

APPENDIX 1

Extract of Executive Board, Executive Board Sub Committee and Mersey Gateway Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board

EXECUTIVE BOARD MEETING HELD ON 1ST MARCH 2012

PHYSICAL ENVIRONMENT PORTFOLIO

EXB108 PORTAS PILOT

The Board considered a report of the Chief Executive on the bid for Runcorn Town Centre to be nominated as a *Portas Pilot* Town Centre.

The Board was advised that in December 2011, the *Portas* Review had made twenty-eight review recommendations, one of which was to form a Town Team to improve town centre locations. It was intended that a Town Team would focus on driving innovation and improvement in the management and development of a strategic and collaborative approach to the way the high street was managed. This would include landlords, retailers, local authorities and local communities.

The report provided details of the application and funding process and the bidding criteria. It was noted that 12 pilot areas would be selected with a maximum allocation of £100,000 per Town Team. Resources would be allocated on a value for money basis, so areas would need to be able to demonstrate the potential for improvement. The closing date for applications was 30 March 2012.

RESOLVED: That the Council submit a bid to Government for Runcorn Town Centre to be made a *Portas Pilot* Town Centre.

Chief
Executive

EXECUTIVE BOARD MEETING HELD ON 29TH MARCH 2012

TRANSPORTATION PORTFOLIO

EXB122 STREET LIGHTING - ENERGY SAVING OPTIONS - KEY DECISION

The Board considered a report of the Strategic Director, Policy and Resources, on energy saving options for street lighting.

The report detailed options to reduce revenue costs for the Council's stock of highway electrical equipment, including street lighting, traffic signals and illuminated traffic signs and bollards. The report contained details of the equipment in place on the highways in Halton, together with information on the supply and costs of energy.

The Board was advised that, due to increasing energy costs for street lighting, action must be taken to minimise future growth in energy consumption. A complete re-assessment of lighting policies, currently included in the Highway Maintenance Strategy, would be needed in order to carry this out. A Street Lighting Policy and Strategy would be prepared and submitted to a future meeting of the Board. However, in order to respond to an immediate need to cut the cost of energy consumption, it was proposed that street lighting be switched off on high speed roads between midnight and 6.00am throughout the year, starting with those sections of road listed in Appendix A.

The report also considered the future lighting provision within the Borough and the options for reducing street lighting costs. This included:

- Adaptive street lighting
- Change switching levels for columns
- Switching off lights for part of the night
- Use of solar panels
- Use of light emitting diodes (LEDs)
- Removal of decorative lighting and
- Removal of high mast lighting on expressways

The Board noted that local authorities were required to advise their energy supplier of their load profile in terms of electricity use. By reducing consumption during the low demand periods of midnight to 6.00am, the authority's average energy tariff could increase considerably, and negate any savings.

Reasons for Decision

In order to achieve budget savings it had been necessary to turn off street lights on high speed roads between midnight

and 6.00am.

Alternative Options Considered and Rejected

A total switch off was considered, but was rejected in order to reduce the impact.

Implementation Date

1 April 2012, subject to all equipment being installed.

RESOLVED: That

- 1) approval be given to the policy to regulate energy consumption by highway electrical equipment, in order to reduce costs and carbon emissions, as set out in item 4 of the report;
- 2) approval be given to turning off street lighting on those high speed roads (over 40mph speed limits), listed in Appendix A attached to the report, between midnight and 6.00am throughout the year and to any potential impacts of this action being monitored;
- 3) the potential options to reduce energy consumption as set out in Appendix C attached to the report, be noted and implemented where appropriate and as resources permit; and
- 4) other potential actions that may be needed to maintain the Council's street lighting stock and reduce its street lighting energy bill be noted and be brought forward to a future meeting of the Board for consideration.

Strategic Director,
Policy and
Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB127 ADOPTION OF HOT FOOD TAKEAWAY SPD

The Board considered a report of the Strategic Director, Policy and Resources, on the adoption of the Hot Food Takeaways Supplementary Planning Document (SPD).

The Board was reminded that at its meeting on 8

September 2011, Executive Board approved a public consultation exercise to be conducted on the draft SPD. A total of six responses to the consultation were received, which were summarised in the Statement of Consultation attached at Appendix B. It was noted that the policies in the SPD would be supplementary to the emerging Core Strategy Policy CS22: Health and Wellbeing, and adopted Unitary Development Plan policies. Once adopted, the guidance would be a material planning consideration in the determination of planning applications for proposed Hot Food Takeaway establishments in the Borough.

RESOLVED: That

- 1) the Hot Food Takeaway SPD (attached at Appendix A) be adopted as a Local Development Document and the procedures for adoption, as set out in the Town and Country Planning (Local Development) 2004 (England) Regulations be carried out;
- 2) the results of the public consultation as set out in the Statement of Consultation (attached at Appendix B) be noted; and
- 3) any further editorial and technical changes that do not materially affect the content or intended purpose of the SPD be agreed by the Operational Director, Policy, Planning and Transportation in consultation with the Portfolio Holder for the Physical Environment if necessary, before the document is published.

Strategic Director
- Policy &
Resources

EXB128 SANKEY CANAL RESTORATION PROJECT

The Board considered a report of the Strategic Director, Communities, on the progress and preliminary discussions with Heritage Lottery Fund on the Sankey Canal Restoration Project.

The Board was advised that the area under consideration as part of this project was a section of the Sankey Canal from Spike Island to Fiddlers Ferry Marina in Warrington. It was noted that this was a joint project with Warrington Borough Council, involving volunteer representatives from Sankey Canal Restoration Society with other partner organisations being consulted.

A Project Development Steering Group had been set up to guide the development of the project. An outline project programme/timeline was attached at Appendix 1, which illustrated the key dates for deadlines and decision periods. It was noted that this would be a lengthy application process, with submission of a Round 1 application to the Heritage Lottery Fund in November 2012.

RESOLVED: That delegated authority be given to the Strategic Director, Communities, in consultation with the Portfolio Holder for Physical Environment, to progress the project and to prepare and submit all necessary information for a Round 1 submission to the Heritage Lottery Fund.

Strategic Director
- Communities

The Board noted that this was the final meeting of the 2011/12 Municipal Year, and wished to record their thanks to Councillor Tom McInerney for his support to the Board and his commitment in the past and wished him well in his year as Mayor of the Borough.

EXECUTIVE BOARD SUB COMMITTEE – 1ST MARCH 2012

PHYSICAL ENVIRONMENT PORTFOLIO

ES90 HALE RESTORATION PROJECT – REPLACEMENT CHILDE OF HALE STATUE

The Sub Committee considered a report of the Strategic Director Communities which sought agreement to a waiver of Standing Orders in order to appoint a preferred artist and foundry to create a new Childe of Hale statue. It was noted that the Council had successfully gained a Heritage Lottery Fund (HLF) grant of £643,000 in 2007 for improvements in Hale Park and Hale Village. The majority of the work had been carried out and had cost less than the original budget. It had been agreed with HLF that the money saved from these main works could be spent in the village on related features that support the main aims of the project.

The original Childe of Hale statue had to be removed in June 2011 due to decay. In June 2011 the original artist was commissioned for one day to work with local residents to help formulate opinions, ideas and location for the replacement. In addition expressions of interest were sought from a short list of artists and Officers together with Friends of Hale Park and representatives from Hale Parish Council selected Phil Bews the sculptor of the original statue as the most appropriate submission.

It was noted that Mr Bews could accommodate public visits to the foundry during the manufacturing process, the proposed foundry was also close enough to visit in one day and he had suggested using the original moulds which would substantially reduce the cost of creating a bronze casting. The budget cost allocated for producing the finished bronze statue, including all artists fees, delivery and installation was in the order of £45,000.

Arising from the discussion, it was agreed that information on the copyright in relation to the statue be explored and a breakdown of the cost of £45,000 be circulated to Members of the Sub Committee.

RESOLVED: That under procurement Standing Order 1.8.2 (e) Standing Order 4.1 be waived in respect of commissioning Phil Bews and Castle Fine Art Foundry (nr Oswestry, Powys, Wales) as the preferred artist and foundry.

Strategic Director
Communities

EXECUTIVE BOARD SUB COMMITTEE – 15TH MARCH 2012

RESOURCES PORTFOLIO, TRANSPORTATION PORTFOLIO AND PHYSICAL ENVIRONMENT PORTFOLIO

ES93 REVIEW OF FEES AND CHARGES

The Sub-Committee received a report which sought approval to increase existing fees and charges generally in line with inflation, although some would be increased by more to reflect the charges in other local authority areas, for the following:-

Environmental Information, requests for information regarding potentially contaminated land, hackney carriage and private hire charges, licence fees (other than hackney carriage and private hire charges), Road Traffic Regulation Act 1984, Town Police Clauses Act, Highways Act 1980, Highway Searches, Signing, Traffic Signals, Building Act, Street Naming and Numbering, Road Safety, Traffic Data, CCTV Maintenance, closure of Bus Stops for roadworks, New Roads and Street Works Act 1991, Health and Safety Advice to Schools and Academies and miscellaneous.

The Sub-Committee was advised that the increase in fees and charges also included a number of statutory fees that may increase during the coming financial year and Members were asked to agree to these increases as they occurred.

RESOLVED: That the proposed fees and charges as set out in the report be agreed for 2012/13 and referred to the relevant Policy and Performance Boards for information.

ENVIRONMENTAL SUSTAINABILITY

ES94 INCREASING PEST CONTROL CHARGES

The Sub Committee considered a report which set out proposed increase in charges for Pest Control services in 2012/13. The service currently provides free treatments for the eradication of public health pests such as rats, mice and cockroaches and it was proposed to continue this service free of charge. It was considered the most cost effective approach to securing public health and avoided a costly legal process of establishing land ownership, serving legal notices and obtaining court orders and warrants.

In respect to the charges for the treatment of less serious pests such as wasps, fleas and ants it was proposed to increase charges for 2012/13 as follows:

- Commercial Charges to £94.40 per hour inclusive of VAT;
- Single treatment wasps to £45.50 inclusive of VAT; and
- Treatment of fleas and ants to £50.40 inclusive of VAT.

RESOLVED: That the Sub Committee approve

1. that the pest control service continues to provide treatments for public health pests without charge; and
2. the proposed increase in charges for nuisance pests and commercial pest treatments.

**PHYSICAL ENVIRONMENT PORTFOLIO,
ENVIRONMENTAL SUSTAINABILITY PORTFOLIO,
NEIGHBOURHOOD LEISURE & SPORT PORTFOLIO**

ES95 OPEN SPACE SERVICES SCALE OF CHARGES

The Sub-Committee received a report which sought approval to increase existing fees and charges for the following: Allotments, Cemeteries & Crematorium, Sports Pitch Hire and Educational Activities. A copy of the proposed charges had been previously circulated to members.

In respect of an allotment plot the current charge was £31.00. The charge included all services (water supply and rates) and was currently subsidised by Council revenue budgets. In order for the allotments to be provided without a subsidy, a fee of £80 needed to be charged. It was proposed that the new charge would come into effect in 2012/13 with plot holders not having to pay the new costs until January 2013. It was noted that the cost could be paid by Direct Debit on a monthly basis.

With regard to Cemeteries and Crematorium, the proposed increases would reduce the current subsidy from Council budgets. Halton's charges would still, in most instances, be less than neighbouring local authorities.

In addition it was proposed that the hire of an adult sports pitch would be increased from £400 to £500. It was noted that following the £100 increase the cost would still be cheaper than neighbouring Liverpool City and Junior Sports pitch hire would remain free. The charge for Adult Baseball Field annual hire would also increase from £1360 to £1500.

RESOLVED: That the charges as proposed be approved.

EXECUTIVE BOARD SUB COMMITTEE – 1ST APRIL 2012

ENVIRONMENTAL SUSTAINABILITY

ES102 REVIEW OF FEES AND CHARGES – ENVIRONMENTAL HEALTH

The Sub Committee considered the proposed admission charges for 2012/13 for the Environmental Health service within the Environmental, Public Health and Health Protection Division. The existing fees had been uplifted by 2.0% in accordance with the approved inflationary allowances allocated by the Council. The schedule also included a number of statutory fees that may increase during the coming financial year and Members were asked to agree

to these increases as they occurred. It was noted that the following two new charges were proposed for 2012/13:

- £70.83 plus VAT for Border Agency Accommodation; and
- £125 plus VAT applied to any person seeking to reclaim sound equipment that had been seized under the Noise Act 1996.

RESOLVED: That the proposed fees and charges be approved.

MERSEY GATEWAY EXECUTIVE BOARD – 15TH FEBRUARY

MGEB16 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 disclosing the information, members of the press and public be excluded from the meeting 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,

Strategic
Director Communities

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.

MGEB17 MERSEY GATEWAY BRIDGE - THE RESULTS OF PREQUALIFICATION

The Board considered a report of the Chief Executive which advised the Members that at the previous meeting on 26 January 2012 consideration had been given to an initial account of the organisations that had sought to prequalify and explained the evaluation procedure leading to the selection of the Candidates that were to be invited to tender for the Project.

The Board was advised that the evaluation of each of the six submissions the Council had received had now been completed and the results were being compiled prior to being reported by the Project Director to the Mersey Gateway Officer Project Board (OPB). It was reported that a presentation of the results of the prequalification process by the Project Director would be given at the meeting based on the recommendations agreed by the OPB.

RESOLVED: That

- (1) the selection of Candidates, as recommended by the Officer Project Board be endorsed; and
- (2) the Chief Executive be instructed to invite the prequalified Candidates to participate in the competitive dialogue procurement process at the earliest opportunity.

Chief Executive

MERSEY GATEWAY EXECUTIVE BOARD – 15TH MARCH 2012

MGEB20 PROCUREMENT PROGRESS REPORT

The Board considered a report of the Chief Executive which advised Members of the progress made in implementing the agreed procurement process.

The Board was advised that at the special meeting of the Mersey Gateway Executive Board on 15 February 2012, Members had agreed the prequalification result and authorised the Chief Executive, in consultation with the Leader, to move to commence the tendering process by

issuing the ITPD document to Bidders.

On 16 February the six Bidders had been informed of the prequalification result by letter from the Project Director. The letter offered the unsuccessful candidates a debriefing opportunity, which they all accepted. The debriefing meetings had taken on 29 February 2012. Letters to the three successful candidates had also offered to provide feedback on performance and these debriefing meetings had taken place on 1 March 2012.

The Board was further advised that a press release announcing the results of prequalification had been released on 17 February 2012. The Department for Transport press office had been consulted on the draft release. The selected Bidders were reported in local news and appeared across the national technical journals and the media. A copy of the press release was attached as Appendix 1 to the report.

It was reported that the letter to the three Bidders had set out the expected timetable for commencing the tendering process. The ITPD was planned to be issued to Bidders during the week of 12 March 2012, to be discussed at a Dialogue Commencement meeting with each Bidder during the following week. Over the coming year, Dialogue meetings were envisaged to be held at the Stadium with the occasional meeting held in the offices of DLAP in Manchester or London. On average it was expected that the Authority would meet with each Bidder once every three weeks. The ITPD set out the Council's agenda covering a schedule of meetings up to November 2012. The Project organisation to progress the Dialogue process was attached at Appendix 2 to the report.

Furthermore, instructions to Bidders, as part of the ITPD, included measures to ensure that communication between the Council and Bidders were classified as commercial in confidence, to ensure competition was protected so that the Council received bids that maximised the potential to secure value for money. The integrity of the competition relies on the security of information and discussions during an extended procurement process. The governance arrangements agreed with the Board envisaged the confidential nature of issues arising during Dialogue and were reflected in the Chief Executive being given delegated authority to deliver procurement in consultation with the Leader. This delegation provided the project team with access to a streamlined chain of authority where decisions

could be taken expeditiously in circumstances that maintained confidentiality. The regular meetings of the MGEB, at every two months would enable reports on progress to be made to keep the Board up to date with key issues that arose in the Dialogue process. Alongside these arrangements, the portfolio holder Cllr Stockton also held regular meetings with the Project Director.

In conclusion, it was reported that the high level procurement programme was attached at Appendix 3 to the report. The projections were in line with advice given to members previously and progress would be monitored against this programme.

RESOLVED: That the Board note that:

- (1) the six candidates who participated in prequalification have been advised of the selection result and meetings with each group have taken place to provide feedback on performance; and
- (2) the documentation required to support the formal Invitation to Participate in Dialogue (ITPD) has been completed and issued to the three Bidders.

Chief Executive

MGEB21 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- 3) 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
- 4) 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 disclosing the information, members of the press and public be excluded from the meeting 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, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

MGEB22 MERSEY GATEWAY BRIDGE - ITPD EXECUTIVE SUMMARY

The Board considered a report of the Chief Executive which informed Members that the Invitation To Participate in Dialogue (ITPD) required a document to be issued to Bidders providing instructions, information and guidance to support the competitive dialogue process. The report provided an executive summary of the ITPD document and highlighted the key issues covered.

The Board stressed the importance of securing an acceptable toll discount scheme. Officers advised that the arrangements being taken forward required Bidders to submit their Revenue Collection Business Plans which would include proposals for toll discount schemes. Details of the tolling schemes proposed by Bidders would be reported to the Board later in the year. Bidders tolling proposals would be compatible with the funding agreement between the Council and Government which in the base case limits the cost of a discount scheme to 10 percent of expected toll revenue. The Board would be able to take into account the proposals emerging from Bidders submissions when considering its priorities for toll discounts within the funding constraints in place.

RESOLVED: That it be noted, that the summary of the ITPD document and the substantive proposals had been agreed with the Chief Executive, in consultation with the Leader.

Chief Executive