

Public Document Pack



Safer Halton Policy and Performance Board

Tuesday, 19 June 2007 6.30 p.m.
Council Chamber, Runcorn Town Hall

A handwritten signature in black ink, appearing to read 'David W R'.

Chief Executive

COMMITTEE MEMBERSHIP

Councillor Shaun Osborne (Chairman)	Labour
Councillor John Stockton (Vice-Chairman)	Labour
Councillor Susan Edge	Labour
Councillor Martha Lloyd Jones	Labour
Councillor Keith Morley	Labour
Councillor Peter Murray	Conservative
Councillor Ernest Ratcliffe	Liberal Democrat
Councillor Margaret Ratcliffe	Liberal Democrat
Councillor Linda Redhead	Liberal Democrat
Councillor Geoffrey Swift	Conservative
Councillor Dave Thompson	Labour

*Please contact Michelle Simpson on 0151 424 2061 Ext. 1126 or e-mail michelle.simpson@halton.gov.uk for further information.
The next meeting of the Committee is on Tuesday, 18 September 2007*

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

Part I

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1. MINUTES	
2. DECLARATION 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 (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: Safer Halton Policy and Performance Board
DATE: 19th June 2007
REPORTING OFFICER: Chief Executive
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 33 (5).
- 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(11) states that Public Questions shall be dealt with as follows: -
- (i) A total of 30 minutes will be allocated for 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 submitted by 4.00 pm on the day prior to the meeting. At any 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 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 that 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 RISK ANALYSIS

None.

7.0 EQUALITY AND DIVERSITY ISSUES

None.

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

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

REPORT TO: Safer Halton Policy and Performance Board
DATE: 19th June 2007
REPORTING OFFICER: Chief Executive
SUBJECT: Executive Board Minutes
WARD(s): Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 The Minutes relating to the Safer Halton Policy and Performance Board which have been considered by the Executive Board and Executive Board Sub since the last meeting 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

None.

5.0 OTHER IMPLICATIONS

None.

6.0 RISK ANALYSIS

None.

7.0 EQUALITY AND DIVERSITY ISSUES

None.

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

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

APPENDIX 1

Extract of Executive Board Sub Committee Minutes Relevant to the Safer Halton Policy and Performance Board

EXECUTIVE BOARD COMMITTEE 29th MARCH 2007

EXB98 GAMBLING ACT 2005 - DELEGATION

The Board considered a report of the Strategic Director – Corporate and Policy outlining a recommendation that authority should be delegated to the Regulatory Committee to set fees under Section 212 of the Gambling Act 2005.

It was advised that, on 22nd January 2007, the Regulatory Committee had received a report on the Gambling Act 2005 which dealt with matters relating to powers and duties. The report had detailed the matters which the legislation reserved exclusively, either for full Council or for the Regulatory Committee. Section 212 of the Gambling Act 2005 enabled Councils to set fee levels in limited circumstances. This function had to be exercised by full Council unless the Council delegated the powers to the Regulatory Committee in accordance with Section 154 of the Gambling Act 2005.

The Regulatory Committee had therefore resolved that the Executive Board be requested to recommend this amendment to full Council.

RESOLVED: That the Council be recommended to delegate authority to the Regulatory Committee its power to set fees under Section 212 Gambling Act 2005 in accordance with Section 154 Gambling Act 2005.

EXB102 ANTI SOCIAL BEHAVIOUR STRATEGY

The Board considered a report of the Strategic Director – Health and Community presenting a new Anti-Social Behaviour Strategy for Halton.

It was noted that Anti-Social Behaviour, or its perception, had been a concern that had received wide-ranging publicity both nationally and locally. With this in mind, it was felt timely to review Halton's approach to anti-social behaviour and to develop a revised strategy and action plan to address these concerns.

The Strategy had a three pronged approach: prevent and deter; protect and punish; and rehabilitate. The aim of each of these approaches was outlined for the Board's information.

Action Plans had been developed for each of the areas to ensure that delivery and targets were achieved and a performance monitoring framework was outlined. Members were advised that the strategy had been developed with partners, stakeholders and elected Members via the topic group of the Safer Halton Policy and Performance Board. In addition, a consultation event had taken place in February with approximately 170 attendees, including young people and members of the community, where people could comment and ask questions in relation to the document.

The Board considered a number of issues including:

- the practicalities of delivering the contents of the strategy;
- the fact that there was full commitment from all of the registered social landlords to this strategy;
- the number of referrals in respect of drugs had increased, which was a positive sign of the impact that Ashley House was having, in particular with regard to the number of self-referrals;
- there was a need to provide a list of options to the Police in order that they could signpost young people to those activities when they were moving groups on;
- the fact that anti-social behaviour was not just about young people; and
- the positive impact the development of the waterfront could have in 12 months' time, as it would help to provide young people with more alternatives as to how they could spend their time.

[Reason for decision](#)

The Strategy was in response to an issue that was high on the public agenda, as voiced through community engagement.

Alternative Options considered and rejected

All options were considered in producing the final strategy.

Implementation Date

If endorsed, the Strategy would be launched in April 2007.

RESOLVED: That “Promoting Positive Behaviour” – Halton’s Anti Social Behaviour Strategy – be endorsed.

EXB106 WASTE MANAGEMENT

The Board considered a report of the Strategic Director – Environment providing an update on the progress made with the developing partnership arrangements for the Merseyside Authorities, the procurement of Waste Treatment Services and facilities, and the financial consequences as a result.

A Waste Management Strategy update was provided together with information about pooled targets, the Waste Action Plan, the Contract Procurement Strategy, the Financial Analysis Report, an Inter-Authority Agreement (IAA) and a Merseyside Waste Disposal Authority (MWDA) progress update.

In addition, amended information was tabled in respect of 4.12 and Appendix 2 of the report. These changes had been made to reflect implications of the recently announced National Budget.

The Board considered a variety of issues including the fact that there was to be an all Member Seminar in May, and implications in respect of kerbside collections. It was noted that one of the proposals was to expand kerbside collections, thereby increasing the amount of recycling and reducing landfill costs, with weekly collections alternating between a blue bin collection (containing plastic, paper, cardboard, cans, and textiles) and a black bin (residual waste) collection.

The Board noted the need to consider relevant implications of this proposal and it was agreed that the Members’ Seminar event would be the appropriate place to discuss this issue in more detail.

RESOLVED: That

- (1) the progress being made with the procurement of waste treatment services and facilities and the developing partnership arrangements with the Merseyside Authorities be noted; and
- (2) the progress towards the adoption of Halton's Waste Action Plan be noted and the Contract Procurement Strategy with the Merseyside Waste Disposal Authority be approved.

EXECUTIVE BOARD 16th MAY 2007

EXB4 APPOINTMENTS TO BOARDS, COMMITTEES, APPEALS PANELS AND WORKING PARTIES.

The Board considered a report of the Strategic Director – Corporate and Policy regarding appointments to the Council's Boards, Committees, Appeals Panel and Working Party for the forthcoming Municipal Year. A list of Committee Memberships put forward by each of the political groups was tabled for information.

RESOLVED: That Council be recommended to agree the following appointments to the Council's Boards, Committees, Appeals Panel and Working Party for the 2007/2008 Municipal Year:

Safer Halton Policy and Performance Board (11)

Councillors Osborne (Chairman), Stockton (Vice Chair), Edge, Lloyd-Jones, Morley, Murray, E. Ratcliffe, M. Ratcliffe, Redhead, Swift and Thompson.

EXECUTIVE BOARD SUB-COMMITTEE 15th MARCH 2007

EBS102 TENDER FOR NEW REFUSE COLLECTION VEHICLES

The Sub-Committee was advised on six tenders received for the purchase of 10 new refuse collection vehicles.

The 6 tenders had been measured against the criteria detailed in the tender specification, i.e. 40% price, 40% qualitative factors, including vehicle characteristics and performance meeting the specification, operational and maintenance requirements of the Council, 20% contractor suitability, to include experience, quality assurance and compliance with conditions of contract.

As a result, taking into consideration price, quality and suitability, the most economically advantageous tender for the

procurement of the new refuse collection vehicles was Farid Municipal Vehicles Limited, and this tender had been accepted by the Operational Director, Highways and Transportation.

RESOLVED: That the report be noted.

Cllr. Shaun
Osborne



ANNUAL REPORT SAFER HALTON POLICY AND PERFORMANCE BOARD APRIL 2006 – MARCH 2007

“ This was the first year of the Safer Halton Policy and Performance Board and I would like to start by offering my sincere thanks to Board members for all the work they have undertaken. The Board had a very challenging programme of monitoring, scrutiny, and policy development. I believe it is making a substantial contribution to improving the way the council and its partners work together to improve the quality of life in Halton. The Board has received a number of presentations during the year and I am grateful to all those who have contributed”.

Councillor Shaun Osborne, Chairman Safer Halton Policy and Performance Board

MEMBERSHIP AND RESPONSIBILITIES

During 2006/07 the Board comprised eleven Councillors – Councillors, Osborne, Stockton, Edge, Lloyd-Jones, Morley, E.Ratcliffe, Redhead, Rowan, Swift, Thompson and Wallace.

The Board is responsible for scrutinising performance and formulating policy in relation to Community Safety and Drugs Team, Registration and Consumer Affairs, Risk and Emergency Planning, Environmental and Regulatory Services, Road Safety and Waste Management.

REVIEW OF THE YEAR

The full Board met 5 times during the year, and set out below are some of the main initiatives that the Board has worked on during the year.

COMMUNITY SAFETY ISSUES

The Board identified Anti-Social Behaviour as a key area, and through a Topic Team has supported the development of a new Anti-Social Behaviour Strategy that was formally launched in April 2007. It will now have a responsibility to monitor that Strategy. It also considered how the Community Safety Team should operate and has worked up proposals for a Multi-Agency Problem Solving approach to be developed through 2007/08. It monitored the developments in the area of domestic violence, and lent its support to the continuance of funding for this area of activity. It received a full presentation on the work of the Drug and Alcohol Team to which a group of young people were invited and who were able to ask many and various questions. The Board considered the future development and management of alleygates and recommended that mainstream funding for the future of alleygates should be sought. This was secured in 2007/08's budget.

ROAD SAFETY ISSUES

The Board analysed the annual road traffic casualty reports and the progress towards the achievement of the national casualty reduction targets. The Board received a presentation on 'Megadrive', a training scheme used in schools to educate pupils of the dangers of high speed reckless driving. From this it agreed to support a request to mainstream funding for the scheme for future years.

ENVIRONMENTAL AND REGULATORY SERVICE ISSUES

Developing policies around Waste Management to meet national targets has been a major focus of attention, and will continue to be so in 2007/08. This included strategic and operational issues around collection and disposal of waste, and options related to re-cycling including an understanding of the Merseyside Joint Waste Development Plan. It also considered how to respond to the Smoke Free Premises Legislation, due to come into force in July 2007. The Environmental Health and Risk Assessment Working Party is developing guidance on behalf of the Council.

RISK AND EMERGENCY PLANNING

The Board considered the new Civil Contingencies Act, and the responsibilities of the Council in respect of that Act. There was a particular focus on the need to develop business continuity management plans, not just for the Council, but for the private and voluntary sectors. The need to review off-site plans, and identify which agencies would take the lead during incidents was highlighted. The Board also considered the impact of vandalism on schools and identified the schools and Council's responsibilities in relation to incidents of vandalism. It resolved that schools be encouraged to allow their Site Manager/Caretaker to attend seminars on school security and fire precautions.

BEREAVEMENT SERVICES / CONSUMER PROTECTION / REGISTRATION SERVICE

During the course of the year the Board received reports on meetings of the Bereavement Services Working Party and was able to contribute to the ongoing development of policy in this sensitive area of the Council's activity.

The safety of headstones in the Council's cemeteries continued to pose a challenge during the year, but the Council continued to face this challenge in a pragmatic and sensitive manner. The Board reviewed the Council's Risk Management Strategy for Safe Headstones and recommended that the revised strategy be agreed. This revised strategy recognised the use of a relatively cheap and unobtrusive ground anchor to temporarily make safe many of the unsafe headstones in the Council's cemeteries. Additionally, the Board recommended to the Executive Board that Halton applied to be a registered Burial Authority with the British Register of Accredited Memorial Masons (BRAMM) and that from 1 October 2007, only BRAMM accredited memorial masons should be permitted to operate in the Council's cemeteries. This will provide for increased assurance of standards of Memorial Mason workmanship, more clarity as regards policing of workmanship and greater consumer protection via a 10-year guarantee, which is a requirement of the BRAMM scheme.

The Board received an update on the issue of cremations and "mercury abatement" and recommended that this Board should maintain a watching brief on this subject and receive update reports as appropriate to inform ongoing policy development. The Board noted that the Council's current position was that it "plans to contribute to a national cremation burden-sharing (i.e. cost-sharing) scheme from 1 January 2013, and has no immediate plans to install mercury abatement equipment, though this position remains under review".

During the course of the year work on phase 2 of the preparation of the western strip of Widnes cemetery for burial ground was begun and completed. Significant progress was also made on the development of a new Garden of Remembrance in Runcorn cemetery. As part of a project that began the previous year, a number of gardeners from the Landscape Services Division are now permanently based in the cemeteries. As a result, there has been a noticeable improvement in grounds maintenance and greater flexibility at peak times, when the gardeners are able to assist the cemetery workers, and vice-versa.

The Board recommended that the Executive Board adopt a revised Consumer Protection Enforcement Policy. The purpose of such an enforcement policy is to set out the Consumer Protection Service general approach to enforcement. The policy was based around the general principles of good enforcement, the Enforcement Concordat and the Code for Crown Prosecutors, and had been updated following relevant case law and other experience of legal arguments raised over enforcement policies in recent years. An important part of the revision process was consultation with business, other enforcing agencies and none users of the Service.

The Board recommended that the Executive Board agree to the operation of the Warrington Borough Council Trading Standards Approved Motor Trader Scheme in Halton. The Board was advised that for Halton, the financial and labour costs of agreeing to this arrangement were minimal. Further, because of the comparatively low numbers of motor traders in Halton, the Board appreciated that it would not be viable for Halton's Consumer Protection Service to design and operate its own Approved Motor Trader Scheme. Such a scheme would however enable Halton motor traders to compete on a level playing field with their Warrington counterparts. Additionally, the arrangement was in line with the Best Value principles of maximising cross-border partnership opportunities to the benefit of both the Council and the people we serve.

The Board received a report on the use of the Proceeds of Crime Act (POCA) by the Consumer Protection Service and heard that in recent years, there has been concern within the Trading Standards profession that courts often imposed low financial penalties on defendants in trading standards prosecutions. In some instances defendants were able to pay immediately as fines were so low. This did nothing to deter future offending, was demoralising for investigators and such low penalties did not remove the financial means from offenders to prevent them from continuing their criminality. Nor did it send a strong message to other would be offenders that 'crime does not pay'. The Board was advised that the Council's Consumer Protection Service now has an officer fully trained and accredited under the provisions of the POCA to undertake this work. The Board therefore recommended that the Executive Board agree to the use of the full 'confiscation regime' and 'offences' under the Proceeds of Crime Act 2002 by the Consumer Protection Service.

The Consumer Protection Service continued to focus its efforts on reducing sales of alcohol to children, raising its profile in the more deprived wards and protecting the vulnerable from unscrupulous doorstep sellers. With regard to the latter, and after consultation with local residents, the Service was instrumental in the creation of Halton's first "No Cold Calling Zone" which covers Cedar Avenue and Elm Avenue, Widnes.

As part of a major step forward in terms of the modernisation of the Registration Service, the Board recommended that the Executive Board agree to the pursuance of new governance arrangements for the delivery of the Halton Registration Service. Such arrangements will provide for a more flexible, less prescriptive, scheme, allowing local authorities greater discretion to deliver local services which meet both national standards and local community needs.

In this respect Proper Officers acquire increased responsibility and accountability for the delivery of the local service. Other benefits include the opportunity to explore more innovative ways of delivering the service; the strengthening of the management of the local service; the potential to make more efficient use of resources; the increased flexibility to determine staff numbers to cope with peaks and troughs in service demands; implementation of changes to staffing levels, location of offices etc. without the need for a formal registration scheme change, and the bringing of the registration service into line with other local authority service strategies for setting, maintaining and monitoring performance (though in this respect it must be noted that the Halton service is already covered by the authority's performance management regime).

WORK PROGRAMME FOR 2007/08

It is proposed that the working groups established in 2006/07 continue their on-going work. These are:

Environmental Health and Risk Assessment

Waste

Bereavement

Anti-Social Behaviour. It is proposed that this group becomes the Community Safety Working Party to encompass broader issues. A priority work area for this group will be domestic violence.

It is suggested that a new group be formed, in conjunction with the Health PPB, to consider the topic of safeguarding vulnerable adults.

It is proposed that representatives of young people be co-opted on to the Board to ensure that young people's views are properly represented.

Members of the Public are welcome at the meetings of the Board. If you would like to know where and when meetings are to be held or if you would like any more information about the Board or its work please contact Howard Cockcroft (0151 471 7461) or e-mail at howard.cockcroft@halton.gov.uk

REPORT TO: Safer Halton Policy
& Performance Board

DATE: 19 June 2007

REPORTING OFFICER: Strategic Director Environment

SUBJECT: Progress on Implementing the Smokefree
Legislation

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

- To inform members of the progress of the smoke free campaign in the run up to the introduction of smoke free legislation on July 1st 2007
- To inform members of the appointment of smoke free enforcement officers
- To inform members of the joint Environmental Health and Primary Care Trust Smoke Free Project within the *Communities for Health* project

2.0 RECOMMENDATIONS: That:

The report is noted and that further update reports are brought to the board as the project progresses.

3.0 SUPPORTING INFORMATION

3.1 The Legislation

3.1.1 From 1st July 2007 all 'enclosed' and 'substantially enclosed' premises and vehicles where people work or members of the public may be, must be smoke free.

3.1.2 The new regulations are very comprehensive and will apply to premises such as pubs, restaurants, private clubs, offices shops, factories, buses, taxis and work vehicles. Smoking will be banned entirely inside these premises/vehicles. Neither smoking rooms nor smoking areas will be allowed in these places.

3.1.3 There are a small number of exemptions: homes, adult hospices, prisons and long stay residential care establishments.

3.1.4 Fixed penalty notices will be available for

- Failing to display warning notices in no smoking premises or vehicles (£200)
- Smoking in no smoking premises or vehicles (£50)

3.1.5 Managers or persons in control of premises allowing smoking in no smoking premises or vehicles face a maximum fine of £2,500

3.2 Enforcement

3.2.1 The Environmental Health Section currently inspects a total of 1,450 premises in Halton for the purposes of food and health safety. Officers will be required to enforce the smoke free legislation in all these premises. But in addition, the Section must take on an additional 1,000 premises currently inspected by the Health & Safety Executive (HSE) for health & safety. This is an estimate as the HSE have stated that they do not have reliable databases that can be accessed by local authorities.

3.2.2 Environmental Health will also be enforcing the legislation in all (about 100) Council premises.

3.2.3 This represents an estimated total of 1,100 additional visits or additional time within visits to incorporate smoke-free advice or enforcement. A substantial number of these visits will need to be made out-of-hours in for example licensed premises or businesses incorporating evening services.

3.2.4 Enforcement will be required on all license hire vehicles, public coaches and buses and any commercial vehicles within or entering the Borough. This will represent a substantial additional burden on the service.

3.2.5 The existing database of commercial premises must be updated to encompass all new premises and vehicles in order that a risk based inspections programme be prepared.

3.2.6 The Government guidance is for all premises to be visited and informed of the legislation with inspections of all high-risk premises. In the period immediately following 1st July staff across the Environmental Health Section will be mobilised to carry out only smokefree visits for a number of months, at the expense of food safety, health & safety and environmental protection visits.

3.2.7 Government advice is for non-confrontational enforcement with focus on raising awareness and understanding compliance, particularly in the run up to the 1st July. Enforcement officers will need to work closely with businesses to build compliance without applying unnecessary additional burdens on businesses.

- 3.2.8** Experience from Ireland and Scotland, where similar legislation already exists, has shown that robust enforcement in the initial 24 months is essential in order to ensure that the ban becomes largely self-enforcing in the periods following. Effective enforcement is also essential in order to ensure a level playing field for all businesses. This principle of consistency is already incorporated in the Section's enforcement policy.
- 3.2.9** In summary, smokefree enforcement activity will therefore encompass visits to a total of 2,550 premises, inspections of vehicles associated with businesses, public transport, investigation of complaints received via the national complaint telephone line or local HDL call centres, issuing fixed penalty notices or carrying out prosecutions for non-payment. **Appendix 1** summarises the work already carried out and planned in the period up to July 1st.

3.3 Appointment of Smoke Free Enforcement Officers

- 3.3.1** The Department of Health allocated fixed term funding in this financial year by way of a grant , to Halton Borough Council in recognition of the additional burden of the enforcement of the smoke free legislation. Utilising this funding two officers have now been appointed to commence work on June 4th 2007 on a temporary fixed term contract of at least six months, with a review thereafter. It is likely that the contract will be extended to cover the period around Christmas as in Scotland some problems did occur during the period of cold weather. The relatively late appointment of these officers has meant that the Food Safety and Health & Safety team in environmental has carried much of the groundwork in the period up till July 1st out.
- 3.3.2** The two appointed officers have extensive enforcement experience in the service of fixed notices, excellent communication skills and some local knowledge of the Halton area.

3.5 Communities for Health: Smokefree Project

- 3.5.1** The introduction of smoke free legislation on July 1st 2007 is potentially one of the most significant public health actions this century.
- 3.5.2** The driving rationale for the smoke free regulations has been the aim to protect workers from the negative effects to health from second hand smoke. However this is also a 'golden moment' when many smokers will be encouraged and compelled to give up smoking in the face of legislative restrictions in their working or social lives. Or indeed discouraged from taking up the practice, from the start. Experience from Ireland & Scotland has shown that the uptake of smoking cessation services surged in the period around and after introduction of smoke free legislation.

- 3.5.3 Smoking is the largest preventable cause of premature death in UK. Around 114,000 people are killed by smoking each year.
- 3.5.4 The health impact of second hand smoking is substantial: 2,700 deaths (aged 25-64years) and a further 8,000 for persons aged 65 years or older.
- 3.5.5 Each year 34 million days are lost in England & Wales through sickness absence caused by smoking. Smoking costs the NHS approximately £1.5 billion a year for treating diseases caused by smoking.
- 3.5.6 While the national smoking rate in UK is 25% for men and 23% for women, in Halton the rate is 28% (men) and 31% (women). However in certain parts of the Borough this rate is 43% (Windmill Hill). The gap between national life expectancy and that of men in Halton is 2.15years and 2.81 years for women.
- 3.5.7 Smoking contributes directly to the health inequalities between different socio-economic groups. People from lower socio-economic groups find it harder to give up (although the % of persons within the groups wanting to give up are similar to other socio-economic groups) and spend a disproportional part of their income on tobacco.
- 3.5.8 The Environmental Health Dept and the Halton and St Helens PCT have collaborated to produce plans for a smokefree project that will fulfil the strategic aims of Communities for Health, in order to reduce smoking take up and smoking rates at both work and social community levels, for targeted groups, in areas identified as having the highest smoking rates within Halton. A detailed report of the project is in **Appendix 2**.
- 3.5.9 This project will rely substantially on the two members of staff appointed to carry out smokefree enforcement within the Borough, to work in close collaboration with other appointed PCT staff. They will need to utilise their specialised knowledge of local community intelligence in order to identify community leaders or mentors. They may also carry out necessary cessation advice and training that may be cascaded on.
- 3.5.10 Whilst the substantial smokefree enforcement activity carried out by the appointed officers will be measured against the requirements of the legislation and will necessarily be reported to the Department of Health, the officers also have a valuable contribution to make towards the Smokefree project that cannot be delivered more expediently by other officers, at a very significant moment in time for smokers.

3.6 Implications for Other Departments

3.6.1 The experience of Ireland and Scotland has shown that the legislation also has potential additional burden on associated services:

- Increase in applications for planning permission for external structures/shelters for smokers.
- Increase in noise complaints received when smokers are compelled to smoke out of doors near residential areas.
- Increased litter in and around external areas where smoking occurs.
- There will be an additional burden on Legal Services with regards to the pursuit of unpaid fixed penalty fines.

3.6.2 Personnel are currently reviewing the Council's existing Smoke free Policy in conjunction with Environmental Health & the Unions. It will be paramount that all staff be aware of the policy by July 1st as thereafter the Environmental Health Section will have powers to take action against the Council in the event of complaints received about contraventions.

4.0 FINANCIAL ISSUES

4.1 Substantial preparatory work for the legislation has already been carried out and will continue with funding from existing resources. The Government has allocated extra funding for the period 2007/8, £11,951 and £58,338 for 2007/8, a total grant of £70,289. No further additional funding will be available. Ongoing enforcement will thereafter be funded from existing budgets. There will be no additional income arising from smokefree fixed penalty notices (as is the case with fines for litter or dog fouling)

5.0 OTHER IMPLICATIONS

5.1 .The Environmental Health Section enforcing the legislation will have powers to enforce on local authority premises, something they do not currently do. (HSE enforce health & safety on Council premises). Potentially, this would mean enforcement by the council against the council presenting a legal conundrum. This can be addressed with an internal enforcement policy but it is essential that the Council ensure staff and management are aware of the implications, well before 1st July.

6.0 EQUALITY AND DIVERSITY ISSUES

7.1 The enforcement concordat and existing enforcement policies have been subject to an equality impact assessment and if applied correctly and monitored should not have nor are intended to have any differential effects.

7.0 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

Summary assessment of Implications:

This is a 'golden moment' when many smokers will be encouraged and compelled to give up smoking in the face of legislative restrictions in their working or social lives. The Environmental Health Section of Halton BC and the Halton and St Helens PCT have collaborated to produce plans for a smokefree project that will fulfil the strategic aims of *Communities for Health*, in order to reduce smoking take up and smoking rates at both work and social community levels, for targeted groups, in areas identified as having the highest smoking rates within Halton. This will contribute to one of the Council's five strategic priorities of improving health standards through partnership working with local people to create a healthier environment. Additionally smoking prevalence is highest in Halton's SOA areas. In 1994 Marsh & McKay demonstrated that the single most effective measure to reduce hardship amongst low-income people in the UK would be to free them from their smoking habit.

Appendix 1

Halton BC Environmental Health Smokefree Legislation Action Plan 2006-7

Action	Delivery Setting	By When	Responsibility	Outputs
Initiate Review of Council Smoking Policy and directorate action plans	Directorate Working Party set up lead by Personnel	From Nov 2006 Completed by June 2007	Lead by Personnel services. Individual directorates.	-Review Smoking Policy -Staff informed -Signs posted -smoking rooms removed
Local publicity at strategic dates.	Local radio Local press Council info to residents. Council website	Rolling programme Nov 06- Nov 07	Env.Health & Council's Corporate Communications team	Press coverage in local media. No.hits on website
Dissemination of local Leaflets, posters and smokefree information packs for public & businesses. Smokefree signed tax disc holders, pencils, balloons.	Disseminated to businesses as officers inspect premises and on request. Resources for smokefree events Mail shot to all businesses in data base	From Jan 2007	Food & H&S team. PH technician. Town Centre Manager. Trading Standards.	Number leaflets & posters & other resources disseminated
6 Free breakfast presentations to businesses held in Widnes & Runcorn. Information packs supplied	Different locations: business centres, public house, training centres, hotel.	March 2007	Food and Health & Safety team	Number of businesses attending.

Production & introduction of <i>Proud to be Smokefree</i> banners for schools in Halton	Schools in Halton	Nov-March 2007	PH technician	Number of schools discussing introduction of Smokefree & displaying banners
Presentation to managers of licensed premises.	PubWatch meetings in Runcorn & Widnes	Feb-March 2007	Food & H&S team	Number of licensed premises informed and advised.
Publicity Event to mark 100 day, 50 day and 10 day Countdown to July 1st	Different public settings: local schools, Victoria Square, Runcorn Town Hall.	March-July 2007	PH technician & H&S team	Press coverage & raised awareness of pending date
	Launch of legislation at Halton Stadium. Stubby the cigarette will be thrown out by a Viking	July 1 st	In conjunction with PCT	
	Banners on key Council buildings	May 2007	“ “	
	“Ad Van” tours Halton, major events including . Creamfields, special & sporting events.	From May till Sept	“ “	
	Sponsorship on The Big Stick Up with Wire Fm radio. Guaranteed air coverage, interviews and info on car stickers. Available from major supermarkets.	7 weeks from May till July 1st	“ “	

Free presentations to Halton voluntary organisations	Local community venues	April 2007	PH technician H&S team	Number charities & voluntary groups attending
Inform businesses of pending legislation During ALL routine inspections & visits	Businesses & workplaces	March 2007 ongoing	Environmental Health (including appointed smokefree officers) Town Centre Manager Trading Standards	Number of workplaces & businesses visited
Visit all high risk premises to advise and enforce regs. Respond to complaints	Businesses & workplaces	July 1 st - ongoing	Appointed smokefree officers Authorised officers Environmental Health	Number of Businesses & workplaces visited
Supporting environment directorate on consequential litter, planning issues, town centre management and legal services in licensing issues etc	Joint projects as required	Rolling programme Nov 06- Nov 07	Environmental health staff	Minimising negative consequential impacts on the borough and the community

Appendix 2

Proposal for Healthy Communities Funding

Smoke Free Halton Programme

1.0 Strategic overview

1.1 Smoke Free Halton is a programme that links communities with high levels of health inequalities into key local and government priorities around smoking cessation and tobacco control, namely, Choosing Health 2004, Smoking Kills 1998, Local Area Agreements 2007, The NHS Priorities for 2007 – the “Selbie 6”, HBC Corporate Plan & Community Strategy 2006, Health Partnership Strategy & action plan, National Service Framework for Coronary Heart Disease 2000, the NHS Cancer Plan 2000, Halton and St Helens PCT Local delivery Plan 2007.

2.0 Programme aims and objectives

2.1 The aim of this programme is to reduce health inequalities in Halton by taking advantage of the July 1st 2007 *Smoke Free England “ban”*, and the predicted increase of 1,500 extra local residents wanting to quit, in three ways.

- Firstly, to engage communities in areas with high levels of deprivation and smoking rates in their own health by developing their capacity to advise local residents on the benefits of quitting in a motivational manner and signpost them to smoking cessation services.
- Secondly, to encourage self-compliance with the forthcoming legislation for workplaces, pubs, clubs and bars and signpost people from these venues to smoking cessation services.
- Thirdly, to implement education packages that engage children and young people in school and at college and enable those in areas of deprivation to mentor their peers at school and college and support them in resisting peer pressure to start smoking.

3.0 Evidence base

3.1 Smoking is the principal avoidable cause of premature death in Britain. Smoking related illness accounts for one fifth of all deaths. Smoking causes 80% of all deaths from lung cancer and bronchitis and 17% of all deaths from heart disease. 30% of all cancer deaths can be attributed to smoking. Smoking during pregnancy leads to increased risk of miscarriage, premature birth, low birth weight. Passive smoking contributes significantly to heart disease, bronchitis, lung cancer and Sudden Infant Death Syndrome.

3.2 Overall, 25.6% of Halton residents currently smoke; this suggests that there are approximately 24,500 adult smokers in the borough. Amongst the younger age groups, a higher percentage of females; 27.7%, smoke in Halton compared with 24.4% in the UK overall. Smoking prevalence is highest in Halton’s most deprived SOA’s. In 1994 Marsh & McKay demonstrated that the

single most effective measure to reduce hardship amongst low income people in the UK would be to free them from their smoking habit.

4.0 Programme implementation and evaluation

4.1 The programme will be implemented through an integrated service plan including: Halton Borough Council's environmental health team, trading standards, community development team and communications service, Age Concern's information service, Halton & St Helens PCT's tobacco control service, smoking cessation and training service and the Healthy Schools Programme.

4.2 The programme will employ 3-tobacco control/smoking cessation advisors employed by the PCT and utilise the services of (2) Smokefree Enforcement staff employed by Environmental Health to work in communities with high levels of deprivation and smoking rates.

4.3 Using a community development approach two tobacco control/smoking cessation advisors will train up locally identified community members in basic motivational, behaviour change techniques in how to offer advice on the benefits of quitting smoking and how to signpost to smoking cessation services. The trained community members will work with local community groups and small local businesses. Once tobacco control/smoking cessation advisors have trained people they will offer ongoing support to their trainees and specialist smoking cessation advice and support in the community to people who wish to quit.

4.4 One tobacco control/smoking cessation advisor will implement education packages that engage children and young people in school and at college and enable those in areas of deprivation to mentor their peers at school and college and support them in resisting peer pressure to start smoking. They will also offer specialist smoking cessation advice to young people who want to quit. They will organise this in tandem with the Healthy Schools Programme.

4.5 Two enforcement officers with skills in community enforcement and liaison will be appointed by Environmental Health to work with local workplaces, pubs, clubs and bars to encourage self compliance with the forthcoming legislation. They will also offer advice on signposting to smoking cessation services. This will work in tandem with Age Concern's information service and Halton & St Helen's Smoking Cessation Service.

4.6 A social marketing campaign targeted at communities with the highest levels of smoking will be implemented emphasising the benefits to them of a *Smoke Free Halton* and how people can get help to quit. The campaign will be planned and supervised by the whole Programme team with assistance and guidance from Halton Borough Council's Communications team.

4.7 The service will be monitored via service level agreements with set targets and evaluated for long-term outcomes by Halton & St Helens Research and Development Unit.

5.0 Outputs

- 10 children trained as peer health mentors per high school
- One education programme per high school
- 100 pubs, clubs, bars visited
- 2000 workplaces
- 1000 smokers signposted into services
- 800 smokers access service
- 400 extra smokers quit.
- 30 Peer health mentors trained

6.0 Outcomes

- Reduced levels of heart disease: one year after stopping, the risk of a heart attack per quitter falls to about half that of a smoker and within five years falls to a level similar to that of a non-smoker.
- Reduced level of lung cancer: within 10-15 years of quitting, an ex-smoker's risk of developing lung cancer is only slightly greater than that of a non-smoker.
- All local businesses, workplaces, pubs, clubs and bars self-compliant with smoking ban in enclosed spaces.
- Passive smoking will be avoided by people as well as people in the workplace and customers using leisure & commercial services

REPORT TO: Safer Halton PPB

DATE: 19th June 2007

REPORTING OFFICER: Strategic Director – Health & Community

SUBJECT: Sexual Violence

WARD(S) Borough-wide

1.0 PURPOSE OF REPORT

1.1 To bring to the attention of this PPB a recent report that was submitted to the Safer Halton Partnership in respect of sexual violence/violent crime. The report is attached as Appendix 1.

2.0 RECOMMENDATION: That:

- i) The PPB notes and comments on the report.
- ii) The PPB supports the Domestic Abuse Forum to develop a system of services for victims of sexual violence.

3.0 SUPPORTING INFORMATION

3.1 Attached, as Appendix 1 is a copy of a report received by the Safer Halton Partnership on 15th May 2007 in respect of new initiatives relating to sexual violence. This is presented for members consideration and information.

4.0 FINANCIAL INFORMATION

4.1 None associated with this report, although future consideration will need to be given to funding the development of a sexual violence service.

5.0 RISK ANALYSIS

5.1 None associated with this report.

6.0 EQUALITY AND DIVERSITY ISSUES

6.1 The attached report outlines the emerging issues relating to this subject and the need to address them.

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

7.1 None under the meaning of the Act.

Document	Place of Inspection	Contact Officer

APPENDIX 1

REPORT TO: Safer Halton Partnership
DATE: 15th May
REPORTING OFFICER: Sally Clarke
SUBJECT: Sexual Violence
WARDS: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To advise the Safer Halton Partnership as to potential developments in the area of sexual violence/violent crime

2.0 RECOMMENDATION: That

- (1) The partnership notes and comments on the report
- (2) The partnership supports the Domestic Abuse Forum to develop a system of services for victims of sexual violence.

3.0 SUPPORTING INFORMATION

The emphasis on domestic abuse within the Government's agenda is rising and over recent months there have been increasing links to the issue of sexual violence. Following on from the success of IDVAs (Independent Domestic Violence Advocates) in 06/07 the Home Office made available limited funding to support the roll out of ISVAs (Independent Sexual Violence Advisors). Locally Cheshire & Merseyside Rape & Sexual Assault Support Centre delivered this across Halton & St Helens. Funding for this shared post ceased in March 07.

In the vast majority of rapes and sexual assaults, the victim knows their attacker – 56% are partners or ex partners. Victims of sexual violence perpetrated by a current or former partner are also more likely to be victims of the most severe forms of domestic abuse. As is the case with domestic abuse, it is common for victims to experience multiple incidents, sometimes over long periods of time, before they seek support or report to the police, that incidents of sexual violence are severely under reported to the police, and that conviction rates are low. Sexual violence also severely impacts on a victim's physical and mental well-being. A study of women in prison also indicated that up to a third had previously experienced sexual abuse. The British Crime Survey showed that women have a greater fear of this crime than any other.

While Cheshire Constabulary is currently working with partners to develop a countywide Sexual Assault Referral Centre, local service provision to victims of sexual violence is extremely poor. The development of services in this area will support the partnership in meeting its 'fear of crime' and 'community reassurance' targets, the Local Criminal Justice Board in 'increasing the number of offences brought to justice' and should also have a significant impact on other health and social care targets. It would also provide 'added value' to the proposed Women's Centre that is currently under discussion and development.

The publication of "Cross Government Action Plan on Sexual Violence and Abuse" in April 2007 by HM Government contains a chapter on the links between sexual violence and other forms of gender-based violence – including domestic abuse.

Because of the close links with domestic abuse and sexual violence, it is the intentions of the Domestic Abuse Forum to extend its remit to cover sexual violence.

The Domestic Abuse Forum has recently commissioned the Rape and Sexual Abuse Support Centre (RASASC) to provide a full time ISVA for Halton to support victims of sexual assault/violence in the area.

Statistics from the last three months suggest that the service is receiving five referrals a month from clients in the Halton area alone.

Within the Government action plan there are sections throughout that detail ongoing commitments for 2007/08. These include:

- A new performance management framework for criminal justice agencies on the investigation and prosecution of serious sexual offences
- Supporting the sexual violence and childhood sexual abuse voluntary sector through grants totalling £1.25 million
- Encouraging CDRP's to assist in the local sexual violence and childhood sexual abuse sector in building up capacity, and involve them in the development of strategies on sexual violence
- Further developing the network of SARCs through additional funding worth £1.1m and practical support.

By addressing this issue at an early stage and implementing services and strategies ahead of Government guidance, Halton should be able to show good practice and trail blazing qualities.

REPORT TO: Safer Halton PPB
DATE: 19th June 2007
REPORTING OFFICER: Strategic Director – Health & Community
SUBJECT: Alleygates
WARD(S) Borough-wide

1.0 PURPOSE OF REPORT

1.1 To inform Members of the PPB of a report submitted to Executive Board in respects of the Management of alleygates.

1.2 To ask Members of the PPB how they would like the on-going monitoring of the alleygates scheme to be considered.

2.0 RECOMMENDATION: That:

- i) Members of the PPB note the report, and flag up any future issues of concern regarding alleygates.
- ii) Members of the PPB decide how the on-going issues regarding alleygates be monitored and reported to this Board.

3.0 SUPPORTING INFORMATION

3.1 Attached, as Appendix 1 is a copy of a report requested by the Executive Board in respect of the management of current and future alleygates. This is presented for Members information and consideration.

4.0 FINANCIAL IMPLICATIONS

4.1 Contained in Report as Appendix 1.

5.0 RISK ANALYSIS

5.1 Contained in Report as Appendix 1.

6.0 EQUALITY AND DIVERSITY ISSUES

6.1 Contained in Report as Appendix 1.

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

7.1 None under the meaning of the Act

Document	Place of Inspection	Contact Officer

REPORT TO: Executive Board

DATE: 7 June 2007

REPORTING OFFICER: Strategic Director – Health & Community

SUBJECT: Alleygates

WARD(S) Borough-wide

1.0 PURPOSE OF REPORT

1.1 To finalise a procedure for managing all issues relating to alleygates.

2.0 RECOMMENDATION: That:

The operational procedures, as outlined in paragraph 4 below, be approved.

3.0 SUPPORTING INFORMATION

3.1 Executive Board received a paper regarding alleygates on 7 December 2006. At the meeting they requested that a small Member/Officer group be established to consider the working practices around alleygates, and, where possible to streamline the operation.

3.2 £34k was approved by Full Council in the budget 2007/08 as a growth item to recognise the fact that there has never been a budget to cope with the ongoing maintenance of alleygates.

3.3 The Working Group has met on four occasions to establish a draft operational procedure.

4.0 PROPOSED OPERATIONAL PROCEDURE

4.1 The Working Group felt that a simple approach should be adopted that is easily understandable by the public. Currently there is confusion about who to go to for what.

4.2 The following procedure is recommended. Halton Direct Link (HDL) will be the one-stop shop for alleygates.

All requests/issues should at first be made to HDL. A publicity campaign needs to be mounted to promote this idea.

On receipt of a call or visit regarding alleygates HDL will make an assessment of the action required using a standard checklist. As a result of this, HDL will route the customer to the most appropriate service to help. The areas to be covered are: -

a) Repair and Maintenance Issues

HDL will work through a checklist to determine the nature of the problem. They will then refer the matter to PROPERTY SERVICES.

The group considered the best options for a maintenance regime. It examined previous maintenance needs, and also consulted with contractors as to the best possible approach. It concluded that it was more cost-effective to repair gates 'as and when', rather than trying to take a preventative approach. However, painting the gates was an exception. The group concluded that this was required on a regular basis, and that this became a task for those serving community orders. This would reduce costs of maintenance. Property Services will take responsibility for the maintenance regime, and will appoint a single contractor for alleygates.

b) Lost Keys

HDL will ascertain location and gate type. They will then ask the user to visit HDL, who will issue them with new keys upon proof of ID and replacement cost.

c) New Gates

All requests for new gates should in the first instance be directed to HDL, who will identify precise locations, and pass the request to the Community Safety Team.

Upon receipt of request Community Safety will visit location to assess viability of proposals. They will report their findings to the relevant Area Forum.

AREA FORUM will consider request in light of Community Safety advice. They will decide if funding is available and whether they wish to proceed. They will advise Community Safety of their decision.

Community Safety will liaise with residents regarding the decision, via the Police Community Support Officers (PCSO's).

If the decision is to install gates, Community Safety will commission Property Services to design scheme, obtain planning permission, commission contractor to supply and erect gates.

d) Neighbourhood Issue

In all instances any disputes/concerns etc will be directed to COMMUNITY SAFETY, who will arrange for a PCSO visit to ascertain problem and take appropriate action.

- 4.3 Halton Direct Link, with IT Services, will produce standard interrogation forms for each of the above areas.

5.0 **FINANCIAL IMPLICATIONS**

- 5.1 Budget provision rests with the growth maintenance budget or with Area Forums. Staff are already in place to operate the revised procedures, and HDL will levy no charge. New gates will be funded by Area Forums, as agreed by Executive Board on 7th December, unless alternative grant funding can be identified. From the research of the Working Group, the budget was deemed to be enough to match need and it was agreed to monitor this and report any significant changes through the Annual Budget management processes.

6.0 **RISK ANALYSIS**

- 6.1 The proposed procedures are designed to make the service understandable to the public, and to ensure there is adequate budget provision to continue to support a highly valued service.

7.0 **EQUALITY AND DIVERSITY ISSUES**

- 7.1 Local consultation is always carried out before gates are fitted and any issues would be identified as part of that consultation.

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

None.

REPORT TO: Safer Halton PPB

DATE: 19 June 2007

REPORTING OFFICER: Chief Executive

SUBJECT: Performance Management Reports for 2006/07

WARDS: Boroughwide

1. PURPOSE OF REPORT

1.1 To consider and raise any questions or points of clarification in respect of the 4th quarter year-end performance management reports on progress against service plan objectives and performance targets, performance trends/comparisons, factors affecting the services etc. for:

- Health & Partnerships
- Highways & Transportation
- Environment & Regulatory Services
- Culture & Leisure

2. RECOMMENDED: That the Policy and Performance Board

- 1) Receive the 4th quarter year-end performance management reports;**
- 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. SUPPORTING INFORMATION

3.1 The departmental service plans provide a clear statement on what the services are planning to achieve and to show how they contribute to the Council's strategic priorities. The service plans are central to the Council's performance management arrangements and the Policy and Performance Board has a key role in monitoring performance and strengthening accountability.

3.2 The quarterly reports are on the Information Bulletin to reduce the amount of paperwork sent out with the agendas and to allow Members access to the reports as soon as they have become available.
It also provides Members with an opportunity to give advance notice of any questions, points or requests for further information that will be raised to ensure the appropriate Officers are available at the PPB meeting.

4. POLICY AND OTHER IMPLICATIONS

4.1 There are no policy implications associated with this report.

5. RISK ANALYSIS

5.1 Not applicable.

6. EQUALITY AND DIVERSITY ISSUES

6.1 Not applicable.

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

Document	Place of Inspection	Contact Officer
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QUARTERLY MONITORING REPORT

DIRECTORATE: Health & Community
SERVICE: Health & Partnerships
PERIOD: Quarter 4 to year-end 31 March 2007

1.0 INTRODUCTION

This quarterly monitoring report covers the Health & Partnerships Department fourth quarter period up to 31 March 2007.

Given that there are a considerable number of year-end transactions still to take place a Financial Statement for the period, which will be made available in due course, has not been included within this report in order to avoid providing information that would be subject to further change and amendment.

The way in which traffic light symbols have been used to reflect progress to date is explained in Appendix 6

It should be noted that this report is presented to a number of Policy and Performance Boards. Those objectives and indicators that are not directly relevant to this Board have been shaded grey.

2.0 KEY DEVELOPMENTS

Direct Payments

The number of service users in receipt of Direct Payments continues to rise. Currently there are 357 service users and 126 carers receiving their services via a Direct Payment.

Appointee & Receivership

The Appointee & Receivership service continues to be considerably oversubscribed. Measures are in hand to reduce the numbers of service users receiving this service, so that a better quality service can be delivered. Discussions are at an initial stage to pilot the transfer of some appointeeships to a local 'not-for-profit' company, with checks being made into the background of the company and reasonableness of future charges to service users.

Human Resources

Protection of Vulnerable Adults Policy, Procedure and Practice updated and distributed to all relevant managers.

National Minimum Dataset for Social Care – organisation questionnaires completed for all regulated services.

Consumer Protection

Warrington Borough Council will be initiating a project and pulling together a project team to move forward the proposals to deliver the Consumer Protection Service for both Halton and Warrington. Staff and Trade Unions from both authorities will be involved in the project from the outset. There are key risks to be managed: the partnership may prove too costly or fail to generate the required efficiencies and we will therefore need to focus on reducing internal management and administration costs.

As part of his recent Budget statement the Chancellor announced the publication of the findings of Peter Rogers, Chief Executive of Westminster City Council, recent review on regulatory policy prioritisation. Five priority areas have been highlighted for Environmental Health and Trading Standards Services. The two priorities that will impact on the work of the Consumer Protection Service are “Alcohol, entertainment and late-night refreshment licensing and its enforcement” and “Fair Trading (trade description, trade marking, mis-description and doorstep selling)”.

The national launch of the web-based system for the registration of births and deaths took place on 26 March 2007. Significant problems have been experienced both with the national Registration On Line database and with the Council’s IT infrastructure.

Housing

The revised Private Sector Housing Renewal Strategy was approved by Executive Board in March 07.

Contracts/Supporting People

Supporting People (SP) and the contracts team have been merged to improve the effectiveness of the service. In conjunction with ALD services, the contracts team successfully procured care services for the new respite service at Bredon, Palacefields.

A project team has been established to reconfigure/procure domiciliary care services. An outline project plan was presented to provider agencies in March.

The Supporting People Commissioning Body approved the development of the following short-term pilot services:

- Homelessness intervention/prevention welfare service
- Expanded LD floating support service

Carers’ Centres

Discussions relating to the transfer of the Carers’ Centres to the voluntary sector have identified two main options. Option one involves

establishing an independent Princess Royal Trust for Carers' Centre for Halton. The second option would involve merging Halton's local authority run Carers' Centre with St Helens Carers Centre. Discussions will be ongoing. They would then be aware of the outcome of the Government's comprehensive spending review and the Council's ability to enter into associated financial commitments.

3.0 EMERGING ISSUES

Direct Payments

A Pilot Scheme delivering Individualised Budgets will be in place by the end of 07/08. Staffing resources within the Client Finance Team are currently being considered to deliver this pilot.

Human Resources

The completion of the individuals' questionnaire for the National Minimum Dataset for social care will be required during 2007/08 and will impact upon resources. A working group will be set up April 2007 to progress this requirement.

Performance Management

A new Performance Assessment Framework for Adults and Older People that will focus on outcomes has been developed by CSCI. The Directorate continues to review how outcomes are measured by all services, and is working with the NW Leads Performance organisation to provide information to CSCI.

Consumer Protection




The Executive Board has agreed to the pursuance of new governance arrangements for the delivery of the Registration Service. All the necessary information has been given to the General Register Office in order for them to draft a new Scheme.

Housing

Work is advanced sub regionally in developing a Liverpool City Region Housing Strategy as part of the sustainable communities workstream under the City Region Development Programme. It will seek to ensure the "housing offer" supports the planned economic growth within the City Region. Cross authority endorsement is likely to be sought early in 2007/08.




A number of workstreams are being developed in an effort to reduce homeless presentations and the use of temporary accommodation. Examples include a rent deposit scheme, a new SP funded welfare/prevention service, and increased use of HDL to filter applications/signpost clients to appropriate support services.

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES

Total	11		8		N/A		3
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Of the eleven key objectives for the service, eight have made satisfactory progress and have been achieved by the year end point. Three have not been completely achieved. For further details, please refer to Appendix 1.

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES

Total	12		8		N/A		4
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Of the twelve other objectives for the service, eight have made satisfactory progress and have been achieved by the year end point. Four have not been completely achieved. For further details, please refer to Appendix 2.

5.0 SERVICE REVIEW

Direct Payments

Promotions to increase the uptake of Direct Payments continue through events for professionals, carers and voluntary organisations.

Appointee & Receivership

Work continues to reduce the numbers accessing the service in order to provide a more responsive and qualitative service. Refer to item in section 1.0, Key Developments.

Housing

A project group has been established to reconfigure homelessness services. Some of the early outcomes are described in section 3 above.

Contracts/Supporting People




The Supporting People Commissioning Board has now approved all service review reports.

Commissioning (Mental Health)

Following the CSCI visit, Halton received the Improvement Review Report in March 07. It identified the areas that require improvement – leadership, partnership and integration, service user and carer




experience and involvement, assessment and care planning, interface and transition between services.
An action plan will be developed to address the areas requiring improvement and will be monitored by CSCI and the Healthcare Commission.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS

Total	6		5		N/A		1
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Of the six key performance indicators for the service, five have made satisfactory progress and the target has been achieved by the year end point. One target has not been achieved. For further details, please refer to Appendix 3.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	24		17		N/A		7
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Of the twenty-four key performance indicators for the service, seventeen have made satisfactory progress and the target has been achieved by the year end point. Seven indicators have not achieved target. For further details, please refer to Appendix 4.

7.0 PROGRESS AGAINST LPSA TARGETS

There are no current LPSA targets for this service.

8.0 RISK CONTROL MEASURES

During the production of the 2006-09 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.

Where a Key Service Objective has been assessed and found to have associated 'High' risk, progress against the application of risk treatment measures is to be monitored, and reported in the quarterly monitoring report in quarters 2 and 4.

At the half-year stage, all relevant risk treatment measures have been implemented for key service objectives that were initially assessed as high risk in the Directorate Risk Register.




9.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS



During 2005/06 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in the quarterly monitoring report.

There are no High priority equality actions for this service.


10.0 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- Explanation of traffic light symbols





Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP1	Review the Fairer Charging Policy	<p>The revised Fairer Charging Policy will be implemented</p> <p>Income generation using the revised Fairer Charging policy will be monitored</p>		Community Care Charges for services have been consulted on and new charges were agreed by Exec Sub on 29/3/07. A new charging Policy Group will convene in May 2007.
HP2	Maximise the number and range of people using Direct Payments.	<p>Promote and continue to develop DP and ensure that support, advice, and information is offered.</p> <p>Explore the delivery of Individualised Budgets</p>		<p>Numbers in this quarter continue to rise, again with a great emphasis on carers receiving funding for support.</p> <p>A steering group has been formed to oversee the implementation of the Individualised Budgets pilot scheme, which will be in place by the end of 07/08.</p>
HP3	Develop IT solutions which enable delivery of services electronically in support of the e-Government agenda	<p>A pilot of remote working systems will be implemented and evaluated.</p> <p>The first phase of the electronic social care record system will be implemented in 2006 to meet e-government requirements by 2008.</p>		<p>The Mobile working project was delayed because of problems with supply of 14 Tablet PC's which have now been replaced by laptops and care currently being set up.</p> <p>CareStore has been purchased and C&YP are using the HDL Contact centre to scan documents which H&C will review as part of the project.</p>


Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP5	Develop a three year financial strategy, matching funding to changing service requirements	Develop three year financial strategy for each service area, in conjunction with the commissioning strategies		Completed – needs linking to Government Comprehensive Spending Assessment and alignment of the information into future commissioning strategies
HP6	Develop and implement Halton's 5yr Supporting People Strategy to meet the needs of vulnerable people locally.	<p>Delivery of strategic objectives identified for action 2006/7</p> <p>Commence renegotiation of high cost contracts.</p> <p>Develop financial plan for 2007/8</p>		<p>Good progress has been made against targets in strategy:</p> <ul style="list-style-type: none"> • Develop 6 bed unit-young single homeless-achieved - Orchard House opened in 2006 • Develop 2 bed unit for MH-achieved –Pickering close Opened in 2005. • Develop 42 units of extra care housing for OP-achieved- Dorset gardens opened in 2006. • Increase provision for drug and Alcohol by 4units- target achieved-increase in SHAP contract from 7 to 11units at no additional cost. • Target to encourage development of 2 private developments of sheltered housing for sale- achieved –2 private developers withdrew-1 opened by McCarthy Stone in Widnes. • Develop 6 units of support for



**APPENDIX ONE – PROGRESS AGAINST KEY OBJECTIVES/ MILESTONES
Health & Partnerships**




Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP6 continued				<p>ex-offenders-target exceeded-new pilot service for drug using ex-offenders-30units. In addition HHT have approved an additional 6 units of supported accommodation for ex-offenders in 2007/8.</p> <ul style="list-style-type: none"> • Teenage parents-target exceeded-new service for young homeless and teenage parents-20units carr-gomm. <p>Reconfiguration of generic floating support-target achieved-over 50% now client specific at no extra cost.</p> <p>Good progress with reconfiguration of Adults with Learning Disabilities services- SP savings to date over £300,000 pa.</p> <p>Gross savings through contract negotiations approx £700,000pa</p> <p>Target to develop financial planning strategy linked to govt announcement on long-term funding-on target to be developed in response to announcement.</p>
HP11	Review and consult on local housing strategy, in partnership with stakeholders, and report on progress and new developments annually	Produce annual progress statement by Summer 2006		An annual progress statement was submitted to the Housing Partnership in September 2006.

**APPENDIX ONE – PROGRESS AGAINST KEY OBJECTIVES/ MILESTONES
Health & Partnerships**




Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP12	Develop and consult on strategic homelessness service and ensure that homelessness services are delivered in accordance with Agency Agreement	Implement service changes where necessary		A formal review of the current Homelessness Strategy has been deferred whilst efforts are focussed on developing the homelessness prevention approach to reduce presentations and reliance on the use of B&B. The strategy review will probably now commence in the Autumn.
HP13	Ensure that sufficient longer-term cemetery provision exists to meet the future needs of the Halton community.	Present options to members for decision and formulate project plan to deliver preferred option		The options appraisal work requested by members has commenced but will roll forward into 2007/2008. This will delay member decision but will ensure that all appropriate options will have been considered.
HP15	Reduce the access that children and young people have to certain age restricted products by developing and implementing an under-age-sales strategy, informed by the results of previous research and activity, and having regard to the joint national enforcement statement issued in November 2005.	Strategy developed and implementation commenced		The strategy has been developed and is constantly evolving based on the additional information the Service receives throughout the year. Implementation has commenced.
HP16	Improve Access to the service for the socially excluded (Consumer Protection)	Resources permitting, implement 20% of actions in the action plan (developed from the consultation in 2005) by the end of 2007 or research possible opportunities for external funding of actions by end Dec 06		Some 20% of the actions have now been completed. A number of actions have been taken to raise the profile of the Service in the 5 most deprived wards via contact with all primary schools in those wards and by attendance at 'coffee mornings' at two of the schools plus 3 sessions on current "scams" at the Brow Primary School in Castlefields.




Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP16 continued				Relationships with community groups that are likely to come into contact with the most disadvantaged consumers have been enhanced and a system of alerting such groups to current scams has been developed. A beer-mat campaign advertising the service has been launched.
HP20	Ensure the smooth transfer of statutory Registration officers to local authority employment once legislation permits	Career development & training needs identified as legislative changes are implemented during 2007/08.		Officers have been consulted on the new registration scheme and are awaiting the results of job evaluation. New letters of appointment will be produced by Personnel in time for the proposed scheme change on 4 July 2007.


Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP4	Ensure effective information management systems are in place	<p>To ensure security of information in line with Caldicott principles</p> <p>Develop information governance</p> <p>Implement requirements of Freedom of Information Act and Data Protection Act</p> <p>Full financial mapping with each service area</p>		<p>Caldicott principles are being followed.</p> <p>Information Governance in Social Care is still to be introduced although a new Toolkit is available no deadlines have been set.</p> <p>FOI procedures are well established.</p> <p>Full financial mapping is now well under way across H&C</p>
HP7	<p>Work with Operational Managers to produce a performance management framework that meets their needs.</p> <p>Provide high quality performance monitoring and management information to improve the quality of information and report service delivery to assist services to continuously improve</p>	<p>Implement Performance Monitoring Framework for each service area</p> <p>Manage data quality issues through the use of reporting mechanisms as part of overall performance management</p> <p>Consult and implement Performance Monitoring Framework for each service area</p>		<p>A Performance Management Framework has been implemented which directs the flow of performance information throughout the year.</p> <p>Data quality reports are circulated to all teams and subsequent actions are progress chased.</p> <p>All operational teams have established Performance Management Groups and frameworks. The teams are advised and supported by an allocated performance specialist on what actions they need to take</p>

Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP7 continued				throughout the year to demonstrate and improve performance. The performance dashboard is being launched w/b 14 th May 2007 so that performance information is accessible from the desktop.
HP8	Develop workforce plans to ensure that there are appropriate resources to deliver services	Review and update the Directorate Workforce plan		The Workforce Development Plan for 2006/07 has been reviewed. The WDP for 2007/08 has been drafted ready to be approved at SMT during April 2007.
HP9	Deliver and improve a range of services and support for carers, according to the Halton Carers Strategy	Develop and implement an effective carer and service user involvement strategy		The Directorate developed a Service User and Carer Payments Policy during 2006/7. It was not approved at Corporate level and therefore could not be implemented during 2006/7. It has now received full approval and a pilot project will commence from 30 th April 2007
HP10	Develop and implement joint commissioning strategies in each service area, in partnership with key stakeholders, service users and carers, that fully reflect national and local priorities and the social inclusion agenda Develop robust contract management and monitoring arrangements across all service areas.	Review and revise all strategies in the light of changing national and local priorities. Ensure consolidation of strategy format takes place. Evidence is available for all contracts or SLAs, which demonstrates quality and VFM and can		Strategies in place for ALD, OP, MH. PSD strategy and action plan drafted and on target for July 07. Work to merge Supporting People and Contracts teams will ensure robust contracts management is priority in monitoring Framework &

**APPENDIX TWO – PROGRESS AGAINST OTHER OBJECTIVES/ MILESTONES
Health & Partnerships**

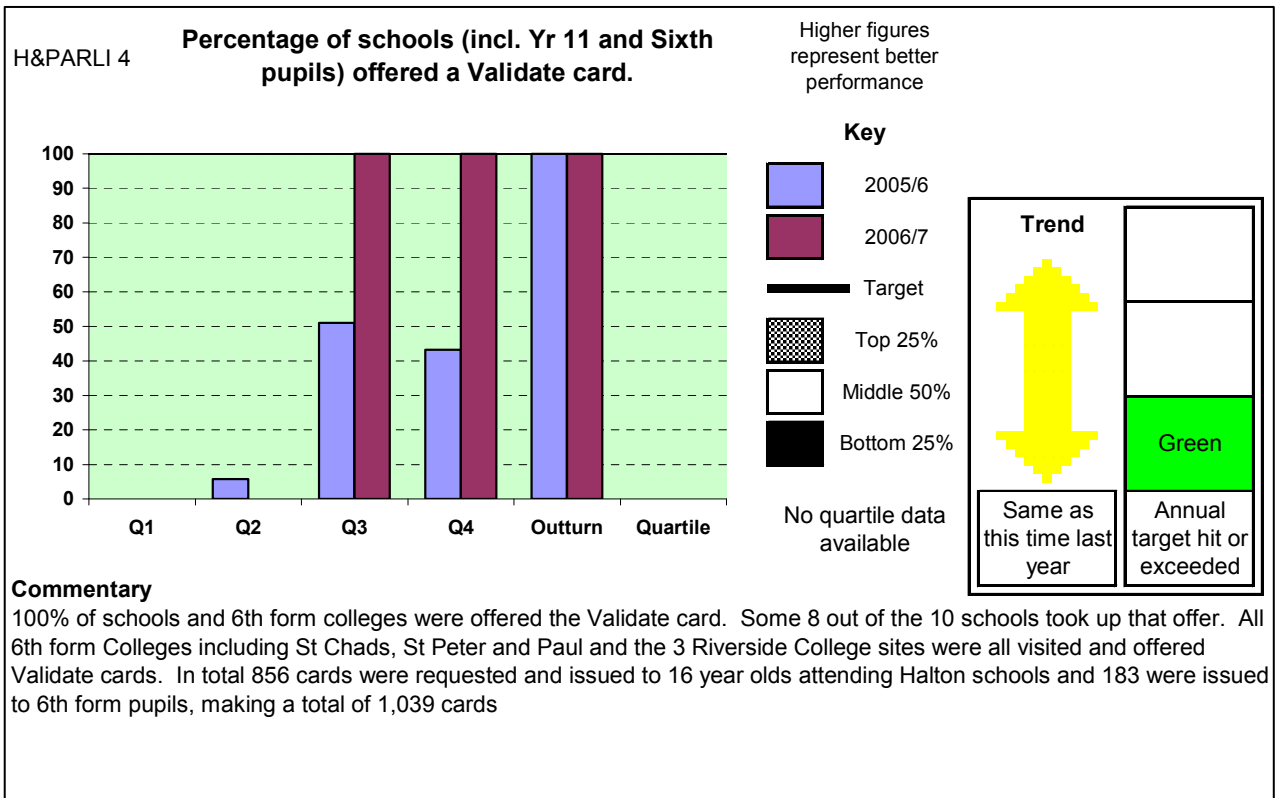
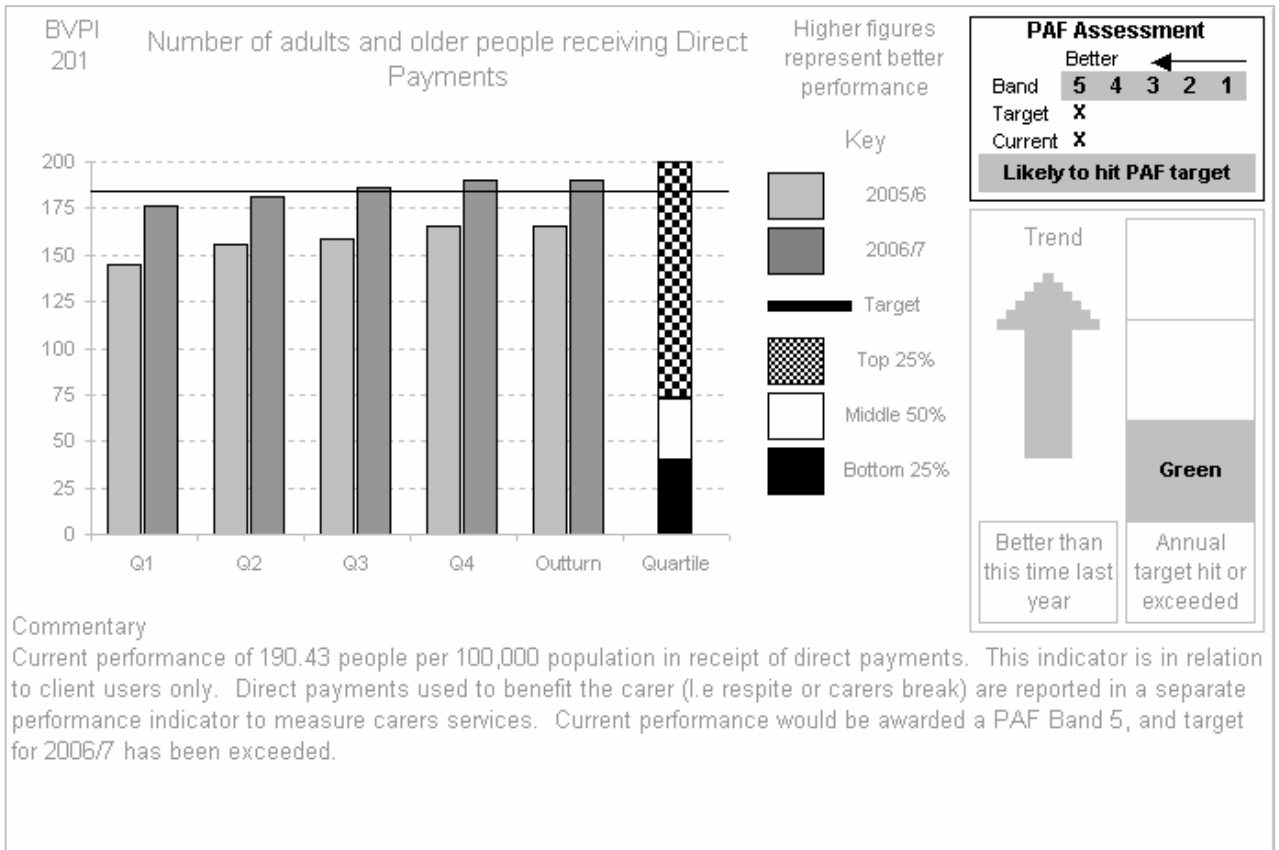
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP10 continued		be used to plan and commission / decommission future services.		Minimum Data Set agreed re: Voluntary Sector Contracts
HP14	Enable members to make informed decisions about crematorium facilities in the Borough, with particular regard to the issue of mercury abatement.	Present options to members for development of longer-term policy		Options presented to members via Executive Board Sub Committee meetings in May and June 2006. Policy agreed.
HP17	Introduce prevention measures to protect vulnerable adults from falling pray to doorstep crime	<p>Research the possibility of funding in order to implement a Voice Connect system for vulnerable adults for the purpose of Doorstep crime alerts.</p> <p>Seek funding for a pilot 'No Cold-callers Zone' in one street.</p>		<p>Funding has been identified for 2007/2008 and work on the Voice Connect ICAN system will commence in April 2007.</p> <p>Once funding was identified, a two-street No-Cold-Calling-Zone was set-up in Widnes.</p>
HP18	Identify and implement improvements to the Registration Service from intelligence gleaned from surveys of customers each year, to ascertain their views on the quality and scope of services provided	<p>Survey all customers visiting the office during a particular week in the first quarter of 07</p> <p>Survey all couples marrying during one of the peak summer months of 2006</p>		<p>Service improvements that flowed from 2005/2006 surveys included supplying maps covering the register office to all couples and the simplification of information pages for marriages and civil partnerships</p> <p>The marriage survey in September had a 33% response rate. Of these 100% said they were extremely</p>

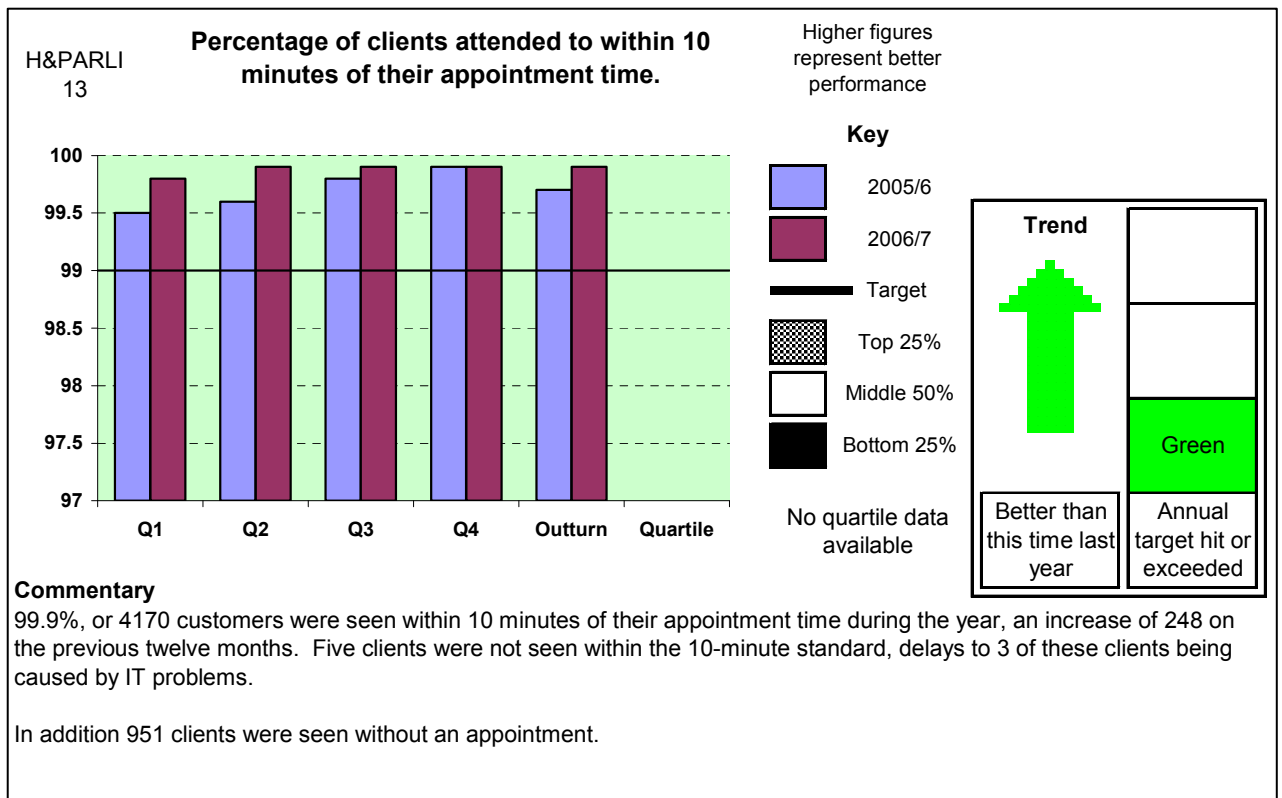
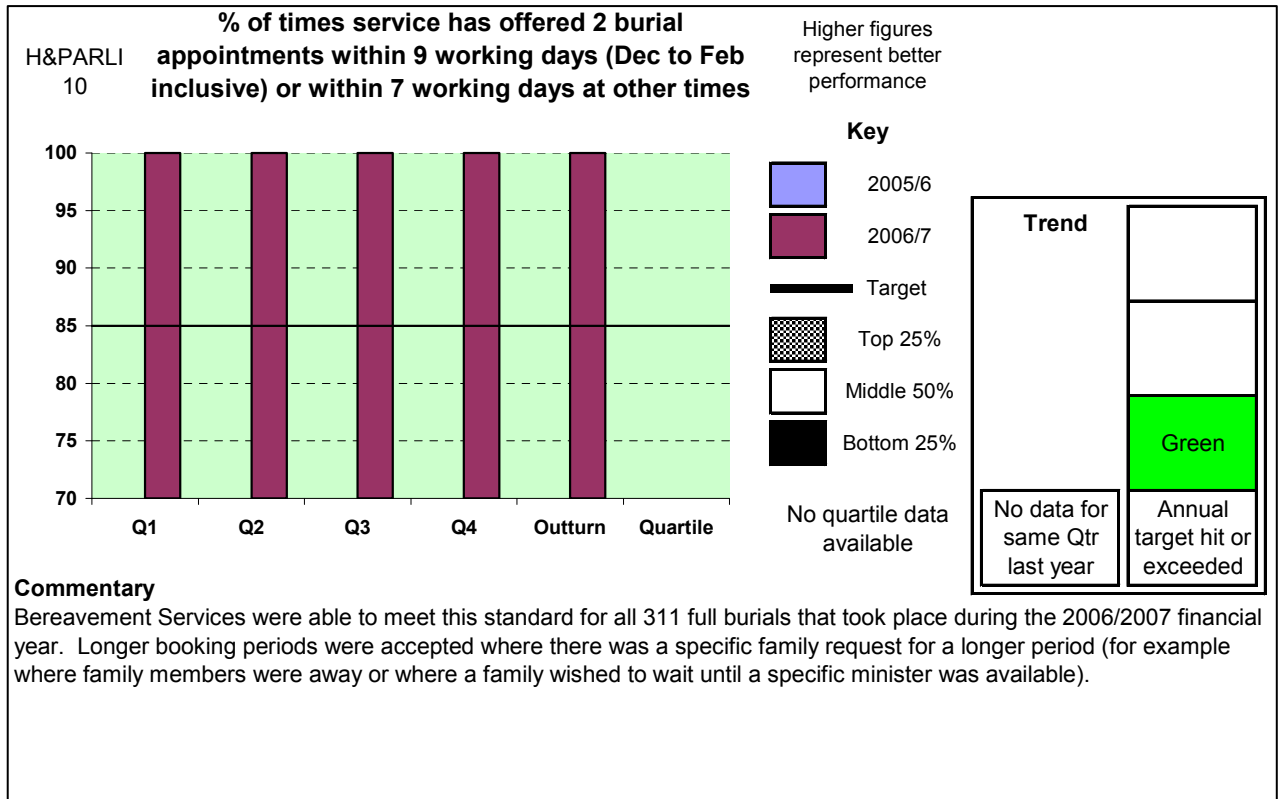
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP18 continued		Analyse results by 31.12.2006 Implement any service improvements from previous year's survey by end 2006		satisfied with the service, both when organising the event and on the day of the marriage. 100% said it represented good value for money and that the facilities offered and service given could not be improved upon.
HP19	Ensure that the Council meets its statutory responsibilities with regard to the provision of Civil Partnership registrations	Procedures agreed and structure in place for provision of ceremonies in 2006		A total of 17 civil partnership registrations have been conducted since 1 April 2006.
HP21	All supervisors to discuss and record within EDR and monitored in supervision, work life balance issues with staff ensuring that staff are fully aware of Council policy	Work life balance policies distributed and communicated to staff and monitored via staff supervision audit process		Due to a reprioritisation of activity around the development of a Work Life Balance Strategy, it has not been possible to undertake the audit process this year. A Corporate Work-life Balance Strategy has been drafted to strengthen work-life balance initiatives across the Council.
HP22	Identification of staff with caring responsibilities	Identify staff as carers. Provide staff with information to enable them to be supported with flexible working		Eight HBC employees responded to the messages inserted on the salary document. Four of these were Halton residents and have been referred to receive carer support. The Carer Development Team now have a presence at Corporate Induction courses to help identify Carers.

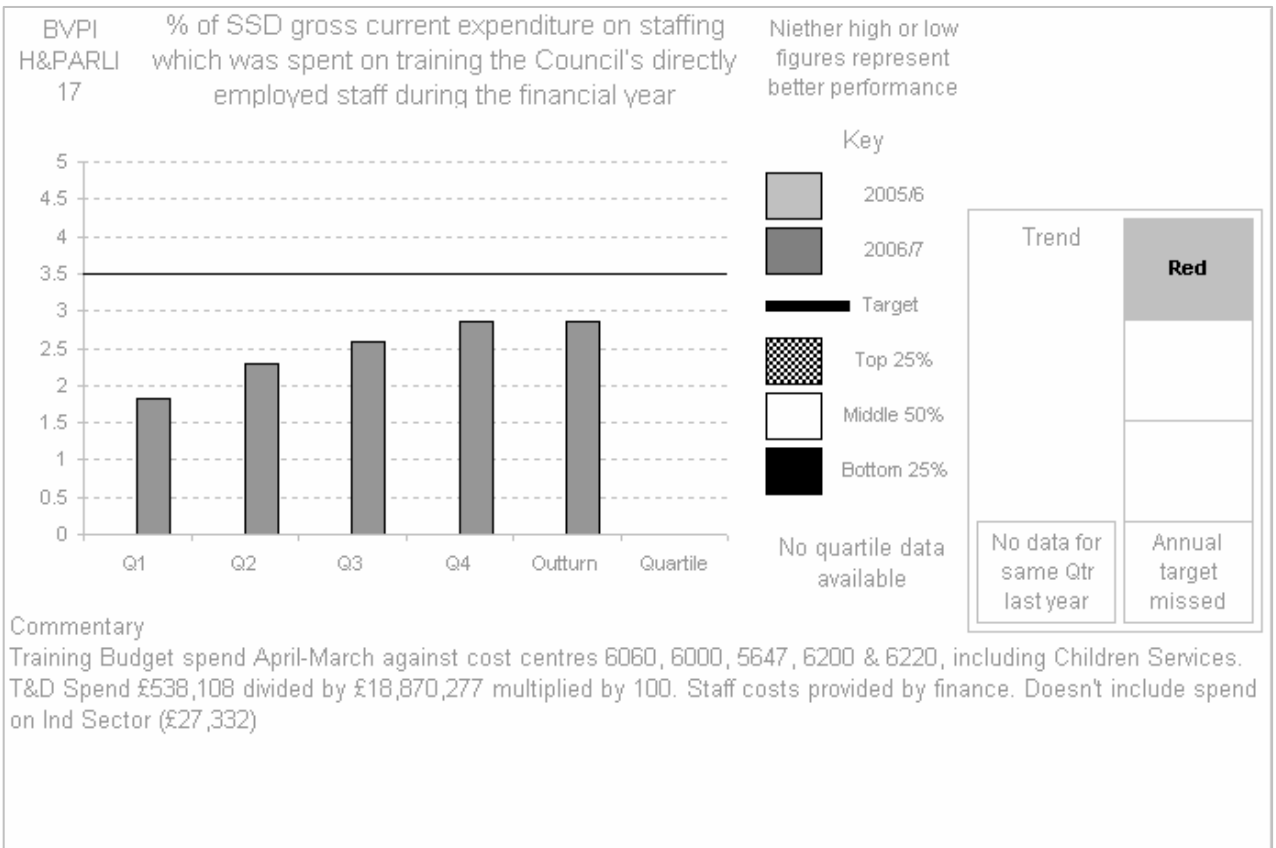
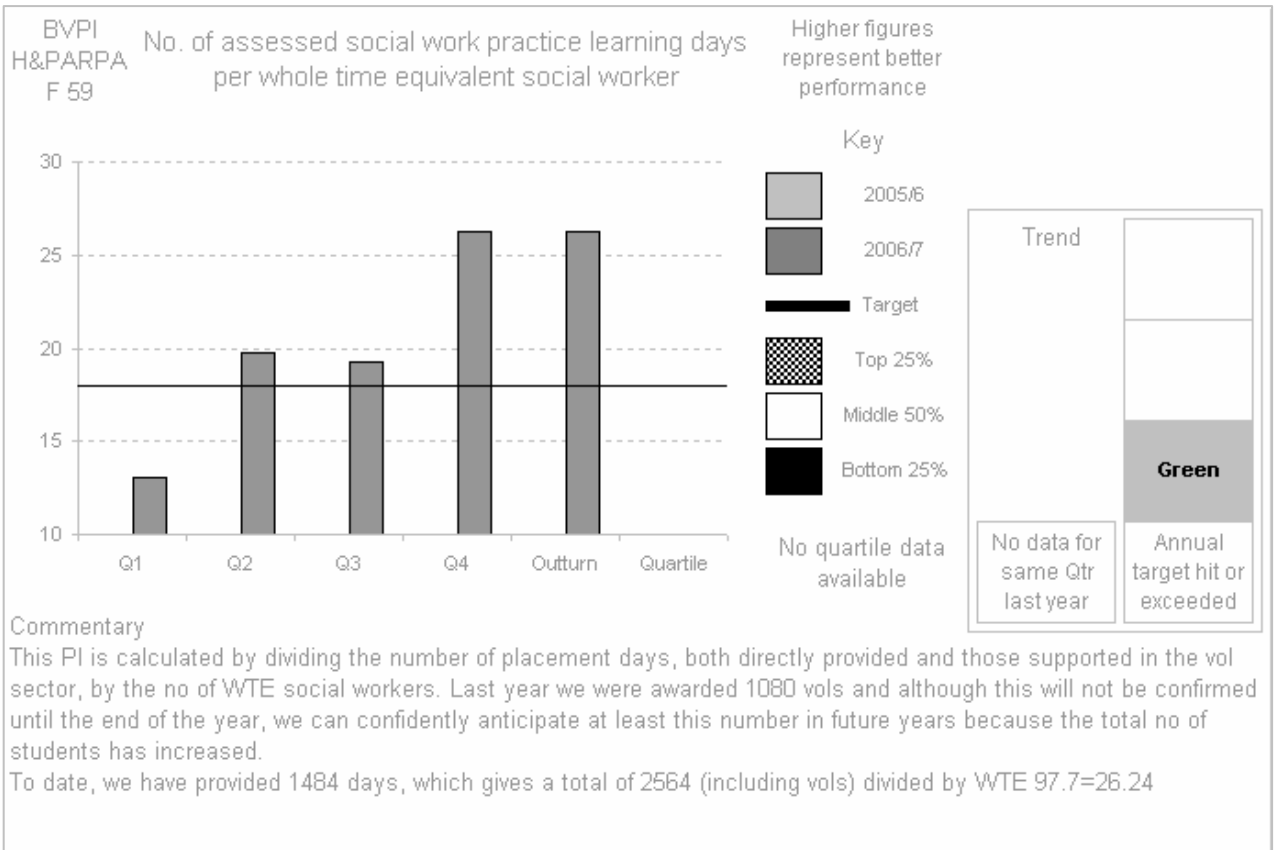
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP22 continued				<p>A message aimed at identifying carers employed within HBC has been inserted in the monthly salary document three times during 2006/2007. It is planned to repeat this three times in the forthcoming year.</p> <p>A section on working carers has been inserted into the HBC Work life Balance Strategy.</p> <p>One event planned for Carers Week 2007 will be targeted at HBC employee's who are carers</p>
HP23	To develop a comprehensive Health Improvement Strategy	<p>Implementation of Health Improvement Strategy</p> <p>Mapping exercise conducted of all local health or associated partnerships.</p> <p>Self-assessment performance tool adopted.</p>		<p>We already have a Baseline Report and Health Equity Audit, which are in the process of being brought together to form a Health Improvement Strategy.</p> <p>This has been done and shared with the PCT.</p> <p>The Joint Halton & Warrington Youth Offending Service use the OPDM Partnership Audit Tool and as a result have their partnership agreement. Use has also been</p>




**APPENDIX TWO – PROGRESS AGAINST OTHER OBJECTIVES/ MILESTONES
Health & Partnerships**

Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HP23 continued		<p data-bbox="990 437 1285 533">Analysis conducted of authorities similar to HBC.</p> <p data-bbox="990 571 1267 667">Production of Health Impact Assessments bundle.</p>		<p data-bbox="1536 268 1993 399">made of this model for a new partnership emergency duty tram service which is across St. Helens and Halton.</p> <p data-bbox="1536 437 2007 501">A benchmarking exercise has been conducted.</p> <p data-bbox="1536 571 2007 804">An example of the utilisation of HIA is with respect to proposals for all-day drinking. Joint training has recently been delivered to council and PCT staff on health needs assessment and health impact assessments.</p>




















Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
Service Delivery Indicators.						
PAF C62	The number of carers receiving a specific carers service as a percentage of clients receiving community based services	7.04	9%	8.45%		Figure provided is as at end February 2007, target may still be achieved. Final year end figure not yet known as admin staff are still back loading data onto Carefirst.
BVPI 166b	Score against a checklist of enforcement best practice for Trading Standards	100%	100%	100%		This 'year end' best value performance indicator provides an indication of the performance of Halton's Consumer Protection Service when measured against a checklist of enforcement best practice. The checklist has regard to written enforcement policies, risk based inspection programmes and sampling and surveillance regimes, educational and information programmes, customer complaint/enquiry processes, benchmarking and consultation arrangements and performance reporting mechanisms.
BVPI 64	Number of private sector dwellings returned into occupation or demolished as a direct result of action by the local authority.	0	2 ¹	2		The target has been achieved.





1 Target for BVPI 64 – due to the low number of empty properties in Halton, along with the absence of grants to encourage landlords to take on and improve any empty properties, the target is set below bottom quartile figure.



Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
BVPI 183a	The average length of stay in B&B accommodation of homeless households that are unintentionally homeless and in priority need (weeks)	1.86	1.8	4.92		Estimated figure. Increased homeless presentations, coupled with a reduction in the supply of relets, has resulted in a fall in performance. A Project Group has been established to redesign homelessness services to address this problem.
BVPI 183b	The average length of stay in hostel accommodation of homeless households that are unintentionally homeless and in priority need ²	0	0	0		Halton does not have any accommodation that that falls into the criteria of a hostel.
BVPI 202	Number of Rough Sleepers	N/A	0	0 est		This is an estimate as there has not been a formal rough sleepers count since March 2004. One is planned for Autumn 2007.
BVPI 203	The % change in the average number of families placed in temporary accommodation	10.85%	13.0%	16.66%		Estimated figure. See comments for BV 183a above.
BVPI 213	The number of households who considered themselves as homeless, who approached the LA housing advice service, and for whom housing advice casework intervention resolved their situation (expressed as the number divided by the number of thousand households in the Borough)	0	1.06	0.3		Estimated figure. Whilst this is an improvement over 2005/06, it is below the target for 2006/07. Improved performance should result in 2007/08 from the initiatives being developed under the homelessness service redesign.



² Halton does not have any accommodation that falls within the definition of a hostel as stated in the guidance for this indicator.

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
BVPI 214	The proportion of households accepted as statutorily homeless who were accepted as statutorily homeless by the same LA within the last 2 years	4.89	9.5%	1.26%		Estimated figure. Performance was significantly better than the target, evidence of the success of the support services developed under the Supporting People programme.
BVPI 225 Part 8	<i>Has there been a reduction in the percentage of cases accepted as homeless due to domestic violence that had previously been re-housed in the last 2 years by that LA as a result of domestic violence</i>	-	-7.5%	YES		The wording of this PI has changed from the % reduction in cases to whether or not there has been a reduction. The provisional outcome is that there were no repeat cases during 2006/07.
HP/ LPI 1	Percentage of SSD directly employed staff that left during the year.	7.4%	13.5%	7.69%		We monitor and analyse all exit interview questionnaires every six months to continually improve our systems and processes to further aid retention, as well as regularly reviewing policies and procedures in relation to retention, such as Exit Interview Policy, Procedure and Practice, Recruitment and Retention Strategy, etc.
HP/ LPI 2	Percentage of Social Services working days/shifts lost to sickness absence during the financial year.	7.94%	7.5%	7.98%		% figure subject to validation as part of the SAS process



Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
HP/ LPI 3	% of Halton pupils completing a survey on the supply of age restricted products	60% of appropri ate School year	45% of appropri ate School year	70%		<p>A cigarettes survey was carried out in relation to Year 9 pupils. The 70% response rate far exceeded the 45% target we aimed for. This increases the validity of the results.</p> <p>We have received the individual school reports, which Officers are working through in order to provide information to tackle future problems. We are awaiting the full Halton report so we can produce a list of relevant intelligence based actions for the coming year.</p>
HP/ LPI9	Carry out all cremations within 24 hours of receipt of written instructions.	100%	100%	100%		A total of 587 cremations took place during the 2006/2007 financial year.
HP/ LPI 12	Applications for current certificates processed on the day of receipt.	98.3%	99%	99.7%		1035 applications for current certificates were received during the year. Of these 1032 were issued on the day of receipt.
HP/ LPI 18 (Based on BVPI 8)	The percentage of undisputed invoices which were paid in 30 days (BVPI 8)	89%	95%	96%		Target achieved due to improved monitoring and weekly chasing of invoice authorisers by the Financial Services team to ensure prompt payment.

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
Quality of Service Indicators.						
HP/ LPI 7	Percentage of consumer service users satisfied with the Trading Standards Service, when last surveyed	New for 06/07	88%	80%		It should be noted that the above relates to the return of only 1 consumer feedback form plus 4 returned questionnaires. The low return rate, which included a single expression of dissatisfaction, has resulted in a failure to meet the locally set target. Consultation methods are to be reviewed in light of the poor return rate.
HP/ LPI 8	Percentage of Business service users satisfied with the Trading Standards Service, when last surveyed	New for 06/07	88%	100%		Target exceeded, but note that the above relates to only 7 trader feedback forms plus 18 returned questionnaires.
HP/ LPI 11	Percentage of Bereavement Service users who rated the staff courteousness / helpfulness as reasonable / good / excellent when last surveyed	New for 06/07	70%	100%		The above is based on 76 feedback forms from clients who had made contact with Bereavement staff.
HP/ LPI 14	Percentage of couples who felt that they received an excellent or good service from staff on the day of their marriage / partnership, when last surveyed.	New for 06/07	88%	100%		The response rate for the marriages survey of 33% was poor. However, everyone said that they had received a very good or good service on the day of their ceremony.

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
HP/ LPI 15	Percentage of other Registration Service users who rated the staff's helpfulness / efficiency as excellent or good, when last surveyed.	New for 06/07	88%	100%		The general survey of clients had an 81% response rate. Of these everyone said the helpfulness and efficiency of the staff had been very good or good. One comment made: "Every Borough should provide this excellent service."
Fair Access Indicators.						
HP/ LPI 5	No. of initiatives undertaken to raise the profile of the Service in the 5 most deprived wards	9	3	13		Some 20% of the actions have now been completed. A number of actions have been taken to raise the profile of the Service in the 5 most deprived wards via contact with all primary schools in those wards and by attendance at 'coffee mornings' at two of the schools plus 3 sessions on current "scams" at the Brow Primary School in Castlefields. Relationships with community groups that are likely to come into contact with the most disadvantaged consumers have been enhanced and a system of alerting such groups to current scams has been developed. A Service beer-mat advertising campaign has been launched.

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
HP/ LPI 6	% of Improving Access Action Plan implemented (resources permitting)	N/A	20%	20%		Some 20% of the actions have now been completed. A number of actions have been taken to raise the profile of the Service in the 5 most deprived wards via contact with all primary schools in those wards and by attendance at 'coffee mornings' at two of the schools plus 3 sessions on current "scams" at the Brow Primary School in Castlefields. Relationships with community groups that are likely to come into contact with the most disadvantaged consumers have been enhanced and a system of alerting such groups to current scams has been developed. A Service beer-mat advertising campaign has been launched.
Cost & Efficiency Indicators.						
HP/ LPI 16	% of SSD directly employed posts vacant on 30 September	9.77%	8%	11.78		We continue to raise the profile of a career within social care through various means, for example the northwest authorities Thinkcare website (www.thinkcare.gov.uk). Representatives attended the SOCNOW recruitment fair in May 2006, which is also planned for May 2007, as well as regularly reviewing our policies and procedures in relation to recruitment.

The traffic light symbols are used in the following manner:

	<u>Objective</u>	<u>Performance Indicator</u>
<u>Green</u>	 <p>Indicates that the <u>objective has been achieved</u> within the appropriate timeframe.</p>	Indicates that the annual 06/07 target <u>has been achieved or exceeded</u> .
<u>Red</u>	 <p>Indicates that the <u>objective has not been achieved</u> within the appropriate timeframe.</p>	Indicates that the annual 06/07 target <u>has not been achieved</u> .

QUARTERLY MONITORING REPORT

DIRECTORATE: Environment
SERVICE: Environmental & Regulatory Services
PERIOD: Quarter 4 2006/07

1.0 INTRODUCTION

This quarterly monitoring report covers the Environment & Regulatory Services Department for the period 1 January 2007 to 31 March 2007. It describes key developments and progress against all objectives and performance indicators for the service.

Given that there are a considerable number of year-end transactions still to take place a Financial Statement for the period, which will be made available in due course, has not been included within this report in order to avoid providing information that would be subject to further change and amendment.

The way in which traffic lights symbols have been used to reflect progress to date is explained within Appendix 5.

It should be noted that this report is presented to a number of Policy and Performance Boards. Those objectives and indicators that are not directly relevant to this Board have been shaded grey.

2.0 KEY DEVELOPMENTS

Environmental Health, Enforcement and Building Control Division

In Building Control, since the last report there are 3 items of interest: we have dealt with the Introduction of New Fire Safety Regulations and the Fire Safety Regulatory Reform; Local Authority Registers of Building Control Information Consultation and The Energy Performance of Buildings Regulations 2007.

To further enhance our actions to address emerging and long standing environmental issues throughout the borough, a principal officer is now in post with the task co-ordinating the Environment Directorates enforcement activities. The role will primarily be responsible for pulling together the Directorates enforcers, and key partners to deal with singular and multi-functional environmental problems throughout the Borough and to further the safer, greener, cleaner agenda.

Environmental Health's Food Safety and Standards team have

achieved 100% of high-risk safety inspections and 100% of high-risk food standards inspections. The food team has launched the first phase of it's "scores on the doors" scheme to publicise the hygiene rating of food premises in the borough on the Halton BC web pages. The site has so far received 8000 hits. The team successfully bid for funding from the FSA for it's " Safer Food Better Business Project" and 136 businesses have been recruited to the scheme. The food team launched its alternative strategy for enforcement in low risk food premises. Low risk premises will no longer routinely receive an inspection unless intelligence from various sources, including questionnaires, reveals a change in risk. This will enable resources to be focussed on higher risk premises and providing information to businesses and the public.

Environmental Health's health and safety team have achieved one hundred percent on in medium and lower risk premises targeted for specific interventions. This has been achieved by introducing a system using a self assessment questionnaire for low risk premises. A number of campaigns and projects were run including young worker safety. The trailer was also used to promote the work at height message on the back of the HSE national campaign and the asbestos awareness message. An extremely successful dermatitis campaign was carried out in partnership with the HSE where all 90 hair and beauty salons in the borough were sent a mail shot.

During the run up to Smoke Free legislation Halton Borough Councils Environmental Health Team are hosting a number of free event across the borough which are aimed at assisting businesses to ensure compliance with the Smoke Free Legislation which comes into force on the 1st July in England. Over 100 local businesses attended the seminars.

Environmental Health are now participating in a newly formed Tobacco Harm Reduction Group. This is a multidisciplinary group with participants from Halton, St Helens Councils and the Halton & St Helens PCT and various partners such as Heart of Mersey.

Planning and Policy Division

The Waste Development Plan Document is progressing well and public consultation on Issues and Options is underway until 30 April 2007.

The Local Development Scheme (LDS) has been revised to take account of the results of the Annual Monitoring Report. The current document is the Halton LDS 2007 and is effective from 12 March 2007. The Executive Board and Government Office North West (GONW) have approved this document.

The e-Planning surveys undertaken by DCLG will occur at the end of March. These surveys will impact upon the e-Planning award

component of Planning Delivery Grant. We are hoping to achieve top performance and obtain 100% of the component available for e-Planning.

An Expert System is being implemented to help the public find out if a planning or building regulation application will be required for their proposal. This system is live and will be formally launched at the end of April.

Landscape Division

There has been a key personnel change within the Division following the resignation of the Head of Service in March 2007.

The Landscape Services Depot at Victoria Park closed for redevelopment in February 2007. The redevelopment and modernisation of the facilities at Victoria Park is being funded through the sale of surplus land at the site to a developer who has bought the former factory site that bordered the depot in Appleton Village. It is anticipated that the new facilities will be ready for occupation in late May 2007.

The Division was informed in March 2007 that the Parks for People Bid for Hale Park has succeeded in getting through the first stage. The project worth £850,000 will now be drawn in detail and submitted as a stage two application. It is anticipated that this will be completed by September 2007. The bid will substantially upgrade Hale Park to create a local facility of a standard that will be equal to other recently refurbished parks in the Borough.

Waste Management Division

Halton Council's Executive Board, at its meeting of the 29th March 2006, approved the Contract Procurement Strategy with the Merseyside Waste Disposal Authority, and noted the progress towards the adoption of Halton's Waste Action Plan.

3.0 EMERGING ISSUES

Environmental Health, Enforcement and Building Control Division

As part of our ongoing review and assessment of air quality in Halton the Environmental Health section continually monitor the air quality within the borough. Results of Nitrogen dioxide monitoring using diffusion tubes in areas, close to busy roads indicate at this stage still remain higher than desired.

Further monitoring needs to be done in these areas using real time analysers. If the results continue to remain at the existing indicated

levels then an action plan will be developed in consultation with the Transport Division, to improve the air quality. A further bid for funding from Defra has been submitted for the purchase of equipment in order to undertake a detailed assessment in these areas.

The Contaminated Land Team are nearing completion of the first phase of identification of sites of potential concern and subsequent prioritisation. There are now 1393 sites identified that may warrant some form of detailed inspection. A new target of completing 20 Phase 1 assessments has been set for 07/08.

Planning and Policy Division

Preparations are being made to ensure that the Mersey Gateway planning application is adequately resourced. This major application is expected at the end of 2007.

The Core Strategy Preferred Options stage is expected to go on public consultation in the Summer 2007. This is the equivalent of Part 1 of the UDP, the strategic policy context for the Borough. The Core Strategy explains how we expect the Borough to develop to 2021.

Landscape Division

There are no emerging issues to report this quarter.

Waste Management Division

A key emerging issue for the Division is the revision of the national waste strategy, which is due to be published by in May 2007. At the time of writing this report no date for the publication had been confirmed. However, indications are that the following outcomes are likely:

- A proposed 40% recycling target by 2010 (Beyond that higher targets may be proposed but subject to further consultation)
- Greater working on linking commercial/business waste and local authorities
- The annual landfill tax escalator will be increased (This was confirmed by budget announcements on 21st March)
- There will be a new target for the amount of residual waste per household.

Local Authority powers for direct charging for household waste and subsequent consultation is to be considered by the current “Lyons” review.

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES

Total 15		13		0		2
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(Appendix 1)

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES

Total	0		0		0		0
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There are no "Other" objectives for this Service.

5.0 SERVICE REVIEW

Environmental Health, Enforcement and Building Control Division

Merseyside Public Health and Pest Control Group are progressing with staff development. A process of assessment is being carried out by each of the 5 Authorities to assess operatives from other Authorities, concentrating on knowledge, customer care and presentation. All feedback has been positive and awards have been presented to successful candidates. This is a two-year rolling programme of rodent assessment and insect assessment.

Planning and Policy Division

The results of the triennial customer satisfaction survey for Development Control (BVPI111) have been received. The overall result is 83, which should place Halton within the top quartile. 81% of respondents indicated they were either very or fairly satisfied with the service received. Many agents indicated in the comments box that Halton was one of the best authorities that they dealt with.

Comments have been received on the LDF Annual Monitoring Report from Government Office (GO NW). This document has been well received and sections are being promoted as best practice by GONW.

Landscape Division

The service has completed its winter works and in Mid March commenced with its summer work schedule, which includes the summer mowing season.

Over the past couple of months the service has taken delivery of four new vehicles, which have had the new corporate livery applied along with Streetscene branding. The vehicles present a much better corporate look than their predecessors. Over the next two years the services fleet will gradually be replaced with new vehicles in the

corporate livery.

The service has signed up to the Greenspace facilitated GreenStadt system. This web based database will enable the service to obtain data directly from members of the public in relation to how it is performing in managing its parks and open spaces.

In order to facilitate an enhanced regime of maintenance and in order to cater better for the needs of visitors a restructure of the staffing arrangements at Victoria Park has been carried out. From the 31st March 2007 one of the existing members of staff will retire. The office planter service will discontinue and a vehicle will go off lease. Two new posts will be created to work at Victoria Park four days per week including the busy weekend periods. As a result of this new arrangement the Victoria Park Glasshouses will be able to open for longer hours.

Waste Management Division

Direct consultancy support funding has recently been approved by Defra in order to carry out updates of both the Merseyside Joint Municipal Waste Management Strategy (JMWMS) and Halton's current, Waste Management Services - Aspirations and Guidelines document.

To successfully develop the Partnership with Merseyside and move forward with strategic plans, both the JMWMS and Halton waste management Guidelines need to be updated and restructured. Initial meetings and preparatory work has already commenced.

The process will allow the content of each strategy to be updated, tested and aligned to ensure policies, options and actions are deliverable, challenging and sustainable and give regard to the ever-changing and evolving local, regional, national and European waste and resource management agenda.

The work will be based on three work streams:

- Strategy Updates
- Sustainability Appraisals, both for the strategy updates and of district council Action Plans in Merseyside
- A Waste Prevention Plan

This work is due for completion by December 2007.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS

Total	27		12		0		12
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(Appendix 2) There are 3 indicators which as yet there are no final outturns. These are BV 86 & 87, cost of house hold collection and disposal, and BV 106, new homes built on previously developed land.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	15		9		0		6
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(Appendix 3)

7.0 PROGRESS AGAINST LPSA TARGETS

For details of progress against LPSA targets, please refer to Appendix 4

8.0 RISK CONTROL MEASURES

During the production of the 2006-09 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.

Where a Key Service Objective has been assessed and found to have associated 'High' risk, progress against the application of risk treatment measures is to be monitored, and reported in the quarterly monitoring report in quarters 2 and 4.

At the end of year, all relevant risk treatment measures have been implemented for key service objectives that were initially assessed as high risk in the Directorate Risk Register





9.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS




During 2005/06 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in the quarterly monitoring report.



There are no High priority equality actions for this service, there is no progress to report.





10.0 APPENDICES



Appendix 1- Progress against Key Objectives/ Milestones
Appendix 2- Progress against Key Performance Indicators
Appendix 3- Progress against Other Performance Indicators
Appendix 4- Progress against LPSA targets
Appendix 5- Explanation of traffic light symbols

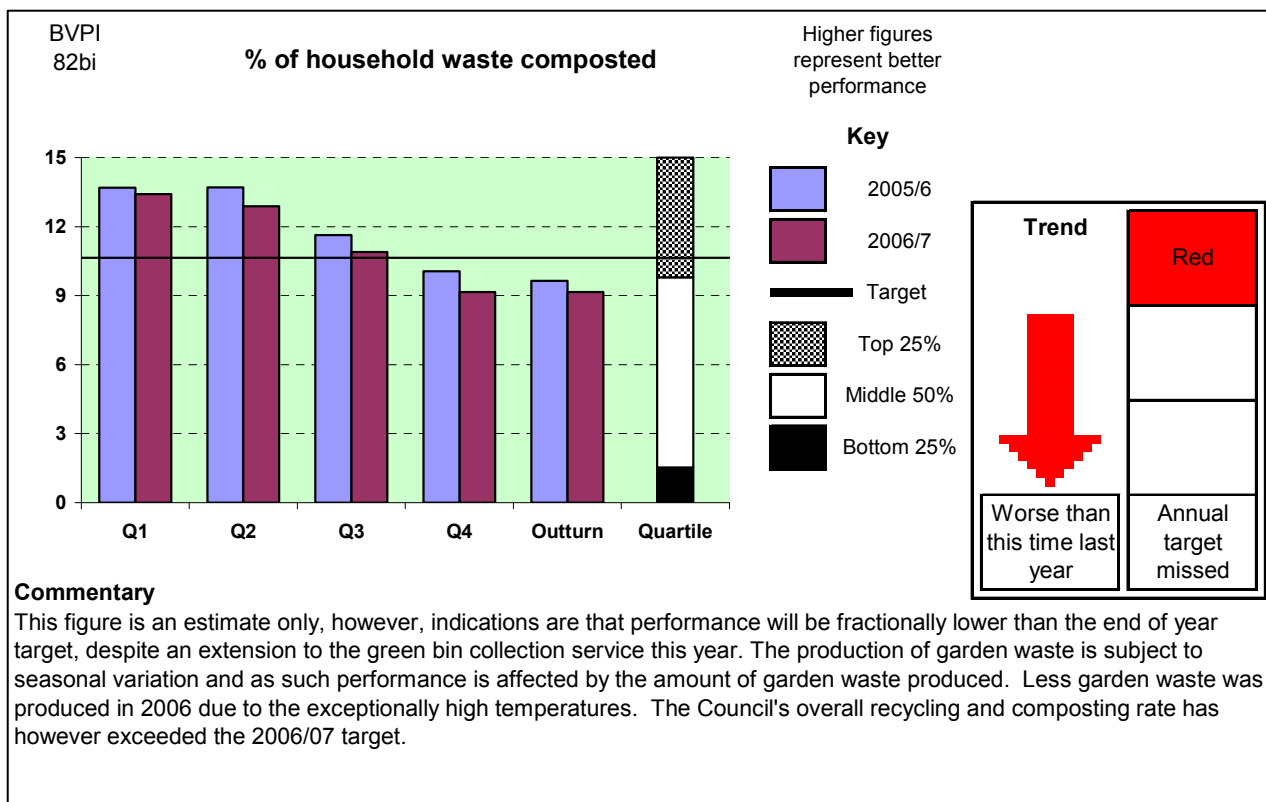
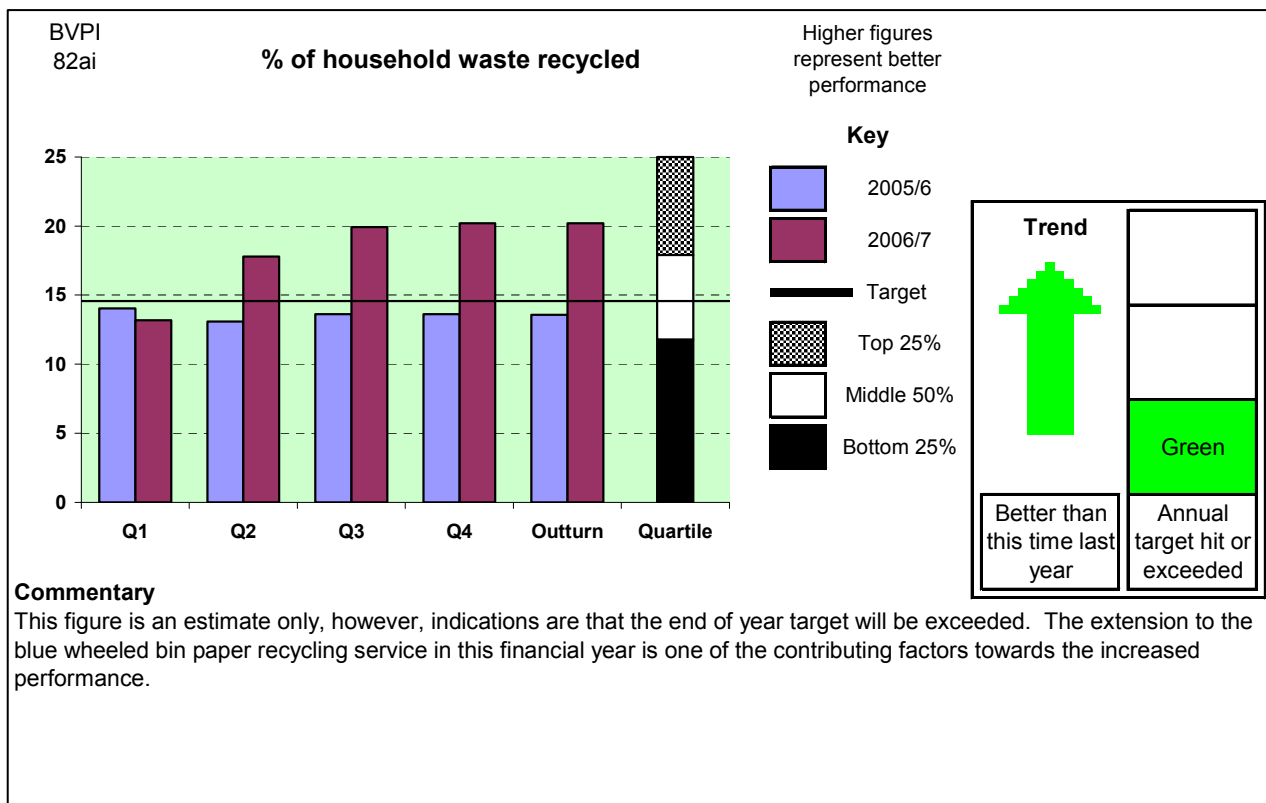
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
Environmental Health, Enforcement and Building Control Division				
01	To ensure that there is a co-ordinated and robust regulatory/enforcement regime operable and that authorised development is implemented in accordance with approved documents and that inappropriate unauthorised activity is quickly addressed.	To produce and adopt a cross cutting enforcement policy. To increase the number of actions taken against unauthorised activity. By March 2007		A Principal Officer is now in post co-ordinating the Environment Directorates enforcement activities. The role will primarily be responsible for pulling together the Directorates enforcers, to deal with singular and multi-functional enforcement problems throughout the Borough. This new, and cross cutting approach to the Directorates enforcement activities, will consolidate the efforts already being made to improve the Borough's Environment and will support the Council's pro-active approach to problems faced by the Borough.
02	Ensure that there is a robust auditable regulatory regime for food by completing the mandatory annual Food Service inspection plan	2006/7 Plan completed and shared with Members by June 2006		Completed
03	Ensure that there is a robust auditable regulatory regime for health and safety completing the mandatory annual review of the Health & Safety Service Plan	Annual review 2005/6 update shared with Members by end of June 2006		Completed
04	Undertake mandatory annual review and assessment of air quality in line with the requirements laid out in national guidance and report findings to DEFRA	Annual review complete and returns made to DEFRA by 31-05-06		The annual review for 2006 was submitted on time and a further annual air quality Progress Report. Is due to be submitted May 2007. The Progress Report, will be expected to report any provisional monitoring data over the previous calendar year.

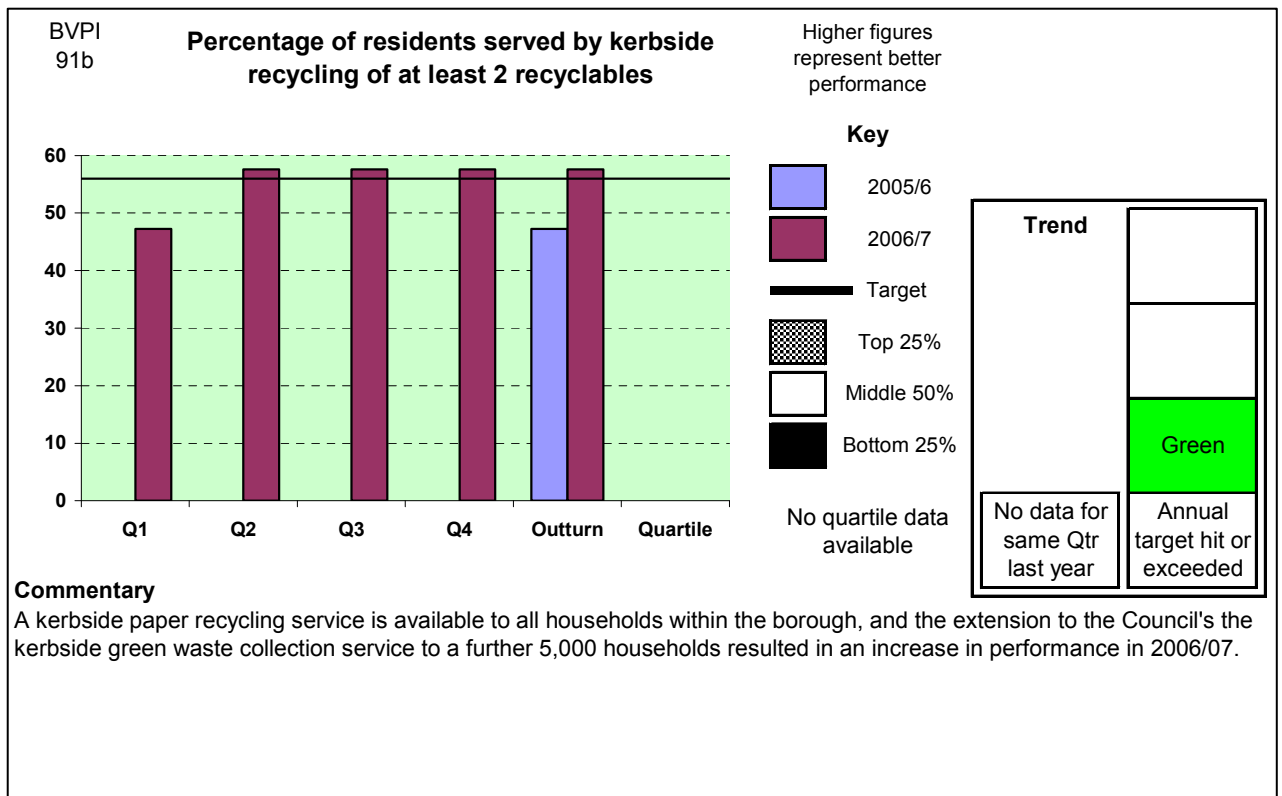
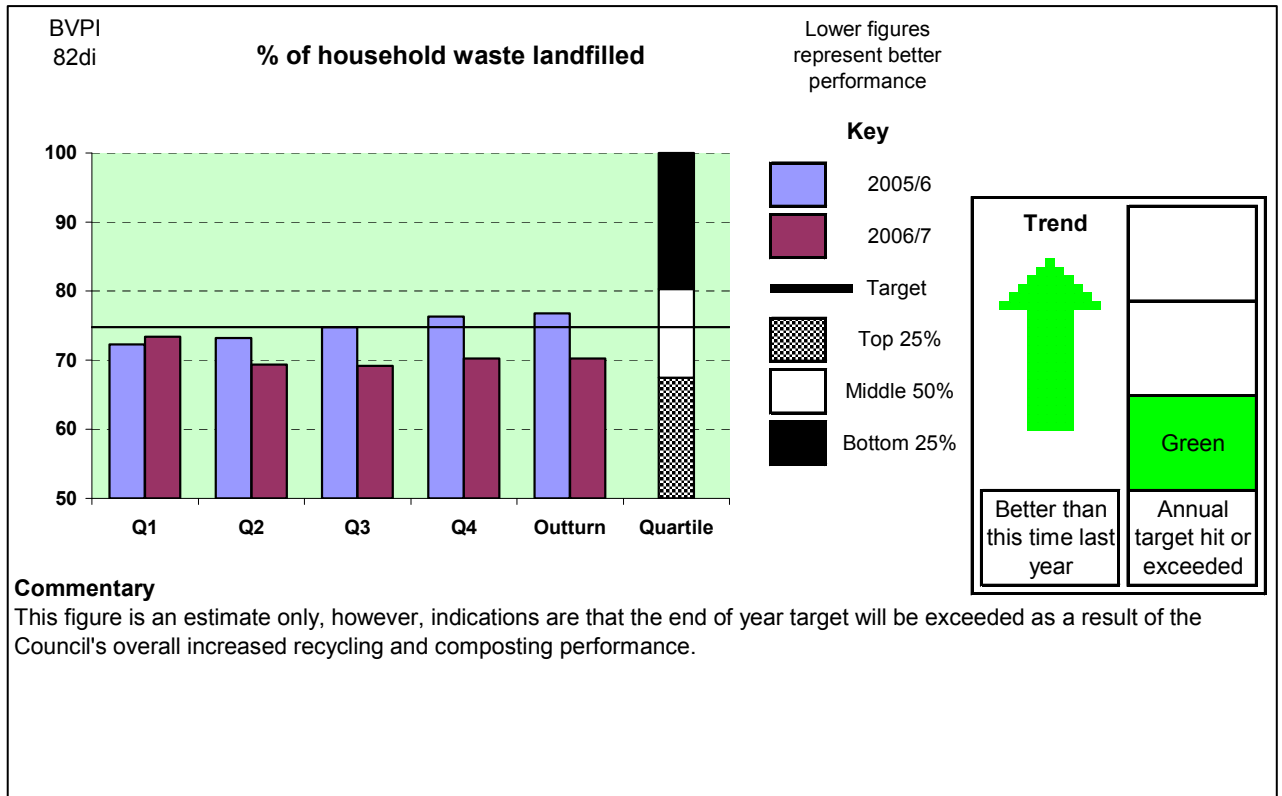
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
Landscape Services Division				
05	Continue Borough-wide Playground Refurbishment Project.	Identify and improve 3 further playgrounds (31/3/07) Submit three further bids for landfill tax credit funding to enhance projects. (31/3/07) Where appropriate submit bids to other funding bodies to enhance projects e.g. Lottery funds, Living Landscapes (31/3/07)		Site works have begun at Hale View, Six Acre Lane, Moore and contractors will be going onto site at Cavendish Street in April. All milestones for this objective have been met.
06	<u>Natural Assets Strategy.</u> Publish the reviewed and revised Strategy and commence implementation of the relevant aspects of the new 5-year Action Plan.	Complete the review and publish the new Strategy and commence implementation of the relevant aspects of the new 5-year Action Plan. (31/3/07)		The draft revised Natural assets Strategy was reported to the Urban Renewal Policy and Performance Board in January 2007 and to Executive Board in March. The Document is now ready to be printed in its agreed form. Implementation has commenced and policies are being implemented.
07	Implement the Halton Biodiversity Action Plan	Implement improvements on two habitats and seven species (31/3/07)		Progress is satisfactory towards this target. 2 habitats that have been improved are reed beds and saltmarsh. There has been an additional reed bed planted. Saltmarsh improvements have been made by way of biological recording and a draft management plan. For the

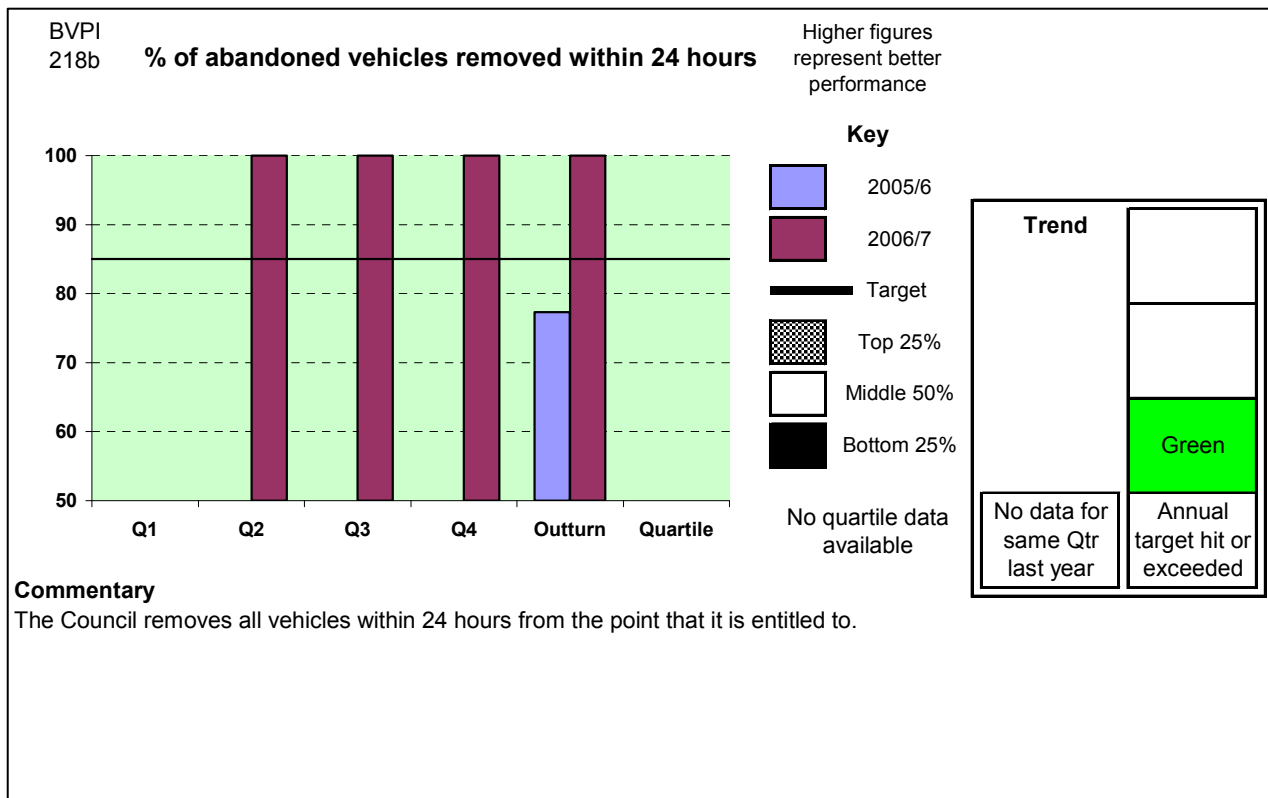
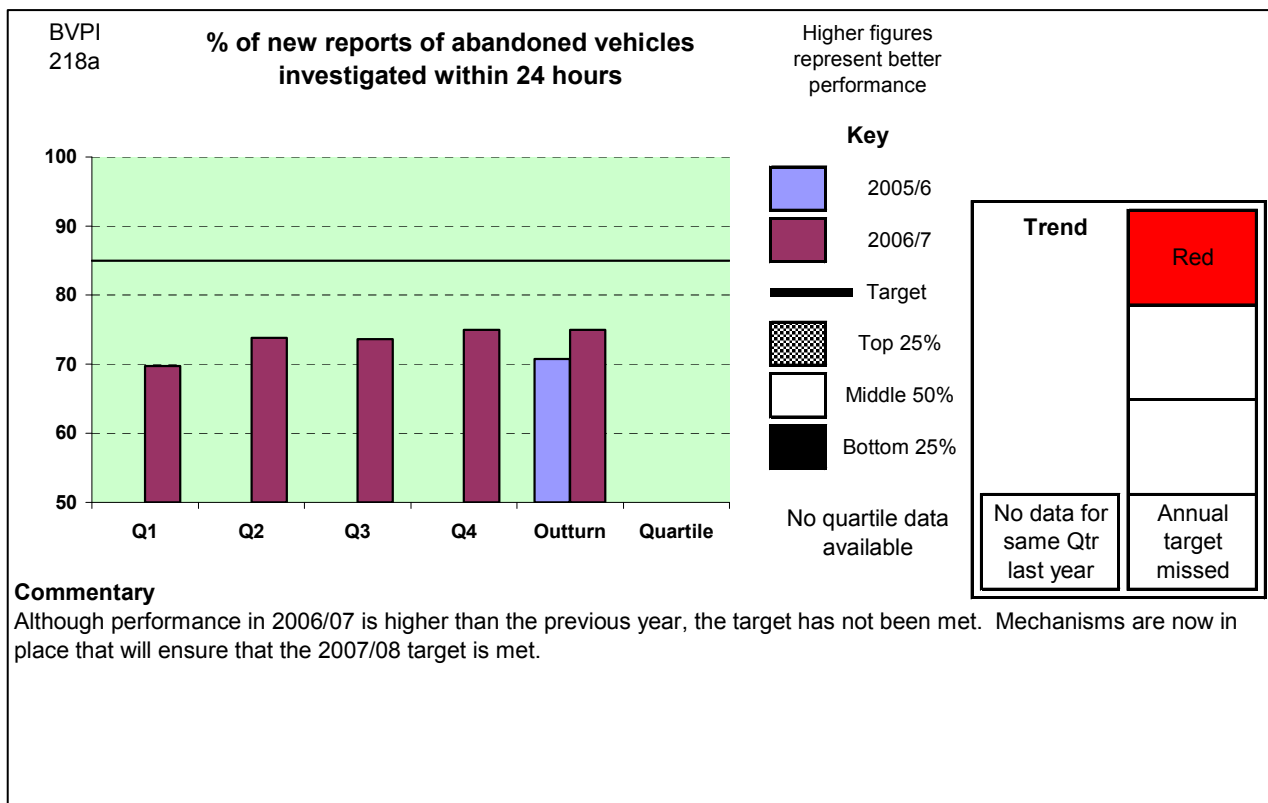
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
				7 species: 20,000 bluebells planted; purple hairstreak butterfly improvements in recording; Great crested newt increase in survey work and technical training seminar; Redshank specific survey completed with over 400 records; Skylark 230 records of skylark; Song Thrush specific survey in 06 via In Touch magazine; Reed Bunting the survey is continuing and this specie will benefit from the improvements in reed bed habitat.
Planning Services Division				
08	To prepare and adopt a local development framework (LDF) and to review the LDF on a regular basis to ensure it continues to be up to date and relevant.	Produce Annual Monitoring Report- December 2006		Annual Monitoring Report produced and submitted in December 2006. Work is progressing well on LDF. The Preferred Options stage of the Core Strategy is being prepared. A revised LDS document has been produced. This was agreed by the Executive Board and GONW on 12 March.
09	To develop and implement a strategy for the three town centres in order to maximise the social, economic and cultural well-being of the local population	Produce Annual Monitoring Report- December 2006		Annual Monitoring Report produced and submitted in December 2006. Three Town Centre Strategies are currently being produced (Halton Lea, Widnes and Runcorn Old Town). Runcorn Old Town and Halton Lea have been on consultation over the period 1/2/07 to 15/3/07. There is also to be a future Widnes Town Centre Area Action Plan DPD to reflect additional work required in Widnes. It

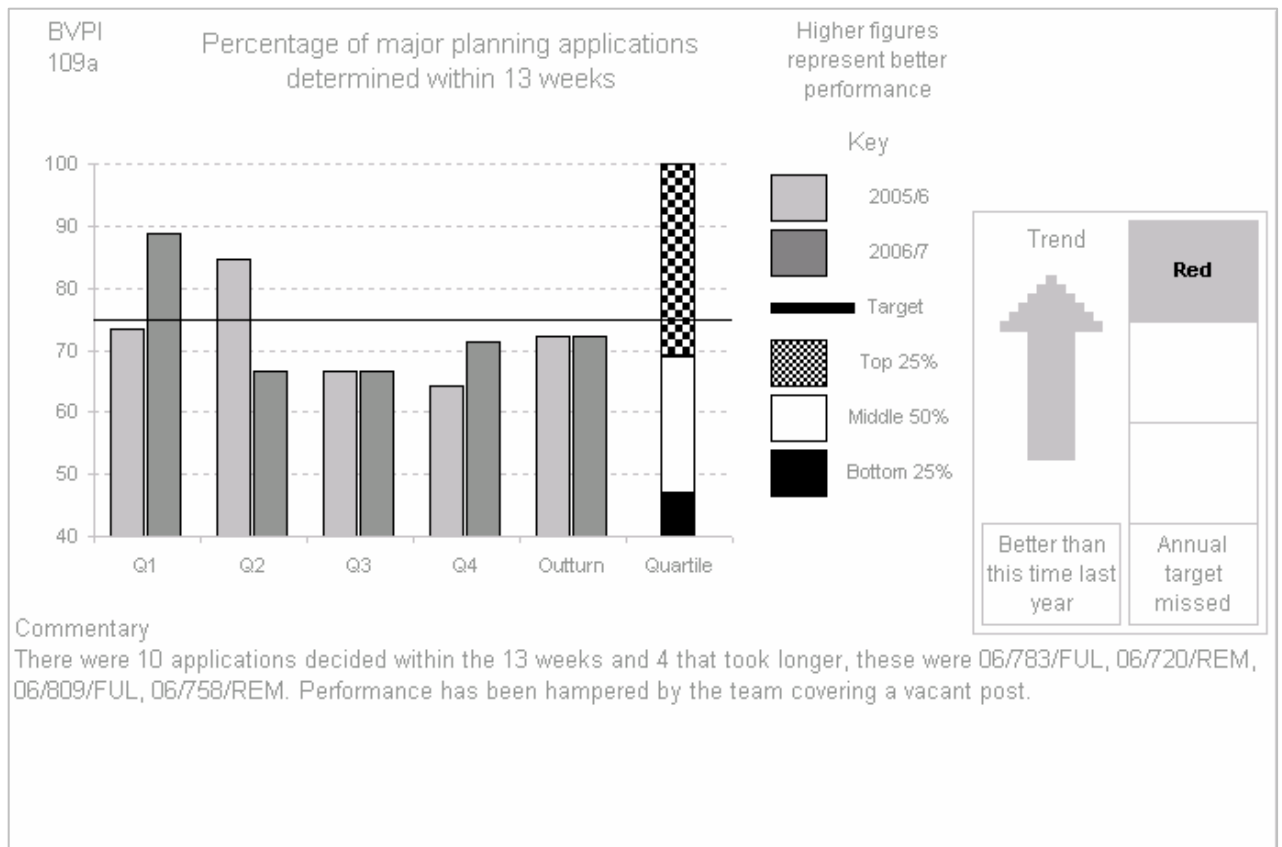
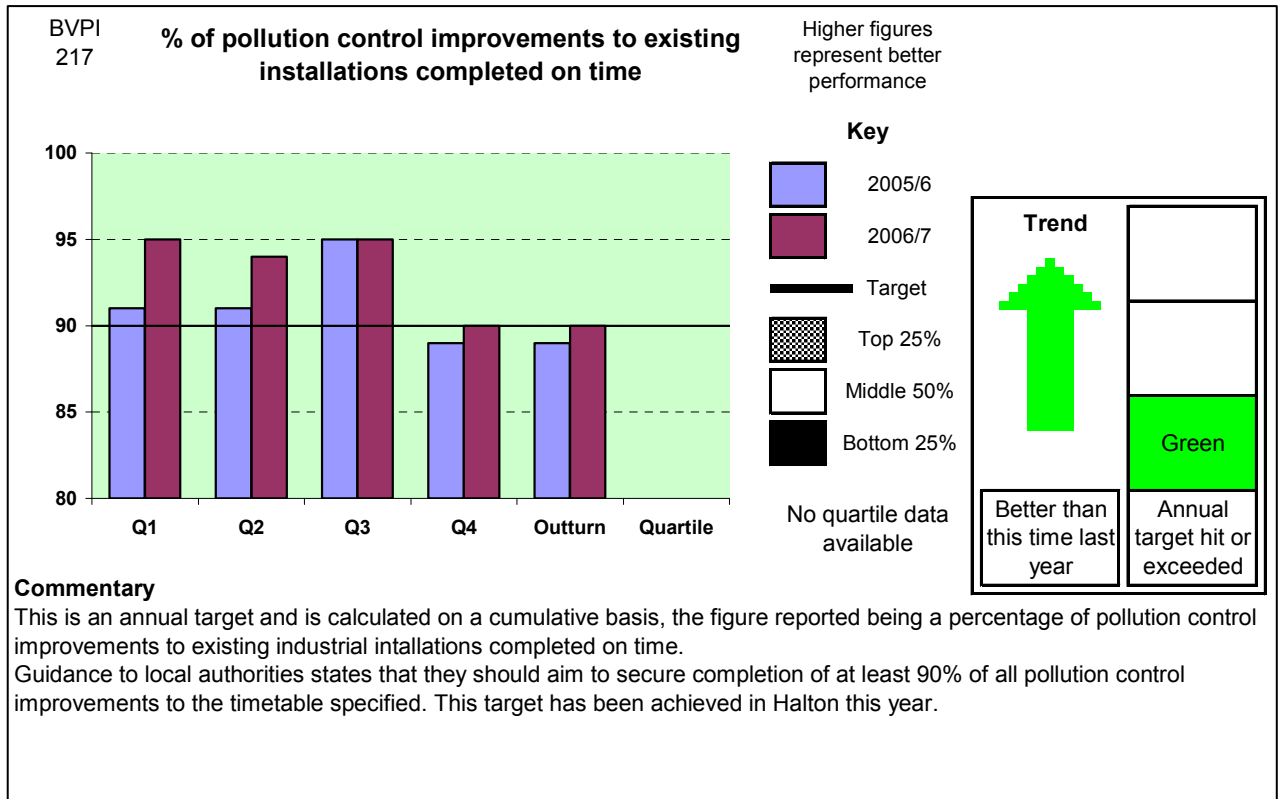
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
				will commence at the end of 2007.
10	To review matters expected to affect development through the maintenance of a robust and credible information base shared corporately.	Produce reports annually-December 2006		Survey and data collection process has commenced for 2007. Baseline reports will be published in June 07 and Annual Monitoring Report in Dec 07.
11	To ensure that Halton interests are represented and reflected within emerging Regional and Strategic planning documents.	Representations made to draft RSS (Regional Spatial Strategy) –Spring 2006. Represent Authority at any examination in public/enquiry.		The Inspectors Report on RSS following the Jan 07 Inquiry is awaited (due April / May 07). Once received GONW will decide what changes need to be made to RSS and these decisions will be on consultation for consideration by Halton in the autumn of 2007.
Waste Management Division				
12	Review and publish a revised Municipal Waste Management Strategy and commence implementation of the relevant objectives contained within the strategy	Carry out Consultation commencing in September 2006, publish revised strategy in Spring 2007 and implement relevant objectives as detailed within the revised document.		Direct consultancy support funding has recently been approved by Defra in order to carry out updates of both the Merseyside Joint Municipal Waste Management Strategy (JMWMS) and Halton's current, Waste Management Services - Aspirations and Guidelines document.
13	To formalise joint working arrangements with other Local Authorities and the Private Sector where beneficial to the Council.	Formal Partnerships established (31/3/07)		Formal partnerships established. To successfully develop the Partnership with Merseyside and move forward with strategic plans, both the JMWMS and Halton waste management Guidelines need to be updated and restructured. Initial meetings and preparatory work has already

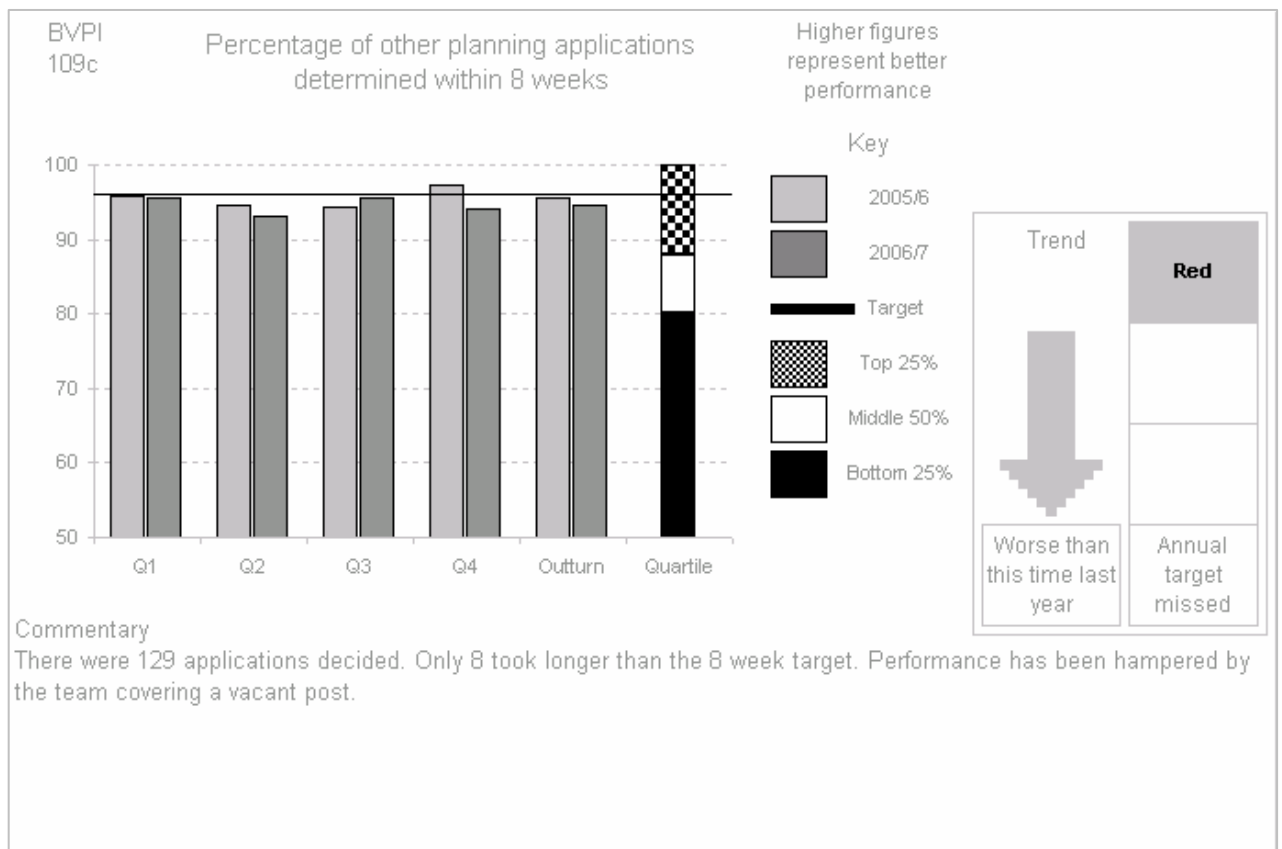
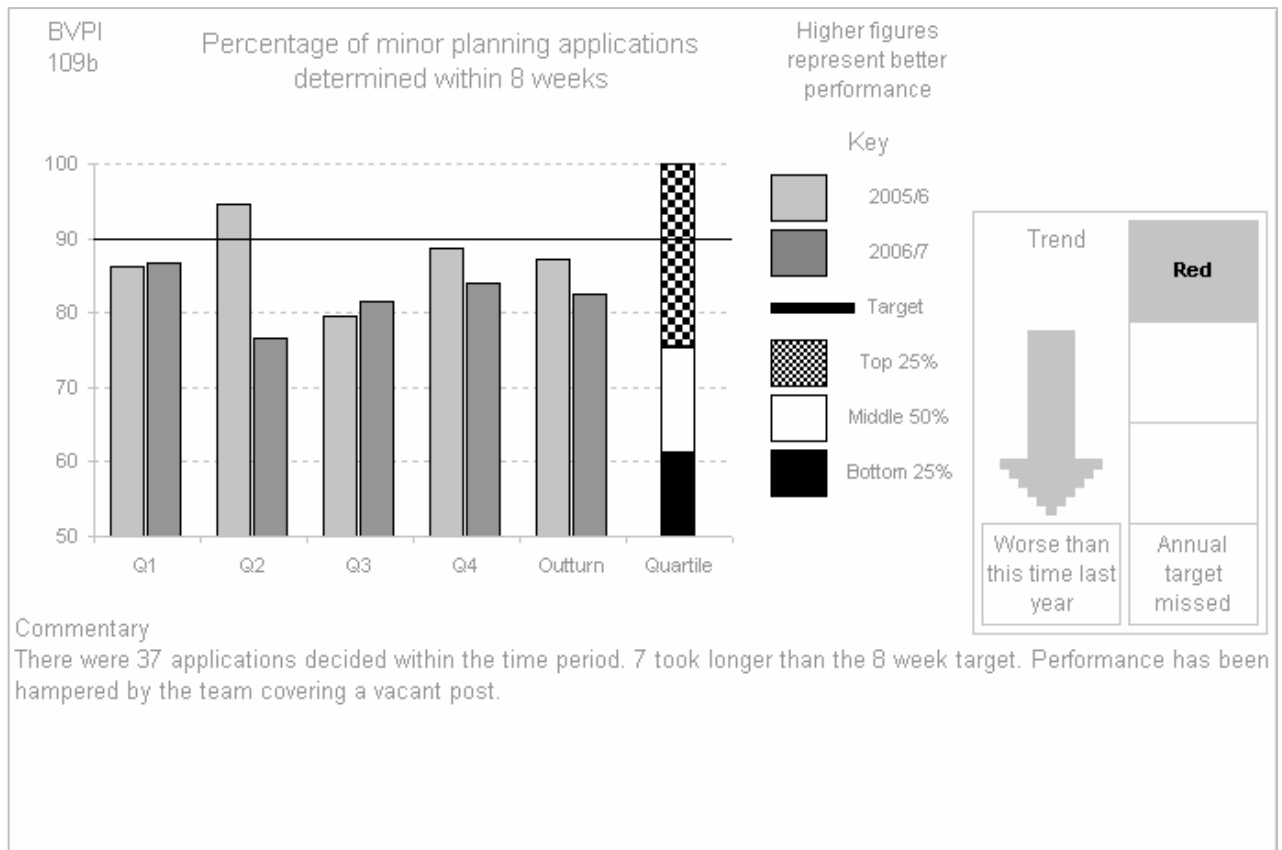
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
				commenced.
14	To procure an integrated waste management infrastructure to meet the requirements of the Municipal Waste Management Strategy	Negotiate and implement contractual arrangements as necessary (31/3/07)		Contractual arrangements now in place.
15	To develop and publish an integrated environmental nuisance prevention and enforcement strategy	Develop strategy in consultation with relevant internal and external officers (31/3/07)		Although this work remains in progress, the target date for completion was not met as a result of resource capacity issues. However, it is anticipated that the strategy will be completed in mid to late 2007.

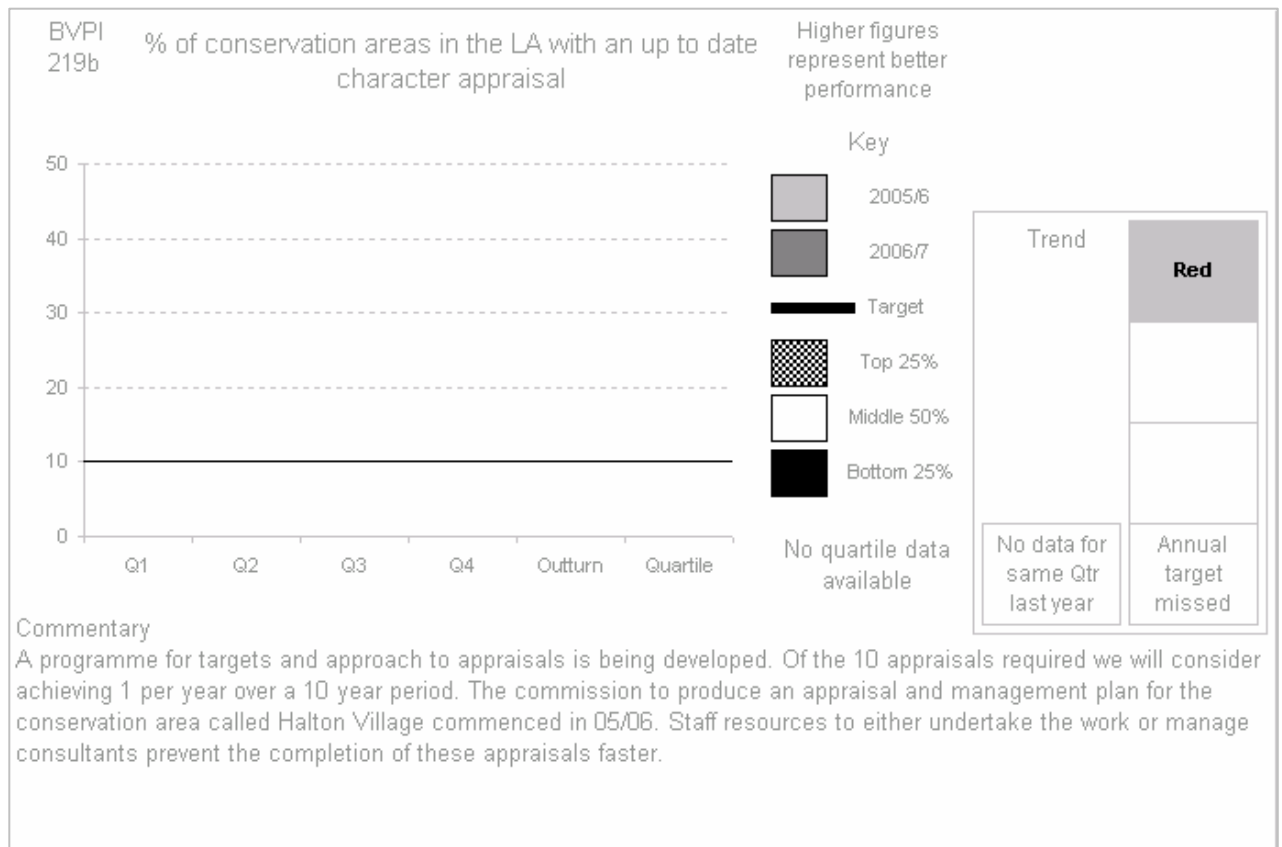
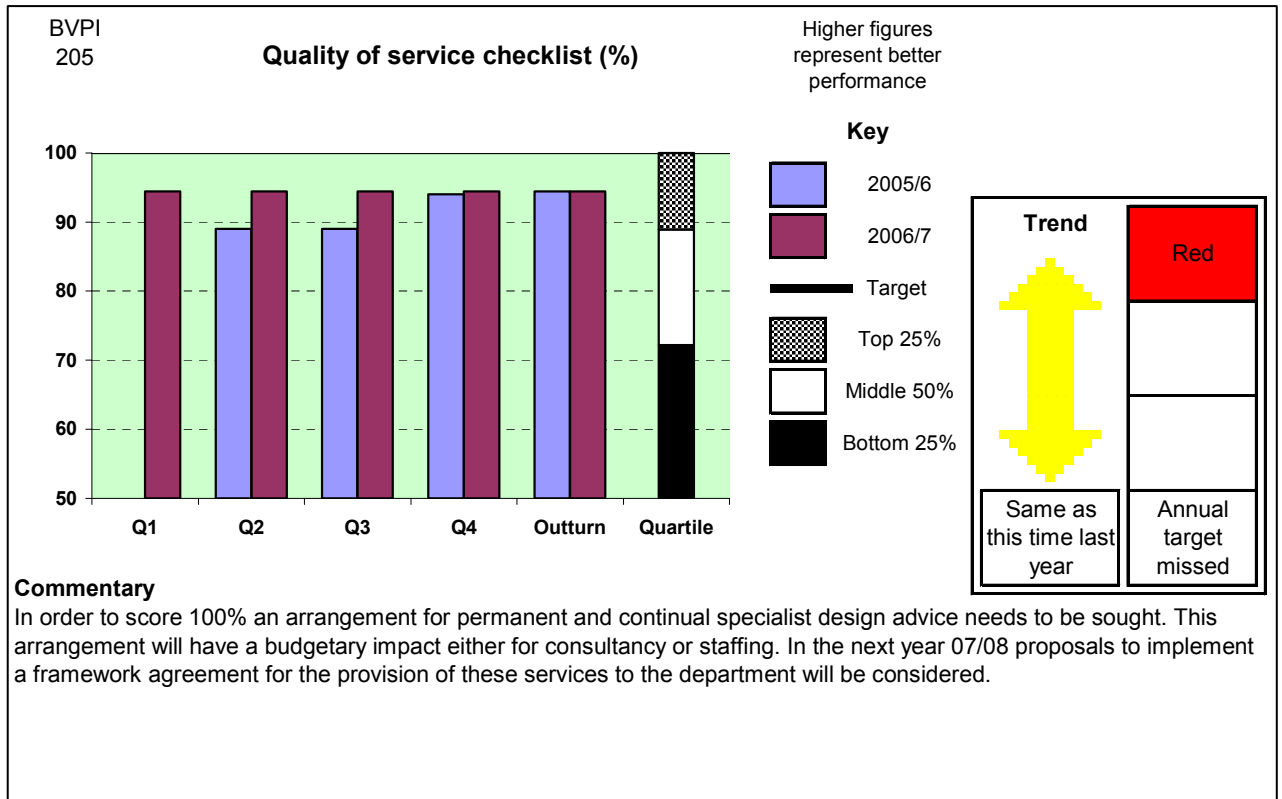


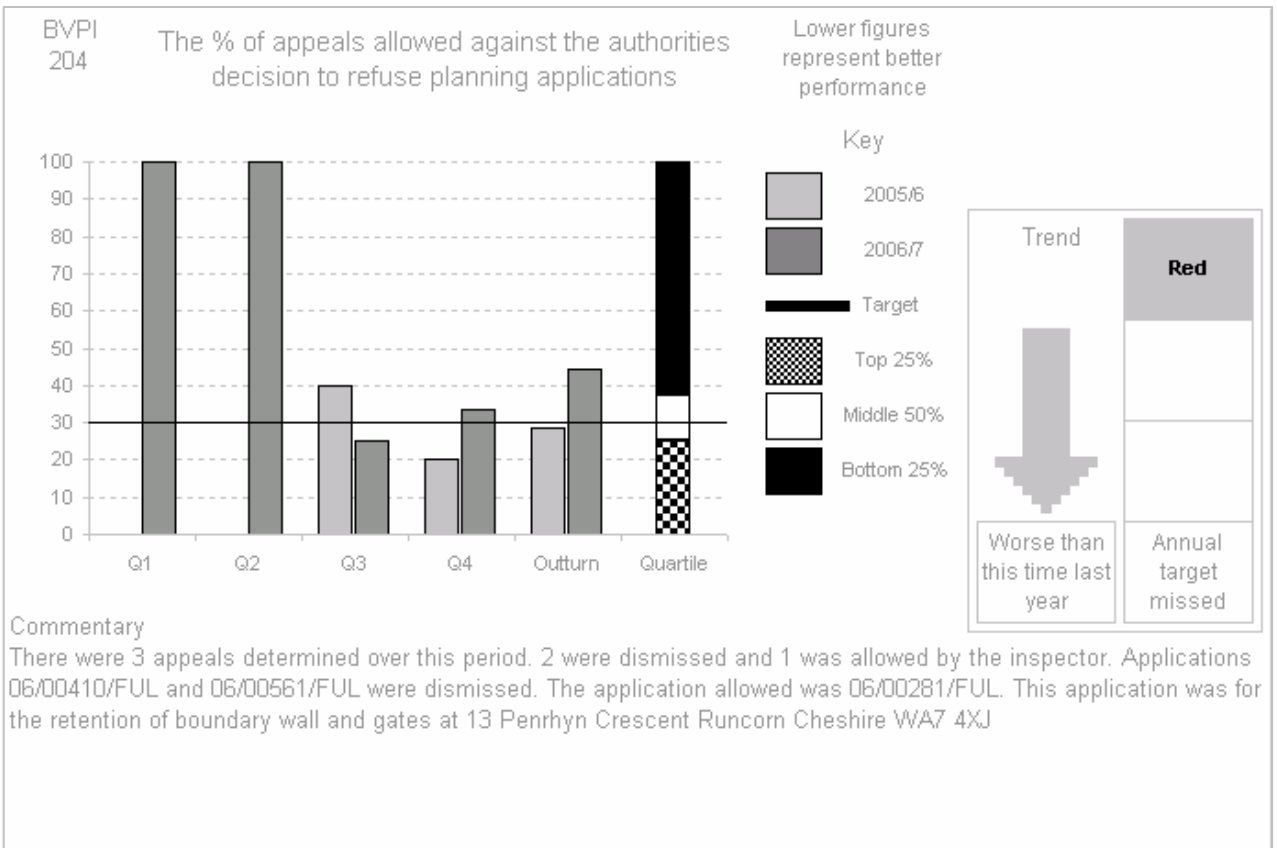
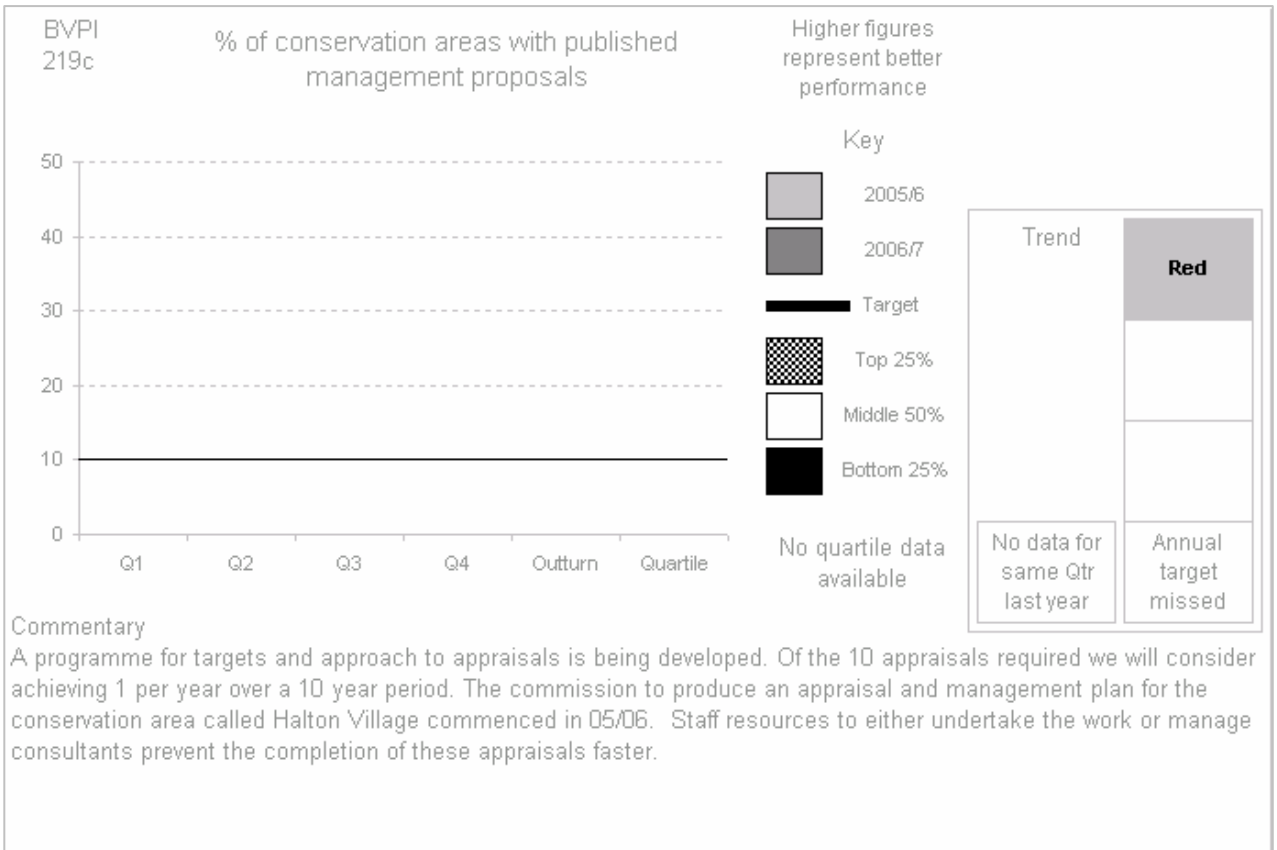

























The following Key Performance Indicators are reported on an annual basis,

Ref	Indicator	Actual 05/06	Target 06/07	Actual 06/07		Commentary
BV 119e	Resident satisfaction with open spaces (%)	N/a	75	77		The 2006 BV Survey has shown an increase of 6% satisfaction since the last BV survey in 2003.
BV 106	% of new homes built on previously developed land	45.97	45	Not Yet Available		This indicator is not available until the end of May when the housing survey work on completed dwellings is finished.
BV 111	Satisfaction with the planning service (%)	91	83	83		This survey was undertaken in Autumn 2006. Results need to be examined in the light of the national results to assess performance. On past experience 83 should place Halton in the upper quartile of performing authorities.
BV 199a	Prop relevant land/highways with combined deposits of litter/detritus below acceptable levels	8	17.75	22		This indicator measures litter and detritus levels in randomly selected areas across the borough. The 2005/06 outturn is reflective of the areas randomly selected for inspection, and the 2006/07 target reflected the variances in standards that can be expected in different areas of the borough. The 2006/07 figure does not necessarily reflect a reduction in service standard, but is as a result of carrying out inspections in different areas to those inspected in 2005/06. This variance in annual performance is consistent with the results experienced in other local authorities. One of the intentions of producing this indicator is to identify those areas of the borough that are in need of greater treatment, and resources are then directed accordingly.
BV 199b	Proportion of relevant land/highways from which unacceptable levels of graffiti visible	0	2	2		The National benchmark for levels of graffiti is 4%. The Council does not have the ability to control graffiti but has mechanisms in place to provide a response for its removal.


Ref	Indicator	Actual 05/06	Target 06/07	Actual 06/07		Commentary
						Given that graffiti is likely to be encountered in some areas when inspected, the authority has set a target to maintain levels of graffiti within the national standard, and has met this target.
BV 199c	Proportion of relevant land/highways from which unacceptable levels of fly posting visible	1	1	1		The National benchmark for levels of fly-posting is 1%. Recognising that the Council does not have the ability to control fly-posting, but has mechanisms in place to provide a rapid response for its removal, the authority has set a target to maintain levels of fly-posting within the national standard, which was met.
BV 199d	Reduction in incidents & increase in enforcement actions, taken to deal with fly tipping	1	1	1		In 2005/06 there were 1920 incidents of fly-tipping and in 2006/07 there was an estimate of 1711. In 2005/06 the Council recorded 15 enforcement actions and in 2006/07 recorded 187. As the total number of fly-tipping incidents dealt with in 2006/07 has decreased from the previous year and the total number of enforcement actions has increased, the Council's grading has remained as 'Very Effective' or '1'
BV 89	% of people satisfied with the cleanliness standard in their area	N/a	63.7	67		In the recent Best Value Satisfaction Survey, 67% of respondents were satisfied that the Council keeps public land clear of litter and refuse. The last survey was undertaken in 2003 when satisfaction was 58%. The Council had set itself a target of increasing satisfaction by 10% on the 2003.
BV 90a	Satisfaction with waste collection (%)	N/a	90	87		Survey result was slightly below target. Although results are broadly considered to be of an acceptable standard, future levels of satisfaction will depend both on investment in quality services, and the delivery of a public communications strategy, currently being developed for waste management.


Ref	Indicator	Actual 05/06	Target 06/07	Actual 06/07		Commentary
BV 90b	Satisfaction with waste recycling (%)	N/a	70	73		Survey result was satisfactory. Although results are broadly considered to be of an acceptable standard, future levels of satisfaction will depend both on investment in quality services, and the delivery of a public communications strategy, currently being developed for waste management.
BV 90c	Satisfaction with waste disposal (%)	N/a	90	86		Survey result was slightly below target. Although results are broadly considered to be of an acceptable standard, future levels of satisfaction will depend both on investment in quality services, and the delivery of a public communications strategy, currently being developed for waste management.
BV 86	Cost of household collection per household (£)	26.29	29.00			Figure not yet available. Expected to be in line with the predicted 06/07 target.
BV 87	Cost of waste disposal per tonne for municipal waste (£)	42.04	51.00			Figure not yet available. Expected to be in line with the predicted 06/07 target.

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
Service Delivery						
BV 216a	Identifying contaminated land, the number of sites of potential concern	283	258	258		Annual target which is expected to increase for year 07-08. The 258 sites are those sites where it is highly likely problems will be experienced. The list of 'sites of potential concern' is quite extensive at 13
BV 216b	Identifying contaminated land, the % of sites of potential concern with information available	9%	8%	9%		Our consistent progress has resulted in the annual target being exceeded.
BV 166a	Score (%) against a checklist of enforcement best practice for environmental health	100%	100%	80%		Local authorities providing Environmental Health services need to report a percentage figure against their provision of environmental health services. Environmental Health Services component functions in Halton include: Food Safety, Health and Safety, , Pollution Control, Pest Control,. The maximum score for this BVPI is 10 points (100%). Due to staff absence in the quarter certain targeted and educational programmes in pest control and pollution control were not completed resulting in a score of 8 out of a maximum of 10
LI 01	% of playgrounds that conform to national standards for locally equipped areas	66.6% (24 sites)	72.2% (26 sites)	66%		Works will have commenced on site at two playgrounds in April 2007 which will bring both sites up to the national standards. The target of 72.2% will be met in Q1 of 2007/8. A further three playgrounds will also be refurbished in that year.




Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
BV 91a	% of households served by a kerbside collection of one recyclable	100%	100%	100%		All properties within the borough are served with a kerbside paper recycling service.
BV 82 ci	Percentage of household waste arisings used to recover heat, power and other energy sources	0%	0%	0%		Currently, the emphasis is on increased recycling of household waste in line with the national strategy and waste hierarchy. Longer-term treatment of residual waste, and technologies used, will depend on future procurement to achieve the aims of the EU directives in diverting waste from landfill.
LI 04	% of incidents of offensive graffiti responded to within 24 hours of notification	72.22%	85%	82.35%		Although performance is significantly up against last year, the Division has fell fractionally short of target.
LI 05	% of incidents of fly-tipping responded to within 48 hours of notification	93.55%	95%	96.41%		Efforts to improve response times to fly tipping incidents are continuing.
Quality						
LI 02	PI based on annual survey question: "How satisfied are you in general with the level of cleanliness in parks."	80.6%	82%	77%		It is worth noting that the 2006 Best Value Survey results, which have just become available show a 77% satisfaction rating. This is an improvement of 6% from the 2003 survey.
LI 03	Number of Green Flag Awards achieved for Halton	5	8	6		There has been no change since Q3 as Green Flag Awards are made in August of each year. Eight submissions for the year 2007/8 were completed in January 2007.
LI 06	% of residents satisfaction with the cleansing standards in Halton (Annual PI).	N/a	2006/7 to establish a baseline	67%		The 2006 Best Value Survey results show a 9% improvement when compared to the 2003 results. (2003 = 58%, 2006 = 67%)

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
BV 200a	Plan making – current development plan?	Yes	Yes	Yes		UDP adopted April 05. LDF in preparation. New Local Development Scheme (project plan for LDF production) produced and agreed 12 March 07.
BV 200b	Plan making – proposals on deposit?	Yes	Yes	Yes		Preferred Options stage of Core Strategy being prepared. Likely to be on public consultation during summer 2007.
BV 200c	Plan making – annual monitoring report?	Yes	Yes	Yes		Submitted to Government Office in December 2006
BV 84b	Percentage change on previous year in Kg of household waste collected per head.	-0.04%	+1%	+8.06%		Although nationally waste growth has slowed down in general, local growth has proven difficult to predict. Currently local policies do not have a direct effect on this indicator. A future waste prevention strategy is under discussion.

LPSA Ref	Definition	LPSA Target (Stretch)	Interim Target (Annual)	Progress (Traffic lights)	Commentary
6	<p>Reducing vehicle arson:</p> <p>The number of incidents of arson occurring to non derelict vehicles (during the year 1 April to 31 March)</p>	140 (Mar 08)	160 (Mar 07)		<p>The estimated number of car fires for 2006/07 is 143. The Council is therefore on track to meet the LPSA target.</p>

LPSA Ref	Definition	LPSA Target (Stretch)	Interim Target (Annual)	Progress (Traffic lights)	Commentary
7	<p>Improving health and well-being:</p> <p>The number of people reporting to the NHS stop smoking services who had set a quit date and who are still not smoking at the four weeks review (during the year 1 April to 31 March)</p>	2000 (Mar 09)	N/a		<p>For 06/07 the target for people who are not smoking after four weeks is 1036.</p> <p>This target is broken down into: Q1 – 15% - Reported in August Q2 – 20% - Reported in December Q3 – 30% - Reported in February Q4 – 35% - Reported in June</p> <p>The target is not split into an average 25% per quarter, as quitting smoking is seasonal. In the winter months there are more colds and chest problems and so people examine their health more. In the last quarter there are new years resolutions, valentines day and heart promotion and quit smoking day in March. This explains the targets for each quarter.</p> <p>Results:</p> <p>Q1 – 335 people set a quit date & 161 were not smoking at the 4 week review. Q2 – 491 people set a quit date and 228 were not smoking at the 4 week review. Q3 – 651 People set quit date, 326 still stopped at week 4 review Q4 – 652 people set quit date, 334 still stopped at week 4 review.</p> <p>Totals Year 06 / 07 – 2129 people set quit date, 1049 still quit at week 4 review</p>

The traffic light symbols are used in the following manner:

	<u>Objective</u>	<u>Performance Indicators (Excl. LPSA)</u>	<u>LPSA Indicators Only</u>
<u>Green</u>	 <p>Indicates that the <u>objective has been achieved</u> within the appropriate timeframe.</p>	<p>Indicates that the annual 06/07 target <u>has been achieved or exceeded</u></p>	<p>Indicates that the <u>target is on course to be achieved.</u></p>
<u>Amber</u>	 <p>N/A</p>	<p>N/A</p>	<p>Indicates that it is either <u>unclear</u> at this stage or too early to state whether the target is on course to be achieved.</p>
<u>Red</u>	 <p>Indicates that that the <u>objective has not been achieved</u> within the appropriate timeframe.</p>	<p>Indicates that the annual 06/07 target <u>has not been achieved.</u></p>	<p>Indicates that the <u>target</u> will not be achieved unless there is an intervention or remedial action taken.</p>

QUARTERLY MONITORING REPORT

DIRECTORATE: Environment
SERVICE: Highways, Transportation & Logistics
PERIOD: Quarter 4 2006/07

1.0 INTRODUCTION

This quarterly monitoring report covers the Highways & Transportation Department for the period 1 January 2007 to 31 March 2007. It describes key developments and progress against all objectives and performance indicators for the service.

Given that there are a considerable number of year-end transactions still to take place a Financial Statement for the period, which will be made available in due course, has not been included within this report in order to avoid providing information that would be subject to further change and amendment.

The way in which traffic lights symbols have been used to reflect progress to date is explained within Appendix 4

It should be noted that this report is presented to a number of Policy and Performance Boards. Those objectives and indicators that are not directly relevant to this Board have been shaded grey.

2.0 KEY DEVELOPMENTS

Quarter 4 has seen starts to two long awaited schemes. The final section of Queensbury Way, Upton Rocks, that links to a new junction with Cronton Lane has started on site. The scheme had been delayed by complex and lengthy negotiations over the acquisition of a vital piece of land needed for the road scheme. The road should be open by October 2007 and will provide much improved access to this rapidly expanding residential area.

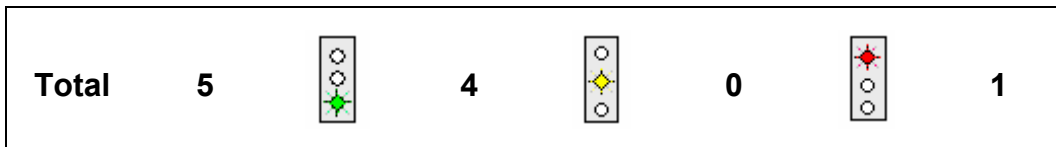
The refurbishment of the Halton Lea North bus station has also started. The bus station is part of the Rutland House/Direct Link/Library group of buildings and has been sadly neglected over the years. The make over is being funded through the LTP and will provide modern high quality facilities for bus passengers to match the new high quality buses operated by Arriva and Halton Transport. This scheme should be completed by July 2007.

3.0 EMERGING ISSUES

Last year the Regional Assembly jointly with the Development Agency undertook an assessment of all the region's major transport schemes (excluding rail) in order to provide advice to the Secretary of State on the North West's transport priorities. The work resulted in the Regional Funding Allocation advice in the form of a fully costed and prioritised 10-year programme for the North West.

Recent large increase in costs estimates e.g the Highways Agency Mottram – Tintwistle scheme and Cheshire's Alderley Edge By-pass have brought a need to review the allocation advice. There is some concern that a review could disadvantage Halton's major schemes i.e. Mersey Gateway and Silver Jubilee Bridge Major Maintenance. The Regional Assembly has set up a working group to advise on the review and Halton and Merseyside are both represented on it. This work will be closely monitored through the coming months.

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES



(Appendix 1) HT 04 Silver Jubilee Bridge Maintenance Major Scheme – to secure funding, complete procurement and deliver works: the major scheme bid has been with DfT since March 2006 but DfT have only in February 2007 responded. Consultants have now been commissioned to review the Council's submission. Their further response is now expected in 2007/08.

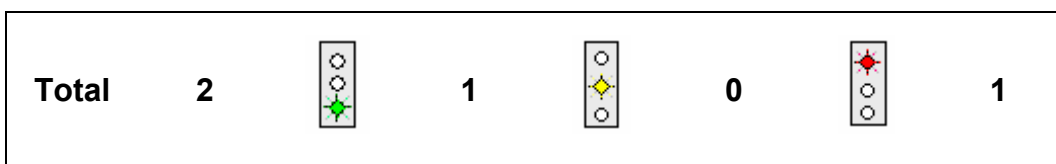
4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES

There are no 'Other' objectives for this service.

5.0 SERVICE REVIEW




There have been no service reviews this quarter.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS



(Appendix 2)

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	23		14		0		9
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(Appendix 3) Performance against all three road safety indicators has been exceptional and all are already below the Government's target figure for 2010. Statistical returns can fluctuate and whilst some upward movement could be expected from one year to the next the overall trend is very encouraging.

Performance against the road and footway condition BVPIs is again inconclusive. The parameters applied have changed since last year and different survey methods are applied. Overall performance is good but how this compares with previous years remains impossible to measure with any accuracy.

7.0 PROGRESS AGAINST LPSA TARGETS

There are no current LPSA targets for this service.

8.0 RISK CONTROL MEASURES

During the production of the 2006-09 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.

Where a Key Service Objective has been assessed and found to have associated 'High' risk, progress against the application of risk treatment measures is to be monitored, and reported in the quarterly monitoring report in quarters 2 and 4.

At the half-year stage, all relevant risk treatment measures have been implemented for key service objectives that were initially assessed as high risk in the Directorate Risk Register






9.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS

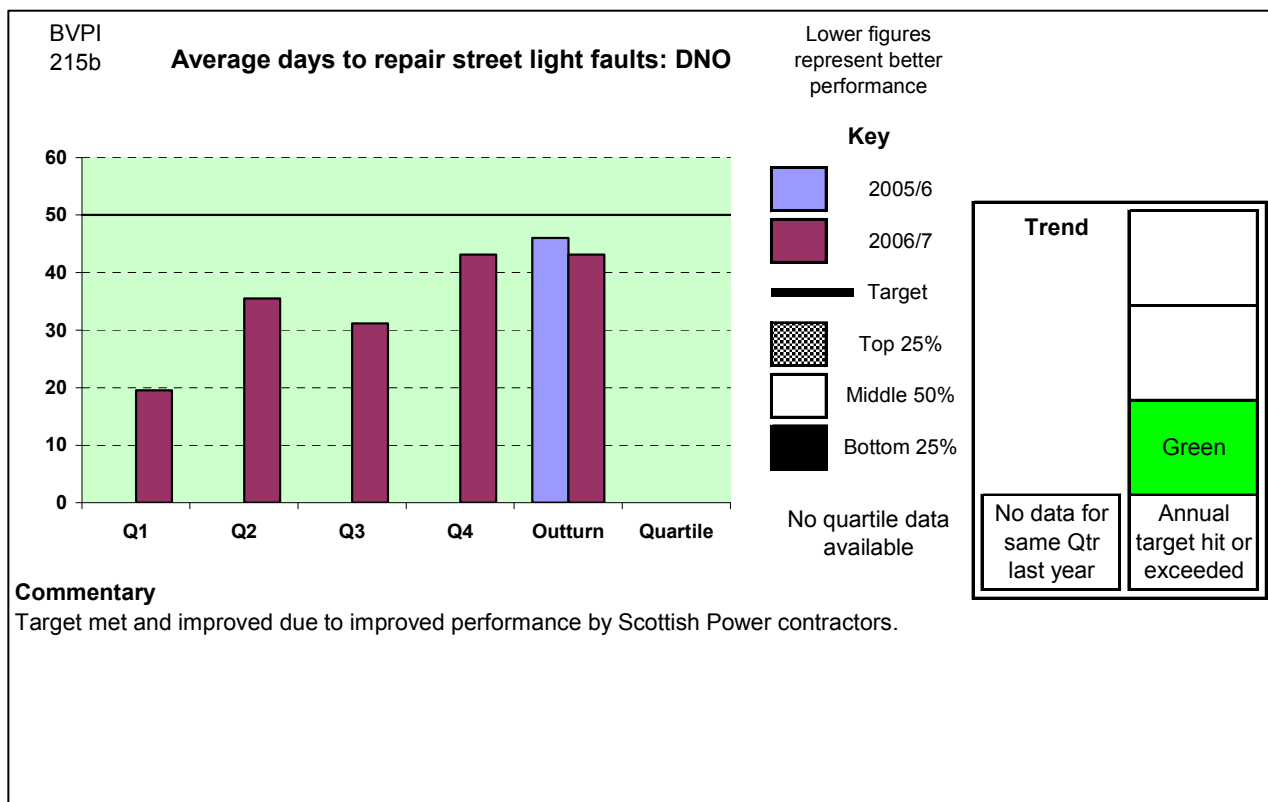
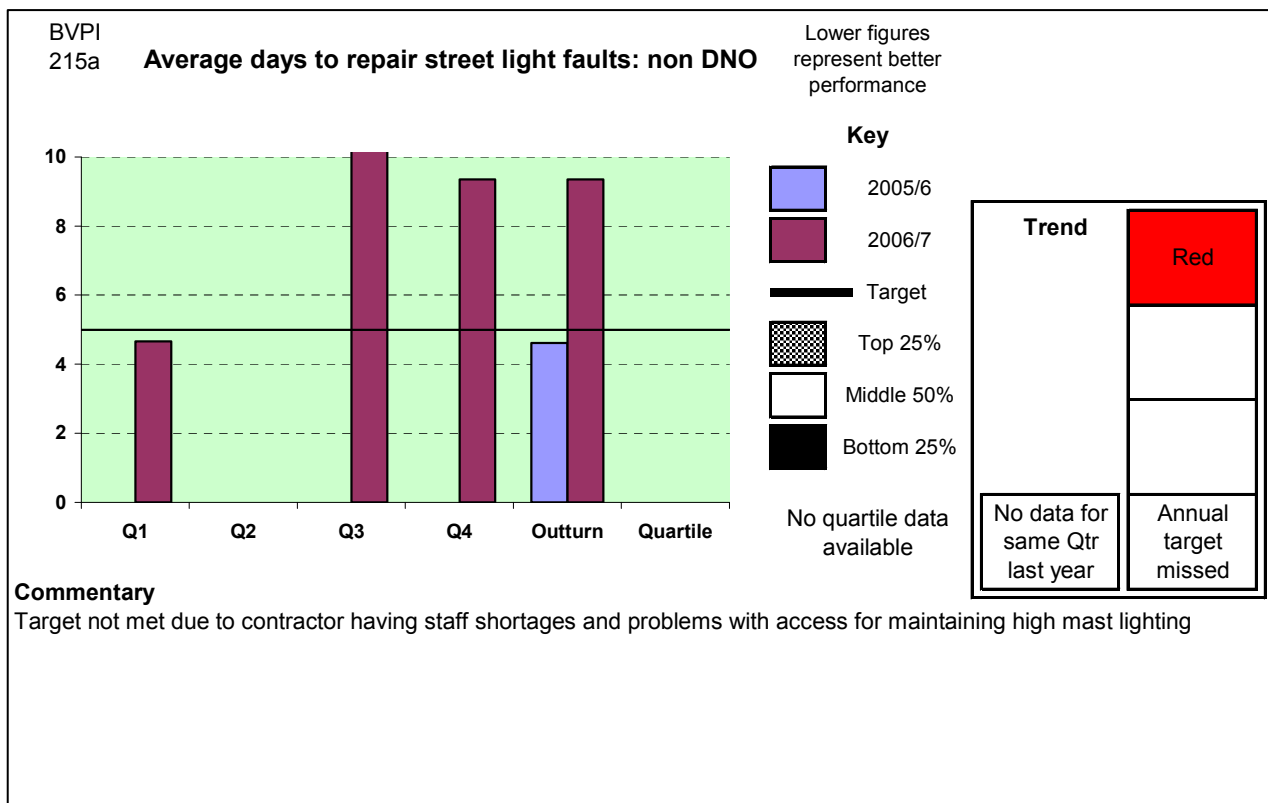
During 2005/06 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in the quarterly monitoring report.

There are no High priority equality actions for this service, there is no progress to report.








10.0 APPENDICES

Appendix 1- Progress against Key Objectives/ Milestones
Appendix 2- Progress against Key Performance Indicators
Appendix 3- Progress against Other Performance Indicators
Appendix 4- Explanation of traffic light symbols





Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
HT 01/ SA1	New Mersey Crossing – to deliver a new crossing of the Mersey in Halton.	Achieve Programme Entry – May 2006		Achieved in March 2006.
HT 02/ SA1	Capital Programme - to deliver the Highways capital programme as supported by LTP funding.	Completed by 31.03.07 – est. cost £4.385m		The capital programme works have been completed by 31 March 2007.
HT 03/ SA1/ SA2/ SA3	Local Transport Plan 2. - To develop and submit Annual Progress Reports on LTP2, delivery meeting the requirements of DfT and monitoring progress against the Council's transport objectives.	Final LTP submitted by 31.03.06. APR 2001/02-05/06 submitted by 31.07.06 Progress report for 2006/07 in preparation.		Final LTP submitted by target date. Delivery Report (APR) submitted by target date. Reporting requirements for 06/07 are confined to performance relating to targets, finance and scheme outputs. Data collection is underway.
HT 04/ SA1	Silver Jubilee Bridge Maintenance Major Scheme – to secure funding, complete procurement and deliver works.	Funding secured, delivery procured. (£38m) by 31.03.07		DfT have announced that they are engaging consultants to review the bid. An early response is not expected.
HT 05 / SA4	Vehicle Fleet Replacement Program – Implement and complete tendering process.	Draft Tenders completed by 31.03.07		The procurement was funded from capital and undertaken successfully through an external Framework by the target date.



Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
Service Delivery						
BVPI 99a (i)	No. of people killed or seriously injured (KSI) in road traffic collisions.	74	72	50		Performances against all three key safety indicators has been exceptional and are already below the Government's target figure for 2010. However, it should be noted that these figures may be subject to minor variation, due to errors in recording.
BVPI 99b (i)	No. of children (<16) killed or seriously injured (KSI) in road traffic collisions.	14	13	5		
BVPI 99c (i)	No. of people slightly injured in road traffic collisions.	555	548	491		
BVPI 223	Percentage of principal road network where structural maintenance should be considered	1.44%	1.44%	1.7%		SCANNER surveys are used to measure this BVPI. 100% of the network is surveyed each year but only in one direction. The direction surveyed is changed each year. Direct year on year comparisons are therefore not possible. In 2004/05 a completely different method was used. Although at 1.7% of the road network needing repair, condition can comfortably be assumed to be very good.
BVPI 224a	Condition of Non-Principal classified Roads (% non-principal classified road network where structural maintenance should be considered)	2.2%	2.2%	6.4%		SCANNER surveys are used to measure this BVPI. 100% of the network is surveyed each year but only in one direction. The direction surveyed is changed each year. Direct year on year comparisons are therefore not possible. In 2004/05 a completely different method was used.

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
BVPI 224b	Condition of Unclassified Roads (% unclassified road network where structural maintenance should be considered)	12.9%	12%	4.0%		CVI (Coarse Visual Inspection) surveys are used to measure this BVPI. 100% of the network has been surveyed this year but in previous years only part of the network has been surveyed. Direct year on year comparisons are therefore not possible.
BVPI 187	% of footways not in good condition (across categories 1 & 2)	22.4%	22%	23.2%		DVI (Detailed Visual Inspection) surveys are used to measure this BVPI. A different 50% of the network is surveyed each year. Direct year on year comparisons are therefore not possible.
HT LI 01	Damage to roads and pavements (% dangerous damage repaired within 24 hours)	98%	98%	99.71%		The figure for the full year 2006/07 is 99.71% which exceeds the target.
BVPI 102	Local bus service (passenger journeys per year)	5.51m	6.14m	6.07m		Although the target for 2006/7 has not been achieved. Local bus patronage has actually risen by 10% over the 12 month period 2006/7, which is mostly attributable to the introduction of free concessionary travel after 09.30am (Monday to Fridays) – all day weekends from April 2006.
HT LI 02	<ul style="list-style-type: none"> No of sites with new bus shelters. No of sites with replacement bus shelters. 	16 44	20 39	35 40	 	Performance for both indicators has been exceeded. This is due to additional shelter investment through the Local Transport Plan Quality Corridor Programme.
HT LI 03	Percentage of schools with School Travel Plans in place.	39%	52%	53%		Note target s in LTP for 2006/7-2010/11 have been restructured to reflect availability of resources. Target for 2010/11 remains at 100%.



**APPENDIX THREE – PROGRESS AGAINST OTHER PERFORMANCE INDICATORS
Highways & Transportation**

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
HT LI 04	Percentage of employers (> 100 employees) with Green Travel Plans in place	27%	18%	36%		Target for 06/07 has been exceeded by 100%. This higher growth in adopted Green Travel Plans by businesses relates to an increased emphasis on the adoption of Travel Plan requirements on local businesses through the local planning process (Section 106 agreements etc.)
HT LI 05	Proportion of LGV's that pass the annual MOT test first time	88%	90%	84%		Due to the increased number of LGV's tested, as necessitated by the requirement to prepare the current RCV Fleet for resale this target has not been met. However, the figure is above the national target average of 80%.
HT LI 06	Proportion of workshop jobs attributed to non-scheduled maintenance	27.54%	25%	17%		As a result of an enhanced inspection regime, to provide a reliable operational service, performance has significantly exceeded target.
Quality						
BVPI 103	% of people satisfied with local public transport information.	N/a – triennial survey	56.8%	All: 55%		The triennial residents survey (which is used to measure progress against this indicator) has been adjusted to separately identify bus service user satisfaction from all residents' satisfaction for 2006/7. This has revealed that bus user satisfaction with public transport information is 75% , which considerably exceeds the targets set for all residents. However, overall, general satisfaction (non users and users) has remained at the 2003 level and has therefore not met the target.



**APPENDIX THREE – PROGRESS AGAINST OTHER PERFORMANCE INDICATORS
Highways & Transportation**

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
BVPI 104	% of people satisfied with local bus services.	N/a – triennial survey	63%	All: 63%		The survey this year has been required to separately identify both bus and non service user satisfaction. Bus user satisfaction has been shown to be 71%, which is considerably higher than the general satisfaction level for users and non users combined, which actually met the 06/07 target set.
Fair Access						
BVPI 165	% of pedestrian crossings with facilities for disabled people.	80.9%	100%	87.8%		Resurfacing works at some locations reinstated kerb heights that did not meet the PI Specification. Remedial action is underway to achieve 100% in the next financial year.
BVPI 178	% of footpaths and ROWs that are easy to use.	96%	96%	94%		Whilst the 06/07 target has been narrowly missed, the samples used to derive the figures are taken at random and can result in variances in the results obtained. However, efforts will be made increase performance on this indicator.
HT LI 07	No. of passengers on community based accessible transport.	112,600	113,800	121,465		During 2006/7 – 121,465 passenger journeys were made on community accessible transport, which exceeded the target for 2006/7 by 6.7%. All of the services funded by Halton Borough Council such as “Dial a Ride”, “Women’s Safe” transport have risen, however there has been a fall in the number of affiliated community group vehicle hires with HCT.
HT LI 08	% of bus stops with Quality Corridor accessibility features. (No. of stops – 603)	28.4%	26% (156)	31.7% (191)		Target exceeded

**APPENDIX THREE – PROGRESS AGAINST OTHER PERFORMANCE INDICATORS
Highways & Transportation**

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
Cost & Efficiency						
HT LI 09	Number of third party compensation claims received due to alleged highway / footway defects	113	110	121		Initial analysis of the claims received in 2006 / 2007 indicates a rise to 39% in claims for damage to vehicles from carriageway incidents particularly tyres. In 2005/2006 carriageway incidents formed only 18% of total claims. Footway claims have largely fallen in line with predictions. The potential reasons for this increase in 'carriageway' claims and the success of these claims is being investigated.
HT LI 10	Increase MOT test facility turnover by 5% per annum	£131213	£137774	£144624		Target exceeded

The traffic light symbols are used in the following manner:

	<u>Objective</u>	<u>Performance Indicator</u>
<u>Green</u>	 <p>Indicates that the <u>objective has been achieved</u> within the appropriate timeframe.</p>	<p>Indicates that the annual 06/07 target <u>has been achieved</u> or exceeded</p>
<u>Red</u>	 <p>Indicates that that the <u>objective has not been achieved</u> within the appropriate timeframe.</p>	<p>Indicates that the annual 06/07 target <u>has not been achieved.</u></p>

QUARTERLY MONITORING REPORT

DIRECTORATE: Health & Community
SERVICE: Culture and Leisure Services
PERIOD: Quarter 4 2006/07

1.0 INTRODUCTION

This quarterly monitoring report covers the Culture & Leisure Department for the period 1 January 2007 to 31 March 2007. It describes key developments and progress against all objectives and performance indicators for the service.

Given that there are a considerable number of year-end transactions still to take place a Financial Statement for the period, which will be made available in due course, has not been included within this report in order to avoid providing information that would be subject to further change and amendment.

The way in which traffic lights symbols have been used to reflect progress to date is explained within Appendix 6

It should be noted that this report is presented to a number of Policy and Performance Boards. Those objectives and indicators that are not directly relevant to this Board have been shaded grey.

2.0 KEY DEVELOPMENTS

The revised timetable for the Mobile Library was introduced in March with 60 new stops. The response has been very positive so far with 150 new members in the first month. As well as introducing new stops, the hours have been extended so the service is available after 5pm and on Saturdays.

An application to redevelop the library at Halton Lea was submitted to the Big Lottery Community Libraries fund at the end of March. The £1.4 million bid aims to improve the layout and facilities of the library and create appropriate learning and community spaces for the whole community.

A new Anti-Social Behaviour Strategy for Halton has been finalised following extensive consultation. The Strategy – Promoting Positive Behaviour will be launched at Victoria Park on 10th May 2007.

External funding has been achieved to carry out a feasibility study on establishing a one-stop-shop for the voluntary sector in Halton.

Connexions are to establish a Youth Academy at Grangeway Community Centre.

A consultant has been commissioned to produce a Public Art Strategy for Halton.

The Brindley has become a nationally accredited Arts Award Centre for young people aspiring to be artists and arts leaders.

Parks and Countryside's new Brochure has been produced for 2007/08. There will be 168 free events available to the Halton public.

3.0 EMERGING ISSUES

Executive Board have agreed the establishment of an Olympic 2012 fund, within existing resources to encourage young people to aspire to participation in sport at the highest level.

Executive Board have agreed in principle the hosting of a two day youth cultural festival in July 2008 as part of the Capital of Culture celebrations. Other Merseyside authorities and their twin towns will be invited to participate.

A Member/Officer group have finalised processes to manage Alleygates. The procedure will go to Executive Board on 16th May 2007 to seek approval.

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES



(Appendix 1)

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES



(Appendix 2)

5.0 SERVICE REVIEW

The Draft report from the IDeA has been received following their assessment visit of Culture and Leisure Services under the Towards an Excellent Service regime. The report judged the service to be good.

The report is awaited from Government Office North West regarding the Regional Agencies assessment of Culture and Leisure Services following their visit in March.

Under the CPA assessment, Culture and Leisure Services scored a maximum of 4, and were only one of two authorities nationally to show significant improvement.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS



(Appendix 3)

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS



(Appendix 4) Traffic lights not assigned for BVPI 226 & 170 (awaiting data) and C16, 17, 18 & 19 for which no targets were set.

7.0 PROGRESS AGAINST LPSA TARGETS

For details of progress against LPSA targets, please refer to Appendix 5

8.0 RISK CONTROL MEASURES

During the production of the 2006-09 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.

Where a Key Service Objective has been assessed and found to have associated 'High' risk, progress against the application of risk treatment measures is to be monitored, and reported in the quarterly monitoring report in quarters 2 and 4.

At the end of year, all relevant risk treatment measures have been implemented for key service objectives that were initially assessed as

high risk in the Directorate Risk Register.







9.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS




During 2005/06 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in the quarterly monitoring report.

There are no High priority equality actions for this service, there is no progress to report.


10.0 APPENDICES

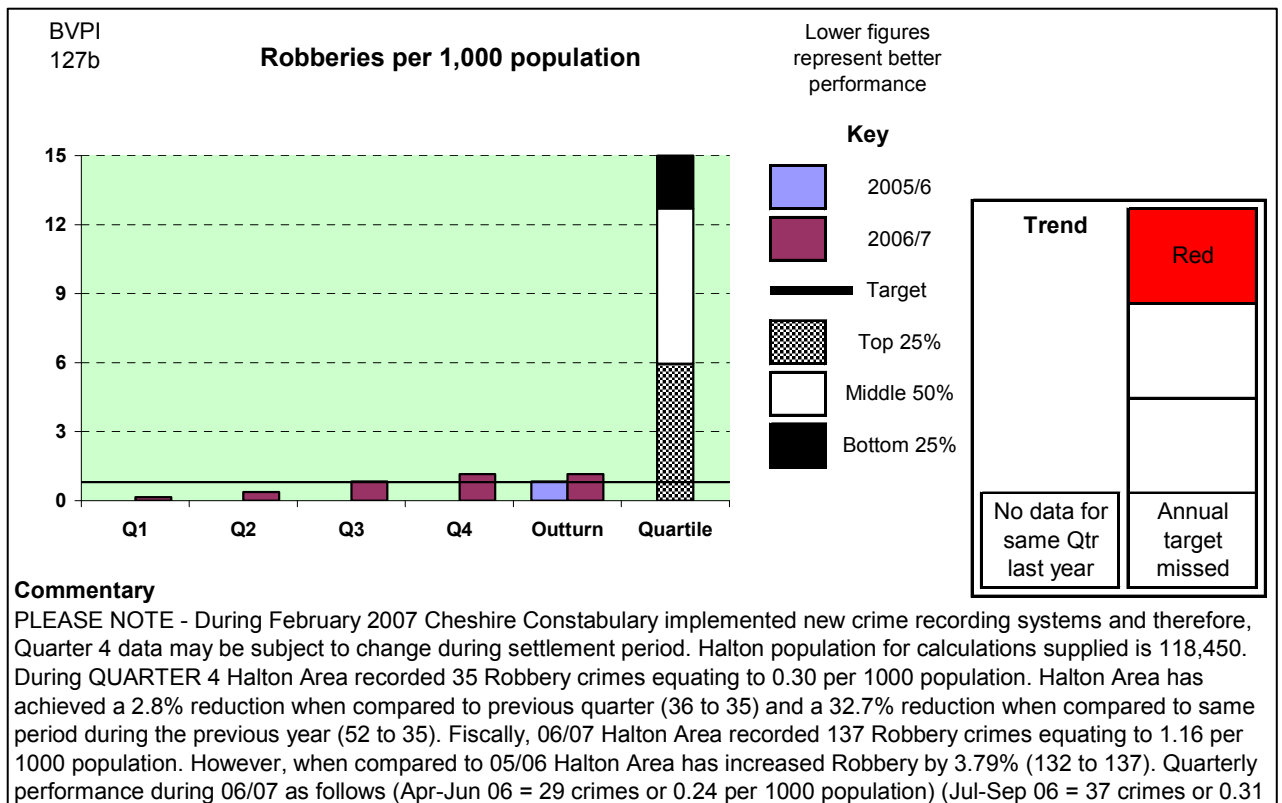
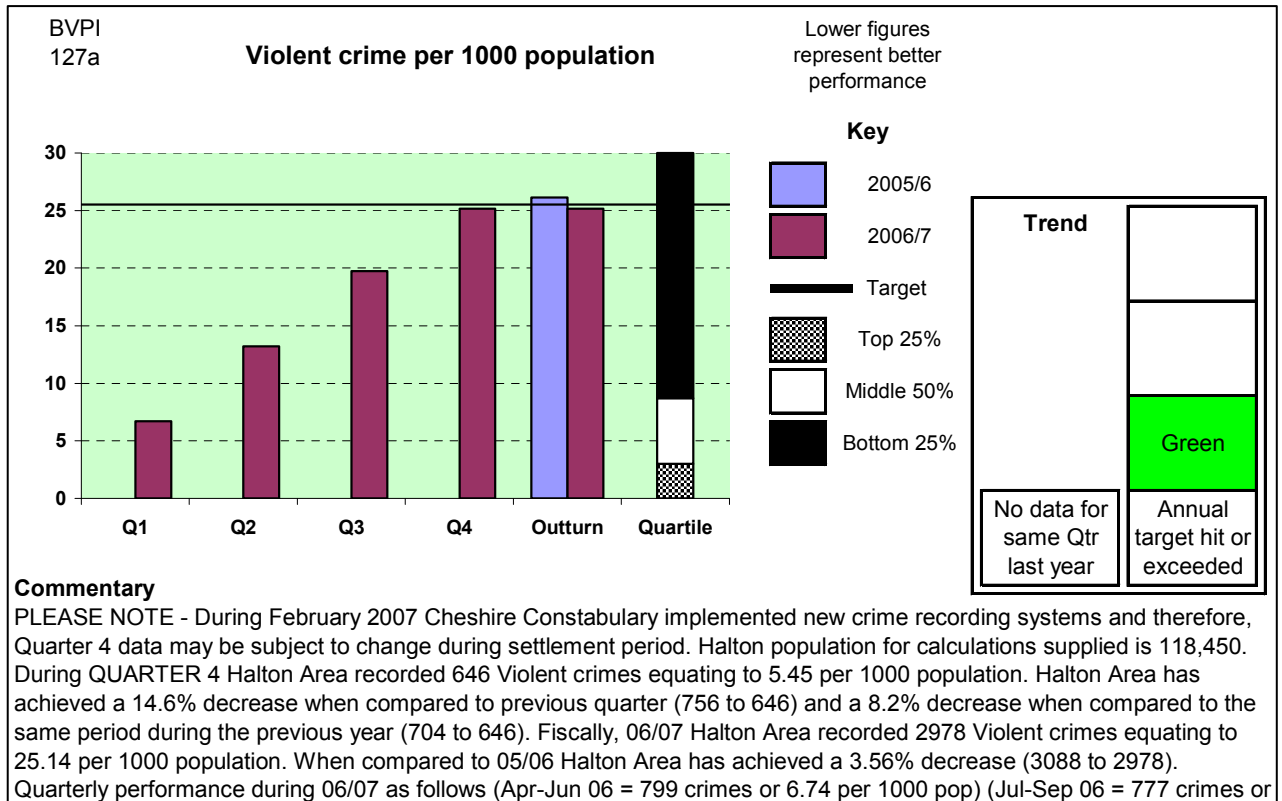
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Appendix 3- Progress against Key Performance Indicators
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Appendix 5- Progress against LPSA Targets
Appendix 6- Explanation of traffic light symbols

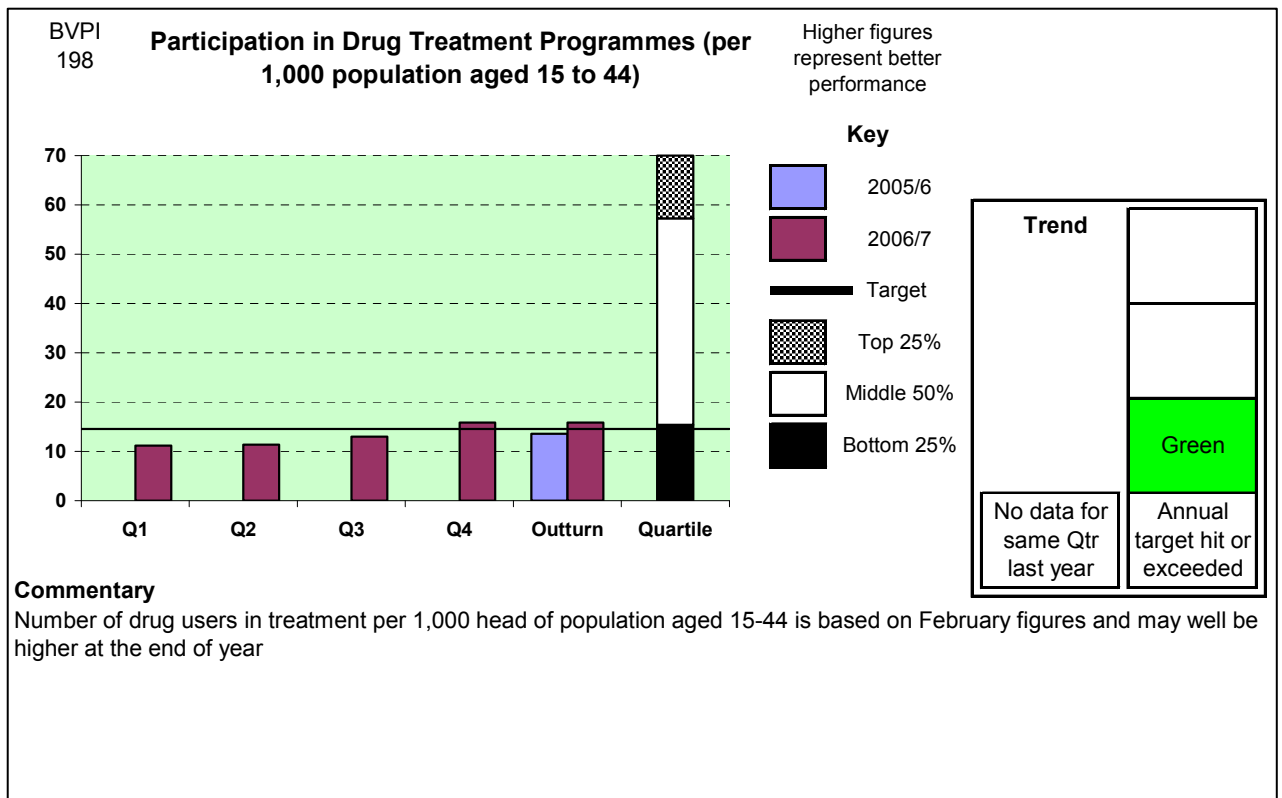
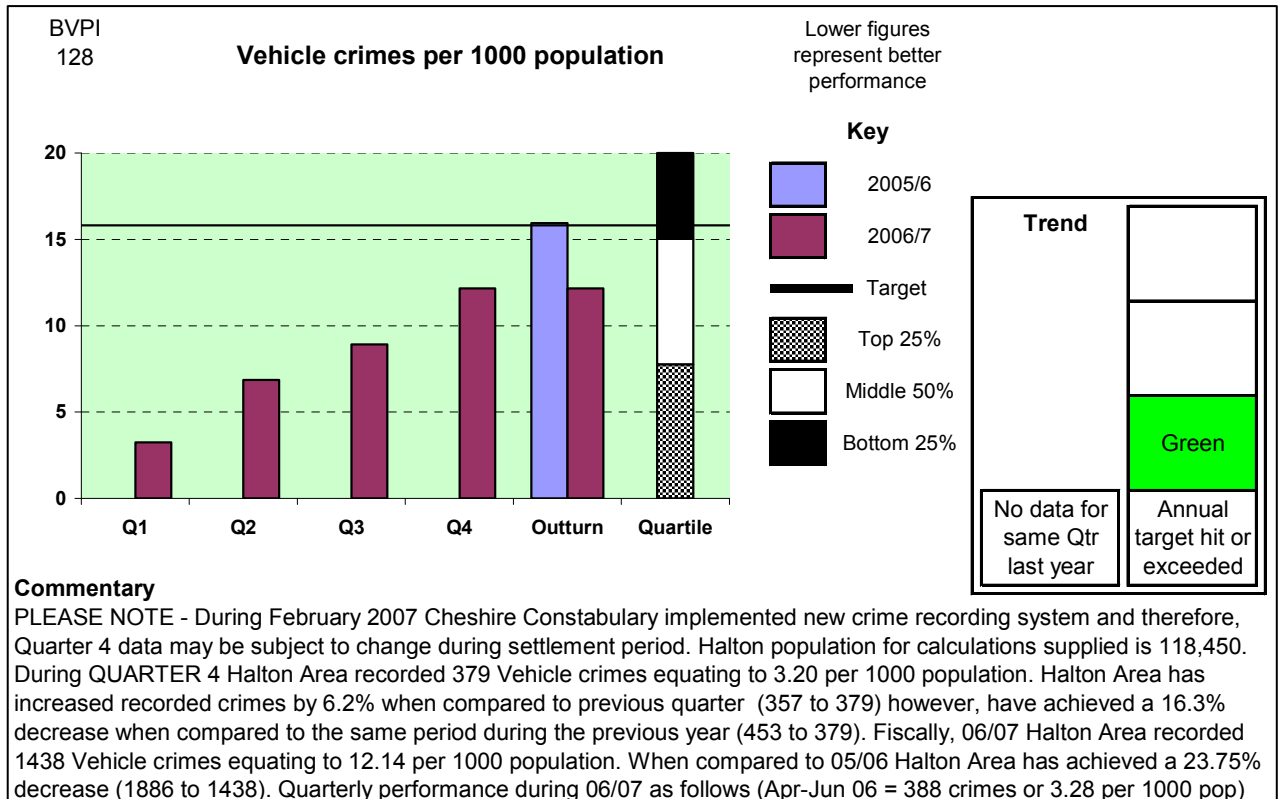
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
01	Ensure Halton has maximum benefits as possible from Liverpool's Capital of Culture 2008 status	Local working group established. Links with CoC established. Develop programmes for year of performance, April 2006.		Sport England due to launch Vision document May 07.
02	Develop programmes to enable Halton people to benefit from 2012 London Olympics	Establish policy with Sport England Sept 2006. Liase with local clubs (March 2006) Roll out programme		Paper to Executive Board – fund established. Programme to be developed to include grants, coaching clinics, special events, 2012 legacy.
03	Implement review of Sports Strategy	Launch Strategy April 2006		Review complete.
04	Develop Arts Strategy	Strategy developed with Cultural Partners. March 07		Nearing completion but overtaken by need to produce a public arts strategy.
05	Implement BLF proposals to enhance community sports facilities	2 ATP's operative April 2006		BLF monitoring visit completed 12.03.07 all satisfactory
06	Develop and enhance Sports Resource Centre's	Review book stock. Purchase standard texts. September 2006.		Book stock reviewed. 15 multi skill equipment resource bags purchased and on long term loan to community sport clubs.

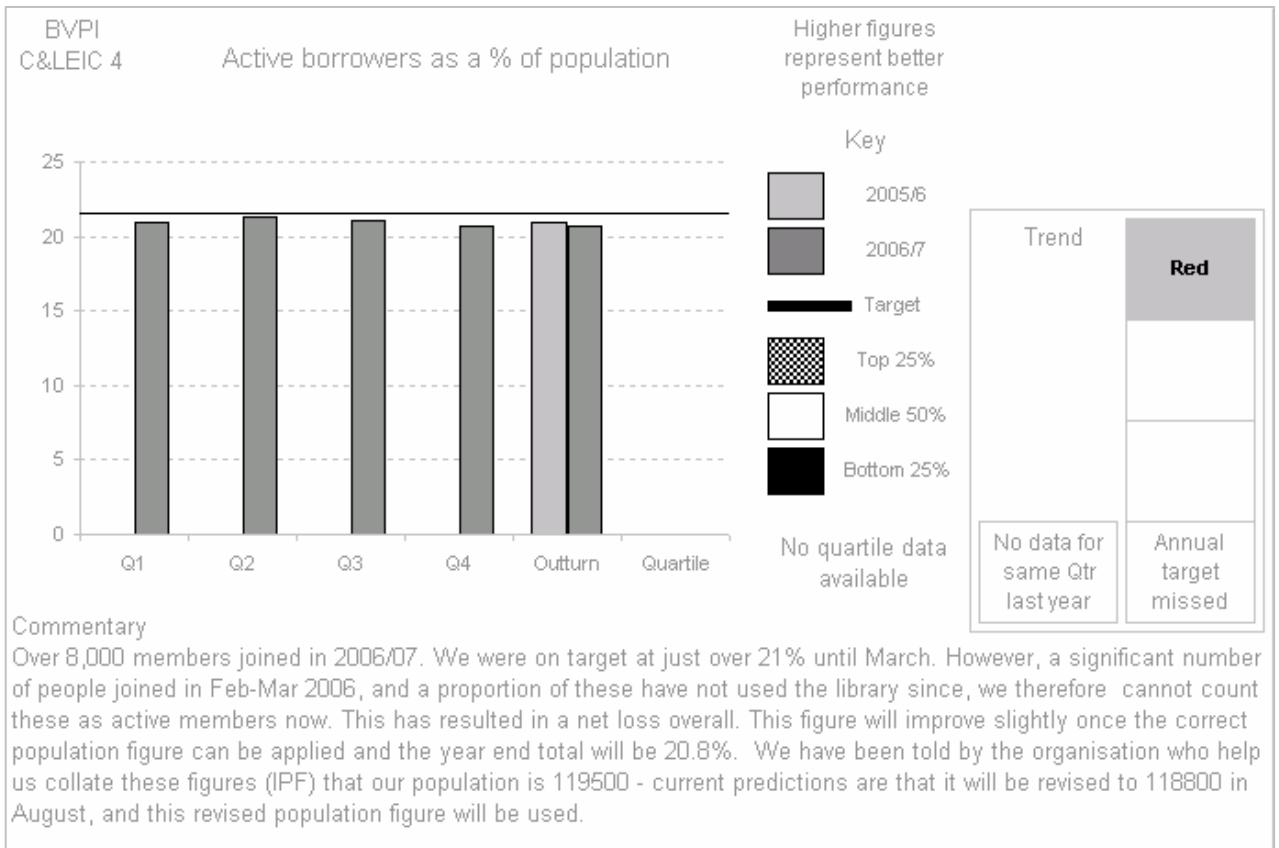
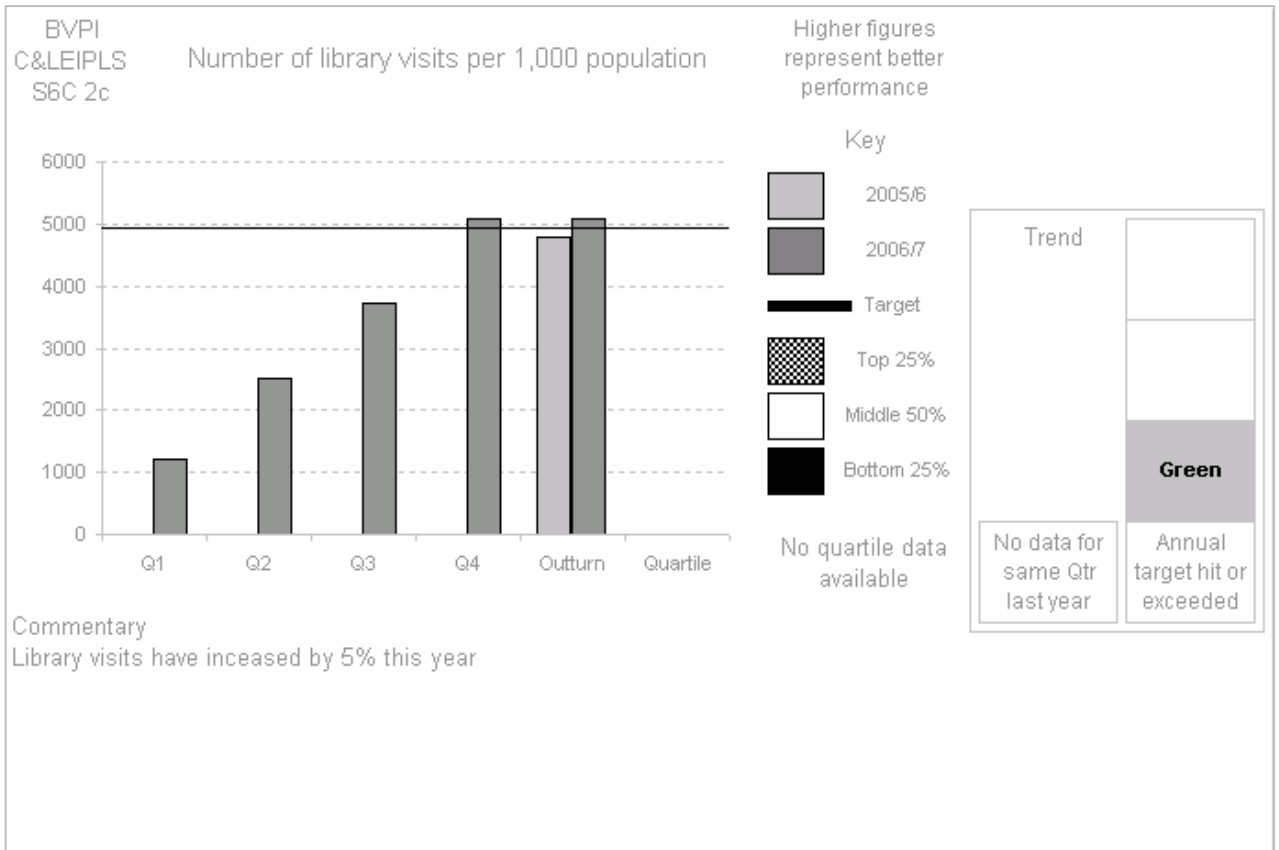
Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
07	Contribute to Halton's Health. Improvement by increasing participation in sport and related cultural activities	Develop adherence levels April 2006.		Active people data provides full demographic breakdown of current participation rates. Results being analysed at NW; Merseyside and Halton to assist planning future interventions. Intervention examples Q4 Active aging programme, sheltered accommodation, 43 older people involved, loan on sports equipment to facility for regular participation. Increased awareness via Stay Active events and Healthy Halton week promotions. Workplace health walks. Focus for 2007/08 girls and women's 16+ and older adults.
08	Develop and implement community and leisure opportunities as part of Castlefields Regeneration	Scheme operative May 2006.		Phoenix Park open and exceeding all expectations, over 100,000 visits in first year. 25 volunteers registered, regular health walks, coached activity. Scheme developed for Community Centre.
09	Enable Community Centres to deliver programmes for vulnerable adults.	Proposals for April 2006. Roll out programme.		Service operative.

**APPENDIX TWO – PROGRESS AGAINST OTHER OBJECTIVES/ MILESTONES
Culture and Leisure Services**

Service Plan Ref.	Objective	2006/07 Key Milestone	Progress to date	Commentary
10	Establish a single service point for drug users and those in recovery.	Operative July 2006.		Complete.


















Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
Corporate Health						
BVPI 226	Advise and guidance services, (a) Total spend by authority (£k) (b) % Of spend where service provision was by organisations holding the CLS Quality Mark (c) Direct provision (£k)	403	403			Final out-turn figure not yet available.
		81.4	81.4			
		5790	5884			
Cost Efficiency						
BVPI 220	Compliance against the Public Library Service Standards (PLSS)	3	3	3		Target met.
C13	Cost per visit (libraries)	£3.13	£3.26	£3.25		Target met.
Service Delivery						
BVPI 118	(a) % Of library users who found the book they wanted	N/a	65%	88%		All targets exceeded. Adult satisfaction rates were the highest in the country.
	(b) % Of library users who found the information they wanted	N/a	70%	80%		
	(c) % Overall satisfaction of Library Users	N/a	94%	97%		

**APPENDIX FOUR – PROGRESS AGAINST OTHER PERFORMANCE INDICATORS
Culture and Leisure Services**

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
BVPI 170	(a) Number of visits to/usages of museums per 1,000 population (b) Number of those visits that were in person per 1,000 population (c) Number of pupils visiting museums in organised groups	2202 246 21187	2220 273 21200			Awaiting figures from Catalyst Museum for final quarter.
BVPI 126	Domestic burglaries per 1,000 households	14.43	13.3	13.72		<u>PLEASE NOTE - During February 2007 Cheshire Constabulary implemented new crime recording systems and therefore, Quarter 4 data may be subject to change during settlement period.</u> (Quarter 4 calculations are based on 48,550 households). During QUARTER 4 Halton Area recorded 180 Domestic Burglaries equating to 3.71 per 1000 households. When compared to the same quarter during the previous year Halton Area had a 2.9% increase (175 to 180). Fiscally Halton Area recorded 665 Domestic Burglaries equating to 13.70 per 1000 households and achieving a 4.5% decrease when compared to 2005/06 (696 to 665)




Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
BVPI 174	Number of racial incidents recorded by the Authority per 100,000 population	21.03	21	24		January showed a sharp increase in the number of recorded incidents, but February and March have seen a decrease just as sharp. There is no apparent pattern or reason for this, although recent rise in ethnic population may be a contributing factor, alongside media attention.
BVPI 175	% Of racial incidents that resulted in further action	100%	100%	100%		All racial incidents had further action taken.
BVPI 225	Actions against domestic violence (the % of a set of 11 questions to which the Authority can answer "yes")	91%	100%	100%		11 out of 11 questions satisfied.
PLSS 5 /C11a	Requests supply time, (a) % Within 7 days (b) % Within 15 days (c) % Within 30 days	52% 70% 85%	52% 70% 85%	50% 70% 85%	  	Although the 7 day target has not been met we have still achieved the Public Library Standard for all 3 elements of this Indicator and the CPA threshold targets. Number of reserves taken on pre-publication titles has affected performance.
PLSS 9/ C11b	Annual items added through purchase per 1,000 population	272	226	230		Target exceeded, helped by stock selection policy and discounts achieved through consortium buying.
PLSS 10/ C11c	Time taken to replenish the lending stock on access or available on loan	4.54	6.2	5.24		Target exceeded. As above.


**APPENDIX FOUR – PROGRESS AGAINST OTHER PERFORMANCE INDICATORS
Culture and Leisure Services**



Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
C12	Stock level and stock turn (a) Stock turn – issues per 1,000 population/books per 1,000 population (b) Stock level per 1,000 population	6.99 1189	7 1135	7.02 1107	 	C12 has now been deleted from the CPA range of indicators, although target met due to active stock management policy. Need to increase items borrowed, or create extra service points to create capacity to house extra stock.
C16	% Of 5-16 year olds in school sports partnerships engaged in 2 hours a week minimum on high quality PE and school sport within and beyond the curriculum	79.9%	85%	Not yet available	N/a	Performance management of this indicator within Advisory service. 06/07 figure is based on national PESCAL survey; the results are not available until September.
C17	% Of adults participating in at least 30 minutes moderate intensity sport and active recreation on 3 or more days a week	N/a	N/a	19.62%	N/a	Active people data provides full demographic breakdown of current participation rates. Results being analysed at NW; Merseyside and Halton to assist planning future interventions above inside average.
C18	% Of population volunteering in sport and active recreation for at least 1 hour per week	N/a	N/a	5.67%	N/a	Good level of volunteering above Merseyside average. Active volunteers policy managed through Sports Partnership.





Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
Quality						
BVPI 119/ C5, 6, 7, 8, 9	% Of residents satisfied with					Results follow tri-annual survey of 2006/07. All targets met with encouraging upward trends. Need to continue marketing and communications strategy. Investment in Kingsway Learning Centre, the Brindley, Victoria Park and Leisure Centres have contributed to success.
	(a) sport and leisure	N/a	54%	57%		
	(b) libraries	N/a	70%	80%		
	(c) museums	N/a	31%	32%		
	(d) arts activities/venues	N/a	36%	42%		
	(e) parks and open spaces	N/a	73%	77%		
PLSS 7/ C14a	Assessment of users 16 and over of their library service	N/a	94%	97%		Target exceeded. A number of nationally recognised initiatives undertaken.
C15	Museums accreditation	2	2	2		Target met.
Fair Access						
PLSS 1/ C2a	Proportion of households living within a specified distance of a library,					Cannot meet (a) without a new library. Had anticipated increase in (a) by virtue of increase to mobile stops, but this was subsequently deemed ineligible.
	(a) within 1 mile	62%	71%	62%		
	(b) within 2 miles	98%	98%	98%		



**APPENDIX FOUR – PROGRESS AGAINST OTHER PERFORMANCE INDICATORS
Culture and Leisure Services**

Ref	Indicator	Actual 05 / 06	Target 06 / 07	Quarter 4	Progress	Commentary
PLSS 2/ C2b	Aggregate scheduled opening hours per 1,000 population for all libraries	88.6	92	91		Significant improvements have been made with the introduction of the revised Mobile timetable, but the 06/07 target has not been achieved.
PLSS 3/ C3a	% Of static libraries providing access to electronic information resources connected to the internet	100%	100%	100%		Target met.
PLSS 4/ C3b	Total number of electronic workstations available to users per 1,000 population	7.6	7.6	7.6		Target met – service well used.
C19	% Of population that are within 20 minutes travel time (urban areas – by walk; rural areas – by car) of a range of 3 different sports facility types, of which one has a achieved a specified quality assured standard	N/a	N/a	35.62%	N/a	Within CPA thresholds. Work with partners to identify facilities to work toward quality assured standards for 2008/09 accreditation.




LPSA Ref	Definition	LPSA Target (Stretch)	Interim Target (Annual)	Progress (Traffic lights)	Commentary
1	<p>Reduce the level of violent crime:</p> <p>The number of recorded incidents of violent crime within Halton (serious woundings and common assault).</p>	1913 (Mar 08)	N/a		<p><u>PLEASE NOTE - During February 2007 Cheshire Constabulary implemented new crime recording systems and therefore, Quarter 4 data may be subject to change during settlement period.</u> (Quarter 4 calculations are based on 118,450 population). During QUARTER 4 Halton Area recorded 430 Common Assaults & Other Woundings equating to 3.63 per 1000 population, also achieving a 8.3% reduction when compared to the same period during the previous year (469 to 430).</p> <p>Fiscally Halton Area recorded 2005 Common Assaults & Other Wounding equating to 16.93 per 1000 population, also achieving a 7.8% reduction when compared to 2005/06 (2174 to 2005).</p>

LPSA Ref	Definition	LPSA Target (Stretch)	Interim Target (Annual)	Progress (Traffic lights)	Commentary
2	Reduction in vehicle crime in Halton: i) The number of thefts of vehicles in Halton	558 (Mar 08)	N/a		<p><u>PLEASE NOTE - During February 2007 Cheshire Constabulary implemented new crime recording systems and therefore, Quarter 4 data may be subject to change during settlement period.</u> (Quarter 4 calculations are based on 118,450 population). During QUARTER 4 Halton Area recorded 132 Theft OF Vehicles equating to 1.11 per 1000 population, also achieving a 17.0% reduction when compared to the same period during the previous year (159 to 132). Fiscally Halton Area recorded 529 Theft OF Vehicles equating to 4.47 per 1000 population, also achieving a 28.1% reduction when compared to 2005/06 (736 to 529).</p>
	ii) The number of thefts from vehicles in Halton	749 (Mar 08)	N/a		<p><u>PLEASE NOTE - During February 2007 Cheshire Constabulary implemented new crime recording systems and therefore, Quarter 4 data may be subject to change during settlement period.</u> (Quarter 4 calculations are based on 118,450 population). During QUARTER 4 Halton Area recorded 247 Theft FROM Vehicles equating to 2.09 per 1000 population, also achieving a 16.3% reduction when compared to the same period during the previous year (295 to 247). Fiscally Halton Area recorded 908 Theft FROM Vehicles equating to 7.67 per 1000 population, also achieving a 21.1% reduction when compared to 2005/06 (1151 to 908).</p>

LPSA Ref	Definition	LPSA Target (Stretch)	Interim Target (Annual)	Progress (Traffic lights)	Commentary
3	<p>Improving the health and well-being of residents:</p> <p>The percentage of adults in Halton participating in at least 30 minutes moderate intensity sport and active recreation (including recreational walking) on 3 or more days a week, as measured by Sport England's Active People survey.</p>	Increase by 5% between Nov 06 and Nov 09	19.62 baseline result		Now have baseline data by age/gender; distributed to partners; targeted work around girls 14-19 and older adults 50+. Introducing performance management linked to LAA reporting. Annual Active People survey to be introduced 2008 to measure progress. Key actions around communication, walking, community activity.
4	<p>Tackling the problems of domestic violence:</p> <p>1. The number of incidents of domestic violence reported to the police (directly or through a third party) in Halton.</p> <hr/> <p>2. The proportion of incidents of domestic violence which result in a sanction detection.</p> <hr/> <p>3. The proportion of the total number of incidents of domestic violence reported annually to the police (directly or through a third party) in the same period, who are repeat victims.</p>	1774 (Mar 08)	1020		Number of incidents by year end stood at 2132 – against a target of 1774.
		An increase of 5% between Mar 06 and Mar 08	126		This target is 282 – 20% of all incidents. However, by year end 06/07, there had been 242 sanction detections. This amounts to 11% of all incidents. It currently seems unlikely that the target will be met by the end of 07/08. Cheshire Police has an action plan and the partnership hopes to tackle the issue.
		18%	13.4%		The target set for the reduction in repeat incidents was 18% of all incidents. By year end 06/07 the figure was 20% of all incidents from repeat victims.

LPSA Ref	Definition	LPSA Target (Stretch)	Interim Target (Annual)	Progress (Traffic lights)	Commentary
5	Reducing the harm caused by drug misuse: 1. The number of individuals in Halton who are in contact with structured drug treatment services.	790	720		879 at end of year. This is a provisional figure provided by John Moores University using NDTMS. The DAT is awaiting official confirmation of this figure.
	2. The percentage of individuals in Halton starting treatment who are retained in treatment for over 12 weeks.	88%	83%		87% at Feb 07. Official end of year figures will be received at the beginning of May. Previous data indicates the interim target will be met.

The traffic light symbols are used in the following manner:

	<u>Objective</u>	<u>Performance Indicators</u> <u>(Excl. LPSA)</u>	<u>LPSA Indicators</u> <u>Only</u>
<u>Green</u>	 <p>Indicates that the <u>objective has been achieved</u> within the appropriate timeframe.</p>	<p>Indicates that the annual 06/07 target <u>has been achieved</u> or exceeded</p>	<p>Indicates that the <u>target is on course to be achieved.</u></p>
<u>Amber</u>	 <p>N/A</p>	<p>N/A</p>	<p>Indicates that it is either <u>unclear</u> at this stage or too early to state whether the target is on course to be achieved.</p>
<u>Red</u>	 <p>Indicates that that the <u>objective has not been achieved</u> within the appropriate timeframe.</p>	<p>Indicates that the annual 06/07 target <u>has not been achieved.</u></p>	<p>Indicates that the <u>target</u> will not be achieved unless there is an intervention or remedial action taken.</p>

Minutes of Anti-Social Behaviour Topic Group – Draft ASB Strategy

Held on Wednesday 14th February 2007 at 12midday

Runcorn Town Hall, CR1

Present: Cllr John Stockton (Chair), Cllr Geoffrey Swift, Clare Myring, Cllr Martha Lloyd-Jones, Howard Cockcroft, Cllr Pamela Wallace

Item	Details	Action
1	<p>Apologies Alex Villiers, Cllr Linda Redhead, Cllr Sue Edge, Cllr Margaret Ratcliffe</p>	
2	<p>Anti-Social Behaviour Draft Strategy (Clare Myring)</p> <p>Claire distributed copies of ASB in Halton slide presentation.</p> <p>Together Campaign (updated version) links to Respect Action Plan www.respect.gov.uk</p> <p>3 main strands for Halton's ASB Strategy:</p> <ul style="list-style-type: none"> • Prevent and deter • Protect and punish • Rehabilitation. <p>Group has concerns over people identifying ASB and Crime, different perceptions (i.e. vandalism).</p> <p>Data being collected to identify hot spots (usually around town centres), criminal damage, youth disorder, fires, etc.</p> <p>Chair noted on Protect and Punish (slide 10) Tackling anti-social behaviour on estates ... asked why only on estates, to be amended.</p> <p>All RSL's have agreed to sign up to the Strategy. Each already have an ASB part of their tenancy agreements, but Claire is hoping to have one single agreement and is currently working with RSL's. Looking at warning letter to be on yellow paper, then a red letter. Chair suggested traffic light system and asked to see a copy of Enforcement of Tenancy Agreements. Group agreed terminology needed to be clear and precise, to be hand delivered by PCSO, possibility to use Council courier service?</p> <p>Rehabilitate – make people aware of consequences of their actions, then offer support and help through relevant services, give families opportunities and chances, don't want them to lose their home.</p> <p>Top 5 Local Problem results for 2006 due February 2007, Agencies will look at, Claire to forward to the Group. Top 5 for 2005 in ascending order Litter, Youth disorder and Inconsiderate parking, dog fouling and drinking alcohol.</p> <p>Community Involvement – looking to pilot community champions in Halton's Neighbourhood Management Areas at first, who could liaise with/on behalf of the general public, group supported. Protocol already developed for residents to sit on NM Board with elected member. Clare to follow up with Nick</p>	<p>CM</p> <p>CM</p> <p>CM</p> <p>CM</p>

	<p>Mannion and look at a proposal paper to go to PPB via ASB Topic Group first in 4-5 weeks.</p> <p>Concerns with victim and witness support - looking at options, a lot of people wish to remain anonymous, more people may come forward if given a choice.</p> <p>Action Plans (to be condensed down) – Key principles; Prevent and deter, Protect and punish, Rehabilitation. No baseline information, so difficult until further down the line, review action plan in 6 months.</p> <p>Issues and Gaps – Transport team to be included on Action Plan. Splash (intervention programme, along with others) not mentioned in Strategy. Clear milestones and outcomes with collection of data for evidence.</p> <p>Consultation sessions - confirmed the 4 page leaflet to be for community and young people. Agreed with strands, would like to see enforcement. Need better facilities, services delivering, with no overlapping more intervention and utilise people with skills. Prioritise; Litter, Alcohol, Neighbours, Young people.</p> <p>Next steps Review from consultation sessions, meeting with David Parr, Dave Bertenshaw on 23rd February 2007. Draft to Executive Board 15th March 2007. Provisional Launch on 2nd April 2007.</p> <p>Group asked for out of hours contacts, felt should be in a position to have someone available between the amount of Agencies, Halton Direct Link 24/7? Concerns over terms and conditions.</p> <p>Chair gave a list to Claire and asked for any other comments to be given to Claire by Friday 16 February 2007, (to meet timeline). Chair asked if Halton will have a code of conduct?</p>	
	<p>Date and time of next meeting</p> <p>Wednesday 28th February 5.00pm Civic Suite RTH (refreshments available)</p>	

Minutes of Extended Meeting of Anti-Social Behaviour Topic Group**Held on Wednesday 28th February 2007 at 5pm****Civic Suite, Runcorn Town Hall**

Present: Cllr John Stockton (Chair), Cllr Pamela Wallace, Cllr Geoffrey Swift, Cllr Shaun Osborne, Cllr Marie Wright, Cllr Martha Lloyd-Jones, Cllr Ged Philbin, Inspector Andy Ross, Alex Villiers, Clare Myring, Howard Cockcroft, Les

Cllr Philbin thanked the Group and Chairman for the invite.

Item	Details	Action
1	Apologies: Cllr Linda Redhead, Cllr Sue Edge, Jonathan Horsfall	
2	<p>How Neighbourhood Management can help to tackle anti-social behaviour – Nick Mannion (Director)</p> <p>Nick and the team have 3 pilot neighbourhood management areas; central Widnes, Halton Lea and Castlefield/Windmill Hill wards, acknowledge different areas with different needs. The process is to see what is happening in the poorest communities, tackle causes and symptoms of ASB and listen to communities to help deliver objectives and build sustainable communities. Three main ASB areas identified are; large groups of young people at centres and shops, noise nuisance and young people consuming alcohol. The team have 125 people interested in signing up to work as Neighbourhood Champions; the role involves consulting with local residents. Some concerns raised if different areas have a wish list, and of what can and can't be achieved. Nick confirmed promises wouldn't be made for what can't be delivered. Cllr Wallace asked Nick to supply a list of residents for the areas. David Parr will be launching agenda item project in Councillors ward area and e-mailing to inform.</p> <p>Chair to discuss at a further ASB Topic Group meeting.</p>	HC
3 & 4	<p>Desktop research (handout distributed) – Les Unsworth</p> <p>MAPS model for Halton</p> <p>A questionnaire was devised to send to other Authorities to research MAPs areas. A MAPs team has common benefits, improved co-ordination of services and a level of commitment from agencies, but practical difficulties in getting all agencies committed as each has their own agenda and limited resources. A number of models were discussed, strategic MAPs teams; full operational MAPs teams. CM Various leaflets to be produced over the next few weeks, if you have x,y,z problems, with a few numbers on (24/7 basis). Group had concerns over numbers being given out if getting through to an answer machine, or if incorrect or sometimes no longer available. Respect from 2008 will have emergency 101 number that will give feedback, low level ASB and crime. Inspector Ross said with Halton already a lot in place in Community Safety, follow strategy, Multi-Agency Meetings, need to let people know what is already being done and in place. Would like to have a ASB caseworker to allow Clare to be more strategic. Group thought with most complaints, no feedback or no one ever gets back in touch. Cllr Osborne DAAT already working, suggested whatever replaced Safer Halton Partnership or LSP could steer the MAPs group. CM West Lancs ran on minimal funding £25,000, partners who came in gave Officers, co-location costs of IT. Cllr Wright thought a walk in building where people with an ASB issue could go and report. Inspector Ross One phone number to go to HDL for advice, funding 2 PCSO's could hold a weekly surgery at HDL. AV Clear</p>	

	<p>and simple reporting route needed. Chair Potential through Neighbourhood Management, scope for a different model. Caseworker to relieve pressure on Clare, plug what Authority does, existing processes contacting public to see what they would like to see.</p> <p>Chair agreed to produce a paper with Alex and Howard for next PPB meeting. The following agencies identified in minutes of meeting held on 22 November item 2 (distributed to all present), please contact if any further additions.</p> <p>Core: - Community Safety Police Fire YOT Probation Youth Service Co-ordinator</p> <p>Link: - PCT Consumer Affairs Environmental Health DAAT Mental Health Team/Social Care Housing/Homelessness</p> <p>Inspector Ross invited all to ½ day open days at the Community Safety offices and apologised for not doing so in the past.</p>	<p>ALL</p> <p>AR</p>
5	<p>Any other Business None.</p>	
6	<p>Date and time of next meeting To be arranged.</p>	