

Public Document Pack



Executive Board

Thursday, 20 September 2007 2.00 p.m.
Marketing Suite, Municipal Building

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

Chief Executive

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

PART 1

Item	Page No
1. MINUTES	
2. DECLARATIONS OF INTEREST	
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.	
3. COMMUNITY PORTFOLIO	
(A) DEPARTMENT OF COMMUNITIES AND LOCAL GOVERNMENT HOUSING GREEN PAPER "HOMES FOR THE FUTURE: MORE AFFORDABLE, MORE SUSTAINABLE"	1 - 6

*Please contact Lynn Cairns on 0151 471 7529 or e-mail lynn.cairns@halton.gov.uk for further information.
The next meeting of the Committee is on Thursday, 18 October 2007*

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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: Executive Board

DATE: 20th September 2007

REPORTING OFFICER: Strategic Director - Health and Community

SUBJECT: Department of Communities and Local Government Housing Green Paper "Homes for the Future: more affordable, more sustainable"

WARDS: All wards

1.0 PURPOSE OF THE REPORT

1.1 The purpose of this report is to inform Executive Board of the content of the Housing Green Paper "Homes for the Future: more affordable, more sustainable" and to consider the implications for Halton and the wider City Region.

2.0 RECOMMENDATION: That

- i) **Executive Board note the content of the Housing Green Paper and endorse the comments at 3.8 as the basis for Halton's response to be forwarded to the Department of Communities and Local Government (DCLG), the North West Housing Forum and Merseyside Policy Unit for inclusion in wider regional and sub regional responses.**
- ii) **Executive Board authorise the Chief Executive to contact neighbouring local authorities regarding the potential to explore development opportunities arising from the Green Paper as described in 3.8.2.**

3.0 SUPPORTING INFORMATION

3.1 During his early days in office, the new Prime Minister made it clear that housing, and specifically affordable housing, would be a key priority area for his Government. The Housing Green Paper provides evidence of this commitment and sets out how the Government intends to address the affordability issue, while minimising the impact on the environment.

3.2 The DCLG is consulting Local Authorities and other stakeholders on the range of ideas and proposals contained in the Green Paper. The deadline for submitting responses is 15th October 2007.

3.3 The Green Paper has the following three aims, each of which is considered in more detail below:

- To provide more homes to meet growing demand;
- To provide well designed and greener homes, linked to good schools, transport and healthcare;
- To provide more affordable homes to rent or buy.

3.4 More homes to meet growing demand

3.4.1 The paper acknowledges the growing demand for housing caused by increasing population and reducing household size. It introduces a new target for 2016 to deliver 240,000 additional homes per year to meet this demand and address affordability issues, with 3 million new homes needed by 2020 and 2 million of them by 2016.

3.4.2 It is proposed that this target is delivered through:

- Increasing housing supply in existing Growth Areas and Growth Points and to expand these areas with, for the first time, areas in the northern regions able to submit proposals for new Growth Points.
- Establishing at least 5 new eco-towns with a minimum of 5,000 units each, where the whole development is zero carbon. Again, northern regions will be able to submit proposals, subject to the criteria outlined in a separate prospectus.
- Developing a new target for affordable housing in rural areas.
- Increasing targets for development on public sector land from 130,000 to 200,000 by 2016.
- Introducing a new Housing and Planning Delivery Grant, to direct extra resources to councils delivering high levels of housing and those who have identified 5 years worth of sites ready for development and have a further 10 years worth identified in plans.
- Exploring a range of measures, including using the new Housing and Planning Delivery Grant, to encourage local authorities to do more to bring long term empty properties back into use.

3.4.3 The existing target of over 60% of new homes to be built on brownfield land is to be retained with individual authorities expected to set their own targets. The document also confirms the commitment to continued investment in Housing Market Renewal, albeit with greater targeting of funding to areas facing deep seated structural challenges.

3.5 Well designed and greener homes

3.5.1 The Green Paper seeks to ensure the sustainability of new development through high quality design of greener homes with good access to amenities.

3.5.2 Key proposals to achieve this are:

- Introduction of the Community Infrastructure Fund to link the provision of funding for transport infrastructure to the delivery of housing in Growth Areas, Growth Points and eco-towns.
- Introduction of the Planning Gain Supplement as the Government's preferred method of ensuring that communities benefit from the value uplift generated by new development, although there is a commitment to review alternative options to see whether a better way can be identified.
- Targets for "greener homes" through a reduction in carbon emissions, with all new homes to be zero carbon by 2016.
- Continued support for the Decent Homes programme.

3.6 More affordable homes to rent or buy

3.6.1 The paper contains a target to deliver at least 180,000 new affordable homes over the next 3 years and more than 70,000 affordable homes a year by 2010 – 11.

3.6.2 Key proposals to deliver these targets are:

- An opportunity for local authorities to set up joint venture Local Housing Companies, with support from English Partnerships, to deliver new affordable housing. 14 such companies are to be created this year, with Manchester being the only Authority in the North West region.
- A commitment to build more social housing with a target of 45,000 new social housing dwellings by 2010-11 with a goal to reach 50,000 in the next spending review. Proposals to achieve this include options for local authorities to build inside and outside of the HRA including keeping the rent and capital receipts from new homes built on council land and opportunities for the private sector to build social housing.
- An expectation that local authorities will provide land for housing development at a reduced cost or for free and that Registered Social Landlords will place greater reliance on their own resources or borrowing powers to allow available public resources for affordable housing to be stretched.
- Providing more help for first time buyers by providing at least 25,000 more shared ownership and shared equity homes (funded mainly by the Housing Corporation), increasing opportunities for social tenants to buy a share in their home and delivering more homes using the private sector through equity models, joint venture or special purpose vehicle structures and expansion of open market home buy products. The paper also contains proposals to improve the mortgage market by making mortgages more affordable e.g. through longer term fixed rates.
- Increased provision of family homes where they are needed, with a commitment to develop a new indicator to measure people housed.

3.7 Delivery

3.7.1 The paper also makes recommendations for how the Government's growth plans can be delivered and implemented including:

- A recognition of the skills and capacity required to meet the challenges and a commitment to addressing the skills gap;
- Local communities need to be involved in the debate around housing growth to ensure that concerns around infrastructure are addressed. This will include the development of a "toolkit" which will bring together relevant evidence and information into one single place.
- A commitment to support local authorities in their strategic housing role.
- Sub regional partnerships (particularly through Multi Area Agreements) are promoted as ways of tackling housing market issues across local authorities boundaries.
- Consideration will be given as to whether further measures are needed to incentivise developers to complete developments more quickly and prevent landbanking.

3.8 Implications for Halton and the wider City Region

3.8.1 The paper acknowledges that affordability is an issue that is not confined to the South of the country and, for the first time, offers opportunities for Northern regions to bid for funding for major housing development programmes. For the Liverpool City Region this presents a potential opportunity to deliver on some of the recommendations of the Liverpool City Region Housing Strategy and support the economic growth potential identified by the City Region Development Plan. The challenge, acknowledged in the Green Paper, is how to balance housing growth alongside regeneration and to ensure that new development does not undermine existing renewal programmes.

3.8.2 There has been a suggestion in the housing press that Warrington and Cheshire are considering submissions to become New Growth Points. However, in Warrington's case, this seems unlikely given the recent moratorium on new housing development in the area contained in the draft Regional Spatial Strategy. If it is the case, land availability issues in Warrington may prompt the authority to seek the support of neighbouring boroughs to secure the housing numbers required. It is unlikely, given the scale of housing growth likely to be required of the New Growth Points and eco towns, that Halton would have enough developable brownfield sites to qualify in its own right. However, it is proposed that the Chief Executive write to neighbouring authorities to explore any potential to make a case for housing growth and jointly identify possible growth locations.

- 3.8.3 The content of the paper is to be debated by the North West Housing Forum Strategic Advisory Group and a decision made on how best to respond. Merseyside Policy Unit are also preparing a response on behalf of the Merseyside Housing Forum.
- 3.8.4 The Green Paper makes it clear that local authorities are expected to do more to bring long term empty properties back into use. At 1st April 2007, 602 private sector dwellings in Halton had been empty for more than 6 months representing 1.5% of the total private sector stock. This proportion is lower than the regional and national averages. However, because future Planning Grant is dependent on this area, officers are examining what more can be done to bring properties back into use.
- 3.8.5 Halton's Housing Needs Survey, completed in 2006, highlighted an affordability issue in the Borough due to recent house price inflation. However, this has become a national phenomenon and average house prices in Halton remain below the regional average and well below the national average. It is likely, therefore, that additional investment in affordable housing will focus on rural areas where there is a shortage of affordable housing and suitable development land and in areas with higher house price to income ratios. Despite this, the Council will do all it can to secure funding from the Regional Housing Pot for RSL development where a need has been identified e.g. housing for the elderly and for existing regeneration programmes e.g. Castlefields.

4.0 **POLICY IMPLICATIONS**

- 4.1 The Green Paper sets out the Government's proposed policy on housing supply and will influence future Regional, Sub Regional and local policy development and strategic direction relating to housing and planning issues.

5.0 **OTHER IMPLICATIONS**

- 5.1 The proposals will require significant Government investment at a national level, including £6.5 billion in social housing over the next three years. The increased investment will focus on areas of high housing growth and rural areas with high house price to income ratios.
- 5.2 The proposed increase in housing supply will have wide reaching implications for other essential services such as education, transport, health and leisure which will need to be taken into account through the planning system.

6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

- 6.1 **Children and Young People in Halton**

The emphasis on family sized housing contained in the Green Paper should contribute toward a reduction in national levels of overcrowding which studies have shown has an adverse impact on the health, education and wellbeing of children.

6.2 Employment, Learning and Skills in Halton

None

6.3 A Healthy Halton

The provision of more environmentally sustainable housing will have a positive impact on the health of households living in such accommodation.

6.4 A Safer Halton

None

6.5 Halton's Urban Renewal

Should new housing be provided in Halton as a result of the Green Paper, this will have a positive impact on the urban renewal of the Borough.

7.0 RISK ANALYSIS

7.1 Not Applicable.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 The proposals contained in the Green paper aim to improve the national housing offer by increasing the supply and improving the quality of housing, making it more affordable and ultimately building more sustainable communities. This should have a positive impact on improving equality of access to and choice of housing and bridging the poverty gap.

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

Document	Place of Inspection	Contact Officer
The Housing Green Paper "Homes for the Future: More Affordable, More Sustainable"	Grosvenor House	Steve Williams Housing Strategy Manager

REPORT TO: Executive Board
DATE: 20th September 2007
REPORTING OFFICER: Operational Director – Financial Services
SUBJECT: Annual Governance Report
WARDS: Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 To present the attached report from the Audit Commission on the 2006/07 financial statements.

2.0 RECOMMENDED: That the report of the Audit Commission be received.

3.0 SUPPORTING INFORMATION

3.1 The Audit Commission is required to report to those charged with governance summarising the conclusions from their 2006/07 audit work, before they can give their audit opinion on the Council's financial statements. In addition, the Audit Commission are also required to report upon their work in respect of the Council's arrangements for securing value for money in its use of resources.

3.2 The Audit Commission will present the attached report to the Board at their meeting.

4.0 POLICY IMPLICATIONS

4.1 There are no policy implications arising directly from this report.

5.0 OTHER IMPLICATIONS

5.1 There are no other implications arising directly from this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 There are no direct implications, however, the Council's financial resources support the delivery and achievement of all the Council's priorities.

7.0 RISK ANALYSIS

7.1 The Council must have internal controls and processes in place to ensure that spending remains in line with budget.

8.0 EQUALITY AND DIVERSITY ISSUES

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

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

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

Annual Governance Report

Date

Last saved: 06/09/2007 13:32:00

Annual Governance Report

Halton Borough Council

Audit 2006/07

- Audit Commission descriptor to be inserted by Publishing-

Document Control

Author Julian Farmer

Filename Annual Governance Report 5 September 2007+ table

Status of our reports

The Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission explains the respective responsibilities of auditors and of the audited body. Reports prepared by appointed auditors are addressed to non-executive directors/members or officers. They are prepared for the sole use of the audited body. Auditors accept no responsibility to:

- any director/member or officer in their individual capacity; or
- any third party.

Copies of this report

If you require further copies of this report, or a copy in large print, in Braille, on tape, or in a language other than English, please call 0845 056 0566.

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Purpose of this document

- 1 This report has been prepared in accordance with the Audit Commission's Code of Audit Practice (the Code) and the requirements of International Standards on Auditing (United Kingdom & Ireland) – ISA (UK&I) - 260 'Communication of Audit Matters to Those Charged With Governance'. It provides a summary of the work we have carried out during our 2006/07 audit of accounts, the conclusions we have reached and the recommendations we have made to discharge our statutory audit responsibilities to those charged with governance (in this case the Executive Board). The Code also requires us to report the outcome of our assessment of the Council's arrangements for securing economic, efficient and effective use of its resources (the 'value for money conclusion') against 12 specified criteria as detailed in Appendix 7.
- 2 Other auditing standards require us to communicate with you in other specific circumstances including:
 - where we suspect or detect fraud;
 - where there is an inconsistency between the financial statements and other information in documents containing the financial statements; and
 - non-compliance with legislative or regulatory requirements and related authorities.
- 3 We are also required to communicate to you the Audit Commission's requirements in respect of independence and objectivity, and these are set out at Appendix 2.
- 4 This report has been prepared for you to consider at the Executive Board meeting on 20 September 2007. At this meeting we invite you to:
 - approve the representation letter on behalf of the Council before we issue our opinion;
 - note the adjusted misstatements; and
 - note our recommendations for improvement in financial reporting and internal control.
- 5 Our work during the year was performed in line with the plan that we presented to you on 18 May 2006. We have issued separate reports during the year following completion of specific aspects of our programme, these are listed in Appendix 3.

Key messages

- 6 The 2006/07 financial statements were prepared ahead of the required deadline and to a good standard. We have completed our work on the statements and, subject to the receipt of the signed letter of representation, we will issue an unqualified audit opinion on 20 September 2007 (a draft report is attached at Appendix 4).
- 7 We have also completed our assessment of the Council's arrangements to secure economy, efficiency and effectiveness in its use of resources against the Audit Commission's 12 specified criteria and will issue an unqualified value for money conclusion on 20 September 2007 (a draft report is attached at Appendix 4).
- 8 Accounting standards are generally good but we have this year noted scope for more consistent application of the financial reporting standard on depreciation. We have no other issues to report to you under auditing standards and in our view the Statement on Internal Control (SIC) has been prepared in accordance with proper practice specified by CIPFA and is consistent with the findings from our audit.
- 9 We have made some recommendations for improvements in financial reporting and internal control and these are included in the action plan at Appendix 1.
- 10 The Council has taken a positive and constructive approach to our audit and we would like to take this opportunity to express our appreciation for the Council's assistance and co-operation.

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Accounts and Statement on Internal Control

- 11 We have completed our work on the Council's 2006/07 financial statements and subject to receipt of the signed letter of representation we will issue an unqualified audit opinion before the end of September.
- 12 The draft financial statements were produced in early June and approved by the Business Efficiency Board on 28 June, ahead of the 30 June deadline. The statements were prepared to a good standard and all audit queries and requests for additional information were responded to promptly.
- 13 As your auditors we are required to obtain written confirmation of certain representations from management and those charged with governance before our audit report is issued, such as acknowledgement of responsibility for the fair presentation of the financial statements in accordance with the applicable financial reporting framework and responsibility for the design and implementation of internal control to prevent and detect error.
- 14 We are also required to obtain written representations from management on matters material to the financial statements when other sufficient appropriate audit evidence cannot reasonably be expected to exist.
- 15 The final draft of the letter of representation which deals with these issues and which we request is signed by the Leader and the Chief Executive is attached at Appendix 5.

Unadjusted misstatements

- 16 We are required to report to you any misstatement in the accounts that we have identified during the course of our audit, other than those that are clearly trivial, that remain unadjusted. There are no such unadjusted misstatements to bring to your attention.

Adjustments to the financial statements

- 17 We are also required to bring to your attention misstatements that have already been corrected by management where we consider them relevant to your wider governance responsibilities. These are recorded at Appendix 6.

Accounting practices

- 18 We are also required to report to you our view on the qualitative aspects of the Council's accounting practices and financial reporting and have set out below our observations on key issues affecting the Council.

- 19 We carried out a detailed review of the financial statements against the CIPFA Statement of Recommended Practice (SORP) disclosure checklist. A number of minor deviations were identified and these have been corrected.
- 20 The Council's accounts not only need to follow the CIPFA SORP, they also need to comply with relevant financial reporting standards (FRSs). The emphasis on FRS compliance within local authority accounting has increased over recent years and is set to become even more important with the introduction of the international financial reporting standards (IFRSs) from 2008/09 onwards. The Council's current accounting policy for depreciating infrastructure assets does not fully comply with 'FRS 15: Tangible Fixed Assets'.
- 21 Currently the Council depreciates its infrastructure assets over an estimated economic useful life of 15 years. Some infrastructure assets that transferred from Cheshire County Council to Halton BC several years ago have shorter economic lives although depreciation has been charged against these assets using the standard 15 year approach. Consequently, at the end of their economic life there remains a back-log of depreciation not charged and this back-log depreciation has been written off in the final year along with the normal annual charge. Currently there is approximately £2m of such back-log depreciation within fixed assets, of which some £275k relates to 2006/07.
- 22 Officers have agreed to conduct a formal review of asset lives and depreciation rates in 2007/08 in order that depreciation can be charged correctly to future periods.

Systems of internal control

- 23 As part of our audit we consider the systems of accounting and financial control and if we identify any material weaknesses we report these to you. Members should note that we have not provided a comprehensive statement of all weaknesses which may exist in internal control or of all improvements which may be made but have addressed only those matters which have come to our attention as a result of the audit procedures we have performed.
- 24 We work closely with Internal Audit (IA) and place assurance upon their work where we can. As last year, their work has once again provided us with assurance on the reliability of internal control procedures within material financial information systems.
- 25 We are pleased to report that we have not identified any material control weaknesses but we wish to draw your attention to one particular issue in connection with your systems of internal control.

- 26 In June 2007 IA reported that they could provide only limited assurance on the controls within the newly implemented Trent payroll system. Payroll is a significant financial system and as such it is important that its controls operate effectively. IA conducted their work shortly after the introduction of the Trent system and at a time when work on the system was on-going. Although they concluded that some material controls were not operating no significant errors were identified. Internal Audit were able to give adequate assurance on the predecessor system, Delphi, which had operated for the early part of the 2006/07 year. IA' s report on the payroll system contained an action plan with seven recommendations, all of which we endorse.
- 27 We have also reviewed whether the SIC has been prepared in accordance with proper practice specified by CIPFA and is consistent with the findings from our audit. There are no matters arising in connection with this aspect of our audit.

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Use of resources

Work performed

- 28 The Code requires us to reach a conclusion on whether we are satisfied that the Council has proper arrangements in place for securing economy, efficiency and effectiveness in its use of resources – the value for money conclusion. In meeting this responsibility, we review evidence that is relevant to the Council's corporate performance management and financial management arrangements across a range of criteria specified by the Audit Commission. Our work to support our conclusion comprises of the following elements:
- use of resources assessment;
 - data quality work; and
 - the best value performance plan.

VFM conclusion

- 29 Our conclusion is that the Council has met the required standard for each of the 12 criteria specified by the Audit Commission. These are detailed in Appendix 7.
- 30 In a number of areas the Council has performed above the required standard and in particular has good arrangements in place for financial management, financial standing and internal control. In other areas as well the Council has strengthened its arrangements over the last twelve months. Two specific areas are worthy of note as follows.
- Consultation - the Council has good consultation arrangements which have informed the development and revision of the high-level priorities. There has been good progress on improving services for hard to reach groups. This is reflected in an increase in childcare places and more adults and young people accessing training. These are important areas that contribute to the Council's wider community priorities.
 - Risk management - the Council's arrangements have been evolving and improving and are being embedded throughout the Council's operation. Arrangements are being implemented to ensure that Directorate and Corporate Risk registers are reviewed each quarter with updated versions being made available on the Council's intranet and website. Risk management training is planned for members of the Business Efficiency Board which has responsibility for the effective development of risk management and corporate governance throughout the Council.

- 31 We will further evaluate the Council's progress as part of our use of resources assessment which is being carried out during September and October 2007. Our work on data quality is also being completed and we expect to report this in October 2007. There are no issues to report in relation to our work on the best value performance plan.

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Audit fee update

- 32 We reported our fee proposals as part of the Audit Plan for 2006/07. The table below reports the outturn fee against that plan:

	Plan 2006/07	Actual 2006/07
Financial statements and Statement on Internal Control	£133,829	£133,829*
Use of Resources	£61,006	£61,006*
Total Audit Fees	£194,835	£194,835
Grants certification work	£85,000	£85,000*
Other work	£16,221	£4,000

* = Anticipated fee based on information up to and including 31 July 2007

- 33 The analysis above shows that we expect our audit fee to be contained within the totals you have already agreed.
- 34 The outturn on inspection fees will be reported in the annual audit and inspection letter.

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Appendix 1 – Action plan

Page	Recommendation	Priority 1 = Low 2 = Medium 3 = High	Responsibility	Agreed	Comments	Anticipated Implementation Date
8	Conduct a review of the useful economic lives of Infrastructure assets and amend depreciation rates as required to write off the remaining book value over their revised useful economic lives.	3	Chief Accountant	Yes	Re-calculation of depreciation completed for infra structure assets, other groups of assets to be addressed along with the rolling programme of re-valuations	March 2008
8	Implement the 7 recommendations made by Internal Audit with Regard to the Trent Payroll system	3	Principal Personnel Officer Project Team Systems Co-ordinator Payroll Manager	Yes	Many of Internal Audit recommendations already in place.	December 2007

Appendix 2 – The Audit Commission’s requirements in respect of independence and objectivity

- 1 We are required to communicate the following matters to those charged with governance:
 - the principal threats, if any, to objectivity and independence identified by the auditor, including consideration of all relationships between the Council, directors and the auditor;
 - any safeguards adopted and the reasons why they are considered to be effective;
 - any independent partner review;
 - the overall assessment of threats and safeguards; and
 - information about the general policies and processes for maintaining objectivity and independence.
- 2 We are not aware of any relationships that may affect the independence and objectivity of the audit team and which are required to be disclosed under auditing and ethical standards.

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Appendix 3 – Audit reports issued

Planned output	Planned date of issue	Actual date of issue	Addressee
Audit plan	31 March 2006	Draft April 2006 Final July 2006	Executive Board
Interim audit memorandum	July 2007	Findings to be reported within the Final accounts memorandum in October 2007	Management
Annual governance report	September 2007	September 2007	Executive Board
Opinion on financial statements	September 2007	September 2007	The Council
Use of resources conclusion	September 2007	September 2007	The Council
Final accounts memorandum	October 2007	Planned for October 2007	Management
BVPP report	October 2007	Planned for October 2007	The Council
Data quality report	October 2007	Planned for October 2007	Management
Annual audit letter	14 January 2008	Planned for 14 January 2008	The Council

Appendix 4 – Proposed auditor's report

Independent Auditor's Report to Halton Borough Council

Opinion on the Financial Statements

We have audited the financial statements of Halton Borough Council and its Group for the year ended 31st March 2007 under the Audit Commission Act 1998, which comprise the Income and Expenditure Account, the Statement of Movement on the General Fund, the Statement of Total Recognised Gains and Losses, the Balance Sheet, the Cashflow Statement, the Group Accounts, the Housing Revenue Account, the Collection Fund, and the related notes. These financial statements have been prepared under the accounting policies set out within them.

This report is made solely to Halton Borough Council in accordance with Part II of the Audit Commission Act 1998 and for no other purpose, as set out in paragraph 36 of the Statement of Responsibilities of Auditors and of Audited Bodies prepared by the Audit Commission.

Respective Responsibilities of Operational Director – Financial Services (as Chief Finance Officer) and Auditors

The Operational Director – Financial Services' responsibilities for preparing the financial statements in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2006 are set out in the Statement of Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements present fairly the financial position of the Council in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2006.

We review whether the Statement on Internal Control reflects compliance with CIPFA's guidance The Statement on Internal Control in Local Government: Meeting the Requirements of the Accounts and Audit Regulations 2003. We report if it does not comply with proper practices specified by CIPFA or if the statement is misleading or inconsistent with other information we are aware of from our audit of the financial statements. We are not required to consider, nor have we considered, whether the statement on internal control covers all risks and controls. We are also not required to form an opinion on the effectiveness of the Council's corporate governance procedures or its risk and control procedures.

We read other information published with the financial statements, and consider whether it is consistent with the audited financial statements. This other information comprises only the Explanatory Foreword and the Summary of the Council's Accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of Audit Opinion

We conducted our audit in accordance with the Audit Commission Act 1998, the Code of Audit Practice issued by the Audit Commission and International Standards on Auditing (U.K. and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimated and judgements made by the Council in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Council's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements present fairly, in accordance with applicable laws and regulations and the Statement of Recommended Practice on Local Authority Accounting in the United Kingdom 2006, the financial position of the Council and its Group as at 31st March 2007 and its income and expenditure for the year then ended.

Conclusion on Arrangements for Securing Economy, Efficiency and Effectiveness in the Use of Resources

Council's Responsibilities

The Council is responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources, to ensure proper stewardship and governance, and to regularly review the adequacy and effectiveness of these arrangements.

Under the Local Government Act 1999, the Council is required to prepare and publish a Best Value Performance Plan summarising the Council's assessment of its performance and position in relation to its statutory duty to make arrangements to ensure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

Auditor's Responsibilities

We are required by the Audit Commission Act 1998 to be satisfied that proper arrangements have been made by the Council for securing economy, efficiency and effectiveness in its use of resources. The Code of Audit Practice issued by the Audit Commission requires us to report to you our conclusion in relation to proper arrangements, having regard to relevant criteria specified by the Audit Commission for Principal Local Authorities. We report if significant matters have come to our attention which prevent us from concluding that the Council has made such proper arrangements. We are not required to consider, nor have we considered, whether all aspects of the Council's arrangements for securing economy, efficiency and effectiveness in its use of resources are operating effectively.

We are required by Section 7 of the Local Government Act 1999 to carry out an audit of the Council's Best Value Performance Plan and issue a report:

- certifying that we have done so;
- stating whether we believe that the Plan has been prepared and published in accordance with statutory requirements set out in Section 6 of the Local Government Act 1999 and statutory guidance; and
- where relevant, making any recommendations under Section 7 of the Local Government Act 1999.

Conclusion

We have undertaken our audit in accordance with the Code of Audit Practice and we are satisfied that, having regard to the criteria for Principal Local Authorities specified by the Audit Commission and published in July 2005, in all significant respects, Halton Borough Council made proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31st March 2007.

Best Value Performance Plan

We issued our statutory report on the audit of the Council's Best Value Performance Plan for the financial year 2006/07 on 1st December 2006. We did not identify any matters to be reported to the Council, and we made one recommendation relating to quality control procedures followed when preparing the Best Value Performance Plan for publication.

Certificate

We certify that we have completed the audit of accounts in accordance with the requirements of the Audit Commission Act 1998 and the Code of Audit Practice issued by the Audit Commission.

Signature

Julian Farmer
District Auditor

Date

DRAFT

Appendix 5 – Management representation letter

Draft management representation letter (ISA+580)

To: Mr J Farmer
The Audit Commission
The Heath Business and Technical Park
Runcorn
Cheshire
WA7 4QF

Halton Borough Council- Audit for the year ended 31 March 2007

We confirm to the best of our knowledge and belief, having made appropriate enquiries of other directors and officers of Halton Borough Council, the following representations given to you in connection with your audit of the Council's financial statements for the year ended 31 March 2007.

We acknowledge our responsibilities under the relevant statutory authorities for preparing the financial statements which present fairly and for making accurate representations to you.

The Council has no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

Supporting records

All the accounting records have been made available to you for the purpose of your audit and all the transactions undertaken by the Council have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all Council, Executive Board and Committee meetings, have been made available to you.

Related party transactions

We confirm the completeness of the information provided regarding the identification of related parties.

The identity of, and balances and transactions with, related parties have been properly recorded and where appropriate, adequately disclosed in the financial statements

Contingent liabilities

There are no other contingent liabilities, other than those that have been properly recorded and disclosed in the financial statements. In particular:

- there is no significant pending or threatened litigation, other than those already disclosed in the financial statements;
- there are no material commitments or contractual issues, other than those already disclosed in the financial statements; and
- no financial guarantees have been given to third parties.

Law, regulations and codes of practice

There are no instances of non-compliance with laws, regulations and codes of practice, likely to have a significant effect on the finances or operations of the Council

The Council has complied with all aspects of contractual arrangements that could have a material effect on the financial statements in the event of non-compliance. There has been no non-compliance with the requirements of regulatory authorities that could have a material effect on the financial statements in the event of non-compliance.

Irregularities

We acknowledge our responsibility for the design and implementation of internal control systems to prevent and detect error.

There have been no:

- irregularities involving management or employees who have significant roles in the system of internal accounting control;
- irregularities involving other employees that could have a material effect on the financial statements; or
- communications from regulatory agencies concerning non-compliance with, or deficiencies on, financial reporting practices which could have a material effect on the financial statements.

Post balance sheet events

Since the date of approval of the financial statements by The Business Efficiency Board on 28th June 2007, no additional significant post balance sheet events have occurred which would require additional adjustment or disclosure in the financial statements.

Signed on behalf of Halton Borough Council

Signed

Name A. M . McDermott

Position Leader of the Council

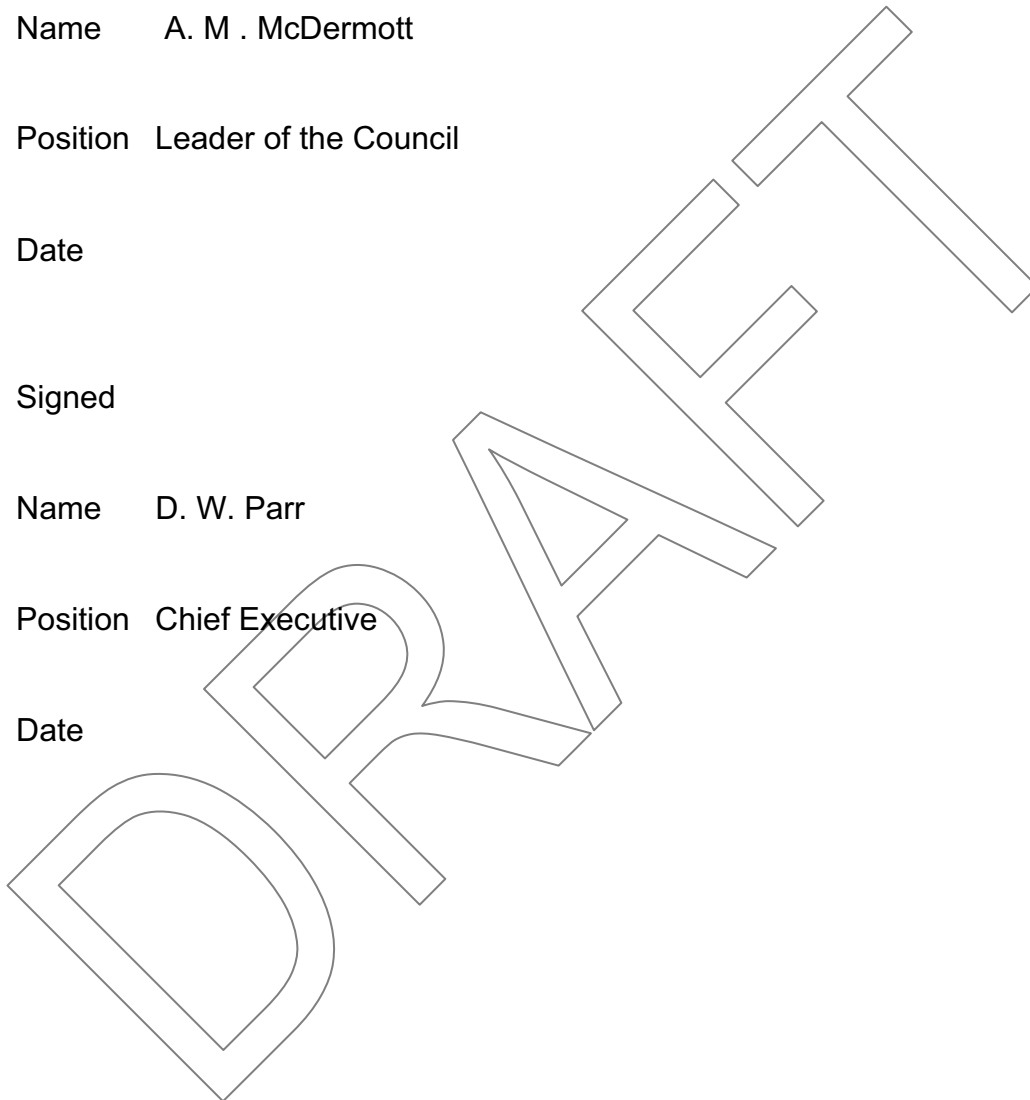
Date

Signed

Name D. W. Parr

Position Chief Executive

Date



Appendix 6 – Summary of adjusted misstatements

The following misstatements were identified during the course of our audit and the financial statements have been adjusted by management. We bring them to your attention to assist you in fulfilling your governance responsibilities.

Description of Misstatement	value £000s	Adjusted
Included revaluation gains in the calculation of gains on disposal of fixed assets. The effect was to overstate gains on disposal in the Income and Expenditure Account and the Statement of Movement on General Fund. Correcting this misstatement had a nil overall effect on balances	1,277	Yes
Incorrect analysis of the movement on general fund which in turn led to:- understatement of expenditure on Social Services overstatement of expenditure on Education Correcting this misstatement had a nil overall effect	-102 169 -67	Yes Yes Yes

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Appendix 7 – Value for money conclusion

The Audit Commission has published, in accordance with the Code of Audit Practice, 12 criteria on which auditors are required to reach a conclusion on the adequacy of an audited body's arrangements for economy, efficiency and effectiveness in its use of resources.

The Code criteria are linked to the use of resources assessment (UoR) key lines of enquiry (KLoEs). A score of Level 2 or higher under the KLoEs will result in an assessment that the Council has adequate arrangements in place for the purposes of the Code criteria. The Code criteria and the linked KLoEs are shown in the table below.

Code Criteria	Description	Criteria met?
1	The body has put in place arrangements for setting, reviewing and implementing its strategic and operational objectives.	Yes
2	The body has put in place channels of communication with service users and other stakeholders including partners, and there are monitoring arrangements to ensure that key messages about services are taken into account.	Yes
3	The body has put in place arrangements for monitoring and scrutiny of performance, to identify potential variances against strategic objectives, standards and targets, for taking action where necessary, and reporting to members.	Yes
4	The body has put in place arrangements to monitor the quality of its published performance information, and to report the results to members.	Yes
5	The body has put in place arrangements to maintain a sound system of internal control.	Yes
6	The body has put in place arrangements to manage its significant business risks.	Yes
7	The body has put in place arrangements to manage and improve value for money.	Yes
8	The body has put in place a medium-term financial strategy, budgets and a capital programme that are soundly based and designed to deliver its strategic priorities.	Yes

9	The body has put in place arrangements to ensure that its spending matches its available resources.	Yes
10	The body has put in place arrangements for managing performance against budgets.	Yes
11	The body has put in place arrangements for the management of its asset base.	Yes
12	The body has put in place arrangements that are designed to promote and ensure probity and propriety in the conduct of its business.	Yes

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REPORT TO: Executive Board

DATE: 20 September 2007

REPORTING OFFICER: Council Solicitor

SUBJECT: Licensing Act 2003 Statement of Licensing Policy

WARDS: Boroughwide

1. PURPOSE OF REPORT

To authorise a consultation on a review of the Council's statement of licensing policy.

2. RECOMMENDED: That a consultation exercise be undertaken in respect of the Council's statement of licensing policy in accordance with section 5(3) Licensing Act 2003.

3. SUPPORTING INFORMATION

- 3.1 On 15th December 2004 the Council adopted a statement of licensing policy (Minute No. COU 46/2004) in compliance with its obligations under section 5 Licensing Act 2003.
- 3.2 The licensing statement lasts for a three year period and must be re-adopted by the Council for successive three year periods. A licensing statement cannot be re-adopted before the completion of a consultation exercise.
- 3.3 Following completion of the Consultation exercise any comments and recommendations received will be reported back to the Executive Board for consideration. The re-adoption of the licensing statement is reserved for full Council to determine.

4. POLICY IMPLICATIONS

Once adopted, the statement of licensing policy will be used by applicants and the Regulatory Committee in accordance with the Licensing Act 2003.

5. OTHER IMPLICATIONS

There are no other implications arising out of this report.

6. IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

None.

6.2 Employment Learning and Skills in Halton

N/A

6.3 A Healthy Halton

N/A

6.4 A Safer Halton

None.

6.5 Halton's Urban Renewal

N/A

7. RISK ANALYSIS

N/A

8. EQUALITY AND DIVERSITY ISSUES

N/A

9. LIST OF BACKGROUND PAPERS UNDER SECTION 100D LOCAL GOVERNMENT ACT 1972

This report is based on the Licensing Act 2003 and the written responses to the consultation exercise. In addition the DCMS and LACORS web-sites have provided background information.

REPORT TO: Executive Board

DATE: 20 September 2007

REPORTING OFFICER: Strategic Director – Environment

SUBJECT: Halton Unitary Development Plan Saved Policies

WARDS: Borough Wide

1.0 PURPOSE OF THE REPORT

1.1 The purpose of this report is to seek the Board's approval of the further 'saving' of policies from the Halton UDP as part of the 'Development Plan' (**Appendix 1**).

2.0 RECOMMENDATION That:

- i) **Policies listed within Appendix 1 are submitted to the Government Office for the North West (acting on behalf of the Secretary of State) with a request that they are 'saved' as part of the 'Development Plan' for Halton beyond the expiry of the automatic three year period from adoption of the Halton UDP;**
- ii) **Policies listed within Appendix 2 are submitted to the Government Office for the North West (acting on behalf of the Secretary of State) with a request that they are no longer maintained as part of the 'Development Plan' for Halton beyond the expiry of the automatic three year period from adoption of the Halton UDP;**
- iii) **The Operational Director (Environmental & Regulatory Services) in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal be authorised to make any changes to this document as required by the Government Office for the North West;**
- iv) **Further editorial and technical changes and/or correction of printing errors that do not affect the content be agreed by the Operational Director – Environmental & Regulatory Services before the document is published; and**
- v) **The importance of replacing 'saved policies' with a new style Local Development Framework, starting with the progression of the Halton Core Strategy, is acknowledged.**

3.0 SUPPORTING INFORMATION

3.1 With the adoption of the Planning and Compulsory Purchase Act in September 2004, the system of old style plans was abolished. The 2004 Regulations,

which accompanied this Act, allowed the adopted Halton Unitary Development Plan (UDP) to be automatically saved for a period of three years from either the date of commencement of Section 38 of the Planning & Compulsory Purchase Act 2004 on 28th September 2004 or the date the plan was adopted, whichever was the latter. The UDP was adopted on 7th April 2005, therefore 'old' policies are automatically saved until 6th April 2008. The Act requires authorities to apply to the Secretary of State (via the Government Office) to issue a direction, if it becomes necessary to save specified policies beyond this three year period. This must be done six months prior to 6th April 2008 in Halton's case i.e. by 6th October 2007.

- 3.2 The Halton Local Development Framework (LDF) is intended to replace the UDP. However, given the time taken to produce the documents contained within the LDF it will be necessary to continue to save many of the 'old' policies within the UDP for a number of years, whilst these LDF documents are being prepared.
- 3.3 This situation means that the Council will have to make a request, to the Secretary of State, that a number of the 'old' adopted UDP policies are saved beyond the automatic 3 years. In general terms, authorities will be required to demonstrate that the policies they wish to "save" reflect the principles of Local Development Frameworks; are consistent with current national policy; and, in Halton's case, that it is not feasible or desirable to replace them by 6th April 2008.
- 3.4 The Government will take compliance with criteria i) – vi) below into account in considering extensions to UDP saved policies beyond the automatic 3 years. These are used to assess the extent to which policies reflect the principles of LDFs. These were detailed in a letter received from the Department for Communities and Local Government which explained the Secretary of State's protocol for requesting an extension of saved policies beyond the three year period (Appendix 3). This built upon advice contained at paragraph 5.15 of Planning Policy Statement 12 (Local Development Frameworks). Officers have analysed all UDP policies against these criteria and have produced two tables as a result detailing those policies that are intended to be requested as saved (Appendix 1) and those that are proposed to not be saved beyond the automatic 3 years (Appendix 2). These can be read in conjunction with Appendix 4 (Transitional Arrangements) of the Halton Local Development Scheme 2007 that was approved by Executive Board on 22 February 2007 and by GONW on 12 March 2007. Unsurprisingly, given that the UDP is up to date and policies and proposals within it were intended to cover a period up to 2016, Officers propose that only a small number of policies should not be saved beyond the 3 automatic year period: The criteria for consideration are:
 - (i) where appropriate, there is a clear central strategy;
 - (ii) policies have regard to the Community Strategy for the area;
 - (iii) policies are in general conformity with the regional spatial strategy or spatial development strategy;

- (iv) policies are in conformity with the core strategy development plan document (where the core strategy has been adopted);
- (v) there are effective policies for any parts of the authority's area where significant change in the use or development of land or conservation of the area is envisaged; and
- (vi) policies are necessary and do not merely repeat national or regional policy.

In addition, the Government will also have particular regard to the following, which are referred to under the 'other' column of the tables in Appendix 1 and 2:

- Policies that support the delivery of housing, including unimplemented site allocations, up to date affordable housing policies, policies relating to the infrastructure necessary to support housing;
- Policies on Green Belt general extent in structure plans and detailed boundaries in local plans/UDPs;
- Policies that support economic development and regeneration, including policies for retailing and town centres;
- Policies for waste management, including unimplemented site allocations;
- Policies that promote renewable energy; reduce impact on climate change; and safeguard water resources.

3.5 It is of note that criteria iv) is presently not applicable because the Halton Core Strategy has not been adopted. Not all policies that are proposed to be saved meet all of the other remaining criteria listed above (as in some instances specific criteria are simply not applicable) and in those instances an 'on balance' decision has been made in relation to the perceived weight attached to the criteria that have been met. A summary assessment of each policy is contained in the comments column, situated at the right hand side of the tables.

3.6 The Government Office for the North West (on behalf of the Secretary of State) need to have determined the Council's request before the 7th April 2008, as this is three years since the date the Halton Unitary Development Plan was adopted. As no determination for any Local Authority within the North West has been published to date, it is not known what the likelihood is of approval without amendment to the submitted request.

3.7 Once the Government Office has made a decision, the portfolio of 'saved policies' will gradually be reduced as documents within the new style LDF are adopted. The Council's Annual Monitoring Report (AMR) will be the mechanism to identify which saved policies are no longer required. This will mean that the UDP, as a comprehensive plan for the Borough will no longer exist.

3.8 To ensure continuity and a comprehensive spatial plan for Halton is maintained, it is imperative that emphasis now moves towards producing the portfolio of LDF documents. This process has already begun, with the adoption of a number of Supplementary Planning Documents, but more importantly with preparation of the Halton Core Strategy. Once adopted, the Core Strategy will provide the strategic spatial direction for the Halton LDF.

4.0 POLICY IMPLICATIONS

- 4.1 The 'Development Plan' forms the starting point in the consideration of planning applications for the development or use of land and currently consists of both the Regional Spatial Strategy (RSS), prepared by the regional planning bodies and the Halton UDP.
- 4.2 Once the development plan documents within the LDF are prepared these will form part of the 'Development Plan', along with the RSS. However, due to the time taken to produce these documents, they will not be adopted before 7th April 2008. Therefore in order to retain consistency in the 'Development Plan' it is necessary to ensure that all the relevant UDP policies are saved. Without the submission of the portfolio of policies that are proposed to be saved to the Government Office by 6th October 2007, the policies contained within the UDP will simply cease to exist after 6th April 2008. This reflects advice at paragraph 5.16 of PPS12.

5.0 OTHER IMPLICATIONS

- 5.1 There are no other implications.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 6.1 Children and Young People in Halton – 'saved' policies within the Unitary Development Plan would support key objectives a) ensure that children and young people in Halton enjoy a healthy lifestyle; b) to ensure that all children and young people in Halton grow up and thrive in safe environments; and e) to ensure that all children and young people in Halton have positive futures after school by embracing life long learning, employment opportunities.
- 6.2 Employment, learning and skills in Halton – 'saved' policies within the Unitary Development Plan would support key objectives a) to foster a culture of enterprise and make Halton an ideal place to start and grow economic activity and d) to develop a strong, diverse, competitive and sustainable knowledge based local economy.
- 6.3 A Healthy Halton – 'saved' policies within the Unitary Development Plan would support key objective c) to promote a healthy living environment.
- 6.4 A Safer Halton – 'saved' policies within the Unitary Development Plan would support key objective c) to create and sustain better neighbourhoods that are well designed, well built, well maintained, safe and valued by the people that live in them, reflecting the priorities of residents.
- 6.5 Urban Renewal – as a key document in supporting this priority, 'saved' policies within the UDP would support all key objectives a) – e).

7.0 RISK ANALYSIS

- 7.1 No legal or financial risks to the Council can be identified.

7.2 The Halton UDP and the Halton LDF have both been subject to a sustainability appraisal, which should have identified and mitigated for any social, environmental or economic implications of these documents.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are no Equality and Diversity implications arising from this report.

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

Document	Place of Inspection	Contact Officer
Town and Country Planning (Local Development) (England) Regulations 2004	Planning & Policy Division Rutland House	Andrew Pannell
Planning and Compulsory Purchase Act 2004	Planning & Policy Division Rutland House	Andrew Pannell
Planning Policy Statement 12: Local Development Frameworks	Planning & Policy Division Rutland House	Andrew Pannell
Adopted Halton UDP (April 2005)	Planning & Policy Division Rutland House	Andrew Pannell
Halton Local Development Scheme 2007	Planning & Policy Division Rutland House	Andrew Pannell

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
	Halton Unitary Development Plan Proposals Map (and associated Proposals Map key)	Yes	Yes	Yes	Largely	N/A	Yes	Yes	Proposals that: support the delivery of housing; relate to green belt; support economic development and regeneration (including retailing and town centres) particularly	Save. The Halton UDP Proposals Map meets the criteria for saving and it is essential that it is saved.
S1	Regeneration	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports the delivery of housing, economic development and regeneration	Save. This policy meets with the criteria for saving. It is an overarching policy that forms part of a clear central strategy which identifies areas where major regenerative change is anticipated. It supports the Community Strategy, is in general conformity with the RSS, is different to national planning advice and meets other objectives of supporting the delivery of housing, economic development and regeneration within Action Areas in Southern Widnes, Central Widnes, Widnes Waterfront, Runcorn & Weston Docks, Halebank and Castlefields & Norton Priory and provides the link to a number of SPDs.
S2	The Built Environment	Please refer to following schedule							Not Proposed to be saved	
S3	The Green Environment	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS and builds upon national planning advice in PPS1 in particular.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
S4	Pollution and Health	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS and builds upon national planning advice in PPS23 and PPG24.
S5	Major Accident Land Use Risk	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy deals with an important local issue, meets several of the PPS12 tests and should therefore be saved. It is in general conformity with RSS and builds upon national advice, including Control of Major Accident Hazards Regulations 1999 (COMAH); Planning (Control of Major Accident Hazards) Regulations 1999; Circular 04/2000 (Planning Controls for Hazardous Substances); DfT Circular 01/2002 (Control of Development in airport public safety zones). It is underpinned by European legislation in the Seveso II Directive (as amended by Directive 2003/105/EC). The policy also supports the emerging Planning for Risk SPD.
S6	Reuse and Remediation of Previously Used or Contaminated Land	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Supports regeneration	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS, supplements national planning advice in PPS23 to some degree and supports regeneration. It partially repeats Draft RSS (Policy EM2) and therefore the proposal to save it needs to be reviewed once draft RSS is adopted.
S7	Minerals and Waste	Yes	No	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with RSS and complements national planning advice in PPS10 and MPS1. It also contains policies for waste management.
S8	Sustainable Waste Management Facilities	Yes	Yes	Yes	Partially	N/A	N/A	Yes	Waste Management	Save. This policy supports the Community Strategy, is in broad conformity with RSS and contains policies for waste management. It is in partial conformity with PPS10 due to the presence of criterion a) BPEO. On balance it is considered that the policy merits saving.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
S9	Waste Management Facilities	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS and reflects national planning advice in PPS10. It also contains policies for waste management.
S10	Reducing Greenhouse Gas Emissions	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Reduce impact on climate change	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS and reflects national planning advice in PPS1. It also contains policies to reduce the impact on climate change.
S11	Renewable Energy Sources	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Promotion of Renewable Energy	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS and reflects national planning advice in PPS22. It also contains policies to promote renewable energy.
S12	Areas at Risk from Flooding	Please refer to following schedule							Not Proposed to be saved	
S13	Transport	Yes	Yes	Yes	Yes	N/A	N/A	Yes (some repetition)	Supports economic development and regeneration	Save. This policy supports the Community Strategy, is in general conformity with RSS but contains some repetition of national planning advice in PPS1 and PPG13. It supports economic development and regeneration. and on balance is proposed to be saved.
S14	A New Crossing of the River Mersey	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports economic development and regeneration	Save. This policy meets with the criteria for saving. It is specific to Halton and does repeat national or regional policy. It supports the development of a major transport scheme within the borough that would underpin economic development and regeneration. It also supports the emerging Southern Widnes Regeneration Area SPD.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
S15	Leisure and Tourism	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS and builds upon national planning advice in the Good Practice Guide on Planning for Tourism.
S16	Retail Hierarchy	Yes	Yes	Yes	Yes	N/A	Partially (town centres)	Yes	Supports retailing and town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS, builds upon national planning advice in PPS6 and supports economic development and regeneration, including policies for retailing and town centres.
S17	Retail Development	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports retailing and town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS, builds upon national planning advice in PPS6 and supports economic development and regeneration, including policies for retailing and town centres.
S18	Provision of Land for Housing	Yes	Yes	Yes	Partially	N/A (will be reviewed when more up to date evidence base available)	Yes	Yes	Supports the delivery of housing	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, largely conforms with RSS, builds upon national planning advice in PPS3 and supports the delivery of housing.
S19	Provision of Land for Employment	Yes	Yes	Yes	Yes	N/A (will be reviewed when more up to date evidence base available)	Yes	Yes	Supports economic development and regeneration	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS, builds upon national planning advice in PPG4 and supports economic development and regeneration..

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
S20	Regional Investment Sites	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports economic development and regeneration	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with RSS, builds upon national planning advice in PPG4 and supports economic development and regeneration..
S21	Green Belt	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Policies on Green Belt	Save. This policy meets with the criteria for saving, it supports the Community Strategy, conforms with RSS, provides a Halton context to national planning advice in PPG2 and indicates the extent of the green belt for Halton.
S22	Unallocated Land in Urban Areas	Yes	N/A	N/A	N/A	N/A	N/A	Yes	N/A	Save. This policy forms part of a clear central strategy and is Halton specific, being materially different to national and regional advice. Key sites are shown as unallocated land on the UDP Proposals Map and therefore the policy should be saved.
S23	Open Countryside	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, conforms with RSS and builds upon national planning advice in PPS1.
S24	Sustainable Urban Extensions	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports the delivery of housing	Save. This policy meets with the criteria for saving, it supports the Community Strategy, conforms with RSS and builds upon national planning advice in PPS1 and PPS3 and supports the delivery of housing, including the infrastructure necessary to support it.
S25	Planning Obligations	Yes	Yes	Yes	N/A	N/A	N/A	Yes	Partially (infrastructure to support housing)	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, conforms with adopted RSS and builds upon national planning advice in PPS1 and Circular 5/2005 and may support the delivery of infrastructure necessary to support housing.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
Chapter 1 - Regeneration										
RG1	Action Area 1 - Southern Widnes	Yes	Yes	Yes	Yes	N/A	Yes supports change in a Regeneration Action Area	Yes	Supports the delivery of housing and regeneration	Save. This policy meets with the criteria for saving. It forms part of a very clear central strategy which identifies areas where major regenerative change is anticipated. It supports the Community Strategy, is in general conformity with the RSS, is different to national planning advice and meets other objectives of supporting the delivery of housing and regeneration. The policy also supports the emerging draft Southern Widnes SPD, which along with the Mersey Gateway Regeneration Strategy will be of importance for identifying and justifying regeneration opportunities in connection with the planned Mersey Gateway Bridge.
RG2	Action Area 2 - Central Widnes	Yes	Yes	Yes	Yes	N/A	Yes supports change in a Regeneration Action Area	Yes	Supports retailing and town centres and regeneration	Save. This policy meets with the criteria for saving. It forms part of a very clear central strategy which identifies areas where major regenerative change is anticipated. It supports the Community Strategy, is in general conformity with the RSS, is different to national planning advice and meets other objectives of supporting retailing and town centres and regeneration. The policy would also support the emerging Widnes Town Centre Action Area Plan.
RG3	Action Area 3 - Widnes Waterfront	Yes	Yes	Yes	Yes	N/A	Yes supports change in a Regeneration Action Area	Yes	Supports economic development and regeneration	Save. This policy meets with the criteria for saving. It forms part of a very clear central strategy which identifies areas where major regenerative change is anticipated. It supports the Community Strategy, is in general conformity with the RSS, is different to national planning advice and meets other objectives of supporting economic development and regeneration. The policy also supports the adopted Widnes Waterfront SPD.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
RG4	Action Area 4 - Runcorn and Weston Docklands	Yes	Yes	Yes	Yes	N/A	Yes supports change in a Regeneration Action Area	Yes	Supports economic development and regeneration	Save. This policy meets with the criteria for saving. It forms part of a very clear central strategy which identifies areas where major regenerative change is anticipated. It supports the Community Strategy, is in general conformity with the RSS, is different to national planning advice and meets other objectives of supporting economic development and regeneration. The policy would also support the future Runcorn and Weston Docks Regeneration Action Area SPD.
RG5	Action Area 5 - Halebank	Yes	Yes	Yes	Yes	N/A	Yes supports change in a Regeneration Action Area	Yes	Supports the delivery of housing, economic development and regeneration	Save. This policy meets with the criteria for saving. It forms part of a very clear central strategy which identifies areas where major regenerative change is anticipated. It supports the Community Strategy, is in general conformity with the RSS, is different to national planning advice and meets other objectives of supporting the delivery of housing, economic development and regeneration. The policy also supports the draft Halebank Regeneration Action Area SPD.
RG6	Action Area 6 - Castlefields and Norton Priory	Yes	Yes	Yes	Yes	N/A	Yes supports change in a Regeneration Action Area	Yes	Supports the delivery of housing and regeneration	Save. This policy meets with the criteria for saving. It forms part of a very clear central strategy which identifies areas where major regenerative change is anticipated. It supports the Community Strategy, is in general conformity with the RSS, is different to national planning advice and meets other objectives of supporting the delivery of housing regeneration. The policy also supports the adopted Castlefields and Norton Priory Regeneration Action Area SPD.

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Chapter 2 - Built Environment										
BE1	General Requirements for Development	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets the criteria for saving, in particular it supports one of the aims of the Community Strategy in relation to the urban fabric of the Borough, and provides further detail to the relevant policies within the RSS and Draft RSS, it is materially different to detailed national planning advice and provides the link to a number of SPDs.
BE2	Quality of Design	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets the criteria for saving, it supports the Community Strategy, is in conformity with the RSS, in particular it provides further detail to policy DP3 of the RSS and policy DP6 of the Draft RSS (as numbered in Panel Report), does not repeat national planning advice and provides a link to a number of SPDs.
BE3	Environment Priority Areas	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets the criteria for saving, in particular it supports the Community Strategy, which contains an objective to 'enhance, promote and celebrate the quality of the built and natural environment in Halton.'
BE4	Scheduled Ancient Monuments	Yes	Yes	Yes	Yes	N/A	Conserve SAMs	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, particularly ER3 of the RSS and EM1 of the Draft RSS, is materially different to PPG 16 and provides a policy for conservation
BE5	Other Sites of Archaeological Importance	Yes	Yes	Yes	Yes	N/A	Conserve archaeological important sites	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, particularly ER3 of the RSS and EM1 of the Draft RSS, is materially different to PPG 16 and provides a policy for conservation.

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BE6	Archaeological Evaluations	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, particularly ER3 of the RSS and EM1 of the Draft RSS, is materially different to PPG 16 and provides a policy for conservation.
BE7	Demolition of Listed Buildings	Yes	Yes	Yes	Yes	N/A	Conserve Listed Buildings	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, particularly ER3 of the RSS and EM1 of the Draft RSS, is materially different to PPG 15 and provides a policy for conservation.
BE8	Changes of Use of Listed Buildings	Yes	Yes	Yes	Yes	N/A	Conserve Listed Buildings	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, particularly ER3 of the RSS and EM1 of the Draft RSS, is materially different to PPG 15 and provides a policy for conservation.
BE9	Alterations and Additions to Listed Buildings	Yes	Yes	Yes	Yes	N/A	Conserve Listed Buildings	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, particularly ER3 of the RSS and EM1 of the Draft RSS, is materially different to PPG 15 and provides a policy for conservation.
BE10	Protecting the Setting of Listed Buildings	Yes	Yes	Yes	Yes	N/A	Conserve Listed Buildings	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy,, is in general conformity with the RSS, particularly ER3 of the RSS and EM1 of the Draft RSS, is materially different to PPG 15 and provides a policy for conservation.
BE11	Enabling Development and the Conservation of Heritage Assets	Yes	Yes	Yes	Yes	N/A	Conservation	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, which states that 'we need to retain a clear sense of place and retain features that make Halton distinctive', is in general conformity with the RSS, is materially different to PPG 15 and provides a policy for conservation.

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Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
BE12	General Development Criteria - Conservation Areas	Yes	Yes	Yes	Yes	N/A	Conserve Conservation Areas	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, which states that 'we need to retain a clear sense of place and retain features that make Halton distinctive', is in general conformity with the RSS, is materially different to PPG 15 and provides a policy for conservation.
BE13	Demolition in Conservation Areas	Yes	Yes	Yes	Yes	N/A	Conserve Conservation Areas	Yes	N/A	Save. This policy meets the majority of criteria for saving, it supports the Community Strategy, which states that 'we need to retain a clear sense of place and retain features that make Halton distinctive', and is in general conformity with the RSS. However, PPG15 does elude to the concept covered by this policy.
BE14	Outline Applications - Conservation Areas	Please refer to following schedule							Not Proposed to be saved	
BE15	Local List of Buildings and Structures of Architectural and Historic Interest	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to detailed national planning advice and in particular it will add a local dimension to regional and national policy. It will also support the Local List SPD.
BE16	Alterations to and New Shop Fronts	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy and is in general conformity with the RSS. It has been partially superseded by the DDA and Part M. It has links to draft Town Centre SPDs and the adopted Shop Fronts, Signage and Advertising SPD.

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Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
BE17	Advertising and Advertisements	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to detailed national planning advice and provides a link to the adopted Shop Fronts, Signage and Advertising SPD.
BE18	Access to New Buildings Used by the Public	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy and is in general conformity with the RSS, It has been partially superseded by the DDA and Part M. It has links to draft Town Centre SPDs and the adopted Shop Fronts, Signage and Advertising SPD.
BE19	Disabled Access for Changes of Use, Alterations and Extensions	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy and is in general conformity with the RSS, It has been partially superseded by the DDA and Part M. It has links to draft Town Centre SPDs and the adopted Shop Fronts, Signage and Advertising SPD.
BE20	Disabled Access in Public Places	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy and is in general conformity with the RSS, It has been partially superseded by the DDA and Part M. It has links to draft Town Centre SPDs and the adopted Shop Fronts, Signage and Advertising SPD.
BE21	Telecommunications Apparatus	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to detailed national planning advice and provides the link to the adopted Telecommunications SPD.

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
BE22	Boundary Walls and Fences	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to detailed national planning advice and provides a link to the adopted Designing for Community Safety SPD.
BE23	Temporary Buildings	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and is materially different to detailed national planning advice.
Chapter 3 - The Green Environment										
GE1	Control of Development in the Green Belt	Yes	N/A	Yes	Yes	N/A	Green Belt	Yes but partial repetition of PPG2.	N/A	Save. This policy generally meets the criteria for saving, in particular it continues to ensure that the general extent of the Green Belt will be maintained. However, there is some repetition of PPG2.
GE2	Hale Village Green Belt	Yes	N/A	Yes	Yes	N/A	Green Belt	Yes	N/A	Save. This policy generally meets the criteria for saving, it is in general conformity with the RSS, is materially different to PPG2 and it continues to ensure that the general extent of the Green Belt will be maintained.
GE3	Extensions, Alterations and Replacement of Existing Dwellings in the Green Belt	Yes	N/A	Yes	Yes	N/A	Green Belt	Yes	N/A	Save. This policy generally meets the criteria for saving, it is in general conformity with the RSS, is materially different to PPG2 and it continues to ensure that the general extent of the Green Belt will be maintained.
GE4	Re-use of Buildings in the Green Belt	Yes	N/A	Yes	Yes	N/A	Green Belt	Yes	N/A	Save. This policy generally meets the criteria for saving, it is in general conformity with the RSS, is materially different to PPG2, providing more detail to the criteria provided within this guidance, and it continues to ensure that the general extent of the Green Belt will be maintained.

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Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
GE5	Outdoor Sport and Recreation Facilities in the Urban Fringe and Open Countryside	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and is materially different to detailed national planning advice.
GE6	Protection of Designated Greenspace	Yes	Yes	Yes	Yes	N/A	Conserve greenspace	Yes	N/A	Save. This policy meets the criteria for saving, it is in conformity with EC9 of the RSS and EM3 of the Draft RSS and contributes to the objectives of the Community Strategy. It also provides for the conservation of greenspace.
GE7	Proposed Greenspace Designations	Yes	Yes	Yes	Yes	N/A	Conserve greenspace	Yes	N/A	Save. This policy meets the criteria for saving it supports the Community Strategy, is in general conformity with the RSS, is materially different to detailed national planning advice and is specific to Halton. It also provides for the conservation of greenspace.
GE8	Development within Designated Greenspace	Yes	Yes	Yes	Yes	N/A	Conserve greenspace	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and is materially different to detailed national planning advice. It also provides for the conservation of greenspace.
GE9	Redevelopment and Changes of Use of Redundant School Buildings	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS and is materially different to detailed national planning advice.
GE10	Protection of Linkages in Greenspace Systems	Yes	Yes	Yes	Yes	N/A	Conserve greenspace	Yes	N/A	Save. This policy meets the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, notably Policy UR3 of the RSS and EM3 of the Draft RSS, and is materially different to detailed national planning advice. It also provides for the conservation of greenspace.

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Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
GE11	Protection of Incidental Greenspaces	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, notably Policy UR10 of the RSS and EM3 of the Draft RSS, and is materially different to detailed national planning advice.
GE12	Protection of Outdoor Playing Space for Formal Sport And Recreation	Yes	Yes	Yes	Yes	N/A	Outdoor playspace	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, which states that we should 'support and sustain thriving neighbourhoods and open spaces that meet people's expectations and add to their enjoyment of life', is in general conformity with the RSS, is materially different to national planning advice and provides a policy for the conservation of outdoor play space.
GE13	Intensifying Use of Existing Outdoor Sports and Recreation Provision	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, which states that 'there needs to be plenty of things to do and places to go - culture, leisure, sport, community, shopping - for all members of the community, young and old alike', is in general conformity with the RSS and is materially different to national planning advice.
GE14	Noise Generating Sports	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and is materially different to both PPG17 and PPG24.
GE15	Protection of Outdoor Playing Space for Children	Yes	Yes	Yes	Yes	N/A	Outdoor playspace	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, which states that we should 'support and sustain thriving neighbourhoods and open spaces that meet people's expectations and add to their enjoyment of life', is in general conformity with the RSS, is materially different to national planning advice and provides a policy for the conservation of outdoor play space.

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GE16	Protection of Allotments	Yes	N/A	Yes	Yes	N/A	Allotments	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat national planning advice and it provides the opportunity to conserve the allotments of the Borough.
GE17	Protection of Sites of International Importance for Nature Conservation	Please refer to following schedule								Not Proposed to be saved
GE18	Protection of Sites of National Importance for Nature Conservation	Yes	N/A	Yes	Yes	N/A	Conserve nature conservation sites	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS and it meets with the requirements of PPS9, which requires SSSIs to be given a high degree of protection.
GE19	Protection of Sites of Importance for Nature Conservation	Yes	N/A	Yes	Yes	N/A	Conserve nature conservation sites	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS and it meets with the requirements of PPS9, which states that criteria-based policies should be established.
GE20	Protection and Creation of Local Nature Reserves	Yes	N/A	Yes	Yes	N/A	Conserve nature conservation sites	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, is materially different to detailed national planning advice and it provides the opportunity to conserve site of local nature value.
GE21	Species Protection	Yes	N/A	Yes	Yes	N/A	Conserve protected species	Yes	N/A	Save. This policy generally meets the criteria for saving, it is in general conformity with the RSS, in particular it is in conformity with ER5 of the RSS and EM1 of the Draft RSS. However part of this policy is in conflict with PPS9, which states that 'many individual wildlife species receive statutory protection under a range of legislative provisions, and specific policies in respect of these species should not be included in local development documents'.

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GE22	Protection of Ancient Woodlands	Yes	N/A	Yes	Yes	N/A	Conserve ancient woodland	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, is materially different to detailed national planning advice and it provides the opportunity to conserve ancient woodland.
GE23	Protection of Areas of Special Landscape Value	Yes	N/A	Yes	Yes	N/A	Conserve areas of landscape value	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly ER1 of the RSS and EM1 of the Draft RSS, it does not repeat PPS7 or other national planning advice and it provides the opportunity to conserve areas of special landscape value.
GE24	Protection of Important Landscape Features	Yes	N/A	Yes	Yes	N/A	Conserve important landscape features	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly ER1 of the RSS and EM1 of the Draft RSS, it does not repeat PPS7 or other national planning advice and it provides the opportunity to conserve important landscape features.
GE25	Protection of Ponds	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly ER1 of the RSS and EM1 of the Draft RSS and it does not repeat national or regional planning advice.
GE26	Protection of Hedgerows	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly ER1 of the RSS and EM1 of the Draft RSS and it supplements the Hedgerow Regulations and does not repeat other national or regional planning advice.
GE27	Protection of Trees and Woodland	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly ER6 of the RSS and EM1 of the Draft RSS and it does not repeat national or regional planning advice.

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GE28	The Mersey Forest	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly ER6 of the RSS and EM1 of the Draft RSS and it does not repeat national or regional planning advice.
GE29	Canals and Rivers	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat national or regional planning advice and it is specific to Halton.
GE30	The Mersey Coastal Zone	Yes	N/A	Yes	Yes	N/A	Conserve Mersey Coastal Zone	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly SD7 of the RSS and RD4 of the Draft RSS, it does not repeat national or regional planning advice and it provides the opportunity to conserve parts of the Mersey Coast.
Chapter 4 - Pollution and Risk										
PR1	Air Quality	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, in particular it meets with the requirements of PPS23, which states that planning policy 'should set out the criteria against which applications for potentially polluting developments will be considered'.
PR2	Noise Nuisance	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets the criteria for saving, supports the Community Strategy, is in general conformity with the RSS and complements PPG24.

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PR3	Odour Nuisance	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, in particular it meets with the requirements of PPS23, which states that planning policy 'should set out the criteria against which applications for potentially polluting developments will be considered'.
PR4	Light Pollution and Nuisance	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, in particular it meets with the requirements of PPS23, which states that planning policy 'should set out the criteria against which applications for potentially polluting developments will be considered'.
PR5	Water Quality	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Safeguard water resources	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, in particular EQ3 of the RSS and EM5 of the Draft RSS, it does not repeat national planning advice and it provides the opportunity to safeguard water quality.
PR6	Land Quality	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, particularly policy EM4 of Draft RSS, and it does not repeat national planning advice.
PR7	Development Near to Established Pollution Sources	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the community strategy, is in general conformity with the RSS and it does not repeat PPS23 or other national or regional planning advice.
PR8	Noise Sensitive Developments	Yes	N/A	Yes	Yes	N/A	N/A	Yes, but partially repetition of PPG24	N/A	Save. This policy generally meets with the criteria for saving, and is in general conformity with the RSS, however, there is some repetition of PPG24.

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PR9	Development within the Liverpool Airport Public Safety Zone	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the community strategy, is in general conformity with the RSS, in particular RT5 of the Draft RSS (Panel Report numbering), and it does not repeat national or regional planning advice, however there is some repetition of DfT Circular 1/2002.
PR10	Development within the Liverpool Airport Height Restriction Zone	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the community strategy, is in general conformity with the RSS, in particular RT5 of the Draft RSS (Panel Report numbering), and it does not repeat national or regional planning advice.
PR11	Development of Sites Designated under the Control of Major Hazards (Planning) Regulations 1999 (COMAH)	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets the criteria for saving and meets the requirements of the SEVESO II Directive and Circular 04/00.
PR12	Development on Land Surrounding COMAH Sites	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets the criteria for saving and meets the requirements of the SEVESO II Directive and Circular 04/00.
PR13	Vacant and Derelict Land	Please refer to following schedule							Not Proposed to be saved	
PR14	Contaminated Land	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, in particular it meets with the requirements of PPS23, which states that LPAs should have policies 'dealing with the potential for contamination and the remediation of land so that it is suitable for the proposed development/use'.
PR15	Groundwater	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Safeguard water resources	Save. This policy generally meets with the criteria for saving, it protects groundwater and is general conformity with the policies of the RSS.
PR16	Development and Flood Risk	Yes	N/A	Yes	Yes	N/A	N/A	Yes but partial repetition of PPS25.	N/A	Save. This policy generally meets with the criteria for saving, however, there is some repetition with PPS25 and the need to prepare Flood Risk Assessments.

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Chapter 5 - Minerals and Waste Management										
MW1	All Minerals and Waste Management Developments	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 (including Annex E), MPS1 or other national or regional guidance and it provides policy for waste management
MW2	Requirements for all Applications	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10, MPS1 or other national or regional guidance and it provides guidance in relation to waste management
MW3	Requirements for all Waste Management Applications	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 or other national or regional guidance and it provides guidance in relation to waste management
MW4	Aggregate Minerals	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly policies ER9 of RSS and EM7 of Draft RSS, and it does not repeat advice contained within MPS1 (including annex 1) or other national or regional guidance. However, it should be noted that MPG6 has now been replaced by MPS1 annex 1.
MW5	Protection of Mineral resources	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly policies ER9 of RSS and EM7 of Draft RSS, and it does not repeat advice contained within MPS1 (including annex 1) or other national or regional guidance. However, it should be noted that MPG6 has now been replaced by MPS1 annex 1.

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MW6	Aftercare	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS and it does not repeat advice contained within MPS1, MPG7, PPS10 or other national or regional guidance.
MW7	Waste Recycling and Collection Facilities	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, particularly EQ4 of the RSS and EM10 of Draft RSS, and is materially different to PPS10 and other national and regional planning advice. It also provides policy for waste management
MW8	Aerobic Composting Facilities	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 or other national or regional guidance and it provides guidance in relation to waste management
MW9	Anaerobic Digestion Facilities	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 or other national or regional guidance and it provides guidance in relation to waste management
MW10	Wastewater and Sewage Treatment Facilities	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and it does not repeat national planning advice
MW11	Extensions to Wastewater Treatment Facilities	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and it does not repeat national planning advice
MW12	Recycling and Household Waste Centres	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 or other national or regional guidance and it provides guidance in relation to waste management

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
MW13	Energy Recovery	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 or other national or regional guidance and it provides guidance in relation to waste management
MW14	Incineration	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 or other national or regional guidance and it provides guidance in relation to waste management
MW15	Landfill/Landrising of Non-inert Wastes	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 or other national or regional guidance and it provides guidance in relation to waste management
MW16	Landfill/Landrising of Inert Wastes	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 or other national or regional guidance and it provides guidance in relation to waste management
MW17	Waste Recycling	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Waste Management	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, it does not repeat advice contained within PPS10 or other national or regional guidance and it provides guidance in relation to waste management
MW18	Energy from Non-fossil Sources	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Renewable energy	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, particularly policies ER13 of the RSS and EM17 and EM18 of the Draft RSS, is materially different to PPS22, other national and regional planning advice and promotes renewable energy.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies	Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments	
Chapter 6 - Transport										
TP1	Public Transport Provision as Part of New Development	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is general conformity with the RSS and does not repeat PPG13 or other national or regional planning advice.
TP2	Existing Public Transport Facilities	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is general conformity with the RSS, particularly policies T2 and T10 of RSS and RT3 of Draft RSS, it does not repeat PPG13 or other national or regional planning advice, it is intended to conserve the existing public transport facilities within the Borough and is specific to Halton.
TP3	Disused Public Transport Facilities	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is general conformity with the RSS, it does not repeat national or regional planning advice, it is intended to allow for the re-opening of currently dis-used transport facilities and is specific to Halton.
TP4	New Public Transport Facilities	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, does not repeat PPG13 or other national or regional advice, it is intended to allow for new transport facilities and is specific to Halton.
TP5	Taxi Ranks and Offices	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS and does not repeat national or regional advice.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
TP6	Cycle Provision as Part of New Development	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, which states 'we need to further develop opportunities for walking and cycling'. It is general conformity with the RSS, notably policies UR3 of the RSS and RT8 of Draft RSS, and does not repeat PPG13 or other national or regional planning advice.
TP7	Pedestrian Provision as Part of New Development	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, which states 'we need to further develop opportunities for walking and cycling'. It is general conformity with the RSS, notably policies UR3 of the RSS and RT8 of Draft RSS, and does not repeat PPG13 or other national or regional planning advice.
TP8	Pedestrian Improvement Schemes	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, which states 'we need to further develop opportunities for walking and cycling'. It is general conformity with the RSS, notably policies UR3 of the RSS and RT8 of Draft RSS, and does not repeat PPG13 or other national or regional planning advice.
TP9	The Greenway Network	Yes	Yes	Yes	Yes	N/A	Conserve Greenway Network	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is general conformity with the RSS, notably policies UR3 of the RSS and RT8 of Draft RSS, does not repeat PPG13 or other national or regional planning advice and provides policy to conserve the Greenway Network.
TP10	The Trans-Pennine Trail and Mersey Way	Yes	Yes	Yes	Yes	N/A	Conserve Greenway Network	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is general conformity with the RSS, does not repeat PPG13 or other national or regional planning advice and provides policy to conserve the Greenway Network.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
TP11	Road Schemes	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, does not repeat national or regional advice and is specific to Halton.
TP12	Car Parking	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS and does not repeat national or regional advice. It should be noted that the Council will also be looking to save Appendix 1 of the UDP to accompany this policy
	UDP Appendix 1 Transport Parking Standards	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. Appendix relates to Policy TP12 above and is saved for the same reasons.
TP13	Freight	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, meets the requirements of PPG13 in relation to freight and does not repeat national or regional advice.
TP14	Transport Assessments	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS, notably policies DP2 of RSS and DP9 of Draft RSS and does not repeat national or regional advice.
TP15	Accessibility to New Development	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and does not repeat national or regional advice.
TP16	Green Travel Plans	Yes	N/A	Yes	Yes	N/A	N/A	Yes, but partial repetition of PPG13.	N/A	Save. This policy generally meets with the criteria for saving and it is in general conformity with the RSS, however there is some partial repetition of PPG13.

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Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
TP17	Safe travel for All	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, notably T10 of RSS and DP6 and RT4 of Draft RSS, and does not repeat national or regional advice.
TP18	Traffic Management	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it is in general conformity with the RSS and does not repeat national or regional advice.
TP19	Air Quality	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, notably policies EQ2 of RSS and RT4 of Draft RSS, and does not repeat national or regional advice.
TP20	Liverpool Airport	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and does not repeat national or regional advice.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
Chapter 7 - Leisure, Tourism and Community Facilities										
LTC1	Developments of Major Leisure and Community Facilities within Designated Shopping Centres	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to PPS6 and supports economic development and regeneration, including policies for retailing and town centres.
LTC2	Developments of Major Leisure and Community Facilities on the Edge of Designated Shopping Centres	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to PPS6 and supports economic development and regeneration, including policies for retailing and town centres.
LTC3	Development of Major Leisure and Community Facilities in Out-of-Centre locations	Yes	Yes	Yes	Yes	N/A	Yes	Yes (repeats national in part)	Supports town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to PPS6 and supports economic development and regeneration, including policies for retailing and town centres.
LTC4	Development of Local Leisure and Community Facilities	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Infrastructure necessary to support housing and supports town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to PPS6 and supports policies relating to the infrastructure necessary to support housing and economic development and regeneration, including policies for retailing and town centres.
LTC5	Protection of Community Facilities	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Infrastructure necessary to support housing	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to detailed national planning advice and supports infrastructure necessary to support housing.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
LTC6	Children's Day Care Provision	Yes	Yes	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and is materially different to detailed national planning advice.
LTC7	The Proposed Halton Arts and Cultural Centre Site	Please refer to following schedule							Not proposed to be saved	
LTC8	Protection of Tourism Attractions	Yes	Partially	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and is materially different to detailed national planning advice.
LTC9	Tourism Development	Yes	Partially	Yes	Yes	N/A	Yes	Yes	Supports economic development and regeneration	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to detailed national planning advice and supports economic development and regeneration.
LTC10	Water Based Recreation	Yes	Yes	Yes	Yes	N/A	Potentially	Yes	N/A	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and is materially different to detailed national planning advice. NB it will need to be kept under review to ensure that it meets with HRA requirements.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
Chapter 8 - Shopping and Town Centres										
TC1	Retail and Leisure Allocations	Yes	Yes	Yes	Yes	N/A (will be reviewed when more up to date evidence base available)	Yes	Yes	Infrastructure necessary to support the delivery of housing and supports retailing and town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is different to national planning advice and meets other objectives of providing infrastructure necessary to support housing and supporting economic development and regeneration, including policies for retailing and town centres. It also supports the draft Runcorn Old Town and Halton Lea Town centre Strategy SPDs.
TC2	Retail Development to the Edge of Designated Shopping Centres	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports retailing and town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is materially different to detailed national planning advice in PPS6 and supports economic development and regeneration, including policies for retailing and town centres.
TC3	Warrington Road/Eastern Widnes Bypass Site	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports retailing and town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, is different to national planning advice in PPS6 and supports economic development and regeneration, including policies for retailing and town centres.
TC4	Retail Development within Designated Shopping Centres	Yes	Yes	Yes	Yes	N/A	Yes	Yes. (Repeats national in part)	Supports retailing and town centres	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, has a material difference to national planning advice in PPS6 and supports economic development and regeneration, including policies for retailing and town centres.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
TC5	Design of Retail Development	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Supports retailing and town centres	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, does not repeat national planning advice and supports economic development and regeneration, including policies for retailing and town centres. It also supports the adopted Shop Fronts, Signage and Advertising SPD
TC6	Out of Centre Retail Development	Yes	Yes	Yes	Yes	N/A	Yes	Yes. (Albeit repeats national in part, there are important material differences).	Supports retailing and town centres	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, has material differences to national planning advice in PPS6 and supports economic development and regeneration, including policies for retailing and town centres.
TC7	Existing Small Scale Local Shopping Facilities Outside Defined Shopping Centres	Yes	N/A	Yes	Yes	N/A	N/A	Yes	N/A	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS and builds upon national planning advice in PPS6.
TC8	Non-retail Uses within Primary and Secondary Shopping Areas	Yes	N/A	Yes	Yes	N/A	N/A	Yes	Supports retailing and town centres	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPS6 and supports economic development and regeneration, including policies for retailing and town centres.
TC9	Non-retail Uses within Neighbourhood Centres	Yes	Yes	N/A	N/A	N/A	N/A	Yes	Supports retailing and town centres	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, builds upon national planning advice in PPS6 and supports economic development and regeneration, including policies for retailing and town centres.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
TC10	Runcorn Mixed Town Centre Uses Area	Yes	Yes	Yes	Yes	N/A (will be reviewed when more up to date evidence base available)	Yes	Yes	Supports retailing and town centres	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPS6 and supports economic development and regeneration, including policies for retailing and town centres. It also supports the draft Runcorn Old Town Centre Strategy SPD.
TC11	Food and Drink Outlets	Yes	N/A	N/A	N/A	N/A	N/A	Yes	N/A	Save. This is a very specific policy that builds upon national planning advice in PPS6 and is part of a clear central strategy.
Chapter 9 - Housing										
H1	Provision for New Housing	Yes	Yes	Yes	Yes partially	N/A (will be reviewed when more up to date evidence base available)	Yes	Yes	Supports the delivery of housing	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPS3 and supports the delivery of housing.
H2	Design and Density of New Residential Development	Yes	Yes	Yes	Yes partially	N/A	N/A	Yes	Supports the delivery of housing	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPS3 and supports the delivery of housing. It will also support the emerging Design of New Residential Development SPD
H3	Provision of Recreational Greenspace	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Supports the delivery of housing	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPG17 and supports the delivery of housing. It will also support the draft Provision of Open Space SPD which is nearing adoption.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
H4	Sheltered Housing	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Supports the delivery of housing	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPS3 and supports the delivery of housing.
H5	Gypsy Sites	Yes	Yes	N/A	Yes	N/A (but to be reviewed in light of recently updated evidence base)	N/A	Yes	Supports the delivery of housing	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the emerging RSS, builds upon national planning advice in ODPM Circular 1/2006 and supports the delivery of housing.
H6	House Extensions	Yes	N/A	N/A	N/A	N/A	N/A	Yes	Supports the delivery of housing	Save. This is a very specific policy which has links to national advice contained in By Design, Urban Design and the Planning System: Towards Better Practice and Buildings in Context. It also supports the adopted House Extensions SPD
H7	Conversions to Flats	Yes	Partly	Yes	Yes	N/A	N/A	Yes	Supports the delivery of housing	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy to some degree, is in general conformity with the RSS, builds upon national planning advice in PPS3 and supports the delivery of housing.
H8	Non Dwelling House Uses	Yes	N/A	N/A	N/A	N/A	N/A	Yes	N/A	Save. This policy is Halton specific and is therefore materially different to the Community Strategy, RSS and national planning advice. However, it forms part of a clear central strategy in the Halton Unitary Development Plan and its predecessor, the Halton Local Plan. It should be read in context with several other UDP policies such as LTC6 (Children's Day Care Provision). As such, this policy merits saving.

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
Chapter 10 - Employment										
E1	Local and Regional Employment Land Allocations	Yes	Yes	Yes	Yes partially	N/A (will be reviewed when more up to date evidence base available)	Yes	Yes	Yes, supports economic development	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPG4 and supports economic development and regeneration.
E2	Priority Employment Redevelopment Areas	Yes	Yes	Yes	Yes	N/A (will be reviewed when more up to date evidence base available)	N/A	Yes	Yes, supports economic development	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPG4 and supports economic development and regeneration.
E3	Primarily Employment Areas	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Yes, supports economic development	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPG4 and supports economic development and regeneration..
E4	Complementary Services and Facilities within Primarily Employment Areas	Yes	N/A	Yes	N/A	N/A	N/A	Yes	Yes, may support the delivery of housing	Save. This policy generally meets with the criteria for saving, it is in general conformity with RSS, builds upon national planning advice in PPG4 and may support the delivery of housing.
E5	New Industrial and Commercial Development	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Yes, supports economic development and regeneration	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPS1 and PPG4 and supports economic development and regeneration.. It also supports adopted Design of New Commercial and Industrial Development SPD.

Appendix1PoliciesThatAreProposedToBeSaved0.xls

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Adopted Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
E6	Daresbury Laboratories	Yes	Yes	Yes	Yes	N/A	N/A	Yes	Yes, supports economic development and regeneration	Save. This policy generally meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPG4 and supports economic development and regeneration..
E7	Ditton Strategic Rail Freight Park	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Yes, supports economic development and regeneration.	Save. This policy meets with the criteria for saving, it supports the Community Strategy, is in general conformity with the RSS, builds upon national planning advice in PPG4 and supports economic development and regeneration. It also supports the draft Ditton Strategic Rail Freight Park SPD.

Index of Policies		Clear central strategy	Regard to the Community Strategy	General conformity with the RSS	General conformity with the Draft RSS	Conformity with the Core Strategy	Significant change or conservation	Necessary and does not repeat national or regional policy	Other	Comments
S2	The Built Environment	Yes	Yes	Yes	Yes	N/A	N/A	Does not add to national policy	N/A	It is not felt necessary to save this policy. It adds little to national policy or other UDP policies which are proposed to be saved from the Built Environment chapter.
S12	Areas at Risk from Flooding	Yes	N/A	Broadly	Broadly	N/A	N/A	Does not add to national policy	N/A	It is not felt necessary to save this policy. It adds little to other policies which are proposed to be saved. The issue of flooding needs to be addressed as part of the Core Strategy using evidence from a Strategic Flood Risk Assessment rather than the production of dedicated Supplementary Planning Documents.
BE14	Outline Applications - Conservation Areas	Yes	N/A	Yes	Yes	N/A	N/A	Has been superseded by national policy	N/A	It is not felt necessary to save this policy, which to some extent has been superseded by DCLG Circular 01/2006. Circular 01/06 provides guidance on changes to the Development Control System, and provides details of the requirements when submitting Outline applications and makes changes to the matters which can be reserved.
GE17	Protection of Sites of International Importance for Nature Conservation	Yes	N/A	Yes	Yes	N/A	Conserve nature conservation sites	Contrary to PPS9	N/A	It is not felt necessary to save this policy, as it is contrary to PPS9: Biodiversity and Geological Conservation, which states that since they [International Sites] enjoy statutory protection specific policies in respect of these sites should not be included in LDDs.
PR13	Vacant and Derelict Land	Yes	N/A	Yes	Yes	N/A	Yes	Yes	Supports regeneration	It is not felt necessary to save this policy, as much of the policy is repeated in other elements of the Development Plan including policy PR14.
LTC7	The Proposed Halton Arts and Cultural Centre Site	Yes	Yes	Yes	Yes	N/A	Yes	Yes	Supports economic development and regeneration, including policies for retailing and town centres	This site has now been developed for the Brindley Arts Centre so does not need to be saved. Please refer to Halton's Annual Monitoring Report 2006.

Department for
**Communities and
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To Chief Executive Officer
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 District Councils in England
 Unitary Authorities in England
 London Borough Councils
 Greater London Authority
 Regional Planning Bodies
 Council of the Isles of Scilly
 The Town Clerk, The
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 National Park Officer, National
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 The Chief Planning Officer,
 The Broads Authority
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 planning authorities

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11 August 2006

Dear All

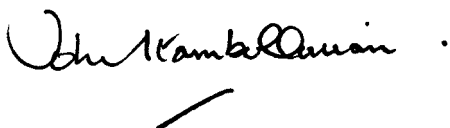
**PLANNING AND COMPULSORY PURCHASE ACT 2004: PROTOCOL FOR
 REQUESTING EXTENSION OF 'SAVED' POLICIES BEYOND THE THREE
 YEAR PERIOD**

The Planning and Compulsory Purchase Act 2004, provides for the saving of policies in adopted or approved local, structure and unitary development plans for a period of 3 years from the commencement date of the Act, which was 28 September 2004. Policies in adopted or approved plans at commencement date are due to expire on 27 September 2007 unless the Secretary of State extends such policies beyond that date¹. The attached protocol sets out the procedures for applying to the Secretary of State to request extension to policies in plans beyond the three year period.

Your Government Office colleagues can discuss this issue with you and will help you to process your requests.

I am copying this letter to the LGA, and the Planning Officers' Society.

Yours sincerely



John Stambollouian

¹ Planning & Compulsory Purchase Act 2004; Schedule 8(1(3))

Protocol for handling proposals to save adopted Local Plan, Unitary Development Plan and Structure Plan policies beyond the 3 year saved period

Background

This protocol explains how requests to save policies in old style plans will be handled and sets out how decisions will be made on whether or not to save policies.

Under the Planning and Compulsory Purchase Act 2004, unless expressly replaced by a “new” policy, “old” policies (adopted local plan, unitary development plan and structure plan policies) are saved for 3 years from whichever is the later of:

- the date of commencement of Section 38 of the Planning & Compulsory Purchase Act 2004 on 28th September 2004 or
- the date the plan was adopted or approved.¹

The Secretary of State may make a direction to save specified policies beyond the 3 year period.²

It is expected that LPAs and RPBs will be asking the Secretary of State to save a number of old policies beyond the three year period. This protocol sets out how to make these requests and how the government will respond to them.

Broad Principles

If they wish to retain specified policies beyond the expiry of the 3 year period, LPAs will need to seek the Secretary of State’s agreement to issue a direction to save them.

LPAs will need to demonstrate that the policies they wish to be saved reflect the principles of local development frameworks; are consistent with current national policy; and that it is not feasible or desirable to replace them by 27th September 2007.³

Similar principles apply to the extension of saved Structure Plan policies. See note at the end of this protocol.

Procedure for reviewing and agreeing extension to 'saved' Local Plan & UDP policies

Step 1

The Government will take the following issues into account in considering extensions to local plan and UDP saved policies.

¹ Planning and Compulsory Purchase Act 2004, Schedule 8(1)-(10) & PPS12: Local Development Frameworks, para. 5.3

² Planning & Compulsory Purchase Act 2004; Schedule 8(1(3))

³ PPS12: Local Development Frameworks; para. 5.5

PPS12 paragraph 5.15 says that policies to be extended should comply with the following criteria:

- (i) where appropriate, there is a clear central strategy;
- (ii) policies have regard to the Community Strategy for the area;
- (iii) policies are in general conformity with the regional spatial strategy or spatial development strategy;
- (iv) policies are in conformity with the core strategy development plan document (where the core strategy has been adopted);
- (v) there are effective policies for any parts of the authority's area where significant change in the use or development of land or conservation of the area is envisaged; and
- (vi) policies are necessary and do not merely repeat national or regional policy.

In addition, the government will also have particular regard to:

- Policies that support the delivery of housing, including unimplemented site allocations, up to date affordable housing policies, policies relating to the infrastructure necessary to support housing;
- Policies on Green Belt general extent in structure plans and detailed boundaries in local plans/UDPs
- Policies that support economic development and regeneration, including policies for retailing and town centres;
- Policies for waste management, including unimplemented site allocations;
- Policies that promote renewable energy; reduce impact on climate change; and safeguard water resources.

Step 2

Local Planning Authorities are to submit a list of saved policies and their intentions for them to Government Offices by 1 April 2007. In preparing this list consideration should be taken of the timing of adoption of any DPDs which will replace saved policies. The list should be in two distinct parts:

- Those saved policies the LPA wishes to extend beyond the 3 years saved period, with reasons and
- Those saved policies the LPA does not wish to see saved beyond the 3 years saved period, with reasons.

NB. Through their annual monitoring reports (AMRs) LPAs must monitor the performance of policies that are still in use together with progress made so far on replacing them. The submission of the list can be made either with the

AMR submitted before end December 2006 or separately before or after the AMR, provided it is by 1 April 2007.

NB. PPS12 para 5.5 speaks of the extension of saved policies in the context of review of LDS. LPAs will wish to ensure that any revisions to LDS which take place following the AMR of December 2006 take account of their approach to the question of saved policies, and of the government's response to it.

Step 3

Government Offices will assess requests to save policies beyond 3 years in the light of the criteria (i) to (vi) from PPS12 and consistency with national policy as set out in **Step 1**.

NB. The Secretary of State may extend a policy which has *not* been in a list of policies the LPA wishes to save, where she considers that a policy is compliant with the criteria in PPS12 and the extension of the policy is necessary in order to secure the delivery of national planning policy. Step 1 gives guidance on the kind of matters which she will take into account in deciding to make such an extension.

NB. If by 1 April 2007 an LPA has not submitted a statement requesting the extension of any saved policies, and the Secretary of State considers that a policy of that LPA is compliant with the criteria in PPS12 and the extension of that policy is necessary in order to secure the delivery of national planning policy, she may direct that the policy is extended. Step 1 gives guidance on the kind of matters which she will take into account in deciding to make such a direction.

Plans Adopted since September 2004

Some local plans, structure plans and UDPs have been adopted since the commencement date of the Planning and Compulsory Purchase Act 2004 on 28 September 2004. Policies in those plans are automatically saved for 3 years from the date of adoption. This protocol will also apply to those policies. LPAs should write to Government Offices **6 months before** the expiration of the relevant 3 year period (Step 2).

NB. It should be noted that it is not the plan that is saved but the policies in the plan. Where policies in a plan are reviewed, only those reviewed policies are saved for the relevant 3 year period.

Procedure for saving Structure Plan policies

Following discussions with the structure plan authority, the RPB may make a request to the Secretary of State to extend the life of structure plan policies. These requests should be received by the Government Office by 1 April 2007. Such requests will be considered in the light of the following criteria set out in PPS11 paragraph 2.57:

- i. the saved policies are consistent with national planning policies appearing in

White Papers and Planning Policy Statements that have been published since the policies were adopted and are in general conformity with the regional spatial strategy;

ii. the saved policies address an existing strategic policy deficit and do not duplicate national or local policy;

iii. the operation of policies to be saved for longer than three years is not materially changed by virtue of other policies in the old plan not being saved; and

iv. even where policies are non-compliant with one or more of the above, the Secretary of State considers that it is appropriate for the policies to be saved for longer than three years. This would be on the basis that the regional planning body must provide reasons why these policies should be retained.

NB. If by 1 April 2007 the RPB has not submitted a statement requesting the extension of a saved structure plan policy, and the Secretary of State considers that the policy is compliant with the criteria in PPS11 and the extension of that policy is necessary in order to secure the delivery of national planning policy, she may direct that the policy is extended.

DCLG
August 2006

REPORT TO: Executive Board

DATE: 20 September, 2007

REPORTING OFFICER: Strategic Director Environment

SUBJECT: Business Improvement Districts Ballots

WARDS: Borough wide

1.0 PURPOSE OF THE REPORT

1.0 This report summarises the key elements of the Business Improvement Districts (BIDs) business plans for the Astmoor and Halebank industrial estates the contents of which businesses, within the respective areas, will be balloted on during November/December 2007. The report also seeks Executive Board approval to proceed with the ballot.

2.0 RECOMMENDED: That

- (1) the Strategic Director - Environment, in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal, be authorised to approve the final BIDs business plans for Astmoor and Halebank industrial estates to be voted on in the ballots;**
- (2) the Strategic Director - Environment be authorised to take such other action as may be necessary to bring forward a BID at each of the two sites; and**
- (3) the Strategic Director - Environment be authorised to undertake the ballot in accordance with government regulations in relation to Business Improvement Districts.**

3.0 BACKGROUND

3.1 The Government legislated in the Local Government Act 2003 to allow partnerships between local authorities and the local business community to set up BIDs. BIDs provide a means for local areas to develop and finance projects and services that will benefit localities such as town centres and industrial estates. This allows businesses in a given area to lead on and develop their own unique area improvement plans, in addition to those provided by the local authority. The proposals are subject to approval by a vote and are funded by a levy on businesses within the specified area. The levy is ring-fenced for the area to fund the extra services and improvements identified in the proposal. Each BID is operational for a maximum of five years before a new vote is taken. The local authority has a statutory responsibility to support the development of BIDs and to facilitate their establishment.

- 3.2 *'BIDs are proving to be successful across the country. Sixty areas have developed BID proposals, with 48 areas, including Birmingham Broad Street, Hull town centre, London Bridge and Oldham town centre currently taking economic development projects forward. The Government plans to assess the progress and impact of BIDs and consider options for strengthening the model.'*
(Source: HM Treasury – Extract from the review of sub-national economic development and regeneration – July 2007)

Business Led Steering Groups in Halton - Achievements

- 3.3 In 2004, three business led steering groups were established in Halton that are implementing jointly agreed action plans, which are aimed at addressing the local needs and priorities of the resident businesses. Two of the estates, Astmoor and Halebank, are the subject of this report and proposals to develop the existing partnerships by establishing a BID.

- 3.4 The improvements delivered by the Astmoor Industrial Estate Business Steering Group have resulted in:

- Removal of illegal street racing from the estate through the installation of speed humps
- Installation of bollards to prevent vehicular access to vulnerable areas and reduce fly-tipping
- Introduction of new and consistent street name plates with advanced direction signs to every side road from Astmoor Road
- Installation of speed activated signs and rumble strips on Astmoor Road to improve highway safety for pedestrians crossing the road
- Installation of entrance welcome signs
- General landscaping improvements to Astmoor and Davy Road
- Creation of an Astmoor Industrial Estate Website containing on-line business directory – www.astmoor.org.uk
- Establishment of a crime email alert group operated by Cheshire Constabulary

- 3.5 During the same period, the improvements delivered by the Halebank Industrial Estate Business Steering Group have resulted in:

- Introduction of new and consistent name plates
- Installation of a company sign board with map
- Installation of 10 fully functioning high speed dome cameras to monitor the industrial estate
- Installation of litter bins
- Grants available to fund external enhancements to business sites and improve security

Why BIDs?

- 3.6 An Urban Renewal Scrutiny Topic Group explored the options for sustaining and expanding the current programme of regenerating Halton's employment sites (including the existing Business Parks Improvement Programme). The final report was considered by the Urban

Renewal Policy and Performance Board on 21 March 2007. The Board resolved that the key recommendations of the Topic Group be forwarded for consideration and decision by the Executive Board. (**Key Recommendation – Business Improvement Districts (BIDs)**).

- 3.7 At its meeting on 7th June 2007, Executive Board approved a process to:
- Begin formulating an outline business plan for a BID on Astmoor and Halebank Industrial Estates as a succession strategy beyond the lifetime of the Business Parks Improvement Programme (BPIP), which is only funded to March 2008.
 - Review the mechanisms available for delivering BIDs in Halton, either through the formation of a BID company, management by Halton Borough Council or a 3rd party body.
 - A budget be established, using existing resources, to fund the production of selling tools (Business Plan, flyers, launch events Website etc).
- 3.8 An officer led steering group, comprising representatives from Economic Regeneration, Business Rates, Internal Audit and Legal Services have been co-ordinating the preparation of the outline business plans and for the ballots, in conjunction with external consultants (Groundwork Trust) who were appointed to facilitate the process.

4.0 THE MECHANISMS FOR DELIVERING BIDs

- 4.1 BIDs can choose to be an informal partnership, with the local authority acting as the BID body and therefore holding financial responsibility, or they can choose to be an independent limited company with financial responsibility being held by the company directors. In some instances, BIDs may be set up as a subsidiary company of an existing organisation.
- 4.2 Incorporating a BID as a limited company, either independently or as a subsidiary, limits financial liability; allows a BID company to operate at a more strategic, decision making level; can attract directors at a senior level and enhance stakeholder buy-in by entrenching commitment to the initiative.
- 4.3 However, for partnerships running smaller projects, incorporation can be unnecessarily complicated because of the administrative burden of setting up a new company; the need to submit accounts and comply with company law; the likely need to pay for a company secretary and the requirement to have company activities audited. In these cases it is acceptable that the alternative administrative arrangements for BIDs be set out in the proposals to be voted on.
- 4.4 Having carefully considered the nature and scale of the Astmoor and Halebank BID's proposals, the view is that they are both too small to justify setting up a company specifically to run them and that the preferred option is that Halton Borough Council acts as the BID body for both areas. This option is viewed as giving the council most flexibility and influence on how the BIDs are taken forward. This is particularly

important on Astmoor, given the regeneration context of the Mersey Gateway.

5.0 GOVERNANCE, MANAGEMENT, AND DELIVERY OF THE BUSINESS IMPROVEMENT DISTRICTS IN HALTON

5.1 The BIDs will be governed through the established Astmoor and Halebank Business Steering Groups. However, in order to ensure appropriate governance, a constitution for the Groups will be established. To date, the Business Steering Groups have been open to any company that wishes to join. Under the proposed Business Improvement Districts, every company that is located within the BID areas and, therefore, contributes towards the cost of the BIDs, will become a member of the relevant Steering Group. Each company will be able to appoint a representative, who will then have voting rights at the Business Steering Group meetings including the Annual General Meeting.

5.2 **The Business Steering Groups** will be responsible for:

- Overseeing the Business Improvement District and ensuring it delivers its services and improvements as identified within the business plan.
- Ensuring the finances raised from the Business Improvement District are used on items of expenditure as identified within the Business Improvement District business plan.
- Electing a chair and treasurer at the annual general meeting who will lead the executive committee.
- Electing on an annual basis up to four further executive members, who will join the *Executive Committee* to oversee the delivery of the Business Improvement District business plan.
- Appointing auditors to audit the accounts of the Business Improvement District.
- Approving the financial regulations for delegated authority for approval of expenditure under the Business Improvement District.

5.3 **The Executive Committee** will be responsible for:

- Guiding and directing the appointed project management organisation in the delivery of the Business Improvement District.
- Ensuring that the appointed project management organisation is held accountable for expenditure of BID monies.
- Approving eligible expenditure in line with the delegated powers detailed within the financial regulations that have been approved by the members of the Steering Group.
- Monitoring and reporting to members of the Astmoor Business Steering Group on the achievement of key performance indicators and expenditure.

6.0 THE BUSINESS PLANS

6.1 The draft business plan for Astmoor is at Appendix I. The draft business plan for Halebank is at Appendix II. The draft business plans represent

work in progress, as further consultations on the contents are still to be undertaken with the respective Business Steering Groups, prior to them being finalised for the ballot. An update on the outcome of the consultations will be presented to the Board at the meeting.

6.2 The business plans for both estates are aimed at promoting the respective locations as areas of choice for both employers and employees across Cheshire and Merseyside, by working in partnership to focus on three themes for improvement:

- Increasing business security and preventing crime
- Providing a range of support functions that will benefit all businesses
- Image enhancement measures across the estate

6.3 BIDs will offer the following benefits, through a number of joined up themes of work, although not all will apply on each estate:

- **A business led partnership** and locally based industrial estate manager
- **Reduced levels of crime** - Every business will be provided with property marking systems to deter theft and enable the recovery of property. The business watch service will be continued to warn of crime incidents as and when they take place. The enhancement of existing systems and installation of new CCTV cameras at strategic points on the estates and additional security patrols will further deter and prevent crime.
- **Connected business community** – Networking, estates newsletters, business watch, on-line business directories, estate Web sites
- **Safer, less congested estates** with improved public transport links – Improved bus services, car sharing web site facility.
- **Business support** – Greater access to a range of business support services provided by local, regional and national organisations to support business growth and prosperity
- **Investment support** – Lobbying, promoting and developing the estate to improve the trading environment.
- **Enhanced image** – New plantings and landscape improvement schemes, maintenance programme for improvements delivered to date, business frontage charter.
- **Funding support** in cash and in kind from Halton Borough Council

7.0 EXPENDITURE AND INCOME

7.1 A summary of the expenditure and income covering the five years during which the BIDs will operate (2008/09 – 2012/13), is presented in tables A and B. Figures are also provided displaying expenditure during 2007/08, which is prior to the BID formally commencing on April 1st 2008.

Table A – Astmoor BID

Expenditure	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	Total
Business Support	£0	£21,175.00	£21,794.50	£22,432.59	£23,089.81	£23,766.76	£112,258.65
Administration	£0	£12,605.00	£12,605.00	£12,605.00	£12,605.00	£22,605.00	£73,025.00
Security	£115,000	£87,745.00	£90,245.00	£88,245.00	£88,245.00	£88,245.00	£557,725.00
Image	£0	£1,000.00	£8,000.00	£4,000.00	£1,000.00	£1,000.00	£15,000.00
Contingency	£0	£18,378.75	£19,896.68	£19,092.39	£18,740.97	£20,342.51	£96,451.30
Sub Total	£115,000	£140,903.75	£152,541.18	£146,374.97	£143,680.78	£155,959.27	£854,459.95
Income	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	Total
Business Levy	£0	£158,349.00	£158,349.00	£158,349.00	£158,349.00	£158,349.00	£791,745.00
HBC	£115,000	£0	£0	£0	£0	£0	£115,000.00
Sub Total	£115,000	£158,49.00	£158,349.00	£158,349.00	£158,349.00	£158,349.00	£906,745.00
Balance	£0	£17,445.25	£5,807.83	£11,974.03	£14,668.22	£2,389.73	£52,285.05

Table B – Halebank BID

Expenditure	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	Total
Business Support	£0	£9,375.00	£9,640.50	£9,913.97	£10,195.63	£10,485.75	£49,610.85
Administration	£0	£4,836.00	£4,836.00	£4,836.00	£4,836.00	£4,836.00	£30,180.00
Security	£33,000	£19,355.80	£20,855.80	£19,605.80	£19,855.80	£19,605.80	£132,279.00
Image	£7,000	£0	£0	£3,500.00	£1,000.00	£1,000.00	£12,500.00
Contingency	£0	£5,035.02	£5,299.85	£5,678.36	£5,383.12	£6,289.13	£27,685.48
Sub Total	£40,000	£38,601.82	£40,632.15	£43,534.13	£41,270.55	£48,216.69	£252,255.33
Income	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	Total
Business Levy	£0	£46,440.00	£46,440.00	£46,440.00	£46,440.00	£46,440.00	£232,200
HBC	£40,000	£0	£0	£0	£0	£0	£40,000
Sub Total	£40,000	£46,440.00	£46,440.00	£46,440.00	£46,440.00	£46,440.00	£272,000
Balance	£40,000	£7,838.18	£5,807.86	£2,905.87	£5,169.45	- £1,776.69	£19,944.67

7.2 If successful votes are achieved, the Council's contribution to the Astmoor BID will be £115,000 and £40,000 to the Halebank BID. The Council has allocated a sum of money from the capital priorities fund to the Halton Strategic Partnership (Urban Renewal Specialist Strategic Partnership) and they have chosen to allocate a cash amount towards the initial capital costs required to implement the new BID services. The allocation forms part of the Business Parks Improvement Programme Service Level Agreement for 2007/08, which will be spent prior to the BID formally commencing on April 1st 2008. In addition, if the in-house management option is selected the council will be making a small in-kind contribution to cover accommodation and administration of the BID Manager. These costs will be met within the Economic Regeneration core budget and have strategically been included in the business plan so that the member of staff can be flexibly deployed on other work as appropriate (otherwise he would have to dedicate 100% of time to the two BIDs).

7.3 The contribution from the private sector towards the Astmoor BID will be £791,745 and from the Halebank BID, £232,200, amounting to a total

contribution of **over £1million**. This represents a significant contribution towards the economic regeneration of the borough that will not only benefit resident businesses, but will also help to retain jobs and attract investment.

8.0 BASELINE AGREEMENTS

8.1 To ensure that the Business Improvement Districts do not fund any statutory services provided by the Local Authority or Cheshire Police, a number of baseline commitments have been provided by Halton Borough Council and Cheshire Police. These baselines relate to:

- Highway cleansing
- Cleansing of entrance signs
- Grass cutting
- Litter picking
- Litter bin emptying
- Business watch and Community Support Police Officers

9.0 THE BALLOTS

9.1 Ballot papers for both estates will be dispatched by an external ballot holder (Electoral Reform Service or similar) on behalf of Halton Borough Council, on or after the 5th November. The ballot papers must be returned to and have been received by the external ballot holder on the 6th December 2007, which is the formal day of the ballot.

9.2 A non-domestic ratepayer (business ratepayer) will be entitled to vote if they were listed as a non-domestic ratepayer on the date the notice of ballot is published. In the case of an empty, partly refurbished property, the property owner will be entitled to vote. According to the Valuation Office Agency figures, there are 156 rateable properties on Astmoor and 38 on Halebank.

9.3 Each business ratepayer entitled to vote shall have one vote in respect of each hereditament (premises/building with an individual rateable value) in the geographical area of the Business Improvement District on which non-domestic rates are payable. For the Business Improvement District to proceed there must be:

- A majority voting in favour of the proposal from the number of votes cast, and
- A majority in level of rateable value from votes cast in favour of approving the proposal.

10.0 COLLECTION OF THE BUSINESS IMPROVEMENT DISTRICT LEVY

10.1 Following a vote in favour of the BID(s), the BID levy will be charged in March/April in 2008, and annually from 2008 until 2012 (the last year when a charge will be levied from this proposal.) Halton Borough Council will be responsible for billing and collecting the levy on behalf of the Business Improvement District. The payment of the BID levy from

companies to Halton Borough Council will be expected within 30 days of the demand being issued. The cost of collecting the BID levy will be recovered by Halton Borough Council through an agreed unit charge applied to each hereditaments.

- 10.2 To ensure the BID levy can be collected from April 2008, the ballot must take place during November with a result in early December.

11.0 LEGAL IMPLICATIONS

- 11.1 When the BID proposals are submitted, this will involve the Council as billing authority in taking decisions under the Business Districts (England) Regulations 2004 and Part 4 LGA 2003. Under Regulation 4(4) the Council will be required to consider whether the proposals conflict with any formally adopted and published policies, and to notify the proposer if they do. Under Regulation 5(1) the Council will have to instruct the ballot holder to hold the ballot. The timescale for doing this is tight, as explained elsewhere in the report and, therefore, it would be appropriate for the responsibilities of the Executive Board under Regulations 4(4) and 5(1) in respect of the BID proposals for Astmoor and Halebank to be delegated to the Strategic Director, Environment Services.

12.0 POLICY IMPLICATIONS

- 12.1 The issues and priorities addressed through the BIDs are directly aligned to the Community Strategy:

Urban Renewal

- Increase the number of jobs in Halton
- 100,000 sq mts of new and improved floor space

Employment Learning and Skills

- Increase employment rate
- Increase VAT registrations (new companies)

Safer halton

- Reduce overall crime (in line with Halton's Crime and Disorder Reduction Partnership targets).

13.0 OTHER IMPLICATIONS

- 13.1 The existing Business Parks Improvement Programme has been supported by the LSP (Urban Renewal SSP) through the use of NRF and Council capital funding, which ends March 2008. The development of Business Improvement Districts is an ideal forward strategy for the initiative, as it will generate a minimum of 5 additional years of economic regeneration by transferring funding from the public to private sector.

14.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

Children and Young People in Halton

There are no implications arising from this report.

Employment, Learning and Skills in Halton

The programme of work set out in the BIDs proposals, will assist with the ongoing challenge to retain existing and create new jobs.

A Healthy Halton

There are no implications arising from this report

A Safer Halton

Both BID's proposals will provide a package of crime prevention initiatives that are designed to deter crime from the estates, including plans to either enhance existing CCTV security systems, or install new systems which will assist in designing out crime on the estates, which will be backed up by a response to incidents.

Halton's Urban Renewal

BIDs are considered to be an excellent exit strategy for projects funded through the Halton Strategic Partnership, as the BIDs will attract a significant private sector contribution (more than £1 million over 5 years) to contribute towards the economic regeneration of the borough.

15.0 RISK ANALYSIS

- 15.1 Consultations with businesses indicate that there is an expectation that the Council will support the BID financially to ensure that revenues from the BID levy are focused predominantly on day-to-day service delivery. This has already been allowed for within the existing Business Parks Improvement Programme that will fund infrastructure, particularly CCTV. The council contribution will only be committed through the letting of contracts once a yes vote is secured. As such, it is being used to incentivise a yes vote.
- 15.2 If there is a 'no' vote in both ballots, the planned programmes of work on the estates, set out in the respective business plans, will not be able to proceed and the current work BPIP programme, that is working to retain existing companies, attract inward investment, reduce crime and enhance the overall appearance of the areas will cease at the end of March, 2008.
- 15.3 In the event there is a 'yes' vote in one ballot and a 'no' vote in the other, the work programme in the area that voted 'yes' will proceed and will be managed in accordance with the time allocations set out in the respective business plans, i.e. Astmoor 3.5 days per week and Halebank 1.5 days per week. In the area that voted 'no', the planned work programme will not proceed and the current work programme will be discontinued at the end of March 2008.

16.0 EQUALITY AND DIVERSITY ISSUES

16.1 There are no equality or diversity issues arising from this report.

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

17.1 None under the meaning of the Act.

Astmoor One Vision 2008-13

A Business Plan for a Business Improvement District on
Astmoor Industrial Estate, Runcorn, Halton.

Draft Version: ASTMOOR BUSINESS PLAN V3

Produced by:
Astmoor Business Steering Group,

The Astmoor Business Steering Group is supported by:



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1.0 Open letter from Chair of the

Dear Business Owner/Manager,

Yours sincerely,

John Gummery
Kawneer UK Ltd
Chair of the Astmoor Steering Group

Insert picture of John

2.0 Introduction

2.1 Astmoor

The Astmoor Business Steering Group has been representing the interests, concerns and issues of businesses on the Astmoor Industrial Estate since its establishment in 2004. Over this period of time the group and its partners have delivered a range of significant improvements that have enhanced the trading environment for local companies both small and large.

However, the funding that has enabled the development and management of Astmoor Industrial Estate in recent years is time limited and will cease in March 2008.

Beyond March 2008, businesses on the estate have the opportunity to take responsibility for the future development of the industrial estate, over and above the statutory services that are provided by the public sector. In order for Astmoor Industrial Estate to meet the needs of companies on the estate in the future, the Business Steering Group has chosen to utilise a concept that is growing across the UK, and has been successfully implemented in many countries including the USA, Canada, Australia and Singapore. The concept is that of Business Improvement Districts (BIDs).

The consultation exercises that have been undertaken have demonstrated a wide spread demand and need for the services and projects delivered through the Astmoor Business Steering Group. What is required now is for companies across Astmoor Industrial Estate to embrace Business Improvement Districts as a mechanism to enable:

1. Consolidation of services and projects that have proved effective.
2. Introduction of new services and projects that will further enhance the trading environment for businesses on the estate.
3. The management of the estate, in a pro-active manner through the Astmoor Business Steering Group and an Estate Manager.

What is a Business Improvement District (BID)?

A Business Improvement District enables groups of businesses to commission projects that will lead to improvements in their local trading environment, funded through a local increase in business rates. The funding cannot be used to support or pay for services that are a statutory provision of the public sector. Once collected, the money is ring fenced locally and used to fund, commission and deliver the project or services demanded by local companies.

There are currently 55 Business Improvement Districts operating in the UK and over 200 across America.

For more information on BIDs visit www.ukbids.org.uk.

The nearest industrial estate based BID is located just sixteen miles from Astmoor Industrial Estate on Winsford Industrial Estate, Vale Royal, Cheshire. Visit www.winsford1-5.co.uk for further information. The nearest retail BID is located in Liverpool City Centre www.citycentralbid.com.

2.2 “Delivering Results on Astmoor Industrial Estate” - Our Successes 2004 - 2007

Since 2004, the improvements delivered by the Astmoor Business Steering Group have resulted in:

- **Crime figures to be supplied by Cheshire Police**
- Removing illegal street racing from the estate through the installation of speed humps
- Installation of bollards to prevent vehicular access to vulnerable areas and reduce fly-tipping
- Introduction of new and consistent street name plates with advanced direction signs to every side road from Astmoor Road
- Installation of speed activated signs and rumble strips on Astmoor Road to improve highway safety for pedestrians crossing the road
- Installation of entrance welcome signs
- General landscaping improvements to Astmoor and Davy Road
- Creation of an Astmoor Industrial Estate website containing on-line business directory – www.astmoor.org.uk
- Establishment of a Crime email alert group operated by Cheshire Constabulary

The pictures below show just a few of the real improvements delivered through the Astmoor Industrial Estate Steering Group to date.

New Entrance Signage

Before – The estate had just one small sign once you had entered the estate



After – New welcome signs



installed prior to arriving on the estate.

New Name Plates

Before – old style name plates, some damaged



After – New names plates across the estate



Additional Signage Across the Estate



Landscaping Improvement on Davy Road and Astmoor Road

Before



After



Before



After



Estate Co-ordinator – Gareth Bennett

Picture to be supplied

Estate Website

Astmoor INDUSTRIAL ESTATE

SEARCH keywords...

MAIN MENU

- Astmoor
- News
- Company Details
- Useful Info
- Astmoor BID
- Map & Transport

SUB MENU

- Links
- Site Search
- Contact Us
- Site Map
- Disclaimer
- Privacy Policy

Astmoor Industrial Estate - Runcorn

Astmoor Industrial Estate is a large modern estate totaling 2.3 million square feet of prime industrial space on the South bank of the Mersey with a wide variety of units available both for rent and sale. The Astmoor estate covers an area of approximately 195 acres situated to the north of Runcorn and located adjacent to the Manchester Ship Canal and equidistant between junction 12 of the M56 motorway and is only 15 minutes from Liverpool John Lennon Airport and 30 minutes from Manchester International Airport. Over 100 businesses of various sizes are based at Astmoor employing over 3,300 people.

A variety of types and sizes of businesses operate from Astmoor. Generally, the northern boundary of the estate adjacent to the Manchester Ship Canal provides larger, self-contained modern style accommodation to some of the bigger employers in the area; Lion Foods, UKI and Kayneser. Generally, the other remaining units on Astmoor are built in terraced style offering various sized units from 750 – 25,000 square feet. These units are home to a number of businesses including light engineering, printing and other manufacturing businesses. There is also a small, modern office provision.

**Tackled issues
around street
racing and
speeding
across the
estate**

Before



After



Bollards to prevent vehicular access to vulnerable areas and reduce fly-tipping



**Improved access
to Business
Support Agencies.**

Environment Connect Visit
Groundwork Environmental Business
Services
Business Link

**Workplace
Health
Connect**

Grants provided for company improvements.

Before



After



Managing Director Vince Froggatt who helped set-up the company nearly five years ago commented,

"Since we started up, our business has gone from strength-to-strength and we now employ seven people. Having rented premises close by, we felt the time was now right to commit our long term future in Runcorn by purchasing and refurbishing our new premises"

Quote from Company about the improvements to the estate -TBC

"The whole mood of the estate has been lifted and confidence and pride in the location is better than ever. Companies are now talking to each other with a common goal of community improvement. More than ever, companies are speaking with one voice to better the locality and we now get to know each other as companies through the process of working together."

3.0 Business Consultation

This proposal for a Business Improvement District on Astmoor Industrial Estate was developed between July and October 2007. Each of the themes, and their content has been selected following feedback from businesses through a number of consultations and events.

The response rate to the consultations has been high (47% of companies responding). The types of companies who have responded range from micro companies employing less than 5 people to some of the largest employers on the estate.

The consultation for This Business Improvement District proposal was undertaken in two stages. These stages were an open consultation undertaken by Groundwork in November 2006 (BID Feasibility Study) and a consultation workshop in July 2007, which informed the development of a draft business plan. The second stage of consultation was then undertaken in September 2007 on the draft business plan.

3.1 1st Stage of Consultation – BID Feasibility Study

The first consultation, the BID feasibility study, identified the following key priorities from businesses:

1. General industrial estate improvements (89%)
2. Crime and security (87%)
3. Estate steering group (77%)
4. Inter-trading (62%)

47% responded to the BID Feasibility Study.

Furthermore, the study identified that a majority of businesses (61%) would be prepared to consider a Business Improvement District levy to support estate improvement projects. This also closely correlated with the percentage of companies who reported that they are interested in participating in the future development of the estate (63%).

These priorities along with feedback from a consultation workshop held in July 2007 were used to direct in the development of the draft business plan. The draft business plan was then sent out for consultation in September 2007.

3.2 2nd Stage of Consultation - Consultation on the Draft Business Plan

- Feedback results
- Graphs showing businesses opinion of the draft business plan

Some of the specific feedback on the business plan from companies on the estate is quoted below:

- To be completed

4.0 The Proposed Business Improvement District

One Vision 2008-13

"To promote Astmoor Industrial Estate as a location of choice for both employers and employees across Cheshire and Merseyside, by working in partnership to focus on our three themes for improvement:

1. Increasing business security and preventing crime
2. Image enhancement measures across the estate
3. Providing a range of support functions that will benefit all businesses

The business improvement district will deliver the following benefits for your company through our four joined up themes of work:

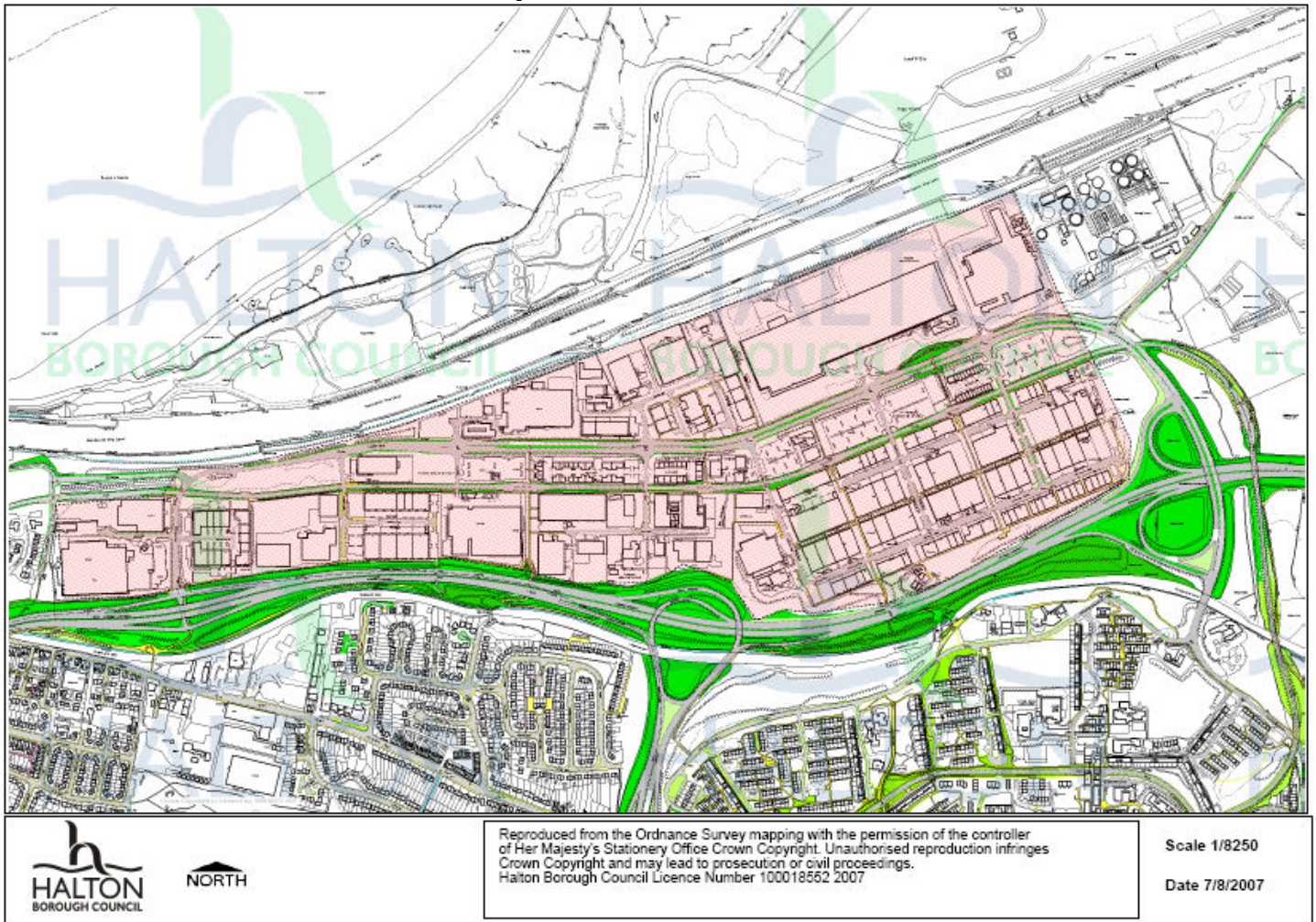
- Astmoor Industrial Estate Manager** – Locally based and working for you.
- Reduced levels of crime** – Every business will be provided with property marking systems to deter theft and enable the recovery of property, business watch service will be continued to warn of crime incidents as and when they take place. The installation of CCTV cameras at strategic points on the estate, the provision of a manned response to alarm activations/incidents, keyholding service and security patrols will further deter and prevent crime. High profile signage will also be installed to act as a deterrent.
- Enhanced image for Astmoor Industrial Estate** – New plantings and landscape improvement schemes, maintenance programme for improvements delivered to date, business frontage charter.
- Connected Business Community** – Networking, estate newsletter, business watch, on-line business directory, estate web site and nearly £3,500 per annum of additional in-kind funding support for Astmoor Industrial Estate from the Halton Borough Council.
- Safer, less congested estate with improved public transport links** – Improved bus services, car sharing web site facility.
- Business support** – Greater access to a range of business support services provided by local, regional and national organisations to support your company to grow and prosper. The estate manager will have a key role in signposting your business to these services to ensure you know about these and benefit.
- Investment support** – Lobbying, promoting and developing the estate to improve your trading environment.
- Business Led Partnership** – Working with you, for you.
- £115,000 of funding support from Halton Borough Council** –

The Business Improvement District will deliver its services for a five-year period from the 1st April 2008 (commencement of BID arrangements) until 31st March 2013.

The Business Improvement District will deliver services and projects on Astmoor Industrial Estate. The area covered by the Business Improvement District covers the following roads:

- Astmoor Road
- Arkwright Court
- Arkwright Road
- Brindley Road
- Chadwick Road
- Dalton Court
- Davy Road
- Dewar Court
- Edison Road
- Faraday Road
- Goddard Road
- Hardwick Road
- Jensen Court
- Lancer Court
- Lister Road

Astmoor Industrial Business Improvement District Area



The area in red is the area of the industrial estate that will be supported by the Business Improvement District.

4.1 Theme One – Safe and Secure

The Astmoor Business Steering Group believes that preventive and deterrent measures are the best way to tackle crime and security on the estate. In past years, the estate has been subject to significant levels of criminal activity. However, these significant levels of crime are likely to continue, unless a co-ordinated approach to tackling crime is developed and maintained.

Therefore, this proposal for a Business Improvement District will deliver the following measures that will seek to prevent and reduce crime, along with ensuring that businesses are equipped to deal with crime should it occur.

Closed Circuit Television (CCTV) Camera Systems at strategic locations throughout the estate. CCTV systems will be installed at strategic locations on the estate, including each vehicle entrance to the estate (each end of Astmoor Road). The CCTV systems will be in place to act as a deterrent, record all vehicles entering and leaving Astmoor and provide evidence as and when crimes do occur.

Alarm/Incident Response Service and key holding service

The BID will also fund an alarm/incident response and key holding service. This service will be linked in with a monitoring contract for the CCTV system, and will enable alarm activations and incidents on the estate to be responded to by a professional security company. The key holding service will ensure that alarm activations* are swiftly acted upon, and should your staff attend the incident, they will do so knowing that a security guard is on hand to provide assistance.

* The draft business plan is presently configured to include an average of 4 callouts to each premise per annum.

Astmoor Mobile Security Patrol Unit

A mobile security patrol service will be procured to undertake security patrols of Astmoor industrial Estate to every company twice a day at varying times, including weekdays, weekends and bank holidays. This service will provide another form of deterrent to criminals, and further enhance the security presence and the overall level of security on the estate.

Bulk purchase of intelligent DNA based forensic property marking for all companies.

The Business Improvement District will provide each company with a unique (to their business) DNA based forensic property marking system, that cannot be removed from equipment, and ensures that stolen property can be traced back to its owner, criminals linked to crime scenes and prosecutions brought.

As with the CCTV system, the prime aim of the DNA based forensic property marking system will be to deter and prevent criminals from considering Astmoor Industrial Estate as an 'easy target'. Signs will be displayed at both entrances to the estate promoting the use of the property marking system, and every company will be provided with window stickers and signs along with other promotional items to raise awareness of the property marking systems use in their own company and across the estate.

Business Watch

The BID will work with Cheshire Police in order to further develop and maintain a Business Watch service for Astmoor Industrial Estate. This will include:

- Email network to share intelligence regarding potential crime or security threats.

Purchase of additional crime prevention signage.

The Astmoor Business Steering Group will continue to work in partnership with Business Watch. In order to promote the Business Watch and all security measures on the estate (detailed above), additional signs will be purchased and installed across the estate, to further act as a deterrent.

KPI's	Baseline	Target	Source for information
Number of reported crimes	XX in 2006	XX - 2013	Police criminal statistics
% of companies who have suffered physical criminal damage in the last 3 years	61% in 2007	30% - 2013	Business Survey
% of companies feeling vulnerable to crime	71% in 2006	30% - 2013	Business Survey

<p>The potential benefits for your business from this theme:</p> <ul style="list-style-type: none"> ✓ <i>Reduced insurance premiums.</i> ✓ <i>Reduced levels of crime.</i> ✓ <i>A safer environment in which employees can travel to work.</i> ✓ <i>Ability to quickly and efficiently find out about security threats to your business premises.</i> 	<p>“Whilst we have made improvements in our own business to improve security, the joined up thinking and crime deterrent measures that will come with the Business Improvement District are essential if companies on Astmoor Industrial Estate are to continue to tackle the crime head on, and present a untied front in the fight against crime”.</p> <p>Quote from Company on the estate</p>	<p>Picture of Business Manager giving the quote</p>
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4.2 Theme Two – Image Enhancement

Continue the development of the Industrial Estate to ensure it can attract new companies, employees and is a location where your company is proud to bring its customers.

Gateway Signage and Physical landscape improvements. Introduce a programme of physical landscape improvements onto the estate over the five years of the programme. The above artists drawing provide a guide as to the types of image and landscaping improvements that the Business Improvement District will deliver, which will initially focus on gateway improvements to Astmoor.

Maintenance. The Business Improvement District will manage a programme of maintenance for the estate over and above the statutory provision provided by the Council (It is proposed that the BID will manage a small maintenance programme to ensure high standards of maintenance, which will include grot spot removal and litter picking of the whole estate (outside business boundaries). The BID Manager and Astmoor Business Steering Group will also continue to lobby the Local Authority to ensure that standards of grass cutting, street cleansing etc are maintained and were feasible improved.

Business Frontage Charter. Launch and promote a business frontage charter. The Astmoor Industrial Estate Steering Group recognises that it is not just estate wide actions that are required to improve the image of the estate. Individual companies have a responsibility to maintain their sites, and accordingly the BID will develop and promote a 'Business Frontage Charter' for companies to sign up to, which will set basic standards of maintenance and appearance that all companies will seek to achieve.

The benefits for your business from this theme:

- ✓ *Enhanced company image*
- ✓ *Increased property values*
- ✓ *Attractive environment for employees to work from*
- ✓ *Maintenance of the assets (name plates, planting and welcome signs) that the Astmoor Industrial Estate Steering Group has invested in to date.*

KPI's	Baseline	Target	Source for information
% of companies considering the image of the estate to be good	10%	50%	Business Survey
% of companies considering the image of the estate to be good or acceptable	61%	95%	Business Survey
% of companies planning to leave the estate	17%	5%	Business Survey

“Looks count, an attractive estate attracts quality businesses, and creates a positive impression with customers, employees and suppliers alike. The proposals within the Business Improvement District will go a long way to help create a quality trading environment for all companies on the estate”. Quote from Resident business on image enhancement

4.3 Theme Three – Co-ordinated Industrial Estate

The business support theme has been developed to ensure the estate continues to prosper, attract inward investment and develops its image as an excellent place to work and invest.

Astmoor Business Steering Group - Your Business Champion

The Astmoor Business Steering Group will champion the businesses on the estate to ensure that the estate receives the appropriate level of service it is entitled to from public sector and other agencies.

This will include applying for sources of funding and lobbying for improvements to the estate in areas such as crime prevention and security, estate cleaning and maintenance, development of facilities and amenities on the estate for employees including transport improvements, public transport provision and highways improvements.

This will be achieved through the Astmoor Industrial Estate Executive and the Project Management Organisation. In particular, the Business Improvement District will monitor baseline agreements received from Halton Borough Council, and ensure that they are adhered to. This will include ensuring that the following services are delivered in line with baselines established by Halton Borough Council:

- Highway and footpath Cleansing
- Cleansing of entrance signs
- Grass cutting
- Litter picking
- Litter bin emptying
- Business watch and Community Support Police Officers

Estate Manager

The Business Improvement District will provide an estate manager, who will be employed through the Project Management Organisation. The estate manager's role will be to:

- Act as a first point of contact for businesses on issues and opportunities on the estate,
- Act as a first point of contact for external agencies wishing to engage companies on the estate,
- Provide regular email newsletter for companies on new estate developments,
- Provide introductions to the estate and guided tours to companies wishing to invest in the industrial estate.

Estate website - www.astmoor.org.uk

The estate web site will continue to be developed and maintained to promote the estate, vacant units, job opportunities and provide information about the estate and its resident companies. The web site will be promoted to inward investors through advertisements, links from Council property search web sites and a profile on Internet search engines.

The web site will also be used to promote the Business Directory for the industrial estate and provide links to your company's web site.

Car sharing web site. The Business Improvement will link into Halton Borough Council's lift share web site. This will enable employees to log their travel details onto a web site, which will then match them up with other employees who undertake similar journeys at similar times. The web site will be promoted to all employees, and monitored to ensure that it is used. The benefits from the initiative will be to reduce congestion at peak times and reduce employees travel costs. This is a low cost initiative, which has the potential for reducing traffic and congestion.

Astmoor Industrial Estate Bulletin

Regular newsletters will be produced every year about the Astmoor Industrial Estate and new development. The newsletters will be used to promote the estate and also share information on estate news and events that are of relevance to companies.

Annual Bus Timetable Review. Working with Halton Borough Council, the Astmoor Industrial Estate Steering Group will undertake an annual assessment of bus timetables to identify if these meet the needs of employers/employees. This will ensure that bus timetables are aligned with shift patterns on the estate, and can provide a reliable and practical service. Following on from the annual review, an estate specific leaflet will be produced and made available to employees, detailing the business services to and from the estate.

The potential benefits for your business from the business support theme:

- ✓ *A single voice will be maintained representing the Astmoor Industrial Estate and its interests.*
- ✓ *Forum for engaging with public sector and other business support agencies.*
- ✓ *A forum to meet your neighbouring businesses and inter-trade.*
- ✓ *One point of contact for your queries in relation to your business and its trading environment.*
- ✓ *Quick and easy mechanism for accessing information from public sector bodies.*
- ✓ *An additional resource to champion your businesses issues and opportunities to other companies and organisations.*
- ✓ *Access to external business support services.*
- ✓ *Regular updates on developments on the estate.*
- ✓ *Increased revenue from greater inter-trading with local companies.*
- ✓ *Easier access to the estate for employees from an improved public transport service*

KPI's	Baseline	Target	Source for information
Business Support satisfaction rating	1 st year evaluation of project will set baseline	80% of businesses reporting that the business support from the BID is good or excellent.	Annual business survey

"I have really valued the business support received to date through the Astmoor , and I am keen to support the Business Improvement District to ensure that my company and others across the estate continue to receive the benefits from this service. This support is vital if the estate is to continue to prosper and attract inward investment after April 2006".

Insert Picture of Business person giving quote

Quote from Local Business about business support

5.0 Governance, Management, and Delivery of the Business Improvement District

5.1 The Astmoor Business Steering Group and Governance of the Business Improvement District funds

The Business Improvement District (BID) will be governed through the established Astmoor Business Steering Group. However, in order to ensure appropriate governance, a constitution for the Group will be established. To date the Astmoor Business Steering Group has been open to any company that wishes to join. Under the proposed Business Improvement District, every company that is located within the BID area and, therefore, contributes towards the cost of the BID, will become a member of the Astmoor Business Steering Group. Each company will be able to appoint a representative, who will then have voting rights at Astmoor Business Steering Group meetings including the Annual General Meeting.

Members of The Astmoor Business Steering Group will be responsible for:

1. Overseeing the Business Improvement District and ensuring it delivers its services and improvements as identified within the business plan.
2. Ensuring the finances raised from the Business Improvement District are used on items of expenditure as identified within the Business Improvement District business plan.
3. Electing a chair and treasurer at the annual general meeting who will lead the executive committee.
4. Electing on an annual basis up to four further executive members, who will join the executive committee to oversee the delivery of Business Improvement District.
5. Appointing auditors to audit the accounts of the Business Improvement District.
6. Approving the financial regulations for delegated authority for approval of expenditure under the Business Improvement District.

The Executive committee will be responsible for:

1. Guiding and directing the appointed project management organisation in the delivery of the Business Improvement District.
2. Ensuring that the appointed project management organisation is held accountable for expenditure of BID monies.
3. Approving eligible expenditure in line with the delegated powers detailed within the financial regulations that have been approved by the members of the Astmoor Business Steering Group.
4. Monitoring and reporting to members of the Astmoor Business Steering Group on the achievement of key performance indicators and expenditure.

The Astmoor Business Steering Group will meet three times a year. The first meeting of each financial year (April – March) will also act as an annual general meeting. For the Astmoor Business Steering Group meeting to be quorate at least seven members must be present. The Astmoor Business Steering Group will also invite selected public and private sector representatives. Only members of the group will have a vote on any proposals tabled at Astmoor Business Steering Group meetings.

The executive committee will meet once every two months. For the executive committee to be quorate, at least three members will be required to be present. Halton Borough Council will be invited to attend each executive committee in an advisory capacity. The project management organisation will also be invited to attend each executive committee meeting in a reporting and advisory capacity. Only elected members of the executive will have a vote on any proposals tabled at the executive meeting. The executive committee will only have the rights to approve proposals tabled that are within the delegated powers detailed within the financial regulations that have been approved by the members of the Astmoor Business Steering Group.

5.2 The Business Improvement District Delivery Body –

The Economic Regeneration Service at Halton Borough Council will act as the accountable body for the Business Improvement District. The Economic Regeneration Service will be responsible for managing the project and ensuring that the funds collected by the Local Authority are spent in line with the Business Improvement District Proposal.

The Economic Regeneration Service will act as the BID Body, on behalf of the Astmoor Business Steering Group. The key responsibilities of the Economic Regeneration Service at Halton Borough Council will be:

1. To manage the receipt of income from Halton Borough Council and ensure that this is spent in line with the business plan.
2. Produce quarterly claims accounting for project expenditure and reporting on the delivery of the BID against key performance indicators and milestones.
3. Provide secretariat support for the Astmoor Business Steering Group and the Executive Committee.
4. Produce an audited statement of expenditure, detailing income received from the Business Improvement District and the expenditure defrayed against this income.
5. Present progress reports at the Astmoor Business Steering Group meeting and to the Executive committee meeting.
6. Employ an estate manager.

6.0 Business Improvement District Costs, Timings and Baselines

6.1 Income, Expenditure and Cash flow

The Business Improvement District will last for a five-year period. The income and expenditure breakdown for the proposed Business Improvement District is detailed below.

Expenditure	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	Totals
Business Support							
Project Management	£ -	£ -	£ -	£ -	£ -	£ -	
Meeting Costs	£ -	£ 525.00	£ 525.00	£ 525.00	£ 525.00	£ 525.00	
Estate Manager @ 3.5 days week	£ -	£20,650.00	£21,269.50	£21,907.59	£22,564.81	£23,241.76	
Sub total	£ -	£21,175.00	£21,794.50	£22,432.59	£23,089.81	£23,766.76	£112,258.65

Administration							
BID Levy collection	£ -	£ 7,905.00	£ 7,905.00	£ 7,905.00	£ 7,905.00	£ 7,905.00	
Re-vote costs	£ -	£ -	£ -	£ -	£ -	£10,000.00	
Evaluation costs	£ -	£ 3,000.00	£ 3,000.00	£ 3,000.00	£ 3,000.00	£ 3,000.00	
Postage costs	£ -	£ 400.00	£ 400.00	£ 400.00	£ 400.00	£ 400.00	
Estate Bulletin (4 editions a year)	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	
Audit and accounts	£ -	£ 300.00	£ 300.00	£ 300.00	£ 300.00	£ 300.00	
Sub total	£ -	£12,605.00	£12,605.00	£12,605.00	£12,605.00	£22,605.00	£73,025.00

Security							
CCTV	£104,900.00	£ -	£ -	£ -	£ -	£ -	
Maintenance	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	
Property marking	£ 5,100.00	£ -	£ -	£ 500.00	£ -	£ 500.00	
Transmission costs	£ -	£ 3,675.00	£ 3,675.00	£ 3,675.00	£ 3,675.00	£ 3,675.00	
Key holding,	£ -	£58,650.00	£58,650.00	£58,650.00	£58,650.00	£58,650.00	
Incidents response/Alarm costs	£ -	£ 2,520.00	£ 2,520.00	£ 2,520.00	£ 2,520.00	£ 2,520.00	
Mobile security patrol service	£ -	£21,900.00	£21,900.00	£21,900.00	£21,900.00	£21,900.00	
Signage Costs	£ 5,000.00	£ -	£ 2,500.00	£ -	£ 500.00	£ -	
Sub total	£ 115,000.00	£87,745.00	£90,245.00	£88,245.00	£88,245.00	£88,245.00	£557,725.00

Image Enhancement							
Entrance features for totem poles	£ -	£ -	£ 7,000.00	£ -	£ -	£ -	
Entrance planting	£ -	£ -	£ -	£ 2,000.00	£ -	£ -	
Enhancement maintenance	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	
Landscape architect	£ -	£ -	£ -	£ 1,000.00	£ -	£ -	
Sub total	£ -	£ 1,000.00	£ 8,000.00	£ 4,000.00	£ 1,000.00	£ 1,000.00	£15,000.00

Total	£115,000.00	£122,525.00	£132,644.50	£127,282.59	£124,939.81	£135,616.76	
Project Contingency @ 15%	£ -	£ 18,378.75	£ 19,896.68	£ 19,092.39	£ 18,740.97	£ 20,342.51	
Grand Total	£ 115,000.00	£140,903.75	£152,541.18	£146,374.97	£143,680.78	£155,959.27	£854,459.95

Income

Business Levy £ Contribution @ 2.25% of RV	£ -	£158,349.00	£158,349.00	£158,349.00	£158,349.00	£158,349.00	£791,745.00
Halton BC £ Contribution	£115,000.00	£ -	£ -	£ -	£ -	£ -	£115,000.00
Grand Total	£115,000.00	£158,349.00	£158,349.00	£158,349.00	£158,349.00	£158,349.00	£906,745.00
Surplus (prioritised for non-payment of BID Levy)	£ -	£ 17,445.25	£ 5,807.83	£11,974.03	£14,668.22	£ 2,389.73	£ 52,285.05

All businesses that pay non-domestic rates and property owners (when vacant) on Astmoor Industrial Estate will be affected, including new business developments. A list of the businesses and property owners on the Local Authority ratings list that will receive a BID levy can be found in appendix one. No relief is being offered to businesses, charities or particular sectors. The cost applied to each business will be done so on a banding system. The bandings will be as follows:

Hereditaments Rateable Value	Annual Levy
> 400,000 RV	
RV = 250000-400000	
RV = 100000-250000	
RV = 50000-100000	
RV 25000 - 50000	
RV 10000-25000	
RV = 5000-10000	
RV < 5000	

Where changes in local circumstances occur, programme budgets can be altered by the managing agent, with the approval of the Executive Committee (within the financial regulation approved by the members) or by a majority vote of the members of the Astmoor Business Steering Group at a scheduled or extraordinary meeting of members.

The budget proposes to develop a surplus by way of a contingency to cover any additional cost including non-payment of the BID levy. The partnership of Halton Borough Council and the Astmoor Business Steering Group are committed to delivering a cost effective bid. Where this commitment generates a surplus, it will be the responsibility of the Astmoor Business Steering Group to approve proposals for how this surplus is managed.

Gift in Kind contributions have been secured for the Business Improvement District from Halton Borough Council totalling £3,500 per annum. Actual cash contributions from Halton Borough Council have been secured, which total £115,000, which be transferred to the Astmoor BID if a successful vote is achieved.

Halton Borough Council will only be obligated to pass over the value of funds collected through the business rates department, less any charges incurred in collecting monies from hereditaments to the Economic Regeneration Service within Halton Borough Council, who will be acting as the accountable body.

6.2 Business Improvement District Timings

The Business Improvement District (BID) arrangements would begin in April 2008. The funding for the BID arrangements to be put into place in time for the BID proposal to begin delivering services on the 1st April 2008 is already secured from Halton Borough Council. The Business Improvement District proposals are timed to last for five years between the 1st April 2008 and the 31st March 2013.

6.3 Baseline Agreements

To ensure that the Business Improvement District does not fund any statutory services provided by the Local Authority or Cheshire Police, a number of baseline commitments have been provided by Halton Borough Council and Cheshire Police. These baselines relate to:

- Highway Cleansing
- Cleansing of entrance signs
- Grass cutting
- Litter picking
- Litter bin emptying
- Business watch and Community Support Police Officers

Copies of these agreements can be obtained from the Gareth Bennett in the Economic Regeneration Service at Halton Borough Council.

7.0 The Business Improvement District ballot, levy, collection and alterations of arrangements.

7.1 The Business Improvement District Ballot

Ballot papers will be dispatched by Electoral Reform Services, on behalf of Halton Borough Council, on or after the 5th November. The ballot papers must be returned to and have been received by Electoral Reform Services on the 6th December 2007, which is the formal day of the ballot.

A non-domestic ratepayer (business ratepayer) will be entitled to vote if they were listed as a non-domestic ratepayer on the date the notice of ballot is published. In the case of an empty, partly refurbished property, the property owner will be entitled to vote.

Each business ratepayer entitled to vote shall have one vote in respect of each hereditament (premises/building with an individual rateable value) in the geographical area of the Business Improvement District on which non-domestic rates are payable. For the Business Improvement District to proceed there must be:

1. A majority voting in favour of the proposal from the number of votes cast,
2. A majority in level of rateable value from votes cast in favour of approving the proposal.

7.2 Collection of the Business Improvement District fund

The Business Improvement District levy will be charged in March/April in 2008, and annually from 2008 until 2012 (the last year when a charge will be levied from this proposal.) Halton Borough Council will be responsible for billing and collecting the levy on behalf of the Business Improvement District. The payment of the BID levy from companies to Halton Borough Council will be expected within 30 days of the BID levy demand being issued.

The existing recovery procedures for the standard Business Rates bill will be utilised for any non-payment of the BID levy.

All premises in the Astmoor Industrial Estate BID area as identified on Halton Borough Councils rates listing will receive a levy for the Business Improvement District. All organisations in occupation of premises on the 1st April will receive a BID levy. Where premises become vacant, the landlord/owner will have responsibility for paying the BID levy. The justification for the BID levy falling to the property owner/landlord is that the Business Improvement District will be carrying out work which will support the landlord/property owner to attract companies to their vacant premises. Therefore, it is considered appropriate, that due to the landlord/property owner receiving a benefit from the BID that they should contribute financially through payment of the BID levy.

7.3 Alterations of arrangements

The BID area and the overall BID percentages and bandings can only be altered via an alteration or renewal ballot.

All other arrangements may be altered within the constraints of the overall BID budget without the need for a ballot.

8.0 Further information

For further information on this proposal for a Business Improvement District on Astmoor Industrial Estate please visit www.astmoor.org.uk or contact:

Gareth Bennett or Steve Clarke
Halton Borough Council
Economic Regeneration
The Heath Business and Technical Park
Runcorn
Cheshire
WA7 4QX

Tel: 01928 516123

Email: gareth.bennett@halton.gov.uk

For more information and examples of UK Business Improvement Districts, you can visit the following web sites:

Winsford Industrial Estate BID

www.1-5bid.co.uk

www.winsford1-5.co.uk

Segensworth Industrial Estate BID

www.sbfl.co.uk

London Riverside BID

www.londonriversidebid.co.uk

Appendix One – List of business premises affected by the BID Levy (Draft as of July 2007)

WHITTLE JONES NW LTD
UTICOLOR
TUMS V-DUBS
GEMA (BABY PRODUCTS) LTD
I&M PRECISION ENGINEERING LTD
GEMA (BABY PRODUCTS) LTD
FIVE STAR PRODUCTS
MEDIGAS SERVICES LTD
TIMMICK ENGINEERING
JBM WINDOWS
CHESHIRE LIMOUSINES
PYROTHERM LTD
INXX PHARMA
FILTERITE FINISHING SYSTEMS
ELECTRON TECHNICAL SOLUTIONS LTD
AKT ENGINEERING LTD
U PAINT PRODUCTS LTD
SANDON GLOBAL LTD
FIRST INVESTMENTS LTD
BEVPAK LTD
ANKEM LTD
EDWARD ROYAL SOLUTIONS LTD
D & P MOTORS
GLOBAL INDUSTRIES (NW) LTD
RIVERSIDE COLLEGE HALTON
SCANBECH LTD
FBS CONTRACTS LTD
CARGILL FLAVOUR SYSTEMS (UK) LTD
ALMA PRODUCTS LTD
KENNAY LTD
ALULINE LTD T/A OLYMPIC
FOXLEA HORSEBOX BITS
TILL & WHITEHEAD LTD T/A HANDLEY & BECK LTD
AUGHTON AUTOMATION LTD
BELFOR UK LTD
J BRAND LTD
UNIVERSAL PAPER MANAGEMENT
CITY VENDING UK LTD T/A CITY VENDING
CLASSIC HOLDINGS UK LTD
KAWNEER UK LTD
INTEGRA PRECISION ENGINEERING LTD
THERMO FISHER ELECTRON CORPORATION
CP FILMS SOLUTIA UK LTD
GB TOWER SOLUTIONS LTD
THERMO FISHER SCIENTIFIC
CP FILMS SOLUTIA UK LTD
LANCER UK LTD
WATERBEECH INSTRUMENTS LTD PENSION FUNDS
3M HEALTH CARE
NATIONAL GRID WIRELESS
LOCKWELL ELECTRICS LTD

IND.COM CONSTRUCTION LTD
ELVEY SECURITY TECHNOLOGIES LTD
SPECIALIST LIGHTING SERVICES
AQUASERV
CHESHIRE INDUSTRIAL DOORS LTS
BIOTRACE LTD - BEST
LUNCH FOR YOU
PMI THERMAL INSTALLATION
GLASSCARE WINDOW FILMS UK LTD
REDBAY PROJECTS LTD
BOULTING GROUP PLC
PDR ELECTRICAL LTD
SDM ELECTRONICS
JAMES TROOP & COMPANY LTD
CHESHIRE COUNTY COUNCIL T/A CBS SUPPLIES
DRUANTS
TLM CONSTRUCTION FASTENERS LTD
COLLOIDS (2004) LTD
AFTEC LTD

AARHUSKARISHAMN UK LTD T/A AAK FOODS DIVISION
MARDALE PIPES PLUS LTD
SG BLAIR & CO LTD
HALTON BOROUGH COUNCIL
MABUILD LTD
STADIUM ASSEMBLIES
MAVERICK TRAINING LTD
RUN EXPRESS LTD
SWIFT PRINT (CHESHIRE) LTD
3B CONTROLS LTD
CENTRALSERVE LTD
JOHN SQUIRRELL
GREEN THUMB
PHOENIX CONTROL SYSTEMS LTD
INGENIUS (CHESTER) LTD T/A A MANSELL & SON
BLACKWELL HYDRAULIC LTD
COUNTRYWIDE ENVIRONMENTAL SERVICES LTD
KLINGER LIMITED
L.E.S. ENGINEERING LTD
SUPERFOS PACKAGING LTD
TOWNGATE PLC
DIXON WEBB
MIDAS ENGINEERING SUPPLIES LTD
ADVANCED CONTROL ENGINEERING SERVICES LTD
FREIGHT FIRST LTD
ARVEN CHEMICALS LTD
VIBRO MANUFACTURING SERVICES LTD
VENTCROFT LTD
ELEPHANTE SERVICES LTD
STATHAM TYRES LTD
VANTRUNK LTD
MATTHEW CLARKE WHOLSALE LTD
WILLETT LTD
THOMPSON & CAPPER LTD
JFC PLASTICS LTD
THOMPSON & CAPPER LTD

KAWNEER UK LTD
CATALYTIC SUPPORT SYSTEMS LTD
HOWDEN KITCHENS LTD
CARGILL FLAVOUR SYSTEMS (UK) LTD
URBAN BOX DEVELOPMENTS LLP
HYLOC LTD
NHS LOGISTICS AUTHORITY
HALTON AND ST HELENS PCT HQ

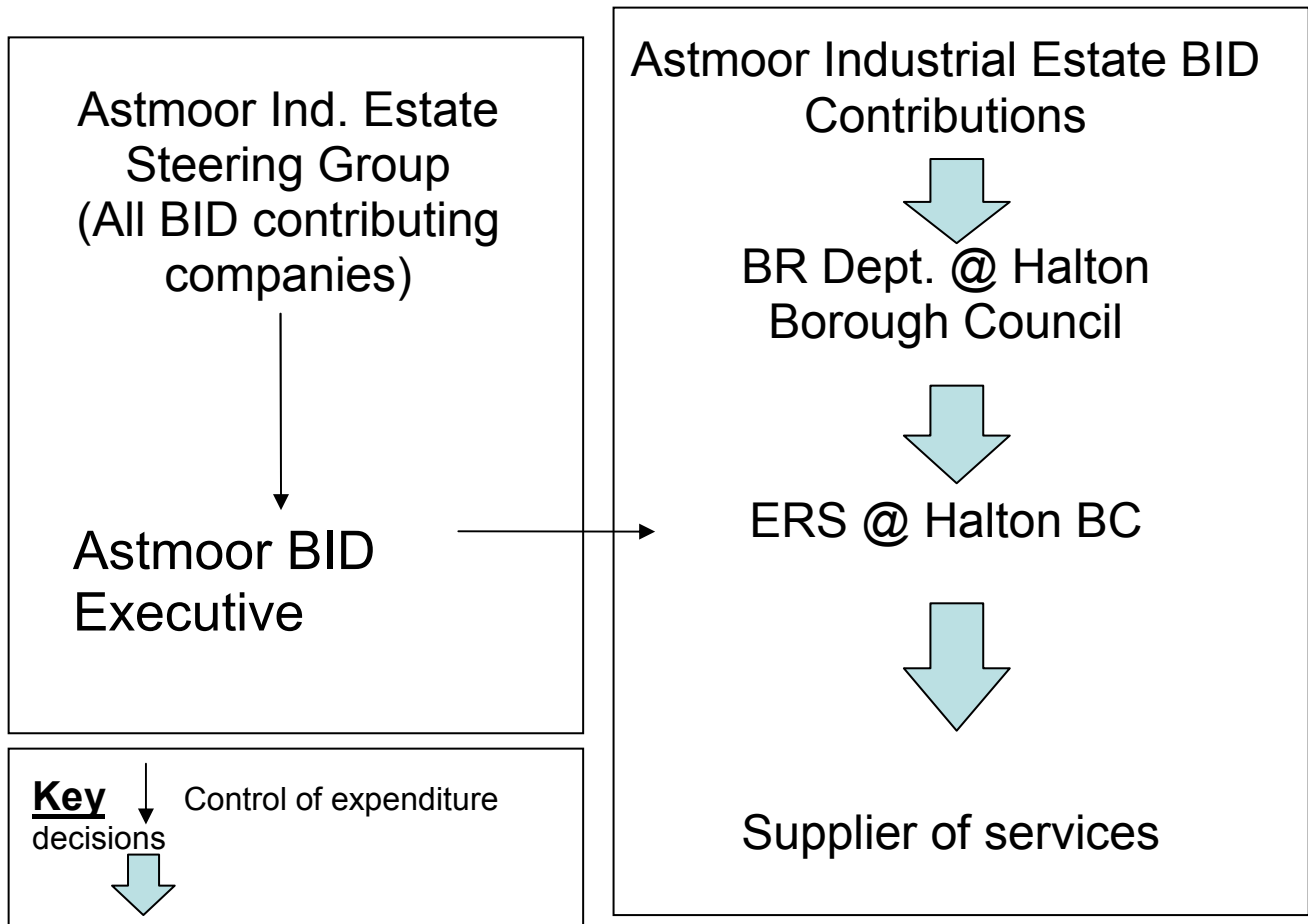
Appendix 2 – Proposed meetings dates for Astmoor

Timetable of meetings for the Astmoor Industrial Estate Steering Group and the appointed executive management board.

		April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
2008	Astmoor Executive Meeting												
	Astmoor Industrial Estate Steering Group Meeting		AGM										
2009	Astmoor Executive Meeting												
	Astmoor Industrial Estate Steering Group Meeting		AGM										
2010	Astmoor Executive Meeting												
	Astmoor Industrial Estate Steering Group Meeting		AGM										
2011	Astmoor Executive Meeting												
	Astmoor Industrial Estate Steering Group Meeting		AGM										
2012	Astmoor Executive Meeting												
	Astmoor Industrial Estate Steering Group Meeting		AGM										

Appendix 3 – Proposed management structure for the Astmoor Industrial Estate Business Improvement District

Management structure and flow of funds from businesses to service provision.



ERS= Economic Regeneration Service

BR Dept = Business Rates (Non domestic rates) Collection Department

Halebank

A Secure Future 2008-13

A Business Plan for a Business Improvement District on
Halebank Industrial Estate, Widnes, Halton.

Draft Version: HALEBANK BUSINESS PLAN V3

Produced by:
Halebank Business Steering Group,

The Halebank Industrial Business Group is supported by:



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1.0 Open letter from Chair of the

Dear Business Owner/Manager,

Yours sincerely,

Dave Farrell
Hough Green Garage
Chair of the Halebank Business Steering Group

Insert picture of Dave

2.0 Introduction

2.1 Halebank

The Halebank Business Steering Group has been representing the interests, concerns and issues of businesses and property owners on the Halebank Industrial Estate since its establishment in 2004. Over this period of time the group and its partners have delivered a range of significant improvements that have enhanced the trading environment for local companies both small and large.

However, the funding that has enabled the development and management of the Halebank Industrial Estate in recent years is time limited and will cease in March 2008.

Beyond March 2008, businesses on the estate have to take responsibility for the future development of the industrial estate, over and above the statutory services that are provided by the public sector. In order for the Halebank Industrial Estate to meet the needs of companies on the estate in the future, the Business Steering Group has chosen to utilise a concept that is growing across the UK, and has been successfully implemented in many countries including the USA, Canada, Australia and Singapore. The concept is that of Business Improvement Districts (BIDs).

The consultation exercises that have been undertaken have demonstrated a wide spread demand and need for the services and projects delivered through the Halebank Business Steering Group. What is required now is for companies across Halebank Industrial Estate to embrace Business Improvement Districts as a mechanism to enable:

1. Consolidation of services and projects that have proved effective.
2. Introduction of new services and projects that will further enhance the trading environment for businesses on the estate.
3. The management of the estate, in a pro-active manner through the Halebank Business Steering Group and an Estate Manager.

What is a Business Improvement District (BID)?

A Business Improvement District enables groups of businesses to commission projects that will lead to improvements in their local trading environment, funded through a local increase in business rates. The funding cannot be used to support or pay for services that are a statutory provision of the public sector. Once collected, the money is ring fenced locally and used to fund, commission and deliver the project or services demanded by local companies.

There are currently 55 Business Improvement Districts operating in the UK and over 200 across America.

For more information on BIDs visit www.ukbids.org.uk.

The nearest industrial estate based BID is located just sixteen miles from Halebank Industrial Estate on Winsford Industrial Estate, Vale Royal, Cheshire. Visit www.winsford1-5.co.uk for further information. The nearest retail BID is located in Liverpool City Centre www.citycentralbid.com.

2.2 “Delivering Results on Halebank Industrial Estate” - Our Successes 2004 - 2007

Since 2004, the improvements delivered by the Halebank Business Steering Group have resulted in:

- **Insert and crime statistics form Cheshire Constabulary**
- Introduction of new and consistent name plates
- Installation of a company sign board with map
- Installation of 10 fully functioning high speed dome cameras to monitor the industrial estate
- Installation of litter bins
- Grants available to fund external enhancements to business sites and improve security

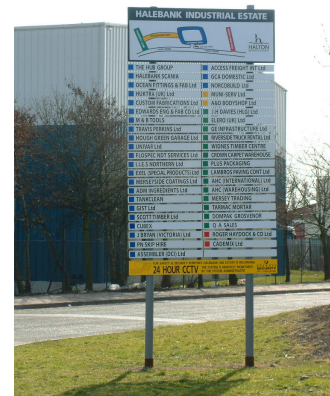
The pictures below show just a few of the real improvements delivered through the Halebank Business Steering Group to date.

New Entrance Signage

Before



After



New Name Plates

Before



After



New Security Features – Estate-wide CCTV system (10 fully functional high speed dome cameras installed)



Estate Co-ordinator – Gareth Bennett

Improved access to Business Support Agencies. Environment Connect Visit

Workplace Health Connect

Business Grants

Before



After

**Quote from Company about the improvements to the estate -TBC**

"The whole mood of the estate has been lifted and confidence and pride in the location is better than ever. Companies are now talking to each other with a common goal of community improvement. More than ever, companies are speaking with one voice to better the locality and we now get to know each other as companies through the process of working together."

3.0 Business Consultation

This proposal for a Business Improvement District on Halebank Industrial Estate was developed between July and October 2007. Each of the themes, and their content has been selected following feedback from businesses through a number of consultations and events.

The response rate to the consultations has been high (37% of companies responding). The types of companies who have responded range from micro companies employing less than 5 people to some of the largest employers on the estate.

The consultation for This Business Improvement District proposal was undertaken in two stages. These stages were an open consultation undertaken by Groundwork in November 2006 (BID Feasibility Study) and a consultation workshop in July 2007, which informed the development of a draft business plan. The second stage of consultation was then undertaken in September 2007 on the draft business plan.

3.1 1st Stage of Consultation – BID Feasibility Study

The first consultation, the BID feasibility study, identified the following key priorities from businesses:

1. General industrial estate improvements (94%)
2. Crime and security (82%)
3. Estate steering group (77%)

37% responded to the BID Feasibility Study.

Furthermore, the study identified that a majority of businesses (65%) would be prepared to consider a Business Improvement District levy to support estate improvement projects. This number, however, was exceeded by the percentage of companies who reported that they are interested in participating in the future development of the estate (82%).

These priorities along with feedback from a consultation workshop held in July 2007 were used to direct in the development of the draft business plan. The draft business plan was then sent out for consultation in September 2007.

3.2 2nd Stage of Consultation - Consultation on the Draft Business Plan

- Feedback results
- Graphs showing businesses opinion of the draft business plan

Some of the specific feedback on the business plan from companies on the estate is quoted below:

- To be completed

4.0 The Proposed Business Improvement District

Safe and Secure 2008-13

"To develop Halebank Industrial Estate as a safe and secure environment from where companies can grow and prosper, by working in partnership to focus on our three themes for improvement:

1. Increasing business security and preventing crime
2. Image enhancement measures across the estate
3. Providing a range of support functions that will benefit all businesses

The business improvement district will deliver the following benefits for your company through our four joined up themes of work:

Reduced levels of crime – Every business will be provided with property marking systems to deter theft and enable the recovery of property, business watch service will be continued to warn of crime incidents as and when they take place. The development of the existing CCTV system, the provision of a response to alarm activations/incidents and keyholding service will enhance the level of response and will further deter and prevent crime. High profile signage will also be installed to act as a deterrent.

Halebank Industrial Estate Manager – Locally based and working for you.

Connected Business Community – Networking, estate newsletter, business watch, business directory and nearly £1,500 per annum of additional in-kind funding support for Halebank Industrial Estate from Halton Borough Council.

Business support – Greater access to a range of business support services provided by local, regional and national organisations to support your company to grow and prosper. The estate manager will have a key role in signposting your business to these services to ensure you know about these and benefit.

Investment support – Lobbying, promoting and developing the estate to improve your trading environment.

Business Led Partnership – Working with you, for you.

Enhanced image for Halebank Industrial Estate – New plantings and landscape improvement schemes, gateway signage, improved maintenance programme, business frontage charter.

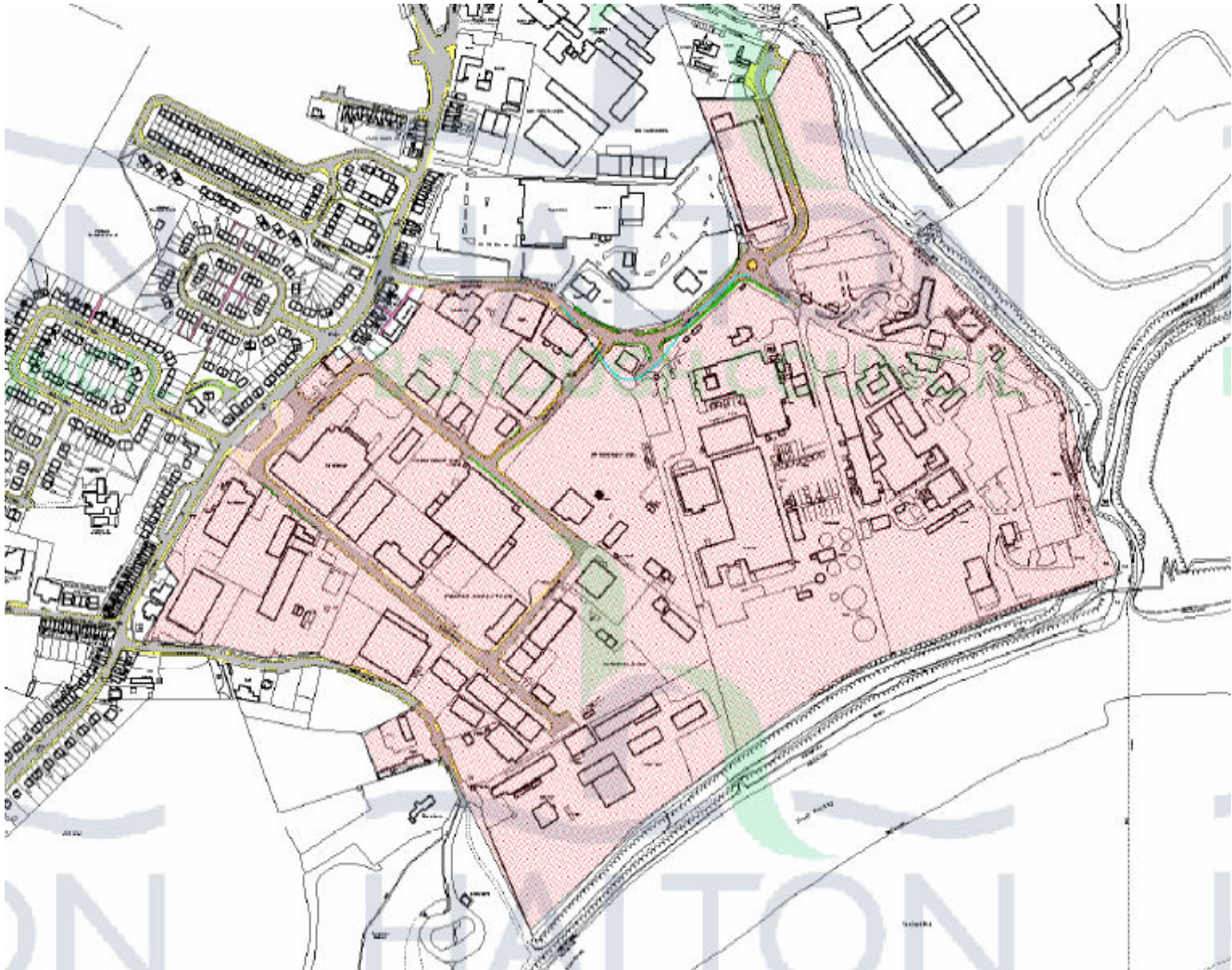
£40,000 of funding support from Halton Borough Council –

The Business Improvement District will deliver its services for a five-year period from the 1st April 2008 (commencement of BID arrangements) until 31st March 2013.

The Business Improvement District will deliver services and projects on Halebank Industrial Estate. The area covered by the Business Improvement District cover the following roads:

- Pickerings Road
- Broughton Way
- Foundry Lane
- Mersey View Road
- Waterside Lane
- Hale Road (Co-op only)

Halebank Industrial Business Improvement District Area



The area in red is the area of the industrial estate that will be supported by the Business Improvement District.

4.1 Theme One – Safe and Secure

The Halebank Business Steering Group believes that preventive and deterrent measures are the best way to tackle crime and security on the estate. In past years the estate has been subject to significant levels of criminal activity. However, these significant levels of crime are likely to continue, unless a co-ordinated approach to tackling crime is developed and maintained.

Therefore, this proposal for a Business Improvement District will deliver the following measures that will seek to prevent and reduce crime, along with ensuring that businesses are equipped to deal with crime should it occur.

Development of the existing Closed Circuit Television (CCTV) Camera Systems

The existing CCTV system will be further developed to provide greater coverage of the estate through the installation of additional cameras at key access points to the estate. In addition, the existing dome cameras will be made more intelligent through the installation of passive infrared (PIR) detectors, which will enable the cameras to zoom in on movement and provide a much-enhanced coverage of incidents on the estate.

This enhanced CCTV system will act as a greater deterrent, and provide evidence as and when crimes do occur.

Alarm/Incident Response Service and key holding service

The BID will also fund an alarm/incident response and key holding service. This service will be linked in with a monitoring contract for the CCTV system, and will enable alarm activations and incidents on the estate to be responded to by a professional security company. The key holding service will ensure that alarm activations* are swiftly acted upon, and should your staff attend the incident, they will do so knowing that a security guard is on hand to provide assistance.

* The draft business plan is presently configured to include an average of 4 callouts to each premise per annum.

Bulk purchase of intelligent DNA based forensic property marking for all companies.

The Business Improvement District will provide each company with a unique (to their business) DNA based forensic property marking system, that cannot be removed from equipment, and ensures that stolen property can be traced back to its owner, criminals linked to crime scenes and prosecutions brought.

As with the CCTV system, the prime aim of the DNA based forensic property marking system will be to deter and prevent criminals from considering Halebank Industrial Estate as an 'easy target'. Signs will be displayed at all entrances to the estate promoting the use of the property marking system, and every company will be provided with window stickers and signs along with other promotional items to raise awareness of the property marking systems use in their own company and across the estate.

Business Watch

The BID will work with Cheshire Police in order to further develop and maintain a Business Watch service for Halebank Industrial Estate. This will include:

- Email network to share intelligence regarding potential crime or security threats.

Purchase of additional crime prevention signage.

The Halebank Business Steering Group will continue to work in partnership with Business Watch. In order to promote the Business Watch and all security measures on the estate (detailed above), additional signs will be purchased and installed across the estate, to further act as a deterrent.

KPI's	Baseline	Target	Source for information
Number of reported crimes	36 in 2006	18 in 2013	Police criminal statistics
% of companies who have suffered physical criminal damage in the last 3 years	76% in 2007	30% - 2013	Business Survey
% of companies feeling vulnerable to crime	82% in 2006	30% - 2013	Business Survey

<p>The potential benefits for your business from this theme:</p> <ul style="list-style-type: none"> ✓ <i>Reduced insurance premiums.</i> ✓ <i>Reduced levels of crime.</i> ✓ <i>A safer environment in which employees can travel to work.</i> ✓ <i>Ability to quickly and efficiently find out about security threats to your business premises.</i> 	<p>“Whilst we have made improvements in our own business to improve security, the joined up thinking and crime deterrent measures that will come with the Business Improvement District are essential if companies on Halebank Industrial Estate are to continue to tackle the crime head on, and present a united front in the fight against crime”.</p> <p>Quote from Company on the estate</p>	<p>Picture of Business Manager giving the quote</p>
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4.2 Theme Two –Image Enhancement

Continue the development of the Industrial Estate to ensure it can attract new companies, employees and is a location where your company is proud to bring its customers.

Gateway and Physical landscape improvements

Introduce a programme of physical landscape improvements onto the estate over the five years of the programme. The above artists drawing provide a guide as to the types of image and landscaping improvements that the Business Improvement District will deliver, which will initially focus on gateway improvements to Halebank.

Maintenance

The Business Improvement District will manage a programme of maintenance for the estate over and above the statutory provision provided by the Council. It is proposed that the BID will manage a small maintenance programme to ensure high standards of maintenance, which will include maintaining gateway / landscaping improvements implemented through the BID and increased frequency of street cleansing. The BID Manager and Halebank Business Steering Group will also continue to lobby the Local Authority to ensure that standards of grass cutting, street cleansing etc are maintained and were feasible improved.

Business Frontage Charter

Launch and promote a business frontage charter. The Halebank Business Steering Group recognises that it is not just estate wide actions that are required to improve the image of the estate. Individual companies have a responsibility to maintain their sites, and accordingly the BID will develop and promote a 'Business Frontage Charter' for companies to sign up to, which will set basic standards of maintenance and appearance that all companies will seek to achieve.

The benefits for your business from this theme:

- ✓ *Enhanced company image*
- ✓ *Increased property values*
- ✓ *Attractive environment for employees to work from*
- ✓ *Maintenance of the assets (name plates, planting and welcome signs) that the Halebank Business Steering Group has invested in to date.*

KPI's	Baseline	Target	Source for information
% of companies considering the image of the estate to be good	12%	50%	Business Survey
% of companies considering the image of the estate to be good or acceptable	65%	90%	Business Survey
% of companies planning to leave the estate	24%	5%	Business Survey

“Looks count, an attractive estate attracts quality businesses, and creates a positive impression with customers, employees and suppliers alike. The proposals within the Business Improvement District will go a long way to help create a quality trading environment for all companies on the estate”. Quote from Resident business on image enhancement

4.3 Theme Three – Co-ordinated Industrial Estate

The business support theme has been developed to ensure the estate continues to prosper, attract inward investment and develops its image as an excellent place to work and invest.

Halebank Business Steering Group - Your Business Champion

The Halebank Business Steering Group will champion the businesses on the estate to ensure that the estate receives the appropriate level of service it is entitled to from public sector and other agencies.

This will include applying for sources of funding and lobbying for improvements to the estate in areas such as crime prevention and security, estate cleaning and maintenance, development of facilities and amenities on the estate for employees including transport improvements, public transport provision and highways improvements.

This will be achieved through the Halebank Industrial Estate Executive and the Project Management Organisation. In particular, the Business Improvement District will monitor baseline agreements received from Halton Borough Council, and ensure that they are adhered to. This will include ensuring that the following services are delivered in line with baselines established by Halton Borough Council:

- Highway and footpath Cleansing
- Cleansing of entrance signs
- Grass cutting
- Litter picking
- Litter bin emptying
- Business watch and Community Support Police Officers

Estate Manager

The Business Improvement District will provide an estate manager, who will be employed through the Project Management Organisation. The estate manager's role will be to:

- Act as a first point of contact for businesses on issues and opportunities on the estate,
- Act as a first point of contact for external agencies wishing to engage companies on the estate,
- Provide regular email newsletter for companies on new estate developments,
- Provide introductions to the estate and guided tours to companies wishing to invest in the industrial estate.

Halebank Industrial Estate Bulletin

Regular newsletters will be produced every year about the Halebank Industrial Estate and new development. The newsletters will be used to promote the estate and also share information on estate news and events that are of relevance to companies.

Car sharing web site. The Business Improvement will link into Halton Borough Council's lift share web site. This will enable employees to log their travel details onto a web site, which will then match them up with other employees who undertake similar journeys at similar times. The web site will be promoted to all employees, and monitored to ensure that it is used. The benefits from the initiative will be to reduce congestion at peak times and reduce employees travel costs. This is a low cost initiative, which has the potential for reducing traffic and congestion.

Annual Bus Timetable Review. Working with Halton Borough Council, the Halebank Business Steering Group will undertake an annual assessment of bus timetables to identify if these meet the needs of employers/employees. This will ensure that bus timetables are aligned with shift patterns on the estate, and can provide a reliable and practical service. Following on from the annual review, an estate specific leaflet will be produced and made available to employees, detailing the business services to and from the estate.

The potential benefits for your business from the business support theme:

- ✓ *A single voice will be maintained representing Halebank Industrial Estate and its interests.*
- ✓ *Forum for engaging with public sector and other business support agencies.*
- ✓ *A forum to meet your neighbouring businesses and inter-trade.*
- ✓ *One point of contact for your queries in relation to your business and its trading environment.*
- ✓ *Quick and easy mechanism for accessing information from public sector bodies.*
- ✓ *An additional resource to champion your businesses issues and opportunities to other companies and organisations.*
- ✓ *Access to external business support services.*
- ✓ *Regular updates on developments on the estate.*
- ✓ *Easier access to the estate for employees from an improved public transport service*

KPI's	Baseline	Target	Source for information
Business Support satisfaction rating	1 st year evaluation of project will set baseline	80% of businesses reporting that the business support from the BID is good or excellent.	Annual business survey

"I have really valued the business support received to date through the Halebank, and I am keen to support the Business Improvement District to ensure that my company and others across the estate continue to receive the benefits from this service. This support is vital if the estate is to continue to prosper and attract inward investment after April 2006".

Insert Picture of Business person giving quote

Quote from Local Business about business support

5.0 Governance, Management, and Delivery of the Business Improvement District

5.1 *The Halebank Business Steering Group and Governance of the Business Improvement District funds*

The Business Improvement District (BID) will be governed through the established Halebank Business Steering Group. However, in order to ensure appropriate governance, a constitution for the Group will be established. To date the Halebank Business Steering Group has been open to any company that wishes to join. Under the proposed Business Improvement District, every company that is located within the BID area and, therefore, contributes towards the cost of the BID, will become a member of the Halebank Business Steering Group. Each company will be able to appoint a representative, who will then have voting rights at Halebank Business Steering Group meetings including the Annual General Meeting.

Members of The Halebank Business Steering Group will be responsible for:

1. Overseeing the Business Improvement District and ensuring it delivers its services and improvements as identified within the business plan.
2. Ensuring the finances raised from the Business Improvement District are used on items of expenditure as identified within the Business Improvement District business plan.
3. Electing a chair and treasurer at the annual general meeting who will lead the executive committee.
4. Electing on an annual basis up to four further executive members, who will join the executive committee to oversee the delivery of Business Improvement District.
5. Appointing auditors to audit the accounts of the Business Improvement District.
6. Approving the financial regulations for delegated authority for approval of expenditure under the Business Improvement District.

The Executive committee will be responsible for:

1. Guiding and directing the appointed project management organisation in the delivery of the Business Improvement District.
2. Ensuring that the appointed project management organisation is held accountable for expenditure of BID monies.
3. Approving eligible expenditure in line with the delegated powers detailed within the financial regulations that have been approved by the members of the Halebank Business Steering Group.
4. Monitoring and reporting to members of the Halebank Business Steering Group on the achievement of key performance indicators and expenditure.

The Halebank Business Steering Group will meet three times a year. The first meeting of each financial year (April – March) will also act as an annual general meeting. For the Halebank Business Steering Group meeting to be quorate at least seven members must be present. The Halebank Business Steering Group will also invite selected public and private sector representatives. Only members of the group will have a vote on any proposals tabled at Halebank Business Steering Group meetings.

The executive committee will meet once every two months. For the executive committee to be quorate, at least three members will be required to be present. Halton Borough Council will be invited to attend each executive committee in an advisory capacity. The project management organisation will also be invited to attend each executive committee meeting in a reporting and advisory capacity. Only elected members of the executive will have a vote on any proposals tabled at the executive meeting. The executive committee will only have the rights to approve proposals tabled that are within the delegated powers detailed within the financial regulations that have been approved by the members of the Halebank Business Steering Group.

5.2 The Business Improvement District Delivery Body –

The Economic Regeneration Service at Halton Borough Council will act as the accountable body for the Business Improvement District. The Economic Regeneration Service will be responsible for managing the project and ensuring that the funds collected by the Local Authority are spent in line with the Business Improvement District Proposal.

The Economic Regeneration Service will act as the BID Body, on behalf of the Halebank Business Steering Group. The key responsibilities of the Economic Regeneration Service at Halton Borough Council will be:

1. To manage the receipt of income from Halton Borough Council and ensure that this is spent in line with the business plan.
2. Produce quarterly claims accounting for project expenditure and reporting on the delivery of the BID against key performance indicators and milestones.
3. Provide secretariat support for the Halebank Business Steering Group and the Executive Committee.
4. Produce an audited statement of expenditure, detailing income received from the Business Improvement District and the expenditure defrayed against this income.
5. Present progress reports at the Halebank Business Steering Group meeting and to the Executive committee meeting.
6. Employ an estate manager.

6.0 Business Improvement District Costs, Timings and Baselines

6.1 Income, Expenditure and Cash flow

The Business Improvement District will last for a five-year period. The income and expenditure breakdown for the proposed Business Improvement District is detailed below.

Expenditure	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	Totals
Business Support							
Project Management	£ -	£ -	£ -	£ -	£ -	£ -	
Meeting Costs	£ -	£ 525.00	£ 525.00	£ 525.00	£ 525.00	£ 525.00	
Estate Manager @ 1.5 days week	£ -	£ 8,850.00	£ 9,115.50	£ 9,388.97	£ 9,670.63	£ 9,960.75	
Sub total	£ -	£ 9,375.00	£ 9,640.50	£ 9,913.97	£ 10,195.63	£ 10,485.75	£49,610.85
Administration							
BID Levy collection	£ -	£ 1,836.00	£ 1,836.00	£ 1,836.00	£ 1,836.00	£ 1,836.00	
Re-vote costs	£ -	£ -	£ -	£ -	£ -	£ 5,000.00	
Evaluation costs	£ -	£ 2,000.00	£ 2,000.00	£ 2,000.00	£ 2,000.00	£ 3,000.00	
Postage costs	£ -	£ 100.00	£ 100.00	£ 100.00	£ 100.00	£ 100.00	
Estate Bulletin (4 editions a year)	£ -	£ 600.00	£ 600.00	£ 600.00	£ 600.00	£ 600.00	
Audit and Accounts	£ -	£ 300.00	£ 300.00	£ 300.00	£ 300.00	£ 300.00	
Sub total	£ -	£ 4,836.00	£ 4,836.00	£ 4,836.00	£ 4,836.00	£ 10,836.00	£30,180.00
Security							
CCTV	£ 26,280.00		£ -	£ -	£ -	£ -	
Maintenance	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	
Property marking	£ 2,720.00	£ -	£ -	£ 250.00	£ -	£ 250.00	
Transmission cots	£ -	£ 3,675.00	£ 3,675.00	£ 3,675.00	£ 3,675.00	£ 3,675.00	
Key holding,	£ -	£14,076.00	£ 14,076.00	£ 14,076.00	£ 14,076.00	£ 14,076.00	
Incidents response/Alarm costs	£ -	£ 604.80	£ 604.80	£ 604.80	£ 604.80	£ 604.80	
	£ -	£ -	£ -	£ -	£ -	£ -	
Signage Costs	£ 4,000.00	£ -	£ 1,500.00	£ -	£ 500.00	£ -	
Sub total	£ 33,000.00	£19,355.80	£ 20,855.80	£ 19,605.80	£ 19,855.80	£ 19,605.80	£132,279.00
Image Enhancement							
Entrance features for totem poles	£ 7,000.00	£ -	£ -	£ -	£ -	£ -	
Entrance planting	£ -	£ -	£ -	£ 2,000.00	£ -	£ -	
Enhancement maintenance	£ -	£ -	£ -	£ 500.00	£ 1,000.00	£ 1,000.00	
Landscape architect	£ -	£ -	£ -	£ 1,000.00	£ -	£ -	
Sub total	£ 7,000.00	£ -	£ -	£ 3,500.00	£ 1,000.00	£ 1,000.00	£12,500.00
Total	£40,000.00	£ 33,566.80	£ 35,332.30	£ 37,855.77	£ 35,887.43	£ 41,927.55	
Project Contingency @ 15%	£ -	£ 5,035.02	£ 5,299.85	£ 5,678.36	£ 5,383.12	£ 6,289.13	
Grand Total	£40,000.00	£ 38,601.82	£ 40,632.15	£ 43,534.13	£ 41,270.55	£ 48,216.69	£252,255.33

Income

Business Levy £ Contribution @ 2.25% of RV LEVY	£ -	£46,440.00	£46,440.00	£46,440.00	£46,440.00	£46,440.00	£232,200.00
Halton BC £ Contribution	£40,000.00	£ -	£ -	£ -	£ -	£ -	£40,000.00
Grand Total	£40,000.00	£46,440.00	£46,440.00	£46,440.00	£46,440.00	£46,440.00	£272,200.00
Surplus (prioritised for non-payment of BID Levy)	£ -	£7,838.18	£ 5,807.86	£ 2,905.87	£ 5,169.45	-£1,776.69	£ 19,944.67

All businesses that pay non-domestic rates and property owners (when vacant) on Halebank Industrial Estate will be affected, including new business developments. A list of the businesses and property owners on the Local Authority ratings list that will receive a BID levy can be found in appendix one. No relief is being offered to businesses, charities or particular sectors. The cost applied to each business will be done so on a banding system. The bandings will be as follows:

Hereditaments Rateable Value	Annual Levy
> 400,000 RV	
RV = 250000-400000	
RV = 100000-250000	
RV = 50000-100000	
RV 25000 - 50000	
RV 10000-25000	
RV = 5000-10000	
RV < 5000	

Where changes in local circumstances occur, programme budgets can be altered by the managing agent, with the approval of the Executive Committee (within the financial regulation approved by the members) or by a majority vote of the members of the Halebank Business Steering Group at a scheduled or extraordinary meeting of members.

The budget proposes to develop a surplus by way of a contingency to cover any additional cost including non-payment of the BID levy. The partnership of Halton Borough Council and the Halebank Business Steering Group are committed to delivering a cost effective bid. Where this commitment generates a surplus, it will be the responsibility of the Halebank Business Steering Group to approve proposals for how this surplus is managed.

Gift in Kind contributions have been secured for the Business Improvement District from Halton Borough Council totalling £1,500 per annum. Actual cash contributions from Halton Borough Council have been secured which total £40,000, which be transferred to the Halebank BID if a successful vote is achieved. The contribution from the Council must be spent prior to the formal commencement of the BID on April 1st 2007, which will be used for the purchase and installation of capital equipment (CCTV, property marking and signage).

Halton Borough Council will only be obligated to pass over the value of funds collected through the business rates department, less any charges incurred in collecting monies from hereditaments to the Economic Regeneration Service within Halton Borough Council, who will be acting as the accountable body for the BID.

6.2 Business Improvement District Timings

The Business Improvement District (BID) arrangements would begin in April 2008. The funding for the BID arrangements to be put into place in time for the BID proposal to begin delivering services on the 1st April 2008 is already secured from Halton Borough Council. The Business Improvement District proposals are timed to last for five years between the 1st April 2008 and the 31st March 2013.

6.3 Baseline Agreements

To ensure that the Business Improvement District does not fund any statutory services provided by the Local Authority or Cheshire Police, a number of baseline commitments have been provided by Halton Borough Council and Cheshire Police. These baselines relate to:

- Highway Cleansing
- Cleansing of entrance signs
- Grass cutting
- Litter picking
- Litter bin emptying

- Business watch and Community Support Police Officers

Copies of these agreements can be obtained from the Gareth Bennett in the Economic Development Unit at Halton Borough Council.

7.0 The Business Improvement District ballot, levy, collection and alterations of arrangements.

7.1 The Business Improvement District Ballot

Ballot papers will be dispatched by Electoral Reform Services, on behalf of Halton Borough Council, on or after the 5th November. The ballot papers must be returned to and have been received by Electoral Reform Services on the 6th December 2007, which is the formal day of the ballot.

A non-domestic ratepayer (business ratepayer) will be entitled to vote if they were listed as a non-domestic ratepayer on the date the notice of ballot is published. In the case of an empty, partly refurbished property, the property owner will be entitled to vote.

Each business ratepayer entitled to vote shall have one vote in respect of each hereditament (premises/building with an individual rateable value) in the geographical area of the Business Improvement District on which non-domestic rates are payable. For the Business Improvement District to proceed there must be:

1. A majority voting in favour of the proposal from the number of votes cast,
2. A majority in level of rateable value from votes cast in favour of approving the proposal.

7.2 Collection of the Business Improvement District fund

The Business Improvement District levy will be charged in March/April in 2008, and annually from 2008 until 2012 (the last year when a charge will be levied from this proposal.) Halton Borough Council will be responsible for billing and collecting the levy on behalf of the Business Improvement District. The payment of the BID levy from companies to Halton Borough Council will be expected within 30 days of the BID levy demand being issued.

The existing recovery procedures for the standard Business Rates bill will be utilised for any non-payment of the BID levy.

All premises in the Halebank Industrial Estate BID area as identified on Halton Borough Councils rates listing will receive a levy for the Business Improvement District. All organisations in occupation of premises on the 1st April will receive a BID levy. Where premises become vacant, the landlord/owner will have responsibility for paying the BID levy. The justification for the BID levy falling to the property owner/landlord is that the Business Improvement District will be carrying out work which will support the landlord/property owner to attract companies to their vacant premises. Therefore, it is considered appropriate that due to the landlord/property owner receiving a benefit from the BID that they should contribute financially through payment of the BID levy.

7.3 Alterations of arrangements

The BID area and the overall BID percentages and bandings can only be altered via an alteration or renewal ballot.

All other arrangements may be altered within the constraints of the overall BID budget without the need for a ballot.

8.0 Further information

For further information on this proposal for a Business Improvement District on Halebank Industrial Estate please visit www.Halebank.org.uk or contact:

Gareth Bennett or Steve Clarke
Halton Borough Council
Economic Regeneration
The Heath Business and Technical Park
Runcorn
Cheshire
WA7 4QX

Tel: 01928 516123

Email: gareth.bennett@halton.gov.uk

For more information and examples of UK Business Improvement Districts, you can visit the following web sites:

Winsford Industrial Estate BID

www.1-5bid.co.uk

www.winsford1-5.co.uk

Segensworth Industrial Estate BID

www.sbfl.co.uk

London Riverside BID

www.londonriversidebid.co.uk

Appendix One – List of business premises affected by the BID Levy (Draft as of July 2007)

A & D BODYSHOP LTD
MUNI-SERVE (NORTHERN) LTD
GE WATER & PROCESS TECHNOLOGIES
CRODA CHEMICALS EUROPE LTD
RANCHDART LTD T/A CROWN DISCOUNT CENTRE
DECCO LTD
NRG AUTOMATION LTD
JH DAVIES (HAULAGE) LTD
MR MANCUSO
UNITED NORWEST CO-OP LTD
CADEMIX LTD
NORTH WEST EXPRESS HAULAGE
UNIVAR LTD
ROGER HAYDOCK & CO LTD
QA PRODUCTS
J BRYAN (VICTORIA) LTD
HALTON TRAVELLER
ACCESS FREIGHT INTERNATIONAL
ALBION CHEMICALS LTD
THE HUB GROUP
EDWARDS ENGINEERING & FABRICATION CO LTD
GIST
HOUGH GREEN GARAGE
HUKTRA (UK) LTD
IIES (NORTHERN) LTD
J BRYAN (VICTORIA) LTD
M & B TOOLS LTD
MERSEYSIDE COATINGS LTD
PN SKIP HIRE LTD
QA PRODUCTS
HALEBANK SCANIA
RON HAMMOND T/A HAMMOND PROPERTY
DHL EXEL SUPPLY CHAIN
TRAVIS PERKINS TRADING CO LTD
UNIVAR LTD
CHEMCARE LIVERPOOL LTD
EASTSIDE DEVELOPMENTS

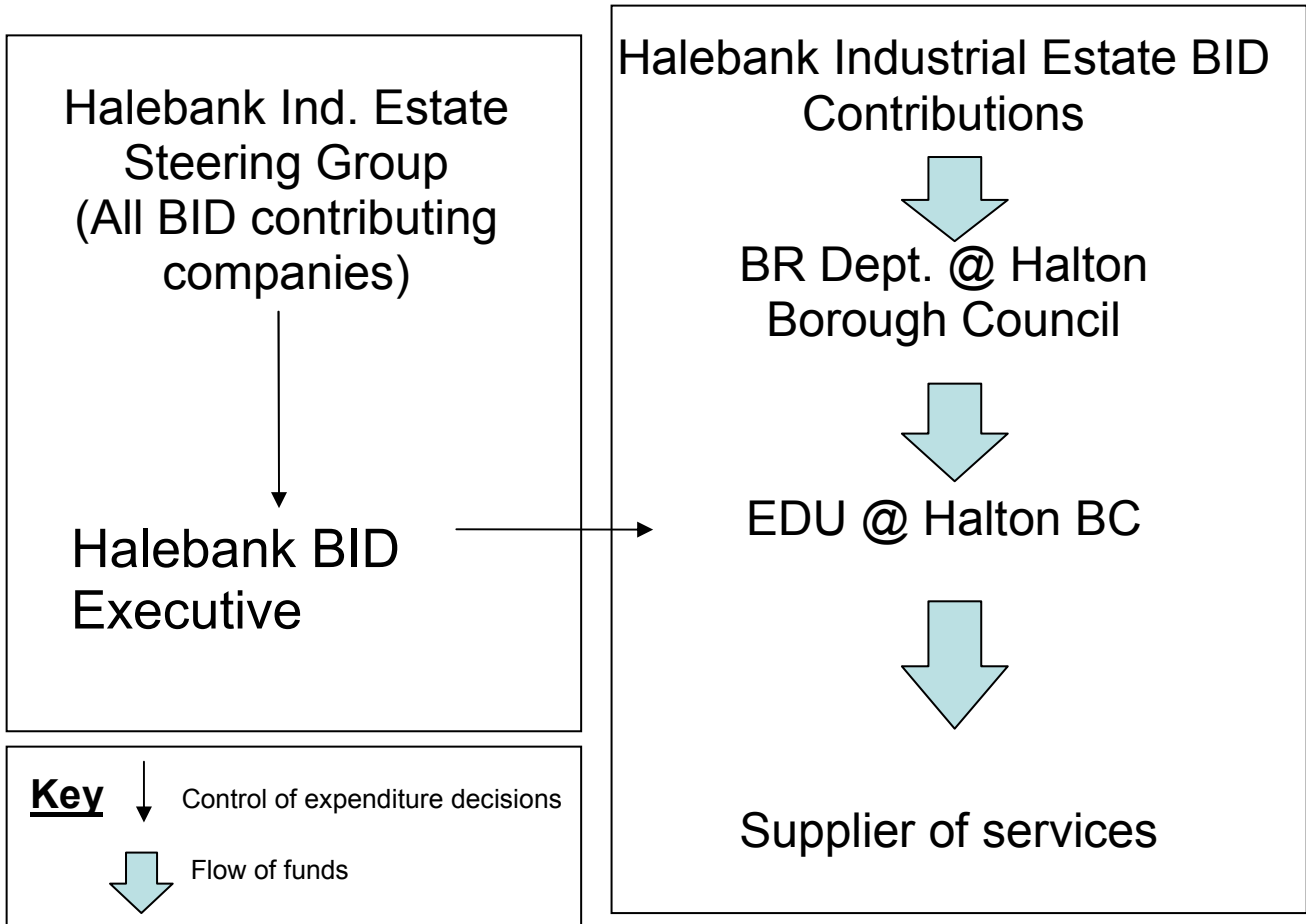
Appendix 2 – Proposed meetings dates for Halebank

Timetable of meetings for the Halebank Industrial Estate Steering Group and the appointed executive management board.

		April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
2008	Halebank Executive Meeting												
	Halebank Industrial Estate Steering Group Meeting		AGM										
2009	Halebank Executive Meeting												
	Halebank Industrial Estate Steering Group Meeting		AGM										
2010	Halebank Executive Meeting												
	Halebank Industrial Estate Steering Group Meeting		AGM										
2011	Halebank Executive Meeting												
	Halebank Industrial Estate Steering Group Meeting		AGM										
2012	Halebank Executive Meeting												
	Halebank Industrial Estate Steering Group Meeting		AGM										

Appendix 3 – Proposed management structure for the Halebank Industrial Estate Business Improvement District

Management structure and flow of funds from businesses to service provision.



EDU = Economic Development Unit

BR Dept = Business Rates (Non domestic rates) Collection Department

REPORT TO: Executive Board

DATE: 20th September 2007

REPORTING OFFICER: Strategic Director – Health and Community

SUBJECT: Capital of Culture – Youth Festival

WARD(S) Borough-wide

1.0 **PURPOSE OF REPORT**

1.1 To consider proposals for a Youth Cultural Festival in July 2008 as part of Halton's Capital of Culture programme, and to seek approval to begin to commit expenditure to support the event.

2.0 **RECOMMENDATION: That orders can be placed to a maximum value of £110,000 to enable the Youth Cultural Festival in July 2008 to take place.**

3.0 **SUPPORTING INFORMATION**

3.1 At its meeting of 29th March 2007 the Executive Board approved Halton's approach to its involvement in Capital of Culture.

3.2 As part of this approved approach was the proposal to host a major Youth Festival in 2008. It was envisaged that all Merseyside's Authorities and their twin towns would be invited to participate in a two day show which highlighted youth performance and offered opportunities to exchange different local cultures.

3.3 A budget akin to the Halton Show (£150,000) is required to host the event. £40k would be made available via the Capital of Culture Company and other forms of funding through sponsorship, grants would be sought.

3.4 To allow the event to go ahead with confidence however, the event needed to be underwritten to a maximum of £110,000. The Executive Board agreed this in principle at its meeting of 29 March 2007.

3.5 The venue for the event will be Spike Island. It will include the culmination of many events which have taken place in the preceding months. These will include workshops, "The Best of" style competitions such a Battle of the Bands or other theatrical performance and sporting competitions. All the other Boroughs within the Merseyside region and the Twin Towns have similar programmes and therefore welding the items together should not prove a problem.

- 3.6 To ensure the event is as inclusive as possible, the use of new technology will allow the posting of messages and images from other parts of the Merseyside Region and their Twin Towns. Opportunities will then exist for everyone to be involved without the need to travel. This style of activity although ensuring freedom to post for everyone will be monitored to ensure integrity. The technology will also allow video images to be seen which could be sent from the event itself.
- 3.7 The bulk of the resources will be spent of providing infrastructure such as stages, marquees, toilets, stewards and other necessary safety and welfare expenditure.
- 3.8 There will also be the opportunity to engage in the event itself. By providing other activity as well as the best of Merseyside, young people will be able to take part in on the day activities such as rock climbing, skateboarding, fashion shows and many other activities which have been brought forward through consultation with the Youth Parliament and young people of Halton.

5.0 **POLICY IMPLICATIONS**

- 5.1 The inclusion of the event within the Liverpool Capital Of Culture 2008 will enhance the reputation of the Borough within The Merseyside District.
- 5.2 At the outset this will be a one year only event.

6.0 **FINANCIAL IMPLICATIONS**

- 6.1 A budget of £150,000 is required to host the event. Capital of Culture Company is contributing £40,000. This leaves a shortfall of £110,000. This sum should be reduced through sponsorship and income, but ultimately this cannot be guaranteed. Such an event needs a significant lead in period, and organisers need to be assured that they can commit budgets to allow the event to go ahead. The budget does not include any costs associated with bringing delegates and parties from our twin towns, which would be covered by existing Town Twinning arrangements. Further details, including financial estimates will be presented to the appropriate PPB(s) on a regular basis.

7.0 **RISK ANALYSIS**

- 7.1 The risk of running an event such as this present many challenging issues
- a) Ensuring the success of the event by inclusion of other towns. This will be addressed through the Cultural forums within Merseyside and through the Capital of Culture Company.
 - b) The production of an event of professional quality. The Event

will be organised by the Promotions and Tourism Team who have over 20 years experience of organising events such as The Halton Show, Vintage Fair Rally and the annual Fireworks event.

- c) The Investment of resources. To release resources of this magnitude could incur a risk of criticism from residents. The issues surrounding the Local Authorities prominence in the Merseyside Region and its growing reputation as a Council which engages with the local population will drive this event forward, Consultation with Young people and The Youth Parliament will ensure representation and an ability to show the event is for the whole of Halton.
- d) Cancellation. There could be many reasons for contemplating cancellation of an event of this magnitude. The experience of running major events in the past has shown that even in poor weather the event can still take place with careful management.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Every effort will be made to ensure the event is as inclusive as it can be within the limitations of the budget and resources available.

9.0 IMPLICATIONS FOR COUNCIL’S PRIORITIES

9.1 Children and Young People

The focus of the event is a celebration of young people’s achievements in the area of culture, arts and sport.

9.2 Employment Learning and Skills

The event contributes to Halton’s Capital of Culture programme which provides personal development opportunities for Halton’s residents.

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

Document	Place of Inspection	Contact Officer
Executive Board Report 29 th March 2007	Municipal Buildings	Howard Cockcroft