



Major Projects

SERVICE PLAN

April 2007 to March 2010

Advanced Draft 08.02.07

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1.0 INTRODUCTION

To meet Halton's most pressing needs, the Borough Council has identified **6 key priorities**, which, as detailed within the Council's Corporate Plan, are: -

- **A Healthy Halton**
- **Halton's Urban Renewal**
- **Halton's Children & Young People**
- **Employment, Learning & Skills in Halton**
- **A Safer Halton**
- **Corporate Effectiveness & Business Efficiency**

The primary purpose of Service Plans is to provide a clear statement on what individual services are planning to achieve and to show how this contributes towards achieving the corporate priorities of the Council. They are an essential tool for making key decisions about future service provision and the level of resources required. Additionally the service plan is designed to enable the public, Elected Members and staff to monitor how well this part of the Council is performing in improving the quality of life for local people.

2.0 SERVICE PROFILE

2.1 Purpose

The Major Projects Department provides an extensive range of services to support the delivery of key regeneration programmes and projects aimed at improving the quality of life for local communities and businesses in the Borough.

The Major Projects Department is responsible for delivering key projects and programmes crucial for the implementation of the Urban Renewal Strategy. These include:

- The co-ordination and delivery of many of the Council's non-housing projects;
- The development and delivery of the Council's Derelict Land Strategy and land reclamation programme;
- Leading on the co-ordination of capital projects to regenerate Town Centres and other key sites in the Borough.
- The development and delivery of the Widnes Waterfront Economic Development Zone (EDZ) in Southern Widnes;
- The development and delivery of 3 MG, the Ditton Strategic Rail Freight Park proposal;
- The co-ordination of the implementation of the Castlefields Regeneration programme;
- The development of the Waterfront Development Strategy and the delivery of projects designed to implement improvements to canalside and riverside areas;
- Co-ordinating the NRF and Capital Priority Fund Urban Renewal Action Plan and the implementation of projects within that;
- Establishing and delivering regeneration programmes for particular parts of the Borough in accordance with the priorities established within the Urban Renewal Strategy; and
- The servicing of Area Panels as and when requested.

The service benefits local residents across the Borough and assists businesses in Halton through regeneration and development programmes which improve the environment and contribute to the generation of employment opportunities.

2.2 Key Messages

During the last twelve months the departmental structure has remained constant.

Several Awards were received for the work of the Department. These included:

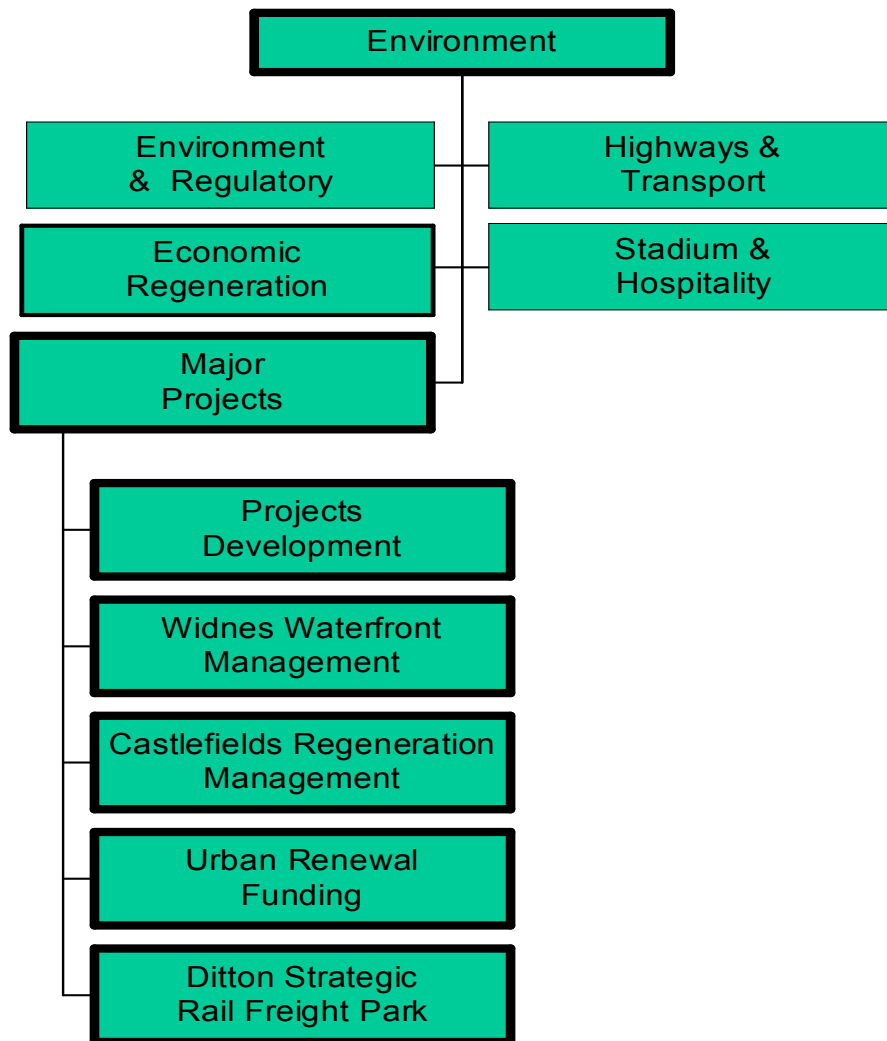
- The Chartered Institute of Housing: **Excellence in Delivering Regeneration** for the Castlefields Regeneration Programme
- North West Regional Property Awards: **Best Partnership Development** for Waterbridge Mews, Castlefields
- **LGC Environment Award**, for the reclamation of the Former Coal Stockyard, Widnes
- 2 Halton **LSP Regeneration Awards** for the Land Reclamation Programme and Streetscape Improvements.

Several projects have been delivered including:

- The Phoenix Park (Youth Activity Park) reclamation scheme in Castlefields
- The Friendship Garden at Runcorn Town Hall
- 22 shopfront improvement grants delivered
- 3 MG named and launched
- Heron Business Park Phase 1 on Widnes Waterfront completed
- The Element (Liebig Court) Widnes completed
- Urban Renewal PPB Topic Study on Funding Generation

In March 2008 funding for the Castlefields Team and the Urban Renewal Programme Co-ordination Officer will expire, as will the ERDF funding for the EDZ Team. Alternative funding sources will be required to fund these permanent posts.

2.3 Organisation Structure



Staffing

	F.T.E	Headcount
Managerial	2	2
Professional/ Technical	14	13
Administrative/ Clerical	1	1
Front Line	-	-
Total	17	16*

** One post in the 3MG Team is held as unfilled at the present time because it is as yet unjustified by the workload. It will be filled when warranted by the workload.*

3.0 AIMS OF THE SERVICE

The Council has identified six key strategic priorities that are detailed within the introduction to this plan. Whilst the majority of Council services will contribute in some way to each of these priorities those that are most relevant to the Major Projects Department, and the Service Aims associated with them are: -

Corporate Priority 2: A Healthy Halton

Area of Focus 5: Actively managing the environmental factors which are detrimental to good health

SA1: To transform the physical fabric and infrastructure, restoring derelict sites and creating a vibrant borough that makes Halton a place where people are proud to live and see a promising future for themselves and their families.

Corporate Priority 3: Halton's Urban Renewal

Area of Focus 8: Exploiting the benefits of inward investment opportunities by creating a physical environment that is both attractive and responsive to the needs of existing and potential business

SA1: To transform the physical fabric and infrastructure, restoring derelict sites and creating a vibrant borough that makes Halton a place where people are proud to live and see a promising future for themselves and their families.

Area of Focus 10: Revitalising the economy by sustaining and developing an environment that compliments the core brand values of existing and potential investors

SA1: To transform the physical fabric and infrastructure, restoring derelict sites and creating a vibrant borough that makes Halton a place where people are proud to live and see a promising future for themselves and their families.

SA2: To ensure pleasant and secure neighbourhood environments, with attractive safe surroundings, clean well lit streets and walkways and good quality local amenities.

Area of Focus 11: Maintaining levels of affordable housing provision within Halton that provides for quality and choice and meets the needs and aspirations of existing and potential residents

SA1: To transform the physical fabric and infrastructure, restoring derelict sites and creating a vibrant borough that makes Halton a place where people are proud to live and see a promising future for themselves and their families.

4.0 FACTORS AFFECTING THE SERVICE

4.1 External Factors

4.1.1 Political

The increasing affiliation of the Borough to Merseyside and incorporation within the Merseyside sub-regional structures will influence the way in which the Borough is affected by such initiatives as the Northern Way, the Regional Housing Strategy, Regional Spatial Strategy, Regional Economic Strategy and the City Region.

4.1.2 Economic Climate

The service relies on external grant funding to fund the major part of its programme work. The recent issues over securing North West Development Agency funding (or more accurately, 'not securing') have caused problems which would have been far more severe if it had not been possible to be flexible in utilising Council funds.

- The Castlefields programme delivery has been adversely affected both in terms of timing and projects delivery by the reluctance of the NWDA to contribute to projects within the Regeneration Masterplan.
- The European structural funds, which support many programmes, most especially the Widnes Waterfront EDZ programme, come to an end in June 2008.
- The exclusion of Halton from the list of Assisted Areas from 1st January 2007 adversely affects the availability of support funding for regeneration and investment programmes.
- NRF will come to an end in March 2008.

Funding for the Widnes Waterfront EDZ and Castlefields Regeneration Teams is scheduled to run out in March 2008. Succession Plans are currently being examined. Part of that process will be to attempt to secure new sources of funding, including mainstream support, to allow their implementation.

4.1.3 Social Factors

The Borough remains high on the Index of Deprivation. This impacts adversely on external parties and makes securing new commercial investment in Halton extremely difficult.

4.1.4 Technological Developments

The service continues to explore and develop innovative technologies for the remediation of contaminated land. This has been recognised nationally by the LGC Environment Award. Such innovation, together with more proven technologies, are to be used on the EDZ to remediate contaminated ground.

4.1.5 Legislative

Many of the Department's activities will be affected by the anticipated revisions to planning legislation.

4.1.6 Environmental

i) The tightening of environmental regulations and the stringency with which they are being interpreted and enforced by, in particular, the Environment Agency and DEFRA, are causing delays in the implementation of many projects;

ii) an increase in landfill tax and aggregate tax is encouraging the recycling of materials and treatment of contamination on site.

4.2 Service Developments

Consultations have been held in the past year on the Halebank and 3 MG SPDs. These policy documents were subsequently amended in the light of those consultations, prior to their adoption by the Council.

There have been no recent reviews, benchmarking or consultation undertaken with other best practice authorities or organisations since the work of the Department is collectively unique in nature and which is setting standards in its areas of operation. This is evidenced by the awards won for its programmes and projects, e.g. in 2006-7 alone it has won the Chartered Institute of Housing Award for Excellence in Delivering Regeneration for the Castlefields Programme, the LGC Environment Award for the Reclamation of the Former Coal Stockyard, The North West Regional Property Award for Partnership in Regeneration for the Waterbridge Mews Development on Castlefields and the RENEW Exemplar For Regeneration Status gained by the Castlefields Programme.

Within the lifetime of this Plan the loss of ERDF and other programme funding could have a dramatic impact on the Department. For example, in March 2008 funding for the Castlefields Team and the Urban Renewal Programme Co-ordination Officer will expire, as will the ERDF funding for the EDZ Team. There has already been a loss of staff from the Castlefields Team since no assurances could be given as to succession funding. Unless this issue is addressed successfully in 2007-8 these Teams, together with the experience and expertise of their Officers, will be lost to the Council. Additionally, again within the life of this Plan, the Operational Director, Major Projects Department, has already stated his intention to seek retirement by December 2009. A Succession Planning Strategy therefore needs to be put in place.

4.3 Efficiency Improvements

No cashable savings nor efficiency improvements have been identified for 2006-7

4.4 National, Regional & Sub-Regional Focus

The work of the Department generally is concerned with the implementation of national and regional policies as they concern regeneration. Currently the evolution of the Northern Way, the City Region and the various regional strategies which surround these will directly affect the availability of funding, and therefore the capability of the Department to deliver programmes and projects.

The North West Development Agency's move to work through Sub-Regional Partnerships means that Halton will be in more direct competition for funding with the other Merseyside authorities in the future. This will inevitably make the securing of funding more difficult.

The LSP will move to Local Area Agreements, as per the new government initiative. The LAA has been agreed and will be implemented as at 1st April, 2007. This will impact on the projects supported by the Urban Renewal SSP since currently there is no support funding attached to the LAA and there has as yet been no announcement on successor funding to NRF.

4.5 Equal Opportunities

Halton Council is committed to ensuring equality of opportunity and combating discrimination and victimisation within all aspects of its service delivery, policy development and as an employer. This commitment is reflected in a range of policies, strategies and framework documents that underpin the work of the Council in its day-to-day operation and in the services it delivers.

The Council fully supports the broad principles of social justice and will oppose any form of discrimination and oppression. Council policy will apply to all of those who come into contact with it, i.e. those who presently use directly provided services of services provided on the Council's behalf; potential users of services; other agencies and professional; employees and job applicants; and the general public.

During the course of 2006 – 07 all Council Services conducted Equality Impact Assessments to examine the equality implications of all policies, procedures and practices within their area.

As a result this department developed an Equalities Action Plan, which is subject to an annual review, that identified a number of low / medium priority areas for action that will be taken during the lifetime of this plan (refer section 6.3).

4.6 Unforeseen Developments

Whilst every effort has been made to identify those developments that may influence or impact upon the service during the life of this plan the possibility exists that unforeseen developments may occur that need to be considered as and when they arise. Such developments will be detailed and commented upon as appropriate in the sections dealing with key developments or emerging issues within the relevant Service Plan Quarterly Monitoring Reports.

In addition to the normal reporting cycle the service may also report 'by exception' to the appropriate Policy and Performance Board when unforeseen developments occur. Where a more immediate decision is required due to the pressing nature of the unforeseen development, this will be referred to Management Team and the Executive Board for attention. The respective Policy and Performance Boards will be kept informed of any developments of this nature.

All reports to the Policy and Performance Boards with the exception of Part II items, are publicly available documents and can be accessed through the Council's website at <http://www2.halton.gov.uk/>

5.0 RESOURCES

5.1 Budget Summary and Service Costs

Relevant information yet to be inserted, following approval of the 2006/07 budget.

5.2 Future Staffing Requirements

Year	Managerial	Professional/ Technical	Administrative/ Clerical	Front Line
2007/08	No change	N/c	N/c	N/c
2008/09	N/c	N/c	N/c	N/c

For more detailed information about any future staffing requirements detailed above, please refer to the appropriate Directorate Workforce plan. In particular see references to the fall-out of funding in 2008/09 which affects the Widnes Waterfront EDZ, Castlefields Regeneration and Urban Renewal Teams.

5.3 Future ICT Requirements

Updating and replacement of faulty equipment. Purchase of specialist software as necessary.

5.4 Future Accommodation/Property Requirements

The Department is currently split in two locationally, an unacceptable situation which has existed for over eighteen months. **It is considered a priority to re-unite the Department within its Municipal Building base.**

6.0 SERVICE PERFORMANCE

Plans are no use if they do not produce real results. We need to set targets and measure our performance to know if we are achieving the improvements intended. Various types of indicator are used here to do this:

- Objectives and Key Milestones. These show the major events in the work of the Department that are planned to take place during 2007–10, such as the launch of new initiatives, production of key plans and strategies and progress on major projects†
- Performance Indicator Targets. These show performance on indicators that are prescribed by central Government as part of their drive to ensure that councils deliver best value in serving their local communities.
- Local Performance Indicators. These show performance on indicators that the Department or the Council has adopted locally themselves and those adopted from national and other sources.
- Local Public Service Agreement Targets. Such targets are the result of an agreement between the local authority and the Government. This agreement sets out the authority's commitment to deliver specific improvements in performance and the Governments commitment to reward these improvements. **THIS SECTION OF THE PLAN WILL BE REVISED IN LIGHT OF THE LOCAL AREA AGREEMENT THAT IS PRESENTLY UNDERGOING DEVELOPMENT**
- National Floor Targets. These are targets that set a minimum standard for disadvantaged groups or areas or a narrowing of the gap between such areas and the rest of the country.

† Against each key objective the overall initial and residual risk assessment (before and after the risk control measures have been identified) is shown. The risk mapping exercise scores the potential impact on the key objective (severity) and the likelihood (probability) of the risks happening to arrive at a number. This is represented by a number with the associated level of assessed risk.

Risk Score	Overall Level of Risk
1 – 4	LOW
5 – 10	MEDIUM
11 – 16	HIGH

The following tables identify the service objectives and national / local performance indicators, each of which has been referenced to the Corporate Priority to which it relates.

6.1 Service Objectives

6.1.1 Key Service Objectives

Corporate Priority: 3	Urban Renewal
Key Area Of Focus: 10 & 12	Revitalising the economy by sustaining and developing an environment that compliments the core brand values of existing and potential investors. Providing opportunities for recreation and fostering conservation by developing attractive and accessible parks and open spaces.

Service Objective: MP01	To implement a regeneration plan for the Widnes Waterfront EDZ in accordance with the EDZ Team Plan and Regeneration Masterplan (See Team Plan) resulting in 44 ha. of regenerated land on the Widnes waterfront					
Key Milestone(s) (07/08)	Implementation proceeding according to Masterplan, ERDF Programme and North West Development Agency Performance Plan including: <ul style="list-style-type: none"> • Implement North West Development Agency Performance Plan for 2007/8 • Initiate CPO procedure to secure land required for implementation of the Masterplan • Oversee completion of Priority Sites, Langtree, Forward Group and Heron Business Park developments • Oversee Venture Fields Leisure development construction 					
Key Milestone(s) (08/09)	Implementation according to Masterplan Phase 2: <ul style="list-style-type: none"> • Completion of CPO procedures • Completion of Phase 1 of Venture Fields Leisure Development 					
Key Milestone(s) (09/10)	Implementation according to Masterplan Phase 2.					
Risk Assessment	Initial	Medium	Responsible Officer	Sara Munikwa	Linked Indicators	
	Residual	Medium				

Corporate Priority: 2	Urban Renewal
Key Area Of Focus: 11	Maintaining levels of affordable housing provision within Halton that provides for quality and choice and meets the needs and aspirations of existing and potential residents.

Service Objective: MP02	To implement a regeneration plan for Castlefields according to the Castlefields Team Plan and Regeneration Masterplan (See Team Plan) resulting in the achievement of The Masterplan's Vision of an improved estate				
Key Milestone(s) (07/08)	Implementation proceeding according to Masterplan <ul style="list-style-type: none"> • Acquire the existing local centre via CPO • Secure outline planning permission for HBC sites • Dispose of 3 hectares of HBC land at Lakeside Castlefields • Commence delivery of RSL phase two housing schemes • Continue to Implement public realm improvements in accordance with the proposals of the Masterplan 				
Key Milestone(s) (08/09)	Implementation according to Masterplan Phase 2: <ul style="list-style-type: none"> • Commence demolition and redevelopment of the existing local centre. • Develop phase 3 of the programme. 				
Key Milestone(s) (09/10)	Implementation according to Masterplan Phase 3: <ul style="list-style-type: none"> • Complete construction of local centre 				
Risk Assessment	Initial	low	Responsible Officer	Chris Leyshon,	Linked Indicators
	Residual	medium			

Corporate Priority: 2	Urban Renewal
Key Area Of Focus: 10 & 12	Revitalising the economy by sustaining and developing an environment that compliments the core brand values of existing and potential investors. Providing opportunities for recreation and fostering conservation by developing attractive and accessible parks and open spaces.

Service Objective: MP03	To implement a regeneration plan for 3 MG (Ditton Strategic Rail Freight Park) (See Team Plan) resulting in the creation of a regionally-significant rail freight park				
Key Milestone(s) (07/08)	Implementation proceeding according to Masterplan: <ul style="list-style-type: none"> • Inauguration of CPO procedure to secure land required for implementation of the Masterplan • Co-ordinate the construction of rail sidings • Initiate arrangements for improved road access to Halton Borough Council Field • Commence procedures for the disposal of Halton Borough Council Field in accordance with the Masterplan proposals 				
Key Milestone(s) (08/09)	Implementation proceeding according to Masterplan: <ul style="list-style-type: none"> • Completion of CPO procedures • Implementation of infrastructure works including road access to Halton Borough Council Field • Complete the disposal of Halton Borough Council Field 				
Key Milestone(s) (09/10)	Implementation proceeding according to Masterplan				
Risk Assessment	Initial	Medium	Responsible Officer	Sally McDonald	Linked Indicators
	Residual	Medium			

Corporate Priority: 2	Urban Renewal
Key Area Of Focus: 10 & 12	Revitalising the economy by sustaining and developing an environment that compliments the core brand values of existing and potential investors. Providing opportunities for recreation and fostering conservation by developing attractive and accessible parks and open spaces.

Service Objective: MP04	Monitor investment levels in the 3 town centres in order to comply with Community Plan objectives (See Team Plan) and ensure a continued improvement in the quality of Halton's Town Centres					
Key Milestone(s) (07/08)	Ensure continued investment in town centres of at least £1 million per annum: <ul style="list-style-type: none"> • Implement Shopfront Improvement Programme • Oversee the initiation of the Canal Quarter development • Co-ordinate the implementation of the Windmill Centre redevelopment according to the appropriate planning permission 					
Key Milestone(s) (08/09)	Ensure continued investment in town centres of at least £1 million per annum: <ul style="list-style-type: none"> • Co-ordinate the completion of Phase 1 of the Canal Quarter development 					
Key Milestone(s) (09/10)	Ensure continued investment in town centres of at least £1 million per annum: <ul style="list-style-type: none"> • Co-ordinate the completion of Phase 2 of the Canal Quarter development 					
Risk Assessment	Initial	Medium	Responsible Officer	Mike Curtis	Linked Indicators	
	Residual	Medium				

Corporate Priority: 1	A Healthy Halton
Key Area Of Focus: 6	Providing services and facilities to maintain the independence and well-being of vulnerable people within our community.

Service Objective:	Reclamation of contaminated and derelict land including 48 ha. at St Michael's Golf Course to produce a safe and attractive replacement course				
Key Milestone(s) (07/08)	<ul style="list-style-type: none"> Phase 1 reclamation of 18 ha. of the Golf Course begun – Formal determination and funding application to DEFRA. 				
Key Milestone(s) (08/09)	<ul style="list-style-type: none"> Phase 2 of the reclamation of the Golf Course instigated 				
Key Milestone(s) (09/10)	<ul style="list-style-type: none"> Phase 3 of the reclamation of the Golf Course instigated 				
Risk Assessment	Initial	Medium	Responsible Officer	Mike Curtis	Linked Indicators
	Residual	Low			

6.1.2 Other Service Objectives

Corporate Priority: 1	A Healthy Halton
Key Area Of Focus: 6	Providing services and facilities to maintain the independence and well-being of vulnerable people within our community.

Service Objective: MP07	To devise and implement a regeneration plan for Halebank resulting in improved residential amenity		
Key Milestone(s) (07/08)	Implementation proceeding according to Masterplan including the redevelopment of the former Asda site for housing		
Key Milestone(s) (08/09)	Implementation proceeding according to Masterplan including the redevelopment of the former Asda site and adjacent former industrial sites for housing.		
Key Milestone(s) (09/10)	Implementation proceeding according to Masterplan including the redevelopment of the former Asda site and adjacent former industrial sites for housing.		
Responsible Officer	Sally McDonald	Linked Indicators	

Corporate Priority: 2	Urban Renewal
Key Area Of Focus: 10	Revitalising the economy by sustaining and developing an environment that compliments the core brand values of existing and potential investors.

Service Objective: MP08	To implement the Urban Renewal Strategy and Action Plan		
Key Milestone(s) (07/08)	<ul style="list-style-type: none"> • Three meetings of Urban Renewal SSP held. • NRF and CPF programmes delivered as programmed according to funding allocations to projects including Landlord Accreditation Scheme, Town Centre Initiatives, Area Forums, Business Parks Improvement Programme, Contaminated Land Remediation and Widnes Waterfront, all to be completed by the end of the financial year. 		
Key Milestone(s) (08/09)	Three meetings of Urban Renewal SSP held.		
Key Milestone(s) (09/10)	Three meetings of Urban Renewal SSP held.		
Responsible Officer	Pat Audoire	Linked Indicators	

6.2 Performance Indicators and Targets (Statutory & Local Indicators):

Ref ¹	Description	Corp. Plan Priority	Halton 2005/6 Actual	2005/06 Quartiles ² (All England)			Halton 2006/7 Target	Halton 2006/7 Actual	Halton Targets		
				Top	Middle	Bottom			07/08	08/09	09/10
Service Delivery											
LPI 1	New retail floor space (sq ft)	3	10,593	-	-	-	8,500	9,000	TBC	TBC	TBC
LPI 2	New office accommodation (sq ft)	3	10,500	-	-	-	0	0	50,000	50,000	0
LPI 3	New private housing	3	20	-	-	-	40	50	24	TBC	TBC
LPI 4	Local business premises improved	3	31	-	-	-	20	22	10	TBC	TBC
LPI 5	Streetscape improvement	3	0	-	-	-	0	0	1	0	
LPI 6	Land reclamation programme (acres)	2	12	-	-	-	10	5	10	10	10
LPI 8	EDZ Programme Outputs as set out in ERDF offer letter (% achieved)	3	100%	-	-	-	100%	TBC	100%	N/a	N/a
LPI 11	EDZ Programme Outputs as set out in Succession Masterplan	3	N/a	-	-	-	N/a	TBC	N/a	100%	100%
LPI12	EDZ Programme Outputs as set out in the North West Development Agency Performance Plan	3	N/a	-	-	-	N/a	N/a	100%	100%	100%

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

² No quartile data is available for local performance indicators

Ref ¹	Description	Corp. Plan Priority	Halton 2005/6 Actual	2005/06 Quartiles ² (All England)			Halton 2006/7 Target	Halton 2006/7 Actual	Halton Targets		
				Top	Middle	Bottom			07/08	08/09	09/10
<u>LPI 9</u>	Castlefields Regeneration Outputs as set out in Masterplan (% achieved)		100%	-	-	-	100%	TBC	100%	N/a	N/a
LPI 12	Castlefields Regeneration Outputs as set out in Masterplan Phase 2 (% achieved)		N/a	-	-	-	N/a	TBC	N/a	100%	100%
<u>LPI 10</u>	Urban Renewal Outputs as set out in Urban Renewal Strategy and Action Plan (% achieved)		100%	-	-	-	100%	TBC	100%	N/a	N/a
LPI 13	Urban Renewal Outputs as set out in Succession Urban Renewal Strategy and Action Plan (% achieved)		N/a	-	-	-	N/a	TBC	N/a	100%	100%
<u>LPI 14</u>	3 MG Outputs as set out in Masterplan (% achieved)		100%	-	-	-	100%	TBC	100%	100%	100%
Quality											
	No indicators relate to this service within this category.										
Fair Access											
	No indicators relate to this service within this category.										

Ref ¹	Description	Corp. Plan Priority	Halton 2005/6 Actual	2005/06 Quartiles ² (All England)			Halton 2006/7 Target	Halton 2006/7 Actual	Halton Targets		
				Top	Middle	Bottom			07/08	08/09	09/10
Cost & Efficiency											
	No indicators relate to this service within this category.										
Corporate											
	No indicators relate to this service within this category.										

6.3 Equality Action Plan

There are no actions rated as high priority in the Plan.

6.2 Local Public Service Agreements

There are presently no Local Public Service Agreements that are relevant to the service.

6.5 National Floor Targets

There are presently no National Floor Targets that are relevant to the service

6.6 Local Area Agreements

Text to follow.

7.0 PERFORMANCE REPORTING

One of the main purposes of having a Service Plan is to enable the Council and interested members of the public to keep track of how the Council and its Departments are doing and to help councilors and managers see whether the service is performing as planned and achieving its targets.

Progress will be monitored through:

- Day to day monitoring by Strategic Directors through their regular interaction with Operational Directors;
- Quarterly progress reports to the Management Team;
- The inclusion of quarterly service plan monitoring reports as a standard item on the agenda of all the Council's Policy and Performance Boards.

Policy and Performance Board agenda are public documents and can be accessed free using Internet access at any library where assistance with the technology is available if needed.

8.0 STATUTORY & NON-STATUTORY PLANS

Special Planning Documents for Castlefields, Halebank, 3 MG, and Widnes Waterfront have been formulated in the context of the relevant Masterplans for each area and will govern subsequent developments. The two Town Centre SPDs . will similarly provide the policy context for developments in those areas which are relevant to the developments in the Widnes and Runcorn town centres.

The following plans and strategy documents are relevant to this service plan:

[Community Strategy](#)
[Halton BVPP 2006/07](#)

Risk Assessment for Key Service Objectives Initially assessed as 'High' Risk

Key Objective Ref	Initial Risks identified*
	No risks relating to this service are categorised as being within this category.

*Risk treatment measures associated with the risks identified can be found in the departmental risk register. A commentary will be included in the quarterly service plan monitoring report to indicate the progress