



**Environment and Urban Renewal Policy
and Performance Board**

**Wednesday, 28 January 2015 6.30 p.m.
Council Chamber, Runcorn Town Hall**

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

Chief Executive

BOARD MEMBERSHIP

Councillor Bill Woolfall (Chair)	Labour
Councillor Mike Fry (Vice-Chairman)	Labour
Councillor Pauline Hignett	Labour
Councillor Valerie Hill	Labour
Councillor Chris Loftus	Labour
Councillor Andrew MacManus	Labour
Councillor Keith Morley	Labour
Councillor Pauline Sinnott	Labour
Councillor Gareth Stockton	Liberal Democrat
Councillor Andrea Wall	Labour
Councillor Geoff Zygadlo	Labour

*Please contact Gill Ferguson on 0151 511 8059 or e-mail
gill.ferguson@halton.gov.uk for further information.
The next meeting of the Board is on Wednesday, 25 March 2015*

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

Part I

Item No.	Page No.
1. MINUTES	
2. DECLARATIONS OF INTERESTS (INCLUDING PARTY WHIP DECLARATIONS)	
Members are reminded of their responsibility to declare any Disclosable Pecuniary Interest or Other Disclosable Interest which they have in any item of business on the agenda, no later than when that item is reached or as soon as the interest becomes apparent and, with Disclosable Pecuniary interests, to leave the meeting during any discussion or voting on the item.	
3. PUBLIC QUESTION TIME	1 - 3
4. EXECUTIVE BOARD MINUTES	4 - 14
5. SSP MINUTES	15 - 22
6. PERFORMANCE MONITORING	
(A) PERFORMANCE MONITORING QTR2 2014/15	23 – 49
7. DEVELOPMENT OF POLICY ISSUES	
(A) HOUSEHOLD WASTE & RECYCLING COLLECTION POLICY	50 - 83
(B) PARTIAL REVOCATION OF EXISTING WAITING & LOADING RESTRICTIONS SCHOOL WAY, WIDNES	84 - 105
(C) HALTON LOCAL FLOOD RISK MANAGEMENT STRATEGY	106 - 187

In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

REPORT TO: Environment and Urban Renewal Policy & Performance Board

DATE: 28 January 2015

REPORTING OFFICER: Strategic Director, Policy and Resources

SUBJECT: Public Question Time

WARD(s): Borough-wide

1.0 PURPOSE OF REPORT

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

2.0 RECOMMENDED: That any questions received be dealt with.

3.0 SUPPORTING INFORMATION

- 3.1 Standing Order 34(9) states that Public Questions shall be dealt with as follows:-
- (i) A total of 30 minutes will be allocated for dealing with questions from members of the public who are residents of the Borough, to ask questions at meetings of the Policy and Performance Boards.
 - (ii) Members of the public can ask questions on any matter relating to the agenda.
 - (iii) Members of the public can ask questions. Written notice of questions must be given by 4.00 pm on the working day prior to the date of the meeting to the Committee Services Manager. At any one meeting no person/organisation may submit more than one question.
 - (iv) One supplementary question (relating to the original question) may be asked by the questioner, which may or may not be answered at the meeting.
 - (v) The Chair or proper officer may reject a question if it:-
 - Is not about a matter for which the local authority has a responsibility or which affects the Borough;
 - Is defamatory, frivolous, offensive, abusive or racist;
 - Is substantially the same as a question which has been put at a meeting of the Council in the past six months; or

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

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

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

4.0 POLICY IMPLICATIONS

None.

5.0 OTHER IMPLICATIONS

None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

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

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

6.3 **A Healthy Halton** – none.

6.4 **A Safer Halton** – none.

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

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

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

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

REPORT TO: Environment and Urban Renewal Policy and Performance Board

DATE: 28th January 2015

REPORTING OFFICER: Chief Executive

SUBJECT: Executive Board Minutes

WARD(s): Boroughwide

1.0 PURPOSE OF REPORT

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

2.0 RECOMMENDATION: That the Minutes be noted.

3.0 POLICY IMPLICATIONS

- 3.1 None.

4.0 OTHER IMPLICATIONS

- 4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children and Young People in Halton

None

5.2 Employment, Learning and Skills in Halton

None

5.3 A Healthy Halton

None

5.4 A Safer Halton

None

5.5 Halton's Urban Renewal

None

6.0 RISK ANALYSIS

6.1 None.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

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

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

EXECUTIVE BOARD MINUTES – 6th November 2014

TRANSPORTATION PORTFOLIO

(N.B. Councillor Dave Cargill declared a Disclosable Other Interest in the following item of business as he was a member of Warrington Angler's Association which had submitted objections to the proposal.)

EXB83 OBJECTIONS TO PROPOSED 'AT ANY TIME' WAITING RESTRICTIONS, HILL TOP ROAD, PRESTON ON THE HILL, PRESTON BROOK

The Board considered a report of the Strategic Director, Policy and Resources, which reported on objections received to the introduction of proposed 'At Any Time' waiting restrictions on part of Hill Top Road, Preston on the Hill, Preston Brook.

The Board was advised that the proposal, as set out in Appendix A of the report, had been subject to formal public consultation. It was noted that eight individual objections were received, together with objections from Warrington Angler's Association and Preston Brook Parish Council. The main points of each objection were summarised in the report for Members' information.

It was reported that waiting restrictions in the area were initially requested by Cheshire Police; there were now a number of factors which combined to justify the need for a waiting restriction along this length of road, namely the introduction of two new access points adjacent to developments off Hill Top Road, the need to maintain adequate visibility levels, and the width of the carriageway.

RESOLVED: That the Board agrees to the making of the Traffic Regulation Order to implement 'At Any Time' waiting restrictions on Hill Top Road, Preston on the Hill, Preston Brook, as set out in Appendix B attached to the report, and that the objectors be informed accordingly.

Strategic Director
- Policy &
Resources

EXECUTIVE BOARD MINUTES – 20th November 2014

PHYSICAL ENVIRONMENT PORTFOLIO

EXB97 HOMELESS SERVICES AT GRANGEWAY COURT

The Board considered a report of the Strategic Director, Communities, on a revised service delivery model for homeless services at Grangeway Court.

The Board was advised that the Council-owned scheme operating at Grangeway Court was used to house homeless families nominated exclusively by the Council's Housing Solutions team. Increasing vacancy levels had led to Your Housing Group (YHG) incurring significant financial losses. It was reported that in order to develop a sustainable solution, YHG and Council Officers had developed a revised service model, with an agreement on a proposal which retained the 24/7 staffing cover, but at a reduced overall cost. The principal changes to current service delivery were detailed in the report.

It was further reported that it was proposed to retain/mothball four additional units as a contingency in the event that demand increased due to continuing uncertainty around the impact of the Government's welfare reform programme. On 16 October 2014, the Board had agreed to extend the present contract to 31 March 2015. YHG had indicated they would be agreeable to extending the contract to 31 March 2016, allowing time to demonstrate the sustainability of the model, prior to commencing a procurement exercise later in 2015/16.

RESOLVED: That

- 1) the revised service model set out in the report be agreed;
- 2) acting in accordance with Procurement Standing Order 1.8.3, the Board agrees to the waiver of Procurement Standing Order 4.1, to enable an extension of the current contract and lease with Your Housing Group up to 31 March 2016; and
- 3) the implementation of the previously agreed plans to refurbish the retained accommodation units, and to undertake the layout conversions, be agreed.

Strategic Director
- Communities

TRANSPORTATION PORTFOLIO

EXB99 OBJECTIONS TO PROPOSED WAITING RESTRICTIONS ON PART OF CRONTON LANE, WIDNES

The Board considered a report of the Strategic Director, Policy and Resources, on the proposed Traffic Regulation Order (TRO) to introduce 'At Any Time' waiting restrictions on part of Cronton Lane, Widnes.

The Board was advised that the proposal, as set out in Appendix B of the report, had been considered by the Environment and Urban Renewal Policy and Performance Board at its meeting on 10 September 2014. It was noted that formal consultation on the proposed TRO had been undertaken and two objections had been received from residents of properties fronting the affected area. Details of both objections were attached at Appendix A.

It was reported that the proposal to introduce further waiting restrictions from the east end of Cronton Lane to Hill View were initially requested by a petition from 18 local residents. Members noted that Cheshire Police would be requested to carry out rigorous enforcement action in order to re-educate highway users not to park on the waiting restriction lines.

RESOLVED: That the Board agree to make a Traffic Regulation Order to implement 'At Any Time' waiting restrictions on Cronton Lane, Widnes as listed in Appendix B attached to the report, and the objectors be informed accordingly.

Strategic Director
- Policy &
Resources

EXB100 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be

disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and

- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

PHYSICAL ENVIRONMENT PORTFOLIO AND ENVIRONMENTAL SERVICES PORTFOLIO

(N.B. Councillor Jones declared a Disclosable Other Interest in the following item of business as he was a Governor of Fairfield School).

EXB101 PEELHOUSE LANE - NEW WIDNES CEMETERY - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which updated Members on the proposed timetable for the construction of the new Widnes Cemetery at Peelhouse Lane.

The report also sought approval for the invitation of tenders to construct the new cemetery and for the addition of the project to the Council's Capital Programme.

Reason(s) for Decision

A decision was required to enable the project to be added to the Council's Capital Programme and in order for the procurement process to commence in accordance with the overall project timeline.

Alternative Options Considered and Rejected

None identified.

Implementation Date

The tender process would commence in January 2015. Works on site would commence once construction of the access road and roundabout was completed in July 2015.

RESOLVED: That the Board

- 1) note the progress made to date and approve the timeline for the tender and construction process detailed in Appendix A;
- 2) approve the proposal to tender works for the construction of a new cemetery;
- 3) recommend that Council approve the addition of the £2.8m project to the Council's Capital Programme; and
- 4) approve the new name of the cemetery as Peel House Cemetery.

Strategic Director
- Communities

PHYSICAL ENVIRONMENT PORTFOLIO

EXB102 HBC FIELD - KEY DECISION

The Board considered a report of the Chief Executive, on the progress in relation to HBC Field and to make recommendations for its development as part of the 3MG Masterplan. The report set out details for Members' consideration.

Reason(s) for Decision

The Council to enter into a Development Agreement with the preferred developer for the development of the HBC Field.

The Council to enter into an Easement Agreement with Network Rail for the delivery of the 3MG Rail connection.

Alternative Options Considered and Rejected

The various mechanisms had been reviewed to bring forward the development of HBC Field and the Development Agreement was the option recommended as it protected the Council interests far more than a straightforward disposal. The Council had considered alternative ways of progressing HBC Field. The Easement Agreement with Network Rail was unavoidable. The Council had taken legal advice to fix the position.

Implementation Date

Both agreements would be implemented as soon as practicable and before August 2015.

RESOLVED: That

- 1) the Council enters into a Development Agreement with IDI Gazeley for the development of HBC Field;
- 2) the Council enters into lease agreements for the disposal of HBC Field to IDI Gazeley;
- 3) the Chief Executive, in consultation with the Leader and Portfolio holder for Physical Environment, be authorised to take such action as he judges necessary to give effect to the above; and
- 4) the Operational Director, Legal and Democratic Services, be authorised to enter into such agreements and take such other actions concerned with legal and administrative processes as may be necessary to give effect to the above.

Chief Executive

PHYSICAL ENVIRONMENT PORTFOLIO AND RESOURCES PORTFOLIO

EXB103 WARRINGTON ROAD TRAVELLER SITE

The Board considered a report of the Strategic Director, Policy and Resources, which provided an update on the delivery of the new permanent Traveller site at

Warrington Road.

The Board was advised that the site was needed to meet imposed national targets for the provision of Traveller pitches. It was reported that the site was critical to the future active management of Traveller accommodation and the control of unauthorised development.

RESOLVED: That

- 1) the revised scheme costings, set out in Section 5 of the report be agreed, subject to formally agreeing the required additional funding contributions from the Homes and Communities Agency, and a developer's planning obligation (S106) contribution;
- 2) Council be recommended to increase the estimated amount of the new permanent Warrington Road site within the Council's Capital Programme, in line with the final estimated cost identified following the value engineering process; and
- 3) the Strategic Director, Policy and Resources, be granted delegated authority, in consultation with the Portfolio holder for Physical Environment, to consider how any residual gap in funding might be met.

Strategic Director
- Policy &
Resources

EXECUTIVE BOARD – 11th December 2014

PHYSICAL ENVIRONMENT PORTFOLIO

EXB108 TOWN CENTRES POLICIES AND GUIDELINES

The Board considered a report of the Strategic Director, Children and Enterprise, which set out details of proposed Policies and Guidelines for Town Centres.

The Board was advised that earlier in the year, Town Centre 'walk arounds' took place which identified a number of 'Street Activity' issues. It was reported that 'street activity' was currently controlled and managed by several Council departments, and an audit of such activities and issues had been undertaken. A framework for the effective management of town centre issues had been prepared.

It was noted that staff needed clear guidance on powers available to them, so as to ensure the right staff

dealt with the right issues. In addition, it was proposed that consideration be given to PCSO's fulfilling additional enforcement duties relating to the management of relevant Town Centres' legislation and/or policies.

The report set out details of policies and guidelines for Members' consideration on the following issues:-

- the management of Highway 'A' Boards;
- the management of the Sale/Display of Goods and Services on the Highway;
- the monitoring and control of pedlar activity and busking in the town centres; and
- the arrangements for organising retail-led events such as craft fairs and Christmas markets.

RESOLVED: That

- 1) the updated Highway 'A' Boards Policy be approved;
- 2) an updated policy which includes the Sale/Display of Goods and Services on the Highway and arrangements for al fresco dining be approved;
- 3) the development of further work with Cheshire Police be agreed, to enable PCSO's to enforce additional legislation and policies pertaining to:-

- Highway 'A' Boards;
- Sale/Display of Goods on the Highway;
- Al fresco dining;
- Pedlar activity; and
- Busking.

- 4) the arrangements for the monitoring and control of pedlar activity and busking in the Town Centres be noted; and
- 5) the arrangements for dealing with requests for retail-led events be noted.

EXB109 ORCHARD HOUSE HOUSING SUPPORT SERVICE AND SERVICE USER INVOLVEMENT SERVICE

The Board considered a report of the Strategic Director, Communities, which sought approval to decommission two services currently funded by the Council's Supporting People budget.

The report set out the details of two housing support services that were proposed for decommissioning. It was reported that currently, these services were provided by the independent sector and funded by the Council's Supporting

Strategic Director
- Children and
Enterprise

People Grant. They were Orchard House, a six bed supported housing scheme for single homeless young people, and Service User Involvement – a service to empower vulnerable Service Users and promote engagement at all levels.

RESOLVED: That

- 1) the decommissioning of the Orchard House Service when the current contract expires on 31 March 2015 be agreed;
- 2) acting in accordance with Procurement Standing Order 1.8.3, Procurement Standing Order 4.1 be waived and delegated authority be granted to the Strategic Director, Communities, to extend the current Orchard House contract for up to two months in the event that the opening of the new Albert Road hostel is delayed;
- 3) the decommissioning of the Service User Involvement Service be agreed; and
- 4) acting in accordance with Procurement Standing Order 1.8.3, Procurement Standing Order 4.1 be waived to extend the current Service User Involvement Contract to 30 June 2015.

Strategic Director
- Communities

REPORT TO: Environment and Urban Renewal Policy and Performance Board

DATE: 28th January 2015

REPORTING OFFICER: Chief Executive

SUBJECT: Specialist Strategic Partnership minutes

WARD(s): Boroughwide

1.0 PURPOSE OF REPORT

1.1 The Minutes relating to the relevant Portfolio which have been considered by the Environment and Urban Renewal Specialist Strategic Partnership are attached at Appendix 1 for information.

2.0 RECOMMENDATION: That the Minutes be noted.

3.0 POLICY IMPLICATIONS

3.1 None.

4.0 OTHER IMPLICATIONS

4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children and Young People in Halton

None

5.2 Employment, Learning and Skills in Halton

None

5.3 A Healthy Halton

None

5.4 A Safer Halton

None

5.5 Halton's Urban Renewal

None

6.0 RISK ANALYSIS

6.1 None.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

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

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



Halton Strategic **PARTNERSHIP**

Environment and Regeneration Specialist Strategic Partnership

(E&R SSP) Meeting Minutes

7th Floor Marketing Suite, Municipal Building, Widnes

19th June 2014

Present:

Mick Noone (MN)
Cllr Mike Fry (MF)
Alisdair Cross (AC)
Clare Olver (CO)
Hayley Dooley (HD)
Ian Boyd (IB)
Jacqui Mutch (JM)
Jacqui Walsh (JW)
Shélah Semoff (SS)

Halton Borough Council (Planning and Transport) : Chair
Halton Borough Council (Elected Member)
Halton Borough Council (Planning Policy)
Mersey Forest
Job Centre Plus
Halton Borough Council (Logistics)
Lancashire Groundwork
Homes and Communities Agency
Halton Borough Council (Partnership Officer)

		<u>Action</u>
1	<p>Apologies</p> <p>C Griffiths, D Lyon, G Hazlehurst, J Hughes, M Knowles, N Renison, P Mullane, R Polhill, T Gibbs, D Houghton, J Yates, T Rimmer, M Fearnhead, P Hurst, L McEvoy, W Rourke, J Walsh, S Humphreys, J Unsworth, C Berry</p>	
2.	<p>Minutes & Matters Arising</p> <p>Minutes from 25th February 2014 agreed as a true and accurate record.</p>	
3.	<p>Presentation from Stobarts Group</p> <p>Due to unforeseen circumstances this presentation didn't take place, and with the changes with the Stobarts Group – is unlikely to do so in the future.</p>	
4.	<p>Presentation from Groundwork (Jacqueline Mutch – Programme Director, Merseyside and Chief Executive, Lancashire)</p>	

	<p>Groundwork deliver on a wide range of initiatives, and the presentation highlighted these as well as explaining that different Trusts have different specialisms. Basically Groundwork use the green infrastructure for economic and social development. They work across sectors including public, private and voluntary/community , along with some interesting figures around NEETs and health and wellbeing. They have been awarded the Youth Contract Mentoring programme by DWP for young people aged 16 and 17 who are NEETs. The presentation was well received and a long and lengthy discussion followed. The myth that Groundwork “just planted trees” was well and truly busted! The E&R SSP suggest that the same presentation by Groundwork would be worthy of consideration by ELS SSP and the Health and Wellbeing Board colleagues.</p> <p>JM’s contact details to be sent to MN – re: electrical charging points within the Borough.</p>	<p>JM/SS</p> <p>SS</p>
<p>5.</p>	<p>Transport Partnership Update</p> <p>MN explained that the Transport Partnership sat under the HSP banner and discussed a range of transport related issues – not just public transport.</p> <p>He gave a quick update which included:-</p> <p>The continuing work on the Mersey Gateway and he encouraged Partners to visit their website – in particular to keep up to date with relevant road closures that would be occurring across the borough during the course of the project. This was supported with better linkages between the Mersey Gateway team and HBC’s Communication Team.</p> <p>http://www.merseygateway.co.uk/</p> <p>The new LCR Combined Authority Transport Board has met twice, and work is ongoing to ensure a joint Local Transport Plan is developed, without having to totally rewrite Halton’s. Hoping for approval in January 2015.</p> <p>Complaints had been received that the car park at Runcorn East was too small – however this was actually seen as a positive since it meant more people were using the train.</p> <p>A joint funding application was being development between BT and MerseyTravel under the Clean Vehicle Fund, around NOx abatement technologies and older vehicles operating in air quality management areas.</p>	
<p>6.</p>	<p>Housing and Employment Land Development in the year to April 2014</p> <p>AC gave an update on the above item. There are some positives with 9 out of 10 offices units at Daresbury Park being occupied and planning applications for Sandymoor having been approved. Additional funding released from the HCA had been used as match funding, and this would</p>	

	be used to relieve 3 pinch points on the Daresbury Expressway. There has been a proposal put forward to the Highways Agency for a new junction on the M56 which would provide a direct link to the Mersey Gateway – expecting a decision in the Autumn Statement.	
7.	<p>Feedback from HSPB meeting “Delivering Differently”</p> <p>MN gave verbal feedback on the main Partnership Board meeting earlier in the month – which included colleagues from the SSPs. The key messages from the event will be collated, agreed by the Board and then circulated to SSP members.</p> <p>Basically the session had been arranged to look at how the Partnership could continue to meet the challenge of delivering on the objectives set out under each Priority, and to encourage meaningful and productive dialogue between partners, helping them to identify further joint working and specific areas of work that might be progressed across the Partnership.</p> <p>It’s apparent that with all sectors facing financial cuts, little can be achieved without different agencies and service providers working together to come up with workable, long term answers to Halton’s challenges, and adapting services to meet the communities’ needs and aspirations.</p> <p>Time must also be taken to prepare our local communities for the future, by encouraging them to take a greater level of responsibility for their own growth and development, to be more resilient whilst at the same time building on and respecting our local environment and its heritage.</p>	SS
8.	<p>Information Sharing</p> <p>The Group asked that the date of the December meeting be changed due to a clash with the Children’s Trust.</p>	SS
9.	<p>Next Meeting & Future Diary Dates</p> <p>18th September 2014 @ 14:00</p>	



Halton Strategic **PARTNERSHIP**

Environment and Regeneration Specialist Strategic Partnership

(E&R SSP) Meeting Minutes

7th Floor Marketing Suite, Municipal Building, Widnes

18th September 2014

Present:

Mick Noone (MN)	Halton Borough Council (Planning and Transport) : Chair
Cllr Mike Fry (MF)	Halton Borough Council (Elected Member)
Paula Lowrey (PF)	Sefton MBC (REECH)
Paul Mullane (PM)	Halton Housing Trust
Chris Gibbins (CG)	Halton Housing Trust
Jimmy Unsworth (JU)	Halton Borough Council (Waste & Environmental Improvement)
Paul Hurst (PH)	Groundwork Cheshire
Jon Hutchinson (JH)	Groundwork Cheshire
Jacqui Walsh (JW)	Homes and Communities Agency
Wesley Rourke (WR)	Halton Borough Council (Children & Enterprise)
Shélah Semoff (SS)	Halton Borough Council (Partnership Officer)

		<u>Actions</u>
1	<p>Apologies</p> <p>C Griffiths, D Lyon, G Hazlehurst, J Hughes, M Knowles, N Renison, R Polhill, T Gibbs, D Houghton, J Yates, T Rimmer, M Fearnhead, L McEvoy, S Humphreys, C Berry</p>	
2.	<p>Minutes & Matters Arising</p> <p>Minutes from 19th June to be circulated at a later point and agreed at the December meeting.</p>	
3.	<p>REECH Presentation</p> <p>Paula Lowrey from Sefton MBC gave a presentation on the REECH programme on Merseyside (Renewables and Energy Efficiency in Community Housing). This was an ERDF project across social housing which had the following main aims of:-</p>	

- Stimulating the market for low carbon retrofitting of houses.
- Drive up demand for low carbon energy saving technologies.
- Pilot the use of new low carbon technologies, share learning and disseminate the findings.
- Promote and develop of the local supply chain.
- Improve the energy efficiency of homes in some of the region's most deprived communities.
- Contribute towards the reduction of fuel poverty.
- Assist SME's in Energy and Resource Efficiency.

MF, as a business owner in the Borough was unaware of the potential funding support available to SMEs through the programme and will share the information with the Chamber of Commerce.

MF

4. **Standard Update Items:**

Mersey Gateway : not progressing as well as expected – due to delays in recruiting staffing – however this is starting to pick up speed and will soon be back on schedule.

LCR Rail Strategy : this is a rail strategy for the whole of the northwest and includes not only the LCR but also Travel 2 Work areas. It's going to the Combined Authority for approval on the 19th October, and will include 12 packages of work over the next 20-30 years but these haven't, as yet, been finalised. There has been approval of £10.4m for the Halton Curve rail line – which will improve connectivity between Liverpool, Cheshire and North Wales.

LTP 4 : The Local Transport Plan 4 is being developed for 2015-21 and will bring together two separate documents. This is a strategic document with the details being held elsewhere, in more detailed documentation. Should be ready for February 2015.

Daresbury : various highway improvements on going by the Highways Agency – still awaiting approval for the new junction M56 (11A) which will link to the new bridge.

Tour of Britain : A very successful event with the tour going through Halton – very positive feedback from the organisers and public – a bid being made to have it come back in 2015.

HSPB : MN gave a more details regarding the main Partnership meeting which had focussed on delivering differently and improving the partnership working. Transport had come out quite favourably and the key messages had been around closer working with the Fire Service, Road Safety Educational training, looking at sharing message delivery via Partners' own mechanisms. There was also mention of resources being released to help tackle some of the issues around obesity and road safety and looking at possible links. In other news, the Police are considering moving into John Briggs House, a new Voluntary, Community and Faith Forum is being discussed with David Parr as Chair, the Board supported further development of the Asset Management Group, the revised SCS and performance framework has been approved and the presentation was

	about the changes to the Early Help locality teams available in Halton.		
5.	<p>Project Up</p> <p>Paul Hurst and Jon Hutchinson from Groundwork Cheshire talked about their furniture upscaling project which has received funding from the Merseyside Waste and Recycling Authority. Several Partners have supported this project which was now up and running, including some who were from other SSPs – referring NEETs. The project is still seeking any additional help if Partners are in a position to do so, including a special request for pallets which are used to create new pieces of furniture.</p>		ALL
6.	<p>HCA Funding Update</p> <p>Paul Mullane gave up update on HHT's developments. Following approval in July, HHT has secured £6.2m of grant funding that will provide an additional 290 affordable homes across Halton, with a total of £31.7m investment, split across Runcorn and Widnes. A copy of the development schedule is available upon request.</p> <p>Jacqui Walsh then gave further information regarding the total HCA investment in Halton, amounting to £15.7m since April 2011 to end of August 2014. This was spread across several disciplines including £438k for Homeless Change, £991k Mortgage Rescue, £424k Travellers Pitch and £4.4m First Time Buyers. HCA had also approved a new programme for 2015-18 of £7.8m for Halton.</p> <p>JW was asked to presentation a more formal breakdown at a later meeting.</p>		JW/SS
7.	<p>Sci-Tech Daresbury</p> <p>Item deferred to a later meeting</p>		WR/SS
8.	<p>Information Sharing</p> <p>None to report</p>		
9.	<p>Next Meeting & Future Diary Dates</p>	<p>11th December 2014 @ 14:00 (please note change of date : was previously 18th December)</p>	

REPORT TO: Environment and Urban Renewal Policy and Performance Board

DATE: 28th January 2015

REPORTING OFFICER: Strategic Director, Policy & Resources

PORTFOLIO: Resources

SUBJECT: Performance Management Reports for Quarter 2 of 2014/15

WARDS: Borough-wide

1.0 PURPOSE OF REPORT

- 1.1 To consider, and raise any questions or points of clarification, in respect of performance management for the second quarter period to 30th September 2014.
- 1.2 Key priorities for development or improvement in 2013-16 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Environment and Urban Renewal Policy and Performance Board as detailed below:
- Development and Investment Services
 - Highways and Transportation, Logistics and Development Services
 - Waste and Environmental Improvement and Open Space Services
 - Housing Strategy

The report details progress against service objectives and milestones and performance targets and provides information relating to key developments and emerging issues that have arisen during the period.

In addition Appendix 1 of the report contains a progress update concerning the implementation of all Directorate high-risk mitigation measures that are relevant to the remit of this Board

2.0 RECOMMENDED: That the Policy and Performance Board

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

3.0 SUPPORTING INFORMATION

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

4.0 POLICY IMPLICATIONS

4.1 There are no policy implications associated with this report.

5.0 OTHER IMPLICATIONS

5.1 There are no other implications associated with this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Departmental service objectives and performance measures, both local and national are linked to the delivery of the Council's priorities. The introduction of a Thematic Priority Based Report and the identification of business critical objectives/ milestones and performance indicators will further support organisational improvement.

6.2 Although some objectives link specifically to one priority area, the nature of the cross - cutting activities being reported, means that to a greater or lesser extent a contribution is made to one or more of the Council priorities.

7.0 RISK ANALYSIS

7.1 Not applicable.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Not applicable.

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

Not applicable.

Environment & Urban Renewal Policy and Performance Board Priority Based Monitoring Report

Reporting Period: **Quarter 2 – Period 01st July 2014 to 30th September 2014**

1.0 Introduction

- 1.1. This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the second quarter of 2014/15 for service areas within the remit of the Environment & Urban Renewal (E&UR) Policy and Performance Board.
- 1.2. Key priorities for development or improvement in 2014-17 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Environment & Urban Renewal Policy & Performance Board i.e.:
- Development & Investment Services
 - Open Spaces and Waste and Environmental Improvement
 - Highways, Transportation & Logistics and Physical Environment
 - Housing Strategy
- 1.3 The way in which traffic light symbols have been used to reflect progress to date is explained within Section 8 of this report.

2.0 Key Developments

- 2.1 There have been a number of developments within the Directorate during the period which include:

Development & Investment Services

- 11th November 2013 the Council completed on the disposal of the site of the former Barge Public House and adjoining land to Keepmoat Homes. The scheme comprises 66 units for open market sale (OMS) and 20 two bed affordable homes for rent. These 20 units will be owned / managed by Plus Dane Group. In respect of OMS, to date the following has been achieved – 14 sold legally completed, 15 reserved, 37 to sell. Joint publicity achieved at a number of key points. Scheme expected to complete in January 2016.
For further information about the development see:
<http://www.keepmoat.com/development/bridgewater-gardens-runcorn>
- The Business Improvement and Growth (BIG) Team managed 88 commercial property\inward investment enquiries in Quarter 2 2014/15 which resulted in 9 conversions (inward investment enquiries 'converted' into actual investment projects). The percentage of inward investment enquiries 'converted' into actual investment projects in Quarter 2 2014\15 was 8%.

Policy, Planning and Transportation.

- The Social Value Policy and Procurement Framework has been presented to, and approved by the Executive Board and is now a joint framework with the Clinical Commissioning Group (CCG). The wider partnership will also have the opportunity to sign-up to the framework during the next round of Board meetings. This framework allows local benefits to Halton's communities to be taken into account during the procurement process and the policy and framework will now be rolled out across the Council.
- The Councils Whistleblowing Policy and associated guidance has been approved by the Business Efficiency Board and has been uploaded to the Intranet and will feature in the next edition of the Team Brief.
- Work has now commenced to update the Corporate Complaints Procedure following approval by Executive Board of the recommendations made by the Corporate PPB Topic Group in September. This will ensure that existing good practice is strengthened and the process becomes more effective and efficient.
- Works have now commenced to correct defects on the highway network following the Councils successful bid for an additional £259, 000 in specific funding for repairs to potholes.
- A major funding bid to Liverpool City Region (LCR) Local Transport Body (LTB) for steady state bridge maintenance in the Silver Jubilee Bridge (SJB) complex, for £1.1m per year for three years commencing 2016/17, with additional HBC funding of £400k per year, has been developed and an outline business case is now being prepared.
- Real-Time Passenger Information (RTPI) is to be introduced into the Borough during this financial year. The project will be delivered in partnership with Merseytravel and an agreement has been reached to purchase 38 information screens to be installed at bus stops across Widnes and Runcorn. The RTPI system will provide up-to-date real-time public transport information relating to the bus network, both within the Borough and cross boundary into Merseyside.
- Halton Borough Council has also been successful in securing funding for a new AQMA (Air Quality Monitoring Area) monitoring system on Milton Road in Widnes.
- Discussions are now taking place at a Liverpool City Region level to consider a potential bid for funding for alternative fuelled vehicles should the Dept. for Transport take this initiative forward and make funding available.
- Considerable progress has been made in quarter 2 in relation to the successful delivery of the Mersey Gateway Project. This has involved the ongoing development of Merseylink's design proposals and gaining of necessary approvals in addition to preparatory construction works and the completion of investigations, inspections and surveys of the existing infrastructure.

Open Spaces and Waste & Environmental Improvement

- In Q2 approval in the form of a section 77 notice for the de-designation of the former Fairfield High School playing fields was given. This means that the council can now create a new

cemetery on the site. A report will be going to Executive Board in Q3 to seek the necessary procurement authorisations.

The first of two new cremators was installed in Q2. The new cremator will go into full service in Q3 when work will be begin on replacement of the second cremator.

- Money was secured from WREN in Q2 which will fund necessary repair works to the lock gates at Spike Island. At present the gates are not working correctly and they are allowing too much water to escape from the canal.
- Since the 1st April, a total of 838 Fixed Penalty Notices have been issues for environmental offences; 807 for littering and 31 for dog fouling offences.
- As part of an on-going review of properties that are served by a 'sack' waste collection service, a further 350 properties were identified as being suitable for the provision of a wheeled bin service during this quarter. This takes the total number of households that have been provided with wheeled bins to approximately 2,400 since the review commenced. Officers are currently reviewing all remaining 'sack' collection properties and it is expected that this exercise will be completed by the end of March 2015.

Housing Strategy

- The funding bids made by LHT, Plus Dane, and HHT to the Homes and Communities Agency that were reported last quarter have been approved in their entirety. This will result in 365 new dwellings for affordable rent being constructed across 19 sites in Halton.

Nearly 50% of the national Programme funds have been reserved for subsequent in year bids, and we will seek to take advantage of this as and when opportunities arise to maximise housing delivery through continued joint working with local Housing Associations.

- Revisions to the Property Pool Plus Housing Allocations Policy made necessary by the Localism Act, new Regulations concerning Armed Forces personnel and a new Code of Guidance are in the process of being endorsed by the Cabinets of the five local authorities participating in this sub regional scheme. Full details of the changes were reported to Halton's Executive Board on the 4th September. It is envisaged the changes will be implemented by January 2015 after a period of staff training.
- The tender for the provision of housing support at the new Widnes hostel has closed and submissions have now been evaluated. The second stage presentation and interviews will be held on 11th and 12th November 2014 and the contract is due to be awarded in December 2014.

3.0 Emerging Issues

3.1 A number of emerging issues have been identified during the period that will impact upon the work of the Directorate including:

Development & Investment Services

- I. The contractor working on the Runcorn Hill Park Pavilion & Widnes Rec Sports Pavilion went into administration on 20th August 2014 and works on site have currently stopped. The site currently has an ongoing security presence and we are in the process of obtaining prices from alternative contractors in order to recommence works on site. This will have a significant effect on the completion date.
- II. At a city region level an initial funding package of £550,000 has been agreed between the LEP and BIS (subject to contract) to support the development of a LCR Growth Hub, a virtual organisation providing business support services across the LCR; the LEP plan to recruit a team of 'Business Brokers'. A core team of Business Brokers will be based at the LEP and a single Business Broker will be based within each Local Authority area, embedded either within the Local Authority or local Chamber.

As part of the development of a LCR Growth Hub the LEP has also proposed a pan-Merseyside CRM system to manage investment projects, commercial property enquiries and future grant and business support programmes. The LEP, following a competitive tender exercise, has selected a system called Evolutive. Given the LEP are seeking to integrate all LCR Local Authorities and Chambers and, potentially, private sector partners there are a number of data sharing and other issues to be resolved before such a system would be acceptable to partners.

Policy, Planning and Transportation.

- I. The next phase of bridge maintenance work within the SJB Complex will involve repair of defective concrete elements below deck level for the Runcorn Approach Viaduct West. Following a recent Principal Bridge Inspection, monitoring of the movement of the structure is also to take place as there is a fear that the bearings are not working correctly and may require replacement.
- II. The ongoing road works in connection with the Daresbury Expressway Local Pinch Point Scheme are causing delays and disruption to traffic, particularly during peak hours, affecting journey times for commuters and for public transport and the Council continues to receive complaints about delays and the consequent effects of increased traffic through Moore village and Sandymoor. Temporary 3-way signals are being used to control traffic so work can be carried out in safety and unfortunately delays are inevitable but every effort is being made to manage the situation in conjunction with the Police.
- III. In order to reduce energy and maintenance costs a project is being investigated to convert some traffic signals to LED operation. All new installations are now LED, which is important as the number of installations will increase, particularly as a result of the Pinch Point schemes and the Mersey Gateway as they will become the Council's responsibility for maintenance.

Open Spaces and Waste & Environmental Improvement

- I. During Q2 the contractor working on the restoration of existing buildings and the new park centre at Runcorn Hill Park went into receivership. This resulted in all work stopping. A new contractor is expected to be appointed in Q3.
- II. Unfortunately the Liverpool Road Playing Fields Project construction has been delayed. It is hoped that the building will be operational early in 2015. The Get Active year 1 delivery plan included a number of activity sessions taking place at Liverpool Road; amendments to the Year 1 delivery plan have been agreed with Sport England to ensure that these activities can still be delivered once the building is open.
- III. In accordance with the requirements of The Waste (England and Wales) (Amendment) Regulations 2012, from 1st January 2015, every Waste Collection Authority must, when making arrangements for the collection of waste paper, metal, plastic or glass, ensure that those arrangements are by way of separate collection. The requirement to separately collect applies when:
 - It is necessary to ensure that waste undergoes recovery operations, and to facilitate or improve recovery; and
 - It is technically, environmentally and economically practicable (“TEEP”)
- IV. The new duties also mean that all reasonable steps must be taken wherever this is necessary to produce high quality recyclates.

Co-mingling of waste (i.e. putting recyclables all together into one bin or box as per the Council’s current policy) will be permissible after 2015 where it does provide high quality recyclates or where separate collection is not practicable.

A report will be produced for Members to provide evidence to support current or proposed collections systems in order to comply with the relevant legislation.

Housing Strategy

- I. Halton’s Housing network continues through the Efficiency Review process. Day Services are due to start a new commercial venture in Simms Cross Widnes. Adult Placement Service has put forward service development proposals to increase the support for people with Dementia.

4.0 Risk Control Measures

- 4.1 Risk control forms an integral part of the Council’s Business Planning and performance monitoring arrangements. As such Directorate Risk Registers were updated in tandem with the development of the suite of 2014 – 15 Directorate Business Plans.

Progress concerning the implementation of all high-risk mitigation measures will be monitored in Quarter 2 (14-15).

5.0 High Priority Equality Actions

5.1 Equality issues continue to form a routine element of the Council's business planning and operational decision making processes. Additionally the Council must have evidence to demonstrate compliance with the Public Sector Equality Duty (PSED) which came into force in April 2011.

The Council's latest annual progress report in relation to the achievement of its equality objectives was published on the Council website during quarter 4 and is available via:

[http://www3.halton.gov.uk/Pages/councildemocracy/pdfs/EandD/Equality - objectives progress report - April 2013.pdf](http://www3.halton.gov.uk/Pages/councildemocracy/pdfs/EandD/Equality_-_objectives_progress_report_-_April_2013.pdf)

6.0 Performance Overview

6.1 The following information provides a synopsis of progress for both milestones and performance indicators across the key business areas that have been identified by the Directorate:

Development and Investment Services

Key Objectives / milestones

Ref	Milestones	Q2 Progress
EEP1	Commence Crossville development by March 2015 .	?
EEP1	Commence construction of road at Johnson's Lane and introduce end user to site by March 2015 .	?
EEP1	Commence work on site for project Techspace by September 2014 .	✓
EEP1	Acquisition and preparation of Lord Daresbury plot and hostel site by March 2015 .	✓

Supporting Commentary

Commence Crossville development by March 2015 - The main risk to this project is that the costs of protecting the gas main and undertaking the remediation required to satisfy the financial institutions escalates, affecting the appraisal and making the project financially unviable.

Commence construction of road at Johnson's Lane and introduce end user to site by March 2015 - HBC highways have tendered the new access road and work should start on site in October 2014. The GPF loan agreement (to fund the road construction) has been signed and the first claim has been made. The sale of a 6.54 acres plot for Ballast Phoenix has been approved by Council subject to planning and EA permit. It is currently in legal. The main risk is that the road construction isn't completed in time for Ballast Phoenix to gain access to their site.

Commence work on site for project Techspace by September 2014 - The tenders have been received and are being evaluated. Anticipated contract award in December 2014, Start on Site January 2015. However, enabling works have commenced on site.

Acquisition and preparation of Lord Daresbury plot and hostel site by March 2015 - Lord Daresbury plot purchased in June 2014. Hostel plot due to be acquired in December 2014. Preparation works to commence before March 2015.

Key Performance Indicators

Ref	Measure	13 / 14 Actual	14 / 15 Target	Q2 Actual	Q2 Progress	Direction of travel
DIS LI 01	Occupancy of HBC industrial units.	85%	85%	93%		
DIS LI 02	Occupancy of Widnes Market Hall.	84%	95%	82%		
DIS LI 05	Number of investment enquiries per annum.	295 (Cumulative)	200	161 (Q1+Q2) 88 (Q2)		
DIS LI 06	Inward Investment enquiry conversion rate percentage.	15%	10%	9%		

Supporting Commentary

DIS LI 01 Occupancy of HBC Industrial Units - The occupancy of industrial and commercial properties occupied during quarter 2 has already exceeded the 14/15 target of 85% and is higher in comparison to the same period last year of 89%.

DIS LI 02 Occupancy of Widnes Market Hall - Trading in the market continues to be tough. A long standing trader has down sized and a number of other traders have terminated their agreements. A further three units will become vacant when shop mobility vacates. January traditionally sees a number of further voids as struggling traders tend to hang on for the Christmas trading period before handing in their notice.

DIS LI05 Number of investment enquiries per annum - The number of investment enquiries managed by the BIG Team in Q2 has increased dramatically in comparison to the same period last year of 126 cumulative. The cumulative figure at 161 (Q1 + Q2).

DIS LI 06, Inward investment enquiry conversion rate percentage - The level of conversions (inward investment enquiries 'converted' into actual investment project) in Q2 was 8% and the cumulative total 9% against a target of 10%. In comparison to the same period last year the conversion rate was 12%.

Open Spaces and Waste & Environmental Improvement

Key Objectives / milestones

Ref	Milestones	Q2 Progress
CE 05	Woodland Expansion - Additional 200m ² of Woodland planted Borough wide - March 2015 .	

Supporting Commentary

Woodland Expansion

Work has begun on the planting plans for the winter period.

Key Performance Indicators

Key Objectives / milestones

Ref	Milestones	Q2 Progress
CE 05	Woodland Expansion - Additional 200m ² of Woodland planted Borough wide - March 2015 .	
CE 06	Complete the borough wide roll out of the Alternative Bin Collection service to all suitable properties September 2014 .	
CE 06	Continue to deliver communications and awareness raising initiatives to ensure that participation with the Council's recycling services is maximised and that residents comply with the requirements of the Council's Household Waste Collection policy March 2015 .	
CE 07	Continue to review and assess the effectiveness of the Council's Environmental Enforcement Plans and Policies and maintain actions to ensure that the Council continues to effectively prevent and tackle a range of waste and environmental offences March 2015 .	

Supporting Commentary

CE 05

Plans are underway to create two forests of remembrance. The first trees will be planted in Q3/4.

CE 06

The borough-wide roll-out of the Alternate Bin Collection scheme to all suitable properties requires the complete reconfiguration of all existing waste and recycling collection schedules. This reconfiguration is to be carried out through the completion of a 'Route Optimisation' exercise, using specialist software, which will produce the most cost effective waste collection routes.

Unfortunately, due to delays caused by unavoidable operational and technical issues this target timescale will not be met and the roll-out of the ABC service will be now completed in 2015.

This work is on-going and includes direct delivery of information to households and articles in local media, including Inside Halton.

CE07

This work is on-going and Members will receive updates throughout the financial year.

Key Performance Indicators

Ref	Measure	13 / 14 Actual	14 / 15 Target	Q2 Actual	Q2 Progress	Direction of travel
CE LI 13	Residual household waste per household (Previously NI191).	624 Kgs	650 kgs	315.96 kgs		
CE LI 14	Household waste recycled and composted (Previously NI192).	38.53%	40%	42.97%		
CE LI 16	Municipal waste land filled (Previously NI193).	57.17%	60%	18.78%		

Supporting Commentary

CE LI 13

This is a cumulative figure however, performance in Q2 is in line with the corresponding period from last year and early indications are that this target will be met.

CE LI 14

Performance in Q2 is in line with the corresponding period from last year and early indications are that this target will be met.

CE LI 15

This is a cumulative figure and will change however, as a result of the introduction of new contractual arrangements for the treatment and subsequent diversion of waste from landfill, as reported in Q1, this target will be significantly exceeded.

Highways, Transportation & Logistics

Key Objectives / milestones

Ref	Milestones	Q2 Progress
PPT 01	Review progress against SJB maintenance strategy and deliver 2014/15 major bridge maintenance works programme. March 2015.	

PPT 02	To deliver the 2014/15 LTP Capital Programme March 2015 .	
--------	--	---

Supporting Commentary

PPT 01: Schemes continue to be developed and programmed whilst technical problems with the Shock Transmission Units refurbishment has extended the expected delivery date.

PPT 02: Design and construction work on a programme of sustainable transport improvements is underway.

Key Performance Indicators

Ref	Measure	13 / 14 Actual	14 / 15 Target	Q2 Actual	Q2 Progress	Direction of travel
PPT LI 01	Number of third party compensation claims received due to alleged highway / footway defects.	132	110	51		
PPT LI 04 (ex NI 157)	Processing of planning applications as measured against targets for:					
	a) 'major' applications	83.3%	60%	*68.75%		
	b) 'minor' applications	74.2%	85%	82.5%		
	c) 'other' applications	83.6%	85%	96.4%		
PPT LI 05	To ensure a five year rolling supply of housing land available for 2,760 homes over 5 years. Measure as supply of ready to develop housing sites (%).	111	110	N / A	N / A	N / A
PPT LI 15	Bus service punctuality, Part 1: The proportion of non-frequent scheduled services on time (%):					
	Percentage of buses starting route on time	98.05%	98.0%	98.68%		
	Percentage of buses on time at intermediate timing points	91.60%	87.50%	93.30%		

Ref	Measure	13 / 14 Actual	14 / 15 Target	Q2 Actual	Q2 Progress	Direction of travel
PPT LI 17	No. of passengers on community based accessible transport	253,357	267,000	120,783		
PPT LI 19	Number of local bus passenger journeys originating in the authority area in one year (000's)	5,522	6,200	2,699		

Supporting Commentary

PPT LI 01: The number of claims to date, 51 in total, is less than at the same point in Q2 2013-14 and also less than half of the target at the mid-point of the current financial year (2014/15).

It should also be noted that the numbers of successful claims made against the Council remains a low proportion of all the claims that have been received.

PPT LI 04: The processing of planning applications is showing a positive trend when compared to this time last year with annual targets on track to be achieved.

PPT LI 05: Figures will be reported in Q1 2015/16

PPT LI 15:

- a) Currently the indicator is performing above expectation. Operators continue to monitor service schedules through the use of on vehicle monitoring equipment
- b) Improvements made through smarter scheduling continue to provide improvement on performance.

However, a note of caution should be exercised over the longer term performance of both these indicators, it is anticipated services will be severely affected due to the Mersey Gateway project.

PPT LI 17: Although lower than the same period in Q2 2013/14, passenger figures have seen a slight increase on Q1 2014/15 performance. This is due to increased passenger journeys made on the in house fleet vehicles.

PPT LI 19: Passenger numbers are slightly up when compared to Q2 in the same period last year, 2013/14.

Historically during Q2 there are fewer passenger journeys, due to the summer holiday period, being made and this number tends to improve during quarters three and four of the financial year.

7.0 Financial Summaries

ECONOMY, ENTERPRISE & PROPERTY DEPARTMENT
Revenue Budget as at 30th September 2014

	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (overspend) £'000
<u>Expenditure</u>				
Employees	4,339	2,130	2,167	(38)
Repairs & Maintenance	2,615	1,195	1,206	(11)
Premises	44	41	41	0
Energy & Water Costs	621	293	272	21
NNDR	616	601	590	11
Rents	418	276	272	4
Marketing Programme	35	10	10	0
Promotions	58	33	31	2
Supplies & Services	1,619	473	457	16
Agency Related Expenditure	76	29	29	0
Grants to Non Voluntary Organisations	132	132	132	0
Other Expenditure	7	7	7	0
Total Expenditure	10,580	5,218	5,214	4
<u>Income</u>				
Fees & Charges	-490	-284	-290	6
Rent - Markets	-759	-376	-377	1
Rent - Industrial Estates	-651	-375	-382	7
Rent - Commercial	-591	-240	-237	(3)
Transfer to / from Reserves	-589	-504	-504	0
Government Grant - Income	-2,059	-733	-733	0
Reimbursements & Other Income	-51	-73	-77	4
Recharges to Capital	-311	-69	-69	0
Schools SLA Income	-564	-464	-476	13
Total Income	-6,065	-3,118	-3,145	28
NET OPERATIONAL BUDGET	4,515	2,101	2,069	32
<u>Recharges</u>				
Premises Support Costs	1,409	722	722	0
Transport Support Costs	30	11	11	0
Central Support Service Costs	1,970	995	995	0
Asset Rental Support Costs	2,414	0	0	0
Repairs & Maint. Rech. Income	-2,448	-1224	-1224	0
Accommodation Rech. Income	-2,652	-1326	-1326	0
Central Supp. Service Rech. Income	-1,457	-728	-728	0
Total Recharges	-734	-1550	-1550	0
Net Expenditure	3,781	551	519	32

Comments

Achieving staff turnover savings within the Department will continue to remain an issue this financial year. Whilst, there were a few vacancies within the Department at the beginning of the year, these vacancies are now filled. The staff savings turnover target set for Building & School Cleaning and Caretakers Service cannot be achieved as the services need to be fully staffed at all times.

Repairs & maintenance costs have increased during Quarter 2. This is a result of the final dilapidation costs for Midwood House coming in over budget.

Energy & water costs have continued to be under budget at the end of Quarter 2 as a result of improvements that have been implemented throughout the Council buildings over the last few years.

In order to ease budget pressures spending has continued to be restricted in year on Supplies & Services. Promotions and Marketing has also been kept to a minimum in an effort to achieve a balanced budget position for the Department.

The adverse variance relating to Asset Management income in previous years has alleviated this financial year, as a result of the closure of Moor Lane. The sale of Seymour Court is finally complete. The remaining Industrial Properties show the income budgets marginally under budget at this point in the year. Commercial property rental income will not be achieved this year, due to the sale of a commercial property on Mersey View Road. As rental income can fluctuate in year, close monitoring will continue on these volatile budgets.

The volume of schools buying into the School Cleaning SLA has increased this financial year, resulting in the service over achieving on income.

Service charges were set on occupancy rates at the end of last year. As tenancy levels have now increased within the Industrial Estates, the level of service charge income has increased this quarter. This, together with the fees charged by Asset Management providing services to schools and other establishments has contributed towards the over achievement of fees and charges income.

Work will continue with Managers to deal with any in-year budget pressures. In overall terms it is anticipated that net expenditure will be marginally under the overall Departmental budget by year-end.

ECONOMY, ENTERPRISE & PROPERTY DEPARTMENT
Capital Projects as at 30th September 2014

	2014/15 Capital Allocation £'000	Allocation To Date £000's	Expenditure to Date £'000	Variance to Date (overspend) £'000
Castlefields Regeneration	925	40	40	0
3MG	2,909	1040	1040	0
Widnes Waterfront	1,000	0	0	0
Sci-Tech Daresbury	2,093	988	988	0
Johnsons Lane Infrastructure	466	14	14	0
Decontamination of Land	6	0	0	0
Former Crossville Site	518	0	0	0
Widnes Town Centre Initiative	60	19	19	0
Fairfield High Site - Contingency Costs	33	34	34	0
Queens Arms	23	12	12	0
Former Fairfield Site Demolition	162	0	1	(1)
Travellers Site - Warrington Road	776	29	29	0
Lower House Lane Depot – Upgrade	444	381	383	(2)
Moor Lane Property Purchase	160	160	160	0
Moor Lane Demolition	150	7	7	0
Disability Discrimination Act/Disabled Access	150	51	31	20
Grand Total	9,875	2,775	2,758	17

Comments

Castlefields Regeneration - £200k committed for canal bridge upgrade in Q3 and CPO payments will still be made.

3MG - Estimated Autumn start on rail sidings works (estimated cost of £2.5m). Widnes Waterfront & Bayer - Heads of terms being agreed & remediation to start in Q3 and updated cash flow profile to be provided.

Former Crossville Site - There are a number of technical issues to overcome including protection of the high pressure gas main and treatment of the contamination (galigui) to significant depths. Work is not likely to start this calendar year.

Widnes Town Centre Initiative - Budget has been allocated to initiatives within Widnes Town Centre including: Commercial Property Renewal Grants, Changes to Widnes Outdoor Market and ICT Infrastructure

Former Fairfield Site Demolition - Section 77 consent has finally been confirmed by the DFE. Technical and proprietary work has commenced.

Moor Lane Demolition - Works has now been completed on site, however due to additional works undertaken final account is still to be confirmed with the main contractor.

Disability Discrimination Act / Disabled Access - Three projects funded from the budget are now complete, others are on site. There are two significant contributions towards to capital schemes at Liverpool Road Playing Fields and Runcorn Hill which have been delayed but should be spent within the 4th quarter.

POLICY, PLANNING & TRANSPORTATION

Revenue Budget as at 30th September 2014

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	4,810	2,484	2,489	(5)
Other Premises	205	60	53	7
Hired & Contracted Services	433	191	200	(9)
Supplies & Services	314	161	160	1
Street Lighting	1,914	673	667	6
Highways Maintenance	2,383	1,670	1,666	4
Bridges	96	44	42	2
Fleet Transport	1,385	546	546	0
Lease Car Contracts	516	342	342	0
Bus Support – Halton Hopper Tickets	177	136	136	0
Bus Support	541	310	310	0
Out of Borough Transport	51	10	9	1
Contribution to Reserves	163	163	163	0
Finance Charges	406	215	215	0
Grants to Voluntary Organisations	68	34	34	0
NRA Levy	58	29	29	0
Total Expenditure	13,520	7,068	7,061	7
<u>Income</u>				
Sales	-253	-196	-198	2
Planning Fees	-506	-253	-273	20
Building Control Fees	-186	-93	-113	20
Other Fees & Charges	-1,008	-411	-421	10
Rents	-8	0	0	0
Grants & Reimbursements	-523	-298	-316	18
Efficiency Savings	-60	0	0	0
School SLAs	-39	-39	-37	(2)
Recharge to Capital	-312	0	0	0
Total Income	-2,895	-1,290	-1,358	68
Net Controllable Expenditure	10,625	5,778	5,703	75

<u>Recharges</u>				
Premises Support	528	327	327	0
Transport Recharges	596	290	290	0
Asset Charges	7,946	0	0	0
Central Support Recharges	2,385	977	977	0
Departmental Support Recharges	-432	-216	-216	0
Income				
Support Recharges Income – Transport	-2,884	-1,552	-1,552	0
Support Recharges Income – Non Transport	-2,385	-1,078	-1,078	0
Net Total Recharges	5,754	-1,252	-1,252	0
Net Departmental Total	16,379	4,526	4,451	75

Comments on the above figures:

In overall terms revenue spending at the end of quarter 2 is below budget profile. This is due to a number of expenditure and income budget areas.

Other Premises is below budget to date mainly due to lower than expected utility bills and lower than expected NNDR for Lower House Lane Depot within the Logistics division.

Planning fees and Building Control fees are currently above budget due to a number of one off applications including the Redrow housing development in Widnes.

Grants and reimbursements is currently above target due to work carried out by Transport Co-ordination to source and arrange travel arrangements for the schools. As this is a demand led service there is no guarantee this favourable trend will continue to the end of the year.

At this stage of the year it is anticipated that overall spend will be within the Departmental budget at the financial year-end.

POLICY, PLANNING & TRANSPORTATION

Capital Projects as at 30th September 2014

	2014/15 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
<u>Local Transport Plan</u>				
Bridges & Highway Maintenance				
Bridge Assessment, Strengthening & Maintenance	1,114	250	147	967
Road Maintenance	1,388	400	337	1,051
Total Bridge & Highway Maintenance	2,502	650	484	2,018
Integrated Transport	1,020	50	34	986
Total Local Transport Plan	3,522	700	518	3,004
<u>Halton Borough Council</u>				
Street lighting – Structural Maintenance	200	50	40	160
Risk Management	120	30	27	93
Fleet Replacement	1,121	500	483	638
Total Halton Borough Council	1,441	580	550	891
<u>Grant Funded</u>				
Surface Water Management Grant	195	1	0	195
Mid Mersey Local Sustainable Transport	399	5	4	395
Total Grant Funded	594	6	4	590
<u>Local Pinch Point Fund</u>				
A558 Access Improvements	2,253	130	126	2,127
Total Capital Programme	7,810	1,416	1,198	6,612

Repairs and maintenance on the Silver Jubilee Bridge have been postponed until the summer holidays to avoid excess traffic congestion regarding the construction of the Mersey Gateway. Costs should reflect this from quarter 3 onwards.

The programme of spend regarding surface water management is dependent on uptake by members of the public. This in turn is affected by local weather conditions.

Contracts have recently been signed regarding the A558 improvements, works have now started and costs should begin to show from the next quarter.

COMMUNITY & ENVIRONMENT DEPARTMENT

Revenue Budget as at 30 September 2014

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000
<u>Expenditure</u>				
Employees	12,471	6,046	6,070	(24)
Other Premises	1,453	739	701	38
Supplies & Services	1,546	818	784	34
Book Fund	192	118	116	2
Promotional	9	4		4
Other Hired Services	1,259	503	482	21
Food Provisions	701	335	328	7
School Meals Food	1,914	696	678	18
Transport	55	27	11	16
Other Agency Costs	652	95	87	8
Waste Disposal Contracts	5,012	1,433	1,456	(23)
Leisure Management Contract	1,467	618	660	(42)
Grants To Voluntary Organisations	333	153	149	4
Grant To Norton Priory	222	111	113	(2)
Rolling Projects	25	13	13	0
Capital Financing	19	0	0	0
Total Spending	27,330	11,709	11,648	61
<u>Income</u>				
Sales Income	-2,199	-1,085	-1,017	(68)
School Meals Sales	-2,049	-798	-822	24
Fees & Charges Income	-2,766	-1,478	-1,393	(85)
Rents Income	-187	-147	-153	6
Government Grant Income	-31	-13	-13	0
Reimbursements & Other Grant Income	-516	-191	-204	13
Schools SLA Income	-82	-80	-83	3
Room Hire Income	-121	-52	-62	10
School Meals Other Income	-2,935	-277	-317	40
Rolling Projects	-25	-25	-25	0
Meals On Wheels	-192	-81	-76	(5)
Catering Fees	-225	-83	-50	(33)
Capital Salaries	-53	-26	-27	1
Transfers From Reserves	-27	0	0	0
Total Income	-11,408	-4,336	-4,242	(94)
Net Controllable Expenditure	15,922	7,373	7,406	(33)
<u>Recharges</u>				
Premises Support	2,048	1,046	1,048	(2)
Transport Recharges	2,393	782	807	(25)
Departmental Support Services	9	0 000	0	0
Central Support Services	3,149	1,612	1,613	(1)
Asset Charges	3,197	0	0	0
HBC Support Costs Income	-357	-357	-357	0
Net Total Recharges	10,439	3,083	3,111	(28)
Net Departmental Total	26,361	10,456	10,517	(61)

Comments on the above figures:

The net budget is £61,000 over budget profile at the end of the second quarter of 2014/15.

At the midpoint of the year employee's expenditure is over budget profile by £23,500. Spending on agency staffing in open spaces and waste management continues, covering absences and vacancies but spending is not at the same level as the last quarter nor the previous year. The other main cause of the overspend is due to savings targets including premium pay of £28,200.

Other premises and supplies & services expenditures are collectively currently £72,000 under budget at this stage. There are various reasons for this such as advertising, uniforms, hired services, rates, utility bills and equipment all being lower than expected at this point of the year.

Waste Disposal Contracts are expected to overspend throughout the year. In recent years Halton has successfully increased the amount of waste recycled however this now results in a recycling bonus payment at the end of the financial year. The amount of which is as yet unknown however it was £103,000 for 2013/14 and so it can be anticipated a similar amount will be due at the end of this financial year. The department will strive to ensure the additional costs are met within its overall budget if possible, if not, underspends within the Directorate will have to be used to ensure an overall balanced budget is achieved.

Sales, fees & charges and catering fees across the Department continue to struggle against set targets. The social club in the stadium has now closed and due to the opening of Pure Gym, membership to the Stadium fitness gym has declined. Expenditure budgets have been adjusted where possible to alleviate the problem and reduce income targets. The main areas struggling are stadium bars, open spaces non contracted works and playing fields and some lettings for community centres.

COMMUNITY & ENVIRONMENT DEPARTMENT

Capital Projects as at 30 September 2014

	2014/15 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
Stadium Minor Works	30	15	6	24
Widnes Recreation Site	2,515	1,258	1,043	1,472
Children's Playground Equipment	79	15	4	75
Upton Improvements	63	35	34	29
Crow Wood Play Area	13	0	0	13
Runcorn Hill Park	311	236	233	78
Runcorn Cemetery Extension	9	0	0	9
Cremators Widnes Crematorium	396	198	105	291
Open Spaces Schemes	189	130	138	51
Playground Third Party Funding	340	17	17	323
Litter Bins	20	0	0	20
Total Spending	3,965	1,904	1,580	2,385

COMMISSIONING & COMPLEX CARE DEPARTMENT

Revenue Budget as at 30th September 2014

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
Expenditure				
Employees	7,463	3,573	3,521	52
Premises	304	158	159	(1)
Supplies & Services	1,905	922	922	0
Carers Breaks	423	312	309	3
Transport	170	79	77	2
Contracts & SLAs	149	57	53	4
Payments To Providers	3,816	1,555	1,556	(1)
Emergency Duty Team	103	26	25	1
Other Agency Costs	795	320	312	8
Total Expenditure	15,128	7,002	6,934	68
Income				
Sales & Rents Income	-384	-202	-225	23
Fees & Charges	-173	-99	-72	(27)
CCG Contribution To Service	-810	-405	-374	(31)
Reimbursements & Grant Income	-663	-155	-156	1
Transfer From Reserves	-848	0	0	0
Total Income	-2,878	-861	-827	(34)
Net Operational Expenditure	12,250	6,141	6,107	34
Recharges				
Premises Support	192	80	80	0
Transport	436	218	218	0
Central Support Services	1,685	842	842	0
Asset Charges	76	38	38	0
Internal Recharge Income	-1,685	0	0	0
Net Total Recharges	704	1,178	1,178	0
Net Departmental Total	12,954	7,319	7,285	34

Comments on the above figures:

Net operational expenditure is £34,000 below budget profile at the end of the first quarter of the financial year.

Employee costs are currently £52,000 below budget profile. This results from savings made on vacant posts, specifically in relation to Mental Health and Day Services. These posts have now either been filled, or are in the process of being filled. It is therefore not anticipated that the spend below budget profile will continue at this level for the remainder of the financial year, and will not impact on the 2015/16 budget year.

Income is below target to date. There is an anticipated shortfall on Fees & Charges income due to the temporary closure and refurbishment of a homeless facility. Additionally, income received from the Clinical Commissioning Group is projected to be below target. This income relates to Community Health Care funded packages within Day Services and the Supported Housing Network. The income received is dependent on the nature of service user's care packages, and is out of the direct control of the service. This shortfall is partly offset by an over-achievement of trading income from Day Services ventures, which is reflected in income above target to date of £23,000 for Sales and Rents.

At this stage in the financial year, it is anticipated that a balanced budget overall will be achieved for the year. Whilst income is projected below target, this will be offset by in-year savings in other areas, principally staff turnover savings, Day Services trading income, and the Bredon respite contract.

Capital Projects as at 30th September 2014

	2014/15 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
ALD Bungalows	100	0	0	100
Lifeline Telecare Upgrade	100	0	0	100
Halton Carer's Centre Refurb.	50	10	10	40
Section 256 Grant	55	0	0	55
Community Capacity Grant	216	0	0	216
Total Spending	521	10	10	511

8.0 Explanation of Symbols

Symbols are used in the following manner:

Progress Symbols

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

Direction of Travel Indicator

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

Implementation of High Risk Mitigation Measures (Environment & Urban Renewal PPB) – Quarter 2 to 30th September 2014

The purpose of this report is to provide an update concerning the implementation of mitigation measures for those areas of high risk which are relevant to the remit of this Policy and Performance Board.

Business Area – Policy, Planning and Transportation

Assessment of current risk – (Transport) ¹		Impact (Severity)	Likelihood (Probability)	Score (I x L)		
PR R16	Failure to maintain and make available the Councils highway network could lead to adverse consequences for road users and others. (Strategic Priority: Safer Halton / Halton's Urban Renewal)	3	4	12		
PR R17	A failure to secure the adequate provision of public transport services could have adverse consequences particularly for more vulnerable groups. (Strategic Priority: Safer Halton/ Halton's Urban Renewal)	3	3	9		
Risk control measure(s)		Lead Officer	Timescale Review	Residual Impact	Residual Likelihood	Residual Score
<i>R16 a</i>	<i>Delivery of prioritised maintenance programme</i>	Mick Noone	Annually	2	3	6
<i>R16 b</i>	<i>Availability of capital and revenue funding</i>					
<i>R16 c</i>	<i>Timely and effective use of Variable Message Signs (VSM)</i>					
<i>R16d</i>	<i>Coordination of works to minimise impact.</i>					
<i>R17 a</i>	<i>Integration of Local Transport Plan as part of new Combined Authority</i>	Mick Noone	Annually	3	3	9
<i>R17 b</i>	<i>Continued provision of funding for supported bus services and community transport</i>					
<i>R17 c</i>	<i>Continue to seek alternative sources of funding</i>					

¹ NB – Risks associated with the Mersey Gateway Project are monitored through the Corporate Risk Register

Implementation of High Risk Mitigation Measures (Environment & Urban Renewal PPB) – Quarter 2 to 30th September 2014

Progress update

R16

The majority of the Carriageway maintenance programme has been completed during this period with Footway schemes ongoing to target. Our Bridge maintenance programme has suffered from technical difficulties which have now been overcome but have delayed starts on site to Quarter 3.

In order to mitigate the effect of capital and revenue funding reductions the Council actively seeks to draw additional investment from grants. As an example the successful bid for £259K to repair potholes is now being committed and a major funding bid to the Liverpool City Region Local Transport Body for £1.1M per year of funding for the period 2016 – 2019 to support steady state SJB maintenance is currently being prepared.

VMS are used when appropriate and when limited resources permit, but there have been some technical issues with setting them recently which are currently being addressed. Roadworks are being co-ordinated to minimise impact on the travelling, but this will become more difficult as the Mersey Gateway works become more extensive and impact upon more routes.

R17

Integration as part of the CA continues. Current projects include the installation of real time passenger information at various bus stops across the borough and rebranding of bus shelters will begin once the tender process has been completed.

The funding reductions for the current year have been mitigated by retendering some of the supported bus services.

Discussions around joint bids with our CA partners for alternative funding streams continue, in particular, on the matter of alternatively fuelled fleet vehicles.

REPORT TO: Environment & Urban Renewal Policy and Performance Board

DATE: 28th January 2015

REPORTING OFFICER: Strategic Director – Communities

PORTFOLIO: Environmental Services

SUBJECT: Household Waste & Recycling Collection Policy

WARD(S): Borough-wide

1. PURPOSE OF REPORT

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

2. RECOMMENDED: That

- 1) Members receive and comment upon the report;**
- 2) the Policy & Performance Board endorse the draft updated Household Waste & Recycling Collection Policy document, and; and**
- 3) a report be presented to the Executive Board recommending the adoption of the draft updated Household Waste & Recycling Collection Policy.**

3. BACKGROUND

- 3.1 The Waste Management Working Party was established to examine various aspects of the Council's waste policies. In January 2011, following the work of the Working party, a document that set out the Council's policies and service standards relating to household waste collection was presented to Members of the Environment and Urban Renewal Policy and Performance Board for consideration. Following its endorsement by Members of the PPB, the draft Policy document was subsequently presented to, and approved for adoption by, the Council's Executive Board on 17th March 2011.
- 3.2 The Waste Management Working Party has undertaken a review of the Council's current Waste Policy document and attached as **Appendix 1** is a draft updated Household Waste & Recycling Collection Policy document that has been produced with the support of the Working Party Members.

4.0 SUPPORTING INFORMATION

- 4.1 The draft updated Policy does not introduce any new policies or collection regimes. It has been reviewed to ensure that it reflects current service provision, policies or other decisions of the Council and brings up to date the previous policy to reflect innovations which have already been introduced. It reflects current practice and seeks to clarify points of ambiguity in the existing policy as well as recording minor changes in practice. All significant changes which have already been introduced by the Council since 2011 were the subject of public consultation and involvement.
- 4.2 The Council's policies are underpinned by the provisions of waste legislation, and in particular, the Environmental Protection Act 1990. They have been developed drawing upon best practice and common approaches adopted by local authorities across the country and take into account the significant financial pressures faced by the Council. The policies seek to ensure that the Council continues to deliver its statutory waste related functions in the most cost effective and efficient manner that encourage waste prevention, an increase in recycling levels and a reduction in the amount of waste that requires costly treatment or disposal.
- 4.3 As stated above, the attached document contains no new policies or collection regimes; however, within the document there are areas of service delivery, activity or policy that have been subject to updating or clarification from the previous version. Members' attention is drawn to areas as detailed in paragraphs 4.4 to 4.9 below.

Alternate Bin Collection Scheme

- 4.4 The current Policy document does not reflect a decision of Halton's Full Council in 2011 to move towards alternate weekly bin collections of residual waste and recyclables, where appropriate. This decision to introduce an Alternate Bin Collection (ABC) scheme followed public consultation with members of the Halton 2000 Citizens panel. Since 2011, the ABC scheme has been introduced to areas across the borough on a phased basis with approximately 50% of properties now receiving this service. Plans are currently being finalised for the borough-wide roll-out of the ABC service to all suitable properties.
- 4.5 The updated Policy document clarifies that it is the Policy of the Council that the 'Standard Service' provided to residents will be an alternate weekly collection of household waste using wheeled bins; collecting residual waste one week, and recycling the next. Full details of the waste and recycling collection services to be delivered to those properties that are not suitable for receiving the Council's 'Standard Service' provision, which includes a combination of bag, box or small wheeled bin collections, are set out in the Policy document.

- 4.6 The Council's ABC policy places a restriction on the amount of residual waste that will be collected from households on a fortnightly basis. In consistently applying waste level restrictions arising from this policy, the amount of waste collected from households not on the ABC system, who will receive a weekly collection of residual waste, will be limited to a level equivalent to that collected on a fortnightly basis from 'ABC households'.

Co-Mingled Collection of Recyclable Materials

- 4.7 From 1st January 2015, every Waste Collection Authority must, when making arrangements for the collection of waste paper, metal, plastic or glass, ensure that those arrangements are by way of separate collection. Co-mingling of waste (i.e. putting a range of recyclables all together into one bin or box as per the Council's policy) will be permissible after 2015 where it does provide high quality recyclates or where separate collection is not practicable.
- 4.8 The Council will be required to provide evidence to support its current or proposed collections systems in order to comply with the relevant legislation.

Enforcement

- 4.9 If the Council is to be successful in keeping down the costs of dealing with household waste and ensuring that there is no detrimental impact upon local residents or their neighbourhoods arising from the collection of waste, it will require residents to manage their waste in a responsible manner and comply with the Council's policies and procedures. The Council's approach will always be to offer advice, support and guidance as the first and preferred way to ensure householders compliance; however, where this approach has failed to result in such compliance, the Council will use its powers of enforcement.
- 4.10 The draft updated Policy document includes information about the Council's powers of enforcement in relation to the waste and recycling collection services. The use of regulatory powers is not strictly relevant to this draft policy but its inclusion makes the draft policy a more useful and informative document for the public.

Charging for Services

- 4.11 The policy document provides details of waste collection and disposal services for which a charge may be made. Charging for services allows the Council the opportunity to off-set its costs of service delivery; the charge for the collection of bulky household items being an example of where the Council has utilised such legislation. Charging traders for the receipt and disposal of commercial waste, for example at Household Waste Centres, is also an option open to waste authorities. The document clarifies that it is the policy of the Council to explore options for applying charges for waste services allowable under legislation.

In Summary

- 4.12 The attached updated Policy document sets out how the Council seeks to ensure that it will continue to provide high quality, cost effective services that are applied fairly and consistently to all households. The document also provides information to residents on the level of service that they can expect to receive from the Council.
- 4.13 Members of the Working Party; Councillors Sinnott, Zygadlo, Chris Loftus and Gareth Stockton, are thanked for their contributions to the production of the draft updated Policy document and Members of the Board are asked to comment upon the document and make recommendations concerning its adoption to the Executive Board.

5.0 FINANCIAL IMPLICATIONS

- 5.1 There are no new financial implications for the Council arising from this report.
- 5.2 The Council's policies will help to keep down the costs of providing household waste collection, recycling and disposal services.

6.0 POLICY IMPLICATIONS

- 6.1 There are no new policy implications as a result of this report.

7.0 OTHER IMPLICATIONS

- 7.1 There are no other implications arising from this report.

8.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

8.1 Children and Young People in Halton

No direct impact

8.2 Employment, Learning and Skills in Halton

No direct impact

8.3 A Healthy Halton

No direct impact, but the Council's Policies will continue to contribute towards improving the environment and the appearance of the borough and shall have an overall beneficial affect on well-being.

8.4 A Safer Halton

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

8.5 Halton's Urban Renewal

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

9.0 RISK ANALYSIS

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

10.0 EQUALITY AND DIVERSITY ISSUES

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

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

11.1 Executive Board Report 17th March 2011 – Household Waste Collection Policy



Halton Borough Council

DRAFT

Household Waste & Recycling Collection Policy

February 2015

CONTENTS

1. Introduction
2. Standard Services Provision
3. Exemptions from the Standard Service
4. Garden Waste Collection Service
5. Co-mingled Collection of Recyclable Materials
6. Collection Points and Collection Times
7. Excess Waste / Side Waste
8. Provision of New and Replacement Bins
9. Additional Bin Capacity Requirements
10. Contaminated Contents in Bin
11. Overfilled Wheeled Bins
12. Enforcement
13. Charging for Services
14. Missed Collection
15. Assisted Collections
16. Access for Collection Vehicles
17. Litter Issues arising from Waste Collection
18. Bulky Household Waste Collections
19. Bank Holidays and Other Disruptions to Services
20. Inclement Weather
21. Equality of Access to Services
22. Transient, Seasonal, Student or Hard to Reach Populations
23. Clinical and Hazardous Household Waste
24. Educational Establishments, Charities
25. Household Waste Recycling Centres

APPENDICES

- Appendix 1 - Accepted Materials in Designated Receptacles
- Appendix 2 - Customer Service Assurances
- Appendix 3 - Relevant Legislation

1. Introduction

Halton Borough Council is committed to delivering high quality, value for money waste services that take account of local circumstances across the borough.

The Council has developed a series of waste policies to ensure that, in fulfilling its Statutory Obligations as Waste Collection and Disposal Authority, it provides waste and recycling services that operate in a safe and cost effective way and that encourage waste minimisation and recycling.

This document sets out the Council's waste and recycling policies and procedures as they relate to the Council's waste collection functions to ensure that they are clearly defined, so as to avoid any uncertainty for residents, Elected Members or Officers of the Council. The Council's waste disposal functions are not the subject of this policy. Section 25 has been included to deal with Household Waste Recycling Centres ("HWRCs"). This may seem to be incongruous in a policy dealing with the Council's collection of waste but it is appropriate to be included for two reasons. First, it deals with themes which are common to the main body of this policy and secondly, the waste deposited in HWRCs form part of the total waste stream collected by the Council.

The document also sets out actions required of householders and the standards and levels of service that residents can expect to receive from the Council.

This policy document is an update of a previous document that was approved by the Council's Executive Board in March 2011.

This policy is not a strategic policy but is consistent with the Council's Sustainable Community Strategy and Corporate Plan. This policy is not designed to introduce a new collection regime but to bring up to date the previous policy to reflect innovations which have already been introduced by the Council. It will therefore reflect current practice and be a more useful reference document. In addition, the opportunity has been taken to clarify points of ambiguity in the existing policy as well as record minor changes in practice. All significant changes which have already been introduced by the Council since 2011 were the subject of public consultation and involvement.

Whilst this document sets out the Council's policies and guidance it must be recognised that there may be exceptional circumstances where these policies may need to be applied at the discretion of senior Council Officers in consultation with relevant Elected Members.

2. Standard Service Provision

It is the Policy of the Council that the Standard Service provided to residents will be an alternate weekly collection of household waste using wheeled bins; collecting residual waste one week, and recycling the next.

Each household provided the Standard Service will receive;

- The fortnightly collection of one standard sized 240 litre black/grey wheeled bin that is to be used to store/collect the residual waste (non-recyclable waste) that households generate, and that cannot be recycled or composted through the Council's kerbside recycling schemes or at its Household Waste Recycling Centres.
- The fortnightly collection of one standard sized 240 litre blue wheeled bin which is to be used to store/collect a range of dry recyclable materials as set out in Appendix 1. (See also Section 5)

3. Exemptions from the Standard Service

The different physical make up of areas and design of some residential properties in Halton means that there is a need to find arrangements that best fit local circumstances whilst working within the general principles of the Council's Policy. This means that in applying its Policy, the Council may determine different collection arrangements for different areas. Properties that will be exempt from the Standard Service, together with the alternative service type to be provided, are set out below;

i) Properties not suitable for the provision of wheeled bins

Some properties in Halton are not suitable for the provision of a wheeled bin collection service. Reasons for this could include, but are not limited to, the fact that;

- There is insufficient storage space within the confines of the property to accommodate wheeled bins
- The property is accessed via steep inclines or steps
- The wheeled bins would have to be wheeled through the property to the collection point
- There is such a considerable distance to the collection point
- There is no suitable collection point for wheeled bins

Households that are not suitable for wheeled bins will receive the following service provision;

- A weekly collection of 3 sacks of residual waste.
- A fortnightly collection of a 44 litre blue recycling box, which is to be used to store/collect a range of dry recyclable materials as set out in Appendix 1. (See also Section 5)

The Council shall limit the number of sacks collected from properties that do not have wheeled bins to 3 sacks per household per week. This is considered equivalent to the amount of waste collected on a weekly basis from properties that are provided with wheeled bins. This provision is already in effect and simply reflects the Standard Service provision applicable to wheeled bins described above.

ii) Mixed Wheeled Bin/Sack Collection Areas

There are some areas of the borough where there is a combination of properties that are suitable for wheeled bins and others that are not. In these areas households that are suitable for wheeled bins will receive;

- The weekly collection of one small sized¹ black/grey wheeled bin that is to be used to store/collect the residual waste (non-recyclable waste) that households generate, and that cannot be recycled or composted through the Council's kerbside recycling schemes or at its Household Waste Recycling Centres. This innovation is already in place but has the advantage for a number of households to be able to switch from sack collections to wheeled bin collection.
- The fortnightly collection of one standard sized 240 litre blue wheeled bin which is to be used to store/collect a range of dry recyclable materials as set out in Appendix 1. (See also Section 5)

iii) Multi Occupancy Dwellings

Multiple-occupancy properties, such as flats or apartments, will be provided with containers that are suitable to the particular property design. In all cases, properties will have access to containers for residual waste and containers for the storage/collection of a range of dry recyclable materials as set out in Appendix 1. (See also Section 5)

Containers can vary in size, but will usually be 1100 litre bins however, in determining the type and number of waste receptacles to be provided, the Council will assess the servicing of these properties on an individual basis taking into following matters such as, but not limited to:

- The number and type of property
- Waste and recycling container storage capacity
- Frequency of collections to be made

All multiple occupancy properties shall receive the same frequency of residual waste and recycling collections as the single occupancy properties within the immediate vicinity to properties.

Notes:

¹Small sized wheeled bins shall have half of the capacity of a standard sized wheeled bin.

iv) Rural Properties and those served by Private Access Roads

There are locations within Halton where the use of a large refuse collection vehicle offers an increased health and safety risk for both the collection crews and other road users. Such areas include un-adopted roads, tracks or private access roads where the condition, surface and alignment of the highway are un-suitable for the vehicles used for the collection of the waste and recycling. Furthermore, due to their location, it may not be cost-effective to carry out collections at some rural properties using large refuse collection vehicles.

To ensure that these identified properties still receive the same level of service, the Council will either use a smaller waste collection vehicle to collect residual waste and recycling materials or designate a collection point for waste receptacles; which will normally be where the end of the private road serving the affected properties meets the public highway.

For such properties, waste must be containerised in the receptacles determined by the Council, which may vary from property to property, and be placed out for collection at the designated collection point by 07.00am on the scheduled day. The frequency of collections will be dependent upon the size and type of receptacles at each property.

Where the Council deems it is safe to drive large refuse collection vehicles on private or unadopted roads, but is concerned of potential damage being caused to the road surface as a result, the Council will consider the use of such vehicles but only if written authority from all responsible land owners/residents is received indemnifying the Council from any claim for damages in taking the collection vehicle on the said road

4. Garden Waste Collection Service

In addition to the kerbside waste and recycling collections services as set out in Sections 2 and 3 above, suitable properties² within the borough may also be provided with a standard sized 240 litre Green coloured wheeled bin, which is to be used to store/collect garden waste materials that households generate.

The compostable materials that can be placed into green wheeled bins are set out in Appendix 1.

Due to seasonal growth this service does not normally operate during the winter months.

Notes:

² Suitable properties shall be determined by the Council on a case by case basis. Examples of unsuitable properties may include terraced housing and flats etc.

5.0 Collection of Recyclable Materials

The service for the storage/collection of a range of dry recyclable materials described in Sections 2 and 3 of this policy takes into account the Waste (England and Wales) Regulations 2011 (issued under the revised EU Waste Framework Directive 2008) as amended by the Waste (England and Wales) (Amendment) Regulations 2012. Under the amended 2011 Regulations, from 1st January 2015, every Waste Collection Authority must, when making arrangements for the collection of waste paper, metal, plastic or glass, ensure that those arrangements are by way of separate collection. The requirement to separately collect applies when:

- It is necessary to ensure that waste undergoes recovery operations, and to facilitate or improve recovery; and
- It is technically, environmentally and economically practicable (“TEEP”)

The new duties also mean that all reasonable steps must be wherever this is necessary to produce high quality recyclates.

Co-mingling of waste (i.e. putting recyclables all together into one bin or box as per the Council’s current policy) will be permissible after 2015 where it does provide high quality recyclates or where separate collection is not practicable.

The Council will have regard to these requirements in producing evidence to support current or proposed collections systems in order to comply with the relevant legislation.

6. Collection Points and Collection Times

Wheeled Bins

The collection point for wheeled bins is generally from the curtilage of a resident’s property. In the case of traditional terraced properties, the collection point for wheeled bins is normally the ‘throat’ to the entry serving the properties. For more modern type terraces, or those properties remote from an adopted highway, the Council will determine a designated collection point (e.g. an adjacent parking area).

The required procedure for the collection of wheeled bins is as follows;

- Residents should place their wheeled bin out for collection at their normal/designated collection point by 07.00am on the collection day, but no earlier than 7:00pm on the evening prior to collection.
- Where the collection point is not at the curtilage of a property, whilst awaiting collection, bins must not be placed in a position likely to cause an obstruction to public footpaths or highways.

- Residents must remove their wheeled bin from the collection point and return it to within the boundary of their property as soon as possible after it has been emptied. At the very latest, bins must be removed from the collection point by the end of the day that collection has taken place.

In all cases, it is residents' responsibility to place and return bins to and from their designated collection point. (The Council offers an 'assisted collection' service to residents who are considered unable to manoeuvre a wheeled bin by reason of age or infirmity – Details of this service set out in Section 15).

In some cases the Council may require receptacles to be placed on a highway for collection. This requires the consent of the Highway Authority, which has been received. The Council has also determined that wheeled bins are the occupiers' responsibility whilst within the curtilage of their dwelling and that they become the Councils' responsibility only when placed on the highway or other designated collection point away from the curtilage of a property, but only at times and places specified by the Council. These responsibilities shall only extend to such matters as loss or damage to the receptacle, and not to damage or other matters caused as a result of the receptacle being on the highway. This represents a fair apportionment of risk in the unlikely event of loss or damage occurring. See more on the topic of charging in Section 8 below.

Under no circumstances should residents leave their wheeled bins outside the boundary of their property between collections as they have a detrimental impact on the visual appearance of the local neighbourhood and can cause a risk to the local community in terms of obstruction and anti-social behaviour.

The Council will endeavour to contact the keeper of a bin left out for long periods, in order to ensure that the resident takes steps to comply with Council's requirement that bins must be stored on their property between collection times. This may be followed by appropriate enforcement action if requests are not complied with (see Section 12). Action may also include the removal of the bin, and a subsequent charge may be made for its return to the appropriate property. Where the keeper of a bin cannot be identified, the Council may remove any bins which appear to be abandoned. If a responsible resident or keeper of the bin is later identified, a charge may be made for the return of the bin to their property.

Residual Waste Sacks

Where a property is served by a sack collection service for residual waste, Council operatives will remove sacks from a resident's property. This will normally be from the bin cupboard but in some cases may be from an alternative point within the confines of the property (e.g. Porch way).

Residents must ensure that Council operatives have access to their sacks of waste by 07.00am on their scheduled day of collection.

Residents must not place sacks out for collection on the highway or any other point outside of the confines of their property as this can lead to environmental problems. Placing sacks out on the highway or at any other point outside of the confines of their property will not only be in contravention of the Council's Policy, it can be classed as fly-tipping and enforcement action could be taken against those responsible for doing so.

Recycling Boxes

Where a property is served by a box collection service for recyclable materials, Council operatives will collect boxes from a resident's property.

Residents should leave their boxes at the curtilage of their property by 07.00am on their scheduled day of collection.

6. Excess Waste / Side Waste

Residual Wheeled Bin Collection

The Council operates a 'no side waste' policy and will not remove waste presented for collection alongside, or on top of, residual wheeled bins. It is likely that households producing side waste on a regular basis are not separating out their recyclable materials or have inadequate recycling bin provision for the number of people residing at their address. (The Council encourages residents to recycle as much as they can and will allow residents to have additional recycling receptacles to ensure individual households have sufficient capacity to meet their requirements)

The 'no side waste' policy is intended to:

- Improve the environmental quality of an area by reducing litter escaping from loose sacks;
- Encourage waste minimisation habits amongst householders;
- Encourage residents to use the recycling services and facilities provided by the Council;
- Reduce the risk of injury to waste collection crews, as manual handling of loose waste will be minimised.

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

Recycling and Garden Waste Collections

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

If additional waste for recycling is regularly placed at the side of bins by a resident, the Council will review collections at that property and offer additional recycling/garden waste bins so that the materials can be properly contained.

With regards to recycling box collections, there is no limit to the number of boxes that a resident may present for collection and residents may request additional boxes relevant to their individual household need and circumstance.

8. Provision of New and Replacement Bins

Under Section 46 of the Environmental Protection Act 1990 the Council can specify the type and size of container that a resident must present their waste in. The Council may also levy a charge to the resident for the provision of the waste receptacle.

It is the policy of the Council that a charge is made for the delivery of new or replacement wheeled bins. The Council's charging policy is designed to encourage residents to take more responsibility for their bins and thereby reduce the number of losses and thefts by:

- Reducing the number of bins being left out on the street outside of the normal day of waste collection.
- Encouraging residents to make bins identifiable to their household through street name / house number markings.

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

- (i) Where a bin has been recorded by Council operatives as being lost or damaged during the collection process;
- (ii) Where the Council introduces a new collection system to an existing property that requires a change in receptacle use.

Where a resident's bin is damaged as a result of the collection process, the Council will arrange for the bin to be repaired or replaced free of charge and a card will be posted to the relevant property to advise the householder accordingly.

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

- (i) Where a bin is reported lost or stolen;
- (ii) Where a bin is reported as vandalised/damaged (*except those which have been damaged by the Council during collection*);
- (iii) Where a bin is required for new properties or for new occupants of existing properties.
- (iv) Where an additional wheeled bin has been requested and its delivery has been approved by the Council.

In exceptional circumstances, where a charge would impose a significant hardship on a household, the Strategic Director – Communities, after consultation with the Chair of the Environment & Urban Renewal Policy and Performance Board, is authorised to waive the charge for a new or replacement residual waste wheeled bin.

Where a new or replacement bin is provided by the Council, the householder will be charged an amount relative to the costs incurred by the Council in providing the bin. Charges for bins will publicised by the Council and will be reviewed annually.

For the purposes of clarity, all wheeled bins provided to householders remain the property of the Council and must be left at the property should residents vacate. Although residents pay for the provision of wheeled bins they do not buy them.

Residents are entrusted to keep and maintain their allocated waste receptacles in a safe and clean condition and are encouraged to neatly label their bin so that it can be identified with their address. Whilst bins remain the property of Halton Borough Council, they are within the custody and control of the property occupier.

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

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

9. Additional Bin Capacity Requirements

The Council will normally limit the amount of waste collected from households to the volumes as set out in Sections 2 and 3 of this policy. However, the Council recognises that some households may produce more residual waste than can be contained within the wheeled bin provided or the number of sacks that it will collect, despite taking an active part in the Councils' recycling service as required under this policy. Where this is the case the Council will consider providing additional residual waste capacity (ie an additional bin or the collection of additional sacks) following assessment of an individual household's needs and circumstances by Council Officers.

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

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

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

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

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

If as a result of the above process the residual waste still exceeds the volume of their waste bin or number of sacks to be collected, as an exception, an additional bin may be provided or additional sacks may be permitted to be presented for collection. This will be subject to an annual review to ensure the correct capacity is provided for the resident's up to date requirements.

In order to be considered for an additional bin or additional sack capacity, households will have to have been through the above stages, demonstrate that recycling services are being fully utilised at the property and meet one of the following two criteria shown below:

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

Regardless of the above criteria, the final decision on providing additional residual waste capacity shall be at the discretion of Council officers carrying out assessments.

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

10. Contaminated Contents in Bins

Contamination occurs when material is wrongly placed into a receptacle. In the main, this is when non-recyclable materials are placed in the receptacles provided for recycling and composting, although it also includes the placing of unacceptable materials in black residual waste bins.

If there is too much contamination in recycling bins/boxes it could jeopardise the whole load collected by the recycling vehicle that day, which may ultimately mean that recyclable materials are sent for disposal.

The lists of materials which are acceptable in each receptacle are listed in Appendix 1. Non acceptable materials are also listed though this is not an exhaustive list. Detailed information of accepted items can be found by visiting the Council website or by contacting the Council.

The Council has the right to determine how refuse and recycling materials are presented for collection and to refuse to collect refuse and recycling materials improperly presented and as such, if bins/boxes are found to be contaminated, they will be subject to either:

- Safe removal of offending items and the bin/box being emptied, or
- The bin/box being left un-emptied

Where a bin/box has not been emptied, householders will be notified by way of a sticker placed on the bin by the collection crew or a leaflet. The sticker/leaflet will advise of the reasons why the bin/box has not been emptied and how to rectify the situation.

In such circumstances it is the householder's responsibility to remove items from bins/boxes that have caused contamination and to deal with those items appropriately. For clarity, a bin/box not emptied as a result of contamination is not classified as a missed collection. Once the items have been removed the householder should present the bin/box for emptying on the next scheduled collection day.

Where there are repeated instances of contamination, a Council officer will visit the property and speak with the householders. Continued instances of contamination may lead to enforcement action being taken against the householder (see Section 12).

11. Overfilled Wheeled Bins

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

The most likely reason for a black wheeled bin being too heavy is that it contains heavy materials that are not permitted in black bins, such as building material(s), wood or bulky items. The residual waste items that that can be placed into black wheeled bins are set out in [Appendix 1](#).

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

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

12. Enforcement

The Council recognises the importance of ensuring that members of Halton's community must know and understand what is expected of them with regards to its waste and recycling services and its approach to ensuring that householders comply with its waste policies and procedures is that education and engagement will always come before any formal enforcement actions.

However, it is the policy of the Council to use its powers of enforcement where its attempts to engage with individuals have failed to ensure compliance with its requirements. Where necessary, enforcement action, including the issuing of Fixed Penalty Notices, may be used to deal with matters such as, but not limited to;

- Improper use of designated receptacles
- Placing additional waste out for collection
- Failing to return receptacle to properties after collection

Enforcement Powers

Section 46 of the Environmental Protection Act 1990 provides powers to local authorities to deal with household waste. Under Section 46(4) of the Act, the Council has specific powers to stipulate:

- The size and type of waste and recycling receptacles
- Where receptacle(s) must be placed for the purpose of emptying
- The items which may or may not be placed within the receptacle(s).

Before considering taking formal enforcement action against a householder, the Council will adopt a phased approach to securing compliance with its policies as set out below;

a) **Stage One**

Householders who are identified as failing to act in accordance with the Council's policies and procedures will be advised of the details of their non-compliance as well as what action/behaviour the Council requires of them. This could be provided in the form of stickers placed bins, an advisory letter or leaflet delivered to the property, and/or a visit from a Council officer.

Dependent upon the nature of the policy/procedural breach, the frequency and the severity of the problems that are created as a result, a householder could be subject to 'Stage 1' actions after one single occurrence of non-compliance.

b) **Stage Two**

Having received advice on policy/procedural matters in accordance with Stage 1, any further breach will result in householders receiving a written warning from the Council, which will set out what action/behaviour the Council requires of the particular householder(s) and the consequences of continued non-compliance.

c) **Stage Three**

A further breach of policy/procedural requirements following a written warning will result in a formal notice being served to the householder, under Section 46 of the Environmental Protection Act 1990, allowing a Fixed Penalty Notice (FPN) to be issued on the next occasion of non-compliance.

13. Charging for Services

The Controlled Waste (England and Wales) Regulations 2012 allow the Council to charge for the collection or disposal of certain types of household waste. It is the policy of the Council to explore options for applying charges for waste services allowable under legislation. This area is separate from the issue of charging for wheeled bins which is dealt with at Section 8 above. Details of household waste for which collection and disposal charges can be applied can be found at;

<http://www.legislation.gov.uk/ukxi/2012/811/schedule/1/paragraph/4/made>

Also, see Sections 23 and 24 below for further details of some examples of where the 2012 Regulations can apply.

14. Missed Collections

Information on waste and recycling collections is available from the Council website, the Council's Halton Direct Link shops or by phoning the Contact Centre. . Despite the best efforts of the Council to avoid service failures it may occasionally be the case that a collection is missed due to operational problems such as inclement weather or other unavailable disruptions to service. Where collections are missed through such circumstances the Council will endeavour to arrange for the collection crew to return to collect waste on the next working day. If this is not possible then collection will take place on the next scheduled collection day.

In the case of missed residual waste collections and where collection cannot be re-made until the following week, then a reasonable amount of waste safely contained in sacks will be collected from the side of the bin during the next scheduled collection.

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

We will only return for missed collections in the following circumstances;

- The bin was placed out at the designated collection point, or sacks were available for collection, by 7.00am on the day of collection
- In the case of assisted collections there was access to the bin
- A crew report has not been received regarding why the collection did not take place ie, bin too heavy to move safely, contaminated contents.
- There has been no obstruction to the receptacle

Where waste has been presented in accordance with the Council's policy but a collection has been missed to an individual property and the resident informs the Council by no later than noon on the day of the missed collection, the Council will return that day. Where the Council is informed after noon, the collection will be made by noon the following working day.

A missed collection must be reported within 24 hours of the normal day of collection. Any missed collections reported after this time will not be collected until the next scheduled collection day unless there are exceptional circumstances.

15. Assisted Collections

Where a resident is unable to move their bin(s) to the designated collection point for their property for collection, due to age, infirmity or ill health etc, they can request the Council provide an assisted collection service. Under such a service, the property details will be entered on the collection crew's round schedule and the crew will then collect the bin from the premises, empty it and return it to the property.

Assisted collections are available to an individual with a disability or mobility problem where no other able bodied person living in the same property, or no neighbour or family member, is able to take the bins to the normal collection point

This service will be reviewed from time to time to ensure that households still qualify for this assistance.

16. Access for Collection Vehicles

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

Where Council collection crews have attempted to gain access to a road/area on a number of occasions but were unable to do so for reasons such as parked cars, roadworks, building works, road closures etc it may be necessary to make alternative arrangements for the collection of the waste. This may include suspending collections until the next scheduled collection day and the delivery of sacks to affected properties to enable households to have sufficient capacity to last.

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

17. Litter Issues arising from Waste Collections

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

18. Bulky Household Waste Collection

The Council provides a separate collection of bulky household waste items. A standard charge per collection will be made and the scale of charges for the collection of bulky items will be publicised by the Council and reviewed annually.

The maximum limit collected applies to all items. For example, and for the avoidance of doubt, a 3 piece suite i.e. a sofa and 2 chairs, is defined as 3 separate items. A mattress, a bed base and a head board is also defined as 3 separate items. The following conditions apply to the bulky household waste collection service;

1. Only those items specified for collection when the request is made to the Council will be collected;
2. Payment of the relevant charge must be made prior to the collection;
3. Payments are to be made via the Council's Halton Direct Link shops or Contact Centre. Payment can be made by Credit / Debit Card, cheque or cash.
4. Items will be collected from a resident's property and must not be placed on the highway. In respect of collections from terraced properties, and only if the items cannot be stored within a resident's property or the Council could not gain access to the property, items can be placed at the rear of a resident's property but no earlier than 18.00 hours on the day before the specified date of collection.
5. Where a householder requires assistance due to ill-health, age or infirmity, collections can take place from inside the householder's property. This is only where it is safe to do so and if the householder agrees to allow access. There may be a requirement for the resident to sign an indemnity form for any damage that may occur during collection.
6. If a collection is not made on the day specified due to unforeseen operational circumstances, a member of Council's Waste Team will contact the resident and rearrange the collection. The rearranged collection will be made within 2 working days.

7. Cancellation of a Bulky Household Waste collection request must be made no later than 2 working days prior to the agreed collection date. Where a cancellation has been made within less than 2 working days before a collection is due, a resident may still be charged.
8. In the event that a resident does not present their Bulky Waste items presented for collection on the agreed collection date a refund will not be made. A card will be posted by the collection crew to confirm that a visit was made but the items were not available for collection.
9. Where a collection is rearranged due to a resident not presenting the items on the specified date a further charge will be applicable.
10. Where a cancellation is made as a result of the Council's failure to collect on the agreed day, a full refund will be made.

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

19. Bank Holidays and Other Disruptions to Services

Waste collection services will normally operate to a scheduled collection days. However, the Council may re-schedule collections to allow for Bank Holidays or other disruptions to normal service. Information in respect of any planned changes will be published on the Council's website and by other means which may include social media sites and local press. Information can also be accessed via the Council's "on the move" smartphone app.

20. Inclement Weather

In the event of inclement weather (e.g. snow or ice) the Council's Principal Waste Officer will assess whether it is safe to attempt to carry out the waste and recycling collections. Only if the outcome of the assessment is that it is safe to do so, the Officer will authorise the commencement of collections. Whilst on site, Waste and Recycling Collection Driver/Chargehands have the discretion to abandon collections if they consider that road or footway conditions are dangerous.

In the event that bins are not collected due to inclement weather, the Council will attempt to make collections the following day. If collections cannot be made the following day, they will be carried out on the next scheduled collection day. Reasonable amounts of side waste presented on the next collection date after a disruption in service will be collected. The definition of "reasonable" is the normal amount of waste or recyclable materials produced in the time period that the bin was missed.

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

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

21. Equality of Access to Services

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

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

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

23. Clinical and Hazardous household waste

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

The majority of "clinical" waste generated from domestic premises may be classed as offensive waste, e.g. incontinence pads. These can be safely disposed of in the residual (black) bin, provided the waste is double wrapped in plastic. Where bin capacity is a problem, an additional bin may be provided by the Council following assessment of the resident's needs.

For higher-risk clinical wastes (e.g. sharps and infected waste) that have arisen due to medical treatment in the home, residents should seek disposal advice from their local Health visitor or Primary Care Trust.

Other Hazardous wastes include paint and cement based asbestos. These waste types are not normally collected but can be delivered by a householder to a Household Waste Recycling Centre by special arrangement through an appointments system. (See Section 25 on Household Waste Recycling Centres for further information)

24. Educational Establishments, Charities and Places of Worship

Subject to the The Controlled Waste (England and Wales) Regulations 2012 educational establishments and charitable organisations are classed as properties for which a charge for collection (and in certain cases for disposal) can be made.

These properties may be treated similarly to domestic properties and may be offered both residual waste and recycling collections through the provision of the most suitable receptacles for the particular property, following assessment of requirements.

Educational establishments, and premises used mainly for public meetings, however, produce "chargeable household waste". The Council at its discretion may charge for collecting waste from these premises as legislation allows.

For places of worship, waste (residual and mixed recyclables) can be collected free-of-charge if they are exempted from local non-domestic rating under the Local Government Finance Act 1988.

This covers most churches, and other places of worship. However, collection charges may apply for certain types of waste; for example, bulky items, and waste from a church hall used wholly or mainly for public meetings and/or available for hire. The Council may charge for collecting waste from these premises as legislation allows. To avoid collection charges, any non-chargeable waste must therefore be kept separate from chargeable waste.

25. Household waste Recycling Centres (HWRC's)

Household Waste Recycling Centres (HWRC's) are provided for Halton residents to deliver and recycle a range of wastes that generally cannot be placed in wheeled bins. The Council's HWRC Sites are located at:

Picow Farm Road
Runcorn
Cheshire
WA7 4UB

Johnsons Lane
Widnes
Cheshire
WA8 OSJ

Sites will be closed on Christmas Day, Boxing Day and New Year's Day. The Council has the right to determine and amend the times at which residents have access to such facilities. Therefore, opening times at the Centres may be subject to change and should be checked by contacting the Council.

Depositing waste at or near to the sites on these days, or at any other times when the centres are closed, is an offence and enforcement action will be taken against any individual caught doing so.

Hazardous Household Waste:

Some specific types of waste require special arrangements through an appointments system before they can be deposited at the HWRC's;

1. Paint

Due to the nature of the paint and the fact that it is a liquid waste means that different storage and collection arrangements are put in place. Most household paints are classed as hazardous household waste. Tins of household paint can be delivered by appointment on a specified day each week up to certain limits.

Separate procedures for acceptance of paint are available, which may be subject to change. General advice includes the following:

- Tins must be sealed and suitable for storage at the sites in order to prevent leaks (paint trays or open containers full of paint will not be accepted).
- Unmarked containers will not be accepted.
- Residents will report to site staff on arrival.
- The storage and handling on sites will meet the waste acceptance procedures in line with licences or permits.

2. Household Cement Type Asbestos

At the Council's discretion, reasonably small quantities of cement type asbestos sheeting (or similar products such as rainwater down-spouts) from small scale DIY activities can be delivered free of charge to Johnson's Lane HWRC only. Following a request, a site visit will be made to each resident requesting this service and an asbestos disposal permit will be issued for use on a specific day.

Up to 20 standard sheets (or equivalent) is the limit placed on the amount of asbestos that can be delivered which must be double wrapped and sealed in polythene sheeting or double bagged if pieces are broken.

Residents must deliver the waste themselves and this service is not available to traders or those carrying out work at a property. Asbestos cannot be deposited on behalf of a resident by a contractor as this is classed as commercial waste.

HWRC Permit Scheme

In accordance with the requirements of the Environmental Protection Act 1990, the Council has a statutory duty to provide places where residents in its area may deposit their own household. Sites are, however, provided for household waste only and therefore trade waste is not permitted.

In September 2010, the Council's Executive Board approved the implementation of a Vehicle Permit Scheme for the two Household Waste Recycling Centres (HWRCs) in Halton to deter and prevent the depositing of Commercial or Industrial waste (trade waste) deposited at the Centres. Under the scheme, NO commercial-type vehicles can use the Centres without a permit. The following vehicles come under the Permit Scheme:

- A van
- An estate/hatchback/4x4/car with rear seats permanently removed and/or blanked out side/rear windows
- Any 'flatback' or 'pickup vehicle'
- A trailer between 2 and 3 metres long

Access is not allowed to the HWRC's by:

- Vehicles above 3.5 tonne gross weight
- Vehicles with trailers greater than 3 metres long

A Permit is not required for a car or a car with a trailer that is less than 2 metres long.

There are two types of permit – Annual and Temporary:

- The ANNUAL PERMIT is required for delivering recyclable items of household waste, such as garden waste, dry recyclables, batteries and oil etc. These Permits are valid for an unlimited number of visits to a Recycling Centre over a 12 month period.
- The TEMPORARY PERMIT is required for delivery of bulky household waste such as furniture, rubble, scrap, televisions, white goods and wood. For a resident who owns their own vehicle, the Council can issue all 12 Temporary Permits at once. For hired (or borrowed) vehicles, only single use permits can be issued. On expiry, the site staff will retain the permits. Householders can reapply for further permits after 12 months if they require new ones.

Permits are free and applications can be made to Halton Borough Council, initially by phone, or in person at one of the Direct Link shops. Permits must be collected from a Direct Link shops following applications. Several forms of identification are required to collect permits, including proof of vehicle ownership and residency in Halton.

Appendix 1

Accepted Materials in Designated Receptacles

	ACCEPTED MATERIALS	PROHIBITED MATERIALS
BLUE WHEELED BIN	<ul style="list-style-type: none"> ✓ Glass bottles and jars – <i>please keep lids separate</i> ✓ Metal and tin food and drinks cans ✓ Plastic bottles e.g. milk, water, soft drinks, shampoo, conditioner, detergent and washing up liquid ✓ Paper Bags ✓ Biscuit/sweet tins ✓ Paper ✓ Cardboard ✓ Newspapers ✓ Magazines ✓ Brochures ✓ Junk mail ✓ Cardboard boxes ✓ Cardboard food packaging ✓ Cereal boxes ✓ Egg Cartons ✓ Toilet & kitchen roll tubes ✓ Catalogues & directories ✓ Greetings cards ✓ Yellow Pages ✓ Envelopes (windowless) ✓ Books (paper back and hard back) ✓ Wrapping paper (not foil or plastic types) <p><i>Please ensure all bottles, cans or jars are empty of any remaining contents and liquid.</i></p>	<ul style="list-style-type: none"> ⊗ Plastic bags, plastic carrier bags and plastic wrapping/film ⊗ Used beverage cartons, e.g. juice cartons, Tetra Paks ⊗ Margarine tubs ⊗ Yoghurt pots ⊗ Plastic food trays ⊗ Polystyrene ⊗ Cat food pouches ⊗ Rubber ⊗ Any other metals including frying pans, car parts, padlocks, bike parts - please dispose of these at your local HWRC ⊗ Textiles – <i>please take to HWRCs, charity shops or donate to others.</i> ⊗ Window glass and ceramics ⊗ Paint tins/tubs ⊗ Wallpaper ⊗ Facial tissues ⊗ Hand Towels

	ACCEPTED MATERIALS	PROHIBITED MATERIALS
BLACK/GREY WHEELED BIN	<ul style="list-style-type: none"> ✓ Non-recyclable rubbish ✓ Disposable nappies ✓ Cooked food waste ✓ Plastic bags ✓ Mixed rigid/flexible plastic like yoghurt pots, microwave meal trays and margarine tubs ✓ Polystyrene packaging 	<ul style="list-style-type: none"> ⊗ Any material that can be recycled ⊗ Hot ashes ⊗ Hazardous waste e.g. engine oil, fuel, paints ⊗ Commercial waste ⊗ Rubble/bricks ⊗ Garden Waste or soil ⊗ Asbestos ⊗ Small electrical items (eg Toasters)
GREEN WHEELED BIN	<ul style="list-style-type: none"> ✓ Grass cuttings ✓ Hedge clippings ✓ Twigs, bark, leaves ✓ Straw and shavings - <i>without any animal litter/faeces</i> ✓ Flowers and plants ✓ Small branches ✓ Fallen fruit ✓ Straw/hay ✓ Christmas Trees (that have been chopped into twig size pieces) 	<ul style="list-style-type: none"> ⊗ Household rubbish ⊗ Food/kitchen waste ⊗ Cardboard/paper ⊗ Plastic bags, tubs or flower pots ⊗ Logs, thick branches ⊗ Soil ⊗ Rubble

Appendix 2

CUSTOMER SERVICE ASSURANCES

Our pledges to you.....

- We will provide you with high quality and efficient waste and recycling collection services
- We will advise you of your designated day for waste and recycling collections and inform you in advance of any planned changes
- On occasions of extreme inclement weather we will keep you up to date with information on the Council's web site and through the local media.
- We will provide you with recycling receptacles to ensure you have sufficient recycling capacity to meet your individual requirements
- We will assess/audit those who cannot accommodate their residual waste in the standard containers.
- We will provide free of charge replacement bins and boxes damaged by either Council staff or vehicles during the collection.
- We will provide an assisted collection for those residents who are physically unable to place containers out for collection and who have no one else to do so
- We will ensure that our web pages are up to date with current information on all of our waste collections services.
- Customer Service Advisors will be available to provide information on your collection services either by telephone or in person at the Council's Direct Link shops.
- We will return bins and recycling boxes to the point from which they were collected.
- We will ensure that any spillages encountered during collections are cleared up.
- We will make sure that all reported missed collections to individual properties are collected by 5.00pm the same day if notified before 12 noon, and by 12 noon on the next working day if notified after 12 noon.
- We will monitor and check that our collection teams and officers deliver these standards.
- We will promote and advertise our Customer Service Assurances and continue to seek feedback from you on the services and standards we provide to you.

What we would ask of you.....

- Please reduce, reuse and recycle as much as possible and make use of all the recycling services provided to you.
- Please ensure that all waste is placed within the correct receptacles provided.
- Please only place the waste stream associated with the individual bins or boxes into those containers as follows:
 - ✓ Residual waste in the black coloured wheeled bin or refuse sack
 - ✓ Garden waste in the green coloured wheeled bin
 - ✓ Paper, glass bottles and jars, metal tins and cans, cardboard and plastic bottles in the blue coloured wheeled bin or recycling box.
- Please put your bin or box out by 7.00am on your normal collection day at your normal collection point and no earlier than 7.00pm on the day before collection. Do not cause obstruction or inconvenience for other members of the public.
- Please return your bin or box to your property as soon as practical after emptying and no later than the end of the day that collection has taken place.
- Please make your refuse sacks available for collection by 7.00am on your normal collection day and do not place your sacks out for collection outside of the confines of your property.
- Please do not park your vehicle in a manner that is likely to cause access difficulties for the refuse vehicles on collection days
- Please be patient with us during times when collections are disrupted due to periods of severe inclement weather.
- For residents served by a sack collection service, please safely wrap any sharp objects and label your refuse sack so injury is not caused to operatives.
- Please make use of the Council's Household Waste Recycling Centres for items that cannot be recycled through the recycling services delivered directly to your property. Full details of the locations, times of opening and materials that can be deposited at the Centres are available from the Council.
- Please let us know if our services or standards fall below those that we have pledged to deliver.
- Your views are important so please let us know if you have any comments on any aspects of our services. Please contact us;
 - ✓ By phoning our Contact Centre on 0303 333 4300
 - ✓ By email on recycling@halton.gov.uk
 - ✓ Through our web site at www.halton.gov.uk
 - ✓ In person by visiting one of our Direct Link shops (*Shop locations and opening times can be found on our web site or by telephone*)
 - ✓ In writing to; Halton Borough Council
Waste and Environmental Improvement Division
Town Hall
Heath Road
Runcorn
WA7 5TD

Appendix 3

RELEVANT LEGISLATION

The following list is not exhaustive and relevant legislation/regulations may change or be replaced. Where necessary, the Council's Policies will be reviewed and amended to take account of the requirements of new or amended legislation.

Environmental Protection Act 1990

Clean Neighbourhoods and Environment Act 2005

The Controlled Waste (England and Wales) Regulations 2012

Waste Minimisation Act 1998

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

The Hazardous Waste (England and Wales) Regulations 2005, and

Hazardous Waste (England and Wales) (Amendment) Regulations 2009

Waste (England and Wales) Regulations 2011(implementing the revised EU Waste Framework Directive (2008)

Waste (England and Wales) (Amendment) Regulations 2012 (amending the 2011 Regulations)

REPORT TO: Environment and Urban Renewal Policy and Performance Board

DATE: 28th January 2015

REPORTING OFFICER: Strategic Director, Policy and Resources

PORTFOLIO: Transportation

SUBJECT: Partial Revocation of Existing Waiting & Loading Restrictions School Way, Widnes

WARDS: Halton View

1.0 PURPOSE OF REPORT

- 1.1 To report on objections that have been received following public consultation on a proposed traffic regulation Order which would revoke parts of both the Halton Borough Council (Various Roads, Widnes)(Prohibition of Waiting) Order 2011 and the Halton Borough Council (Various Roads, Widnes)(No Loading) Order 2011 in School Way, Widnes and to propose a course of action following this consultation.

2.0 RECOMMENDATIONS

2.1 It is recommended that:

- 1. notice be given of the Council's intention to introduce a Traffic Regulation Order to revoke part of both the Halton Borough Council (Various Roads, Widnes)(Prohibition of Waiting) Order 2011 and the Halton Borough Council (Various Roads, Widnes)(No Loading) Order 2011 relating to School Way, Widnes as in Appendix 'D';**
- 2. the objectors be notified accordingly; and**
- 3. Cheshire Police be requested to carry out enforcement of waiting and loading restrictions in the area.**

3.0 SUPPORTING INFORMATION

- 3.1 At the request of residents and ward councillors and to address parking congestion and associated safety concerns adjacent to Moorfield Primary School, in 2011 this Council introduced continuous 'At Any Time' waiting and Monday to Friday, 8am to 9:30am and 2:30pm to 3:30pm loading restrictions on the full length of School Way, Widnes and the area of its junction with Whalley Grove and Nursery Close. All frontage properties were consulted directly on the proposals and no objections were received.
- 3.2 Since the introduction of the restrictions, there have been repeated contacts with adjacent residents and their ward councillors via telephone conversations, email and site meetings requesting minor alterations to the restrictions to permit a degree of local

parking culminating in the introduction of three experimental 'gaps' in the restrictions as shown in Drg. No 8971A in Appendix 'A'.

3.3 In order to formalise the arrangements, after considering all the public comment received up to that time, in November 2014 using delegated powers and after consultation with the ward councillors, the Executive Board member – Transportation and Cheshire Police, the Operational Director (Highways, Transportation and Logistics) issued approval to advertise the introduction of a Traffic Regulation Order to revoke limited parts of both the Halton Borough Council (Various Roads, Widnes)(Prohibition of Waiting) Order 2011 and the Halton Borough Council (Various Roads, Widnes)(No Loading) Order 2011 relating to School Way, Widnes as shown graphically in Appendix 'B'. This proposed Order would have formalised and made permanent two of the three previously experimental 'gaps', whilst closing the third, retaining the vast majority of the 2011 restriction coverage. The 'gap' intended for closure was that closest to Whalley Grove, on the north side of School Way.

3.4 The proposed modifications to provide limited areas for unrestricted waiting were intended as a compromise between the various views expressed by adjoining residents over recent years. However in response to the November 2014 proposals and consultation, 10 objections were received. One originated from residents of 1 Whalley Grove (at the south-west corner of the School Way/Whalley Grove junction) who wanted to retain all the experimental 'gaps' near their home and opposed the closing of the 'gap' closest to Whalley Grove, on the north side of School Way. The letter of objection is reproduced as Objection 1 in Appendix 'C'.

3.5 As shown on the drawings, 1 Whalley Grove is a property with an off-road driveway leading from School Way to a garage, and frontage parking on Whalley Grove. However, there are two core tenets in the letter of objection:

[1] There is "*..no parking space outside of our home,*" which is not strictly correct as examination of the site plan in the Appendices will show. In addition, outside of the short school opening and closing times, parking on the double yellow lines to load and unload vehicles is permitted.

[2] "*..we are yet to be given an actual reason as to why this change is happening now.*". There is a need to formally decide if the waiting and loading restrictions introduced in 2011 are to be permanently altered or retained in their original form. Whilst experiments have been conducted in providing unrestricted parking space on School Way adjacent to this property, ("*...the yellow line-free zone....*"), parking in this area is not acceptable to the majority of the objectors (see below).

3.6 The greater number of objections, reproduced as Objections 2 to 10 in Appendix 'C', cover basically similar issues stating that the presence of vehicles parking in 'gaps' on opposite sides of School Way creates a chicane effect which:

[1] Prevents the free flow of traffic especially at school opening/closing times.

[2] Leads to obstruction of driveways.

[3] Prevents larger vehicles such as refuse vehicles, coaches, fire engines and ambulances accessing properties including Moorfield Infant School.

[4] Blocks sightlines along School Way, a problem compounded by the relative

narrowness of the route.

[5] Creates confrontation between highway users.

In view of these responses, it is recommended that just one 'gap' be retained and formalised, that being the one on the south side of School Way adjacent to No.1 School Way.

- 3.7 Several objectors express concerns as to the lack of enforcement action on the existing waiting and loading restrictions, by Cheshire Police. It is therefore recommended that Cheshire Constabulary be contacted with a view to greater priority being given to this location.
- 3.8 Six objectors request various extensions of the coverage of the existing waiting and loading restrictions. However, such action would create further enforcement problems for the Police, serve to displace parking into areas presently unaffected and prove an inconvenience to visitors to the area. It is not recommended that any extension of the existing restrictions is sought at this time.
- 3.9 One objector refers to the introduction of residents-only parking, but this is counter to existing Council policy.

4.0 CONSULTATION

- 4.1 No further consultation is required for the recommended action to be implemented.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The total cost of implementing the recommended alterations to the existing waiting and loading restrictions is approximately £500. This cost would be met by annual traffic management revenue allocations.

6.0 OTHER IMPLICATIONS

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

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children & Young People in Halton

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

7.2 Employment, Learning & Skills in Halton

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

7.3 A Healthy Halton

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

7.4 A Safer Halton

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

7.5 Halton's Urban Renewal

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

8.0 RISK ANALYSIS

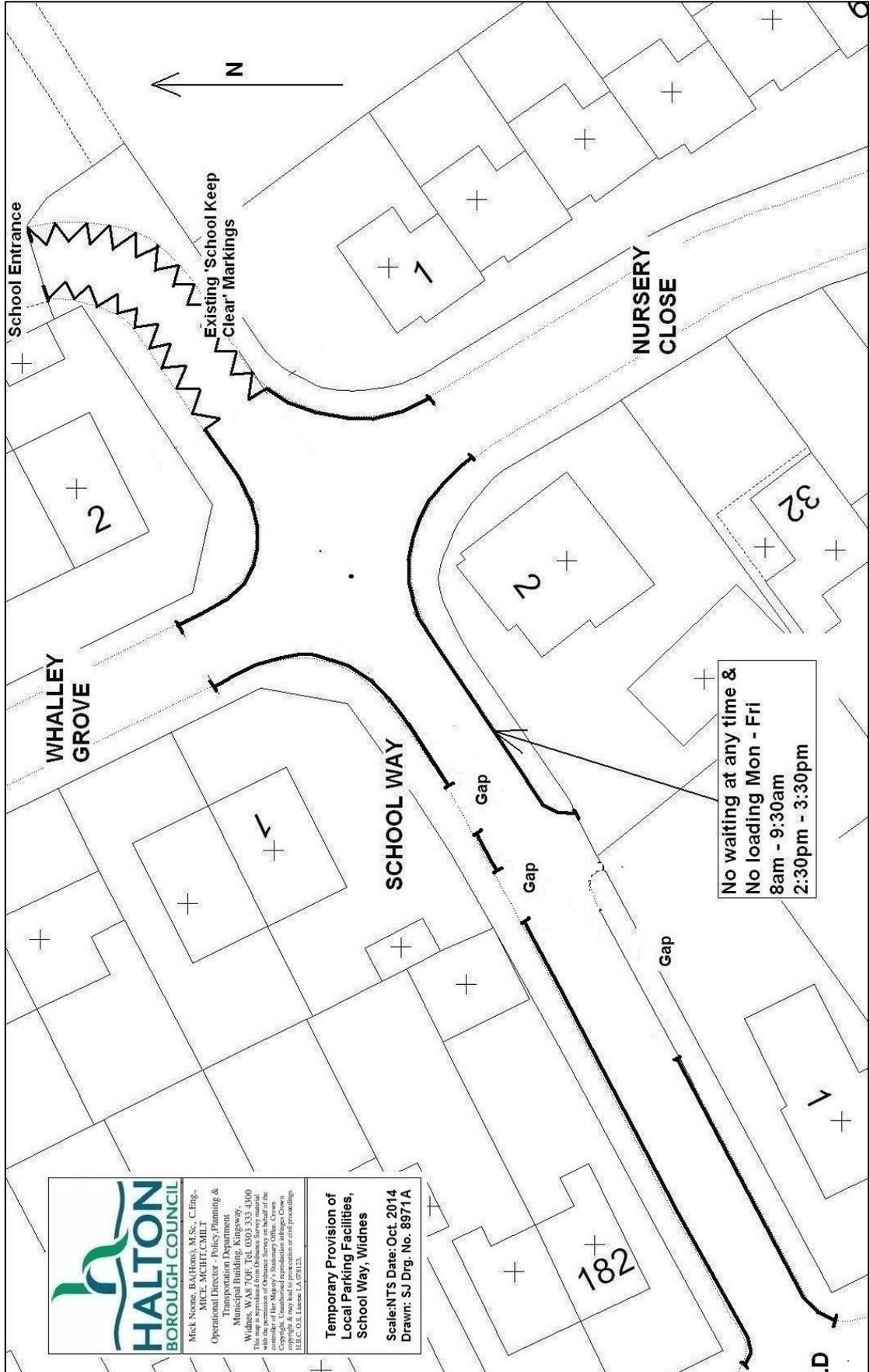
8.1 It is not believed that the recommended alterations to the existing waiting and loading restrictions will introduce any additional risk to highway users.

9.0 EQUALITY & DIVERSITY ISSUES.

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

10.0 BACKGROUND PAPERS

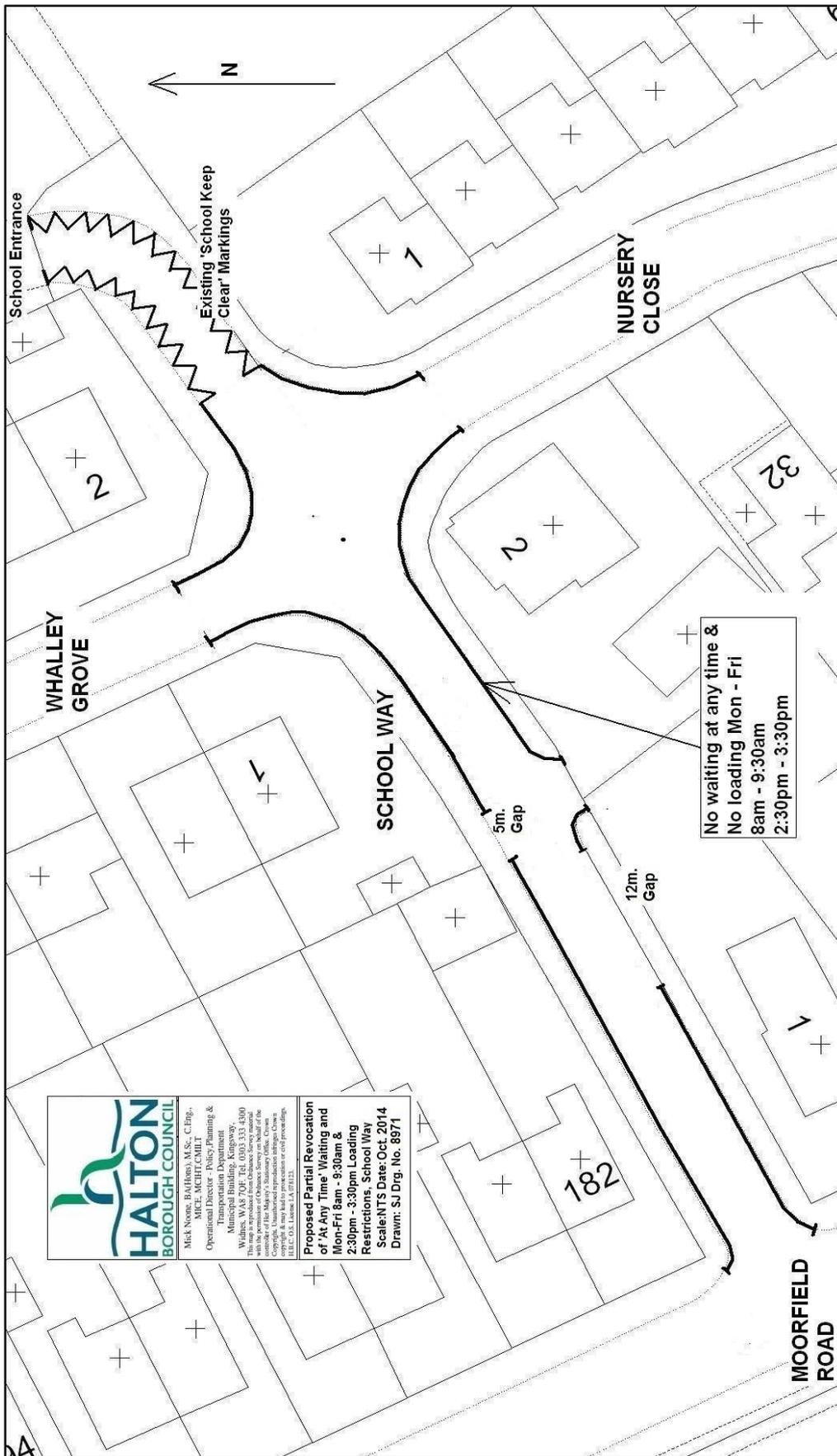
10.1 There are no background papers under sec. 100D of the Local Government Act 1972.



**HALTON**
BOROUGH COUNCIL

Mick Noone, BA(Hons), M.Sc., C.Eng.,
MICE, MCHT, CMLT
Operational Director - Policy, Planning &
Transportation Department
Municipality of Halton,
Widnes, W A8 7QE, Tel: 0513 533 4300
This map is a reproduction of Ordnance Survey material
with the permission of Ordnance Survey on behalf of the
Crown. Unauthorised reproduction infringes Crown
copyright & may lead to prosecution or civil proceedings.
OS Licence: 100019225

**Temporary Provision of
Local Parking Facilities,
School Way, Widnes**
Scale: NTS Date: Oct. 2014
Drawn: SJDrg. No. 8971A



OBJECTION 1:

AUTHOR'S NAME WITHHELD

1 Whalley Grove
Widnes
Cheshire
WA8 3HH

28-11-14

Dear Sir,

I am writing to you regarding the proposal for changing the location of the yellow lines on School Way.

We strongly oppose this move as it will leave us with no parking space for outside of our home, the same home that we are paying council tax for and have been for around 50 years and so far, we are yet to be given an actual reason as to why this change is happening now.

When Mr Steve Johnson and Councillor McInerney came to view the situation, they proposed moving the yellow line-free zone further forward toward the school which we would have been able to accept, however this now appears to have changed with no consideration or notification to ourselves – the most affected property. We would ask that this be given further deliberation as there is nothing apparently wrong with the current situation, so we cannot understand why, as a council, you would like to add further cost to yourselves and us as tax payers.

I would also like to point out that there has been no change to the school parking situation as cars are still parking on the yellow lines, double parking, etc. but we have not complained about this as it is for a short time in the mornings/afternoons and so, whilst inconvenient, it can be dealt with.

During school holidays, it is only ourselves that will suffer, due to having nowhere to park. We would like to suggest that, should you decide to go ahead with this scheme regardless of our protests, you at least provide us permits to park our cars there and we think that taking this in to consideration is the least that you could do.

Yours faithfully

OBJECTION 2:

From Headteacher, Moorfield Primary School:

Dear David,

The Halton Borough Council (Partial Revocation of Waiting and Loading Restrictions) Order 2014

I am writing in response to a letter dated 19 November 2014 that was sent to local residents in School Way, Whalley Grove and Nursery Close.

I wish to place on record the school's point of view on the proposed order.

As you will know, there are continued concerns regarding both the access of residential housing and the school and overall safety along School Way. In my opinion the current existing order still falls short of the requirements in this case. For example, the availability of parking on School Way causes regularly access problems for deliveries trying to attend the school, including the refuse collection, but most often access for buses taking the children to and from visits. The first of those is a general inconvenience, the second requires our children to board / alight the bus transfers quite often from Moorfield Road, thus increasing the hazards and risks posed to their individual safety.

My second concern around parking on School Way surrounds the access for emergency vehicles attending on site. Whilst we have not had any access problems to this point, nevertheless we did have cause for an ambulance call out in the month of October; fortunately on that occasion the ambulance gained access with no problems. However, should there be a need for a Fire Engine, then we may encounter some difficulties and that does not bare thinking about.

My final concern around parking surrounds pupil safety. With the system as it exists there is heightened danger of a near miss or an actual accident. Parents continue to try and cram into very limited parking spaces; several continue to ignore the present markings and rules with no checks being made, despite the fact we advertise the use of Moorfield Sport and Social Club and Dykin Road.

For the reasons outlined above, it is my wish that the Council consider the most stringent of parking restrictions possible along School Way, and in order to protect the good will of our neighbours, also into Whalley Grove and Nursery Close, as we do have parents that continue to block both of these roads and park across driveways.

Yours sincerely.

Mr A Williams, Headteacher

OBJECTION 3:

RESIDENT FROM 2 SCHOOL WAY

Sent: 24 November 2014 13:48
To: David Parr
Cc: Tom McInerney; Rob Polhill;
Subject: URGENT - PUBLIC ORDER NOTICE URN00049ORES

Dear David

RE: SCHOOL WAY, WIDNES (PARTIAL REVOCATION OF WAITING AND LOADING RESTRICTIONS)
ORDER 19 NOV 2014

Please explain. This revocation order does not make sense. What are you "revoking"? Order URN 00049ORES dated 14 Nov 2011 has already been revoked by the removal of the yellow lines in School Way for parking bays. This removal took place without a "revocation order" being notified to the public. The recent notification of changes cannot be applied as a "revocation order" as you are not revoking the original public order.

You are yet again making changes without going through the process of revoking the original public order notice which should have been applied before any work was carried out. A public order asking for objectives/agreements to the "removal of the yellow lines" has not yet been put into place and you are only asking for objectives/agreements to work you have already undertaken without public notification. All yellow lines would need to be reinstated and then a revocation order could be issued accordingly. There has not yet been any agreement to the removal of yellow lines in School Way.

I await your reply

2 School Way, Widnes

Sent: 07 December 2014 13:37
To: John Tully **Cc:** David Parr
Subject: OBJECTION - PROPOSED ORDER DATED 19 NOV 2014 FOR SCHOOL WAY

Dear David/John

I refer to the recent notice, re the above, which I received dated 19 Nov 14 from yourselves.

I OBJECT to the proposed order and the previous removal of yellow lines in School Way on the grounds of health and safety and the overturning of Traffic Regulation Order "URN 00049ORES" which was passed in 2011 putting down yellow lines on both sides of School Way for the full adopted length. This order was passed by yourselves after following the correct procedure by notifying residents and the public, who were able to have their say, due to notification within the correct timescales by the media and in writing. School Way became much safer for residents and the public, especially the school children having much clearer views when accessing School Way, Whalley Grove and Nursery Close. This order was overturned without any revocation orders been issued. The removal of yellow lines in School Way has since caused health and safety issues due to a chicane in School Way, caused by parking bays, which are also obstructing the entrance to my driveway. This chicane is also a concern for emergency vehicles accessing these roads and the school.

I therefore propose that “all yellow lines are reinstated” and the removal of the parking bays, which were put down without any consultation to the residents, ensuring clearer visibility/safety for the residents/public who require access to School Way, Nursery Close, Whalley Grove and the School. All of those residents/public should have had a say in the original order being revoked. This would remove the chicane in School Way ensuring safer access especially for emergency vehicles who at the moment have to negotiate a chicane and illegal parking. Unless there was unlawful parking there would be fewer health and safety issues and no necessity for police patrols.

The police have also agreed that the introduction of yellow lines have helped immensely with traffic problems. Since the removal of yellow lines it has been necessary to involve the police to regularly patrol this area. There was never a need for police presence when School Way had yellow lines both sides for full adopted length.

I also do not feel the “Statement of Reasons” given by the council are not justifiable.

Many thanks

2 School Way, Widnes

Sent: 11 December 2014 10:17

To: John Tully

Subject: ADDENDUM TO PREVIOUS E-MAIL DATED 8 DEC 14

Dear Mr Tully

Would you please include the following addendum to my previous e-mail i.e OBJECTION TO:-
PROPOSED ORDER DATED 19 NOV 2014 FOR SCHOOL WAY

MY STATEMENT OF REASONS FOR MY OBJECTION TO THE ABOVE PROPOSAL

Parked and stopped vehicles block sightlines for drivers, cyclists and pedestrians with the problem being compounded by the relative “ narrowness of School Way” especially when entering/exiting School Way and on the approach to the entrance of Moorfield Primary School, Whalley Grove and Nursery Close. The effect of the “Prohibition of Waiting Order 2011” served to protect sightlines for drivers and pedestrians, which has prevented congestion and has also reduced the incidence of confrontation between drivers and guarantees access for emergency and refuse vehicles. This I feel is why it is of the utmost importance that parking is not allowed in School Way.

Many thanks

2 School Way, Widnes

OBJECTION 4:

RESIDENT FROM 15 NURSERY CLOSE

Hallo all

I have put below my response to the consultation on parking at Moorfield Road Junior School. I am including Derek Twigg as he was involved at the start of this saga, that has now been running for years.

I have sent the letter today to the Chief Executive of Halton Council, Mr Parr.

Best wishes

Author's Name withheld

Reference: School Way Parking

Hallo Mr Parr

I am writing in response to the consultation on the partial revocation of waiting and loading restrictions in School Way, Widnes.

Summary of Response

The consultation was sent to only a minority of those that are affected and as such there is a great danger that the outcome of the consultation will not be accepted by the majority of all those affected. The suggestions put forward do not reduce the safety hazards to the public including schoolchildren, nor for emergency access, to an acceptable level. It also does not cover the dangerous parking in the entrance to Nursery Close. However, if the Councillors and its servants progress the plans as put forward then they must take the responsibility for any future incidents, to the public or property, caused by the inadequate measures resulting. The police must also take responsibility if any incident results from its failure to enforce the law in this area.

This whole matter requires a permanent solution that is acceptable to the majority of the area served by School Way and then implemented correctly to have legal enforcement. More unacceptable (and costly) changes that do not satisfy these criteria are not the way forward.

Background

Several years ago I was instrumental, with the local police, the Council and Derek Twigg MP to have the double yellow lines/zigzags applied to the corners of Nursery Close/School Way/Whalley Grove. However, the Council decided it wanted to extend the double yellow lines throughout Nursery Close and School Way (and perhaps Whalley Grove). Residents complained and only the corners and throughout School Way were applied. This showed the residents of Nursery Close and Whalley Grove how safe School Way could be made particularly for children. I understand the lines had been put down incorrectly so had to be amended. In addition two residents in School Way then said they wanted parking places in the road, not an unreasonable request. Another change was then made, without general consultation, by creating a long parking length on the south side and a short length on the north side. Questions on the costs of all these changes have not been answered.

Current Position

Unfortunately vehicles parking on these lengths of road where the double yellow lines have been removed, without full consultation, create a hazard in two ways. First of all it creates a

single carriageway and so prevents the free flow of traffic to enter and leave through School Way. In particular at school start/finishing times queues of cars back up into Nursery Close and Whalley Grove where children and adults have to cross the roads. This situation is as bad as when cars were able to park/wait on the corners. Second, the parking limits allow parking on both sides of School Way close to each other so that it results in a chicane. It would not be possible sometimes for wider emergency vehicles to enter Whalley Grove/School Way or the School.

The Consultation

I was led to believe two things from Councillor Tom McInerney firstly that the consultation would be sent to all residents concerned. I took this to mean School Way, Nursery Close, Whalley Grove and the School. All these have a valid interest in the parking in School Way. This has not happened and is unsatisfactory. (Most people from Nursery Close for example will drive through School Way and not see the notices.) I was also led to believe that the parking spots in School Way would be separated. From the very limited dimensions on the plan there is only a two metre separation of the parking lengths so the chicane remains.

I can understand that some residents in School Way want a parking length in the road. (However, the parking length on the south side is usually occupied by workers to the school.) This must compromise the safety for the reasons above. However, if the Council agree with this, and accept the safety implications, then the two lengths should be as short as possible, that is one car length, and separated as much as possible. That is not the case in the proposal.

Other Point

Cars are parking at the entrance to Nursery Close on both sides of the Close. This happens both at school times and frequently at other times. Cars leaving Nursery Close have to take a middle of the road course. Some vehicles coming into Nursery Close (particularly large ones) wrongly cut off the corner. Recently a collision was just averted. Parking should be banned at all times along the west side of Nursery Close up until the first house entrance. This will remove this hazard.

The Police

All the above assumes people, especially those taking children to/from the School, obey the rules. A persistent minority do not. The police accept this is happening when they are not there but refuse to do anything about it. In particular they will not appear after the majority of parents arrive to apprehend this minority and prevent this most dangerous parking/waiting happening. No fixed penalty tickets have been issued so there is no deterrent and they will continue to park illegally. This seems part of a police policy (including PCSOs) in Widnes to ignore illegal parking and is shown by observing in the town centre, and the extremely low level of parking tickets issued. I understand that the Council only have limited powers, if any, to tackle this problem.

Some of the police officers say there are few complaints from the residents in Nursery Close, etc. This is because most residents have stopped complaining because the police take no action.

Conclusions

Without some serious effective actions by the Council and the Police then this area will continue to be a danger to road users and the public. I am very willing to meet with whoever and wherever both to put my views and listen to the reasons why the Council will not make this area as safe as possible.

Circulation

I am circulating a hard copy of this to Mr. Parr, but am also emailing copies to local Councillors, Halton Planning Office, Derek Twigg MP, the Police and the Chair of the Residents' Committee.

Author's Name Withheld

15, Nursery Close, Widnes, Cheshire WA8 3HB

OBJECTION 5:

To:

David Parr
Chief Executive
Municipal Building
Kingsway
Widnes WA8 7QF

RE: THE HALTON BOROUGH COUNCIL (SCHOOL WAY, WIDNES) (PARTIAL REVOCATION OF WAITING AND LOADING RESTRICTIONS) ORDER 2014

I OBJECT to the above on the following grounds:-

The chicane in School Way due to parked vehicles is blocking sightlines for drivers and is compounded by the relative "narrowness of School Way" obstructing the free flow of traffic in and out of School Way, especially for emergency vehicles. Our objections are on the grounds that the effect of yellow lines on both sides of School Way prevented a chicane and prevented incidence of confrontation between drivers and guarantees access for emergency and refuge vehicles as well as every day traffic especially residents and the school.

I therefore request the yellow lines in School Way to be reinstated as per the original Prohibition of Waiting Order 2011".

NAME: Residents: **Author's Name Withheld**

ADDRESS: 2 Whalley Grove
Widnes
Cheshire

SIGNATURE:

DATE: 16/12/14

OBJECTION 6:

To:

David Parr
Chief Executive
Municipal Building
Kingsway
Widnes WAB 7QF

RE: THE HALTON BOROUGH COUNCIL (SCHOOL WAY, WIDNES) (PARTIAL REVOCATION OF WAITING AND LOADING RESTRICTIONS) ORDER 2014

I OBJECT to the above on the following grounds:-

I object to the above proposal on the grounds that School Way is too "narrow" to allow any parking whatsoever. Parked vehicles in School Way are obstructing the free flow of traffic and are causing visibility and health and safety issues on a very busy and well used road. The same problems are also occurring at the entrance to Nursery Close.

I therefore request that the yellow lines in School Way are reinstated, as per the original public order, also that yellow lines are extended on both or one side of the entrance to Nursery Close as vehicles parking opposite one another are causing the same problem as in School Way impeding access to these roads, especially for emergency vehicles.

An incident has already occurred when an ambulance was impeded by parked traffic which could have resulted in dire consequences.

NAME: **Author's Name Withheld**

ADDRESS: 4 Nursery Close
Widnes
Cheshire

SIGNATURE:

DATE: 16-12-2014

OBJECTION 7:

To:

David Parr
Chief Executive
Municipal Building
Kingsway
Widnes WAB 7QF

RE: THE HALTON BOROUGH COUNCIL (SCHOOL WAY, WIDNES) (PARTIAL REVOCATION OF WAITING AND LOADING RESTRICTIONS) ORDER 2014

I OBJECT to the above on the following grounds:-

I object to any parking whatsoever in School Way. My reasons are the parking in School Way is causing a chicane which is obstructing safe access for vehicles entering and exiting School Way and are blocking sightlines. School Way is far too narrow for vehicles to park and I wish the yellow lines to be put back down as per the initial public order. I also feel that the yellow lines on the corners of Whalley Grove/Nursery Close should be extended as parking in these roads, including School Way, are impeding access for traffic, especially emergency vehicles.

NAME:

ADDRESS: 9 Whalley Grove
Widnes
WAB 3HH

SIGNATURE: **Author's Name Withheld**

DATE: 12.12.14

OBJECTION 8:

F.A.O DAVID PARR, CHIEF EXECUTIVE

Page 1 of 2

Committee Source



From: [Profile Picture]
Date: 16/12/2014 16:51:10
To: [Redacted]
Subject: double yellow lines

Rec. 1762 -



c7-58

Dear sir,

I would like to bring to your attention the double yellow lines in School Way, as it stands there are gaps in the yellow lines on both sides of the road, This is causing a bottle neck when cars park there, and causing traffic to meet head on. As i live in Nursery Close and have to use School Way, to get back and to, to my property i think there is an accident waiting to happen. Thank you

10 Nursery Close,
Widnes,
Cheshire,
WA83HB,

Author's Name Withheld



OBJECTION 9:

Committed Services

To:
David Parr
Chief Executive
Municipal Building
Kingsway
Widnes, WAB 7GF

Re: The Halton Borough Council (School Way, Widnes) (Partial Revocation of Waiting and Loading Restrictions) Order 2014

I object to the above on the following grounds:

There seems to have been an immense amount of messing around with road markings in the almost ten years I've lived here. None of the restrictions are ever enforced and as a consequence the waiting parents pay no attention what so ever. The turn from Moorfield Road into School Way is, if not concealed, then it is "difficult", made even worse by the slalom course created by parked cars on the already too narrow road.

Apparently Moorfield Social Club allows its parking area to be used. This isn't close enough for little Johnny. The real problem continues around the corner into Nursery Close and Whalley Grove. Narrow roads continually blocked by parked cars. Some parents are there for up to two hours at lunchtime. A fire engine struggled to get through to a fire towards the end of Nursery Close. An elderly neighbour who's wife was long-term ill struggled with access for ambulances. My own 80 year-old mother, after my father's car was denied access to my drive by a car parked right across, got out and politely asked him to move and was given "a mouthfull". In the same situation I've got out and knocked on the window as the driver continued to ignore me and was told "I'll only be a couple of minutes".

You should take some measure to address the real problem. Parents assume that they have the right to park where they want for however long they want. The residents continue to have to put up with any behaviour the parents see fit to dole out. I ask one simple question: the catchment area for a primary school is how big? Surely walking distance is the catchment area. Why does this havoc have to be created three times a day? Fortunately I'm working, it's the retired who put up with this every day.

No amount of changing the stripes on the road, zig-zag, single, double, white or yellow is going to make any difference. The parents need to be informed that they can't use any of the three roads due to the havoc they've collectively created for years.

Using a scan of your own map I'd like to demonstrate my favourite anecdote of parking mothers. Parked in the middle of the crossroad, got out fiddled with the bags and coats of the two children, walked with them to the school gates, walked back and drove away. Oblivious to the other cars around her, parked or otherwise. If that doesn't demonstrate parents self-obsession then I don't know what will.



If I might make a suggestion, this sort of sign might be required at the entrance to School Way.



It would of course need to be enforced!

Author's Name Withheld

Name:

Address: 1 NURSERY CLOSE, WIDNES

Signature: [Handwritten Signature]

Date: 29th November 2014

OBJECTION 10:

Committed Services

To:

David Parr
Chief Executive
Municipal Building
Kingsway
Widnes WA8 7QF

RE: THE HALTON BOROUGH COUNCIL (SCHOOL WAY, WIDNES) (PARTIAL REVOCATION OF WAITING AND LOADING RESTRICTIONS) ORDER 2014

I OBJECT/AGREE to the above on the following grounds:-

I THINK THE REVOCATION OF THE FOLLOWING SECTIONS OF THE ABOVE TRAFFIC REGULATION ORDER IS NOT WHAT I AM HOPEING FOR OR WANT. I HAVE OUTLINED ON THE DIAGRAM WHERE I WANT DOUBLE YELLOW LINES INSTALLED - I LIVE AT 32 NURSERY CLOSE AND EACH DAY FROM 11.00 AM - 1.00 PM (MUNICIPALITY SCHOOL) WAY WHALLEY CLOSE NURSERY CLOSE HAVE TO PUT UP WITH AN ENORMOUS AMOUNT OF TRAFFIC PARKED ON BOTH SIDES OF THE ROAD. I AM UNABLE TO GET OUT OF MY DRIVEWAY AT THE TIMES MENTIONED ABOVE. I THINK FOR ALL CONCERNED WITHIN THE PARKING AREAS DOUBLE YELLOW LINES SHOULD BE REINSTATED SO THAT SCHOOLWAY WHALLEY CLOSE NURSERY CLOSE CAN HAVE ACCESS TO AND FROM THEIR OWN DRIVEWAY. IF THERE WAS AN EMERGENCY AT ANY TIME FIRE/AMBULANCE ETC THE SITUATION WOULD TURN OUT TO BE A DISASTER. (NO PARKING PERIOD)

NAME:

ADDRESS:

32, NURSERY CLOSE
WIDNES
CHESHIRE

SIGNATURE:

Author's Name Withheld

DATE:

25.11.2014

Details of Proposed Order:

[a] Partial revocation of parts of both the Halton Borough Council (Various Roads, Widnes)(Prohibition of Waiting) Order 2011 and the Halton Borough Council (Various Roads, Widnes)(No Loading) Order 2011 in School Way, Widnes.

[b] Details: Revocation of the following section of the above traffic regulation Orders:
School Way, south side starting from 24m. for a distance of 12m., measured from the east kerb line of Moorfield Road, Widnes.

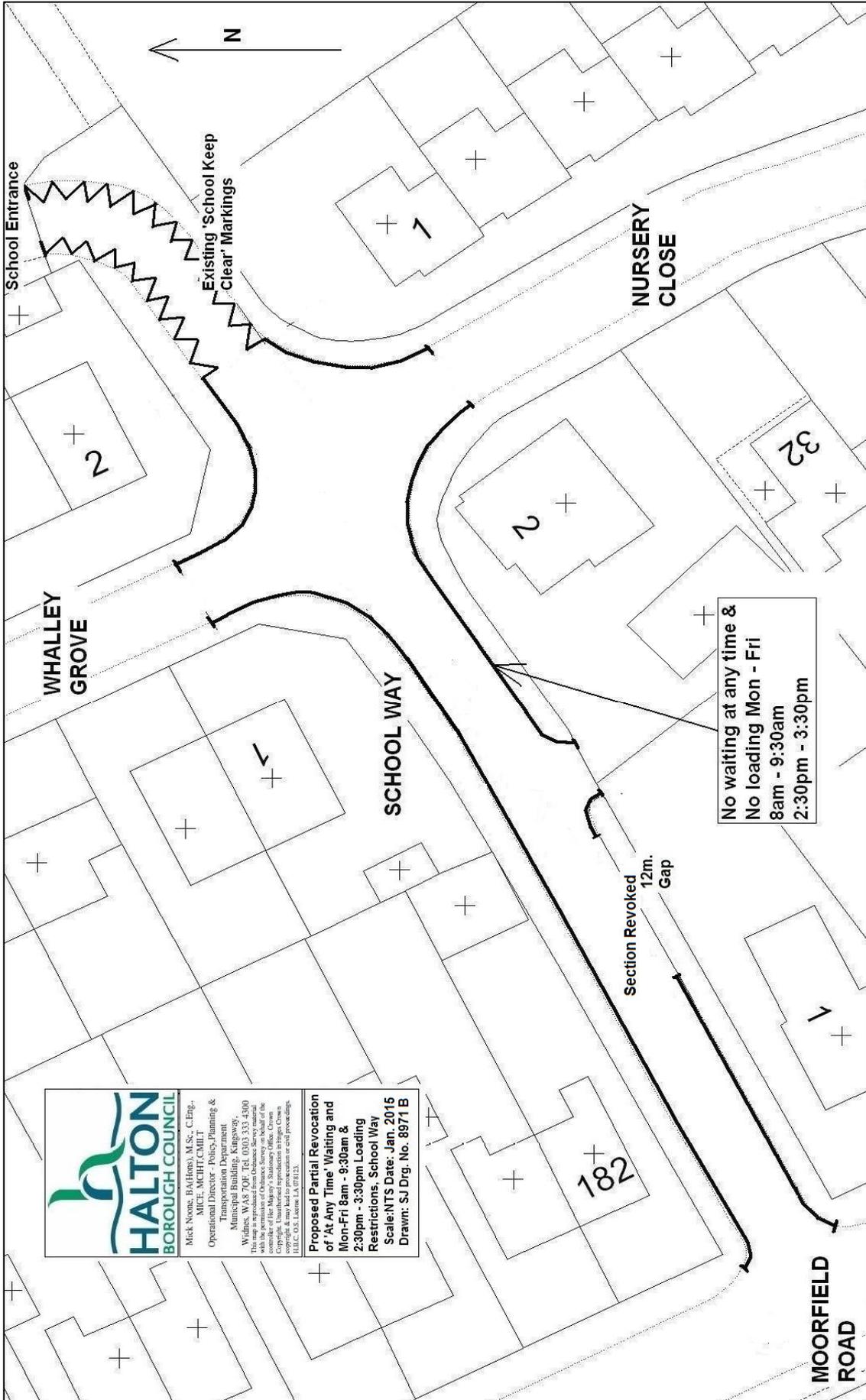
[c] Plans: Drg. No. 8971B for deposit only (below)

[d] Exemptions: Standard

[e] Date to be advertised: ASAP

[f] Date to be effected: ASAP

[g] Advertising code: 2050 1625 W041



HALTON BOROUGH COUNCIL
Mick Noone, BA(Hons), M.Sc., C.Eng.,
MICE, MCHT, CMILT
Operational Director - Policy, Planning &
Transportation Department
Municipal Building, Kingsway,
Widnes, WA8 7DF, Tel: 0930 333 4300
www.halton.gov.uk
This plan is issued on behalf of the
Council of Halton Borough Council
Copyright © Halton Borough Council
I.U.C.C. O.S. Licence LA 071123

**Proposed Partial Revocation
of 'At Any Time' Waiting and
Mon-Fri 8am - 9:30am &
2:30pm - 3:30pm Loading
Restrictions, School Way**
Scale: NTS Date: Jan. 2015
Drawn: SJ Drg. No. 8971 B

No waiting at any time &
No loading Mon - Fri
8am - 9:30am
2:30pm - 3:30pm

REPORT TO:	Environment and Urban Renewal Policy and Performance Board
DATE:	28 th January 2014
REPORTING OFFICER:	Strategic Director, Policy and Resources
SUBJECT:	Halton Local Flood Risk Management Strategy
PORTFOLIO:	Transportation
WARDS:	Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1** To report progress on the development of Halton's Local Flood Risk Management Strategy (LFRMS), which is a Statutory Document required under the Flood and Water Management Act 2010 (F&WMA).

2.0 RECOMMENDATION: That

- (1) Members of the Board note and comment upon the Local Flood Risk Management Strategy for Halton; and**
- (2) the Executive Board be requested to consider, approve and adopt the LFRMS for Halton.**

3.0 SUPPORTING INFORMATION

- 3.1** Under the Local Flood and Water Management Act, as Lead local Flood Authority (LLFA), Halton must produce a Local Flood Risk Management Strategy. The scope and content of the proposed Strategy was first reported to the March 2013 meeting of the Board (minute EUR49 refers) and a progress report was presented in June 2013 (minute EUR13 refers)
- 3.2** The Strategy, included as Appendix 1 to this report, has been prepared in accordance with informal guidance published by the Local Government Association, and using a common template that has been developed and agreed in conjunction with our neighbouring LLFA members of the Cheshire Mid-Mersey Regional Sub Group, to ensure a consistent approach to flood risk management across the sub-regional catchment areas.
- 3.3** The aim of Halton's LFRMS is to provide a coherent plan to demonstrate how Halton will work with partners and others to manage flood risk in a holistic and sustainable way. It brings together information from:
- Strategic Flood Risk Assessments;
 - Preliminary Flood Risk Assessment;

- Surface Water Management Plan; and
- Procedures and policies for managing flood risk in Halton;

set out under five themed objectives, and supported by relevant graphical information, funding and work programmes contained within appendices to the Strategy document.

- 3.4 In accordance with the legislation, a formal consultation on the draft LFRMS was undertaken during November and December 2014. Comments received by the consultation closing date of 22nd December have been considered and where appropriate, incorporated into the LFRMS which is now proposed for adoption.
- 3.5 LFRM Strategies have the *potential* to result in significant effects on the environment and, as such, the need for a Strategic Environmental Assessment (SEA) of the impacts of the strategy must be considered. However, Halton's LFRMS is primarily about ensuring information relating to flood risk is in one place and establishing more general procedures. The LFRMS contains largely established, high level, policy with no specific new commitments. URS Infrastructure and Environment consultants have provided an analysis of the LFRMS and a screening opinion which concludes that "...it is not deemed likely that the Halton LFRMS will lead to significant environmental (or socioeconomic) effects." on the need for a SEA.
- 3.6 The draft LFRMS and screening opinion will be sent to the statutory consultees for SEAs: the Environment Agency, English Heritage and Natural England for their comments. It is not anticipated that any significant changes to the LFRMS should arise from this consultation, however, if textual amendments or additions are deemed to be necessary, it is proposed that the document is amended, subject to the approval of the Operational Director Policy, Planning and Transportation in consultation with the Chair of the E&UR PPB prior to consideration by the Executive Board for approval and adoption.

4.0 POLICY IMPLICATIONS

- 4.1 There are no direct policy implications arising from this report, however, once the Local Strategy has been adopted, it can inform specific policies, for example in relation to use of enforcement powers or the provision of flood protection measures etc.

5.0 OTHER IMPLICATIONS

- 5.1 Resource Implications.
Defra currently provide funding to LLFAs to prepare for their flood risk management duties. For 2015/16 the illustrative settlement funding assessment for Halton is £114,000, of which £13,000 is via direct grant allocation.

- 5.2 Halton has the ability to bid for capital funding from Defra to assist with managing and improving flood risk across the Borough including for schemes and interventions identified within the plan and works programmes appendix. The success of any bid is dependent upon evidence of past flooding, and the potential reduction in risk of flooding. The LFRMS will help to demonstrate Halton's ability to prioritise and manage flood risk and thereby assist in future bids for capital funding.
- 5.3 **Sustainability**
The sustainability themes of economy, community and the environment are all key factors in developing a successful local strategy for flood risk management and they are considered in the relevant sections of the document which is proposed for approval.
- 5.4 **Legal Implications**
There are no Legal implications arising from this report. The preparation and adoption of the Local Strategy by LLFAs is a requirement under the F&WMA and its development must take account of a framework of related legislation which is outlined within the LGA Guidance.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

There are no specific implications for children and young people in relation to this report.

6.2 Employment, Learning and Skills in Halton

There are no specific implications for employment, learning and skills in relation to this report.

6.3 A Healthy Halton

The Local Strategy will help to manage flood risk through the adoption of prevention and protection measures and help mitigate the impacts of flooding when it does occur, which should contribute to the health and well-being of communities that may be affected.

6.4 A Safer Halton

The Local Strategy will help to manage flood risk through the adoption of prevention and protection measures and help mitigate the impacts of flooding when it does occur, which should contribute to the safety of the community and potential users of affected land areas.

6.5 Halton's Urban Renewal

The Local Strategy will help to manage flood risk through the adoption of prevention and protection measures. The Strategy deals with land use considerations and the environmental aspects of sustainable development contained within the Strategy will help contribute to the creation of attractive, safe places and amenities and enhance Halton's physical and natural environment.

7.0 RISK ANALYSIS

The Council, as LLFA regularly reports to the Environment Agency on the progress being made to deliver the range of functions and legislative requirements under the F&WMA. Progress on the preparation and adoption of the Local Strategy is one of the areas covered in the report and whilst no date has been set within the legislation for the adoption of a Local Strategy, there is a reputational risk to the Council if this is delayed unduly. Elements of Halton's LFRMS will be referenced in the EA's Flood Risk Management Plan (FRMP) covering the whole of the North West river basin area and therefore it is essential that the Strategy is approved and adopted in time for the publication of the FRMP.

8.0 EQUALITY AND DIVERSITY ISSUES

There are no equality and diversity issues in relation to this report.

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

Document	Place of Inspection	Contact Officer
Preliminary framework to assist the development of the Local Strategy for Flood Risk Management. (LGA Feb 2011)	Transportation Municipal Building Widnes	Dave Cunliffe
Draft Halton's Local Flood Risk Management Strategy.	Transportation Municipal Building Widnes	Dave Cunliffe
SEA screening opinion, Letter and analysis. (URS December 2014)	Transportation Municipal Building Widnes	Dave Cunliffe



HALTON BOROUGH COUNCIL

Draft

Local Flood Risk Management Strategy

Produced By:

Halton Borough Council
Policy and Resources Directorate
Municipal Building
Kingsway
Widnes
WA8 7QF
Tel: 0303 333 4300

November 2014

Foreword

Councillor's photograph

This is the first Strategy for Flood Risk Management in Halton and it is a key step in making sure that the risk of flooding in our borough is dealt with as a whole, joining up the work done by the Council, the Environment Agency and United Utilities with that of our community and individual households. It will consider how all sorts of activities can be deployed to help manage flood risk, from better planning which makes sure new developments decrease rather than increase flood risk, to ensuring that emergency responders have a good understanding of where flood risk is greatest.

However, the activities identified in this strategy can only help manage flood risk. It would not be possible, even if we were not in an era of austerity, to protect all households from any flood risk. Instead, efforts need to be made by all involved, organisations and householders alike to reduce flood risk in practical ways. Sometimes, this involves focussing not just on decreasing the probability of flooding but also on addressing the impacts of flooding, making sure that properties and households can cope in the event of a serious flood.

We recognise that, in the past, the different organisations involved in risk management have not always worked together effectively enough in tackling the difficult problems that flood risk often creates. We have a strong and long tradition of partnership working in Halton and we intend to extend this to managing flood risk. It is vital that organisations work better not just with each other but crucially with the public. This is why this strategy details the roles and responsibilities of all major stakeholders, including households and community groups, so that there is better clarity and understanding about when different stakeholders should be involved.

This strategy focuses on 'local flood risk', that is, flooding caused by surface runoff, groundwater and ordinary watercourses (streams, ditches etc.) However, it is not the source of flooding but the effects that matter and we are keen to make sure that all forms are managed together and tackled according to level of risk rather than by what caused it.

Assessing levels of risk from flooding is a difficult task. With more development and increasingly uncertain weather patterns, houses and businesses that have never been flooded in living memory may be at risk, as Halton experienced in the Summer of 2012, when the country experienced the second wettest year on record.

This strategy is our statement of intent as to what needs to be done to tackle flooding in Halton. We hope it will help you become better informed of everyone's responsibilities, how to find out your flood risk and what we can do to help you become safer.

Councillor/Portfolio
Holder's name and
Signature

Contents

Local Strategy: Context, Aims and Objectives	5
Introduction.....	5
Who is this Strategy for?	5
Aims and Objectives	7
Documents that Contribute to this Strategy	7
Objective 1: Risk Management Authorities and Responsibilities.....	8
1.1 National Context	8
1.2 Risk Management Authority for each Type of Flooding.....	10
1.3 Risk Management Authorities and Responsibilities.....	12
1.4 LLFA Structure (including governance and local partnerships)	13
Objective 2: Assessment of Flood Risk in Halton.....	15
2.1 The Area	15
2.2 Availability of Data.....	16
2.3 Summary of Recorded Flooding	17
2.4 Future Flood Risk	21
2.5 The effects of Climate Change on Future Flood Risk.....	23
2.6 Improving Risk Understanding.....	23
Objective 3: Managing Local Flood Risk.....	24
3.1 Community Focus, Partnership Working and Encouraging Community Resilience.....	24
3.2 Planning Policy	25
3.3 Development Control	26
3.4 Sustainable Drainage Systems (SuDS).....	28
3.5. Watercourse Regulation: Enforcement and Consenting	30
3.6 Power to Carry out Works.....	32
3.7 Asset Management	33
3.8 Designation of Features	34
3.9 Investigations and Flood Reporting.....	36
3.10 Communications and Public Engagement	38
3.11 Preparedness and Emergency Response	40
Objective 4: Funding and Actions & Interventions to Reduce Flood Risk.....	43
4.1 Revenue funding	42
4.2 Capital Funding	42
4.3 Partnership Funding Approach	43
Objective 5: Environment and Sustainability	44
Appendices.....	47
Appendix 1 Halton Catchment and Flood Risk Maps	
Appendix 2 Environment Agency Flood Warnings and Emergency Response	
Appendix 3 Actions, Measures, Work Programmes and Funding	
Appendix 4 Abbreviations and Definitions	

Local Strategy: Context, Aims and Objectives

Section 9 of the Flood and Water Management Act 2010 (FWMA) requires lead local flood authorities to develop, maintain, apply and monitor a strategy for local flood risk management.

The strategy covers flood risk from surface runoff, groundwater and ordinary watercourses (i.e. non-main river). It must be consistent with the National Strategy published by the Environment Agency in 2011, and Halton must consult all risk management authorities and the public on its Local Strategy.

Introduction

Under statutory responsibilities as a Lead Local Flood Authority (LLFA), Halton Borough Council has developed this Local Flood Risk Management Strategy (LFRMS) to help understand and manage flood risk within the Borough. Halton Borough Council is well placed to co-ordinate flood risk management through its other statutory functions including Local Highway Authority, Local Planning Authority and Civil Contingencies Act 2004 Category 1 Responder. There is a well-developed network of partners by virtue of our historical operational and strategic practices. Halton, along with Cheshire East, Cheshire West, St Helens and Warrington Borough Councils, form the Cheshire Mid-Mersey Flood Management Group. All are LLFAs for their respective areas and this, and the wider North West England partnerships are outlined in more detail in section 1.4.

Catchment Approach

This strategy will set out a framework for managing flood risk in a holistic and sustainable way and will help Halton Borough Council as a Lead Local Flood Authority decide what we and our partners need to do to manage local risks. The Cheshire Mid-Mersey group of Lead Local Flood Risk Authorities have developed Local Flood Risk Management Strategies on a catchment-wide basis together, with local measures and flood risk assessments.

Who is this Strategy for?

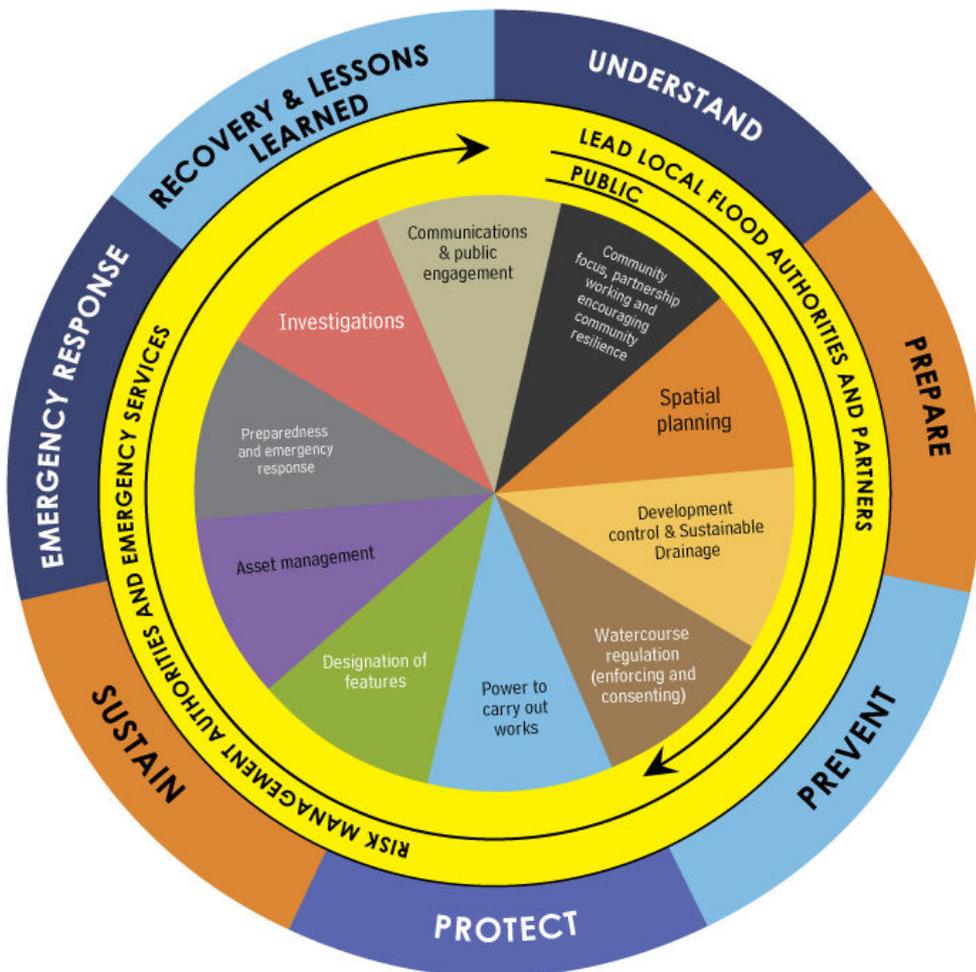
Who	Details
Our Community	There may be areas that are at risk of flooding
Infrastructure Providers	Community providers, Highway Authority, Network Rail, United Utilities, Scottish Power and Transco etc.
Organisations responsible for managing land	Property, cultural heritage and the natural environment, land areas where the responsibility lies with people such as landowners, farmers and the Forestry Commission.
Non-Government organisations	Royal Society for the Protection of Birds, Country Land and Business Association, National Farmers Union, Wildlife Trusts, National Flood Forum, Association of British Insurers and economic development organisations.

Objectives

Aim		Objectives	Measures
To produce a coherent plan to demonstrate how the Council will work with individuals, the community, partners and other organisations to holistically manage flood risk in a sustainable manner.	1	To clearly set out the different types of flooding, who is responsible for managing risk and governance arrangements.	<ul style="list-style-type: none"> • Legislation • Roles and Responsibilities • Governance Arrangements
	2	To assess the total risk of flooding from all sources in Halton.	<ul style="list-style-type: none"> • Assessment of Halton Area • Sources of Data & Availability • Map flooding from all sources and its potential impact • Assess potential effects of Climate Change

3	To manage flood risk and where appropriate reduce the risk and consequences of flooding through a range of activities and by effective management.	Achieve through: <ul style="list-style-type: none"> Partnerships Spatial planning Development control Sustainable drainage systems Enforcement and consenting powers Works powers Asset management Reservoirs Designating features Investigations Communications Emergency response
4	To develop actions and interventions to reduce flood risk where appropriate	<ul style="list-style-type: none"> Our approach to maintenance regimes and works Works programmes and maintenance schedules Improving information provision Funding improvements
5	To undertake flood risk management in a sustainable manner.	<ul style="list-style-type: none"> Integrating sustainable practices through all flood risk duties and actions

Figure: Halton’s step-by-step measures:



Powers and Duties

The Flood and Water Management Act 2010 (FWMA) places a number of new duties on the Council through either amendments to existing Acts such as the Land Drainage Act 1991 or through the FWMA itself. The key powers and duties in the Act are summarised below:

Responsibility	Details
Preparation of an Asset Register (s.21)	The Council has a duty to maintain a register of structures or features, which are considered to have an effect on flood risk, including details on ownership and condition as a minimum.
Power to designate flood risk management structures (schedule 1)	The Council, as well other flood management authorities have powers to designate structures and features that affect flooding or coastal erosion in order to safeguard assets that are relied upon for flood or coastal erosion risk management.
Investigation of flood incidents (s.19)	The Council has a duty to co-ordinate the investigation and recording of significant flood events within its area. This duty includes identifying which authorities have flood risk management functions and what they have done or intend to do with respect to the incident, notifying risk management authorities where necessary and publishing the results of any investigation carried out.
Prepare a Local Strategy for Flood Risk Management (s.9)	The Council is required to develop, maintain, apply and monitor a local strategy for flood risk management in its area. The local strategy will build upon information such as national risk assessment and will use consistent risk based approaches across different local authority areas and catchments.
SuDS Approval Body** (schedule 3)	The Council is designated the SuDS Approval Body (SAB) for any new drainage system, and therefore must approve, adopt and maintain any new sustainable drainage systems (SuDS) within its area.
Works powers and enforcement (amendment to Land Drainage Act 1991, s.14)	The Council has powers to undertake works to manage flood risk from surface runoff and groundwater, consistent with the local flood risk management strategy for its area.
Consenting changes to Ordinary Watercourses (s.21)	If riparian owners wish to culvert an ordinary watercourse or insert any obstructions, consent is required from an LLFA (Note: In areas of special drainage need (mainly in the east of the country and Severn / Avon catchments), cross-boundary Internal Drainage Boards (IDBs) undertake this function).
Powers to create Byelaws (amendment to Land Drainage Act 1991, s.66)	The Council may make such byelaws as it considers necessary for securing the efficient working of the drainage system in its district or area. Bye-laws are being progressed by the partners within the Cheshire Mid-Mersey group.

**At the time of writing, the SuDS aspects of the FWMA have not been fully implemented. Section 7 sets out how the Council will develop these duties to manage flood risk.

Documents that Contribute to this Strategy

There are a number of existing documents relating to flood risk and planning policy that form the basis of this strategy:

- Halton BC Surface Water Management Plan
- Halton BC Preliminary Flood Risk Assessment
- Halton BC Flood Incident Response Plan
- Halton BC Level Two Strategic Flood Risk Assessment
- Halton BC Unitary Development Plan
- Halton BC Local Core Strategy
- Cheshire Multi Agency Flood Plan
- Mid Mersey Water Cycle Study
- Mersey Catchment Flood Management Plan
- Weaver Goway Flood Management Plan

Objective 1: Risk Management Authorities and Responsibilities

Under Section 9(4) of the Flood and Water management Act 2010 Local Strategies must specify the risk management authorities operating in the Lead Local Flood Authorities' areas and the functions that may be exercised by them.

1.1 National Context

The Flood and Water Management Act 2010 identified certain organisations as 'Risk management authorities', which have responsibilities around flooding, both new ones from the Flood and Water Management Act 2010 and longstanding ones from previous legislation.

1.1.1 Background Legislation

The development and responsibility for flood risk management has evolved in recent years. Prior to 1989, it was the responsibility of the Local River Authorities, however the 1989 Water Act established the National Rivers Authority (NRA) and the privatisation of the Water and Sewerage sectors. Subsequently, in 1991, the following five Acts of Parliament were passed to consolidate existing water related legislation: The Water Industry Act, setting out the powers and duties of the water and sewerage companies; The Water Resources Act setting out the functions of the National Rivers Authority; The Statutory Water Companies Act, which applied specifically to the former statutory water companies; The Land Drainage Act, which transferred the functions of previous internal drainage powers of local authorities to the National Rivers Authority; and The Water Consolidation (Consequential Provisions) Act, which dealt with various consequential amendments, transitional arrangements and repeals arising from the introduction of the new legislation.

The Environment Agency (EA) was established in 1995, in place of the National Rivers Authority and took over the flood warning duties from the Police. Halton Borough Council is based within the EA's North West Region; with the head office based in Warrington. The release of the Planning Policy Guidance 25 (PPG25) in 2001 was in response to major flood events in 1998 and 2000, and designed to strengthen flood risk planning. This was superseded by the Planning Policy Statement 25 (PPS25) in 2006 for sustainable surface water management, which was in turn recently superseded again by the current National Planning Policy Framework, which intends to rationalise development legislation and processes.

1.1.2 Current Legislation

Following the 2007 Floods, the Pitt Review (2008) led to the overhaul of flood risk legislation within England and Wales. Greater responsibility particularly for surface water issues was assigned to upper tier Authorities such as Halton Borough Council. These responsibilities were formalised through the Flood and Water Management Act 2010. Summaries of these documents are as follows:

Legislation	Details
The Pitt Review (2008)	Sir Michael Pitt carried out a review of flood risk management practices after the widespread floods of 2007, in which over 50,000 households were affected and damages exceeded £4billion. The Pitt Review called for urgent and fundamental changes to the way flood risk was being managed. The report contained 92 recommendations for the Government, which were based around the concept of local authorities playing a major role in the management of local flood risk.
The Flood Risk Regulations (2009)	The Flood Risk Regulations transposes the EU Floods Directive into law for England and Wales. The Flood Risk Regulations require three main pieces of work: <ul style="list-style-type: none"> • The collecting of information on past and future floods from surface water, groundwater and small watercourses, assembling the information into a Preliminary Flood Risk Assessment (PFRA) report and identifying Indicative Flood Risk Areas. The PFRA for Halton Borough Council has been completed and is available on the Council website. • Following the identification of Flood Risk Areas, the Environment Agency was required to produce hazard and risk maps. As the Borough of Halton lies outside the Liverpool Flood Risk Area these maps were not required for Halton's 2011 PFRA. • The final stage is for Halton Borough Council to produce a Flood Risk Management Plan for the Indicative Flood Risk Areas. The Halton Borough Council Local Flood Response Plan 2012 and Merseyside Multi Agency Flood Plan (Merseyside Resilience Forum) will contribute significantly to the preparation of Flood Risk Management.
The Flood and Water Management Act 2010	The Flood and Water Management Act 2010 (FWMA) provides legislation for the management of risks associated with flooding and coastal erosion. Many of the recommendations contained in the Pitt Review have been enacted through the Flood and Water Management Act. The Act places a number of roles and responsibilities on councils such as Halton Borough Council, designating it a Lead Local Flood Authority, and on other risk management authorities with flood risk management functions. The preparation of this Local Flood Risk Management Strategy is brought about by this piece of legislation.

National Planning Policy Framework (2012)	The National Planning Policy Framework is a new document developed by the Department for Communities and Local Government (CLG). It is designed to streamline planning policy by substantially reducing the amount of planning guidance by bringing it all together in one coherent document.
---	---

1.1.3 National Flood and Coastal Erosion Risk Management Strategy

Section 11 of the Flood and Water management Act 2010 requires English risk management authorities to act in a manner that is consistent with the National Strategy and any published guidance.

In exercising its flood and coastal erosion risk management functions, an English risk management authority must act in a manner which is consistent with the national strategy and guidance, and, except in the case of a water company, act in a manner which is consistent with the local strategies and guidance. (Note: water companies must 'have regard' to Local Strategies).

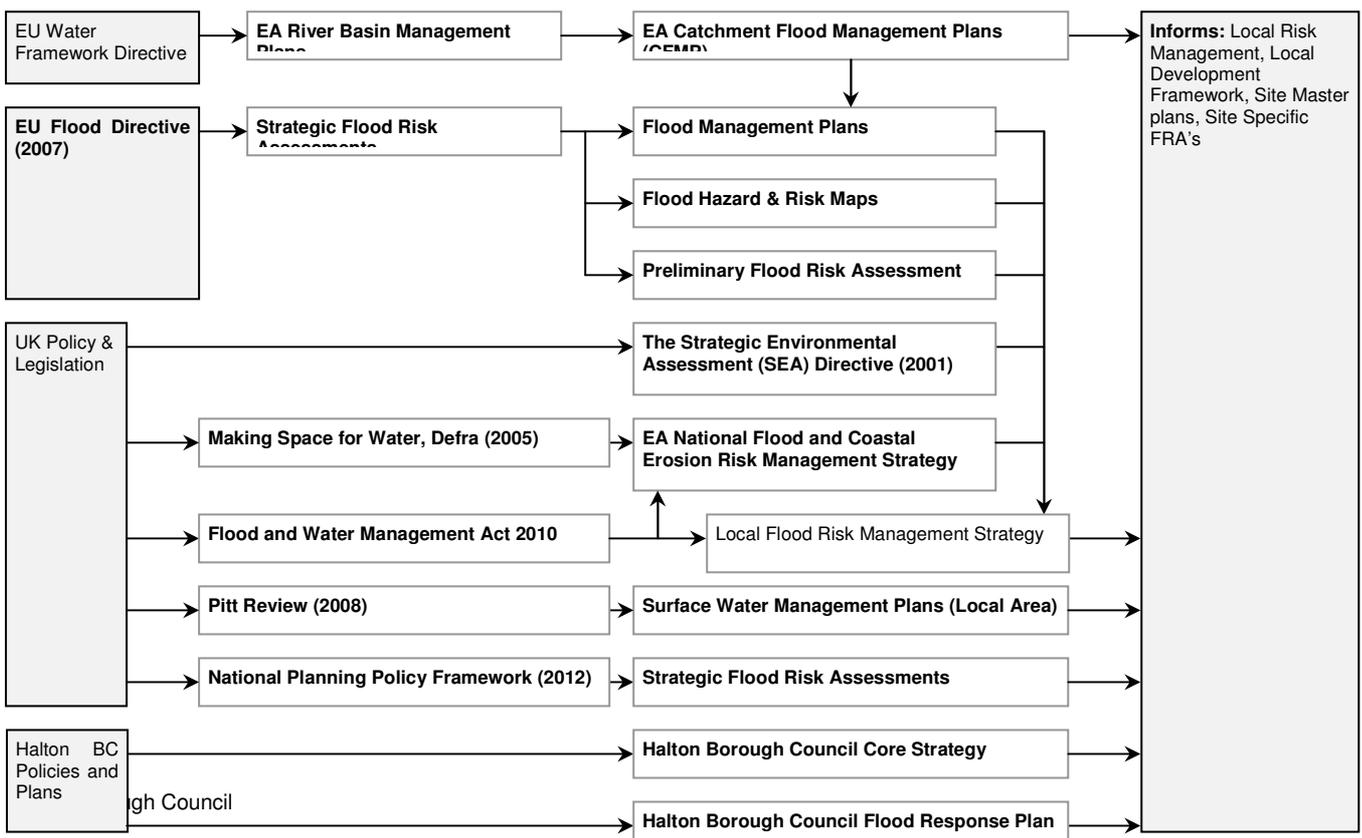
The Environment Agency and the Department for Environment, Food and Rural Affairs (Defra) have published a National Flood and Coastal Erosion Risk Management Strategy for England to ensure that the government, Environment Agency, local authorities, water companies, internal drainage boards and other organisations that have a role in Flood and Coastal Erosion Risk Management (FCERM) understand each other's roles and coordinate how they manage these risks. This fulfils a requirement of the Flood and Water Management Act 2010.

The Act gives the Environment Agency a 'strategic overview' of Flood and Coastal Erosion Risk Management, and in turn takes forward recommendations from Sir Michael Pitt's inquiry into the 2007 floods.

The National Strategy sets out what needs to be done to manage these risks by improving our understanding of them, reducing the likelihood of incidents happening, as well as managing the potential consequences for people, businesses, infrastructure and services. The National Strategy addresses these aims and shares them with LLFAs at a local level to:

- Respond better to flood incidents and recovery;
- Encourage local innovations and solutions;
- Help households, businesses and communities better understand and manage the flood risks they face;
- Manage the risk of flooding to people and their property and where possible, to improve standards of protection;
- Invest in actions that benefit public who face the greatest risk, but who are least able to afford to help themselves.
- Put sustainability at the heart of the actions we take, work with nature to benefit the environment, people and the economy.
- Move the focus from national government funded activities towards an approach that gives more power to local people, at individual, community or local authority level.

Figure: Overview of legislation contributing to current flood risk management



1.2 Types of Flooding and those Responsible:

Flood water is something that can affect all of us. This means that everyone has the responsibility to protect their properties from flooding. Whatever steps an individual takes to protect property from flooding must be carried out with due care. A property owner must ensure that they do not cause harm to their neighbours or their properties.

This Strategy sets out a framework for managing flood risk in a holistic way and will help Halton Borough Council as the Lead Local Flood Authority decide what we and our partners need to do to manage local risks. Halton Borough Council, as part of the Cheshire and Mersey group of authorities, has defined a flood of 'significant harmful consequences' as having one or more of the following characteristics:

- Resulted in major disruption to the flow of traffic for 12 hours or more;
- Posed, or could have posed, a risk to human health;
- Adversely affected the functioning of critical infrastructure;
- Caused harmful impacts to environmentally and socially important assets;
- Caused internal flooding to a property used for residential or commercial purposes.

The table below shows which organisations are responsible for the different types of flooding. Although these organisations may be responsible this does not mean that they are liable for damage caused by flooding. Property owners who own land bounding a river, lake, or other water course are defined as 'Riparian Owners' and they have the responsibility of protecting their property and for maintaining the section of adjacent watercourse.

Risk Management Authority for each Type of Flooding

	Flooding Type	Details	Risk Management Authority	Responsibility for Flood Protection
Natural	River flooding (Fluvial)	This occurs when a river or stream cannot cope with the water draining into it from the surrounding land – for example, when heavy rain falls on ground that is already water logged.	Main River – Environment Agency Ordinary Watercourse – Halton Borough Council	Riparian land owner
	Tidal flooding	This can occur at high spring tides. High water levels in the Mersey Estuary cause water to surcharge back up tributaries and flood surrounding land and highways.	Environment Agency	Environment Agency, Halton Council, Riparian land owner
	Surface water flooding (Pluvial)	This occurs, for example, when rainwater does not drain away through the normal drainage system or soak into the ground, but lies on or flows over the ground instead rather than from a channel. This type of flooding can be difficult to predict and pinpoint much more so than river or coastal flooding.	Halton Borough Council	Land Owner
	Groundwater Flooding	This occurs when levels of water in the ground rise above the surface. It is most likely to happen in areas where the ground contains aquifers which become saturated following periods of persistent rainfall. These are permeable rocks that water can soak into or pass through.	Halton Borough Council	Land Owner
Joined	Highway Flooding	Flooding is caused by heavy rainfall or by water overflowing from blocked drains and gullies causing water to pond within the highway network.	Halton Borough Council	Halton Borough Council, Highways Agency, Merseylink Ltd (in respect of the Mersey Gateway project roads)

Man made	Sewer Flooding	This can happen when sewers are overwhelmed by heavy rainfall or when they become blocked. The chance of flooding depends on the capacity of the local sewage system and amount of rain that falls. Land and property can be flooded with water contaminated with raw sewage as a result. Sewers that overflow can also pollute rivers.	United Utilities	United Utilities
	Water Supply Flooding	When flooding occurs from a manmade water supply, for example when a burst water main results in flooding in a residential area.	United Utilities	United Utilities, asset owners (if in private ownership)
	Reservoir flooding	Reservoirs hold large volumes of water above ground level, contained by walls or dams. Although the safety record for reservoirs in England is excellent, it is still possible that a dam could fail.	Canal and River Trust, Environment Agency, United Utilities, Halton Borough Council	Reservoir Owner
	Canal	Canals are rivers or manmade channels that have been developed for use in industry. Canal flooding occurs when the canal cannot cope with the water draining into it from the surrounding land.	Canal and Rivers Trust, Peel Holdings (not a Risk Management Authority)	Canal Owner – Peel Holdings, Bridgewater Canal Company Ltd.

Other Relevant Legislation

There is a wide range of other relevant legislation and guidance contributing to Flood Risk Management including:

- The Reservoirs Act 1975
- The Ancient Monuments & Archaeological Areas Act 1979
- The Highways Act 1980
- The Wildlife & Countryside Act 1981
- The Building Act 1984
- The Environmental Protection Act 1990
- The Town and County Planning Act 1990
- The Planning (Listed Buildings & Conservation Areas) Act 1990
- The Land Drainage Act 1991
- The Water Resources Act 1991
- The Water Industry Act 1991
- The Environment Act 1995
- The Countryside & Rights of Way Act 2000
- The Water Act 2003
- The Planning and Compulsory Purchase Act 2004
- The Civil Contingencies Act 2004
- The Climate Change Act 2008
- The Planning Act 2008
- The Local Democracy, Economic Development & Construction Act 2009
- The Localism Act 2011
- The EU Wild Birds Directive (1979/409/EEC & 2009/147/EC)
- The EU Environmental Impact Assessment Directive (1985/337/EEC & 1997/11/EC)
- The EU Habitats Directive (1992/43/EEC)
- The EU Strategic Environmental Assessment Directive (2001/42/EC)
- The EU Water Framework Directive (2000/60/EC)
- The EU Floods Directive (2007/60/EC)

1.3 Risk Management Authorities and Others and their Responsibilities

Authority	Responsible For	Activity
Government (Defra)	Defra develops FCERM policy and is the lead Government department for flood risk management in England.	New or revised policies are prepared with other parts of government such as the Treasury, the Cabinet Office (for emergency response planning) and the Department for Communities and Local Government (land-use and planning policy). These national policies form the basis of the Environment Agency's work.
Environment Agency (RMA)	<p>As national co-coordinator, the Environment Agency has a strategic overview of all sources of flooding (as defined in the Flood and Water Management Act 2010).</p> <p>It is also responsible for regulating reservoir safety, and working in partnership with the Met Office to provide flood forecasts and warnings.</p> <ul style="list-style-type: none"> • Main rivers • Reservoirs over 10,000m³ 	<p>Developing long-term approaches to FCERM. This includes working with others to prepare and carry out sustainable Flood Risk Management Plans at a regional level, (formerly Catchment Flood Management Plans (CFMPs)) to address flood risk in river basins.</p> <p>Shoreline Management Plans (SMPs) assess the risks of coastal flooding and erosion and propose ways to manage them. The Environment Agency also collates and reviews assessments, maps and plans for local flood risk management (normally undertaken by Lead Local Flood Authorities).</p> <p>Providing evidence and advice to support others. This includes national flood risk information, data and tools to help other risk management authorities and inform government policy, and advice on planning and development issues.</p> <p>Working with others to share knowledge and the best ways of working. This includes work to develop FCERM skills and resources. Monitoring and reporting on flood and coastal erosion risk management. This includes reporting on how the national FCERM strategy is having an impact across the country.</p> <p>The Environment Agency brings together local authorities and communities to share our combined knowledge, and develop a sustainable framework so that the right actions are decided for each community.</p>
Halton Borough Council (LLFA RMA)	<p>As local coordinators, the Flood and Water Management Act directs responsibility for the following types of flooding to LLFAs to:</p> <ul style="list-style-type: none"> • Surface Water • Highway Drainage • Groundwater • Ordinary Watercourses <p>Providing and managing highway drainage and roadside ditches under the Highways Act 1980.</p>	<p>Prepare and maintain a strategy for local flood risk management in their areas, coordinating views and activity with other local bodies and communities through public consultation and scrutiny, and planning. Maintain a register of assets – these are physical features that have a significant effect on flooding in their area, Issue consents for altering, removing or replacing certain structures or features on ordinary watercourses;</p> <p>Establish approval bodies for design, building and operation of SuDS. Play a lead role in emergency planning and recovery after a flood event. Set land use policy and manage development in relation to policy</p> <p>The owners of land adjoining a highway also have a common-law duty to maintain ditches to prevent them causing a nuisance to road users. To manage these risks as set out in the national strategy, authorities will need to work effectively with the Environment Agency.</p>
United Utilities (RMA)	Work with flood authorities to co-ordinate the management of water supply and sewage systems.	<p>Make sure their systems have the appropriate level of resilience to flooding, and maintain essential services during emergencies. Maintain and manage their water supply and sewage systems to manage the impact of flooding and pollution to the environment.</p> <p>Provide advice to LLFAs on how water and sewage company assets impact on local flood risk. Work with developers, landowners and LLFAs to understand and manage risks.</p>
Private Sewer Ownership	Since 1 October, 2011 property owners have no longer been responsible for certain sewer pipes that connect their homes to public sewers	<p>New legislation will transfer responsibility for these pipes, called private sewers and lateral drains, to United Utilities. After the private sewer transfer there will be public sewers which will be owned and maintained by United Utilities, and private drains</p> <p>This will remove confusion for responsibility and aid flood management. The deadline for the transfer of private pumping stations to United Utilities is October 2016.</p>
Manchester Ship Canal Company	Managing the Manchester Ship Canal primarily for navigation and secondarily for flood risk purposes.	Manchester Ship Canal Company is the statutory navigation authority for the canal and as such is responsible for managing the shipping movements along the entire length of the canal. Manchester Ship Canal Company is also responsible for managing flood risk directly from the canal and can do this by managing water levels through the operation of key assets and undertaking dredging where necessary.
Bridgewater Canal Company Ltd	Managing the Bridgewater Canal primarily for navigation and secondarily for flood risk purposes.	The Bridgewater Canal Company is the statutory navigation authority for the canal and as such is responsible for managing the shipping movements along the entire length of the canal. The Bridgewater Canal Company is also responsible for managing flood risk directly from the canal and can do this by managing water levels through the operation of key assets and undertaking dredging where necessary.
Residents and Business	Riparian Land Owners are responsible for the maintenance and upkeep of the watercourse if it is part of their land. Householders and businesses are responsible for the protection of their own properties.	

1.4 LLFA Structure (including governance and local partnerships)

Section 13 of FWMA 2010 requires risk management authorities to co-operate with each other in exercising their flood risk management functions.

This also enables the sharing of information between them. Sub section 13(4) allows for functions to be delegated to other risk management authorities (except for those in connection with national and local strategies).

Much of the local knowledge and technical expertise necessary for Halton Borough Council to fulfil duties as a LLFA lies with the Council and other partner organisations. The Flood and Water Management Act 2010 pre-dated the Localism Act and NPPF of 2012 but includes the same principle of the need for relevant authorities to cooperate. They create a duty on local planning authorities and other bodies to cooperate with each other to address issues relevant to their areas. The duty requires ongoing constructive and active engagement on the preparation of development plan documents and other activities relating to the sustainable development and use of land, in particular in connection with strategic infrastructure.

It is therefore crucial that the Council works alongside these partners as they undertake their responsibilities to ensure effective and consistent management of local flood risk. These working arrangements have been formalised to ensure clear lines of communication. In assuming its new statutory responsibilities as the Lead Local Flood Authority, Halton Borough Council is well placed to co-ordinate flood risk management through its other statutory functions including: Local Highway Authority, Local Planning Authority and Civil Contingencies Act Category 1 Responder. The Council has a centralised network of partners by virtue of its historical operational and strategic innovative practices. This strategy formalises and develops our partnerships.

Halton Borough Council has taken a “whole catchment” view of flood risk management. By doing so it ensures we appreciate our actions over the whole area rather than simply within political boundaries. Halton Borough Council’s administrative area is situated within both the Mersey catchment and the Weaver Gowy catchment area. The Council has established a strong liaison link with Warrington Borough Council due to the general topography and drainage characteristics and the interplay between Halton and Warrington. Other influences are from watercourses in Knowsley BC, St. Helens BC and Warrington BC administrative areas of the catchment.

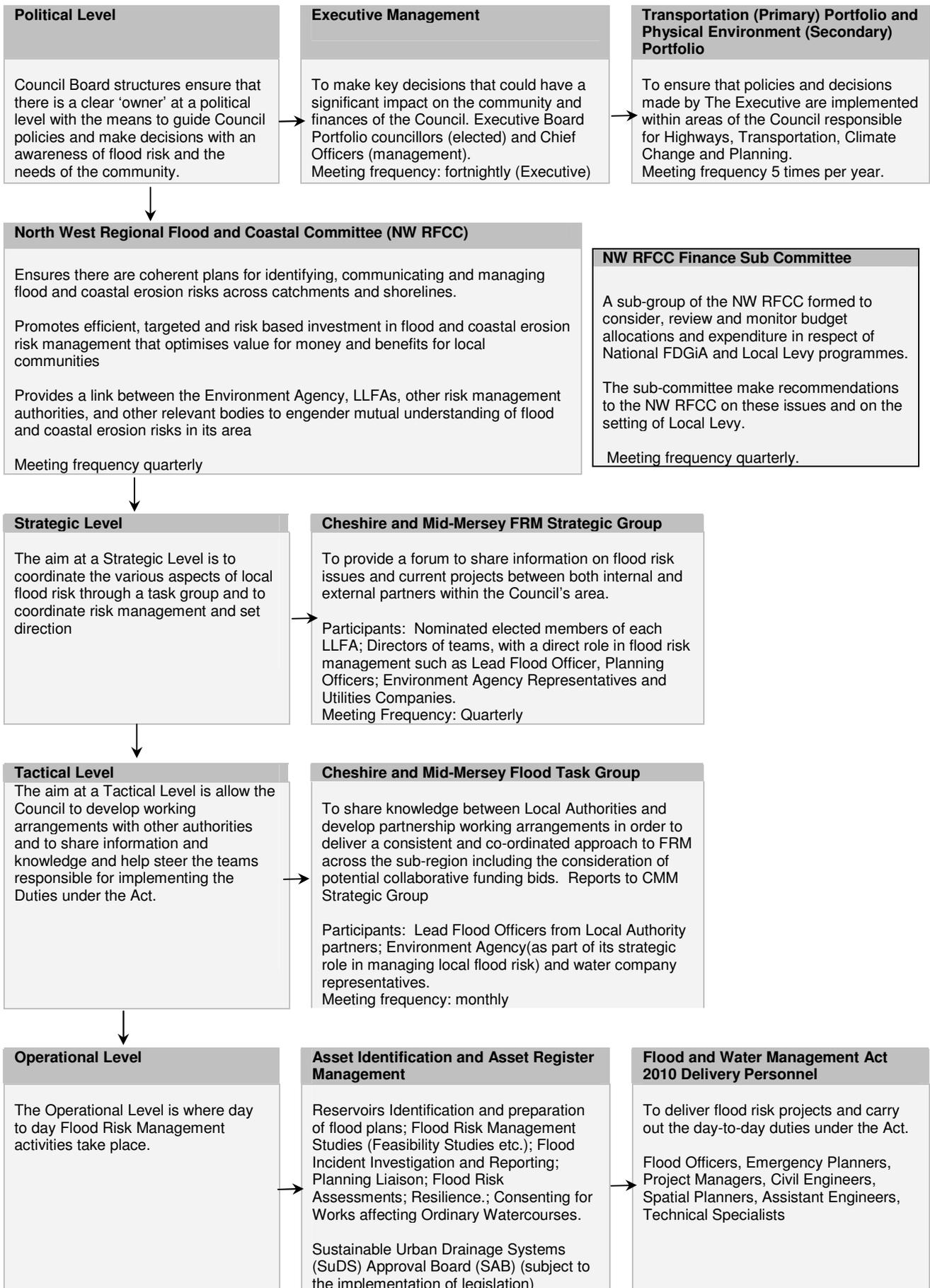
Halton Borough Council is part of the wider Cheshire and Mid-Mersey sub-regional LLFA working group, where best practice and lessons learned are shared in relation to the management of flood risk. There is liaison with the Merseyside Group of Drainage Authorities as a result of established transportation and economic partnership working, and ultimately to the whole Mersey Estuary Catchment through contacts at a regional level with Manchester Authorities (AGMA).

Authorities within the Cheshire Mid Mersey Flood Management group are:

- Halton Borough Council
- St. Helens Borough Council
- Cheshire East Council
- Cheshire West and Chester Council and
- Warrington Borough Council

Additionally, the Merseyside Environmental Advisory Service (MEAS) is a sub-regional service that serves Halton, Knowsley, Liverpool, Sefton, St Helens and Wirral Councils. MEAS provides environmental advice and sustainable solutions. The service comprises professional technical staff and its role is to assist the Liverpool City Region (LCR) Districts by providing technical advice on a wide range of environmental matters. It assists the LCR Districts by providing a ‘one-stop-shop’ for a broad range of environmental, nature conservation and sustainable development and waste management issues.

Figure: Structure Responsibilities



Objective 2: Assessment of Flood Risk in Halton

Section 9 (4) of the FWMA 2010 requires the Local Strategy to include an assessment of local flood risk in the LLFA's area.

2.1 The Area

The administrative area of Halton Borough lies within two catchments. These are the Mersey Estuary and the Weaver Goway catchments, which form the southern part of the North West River Basin District.

Area Overview:

The Borough of Halton has a population of 125,700 and covers an area of 79 square Kilometres (30.5 sq. miles). It is situated in the North West of England, to the east of Liverpool and north of Cheshire and straddles the River Mersey tidal estuary.

Approximately two thirds of the Borough is built-up urban area, chiefly comprising the towns of Widnes and Runcorn, with six parishes, largely comprising the remaining one-third green belt area and situated to the west of Widnes and to the east of Runcorn.

North of the Mersey estuary, the land slopes gently upwards to a maximum elevation of around 50m AOD. This area is drained predominantly by Ditton Brook to the west and Bowers Brook to the east of Widnes. Both of these main rivers flow into the tidal Mersey Estuary. Ditton Brook is also tidal and flows in open channel. The southern section of Bowers Brook is culverted. South of the Mersey estuary, the land slopes steeply from the west and north to a general height of around 75m AOD across Higher Runcorn and Halton. The landform slopes more gently southwards to the River Weaver valley and eastwards to Keckwick Brook. The Runcorn area is drained by several ordinary watercourses which outflow to these main rivers. River catchment areas, main rivers and watercourses are detailed in Appendix 1.

Agricultural land at Halebank, Widnes Warth and Wigg Island in Runcorn is affected by River Mersey tidal flooding. In Widnes, the built-up frontage to the river estuary is protected by river walls. To the south, the Runcorn conurbation is protected by the Manchester Ship Canal walls. There are two other canals in the area, the St Helens Canal and the Bridgewater Canal. The locations of these are shown in Figure 12 appendix 1 to this document.

The underlying geology in Halton consists of a band of Helsby Sandstone with Wilmslow Sandstone to the north and Tarporley Siltstone to the south. The overlying drift geology is predominantly Boulder Clay, with Blown Sand (Shirdley Hill Sand) at Weston Point. The soils of the surrounding area are a combination of brown earths and argillic stagnogley soils. A large proportion of the Mersey Estuary catchment lies upon a significant aquifer, which, in the past, was pumped extensively for mining, water supply and other industrial purposes.

The average rainfall across Halton is 50mm, with a seasonal low of less than 40mm in spring and around 70mm in October.

Due to the general landform and proximity to the River Mersey Estuary with its tributaries, Halton generally has a low flood risk rating. However, the Environment Agency currently operate five flood risk warning areas within Halton associated with tidal and fluvial flooding and there are several local surface water flooding 'hotspots' which were identified in Halton's PFRA and SWMP study.

2.2 Availability of Data

Authority	Dataset	Description
Environment Agency	Flood Map (Rivers and the Sea) Flood Map for Surface Water	Shows the extent of flooding from rivers with a catchment of more than 3km ² and from the sea. Includes two flood events (with a 1 in 30 and a 1 in 200 chance of occurring) and two depth bandings (greater than 0.1m and greater than 0.3m). (Makes allowance for some drainage)
	Areas Susceptible to Surface Water Flooding Areas Susceptible to Groundwater Flooding	The first generation national mapping, outlining areas of risk from surface water flooding across the country with three susceptibility bandings (less, intermediate and more). (Makes no allowance for drainage) Coarse scale national mapping showing which areas are susceptible to groundwater flooding.
	National Receptors Dataset (NRD)	A national dataset of social, economic, environment and cultural receptors including residential properties, schools, hospitals, transport infrastructure and electricity substations.
	Indicative Flood Risk Areas	Nationally identified Flood Risk Areas, based on the definition of 'significant' flood risk described by Defra
	Historic Flood Map	Attributed spatial flood extent data for flooding, from all sources.
	Flood Warning Areas	Residents in Ditton and Halebank areas of Widnes receive automated flood warning messages.
	Mersey Estuary Catchment Flood Management Plan (FMP) & Weaver Goway Catchment FMP	CFMPs consider all types of inland flooding, from rivers, groundwater, and surface water and tidal flooding and are used to plan and agree the most effective way to manage flood risk in the future.
Halton Borough Council	Strategic Flood Risk Assessment (SFRA);	SFRA contains useful information on historic flooding, including local sources of flooding from surface water, groundwater and flooding from canals. SFRA applies a sequential analysis in respect of development
	Level 2 Strategic Flood Risk Assessment (JBA, 2011)	SFRA contains useful information on historic flooding, including local sources of flooding from surface water, groundwater and flooding from canals.
	Preliminary Flood Risk Assessment PFRA	Preliminary Flood Risk Assessment (PFRA), Details on historical past flooding records and possible future flooding areas. The document also contains the level of significant flooding
	Historical flooding records	Historical records of flooding from surface water, groundwater and Ordinary Watercourses.
	Anecdotal information relating to local flood history and risk; Basic Anecdotal information	Anecdotal information from authority members regarding areas known to be susceptible to flooding from excessive surface water, groundwater or flooding from Ordinary Watercourses. Anecdotal information: flood risk, flood history and local flood hotspots.
	Highways Flooding Reports	Highways Flooding Reports for a number of locations within Halton Borough Council, including analysis of the flood risk at each location.
	Asset register	Register of assets that are part of private and public flood defences in the borough.
	Surface Water Management Plan	Details of a SWMP Study that was carried out for the whole of the Borough in 2011 and which identifies surface water flooding 'hotspots' and proposed actions for further development.
	Mid-Mersey Water Cycle Study (Outline Phase) 2011	Strategy on the Water Cycle for the Mid-Mersey Catchment, which Halton Borough Council is a part of.
	Desk Top Culvert Inundation Study Surface Water Study	A desk top study to provide initial culvert locations and inundation flood model (JBA 2012) Study of surface water mapping (Jacobs 2012)
Cheshire Fire & Rescue Service	Incident response register	Issue logs of all events recorded by Cheshire Fire and Rescue Service. This includes flooding incidents.
United Utilities	Wastewater Incident register	Extracts from United Utilities Sewerage incident database and register of properties / areas that have flooded as a result of under capacity of the sewerage system.
	DG5 Register	

2.3 Summary of Recorded Flooding

2.3.1 Flooding from Ordinary Watercourses (Fluvial)

Ordinary Watercourses are any watercourses that are not designated a 'Main River' by the Environment Agency and therefore come under the land drainage remit of Halton Borough Council. These watercourses can vary in size considerably and can range from drains and open ditches, to streams, brooks and small rivers. There are gaps due to currently unavailable information. Like many urban watercourse systems, the network through the Borough has many culverts particularly on Bowers Brook, which flows through Widnes Town Centre.

The locations of known ordinary watercourses have been identified in the Halton SFRA. Flooding of watercourses is associated with the exceedance of channel capacity during higher flows. The process of flooding on watercourses depends on a number of characteristics associated with the catchment including; geographical location and variation in rainfall, steepness of the channel and surrounding floodplain and infiltration and rate of runoff associated with urban and rural catchments.

2.3.2 Surface Water Flooding (Pluvial)

Surface water flooding in this context is surface water runoff as a result of high intensity rainfall when water is ponding or flowing over the ground surface before entering the underground drainage network or watercourse, or cannot enter it because the network is full or at capacity, thus causing flooding. This is known as pluvial flooding. Pluvial flooding also includes overland flows from the urban/rural fringe entering a built up area. Whilst pluvial flooding from heavy rainfall can occur anywhere in the Council's area, there are certain locations where these mechanisms are more prominent due to the urban nature of the catchment, complex hydraulic interactions between watercourses and surface water and combined sewer systems.

Significant surface water flooding is a result of interacting hydraulic mechanisms. The locally significant instances that are known are in the Kingsway and Appleton Wards in Widnes.

2.3.3 Coastal Flooding (Tidal)

Coastal flooding may be described simply as the inundation of low lying coastal areas by the sea, or the overtopping or breaching of sea defences. Coastal flooding may be caused by seasonal high tides such as those driven by the spring neap tide cycle, storm surges and where increase in water level above the astronomical tide level is created by strong on shore winds or by storm driven wave action. Extreme conditions leading to coastal flooding are most commonly a result of a combination of two or more of these mechanisms. In Halton, coastal tidal flooding is a risk in low lying areas close to the Mersey Estuary and its tidal tributaries.

Flooding from coastal / tidal influences is known to affect property and highways at Hale Road, Ditton Road, St Michaels Road, and Marshgate, in Widnes and Ramsbrook Lane, Halegate Road, Hale.

2.3.4 Groundwater Flooding

Groundwater flooding is caused by the emergence of water from underground, either at point or diffuse locations. The occurrence of groundwater flooding is usually very local and unlike flooding from rivers and the sea, does not generally pose a significant risk to life due to the slow rate at which the water level rises. However, groundwater flooding can cause significant damage to property, especially in urban areas, and can pose further risks to the environment and ground stability. There are several mechanisms, which produce groundwater-flooding including: High in-bank river levels, artificial structures, prolonged rainfall and groundwater rebound (which occurs when abstraction, typically for drinking water, industrial or mine dewatering purposes, stops and water levels return to pre-abstraction levels).

A large proportion of the Mersey Estuary catchment lies upon a significant aquifer, which, in the past, was pumped extensively for mining, water supply and other industrial purposes. There is no known documented evidence of surface flooding from groundwater in the Mersey Estuary catchment. Groundwater flooding is a minor issue at catchment scale it is not considered in detail for the Weaver Gowy catchment. The known possible groundwater flooding areas in the Halton Brook area of Runcorn and Barrow's Green area of Widnes did not produce any recorded incidents in the September 2012 Flooding.

2.3.5 Highway Drainage Networks and Sewers

Flooding from artificial drainage systems occurs when flow entering a system, such as an urban storm water drainage system, exceeds its discharge capacity, the system becomes blocked or it cannot discharge due to a high water level in the receiving watercourse. A sewer flood is often caused by surface water discharging into the surface water or combined sewer systems, sewer capacity is exceeded in large rainfall events causing the backing up of floodwaters within properties or discharging through manholes. The management of flood risk from public sewers is the responsibility of the sewage undertaker; the undertaker for Halton Borough Council is United Utilities (UU).

Records show that flooding has occurred mainly in areas in the Kingsway and Appleton wards of Widnes. Due to the potential link between different types of flooding and the need for understanding of past flood events, information on this source of flooding has been indicated in Halton's Surface Water Management Plan study

2.3.6 Flooding from Canals

There are four canals within the Halton Borough study area: The Manchester Ship Canal, the Bridgewater Canal, the St Helens Canal and the Weaver Navigation. Many of the inflow and outflow structures on these canals are over 200 years old when they were designed to a 'rule of thumb'. In the event that a canal does fail resulting in a release of water, the height that the canal is elevated above surrounding land will affect to some degree the amount of flood hazard that could be caused by deep or fast flowing debris laden water, alongside the cause of failure. The amount of water that can escape depends on the pound length, which is the distance between two locks because the maximum volume of water that will outflow will be contained between the two locks or time taken for an operator to react to a failure to prevent further escape. The risk of flooding from canals is reduced by regular inspection by the owners to identify any problems with inflow and outflow structures, canal lining or embankments.

Canal flooding due to failure of the Manchester Ship Canal is considered to be unlikely. Although there is no information on the probability of this happening, the maintenance undertaken by owners Peel Holdings on this commercial asset makes failure unlikely. As a controlled water body, the Bridgewater Canal only poses a minor risk of flooding to adjacent people and property. There is a small risk associated with lower probability events such as overtopping and/or the breaching of embankments. There is anecdotal evidence of the Bridgewater Canal overtopping its banks and flooding the highway at Runcorn Road, Moore.

2.4 Future Flood Risk (from all sources)

This section aims to identify what the future flood risk is for Halton. This includes looking at current flood modelling data that has been created for Halton Borough Council by the Environment Agency and others, using both local and national datasets and considering the known historic events. In summary, flood modelling suggests the following potential risks:

Data Set	Flooding Type	People	Properties	Transport Network	Critical Infrastructure (see note *)	Community Facility
Mersey Estuary Catchment Flood Management Plan 2008	Main River	758	324	3.2km	13	-
Weaver Goway Catchment Management Plan 2008	Main River	7	3	5km	3	-
Halton Preliminary Flood Risk Assessment 2011	Surface Water	2579	373	-	20	1
JBA Culvert Analysis 2012	Ordinary Watercourses	1010	332	-	-	-

*Critical infrastructure includes major roads, railways, and power and water infrastructure.

2.4.1 Flooding from Ordinary Watercourses (Fluvial)

There are a small number of identified flood risks from Ordinary Watercourses across Halton. Flooding from ordinary watercourses can also occur during high tides, particularly in the Hale area, and at times of flash storm events. A study to locate culverts and to undertake flood model analysis of all culverts on ordinary watercourses to map inundation scenarios has been undertaken (JBA Consultants 2012). This mapping forms part of the Council's set of risk maps and asset management data. Flood risks are identified for Higher Runcorn and at Desoto Road, where there is the potential to affect a number of highways at West Bank Industrial Estate. Flooding from Ordinary Watercourses is known to affect property and highways at:

Watercourse	Location	Impact
Willow Brook	Pool Hollow	Property and highway
Marsh Brook	Desoto Road	Highway

2.4.2 Flooding from Main River

Halton Borough Council has reviewed and identified that there are flooding incidences from Main Rivers within the Borough. The main source of flood risk in Halton is associated with fluvial flooding from Ditton Brook and its tributaries and Keckwick Brook. The Mersey Estuary Catchment Flood Management Plan, produced by the Environment Agency, quantifies the following risk for a 1% annual exceedance flood event (for the whole of Halton):

- 765 people
- 327 properties
- 8.2km of Transport Network
- 16 items identified as critical infrastructure
- 0 community facilities

Flooding from Main River is known to affect property and highways at:

Watercourse	Location	Impact
Ditton Brook	Ditton Road, St. Michael's Road, Hale Road	Highway
Rams Brook	Hale Gate Road	Highway
Keckwick Brook	Glastonbury Close	Property and highway
Keckwick Brook	Eastgate Road	Property and highway

Although flooding from Main Rivers is the prime responsibility of the Environment Agency, the Council will liaise and act in partnership to solve or mitigate issues. Flood defences to protect against river flooding are in place on Ditton Brook and Keckwick Brook. The EA have 2 active Flood Warning Zones across Halton as follows:

Watercourse	Area	Number of Properties
Ditton Brook	Ditton	109
Ditton Brook	Hale Bank	278

Maps of these zones are provided at Appendix 2.

2.4.3 Culvert Study

Two phases of a staged process to develop the Council's flood risk asset register have been undertaken. In 2012, a preliminary desk-top exercise was undertaken which identified culvert locations and analysed the risk of flooding to land critical infrastructure and properties through hydraulic modelling of potential failure of the culverts. In 2014, a second phase of site-based culvert inspection was undertaken to create a record of individual culvert construction and condition. The culvert flood risk analysis, taken together with the condition inspection, will help to inform and prioritise future maintenance and repair works programmes.

2.4.4 Surface Water Flooding (Overland Flow)

The Environment Agency (EA) has produced a national assessment of surface water flood risk in the form of two national mapping datasets. These comprise:

- 1) the first generation national mapping; Areas Susceptible to Surface Water Flooding (AStSWF) which produces three susceptibility bandings (less, intermediate and more); and
- 2) the Flood Map for Surface Water (FMfSW), which contains two flood events: 1 in 30 annual chance and 1 in 200 annual chance, for two depth bandings: greater than 0.1m and greater than 0.3m.

The EA suggest that LLFAs should review, discuss, agree and record the surface water flood data that best represents their local conditions. The FMfSW estimates a greater number of properties to be at risk of surface water flooding and consequently, under a precautionary approach that would provide a robust analysis; this was used in the preparation of Halton's PFRA.

The Pitt Review recommended that Surface Water Management Plans (SWMPs) should form the basis for future management of all local flood risks. Mott MacDonald was commissioned by Halton Borough Council to undertake a SWMP study of the Halton Borough area including the towns of Widnes and Runcorn, which are ranked 156 and 309 respectively in the National Rank Order of Settlements Susceptible to Surface Water Flooding (DEFRA, 2009). The study included an intermediate level risk assessment of flood risk of the whole Borough to identify priority areas and the first stage of a detailed assessment of those 'hot-spot' areas susceptible to flooding, which comprised an in-field review and summary recommendations.

The outputs of the study can be summarised as follows:

- a suite of interactive surface water flood risk maps comprising four series covering 1 in 30, 1 in 100 and 1 in 200 year events and based upon a 100m x 100m cellular grid:
 - **100 Series** - flood depth, hazard and velocity;
 - **200 Series** – Flood Impact Maps for Property including impact scores for flood depth and hazard;
 - **300 Series** – Flood Impact Maps for Essential Transport Infrastructure including impact scores for flood depth only;
 - **400 Series** – Flood Risk Maps for Property comprising flood risk scores for flood depth and hazard
- A 'higher risk' cluster cell analysis based on the 100m x 100m grid and 'Hot-Spot' area mapping;
- Detailed risk assessment and Prioritised list of Actions for Hot-Spot areas.

The Halton Surface Water Flood Map that has been produced for the SWMP study shows very close correlation with the EA's second generation FMfSW and it has been agreed with the EA that the national FMfSW will be used as the definitive locally agreed surface water map.

Appendix 1 Figure 6 shows the flood Map for Surface Water for Halton Borough Council area. The following table summarises the numbers of properties potentially affected by surface water.

Properties at risk from surface water flooding in Halton

Depth	Estimated number of ALL properties at risk of surface water flooding from a 1-in-200 event	Estimated number of residential properties at risk of surface water flooding from a 1-in-200 event
0.1m	12,690	9,747
0.3m	3,061	2,293

Halton Council has completed Strategic Flood Risk Assessments (levels 1 and 2), in which, anticipated development and associated flood risks have been Sequentially Tested. It is intended that this approach to development and flood risk ensures that planned development does not increase flood risk and also that appropriate development only, in terms of flood risk, is permitted. Appendix 1 Figures 8 and 9 show future development sites in relation to the EA's Flood Risk Zones.

Evaluation of the modelling reports for the watercourses within this area indicates that many of the channels and culverts running through Halton have significant capacity, often exceeding the 1 in 100 (1%) year annual probability flood event. The surface water mapping, however, assumes deficient existing drainage capability and does not take account of potential additional capacity of watercourses. Consequently, it is likely that much of the flooding shown in these areas could in fact flow into the watercourses and be conveyed downstream, unless prevented by physical characteristics of the area (e.g. built-up defences, culverts, topography, etc.). The extent of surface water flooding could, therefore, be significantly less than the model suggests. It is also likely that the areas that are affected by surface flood risk are relatively hydraulically independent of each other. This means that an action to reduce surface water flood risk in one area is unlikely to have significant positive or negative impacts in other areas.

Surface water runoff from adjacent ground to highways and private property is highly variable and often dependant on localised agricultural land management and degree of ground saturation, which proved a particular contributing factor during the second half of 2012.

2.4.5 Groundwater Flooding

National Environment Agency datasets provide an assessment of groundwater risk in terms of percentage likelihood in given 1km national grid squares. This is the Areas Susceptible to Groundwater Flooding (AStGwF). The Council subscribes to the new ESI National Groundwater Flood Risk Map which shows that the areas at risk from groundwater flooding are considerably less extensive than previously flagged by other providers of groundwater flood information. Figure 10 in Appendix 1 shows the distribution of groundwater flooding which includes high risk areas associated with the Keckwick Brook and Whitley Brook catchments. Reliable data on groundwater flood events is sparse, and in exchange for licence to use the maps for planning and flood risk management purposes, the Council has undertaken to provide data that will develop and further improve the map.

The Council has recorded groundwater emergence in the Stenhills area of Runcorn, although this is not classed as a significant or harmful risk. However, the Council believes that there is a general risk of groundwater flooding in subsiding areas within north Widnes, potentially relating to groundwater rebound following cessation of dewatering after the closures of mines. The extent of any groundwater flooding is likely to be limited and occupy areas similar to the fluvial floodplain. It is therefore considered that the probability of groundwater floods with significant harmful consequences is low.

2.4.6 Canal Flooding

There are four navigable canals within the Borough of Halton:

Manchester Ship Canal

The Manchester Ship Canal follows the southern bank of the Mersey Estuary around Runcorn. Water levels in the Manchester Ship Canal within Halton are affected by four factors:

- Water flowing down the River Mersey from the upper reaches of the canal, above Latchford Locks.
- Water flowing down the canal from Latchford Locks.
- Water flowing down the River Weaver.
- Tidal events.

There is significant freeboard between the surface water level and the top of bank. Though not designed specifically for flood management purposes, the canal and the operation of the eight sluices at Runcorn, which control the water level in the lower reaches of the canal as it passes through Halton, does reduce flood risk by allowing flows to pass downstream. The Council's view is that the operation of these sluices is likely to have a significant impact on flood risk.

The Manchester Ship Canal Company has developed a Water Level Control Operational Protocol for the canal, in liaison with the Environment Agency. This document sets out the operating procedures for the canal sluices, including at high flows. It also details the maintenance regime and the reliability of the sluices. The Council is satisfied that this document sets out an appropriate basis for managing the sluices on the Ship Canal.

Canal's Relationship with Keckwick Brook:

Keckwick Brook drains a large catchment area on the east side of Runcorn, which originally flowed into the Mersey Estuary. The Manchester Ship Canal severed this route and the Brook now outfalls into the canal via (older) brick-lined egg-shaped outfall culverts and (newer) inverted siphon outfall culverts, both with flap valves to control backflow from the canal to the brook when tidal conditions dictate high water levels in the canal.

The lower reach of Keckwick Brook north of Sandymoor has minimal gradient as it passes through the Manor Park area of Runcorn. Due to the slackening of the gradient and the sandy nature of the soils upstream, the brook is prone to silting over this section, which causes capacity problems within the channel, through culverts. Culvert blockage at Daresbury Expressway results in frequent flooding of a pedestrian subway, with consequent health and safety issues for users of the highway infrastructure in this area.

Flood attenuation reservoirs adjacent to Keckwick Brook were constructed by the Warrington & Runcorn Development Corporation in the 1980's at Wharford Farm and Oxmoor, to provide flood protection for new development in east Runcorn. The Oxmoor basins take flow from Keckwick Brook during high flows and when tidal conditions in the Mersey Estuary and water levels in Manchester Ship Canal lock-out the outfalls. At Oxmoor, water is impounded by two basins and is discharged back into the brook via gates when water levels subside. Alternative discharge from the basins is available via the United Utilities pumping station which can pump high volumes quickly into the canal to empty the basins.

The hydrology of the brook has been recently re-modelled by the Environment Agency to ensure flooding mechanisms at Sandymoor are known and risk is managed appropriately. The EA and the Council are currently considering alterations at Wharford Farm flood storage basin inlet structure that would bring the balancing lake into operation at lower frequency storm events

The drainage system of Keckwick Brook, including the attenuation / flood storage basins and the outfalls to the Ship canal are complex. The Council proposes to convene a meeting of partners: the EA, United Utilities and Peel Holdings (the MSC owners), to share information on flood modelling, sluice control and pumping discharge options, in order to engender a better understanding between the parties, of flooding modes in the Keckwick Brook catchment and seek to reduce flood risk in the lower Keckwick Brook catchment.

Bridgewater Canal

The Bridgewater Canal is a broad, fairly shallow canal with two distinct reaches within the Borough: the mainline which runs between Moore Village and Preston Brook, and a spur that runs into Runcorn Old Town. The canal has no locks and an Act of Parliament provides rights to take any water within a half-mile of the Canal to fill the Canal or remove water from the Canal into adjacent watercourses. The Bridgewater Canal is the responsibility of the Bridge Water Canal Company, owned by the Peel Group. The canal is embanked above surrounding ground level in places and Flood risk from the canal is associated with lower probability events such as overtopping and/or the breaching of embankments.

Water levels in the Canal are controlled by several telemetry warning installations that continuously monitor water levels, both high and low levels. The continuous level monitoring and freeboard combine to give a reasonable degree of control over water levels. When circumstances dictate, the level of the Canal can be drained via a number of let-offs. There are two discharge points within Halton, the Penstock in Runcorn Old Town at the end of the spur that consists of a 600mm culvert with sluice gates that drains into the Manchester Ship Canal and a discharge into Keckwick Brook. If the sluices at Runcorn Old Town fail there are sluices at Barton and Manchester that can be used to release water into the Mersey. To date there are no records of flooding caused by the Canal in Halton. However, flooding could be caused by the Canal through:

- Collapse or blockage of the sluice in Runcorn Old Town when in use.
- Draining water into Keckwick Brook
- Collapse of the embankments supporting the Canal.
- Failure of under-bridges where the Canal passes above roads.

The infrastructure of the Canal is inspected regularly and remedial action taken to correct any problems. Stop log positions are located at Red Brow Lane Daresbury to allow repairs to be carried out should the need arise.

The main cause of potential embankment failure is unauthorised engineering and building works and the best method of managing this situation is to avoid interference with the embankments unless absolutely necessary.

St Helens Canal

St Helens Canal is a broad canal with two tidal locks into the River Mersey, which runs along the northern edge of the estuary towards Warrington and then into St Helens. The Canal is owned by Halton Borough Council. The Canal is at a lower level to the surrounding land and there are no under bridges, therefore embankment breaches do not pose a risk of flooding.

The Canal acts as a flood defence for South Widnes as it effectively forms a large 'moat' between the tidal River Mersey and the urban area. There is a substantial strip of salt marsh / open space between the River Mersey and the Canal, and as the capacity of the canal is unknown, modelling would have to be undertaken to predict the height of the tide required to cause the Canal to fill with seawater.

River Weaver Navigation

The River Weaver Navigation is owned and operated by British Waterways. At a point just to the south of the Borough boundary, the River Weaver splits to form a canalised section running into Weston Docks and a separate channel draining over sluices into a natural river section that joins the Manchester Ship Canal. Neither of these water bodies is known to cause flooding in Halton. In both cases land is above the level of the canal with substantial freeboard. During flood events water in the Weaver discharges over sluice gates on the outskirts of Frodsham into the Manchester Ship Canal where upon it discharges via sluices into the River Mersey.

2.4.7 Reservoirs

Reservoir flooding is extremely unlikely to happen. There has been no loss of life in the UK from reservoir flooding since 1925. All large reservoirs must be inspected and supervised by reservoir panel engineers. The EA are the enforcement authority for the Reservoirs Act 1975 in England and ensure that reservoirs are inspected regularly and essential safety work is carried out.

In Halton, the main areas susceptible to reservoir flooding are parts of Sandymoor and Manor Park in Runcorn, which include residential and commercial property and are at risk due to potential failure of the Wharford Farm balancing lake reservoir. This reservoir is owned by Halton Borough Council and provides floodwater storage for Keckwick Brook acting as flood defence for the developing Sandymoor residential area. The reservoir has a capacity of 25,000 cubic metres and is designed to only impound (contain) water during 1 in 50 year rainfall/flood events. The last recorded impounding was in October 2012.

The management of this reservoir is currently governed by the Reservoirs Act Legislation and it is therefore subject to the inspection and supervision regime under the Act, as indicated above. The Flood and Water Management Act 2010 updates the Reservoirs Act 1975 and adopts a more risk based approach to reservoir regulation which (inter-alia) reduces the capacity at which a reservoir will be regulated from 25,000m³ to 10,000m³ and requires only those reservoirs assessed as a higher risk to be subject to regulation. High risk reservoirs will be those reservoirs where human life would be endangered if there were an uncontrolled release of water from the reservoir. Owners of 'high risk' reservoirs will need to comply with all the requirements of the Act. Owners of reservoirs that are not designated as 'high risk' and all undertakers with reservoirs over 10,000m³ will still need to register these with the EA, but will not need to comply with the inspection and supervision requirements of the Act. Registering the reservoirs means that in case of maintenance or flood risk incidents, clear communication lines can be set up.

There are two other large reservoirs, which, if their impounding structures were to fail, could potentially affect areas of Widnes. Pex Hill reservoir which sits outside Haton's administrative boundary in Knowsley MBC, is owned and operated by United Utilities. According to the EA, worst-case scenario flooding follows watercourse flow-paths to the north of Upton Rocks. Fiddlers Ferry ash lagoons to the east of Widnes and within Warrington BC's administrative boundary, are owned and operated by Scottish and Southern Energy PLC. Failure of these structures has the potential, in a worst-case scenario, to flood industrial and commercial areas at Shell Green and Tanhouse, Widnes.

2.5 The effects of Climate Change on Future Flood Risk

Over the last few years, the frequency of flooding incidents reflecting unseasonable erratic weather patterns has increased across the area of Halton. Our approach to flood risk management reflects the impact of climate change. There is clear scientific evidence that global climate change is happening. Greenhouse gas levels in the atmosphere are likely to cause higher rainfall in future. If emissions follow a medium future scenario, the UK climate prediction (UKCP09) projected changes by the 2050s relative to the recent past are:

- Winter precipitation increases of around 14% (very likely to be between 4 and 28%)
- Precipitation on the wettest day in winter up by around 11% (very unlikely to be more than 25%)
- Relative sea level at Morecambe very likely to be up between 6 and 36cm from 1990 levels (not including extra potential rises from polar ice sheet loss)
- Peak River flows in a typical catchment likely to increase between 11 and 18%. Increases in rain are projected to be greater near the coast than inland.

Climate changes can affect local flood risk in several ways. Impacts will depend on local conditions and vulnerability. Wetter winters and high intensity rain falling in wet spells may increase river flooding especially in steep, rapidly responding catchments. More intense rainfall causes more surface runoff, increasing localised flooding and erosion. In turn, this may increase pressure on drains, sewers and water quality.

Storm intensity in summer has increased in recent years, so we need to be prepared for the unexpected. Halton Borough Council will prepare by developing an understanding of our current and future vulnerability to flooding, developing plans for increased resilience and building the capacity to adapt. Regular review and adherence to these plans is key to achieving long term, sustainable benefits. We will continue to monitor and correlate weather patterns to increase our understanding.

2.6 Improving Risk Understanding

We will continue to monitor flood events in tandem with the EA/Met Office forecasts, main river gauge records, rainfall data and actual flood extents compared to predictive mapping. This combination of analysis will over time allow us to:

- Refine risk models
- Monitor recorded flood incidents
- Implement residual risk management measures
- Improve community advice
- Seek to share EA telemetry data for analysis and improved warnings

Objective 3: Managing Local Flood Risk

Section 9 (4) of the FWMA 2010 requires the Local Strategy to specify the LLFA's objectives for managing local flood risk.

This includes details of the measures proposed to achieve the objectives and plans for implementation and funding.

Halton Borough Council as the Lead Local Flood Risk Authority will coordinate and manage flood risk through a range of activities, across internal departments and external partners.

	Measure	Contribution to Risk Management
1	Partnership Coordination	Community resilience. Localism Act 2011
2	Spatial Planning Policy	Setting policy and future land use through Halton's planning policy documents
3	Development control	Assessing planning applications in respect of flood risk
4	Sustainable Drainage Approval Board (SAB)	Assessing and approving applications (subject to final legislation)
5	Enforcement and Consenting	Enforcement and consenting in respect of ordinary watercourses. Development and enforcement of Halton's Bye Laws
6	Works Powers	Power to carry out works in respect of essential flood risk management
7	Asset Management	Identifying and managing drainage assets. Works and operations
8	Designation of Features	Identifying critical assets and designation to protect
9	Investigations and Flood Reporting	Undertaking investigations and resolution of flooding incidents. Maintaining log of flooding incidents
10	Communication and Community Engagement	Ensuring the community is aware of flood risk and is prepared.
11	Emergency Preparedness and Response	Preparing and responding to flood alerts, flood warnings and flood incidents.

3.1 Community Focus, Partnership Working and Encouraging Community Resilience

People who live and work in flood risk areas have a critical role in managing the risks they and their communities face. Halton Borough Council and other risk management authorities will support this role.

Community Resilience:

Responsibilities
Communities and individuals in areas at risk of flooding should take responsibility for understanding the risks and, where appropriate, take steps to protect themselves for example, signing up to the Environment Agency's flood warning system in the designated areas. Preparing a flood plan for their household or business, creating or joining a local flood action group, and taking steps to protect their property and others (for example, where they own land adjoining ordinary watercourses and have maintenance responsibilities).
Partnering
Halton Borough Council will work with partners together to make communities and individuals more aware of flood risks. The aim of this work is to help communities to participate as far as possible in LFRM. To do this, we will work with partners to publish up to date information on risks and liaise with those groups who may be better placed to provide links with communities.
Communities
Communities, led by Halton Borough Council, will plan for the future and take appropriate steps to adapt to changing flood risks. Defra, the Environment Agency, the Council and others will support community adaptation by working with them to develop understanding of how they can adapt to change, the costs and benefits of different approaches, and by providing practical approaches and examples that can be shared. In particular, these will focus on community adaptation planning and engagement and implementing long term multiple benefit, innovative adaptive solutions such as land use management change.
Householders
Householders and businesses at risk of flooding should take the appropriate steps to better protect their properties through property-level resistance and resilience measures. Halton will support this work by raising awareness and understanding and, in some cases, supporting wider take up of flood resistance and resilience measures to reduce damage to buildings. When flooding does occur we will work with specialist groups such as the National Flood Forum to aid recovery.
Publicity

Halton Borough Council will publicise the importance of insurance as a means of protection. Affordable and widely available flood insurance is a means of sharing the risk between individuals, businesses, and insurance companies. Flood risk has long been included as standard in most building and contents insurance policies. The Government and insurance industry agreed to support the wide availability of insurance after the Statement of Principles expired in July 2013. The agreement recognises that the terms of government policy are likely to reflect local risk. The policy should take account of any actions carried out at a property or community level to reduce flood risk.

3.1.1 Localism Act 2011

The Localism Act 2011 will give communities and local government greater powers and freedom from Whitehall. The five key measures in the Localism Act intended to decentralise power are:

- Community Rights
- Neighbourhood Planning
- Housing
- General power of competence
- Empowering cities and other local areas

The Localism Act 2011 identifies a duty to cooperate in joint planning, in particular where sustainable development or use of land that has or would have a significant impact on at least two planning areas. These planning areas could encompass land for or in connection with infrastructure that is strategic, sites of special scientific interest and Green Belt land. Linking with the Flood and Water Management Act 2010, it brings the possibility or discretion to share data and cooperate as stated by the Act to become a defined legal duty, thus strengthening the position of LLFAs in dealing with the impending SAB and SuDS duties.

3.2 Planning Policy

Planning policy is the fundamental starting point in reducing flood risk in Halton. Spatial planning is the responsibility of Halton Borough Council as the Local Planning Authority (LPA). It therefore allows close working arrangements with the Council's other statutory function as the Lead Local Flood Risk Authority.

Local Planning Authorities must prepare Local Plans which set out planning policies in a local authority area. Local Plans form the statutory development plan against which planning applications must be determined, unless material considerations indicate otherwise. The Council adopted the Halton Core Strategy Local Plan in April 2013 and work has commenced on the Delivery and Allocations Local Plan. Local Plans must be positively prepared, justified, effective and consistent with national policy in accordance with section 20 of the Planning and Compulsory Purchase Act 2004 (as amended) and the National Planning Policy Framework.

Through planning policy documents, a policy framework is created for development control within which all those engaged in the planning process can actively contribute to a more sustainable approach to managing flood risk. This will provide opportunities to:

- Adopt a catchment-wide approach, develop integrated sustainable developments, which deliver multiple benefits
- Factor flood risk into planning decisions from the outset of the spatial planning process
- Develop local authority, developer and community-led initiatives to reduce flood risk / enhance the environment
- Ensure that both the direct / cumulative impacts of development on flood risk are acknowledged and mitigated
- Ensure that these decisions fully consider the implications of climate change and provide greater clarity and certainty to developers regarding which sites are suitable for developments of different types

Policy CS23: Managing Pollution and Risk within Halton's Core Strategy contains the following measures aimed at managing flood risk:

Development should not exacerbate existing levels of flood risk nor place residents or property at risk from inundation from flood waters. This will be achieved by:

- Directing development to areas where the use is compatible with the predicted level of flood risk, both at present and taking into consideration the likely effects of climate change.
- Using Halton's Strategic Flood Risk Assessment to inform the application of the sequential approach/test and exception test in accordance with national planning policy.
- Requiring site-specific Flood Risk Assessments for proposals in areas at risk from flooding as identified in the Halton SFRA.
- Supporting proposals for sustainable flood risk management (e.g. defence / alleviation work) so long as they do not have a detrimental impact on the landscape of the Borough.

In respect of flood risk the following documents will inform the preparation of local planning documents:

- National Planning Policy Framework (CLG, 2012): This aims to ensure that inappropriate development in areas at risk of flooding is avoided.
- Halton Strategic Flood Risk Assessment (HBC, 2007): This provides a detailed and robust assessment of the extent and nature of the risk of flooding in the Borough and the implications for future development.

- Halton Level 2 Strategic Flood Risk Assessment (JBA, 2011): This builds on the technical information and methods used in Level 1 and focuses on three primary watercourses and development areas.
- Mid Mersey Water Cycle Study (Entec, 2011): This provides an overview of the water cycle and its constraints to development across the Mid Mersey area
- Mersey Estuary Catchment Management Plan
- Weaver Goway Catchment Management Plan
- North West Shoreline Management Plan

3.2.1 Surface Water Mapping and Land Use Considerations

The Environment Agency advises that LPAs and developers should carry out assessments of surface water flooding in line with Government planning policy detailed within the National Planning Policy Framework. Halton Borough Council as the lead on local flood risk has reviewed, discussed, agreed and recorded, with the Environment Agency, United Utilities and other interested parties, what surface water flood data best represents local conditions.

The Flood Map for Surface Water has been reviewed against a local scoping study, local historic data and local knowledge. This knowledge base will continue to develop through the newly established arrangements that will capture and record surface water flood information to validate assumptions made.

Surface water data may be different for different purposes, even within one location. The locally agreed surface water flood risk information will be taken into account in the preparation of Local Development Plans and may be material to decisions on individual planning applications. In land use planning, locally agreed surface water flood risk information can be used to highlight where a more detailed study of surface water flooding may be necessary, for example, within a strategic flood risk/consequence assessment.

The Environment Agency surface water flood maps are not appropriate to use as the sole evidence for any specific planning decision, at any scale, without further supporting studies or evidence. Proving the model on the ground and other available data, such as locations of historic surface water flooding, should be used alongside the Environment Agency surface water flood maps.

The locally agreed surface water flood risk information is most appropriate for use at this level of the development planning system where it will provide the greatest benefit in terms of the identification, management and avoidance of surface water flooding. This surface water flood risk information will act as a starting point to highlight areas where the potential for surface water flooding needs particular assessment and review within Strategic flood risk/consequence assessments and in Surface Water Management Plans.

The output from these assessments can then be used to inform development allocations within Local Plans and outline the requirements for site level flood risk/consequence assessments to be carried out by developers. The Local Planning Authority is required to appraise risk, manage risk and reduce risk using a partnership approach. Risk appraisal is undertaken by:

- Identifying land at risk,
- the degree of risk of flooding from river, sea and other sources;
- Preparing Strategic Flood Risk Assessments (SFRA) as freestanding assessments that contribute to the sustainability appraisals of Local Plans.

The Sequential Test advised by the National Planning Policy Framework Guidance Document is used by Halton Borough Council in allocating sites for development, or determining planning applications. In using the sequential test, sites are “zoned” in order of preference according to the flood risk probability, identified by the SFRA. Appropriate land uses for each flood zone are also listed to provide guidance for LPAs when they are considering appropriate use of sites within each zone.

Strategic development will be approached through planning, appropriate design, situation and location of future development, all of which can contribute to reducing the risk of flooding, including:

- Application of SuDS techniques with new developments (adoption subject to national legislation);
- Application of property and location-specific flood protection measures;
- Reference to the Local Flood Risk Authority developments affecting ordinary watercourses
- Planning enforcement in respect of unauthorised development undertaken in liaison with the Lead Local Flood Authority
- Identify river corridors and the natural flood plain to provide potential riverside storage and urban river corridors in built up areas.

3.3 Development Control

Details of the management of flood risk in planning and development control is contained in Halton’s Core Strategy CS23 – Managing Pollution and Risk. Guidance on the requirement for site Flood Risk Assessments, based upon the size of development and / or the risk of flooding (from rivers and the sea) in that location, is provided on the EA website. When

the FWMA SuDS legislation is enacted, the local planning and SuDS approval processes will enable those development sites not captured within the EA's flood risk zones to be assessed for other forms of flood risk.

Developments in Flood Zone 1 are at low risk of flooding from main river/ordinary watercourses and the sea, but can be at risk from surface water or groundwater flooding and can cause or exacerbate flood risk elsewhere if runoff is not attenuated. As Lead Local Flood Authorities have responsibilities for managing these 'local' sources of flood risk, from 2014, Halton as Local Planning Authority, formally consults LLFA staff on rates of runoff, drainage details and overland flood flow routes in respect of FZ1 planning applications. The Environment Agency only provides standing guidance on FZ1 applications and continues to be consulted on developments near or over watercourses.

Halton's Core Strategy also deals with sustainable development and climate change within policy CS19 which seeks to encourage the adoption of the Code for Sustainable Homes for new residential development and BREEAM standards for new non-residential development. Both of these include the adoption of practices for surface water and flood risk management through a variety of sustainable drainage techniques to reduce the amount of surface water that runs off the site into storm drains such as:

- Provision of soakaways
- Provision of areas of porous paving;
- Supplying accessible water butts;
- Rainwater harvesting and
- Property resilience to mitigate residual flood risk

The application of the range of SuDS techniques for new and redeveloped sites will be adequately considered through the Development Control and SuDS Approval planning processes.

3.4 Sustainable Drainage Systems (SuDS)

Sustainable drainage is to be introduced under Section 32 and Schedule 3 of the FWMA 2010.

Halton, in carrying out its functions both as Lead Local Flood Authority and as Highway Authority, must aim to make a contribution towards the achievement of sustainable development. Furthermore, Schedule 3 of the FWMA 2010 contains details of the requirements for Sustainable Drainage Systems that are aimed at reducing damage from flooding; improving water quality; protecting and improving the environment; protecting health and safety and ensuring the stability and durability of drainage systems.

Note: It is anticipated that this part of the legislation will be enacted in April 2015.

SuDS is a technique that manages surface water and groundwater sustainably. The primary purpose of SuDS is to mimic the natural drainage of land prior to development. This is achieved by capturing rainfall, allowing as much as possible to evaporate or soak into the ground close to where it fell, then conveying the rest to the nearest watercourse to be released at the same rate and volumes as prior to development. The key objectives are to manage the volume and rate of flow of surface runoff to reduce the risk of flooding and water pollution. SuDS can also reduce pressure on the sewerage network and can improve biodiversity and local amenity.

The use of SuDS techniques was seen as a key element of the Pitt Review and his recommendations on sustainable drainage are encompassed within the FWMA 2010 under Schedule 3. At the time of preparing this Local Strategy, this section of the Act has not been introduced. However, when it is enacted, (expected to be in April 2015), it will establish Halton Borough Council as a SuDS Approving Body (SAB), with duties to approve drainage systems in new developments and redevelopments, before construction can commence. It is envisaged that responsibilities of the SAB will be set up as follows:

Sustainable Drainage Approving Body (SAB)

Department	Key Responsibility	Elements
Planning	Lead	Lead administration aligned to Development Control system. Policy setting through the production of planning policy documents.
Building Control	Advice	Technical advice and site inspection
Open Spaces	Maintenance	Technical advice and maintenance for soft SuDS
Highway Development	Adoption and Maintenance	Technical advice; Agreements; Adoption and Asset Management

The Act amends Section 106 of Water Industry Act 1991, to make the right to connect surface water to public sewers **conditional** on the SAB approving the drainage system. It will also require that the proposed drainage system meets new National Standards for design, construction, operation and maintenance of SuDS.

Defra carried out a consultation on draft proposals for the implementation of SuDS legislation, the operation of SABs and a draft set of National Standards in 2012. However, as described above, proposals have yet to be finalised and this section of the Act has not been enacted. There will be further clarity in due course and the Local Strategy will be amended as necessary.

In the meantime, Halton BC is working with partners and neighbouring LLFAs on preparing for the new role and we want to ensure close links to the planning approval process. Until Schedule 3 of FWMA 2010 is enacted, the National Standards are adopted and funding arrangements in connection with SAB duties are confirmed, Halton BC will not be in a position to formally approve and adopt any SuDS proposals by developers.

Part VIII of Defra's consultation on the implementation of SuDS sought to deal with the issue of "Orphan" SuDS – those SuDS to which adoption does not apply because, for example, construction preceded the SAB approval requirement. If during the period prior to the enactment of the legislation, a developer does propose SuDS, then Halton BC will attempt to ensure that the SuDS design is acceptable. Until the SAB is constituted the following condition will be added to planning decisions: "All proposed SuDS features are to be designed in accordance with CIRIA document C697."

It should be noted that initial assessments of the geology and soil types across Halton Borough have indicated a generally 'LOW' suitability for the use of infiltration SuDS. The map in appendix 8 shows SuDS suitability and further information is available for Developers in Halton's SFRA2 and the Mid-Mersey Water Cycle Study.

However, the SuDS approach is not wholly dependent on infiltration but also includes attenuation techniques such as ponds, wetlands, green roofs and water recycling schemes which hold back runoff volumes and rates and allow water reuse. If proposed SuDS are compliant in terms of design and construction, and following discussions with Halton's Open Spaces Division, they **may** be accepted as part of Public Open Space, together with agreement on the payment of commuted sums for their future maintenance. Alternatively, developers will be encouraged to transfer future responsibility to a Management Company set up for the purpose of maintenance and repair of features on their development.

3.5. Watercourse Regulation: Enforcement and Consenting

No person shall obstruct the flows in a watercourse under section 23 of the Land Drainage Act 1991.

No person shall erect any obstruction or culvert in any ordinary watercourse that would be likely to affect flow of any ordinary watercourse without the written consent of the Local Authority. An application fee of £50 is required and consent will not be unreasonably withheld.

Powers to require works for maintaining flow of watercourse are contained in Section 25 of the Land Drainage Act 1991.

If the proper flow of water in an ordinary watercourse is impeded then the Local Authority concerned may, by serving a notice under section 25 require that person to remedy that condition.

Before exercising their powers under section 25 the Local Authority shall, under section 26, notify either the drainage board for that district or the Environment Agency.

The following changes in legislation give administrative powers to the Lead Local Flood Authority:

Schedule 2, paragraph 30 of the Flood and Water Management Act 2010 repeals section 17 of the Land Drainage Act 1991 and requires Local Authorities to exercise their powers in accordance with their local FRM strategy.

Schedule 2 paragraph 32 (6) of FWMA 2010 amends section 23 of the Land Drainage Act 1991 so that the Environment Agency's role as a drainage board for ordinary watercourses outside an internal drainage district is taken over by Lead Local Flood Authorities.

Schedule 2, paragraph 33 of the FWMA 2010 amends section 25 of the Land Drainage Act 1991 to give the powers of the Environment Agency to Lead Local Flood Authorities.

The Flood and Water Management Act changed the responsibility for the regulation of works on ordinary watercourses from the Environment Agency to Lead Local Flood Authorities. 'Regulation' is the management of any activity that has the potential to create obstructions to flow in watercourses and comprises two key activities:

- Consenting of works (including any temporary works) before they are constructed; and
- Enforcement actions to bring about the remediation of any unconsented or unacceptable work or the removal of obstructions.

These are very important powers, as any work that is carried out without consent has the potential to increase flood risk to people and property, including those unconnected with the works. Consenting by LLFAs is undertaken through the use of powers under sections 23, 24 and 25 of the Land Drainage Act 1991.

Activities on ordinary watercourses that require consent are generally those likely to cause an obstruction to flow or restrict storage and include culverting, bridge foundations, weirs etc. Halton Borough Council is required to ensure that all works on watercourses that it is responsible for, have the appropriate consent and that the consented works are constructed according to the agreed design. Generally, it is the more rural areas which tend to generate the most applications for consent. Historically, there have been a very low number of consent applications from within the Borough to the EA, when they were responsible for regulation on ordinary watercourses.

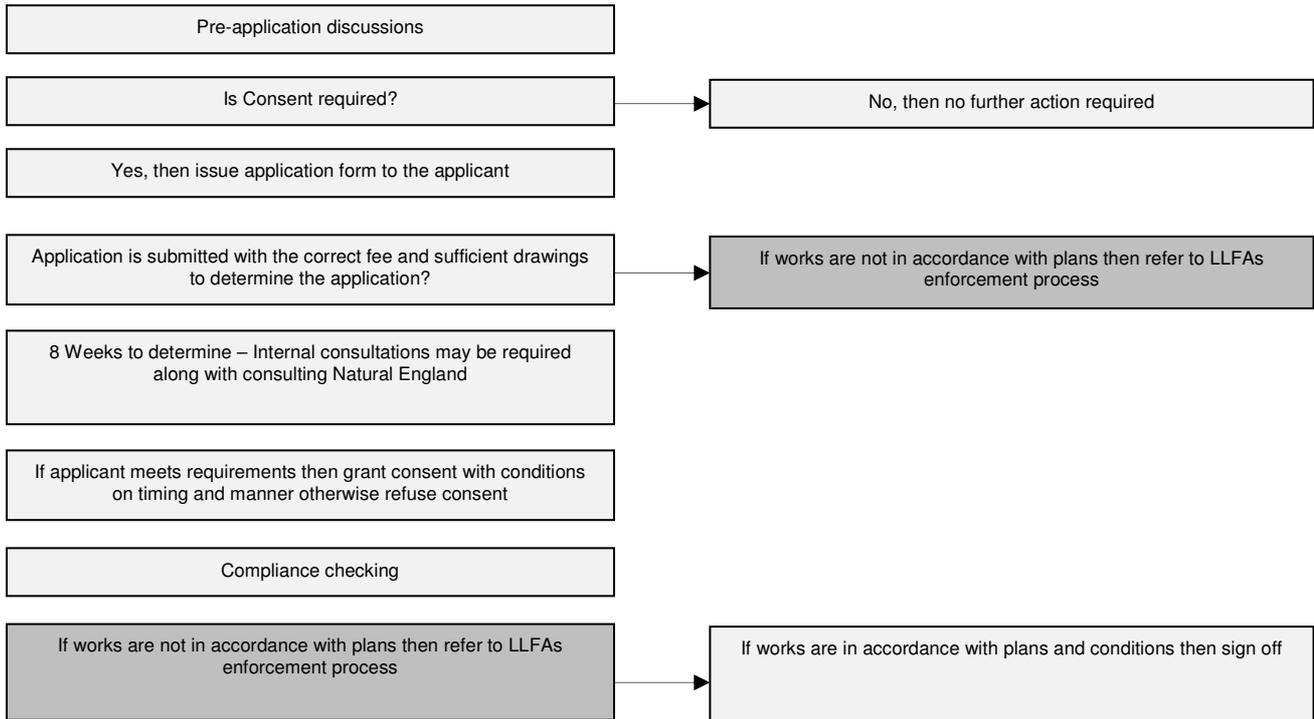
The same criteria would be used to assess works to ordinary watercourses that have been undertaken without consent, and whether the Council should consider enforcement action in those cases. Enforcement action may be taken where damaging (or potentially damaging) works have been carried out without consent, or the works are in contravention to a consent that has been issued. Some works may be sufficiently serious (or deficient) to require immediate action to mitigate the risk of flooding, others may require a more proportionate response. Where enforcement measures are deemed necessary the Environment Agency's Enforcement Concordat will be followed.

The Environment Agency will retain an overview role and LLFAs must consult the Environment Agency when they are consenting work that they are themselves proposing to minimise the potential for conflict of interest.

3.5.1 Procedure

Historically, the EA has adopted a proportionate and risk based approach in relation to watercourse regulation and it is expected that they will continue to do so in relation to Main River regulation. To assist LLFAs in the transfer of regulatory powers, the EA produced a comprehensive advice note for consenting and enforcement of works on ordinary watercourses. The EA has applied its assessment criteria over a period of time, such that land owners and developers are familiar with the 'rules' applied by the EA. Halton Council has closely aligned its processes with the EA assessment criteria and advice and has adopted a suite of documents, comprising letter and notice templates, to be used in connection with ordinary watercourse regulation.

Figure: Proposed Consenting Procedure



Formal consents will be approved and issued by the Operational Director using delegated authority. This process will work in a similar way to the established process for permitting works on a highway. Standard conditions will also be imposed to ensure that works are carried out in a satisfactory and acceptable manner. Works will be recorded onto the asset database system.

3.5.2 Local Byelaws

Halton Borough Council has approved and will formally introduce a set of Land Drainage Byelaws based on the DEFRA recommended template. The purpose of these are to apply detail to the Enforcement and Consenting powers to ensure the basic powers within the Land Drainage Act 1991 are strengthened and provide effective flood risk action at the local level.

3.6 Power to Carry out Works

Section 14A of the Land Drainage Act provides general powers to LLFAs to undertake flood risk management works for the purpose of managing a flood risk in the authority's area from surface runoff or groundwater.

General powers to undertake flood risk management works by Local Authorities are provided by Schedule 2, section 29 of the Flood and Water Management Act 2010, which adds section 14A Land Drainage Act 1991 and gives general powers to Local Authorities in relation to flood risk management works. This work has to be undertaken having regard to the Local Flood Risk Management Strategy for an authority's area. Operations to manage a flood risk include maintaining existing works, improving existing works, constructing new works and altering or removing works. A list of capital works bids for flood risk management projects made by Halton is shown in Appendix 3. Halton Borough Council will collate data, assess need and compile any information necessary to prepare bids for such FRM works through the Flood Defence Grant in Aid programme and the NWRFFC Local Levy funding.

Works powers are extended to ordinary watercourses by the Act as amended under schedule 2 paragraph 32 (6) to allow work to be undertaken to reduce flooding. To undertake works, on land owned by others, facilitating powers (powers of entry, compensation and compulsory purchase) are provided. Powers of entry are needed to get access to land. Compensation Powers are needed if damage occurs when carrying out works, for example it may be necessary to move heavy equipment across a garden damaging the lawn and flowerbeds. Sometimes it may be necessary for the risk authority to own the land in order to carry out and maintain works. If the land cannot be bought by agreement, a compulsory purchase order could be applied as a last resort.

3.6.1 Powers to acquire land and Compulsory Purchase

Powers to acquire and dispose of land, including compulsorily, are provided in section 62 of the Land Drainage Act 1991. These powers are not altered by FWMA and the powers in section 62 are available for use with the new flood risk management works powers, as section 14A is inserted into the Land Drainage Act 1991. Where such powers may be needed, for example in section 39, they are provided for within the Act. Section 39 (12) requires the Minister to apply compensation provisions, together with powers of entry and compulsory purchase provisions, to the incidental flooding or coastal erosion powers, section 39 of the Act. The Minister must use the Water Resources Act 1991 provisions but may amend them. The Water Resources Act provisions are slightly different from those found in the Land Drainage Act 1991.

3.7 Asset Management

3.7.1 Asset Register

The Lead Local Flood Authority has a duty to maintain a register and a record of information of structures or features that are likely to have a significant effect on a flood risk in its area under section 21 of the Flood and Water Management Act 2010.

The register is available for public inspection. The record will include information about ownership and state of repair.

Halton's asset register has been compiled and further development is expected to be achieved over an extended period. Halton BC will keep a record of "features" that are likely to have a significant effect on flood risk in its area. The record will include information about ownership, state of repair and where appropriate, maintenance regimes. These features will be either a structure, a natural or man-made feature of the environment, e.g. sluices, channels, culverts, walls, embankments, bridges, highway gullies, SuDS systems, grillages and screens. By collating information and mapping flood risk assets, the Council will eventually be able to:

- Develop informed maintenance regimes, which can take account of assets important for managing flood risk, particularly in high risk areas
- Establish where the entire surface water drainage and watercourse systems are, allowing for quicker identification of the responsible authority in incidences of flooding
- Produce and publish a maintenance schedule for the assets as well as providing guidance to riparian owners as to how they should maintain their assets

Collating all asset information for the register is an enormous undertaking that requires considerable resources. The initial data collection exercises to populate the register and record are risk based and related to the requirement to record structures, which have a significant effect on flood risk management and are not part of the main river system. Recording has commenced using the information contained in the Preliminary Flood Risk Assessment (PFRA), Surface Water Management Plan (SWMP) and the desk study already undertaken by JBA to identify culverts with high consequential flood risk from blocking. Halton BC will initially make the register available at the Council's offices, but in the longer term the aspiration is to make this available on the Council's website.

The register is populated with those structures or features which are most significant first and related to ordinary watercourses and surface water flooding. It is intended that the information contained within the register will build up over time as we respond to flood incidents, conduct investigations, carry out maintenance works and adopt third party developments. A substantial amount of information is readily available from a variety of sources such as:

- All the highway network road gullies, known highway drains and highway culverts
- Records of highway structures held by the Council's Bridges Section
- Contemporary records of landscape features held by the Council's Open Spaces Division
- Records relating to storm water storage at Oxmoor Wood and Wharford Farm reservoirs

The vast majority of this information is of good quality and fit for purpose. Therefore, collation and entering this information onto the register or digitising hand drawn maps will be a primary task. The detail in records will be proportionate and relate to how the register and record will be used to support the wider LLFA role. Where existing good practice approaches to recording state of repair or other information are available, these will be recorded, otherwise the record will be developed over time as resources allow and inspections or investigations are undertaken. The register will utilise templates supplied by DEFRA and substantial liaison will be made with Environment Agency Asset Database. Records will be held on GIS and on the Council's asset management system.

Unlike major assets associated with fluvial or tidal flooding, there has often been much confusion over the ownership and maintenance responsibility of local flood risk assets. This is likely to be due to local drainage infrastructure commonly being hidden underground or along land boundaries, where landowners either do not realise or acknowledge that they have any responsibility as riparian owners. The Asset Register is a way to address this problem and means that residents are aware of assets in their area and can contact the assets' owners when there are problems.

There are no defined criteria for what defines an asset as significant but the most important consideration is its location. Future flood risk mapping and the flood history at a site will be used to analyse the 'significance' of each flood risk asset. The vulnerability of the asset's surroundings will also be used to determine the consequences of its failure. Proactive collection of information regarding existing assets is required and this requires Halton BC to work with Parish Councils as well as working with the Council's Highways Maintenance team and United Utilities.

Halton's local system is a web-based, asset database containing asset data and other information hosted by JBA Ltd. It is compatible with neighbouring authorities and with the Environment Agency's National Flood and Coastal Defence Database (NFCDD) and its successor database. This contains details of Main River and Non-Main River and coastal flood risk assets, including current inspected condition. This data is continuously updated following review or inspection of assets. This information will be utilised in developing the Halton register, which will include main river assets (particularly where the Council is riparian land owner) for completeness in the efficient management of investigations.

The Environment Agency has started a project called Creating Asset Management Capacity (CAMC) to replace NFCDD with an upgraded and improved database.

3.7.2 Asset Maintenance and Improvement

The Council will work with a wide range of partner organisations and communities in order to identify sustainable measures to manage reduce or where possible, eliminate flooding. A catchment-wide approach that addresses flooding issues within green infrastructure solutions will be employed in order to maximise opportunities for wider community or environmental benefits. Where appropriate, actions may focus on identifying a range of opportunities which, cumulatively, provide significant improvement. This could range from better management of current infrastructure, such as regular blockage removal from river channels, to adoption of small areas of land along a river valley, to hold flood water.

Our approach therefore to developing maintenance and larger capital works programmes in respect of reducing flood risk will be undertaken as follows:

- Work closely with the Environment Agency to identify, fund and implement schemes in regard to fluvial flooding from main river
- Consider managing residual risk where it is not economically feasible to undertake works, through property resilience and flood warning site telemetry
- Identify as far as possible responsible riparian owners
- Consider long term sustainable solutions encompassing leisure and habitat creation in parallel to Policy 4A and B of the Mersey Estuary and Weaver Goway Catchment Flood Management Plans
- Develop risk based maintenance programmes to target reducing financial resources

3.8 Designation of Features

The Authority has the power to designate features under section 30 of the Flood and Water Management Act 2010.

The effect of designation is that a person may not alter, remove or replace a designated structure or feature without the consent of the responsible authority. Designation is classed as a local land charge.

The process of designation prohibits a person from altering, removing, or replacing a designated structure or feature without the permission of the LLFA. If a person contravenes this requirement, the LLFA may take enforcement action. Once a feature is designated, the owner must seek consent from the authority to alter, remove, or replace it. An individual may appeal against a designation notice, refusal of consent, conditions placed on consent or an enforcement notice. In addition to embankments and other structures, many sustainable drainage systems (SuDS) may be designated and will be issued with a Provisional Designation Notice Procedure. The provisional designation notice must provide important information about the provisional designation. As a minimum the notice will set out:

- The feature in question
- Why the feature is being provisionally designated
- The period in which representations may be made
- The date from which the feature is provisionally designated and:
- How the owner of the feature may make representations to the LLFA in respect of the notice.

During the period of notice, the owner has the right to make representations to the designating authority on the provisional designation, which the authority must consider before confirming a designation by means of a designation notice. The LLFA may cancel a designation (including a provisional designation). It may do so at the owner's request or where it thinks it appropriate for another reason, for example if a new flood defence system has been provided that negates the need for the designation. An owner may appeal if their request for a cancellation is denied.

The structures and features chosen for designation may include a wide range of things from walls and other structures to raised areas of land and embankments. All will serve a flood and coastal erosion risk management purpose although they were not necessarily designed or constructed for that purpose. Once a structure or feature is designated, anyone wishing to alter, remove, or replace it must seek consent from the LLFA, acting as designating authority. At the present time it is envisaged that there will be very few features in the borough that will be designated with the possible exception of future Mersey Gateway drainage structures. The Borough does have a number of existing flood defence features along important watercourses but they are under the control of the Environment Agency.

The owner will be able to maintain the feature if they wish provided that they are maintaining it in the state it was when it was designated. However, there is no obligation on the riparian landowner to maintain a designated feature. For this reason Halton Borough Council will act with due diligence before designating any such features as ultimately the maintenance liability could fall to the Council. Consideration for designation of any critical features will follow as the Asset Register develops.

Key Responsibilities

Asset	Main River	Ordinary Watercourses	Surface Water	Ground Water
Environment Agency	Overall management of main river network and flood warning service. Enforcement in respect of riparian owners where integrity of water course is compromised.	--	--	--
Halton Borough Council	Inspection and maintenance of assets on Council owned land.	Maintenance of assets on Council owned land. Advice to private land owners on management.	Maintenance of highway drainage and water courses on Council owned land.	Management on Council owned land.
		Permissive intervention for maintenance of riparian owned assets as deemed appropriate.	Advice or Enforcement of private land owners causing flood discharge.	Advice to riparian land owners
		Enforcement in respect of riparian owners where integrity of watercourse is compromised.	Permissive intervention for maintenance of riparian owned assets as deemed appropriate.	
United Utilities	--	--	Maintenance of adopted surface water, foul and combined sewers.	--
Riparian Land Owners	Maintenance of private assets to prevent flooding. Responsibility to accept flows including groundwater.	Maintenance of private assets to prevent flooding. Responsibility to accept flow.	Prevention of surface water discharge from private land.	Management of privately owned land

Refer to Appendix 3 for Maintenance Schedules and Preliminary Works Programmes

3.9 Investigations and Flood Reporting

Section 19 of the Flood and Water Management Act 2010 requires a lead local flood authority to investigate flooding incidents in its area which it becomes aware of.

This is in order to identify which risk management authority has flood risk management functions in respect of the flooding and establish whether that authority has responded or is proposing to respond to the flood. The lead local flood authority must publish the results of any investigation.

Halton's Investigation Policy is divided into three main sections:

- Phase A Incident Capture: Where the incident is reported by the public / business and logged
- Phase B Post Incident Review: Where the significance of the incident is assessed and the requirements for investigating the incident are determined
- Phase C Formal Investigation: Where an investigation is undertaken if considered necessary

Proposed LLFA Flood Incident Investigation and Reporting Policy

Halton will, on becoming aware of a flood in its area, carry out a Post Incident Review to determine the consequences of the flooding incident. The Post Incident Review will determine the likely cause of the flooding and what was flooding during the incident. If a flood event is deemed to have had a significant consequence, then a Formal Investigation of the flooding incident will be undertaken.

A flood event with significant consequences is one that has had, or could have had if action had not been taken, one or more of the following impacts:

- Resulted in major disruption to the flow of traffic for 12 hours or more
- Posed, or could have posed, a risk to human health
- Adversely affected the functioning of critical infrastructure
- Caused harmful impacts to environmentally and socially important assets
- Caused internal flooding to a property used for residential or commercial purposes.

Local Investigation Targets

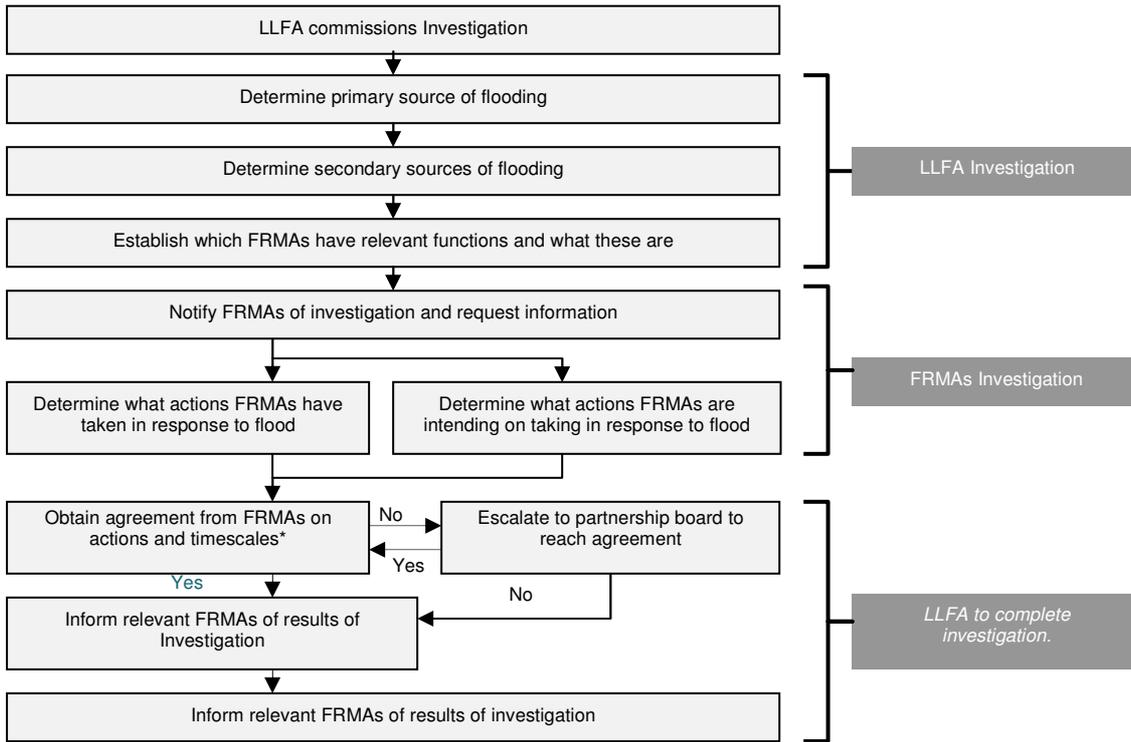
Ascertaining responsibility	1 week following event
Agree with responsible actions and timescales	One month
Final report	Two months

Timescales are subject to the scale of incidents being investigated

Reporting

Flooding incidences meeting the criteria will be investigated by the Council and recorded internally, a published Formal Investigation will be initiated for every flood event captured and reported to the Flood Officer, which meets the above criteria. Therefore, it is essential that the threshold for triggering a Formal Investigation should recognise the actual significance of the flooding incident with any repeated events also recorded but not published. All events will be reviewed at the quarterly External Partner Group Meetings. Continuing mapping of flood incidents and the results of investigation will inform future work programmes and maintenance regimes.

Figure: Proposed Formal Investigation Procedure



3.10 Communications and Public Engagement

Communications are based around internal partners, external partners and our community. The purpose of the communications and engagement for the LFRM strategy is to:

- Ensure understanding of the roles and responsibilities of the partner organisations (Halton Borough Council, Environment Agency, United Utilities)
- Manage expectations and be clear about what we can and cannot achieve
- Build a greater awareness of flood risk and ownership of the problem at a local level
- Generate a culture of personal responsibility for being prepared for flooding
- Coordinate with the Council's Emergency Plan.

The following objectives have been set to guide our communications with our community and stakeholders:

- Identify and raise awareness of areas as potentially at risk of surface water flooding.
- Managing risks together - we can provide practical solutions but there are ways the community can help too.

Figure: Cross reference of flood management working groups and internal and external links.

Group	Internal																
	Remit	Meeting Frequency	Lead Flood Officer	Asset Manager	GIS Coordinator	Operations Lead	Civic and Open Spaces Manager	Development Plan Manager	Development Control Manager	Building Control Manager	Emergency Planning	United Utilities	Environment Agency	Warrington Council	St. Helens Borough Council	Cheshire East Council	Cheshire West & Cheshire
Internal Officer Group	To provide a forum to share information on flood risk issues, planning liaison and development between internal partners as necessary	Quarterly	√	√	√	√	√	√	√	√	√						
External Partner Group	To provide a forum to share information on flood risk issues and current projects between external partners within the Council's area	Biennially	√	√	√	√						√	√				
Sub Regional FRM Tactical Group Cheshire & Mid Mersey	Technical and operational leads/managers to share knowledge & skills, coordinate delivery, establish priorities for joint working and efficiencies.	Monthly	√	√								√	√	√	√	√	√
Sub Regional FRM Strategic Group Cheshire & Mid Mersey	Strategic lead linking delivery to decision making and funding (senior managers and Members)	Quarterly	√									√	√	√	√	√	√
Consents	Internally delegated to consider / approve applications	Referral	√	√				√									
Sustainable Drainage Approval SAB	To approve applications, monitor process adopt and maintain –subject to implementation of legislation.	TBA	√	√	√		√	√	√		√						

Communication and Consultation - Stakeholder identification

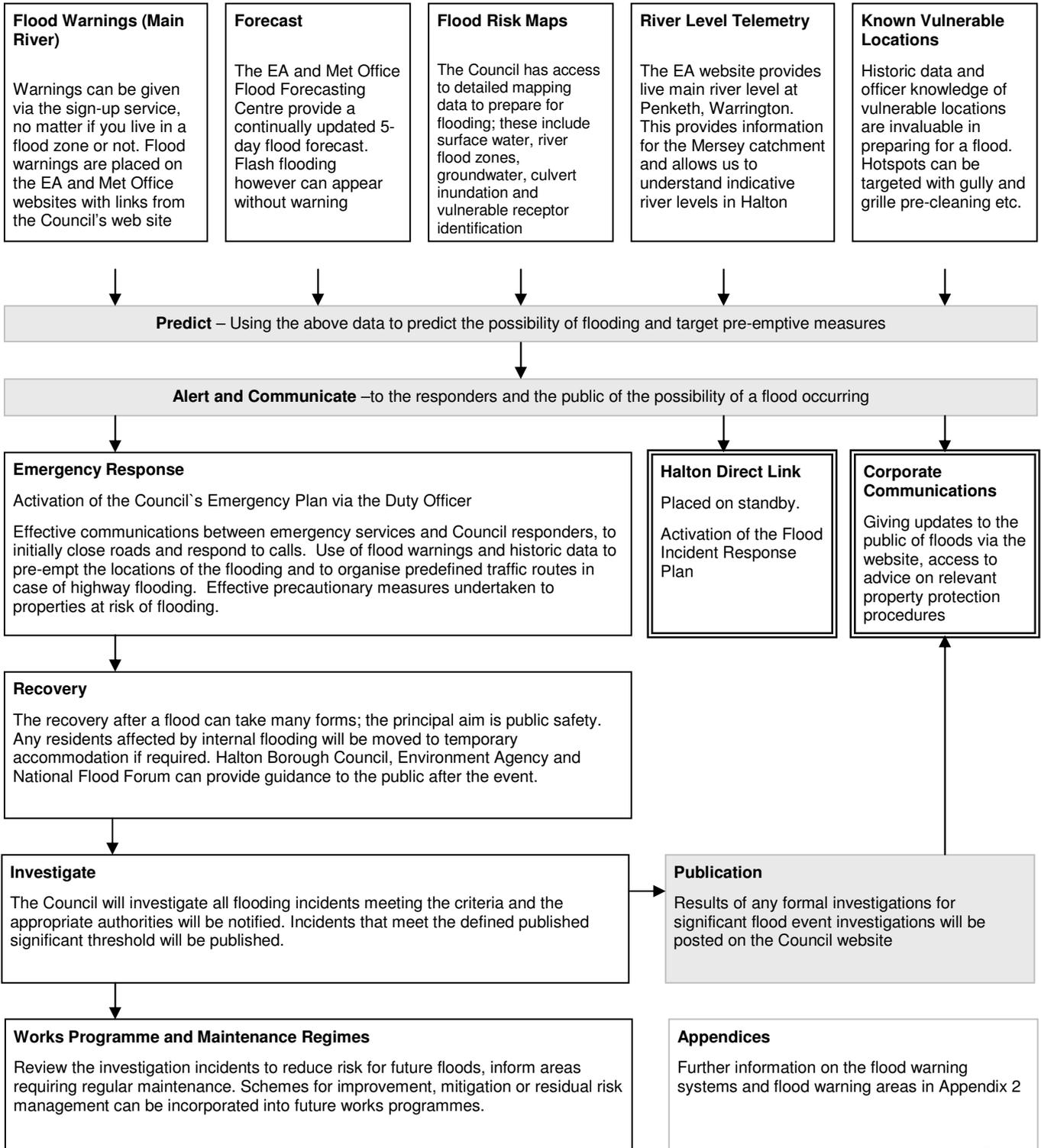
Local Authorities and Partners	Halton Borough Council, Warrington Borough Council, St. Helens Council, United Utilities, Environment Agency
Political stakeholders	MPs and MEPs, Portfolio heads, Ward members, Parish councillors, neighbouring authorities
Transport and infrastructure	Highways Agency, Planning, Other utility companies, Merseytravel/transport operators
Environmental stakeholders	MEAS, RSPB, NFU
Emergency services	Fire service, All other blue light services, Police Community Support Officers, Resilience forum
Business and industry	Halton Chamber, local businesses, Business forums, Employees, Landowners where known
Communities and individuals	Resident association groups, Faith centres, Doctors and community services, landlords and housing associations, Recreation groups – Friends of Parks, Cycling groups, Ramblers Association, Hospitals, Schools, Local press, CEN, CVS, Anglers, SCARS.

3.11 Preparedness and Emergency Response

Preparedness

Flooding is a natural occurrence. It is neither technically feasible nor economically affordable to prevent all properties from flooding. Halton Borough Council’s aim is to reduce flood risk and minimise the harm caused by flooding. We take a risk based approach to achieve the best results possible using the budgets and resources available. We will continue working to reduce both the likelihood of flooding and the impacts of a flood when it happens. Informing people a flood is about to happen is vital, as it gives them time to prepare. We also encourage those in risk areas to make a flood plan, so that they are ready when the warning comes. The Council prepare for potential flood emergencies as follows:

Figure: Preparedness and Predictions



The Civil Contingencies Act 2004 is the most relevant piece of legislation in relation to emergency planning for flooding. It formalises a number of duties on Local Authorities, the emergency services and other organisations involved in responding to any emergency. Amongst these are contingency planning and risk assessment for emergencies at the local level, including flooding. The Environment Agency are the Lead Responder for provision of flood warnings and information to the public. However, all Category One responders have a role to play in communicating with the public and will either lead or play a significant part at some stage in a flood event, e.g. Police (public safety announcements and information in the consequent management phase), the Council (recovery phase), etc.

The principal method of warning the public of flood risk in Cheshire is via the Environment Agency's Flood Line Warnings Direct system, and messages that the EA issue via local media. It is the property owners' responsibility under the law to protect their own property from flooding. However the EA, Halton Borough Council and the Emergency services, where possible, will offer assistance in the event of a flood.

Emergency Plans allow all responding parties to work together on an agreed coordinated response to flooding. LRFs bring together Category 1 and 2 responders within a local police area for the purpose of cooperation in fulfilling their duties under the Civil Contingencies Act 2004. Halton Borough Council has an Emergency Plan that revolves around a single point contact number. It has been designed to enable the Council to:

- Receive notification of emergency incidents via a 24/7 contact facility;
- Respond to initial requests for assistance via the Duty Officer mechanism;
- Activate and facilitate the Local Authority Emergency Centre for direct incident response.

The Council will respond and advise on the following:

- Surface water, groundwater flooding, flooding from non-main rivers and coordinate the response with other Flood Management Authorities for main river;
- Work with the other Category 1 and 2 responders as part of the multi-agency response to floods;
- Coordinate emergency support from the voluntary sector;
- Liaise with Government departments and with essential service providers;
- Manage the local transport and traffic networks initially on safety grounds followed by signing and diversionary routes;
- Mobilise trained emergency social workers and emergency assistance;
- Deal with environmental health issues, such as contamination and pollution;
- Coordinate the recovery process.

If serious flooding involves people having to be evacuated, the Council may be able to offer temporary shelter and welfare support in the form of Rest Centres. Emergency services (Fire, Police, Ambulance and the Army) will help to evacuate people who are stranded or in danger. Where required, they will also provide medical assistance and emergency life-saving treatment. It is important to understand that although these bodies can assist at the time of flooding, they are not required by the law to protect your home or other properties from flooding. The responsibility to do that, lies with the property holder.

Communications

During a pending, or ongoing emergency, communications are vital. This is an area we will continually refine as forecasting techniques and information technology develops particularly in the use of social media networks. As a source of information the Council's web pages have proved the most effective and accessed media as a source of information at times of flooding. Information will therefore be published on a regular basis as well as through traditional news media channels. When appropriate, the Council's network of highway variable message signs will be used to inform of road closures.

We will continue to work with our partners at the Environment Agency to raise awareness of the flood warning service in the designated high risk zones.

Sandbag Policy

The Council recognises that the primary responsibility for protecting property from the risk of flooding rests with the property owner. It is also aware of the considerable efforts put in by the Environment Agency to notify property owners in flood risk areas of the risks they face and encourage them to plan their own arrangements to protect themselves and their properties.

The Council supports this approach and urges those living within areas identified as being at risk from flooding to follow the advice of the Environment Agency. The Council is concerned that, in the event of the threat of flooding to a large number of properties in the borough, it may not have the resources to protect every property and that priorities will have to be made. This could inevitably lead to some flooding to properties that, with some pre-planned preventative measures by the occupant, could have been avoided or minimised.

However, as a responsible authority, the Council recognises that the level of individual preparedness will vary enormously and it is prudent to plan for some additional support to the local community. With this in mind the Council has developed the following policy:

In the event of deteriorating weather leading to the issuing of weather alerts that could potentially affect any part of the Halton administrative area then risk assessments will be undertaken and regularly updated. These assessments could be area-wide or site specific. They could include information obtained from site visits by Council Officers or other professional partners. In the event of the Council's risk assessment for a defined area identifying the use of sandbags to be appropriate to minimise or mitigate the risk of flooding to residential, utility or commercial properties the Council may make available sandbags in accordance with its sandbag policy (see appendix 2).

The allocation of sandbags to individuals will depend upon a number of factors including the total number of sandbags available, an assessment of the viability of protecting the particular property with sandbags, demands from other emergency flood defence measures involving the use of sandbags that would protect a greater number of properties. The need to protect infrastructure assets e.g. roads, energy distribution sites, communication network sites, hospitals and the Council's own public buildings, etc. are also likely to make demands on the Council's limited resources.

Occupants of properties where protection from the risk of flooding using sandbags is assessed as viable but lack the physical ability to do so, e.g. elderly or infirm may, subject to availability of manpower and the assessed priorities at the time, be provided with assistance from the Council.

Road closures and disruption to the road network can impact on the Council's ability to distribute sandbags. Flash flooding can occur in an overwhelming manner and recede quickly. In these circumstances it is impossible to respond in the timeframe of the event.

Sandbags will not prevent floodwater encroaching completely into property and householders should remove articles to a safe location above the anticipated flood level. People building flood defences with sandbags should also be aware of the building methods to employ in order to make an effective seal and the health and safety implications of manual handling sandbags as they are exceptionally heavy.

It therefore must be emphasised that residents of Halton who live in identified flood risk areas should not rely upon the Council to respond to a threat of flooding to their property but should have in place their own flood protection plan.

The provision of sandbags and assistance by the Council under this policy will be without prejudice and free of charge.

4. Objective 4: Funding and Actions & Interventions to Reduce Flood Risk

Section 16 of the FWMA 2010 enables the Environment Agency to pay grants to any person in respect of expenditure incurred in connection with flood or coastal erosion risk management in England.

Under subsection (1) The Environment Agency may make grants in respect of expenditure incurred or expected to be incurred in connection with flood or coastal erosion risk management in England. Under subsection (3) a grant may be subject to conditions (including conditions as to repayment and interest).

4.1 – Revenue Funding

Defra provides funding directly to Halton Borough as a Lead Local Flood Authority to help with the new duties under the Flood and Water management Act. The funds are intended to fully cover the costs for local authorities of putting into place and carrying out new responsibilities under the FWMA, such as flood mapping, producing risk management plans and supporting community flood awareness groups. The majority of the allocation is issued under the business rates retention system and part as Area Based Grant provided direct to the Authority. Funding commenced in 2011/12 and Halton currently receives a £135,600 non-ring-fenced annual allocation of which £20,000 is via Local Services Support Grant.

In 2013/14, Halton has allocated the following sums in its revenue budgets for flood risk management and land drainage:

Lead Local Flood Authority – Employee Related	£31,750
Lead Local Flood Authority – Contracted Services	£48,250
Land Drainage & Flood Defence	£23,170
Land Drainage and Flood Defence – Environment Agency / NW RFCC Levy	£58,430

In addition, sums have been allocated within the highway maintenance revenue budget for highway drainage purposes. These funds can be prioritised to assist with the management of flood risk in those higher risk areas identified in the PFRA and 'hotspots' described in Halton's SWMP study:

4.2 – Capital Funding

Flood Defence Grant in Aid (FDGiA)

In England, government funding is available for capital works to manage and reduce flood and coastal erosion risk. This funding is administered by the Environment Agency on behalf of Defra, through its Regional Flood and Coastal Committees (RFCCs). Flood Defence Grant in Aid (FDGiA) is allocated to Risk Management Authorities (RMAs - Environment Agency, Local Authorities, and Internal Drainage Boards). Each year RMAs are invited to submit details of proposed flood and coastal erosion flood management works which require funding for the next five years. The proposals are captured in the Medium Term Plan (MTP). The MTP from each region is combined into one programme schedule to give an indication of investment needs across England. Funding may also be allocated for scheme appraisals and other pre-delivery stages of projects.

There are four categories under which projects can attract FDGiA. These are:

- All benefits arising as a result of the investment, less those valued under the other outcome measures (Outcome Measure 1)
- Households moved from one category of flood risk to a lower category (Outcome Measure 2)
- Households better protected against coastal erosion (Outcome Measure 3)
- Statutory environmental obligations met through flood and coastal erosion risk management (Outcome Measure 4)

The maximum amount of FDGiA funding on offer is calculated using a formula which considers the monetary value of the above benefits against projected project costs. Some projects will qualify for full national capital funding, but others may need to identify cost savings or must attract other sources of funding to proceed under the partnership approach described in paragraph 4.3.

Halton makes an annual application for FDGiA funding for its proposed flood risk management works following the Environment Agency's grant allocation calendar which is illustrated at the following weblink: http://www.environment-agency.gov.uk/static/documents/Research/FCRM_GiA_allocation_diagram_v3.pdf. Briefly, the process is as follows:

- June – submission of proposed schemes / programmes to EA

- August – prioritisation by EA
- October – Indicative programme considered by RFCCs (shared with RMAs)
- January – RFCCs consent programme
- February – EA funding Board approval to consented schemes.

Schemes that have been awarded FDGiA funding in the current (2014/15) MTP are detailed in Appendix 3

4.3 – Partnership Funding Approach

A key principle of the FDGiA outcome based approach is that the beneficiary should contribute in some way towards the scheme. The 'beneficiary pays' principle therefore places part of the cost burden on those that are at risk of experiencing flooding. Under Defra's new partnership funding approach, relatively small amounts of locally found funding (or cost savings) could make the difference between locally important projects going ahead or not. Such contributions will supplement the amount of Government funding available at the national level. For example, a 10% local contribution towards a scheme could leverage large amounts of funding from Government, delivering typically an 80 to 1 return on the local investment, and benefits in terms of property, land values, insurance costs and business productivity to the community that dwarf the costs involved over the long term.

A practical resource relating to partnership funding and collaborative delivery of local flood risk management was produced in March 2012 to support Lead Local Flood Authorities. Titled: "Partnership funding and collaborative delivery of local flood risk management: a practical resource for LLFAs", this guidance provides useful information on potential partner organisations and on potential funding sources. It uses a range of case studies of successful partnership funding approaches and offers practical advice on motivating and engaging with partners to help maximise chances of identifying and realising partnership funding opportunities:

http://www.local.gov.uk/web/guest/paying-for-flood-and-coastal-erosion-risk-/journal_content/56/10180/3600375/ARTICLE#sthash.DMFyZxMK.dpuf

Partnership

Key partners with direct interest in schemes are potential funders, or may be able to contribute to schemes in other ways, such as coordinating their work to achieve scheme objectives or allowing works to take place on their land. In its role as Highway Authority, Halton Borough Council also has responsibility due to the importance of the highway drainage network in managing flood risk. Where there is a shortfall of funding, Halton Borough Council as a scheme promoter will look more widely for alternative sources of funds for its local flood defence and protection schemes. It is anticipated that where the circumstances of flooding dictates, or where there are related implications for flood risk management, the following partner organisations will be approached as potential partners as appropriate:

- United Utilities (Water and Sewerage Company)
- The Highways Agency
- Network Rail
- Housing Associations and Registered Social Landlords
- Private Developers

Managing partnerships and potential partner contributions, is likely to need the early involvement of elected representatives in choices that may require political support. Although this is a new approach to flood management funding, the Council is very experienced in developing and delivering multi-source funded schemes.

Water and sewerage companies (WaSCs) play an important role in local flood risk management. Their sewer networks provide drainage for a significant proportion of rainfall, particularly that falling in urban areas. Section 94 of the Water Industry Act 1991 (WIA91) effectively sets out a flood risk management function for WaSCs. It imposes a duty to 'effectually drain' their areas of responsibility. They also have a responsibility to resolve sewer flooding affecting properties. Partnership funding will be sought particularly where flood risk arises from sewer under-capacity and when there is correlation with UU's sewer asset management programme (AMP6) and co-ordination with their planned capital schemes.

Local Levy

The Local Levy is an additional, locally-raised, source of income for the North West Regional Flood Defence Committee. The income is raised by way of a levy on the County Councils and Unitary Authorities within the committee boundaries, which is voted for by the local authority members of the committee and administered by the Environment Agency on behalf of the RFCC.

The local levy is used to support, with the approval of the committee, flood risk management projects that are not considered to be national priorities and hence do not attract full national funding through Flood Defence Grant in Aid. The local levy also allows locally important projects to go ahead to reduce the risk of flooding within the committee area.

5 Objective 5. Environment and Sustainability

Section 27 Sustainable Development

In exercising a flood or coastal erosion risk management function, a Lead Local Flood Authority must aim to make a contribution towards the achievement of sustainable development.

Sustainable Development is defined as "...development that meets the needs of the present without compromising the ability of future generations to meet their own needs".

Brundtland Commission, 1987 (UK Government adopted definition)

5.1 The main purpose of this document is to set out a strategy for implementing flood risk management measures across Halton. However there is an opportunity to derive significant benefits in the process, in respect to Borough and national aspirations in the wider context of sustainability, environmental and social improvement. Delivering multiple benefits will require working with partners to identify local priorities and opportunities. Where appropriate, and in line with the principles of the National Strategy, contributions that help to deliver these additional improvements could be sought from those partners that benefit. Higher levels of Government funding may also be accessible when wider benefits are delivered as part of the Local Strategy.

5.1.1 Through Halton undertaking its duties in a responsible manner as outlined in this strategy, it can have a positive effect on the environment. Halton Council will utilise up to date and best practice advice and guidance where applicable, when undertaking its duties with regard to flood risk management.

The environmental objectives and measures specific to the LRFM Strategy which will contribute to the effective management of local flood risk are included below:

- To reduce flooding impact and consequences for individuals, communities, businesses and the environment;
- Take a sustainable approach to flood risks management balancing economic, environmental and social benefits;
- To ensure that planning decisions are properly informed by flooding issues and that the impact future planning and long term developments may have on flood risk management is taken into account;
- Improve and/or maintain the capacity of existing drainage systems by targeted maintenance;
- Establish a Sustainable Drainage Systems Approval Body (SAB); and embrace UK Government guidance on the adoption and maintenance of SuDS (Subject to enactment of Schedule 3 of the Flood and Water Management Act 2010).

In addition to the local strategy specific objectives, the strategy should also contribute where possible to achieving national environmental objectives. The Local Strategy should not hinder aims and objectives but has the potential to contribute to the achievement of them. Other key documents and legislation containing objectives relevant to flood risk management include:

- Water Framework Directive (2000/60/EC)
- River Basin Management Plan
- Catchment Management Plans
- Wildlife and Countryside Act 1981
- Water Cycle Strategy
- Biodiversity Action Plan
- Warrington LDF Core Strategy

Note: this list is indicative only and not meant to be definitive.

Through undertaking its duties the council can have a positive impact on the environment examples are as follows:

Duties and their potential environmental benefits:	
Consenting	The ordinary watercourse consenting process is in place to ensure that any works carried out do not have a detrimental effect on other people or the environment. It also ensures that any works which may affect flood risk are properly designed and where necessary environmental considerations are designed for i.e. fish ladders / passes etc. In determining an application it is necessary to consider other legislation including, but not exclusively: The Environment Act; the Habitats Regulations; the Water Framework Directive (WFD); the Countryside and Rights of Way Act; the Salmon and Freshwater Fisheries Act; the Eel (England and Wales) Regulations 2009.
Enforcement	The purpose of ordinary watercourse regulation is to control certain activities that may have an adverse impact on flood risk and the environment. If works are carried out without consent, the Council has enforcement powers to remove or modify them

Designation of 3rd Party Assets	The purpose of this legislation is to try and ensure that owners do not inadvertently alter structures and other features and potentially increase flood risk to themselves, their neighbours and the wider community, hence having a negative social effect.
SuDS	<p>Upon enactment of Schedule 3 of the FWMA 2010, Halton will encourage, adopt and maintain SuDS. SuDS play a crucial role in managing the surface water from developments on site and hence reducing the flood risk, however, they have many environmental and social benefits, including;</p> <ul style="list-style-type: none"> • Improving groundwater recharge; • Protecting and potentially enhancing surface water quality by filtering pollutants; • Providing habitats for wildlife; and providing landscape amenity for the community; • Providing potential opportunities for community engagement, management and ownership of SuDS. • As well as planning for new Green Infrastructure, the LFRMS needs to protect existing wetlands due to their important role in surface water management.
Capital Works	In assessing potential solutions there may be conflicts between measures that are more or less sustainable. Halton Council will assess sustainability with the economic, environmental and social benefits of any proposed scheme. Halton Council will be transparent about the trade-offs in both the short and long term and explain decisions taken.
Maintenance Works	As recommended by the Pitt Review, Halton may need to take a more pre-emptive view of maintenance requirements, particularly in those locations known to have a significant flood risk. Some rivers are designated under the Habitats Directive as Special Areas of Conservation. Any maintenance activities that we may wish to carry out, including dredging and weed cutting, must comply with the requirements of the Habitats Directive. The Water Framework Directive does not prohibit dredging. The Directive calls for the reinstatement of natural river channels and, as far as possible, for a reduction in interference in the natural river process.

Appendices

List of Appendices:

Appendix 1 Halton Catchment and Flood Risk Maps

- Figure 1 North West River Basin District
- Figure 2 Mersey Estuary Catchment
- Figure 3 Weaver Goway Catchment
- Figure 4 Known Watercourses within the Borough
- Figure 5 Main Rivers within the Borough
- Figure 6 Surface Water Flood Risk
- Figure 7 Flood Map for Planning (Rivers and the Sea)
- Figure 8 Places within Flood Risk Thresholds and Future Development Sites – Widnes
- Figure 9 Places within Flood Risk Thresholds and Future Development Sites – Runcorn
- Figure 10 Groundwater Flood Risk (ESI Mapping)
- Figure 11 Historic Flood Records
- Figure 12 Canal Ownership
- Figure 13 Areas in Halton Suitable for infiltration SuDS

Appendix 2 Environment Agency Flood Warnings and Emergency Response

- Flood Warning Areas
- EA Flood Alert and Warnings
- Halton Borough Council Sandbag Policy
- Principal Contact Numbers

Appendix 3 Actions, Measures, Work Programmes and Funding

- FWMA Duties, Powers and other Actions that achieve our Local Strategy Objectives
- Preliminary Maintenance and Works Identification
- Draft Maintenance Programme
- FDGiA funding in the current 2014/15 MTP

Appendix 4 Abbreviations and Definitions

- Abbreviations
- Definitions
- References

Appendix 1 – Halton Catchment and Flood Risk Maps

Figure 1 - North West River Basin District

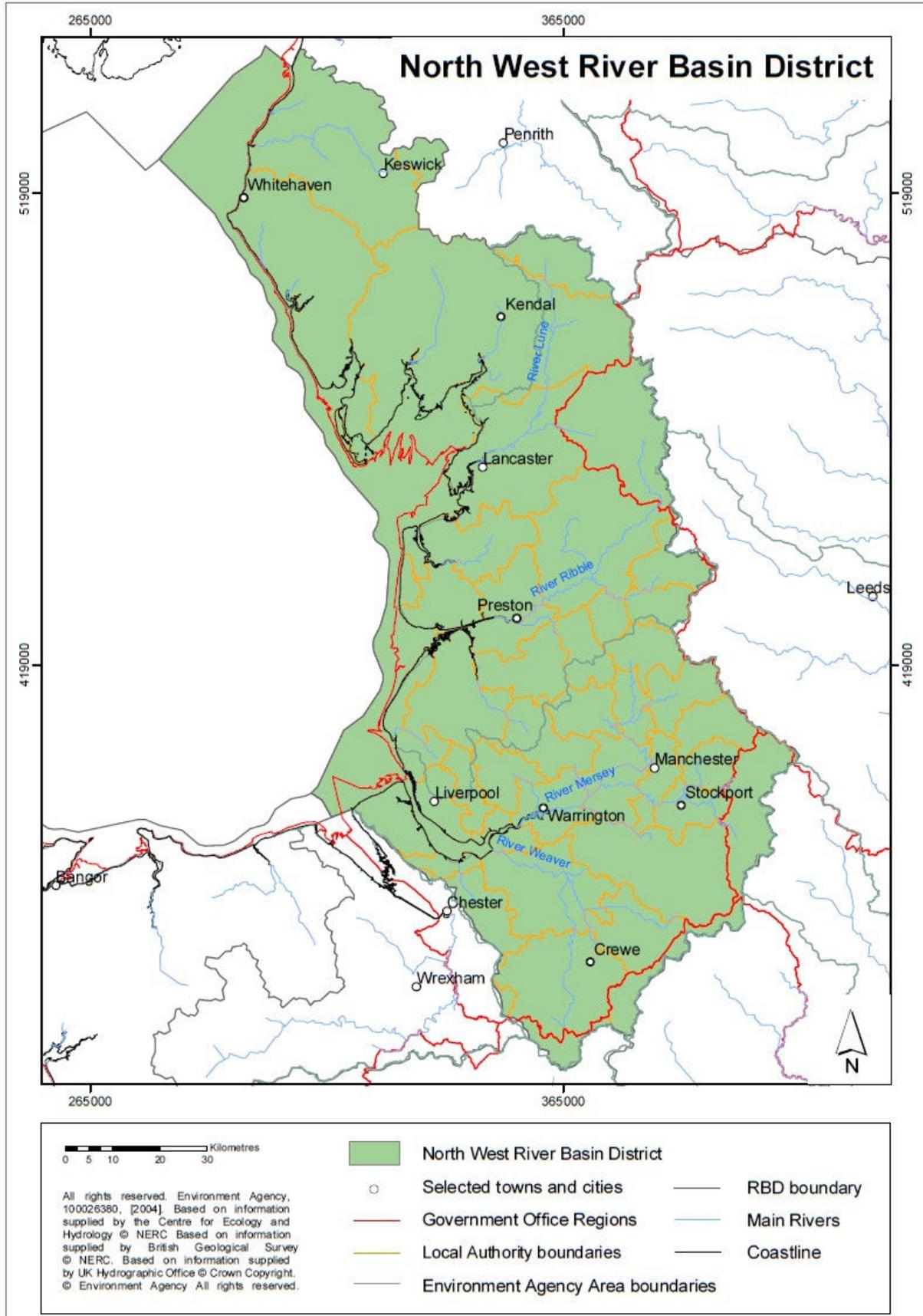


Figure 2 – Mersey Estuary Catchment

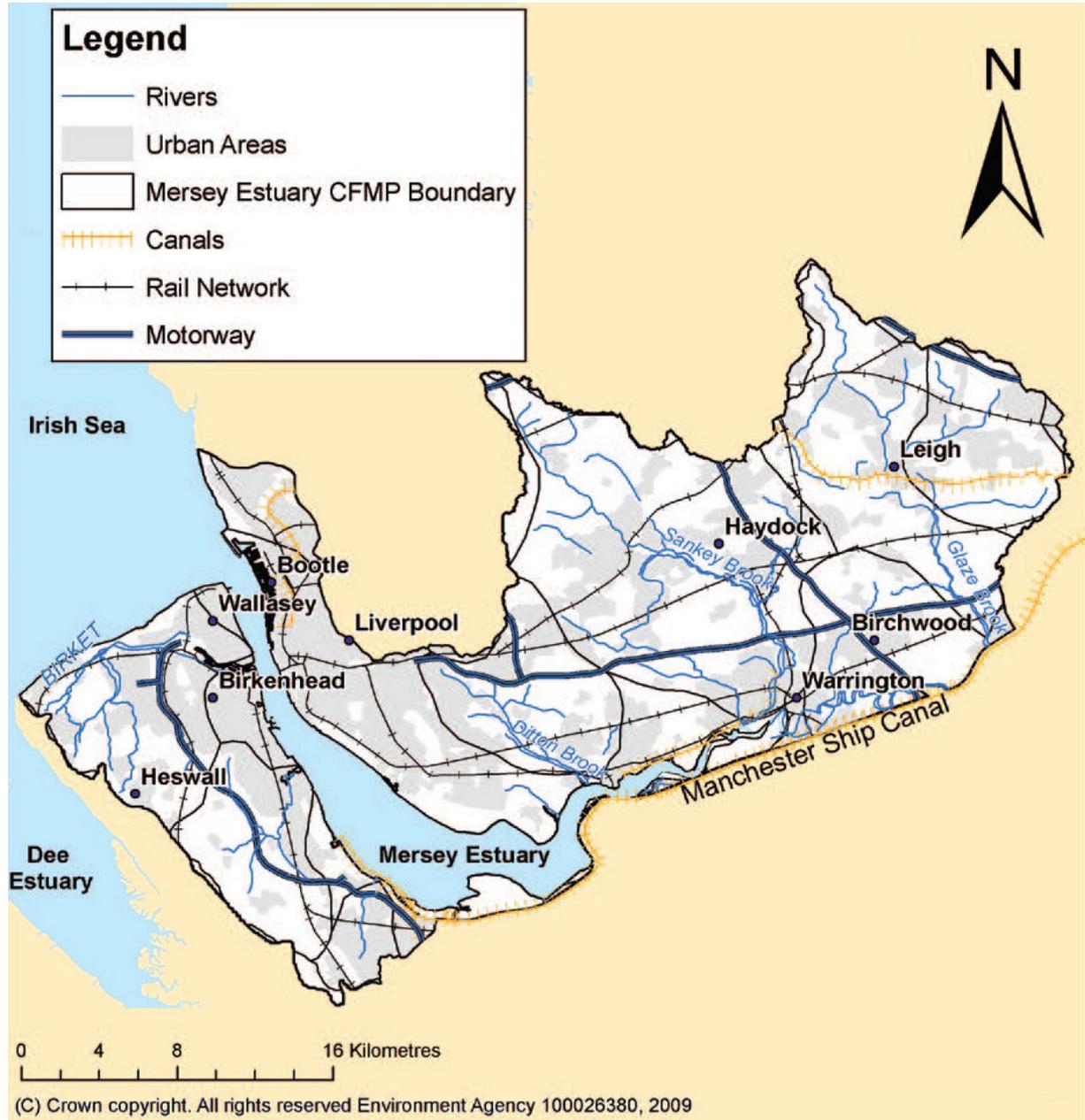


Figure 3 – Weaver Gowy Catchment

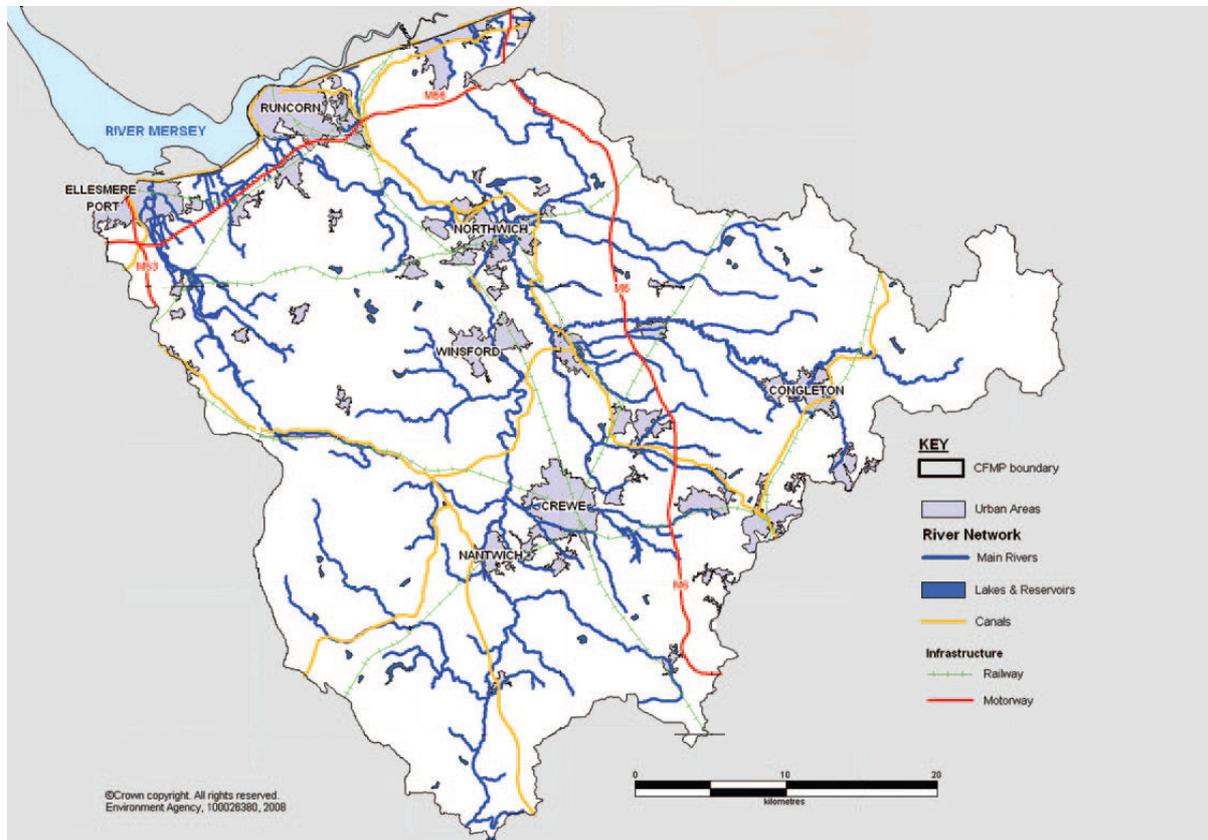


Figure 4 – Known Ordinary Watercourses in the Borough

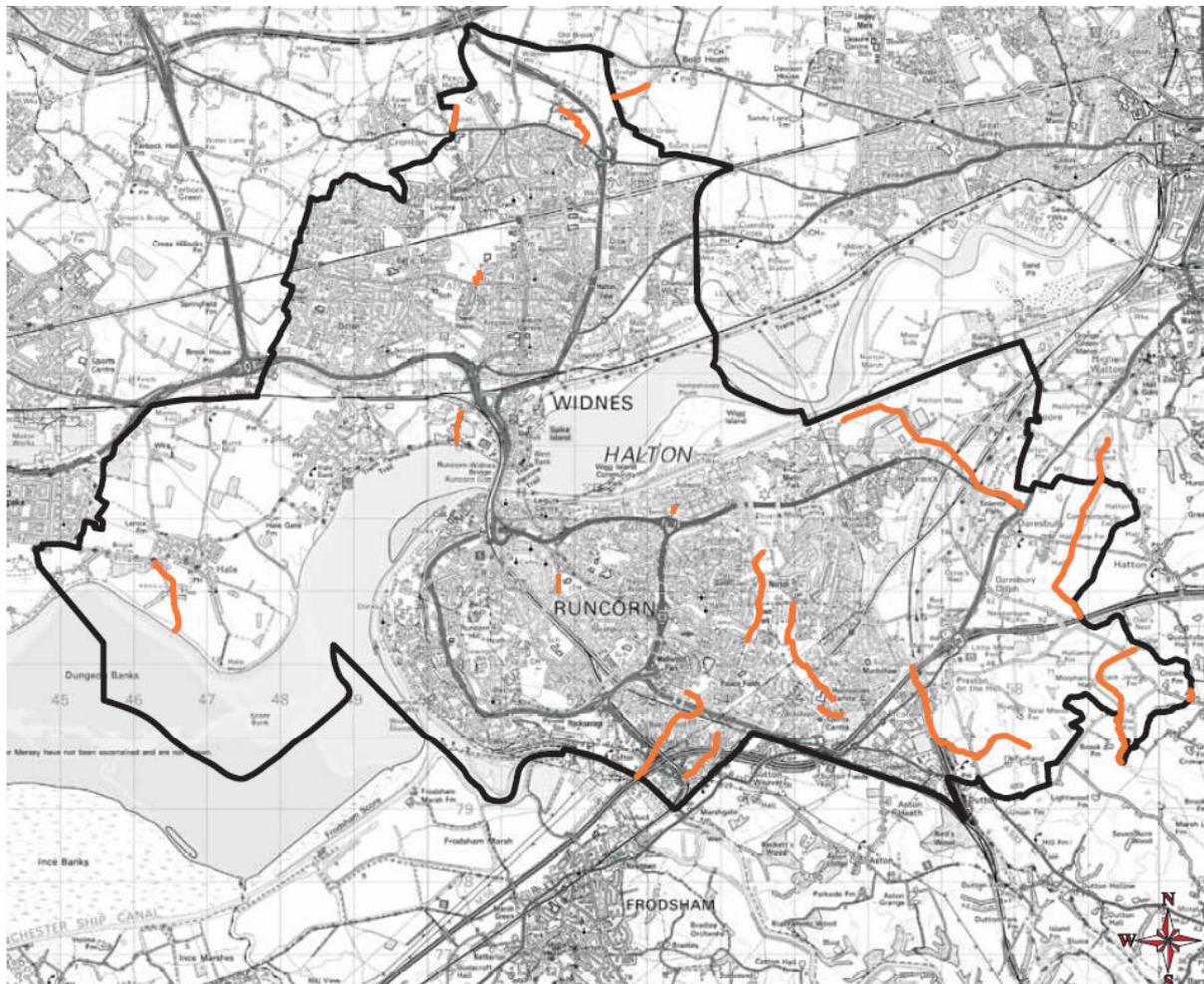


Figure 5 – Main Rivers in the Borough



Figure 6 - Surface Water Flood Risk (1 in 200 year return period)

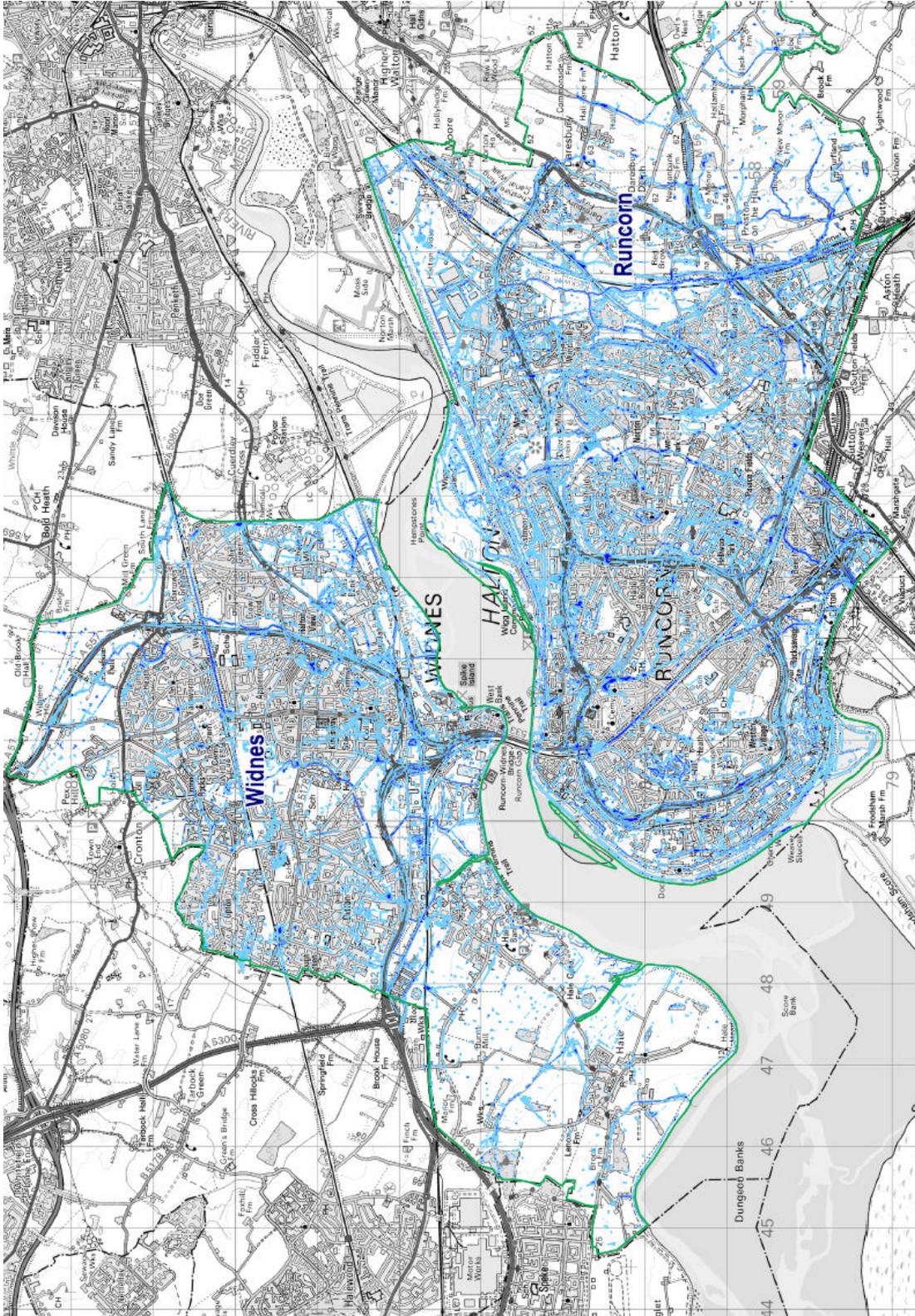


Figure 7 - Flood Map for Planning (Rivers and the Sea)

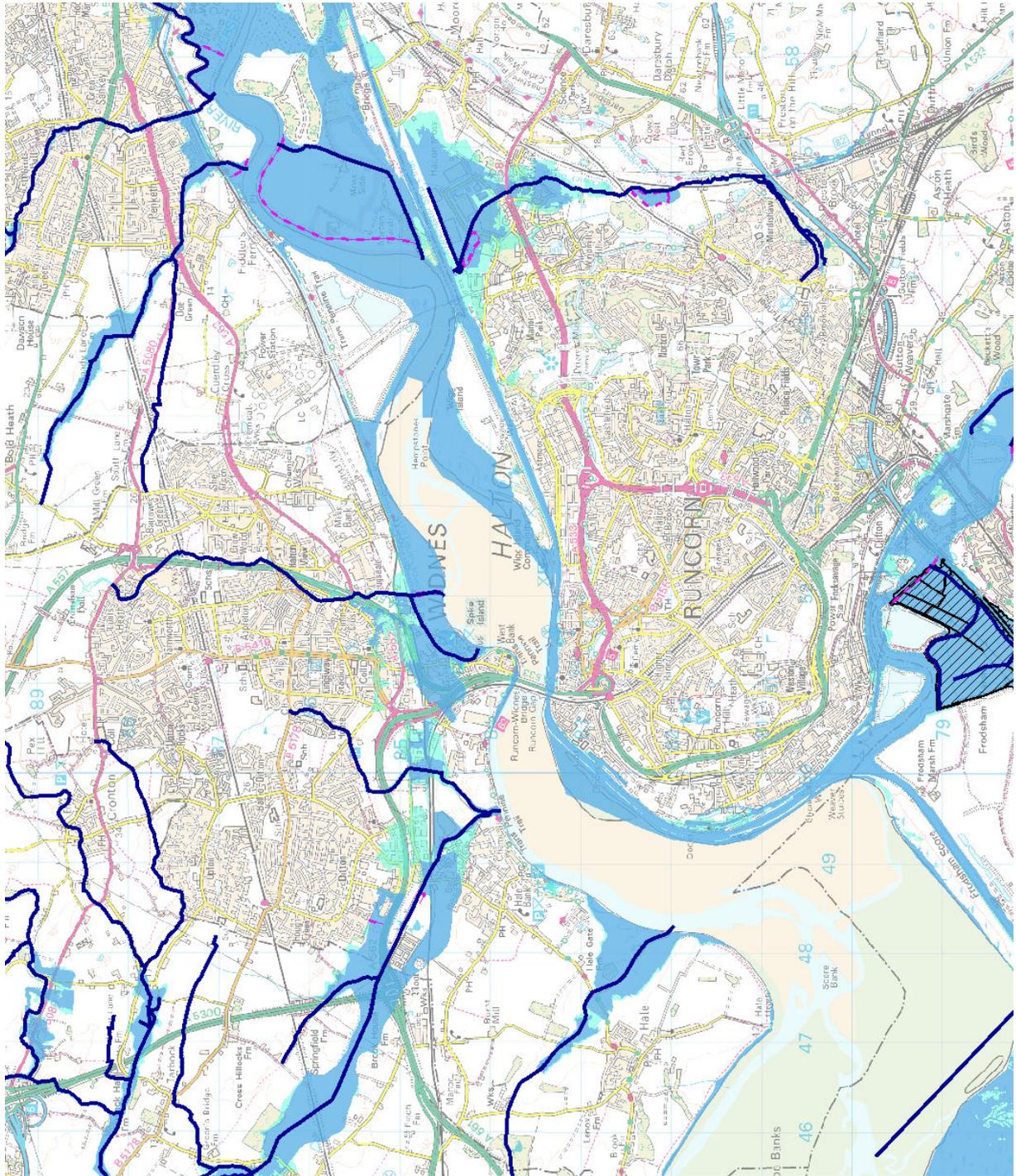


Figure 8 - Places within Flood Risk Thresholds and Future Development Sites - Widnes

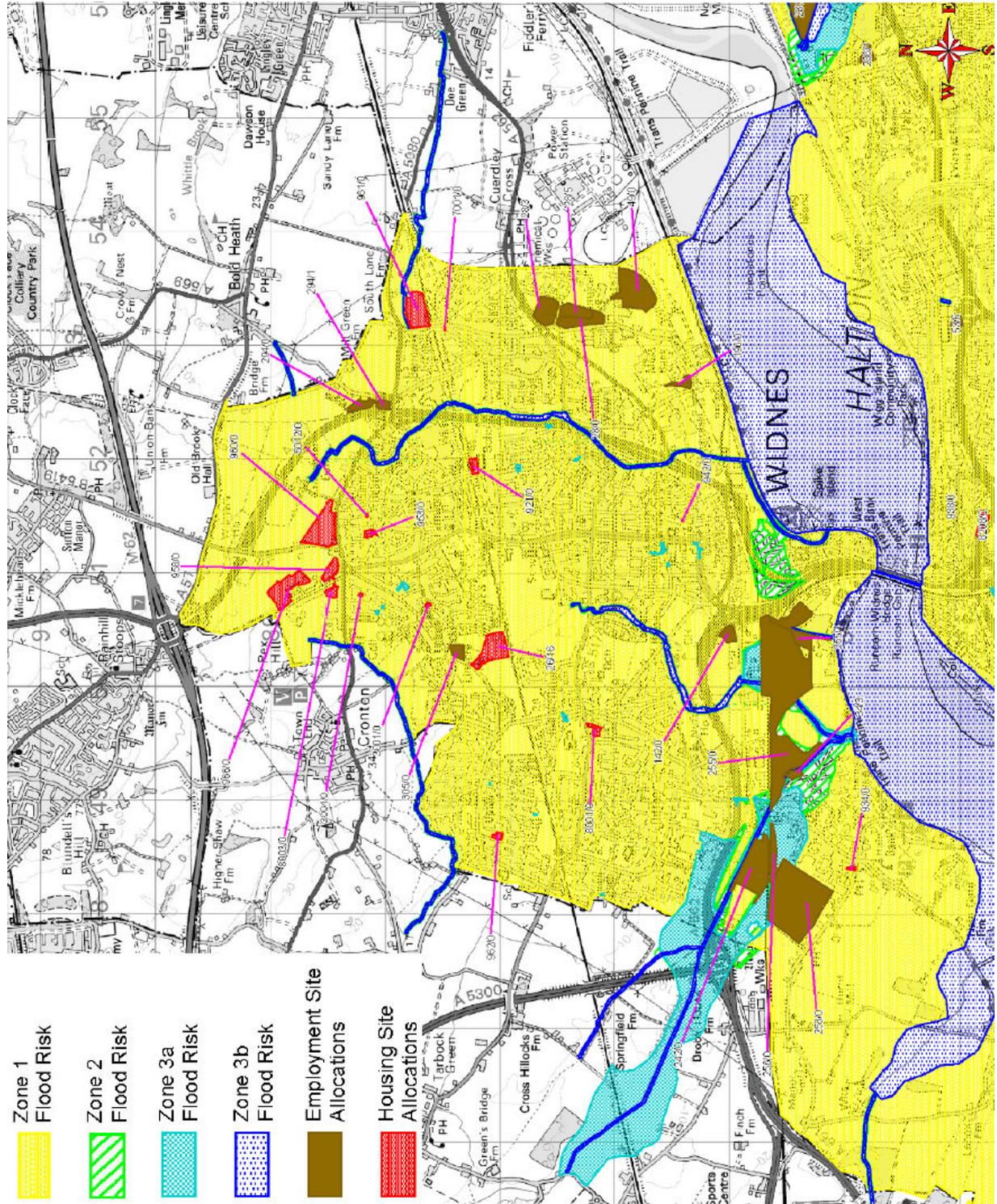


Figure 10 - Groundwater Flood Risk (ESI Mapping)

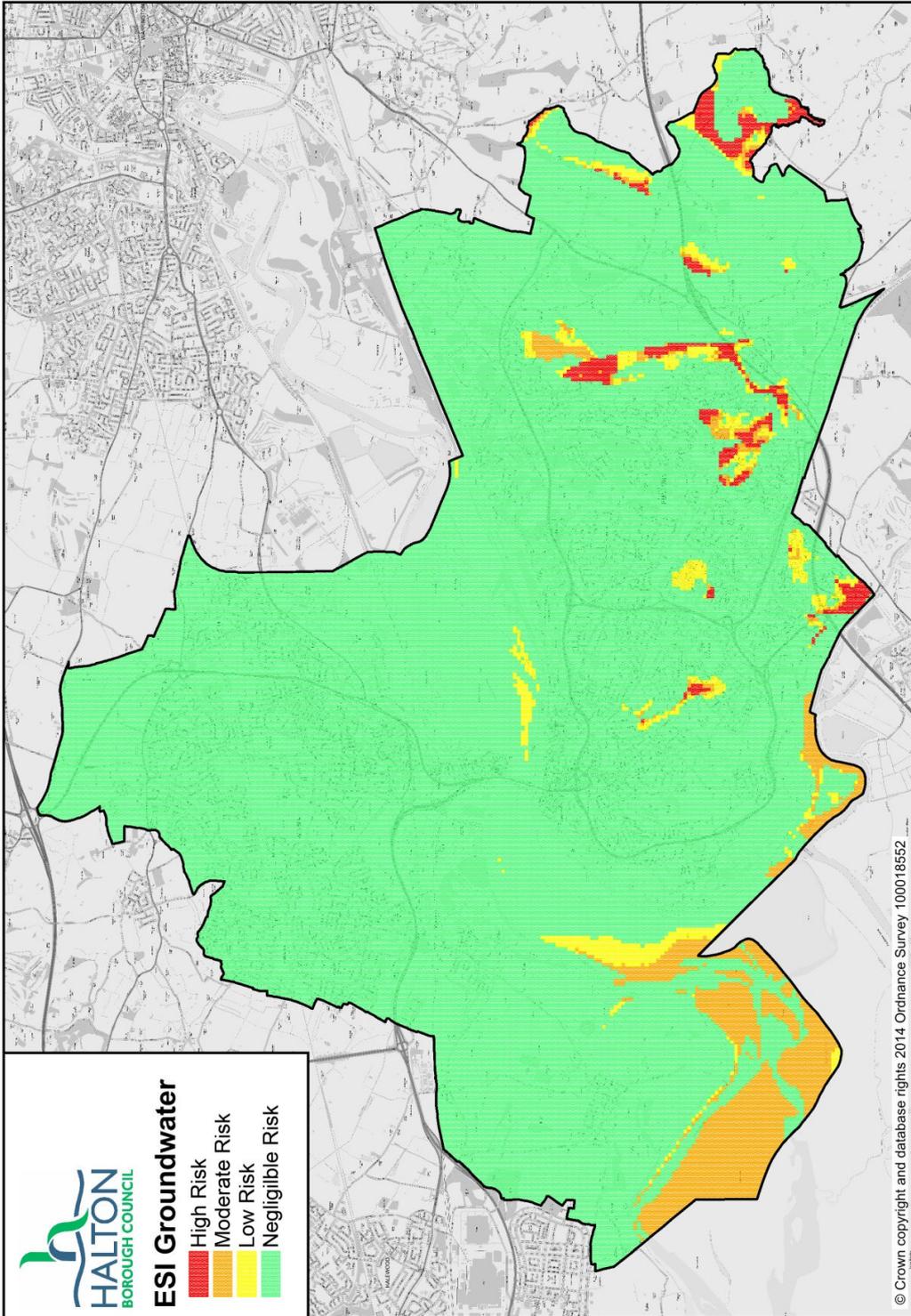


Figure 11- Historic Flood Records

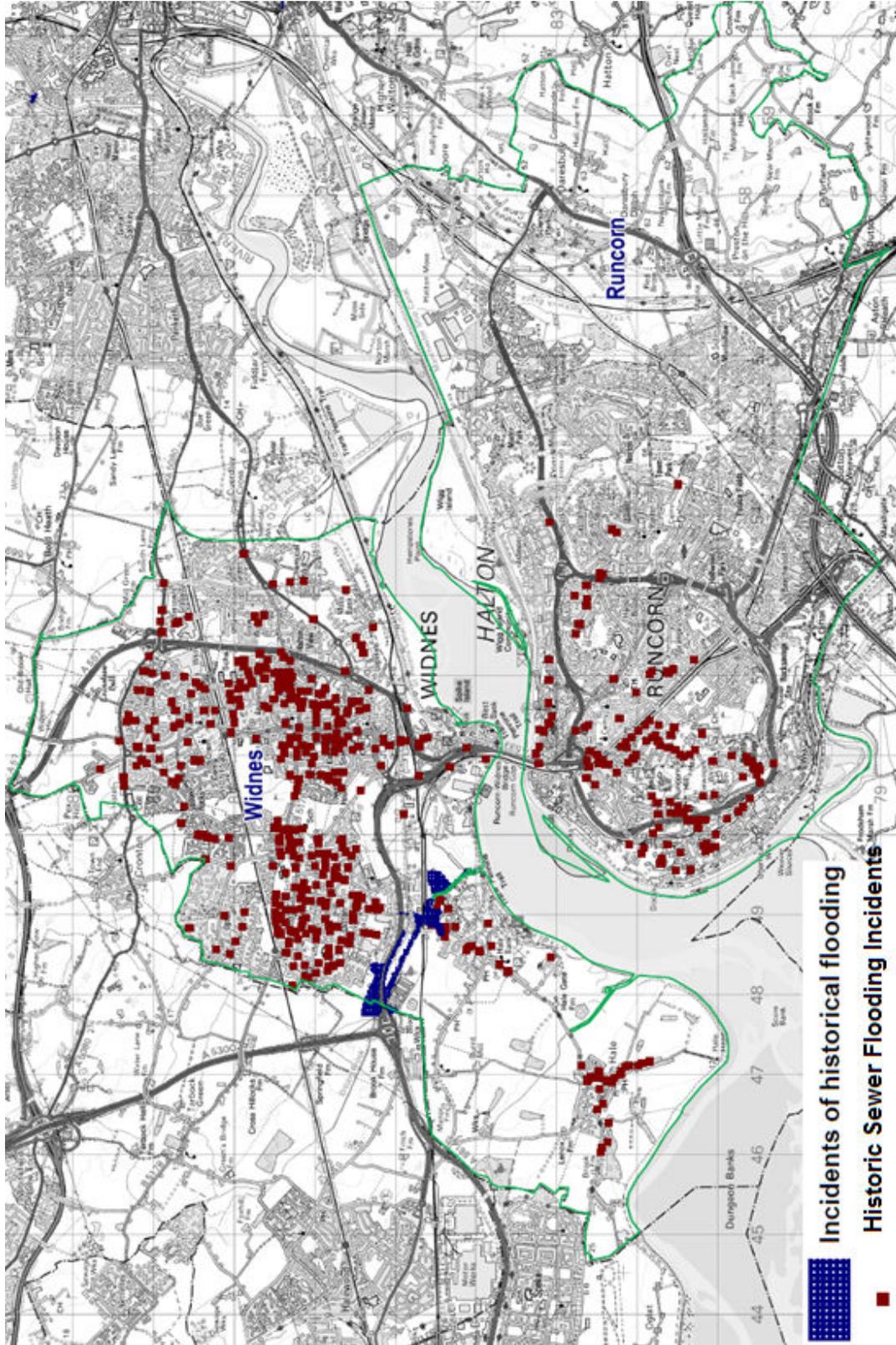


Figure 12 – Canal Ownership

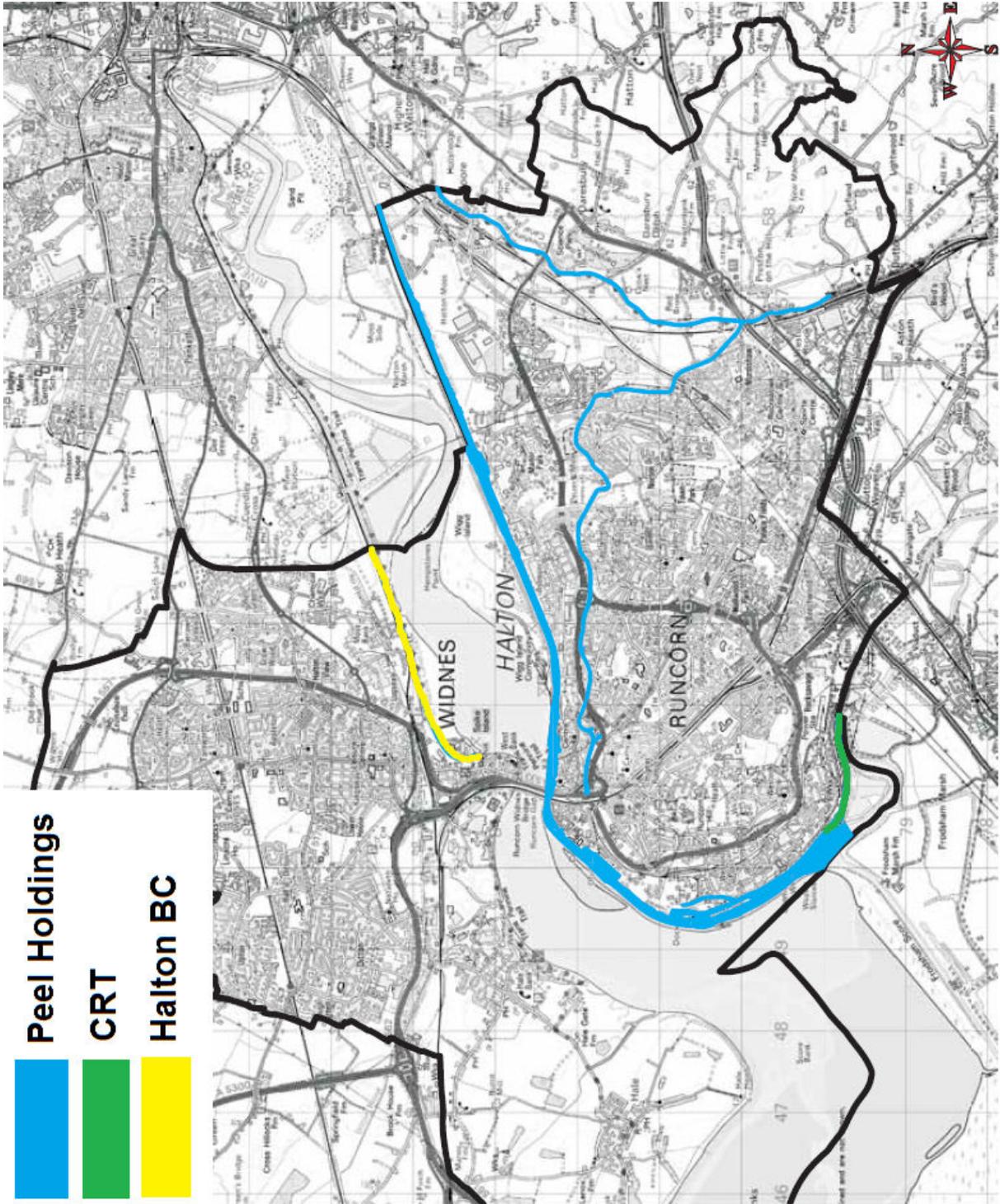
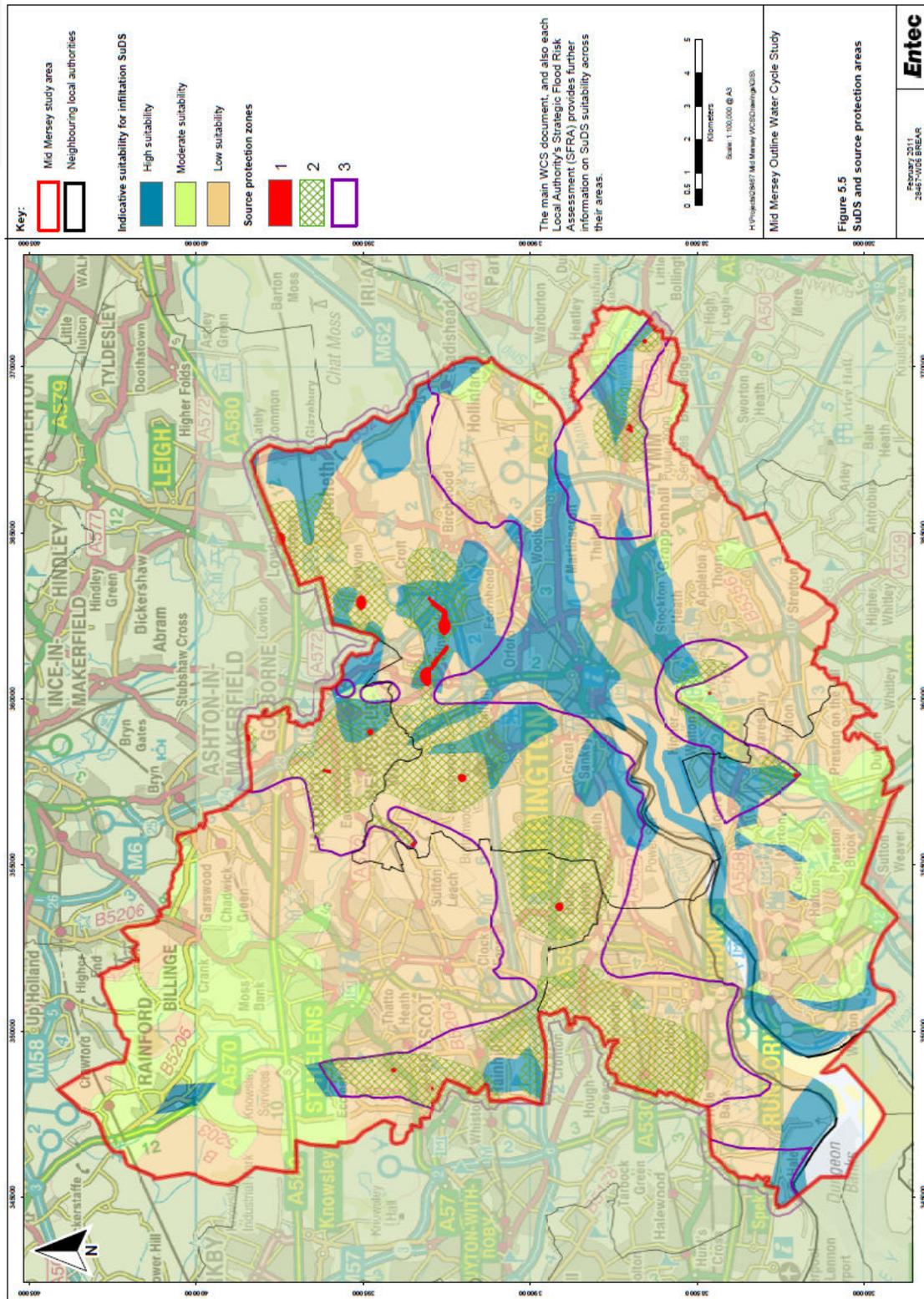


Figure 13 – Areas Suitable for SuDS (extract from Mid Mersey Water Cycle Study, Feb 2011)

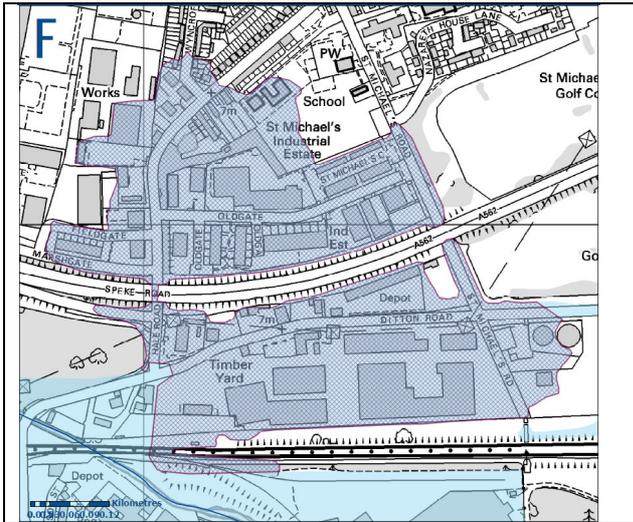


Appendix 2 – Environment Agency Flood Warnings and Emergency Response

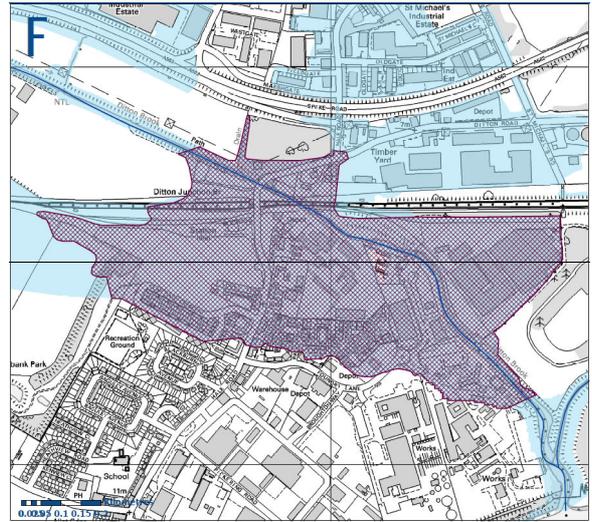
Overview

Warnings cover 109 properties at risk of flooding from Ditton Brook at Ditton and 278 properties at risk of flooding from Ditton Brook at Halebank. This covers less than 1% of the properties in the Halton Borough Council area. The EA has flood defences in place along a section of Ditton Brook bounding Ditton and Halebank. There is potential for more FWAs on Bowers Brook and Keckwick Brook.

Flood Warning Areas



Area	Ditton Brook at Ditton: Hale Road, Oldgate, St Michaels Close Ditton Road Fieldgate Marshgate, Widnes
Properties Affected	109
Status	In Force



Area	Ditton Brook at Halebank Hale Road, Harrison Street, Lovel Terrace and Claggate Crescent Burmash Lane Palmarsh Road Wellingford Avenue Norris Grove Beynard Drive, Widnes
Properties Affected	278
Status	In Force

EA Flood Alert and Warnings

	Online flood risk forecast	 FLOOD ALERT	 FLOOD WARNING	 SEVERE FLOOD WARNING	Warning no longer in force
What it means	Be aware. Keep an eye on the weather situation	Flooding is possible. Be prepared	Flooding is expected. Immediate action required	Severe flooding. Danger to life	No further flooding is currently expected in your area
When it is used	Forecasts of flooding on our website are updated at least once a day	Two hours to two days in advance of flooding	Half an hour to one day in advance of flooding	When flooding poses a significant threat to life	When river or sea conditions begin to return to normal
What to do	Check weather conditions. Check for updated flood forecasts on our websites	Be pared to act on your flood plan. Prepare a flood kit of essential items. Monitor local water levels and the flood forecast on our website	Move family, pets and valuables to a safe place. Turn off gas, electricity and water supplies if safe to do so. Put flood protection equipment in place	Stay in safe place with a means of escape. Be ready should you need to evacuate from your home. Co-operate with the emergency services. Call 999 if you are in immediate danger	Be careful. Floodwater may still be around for several days. If you've been flooded, ring your insurance company as soon as possible

When they are issued		
Before	During	After
SFWs should only be issued from a forecast when there won't be time to wait until flooding has begun	Most SFWs should be issued after flooding has already begun	In exceptional circumstances, as flood waters recede, secondary effects such as damaged infrastructure, may justify issuing a SFW

F.2 Figure 2 Flooding Criteria

Criteria 1 - Risk to Life	Criteria 2: widespread flooding
<ul style="list-style-type: none"> • Significant risk to life caused by: • deep and fast flowing water (e.g. caused by significant overtopping of defences or sudden onset flooding from dam/defence failure); • rapid onset of flooding; • presence of debris in the water that could cause death or injury; • potential/observed collapse of buildings/structures; • the vulnerability of the population or their surroundings (e.g. deep/fast flowing water through a caravan park). 	<ul style="list-style-type: none"> • Significant disruption to communities: • likely to affect whole community; • community isolated by floodwaters with no obvious means of escape; • critical resources/infrastructure for communities disabled (e.g. no access to food, water, electricity); • emergency services and authorities unable to cope with large volumes of evacuees and rest centres at full capacity; • mutual aid/military support necessary or called upon.

Halton Borough Council Sandbag Policy

Halton Borough Council Highways Department will be responsible for maintaining adequate stocks for flood defence at agreed levels, and will monitor the adequacy and levels of stock as required by flood incidents.

Resources for Deployment:

The Highways Term Maintenance Contractor will deploy flood defence equipment/stocks under instruction from designated Council officers/staff.

Sandbags:

Highways hold stocks of sandbags for immediate deployment at the following locations;

- Picow Farm Road Depot, Runcorn – in one of two containers within a part of the Bridges store.
- Lower House Lane, Widnes – within the grit storage compound there is a steel container filled with sandbags.

Highways sandbag stocks will be maintained at the agreed level of 1,500 and will be split between Runcorn and Widnes.

Previous policy regarding sandbag provision was to the effect that up to ten sandbags would be provided free of charge to Halton residents or businesses, on a request from them during a Flood Alert. It is proposed to continue with this historical policy. Once sandbags were deployed to premises, the property owners would be responsible for their removal. HBC would not return used sandbags to store (due to potential contamination concerns), or dispose of them unless there was a specific valid request e.g. disability of homeowner.

Floodgates:

A stock of "Floodgates" is held by Highways and at present they are located at Picow Farm Road depot. Highways staff will instruct residents how to fix the Floodgates when residents request them. Equipment remains the property of HBC and will be on loan to residents requesting them. Residents will be asked to keep the Floodgates in a safe and proper location to maintain their condition, and to sign for receipt of them.

Before Floodgates are issued to properties at risk, Highways staff are to visit the premises to ascertain the suitability of the premises for Floodgate protection. (Some properties are not suitable for Floodgate protection without modification.)

Principal Contact Numbers

Emergency Authorities	Address	Web Address
Cheshire Police	Oakmere Road, Winsford Tel: 01244 350 000	www.cheshire.police.uk
Cheshire Fire and Rescue Service	Headquarters, Winsford Tel: 01606 868700	www.cheshirefire.gov.uk
Cheshire and Merseyside Ambulance Service	Elm House, Belmont Grove, Anfield, Liverpool, Tel: 0151 260 5220	www.nwas.nhs.uk
Scottish Power Manweb	Tel: 0845 272 2424	http://www.scottishpower.com
Transco	Tel: 0800 111 999	http://www.nationalgrid.com/uk
United Utilities	Leaks: 0800 330033, Water Supply: 0845 746 2200	http://www.unitedutilities.com
Environment Agency	Emergencies (24-hour) Tel: 0800 807 060	http://www.environment-agency.gov.uk
Flood line	(24-hour) Tel: 0845 988 1188	http://www.environment-agency.gov.uk

Appendix 3 – Actions, Measures, Works Programmes and Funding

FWMA Duties, Powers and other Actions that achieve our Local Strategy Objectives

LFRMS Objective	Potential Action	Description	Lead Body / Partners	Funding Options
3,4	Asset Management Plan (Drainage)	An Asset Management Plan (AMP) is a tactical plan for managing an organisation's infrastructure and other assets to deliver an agreed standard of service.	HBC UU EA	HBC
2,3	Asset Register	The Council has a duty to maintain a register of structures or features, which are considered to have an effect on a flood risk. Including details on ownership and condition as a minimum.	HBC	HBC
3,4,5	Best practice guidance	Halton Borough Council will follow published best practice guidance when undertaking actions/duties in relation to flood risk.	HBC	N/A
3,5	Bye-laws	The FWMA amends Section 66 of the Land Drainage Act to allow local authorities to make byelaws for the following purposes: <ul style="list-style-type: none"> To secure the efficient working of a drainage system in its area; To regulate the effects of a drainage system on the environment; To secure the effectiveness of flood risk management work (carried out under either the FWMA or the LDA) 	HBC	HBC
3,5	Checking and approval of new development drainage designs	Halton Borough Council will continue to check and pass comment in line with best practice guidance with regard to drainage on key planning applications up until SuDS is enacted when the framework will take over.	HBC / UU & EA	HBC
1,3	Communication Strategy: Newsletters; Council website; Social Media; Community Engagement	A draft Communications' Strategy document has been prepared which states how Halton Borough Council will communicate with stakeholders in relation to its flood risk activities.	HBC	HBC
3,5	Consenting on ordinary watercourses	Under the Land Drainage Act 1991 certain types of work within a watercourse may not be permitted due to the potential increase in flood risk. In order to allow work to take place Halton Borough Council can issue consent for a proposed scheme by checking that it does not increase the risk of flooding and that it does not adversely affect the environment.	HBC	HBC (via fee structure)
2,3	Designation of 3rd Party Assets	The Council as well other flood management authorities have powers to designate structures and features that affect flooding or coastal erosion in order to safeguard assets that are relied upon for flood or coastal erosion risk management.	HBC	HBC

1,2,3,4	Duty to co-operate	The FWMA places a duty on risk management authorities to cooperate with one another. Co-operation between flood and coastal erosion risk management authorities is important because of the mutual benefits they can gain from working together and sharing information	All Partners	N/A
3,4,5	Enforcement on ordinary watercourses	The enactment of the FWMA transfers enforcement powers on ordinary watercourse from the Environment Agency to Local Authorities. The aims of enforcement in flood risk management are to ensure the proper flow of water in a watercourse and over the floodplain; the control of water levels and the security of existing assets.	HBC	HBC
1,3,4	Engage with partner risk management authorities	The council will seek to engage with partner risk management organisations in order to share knowledge and best practice in order to achieve the best possible results.	HBC / EA / UU	N/A
1,3,4,5	Engage with riparian land owners	Halton will seek to engage with riparian land owners in order to inform them of their duties and responsibilities and to actively encourage them to undertake them with the aim of avoiding enforcement action.	HBC	N/A
1,3,4	Engagement with communities at risk of flooding: -Parish Councils -Community Groups	Communities often lack the support and expertise to improve their own flood resilience. By working together, with local communities and emergency services, we can make significant strides towards reducing the impact, disruption and trauma of a flood.	Dependent on source of flooding.	N/A
2,3,4	Flood mapping / modelling	Where necessary and appropriate, HBC and partner organisations will undertake flood mapping / modelling in order to aid our understanding of the mechanisms which lead to an area flooding.	HBC EA UU	HBC EA Grant bids
1,3	Flood warning service	The Environment Agency offers a free flood warning service for many areas at risk of flooding from rivers and the sea. The warnings can give advance notice of when flooding from rivers and the sea is likely to happen and allow time for residents to prepare. Halton Borough Council where appropriate will promote the Flood Warning Service to residents.	EA	N/A
2,3,4	Identification of critical assets	As part of the Councils duty to maintain a register of structures or features, which are considered to have an effect on flood risk. The Council will also identify assets which play a significant role in flood risk management.	HBC	HBC
1,2,3,4	Investigations	The Council has a duty to co-ordinate the investigation and recording of significant flood events within their area. This duty includes identifying which authorities have flood risk management functions and what they have done or intend to do with respect to the incident, notifying risk management authorities where necessary and publishing the results of any investigation carried out.	HBC	HBC

1,2,3,4	Joint funded / identified schemes (Partnership working)	All partner organisations will endeavour to work together where appropriate to achieve the best possible outcomes.	All Partners	All Partners Grant bids
1,2,3,4, 5	LFRMS	The Council is required to develop, maintain, apply and monitor a local strategy for flood risk management in its area. The local strategy will build upon information such as national risk assessment and will use consistent risk based approaches across different local authority areas and catchments.	HBC	HBC
2,3	Power to request information	Under section 14 of the FWMA, Halton Borough Council and Environment Agency have the power to request information relevant to flood risk management. Where deemed appropriate HBC will use this power.	HBC EA	HBC EA
2	Recording and reporting of flood incidents	The Council will record all flood incidents which are reported to the flood risk management team and where appropriate report on the incident.	HBC	HBC
3	Site specific flood response plans	Flood response plans for known at risk locations within the Borough enable a more targeted use of resources should a flood occur, they should state who will respond and how.	HBC EA UU	All RMA partners
3,5	Spatial planning policy	Planning policy influences what can be built and where, planning policy is key to deciding where appropriate development should be sited.	HBC	HBC

How studies influence the Objectives within the Local Strategy

LFRMS Objective	Potential Action	Description	Lead Body / Partners	Funding Options
2,3	Strategic Flood Risk Assessments	There is a level 2 SFRA in place which was undertaken in 2011 by Planning Policy. The SFRA allows for application of the sequential test as set out in the NPPF. Halton Borough Council will update the SFRA as necessary to ensure an up to date and best informed knowledge base to undertake assessment of planning applications.	HBC	HBC
2,3,4	Surface Water Management Plans	A Surface Water Management Plan (SWMP) is a plan which outlines the preferred surface water management strategy in a given location. Where appropriate/necessary HBC has undertaken a preliminary stage SWMP study covering the whole Borough	HBC	HBC
3,4,5	Sustainable Drainage Systems Frameworks	The Council is designated the SuDS Approval Body (SAB) for any new drainage system, and therefore must approve, adopt and maintain any new sustainable drainage systems (SuDS) within their area. (subject to implementation of this part of the legislation)	HBC	HBC
1	Website Flood Risk Content Update	As a key communication tool for information regarding flood risk it is important that the borough website is accurate. Halton Borough Council is currently in the process of updating the information on the website.	HBC	HBC

Preliminary Maintenance and Works Identification

Location	Problem	Potential Cause	Potential Solution (Medium Term)	Long Term or Additional Works	Responsible Authority	Possible Funding
Peel House Lane & St. Anne's Road, Widnes	Flash flooding to properties SW runoff	Overflows from surface water drainage system	Improve property flood resilience Confirm capacity and condition of installed attenuation tank	Local drainage system improvements Remodel ground levels	Halton Borough Council	Halton Borough Council FDGiA grant
Compass Close, Runcorn	Flooding in low point in Compass Close will inundate surrounding houses	Threshold levels below surrounding ground levels in some cases	Prioritise gully cleaning Improve property flood resilience FDGiA funding granted in 2012/13 MTP	Remodel existing ground levels	Halton Borough Council	Halton Borough Council FDGiA grant
Kingsway & Milton Road, Widnes	Flash flooding to properties	Police Station and Leisure Centre (Loading Bay) have minimal thresholds and will be affected by highway flooding	Improve property flood resilience	Remodel existing ground levels to divert flow away from buildings	Halton Borough Council	Halton Borough Council FDGiA grant Halton Housing Trust
Brynn Street & Quinn Street, Widnes	Flooding in low point at junction between Brynn Street and Quinn Street	Topography of development	Prioritise gully cleaning Improve property flood resilience	Remodel existing ground levels	Halton Borough Council	Halton Borough Council FDGiA grant Halton Housing Trust
Fairhaven Road, Widnes	Flash flooding to properties	Overflows from surface water drainage system and manhole at bottom of dip in road overflows	Local drainage system improvements Improve property flood resilience	Remodel ground levels	Halton Borough Council	Halton Borough Council RFCC
Cradley & Radnor Drive, Widnes	Potential SW flooding of school and neighbouring properties	Topography of development	Develop hydraulic model to map SW flooding of school and neighbouring properties	Full detail study required	Halton Borough Council	Halton Borough Council RFCC
Castlefields Avenue South, Runcorn	Flash flooding to properties from adjacent highway	Houses adjacent to steep embankment with thresholds <50mm	Improve property flood resilience	Remodel existing ground levels	Halton Borough Council	Halton Borough Council Environment Agency

Location	Problem	Potential Cause	Potential Solution (Medium Term)	Long Term or Additional Works	Responsible Authority	Possible Funding
Bridgeway & Lockgate, Runcorn	Flash flooding to properties from highway SW runoff	Houses adjacent to embankment with 180mm thresholds Topography of development	Improve property flood resilience FDGiA allocation in 2013/14 for investigation/study	Local drainage system Improvements Remodel ground levels	Halton Borough Council	Halton Borough Council FDGiA grant
Mottershead Road & Milton Road, Widnes	Flash flooding to properties	Flow paths around buildings channel water into properties	Improve property flood resilience FDGiA funding granted in 2012/13 MTP – 4 properties protected	Remodel existing ground levels	Halton Borough Council	Halton Borough Council Environment Agency
Bradley Way, Widnes	Flash flooding to properties	Deep flooding likely to affect buildings with thresholds up to 500mm	Improve property flood resilience	Remodel existing ground levels	Halton Borough Council	Halton Borough Council Environment Agency
Halton Lea, Runcorn	Flash flooding to properties	Threshold levels of plant room facilities of commercial properties likely to be affected by flooding	Inform property owners	Remodel existing ground levels	Halton Borough Council	Halton Borough Council Environment Agency
Cow Hey Lane, Runcorn	Flash flooding to properties	Low building threshold levels	Confirm building threshold levels	Improve property flood resilience Remodel ground levels	Halton Borough Council	Halton Borough Council Environment Agency

Draft Maintenance Programme

Asset	Action	Status	Solution Medium Term	Solution Long Term or Additional Works	Authority	Possible Funding
Gully Cleansing	Regular gully cleansing aligned to SW Risk Maps and S38 adoptions	Actioned	Programme continually reviewed and amended	Risk based system of maintenance	Halton Borough Council	Halton Borough Council
Culvert Screens	Regular inspection of culvert screens at high risk locations identified from previous flood incidents	Programme developed from historical knowledge and results from culvert blockage sensitivity testing	Programme continually refined as asset management registers develop	Intelligence and risk based system of maintenance Replacement of screens identified as deficient	Halton Borough Council	Halton Borough Council
Asset Inspection	Regular inspection of assets at high risk locations identified from SWMP	High risk locations identified from SWMP	Programme frequency and locations refined as asset management registers develop	Riparian land owners will require identifying	Halton Borough Council	Halton Borough Council

The following schemes have been awarded FDGiA funding in the current 2014/15 MTP:

Halton Scheme		2014/15	2015/16	2016/17	2017/18	2018/19
Bridgeway and Lockgate, Runcorn Flood Alleviation Scheme	Estimated scheme cost in year (£k)	63	63	93	93	
	Indicative FDGiA / Local Levy Allocation (£k)	53	53	74	0	
Compass Close, Runcorn Flood Alleviation Scheme	Estimated scheme cost in year (£k)	33	13			
	Indicative FDGiA Allocation (£k)	30	10			
Pitville Terrace, Widnes Flood Alleviation Scheme	Estimated scheme cost in year (£k)	0	25	25		
	Indicative FDGiA / Local Levy Allocation (£k)	0	7	7		

Appendix 4 Abbreviations and Definitions

Abbreviations

Item	Description
ABI	Association of British Insurers
AStSWF	Areas Susceptible to Surface Water Flooding
CIRIA	Construction Industry Research and Information Association
CLG	Department of Communities and Local Government
CFMP	Catchment Flood Management Plan
COMAH	Control of Major Accident Hazards
DCLG	Department for Communities and Local Government
DEFRA	Department for Environment, Food and Rural Affairs
EA	Environment Agency
EC	European Commission
FCERM	Flood and coastal erosion risk management
FMfSW	Flood Map for Surface Water
FWMA	Flood and Water Management Act 2010
FRA	Flood Risk Assessment
IDB	Internal Drainage Board
LGA	Local Government Association
LDF	Local Development Framework
LLFA	Lead Local Flood Authority
LPA	Local Planning Authority
LRF	Local Resilience Forum
NRD	National Receptor Database
NFU	National Farmers Union
RFCC	Regional flood and coastal committee
PPS25	Planning Policy Statement 25: Development and Flood Risk
PFRA	Preliminary Flood Risk Assessment
PPS	Planning Policy Statement
RBD	River Basin District
SAB	SuDS Approving Body
SEA	Strategic Environmental Assessment
SMP	Shoreline Management Plan
SFRA	Strategic Flood Risk Assessment
SSSI	Site of Specific Scientific Interest
SPD	Supplementary Planning Document
SuDS	Sustainable Urban Drainage Systems
SWMP	Surface Water Management Plan
UU	United Utilities

Definitions

Item	Description
Assets	Structures or a system of structures used to manage flood risk.
Attenuation	Reduction of peak flow and increased duration of a flow event.
Balancing pond	A pond designed to attenuate flows by storing runoff during the peak flow and releasing it at a controlled rate during and after the peak flow has passed. The pond always contains water. Also known as wet detention pond.
Building Regulations	The UK Building Regulations are rules of a statutory nature to set standards for the design and construction of buildings, primarily to ensure the safety and health for people in or around those buildings, but also for purposes of energy conservation and access to and about other buildings
Catchment	The area contributing surface water flow to a point on a drainage or river system. Can be divided into sub-catchments.
Climate Change	Any long-term significant change in the "average weather" that a given region experiences. Average weather may include average temperature, precipitation and wind patterns.
Combined sewer	A sewer designed to carry foul sewage and surface runoff in the same pipe.
Consequence	A condition or occurrence traceable to a cause e.g. the flood was an inevitable consequence of the prolonged, heavy rains.
Culvert	A covered structure under a road, embankment etc., to direct the flow of water.
Defences	A structure that is used to reduce the probability of floodwater or coastal erosion affecting a particular area (for example, a raised embankment or sea wall)
Defra	Department for Environment, Food and Rural Affairs
Detention basin	A vegetated depression, normally dry except after storm events constructed to store water temporarily to attenuate flows. May allow infiltration of water to the ground.
Discharge.	The discharge of a river is the volume of water, which flows through it in a given time. It is usually measured in cubic metres per second (m ³ /s).
Drainage authorities	Organisations involved in water level management, including IDBs, the Environment Agency, and RFDCs.
Environment Agency	It is a UK non-departmental public body of Defra with the principal aim of protecting and enhancing the environment to make a contribution towards the objective of achieving sustainable development. The Agency has principal responsibility for river (fluvial) flooding.
Flood	A temporary rise of the water level, as in a river or lake or along a seacoast, resulting in its spilling over and out of its natural or artificial confines onto land that is normally dry. Floods are usually caused by excessive runoff from precipitation or snowmelt, or by coastal storm surges or other tidal phenomena,
Flood frequency	The probability of a flow rate being equalled or exceeded in any year.
Flood Mitigation	Methods of reducing the effects of floods. These methods may be structural solutions (e.g. reservoirs) or nonstructural (e.g. land use planning, early warning systems).
Floodplain	Land adjacent to a watercourse that would be subject to repeated flooding under natural conditions.
Fluvial flooding	Flooding from a main watercourse (brooks, streams, rivers and lakes etc.) that occurs when the water features cannot cope with the amount of water draining into them, from the land. When rainfall is heavy and / or prolonged, a large amount of runoff reaches the rivers and eventually causes them to overtop their banks.
Groundwater	Water that is below the surface of ground in the saturation zone.
Groundwater flooding	Occurs when water levels in the ground rise above the natural surface. Low-lying areas underlain by permeable strata are particularly susceptible.
Highway authority	A local authority with responsibility for the maintenance and drainage of highways maintainable at public expense.
Highways Agency	The government agency responsible for strategic highways, i.e. motorways and trunk roads.
Hydrological	The occurrence, circulation, distribution, and properties of the waters of the earth and its atmosphere.
Infiltration	The passage of surface water through the surface of the ground or the entry of groundwater to a sewer.
Material Consideration	A legal term describing a matter or subject which is relevant (material) for a local authority to consider when using its powers under planning law in dealing with a planning application.
Operating Authorities	Anybody, including the Environment Agency, Internal Drainage Boards, County Councils and Local Authorities, who have powers to make or maintain works for the drainage of land.

Item	Description
Ordinary Watercourses	Any watercourse that does not form part of a Main River. (Main Rivers are as shown on the Environment Agency's Main River map)
Permeability	A measure of the ease with which a fluid can flow through a porous medium. It depends on the physical properties of the medium, for example grain size, porosity and pore shape.
Piped system	Conduits generally located below ground to conduct water to a suitable location for treatment and/or disposal.
Pluvial Flooding	Flooding that results from rainfall generated overland flow before the runoff enters any watercourse or sewer. It is usually associated with high intensity rainfall events. Also referred to as surface water flooding.
Pollution	A change in the physical, chemical, radiological or biological quality of a resource (air, water or land) caused by man or man's activities that is injurious to existing, intended or potential uses of the resource.
Probability Event	The statistical probability of a flooding episode (event) occurring.
Protection	The flood event return period above which significant damage and possible failure of the flood defences could occur.
Public sewer	A sewer that is vested in and maintained by a sewerage undertaker.
Recovery	The process of rebuilding and rehabilitating the community following an emergency.
Reservoir	A natural or artificial lake where water is collected and stored until needed. Reservoirs can be used for irrigation, recreation, providing water supply for municipal needs, hydroelectric power or controlling water flow.
Residual Risk	The Risk that remains after risk management and mitigation measures have been implemented.
Resilience	The ability of the community, services, area or infrastructure to withstand the consequences of an incident.
Return Period	Also known as a recurrence interval is an estimate of the interval of time between events, in the instance of a 1 in 200 year storm the probability is 0.005%, however it does not mean that it will occur once, multiple instances of the same event can occur in each year.
Risk	Measures the significance of a potential event in terms of likelihood and impact. In the context of the Civil Contingencies Act 2004, the events in question are emergencies
Risk assessment	A structured and auditable process of identifying potentially significant events, assessing their likelihood and impacts, and then combining these to provide an overall assessment of risk, as a basis for further decisions and action.
Risk management authorities	Organisations that have a key role in flood and coastal erosion risk management as defined by the Flood and Water Management Act (2010). These are the Environment Agency, lead local flood authorities, district councils where there is no unitary authority, internal drainage boards, water companies, and highways authorities.
River flooding	Occurs when water levels in a channel overwhelms the capacity of the channel.
Runoff	Water flow over the ground surface to the drainage system. This occurs if the ground is impermeable, is saturated or if rainfall is particularly intense.
Sequential Test	The Sequential test (Annex D of PPS25) advocates that planners use a sequential test when considering land allocations for development to avoid flood risk where possible.
Sewer	A pipe or channel taking domestic foul and/or surface water from buildings and associated paths and hardstandings from two or more curtilages and having a proper outfall.
Sewerage undertaker	A collective term relating to the statutory undertaking of water companies that are responsible for sewerage and sewage disposal including surface water from roofs and yards of premises.
Significant	Defined threshold of flooding consequence.
Source control	The control of runoff or pollution at or near its source.
Stormwater	Rainwater that runs off impervious surfaces and into storm drains rather than being absorbed into the soil.
Sub-catchment	A division of a catchment, allowing runoff management as near to the source as is reasonable.
Surface water flooding	Occurs when the level of rainfall overwhelms the capacity of the drainage system to cope.
Sustainable Drainage Systems (SuDS)	A sequence of management practices and control structures designed to drain surface water in a more sustainable fashion than some conventional techniques.
Wastewater	This is 'used' water arising from homes and businesses and includes water from sinks, toilets, bathtubs, washing machines and dishwashers – any water that has to be drained, including storm water.

Watercourse	A term including all rivers, streams ditches drains cuts culverts dykes sluices and passages through which water flows.
Wetland	A pond that has a high proportion of emergent vegetation in relation to open water.

Useful References

- Civil Contingencies Act 2004: www.legislation.gov.uk/ukpga/2004/36/contents
- Environment Act 1995: www.legislation.gov.uk/ukpga/1995/25/contents
- Flood and Water Management Act 2010: www.legislation.gov.uk/ukpga/2010/29/contents
- Flood Risk Regulations 2009: www.legislation.gov.uk/uksi/2009/3042/contents/
- Land Drainage Act 1991: <http://www.legislation.gov.uk/ukpga/1991/59/contents>
- Water Resources Act 1991: <http://www.legislation.gov.uk/ukpga/1991/57/contents>
- Catchment Flood Management Plans: www.environment-agency.gov.uk/research/planning/33586.aspx
- FCERM-AG: www.environment-agency.gov.uk/research/planning/116705.aspx
- Flood and Coastal Resilience Partnership Funding: www.environment-agency.gov.uk/research/planning/33700.aspx
- Guide to the SEA: www.communities.gov.uk/publications/planningandbuilding/practicalguidesea
- Information about the English National Strategy: <http://www.environment-agency.gov.uk/research/policy/130073.aspx#>
- Landform early action projects: http://www.ciria.com/landform/pdf/Early%20Action%20_Final_.pdf
- LGG Preliminary Framework: <http://www.communities.idea.gov.uk/c/2050378/home.do>
- Making Space for Water: <http://archive.defra.gov.uk/environment/flooding/documents/policy/strategy/strategy-response1.pdf>
- National Strategy: <http://www.environment-agency.gov.uk/research/policy/130073.aspx#>
- National Strategy SEA: <https://consult.environment-agency.gov.uk/portal/ho/flood/fcerm/strategy?pointId=1287746273433>
- Pitt Review: http://archive.cabinetoffice.gov.uk/pittreview/thepittreview/final_report.htm
- PPS25: <http://www.communities.gov.uk/publications/planningandbuilding/pps25floodrisk>
- SEA: <https://consult.environment-agency.gov.uk/portal/ho/flood/fcerm/strategy?pointId=1287746273433>
- Halton Borough Council planning Policy <http://www3.halton.gov.uk/Pages/planning/policyguidance/Planning-Policies.aspx>