

Public Document Pack



Safer Halton Policy and Performance Board

Tuesday, 17 June 2008 6.30 p.m.
Council Chamber, Runcorn Town Hall

A handwritten signature in black ink, appearing to read 'David W R', positioned above a faint rectangular stamp.

Chief Executive

COMMITTEE MEMBERSHIP

Councillor Shaun Osborne (Chairman)	Labour
Councillor John Stockton (Vice-Chairman)	Labour
Councillor Marjorie Bradshaw	Conservative
Councillor Susan Edge	Labour
Councillor Martha Lloyd Jones	Labour
Councillor Keith Morley	Labour
Councillor Margaret Ratcliffe	Liberal Democrat
Councillor Linda Redhead	Liberal Democrat
Councillor Colin Rowan	Conservative
Councillor Mike Shepherd	Liberal Democrat
Councillor Dave Thompson	Labour

*Please contact Michelle Simpson on 0151 424 2061 Ext. 1126 or e-mail michelle.simpson@halton.gov.uk for further information.
The next meeting of the Committee is on Tuesday, 23 September 2008*

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

Part I

Item No.	Page No.
1. MINUTES	
2. DECLARATION OF INTEREST (INCLUDING PARTY WHIP DECLARATIONS)	
Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda, no later than when that item is reached and, with personal and prejudicial interests (subject to certain exceptions in the Code of Conduct for Members), to leave the meeting prior to discussion and voting on the item.	
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In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

REPORT TO: Safer Halton Policy and Performance Board

DATE: 18th September 2007

REPORTING OFFICER: Chief Executive

SUBJECT: Public Question Time

WARD(s): Borough-wide

1.0 PURPOSE OF REPORT

1.1 To consider any questions submitted by the Public in accordance with Standing Order 33 (5).

1.2 Details of any questions received will be circulated at the meeting.

2.0 RECOMMENDED: That any questions received be dealt with.

3.0 SUPPORTING INFORMATION

3.1 Standing Order 34(11) states that Public Questions shall be dealt with as follows: -

- (i) A total of 30 minutes will be allocated for members of the public who are residents of the Borough, to ask questions at meetings of the Policy and Performance Boards.
- (ii) Members of the public can ask questions on any matter relating to the agenda.
- (iii) Members of the public can ask questions. Written notice of questions must be submitted by 4.00 pm on the day prior to the meeting. At any meeting no person/organisation may submit more than one question.
- (iv) One supplementary question (relating to the original question) may be asked by the questioner which may or may not be answered at the meeting.
- (v) The Chair or proper officer may reject a question if it:-
 - Is not about a matter for which the local authority has a responsibility or which affects the Borough;
 - Is defamatory, frivolous, offensive, abusive or racist;
 - Is substantially the same as a question which has been put at a meeting of the Council in the past six months; or
 - Requires the disclosure of confidential or exempt information.

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

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

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

4.0 POLICY IMPLICATIONS

None.

5.0 OTHER IMPLICATIONS

None.

6.0 RISK ANALYSIS

None.

7.0 EQUALITY AND DIVERSITY ISSUES

None.

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

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

REPORT TO: Safer Halton PPB

DATE: 17 June, 2008

REPORTING OFFICER: Chief Executive

SUBJECT: Performance Management Reports
Quarter 4 to year end 31st March 2008

WARDS: Boroughwide

1. PURPOSE OF REPORT

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

- Highways, Transportation & Logistics
- Environmental & Regulatory Services
- Health & Partnerships
- Culture & Leisure

2. RECOMMENDED: That the Policy and Performance Board

- 1) Receive the 4th quarter performance management reports;**
- 2) Consider the progress and performance information and raise any questions or points for clarification; and**
- 3) Highlight any areas of interest and/or concern where further information is to be reported at a future meeting of the Policy and Performance Board.**

3. SUPPORTING INFORMATION

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

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

4. POLICY AND OTHER IMPLICATIONS

4.1 There are no policy implications associated with this report.

5. RISK ANALYSIS

5.1 Not applicable.

6. EQUALITY AND DIVERSITY ISSUES

6.1 Not applicable.

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

Document	Place of Inspection	Contact Officer
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QUARTERLY MONITORING REPORT

DIRECTORATE: Environment
SERVICE: Environment & Regulatory Services
PERIOD: Quarter 4 to period end 31 March 2008

1.0 INTRODUCTION

This quarterly monitoring report covers the Environment & Regulatory Services Department fourth quarter period up to year-end 31 March 2008. It describes key developments and progress against all objectives and performance indicators for the service.

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

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

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

2.0 KEY DEVELOPMENTS

Environmental Health, Enforcement and Building Control Division

There is currently a statutory duty on local authorities and the police to receive stray dogs from the public. The Council are currently responsible for the collection of stray dogs during office hours. Outside office hours the Police are currently responsible for receiving dogs from the public. From April the 6th 2008 the Police will no longer have any duties and all responsibility for straying and found dogs transfers to the local authority. This places a new duty on councils to replace the police out of hours service. To facilitate this Halton have entered into a partnership agreement with Liverpool City and Sefton Council to provide an out of hours service and kennelling facilities will be provided by the RSPCA at Halewood. This is a new service and it is not possible to provide any accurate information on the demand.

Planning and Policy Division

Summary of major applications received (but not necessarily decided) over the last Quarter.

These applications are those that result in the biggest changes to the

built infrastructure of the Borough. More information on any application can be found on the online planning system <http://www.halton.gov.uk/planningapps>.

REFVAL	Site Info
07/00923/FUL	Proposed change of use/building works consisting of demolition of the derelict British Legion Club, erection of 9 No. three bedroom apartments and 11 No. two bedroom apartments together with provision of 30 No. car parking spaces and landscaping at 21-25 Hale Road, Widnes, Cheshire, WA8 8SF.
08/00024/OUT	Outline application (with appearance, scale and layout matters reserved) for erection of building for self storage use including approval for siting and means of access on Land To The South West Of Junction Between Cromwell Street And Hutchinson Street, Widnes, Cheshire.
08/00026/FUL	Proposed residential development comprising 10 No. semi detached dwellings and 2 No. detached dwellings on Land Off Warrington Road Greenoaks Farm Industrial Estate, Warrington Road, Widnes, Cheshire, WA8 0SY
08/00031/HBCFUL	Proposed new link road and landscaping on Land Off Newstead Road Ditton Strategic Rail Freight Park, Halebank Road, Widnes, Cheshire
08/00039/FUL	Proposed erection of two storey sports hall, new science block and partial refurbishment of existing buildings (including minor demolition) and provision of a substation at St Chads Catholic High School Grangeway, Runcorn, Cheshire, WA7 5YH
08/00064/FUL	Proposed demolition of existing unit and erection of a B8 unit with associated office accommodation and car parking on Land At Aston Lane South, Runcorn, Cheshire.
08/00102/FUL	Proposed expansion of existing concrete manufacturing facility (including relocation of storage silos, new offices and storage unit, road access and boundary treatment) at Halton Concrete Unit 2, Eddarbridge Industrial Estate, MacDermott Road, Widnes, Cheshire, WA8 0PF
08/00107/FUL	Proposed demolition of existing garage and erection of a four storey apartment block comprising of 23 No. one and two bedroom apartments at Former Cock & Trumpet Garage, Halebank Road, Widnes, Cheshire WA8 8NB
08/00145/FUL	Proposed two storey building (adjacent to South East corner of existing building) at TEVA Pharmaceuticals, Aston Lane North, Runcorn, Cheshire, WA7 3FA
08/00195/FUL	Proposed redevelopment of garage, filling station, former drill hall and adjacent land to develop/provide 47 No. apartments (up to 6 storeys) at Surrey St Garage, Adjacent Land And Garages, Surrey Street, Runcorn, Cheshire, WA7 5TT
08/00200/FULEIA	Proposed works to the existing highway network, specifically the Central Expressway, Lodge Lane Junction, Weston link junction and the M56 Junction 12 on Daresbury Expressways & Including Central Expressway/Lodge Lane Junction Up To/including Junction 12 Of M56 Motorway

08/00201/FULEIA	Proposed works to the existing highway network specifically A533 Silver Jubilee Bridge and Ditton Roundabout arising from the Mersey Gateway Scheme comprising Land South Of The Ditton Junction, The Existing Silver Jubilee Bridge Into Runcorn And Up To/including The On-slip Road From Weston Point Expressway, And Off-slip Road To Bridgewater Expressway
08/00208/FUL	Proposed three storey innovation centre (grow on building) with a total G.E.A. of 5081.6m/54678sq.ft including external landscaping, car parking/motor cycle shelter and sub-station at Plot 1, Daresbury Science & Innovation Campus, Keckwick. Lane, Daresbury, Warrington, Cheshire
08/00215/OUT	Outline application (with appearance, landscaping, layout and scale matters to be reserved) for proposed erection of three storey office accommodation with associated car/cycle parking, amenity and landscaping at Land Adjacent To And Adjoining, Keckwick Lane, Daresbury Expressway And A56 Chester Road, Runcorn, Cheshire.
08/00220/FUL	Proposed two storey data centre extension at The Babbage Centre The Heath, Heath Road South, Runcorn, Cheshire, WA7 4QF

The first three planning applications for offsite works for the Mersey Gateway have been received and formally registered. These applications are 08/00200/FULEIA and 08/00201/FULEIA covering the Runcorn/Widnes approach roads and 08/00211/HBCLBC covers alternations to SJ Bridge. Consultants 'Urban Vision' have been appointed to process these planning applications on behalf of the Council as Local Planning Authority.

Other Planning Work

Government Office North West has confirmed that the UDP's policies will continue as saved policies until such time as they will be replaced by new policy through the Local Development Framework process.

Officers are attending the Housing and Spatial Planning Board Officer Group for the Liverpool City Region. This working group is to develop the role for the Board in order to enable it to focus on key issues where there would be strategic policy or resource benefits from the six districts working more closely together.

Officers are working with GVA Grimley Consultants to develop the Mersey Gateway Regeneration Strategy and with consultants GL Hearn and their client Peel Holdings on a masterplan for the development of Runcorn Docks.

Officers are working closely with Daresbury Science and Innovation Campus , the NWDA and consultants Taylor Young on developing a masterplan for the expansion of the campus at Daresbury.

Officers are developing the bid to become a Growth Point. The Growth Points initiative is designed to provide support to local communities who

wish to pursue large scale and sustainable growth, including new housing, through a partnership with Government. The Government invited local authorities to submit strategic growth proposals which were sustainable, acceptable environmentally and realistic in terms of infrastructure to be assessed by Government and its agencies.

Significant projects are underway to produce a Strategic Housing Land Availability Assessment (SHLAA) and also an Employment Land Study to provide the evidence for future planning policy within the Local Development Framework.

Landscape Services Division

The creation of an External Contracts Team within the Landscape Services Division is now well progressed. An External Contracts Manager was appointed on the 27th March 2008 and approval for the new Team Leader positions has recently been given.

Notification was received on the 7th February 2008 that it had successfully passed the Pre Qualification Questionnaire stage of its bid to secure contracts for the delivery of cleansing and landscape maintenance for the Runcorn RSL Joint Procurement Group. The Division was invited to attend an interview on the 4th March 2008 with the Runcorn RSL Joint Procurement Group at which it would be assessed for suitability to enter the tender stage. On the 3rd April 2008 the Division was informed that it had passed the interview and would be invited to submit a bid.

Confirmation has been received from HHT that its extended SLA Contract which was due to expire in April 2008 will be extended until October 2008 and possibly even into 2009.

Waste Management Division

Recycling

The kerbside pilot scheme to collect plastics, cans, paper, card and glass from 6,000 households in the borough has collected 270 tonnes during the quarter with an end of year total of 460 tonnes.

In the last quarter there have been a further 3 neighbourhood bring sites introduced within the borough and additional recycling banks added to a further 2 sites.

Waste Management Strategy

The Council's updated Waste Management Strategy consultation ended on 27th January and a further report was presented to the Executive Board reporting the outcome of the consultation. Following the comments received, some minor amendments were made, and it was recommended the updated strategy be endorsed and a final Strategy

produced for publication.

Waste Contracts and Procurement

During this quarter, both Halton's Landfill Services Contract and short term Recycling and Household Waste Centres (RHWC) Contract commenced on 1st February 2008.

3.0 EMERGING ISSUES

Environmental Health, Enforcement and Building Control Division

Future of Building Control

This significant but anticipated consultation by the Government recommends a more efficient risk-based inspection process for local authorities that focuses on the most dangerous failings. Good builders who comply will be relieved of the burden of unnecessary inspections, while cowboy builders will face tougher scrutiny. A more systematic approach to the review of building regulations will also give the industry more certainty and allow better forward planning.

The consultation proposes a more efficient building control system delivering sustainable buildings, including:

- Freeing up more time and resources for local authorities to focus on areas of highest risk, by removing statutory notification stages
- Introducing a periodic review of building regulations every three years, which allows the building industry to forward plan, rather than the current continual changes
- Protecting home owners from builders who intend to do major projects without proper planning, by restricting the use of building notices
- Increasing powers for local authorities to tackle illegal or botched construction, including extending the existing time limits for enforcement to two years
- The potential use of fixed-penalty notices and stop notices
- Raising awareness amongst the public and the industry and providing more help through the system, including a new guide on extensions and conversions, to help builders and homeowners to meet the building regulations and the development of a shared vision on the future of building control
- Improving the link between planning and building control through a seamless planning and building control service and more e-enabled internet services

Potentially these proposals will make a real difference to the building control system, shaping it to meet the challenges that the profession faces today.

National indicator set and food safety

The National indicator set will be reported from 1st April 2008. The Audit Commission, as part of Comprehensive Area Assessment (CAA), will publish performance against indicators annually. National Indicators for

Local Authorities will contain a new outcome indicator for food law enforcement activity. This will measure the number of businesses that are “broadly compliant” with food law. The team have planned for this measure and it equates to a rating of “good” on the “Scores on the Doors” hygiene-rating scheme. There is a new Code of Practice on Food Law Enforcement to be launched by the Food Standards Agency (FSA) in April 08. This will provide local authorities with greater flexibility to consider a range of interventions as an alternative to full inspection as prescribed by the previous Code of Practice. In addition to the CAA measure, the FSA will continue to monitor and report LA performance based on the % of planned interventions achieved.

Planning and Policy Division

A report was submitted to Management Team on the Core Strategy ‘Hot Topics’. It was acknowledged that the Core Strategy/ LDF was of critical importance in setting out Halton’s future ambitions and that the work should be given corporate priority. A corporate working group with membership from appropriate external partners (e.g. PCT) will be established. Once created, the Chief Executive has agreed to Chair the Group, with the Strategic Director Environment standing by as a sub. The remit of the group will be to provide an endorsed corporate direction to the Core Strategy on strategic issues.

Work is also in hand to respond to the Secretary of States Proposed Changes to Regional Spatial Strategy that was published for public consultation in March. This will form part of the Development Plan for Halton.

Officers have recently joined the Merseyside Environmental Economy Steering Group set up by the Mersey Partnership to co-ordinate the City Region’s contribution to the ‘green’ economy of the Region.

Landscape Services Division

The Landscape Services Division Development Section is faced with an ever-increasing work-load. The main areas of landscape development and implementation work during the past year, and anticipated in the near future, are as follows:

- General landscape improvements to parks and open spaces, play areas, ball courts etc, in response to community needs and demands. In particular, a £500,000 + scheme in Runcorn Town Hall Park.
- Lottery funded restoration / development schemes in key parks, i.e. Victoria Park (now complete), Hale Park and Runcorn Hill Park.
- Landscape infrastructure projects supporting the Council’s main Regeneration schemes at Castlefields, Halebank and Widnes Waterfront.
- Major play area improvement schemes throughout the Borough, funded by Big Lottery and Play Builder.

- Upgrading sports facilities in the Borough, including sports pitches, bowling greens and all-weather ball courts.

It is estimated that, at a conservative estimate, there will be approximately 4 million pounds worth of work over the next two years. Many of the projects (e.g. the play area upgrades and the Town Hall Park schemes) have come on stream very quickly and will need a rapid response. This will require significant extra staff resources, either through additional directly employed landscape architects, agency workers or consultants, or a combination of these.

Waste Management Division

Performance Indicators

A Handbook of Definitions of National Indicators for Local Authorities and Local Authority Partnerships was published by the Dept. for Communities and Local Government during this quarter.

The three new indicators for waste management will be used to monitor waste and recycling services with effect from 1st April 2008.




Recycling services

The second phase of the Council's Waste Action Plan will be introduced during 2008/09. This will see further expansion of kerbside recycling collections for co-mingled multi materials following the successful pilot scheme.

Litter Action Plan




A Litter Action Plan is being developed that will provide a framework to improve environmental cleanliness standards and reduce environmental nuisance within the borough. The Plan will set out the Council's initiatives to deliver enhanced cleansing services, increased education and the strengthening of enforcement measures.

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES

Total	22		13		0		9
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Progress towards a number of objectives/milestones has been delayed, for further details please refer to Appendix 1.

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES




Total	0		0		0		0
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There are no “Other” objectives for this service.

5.0 SERVICE REVIEW




<p><u>Environmental Health, Enforcement and Building Control Division</u> Nothing to report.</p> <p><u>Planning and Policy Division</u> With the increased emphasis on delivery of the Core Strategy of the Local Development Framework the Planning and Policy Division is now re-focusing its staff resources on the delivery of this project that will set out the strategy for the future development of the Borough and eventually replace the UDP.</p> <p><u>Landscape Services Division</u> Throughout the first few months of 2008 the Internal Audit Division undertook an Audit into how the Landscape Services Division delivers a parks service to the Borough. A Draft Audit report dated 26th March 2008 is now with Divisional Managers for comment.</p> <p><u>Waste Management Division</u> Nothing to report.</p>

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS

Total	21		10		0		10
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The final outturn for the cost of waste disposal is still awaited, for details of “Key” performance indicators, please refer to Appendix 2.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	20		12		0		7
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The final outturn for the cost of waste collection is still awaited, for details of “Other” performance indicators, please refer to Appendix 2.

7.0 PROGRESS AGAINST LPSA TARGETS

Progress against the 2 LPSA targets for this service can be found in Appendix 4.

8.0 RISK CONTROL MEASURES

During the production of the 2007-08 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.

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

For details please refer to Appendix 5.




9.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS





During 2006/07 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in the quarterly monitoring report in quarters 2 and 4.



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




10.0 APPENDICES







Appendix 1- Progress against Key Objectives/ Milestones
Appendix 2- Progress against Key Performance Indicators
Appendix 3- Progress against Other Performance Indicators
Appendix 4- Progress against LPSA targets
Appendix 5- Progress against Risk Treatment Measures
Appendix 6- Explanation of traffic light symbols





Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
ER 01	To maintain a co-ordinated and robust regulatory/enforcement regime operable and that authorised development is implemented in accordance with approved documents and that inappropriate unauthorised activity is quickly addressed.	To produce and have adopted a revised cross-cutting Enforcement Policy, January 2008		The structure and appropriate working procedures are in place and are proving beneficial. This will remain an ongoing process of progressive improvements to the coordination and close working arrangement to coordinate regulatory efforts. This was adopted by Jan 08.
ER 02	Continue Borough-wide Playground Refurbishment Project to ensure compliance with national standard	<p>Establish funding and agree 2 playground refurbishments, June 2007</p> <p>Monitor and report the success of playground refurbishment March 2008</p>	 	<p>King George V and Town Park Playgrounds were the two sites identified. An additional site has also been refurbished in 2007/8 During the year 2007/8 three sites were completed that had begun in 2006/7 (Caldwell Road). (Hale View, Cavendish and Six Acre Lane).</p> <p>After an eight year refurbishment programme the equipped children's playground stock within the Borough has with the exception of 1 site been brought up to national standards. In terms of Play Value the playground stock in Halton scores an average play value score of 49.18 (Source APSE Performance Networks).</p>

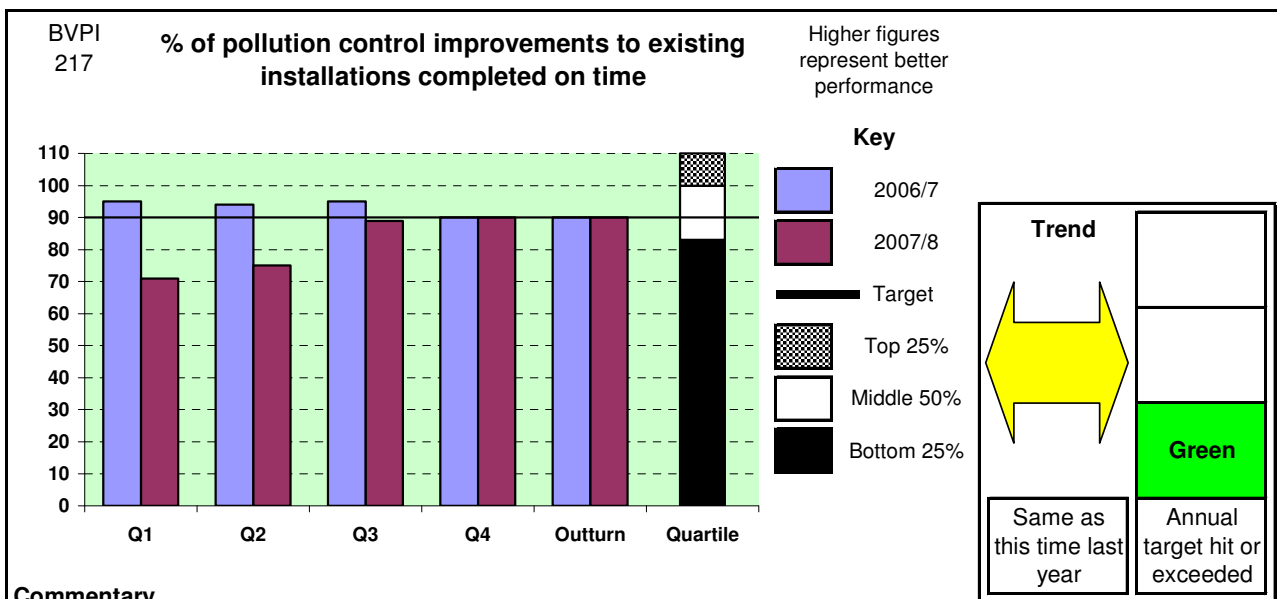
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
				Halton are the highest scoring local authority in terms of play value score.
ER 03	Natural Assets_Strategy - Publish the reviewed and revised Strategy and commence implementation of the relevant aspects of the new 5 year Action Plan.	<p>Open Wigg Island Visitor Centre, May 2007</p> <p>Secure funding, from National Lottery Fund, for Hale Park restoration plan, July 2007</p> <p>Hale Park restoration complete, March 2008</p> <p>Secure 7 Green Flag Awards, August 2007 (An additional site, Victoria Park, in for the award)</p>	   	<p>Wigg Island Visitor Centre opened on the 31st October 2007.</p> <p>Funding was secured to enable a full restoration plan to be drawn up and a submission made to NLF for full implementation funding.</p> <p>The Hale Park Restoration Plan and bid for HLF funding was submitted on the 25th March 2008.</p> <p>Only six Green Flag Awards were achieved in 2007. In January 2008 submissions from Halton were made for 10 Green Flag Awards. Resubmissions have been made for the existing 6 sites (Hough Green Park, Pickerings Pasture LNR, Rock Park, Runcorn Hill Park & LNR, Wigg Island Community Park 7 Victoria Park). New submissions have been made for</p>

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
				an additional 4 sites (Phoenix Park, Runcorn Town Hall Park, Spike Island & Victoria Promenade). Judging will take place in May and June 2008.
ER 04	To prepare and adopt a local development framework (LDF) and to review the LDF on a regular basis ensuring that an up to date development plan is available (statutory requirement). To achieve this by producing the following targets:-	<p>Adoption of the Halton Lea Town Centre Strategy SPD, September 2007</p> <p>Adoption of the Sandymoor SPD, February 2008</p>	<p></p> <p></p>	<p>To ensure a consistent approach it is felt appropriate to adopt both the Runcorn Old Town and Halton Lea Town Centre Strategies simultaneously. A delay has been incurred due to the need for the Runcorn Old Town SPD to undertake Habitat Regulatory Assessment and increase its geographical scope to incorporate de-linking arrangements of the existing Silver Jubilee Bridge from the strategic highway network that will result from the construction of the new Mersey Gateway Bridge and resulting regeneration opportunities as a consequence of the Mersey Gateway Regeneration Strategy.</p> <p>Requirement for a revised hydrology and flood risk model (Environment Agency approved) for Keckwick Brook catchment was</p>

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
		<p>Adoption of the Design of New Residential Development SPD, November 2007</p> <p>Adoption of the Transport & Accessibility SPD, February 2008</p>	 	<p>undertaken following unforeseen flooding events. This modelling work was completed and approved by EA in autumn 2007 allowing revised Masterplan and, design of mitigation measures to proceed. This SPD is on public consultation between 27 March and 8 May 2008. Adoption will take place during the last quarter of 2008.</p> <p>This SPD will be delayed due to priority given to other SPDs and the Core Strategy and to take account of recent appeal decisions on residential development design standards.</p> <p>This SPD will be delayed due to priority given to other SPDs and the Core Strategy and to take account of recent appeal decisions on residential development design standards.</p>
ER 05	To develop and implement a strategy for the three town centres in order to maximise the social, economic and cultural well-being of the local population	Complete consultation with interested parties, April 2007		Work has been delayed due to priority given to other SPDs and the Core Strategy.

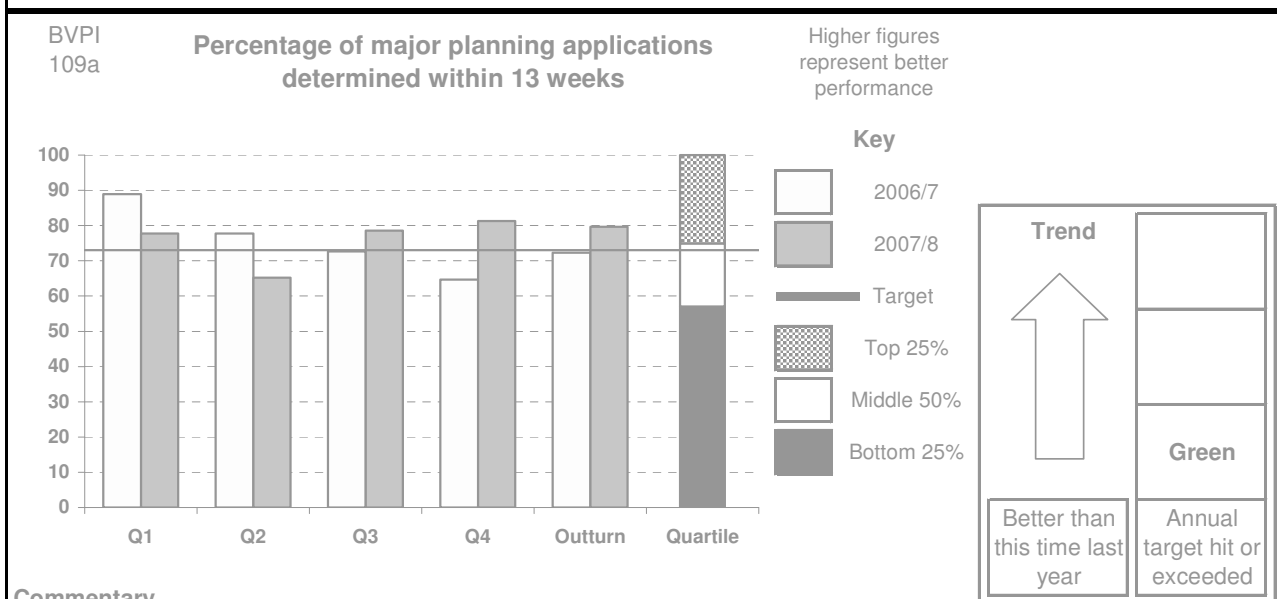
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
		Produce strategy document and submit to Exec. Board for approval. December 2007.		The issues raised in the commentary to ER04, above, are also applicable here. The most relevant is the staffing issue.
ER 06	Review and publish an updated Municipal Waste Management Strategy and commence implementation of the relevant objectives contained within the strategy, so as to secure compatibility with wider Merseyside strategy.	<p>Exercise to Update Waste Management Strategy, April 2007</p> <p>Consultation on draft Updated Strategy, Autumn 2007</p> <p>Adoption of Updated Strategy, December 2007</p> <p>Approval of Waste Action Plan, July 2007</p> <p>Pilot scheme to deliver kerbside multi-material recycling services (subject to the approval of the Waste Action Plan), October 2007</p>	    	<p>Work to update the Council's Waste Management Strategy commenced as planned.</p> <p>Consultation on the draft updated strategy took place between December 2007 and January 2008.</p> <p>The Council's Strategy was approved in March 2008</p> <p>At it's meeting of the 19th July 2007, the Executive Board approved the principles of the Council's Waste Action Plan</p> <p>The Pilot Multi-Material recycling scheme commenced in October as planned.</p>

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
ER 07	To procure an integrated waste management infrastructure/partnership to meet the requirements of the Municipal Waste Management Strategy	<p>Halton agreed Contract Procurement Strategy with Merseyside Waste Disposal Authority, March 2007</p> <p>Approval of Inter Authority Agreement (IAA) to formalise partnership arrangement with MWDA for the procurement of facilities and services, July 2007</p>	 	<p>The Strategy was agreed in March 2007. Progress on the implementation of this strategy continues to be made on contract procurement with the MWDA.</p> <p>Although the IAA has not been formally signed within the target timescale, agreement on the principles of the Agreement has been reached.</p>
ER 08	Develop policy and practice regarding the introduction of legislation to ban smoking in public places introduce and continue to undertake effective balanced enforcement and review impact after 12 months and 24 months with the objective of ensuring appropriate smoke free environments.	<p>Establish Smoking, Education & Enforcement Team by May 2007.</p> <p>Complete programme of education for all premises by July 2007.</p>	 	<p>The Department has continued to enforce across the range of workplaces within the borough both within and outside working hours.</p> <p>Compliance rates have been good and only one fixed penalty notice has needed to be served. Areas of non-compliance on the whole are due to lack of correct signage and relate to small businesses. The section continues to work with partners in Merseyside to ensure a consistent approach and the PCT to maximise the health benefits.</p>



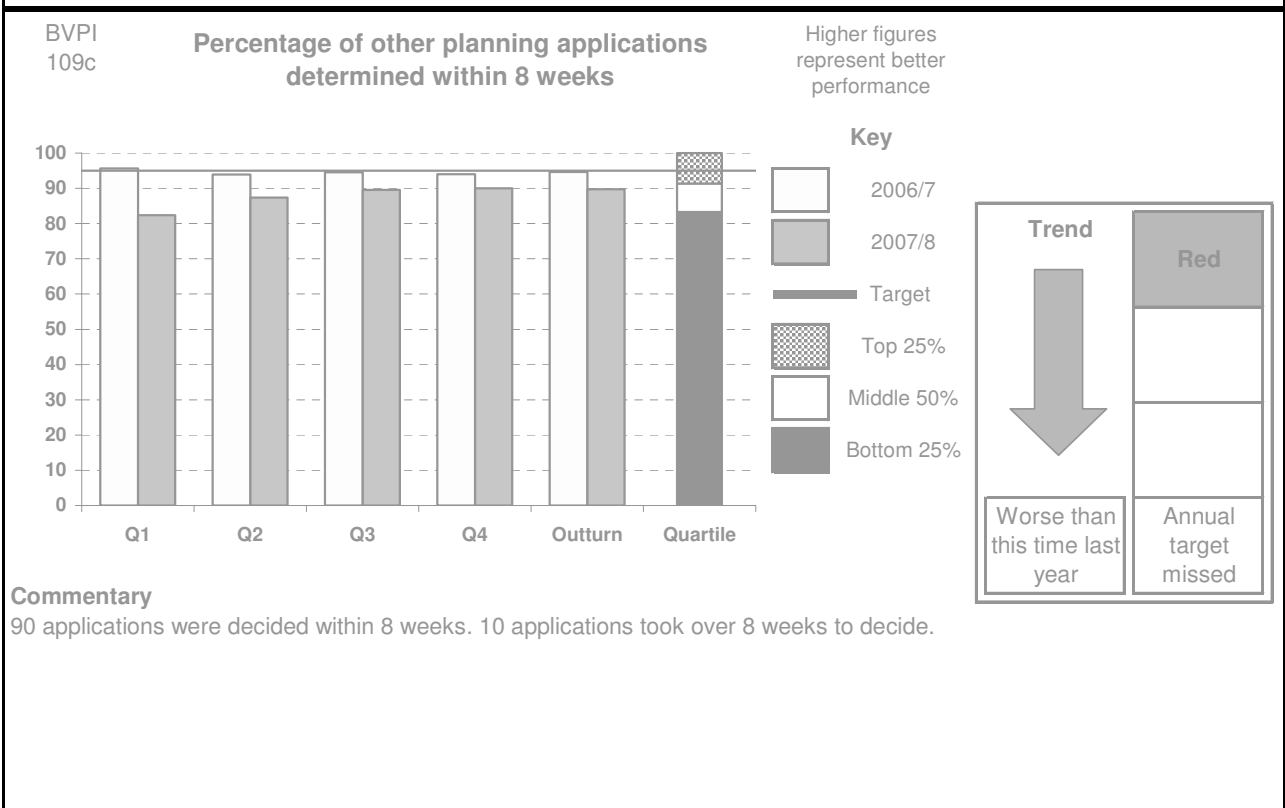
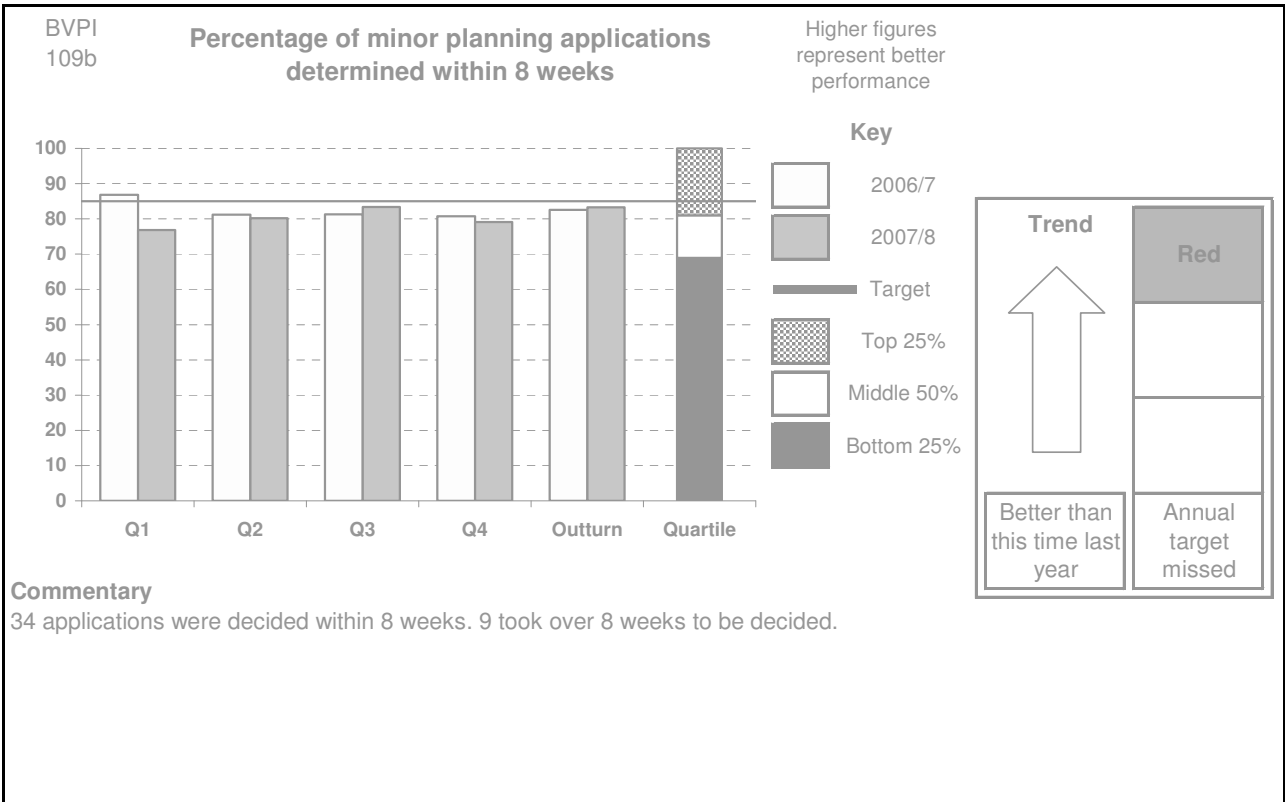
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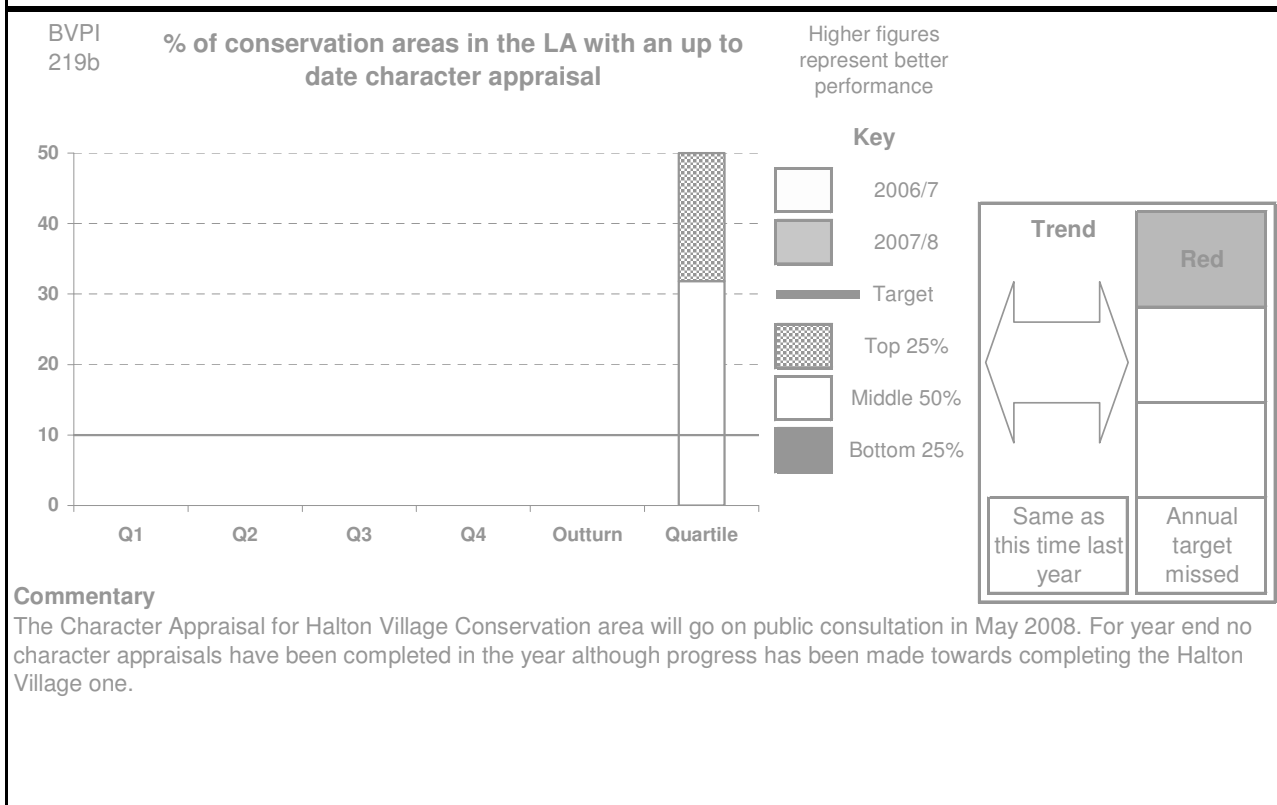
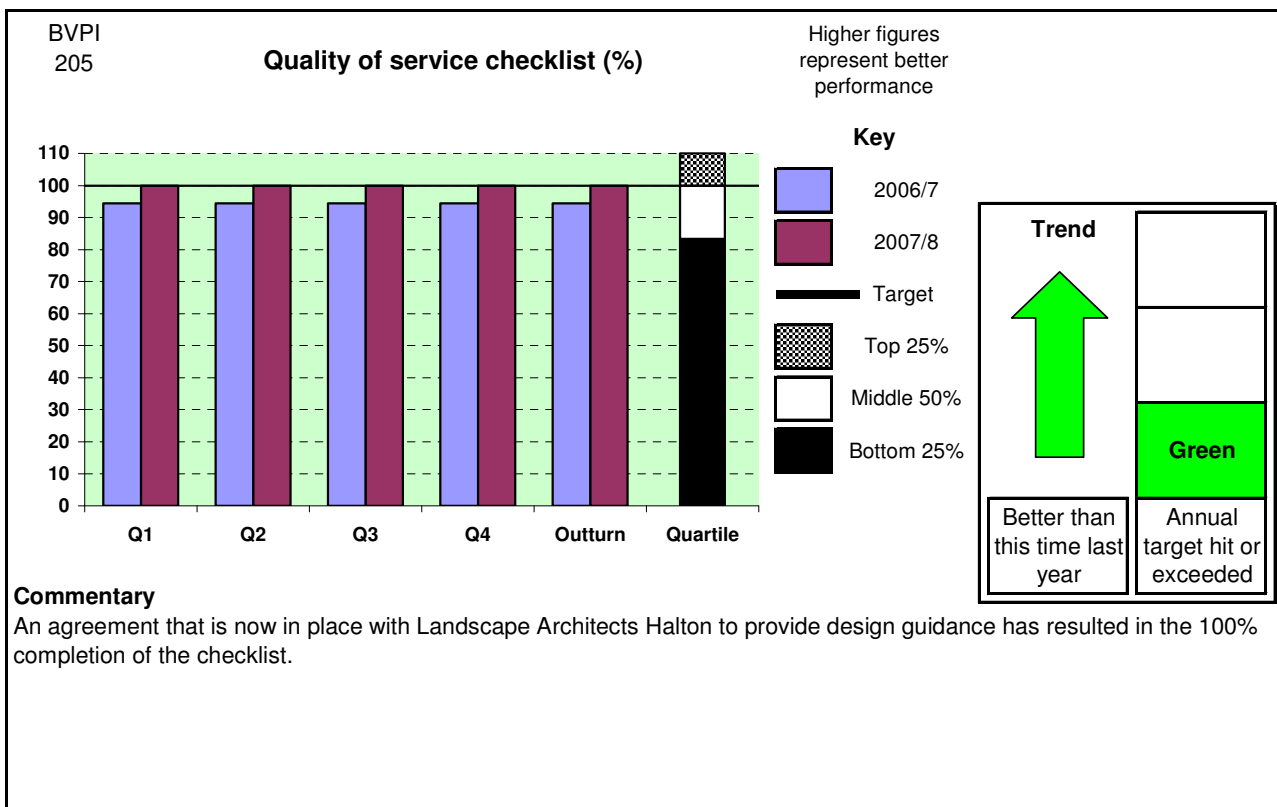
The purpose of this bvpi is to record performance in delivering the improvements envisaged in statutory guidance issued on pollution control standards for Part A(2) and B installations. Authorities should aim to secure completion of at least 90% of all pollution control improvements to the timetable specified in the guidance. 'Completed' means that the core pollution control purpose has been achieved. If there are minor ancilliary matters that have not yet been complied with, the pollution control improvements can be recorded as complete for the purpose of this BVPI.

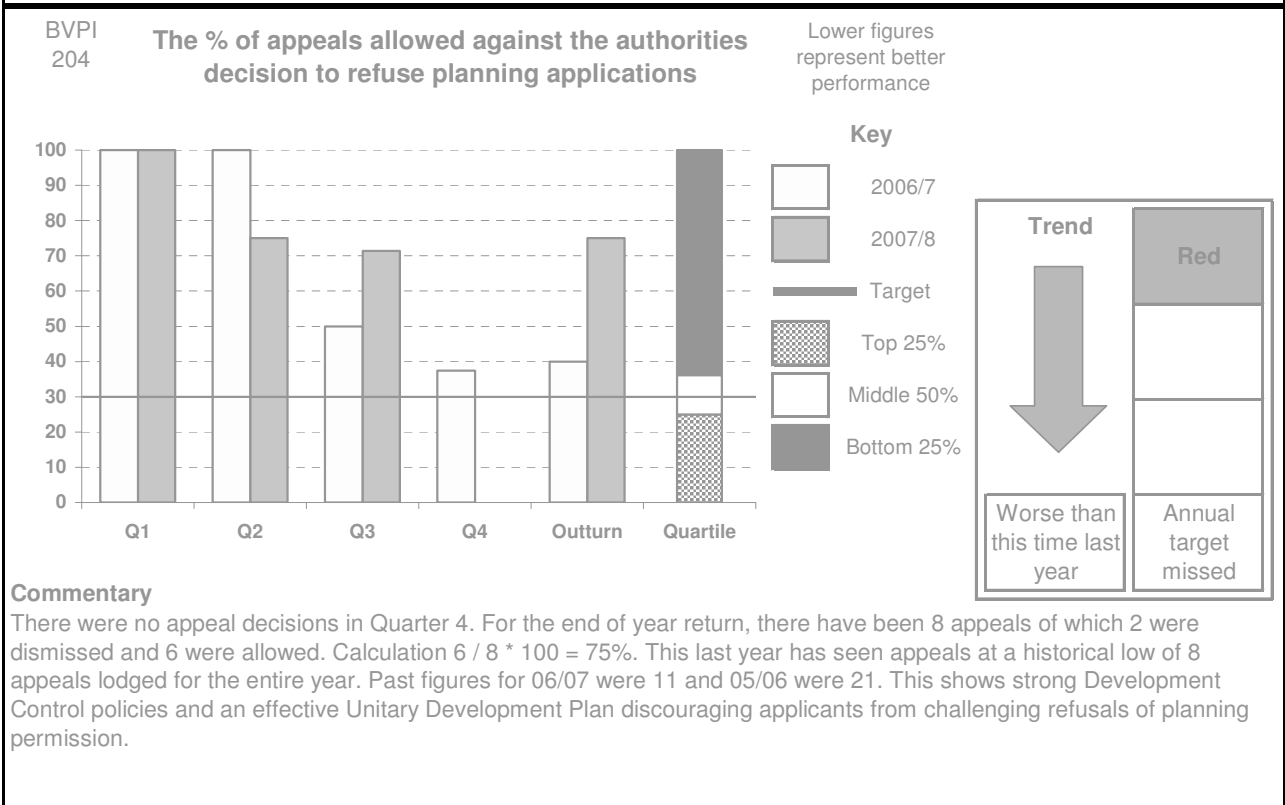
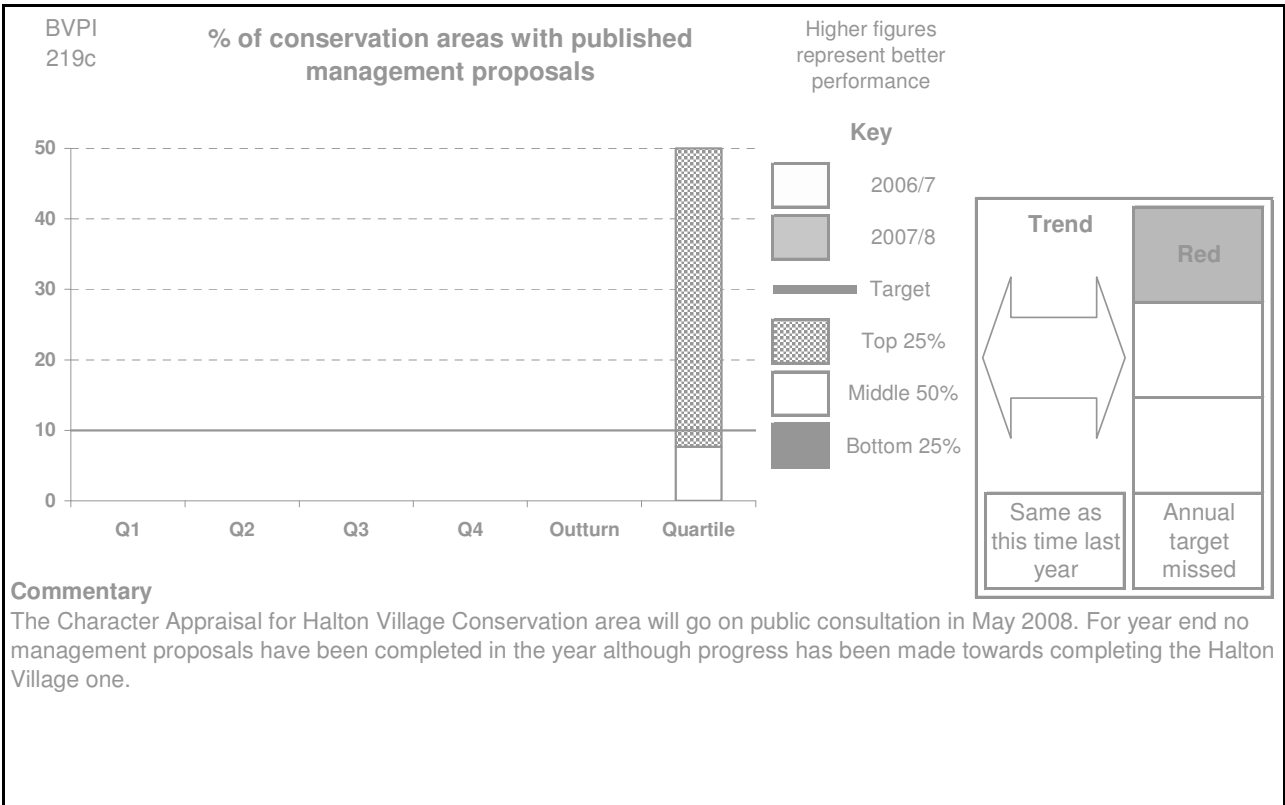


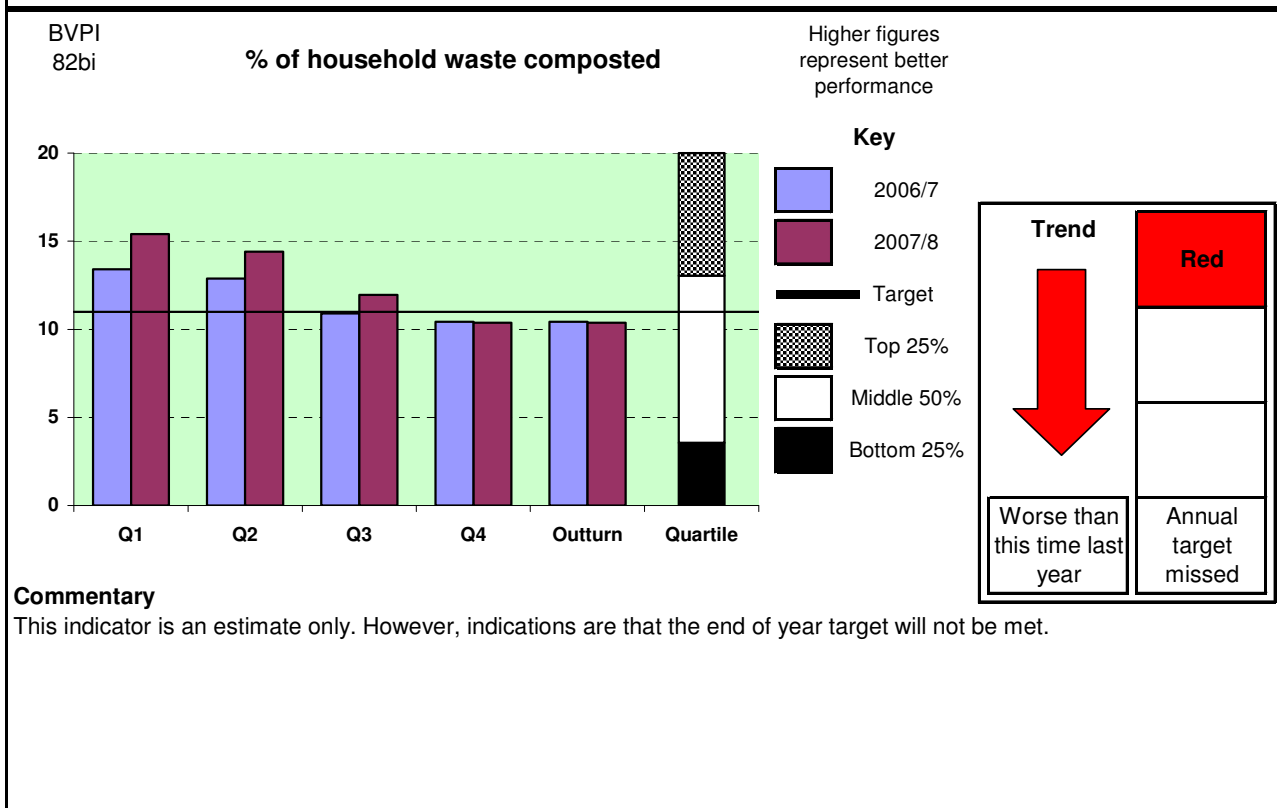
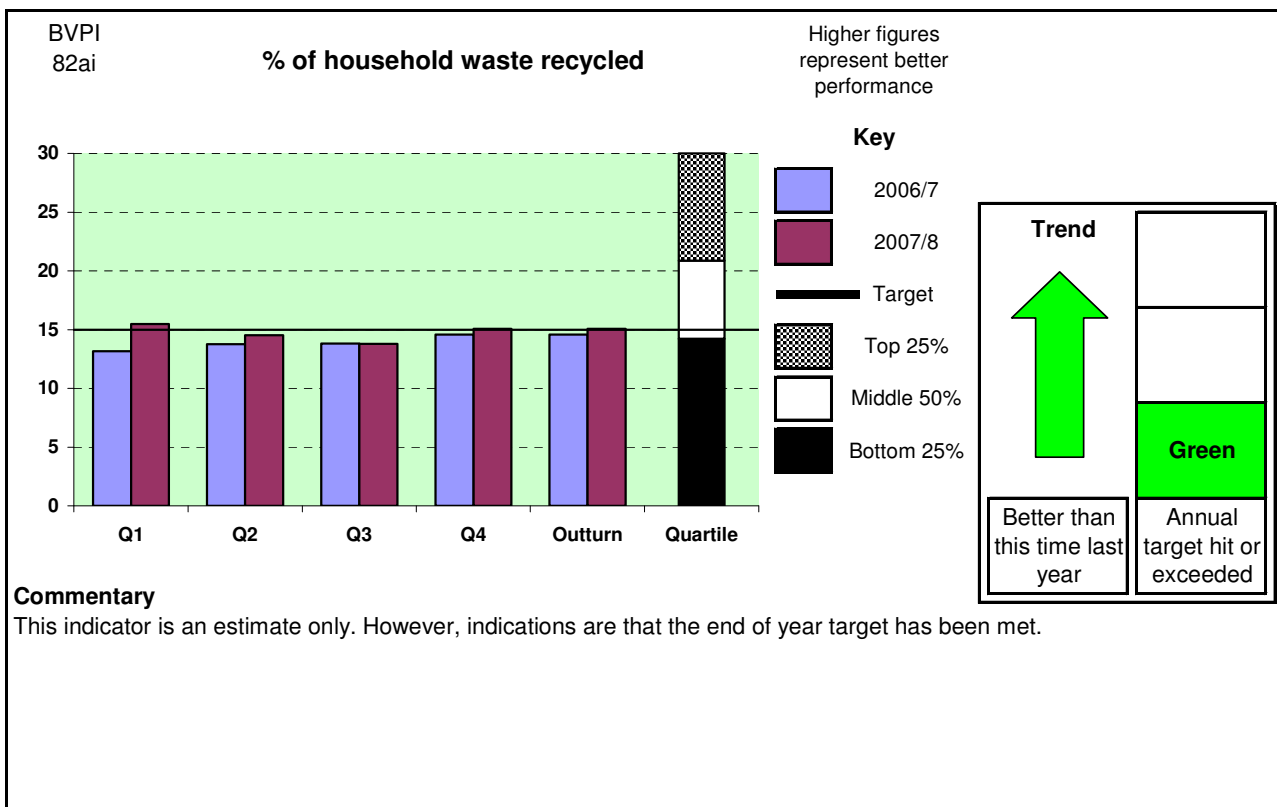
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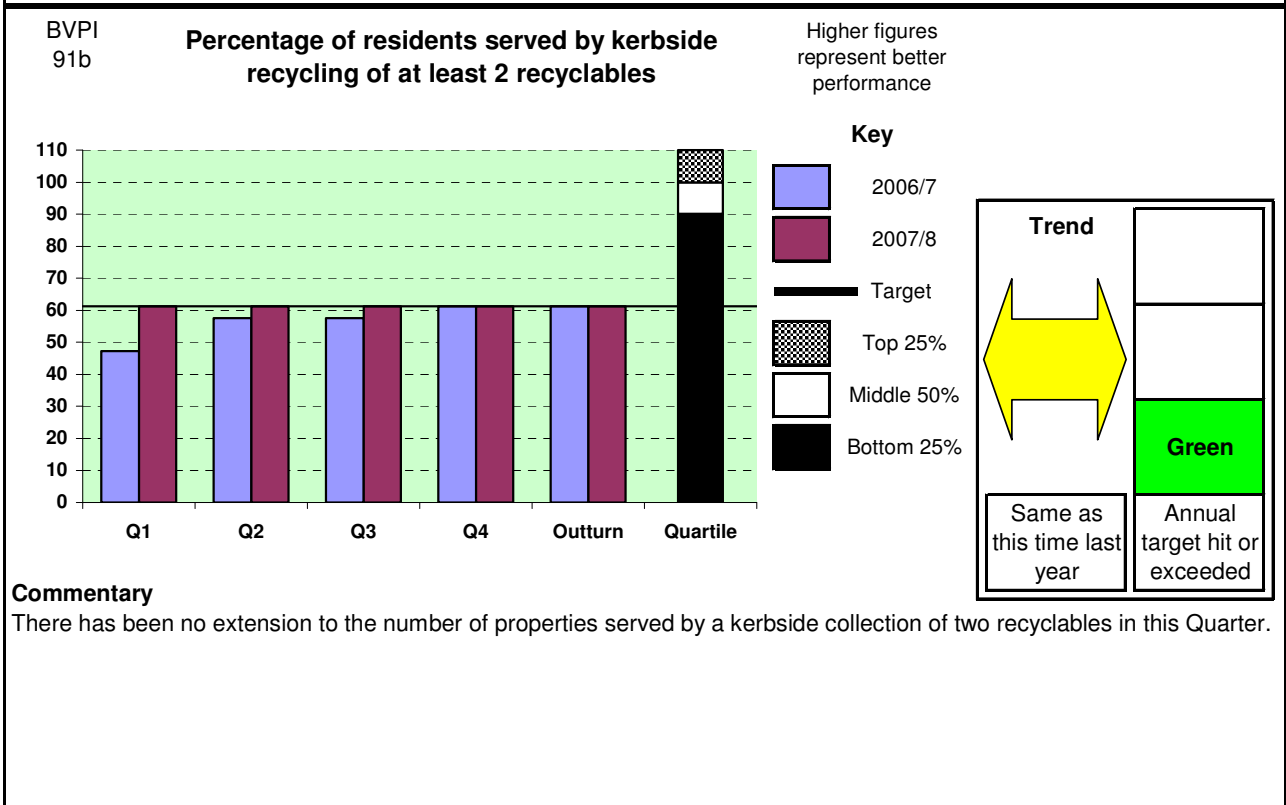
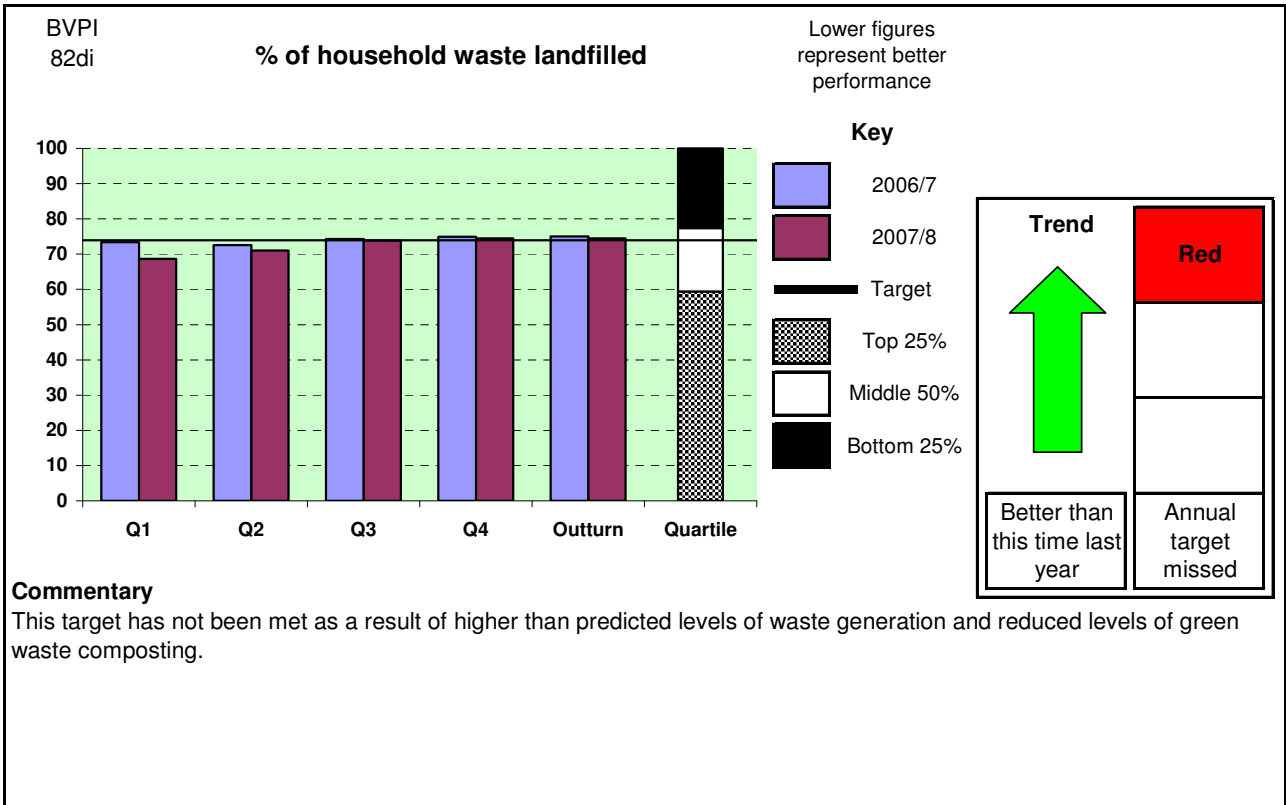
13 applications were decided within the 13 weeks. 3 applications took over 13 weeks to be decided.

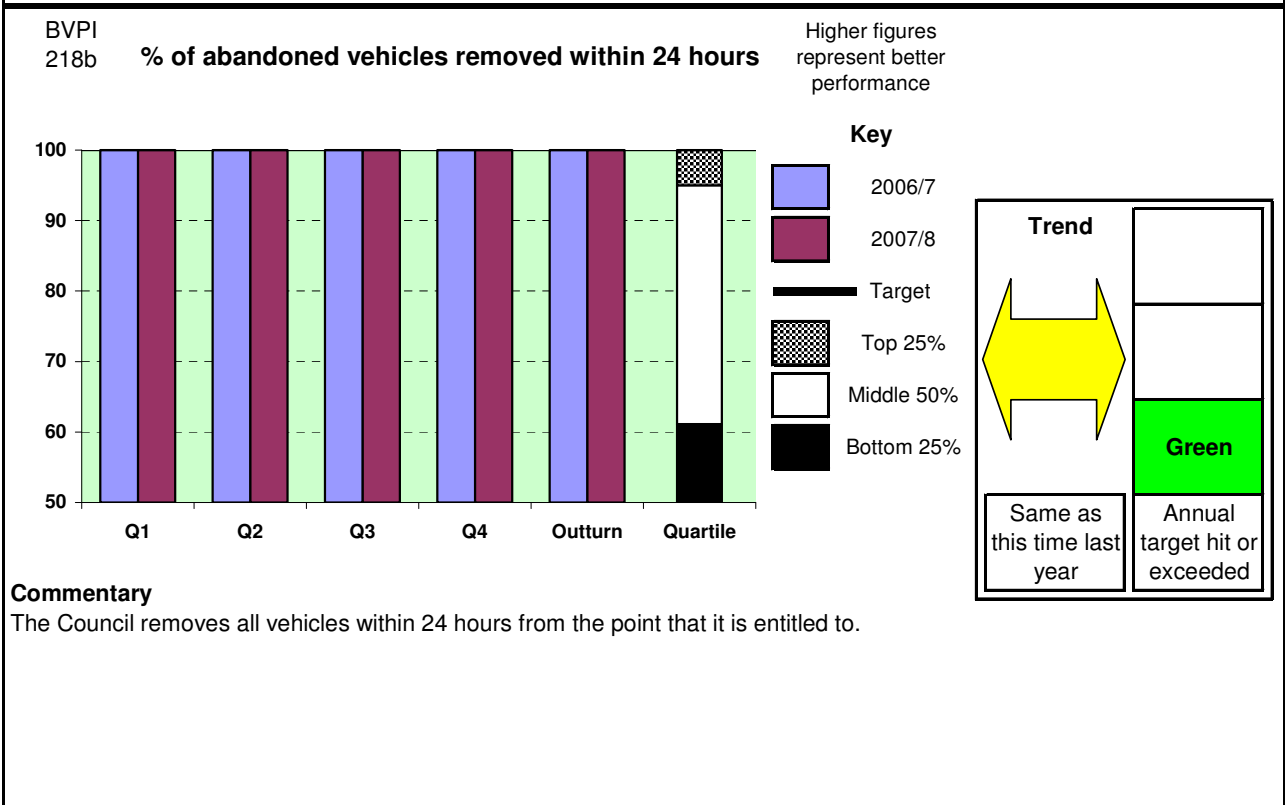
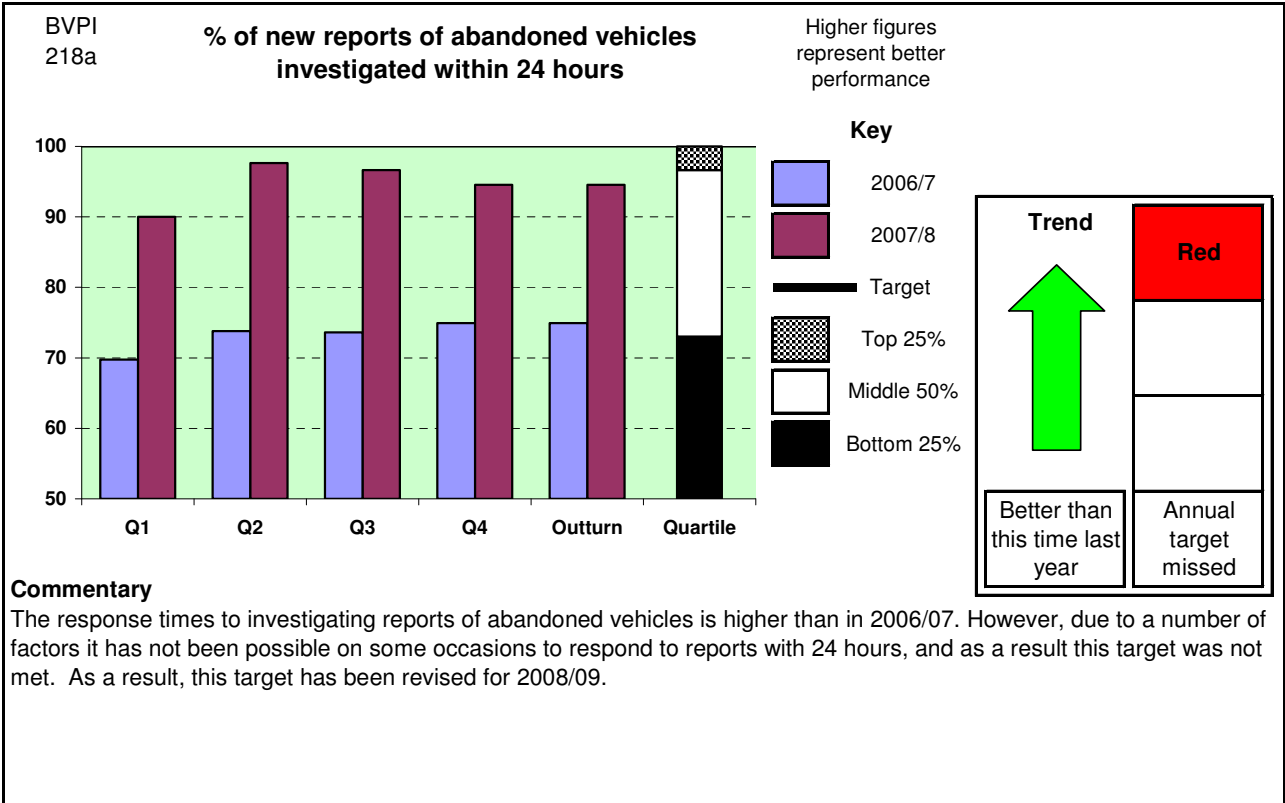


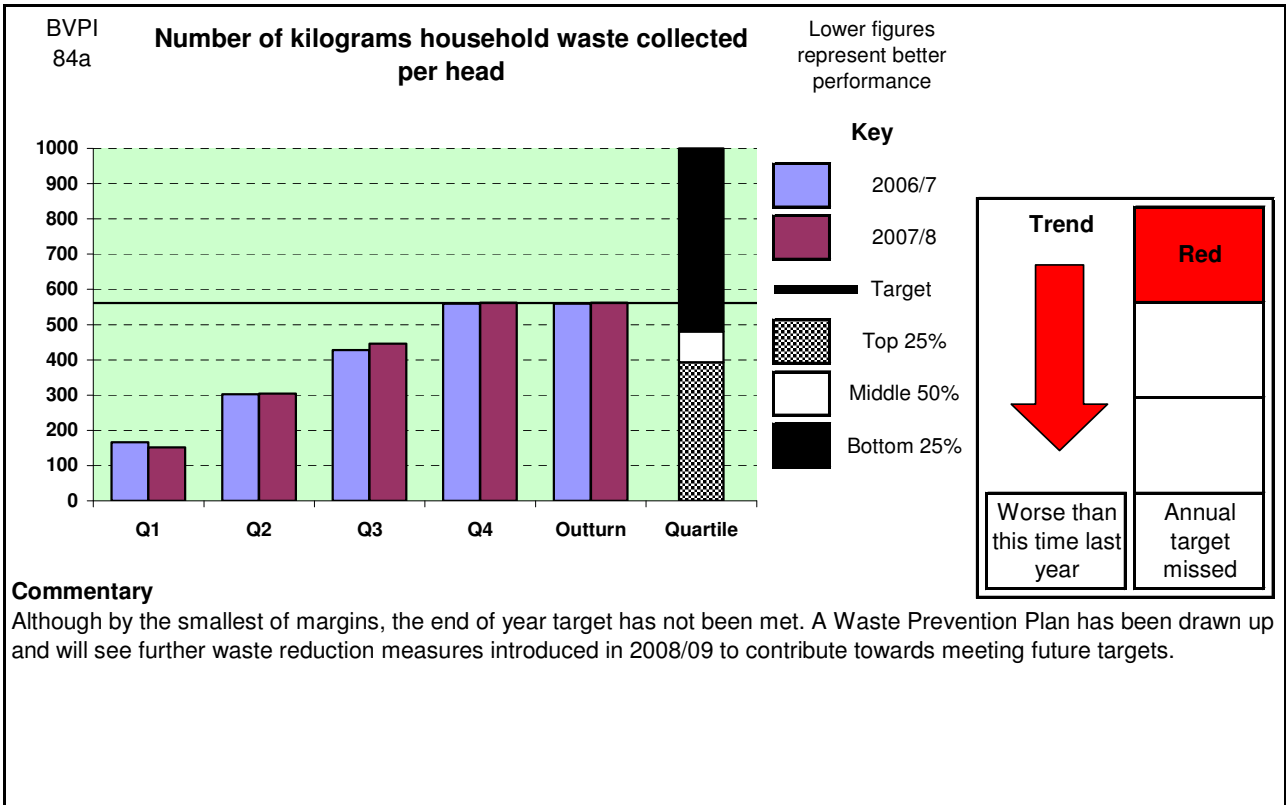
















The following Key Performance Indicators are reported on an annual basis,




Ref	Indicator	Actual 06/07	Target 07/08	Actual 07/08		Commentary
BV 87	Cost of waste disposal per tonne for municipal waste (£)	49.12	46.89			Figure not yet available
BV 106	% of new homes built on previously developed land	87.54	50	85.34 %		The past year has seen Regional Spatial Strategy (RSS) housing figures limiting opportunities in other boroughs resulting in developers coming to Halton. This has given rise to a number of 'unexpected' (known as windfall) developments being promoted. Low lending rates have also fuelled the




Ref	Indicator	Actual 06/07	Target 07/08	Actual 07/08		Commentary
						development boom experienced over the last year. The Unitary Development Plan allocates a significant area of Greenfield in Sandymoor, Runcorn but this has been slow to commence. Next year these circumstances will change. For the coming year the RSS housing figures have been increased and the 'credit crunch' is starting to bite. This is likely to lead to less development in Halton. Once the Sandymoor development occurs it is expected that the BV 106 statistics will decrease to around 50% as the Greenfield allocation are built out.
BV 199a	Prop relevant land/highways with combined deposits of litter/detritus below acceptable levels	22	16	14		A number of initiatives have contributed towards an improvement in this indicator. Further initiatives are planned to see performance increase to meet future targets.
BV 199b	Proportion of relevant land/highways from which unacceptable levels of graffiti visible	2	1	1		The Council maintains a dedicated specialist cleansing team to provide a rapid response to incidents of graffiti.
BV 199c	Proportion of relevant land/highways from which unacceptable levels of fly posting visible	1	1	0		The Council maintains a dedicated specialist cleansing team to provide a rapid response to incidents of fly-posting.
BV 199d	Reduction in incidents & increase in enforcement actions, taken to	1	1	2		In 2006/07 there were 1648 incidents of fly-tipping and in 2007/08 there 1438. In 2006/07 the Council recorded 187 enforcement actions and



Ref	Indicator	Actual 06/07	Target 07/08	Actual 07/08	Commentary
	deal with fly tipping				in 2007/09 recorded 132. Although the total number of fly-tipping incidents dealt with in 2007/08 has decreased from the previous year, the total number of enforcement actions has decreased and the Council's grading is therefore categorised as '2' or 'Effective'



Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
Service Delivery Indicators.						
BV 216	Identifying Contaminated Land (a) Sites of potential concern with land contamination (b) % of sites with information to decide if remediation is necessary	258 9%	1393 1%	1393 1%	 	Progress has this year has been as expected. The total number of potentially contaminated sites has significantly increased from previous years due the completion of the first phases of the Contaminated Land Inspection Strategy. The Contaminated Land Regime (Part 2A EPA 1990) has not addressed a large number of sites (no new site investigated this year – resources have been absorbed by ongoing cases, e.g. St Michael’s Golf Course) and the majority of sites that have been assessed through the planning process have either not been included on the main list of potentially contaminated land or are the continuation of sites already included in previous years returns.
ENV R LI 1	% of playgrounds that conform to national standards for locally equipped areas	66% (24 sites)	77.7% (28 sites)	97.14% (34 sites)		Target exceeded.
BV 82a (ii)	Total tonnage of household waste arisings sent for recycling.	9684	10067	10133		Target exceeded.




Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
BV 82b (ii)	Tonnage of household waste arisings composted or sent for treatment by anaerobic digestion.	6930	7383	6983		The level of waste collected for composting this year has not reached targeted levels.
BV 82c (i)	Percentage of household waste arisings used to recover heat, power & other energy sources.	0%	0%	0%		N/A
BV 82c (ii)	Total tonnage household waste arisings used to recover heat, power & other energy sources.	0	0	0		N/A
BV 82d (ii)	Total tonnage of household waste arisings landfilled.	49837.4	49667	50139		This target has not been met as a result of higher than predicted levels of waste generation and reduced levels of green waste composting.
BV 84b	Percentage change on previous year in Kg of household waste collected per head.	1.8	1	2.18		Despite a number of waste prevention activities, waste production in Halton has been higher than predicted.
BV 91a CPA	% of households served by a kerbside collection - 1 recyclable.	100%	100%	100%		The Council provides a kerbside paper collection service to all properties in the borough.
ENV R LI 5	% of incidents of offensive graffiti responded to within 24 hours of notification	82.35%	100%	90.91%		Due to a number of factors it has not been possible on some occasions to respond to incidents with 24 hours. As a result, this target has been revised for 2008/09.



Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
ENV R LI 6	% of incidents of fly-tipping responded to within 48 hours	96.41%	100%	98.57%		Due to a number of factors it has not been possible on some occasions to respond to fly-tipping with 48 hours. As a result, this target has been revised for 2008/09.
Quality of Service Indicators.						
BV 166 (b)	Score against a checklist of enforcement best practice for Environmental Health	90%	100%	90%		This BVpi is made up of a number of components reflecting functions across the division. Each component is worth 10% but must be performed in each function. Due to maternity leave and other staffing issues there was slippage on the targeted enforcement related information and educational programmes elements of the indicator. Such programmes can be resource intensive.
ENV R LI 2	Survey satisfaction with the level of cleanliness in parks.”	77%	84%	92%		Taken from Greenstat for period 1 st January to 31 st March 2008.



Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
ENV R LI 3	Number of Green Flag Awards achieved for Halton	6	8	6		Only six Green Flag Awards were achieved in 2007. In January 2008 submissions from Halton were made for 10 Green Flag Awards. Resubmissions have been made for the existing 6 sites (Hough Green Park, Pickerings Pasture LNR, Rock Park, Runcorn Hill Park & LNR, Wigg Island Community Park & Victoria Park). New submissions have been made for an additional 4 sites (Phoenix Park, Runcorn Town Hall Park, Spike Island & Victoria Promenade). Judging will take place in May and June 2008.
BV 200	Plan-Making (a) current development plan? (b) proposals on deposit? (c) annual monitoring report?	Yes Yes Yes	Yes Yes Yes			The Borough has a development plan in the form of the UDP (Unitary Development Plan). It is actively pursuing the completion of the LDS (Local Development Scheme) and it has proposals on deposit. The AMR (Annual Monitoring Report) was submitted in December 07.
ENV R LI 7	% of residents satisfaction with the cleansing standards in Halton (Annual PI).	68.8%	72%	81%		Taken from the Halton 2000 survey February 2008 (Q. d6)
Fair Access Indicators.						
BV 86	Cost of waste collection per household.	£27.44	£29.39	NYA	NYA	Figure not yet available.



LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
6	Reducing vehicle arson: The number of incidents of arson occurring to non derelict vehicles (during the year 1 April to 31 March)	200 (Jan – Dec 2005)	140 (Apr 07 – Mar 08)	143	143		Despite a significant reduction in incidents of vehicle arson from baseline year, this target has been narrowly missed.
7	Improving health and well-being: The number of people reporting to the NHS stop smoking services who had set a quit date and who are still not smoking at the four weeks review (during the year 1 April to 31 March)	850 (2005/6)	2000 (2008/9)	1049	N/a		Q4 Figures not available from NHS yet. Q3 figures (not reported) were 199



Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
ER04	<p>Risk Identified: Failure to comply with statutory duty – leading to detrimental consequences to the Authority.</p> <p>Risk Control Measure(s): Continual monitoring to ensure compliance with statutory duties.</p> <p>Risk Identified: Absence of a Local Development Framework – leading to difficulties in deciding planning applications and borough development.</p> <p>Risk Control Measure(s): To ensure that the LDF is delivered on time in consultation with all relevant officers.</p> <p>Risk Identified: Production of unsound plans resulting in abortive costs and repetition of work.</p> <p>Risk Control Measure(s):</p>	<p>On-going</p> <p>On-going</p>	 	<p>Continuous ‘weather eye’ kept on progress of other LA’s LDFs through the approval system to learn from others. Keep up-to-date on best practice and guidance.</p> <p>Project management approach adopted for the production of key documents. Strict prioritisation of work programme.</p>



Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>Consultation with relevant internal officers and external experts to ensure proper evaluation of requirements to pass tests of soundness</p> <p>Risk Identified: Unwillingness of public to participate will result in targets not met.</p> <p>Risk Control Measure(s):</p> <p>Sufficient resources in place to deliver a continual and comprehensive promotional and educational campaign.</p> <p>Risk Identified: Risk in underestimating need, type and level of resources to deliver our services.</p> <p>Risk Control Measure(s):</p> <p>Consultation with relevant internal officers and external experts to ensure proper evaluation of resource requirements</p>	<p>On-going</p> <p>On-going</p> <p>On-going</p>	  	<p>Soundness checklist created to ensure the documents produced meet the tests of soundness in PPS12.</p> <p>Statement of Community Involvement (SCI) produced as part of the LDF process to document the methods by which the public can participate in the process.</p> <p>Project management approach adopted to forward plan resource requirements.</p>

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>Risk Identified: Risk in underestimating level of finance required to deliver.</p> <p>Risk Control Measure(s): Consultation with internal and external financial experts to ensure proper financial analysis.</p> <p>Risk Identified: Risk of changes to central/regional & Local Authority Governed Policy affecting the agreed strategy.</p> <p>Risk Control Measure(s): Final strategies should be flexible to account for such changes and continual monitoring of policy should be maintained to keep abreast of any potential changes</p> <p>Risk Identified: Failure to produce strategy could jeopardise future government funding e.g. planning delivery grant.</p>	<p>On-going</p> <p>On-going</p>	<p></p> <p></p>	<p>Difficultly retaining the requisite level of budget to deliver the LDF within the traditional annual budget setting process. At least a three-year rolling budget is required to cater for the Examination and various consultants' studies.</p> <p>Regular updates on changing legislation are obtained e.g. the Planning Bill of November 2007. The affect the legislation will have on the tasks to be carried out is then assessed.</p>

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>Risk Control Measure(s):</p> <p>Ensure delivery of strategies in line with government requirements.</p>	On-going		The LDF has been made a Division priority for 2008.
ER06	<p>TO PRODUCE A WASTE MANAGEMENT STRATEGY FOR HALTON</p> <p>Risk Identified: Failure to comply with statutory duty – leading to detrimental consequences to the Authority.</p> <p>Risk Control Measure(s):</p> <p>Continual monitoring to ensure compliance with statutory duties. Engagement of external consultants to provide expert advice and guidance.</p> <p>Risk Identified: Absence of a W M Strategy – leading to difficulties in planning future WM Services.</p> <p>Risk Control Measure(s):</p>	On-going		See Service Plan Reference ER06 – The Council's Waste Management Strategy has been updated to ensure compliance with statutory duties.



Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>Risk Identified: Risk in underestimating level of finance required to deliver.</p> <p>Risk Control Measure(s): Consultation with internal and external financial experts to ensure proper financial analysis.</p> <p>Risk Identified: Risk to targets not being met – financial and repute.</p> <p>Risk Control Measure(s): Continual monitoring to ensure targets are met.</p> <p>Risk Identified: Risk to not developing suitable partnerships would lead to strategies not being delivered and not being targets met.</p>	<p>On-going</p> <p>On-going</p>	 	<p>The Council commissioned external consultants to carry out a detailed analysis of anticipated future costs.</p> <p>Monitoring of performance against targets is carried out on a quarterly basis.</p>

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>Risk Control Measure(s):</p> <p>Proper consideration of options and negotiations with potential partners to ensure that partnership arrangements are delivered that reflect the best interests of the Council.</p> <p>Risk Identified:</p> <p>Risk to the authority not procuring appropriate and successful waste treatment infrastructure</p> <p>Risk Control Measure(s):</p> <p>To consider only established private sector companies, with proven track records to deliver proven waste treatment technologies</p> <p>Risk Identified:</p> <p>Risk of changes to central/regional & Local Authority Governed Policy affecting the agreed strategy.</p>	<p>On-going</p> <p>On-going</p>	 	<p>The Council considered its Waste management partnership options in June 2006, which led to a partnership being developed with the Merseyside Authorities.</p> <p>Proper evaluation of participants for inclusion in the procurement process continues to be carried out during the current procurement process for waste treatment services and facilities with the MWDA.</p>

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>Risk Control Measure(s):</p> <p>Final strategies should be flexible to account for such changes and continual monitoring of policy should be maintained to keep abreast of any potential changes</p> <p>Risk Identified: Failure to produce strategy could jeopardise future government funding.</p> <p>Risk Control Measure(s):</p> <p>Ensure delivery of strategies in line with government requirements.</p>	On-going		An updated Waste Management Strategy was approved in March 2008 that provides flexibility to allow for future legislative and policy requirements to be met.
ER07	<p>PROCUREMENT OF AN INTEGRATED WASTE MANAGEMENT INFRASTRUCTURE</p> <p>Risk Identified: Failure to meet the requirements of the European Landfill Directive – leading to penalties both financial and legal.</p>			See above

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>relevant officers.</p> <p>Monitoring and control measures in place to ensure that targets and pledges are met.</p>			

The traffic light symbols are used in the following manner:

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

QUARTERLY MONITORING REPORT

DIRECTORATE: Environment

SERVICE: Highways, Transportation & Logistics

PERIOD: Quarter 4 to period end 31 March 2008

1.0 INTRODUCTION

This quarterly monitoring report covers the Highways, Transportation & Logistics Department fourth quarter period up to year-end 31 March 2008. It describes key developments and progress against all objectives and performance indicators for the service.

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

The way in which traffic light symbols have been used to reflect progress to date is explained in Appendix 7.

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

2.0 KEY DEVELOPMENTS

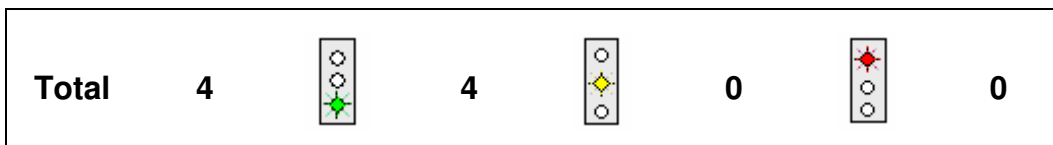
- **Halton Local Strategic Transport Board** has been established. The Board is a forum for discussing and consulting on all transport related issues and is attended by both Council officers and community representatives. The Board therefore enables early consideration of transport issues in the development of key Council and Community priorities and is seen as a major step forward in ensuring that Halton's transport system meets the needs of its communities.
- **Mersey Gateway** – Two planning applications have been submitted covering proposed road and environmental improvements along the Central Expressway and on the Silver Jubilee Bridge. A Listed Building Consent Application has also been made to enable proposed works to the SJB to proceed. All Applications are an integral part of the Mersey Gateway project. Priority will need to be afforded to reviewing and commenting on the proposals.
- **Key Highway Improvements** - Highway improvement schemes, aimed at improving traffic capacity and access to employment

sites, commenced in January, at Watkinson Way gyratory and the Daresbury A56 / Expressway junction. Both are expected to be complete by August.

3.0 EMERGING ISSUES

- Mersey Gateway** - An application under the Transport & Works Act 1992 is due to be submitted by the Mersey Gateway Project Team in May to secure the necessary powers to construct the bridge. It will also be necessary to publish Side Road Orders (to cover alterations to existing roads and rights of way outside the limits of the draft TWA), Compulsory Purchase Orders and proposals for a Road User Charging Scheme in the same timescale.
- Road Maintenance:** - Key findings of the 2008 Annual Local Authority Road Maintenance (ALARM) Survey indicates that for those authorities in England (outside London) there is an average structural road maintenance budget shortfall of £7.5m/authority and that to clear the carriageway maintenance backlog for these authorities would take an estimated 11 years. Construction cost increases are currently outstripping general inflation and the term contract price index adjustment is almost 3 times the 2008/09 annual highway maintenance revenue budget increase. This puts the budget under pressure, particularly in the face of an increasing adopted highway network and will inevitably constrain the amount of routine maintenance and repair work that can be instructed. Prudent selection of maintenance processes and stringent prioritisation based upon condition will become increasingly important in the management of the Highway asset.
- City Region** – work is progressing on developing proposals for a Liverpool City Region. Consideration is currently being given to possible governance arrangements which is likely to incorporate a review of the Merseyside Passenger Transport Authority and the setting up of what is known as an Integrated Transport Authority (ITA) as recommended in the draft Local Transport Bill. This ITA could include Halton and could potentially have a wider remit than the PTA currently has. It could impact on the way some highway and transport services are delivered in Halton but it is too early to say at this stage what these impacts could be. All possible options will be explored and progress will be reported through these monitoring reports.




4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES



Good progress has been made towards key objectives/milestones. For

further details please refer to Appendix 1.

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES




Total	1		1		0		0
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Good progress has been made towards the Departments other objective/milestone. For further details please refer to Appendix 2.

5.0 SERVICE REVIEW




Beacon Status Award- Halton Council in partnership with the Merseyside authorities has been awarded the government’s prestigious Beacon status for its pioneering work on accessibility improvements across the region. The groundbreaking project helps people take up employment and was chosen from hundreds of national schemes submitted.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS

Total	2		2		0		0
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Both “Key” performance indicators have met their targets. For further details please refer to Appendix 3.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	22		14		0		6
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Progress against BVPI 223 & 224a cannot be reported at present due to difficulties being experienced with the national survey vehicles. For details of the “Other” performance indicators please refer to Appendix 4.

7.0 PROGRESS AGAINST LPSA TARGETS

There are no current LPSA targets for this service.

8.0 RISK CONTROL MEASURES

During the production of the 2007-08 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.




Where a Key Service Objective has been assessed and found to have associated 'High' risk, progress against the application of risk treatment measures is monitored, and reported in Appendix 5.


9.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS


During 2006/07 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in Appendix 6. It should be noted that following a review of our Equality Impact Assessment, there is now only one measure, which is required to be monitored.

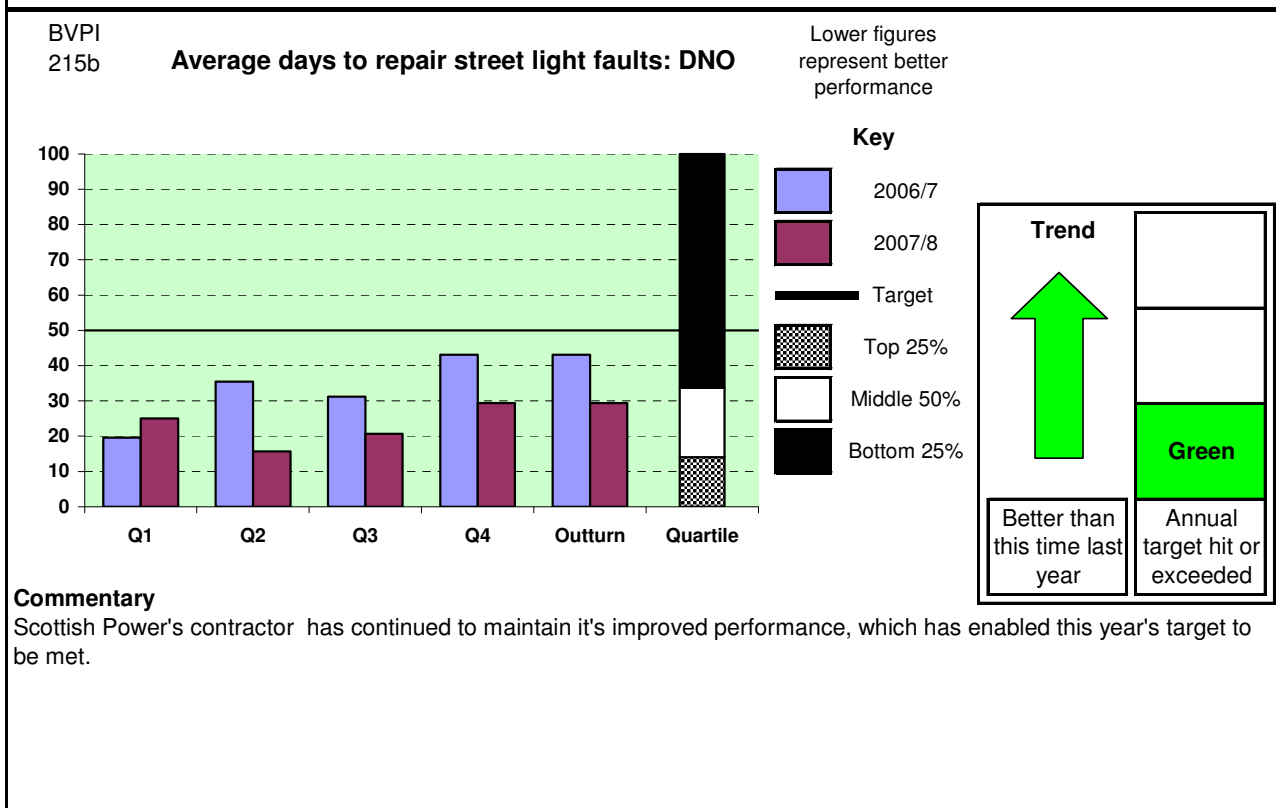
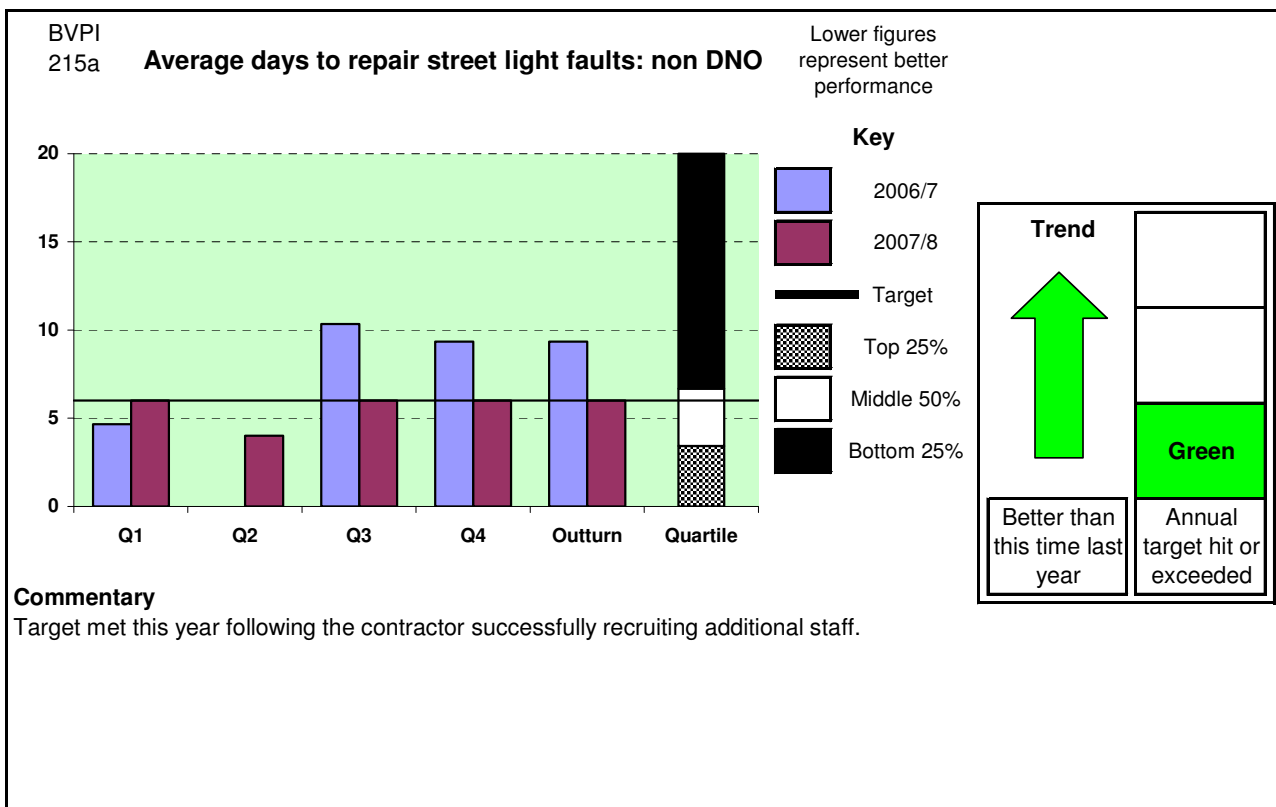
10.0 APPENDICES


Appendix 1- Progress against Key Objectives/ Milestones
Appendix 2- Progress against Other Objectives/ Milestones
Appendix 3- Progress against Key Performance Indicators
Appendix 4- Progress against Other Performance Indicators
Appendix 5- Progress against Risk Treatment Measures
Appendix 6- Progress against High Priority Equality Actions
Appendix 7- Explanation of traffic light symbols



Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
HT 01	Mersey Gateway – to complete the procedural process to achieve all necessary orders for the construction of Mersey Gateway.	Publish orders and applications between January and May 2008		Planning application for non Transport and Works Act part of the project submitted 31 March 2008. Remaining orders to be submitted in May 2008 and as such the milestone is on target.
HT 04	Local Transport Plan 2 – to deliver the implementation programme of LTP2, submit Progress Reports as required by DfT and monitor progress against the Council's transport objectives.	Mid term review to be submitted to DfT by July 2008		Mid term review is in preparation
HT 05	Silver Jubilee Bridge Maintenance Major Scheme – to secure funding, complete procurement and deliver works.	Funding secured (£47m through MSB or £14.3m through PRN), procurement means established, delivery programme initiated by 31.05.08		£14.3m has been confirmed for maintenance works on PRN bridges between 2009/10 & 2010/11. This includes £13.1m towards maintenance of structures within the SJB Complex. Procurement of maintenance works by competitive tendering has commenced in advance of establishing a single partnering contractor. HBC has submitted further supporting documentation related to the Major Scheme application although DfT response remains to be issued.
HT 06	Vehicle Fleet Replacement Programme – Implement and complete tendering	Tenders advertised. Contracts awarded by		Tendering process complete. Procurement will be undertaken through a Central Purchasing Body


Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
	process.	31.03.08		complying with the requirements of the Public Contracts Regulations as agreed by Exec Board on the 18/10/07.



Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
HT 07	Improving the quality and accessibility of public transport services within Halton	Introduce 24/7 booking service via Contact Centre and website by 31 March 2008		The new computer hardware and specialist software have been successfully installed and tested. HBC is continuing to work with Halton Community Transport (HCT) and the software supplier to ensure HCT's passenger record systems are fully integrated into the main Council system. HDL's contact staff training is ongoing and the new system is planned to go fully operation in July 2008.








Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
Service Delivery Indicators.						
BVPI 99a (i)	No. of people killed or seriously injured (KSI) in road traffic collisions.	77 (2005)	71 (2006)	50 (2006)		2006 was an exceptional year for KSIs recorded on Halton's roads and as such we are on track to hit the 2010 national target of 94KSIs and our enhanced target of 71KSIs (5 year av.) It is difficult to specifically identify why the recorded injuries were so low during 2006, due to the wide range of road safety initiatives being implemented. However, care has to be taken in drawing any conclusions from a single year's results, as there is always an element of 'noise' within the figures. It is for this reason that we monitor 5 year average trends for KSIs




Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
BVPI 99b (i)	No. of children (<16) killed or seriously injured (KSI) in road traffic collisions.	13 (2005)	13 (2006)	4 (2006)		2006 was also an exceptional year for CKSIs recorded on Halton's roads and as such we are on track to hit the 2010 national target of 16CKSIs and our enhanced local target of 13CKSIs (5 year av.). It is difficult to specifically identify why the recorded injuries were so low during 2006, due to the wide range of road safety initiatives being implemented. However, care has to be taken in drawing any conclusions from a single year's results, as there is always an element of 'noise' within the figures. It is for this reason that we monitor 5 year average trends for CKSIs
BVPI 99c (i)	No. of people slightly injured in road traffic collisions.	514 (2005)	544 (2006)	493 (2006)		During 2006 progress continued to be made on reducing Slight casualties and as such it is expected that the 2010 national target of 532 Slight will be achieved.


Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
BVPI 223	Percentage of principal road network where structural maintenance should be considered	1.7%	2.0%	Not yet available	N/a	The collection of this data (by SCANNER survey contractors) has been delayed this year, due to various mechanical problems with the national survey vehicles. This problem has been acknowledged by the DfT, which has agreed to a delay in the reporting of the data. It is expected that the data will be collected and reported to DfT during April / May.
BVPI 224a	Condition of Non-Principal classified Roads (% non-principal classified road network where structural maintenance should be considered)	6.1%	6.0%	Not yet available	N/a	The collection of this data (by SCANNER survey contractors) has been delayed this year. This information will be collected and reported to DfT during April / May.
BVPI 224b	Condition of Unclassified Roads (% unclassified road network where structural maintenance should be considered)	8%	9%	8%		'Rounded-up' figure, actual slight improvement over 06/07.





Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
BVPI 187	% of footways not in good condition (across categories 1 & 2)	24.6%	24%	50% (Provisional Indicative Figure - to be confirmed)		This represents a significant increase over previous years' reported figures and double the stated target for 07/08. 50% of the category 1 & 2 footways are surveyed each year and the degree of change suggests discrepancy in data collection that is currently being investigated. Contractor's survey staff were required to have completed competence tests and a scheme of accreditation in 2007 that may have had an influence on recent data results.
HT LI 01	Damage to roads and pavements (% dangerous damage repaired within 24 hours)	99.71%	98%	99.58%		Target exceeded


Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
BVPI 102	Local bus service (passenger journeys per year)	6.07m	6.44m	5.94m		Provisional bus patronage figures from the bus operators indicate a 2% fall in local bus passenger journeys during 2007/8. This follows the unprecedented reported 12% growth in 2006/7 following the introduction of the improved concessionary travel arrangements and significant improvements to commercial services by Arriva in January 2006. With the introduction of the new national concessionary travel scheme in April 2008, we expect at this stage a further uplift in patronage. However forward projections may well have to be moderated if passenger take up continues to fall back during 2008/9.




Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
HT LI 02	(a) No of sites with new bus shelters.	35	22	46		Target exceeded
	(b) No of sites with replacement bus shelters.	40	48	44		All non-Busway stops, which required replacement bus shelters, have now been addressed. However, given the specific and unusual issues on the Busway it has been decided to defer further replacements until a review of the options to improve the older shelters has been completed. This has resulted in us being unable to hit this year's target. The review will help to determine a new replacement bus shelter programme and inform a revised target for HT LI 02 (b).
HT LI 03	Percentage of schools with School Travel Plans in place.	53%	64%	69.4%		50 STPs completed out of 72. Performance is on track to achieve 100% by 2010.
HT LI 04	Percentage of employers (> 100 employees) with Green Travel Plans in place	36%	21%	36%		During 2007/8 staff travel plans were developed and implemented for a number of major employers including DHL at Whitehouse, and the 3MG Multi Modal Gateway.
HT LI 05	Proportion of LGV's that pass the annual MOT test first time	84%	90%	100%		Staff training & additional MOT Test preparation time has resulted in the Target being exceeded.

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
HT LI 06	Proportion of workshop jobs attributed to non-scheduled maintenance	17%	25%	14.08%		This indicator measures the effectiveness of the preventative maintenance regime. Therefore a lower percentage indicates better performance. A more robust vehicle inspection procedure together with the arrival of the new Refuse fleet has resulted in the target being exceeded.
Fair Access Indicators.						
BVPI 165	% of pedestrian crossings with facilities for disabled people.	87.8%	100%	67.4%		Due to changes in the requirements the target has not been met and unlikely to be achieved due to the costs involved.
BVPI 100	No. of temporary traffic control days caused by roadworks per km	0.3 days	0.5 days	0.32 days		BVPI 100 Final figure at end of Q4 (52 days temp TM)



Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
BVPI 178	% of footpaths and ROWs that are easy to use.	94.2%	96%	94.2%		As the indicator is a percentage of the total length of rights of way that are easy to use the outcomes can be affected substantially if one of the longer paths fails. There are a couple of factors that can affect outcomes on a regular basis – 1) Signing – although a contractor can replace all reported damaged and missing signs in the annual works programme these can be removed or vandalised by the time the next survey is undertaken or even the very next day. Unfortunately this issue is out of our control. 2) We have a small number of outstanding long term legal/physical issues that will be dealt with over time which relate to at least one of the longer paths. These issues impact on the outcomes.

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
HT LI 07	No. of passengers on community based accessible transport.	121465	155,000	183,877		Excellent progress has again been made and further growth is anticipated during 2008/9 following the launch of the new "Door 2 Door" service. The "Door 2 Door" service is the new pre bookable accessible transport service, which will be launched in the summer of 2008. The scheme seeks to better integrate the pre bookable transport offered by Halton Borough Council and Halton Community Transport.
HT LI 08	% of bus stops with Quality Corridor accessibility features. (No. of stops – 603)	31.7%	27% (162)	33.8%		On target
Cost & Efficiency Indicators.						
HT LI 09	Number of third party compensation claims received due to alleged highway / footway defects	121	105	108		The number of 3rd party insurance claims received is not in our direct control. The figure still represents a 10% reduction on 2006/07 claims. Detailed analysis of the data will be undertaken to help minimize future claims.
HT LI 10	Increase MOT test facility turnover by 5% per annum	£14464	+ 5%	Annual figure £160,000		Due an increase in workload the targeted increase in turnover is 10% above last years outturn.

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
HT05	<p>Risk Identified: Absence of Major Maintenance funding due to lack of positive DfT response to Major Scheme Bid</p> <p>Risk Control Measure(s): Continue to make case to DfT regarding consequences of continued underfunding; progress 3-year parallel bid through the PRN Major Maintenance route; early investigation of options for delivery through Public Private Partnership</p>	N/a		<p>This risk control measure is no longer relevant, as a 3 year funding package has now been secured through a Primary Route Network Bridge Strengthening and Maintenance allocation of £14.3m.</p> <p>We have also concluded comparison of procurement options for delivering a substantially increased programme of bridge maintenance in the Borough. As a result we are now pressing ahead with plans to procure bridge maintenance works over a minimum period of four years through the engagement of a single "partnering" contractor using a construction framework form of contract.</p> <p>This approach is viewed to be advantageous in terms of its overall flexibility, quality and value for money through continuity of service. It also aligns with the OGC's Achieving Excellence in Construction initiative and the Latham and Egan Reports which recognised that building longer term, collaborative relationships with suppliers helps to build trust and in turn deliver an enhanced product through better experience and understanding.</p> <p>It is expected that short listed contractors will be invited to tender in May/June 2008 and that the successful</p>

HIGH Priority Actions (Responsible Officer)	Target	Progress (Traffic lights)	Commentary
<p>Transport Co-ordination (David Hall)</p> <p>Continue to collect and enhance sources of evidence</p> <p>Continue existing and develop improved monitoring arrangements</p> <p>Publish more comprehensive assessment results, including monitoring information</p>	<p>Mar 2009</p> <p>Mar 2009</p> <p>Mar 2009</p>	  	<p>The Section regularly conducts a wide range of surveys and collates on an ongoing basis, statistical information on the users of various types of passenger services within the Borough.</p> <p>The Section produces detailed monitoring information on the categories of users eligible to use the various passenger transport services within the Borough.</p> <p>This data is shared with the Children & Young People & Health & Community Directorates as part of the SLA monitoring process.</p>

The traffic light symbols are used in the following manner:

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

QUARTERLY MONITORING REPORT

DIRECTORATE: Health & Community
SERVICE: Health & Partnerships
PERIOD: Quarter 4 to year-end 31 March 2008

1.0 INTRODUCTION

This quarterly monitoring report covers the Health & Partnerships Department fourth quarter period up to year end 31 March 2008. It describes key developments and progress against all objectives and performance indicators for the service.

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

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

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

2.0 KEY DEVELOPMENTS

Performance and I.T

Corporate IT have commenced the Business Process Review for adult social care processes and Managers and Teams are actively engaged in working with them on the project. It is anticipated this will produce improved, effective streamlined business processes, which fully utilize the IT systems and innovative products that Corporate IT will make available.

Housing

News on the Halton/St Helens/Warrington Growth Point proposal is still awaited.

Planning consent has been granted for the Traveller transit site at Warrington Rd, Runcorn, and construction should commence soon.

Following a detailed service review, it has been decided to bring the homelessness assessment service back in house, and to re-tender the contract for the provision of management and housing support services at Grangeway Court (the Council's homelessness accommodation).

Consumer Protection

A major operation by the Birmingham based team that combats illegal money lending, and which works in partnership with all 22 North West Trading Standards authorities, resulted in a number of raids and arrests in Halton on 10 March 2008. The results of any Court actions flowing from this activity will be communicated to the Safer Halton Policy and Performance Board when it considers this monitoring report.

Commissioning

A Commissioning Master Plan has been developed to identify the key Commissioning priorities across Health and social care for 2008/9.

Direct Payments

The number of service users in receipt of Direct Payments continues to increase and in total has exceeded this year's target, with the number of carers receiving a break via direct payments exceeding all expectations. At the 31st March there were 191 service users (compared to 175 at 31.3.2007) and 440 carers (compared to 46 at 31.3.2007) receiving their service using a Direct Payment.

3.0 EMERGING ISSUES

Housing

The Housing Corporation has awarded grant investment totalling £11.8m for Housing Associations in Halton to develop new housing. Over the next 3 years this will see 144 new homes for rent and 147 for low cost home ownership. The only disappointment was the failure to secure funding for the development of an Extra Care Housing Scheme.

Government has recently announced changes to the framework for Disabled Facilities Grants. These include –

- increased flexibility in the way funds are used
- simplification of the means test
- the power to recover financial assistance in certain circumstances

Consumer Protection

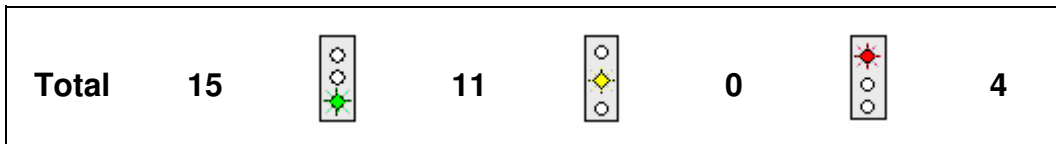
In recent years there has been a growing move by Government and by local authorities' national organisations such as LACoRS (the Local Authorities Coordinators of Regulatory Services) to relate to Trading Standards Services as regional groupings. In the North West there is a strong partnership between the 22 Trading Standards (Consumer Protection) services, which does benefit local service delivery.

Some financial strains are however beginning to materialise as central funding for key regional activities (e.g. regional coordination and the regional intelligence unit) is reduced. The fear is that other central funding for initiatives such as the "combating illegal money lending" partnership and a new "Scam busters" partnership will suffer a similar fate in years to come. The North West will therefore have to decide whether to wind-up these very beneficial regional initiatives or to meet any budget shortfall from within the region. The latter option could place a disproportionately higher burden on smaller services within the region.

Registration Service

The Service is exploring the possibility of offering a Nationality Checking Service. Those seeking British nationality, whether resident in Halton or not, would visit the office to ensure that the application, passport and supporting documents are correct. Offering this service will generate income, and thereby offset the anticipated loss of future "copy certificate" income resulting from Registration modernisation etc.

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES



Of the fifteen milestones for the service, eleven have been achieved by their target date. Four milestones have incurred some slippage through the year and work continues on these. For further details, please refer to Appendix 1.

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES

There are no other objectives for the service. Nine milestones within the key objectives are designated 'non-key'. Those milestones are reported in Appendix 1 and are designated by the use of *italic* text.

5.0 SERVICE REVIEW

Registration Service

Compliance with the Good Practice Guide setting national standards for Registration is continually monitored. HM Deputy Chief Inspector has satisfied himself that Halton is meeting these standards. A stewardship report confirming this, covering the period 4 July 2007 to 31 March 2008, will be submitted to the Registrar General in April.

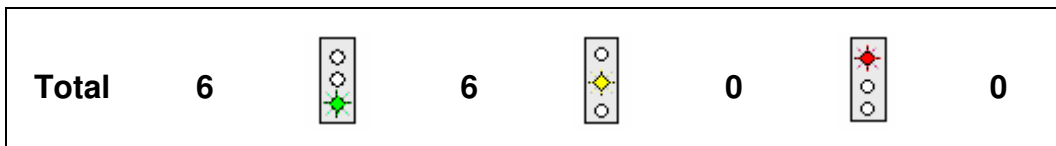
Contracts and Supporting People

Following the completion of the SP service review programme a new steady state contract for SP and joint SP/Social care services and revised service specifications have been produced for all SP and SP//Social Care contracts.

Finance- Management Accounts Team

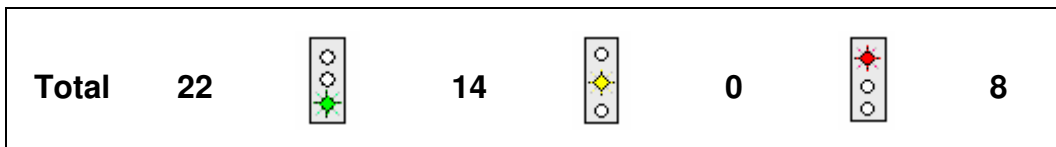
The Directorate Management Accounts Team is continuing to provide support to critically review all areas of spend and identify future efficiencies for external and in house services provided. Examples this quarter include modelling the impact of Supporting People retraction on ALD care services in particular, the potential impact of job evaluation on in house services, proposed changes to pooled budget arrangements for intermediate care, further support to the ALD team in reducing their overspend on care services; and agreeing service priorities for grants rolled into base, given a number of temporary staff were employed across the Directorate.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS



All six key performance indicators for the service have hit target at the year-end point. For further details, please refer to Appendix 2.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS



Of the twenty-two other performance indicators for the service, fourteen have hit target at the year-end point. Eight indicators, spread across the functions of the service, have not achieved target at year-end. For further details, please refer to Appendix 3.

7.0 PROGRESS AGAINST LPSA TARGETS

There are no LPSA targets for this service.

8.0 RISK CONTROL MEASURES

During the production of the 2007-08 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.



Where a Key Service Objective has been assessed and found to have associated 'High' risk, progress against the application of risk treatment measures is to be monitored, and reported in the quarterly monitoring report in quarters 2 and 4. For further details, refer to Appendix 5




9.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS




During 2006/07 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in the quarterly monitoring report in quarters 2 and 4. For further details, please refer to Appendix 6.





10.0 APPENDICES


Appendix 1- Progress against Key Objectives/ Milestones
Appendix 2- Progress against Key Performance Indicators
Appendix 3- Progress against Other Performance Indicators
Appendix 4- Progress against Risk Control measures (Q2 & 4)
Appendix 5- Progress against high priority equality actions (Q2 & 4)
Appendix 6- Explanation of traffic light symbols



Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP1	Ensure that high level strategies are in place, and working to deliver service improvements, and support frontline services to deliver improved outcomes to the residents of Halton	<i>Develop and implement Joint Commissioning Strategy's to ensure that we identify our commissioning intentions linked to financial planning by September 2007</i>		3 year Financial Plan developed, along with implementation of joint commissioning strategy for PSD and review of the one for Mental Health. Timescale agreed for the review and update of the OP Commissioning Strategy-timescale to be aligned with completion of Domiciliary Care and Residential care strategies by Aug 08 New joint Health and Social Care masterplan produced- identifies priorities for 2008/9
		<i>Develop robust contract management and monitoring arrangements across all service areas by March 2008</i>		Good progress in most areas, however work is still ongoing to improve contract management of voluntary sector contracts

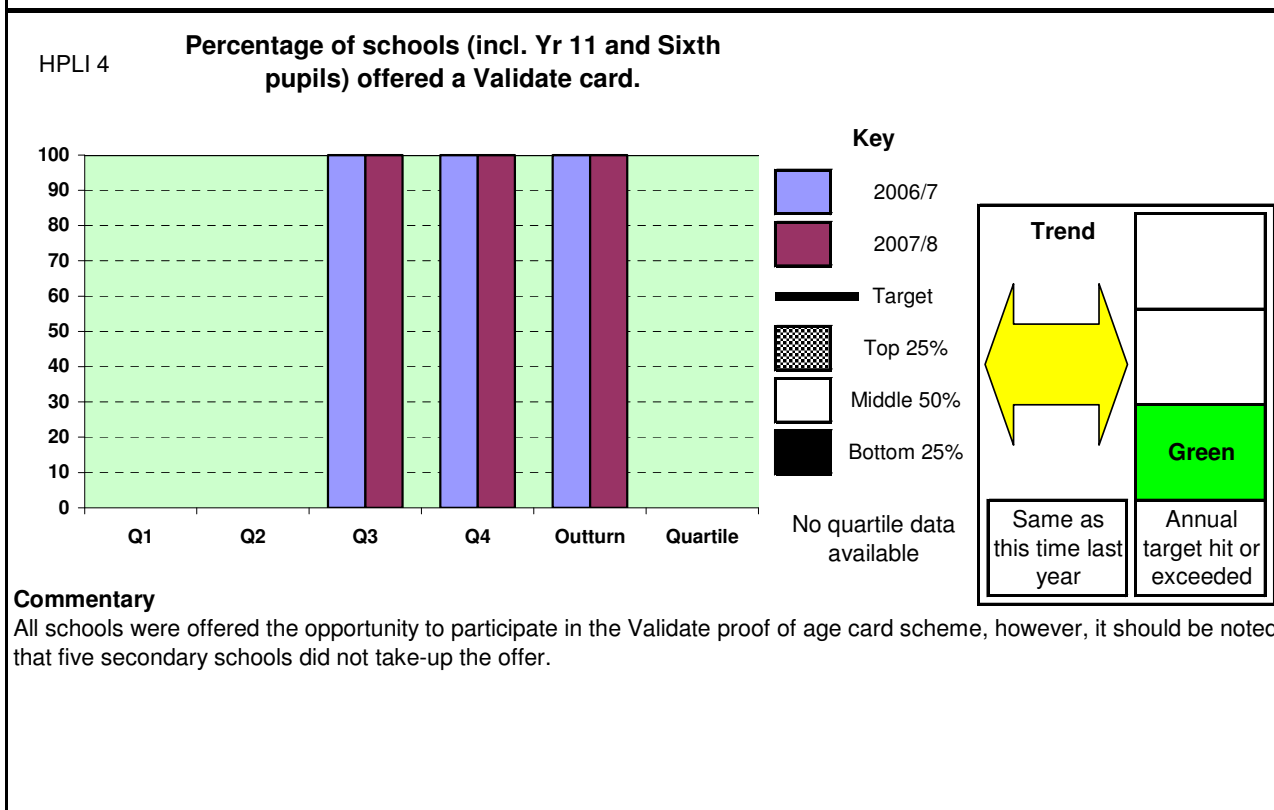
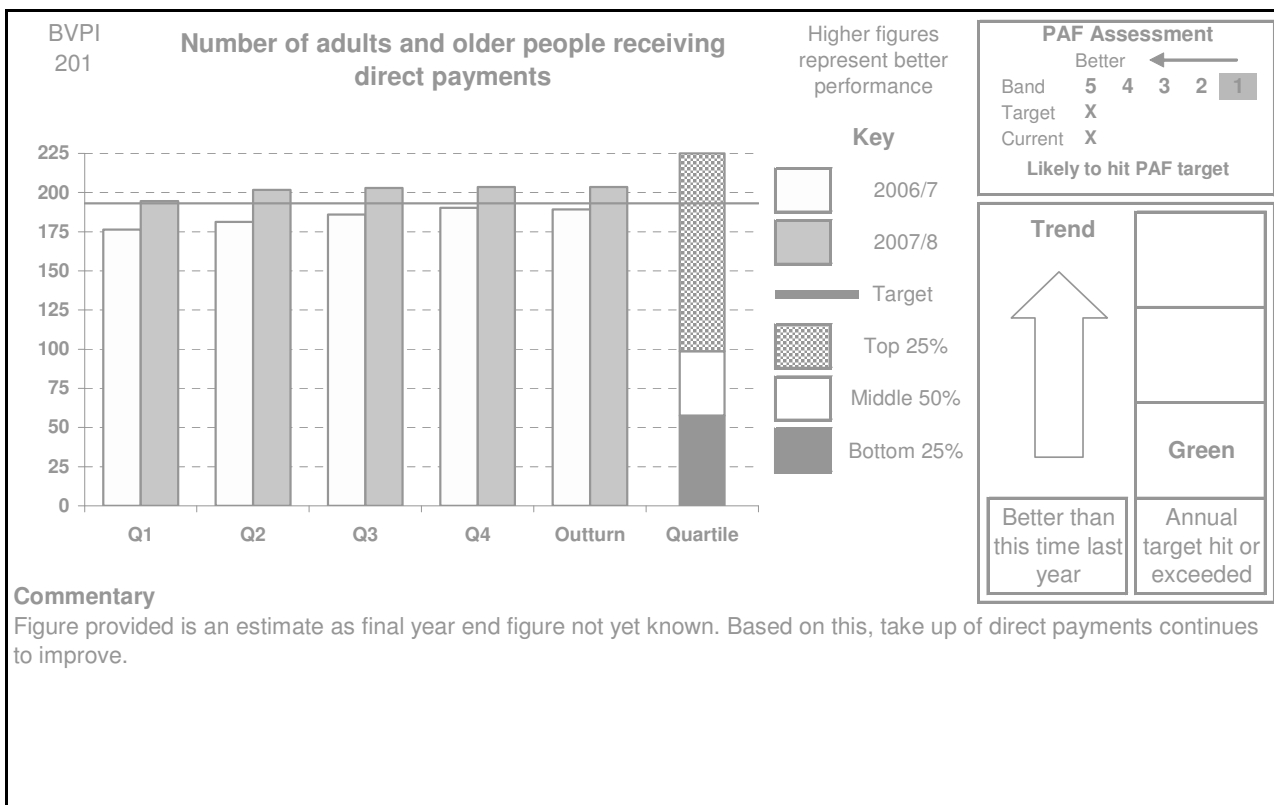
Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP1 cont.		Update the Housing and Homelessness Strategy's to reflect findings of 2006 needs assessment and revised strategy and action plan by March 2008		<p>The housing strategy review has been completed and a consultation process is underway before bringing it to Board in early summer.</p> <p>The review of the homelessness strategy has been delayed due to the focus on the service review throughout 2007/08. It is now unlikely to complete this piece of work until the autumn.</p>
		Review 5 year Supporting People Strategy to ensure diverse and flexible housing support services are in place to support people to live at home by July 2007		As reported in previous quarter. Work commenced in q4 on a review of future of the SP programme ie governance and commissioning arrangements in anticipation of the transfer of the programme grant to the Area based Grant in 2009/10.
		<i>Develop a Training Plan to deliver effective and efficient learning interventions, to ensure staff are equipped with the appropriate skills and knowledge by October 2007</i>		Training Plan developed and approved by SMT in April 2007

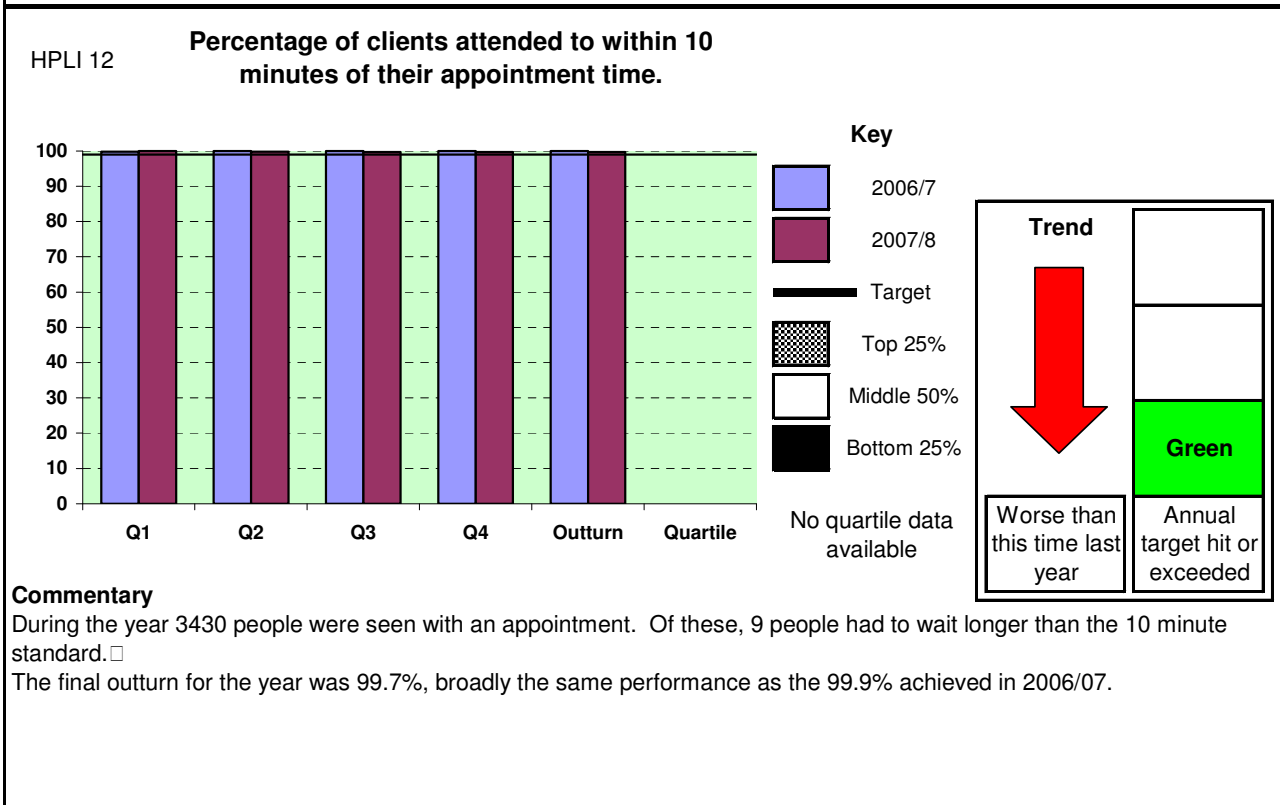
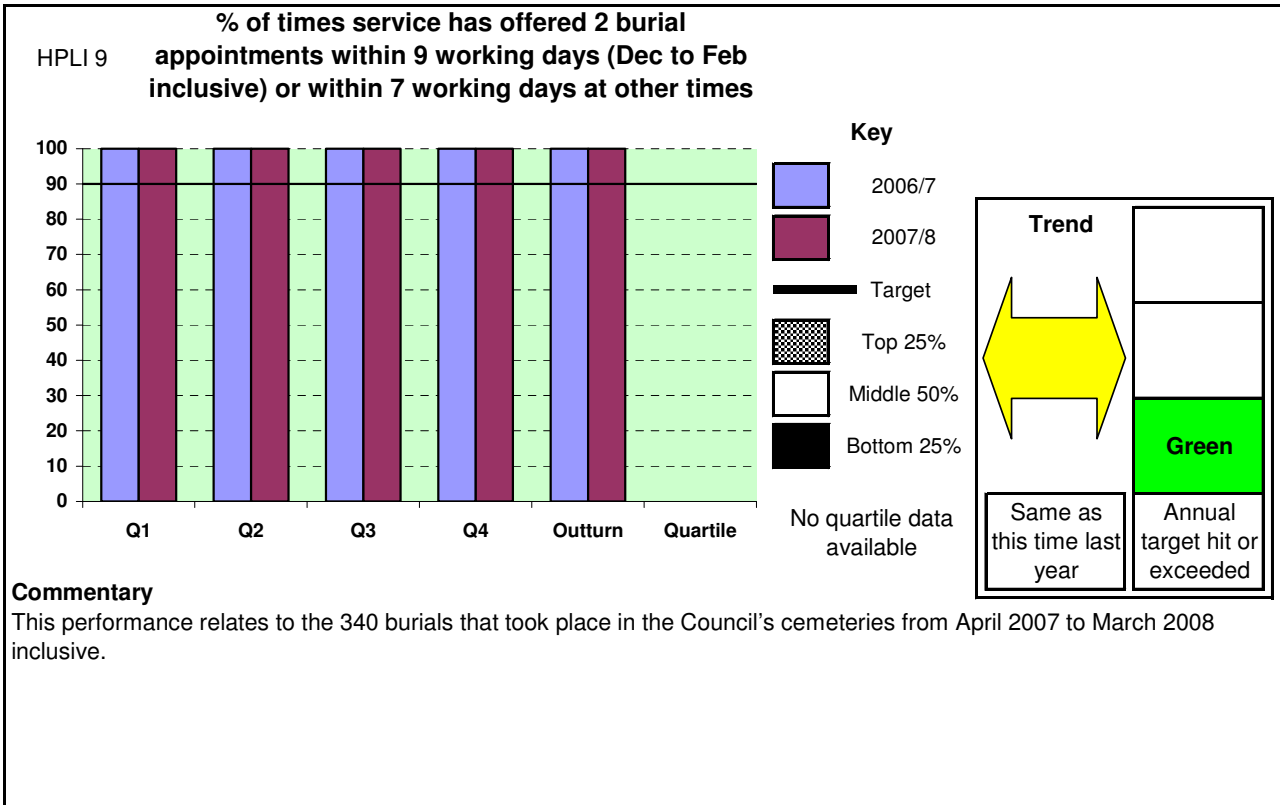
Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP1 cont.		<i>Embed the guidance from the 2 White papers 'Our Health Our Care Our Say' and 'Strong and Prosperous Communities' in delivering the Health Strategy for Halton to improve partnership working and outcome measures by September 2007</i>		Members of the OHOCOS Outcomes working party concluded that the agreed action plan is now complete and the working party has now been disbanded. Ongoing monitoring to ensure services meet the OHOCOS objectives will be undertaken through the health Partnership Board.
HP2	Work with operational managers to design a performance management framework that will provide high quality performance monitoring and management information, to help improve service delivery and assist services to continuously improve	Develop a performance monitoring framework to meet the requirements of changing National priorities including outcomes and non care managed services by June 2007		Work has commenced and some training has been provided. Further work with Operational Directors to review the current framework is progressing.
		Establish an IT strategy in conjunction with Corporate IT so that Carefirst6, Carestore and CareAssess are implemented in accordance with agreed timescales so that Carefirst users have access to more effective data input systems – October 2007		Carefirst 6 implementation has commenced and the Business Process Review is underway with teams.

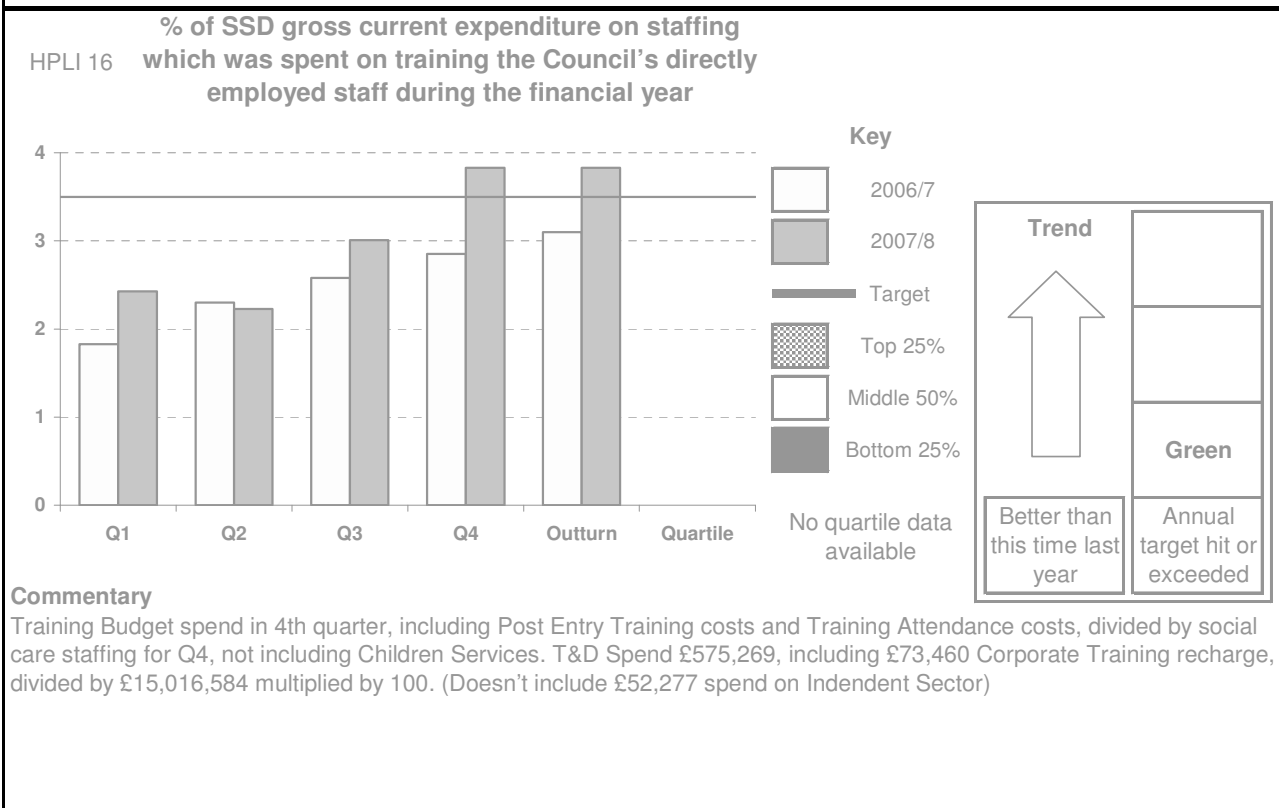
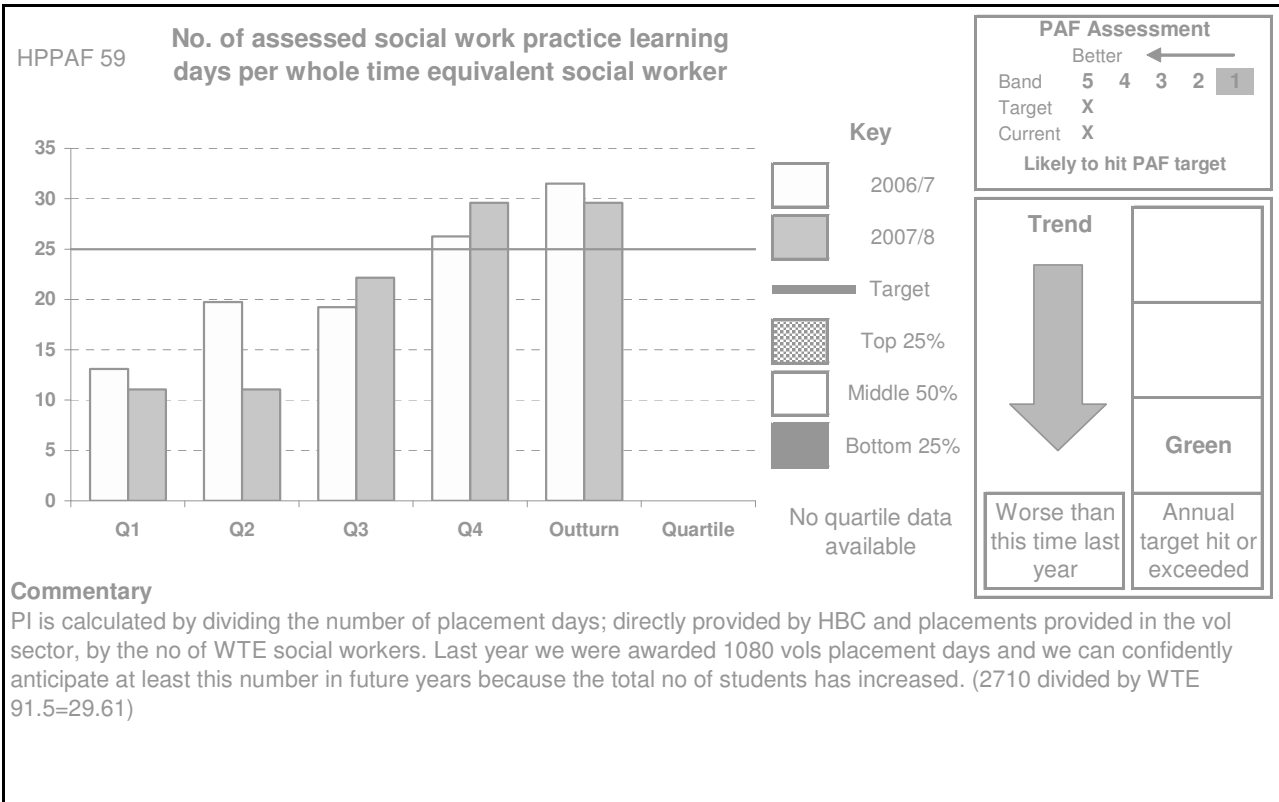
Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP2 cont.		<i>Implement an electronic performance framework that is accessible to managers via the intranet to facilitate the availability of real time information to support decision making – May 2007</i>		Dashboard implemented operational. Training provided to managers
HP3	To deliver high quality Bereavement, Consumer and Registration Services, that are fit-for-purpose and meet the needs, dignity and safety of the Halton community	Ensure that sufficient longer-term cemetery provision exists to meet the needs of the Halton people, by initially completing an options appraisal and securing member decision by 31 March 2008		An initial options appraisal has been considered by the Safer Halton P & P Board and the Chief Officer's Management Team. Detailed cost benefit analysis work is ongoing to inform the final member decision – which is now anticipated to be made by summer 2008.
		<i>Research and develop an action plan by 31 December 2007, for the implementation of an intelligence-led approach to delivering Consumer Protection services</i>		Action plan complete, and includes reference to initial Strategic Assessment for the Service to be completed by end December 08.
		<i>Progress the modernisation of the Registration Service by securing the installation of a new Registration Scheme by 30 September 2007</i>		The new scheme came into effect on 4 th July 2007. A stewardship report detailing the operation of the Scheme up to 31 March 08 is to be submitted to the Registrar General in April 08.



Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP4	Ensure that effective financial strategies and services are in place to enable the directorate to procure and deliver high quality value for money services that meet people's needs	Develop, by April 2007, a 3-year financial strategy, to ensure that funding is matched to changing service requirements		Completed. Growth and savings proposals submitted to Corporate Services as part of 2008/09 budget setting round including details of all future proposed grant spend to be rolled into the base budget. This includes staff in temporary and permanent grant funded posts rolled into base and the LAA. Strategy to be further amended in 2008/9 to incorporate 3 year financial grant settlements awarded, which were better than anticipated with new grants such as the Social Care Reform Grant. This later grant will be central to supporting the redesign and reshaping of services/ systems to enable transformation, making personalisation the cornerstone of social services, with service users having greater choice and control over the shape of their support

Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP4 cont.		<i>Develop, by October 2007, financial products that support the modernisation of inclusive services</i>		A number of funding sources have been explored including Short-term bids for SP funding, with previous grant funding secured where new initiatives have delivered improvements in service quality. Support for the voluntary sector also reviewed with contract performance scrutinised for a number of these to ensure value for money is demonstrated
		<i>Review, by October 2007, the Fairer Charging Policy to ensure that charges meet strategic objectives</i>		Achieved. The potential increase in charges across a range of areas has been quantified as part of the budget setting exercise for 2008/9, which have been compared with neighbouring local authorities, and referenced to consultation conducted in February 2007. Proposals approved by full Council and Executive Board Sub Committee in line with corporate budget timescales.


















Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
Service Delivery Indicators.						
BVPI 166b	Score against a checklist of enforcement best practice for Trading Standards	100%	100%	100%		This 'year end' best value performance indicator provides an indication of the performance of Halton's Consumer Protection Service when measured against a checklist of enforcement best practice. The checklist has regard to written enforcement policies, risk based inspection programmes and sampling and surveillance regimes, educational and information programmes, customer complaint/enquiry processes, benchmarking and consultation arrangements and performance reporting mechanisms.
BVPI 64	Number of private sector dwellings returned into occupation or demolished as a direct result of action by the local authority.	2	2	1		Outputs against this BVPI have always been reliant on Council grants for Landlords to refurbish and let out previously empty dwellings that they acquired. Under current grants policy only accredited landlords can access assistance, and no such applications have been received. The one recorded outcome results from a grant approved under the old policy.




Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
BVPI 183a	The average length of stay in B&B accommodation of homeless households that are unintentionally homeless and in priority need (weeks)	5.33	3.0	2.71 E		From a high of 5.33 weeks reported for 2006/07, performance against this BVPI has continued to improve throughout the year due to the introduction of a number of homelessness prevention initiatives. It is forecast that year-end performance will be within the target set. (These figures are based on the position up to the end of February)
BVPI 183b	The average length of stay in hostel accommodation of homeless households that are unintentionally homeless and in priority need ¹	0	0	0		As Grangeway Court fails to meet the definition of a hostel, and domestic violence refuges are excluded from the calculation, this BVPI will always be reported as zero.
BVPI 202	Number of Rough Sleepers	0	0	1		A formal rough sleeper count was undertaken in the early hours of the 27th March, and one rough sleeper is the official count figure.
BVPI 203	The % change in the average number of families placed in temporary accommodation	18.75%	-15%	-9.5% E		Based on the position at the end of quarter 3 (the most up to date available), a 9.5% reduction has been achieved. Whilst this is good when set against the +18.7% performance of the previous year, it fails to meet the target set. Performance in the final quarter will determine the final outcome but it is not expected to significantly change.



¹ Halton does not have any accommodation that falls within the definition of a hostel as stated in the guidance for this indicator.




Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
BVPI 213	The number of households who considered themselves as homeless, who approached the LA housing advice service, and for whom housing advice casework intervention resolved their situation (expressed as the number divided by the number of thousand households in the Borough)	0.42	1.42	0		Whilst recently developed homelessness prevention initiatives have been successful in preventing homelessness in over 300 cases (equivalent to a BVPI of 2.7), the fact that the services are funded through Supporting People prevents these outcomes being included within the very tight definition for this BVPI.
BVPI 214	The proportion of households accepted as statutorily homeless who were accepted as statutorily homeless by the same LA within the last 2 years	1.24%	1.20%	0.4% E		With only 1 recorded case of repeat homelessness up to February 08, the forecast is that year end performance will be better than the target.
HP LPI 18	Has there been a reduction in cases accepted as homeless due to domestic violence that had previously been re-housed in the last 2 years by that LA as a result of domestic violence (BVPI 225, part 8)	Yes	Yes	Yes		No repeat domestic violence homelessness applications have been received during 2007/08 as at the end of February 08.
HP/ LPI 1	Percentage of SSD directly employed staff that left during the year.	7.69%	8%	8.98%		The Directorate Exit Interview Policy, Procedure and Practice has been reviewed and a six monthly analysis of questionnaires was completed and reported to SMT. The numbers of exit interview questionnaires/interviews being completed is low and actions are continuing to promote these being completed for improvements to be made accordingly.



Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
HP/ LPI 2	Percentage of Social Services working days/shifts lost to sickness absence during the financial year.	9.21%	8%	9.85%		The Health & Community Directorate have put in place a pilot sickness reporting process in a number of service areas, and have developed supplementary guidance for managers to help them manage absence within their teams more effectively. The supplementary guidance is awaiting final agreement from Corporate Services before it can be implemented.
HP/ LPI 3	% of Halton pupils completing a survey on the supply of age restricted products	70%	60% of appropriate school year	0%		This year's survey on knives and solvents and was aimed at year 9 pupils. Out of the eight schools in the Borough that were approached, only two schools agreed to take part. Three specifically said no and three did not respond. Without a higher take-up rate the sample would not be statistically significant enough or provide sufficient information to be a representative sample of the Borough. A number of avenues were utilised to attempt to convince the schools to support this initiative but these all proved to be unsuccessful.
HP/ LPI 11	Applications for current certificates processed on the day of receipt.	99.7%	99%	99%		Some 1069 applications for current certificates were received during the year and of these, 1055 were issued on the day of receipt.


Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
HP/ LPI 17 (Based on BVPI 8)	The percentage of undisputed invoices which were paid in 30 days (BVPI 8)	96%	96%	97%		97% was achieved for quarter 4 and the year April 07 to March 08. Target achieved due to improved monitoring and weekly chasing by the Financial Services team to ensure prompt payment, with training provided in January 2008 also well received.
Quality of Service Indicators.						
HP/ LPI 7	Percentage of consumer service users satisfied with the Trading Standards Service, when last surveyed	80%	89%	91%		Despite offering entry into a prize draw for all returned surveys, the Service experienced a very low response rate.
HP/ LPI 8	Percentage of Business service users satisfied with the Trading Standards Service, when last surveyed	100%	89%	100%		Positive feedback received from businesses suggests that they find the enforcement / advisory visits from officers useful in helping them understand and comply with consumer law
HP/ LPI 10	Percentage of Bereavement Service users who rated the staff courteousness / helpfulness as reasonable / good / excellent when last surveyed	100%	92%	100%		The 64 survey forms that were returned included 54 responses to the relevant question about the staff's performance. All of these respondents rated this performance as reasonable / good / excellent.



Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
HP/LPI 13	Percentage of couples who felt that they received an excellent or good service from staff on the day of their marriage / partnership, when last surveyed.	100%	90%	100%		The survey of marriages in September 2007 was reported last quarter. The figures reported here relate to a survey of the 7 civil partnerships that took place during 2007, from which we had 5 responses. One comment received was "It was an excellent location with lovely gardens. My partner, the guests and I were made to feel special on the day and also on the visits prior to our ceremony."
HP/LPI 14	Percentage of other Registration Service users who rated the staff's helpfulness / efficiency as excellent or good, when last surveyed.	100%	92%	100%		The above figures relate to the general survey that was conducted in February 2007. A similar survey is ongoing to cover a week in February 2008. This will be analysed during the next three months.
Fair Access Indicators.						
HP/ LPI 5	No. of initiatives undertaken to raise the profile of the Service in the 5 most deprived wards	13	4	16		The Service has focused activities in the 5 most deprived wards and worked with partners to secure funding for initiatives such as a Windmill Hill Calendar (delivered to every home in that Ward), a No Cold Calling Zone in Kingsway and promotional activities such as attendance on the mobile library on routes through the deprived wards.

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
Cost & Efficiency Indicators.						
HP/ LPI 15	% of SSD directly employed posts vacant on 30 September	11.78%	9.5%	14.40%		The % figure relates to vacancies as at 30 th September 2007 with Adult Services, Health and Partnerships and Older Peoples services/ILS and is based on the number of posts within all service areas. As part of the continued drive to improve retention in the Health and Community Directorate a new Recruitment and Retention Strategy is currently being produced.
HP/LPI 6	% of HR Development Strategy Grant spent on Council staff	73%	73%	74.5%		During 2007/08, the HR Development Strategy Grant spend has been allocated between Council staff and the Independent Sector, which in previous year's had not happened. This is a really important step forward in strengthening Halton Borough Council's links with the independent sector and recognising them as an important part of the social care workforce as a whole.

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
HP2	<p>Risk Identified: Failure to provide IT systems that record activity and care services provided places both the organisation and service users/carers at risk</p> <p>Risk Treatment Measures Data quality checking mechanisms to reconcile data to care arranged and payments made.</p> <p>Managerial control of data inputters to ensure data is loaded accurately in a timely manner.</p> <p>Quarterly performance monitoring reports to SMT</p>	<p>March 2008</p> <p>March 2008</p> <p>March 2008</p>	<p></p> <p></p> <p></p>	<p>A report timetable has been drawn up to clearly identify all Data Quality Checks currently taking place within the IT Systems and Performance Management Team.</p> <p>Where appropriate all reports are sent out to Data Inputters and a response monitored.</p> <p>The temporary extended responsibilities for the Data Quality Project Co-ordinator post, concerning supervisory management of data inputting staff have now been confirmed as critical for the success of the post. The current post holder will continue to undertake these extended responsibilities under the revised scope of the post.</p> <p>Quarterly Monitoring Reports are used to communicate to Senior Management Team on a regular and timely basis of any issues regarding IT Systems and data processing of operational data.</p>



HP1	<p>Risk Identified: Review 5 year Supporting People Strategy</p> <p><i>All risk control measures have been adhered to/implemented. Following quarterly updates, only 2 risks associated with the 5 year Supporting People Strategy remain in the Directorate Risk Register. These are identified below.</i></p> <p>Risk Treatment Measures 1a) work with partner agencies to agree alternative funding sources 1b) work with providers on development of exit strategies</p>	Dec 2008		1a)funding for joint services agreed for 2008/09 negotiations will be ongoing as SP grant is reduced on an annual basis – to be reviewed each Dec following funding announcement 1b) ongoing
	<p>2a) work with strategic partners to prioritise SP services in LAA 2b) review governance arrangements for delivery of SP services to ensure maximum organisational fit to achieve with targets in LAA</p>	June 2008		2a) Business case developed and issued to LAA Lead for Healthier Communities and OP and Safer Communities Blocks 2b) Health check currently being carried out on SP programme to include review of governance arrangements and transfer of programme to LAA

HIGH Priority Actions	Target (Resp. Officer)	Progress (Traffic lights)	Commentary
Undertake a mapping exercise of informal and formal networks for BME groups	Sept 2007 (Sue Rothwell)		<p>A project worker was employed for eight months and formed part of the Community Bridge Building Team. The project was aimed at working with people from black and minority ethnic groups to enable us to identify what groups of people are currently using BME services outside of Halton in surrounding areas. Initially the Project Worker spent quite a lot of time mapping what was available locally for people from BME communities and networking with organisations that provide services to Halton residents. The worker also undertook discussions and contacts with CHAWREC.</p> <p>An audit of eight cases across all service areas was also undertaken to ascertain if the ethnicity was identified correctly, cultural needs and the services provided were appropriate to needs. A report was presented to the senior management team and then the equalities board and this is now being taken forward by service planning.</p>

<p>Improve Corporate website to ensure basic information/welcome in the four main languages in Halton, highlighting language and sources of information</p>	<p>Nov 2007 (John Gibbon)</p>		<p>Completed - a welcome button on the front page of the website in 5 main languages (including Polish) now links to the attached</p> <p>यदि आप की पहली भाषा अंग्रेजी नहीं है और आप हमारी सेवाओं के बारे में जानकारी किसी अन्य भाषा में चाहते हैं तो कृपया हमें 0151 907 8300 पर फोन करें या hdl@halton.gov.uk पर ई-मेल भेजें</p> <p>Jeżeli angielski nie jest Twoim pierwszym językiem i potrzebujesz informacji o naszych usługach w innym języku, prosimy o zatelefonowanie do nas pod numer: 0151 907 8300 lub wysłanie maila do: hdl@halton.gov.uk</p> <p>如果你的母语不是英语，而你希望得到有关我们服务的其它语言版本的信息，请致电0151 907 8300或者发送电邮至 hdl@halton.gov.uk联系我们。</p> <p>اگر آپ کی پہلی زبان انگریزی نہیں ہے اور آپ ہماری خدمات کے بارے میں معلومات کسی دوسری زبان میں چاہتے ہیں تو براہ کرم ہمیں 0151 907 8300 پر فون یا hdl@halton.gov.uk پر ای میل کریں</p> <p>If your first language is not English and you would like information about our services in another language, please call us on 0151 907 8300 or email hdl@halton.gov.uk</p>
<p>Revisit original DDA audit of buildings to assess current situation and develop costed, prioritised programme of improvements</p>	<p>Mar 2008 (Janet Wood)</p>		<p>The proposals have been costed at approximately £ 7,000 to £10,000.</p> <p>This work will now be programmed into the Community Centres Minor Works programme and the Community Centre management will request our intervention, if required.'</p>

Please note that these actions apply to all three adult social care services (Adults of Working Age, Older People's Services and Health & Partnerships), and are detailed in each of the three plans.

The traffic light symbols are used in the following manner:

	<u>Objective</u>	<u>Performance Indicator</u>
<u>Green</u>	 Indicates that the <u>objective has been achieved</u> within the appropriate timeframe.	Indicates that the annual 07/08 target <u>has been achieved or exceeded</u> .
<u>Red</u>	 Indicates that the <u>objective has not been achieved</u> within the appropriate timeframe.	Indicates that the annual 07/08 target <u>has not been achieved</u> .

QUARTERLY MONITORING REPORT

DIRECTORATE: Health & Community
SERVICE: Culture & Leisure Services
PERIOD: Quarter 4 to period end 31 March 2008

1.0 INTRODUCTION

This quarterly monitoring report covers the Culture & Leisure Department fourth quarter period up to year-end 31 March 2008. It describes key developments and progress against 'key' objectives and performance indicators for the service.

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

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

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

2.0 KEY DEVELOPMENTS

£236,000 of Sport England money has been secured to deliver the Sport and Physical Activity Alliance plan.

Operational Director to Chair working group to consider how culture can be developed through Building Schools for the Future.

New Parks events programme published. Over 220 free events promoted.

Big Lottery bid to re-furbish Kingsway Medical Centre for a one-stop shop for the voluntary sector has been unsuccessful.

3.0 EMERGING ISSUES

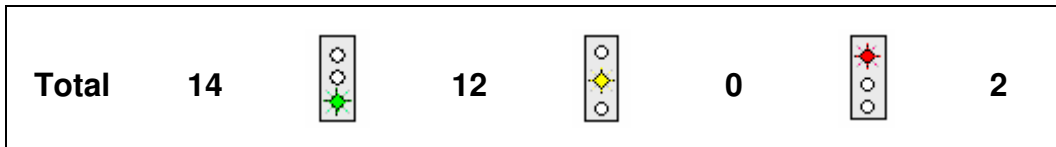
It is going to be impossible to continue to deliver a service at Halton Lea Library for the whole duration of the refurbishment. It is intended to offer a temporary service from a double shop unit in the shopping centre for a short period of time.

The Drug Action Team has begun the process of re-tendering the contract for its community based drug service (£1.2 million p.a.).

Consultation for the re-design of Runcorn Town Hall Park has begun.

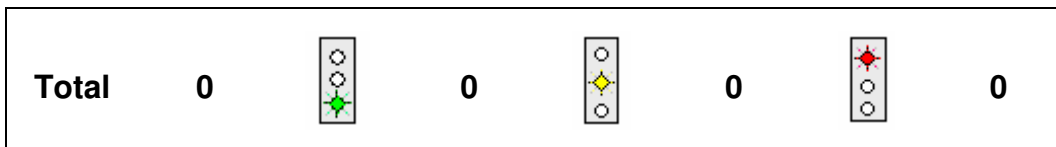
Culture and Leisure is to be a pilot for consumer profiling using a new software package (ACORN).

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES



Generally good progress has been made in achieving this years milestones for the services objectives. Some delays have been experienced with the restructure of the Community Safety Team. For further details please refer to Appendix 1.

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES

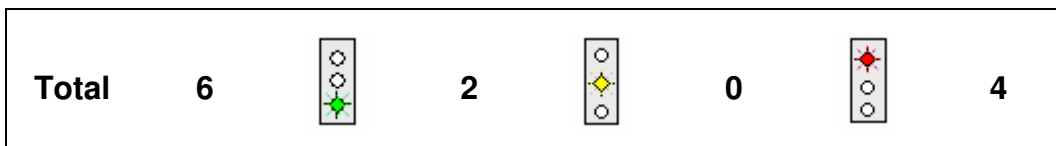


There are no "Other" objectives.

5.0 SERVICE REVIEW




Nothing to report this quarter.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS



Of the six key performance indicators two achieved their target. For further details please refer to Appendix 2.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	29		12		0		6
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Of the “Other” indicators eighteen have established outturns at this present time, details for which can be found in Appendix 3.

7.0 PROGRESS AGAINST LPSA TARGETS

For details of progress towards LPSA targets please refer to Appendix 4

8.0 RISK CONTROL MEASURES

During the production of the 2007-08 Service Plan, the service was required to undertake a risk assessment of all Key Service Objectives.

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

There are no Key Service Objectives for this service that have been assessed and found to have associated ‘High’ risks. Therefore, there is no progress to report.





9.0 PROGRESS AGAINST HIGH PRIORITY EQUALITY ACTIONS




During 2006/07 the service was required to undertake an Equality Impact Assessment. Progress against actions identified through that assessment, with associated High priority are to be reported in the quarterly monitoring report in quarters 2 and 4.





For details please refer to Appendix 5.




10.0 APPENDICES

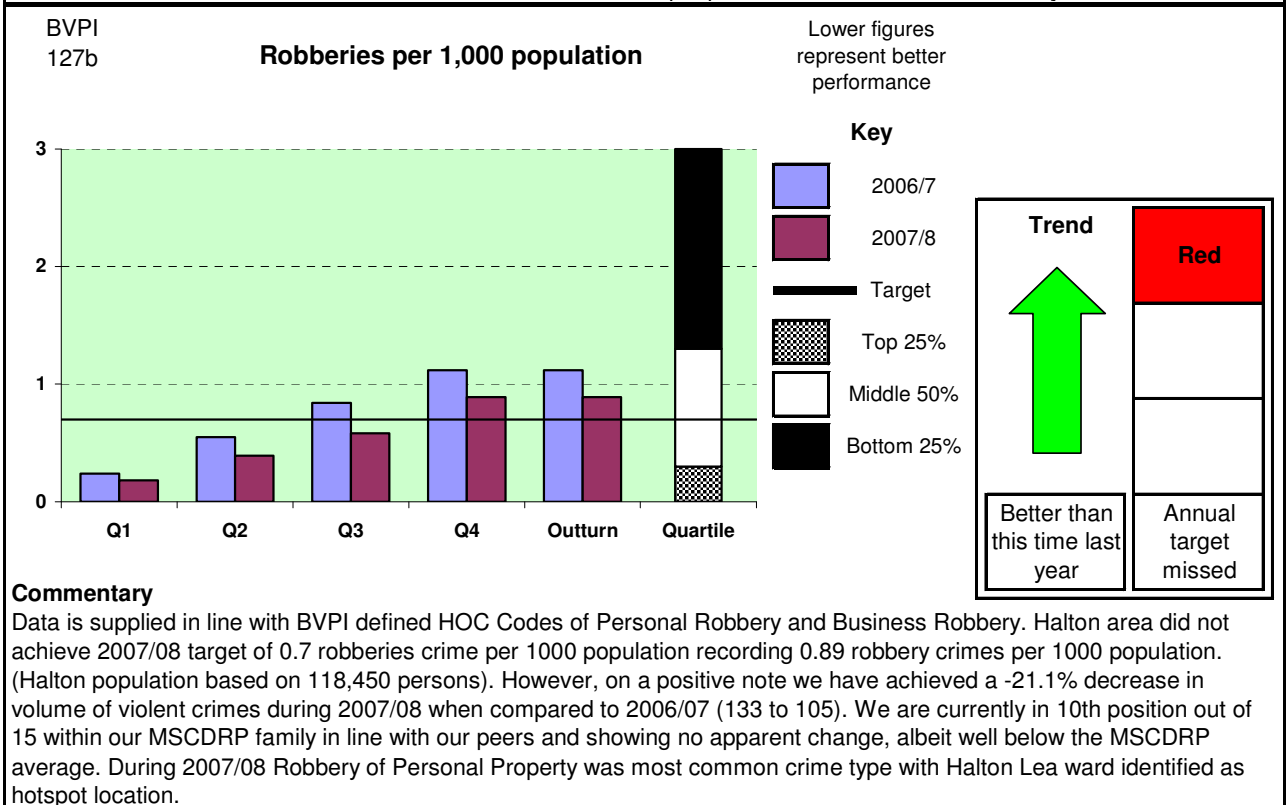
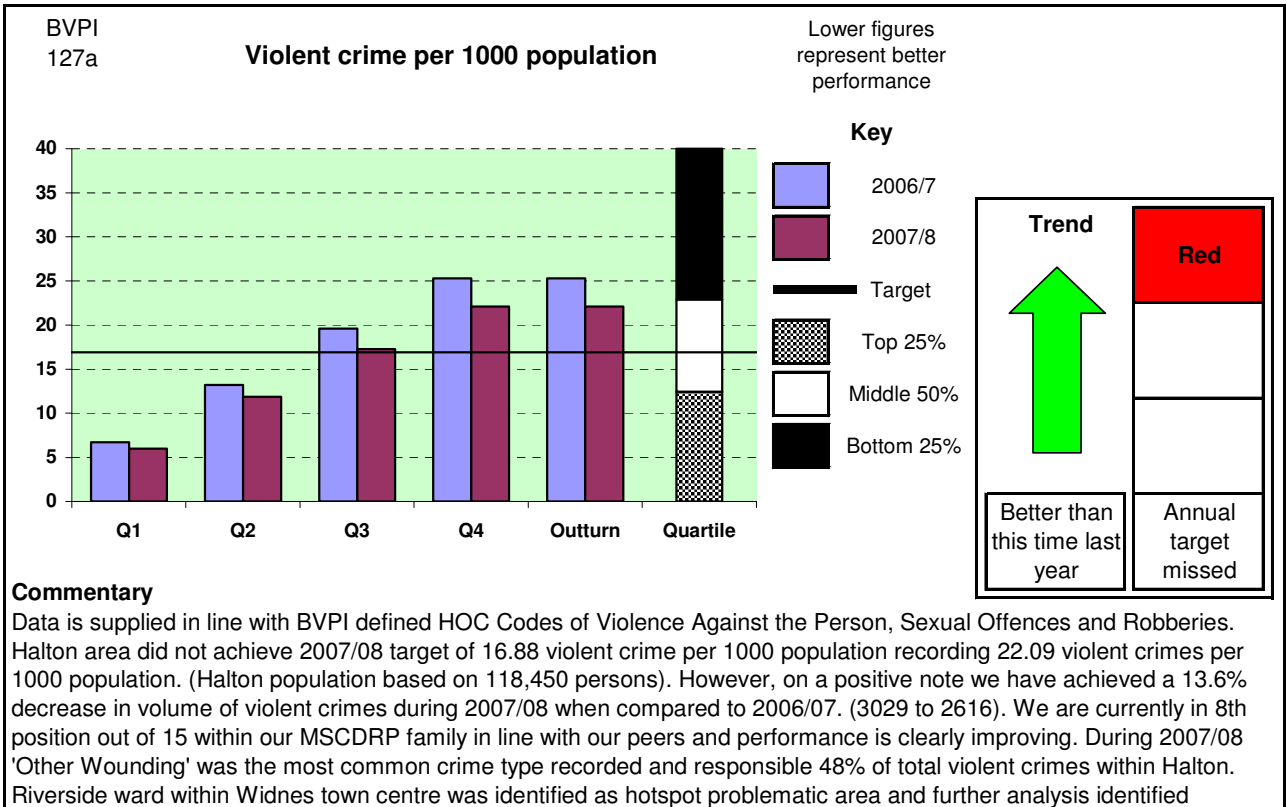
Appendix 1- Progress against Key Objectives/ Milestones
 Appendix 2- Progress against Key Performance Indicators
 Appendix 3- Progress against Other Performance Indicators
 Appendix 4- Progress against LPSA targets
 Appendix 5- Progress against high priority equality actions
 Appendix 6- Explanation of traffic light symbols

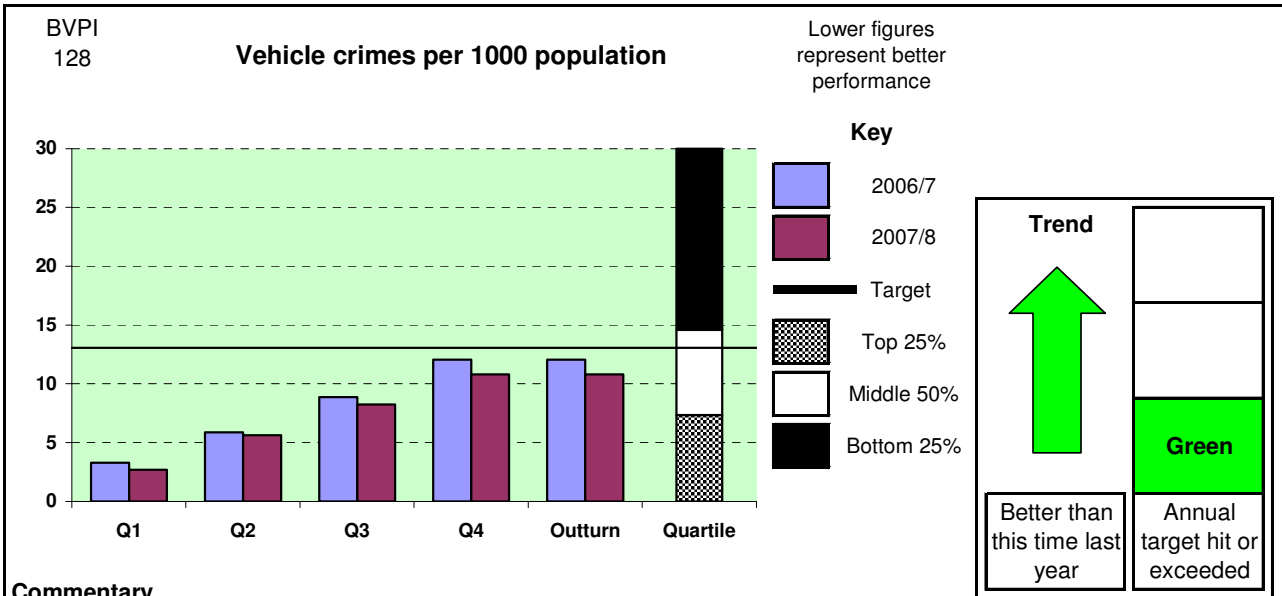
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
CL 1	To contribute to the health and well-being of the people of Halton by developing self-confidence, providing opportunities for self-achievement, enjoyment and recreation by promoting healthy lifestyles through sporting and cultural opportunities.	<p>Secure funding to implement proposed programme of activity as part of Liverpool's Capital of Culture status.</p> <p>Ensure that Halton's people and their twin towns are able to participate in Liverpool's 800th Birthday celebrations in August 2007.</p> <p>Establish youth development/exchange programme with Newham B.C. (hosts of Olympics 2012) in respect of sporting and cultural opportunities.</p> <p>Establish an 'Olympics Support Fund', with appropriate criteria to allow young Halton talent to bid for funding</p>	   	<p>Funding secured. Report to Executive Board on 20th March 2008 outlined activities. Major Youth Cultural event programmed for 12th/13th July 2008.</p> <p>3 Twin Towns attended. Halton's Samba Band performed.</p> <p>Newham invited to Youth Cultural event. Response awaited.</p> <p>Fund established.</p>

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
		<p>to improve their chances of being able to participate in 2012.</p> <p>Establish funding and final work programme for St Chads Big Lottery Fund Sports Hall Scheme. Work to be completed October 2007.</p> <p>Complete design of the new Castlefields Community Centre as part of the Castlefields Regeneration Scheme by June 2007. Establish funding package by March 2008 to allow work to proceed.</p> <p>Develop local PI's for in-house ALD Day Services and SLA between Community Centres and ALD Services to measure</p>	<p></p> <p></p> <p></p>	<p>Work completed.</p> <p>Plans completed. Budgets established. Inquiring into Compulsory Purchase Order on existing shopping centre confirmed the Order.</p> <p>Change in approach means that SLA's, rather than P.I.'s are more appropriate. Performance monitored by ALD through their personal action plans. Review being undertaken.</p>

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
		<p>and improve performance by June 2007.</p> <p>Consult with users and local communities to prepare a Lottery Fund bid to upgrade Halton Lea Library in line with user expectations (May 07). Outcome of bid known by September 07. If successful, develop detailed scheme by January 08.</p>		<p>Bid successful. Plans developed to meet the Big Lottery timescale.</p>
CL 2	To develop strategies and action plans to reduce anti-social behaviour and the perceptions of crime.	<p>Launch new Strategy April 07. Safer Halton Partnership to monitor Action Plans on a quarterly basis.</p> <p>Establish new structure for Community Safety Team Sept 07.</p> <p>Introduce system of dedicated Police Community Safety</p>	  	<p>Strategy in place. Number of ASB reports reduced.</p> <p>All appointments made. Recommendations for new structure scheduled for Summer 2008.</p> <p>Teams operative.</p>

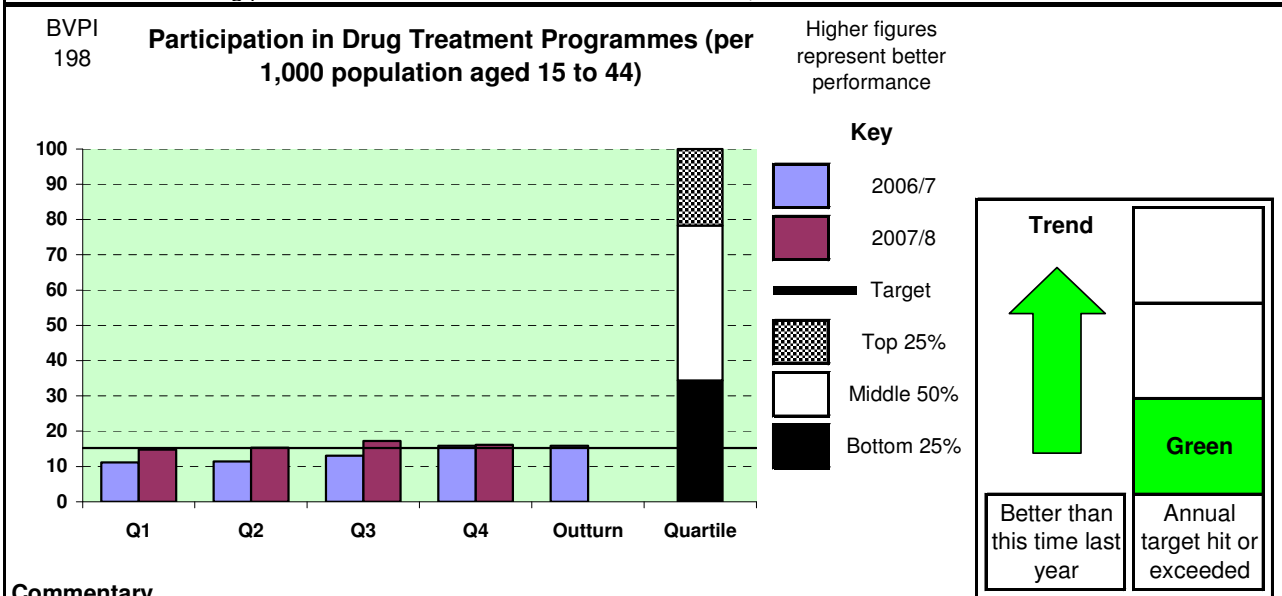
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
		Officers (PCSO's) into Parks to manage security and anti-social behaviour issues by May 07. To be reviewed on a quarterly basis.		Regular PCSO Service User Group established.
CL 3	To implement the Action Plan of the self-assessment of 'Towards an Excellent Service' model as prescribed by the Department of Culture, Media and Sport. The plan will prioritise areas for self-improvement.	<p>Action plan agreed with IDEA by April 07.</p> <p>Plan to be presented to PPB/Executive Board in first cycle of Municipal Year.</p> <p>Culture and Leisure Services Management team to monitor Action Plan on a quarterly basis.</p>	  	<p>Action Plan agreed.</p> <p>Report presented.</p> <p>Plan monitored quarterly.</p>





Commentary

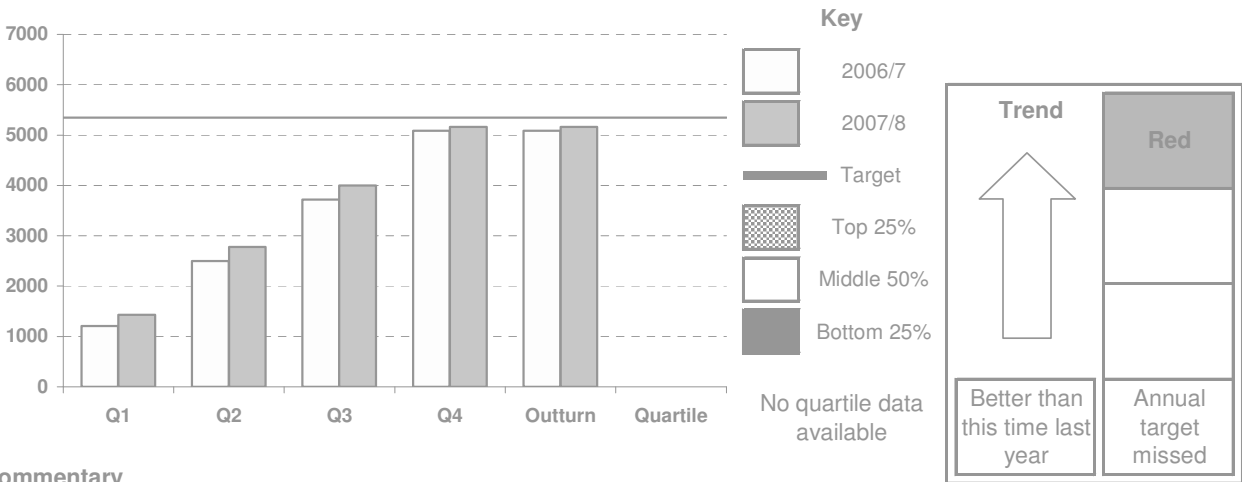
Data supplied above is in line with BVPI defined HOC Codes of Theft From Vehicle, Theft Of Vehicle, Aggravated Vehicle Taking. Halton area has achieved the 2007/08 target of 13.04 vehicle crimes per 1000 population with 10.81 vehicle crimes per 1000 population. (Halton population based on 118.450 persons). Halton area also achieved a 10.23% decrease in vehicle crimes during 2007/08 when compared to 2006/07 (1427 to 1281). We are currently in 4th position out of 15 within our MSCDRP family showing no apparent change and performance is better than our peers. During 2007/08 Appleton ward was identified as the hotspot area. Under LPSA2 funding crime prevention initiatives such as 3 speaking message boards were installed advising public not to leave valuables on show in vehicles, a CCTV camera is to be installed at identified



Commentary

Data only available up to Feb 08. Number of drug users entering treatment continues to exceed the target set by the National Treatment Agency.

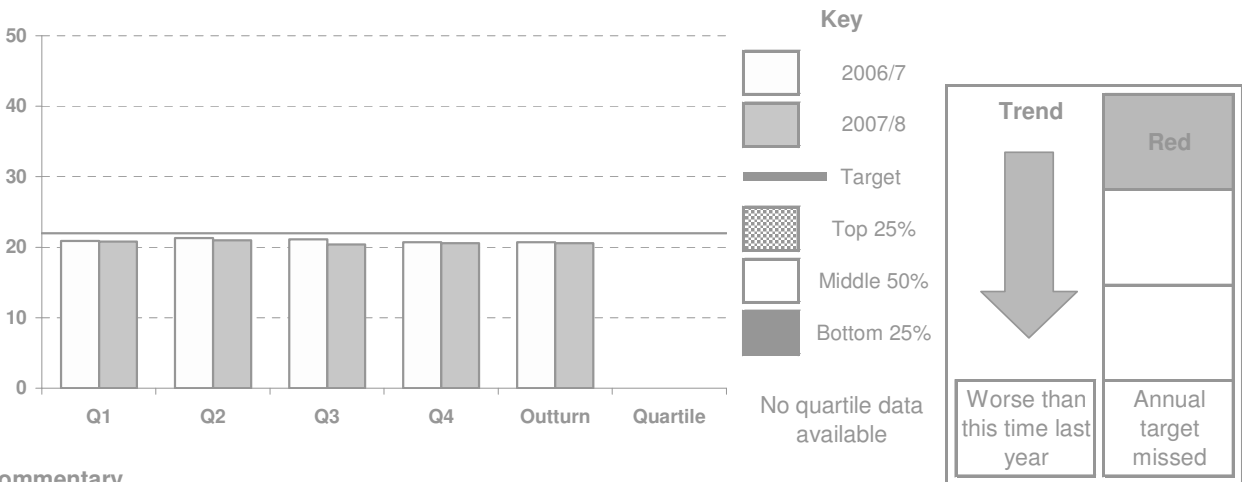
C&LEIPLS S6C 2c **Number of library visits per 1,000 population**



Commentary

The total number of visits this year was 616, 474 this is an overall increase from last year of 7392 visits and continues to reflect the trend of increases at Halton Lea, Widnes, Ditton and the Mobile Libraries. However it doesn't meet the ambitious target we set for this year of 639,455, this was based on projected increases across all 4 static libraries and the Mobile.


C&LEIC 4 **Active borrowers as a % of population**







Commentary







The number of active members at 31st March 2008 was 24,639. This is just 83 members short of last years count but significantly less than the target we had set ourself. We are continuing to contact a percentage of lapsed users with offers to encourage them to come back to use the library and will have a number of membership campaigns in 2008 to link with the National Year of Reading Themes. The definition of active borrowers is not an accurate reflection of the people who use the Library Service, in reality use and visits are increasing as customers use the facilities for information, social and community purposes and not just for borrowing materials.

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter4	Progress	Commentary
Corporate Health						
BVPI 226	Advise and guidance services,					
	(a) Total spend by authority (£k)	398	353	NYA	NYA	Awaiting year-end financial figures.
	(b) % Of spend where service provision was by organisations holding the CLS Quality Mark	81.17	81.2	NYA	NYA	Awaiting year-end financial figures.
	(c) Direct provision (£k)	5509	6255	NYA	NYA	Awaiting year-end financial figures.

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter4	Progress	Commentary
Cost Efficiency						
BVPI 220	Compliance against the Public Library Service Standards (PLSS)	3	3	2		<p>This is a composite indicator consisting of 10 Public Library Standards which applies a complicated points scoring system for the number of standards met; the number of extra standards met, the number of standards nearly met (within 5%) and for the provision of a Mobile Service.</p> <p>The points score last year was 15.5 which equated to an overall score of 3. This year because we have not met the target for the supply of reservations the points score has fallen to 13.5 which provides an overall score of 2.</p> <p>0-9 = 1 9-13.5 = 2 14-17.5 = 3 18+ = 4</p> <p>Failure to meet the reservation target, or be within 5% of all 3 elements of this standard is a direct result of the change of stock supplier and the loss of the Fast Track service for new books.</p>
C13	Cost per visit (libraries)	£3.25	£3.26	NYA	NYA	Information not yet available.

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter4	Progress	Commentary
Service Delivery						
BVPI 170	(a) Number of visits to/usages of museums per 1,000 population	2247	2250	2491		Full year effect of Catalyst Museums building improvements, and active community programme at Norton Priory has resulted in over achievement of targets.
	(b) Number of those visits that were in person per 1,000 population	236	240	257		
	(c) Number of pupils visiting museums in organised groups	16989	17500	20956		



Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter4	Progress	Commentary
BVPI 126	Domestic burglaries per 1,000 households	13.72	7.33	April 2007 to March 2008 equates to 11.97 per 1000 households or 581 crimes		<p>(Quarter 4 calculations are based on 48,550 households).</p> <p>During April 2007 to March 2008 Halton Area recorded 581 Domestic Burglaries equating to 11.97 per 1000 households exceeding fiscal targets of 7.33 crimes per 1000 households, however, we must note the very low 40% reduction target set from 03/04 baseline data was a challenging target.</p> <p>However, Halton area has achieved exceptional crime reduction volumes during 2007/08 when compared to 2006/07 equating to a 13.2% decrease (669 to 581). Also achieving a 2% decrease when compared to 03/04 baseline data (593 to 581). If we compare Halton performance against MSCDRP up to February 2008 Halton area has currently no apparent change and in line with our peers in 8th position out of 15.</p> <p>During Quarter 4 Cheshire Police had 3 Operations running resulting in decreased crimes and proactive policing action has resulted in 1 offender being identified and arrested and 1 further suspect identified in relation to distraction burglaries.</p>


Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter4	Progress	Commentary
BVPI 174	Number of racial incidents recorded by the Authority per 100,000 population	37.04	40	43 (07/08)		Data supplied is of all recorded racial incidents during Q4, of these 7 incidents came from the same source which is an ongoing neighbour dispute. Widnes NPU currently looking in to these reports due to the fact that there have never been any independent witnesses or evidence.
BVPI 175	% Of racial incidents that resulted in further action	100%	100%	100%		All incidents are investigated as a service standard.
BVPI 225	Actions against domestic violence (the % of a set of 11 questions to which the Authority can answer "yes")	100%	100%	100%		Halton Domestic Abuse Forum continues to achieve 100% of its 11 BVPI Indicators.
PLSS 5 /C11a	Requests supply time, (a) % Within 7 days (b) % Within 15 days (c) % Within 30 days	50% 70% 85%	51% 71% 86%	49% 66% 83%	  	Failure to meet the target and to be within 5% of 2 of these elements is a direct result of the loss of the Fast Track service for new books and is a consequence of changing suppliers.
PLSS 9/ C11b	Annual items added through purchase per 1,000 population	230	226	NYA	NYA	Information not yet available.
PLSS 10/ C11c	Time taken to replenish the lending stock on access or available on loan	5.24	6.2	NYA	NYA	Information not yet available.

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter4	Progress	Commentary
C12	Stock level and stock turn					
	(a) Stock turn – issues per 1,000 population/books per 1,000 population	7.02	7	N/a	N/a	This indicator has been deleted.
	(b) Stock level per 1,000 population	1107	1135	N/a	N/a	This indicator has been deleted.
C16	% Of 5-16 year olds in school sports partnerships engaged in 2 hours a week minimum on high quality PE and school sport within and beyond the curriculum	84%	90%	N/a	N/a	The survey actual 06/07 is latest score November 07. The survey questionnaires for 07/08 will be distributed to Halton schools May 08 with results expected November 08. The results are analysed as part of service planning to ensure programme delivery meets need.


Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter4	Progress	Commentary
C17	% Of adults participating in at least 30 minutes moderate intensity sport and active recreation on 3 or more days a week	19.62	N/a	20.02 (Updated 2006/07 Figure)	N/a	<p>Active People baseline has been slightly adjusted to take account of light intensity activities for the over 65s. This has been done to reflect the difference between the indicator, which is currently used for CPA (C17), and the new indicator NI 8 which is to be used in CAA.</p> <p>This marginally increases Local Authority baselines. Sport England will recalculate and publish the NI8 baseline for each Local Authority April 2008</p> <p>As with C17, the range of sport and recreational activities will be those measured by the Active People Survey. A 500-sample survey is currently underway with reporting expected Nov 08.</p> <p>Consulting the Neighbourhood Management Areas Jan 08 survey results do not provide an accurate picture of local participation. Question asked was: How many times per week do you participate in 3 x 30 of moderate intensity (including recreational walking). At least 3 x 30 mins average for all 3 areas = 62.4% (see above for CAA and CAA) 21% scores. Conclusion: individuals interpreted the question incorrectly.</p>

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter4	Progress	Commentary
C18	% Of population volunteering in sport and active recreation for at least 1 hour per week	5.67	N/a	N/a	N/a	Sample survey expected Nov 08 18 young people aged 14 - 16 attended sports leader uk level 1 leadership course.
Quality						
C15	Museums accreditation	2	2	2		Museums fully accredited.
Fair Access						
PLSS 1/ C2a	Proportion of households living within a specified distance of a library, (a) within 1 mile (b) within 2 miles	62%	62%	62%		This figure has slipped slightly as a direct result of new housing on the outskirts of the Borough.
		98%	98%	97%		
PLSS 2/ C2b	Aggregate scheduled opening hours per 1,000 population for all libraries	91%	92%	93%		The pilot lunchtime opening at Ditton Library to serve the Children's Centre activities has resulted in a slight increase in opening hours overall this year.
PLSS 3/ C3a	% Of static libraries providing access to electronic information resources connected to the internet	100%	100%	100%		No change to these figures.


Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter4	Progress	Commentary
PLSS 4/ C3b	Total number of electronic workstations available to users per 1,000 population	7.6	7.6	7.6		No change to these figures.
C19	% Of population that are within 20 minutes travel time (urban areas – by walk; rural areas – by car) of a range of 3 different sports facility types, of which one has achieved a specified quality assured standard	35.62%	35.62%	35.62%		<p>QUEST maintained at 3 Council Leisure Centre facilities.</p> <p>Regional facilities strategy and update of Active Places website commissioned from Strategic Leisure by Sport England. Athletics track added to facility mapping</p> <p>Halton receiving free Facility Improvement Service from Sport England – looking at Councils current Leisure stock</p>


LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
1	<p>Reduce the level of violent crime:</p> <p>The number of recorded incidents of violent crime within Halton (serious woundings and common assault).</p>	2133 (2003/4)	1913 (Mar 08)	2005	April 2007 to March 2008 equates to 16.48 per 1000 population or 1952 crimes		<p>Data as supplied is based on objectives supported within LAA targets and therefore, Violent Crimes consist of Common Assault and Woundings (serious and other) only.</p> <p>During 2007/08 Halton Area recorded 1952 crimes equating to 16.48 per 1000 population (Halton population supplied as 118,450). Therefore, exceeding the 2007/08 reduction target of 10.3% set from 03/04 baseline of 2133 crimes equating to +39 crimes or +2% above targets.</p> <p>However, during 2007/08 Halton area achieved a 9.6% decrease in volume crimes when compared to 06/07 (2160 to 1952). Also achieving an 8.5% decrease when compared to baseline volumes (2133 to 1952).</p> <p>During Quarter 4 exceptionally lower volumes of crimes were reported when compared to historic trends highlighting</p>



LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
							<p>positive performance particularly during January and February 2008 when weekly hotspot analysis data was provided to NPU Policing areas enabling high visibility targeted patrols in order to assist reductions.</p> <p>Town Centre locations encompassing core licensed premises and fast food outlets continue as hotspot areas with alcohol related crimes as main causation factor.</p> <p>During Quarter 3 improved street lighting was installed within Runcorn Town Centre to improve public safety and improve CCTV images.</p> <p>A Partnership marketing campaign was run during December 2007 aimed at reducing alcohol related crimes within town centres especially during the night time economy.</p> <p>If we compare Halton performance against MSCDRP for total violent crimes up to February 2008 Halton area is</p>




LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
							currently 8 th position out of 15 in line with our peers and performance is clearly improving.
2	Reduction in vehicle crime in Halton: i) The number of thefts of vehicles in Halton	753 (2003/4)	558 (Mar 08)	529	April 2007 to March 2008 equates to 4.14 per 1000 population or 490 crimes		<p>During 2007/08 Halton Area recorded 490 crimes equating to 4.14 per 1000 population (Halton population supplied as 118,450). Therefore, with exceptional performance has achieved the 2007/08 reduction target of 22.0% set from 03/04 baseline of 588 crimes equating to -98 crimes or 17% below targets.</p> <p>During 2007/08 Halton area also achieved a 5.8% decrease when compared to 2006/07 (520 to 490), and an exceptional 34.9% decrease when compare to 03/04 baseline target (753 to 490).</p> <p>During quarter 4, Cheshire Police had one Operation running to deter travelling criminals entering Widnes and committing vehicle crimes by</p>


LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
							<p>deployment of ANPR and unused vehicles on arterial routes as a deterrent.</p> <p>Current Partnership initiatives are;</p> <ul style="list-style-type: none"> - Purchase of a 'sting' vehicle with a tracking device in order to identify and arrest. - Purchase of a portable ANPR kit to identify stolen vehicles. <p>If we compare Halton performance against MSCDRP for theft of vehicle crime up to February 2007 Halton area is currently 7th position out of 15 and performance is below the MSG average.</p> <p>Total Vehicle crime (Theft From and Theft Of Vehicles) is currently in 4th position out of 15 and showing no apparent change however, we are performing better than our peers when compared to MSCDRP.</p>



LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
	ii) The number of thefts from vehicles in Halton	1108 (2003/4)	749 (Mar 08)	908	April 2007 to March 2008 equates to 6.68 per 1000 population or 791 crimes		<p>During 2007/08 Halton Area recorded 791 crimes equating to 6.68 per 1000 population (Halton population supplied as 118,450). Therefore, exceeded the 2007/08 reduction target of 32.0% set from 03/04 baseline of 749 crimes equating to +42 crimes or 6% below targets.</p> <p>However, during 2007/08 Halton area achieved a 12.8% decrease when compared to 2006/07 (907 to 791), and an exceptional 28.6% decrease when compared to 03/04 baseline target (1108 to 791).</p> <p>Partnership initiatives under LPSA2 funding are;</p> <ul style="list-style-type: none"> - Installation of 'talking signs' within Widnes and Runcorn town centres in order to remind members of the public not to leave valuables on show in vehicles. - Installation of CCTV at identified hotspot location within

LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
							<p>Widnes town centre car park.</p> <p>If we compare Halton performance against MSCDRP for theft from vehicle crime up to February 2008 Halton area is currently 5th position out of 15 and performance is well below MSG average lower bound.</p> <p>Total Vehicle crime (Theft From and Theft Of Vehicles) is currently in 4th position out of 15 and showing no apparent change however, we are performing better than our peers when compared to MSCDRP.</p>
3	<p>Improving the health and well-being of residents:</p> <p>The percentage of adults in Halton participating in at least 30 minutes moderate intensity sport and active recreation (including recreational walking) on 3 or more days a week, as measured by Sport England's Active People survey.</p>	19.62 (Nov 2006)	20.60 (Nov 2009)	19.62	N/a		<p>Quarter 4 update: Health & Physical Activity Project delivered number of targeted projects e.g. Walking for Health – average 30 participants per week, Older People Active Aging project 42 new participants, Community Exercise sessions 59 participants, Library ped loan.</p>



LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
							Multi agency Sports Participation project – 3 year action plan, focusing on delivering targeted community intervention. Utilising Active People information. Verbal confirmation has been received from Sport England for additional £131,199 (over 3 years) secured to assist with local delivery from 1 st April. PCT maintaining and expanding investment in Physical Activity
4	Tackling the problems of domestic violence: 1. The number of incidents of domestic violence reported to the police (directly or through a third party) in Halton.	1613 (2004/5)	1774 (Mar 08)	2160	2763		In Q4 – there were 563 reports of domestic and domestic violence related incidents in Halton. This exceeds the quarterly target of 444 per quarter. In 07/08 2763 reports of domestic abuse were recorded. In 06/07 this figure was 2160 – a 28% increase in reporting.
	2. The proportion of incidents of domestic violence which result in a sanction detection.	16.7% (2005/6)	25% (Mar 08)	11.4%	57%		In Q4 there was a detection rate of 67 out of 154 incidents (44%) For the year – out of 620 incidents where a crime was committed, 352 were sanctioned.

LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
							This equates to a year end of 57%, which is above target.
	3. The proportion of the total number of incidents of domestic violence reported annually to the police (directly or through a third party) in the same period, who are repeat victims.	23% (2003/4)	18% (Mar 08)	20%	5%		There has been an improvement in lowering the number of repeat victims. The annual target is 18%. In Q4 20 repeat victims were recorded – just 3% of all incidents. For 07/08 a total of 127 repeat victims were recorded – 5% of all incidents in the year. 06/07 data showed a figure of 20% for repeat victimisation.
5	Reducing the harm caused by drug misuse:						
	1. The number of individuals in Halton who are in contact with structured drug treatment services.	604 (2004/5)	790 (2008/9)	879	864		The number of individuals in contact with structured treatment exceeds the 07/08 target by 74.
	2. The percentage of individuals in Halton starting treatment who are retained in treatment for over 12 weeks.	80% (2004/5)	88% (2008/9)	83%	86%		Performance is currently on track to meet the 08/09 LPSA2 stretch target.

HIGH Priority Actions	Key milestones	Progress (Traffic lights)	Commentary
<p>2.1 Identify under represented groups (through analysis of data in 1.4 above). Develop new methods for supporting hard to reach groups to participate in consultation and engagement by April 2008</p>	<p>Consult with Hard to Reach groups in collaboration with Cheshire Racial Equality Council who have established contacts and Halton networks on the take up and barriers to cultural services Feb 28th 2008</p> <p>PPB community cohesion monitoring 10th March 2008</p>		<ul style="list-style-type: none"> • Complete customer profile across Culture and Leisure Services as detailed in TAES assessment. • Provide financial support to CHAWREC to maintain their BME Consultation Panel. • Utilise CHAWREC Consultation Panel for targeted consultation with BME community.

HIGH Priority Actions	Key milestones	Progress (Traffic lights)	Commentary
<p>2.2 Establish an equal opportunities policy for C&L by December 2007</p>	<p>Establish project team 30th Sept 2007</p> <p>Cohesion indicators from Audit Commission to be included in equality impact assessments 1st April 2008</p>		<ul style="list-style-type: none"> • Overtaken by IDeA Peer Assessment • Project team to be established June 2008 • Interim report to SMT July 2008 • Draft Equal Opportunities Policy September 2008
<p>2.3 Incorporate equality targets/ objectives & cohesion indicators into C&L service and Divisional plans by February 2008</p>	<p>Revise plan format and include Equality targets as standard 28th Feb 2008</p> <p>Adoption of plans by the council and monitoring by PPB's. 10th March 2008</p>		<p>Featured in individual Service Plans</p>

The traffic light symbols are used in the following manner:

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

REPORT TO: Safer Halton Policy and Performance Board

DATE: 17th June 2008

REPORTING OFFICER: Strategic Director, Health and Community

SUBJECT: Notes of Working Party meetings

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 To inform members of topics and issues discussed at meetings of Working Parties set up by the Safer Halton Policy and Performance Board.

2.0 RECOMMENDATION: That the report be noted.

3.0 SUPPORTING INFORMATION

3.1 The Domestic Violence Working Party met on 12th and 19th February 2008. The Domestic Abuse Working Party met on 25th March, 16th April and 13th May 2008. The notes of the Safeguarding Vulnerable Adults met on the 2nd April 2008. Minutes from these meetings are attached.

3.2 Where notes have not been produced for meetings held close to, or after the deadline for agenda items for the Board, members may be requested to receive oral reports of Working Party meetings, when the Policy and Performance Board considers this agenda item.

4.0 POLICY IMPLICATIONS

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

5.0 OTHER IMPLICATIONS

5.1 There are no other implications flowing from this report.

6.0 RISK ANALYSIS

6.1 There are no risks associated with this report.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 There are no Equality and Diversity issues associated with this report.

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.

Notes of meeting of Safeguarding Vulnerable Adults Working Group

Held on Wednesday 2nd April 2008 at Municipal Buildings

Present: Cllr Shaun Osborne (Chair), Cllr Ellen Cargill, Cllr Linda Redhead, Cllr Peter Murray, Howard Cockcroft, Julie Hunt, Peter Barron, Dwayne Johnson.

Apologies: Cllr Kath Loftus, Cllr Pamela Wallace, Cllr Trevor Higginson, Emma Mookerji.

- 1) The prime focus of the meeting was to consider the current situation in Halton and how Halton responds to any reported incidents in respect of vulnerable adults. Figures indicate that the number of referrals of alleged abuse was on a rising trend, and was higher than any other North-West Local Authority. The working group wished to understand why this was the case, and satisfy itself that the systems in place were appropriate and robust.
- 2) "No Secrets" provided the national guidance. The interpretation of definitions in respect of data collection were, however, different across the country. There is no standard system to record complaints, although one is promised for 2009. Halton has a 'low threshold' in its interpretation, and records categories that others don't (e.g. mis-medication; referrals from care homes, which is the highest category). Numbers also include referrals that, when investigated, show there is no case to answer.
- 3) Halton has had an active policy of encouraging referrals. Rises in reports correlate to active publicity campaigns. A well-developed training programme for partners also encourages greater number of reports. An external review of the service in Halton by the University of Liverpool had been very positive, particularly praising quick response times and good training.
- 4) The referral route was outlined from initial report to Halton Direct Link to allocation to appropriate team. This all happened on the day of referral. The multi-agency discussion was also highlighted, illustrating how the Council was working with its partners.
- 5) Rises in reporting was across all categories (Agencies, Care Homes, Home, Family, etc). Reports from Care Homes was the largest single category, followed by relatives. Contract specifications with care homes include care standards, and the requirement for staff to have Enhanced CRB checks.
- 6) The role of the Police was discussed. It was noted that there were very few prosecutions (7 in 2006/07), particularly in the area of financial abuse, where thresholds had been set. The Group agreed that they would like more information on the role and approach of the Police and the protocol in place. They asked that the next meeting should focus on this.
- 7) Other areas for consideration for future meetings would be budgets, staffing structures, and Member representation on the Safeguarding Board. Copies of 'No Secrets', Local guidance, annual report and referral pathways could be circulated to Members.

Minutes of 'Domestic Violence' Working Group Meeting

Held on Tuesday 19th February 2008 at 5.00 pm

Council Chamber, Runcorn Town Hall

Present: Cllr John Stockton (Chair), Cllr Peter Murray, Howard Cockcroft – Operational Director Culture and Leisure Services, Steve Eastwood DAAT Co-ordinator, Sally Clarke Domestic Violence Co-ordinator, Lindsay Bowker Relationship Centre, Sally Carr Halton Youth Service, Cllr Geoffrey Swift, Inspector Simon Blackwell, Clare Myring, Cllr Ernie Ratcliffe, Janet Guy Culture and Leisure Services.

Item	Details	Action
1	Apologies: Alex Villiers Policy Officer, Cllr Marie Wright, Mike Andrews Community Safety Co-ordinator.	
2	<p>Minutes of the meeting held on 12th February 2008 and matters arising.</p> <p>LB – The Relationship Centre offers a support system via Comic Relief Funded Programme for 13-19 year olds.</p> <p>ER requested opportunity to refer to minutes at a later date.</p> <p>The Chair had requested more substantive research and tabled a summary document today of the national report on the cost of domestic abuse to society for the next meeting. HC The full document is 117 pages, if anyone wished to see please contact HC or Sally Clarke.</p>	
3	<p>Budgets</p> <ul style="list-style-type: none"> • Safer Halton Partnership today approved budgets additional to Neighbourhood Renewal Funding (NRF) changing to Working Neighbourhood Funding (WNF) for 2008/09. HC explained Members concern over funding and called the meeting today. SE Current ongoing discussions with partners a draft action plan of how money will contribute to needs will be produced. • Chair thought the group should put forward a recommendation to Safer Halton PPB for 3 years funding so posts could expand and develop. SE mentioned PCT responsibility and to tap into mainstream service resources. <p>The 4 priorities of the group agreed at previous meeting were:</p> <ol style="list-style-type: none"> 1. Funding 2. Sexual Violence 3. Early stage preventative 4. Service Delivery. <ul style="list-style-type: none"> • HC suggested the topic brief understanding caused of Domestic Violence produced by Alex re-focus on these 4 priorities, and then invite relevant people to meetings. SE suggested looking at what we have, what we need and what steps do we take and invite key agencies. The Group agreed. SB sits on a Rape steering group, which shares good practice, to attend their next meeting and get guidance to feed back. SE will feed back anything relevant from Government Office. The group interested in preventative methods. Training is offered through Agencies to raise awareness and systems and help in place when people report abuse. • Chair asked the group to look at the national summary paper for the next meeting. Also for S Clarke/LB to provide the group with a Halton perspective on their work and forum over the last 2 years. SE mentioned the Strategic Needs Assessment would cover this. • CM spoke of engaging with young people, personal safety and supporting victims of ASB. Engage with parents and their children and look at early stages, preventative methods. Chair asked if there is any evidence of preventative methods working in schools? CM PSE days in schools looked at healthy relationships, police officers also go in to schools. 	<p>SE</p> <p>SE/HC</p> <p>SB</p> <p>ALL S Clarke/ LB</p>

	<ul style="list-style-type: none"> • LB; Comic Relief project goes into schools and would clarify details for next meeting. • SB; Setting up for Halton a run away's post later in the year, high numbers in Halton, to look at support services and interventions. 	LB
4	<p>Draft Domestic Abuse/Sexual Violence Topic brief paper</p> <p>Agreed brief in item 3 to look at what we have, what we need and what steps do we take.</p>	ALL
5	<p>Any other business</p> <ul style="list-style-type: none"> • A 24-hour helpline for Domestic Abuse is available, Halton specific for general public or professionals, in all G.P.'s. ER suggested raising awareness through Area Forums. Publicity costs are £20,000, CM suggested use of community information pillars in the town centres. • CM It has been approved that Halton has a face the people session, hopefully with SHP Chairs on the panel, with people from the community in the next few months (to be publicised). 	
6	<p>Date and time of next meeting</p> <p>Tuesday 25TH March 1pm, venue to be confirmed.</p>	

Minutes of 'Domestic Violence' Working Group Meeting

Held on Tuesday 12th February 2008 at 1.25 pm

Committee Room 1, Runcorn Town Hall

Present: Cllr John Stockton (Chair), Cllr Peter Murray, Howard Cockcroft – Operational Director Culture and Leisure Services, Steve Eastwood DAAT Co-ordinator, Sally Clarke Domestic Violence Co-ordinator, Alex Villiers Policy Officer, Lindsay Bowker Relationship Centre, Sally Carr Halton Youth Service, Janet Guy Culture and Leisure Services.

Item	Details	Action
1	Apologies: Cllr Geoffrey Swift, Cllr Marie Wright, Clare Myring, Cllr Sue Edge, Cllr Shaun Osborne, Cllr Martha Lloyd Jones, Cllr Ernie Ratcliffe	
2	<p>Overview of current situation – Steve Eastwood</p> <p>Chair welcomed the group to their first meeting and introduced Lindsay Bowker from the Relationship Centre. HC mentioned the Chair of the Safer Halton Partnership PPB had requested the group meet.</p> <p>SE; Halton had money from the Home Office a couple of years ago to be a pilot area, from supporting victims, arrest through to appearing in court. Three main areas: -</p> <ul style="list-style-type: none"> i) No core funding, currently Neighbourhood Renewal Fund (NRF), for 2008/09 Working Neighbourhood Fund (WNF) which has up to 20% cut. Hard to attract people into a post when claiming from various Funders, annually. A draft Needs Assessment Impact paper was distributed to the group, final version available in a few weeks. Will be linking in to LAA process, targets preventing homelessness, getting people into work. ii) Court outcomes and support have improved through commissioning the Relationship Centre to engage with victims to support and advise. Also through agencies working together for a better outcome through the court process. iii) Sexual violence, services not developed. Victims won't come forward; need more information to be accessible. Need to try and prevent domestic abuse and look at options, unable to due to capacity of services. <ul style="list-style-type: none"> • In Halton currently less than 5 people delivering. The group asked SE for figures specific to Halton. Police do have an obligation to report; in the past an incident would not always be recorded due to the victim not wanting to take any further action afterwards. A multi-agency operational one-stop shop, where advice is available from a social worker, midwife, to the police with one contact phone number, might be a way forward. • S Clarke; Halton has high risk victims, reports to police have exceeded LPSA targets, so far 703 calls received for quarter 3, in 2006/07 2157 calls received, for 2007/08 2132 calls to date. Women's Aid Refuge in Lugsdale Road, Widnes offers 16 beds, constantly full also 100's of outreach clients, difficult for Runcorn women to access. • LB; Children and Vulnerable Adults (CAVA) figures and referrals from the Police and Health are passed to Lindsay who works with social services to support victims and children, very rare children are taken away. Sanctuary measures cover housing, safe rooms, CCTV, lighting and additional locks. Counselling is offered. The Relationship Centre offers a support system via Comic Relief Funded Programme for 13-19 year olds. Support client through court cases offer video link, screening or separate courts from perpetrator. The Relationship Centre is currently funded till March 08, dealt with 500 clients this year. • S Carr; Halton Youth Service offer a lot of preventative and intervention work with 11-19 years olds in the borough. Promote Anti-Social Behaviour and challenge young people to be more pro social behaviour and responsible. 	SE

	<p>Worked in Ditton for 6 months, now currently in Halton Lodge. Lot of positive curriculum work risks including rights as young people and encourage people to talk. Two Advice and Information Centres within Connexions in Runcorn and Widnes. If a young person has a 'cause for concern', report raised with Senior Manager Team. 12,000 CD-roms go out to young people via secondary and special schools.</p> <ul style="list-style-type: none"> • AV suggested analysis, so the group can demonstrate and build a case for funding with more evidence. Chair agreed more substantive research needed. AV to produce a topic brief paper. • S Clarke; Nationally for example a rape by an ex-partner costs £76,000 per person (from Police, Health to CPS) £23 billion a year in England and Wales. A sanctuary scheme of £700-£800 secures a property and support without having to re-house, change schools for children and stay in community. <p>The Chair and group agreed the following four priorities</p> <ol style="list-style-type: none"> 1) Funding 2) Sexual Violence 3) Early stage preventative 4) Service Delivery <p>HC to find out how much percentage reduction of current budget is (up to 20%). S Clarke would like to commission a contract for 3 years, currently contract the Relationship Centre for a year for £43,000.</p>	<p>S Clarke /LB AV</p> <p>HC</p>
3	<p>Any other business None.</p>	
4	<p>Date and time of next meeting Tuesday 19th February at 5pm, venue to be confirmed.</p>	

Minutes of 'Domestic Abuse Working Group Meeting

Held on Tuesday 13th May 2008 at 5pm

Halton Women's Centre, Castlefields, Runcorn

Present: Cllr John Stockton (Chair), Cllr Geoffrey Swift, Cllr Sue Blackmore, Howard Cockcroft – Operational Director Culture and Leisure Services, Sally Clarke Domestic Violence Co-ordinator, Steve Eastwood DAAT Co-ordinator, Sally Carr Halton Youth Service, Lindsay Bowker - The Relationship Centre, Inspector Simon Blackwell, Janet Guy Culture and Leisure Services.

Item	Details	Action
1	Apologies: Cllr Peter Murray, Cllr Martha Lloyd Jones	
2	<p>Minutes of meeting held on 16th April and matters arising Minutes accepted as a true record. Matters arising – Working Neighbourhood Funds (WNF) Considering all bids submitted, but want to move away from bidding to commissioning, Alcohol, Worklessness, Health. Safer Halton Partnership looked at Alcohol and Worklessness today. More cross-cutting work with LAA meeting on Monday to start looking at issues. SE has had discussions with Paul Boyce Children & Young People (C&YP) to look at alternatives if bid unsuccessful. S Clarke put together for GONW £350, 000 bid and asked to see if we can get this money, includes £70,000 (£25k each for IDVA and IDSA, with £20k running costs. SE to produce a summary paper to be agreed with the group then distributed to relevant partners/agencies prior to September SH PPB. SB to talk to Gary Finchett – Police Divisional Commander. SE would suggest money from Police to fund work for repeat victims. S Carr asked about reduced figures in violent crime if the financial award could be used towards raising self-esteem. SB confirmed through LPSA 2 violent crime and vehicle crime targets met in Halton. Decision on reward monies rest with Chief Executive.</p>	SE SB
3	<p>One-stop shop Agencies/Services SE If WNF £80k not continuing, talked to different agencies who are willing to be involved. GS asked if the one-stop shop had been lost? Chair confirmed it hadn't and Anti-Social Behaviour (ASB) one-stop shop would hopefully be responded to at SH PPB on 17th June. Chair asked if any synergy between ASB and DA. SE discussed with Paul Boyce use of office space in Grosvenor House, customer contact via HDL who then call through to Grosvenor House. All new National Indicators will be reported on.</p>	
4	<p>Service User Advocate A full-time post of £36k (inc on costs). A common factor is that people find it difficult to complain about services they are using. This post would give people the opportunity to express what they want from the service, through this views can be taken on board and improvement of services can be developed. Chair asked what level of qualifications, background and experience would be required, 3 or 5 year post. SE Have an Advocacy post in DAAT, will use job description. SB asked if this would link back to Strategic and operational groups. SE agreed it would, and since having the post in DAAT, service delivery has improved.</p>	SE
5	<p>Any other business Present paper to SH PPB September 2008, (August deadline), SE to produce July. Cllr Geoffrey Swift will be changing Policy and Performance Boards, Chair thanked Geoffrey for his contributions and attendance at meetings.</p>	SE
6	<p>Date and time of next meeting Dates to be e-mailed to the group.</p>	

Minutes of 'Domestic Abuse' Working Group Meeting

Held on 16th April 2008 at 5 pm

Halton Women's Centre, Castlefields, Runcorn

Present: Cllr John Stockton (Chair), Cllr Geoffrey Swift, Cllr Sue Blackmore, Howard Cockcroft – Operational Director Culture and Leisure Services, Sally Clarke Domestic Violence Co-ordinator, Steve Eastwood DAAT Co-ordinator, Ally Hanbury Halton Youth Service, Lindsay Bowker and Heather Bromlow – The Relationship Centre, Janet Guy Culture and Leisure Services.

Item	Details	Action
1	<p>Apologies: Inspector Simon Blackwell, Cllr Peter Murray, Clare Myring, Sally Carr, Alex Villiers. Chair welcomed the group and introductions were made.</p>	
2	<p>Minutes of meeting held on 25th March and matters arising Minutes agreed as a true record. <u>Item 5</u> – Minutes to be amended to <u>Forced Rape Steering Group</u>.</p>	
3&4	<p>Budgets & 3 year funding HC had previously confirmed budgets for 2008/09 had been secured, but aware 2009/10 will be difficult. SE Suggested that other agencies need to spend money differently and have a part to play in providing access routes for victims. Further SC distributed a list which included the following (as requested at last meeting):</p> <ul style="list-style-type: none"> ➤ Sustainable mainstream funding to commission 3-year contracts. ➤ A one-stop shop to support service/family safety unit for Halton. ➤ Commitment of agencies resources and/or services (health/housing/police) to support schemes on an invest to save basis. ➤ Two full time ISVAs/IDVAs for Halton (£60,000). <ul style="list-style-type: none"> • SE has submitted a 3-year bid to Working Neighbourhood Funds (WNF) for £80,000 per year based on provision of a one-stop shop based in Grosvenor House, Runcorn. This would provide a central location with public access via Halton Direct Link, close to the Court and Police Station with a number of services under one roof. Rent in Grosvenor is expensive, but the site would enable a set up straight away for operational services involved sharing costs. Hoping to have decision in May. • The group discussed the cost effectiveness of this approach through savings across the health service/housing/police at the moment, currently £23 billion a year nationally in England and Wales. AH asked if the proposal involved out of hours access. SE confirmed at present no high street services at the moment, currently have a 24-hour 0800 number, answered by Relationship Centre during office hours and staffed by HBC out of hours. • Chair summarised the bid involved an interface for the public, with all operational staff in the same building, supporting staff re-directing resources. Chair asked for the list of potential staff/agencies for the next meeting. If 3-year WNF bid successful, additional figures would be for the two full time ISVAs/IDVAs of £60,000 (including on costs) per year and Domestic Abuse (DA) Co-ordinator post only funded for 12 months at a cost of £36,400 (inc on costs). DA Co-ordinator post is currently funded year on year from Home Office funding. To have this post is one of the BVPI's. The group agree and support the need for the post to be made permanent. <p>Next step to approach potential agencies, then any recommendations from the group would go to the Safer Halton PPB.</p>	SE
5	<p>Domestic Abuse Forum Action Plan Domestic Abuse Action Plan discussed at the last meeting (4 priorities), then looking to be formally adopted. The Action Plan has been to through the Strategy</p>	

	Group, and no comments have been received. This group also supports.	
6	Any other business AH; Youth Service work involves prevention, ensuring on agenda and for out of hours accessibility to be given consideration.	
7	Date and time of next meeting Tuesday 13 th May 2008 at 5.00pm at the Women's Centre.	

Minutes of 'Domestic Abuse' Working Group Meeting

Held on 25th March 2008 at 1.30pm

Council Chamber, Runcorn Town Hall

Present: Cllr John Stockton (Chair), Cllr Geoffrey Swift, Cllr Sue Blackmore Howard Cockcroft – Operational Director Culture and Leisure Services, Sally Clarke Domestic Violence Co-ordinator, Inspector Simon Blackwell, Marissa Hankinson Relationship Centre, Janet Guy Culture and Leisure Services.

Item	Details	Action
1	<p>Apologies: Cllr Peter Murray, Cllr Martha Lloyd Jones, Cllr Linda Redhead, Clare Myring, Cllr Martha Lloyd Jones, Cllr Ernie Ratcliffe, Lindsay Bowker Relationship Centre.</p> <p>Chair welcomed the group and introductions were made.</p>	
2	<p>Minutes of meeting held on 19th February and matters arising</p> <p><u>Item 3</u> - One of the four priorities identified by the group is Funding, which has been sorted in the interim, 3 year funding to be an agenda item at the next meeting.</p>	
3	<p>Summary of the national report on the cost of domestic abuse to society - Sally Clarke</p> <ul style="list-style-type: none"> • Nationally domestic abuse costs £23 billion a year to society in England and Wales, data for Halton as smaller borough problem no worse. Domestic Abuse Forum has multi agency commitments to come up with initiatives, no financial resources. Figures in the report are 4 years old and not all cases are reported, (therefore would be increased figures). • LPSA funding 07/08 supported the Relationship Centre. Currently no financial commitment from Primary Care Trust (PCT) in Halton, but huge costs are incurred through health care, Midwife, Health Visitors, etc. • Magistrates at Runcorn Court are given domestic abuse training and basic awareness of signs, effects and impacts to look for. • Housing - Sanctuary Scheme is based on invest to save, costs approximately £800 in comparison to costs of moving a family of £3,500-£4,000, saving £3,000. Sanctuary measures involve locks, doors, lighting and CCTV, 31 properties in Halton have benefited. • Estimated £2.7 billion economic output through time off work. • The group agreed to re-name to domestic abuse not 'violence'. • To prevent domestic abuse need to make people aware of the problem and devastation to lives. • Insp SB spoke asked about percentage or figures related to children affected. MH said the Relationship Centre have secured 3 years funding of £100,000 from Comic Relief to work with young males in Halton. 	
4	<p>Domestic Abuse Forum Action Plan – Sally Clarke</p> <p>The group has 4 strategic priorities based around intervention:</p> <p>1. To increase access to support & health services for victims of domestic abuse and sexual violence.</p> <p>PCT have agreed £10,000 (50%) towards the cost of a part-time Midwife for 2008/09 (£20,000 for 12 months) currently has 6 clients. The group asked what contribution other PCT's in the area made.</p> <p>Chair asked SC to look at future budgets and proposals, etc required for domestic abuse for the working group to consider at the next meeting, for recommendations to be put forward to the Safer Halton Policy and Performance Board and Executive Board. Insp SB mentioned sexual violence being high on the Government Agenda, 58% perpetrator usually partner or ex-partner (7-8% stranger), high alcohol related. SC Working closely with Children and Social Care to offer support, in 2007/08</p>	SC

	<p>Kings Cross Project supported counselling for 5-19 year olds. Wirral have a Family Safety Unit – drop in centre with multi-agency commitment (Police, Nurse, Domestic Violence Advocate), all specialist staff under one roof.</p> <p>2. To continue to improve the criminal justice response to domestic abuse & sexual violence.</p> <p>Positive changes over the last 12 months, court success at 77%, above national level and rest of Cheshire. Cheshire Sexual Assault Referral Centre (SARC) currently being developed at Leyton Hospital in Crewe, get Halton involved, only facility in Cheshire. Insp SB spoke of Halton being advanced with options for clients. Reduce number of repeat victims, individuals well known to the police, Sanctuary measures in place. The Relationship Centre contact all referrals 50-60% refuse at first, offer an independent role not police or social services.</p> <p>3. To maximise the prevention of domestic abuse & sexual violence.</p> <p>Training staff and raising awareness in the public, so people learn and understand. Schools booklet/leaflet symptoms of domestic abuse, 85% alcohol as a factor.</p> <p>4. To improve data collection & information systems.</p> <p>18 months data report information collected, difficult with health, shared at the Forum meeting quarterly, data could be better if every agency could send monthly. SC has spoken with relevant school Liaison Officers regarding education material. Insp SB asked for SC to contact if any additional support was required from Liaison Officers.</p> <p>HC asked about the indicator column not being populated yet. SC confirmed this was the first draft of the plan, which will go to the Strategy Group 26th March 2008 and Safer Halton Partnership in April 2008.</p> <p>MH; ‘Talk Don’t Walk’ a direct delivery education resource pilot in Warrington April 2004 was recognised at a national level, early intervention and prevention of running away. Education Resource Packs for KS2 (7-11yr olds) KS3 (11-14yr olds) included lesson plans, work sheets looking at relationships, changes, choices and consequence of choices. Launch of web-based materials in September 07 with Everton FC becoming ambassadors Feb 08. No sign up from Halton schools, all have been approached, currently trying to work with Vikings. In Warrington 24 schools out of 88 have taken up. The group suggested approaching Children and Young People Strategic Director Gerald Meehan, also to include on school circular. Insp SB confirmed currently recruiting with Lorraine Crane (C&YP) for Runaways Team Coordinator role.</p>	
5	<p>Forced Rape Steering Group – Inspector Simon Blackwell</p> <p>Insp SB sits on the Cheshire Rape and Sexual Assault Steering Group who meet quarterly. Last meeting discussed SARC project as discussed in Item 4. Terms of Reference of the steering group available if anyone would like to see. Officers in the Police Force are undertaking extra training, increased service for early evidence kits, and mouthwash in all cars, collection gowns. Poster campaign of ‘Safe not Sorry’ for secondary schools toilet doors. Indicators are going up the agenda, Rape Action Plan to follow nationally. Share information and feed back to this group, opportunity to play an active role. Chair asked if SC could attend the steering group meetings? Insp SB would enquire and confirm with SC, next meeting in June.</p>	Insp SB
6	<p>Any other business</p> <p>None.</p>	
7	<p>Date and time of next meeting</p> <p>Chair thanked all for attending and for cross party work (all party representation) and confirmed the next meeting date of Wednesday 16th April at 5pm, refreshments available from 4.30pm at Halton Women’s Centre, Castlefields, Runcorn.</p>	

REPORT TO: Safer Halton Policy and Performance Board

DATE: 17 June 2008

REPORTING OFFICER: Strategic Director, Environment

SUBJECT: Waste Management

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1 To receive a presentation from the Divisional Manager, Waste and Recycling Services, informing the Board of the Council's current position in relation to Waste Management.

2.0 RECOMMENDATION: That

- (1) the presentation be received.**
- (2) members of the PPB comment and question upon the presentation.**

3.0 SUPPORTING INFORMATION

- 3.1 At the meeting of the Safer Halton Policy and Performance Board on Tuesday 18th March 2008 it was agreed that a presentation on waste management would be made to Members at the June meeting of the Board. The presentation will inform members of progress in relation to a number of waste management matters, and will include;

- The Legislative and Financial Drivers in relation to the management of waste
- The Council's current and future strategic and operational plans and objectives
- The procurement of arrangements for dealing with waste in the future

4.0 POLICY IMPLICATIONS

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

5.0 FINANCIAL IMPLICATIONS

- 5.1 Increased recycling and higher levels of waste diversion from landfill will reduce future waste disposal bills and the Council's approach

represents a planned investment to keep future costs down.

6.0 OTHER IMPLICATIONS

6.1 None at this stage.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

None directly.

7.2 Employment, Learning and Skills in Halton

None directly.

7.3 A Healthy Halton

None directly.

7.4 A Safer Halton

None directly.

7.5 Halton's Urban Renewal

None directly.

8.0 RISK ANALYSIS

8.1 A strategic risk analysis has been carried out in relation to the Council's strategy for dealing with waste and is contained within the Environment Directorate Risk Register.

9.0 EQUALITY AND DIVERSITY ISSUES

9.1 There are no specific equality or diversity issues as a result of this report.

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

10.1 There are no background papers within the meaning of the Act.

REPORT TO: Safer Halton Policy and Performance Board
DATE: 17th June 2008
REPORTING OFFICER: Strategic Director – Health and Community
SUBJECT: Annual Report
WARDS: Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 To consider the draft annual report for 2007-08

2.0 RECOMMENDATION: That

(1) The Policy and Performance Board considers and comment upon the draft annual report.

3.0 SUPPORTING INFORMATION

3.1 Annex comprising the draft Safer Halton PPB Annual Report for 2007-08.

4.0 POLICY IMPLICATIONS

4.1 None arising from this report.

5.0 OTHER IMPLICATIONS

5.1 None arising from this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

6.2 Employment, Learning and Skills in Halton

6.3 A Healthy Halton

6.4 A Safer Halton

6.5 Halton's Urban Renewal

No implications identified at this time.

7.0 RISK ANALYSIS

7.1 No implications identified at this time.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 The work of the PBB promotes a safe environment for everybody in Halton.

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

9.1 None under the meaning of the Act.

Document

Place of Inspection

Contact Officer

Councillor Shaun
Osborne
Chairman

ANNUAL REPORT
SAFER HALTON
POLICY AND PERFORMANCE BOARD
APRIL 2007 – MARCH 2008



“Safety, and people’s perception of being safe in all its form remain a major issue in Halton. The Board has, and will continue to focus its energy on making Halton residents feel safe. I would like to offer my sincere thanks to Board members who have worked hard to this end.

The Board has had a very challenging programme of monitoring, scrutiny, and policy development, because ‘Safer Halton’ is a truly cross-cutting agenda. I believe it is making a considerable contribution to improving the way the Council and its partners work together to improve the quality of life in Halton. I thank everybody who has contributed to the work of the Board in 2007/08.”

Councillor Shaun Osborne, Chairman Safer Halton Policy and Performance Board

MEMBERSHIP AND RESPONSIBILITIES

During 2007/08 the Board comprised eleven Councillors – Councillors Osborne, Stockton, Edge, M Lloyd Jones, Morley, Murray, E Ratcliffe, M Ratcliffe, Redhead, Swift, Thompson.

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

REVIEW OF THE YEAR

The full Board met 5 times during the year. A special Board meeting considered budget implications for 2008/09 and gave consideration to Service Plans for the same period.

The specialist working groups covering Waste, Bereavement, Anti-Social Behaviour, Safeguarding Vulnerable Adults and Domestic Abuse have all met throughout the year. The Chairs of these groups Councillors Thompson, Morley, Stockton and Osborne thank all the Members who have contributed to a considerable work programme.

The main initiatives of the Board’s work for 2007/08 are as follows: -

Environmental and Regulatory Service Issues

The Implementation of the Smoke Free legislation was an early issue for the Board. Its implications were fully discussed, with a focus on the possible problems of enforcing it.

Throughout the year, the Board monitored the performance of waste management, and the development of a waste management strategy. A presentation on the strategy will be given to the Board at its first meeting in the new Municipal Year.

Road Safety Issues

The Board scrutinised the Business Plan for 2007/08 of the Cheshire Safer Roads Partnership, which set out the vision, strategy and objectives of the Partnership and detailed a range of challenging targets. Progress on these are regularly monitored by the Board.

Community Safety

This was a particular focus for the Board in 2007/08. The Board contributed to new Alcohol and Drugs Strategies and to the Strategic Impact Assessment on community safety that was a requirement of the Home Office. New Working Groups were set up to consider Halton's approach to protection for vulnerable adults and domestic abuse.

The Multi-Agency Problem Solving Working Party (MAPS) reported in 2007/08, setting out a vision for the future delivery of community safety. This is an on-going piece of work that will come to a culmination in 2008/09.

The Board made a significant contribution to the debate over the future of Halton's Fire-work Festival.

Bereavement Services/Consumer Protection/Registration Service

Two major issues emerged in 2007/08. Cemetery provision for 2015 and beyond was considered by the Working Group and the full Board on a number of occasions, including full options appraisals. This is an important issue for the Board and consideration will continue in 2008/09.

Illegal money lending was identified by the Board as a problem in Halton, and a partnership with Birmingham Trading Standards was developed throughout the year to combat this. The results of this delivered over £2million in debt written off, over 1500 victims being helped, 12 guns removed from the streets and prison sentences issued totalling 26 years.

Presentations

It was a policy of the Board to encourage presentations from external bodies related to the Boards work, to be given. These included

- The Youth Inclusion and Support Panel, with the Board seeking ways to ensure its long-term survival.
- The Cheshire Fire and Rescue Service, monitoring its work in Halton in 2007/08.
- Community Safety and Cheshire police, as above.
- Night-Stop; and organisation supporting single homeless persons between 16-25 years old.
- Halton Credit Union, understanding its aspirations to expand.

- The partnership with Birmingham Trading Standards to combat illegal money lending in the Borough.
- Students from Fairfield High School, who attended the March meeting and raised their issues about community safety.

WORK PROGRAMME FOR 2008/09

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

Environmental Health and Risk Assessment
Waste
Bereavement

The Anti-Social Behaviour group is currently dormant pending the outcome of the review of Community Safety.

The recently formed Safeguarding Vulnerable Adults, and the Domestic Abuse Working Parties will produce a final report in 2008/09.

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

REPORT TO: Safer Halton Policy and Performance Board

DATE: 17 June 2008

REPORTING OFFICER: Strategic Director, Health and Community

SUBJECT: Introduction of Civil Funeral Ceremonies.

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 To seek Members' support for the Registration Service to introduce civil funeral ceremonies.

2.0 RECOMMENDATION: That

(1) comments and suggestions from Members be noted, and

(2) the Executive Board be requested to agree to the Registration Service extending its offer of discretionary services to include civil funeral ceremonies, as outlined in this report.

3.0 SUPPORTING INFORMATION

3.1 A civil funeral ceremony is a ceremony reflecting the wishes of the family who want to mark the passing of a family member, or friend, who did not have any religious belief. Based on information provided by family and friends of the deceased, a trained celebrant, who may also be a Registrar, will prepare and deliver a eulogy, usually at a local crematorium or at the graveside in a non-denominational cemetery.

3.2 The Government White Paper "Civil Registration: Vital Change" set out an agenda for a modern, effective and high quality Registration Service. To underpin this, local authorities were to be given more responsibility for local service delivery that would meet both national standards and local community needs.

3.3 As part of this modernisation agenda, the Registration Service pursued new governance arrangements and the new "Halton Registration Scheme 2007" came into effect on 4 July 2007. This provides for a more flexible, less prescriptive framework and commits Halton to the terms of the Code of Practice (which determines service delivery standards) and to meeting the national standards contained in the Good Practice Guide for local Registration Services.

- 3.4 In relation to Civil Funerals, the White Paper reads “As society changes and develops, there may be other celebratory services that local authorities would wish to provide such as civil funerals.” The availability of celebratory services will be included as an element of national standards of service provision. Local authorities will be required to deliver these services locally or direct enquiries to other neighbouring authorities where such services are provided.
- 3.5 Since 2006 the Service has conducted naming ceremonies and ceremonies for the re-affirmation of marriage vows. These have proved to be, and continue to be popular with the residents of Halton. The Service would now like to extend the range of its discretionary services by offering a civil funeral ceremony. There have been a number of enquiries for civil funerals in recent years, and given the “signposting” requirements outlined in the above paragraph, the enquirers have had to be directed to the Liverpool and Cheshire Registration Services.
- 3.6 As part of the monitoring procedure for the Registration Service, customers were surveyed on their views on the possibility of offering a non-religious funeral service. Some 70% of those responding either strongly agreed/agreed, 28% had no views, and only 2% strongly disagreed. Surveys on this specific issue were also sent to local ministers and funeral directors. Out of 17 clergy responses, 53% strongly agreed/ agreed and out of three funeral director responses, two strongly agreed/agreed whilst the third contracted a humanist to provide civil funerals and was therefore not interested in a local service provision.
- 3.7 The Registration Service has been working in partnership with the Council’s Bereavement Services to develop a civil funeral offer. Members of staff from both Services have been trained and are keen to offer this additional service. They feel they have the empathy required, plus a wide and practical knowledge and are experienced and professional celebrants.
- 3.8 The Council will be able to set and levy fees for the ceremonies. Following benchmarking with neighbouring authorities it is suggested that initial fee for a civil funeral on a weekday should be set at £165.

4.0 POLICY IMPLICATIONS

- 4.1 This proposal, if agreed, will extend the range of discretionary services offered by the Council’s Registration Service. This is in-line with the ongoing modernisation of this service nationally.

5.0 FINANCIAL IMPLICATIONS

- 5.1 As the service has not yet been publicised, it is difficult to gauge the number of requests by the public for ceremonies. However, it is not

expected that demand for the service will be high. All services will be self-financing and should provide additional income to the Council.

- 5.2 In the short-term, officers may work additional hours at plain time to prepare and deliver the service. However, the cost of their time will be more than offset by the fees charged. Longer-term, officers will undertake these duties in place of other duties (which will reduce as service modernisation progresses nationally).

6.0 OTHER IMPLICATIONS

- 6.1 The service is optional for Councils and applicants. The Council would be using its authority under the well-being powers conferred by Section 2 of the Local Government Act 2000 to offer the service and make an administrative charge to recover its costs.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

None directly.

7.2 Employment, Learning and Skills in Halton

None directly.

7.3 A Healthy Halton

None directly.

7.4 A Safer Halton

None directly.

7.5 Halton's Urban Renewal

None directly.

8.0 RISK ANALYSIS

- 8.1 The main risk associated with offering a civil funeral ceremony is that staff could find it difficult at times to refuse the service, but it could also be difficult to commit at short notice. Funeral directors would require an immediate answer. The provision of staff to quickly fulfil the request of meeting with the family, drafting the eulogy and delivering the service usually all within a few days, will have to be monitored.

The proposal is not so significant as to require a full risk assessment.

9.0 EQUALITY AND DIVERSITY ISSUES

- 9.1 The recommendations have a positive impact on diversity, as the result of pursuing them will be to give the people of Halton freedom of choice

to access such a secular service locally. The report is neutral in terms of equality.

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

10.1 There are no background papers within the meaning of the Act.

REPORT TO: Safer Halton Policy and Performance Board

DATE: 17 June 2008

REPORTING OFFICER: Strategic Director, Health and Community

SUBJECT: Nationality Checking Service

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 To seek Members' support for the Registration Service to enter into partnership with the Home Office to offer the Nationality Checking Service (NCS).

2.0 RECOMMENDATION: That

- (1) comments and suggestions from Members be noted, and**
- (2) the Executive Board be requested to agree to the Registration Service extending its offer of discretionary services to include the Nationality Checking Service, as outlined in this report.**

3.0 SUPPORTING INFORMATION

3.1 The Nationality Checking Service (NCS) is a checking and advice service that helps those seeking citizenship make a good quality and complete application which the Home Office's Nationality Group will be able to determine more quickly.

3.2 A number of Registration Services already offer the NCS and the arrangement has proved to be a success for all concerned, but demand for the service still exceeds supply and the Home Office are keen to recruit more Council partners. The aim is to create a more cohesive service for citizenship from application, through processing and on to the citizenship ceremony, involving local authorities across the UK and the Nationality Group of the Home Office.

3.3 The NCS was introduced due to the large number of flawed applications received by the Home Office, one consequence of which was that the applicant lost the statutory fee for that application. Such fees are presently £655 for a single person, £735 for a couple and £400 for one or more children - hence, from a financial point of view alone, the importance to the applicant of ensuring their application is "right first time" via this checking service is clear.

- 3.4 Further, the service provides the applicant with the confidence that their “checked” application will pass smoothly through the Home Office process and significantly, it enables the applicant to retain all their important documents (such as their passport) rather than post them to the Home Office.
- 3.5 The Border and Immigration Agency of the Home Office benefit as the number of flawed applications is greatly reduced and this raises the efficiency of their operation. This is a further positive for applicants as it reduces the processing time for all applications in the system.
- 3.6 Councils offering NCS are considered to be immigration advisers by the Office of the Immigration Services Commissioner (OISC), an independent body established by Parliament to regulate immigration advisers. The process to be followed to become an NCS partner is therefore:
- Registration Service Manager to undergo a short initial assessment on the role and function of the OISC
 - Application for the Council’s registration as a Level 1 adviser submitted along with annual fee of £555
 - Council’s NCS marketing plan submitted to the Border and Immigration Agency
 - Registration Officers who will be providing the service attend a one day (free) training session and then pass an on-line Level 1 adviser assessment
- 3.7 The service is aimed at anyone seeking British Nationality and not merely those who are resident in the Borough of Halton. The experience of those Councils already offering the service is that applicants will phone around to secure the earliest NCS appointment that is available, and that applicants are prepared to travel some distance to secure an appointment that suits.
- 3.8 The Council will be able to set and levy fees upon applicants for the provision of the NCS and it is suggested that initial fees should be set as follows:

<u>Type of Application</u>	<u>Fee</u>
An adult submitting a single application	£45
A husband and wife, or civil partners, living together and applying at the same time	£65
A husband and wife, or civil partners, living together and up to two children, all applying at the same time	£75

Additional children on a parent's application, £15
applying at the same time as the rest of the
family (see above) each pay an additional fee

Children under the age of 18 who apply £25
separately from their parents each pay an
additional fee

4.0 POLICY IMPLICATIONS

4.1 This proposal, if agreed, will extend the range of discretionary services offered by the Council's Registration Service. This is in-line with the ongoing modernisation of this service nationally.

5.0 FINANCIAL IMPLICATIONS

5.1 In the 2007/2008 financial year, the income target for the Registration Service was almost £97,000. In the coming years, certain of the income streams that make-up this target will reduce or disappear. For example, income from copy certificates will reduce as banks, insurance companies and government departments & agencies are able to access the relevant information electronically. Further, the consolidated payment received from the government for issuing medical cards (for the Department for Health) or for issuing death certificates (for the Department for Work and Pensions) is likely to disappear.

5.2 Given the above, if the Registration Service fails to take advantage of alternative sources of income it will have a negative impact on budgets in the coming years.

5.3 In the short-term, officers may work additional hours at plain time to cover additional (NCS) appointments. However, the cost of their time will be more than offset by the fees charged. Longer-term, officers will undertake these duties in place of other duties and levy NCS fees in place of other income.

6.0 OTHER IMPLICATIONS

6.1 The service is optional for Councils and applicants. The Council would be using its authority under the well-being powers conferred by Section 2 of the Local Government Act 2000 to offer the service and make an administrative charge to recover its costs.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 **Children and Young People in Halton**
None directly.

7.2 Employment, Learning and Skills in Halton

None directly.

7.3 A Healthy Halton

None directly.

7.4 A Safer Halton

None directly.

7.5 Halton's Urban Renewal

None directly.

8.0 RISK ANALYSIS

- 8.1 The main risk associated with offering the NCS is that if officers make mistakes, resulting in nationality application fees being lost, individuals / families will look to the Council to reimburse them for their loss. The key control measures in place to minimise such a risk are that Registration Officers, for whom accuracy and attention to detail is a key competence, will be delivering the Service and in addition, they will receive training and have to pass an on-line assessment before qualifying as an adviser.

The proposal is not so significant as to require a full risk assessment.

9.0 EQUALITY AND DIVERSITY ISSUES

- 9.1 The recommendations have a positive impact on diversity, as the result of pursuing them will be to support the creation of a more cohesive service for citizenship from application, through processing and on to the citizenship ceremony. It will result in the provision of much needed technical support for individuals and families to streamline their nationality applications. The report is neutral in terms of equality.

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

- 10.1 There are no background papers within the meaning of the Act.