bulky items and / or other non-domestic waste items such as vehicle parts.

The most likely reason for a green wheeled bin being too heavy is that it contains soil. Soil is not accepted at our composting facility and should be taken directly to one of the Council's Household Waste Recycling Centres at either Johnsons Lane in Widnes or Picow Farm Road in Runcorn.

The most likely reason for a blue wheeled bin being too heavy is that it contains unacceptable non-recyclable materials or if it has been overloaded with an unusual amount of heavy materials, for example following a clear out of magazines and catalogues resulting in excessive weight. Residents are advised to fill bins sensibly, by spreading the load over several collections if necessary.

11. Preparation for Collection

All bins should be placed out for collection (normally) at the curtilage of the property by 07.00 Hours on the collection day but no earlier than 18:00 Hours on the evening prior to collection.

Whilst awaiting collection, all bins must be in a safe location (normally) at the curtilage of the property and they must not be placed in a position likely to cause an obstruction to public footpaths or highways.

After emptying the bin, the collection crew will return it to a safe location as close to the collection position as possible. Residents should then return bins to within the boundary of their property by 18:00 Hours on the day of collection.

12. Access for Collection Vehicles

Residents are asked to leave reasonable vehicular access for Refuse and Recycling Collection vehicles in order that collections are not missed. Where the Council is experiencing difficulty making collections, crew members will leave stickers on bins advising residents of the difficulties and asking for their assistance.

Developers are required to contact the Council with regards to access for refuse collection vehicles and the design of refuse/recycling receptacle storage areas. Further details are contained in the Council's Supplementary Planning Document – Design of New Residential Developments.

13. Assisted Collections

Where a resident is unable to move their bin(s) to the curtilage of their property for collection due to infirmity or ill health etc, the Council is able to offer an assisted collection service, subject to satisfactory completion of an application form. Upon acceptance of such an application the property details will be entered on the collection crew's round schedule and the crew will then collect the bin from the premises, empty it and return it to the property.

Householders that request assistance to empty their bin(s) will need to fill in an application form (see Appendix B) and will be visited by a Waste Management Officer to assess their case. This service will be reviewed annually to prevent abuse and minimise costs by ensuring that households still qualify for this assistance. Residents that require help in completing the application for assisted collection will be visited by a Waste Management Officer.

14. Litter Issues arising from Waste Collections

The Council's collection crews will leave an area as clean as possible after collections have taken place. All crews are equipped to deal with spillages that occur during, or as a result of, waste and recycling collections. Any issues that crews cannot deal with directly will be cleared with the support of the Council's cleaning teams by the end of the day that collection has taken place.

15. Bulky Household Waste Collection

The Council provides a separate collection of bulky household waste items. A standard charge per collection will be made for the collection of up to 5 bulky domestic waste items. If more than 5 items are required to be collected, an additional charge will be made. The maximum number of items that will be collected from any one property at any one time is 10.

Charges for the collection of bulky items will be publicised by the Council and reviewed annually.

The maximum limit collected applies to all items. For example, and the avoidance of doubt, a 3 piece suite i.e. a sofa and 2 chairs, is defined as 3 separate items. A mattress, a bed base and a head board is also defined as 3 separate items.

The following conditions apply to the bulky household waste collection service;

1. Only those items specified for collection when the request is made to the Council will be collected;
2. Payment of the relevant charge must be made prior to the collection;
3. Payments are to be made via the Council's Halton Direct Link shops or Contact Centre. Payment can be made by Credit / Debit Card, cheque or cash.
4. Items will be collected from a resident's property and must not be placed on the highway. In respect of collections from terraced properties, and only if the items cannot be stored within a resident's property or the Council could not gain access to the property, items can be placed at the rear of a resident's property but no earlier than 18.00 hours on the day before the specified date of collection.
5. Where a householder requires assistance due to ill-health, age or infirmity, collections can take place from inside the householder's property. This is only where it is safe to do so and if the householder agrees to allow access and signs an indemnity form for any damage that may occur during collection. A Council Officer will be present during such a collection.
6. If a collection is not made on the day specified due to unforeseen operational circumstances, a member of Council's Waste Team will contact the resident and rearrange the collection. The rearranged collection will be made within 2 working days.
7. Cancellation of a Bulky Household Waste collection request must be made no later than 2 working days prior to the agreed collection date. Where a cancellation has been made within less than 2 working days before a collection is due, a resident may still be charged.
8. In the event that a resident does not present their Bulky Waste items presented for collection on the agreed collection date a refund will not be made. A card will be posted by the collection crew to confirm that a visit was made but the items were not available for collection.

9. Where a collection is rearranged due to a resident not presenting the items on the specified date a further charge of £15 will be applicable.
10. Where a cancellation is made as a result of the Council's failure to collect on the agreed day, a full refund will be made.

To encourage the re-use of unwanted bulky items the Council will, where available, provide residents with details of organisations who may be able to collect/receive items as an alternative to the chargeable collection service provided by the Council.

16. Equality of Access to Services

All residents are provided with the full services available for their specific location and circumstances. Special requests and arrangements will be considered by the Council to ensure equal access to services.

17. Transient, Seasonal, Student or Hard to Reach Populations

Services will be delivered to the above groups of people by the Council as and when necessary and will take account of their particular circumstances.

18. Inclement Weather

In the event of inclement weather (e.g. snow or ice) the Principal Waste Officer will assess whether it is safe to attempt to carry out the waste and recycling collections. Only if the outcome of the assessment is that it is safe to do so, the Officer will authorise the commencement of collections.

Whilst on site, Waste and Recycling Collection Driver/Chargehands have the discretion to abandon collections if they consider that road or footway conditions are dangerous.

In the event that bins are not collected due to inclement weather, the Council will attempt to make collections the following day. If collections cannot be made the following day, they will be carried out on the next scheduled collection day. Reasonable amounts of side waste presented on the next collection date after a disruption in service will be collected.

During periods where inclement weather causes disruption to waste and recycling collection services, priority will be given to collecting waste from properties not served by wheeled bins.

During periods of inclement weather the Council's waste and recycling collection plans/schedules will be communicated through the local media and will be available on the Council's web site. Information will also be available through Council's Halton Direct Link shops and Contact Centre.

19. Clinical and Hazardous household waste

The Council does not carry out collections of hazardous household wastes. However, the Council may make arrangements for the collection and appropriate disposal of certain hazardous wastes, (i.e. solvent based paints, solvents and garden chemicals) through the use of licensed waste operators. The Council would recharge householders for all costs associated with providing this service.

Arrangements can be made through the Council for the collection of clinical waste. The majority of clinical waste generated from domestic premises is low grade, e.g. incontinence pads and these can be safely disposed of in the residual (black) bin, provided the waste is double wrapped in plastic. Where bin capacity is a problem, an additional bin may be provided by the Council. For higher-grade clinical wastes that have arisen due to medical treatment, residents should seek disposal advice from their local Health visitor or Primary Care Trust.

20. Educational Establishments and Charities

Educational establishments and charitable organisations are classed as 'Schedule 2' properties for which a charge for collection can be made. These properties will be treated the same as normal domestic properties and will be offered both residual waste and recycling collections through the provision of the most suitable receptacles for the particular property.

RELEVANT LEGISLATION

The Household Waste Duty of Care Regulations 2005 - *SI 2005 No 2900*

It is the duty of the occupier of any domestic property in England to take all such measures as are reasonable in the circumstances to ensure that any transfer of household waste produced on the property is to an authorised person or to a person for authorised transport purposes. This is either the Council or the holder of a waste carriers licence (a person licensed to transport controlled waste).

Waste Minimisation Act 1998

This Act enables certain local authorities to make arrangements to minimise the generation of waste in their area and for related purposes. Under the Act, a relevant authority may do, or arrange to do anything, which in its opinion is necessary or expedient for the purpose of minimising the quantities of controlled waste of any description, generated in its area. A “relevant authority” is defined as a waste collection authority or a waste disposal authority.

Collection of Controlled Waste - *S.45 Environmental Protection Act 1990*

The Council has a duty to arrange to collect household waste in its area except where such waste is situated in a place from which the cost of collecting it would be unreasonably high or where arrangements for the waste’s disposal have been or can reasonably be expected to be made by a person who controls that waste.

In addition, Halton Borough Council has a duty to arrange to collect commercial waste from premises in its area, when requested to do so, by the occupier.

The Controlled Waste Regulations 1992

Schedule 1 of The Controlled Waste Regulations 1992 states the type of waste which should be treated as household waste and as such be collected free of charge. Schedule 2 states the type of waste which should be treated as household but where a collection charge can be made. All other waste is classified as Schedule 3 for which a collection and disposal charge can be made.

Receptacles for Household Waste - S.46 *Environmental Protection Act 1990*

Where the Council arranges for the collection of household waste from any premises, the authority may, by notice served on them, require the occupier to place the waste for collection in receptacles (bins) of a kind and number specified. Requirements must be reasonable, but, separate receptacles / compartments may be required to be used for waste which is to be recycled and waste which is not.

Such a notice may make provision with respect to -

1. The size, construction and maintenance of the receptacles;
2. The placing of receptacle for the purpose of emptying and access to them;
3. The placing of receptacles for emptying on highways;
4. The substances or articles that may or may not be put into the receptacles
5. Steps to be taken to facilitate the collection of waste.

CUSTOMER SERVICE ASSURANCES

Our pledges to you.....

- We will provide you with high quality and efficient waste and recycling collection services
- We will collect household waste on the same day every week apart from Bank Holidays.
- We will provide a multi-material recycling collection service to all households on the same day every two weeks, apart from Bank Holidays.
- We will advise you of your designated day for waste and recycling collections and inform you in advance of any planned changes
- On occasions of extreme inclement weather we will keep you up to date with information on the Council's web site and through the local media.
- We will provide you with additional recycling bins to ensure you have sufficient recycling capacity to meet your individual requirements
- We will provide a replacement larger bin for those who cannot accommodate their residual waste in the standard container and who meet the set criteria
- We will provide free of charge replacement bins and boxes damaged by either Council staff or vehicles during the collection.
- We will provide replacement wheeled bins and boxes within 5 working days of a request being made
- We will provide free additional green 240 litre wheeled bins for garden waste for those suitable properties that generate more garden waste than can be accommodated in one bin.
- We will provide free additional blue 140 or 240 litre wheeled bins for those suitable properties that generate more recyclable materials than can be accommodated in one bin.
- We will provide free additional 44 litre recycling boxes for dry recyclable waste if requested.
- Any additional recycling bins or boxes will be delivered within 10 working days.
- We will provide an assisted collection for those residents who are physically unable to place containers at the kerbside and who have no one else to do so
- We will ensure that our web pages are up to date with current information on all of our waste collections services.
- Customer Service Advisors will be available to provide information on your collection services either by telephone or in person at the Council's Direct Link shops.
- We will return bins and recycling boxes to the point from which they were collected.
- We will ensure that any spillages encountered during collections are cleared up.
- We will monitor and check that our collection teams deliver these standards.
- We will make sure that all reported missed collections to individual properties are collected by 5.00pm the same day if notified before 12 noon, and by 12 noon on the next working day if notified after 12 noon.
- We will monitor and check that our collection teams and officers deliver these standards.
- We will promote and advertise our Customer Service Assurances and continue to seek feedback from you on the services and standards we provide to you.

What we would ask of you.....

- Please try to reduce, reuse and recycle as much as possible and make use of all the recycling services provided to you.
- Please ensure that all waste is placed within the receptacles provided.
- Please only place the waste stream associated with the individual bins or boxes into those containers as follows:
 - ✓ Residual waste in the black coloured wheeled bin or refuse sack
 - ✓ Garden waste in the green coloured bin
 - ✓ Paper, glass bottles and jars, metal tins and cans, cardboard and plastic bottles in the blue coloured wheeled or recycling box.
- Please put your bin or box out by 7am on your normal collection day at your normal collection point and do not cause obstruction or inconvenience for other members of the public.
- Please return your bin or box to your property as soon as practical after emptying and no later than 6pm on the day of collection to avoid obstruction/inconvenience to other residents and to reduce the risk of anti-social behaviour.
- Please do not park your vehicle in a manner that is likely to cause access difficulties for the refuse vehicles on collection days
- Please be patient with us during times were collections are disrupted due to periods of severe inclement weather
- For residents served by a sack collection service, please safely wrap broken glass in a bag or box and label it so injury is not caused to collection staff.
- Please make use of the Council's Recycling and Household Waste Centres for items that cannot be recycled through the recycling services delivered directly to your property. Full details of the locations, times of opening and material that can be deposited at the Centres are available from the Council.
- Please let us know if our services or standards fall below those that we have pledged to deliver.
- Your views are important so please let us know if you have any comments on any aspects of our services.
- Please contact us;
 - ✓ By phoning our Contact Centre on 0303 333 4300
 - ✓ By email on recycling@halton.gov.uk
 - ✓ Through our web site at www.halton.gov.uk
 - ✓ In person by visiting one of our Direct Link shops (*Details of shop locations and opening times can be found on our web site or by telephone*)
 - ✓ In writing to; Halton Borough Council
Waste and Recycling Services Team
Rutland House
Halton Lea
Runcorn
WA7 2GW

Appendix A

APPLICATION FOR A LARGER WHEELED BIN*For Council Use Only*

Reference No:	Application for a Larger Wheeled Bin	Date Received:

The Council collects 240 litres of general waste contained within a wheeled bin each week.

The only exceptions to this policy are as follows;

- (i) There are 6 or more people in permanent residence at the property.
- (ii) There are large quantities of non-hazardous medical waste generated.

Where this is the case we will provide additional capacity through a larger (or in some cases a second) bin.

If you meet the above criteria and wish to apply for a larger bin please complete the attached form.

Name:	
Address:	
Postal Code:	
Telephone Number:	
E-mail address: (if available)	

Please allow 7 working days for the Council to receive and process your form. An Officer may contact you for additional information.

Please return this form to:

Halton Borough Council
Waste & Recycling Team
Lowerhouse Lane Depot
Widnes WA8 7AW

1. Details of ALL permanent residents
(Please list name of main contact first)

Title	Forename	Surname

2. Is your wheeled bin full every week? Yes / No
3. How much extra waste, which does not fit in your wheeled bin, does your household produce each week?
_____ normal refuse sacks
4. How often do you use the Councils' Recycling and Household Waste Centres

5. Please tell us which of these you currently use:
- | | |
|---|----------|
| Blue bin – dry multi-material recyclables | Yes / No |
| Green bin – garden waste | Yes / No |
6. Please explain your reasons for needing a larger bin:

Appendix B

ASSISTED COLLECTION FORM

Your Ref:
Our Ref: Assisted collection form1
Date:

Please Ask For: Waste and Recycling Services Team
Tel: 0303 333 4300
Email: recycling@halton.gov.uk

Dear Sir/Madam

WHEELED BIN – ASSISTED COLLECTION FORM

Thank you for your recent enquiry. If by virtue of age or infirmity you are unable to wheel your bin to the boundary of your property, and have no-one able to assist you, please complete the form below.

All sections must be completed

Name:	
Address:	
Postal Code:	
Telephone Number: <i>(You or a relative or carer)</i>	
E-mail address: <i>(if available)</i>	

Nature of Infirmity:

Please list details of **any** adults living with you, and please state whether they have any infirmity:

A decision on your request will be made as soon as possible and will involve a visit to you. In cases of extreme difficulty please contact our office on the above number.

Yours sincerely

Waste and Recycling Team Officer

REPORT: Environment & Urban Renewal
Policy & Performance Board

DATE: 5th January 2011

REPORTING OFFICER: Strategic Director, Environment & Economy

SUBJECT: Petition Requesting Traffic Calming in Castle Rise, Runcorn

WARDS: Halton Brook

1.0 PURPOSE OF REPORT

- 1.1 To report on a petition that has been received, requesting that traffic calming measures be installed on Castle Rise, Runcorn.

2.0 RECOMMENDATION: That

- (1) The petition be noted and the lead petitioner be informed that the request for traffic calming measures on Castle Rise be declined as this would be contrary to Council policy relating to such work.**

3.0 SUPPORTING INFORMATION

- 3.1 A petition from 99 people has been received via Pastor Frank Wilding of Brook Chapel, Boston Avenue, requesting traffic calming measures (“speed bumps”) be installed in Castle Rise, Runcorn. Of the 99 signatories, 55 are Castle Rise residents. A copy of the petition and the covering letter is attached as Appendix “A”. A plan showing the location of Castle Rise, which is a cul-de-sac, is attached in Appendix B.
- 3.2 An examination of the Cheshire Police traffic accident records showed that during the period 2005 to 2009 inclusive; only one incident took place that involved personal injury. This occurred in 2009 when a child cycling on the wrong side of the road collided with a car turning into the road near the central playground area and received slight injuries. Since that time, waiting restrictions have been implemented adjacent to the playground gates, to improve the inter-visibility between highway users.
- 3.3 At the meeting of the Executive Board on 22nd June 2000, it was resolved that the Council would cease installing traffic calming in cul-de-sacs.
- 3.4 Given the Council’s policy and the lack of any significant casualty history, it is recommended that the request be refused.
- 3.5 The covering letter also requested the erection of signs to indicate that Castle Rise is not a through route. Such signage is already in place, in accordance with Traffic Signs Regulations & General Directions 2002; therefore it is recommended that the lead petitioner be informed that the sign is already in place.

4.0 FINANCIAL & OTHER IMPLICATIONS

4.1 There are no direct policy, social inclusion, sustainability, best value, legal or crime and disorder implications resulting from this report.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES.

5.1 Children & Young People in Halton

There are no direct implications on the Council's 'Children and Young People in Halton' priority.

5.2 Employment, Learning & Skills in Halton

There are no direct implications on the Council's 'Employment, Learning & Skills in Halton' priority.

6.3 A Healthy Halton

There are no direct implications on the Council's 'A Healthy Halton' priority.

6.4 A Safer Halton

There is no established road traffic accident history on Castle Rise that would justify the installation of traffic calming.

6.5 Halton's Urban Renewal

There are no direct implications on the Council's 'Halton's Urban Renewal'.

7.0 RISK ANALYSIS

7.1 As traffic calming measures are recognised as a casualty reduction measure by the Department for Transport, there is a variable and uncertain road safety risk associated with refusing to install such measures. However, refusal is recommended in this instance because of Council policy relating to traffic calming in cul-de-sacs and also because there is no established road traffic accident history on Castle Rise.

8.0 EQUALITY & DIVERSITY ISSUES.

8.1 There are no direct equality and diversity issues associated with this report.

9.0 BACKGROUND PAPERS

9.1 There are no background papers under section 100D of the Local Government Act 1972

Appendix B – Castle Rise, Runcorn



REPORT: Environment & Urban Renewal
Policy & Performance Board

DATE: 5th January 2011

REPORTING OFFICER: Strategic Director, Environment & Economy

SUBJECT: Cheshire Safer Roads Partnership (CSRP) and
Safety Camera Enforcement in Halton

WARDS: Boroughwide

1. PURPOSE OF REPORT

- 1.1 To report on the impact of Government funding reductions on the Cheshire Safer Roads Partnership (CSRP) and how these will affect Halton.

2. RECOMMENDATION

2.1 It is recommended that the Board:

- (1) Notes that because of the withdrawal of the dedicated Road Safety Grants by Government, which have been used to support the CSRP since its inception, and because of the severe cuts to funding for Council services, the Council cannot commit to making a financial contribution to CSRP beyond 31 March 2011.**
- (2) Notes that if the CSRP were to no longer exist in its current form, this could result in camera enforcement reducing or even ceasing altogether on Halton's roads from January 2011.**
- (3) Notes that discussions with partners, regarding the future of the CSRP and camera enforcement, are ongoing and a verbal update maybe possible at this meeting, or alternatively, that it may be necessary to bring a more detailed report on this matter to a future meeting of the Board.**
- (4) Endorses the intention of officers to continue to deliver road safety education, training and publicity (RSETP) work locally, in conjunction with neighbouring authorities and the emergency services as resources permit.**

3. BACKGROUND INFORMATION

- 3.1 CSRP was established in April 2007, comprising representatives from the five highway authorities, (Halton, Cheshire East, Cheshire West and Chester, Warrington and Highways Agency), Cheshire Police, Cheshire Fire & Rescue Service and the Courts' Services. Its remit not only included the management and development of Cheshire's speed and red light cameras, but also the delivery of Cheshire wide strategic road safety, education, training and publicity initiatives.

The work undertaken by CSRP has complemented but cannot usurp that traditionally undertaken by each of the partner organisations. In short:

- Each highway authority has a statutory duty to provide tailored road safety education and engineering measures to create safer roads
- The Fire and Rescue Service attend collisions and promote community safety
- Cheshire Police investigate traffic collisions and target illegal road use
- Magistrates courts administer justice.

Central Government expected road safety to be tackled across a broad front via these partners, but the core business of the CSRP has remained camera enforcement of speed limits and red light running at known collision sites.

- 3.2 Since 2007, the four highway authorities have received a Road Safety Grant (RSG) from the Government, with each putting the majority of it into a pooled CSRP budget to fund activities by the Partnership including camera enforcement. The remainder was retained in Halton's case to fund two temporary members of staff and for the delivery of road safety initiatives locally. The Police and Fire Service provide no financial support, but provide resources for specific activities, such as Driver Engagement Days. In 2009/10 funding for the CSRP was as follows:

Highway Authority	Total RSG received	Grant retained by Highway Authority	Contribution to CSRP
Cheshire East	£1,131,000	£452,000	£678,781
Cheshire West & Chester	£849,444	£339,777	£509,667
Halton	£396,517	£158,607	£237,910
Warrington	£420,452	£168,181	£252,271
Total	£2,797,694	£1,119,065	£1,678,629

The total CSRP expenditure with sundry incomes, including speed awareness course surplus, amounted to £1,953,385. This was primarily revenue, with the smaller capital proportion being used to fund a speed limit review across the Partnership area, and to purchase cameras and other equipment. Of this budget, the majority was used for CSRP staff and associated expenditure, and just 27% for RSETP project support through the component agencies, though not all projects were available in Halton (an example being the £192,866 IMPACT initiative).

- 3.3 In June 2010, the Coalition Government, cut the road safety capital grants completely (i.e. £75K) and reduced revenue funding by 27% (i.e. by £90k). These cuts meant an immediate curtailment of any capital works that had not been committed and revenue supported project work outside of the core revenue area (staff, accommodation & associated costs) in order to protect the CSRP establishment.
- 3.4 RSG had always been due to finish on 31 March 2011 but it was hoped that a dedicated replacement fund would be provided. Unfortunately, this has not happened. If the CSRP is to be continued, the local authorities will have to provide funding from other services to pay for it. Due to the severity of cuts it has experienced and the subsequent review of Council services that is now underway, it

is not considered prudent for this Council to commit limited funding to an external partnership without determining local priorities in the first instance.

- 3.5 Whilst the other partner local authorities are also faced with budget reductions they are not as severe as Halton's in overall percentage terms. Discussions are therefore ongoing between officers and Members of the CSRP Board as to whether the CSRP can continue and if so in what form. Options being explored include, for example, the potential for providing a service if 30% of current funding levels were provided. However, preliminary indications are that at these levels a very much reduced service would be provided with, in all probability, those contributing the most getting the lion's share. At the time of writing only Cheshire West and Chester, and Warrington have indicated any preparedness to consider a 30% contribution but this is without the benefit of any detailed analysis of what would actually be available for that amount.
- 3.6 Officers are now carrying out a full review of the costs and benefits of CSRP to Halton and camera enforcement in particular, with a view to informing Members how road safety in Halton can be taken forward. This will include the potential for continuing partnership working. This could form the basis of a future report to this Board. What the Board should recognise is that very significant reductions in road casualties were under way before the CSRP was formed and this trend has continued across the borough. Indeed, our general killed/seriously injured numbers over the whole of Halton have fallen at a faster rate than at all but one of the four remaining camera sites that still have any accident history.

4.0 FUTURE DELIVERY OF RSETP WORK

- 4.1 Not subscribing financially to CSRP would bring a more local focus to RSETP activities and free our remaining staff to concentrate on purely Halton issues, with work that is guided by local accident/casualty analysis as was the case before the RSG supported CSRP was created. Through Road Safety Great Britain and regional contacts we will continue to remain abreast of current issues and developing trends and we will work with our neighbours on areas of common interest.
- 4.2 Cheshire Police, as main beneficiaries of CSRP funding distribution, have indicated that safety cameras will be switched off in Halton on 1 January 2011 if this Council is unable to replace the lost RSG contributions. However, the Police should, in theory, still be required to carry out speed limit enforcement. Any surplus from speed awareness courses they may be able to sustain should provide them with an income stream to support speed enforcement. However, that would be a matter for the Chief Constable to determine. They are also obliged to continue supplying accident data.

5.0 FINANCIAL & OTHER IMPLICATIONS

- 5.1 There are no direct policy, social inclusion, sustainability, best value, legal or crime and disorder implications resulting from this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES.

6.1 Children & Young People in Halton

There are no direct implications on the Council's 'Children and Young People in Halton' priority.

6.2 Employment, Learning & Skills in Halton

There are no direct implications on the Council's 'Employment, Learning & Skills in Halton' priority.

6.3 A Healthy Halton

Deletion of the RSG by Government could lead to an increase in road accident casualties.

6.4 A Safer Halton

Deletion of the RSG by Government could lead to an increase in road accident casualties.

6.5 Halton's Urban Renewal

There are no direct implications on the Council's 'Halton's Urban Renewal'.

7.0 RISK ANALYSIS

7.1 Nationally, road safety officers agree that deletion of the RSG by Government will naturally have an impact on RSETP work. It is very probable that casualties will rise in Halton in the years ahead through loss of this grant and the halving of our road safety staff numbers. This will have a very direct impact on service delivery to known target groups. Lack of funds to keep the CSR operating in its current form and fund Police camera enforcement could also impact on incident numbers. However, quantifying the casualty growth risk is impossible as so many factors come into play, ranging from car ownership levels, improvements in vehicle technology and changes in legislation affecting drivers, to changes in vehicle design and public perception of road safety issues.

8.0 EQUALITY & DIVERSITY ISSUES.

8.1 There are no direct equality and diversity issues associated with this report.

9.0 BACKGROUND PAPERS

9.1 There are no background papers under section 100D of the Local Government Act 1972