



Urban Renewal Policy and Performance Board

**Wednesday, 18 June 2008 6.30 p.m.
Civic Suite, Town Hall, Runcorn**

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

Chief Executive

BOARD MEMBERSHIP

Councillor Ron Hignett (Chairman)	Labour
Councillor Keith Morley (Vice-Chairman)	Labour
Councillor Philip Balmer	Conservative
Councillor Peter Blackmore	Liberal Democrat
Councillor Ellen Cargill	Labour
Councillor Mike Hodgkinson	Liberal Democrat
Councillor Dave Leadbetter	Labour
Councillor Peter Murray	Conservative
Councillor Paul Nolan	Labour
Councillor Christopher Rowe	Liberal Democrat
Councillor Dave Thompson	Labour

Please contact Caroline Halpin on 0151 471 7394 or e-mail caroline.halpin@halton.gov.uk for further information.

The next meeting of the Board is on Wednesday, 17 September 2008

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

Part I

Item No.	Page No.
1. MINUTES	
2. DECLARATIONS OF INTERESTS (INCLUDING PARTY WHIP DECLARATIONS)	
Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda no later than when that item is reached and (subject to certain exceptions in the Code of Conduct for Members) to leave the meeting prior to discussion and voting on the item.	
3. PUBLIC QUESTION TIME	1 - 3
4. EXECUTIVE BOARD MINUTES	4 - 22
5. PERFORMANCE MONITORING	
(A) QUARTERLY MONITORING REPORTS	23 - 176
6. DEVELOPMENT OF POLICY ISSUES	
(A) ANNUAL REPORT	177 - 181
(B) THE 'HEART OF HALTON' PLAQUE SCHEME	182 - 188
(C) TOPIC ISSUES WORK PROGRAMME 2008-9	189 - 194
(D) IMPROVING OVERVIEW AND SCRUTINY; ACTION PLAN 2008-9	195 - 203
(E) RESIDENTS PETITION RE ST MARIE'S CHURCH, WIDNES	204 - 207
(F) ASTMOOR BUSINESS IMPROVEMENT DISTRICT PETITION	208 - 220
(G) REVIEW OF TRAVEL POLICY AND PROCEDURE	221 - 245
(H) THE DEVELOPMENT OF A PROPOSITION BASED PR AND MARKETING CAMPAIGN TO PROMOTE THE HALTON LOGISTICS SECTOR	246 - 250

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: Urban Renewal Policy & Performance Board

DATE: 18 June 2008

REPORTING OFFICER: Strategic Director, Corporate and Policy

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 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

None

6.2 Employment, Learning and Skills in Halton

None

6.3 A Healthy Halton

None

6.4 A Safer Halton

None

6.5 Halton's Urban Renewal

None

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

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

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

REPORT TO: Urban Renewal Policy and Performance Board
DATE: 18 June 2008
REPORTING OFFICER: Chief Executive
SUBJECT: Executive Board Minutes
WARD(s): Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 The Minutes relating to the Urban Renewal Portfolio which have been considered by the Executive Board, Executive Board Sub and Executive (Transmodal Implementation) Sub Board are attached at Appendix 1 for information.
- 1.2 The Minutes are submitted to inform the Policy and Performance Board of decisions taken in their area.

2.0 RECOMMENDATION: That the Minutes be noted.

3.0 POLICY IMPLICATIONS

- 3.1 None.

4.0 OTHER IMPLICATIONS

- 4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children and Young People in Halton

None

5.2 Employment, Learning and Skills in Halton

None

5.3 A Healthy Halton

None

5.4 A Safer Halton

None

5.5 Halton's Urban Renewal

None

6.0 RISK ANALYSIS

6.1 None.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

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

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

APPENDIX 1

Extract of Executive Board, Executive Board Sub Committee and Executive (Transmodal Implementation) Sub Board Minutes Relevant to the Urban Renewal Policy and Performance Board

EXECUTIVE BOARD MEETING HELD ON 6 MARCH 2008

EXB101 Housing Growth Points

The Board considered a report of the Strategic Director – Environment advising of progress made in respect of the Council's Expression of Interest for Halton for Growth Point Status since the previous report of 13th December 2007.

It was noted that, following publication of proposals to extend the Government's Growth Points and Eco Towns Programme to cover the north of England in the Housing Green Paper (July 2007), the Council was invited to submit an Expression of Interest (Eol) to Government Office by 31st October. The Merseyside Policy Unit (MPU) co-ordinated submission of a joint Eol on behalf of Halton and the other Merseyside authorities, divided into two potential growth areas centred on Liverpool and Wirral Waterfronts, and Halton and St. Helens.

Following post submission advice from Government Office North West (GONW), agreement had been reached with Warrington to co-ordinate its proposals with those from Halton/St. Helens under the "Mid Mersey" banner.

It was advised that the Department for Communities and Local Government (DCLG) had subsequently requested significant post submission reassurances and information, principally in respect of flood risk, transport, affordable housing and governance. Significant joint working had therefore been undertaken involving colleagues from St. Helens, Warrington, GONW, the Environment Agency, the Highways Agency, Mersey Travel and United Utilities to furnish the additional material requested.

Members noted that Halton's Eol was dependent upon bringing forward sites within the Runcorn and Weston Docklands Regeneration Area (Halton UDP). The landowner, Peel Holdings was intent on bringing this site forward as a matter of urgency and had indicated that they wished to work in partnership with the Council to produce a Masterplan to be incorporated into Planning Policy as a Supplementary Planning Document (SPD) in a manner

similar to the joint working with English Partnerships on Sandymoor.

RESOLVED: That

- (1) the actions taken following the submission of the Growth Point Expression of interest be ratified;
- (2) officers be authorised to work with the Council's partners in the Mid-Mersey area and, where appropriate, private landowners to further work on the successful delivery of the Growth Point agenda;
- (3) it be approved that Halton offer to act as "Lead Authority" for the Mid-Mersey Growth Point; and
- (4) the intention to work with Peel Holdings to produce a Masterplan and Supplementary Planning Document to inform the development of the Runcorn Docklands site, in advance of the previously proposed date of 2010 for production of this SPD as contained in the 2007 Local Development Scheme, be noted.

EXECUTIVE BOARD MEETING HELD ON 20 MARCH 2008

EXB114 Widnes Regeneration Ltd and the Venture Fields Commercial Leisure Development - "The Hive"

The Board considered a report of the Chief Executive providing an update on progress made on the Venture Fields Leisure Development ("The Hive").

RESOLVED: That

- (1) the utilisation of £550,000 of Halton Borough Council retained dividend in the Widnes Regeneration Limited Company to support the costs of developing The Hive at Venture Fields be endorsed; and
- (2) the other elements of the funding package for The Hive Venture Fields Development as described in the report be noted and endorsed.

EXECUTIVE BOARD MEETING HELD ON 10 APRIL 2008

EXB125 Mersey Gateway: Overarching Report on the Statutory Process - KEY DECISION

The Board considered a report of the Strategic Director – Environment relating to the applications and orders required to be promoted in order to secure powers to promote the Mersey Gateway Project (the “Project”), and seeking authority for a number of important matters relating to the Project outlined within the report.

It was noted that the provision of a second crossing of the River Mersey had been a long-held aspiration of the Council. The traffic bottleneck caused by the Silver Jubilee Bridge (SJB) had long been acknowledged as a social and economic constraint. Halton Borough Council had therefore begun to advance proposals and work had been undertaken by and on behalf of the Council between 2000 and 2003 focused on comparing potential alternatives to address problems associated with congestion in Halton. Through this process, certain regional and local objectives had been identified and these were set out in the report for information.

For any scheme to be successful, the Council required it to fulfil as many of the outlined objectives as possible to fit its environment and to be economically viable. Throughout the process a range of alternatives had been considered and those alternatives that satisfied the objectives, fitted their environment and were economically viable had then been considered further until a preferred solution had been identified.

A number of strategic alternatives with the potential to solve congestion problems in Halton and achieve the Council’s objectives been considered throughout the development of the project. These included making better use of existing infrastructure and options for increasing transport capacity. The main topics of investigation were outlined for Members.

Following a thorough assessment of each strategic alternative, it was concluded that a fixed crossing to the east of the SJB represented the only realistic option of delivering improvements in congestion and achieving the identified scheme objectives.

A series of alternative fixed routes had then been considered to the east of the SJB, all of which avoided the more environmentally sensitive lower reaches of the estuary. This concluded that an option known as Route 3A lay naturally on the design line for through traffic and was economic in connecting effectively with the Expressway Network to the north and south of the river.

The discussions with the Department of Transport, leading up to Programme Entry confirmation being granted in 2006, covered options from the Project. It was confirmed that Mersey Gateway

should be delivered as a toll road and a road user charger machine would also extend to the existing SJB in order to deliver the programme benefits within the limited funding agreed with Government. In developing the project, and as an expression of its ongoing corporate support for the project, Halton Borough Council had identified revised strategic objectives for the Mersey Gateway Project, which were outlined for the Board's consideration. It could be seen from this that the Project would provide substantial transportation, environmental and regeneration benefits. Where the environmental statements submitted with the planning applications for certain parts of the projects revealed some adverse affects, these were few and – balanced against the benefits of the Project – were much more than outweighed by its positive aspects.

In light of this, a compelling case existed, in the public interest, for the promotion and delivery of the Project, including the acquisition of necessary land.

The consultation process undertaken so far was outlined for the Board's consideration and it was advised that, in response to the aspirations of the Borough Council, the needs of the Highway and Transportation Network, and as a product of the consultation outlined, it had been possible to advance to a stage where a design for the Project could be identified. This then had certain additional characteristics in terms of other, ancillary aspects that were described in further detail within the report covering:

- route description;
- Area A – main toll plaza;
- Area B – Ditton Junction to freightline;
- Area C – freightline to St. Helens Canal;
- Area D – Mersey Gateway Bridge;
- Area E – Astmoor Viaduct;
- Area F – Bridgewater Junction;
- Area G – Central Expressway, Lodge Lane Junction and Weston Link Junction;
- Area H – M56 Junction 12; and
- Area I – Silver Jubilee Bridge and Widnes de-

linking.

It could be seen that the works comprised in the Project were both extensive and complex and, in addition to authority to carry out these works, the Project comprised certain other elements that were not works; these also required statutory authority.

It was anticipated that the Project would be procured as a Design Build Finance and Operate (DBFO) scheme. This meant that an organisation, known as a concessionaire, would be responsible for the detailed design and construction of the scheme. The concessionaire would also have to obtain finance that allowed it to construct, operate and maintain the scheme for a defined period. They would repay the finance that they had raised over the period of the contract that they had agreed to, known as the concession period. For schemes of this nature the concession period was typically 30 – 40 years. Although the Department for Transport (DfT) was contributing funding for the project, the scheme would be funded mainly through the Private Finance Initiative (PFI), which meant that the concessionaire would have to raise the money through private finance methods, such as a loan from a bank supported by PFI credit payments from the DfT.

The finance for the Project would rely on revenue recovered from users of the project through tolling and road user charging. To ensure robust revenue forecast and to ensure that the project would ease local congestion, it was proposed that tolls/charges be levied for use of both the new bridge and the SJB. The tolling/charging regimes would also provide a mechanism to manage demand so that freeflow traffic conditions were maintained on the new bridge. This was intended to achieve demonstrable service reliability and standards.

In order to obtain authority to carry out these works and to secure the additional powers described, the applications described within the report were needed and could be divided into two broad categories:

- Main works – these were shown on the plan at Appendix 1 to the report edged in blue; and
- Remote works, including SJB – these were shown on the plan at Appendix 1 edged in red.

Further information about statutory authority in relation to these works, and how it was to be sought, was outlined within the

report.

Reason for Decision

The recommended decisions were required to support the delivery of Mersey Gateway.

Alternative Options Considered and Rejected

Alternative options for securing the powers to construct, maintain and operate, including tolling, the Mersey Gateway Project had been assessed and rejected.

Implementation Date

The recommended decisions were required before the next phase of the statutory process took place in May 2008.

RESOLVED: That

- (1) the contents of the report be noted;
- (2) full Council be recommended that, in accordance with the terms of Section 239 of the Local Government Act 1972, it should resolve to promote an order under the provisions of Section 3 of the Transport and Works Act 1992 authorising the construction of works that interfere with navigation and certain other matters explained elsewhere within the report;
- (3) consultation be commenced in relation to a Road User Charging Order under the provisions of Part 3 of the Transport Act 2000, imposing charges on motorists for the use of the Silver Jubilee Bridge; and
- (4) the Chief Executive, in consultation with the Leader, be authorised to take such steps as are necessary and appropriate to give effect to the above.

EXB126 Mersey Gateway: The Compulsory Purchase Order and Side Roads Order - KEY DECISION

The Board considered a report of the Strategic Director – Environment seeking authority to make Compulsory Purchase Orders (“CPOs”) to acquire all necessary interests in and rights over land in Widnes and land in Runcorn, and to enable the works described in the previous report before this meeting to be carried out, operated and maintained and to make Side Road Orders

("SROs") in order to facilitate the Mersey Gateway Project.

It was noted that considerable progress had been made in respect of the preparation of the CPO. This included the appointment of Land Referencing Agents (Persona Associates) who were carrying out title investigations and site enquiries and who had prepared notices for service under Section 16 of the Local Government (Miscellaneous Provisions) Act 1976 to requisition ownership information from all parties likely to be affected by the Mersey Gateway Project; and the appointment of specialist agents (G.V.A. Grimley) to use the land ownership information to progress negotiations with affected parties.

Whilst negotiations would continue, given the number of interests involved, it was not considered possible to acquire all interest in land required for the Project on acceptable terms within a satisfactory timescale. This meant that the only practical way of ensuring that all necessary land and rights were brought into the Council's ownership with clean title, and the necessary works could be carried out to enable the Mersey Gateway Project to proceed, was by progressing the CPOs and SROs.

It was proposed to make two CPOs – one for the land and rights required in Widnes and one for the land and rights required in Runcorn – under the Highways Act 1980. It was also proposed to make SROs under the Highways Act 1980.

It was noted that the Office of the Deputy Prime Minister Circular 06/2004 stated that "a Compulsory Purchase Order should only be made where there is a compelling case in the public interest". The benefits of the Mersey Gateway Project and the case for the CPOs had been set out in the previous report and it was considered that the CPOs and associated SROs were considered to be in the public interest.

Implications in terms of the Human Rights Act 1998 were outlined for the Board's consideration. In addition, information in respect of the consultation procedure carried out to date was provided. It was anticipated that the making of the CPOs would encourage affected parties to enter into, and actively progress, negotiations to agree terms for compensation and/or relocation.

Reason for Decision

The recommended decisions were required to support the delivery of Mersey Gateway.

Alternative Options Considered and Rejected

Alternative options for securing the powers to construct, maintain and operate Mersey Gateway had been assessed and rejected.

Implementation Date

The recommended decisions were required before the next phase of the statutory process took place in May 2008.

RESOLVED: That:

- i) authority be given for the Council to make CPOs under the powers conferred by Sections 239, 240, 246, 249, and 250 of the Highways Act 1980 (summarised in the table in Appendix 1) to acquire the interests in and rights over land shown on the plans available at the meeting. Similarly, land acquired by agreement should be included in such CPOs for the purpose of overriding covenants and other third party rights in accordance with s260 Highways Act 1980;
- ii) authority be given for the Council to make SROs under section 14 of the Highways Act 1980 in order to stop up or divert or otherwise alter or improve highways which cross, enter or are otherwise affected by the classified roads to be constructed or improved as part of the Mersey Gateway Project and to provide new highways and/or new means of access to premises as required;
- iii) the Chief Executive be authorised to settle the areas subject to the CPOs in accordance with the plans available at the meeting and confirm the roads to be subject to the SROs and also to settle any documentation required for the CPOs and the SROs including the Statement of Reasons for the CPOs which should be based upon the terms of this report and the overarching report before this meeting;
- iv) the Operational Director and Monitoring Officer (Legal, Organisational Development and Human Resources) be authorised to make the CPOs and the SROs and to take all necessary procedural steps prior to and after the making of the CPOs and SROs, including the submission of the CPOs and SROs to the Secretary of State for confirmation, together with the preparation and presentation of the Council's case at any public inquiry;

- v) the Operational Director and Monitoring Officer (Legal, Organisational Development and Human Resources) be authorised to sign and serve any notices or documents necessary to give effect to these recommendations and to take all other actions necessary to give effect to these recommendations; and
- vi) the Operational Director and Monitoring Officer (Legal, Organisational Development and Human Resources) be authorised as soon as the CPOs and SROs are confirmed by the Secretary of State to advertise their confirmation, to serve and publish all necessary notices of confirmation and, once the CPOs become operative, to take all necessary procedural steps to acquire the interests in and new rights over land included in the confirmed CPOs including the service of Notices to Treat under Section 5 of the Compulsory Purchase Act 1965, Notices of Entry under Section 11 of the CPA 1965 and the execution of General Vesting Declarations under the Compulsory Purchase (Vesting Declarations) Act 1981.

EXB127 Mersey Gateway: Appropriation - KEY DECISION

The Board considered a report of the Strategic Director – Environment seeking authority for the appropriation for planning purposes for the Mersey Gateway Development of areas of Council-owned land at St. Michael’s Jubilee Golf Course and west of the Central Expressway (shown on plans at Appendix 1 to the report) as provided for by Section 122 of the Local Government Act 1972 in order to facilitate the Mersey Gateway Project.

It was noted that some of the land required for the Mersey Gateway Project was already owned by the Council. In particular, the Council owned two areas of land which were currently used for informal recreation by the public. One of these areas was at St. Michael’s Jubilee Golf Course which was currently disused as a golf course whilst remediation of underlying contaminated land was undertaken. The second area was an area of land west of the central expressway and south of the Bridgewater Canal which, being near to residential properties, was used for informal recreation by local residents. Both these areas were defined as Open Space.

The appropriation of the land for planning purposes from Open Space purposes as proposed by the report was appropriate in view of the Council’s commitment to the Mersey Gateway Project as the areas in question were required for it. It would also ensure that any existing rights or restrictions over the land, which could prevent the Mersey Gateway Project from proceeding, could be overridden

and would obviate the need for special Parliamentary procedures to be followed to obtain the necessary orders for the project.

If the land on St. Michael's Jubilee Golf Course was appropriated, it would still be possible for the Golf Course to be re-opened at a future date, notwithstanding the loss of part of it for the purposes of the Mersey Gateway Project. Similarly, sufficient open space would be left adjacent to the Central Expressway to allow the informal recreational use there to continue.

Further information regarding appropriation and implications was outlined within the report for the Board's consideration. It was advised that, on 13th March and 20th March 2008, notice had been published of the Council's intention to appropriate land at St. Michael's Jubilee Golf Course and land west of the Central Expressway for the purposes of the Mersey Gateway Development, inviting representations. The period allowed for representations had expired on 3rd April 2008 and none had been received in respect of this matter whatsoever.

Reasons for Decision

The appropriation of land proposals were required to support the making of the Mersey Gateway CPO Order.

Alternative Options Considered and Rejected

The proposed appropriation was intended to reduce the risks in delivering the Mersey Gateway Project against the "do nothing" option.

Implementation Date

If approved, with immediate effect.

RESOLVED: That the appropriation be approved with immediate effect of the Council owned land shown on the plans attached to the report for planning purposes pursuant to Section 122 of the Local Government Act 1972.

EXECUTIVE BOARD MEETING HELD ON 19 MAY 2008

**EXB3 Schedule 12A of the Local Government Act 1972 and the
Local Government (Access to Information) Act 1985**

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

EXB4 Upton Rocks Local Centre

The Board considered a report of the Strategic Director – Corporate and Policy outlining the current status of this potential development and seeking the Board’s view on the way forward.

RESOLVED: That

- (1) the initial offer from Peel Holdings be rejected; and
- (2) if any revised offer does not reflect the District Valuer’s valuation, the site be remarketed.

EXECUTIVE BOARD SUB COMMITTEE MEETING HELD ON 20 MARCH 2008

EXB87 Supported Local Bus Service Contracts

The Sub-Committee was advised that 11 local supported bus service contracts were due for renewal in March 2008. A re-tendering exercise to replace these services was initiated in December 2007. All contracts were advertised using an open tendering system. The existing cost of the contracts up for renewal was £151,645 which equated to 23% of the supported local bus service budget in 2007/8. All the new contracts were due to commence on Thursday 27th March 2008.

Under Procurement Standing Order 3.2 the Sub-Committee was advised of the reasons why tenders other than the lowest had been accepted for 7 of these contracts. Four contracts were successfully tendered to the lowest price tender. Details of these contracts and the reasons why these could not be awarded to the lowest tenderer were set out in the report.

RESOLVED: That the Sub-Committee

(1) note the tender report and its conclusions; and

(2) note the decision by the Operational Director (Highways, Transportation and Logistics) to award contracts 200, 281, 282, 292, 290, 251 and 211 to non- lowest price tenderers most able to commence the contracts to the required specification.

EXB88 Contract for Silver Jubilee Bridge, Runcorn Spandrel (Y5 to L4) - Preparation and Repainting of Steelwork

The Sub-Committee was advised of the intention to invite tenders for the Silver Jubilee Bridge, Runcorn Spandrel (Y5 to L4) – Preparation and Repainting of Steelwork Contract, the estimated cost of which was £1.4m. In accordance with Procurement Standing Order 2.5, tenders would be invited from the following contractors who had been drawn from the Constructionline database of approved contractors:

Pyeroy Limited

Roy Hankinson Limited

T.I. Protective Coatings

Jack Tighe Ltd.

Tenders were expected to be returned in mid March 2008 with

work commencing on site in June 2008. Award would be assessed on the basis of quality, method of execution and price in accordance with the criteria set out in the instructions for tendering.

RESOLVED: That the Operational Director Highways, Transportation and Logistics be authorised to invite tenders for the Silver Jubilee Bridge, Runcorn Spandrel (Y5 to L4) – Preparation and Repainting of Steelwork Contract, as outlined above, in accordance with Procurement Standing Order 2.5.

EXB89 Review of Fees and Charges

The Sub-Committee considered a report setting out the proposed increase in charges for services relating to Planning, Transportation and Development, Environment and Regulatory areas. A number of areas had been identified where income was not being maximised. As a result, some new charges had been added and were highlighted in the schedule.

RESOLVED: That the proposed fees and charges be agreed and referred to the relevant Policy and Performance Boards for information.

EXB90 Procurement of Bridge Maintenance Works

Prior to 1998 Local Government Review there had been significant underfunding of the maintenance of the Silver Jubilee Bridge and its adjacent structures. As a result, the Council recognised that there was a need to address this neglect as a matter of priority. This culminated in the preparation of 10 year maintenance strategy document, which identified, costed and programmed the structural maintenance activity necessary to bring the condition of the structures to a steady state of maintenance.

Prior to the introduction of the second Local Transport Plan (LTP2), the maintenance strategy for the complex was used to underpin and provide defensible reasoning for the annual bids made through LTP for Major Maintenance and Strengthening Schemes. This identified a total of £25.6m of work (at a 2003 cost base).

During compilation of LTP2, the Council received guidance that the new LTP rules meant that implementation of a 10 year programme of maintenance activity as a strategy would have to be through the Major Scheme Appraisal process. This was a highly procedural process for major transportation initiatives costing greater

than £5m requiring consideration of many issues such as environmental impact, safety, economic benefit, accessibility and integration.

Consequently, the Council engaged consultants Mott MacDonald to prepare a formal Major Scheme Bid for delivery of the 10 year maintenance strategy for the Silver Jubilee Bridge Complex. The final draft was submitted to the Department for Transport (DfT) on 8th March 2006.

The preferred option was for a 10 year funding programme delivered by partnership. It was noted that although the level of work identified remained at £25.6m in the Strategy document, by the time it had gone through the economic processes of the Bid (including application of Optimism Bias) the figure had increased to £38.5m.

Although DfT approval of the Major Scheme Bid was yet to be granted, one of the areas of the submission identified as being in need of development included proposals for project procurement. A report was therefore being prepared by Mott Macdonald to investigate the procurement options available for delivering an extended programme of bridge maintenance and to ascertain the option likely to yield the most effective outcomes. The recommended option would involve engagement of a single partnering contractor using a construction framework form of contract based upon the NEC (ECC) Suite of Contracts. This arrangement was viewed to be advantageous in terms of overall flexibility, quality and value for money through continuity of service.

In December 2007, DfT informed the Council that its £14.3m bid for funding through the Primary Route Network (PRN) bridge maintenance had been successful. It was therefore intended to initiate procedures to prepare contract documentation and invite tenders for delivery of major bridge maintenance works through the engagement of a single partnering contractor using a construction framework form of contract.

The term of the contract would be for an initial four-year period plus potential two-year extension with an estimate value range of between £12m and £18m depending on the future success of the Major Scheme Bid. Any decision regarding the potential two-year extension would be at the sole discretion of the Council. It was expected that shortlisted contractors would be invited to tender in May/June 2008 and that the successful contractor would be able to start work on site in late 2008.

RESOLVED: That

(1) authority be given to the Operational Director Highways Transportation and Logistics, in consultation with the portfolio holder Planning, Transportation, Regeneration and Renewal, to invite tenders for delivery of major bridge maintenance works through the engagement of a single partnering contractor using a construction framework form of contract; and

(2) the potential two year extension of the contract, which was dependent on the success of the Major Scheme Bid, be subject to a further report to the Sub Committee.

EXECUTIVE BOARD SUB COMMITTEE MEETING HELD ON 8 MAY 2008

EXB106 PROCUREMENT OF GOODS AND SERVICES BY THE BUSINESS IMPROVEMENT DISTRICTS

The Sub Committee was advised that on 7th December 2007 businesses on Astmoor and Halebank Industrial Estates voted in favour of creating a Business Improvement District (BID). The “yes” vote meant that the BID business plans for each estate and all additional services must be delivered from 1st April 2008 to 31st March 2013. In accordance with the BID business plans (previously approved by the Executive Board on 20th September 2007 and Businesses in the BID ballots) the Council would undertake the role of BID Body for the initial 5-year period of the BIDs.

Over the course of the five years, respective BIDs would require the procurement of additional goods and services. At the start of each financial year from 1st April 2008 until 31st March 2013 all businesses and property owners in the BID areas would be charged a BID levy, a local increase on the Business Rates bill ring-fenced to fund additional services within the BID area. The contribution from the private sector towards the Astmoor BID would be £746,635 and from the Halebank BID £232,200. This amounted to a total private sector contribution of £978,835. This represented a significant contribution towards the economic regeneration of the borough that would not only benefit resident businesses and the two estates, but would also help to retain jobs and attract investment.

The report set out the governance arrangements for the BIDs Steering Groups and BID Executive Committees.

Over the course of the five years, the respective BIDs would require the procurement of additional goods and services. The Sub-Committee considered a request to waive Procurement Standing Orders for the duration of the respective BIDs with regard to the purchase of goods and services by the Astmoor and Halebank Business Improvement Districts (BIDs). The request for waiver of Procurement Standing Orders was required as individual businesses and property owners would want to influence and decide how the BID money was spent as it was essentially their money. The businesses may, however, want to use the principles of most economically advantageous and value for money, which may not necessarily be the lowest tender or quotation received.

RESOLVED: That for the purposes of Procurement Standing Order (SO) 1.6 and in the light of the devolved decision-making arrangements for the BID areas the Executive Committees for the Astmoor and Halebank BID areas be authorised to award contracts on the basis of the most economically advantageous tender or quotation (not necessarily the lowest) and that SOs 2.2 – 2.6 and SO 2.11 (a)(iii) and SO 2.11 (b)(iv) and SOs 2.12 and 2.13 and SOs 3.6 and 3.7 be waived accordingly.

EXB109 Appointment of Urban Vision Partnership Ltd to deal with planning and associated applications made in respect of the Mersey Gateway

The Sub-Committee was advised that in order to overcome previously identified capacity issues, budget provision had been made to appoint, temporarily, an officer to deal with the applications in connection with the Mersey Gateway Scheme.

Although traditional recruitment processes were followed, no appointment was made due to a lack of suitable candidates. Furthermore, it was recognised that the appointment of an officer, with the required level of experience would not be possible by the time the Transport & Works Act application (the principal application for the Gateway) was submitted to the planning authority for consideration.

Due to the extremely tight timescales and urgent need to have an experienced officer available and in place to process these applications, a decision to recruit a temporary consultant from Urban Vision Partnerships was made. Prior to appointing Urban Vision several other agencies were contacted to ascertain whether it would be possible to recruit via a tender process. In practice not all agencies could provide an officer with the level of experience

required, nor could they do so at a competitive rate.

A fixed fee of £16,000 had been agreed with Urban Vision Partnership Limited which represented very good value for money. It was still hoped that the appointment of an appropriately skilled officer could be made later in the year, to assist with the next stage of the application/inquiry process.

RESOLVED: That the actions taken by the Strategic Director – Environment, to appoint Urban Vision Partnership Limited be approved.

**EXECUTIVE BOARD SUB COMMITTEE MEETING HELD ON 10
APRIL 2008**

**EXB110 Award of contract for Silver Jubilee Bridge, Runcorn
Spandrel (Y5 to L4) - Preparation and Repainting of Steelwork**

The Sub-Committee was advised of four tenders received for the award of the Silver Jubilee Bridge, Runcorn Spandrel (Y5 to L4) – preparation and repainting of steelwork contract.

The lowest tender was submitted by Roy Hankinson Limited for the sum of £1,066,221.35. Following a detailed review of the returned tenders and the satisfactory completion of a pre-contract meeting the contract had been let to Roy Hankinson Limited.

RESOLVED: That the report be noted

REPORT TO: Urban Renewal Policy and Performance Board

DATE: 18 June 2008

REPORTING OFFICER: Chief Executive

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

WARDS: Boroughwide

1.0 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
- Economic Regeneration
- Major Projects

2.0 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.**

3.0 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.

4.0 POLICY AND OTHER IMPLICATIONS

4.1 There are no policy implications associated with this report.

5.0 RISK ANALYSIS

5.1 Not applicable.

6.0 EQUALITY AND DIVERSITY ISSUES

6.1 Not applicable.

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

7.1 There are no background documents under the meaning of this Act.

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.

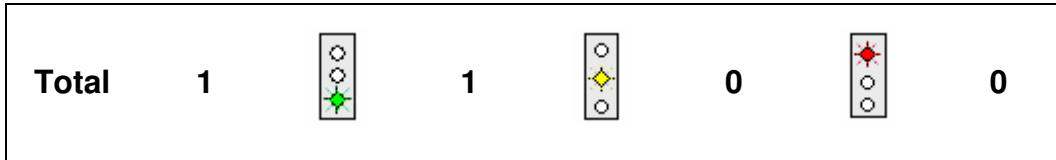
4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES

Total	4		4		0		0
--------------	----------	---	----------	---	----------	---	----------

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

further details please refer to Appendix 1.

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES

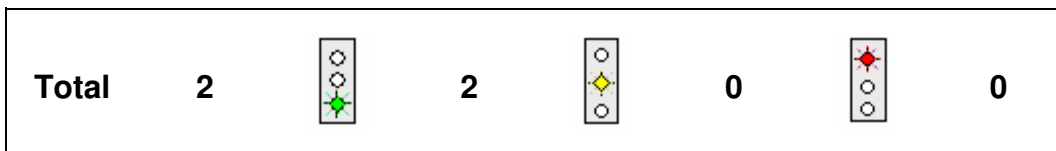


Good progress has been made towards the Departments other objective/milestone. For further details please refer to Appendix 2.

5.0 SERVICE REVIEW

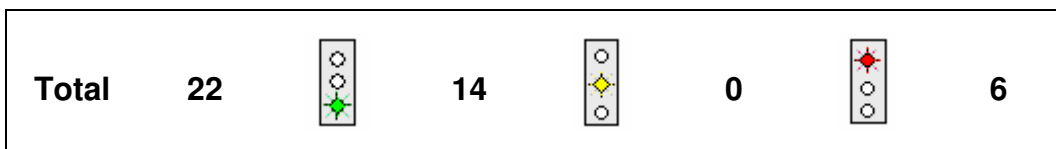
Beacon Status Award- Halton Council in partnership with the Merseyside authorities has been awarded the government’s prestigious Beacon status for its pioneering work on accessibility improvements across the region. The groundbreaking project helps people take up employment and was chosen from hundreds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

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS



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

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS



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.

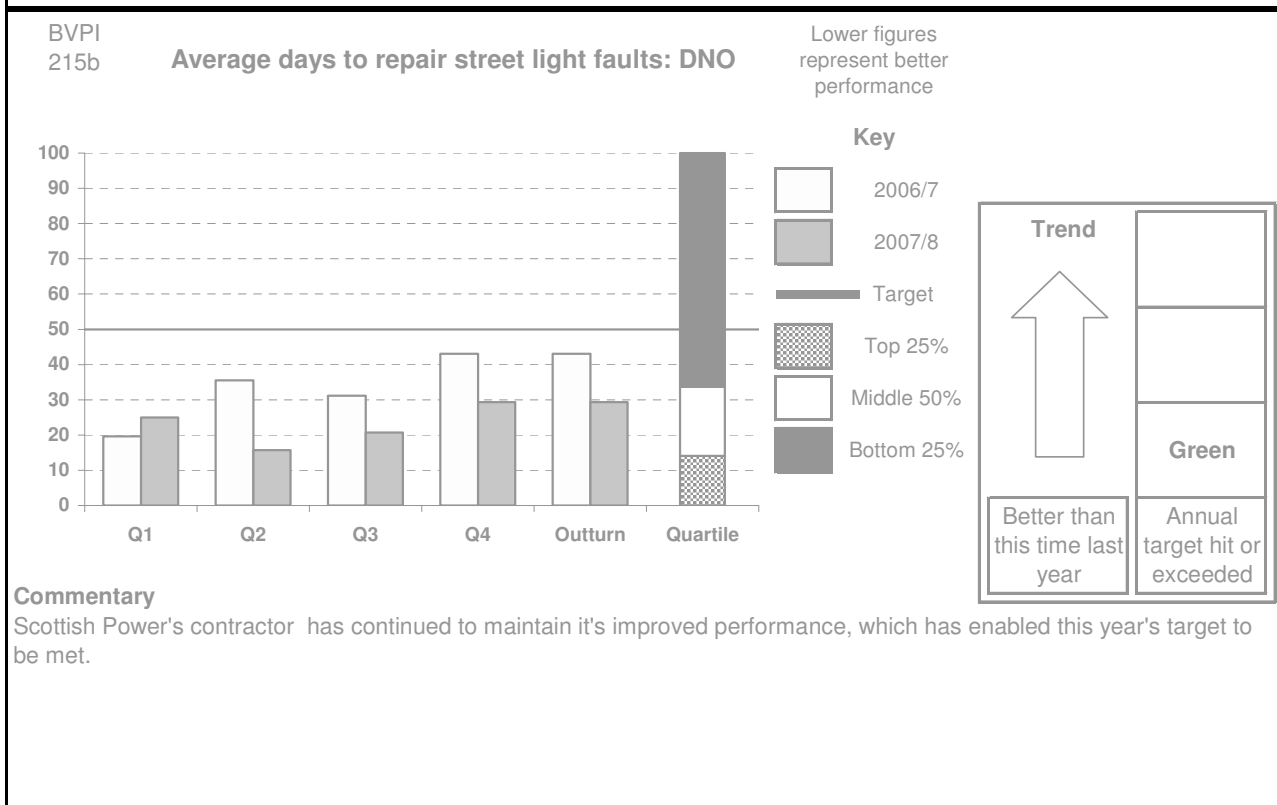
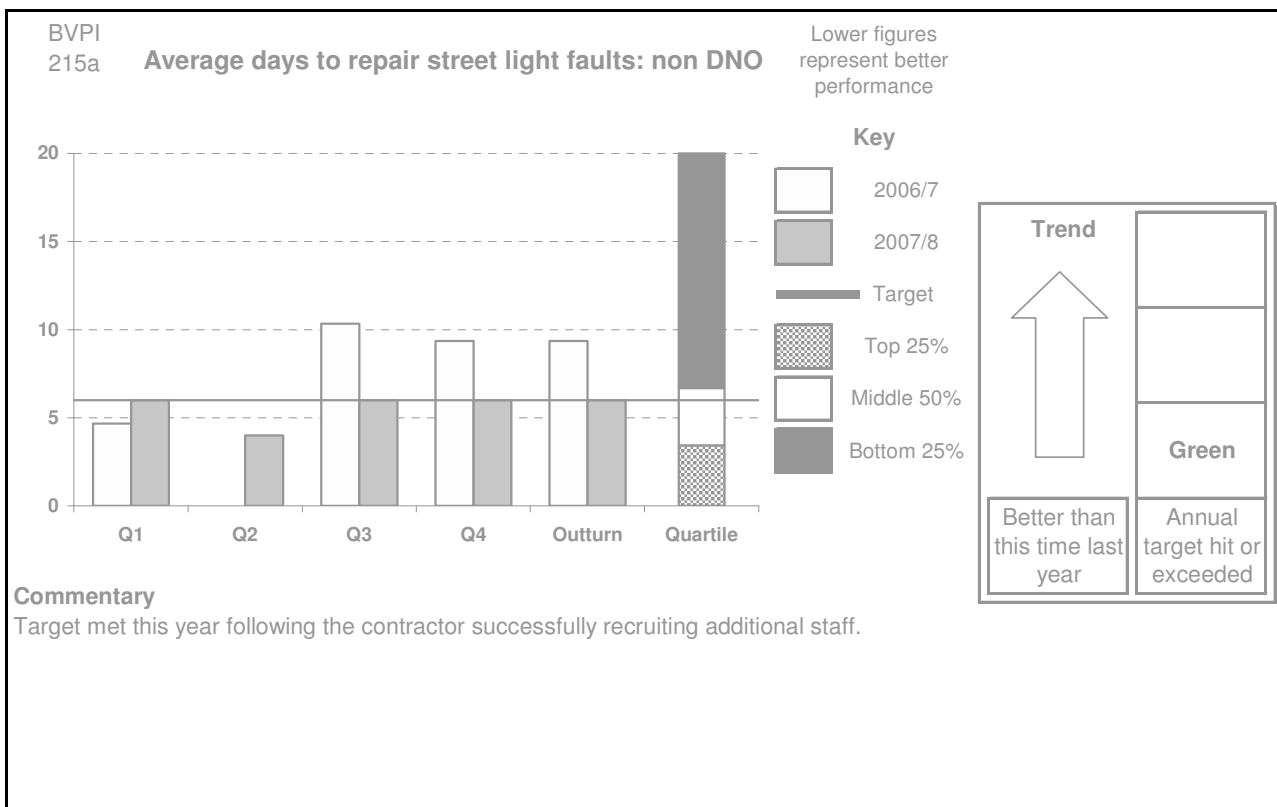
10.0 APPENDICES


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 Slights 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></p> <p></p> <p></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: 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
--------------	-----------	---	-----------	---	----------	---	----------

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
--------------	----------	---	----------	---	----------	---	----------

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
--------------	-----------	---	-----------	---	----------	---	-----------

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
--------------	-----------	---	-----------	---	----------	---	----------

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

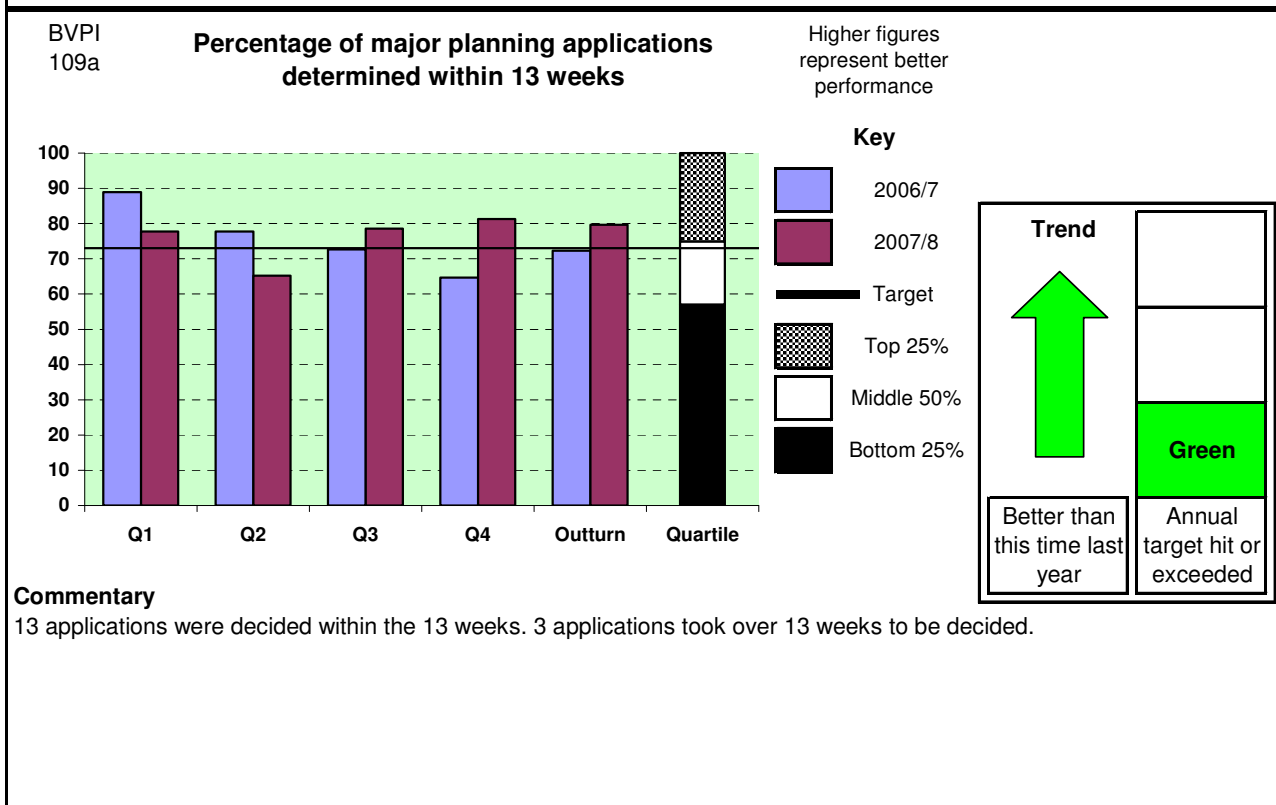
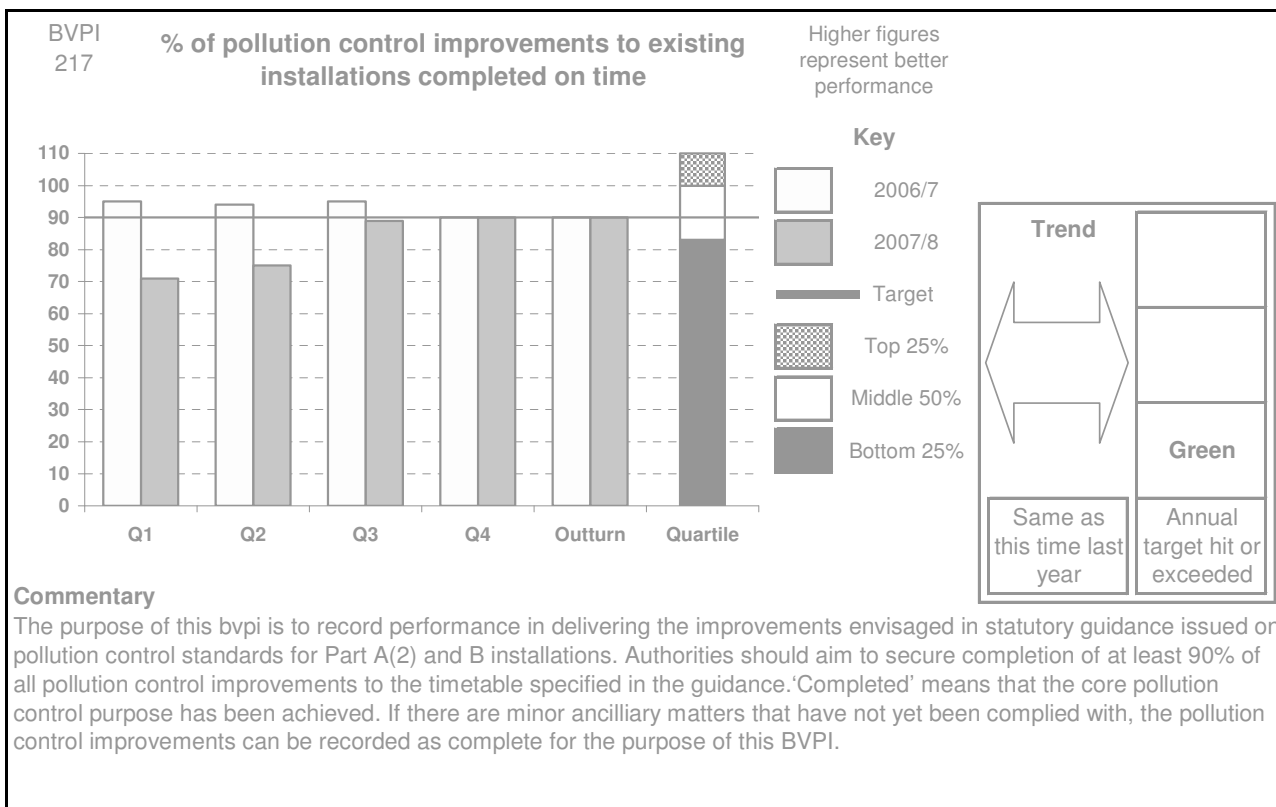
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
ER 01	To maintain a co-ordinated and robust regulatory/enforcement regime operable and that authorised development is implemented in accordance with approved documents and that inappropriate unauthorised activity is quickly 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>

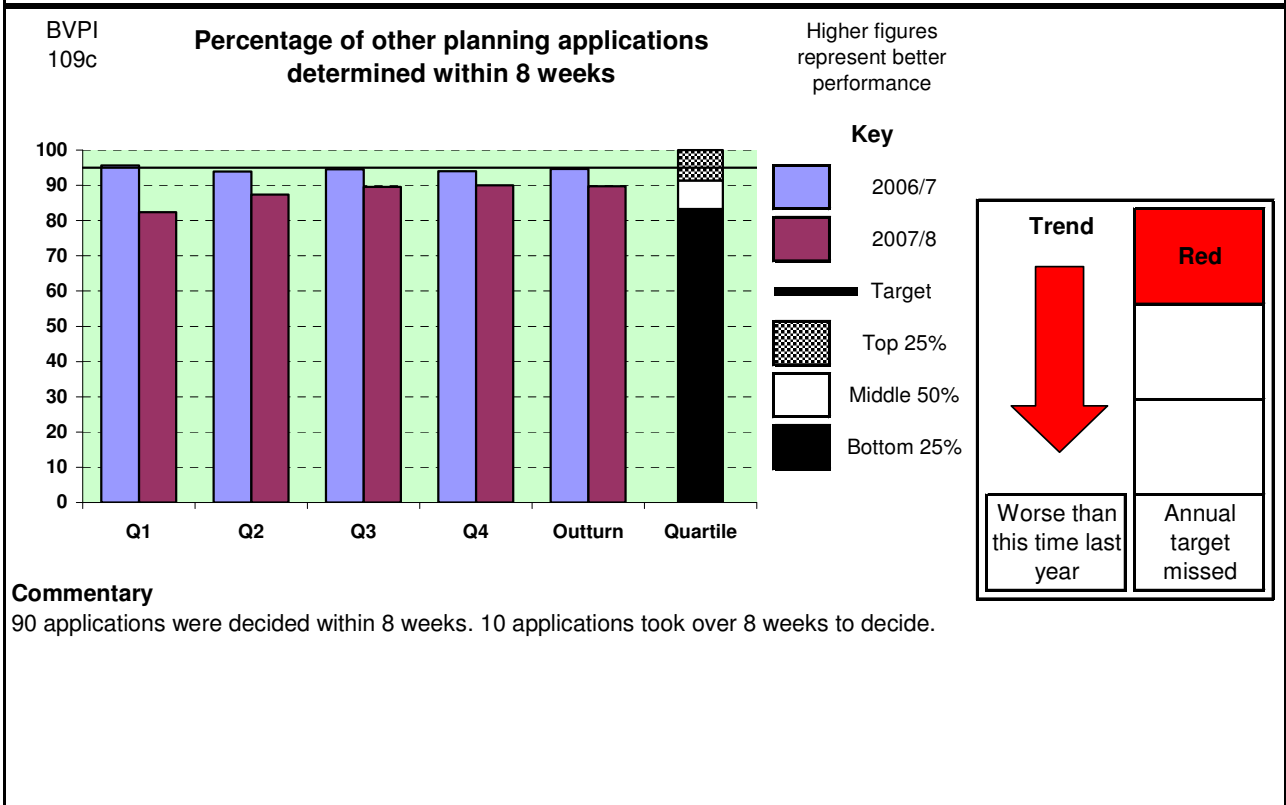
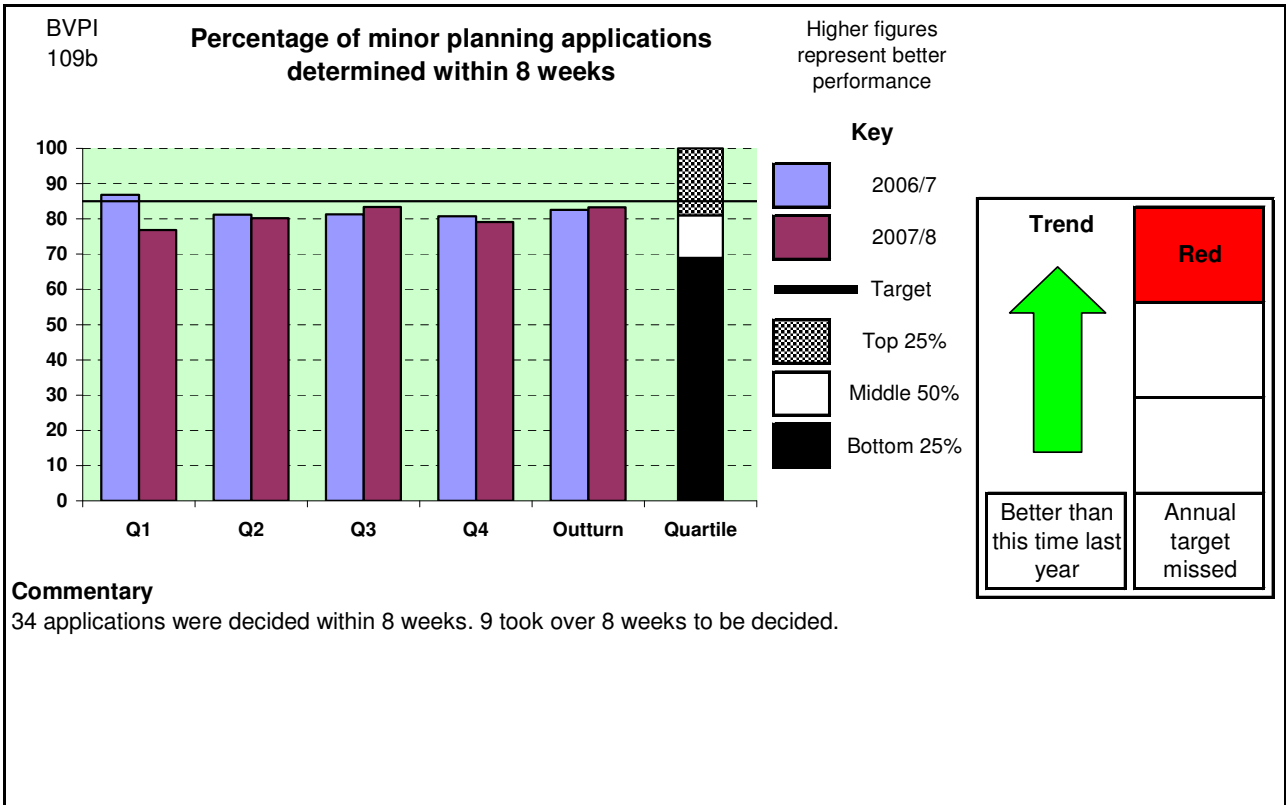
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
				Halton are the highest scoring local authority in terms of play value score.
ER 03	Natural Assets Strategy - Publish the reviewed and revised Strategy and commence implementation of the relevant aspects of the new 5 year 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 & Victoria Park). New submissions have been made for</p>

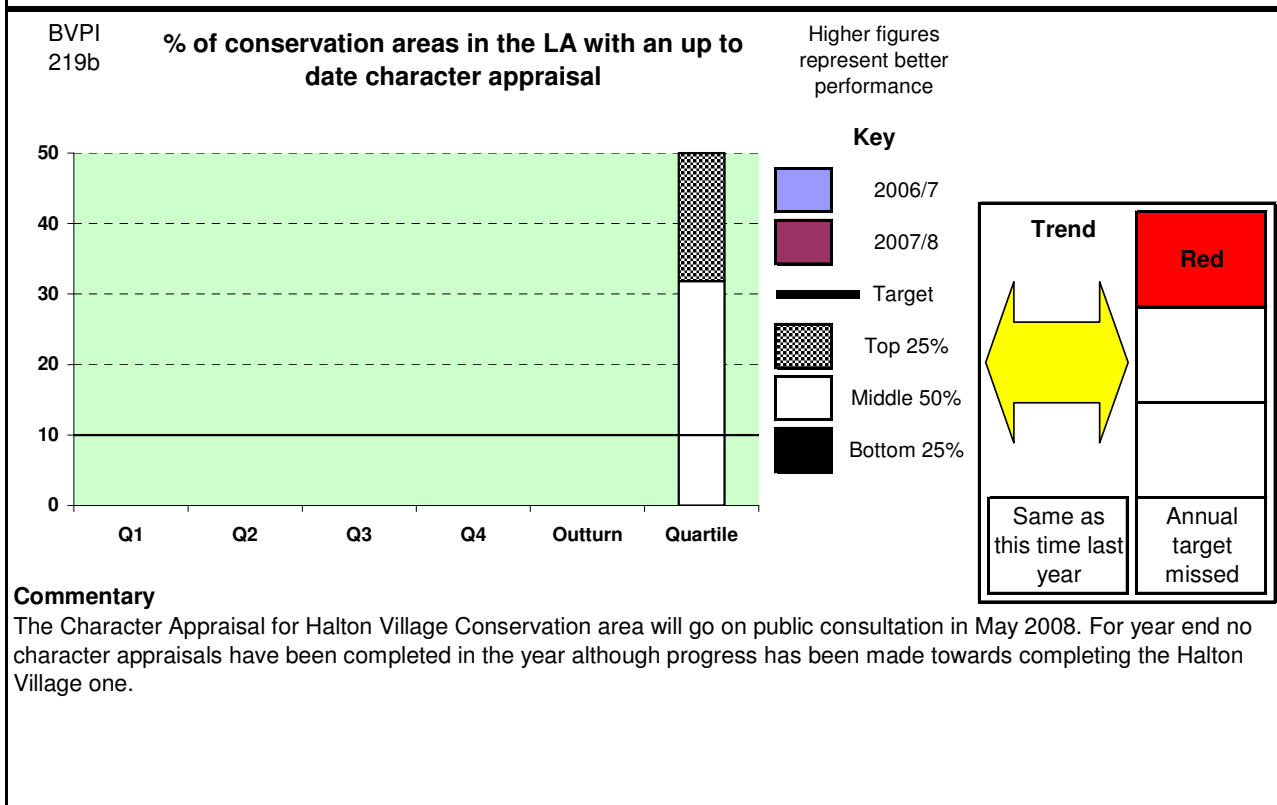
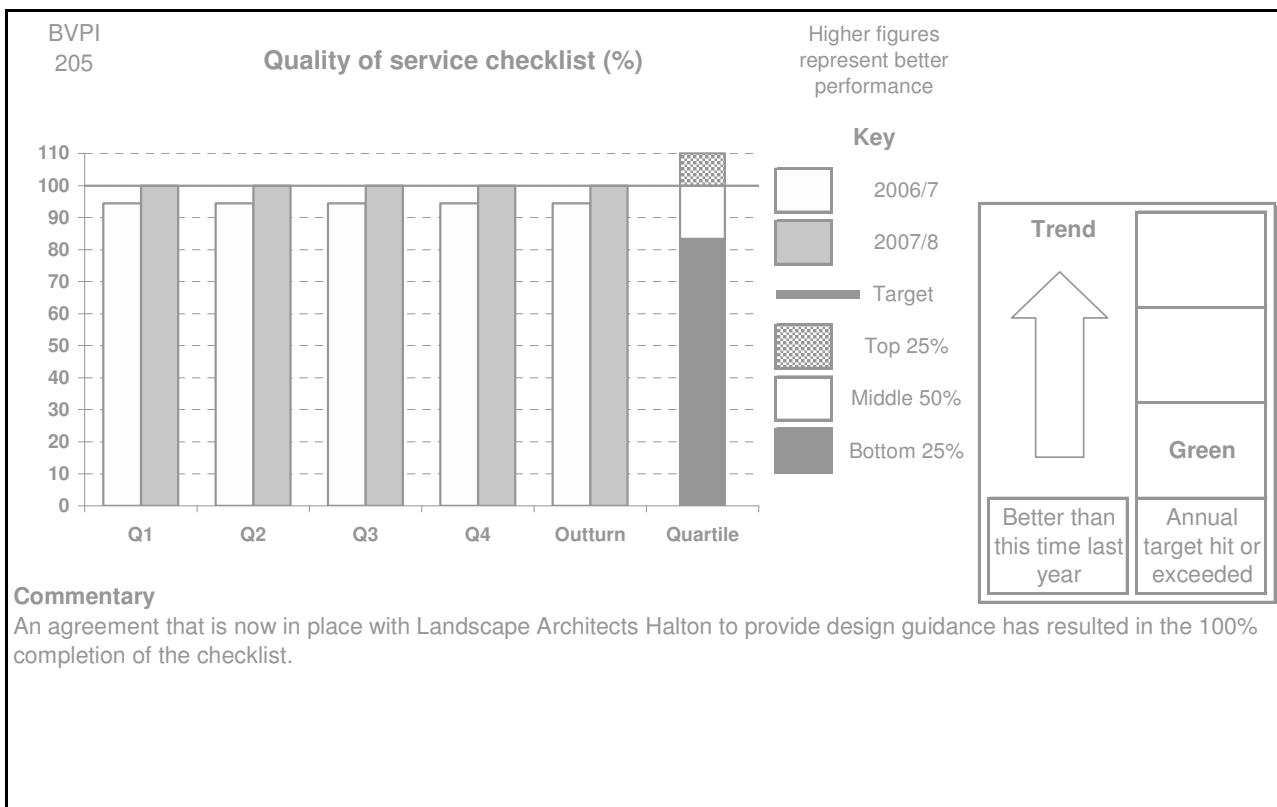
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
		<p>Adoption of the Design of New Residential Development SPD, November 2007</p> <p>Adoption of the Transport & Accessibility SPD, February 2008</p>	 	<p>undertaken following unforeseen flooding events. This modelling work 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.

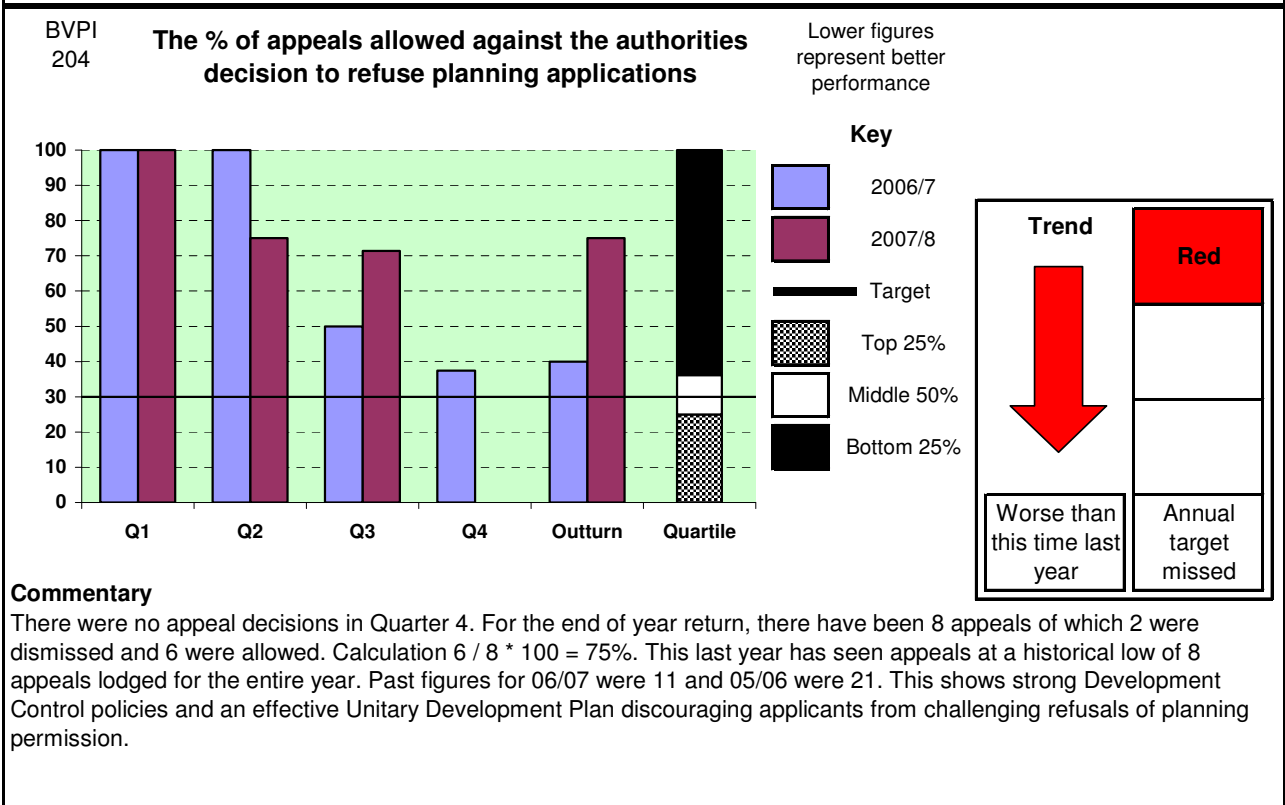
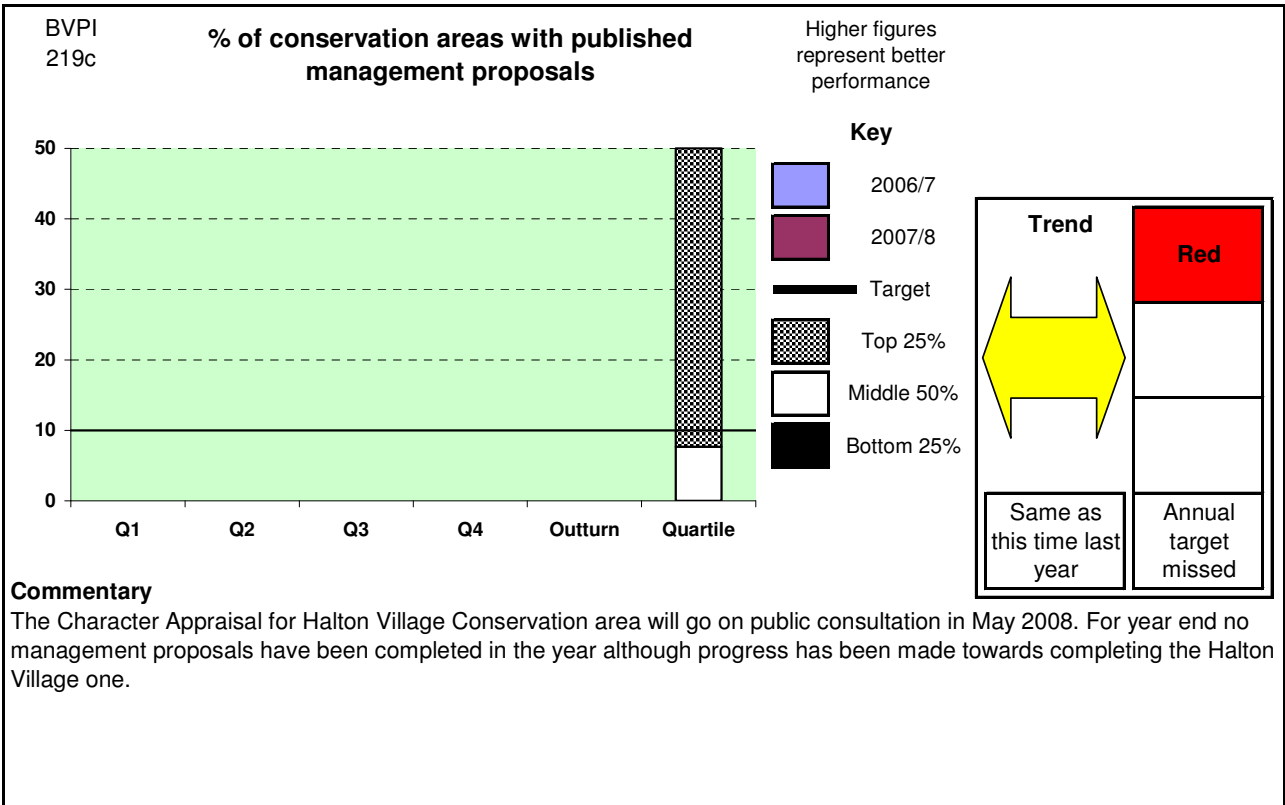
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
		Produce strategy document and submit to Exec. Board for approval. December 2007.		The issues raised in the commentary to ER04, above, are also applicable here. The most relevant is the staffing issue.
ER 06	Review and publish 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>

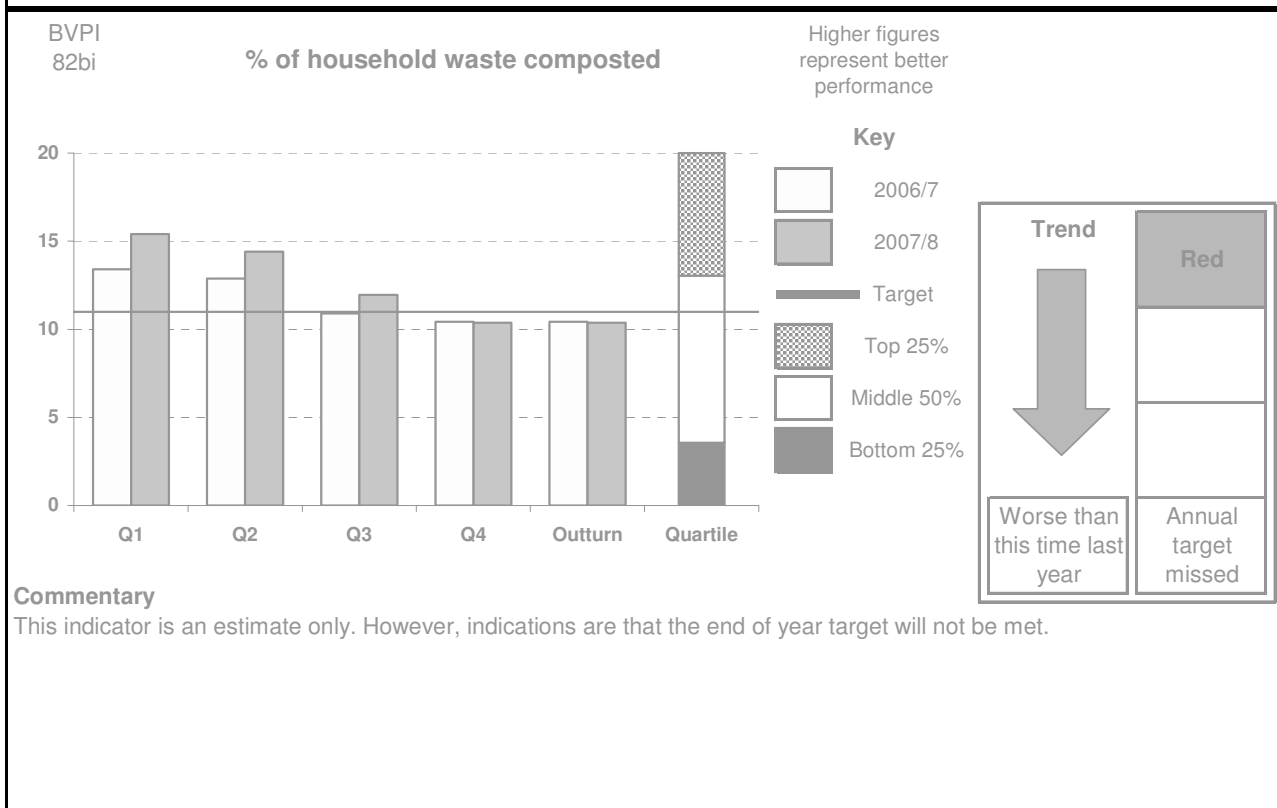
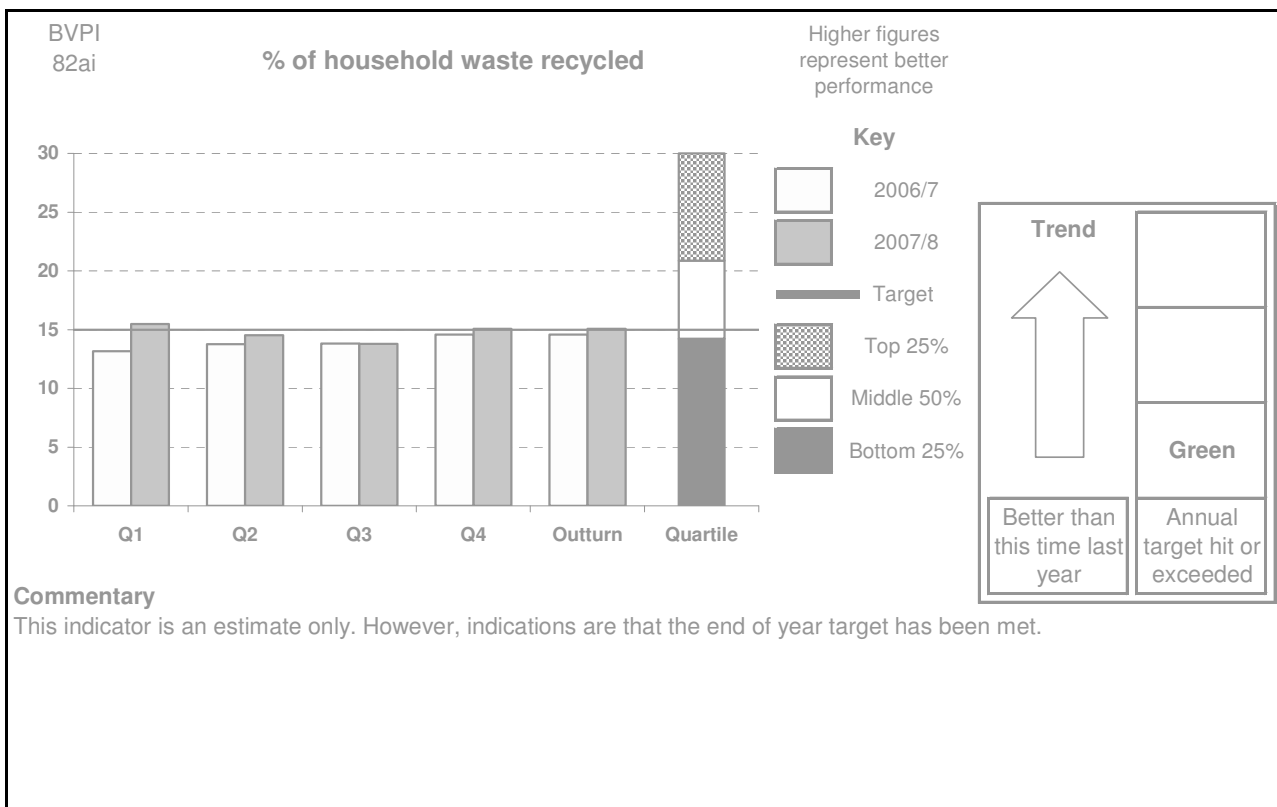
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
ER 07	To procure an integrated waste management infrastructure/partnership to meet the requirements of the Municipal Waste Management Strategy	<p>Halton agreed Contract Procurement Strategy with Merseyside Waste Disposal Authority, 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>

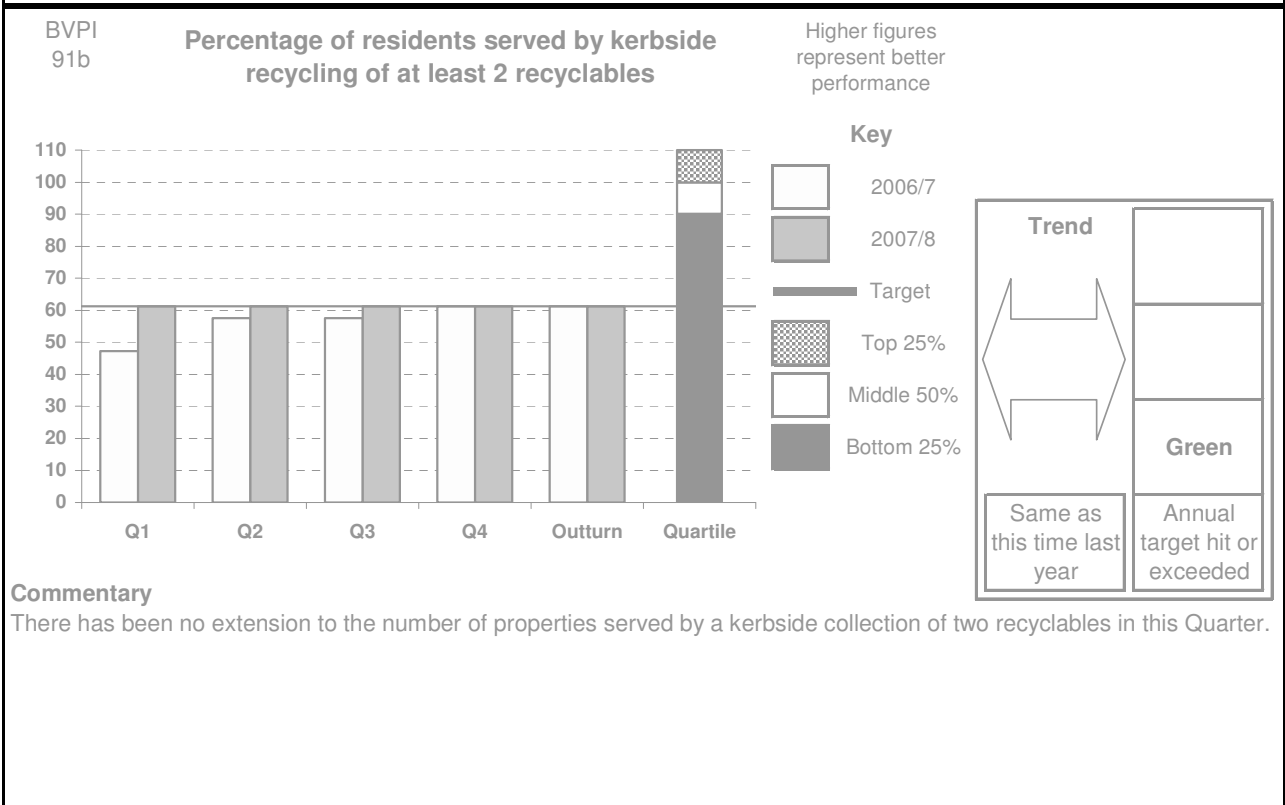
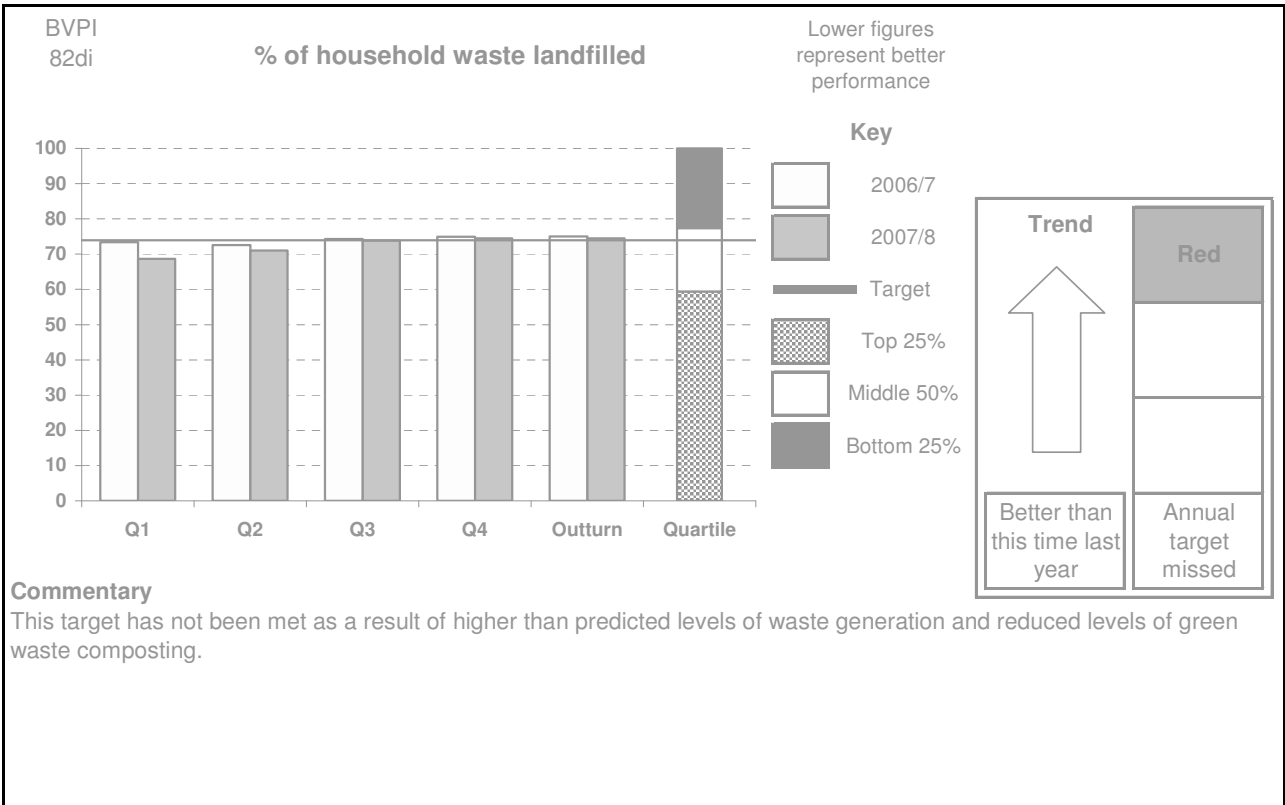


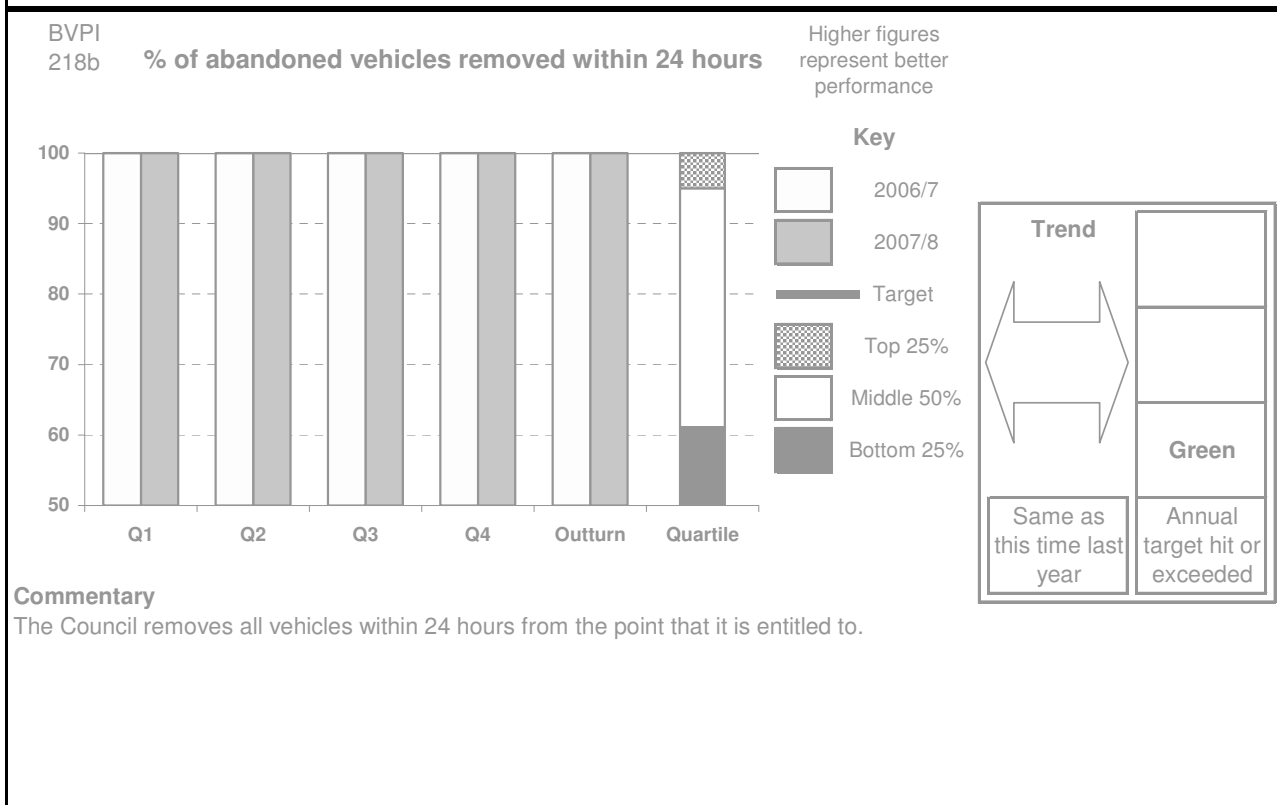
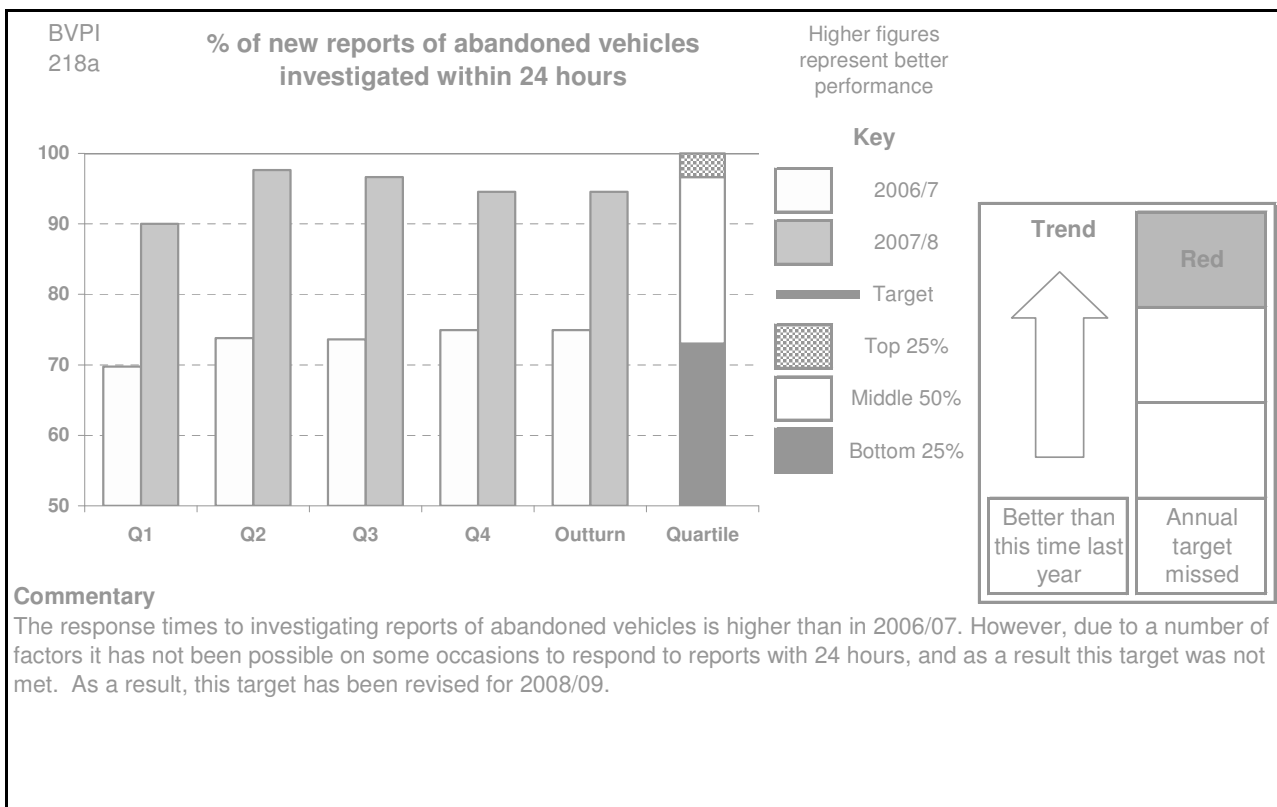


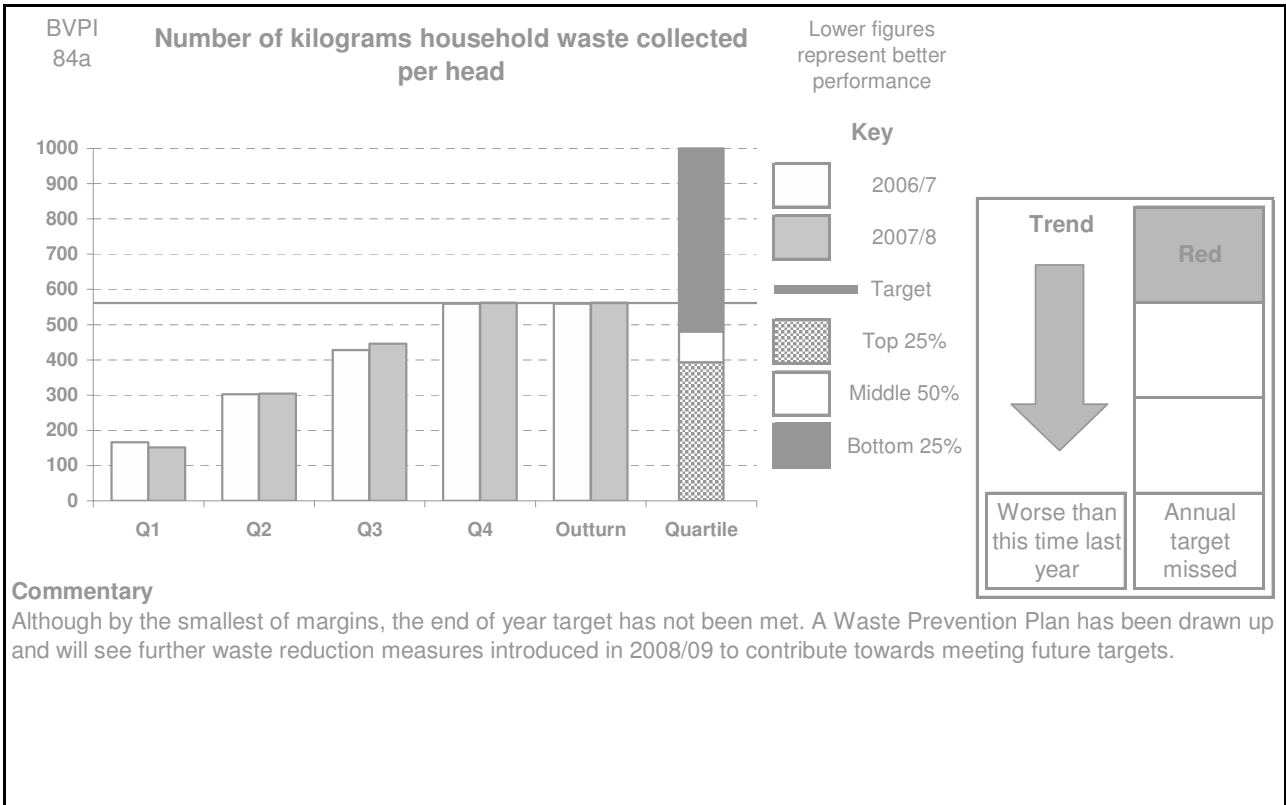
















The following Key Performance Indicators are reported on an annual basis,




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
	<p>Risk Identified: Risk in underestimating level of finance required to deliver.</p> <p>Risk Control Measure(s):</p> <p>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):</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 e.g. planning delivery grant.</p>	<p>On-going</p> <p>On-going</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>To ensure that the WM strategy is delivered on time in consultation with all relevant officers.</p> <p>Risk Identified:</p> <p>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, consultation, promotional and educational campaign.</p> <p>Risk Identified:</p> <p>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>March 2008</p> <p>On-going</p> <p>On-going</p>	<p></p> <p></p> <p></p>	<p>See Service Plan Reference ER06</p> <p>An evaluation of future service and resource requirements continues to be undertaken to ensure the necessary levels of public engagement and education are delivered.</p> <p>As above – Evaluation of service and resource requirements continues to be undertaken to ensure that objectives are met.</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 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></p> <p></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></p> <p></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): 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): Ensure delivery of strategies in line with government requirements.</p>	On-going	 	<p>An updated Waste Management Strategy was approved in March 2008 that provides flexibility to allow for future legislative and policy requirements to be met.</p> <p>See above</p>
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>			

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>Risk Control Measure(s):</p> <p>Proper procurement process to ensure waste management infrastructure in place and continual monitoring of performance against targets</p> <p>Risk Identified: Failure to have adequate services and facilities in place by 2008.</p> <p>Risk Control Measure(s):</p> <p>Proper management and procurement procedures to ensure timescales are met. Negotiate interim arrangements as necessary.</p> <p>Risk Identified: Failure to follow correct European Procurement Procedures – leading to legal challenges, invalid tendering process and government intervention.</p>	<p>On-going</p> <p>Feb 2008</p>	 	<p>See Service Plan Reference ER07</p> <p>See Key Developments</p>

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>Risk Control Measure(s): Procurement process conducted with advice from Council Legal Services and external consultant / experts. Set up an internal Waste Management Procurement Group.</p> <p>Risk Identified: Failure to meet statutory targets for waste reduction and recycling – financial and legal.</p> <p>Risk Control Measure(s): Proper procurement process to ensure waste management infrastructure in place and continual monitoring of performance against targets</p> <p>Risk Identified: Failure to provide best value – financial consequences for the council and unnecessary burden on the taxpayer.</p>	<p>On-going</p> <p>On-going</p>	<p></p> <p></p>	<p>The Councils has commissioned external consultants to support the work of the Legal Services Section in the procurement process and an internal Waste Management Procurement Group was established.</p> <p>See Service Plan Reference ER07</p>

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: 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

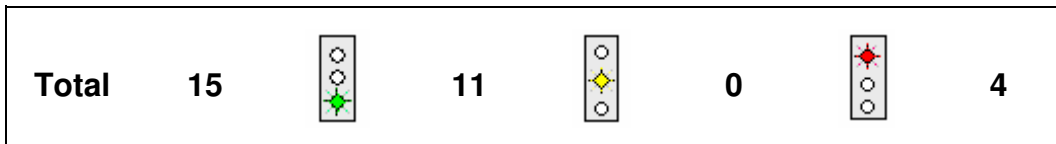
In recent years there has been a growing move by Government and by local authorities' national organisations such as LACoRS (the Local Authorities Coordinators of Regulatory Services) to relate to Trading Standards Services as regional groupings. In the North West there is a strong partnership between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

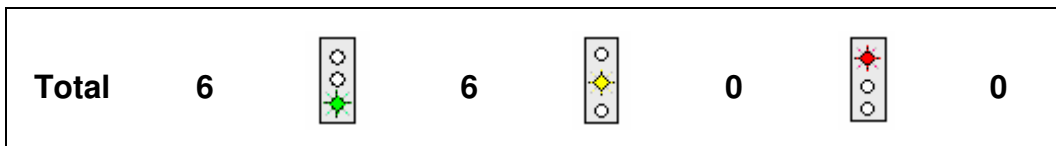
Contracts and Supporting People

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

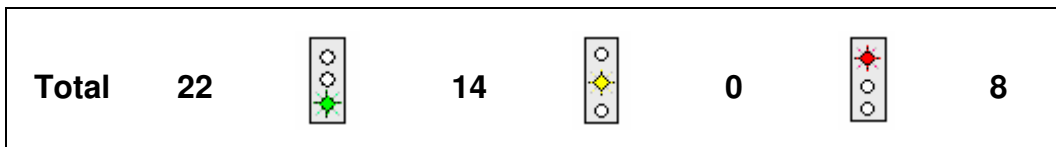
The Directorate Management Accounts Team is continuing to provide support to critically review all areas of spend and identify future efficiencies for external and in house services provided. Examples this quarter include modelling the impact of Supporting People retraction on ALD care services in particular, 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

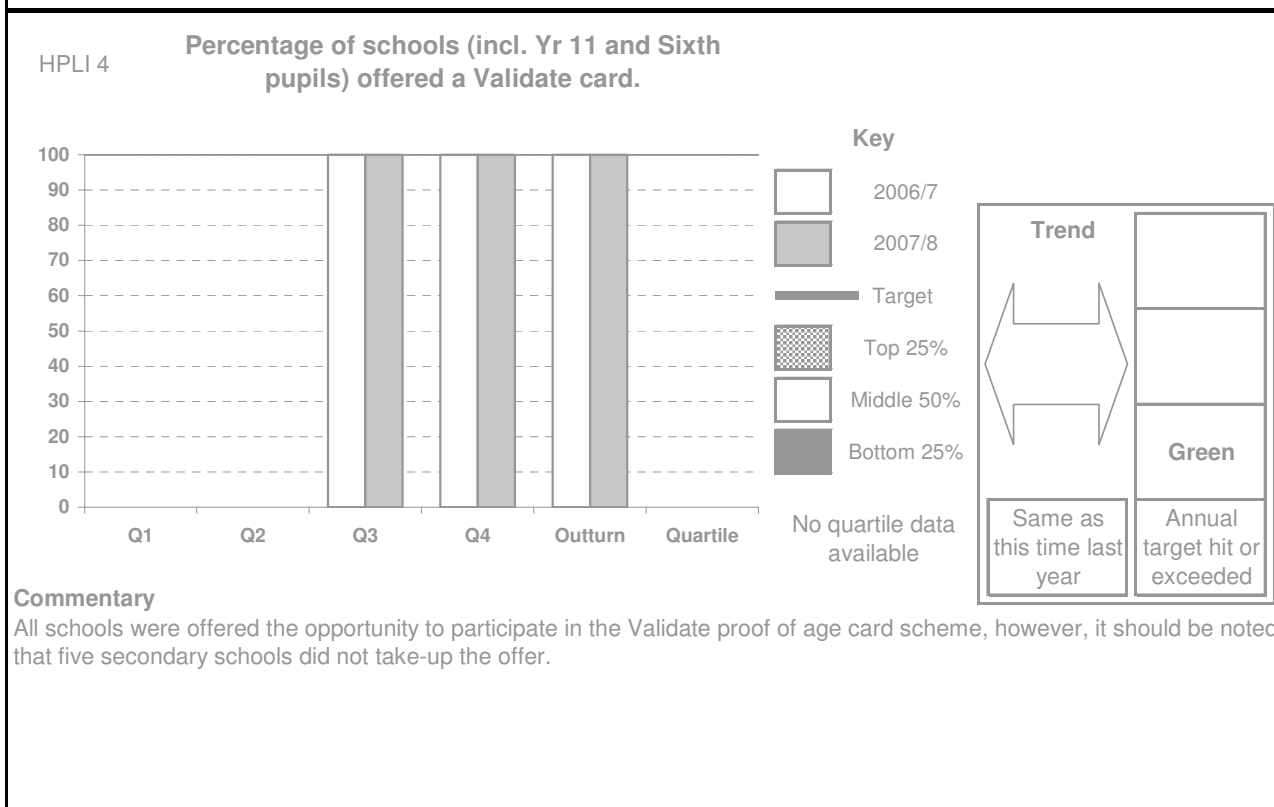
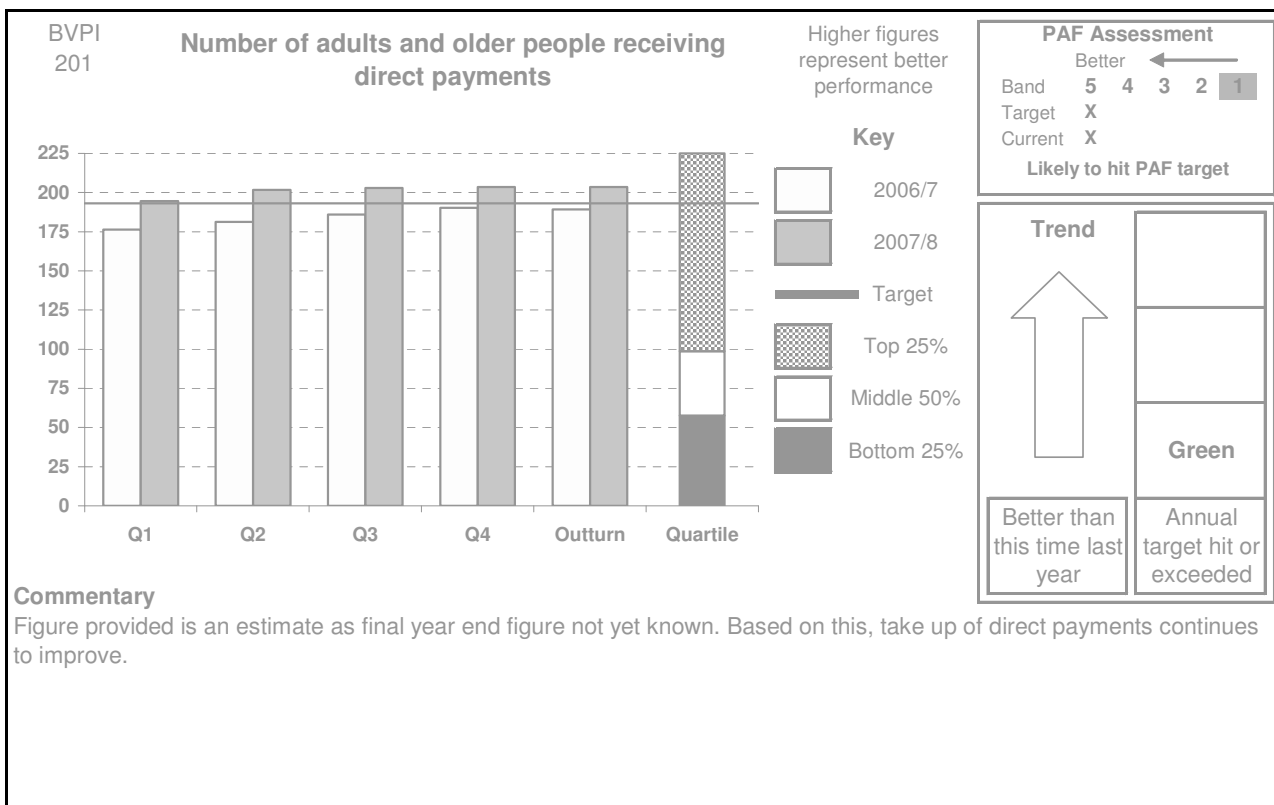
Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP1 cont.		Update the Housing and Homelessness Strategy's to reflect findings of 2006 needs assessment and revised strategy and action plan by March 2008		<p>The housing strategy review has been 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

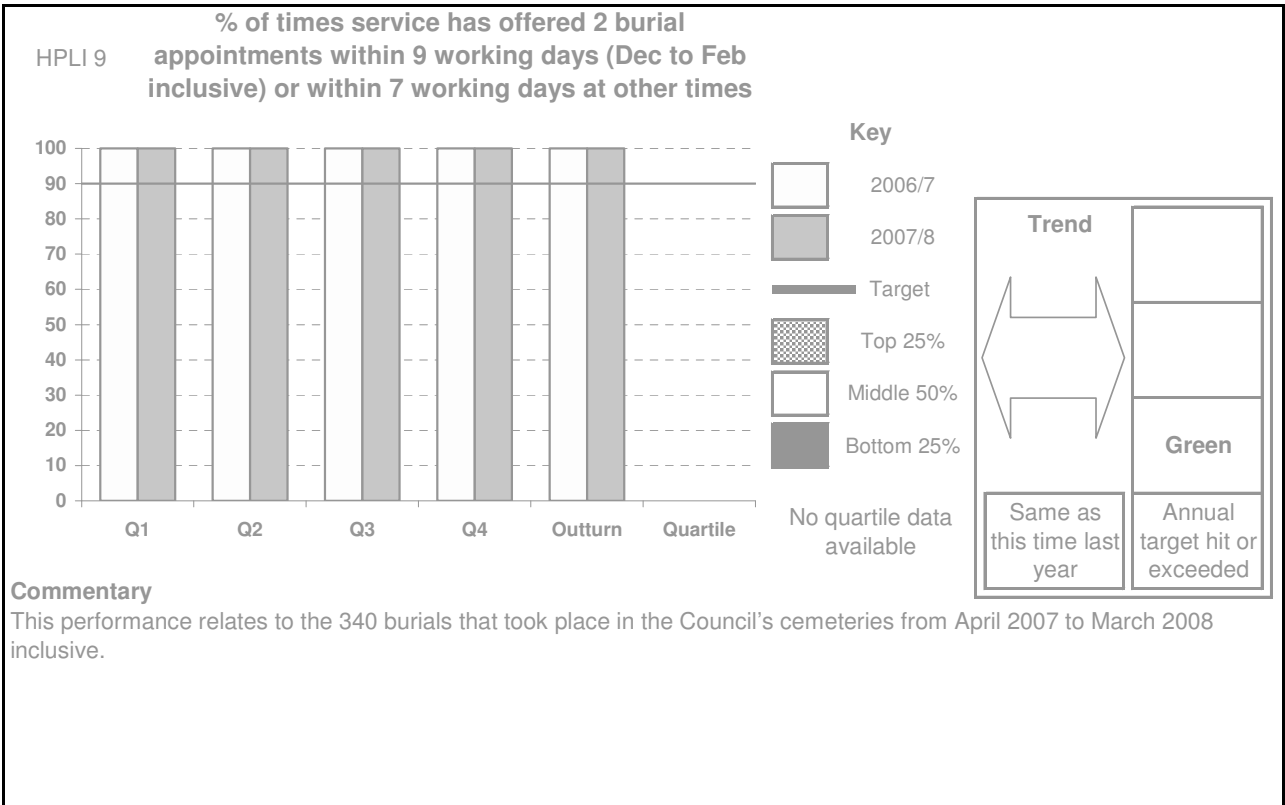
Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP1 cont.		<i>Embed the guidance from the 2 White papers 'Our Health Our Care Our Say' and 'Strong and Prosperous Communities' in delivering the Health Strategy for Halton to improve partnership 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,	Develop a performance monitoring framework to meet the requirements of changing National priorities including high quality 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.

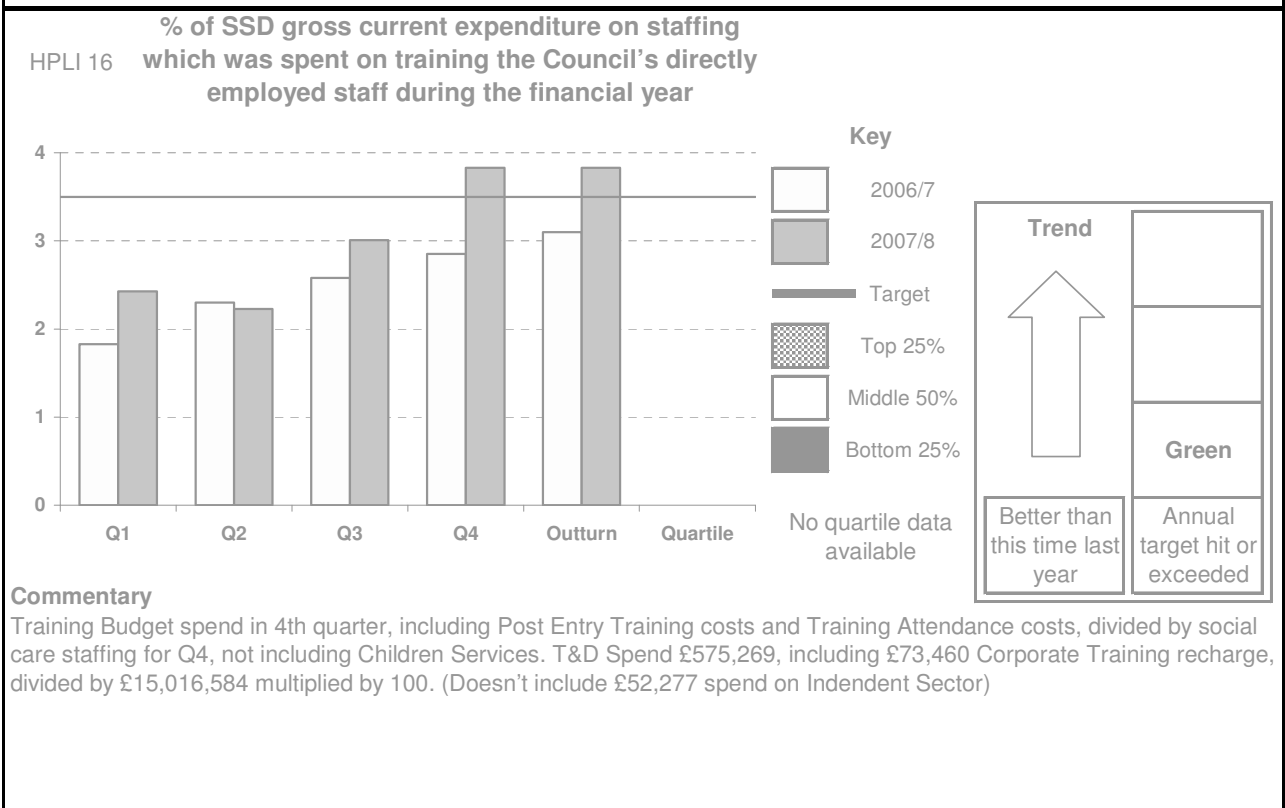
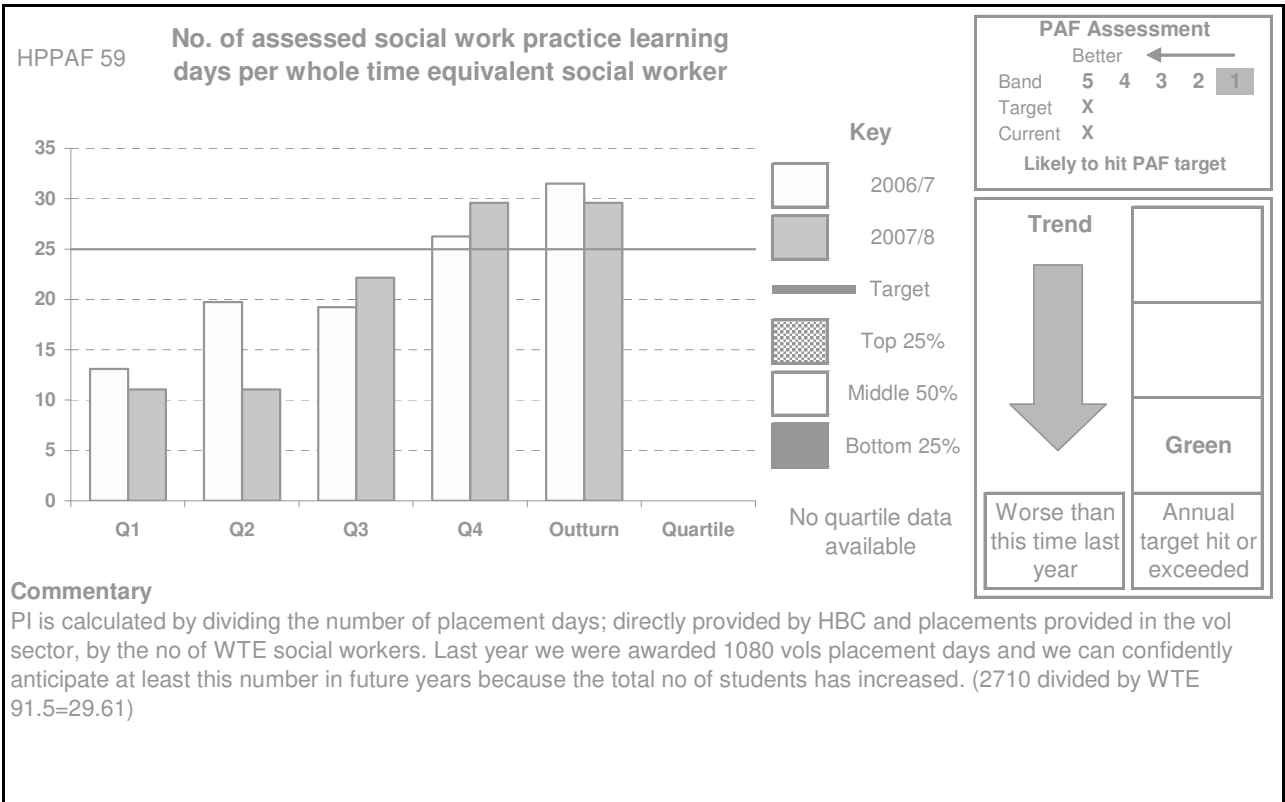
Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP2 cont.	to help improve service delivery and assist services to continuously improve	Establish an IT strategy in conjunction with Corporate IT so that Carefirst6, Carestore and CareAssess are 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.
		<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.



Service Plan Ref.	Objective	2007/08 Key Milestone <i>Italic = Q2 & Q4 only</i>	Progress to date*	Commentary
HP3 cont.		<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.
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

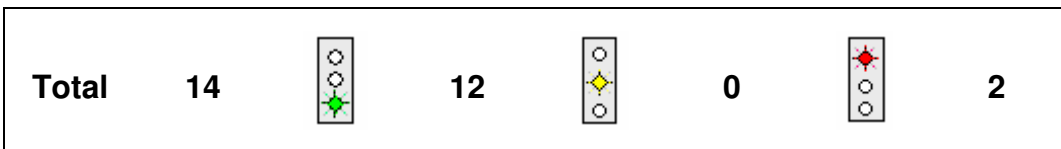
It is going to be impossible to continue to deliver a service at Halton Lea Library for the whole duration of the refurbishment. It is intended to offer a temporary service from a double shop unit in the shopping centre for a short period of time.

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.

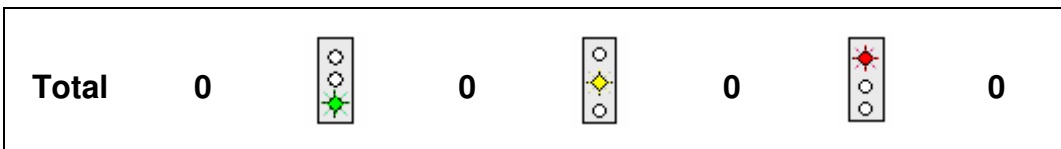
Culture and Leisure is to be a pilot for consumer profiling using a new software package (ACORN).

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

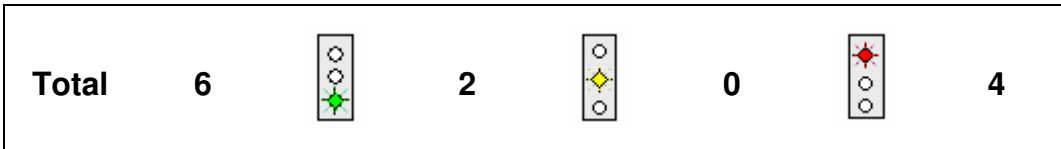


There are no "Other" objectives.

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
--------------	-----------	---	-----------	---	----------	---	----------

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

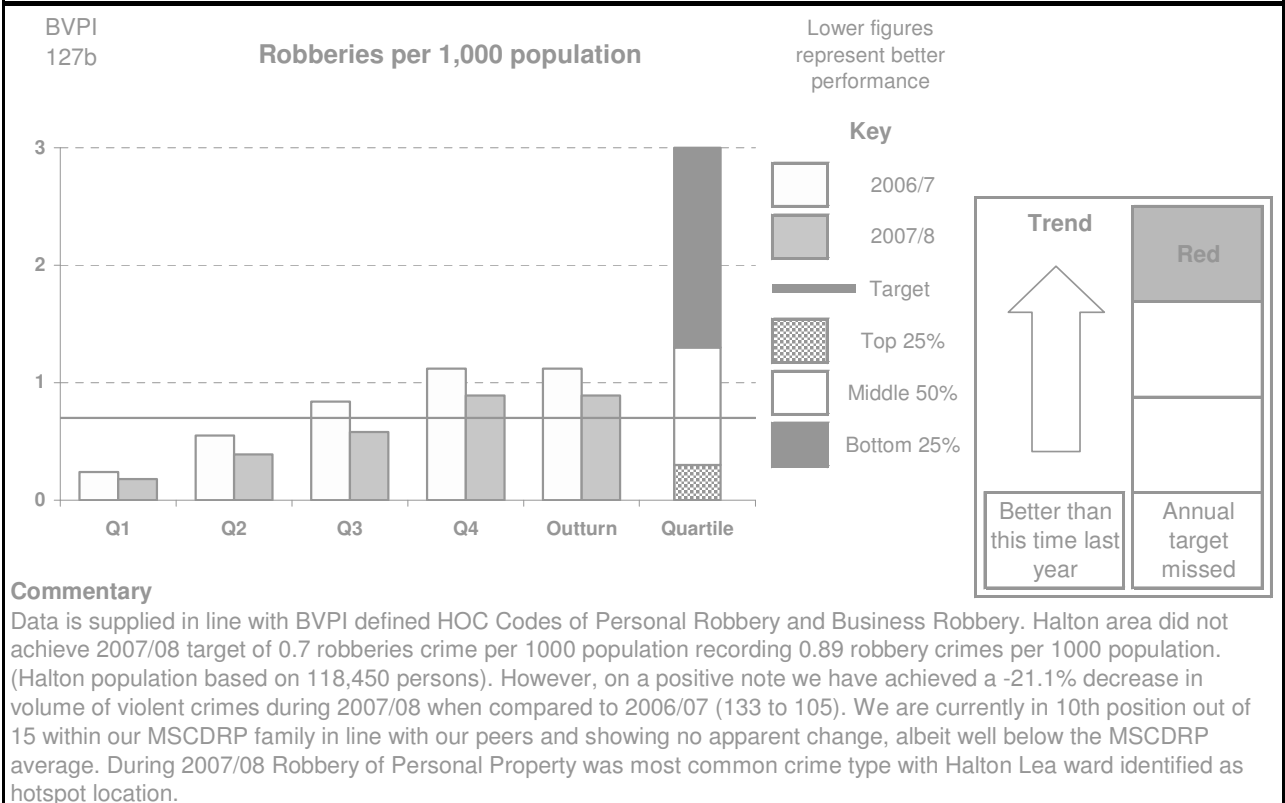
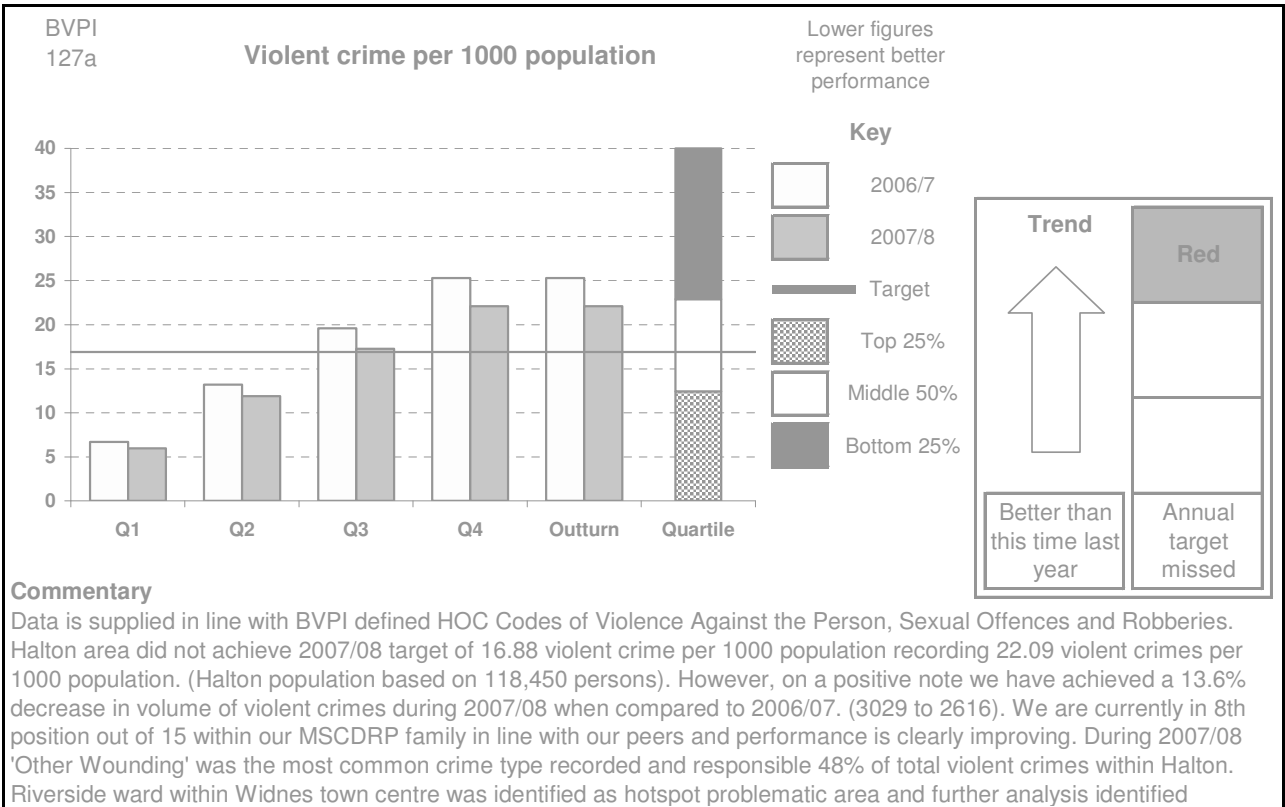
Appendix 1- Progress against Key Objectives/ Milestones
 Appendix 2- Progress against Key Performance Indicators
 Appendix 3- Progress against Other Performance Indicators
 Appendix 4- Progress against LPSA targets
 Appendix 5- Progress against high priority equality actions
 Appendix 6- Explanation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

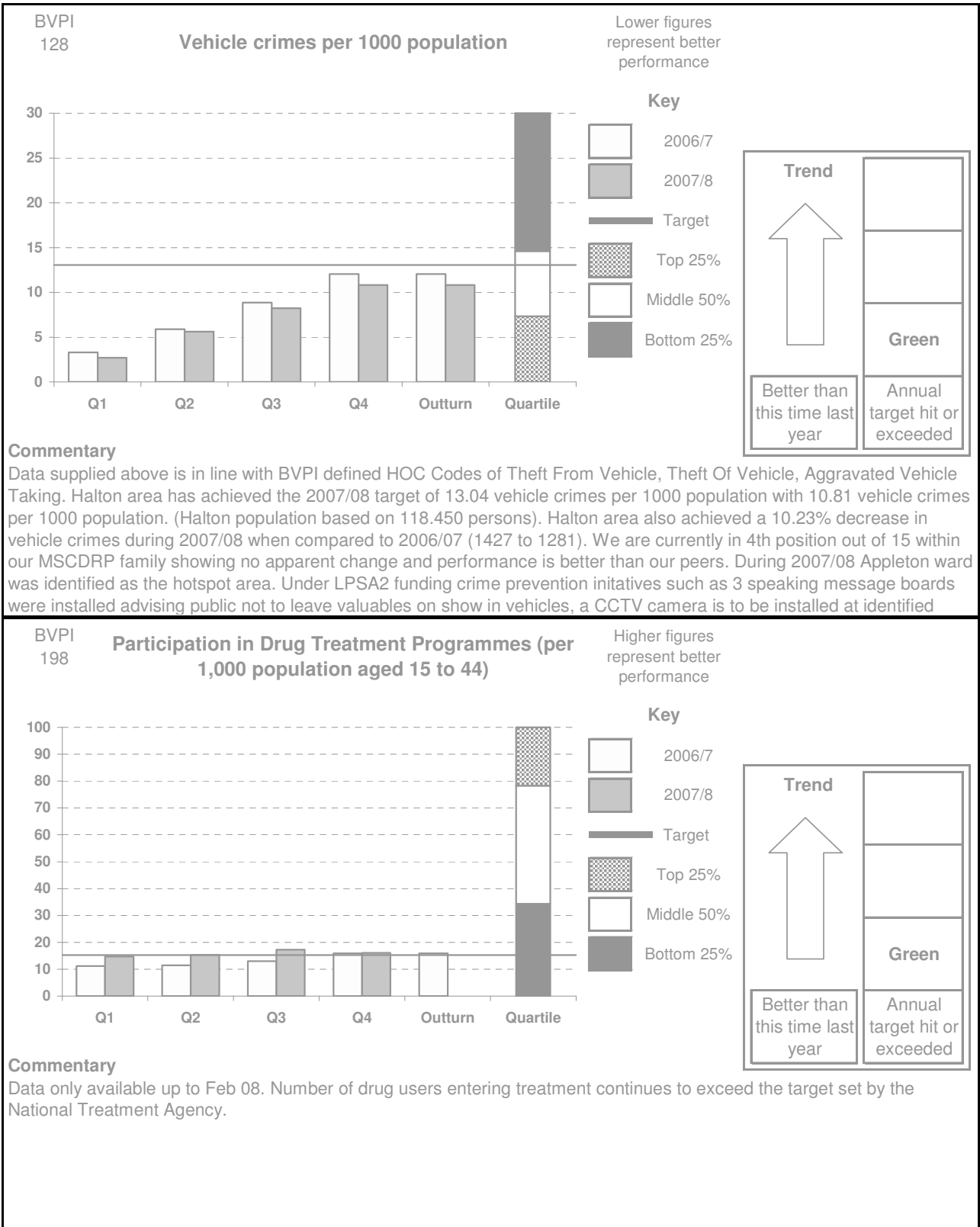
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
CL 1	To contribute to the health and well-being of the people of Halton by developing self-confidence, providing opportunities for self-achievement, enjoyment and recreation by promoting healthy lifestyles through sporting 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>

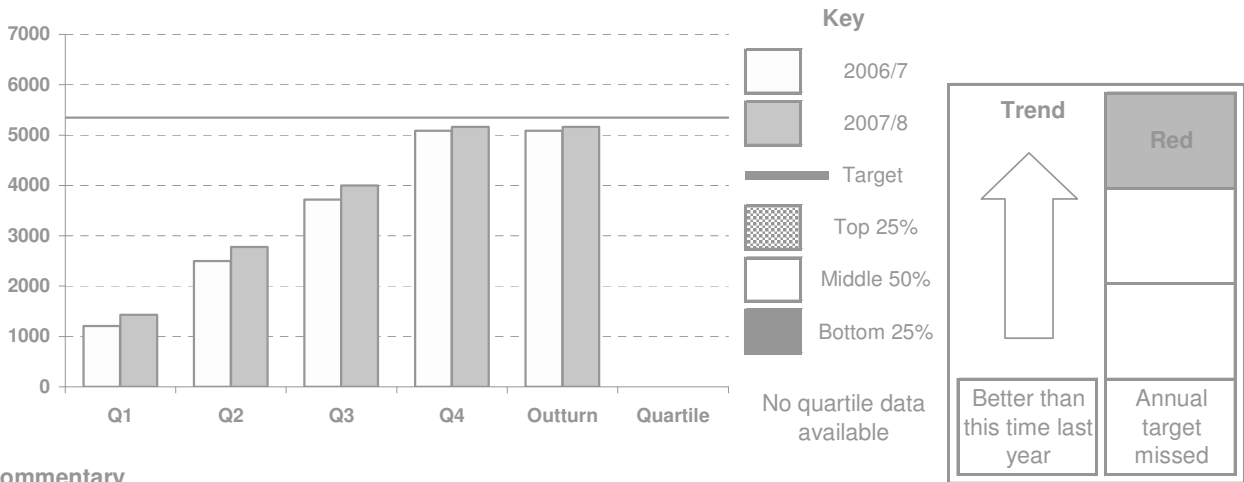
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
		<p>and improve performance by June 2007.</p> <p>Consult with users and local communities to prepare a Lottery Fund bid to upgrade Halton Lea Library in line with user expectations (May 07). Outcome of bid known by September 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>





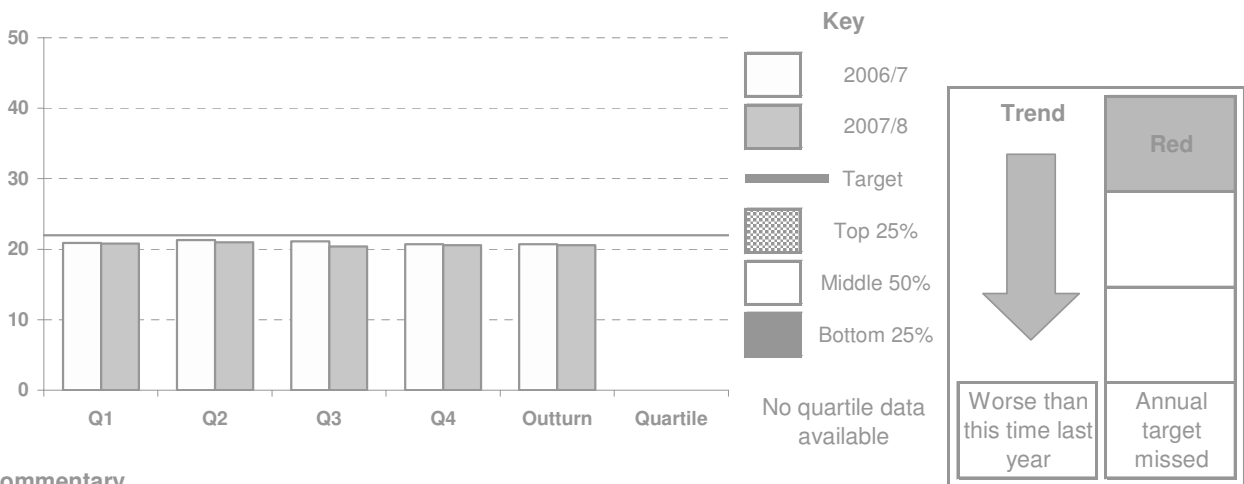
C&LEIPLS S6C 2c **Number of library visits per 1,000 population**



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 6 offenders suspended in relation to distraction burglary.</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: respondents 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>

QUARTERLY MONITORING REPORT

DIRECTORATE: Environment

SERVICE: Economic Regeneration

PERIOD: Quarter 4 to period end 31 March 2008

1.0 INTRODUCTION

This quarterly monitoring report covers the Economic Regeneration 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

During Q4, Peat Associates completed the 2008 Business Perceptions Survey with 239 employers. The report is now being assessed and results will be disseminated to the Employment Learning and Skills PPB and SSP.

3MG/logistics work has now resulted in the establishment of a 3MG 'Skills Offer' group with initial work underway in producing an Investors Handbook for the logistics sector. Additionally, Riverside College and Warrington Collegiate are working together to develop a logistics skills portfolio of training that they can deliver.

Two Skills for Life learners gained national recognition as part of the Government's Quick Reads campaign during Q4; one learner appeared on GMTV to talk about how she learned to read following attendance at our Skills for Life classes – she then went on to meet the Prime Minister. Another learner was interviewed on national radio about the same campaign. NIACE (The National Institute of Adult Continuing Education) were so impressed by the attitude and responsiveness of the learners, they went on to interview them for a bespoke DVD to be distributed

nationally to promote the Quick Reads project.

Jobcentre Plus has extended the contract for two more years as the Council is one of the best performing providers in the country. 172 job starts and development plans have been achieved against a target of 175.

Following success at a competitive tendering round, 3 new small value LSC contracts will commence in July 2008 and will run until 31.12.2010 :

- Halton Skills Boost programme will support the delivery of an integrated employment and skills system and will contribute to the Skills for Jobs framework. The programme will provide a short sharp demand led training or certificated skill intervention that will enable an unemployed resident aged 19 plus to access a specific job that has been offered by an employer. A total of £60,000 is available to support 50 beneficiaries;
- Halton Priority Sector Routeway will support the delivery of an integrated employment and skills system and will contribute to the Skills for Jobs framework. The programme will help unemployed people to develop employability skills that enable them to enter sustainable employment in growth and key employment priority sectors within Merseyside i.e. Public Sector; Port & Maritime industries; Logistics; Sport & Leisure; Retail; Tourism & Hospitality; and Enterprise. A total of £90,000 is available for the programme which will support 36 beneficiaries;
- Progression Pathways Programme is designed to be additional provision to the current learning and employment programmes on offer to 16-19 year olds and will provide young people with the abilities and behaviours needed for further learning & skills development. The programme will equip the young person with an understanding of what opportunities and support is available for them, develop their self-esteem and motivate them to develop themselves. The tender proposal was a collaborative bid submitted by the Division on behalf of the 14-19 Partnership WBL Provider Network. A total of £277,500 is available for the programme which will support up to 140 NEET young people

Since the successful Business Improvement District (BID) ballot results for Astmoor and Halebank Industrial Estates, progress has been made in implementing the Council funded activity in respect of each BID area. This includes the purchase of CCTV; SmartWater business kits, signage etc. With the BIDs live from 1st April 2008, the running costs will be met by private sector contributions.

In addition, there has been a significant amount of work undertaken in preparation for the commencement of BIDs on 1st April, including: the purchase, installation and testing of the BID software for issuing the BID Levy bills; new account codes; development of a constitution; and election of an Executive Committee for each area. The BID Levy bills were sent out at the end of March and are due for payment by 30th April 2008.

Extensive work is underway in support of the science and technology sector in Halton. The council and Mersey Partnership (TMP) have agreed to extend the existing TMP secondment in order to continue this work. Key recent actions

- R&D Tax Credits / Knowledge Transfer Partnership / GRANT funding information seminar organised with University of Liverpool Business Gateway, NWDA and HMRC (HM Revenue & Customs) (6th January). 50 people attended, and future event planned for late 2008.
- Advanced engineering / Instrumentation sector networking event organised with DSIC (Daresbury Science and Innovation Campus), Business Link, TMP, Halton Chamber of Commerce and The Heath (9th April). 60 people attended, with future networking event planned (Bioscience sector).
- Completed audits of:
 - Funding & investment opportunities for science & technology businesses in Halton
 - Links between schools, colleges, universities and businesses in Halton
 - Available science and technology vocational courses in Liverpool City Region (LSC briefed on results)
- Halton Science business compendium up to date (details on over 180 businesses). Ready for inclusion on Halton science site.

Planning is now at an advanced stage for the Capital of Culture Youth Event now named H2o8 that will be held on 12 and 13 July 2008. Invitations have been extended to the young people of Merseyside's other local authorities and other local authority twin towns to participate in what will be a keynote, international event in the boroughs diary this year. The main event will take place at the Stobart Stadium Halton and will be complemented by a series of support events at a number of venues in the borough in the run up to July. As part of the Festival 2 Superlambananas have been purchased and young people have been invited to produce a design for each. Over 350 young people entered. Very successful and good press coverage, including Radio Merseyside morning slot from the Brindley on the back of the SLB competition.

Coach Driver Familiarisation trip around Merseyside. Halton hosted 50 coach operators at the Everglades Park Hotel for an evening dinner following the Operators taking a Familiarisation trip around Halton and St Helens. Very productive, lots of positive feedback and bookings from operators already started coming in for attractions and Hotels.

3.0 EMERGING ISSUES

The Department for Innovation, University and Skills (DIUS) launched a consultation document relating to the future of informal adult learning opportunities. This is a key document as the outcomes of the

consultation will have a direct impact not only on the future of the adult learning service, but also on future funding for adult learning provision. The consultation closes on 14 May. As a service, we have contributed to a North West response and will also submit a Halton response by the deadline. The DIUS consultation is a key document as the outcomes will have a direct impact not only on the future of the adult learning service, but also on the future funding for adult learning provision.

The results of the Job Evaluation process are proving challenging in the adult learning service where the determined grade is noticeably less than the market rate. With tutors awarded contracts on an annual basis (depending on the level of LSC funding) ending in August, there is evidence that tutors are already declining work for Halton and gaining work elsewhere. Staff have lodged appeals and the impact of these will need to be assessed.

There is a Government Green Paper out at the moment entitled 'Machinery of Government'. This paper sets out the future of funding for 14-19 and post-19 provision following the demise of the Learning and Skills Council in 2010. It is intended that local authorities will have clear responsibility for the 14-19 agenda and adult learning will be funded from the newly created Skills Funding Agency. There will be an integrating of employment and skills agendas and closer alignment between the Department of Innovation, Universities and Skills and the Department for Work and Pensions.

The Economic Development Officer for Development (EDO) has been seconded to the Mersey Gateway Team for two days each week to help develop a relocation strategy for companies displaced by the Mersey Gateway development. The loss of the EDO will have a negative impact upon the Business Development Team's capacity to meet its performance targets in terms of investment enquiries and conversions. Performance targets have been revised down in 2008/09.

Consultants have been appointed to undertake a study of the current and future economic performance of the borough that will underpin the new Economic Development & Tourism Strategy (ED&TS). It is anticipated that a draft of the new ED&TS will be available for consultation in early summer.




Following the successful BID vote, a number of changes have had to be made to the role of the Business Parks Officer. The 3MG Business Grant scheme has been handed over to the Major Projects Team. There will also be a change in the delivery of the Widnes Waterfront Business Steering Group through a reconfiguration of responsibilities within the Business Development Team. The Business Parks Officer will, however, continue to operate the Business Improvement Area Scheme, as the project comes to a close in September 2008.

Cheshire Film Office: Halton and a number of other local authorities (Warrington, Vale Royal, Chester, Cheshire currently, Macclesfield and

Crewe in the past as well) put a small amount of funding into paying for a Film Officer for Cheshire. There are currently discussions, with the advent of 2 unitary authorities for Cheshire, regarding funding and the way in which Cheshire Film Office will operate in the future.




Vintage Rally. Work has now commenced on this years rally. Have insured through HBC Zurich insurance. Also looking at how this years event can be something different to reflect it is the 50th Anniversary of the Fair Organ Preservation Society.

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES

Total	20		19		0		1
--------------	-----------	---	-----------	---	----------	---	----------

Good progress towards objectives and milestones, almost all (19) being achieved within timescales. For further information please refer to Appendix 1.

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES

Total	0		0		0		0
--------------	----------	---	----------	---	----------	---	----------

There are no "Other" objectives/milestones for this service.




5.0 SERVICE REVIEW

The Skills Topic Group (ELS PPB) held an evidence day. This involved PPB members meeting with a range of people/partners including Riverside College, O2 employees, the voluntary/community sector and their volunteers, schoolteachers, tutors and learners. The topic will report in 2008/9.

The Procurement Topic Group (ELS PPB) held an evidence day to explore issues around how procurement can help to foster employment. A range of interviews and focus groups were held involving officers from across the authority who are involved with procurement.




The Town Centre Management Topic Group (UR PPB) has been considering evidence regarding how TCM is delivered and financed in other local authority areas.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS

Total	9		7		1		1
--------------	----------	---	----------	---	----------	---	----------

Of the seven indicators that are measured over the financial year six achieved their target and one (jobs safeguarded) was awarded a red traffic light. The remaining two indicators are measured over the academic year and outcomes will be available towards the end of 2008. For further details please refer to Appendix 2.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	6		5		0		1
--------------	----------	---	----------	---	----------	---	----------

Generally good performance in achieving the targets set. For further details please refer to Appendix 3.

7.0 PROGRESS AGAINST LPSA TARGETS

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
ER01	Promote diversity and competitiveness, in order to develop a modernised and more competitive business base to provide greater employment security for the Halton community.	<p>Implement Phase 2 marketing action plan by 30-3-08</p> <p>Forward Strategy for eHalton by 30-9-07</p> <p>Expand business Parks to another estate by 30-6-07 (dependent on funding)</p> <p>Present options for future of eHalton to Strategic Director Environment by 31-10-07</p>	   	<p>Completed. Marketing remains focused on science and technology. Next year increased activity will take place focused on logistics.</p> <p>Forward Strategy completed</p> <p>Widnes Waterfront Business Park Steering Group constituted</p> <p>Strategy detailing a timeframe and milestones for programme close down completed and ratified</p>
ER02	Develop sectors and clusters with a view to developing stronger business inter-linkages and stronger overall business performance in Halton	<p>Implement phase2 sector plans for tourism, science and chemicals – by 31-3-08</p> <p>Facilitate the development of Daresbury Science and Innovation Campus</p>	 	<p>Draft Halton Science Strategy and Action Plan completed for consultation</p> <p>The BDT are fully engaged with the DSIC Master Planning exercise</p>

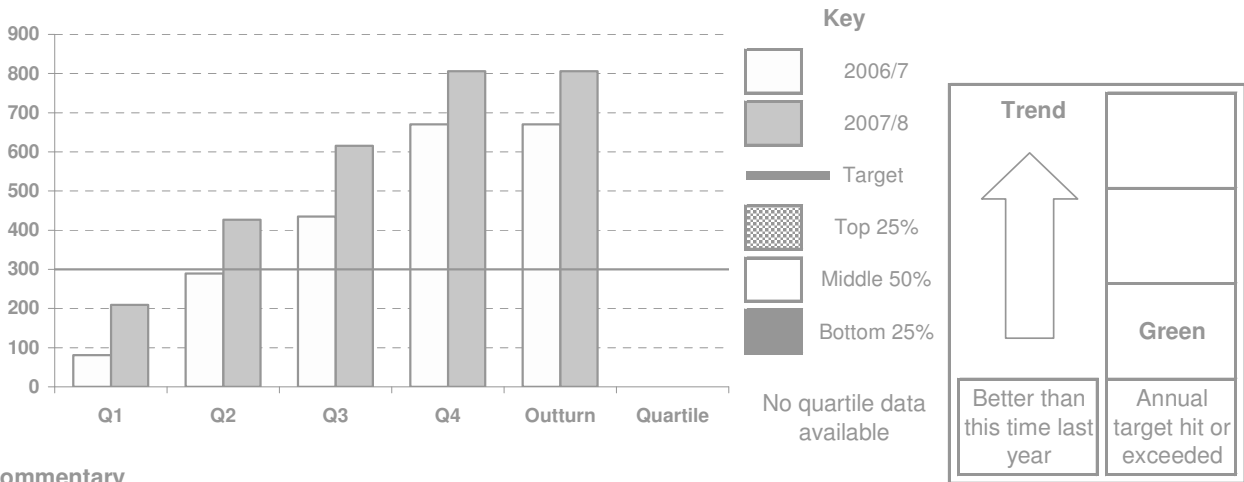
Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
ER03	Foster enterprise and entrepreneurship in order to develop an enterprise culture that encourages people to consider starting a business and give new ventures every chance of success.	<p>Explore on-line enterprise game by 30-9-07</p> <p>Establish Halton Enterprise Island pilot by 30-9-07</p> <p>Develop LEGI bid by 31-3-08 (subject to round three taking place)</p>	  	<p>Halton EBP developed two new versions of the Game, attracting funding to launch a Maritime version in September 2007 and a primary school version launched in November 2007. The on-line version is considered viable and will be developed during the next phase.</p> <p>The Enterprise Halton Challenge Competition 2007 was a great success, attracting 7 new business ideas of all whom received business advice and help with developing a business plan. A 2008 Enterprise Challenge Competition is planned.</p> <p>The government has announced that LEGI has been withdrawn and along with NRF has been replaced by the Working Neighbourhood Fund. The Council has received an allocation of WNF for 2008/9 – 2010/11. A request to support enterprise development via the WNF Area Based Grant has been submitted to the LSP.</p>

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
ER04	Reduce unemployment and increase employment by equipping people with the basic skills and assisting them to secure employment	<p>Review Basic Skills Strategy by 30-9-07</p> <p>Outreach pilot programme to be evaluated by 31-12-2007</p> <p>Deliver JCP co-finance contracts by 31-3-2008</p> <p>Deliver ILMs programme by 31.3.2008</p>	<p></p> <p></p> <p></p> <p></p>	<p>Complete</p> <p>HPiJ have picked-up delivery of Neighbourhood Outreach activity and have developed a work programme of outreach provision for each priority ward. To date 164 new contacts have been made through the programme</p> <p>All JCP co-financed contract funding has been maximised and contracts ceased on 31/3/08.</p> <p>Stepping Stones (Halton ILM) continuing to exceed job outcomes. Steps2Work (PCT funded Mental Health ILM) progressing well.</p>
ER05	Raise workforce skill levels by reviewing and addressing the skills deficit in Halton	<p>Review TNA provision between 30-6-06 & 30-6-07</p> <p>Develop a Skills Sub-Group of the ELS by 30-6-07</p>	<p></p> <p></p>	<p>Review completed. ELS SSP to continue TNA provision through its WNF core funding</p> <p>Complete. Focusing on logistics sector at the moment.</p>

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
		SSP to consider customer satisfaction post LSC revamp by 31-3-08		There has been some feedback on the LSC's Skills Brokerage and Train to Gain services as part of the 2008 Business Perceptions Survey – and these suggest that employers are still not fully benefiting from these services.
ER06	Encouraging investment in land and property to develop assets that meet business needs and help to produce an attractive and prosperous Borough.	Commence Implementing commercial property plan by 30-3-08		The BDT are fully engaged with the Widnes Waterfront, 3MG, DSIC, Heath and New Mersey Gateway programme.
		Complete delivery of BIA scheme by 31-3-08		Lower than expected take up. The scheme has been extended until September 2008
ER07	Improving the environment and image of the borough including town centres, to appeal to residents, encourage visitors, businesses and investors.	Annual footfall statement by 30-9-07		Footfall counters installed and operational
		Finalise night time plan for Victoria square by 31-12-07		Risk assessment prepared and a draft Victoria Square Night Time Economy Plan produced

ECO RLI 1

Number of local people into jobs

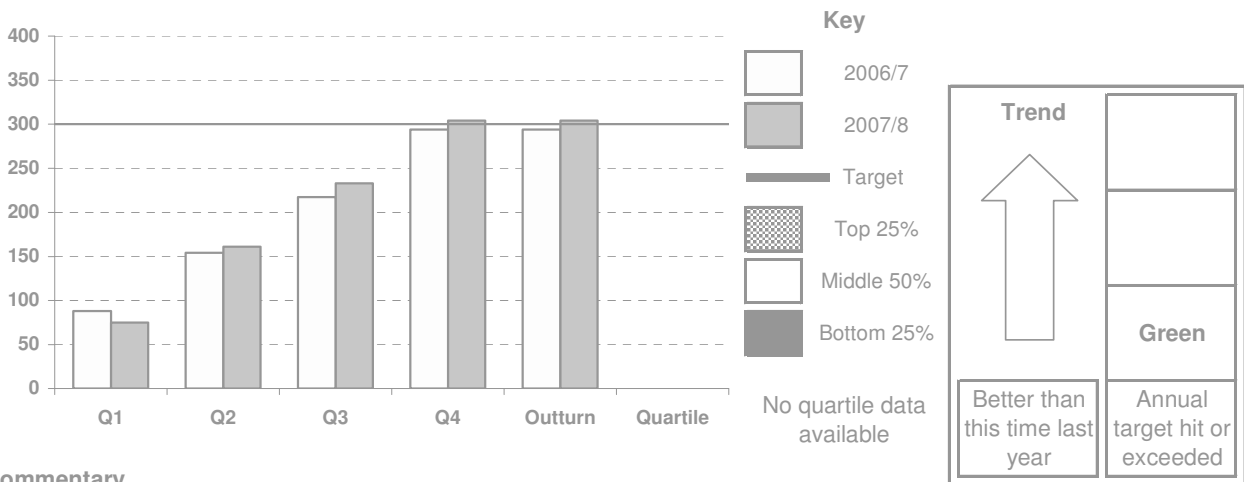


Commentary

159 HPIJ clients have secured work and 31 from the Employment Team - a total of 190 people into work in Q4. This means that the Division has helped a total of 806 residents into jobs during the year. However, the Jobcentre Plus funded employment contracts that terminated on 31/3/2008 will have a negative impact on future job outputs.

ECO RLI 5

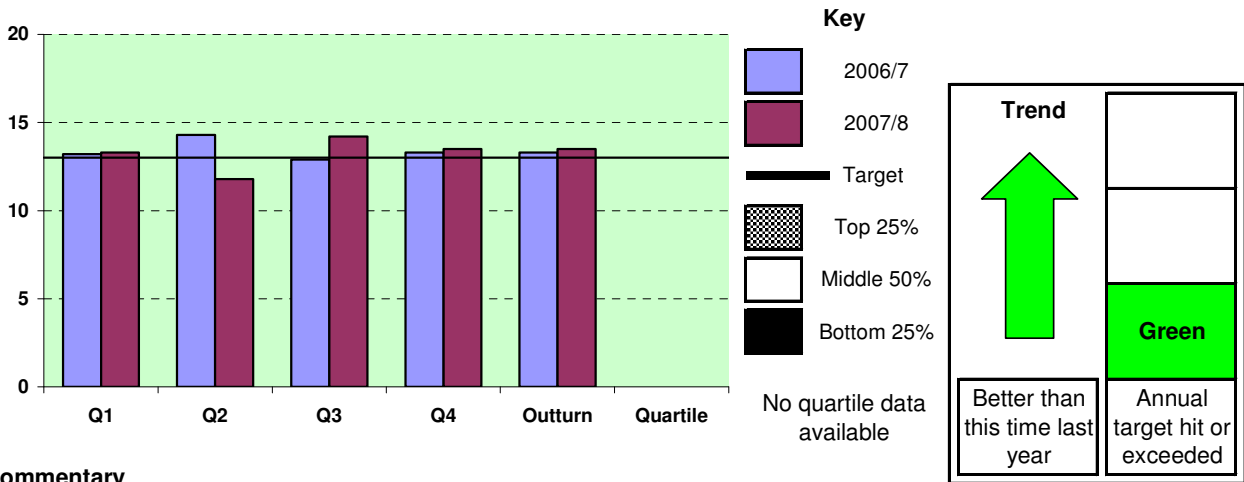
Number of inward investment enquiries per annum



Commentary

Although the target has been achieved there has been a substantial slow down in the number of enquiries received during the last two months. This slow down is anticipated to continue into 2008-09 as both the credit crunch affects the ability to borrow funds, and the new empty property rules for business rates will affect the property development market, especially the speculative market.

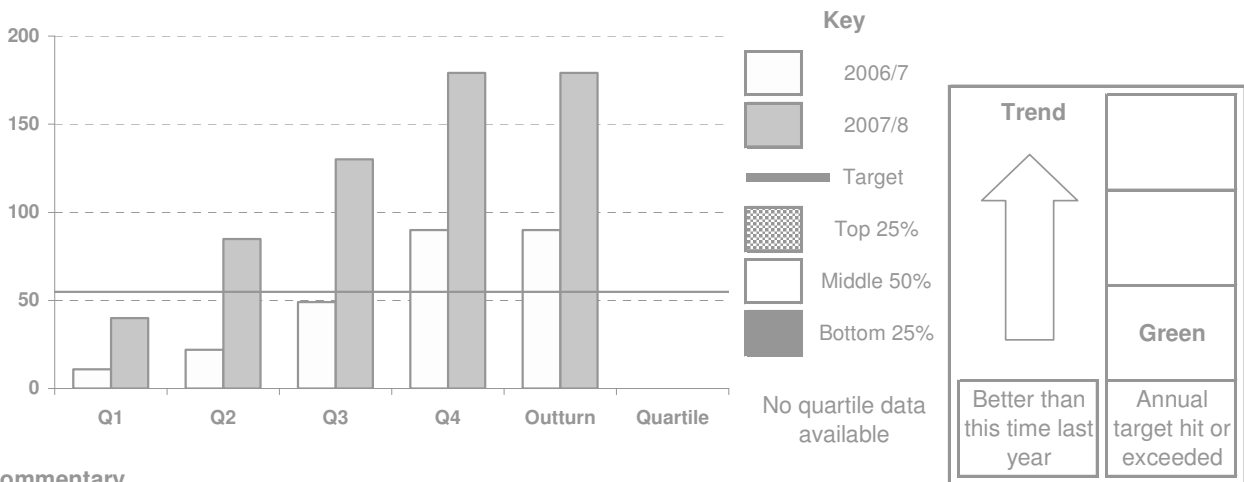
ECO RLI 6 **Inward investment enquiry conversion rate**



Commentary

Although the target has been achieved there has been a substantial slow down in the number of conversions achieved during the last two months. This slow down is anticipated to continue into 2008-09.

ECO RLI 2 **Number of local people with disabilities into permitted/paid work**

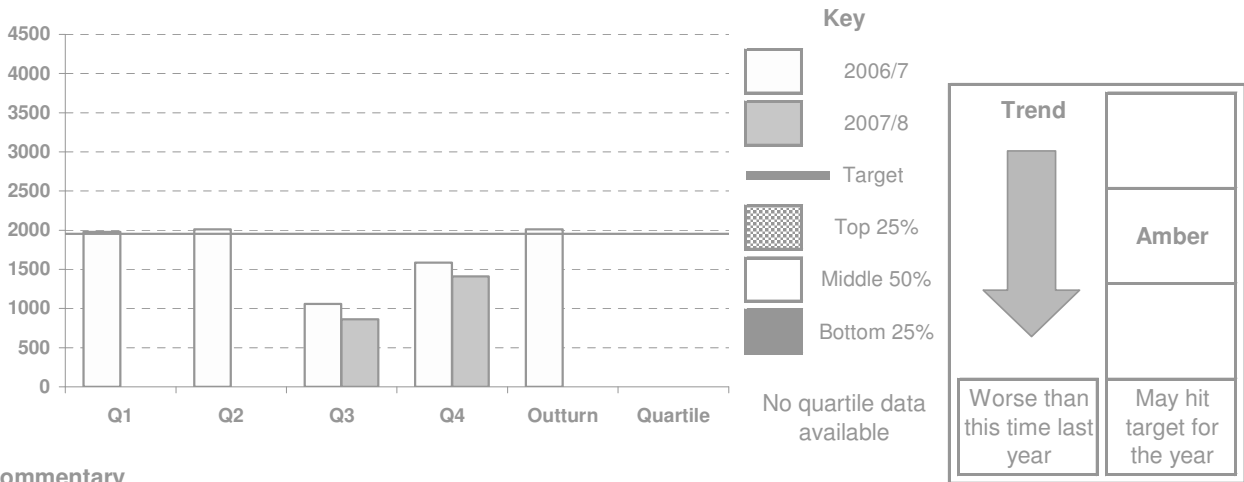


Commentary

HPIJ have supported 29 residents and 16 people into paid/permitted work from the Employment Team, a total of 49 people with disabilities into work during Q4 and 179 during the year.

ECO RLI 3

Number of learners accessing adult learning provision (by end of July) - academic year

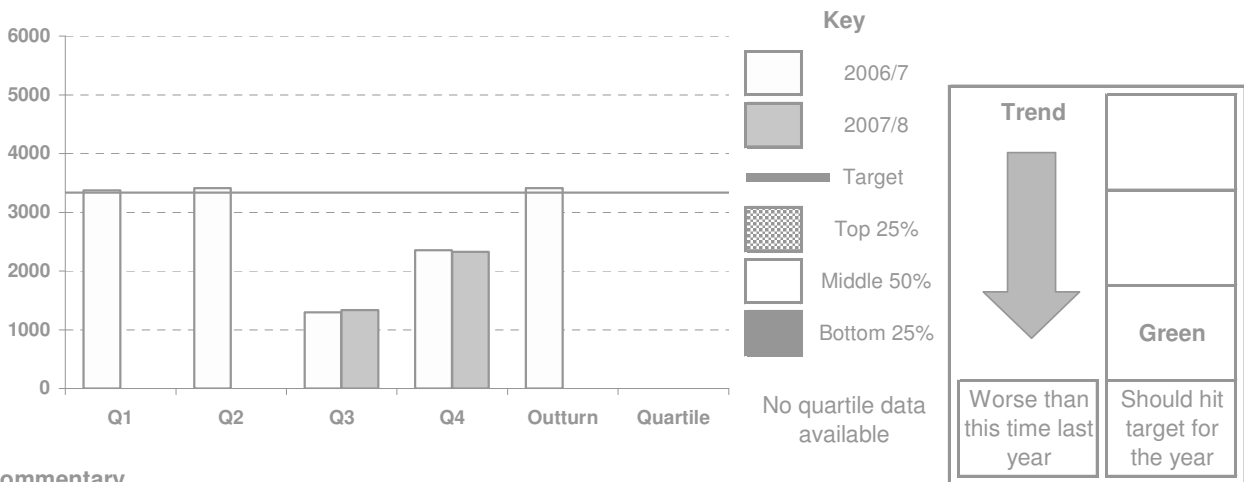


Commentary

Q4 represents the spring term January to March 2008. Compared to Q4 in previous years, learner numbers are fewer (Q4 in 2006/7 was 1584 cumulative total). The most likely reason for this is the shortness of spring term. Normally, we have a couple of weeks after Christmas/New Year holidays to market the courses and undertake enrolments. However, given an early Easter, we could not fit in our normal 11 week courses. Instead, we had to commence courses in the first week in January and courses were only 9 weeks long. This meant that marketing of courses had to be done over the festive period. We expected learner numbers to be down - but were still pleased with the overall numbers given the circumstances.

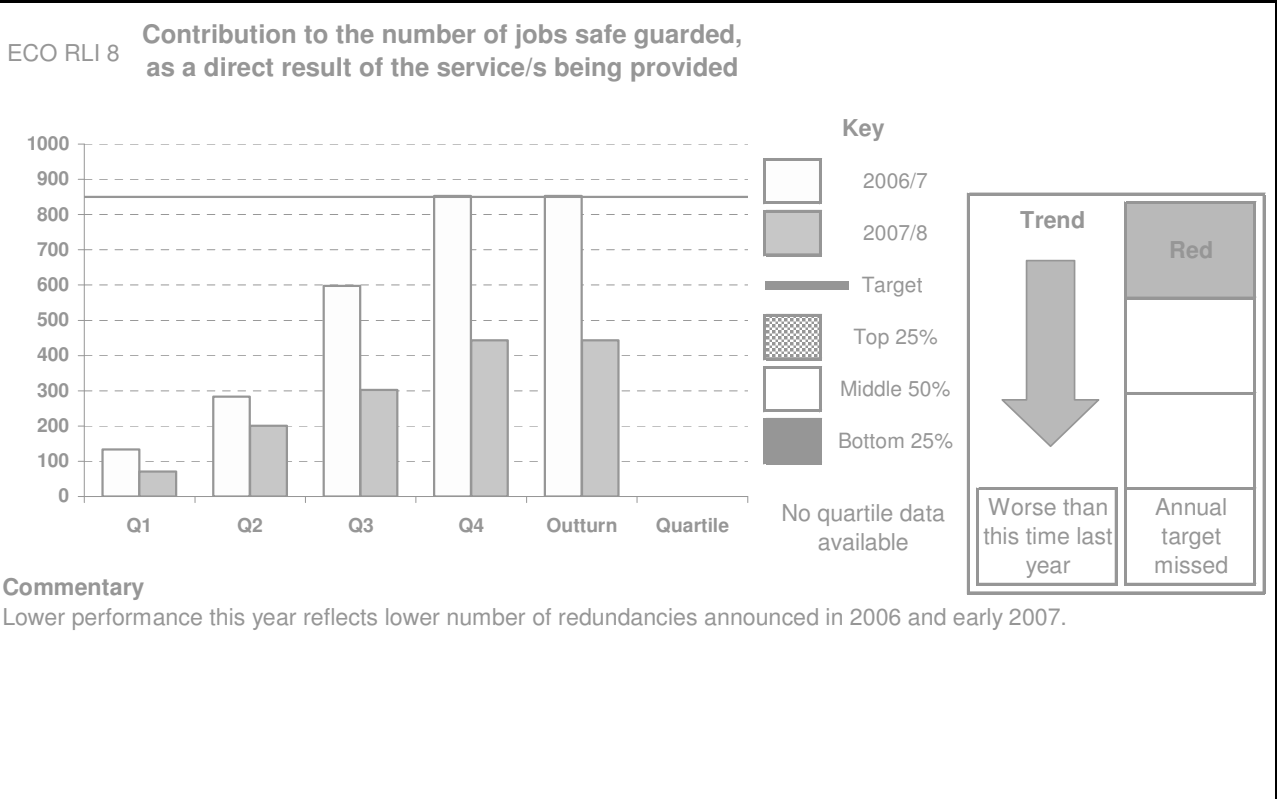
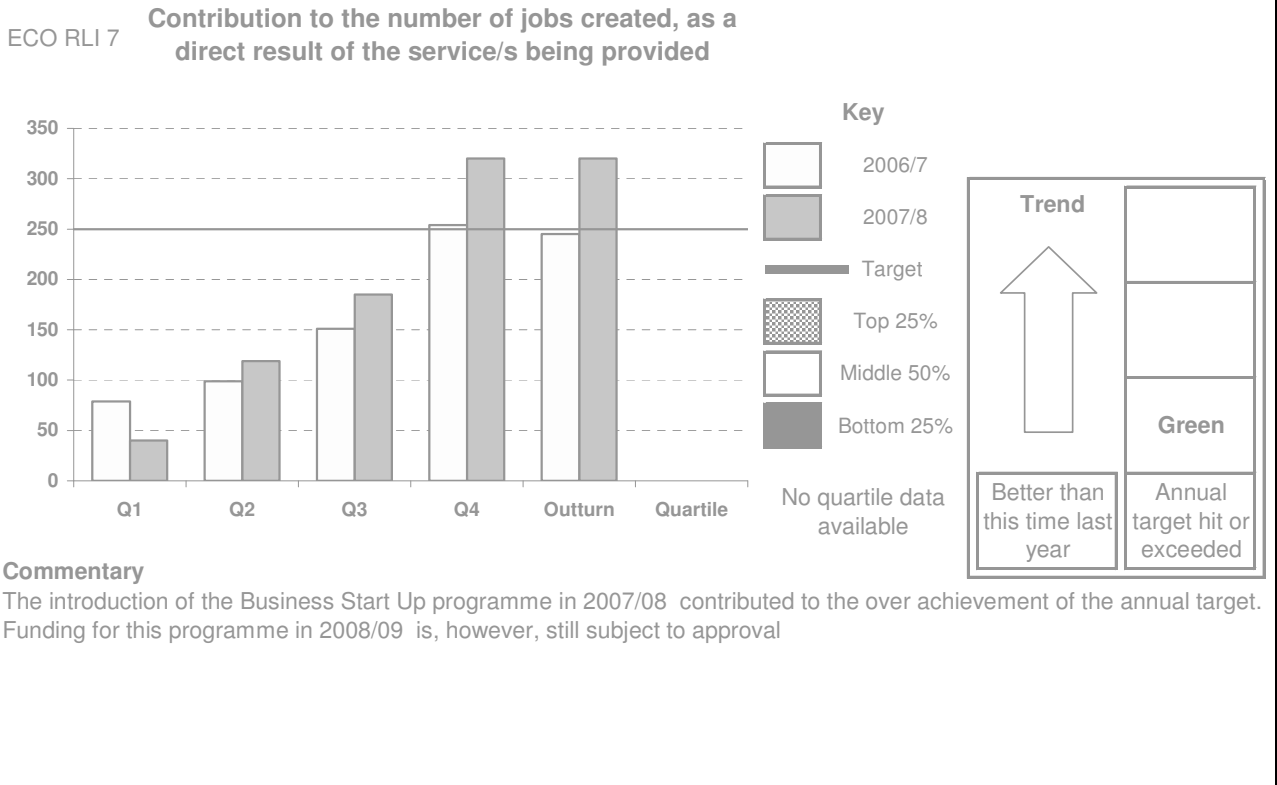
ECO RLI 4

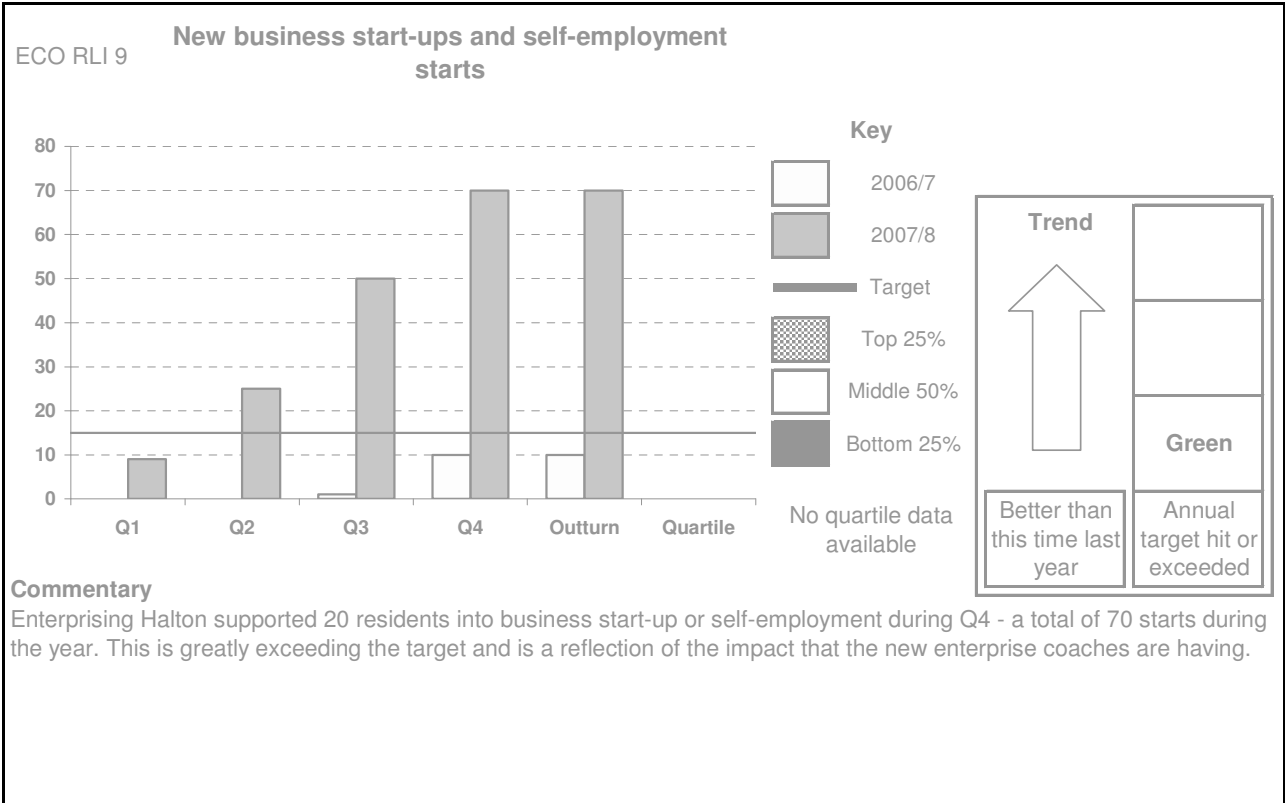
Number of learner enrolments (by end of July) - academic year









Commentary



Q4 represents the spring term January to March 2008. Compared to Q4 in previous years, enrolments are fewer (Q4 in 2006/7 had 2385 cumulative total enrolments). This is 56 enrolments less. As with learner numbers, the number of enrolments will also have been affected by the short spring term and the limited marketing window leading up to the start of term.







Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
Service Delivery Indicators.						
ER PI 10	No of day visitors per annum to the borough (Calendar year)	4.154m (2005)	+2% (for 2006)	4.261m (2006) Annual count		(NB reported annually , one year in arrears) 2005 was 4.154m. As such 2006 is a 2.5% increase.
ER PI 11	Footfall in the town centres	9.27m	9.45m	12.5m		Reflects final installation of additional counters. A new benchmark, covering all current counters, for the period January 1, 2007 to December 31, 2007 has been established. This will be used in subsequent performance reports as a basis for comparison.
Quality of Service Indicators.						
ER PI 12	Percentage of business customers using the inward investment services (including aftercare) expressing satisfaction with the services & support provided (Audit Commission ECR18e)	100%	82%	92%		Issues around performance of property agents as opposed to actual HBC services.
Cost & Efficiency Indicators.						
ER PI 13	Cost per job created and/or safeguarded to which the authorities inward investment promotional activity has made a significant contribution. (Audit Commission ECR18d)	£126.00	£142.00	£153.15		Slightly above target but still within acceptable parameters.

LPSA Ref.	Indicator	Baseline	Target	Perform 06/07	Perform 07/08 Q4	Traffic light	Commentary
10	Number of adults gaining a national Skills for Life qualification at level 1, 2 or 3 in literacy, numeracy or ESOL	19 04/05	116 measured in academic year ending 31/08/08	30	27		256 already achieved against the 116 target.
12	Increase the number of people who have been claiming an incapacity benefit into sustained employment of at least 16 hours per week for 13 consecutive weeks or more	18 for year ending 31/03/06	179 3 year cumulative to 31/03/09	38	15		07/08 performance is 72 against a target of 71 for the year. The target is on track with an additional 69 IB job retentions to be achieved by 31.3.2009.

Key Objective (Service Plan Ref. Only)	Risk Control Measures	Target / Deadline	Progress	Commentary
	<p>Risk Identified: The way that LSC will commission provision is to change in 2007/8.</p> <p>Risk Control Measure(s): To ensure all opportunities to secure funding from LSC (and others) to deliver provision are taken up.</p> <p>Risk Identified: Loss of NRF, New Deal, ESF co-financing and ERDF budget from March 2008.</p> <p>Risk Control Measure(s): Concentrate on priority areas. Bid for JCP/ESF monies. Secure future HPIJ</p>	<p>November 2007</p> <p>September 06</p>	<p></p> <p></p>	<p>month or so, with LSC, around funding from 1 August 2008. It is expected that funding levels will remain the same but not include a rise for inflation.</p> <p>LSC now procures much of its provision through a PQQ/ITT process. The Division has been successful at PQQ stage and has also submitted ITTs in partnership with E&E colleagues (who have been successful at gaining contracts).</p> <p>Business Plan produced and restructure pending the Division to concentrate activity in priority wards and on priority resident groups. JCP IWS contract extended to 30.9.2010 and new LSC contracts awarded until 31.12.2010. Small amount of WNF secured in 2008/9.</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>

NB In relation to those indicators that are measured over an academic year, the option of an amber light (indicating that it is either unclear at this stage or too early to state whether the target is on course to be achieved) is available to be used.

QUARTERLY MONITORING REPORT

DIRECTORATE: Environment
SERVICE: Major Projects Department
PERIOD: Quarter 4 to period end 31 March 2008

1.0 INTRODUCTION

This quarterly monitoring report covers the Major Projects 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 5.




2.0 KEY DEVELOPMENTS

- Turnstone Park Phase 1 (Priority Sites' development) on Widnes Waterfront completed.
- Brindley Mound removal completed
- Project starts on Widnes Waterfront include the construction of the gyratory, on-site works for the Hive leisure development and completion of purchase of land from Network Rail for a linear park.
- CPO secured for Castlefields Local Centre following Public Inquiry
- Working Neighbourhoods Funding secured on a limited basis for Urban Renewal projects for three years.

3.0 EMERGING ISSUES




Resource constraints in other service areas of the Council are beginning to impact on performance in the Major Projects Department, e.g. hindering progress on the 3MG CPO.

4.0 PROGRESS AGAINST KEY OBJECTIVES / MILESTONES

Total	17		17		0		0
--------------	-----------	---	-----------	---	----------	---	----------

Good progress has been made against all “Key” milestones/objectives. For further details please refer to Appendix 1.

4.1 PROGRESS AGAINST OTHER OBJECTIVES / MILESTONES




Total	2		2		0		0
--------------	----------	---	----------	---	----------	---	----------

Good progress has been made against all “Other” milestones/objectives. For further details please refer to Appendix 2.

5.0 SERVICE REVIEW




- RTPI Planning Award for Sustainable Communities secured for the Castlefields Regeneration Programme.
- Two posts have been lost as consequence of the budget setting process. Three officers have left their posts as the result of opportunities elsewhere; one has been replaced to date.
- Future funding has been agreed by Executive Board to permit the development of the Castlefields Local Centre and the continuation of the Castlefields Regeneration Team. As a consequence, all of the Team posts have been made permanent.

6.0 PROGRESS AGAINST KEY PERFORMANCE INDICATORS

Total	3		3		0		0
--------------	----------	---	----------	---	----------	---	----------

Good progress has been made against all “Key” performance indicators. For further details please refer to Appendix 3.

6.1 PROGRESS AGAINST OTHER PERFORMANCE INDICATORS

Total	6		6		0		0
--------------	----------	---	----------	---	----------	---	----------

Good progress has been made against all “Other” performance indicators. For further details please refer to Appendix 4.

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.

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.





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 Other Objectives/ Milestones
Appendix 3- Progress against Key Performance Indicators
Appendix 4- Progress against Other Performance Indicators
Appendix 5- Explanation of traffic light symbols




Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
MP 01	To implement a regeneration plan for the Widnes Waterfront EDZ in accordance with the EDZ Team Plan and Regeneration Masterplan (See Team Plan) resulting in 44 ha. of regenerated land on the Widnes waterfront	<p>Implement North West Development Agency Performance Plan for 2007/8</p> <p>Initiate CPO procedure to secure land required for implementation of the Masterplan</p> <p>Oversee construction of Priority Sites, Langtree, Forward Group and Heron Business Park developments</p> <p>Oversee Venture Fields Leisure development construction</p>	   	<p>On target to meet revised spend obligations for the financial year.</p> <p>Remediation study initiated to determine viability of subsequent developments on Pilkington Sullivan site. This will determine whether it will be practicable to CPO/purchase the site and redevelop it.</p> <p>Priority Sites phase 1 has been completed; the Forward Group has started construction and Heron Phase 2 has secured funding for its development. Changes in the property market have led to a delay in the start of the Langtree development.</p> <p>Construction works have started on site. A public competition to name the development was won by 'The Hive'.</p>

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
MP 02	To implement a regeneration plan for Castlefields according to the Castlefields Team Plan and Regeneration Masterplan (See Team Plan) resulting in the achievement of The Masterplan's Vision of an improved estate	<p>Acquire the existing local centre via CPO</p> <p>Secure outline planning permission for HBC sites</p> <p>Dispose of 3 hectares of HBC land at Lakeside Castlefields</p> <p>Commence delivery of RSL phase two housing schemes</p> <p>Continue to Implement public realm improvements in accordance with the proposals of the Masterplan</p>	<p></p> <p></p> <p></p> <p></p> <p></p>	<p>CPO order confirmed March 2008.</p> <p>Outline planning permission has been achieved.</p> <p>Progress on the provision of a travellers' transit site has allowed planning to progress on the marketing of the housing sites. A Development Brief is being prepared. Executive Board agreed that £3.95 million from the proceeds of the sale of the Lakeside and Canalside sites should be allocated to the Village Square Project and to fund the continuation of the Regeneration Team.</p> <p>Commenced in November 2007.</p> <p>Ongoing in accordance with the proposals of the Masterplan</p>

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
MP 03	To implement a regeneration plan for 3 MG (Ditton Strategic Rail Freight Park) (See Team Plan) resulting in the creation of a regionally-significant rail freight park	<p>Inauguration of CPO procedure to secure land required for implementation of the Masterplan.</p> <p>Co-ordinate the construction of rail sidings</p> <p>Initiate arrangements for improved road access to Halton Borough Council Field</p> <p>Commence procedures for the disposal of Halton Borough Council Field in accordance with the Masterplan proposals</p>	   	<p>Preliminary land referencing completed. CPO will progress when an alternative means is found, e.g. through a private sector partner, to provide financial and staff resources not currently available within Halton Borough Council..</p> <p>Atkins Rail are undertaking the detailed design in consultation with Network Rail. GRIP stage 3 is now complete and GRIP stage 4 is underway.</p> <p>Atkins Highways are preparing the detailed design. The planning application was submitted Jan '08. A value engineering exercise took place Jan 2008.</p> <p>United Utilities commenced work In January on Halton Borough Council Field to re-align the main sewer crossing the site.</p> <p>The 3MG Strategic Officers Group will be monitoring the advancement of the planning application, preparatory works, and the property market, and subsequently agreeing a disposal strategy in 2008-9.</p>



Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
MP 04	Monitor investment levels in the 3 town centres in order to comply with Community Plan objectives (See Team Plan) and ensure a continued improvement in the quality of Halton's Town Centres	<p>Implement Shopfront Improvement Programme</p> <p>Oversee the initiation of the Canal Quarter development</p> <p>Co-ordinate the implementation of the Windmill Centre redevelopment according to the appropriate planning permission</p>	  	<p>Shopfront scheme completed. 18 properties improved in 13 separate grant schemes.</p> <p>Ongoing negotiations for Development Agreement with Urban Splash. Gap funding requested from English Partnerships. Site investigations completed.</p> <p>Stadium Developments are on site with the majority of expected tenants signed up. Sod-cutting and publicity expected in May 2008.</p>
MP 05	Reclamation of contaminated and derelict land including 48 ha. at St Michael's Golf Course to produce a safe and attractive replacement course	Phase 1 reclamation of 18 ha. of the Golf Course begun – Formal determination and funding application to DEFRA.		Brindley Mound removal completed. At St Michael's, the phase 1 works have started on site following the approval of the Defra Stage 1 grant application for £180,000. Works have commenced to develop a travellers' transit site in Runcorn.

Service Plan Ref.	Objective	2007/08 Key Milestone	Progress to date	Commentary
MP 06	To devise and implement a regeneration plan for Halebank resulting in improved residential amenity	Implementation proceeding according to Masterplan including the redevelopment of the former Asda site for housing	N/a	Accountability for this measure has ceased to be the responsibility of the Council with the housing site having been passed to Barratts.
MP 07	To implement the Urban Renewal Strategy and Action Plan	<p>Three meetings of Urban Renewal SSP held.</p> <p>NRF and CPF programmes delivered as programmed according to funding allocations to projects including Landlord Accreditation Scheme, Town Centre Initiatives, Area Forums, Business Parks Improvement Programme, Contaminated Land Remediation and Widnes Waterfront, all to be completed by the end of the financial year.</p>	 	<p>Programme of meetings completed</p> <p>Projects named all completed on budget.</p>

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
Service Delivery Indicators.						
MPLPI 9	Castlefields Regeneration Outputs as set out in Masterplan (% achieved)	100%	100%	100%		Refer to commentary for Objective MP02 in Appendix 1.
MPLPI 10	Urban Renewal Outputs as set out in Urban Renewal Strategy and Action Plan (% achieved)	100%	100%	100%		Urban Renewal Strategy and Action Plan 2007-10 approved. Working Neighbourhoods Funding (WNF) secured for period 2008-11.
MPLPI 14	3MG Outputs as set out in Masterplan (% achieved)	100%	100%	100%		Refer to commentary for Objective MP03 in Appendix 1.

Ref	Indicator	Actual 06 / 07	Target 07 / 08	Quarter 4	Progress	Commentary
Service Delivery Indicators.						
LPI 1	New retail floor space (sq ft)	8,500	0	N/a	N/a	Not applicable in 2007/8
LPI 2	New office accommodation (sq ft)	0	50,000	50,000		Turnstone (Priority Sites) development on Widnes Waterfront completed and launched.
LPI 3	New private housing	60	24	N/a	N/a	Accountability for this measure has ceased to be the responsibility of the Council with the housing site having been passed to Barratts.
LPI 4	Local business premises improved	21	10	18		18 properties have been improved in this year's scheme under 13 separate grant offers.
LPI 5	Streetscape improvement	0	1	1		Improvements have been completed to the rear of the Bradley Public House where the car park has been enhanced environmentally and the number of car parking spaces increased.
LPI 6	Land reclamation programme (acres)	5	10	28		Sites remediated include the 'Brindley Mound' in Runcorn and parts of the Widnes Waterfront development.
LPI 8	EDZ Programme Outputs as set out in ERDF offer letter (% achieved)	100%	100%	100%		See MP01 above
LPI 15	EDZ Programme Outputs as set out in the North West Development Agency Performance Plan	N/a	100%	100%		See MP01 above

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: Urban Renewal Policy and Performance Board

DATE: 18 June 2008

REPORTING OFFICER: Strategic Director, Environment

SUBJECT: Urban Renewal PPB 2007/8 Annual Report

WARDS: Borough-wide

1.0 PURPOSE AND CONTENT OF REPORT

1.1 This report presents a draft Annual Report of the activities of the Urban Renewal PPB during 2007/8 for comment/amendment. Subject to endorsement by the PPB, the Annual Report will go forward with the Annual Reports of other PPBs to a forthcoming meeting of the full Council for adoption.

2.0 RECOMMENDED: That

- (1) the PPB consider, comment upon and if necessary agree amendments to, the attached Annual Report of the PPB's activities in 2007/8; and**
- (2) the PPB endorse the attached/amended Annual Report for the purpose of its adoption at a forthcoming meeting of the full Council.**

3.0 SUPPORTING INFORMATION

3.1 Annex comprising the draft Urban Renewal PPB Annual Report for 2007/8

4.0 POLICY IMPLICATIONS

4.1 None arising from this report itself.

5.0 OTHER IMPLICATIONS

5.1 None arising from this report itself.

6.0 BACKGROUND PAPERS

6.1 2007/8 departmental service plans



Councillor
Hignett

ANNUAL REPORT URBAN RENEWAL POLICY AND PERFORMANCE BOARD JUNE 2007 – MARCH 2008

“I would first like to thank all of the Members of the Urban Renewal PPB for their support throughout the year. The Board has considered a substantial volume of work through which the Council and its partners has contributed hugely to the regeneration of the Borough. Through scrutiny, debate and discussion the Board has appraised and approved a wide variety of actions which have contributed massively to improving the quality of the physical environment of Halton. It has also contributed to the corporate debate on key policy issues, lending an Urban Renewal perspective to matters such as Health and sub-regional issues. What now remains is to communicate this good news to the community.”

Councillor Hignett
Chairman, Urban Renewal Policy and Performance Board

MEMBERSHIP AND RESPONSIBILITIES

During 2007/8 the Board comprised eleven Councillors –

Councillor R. Hignett (Chairman)	Labour
Councillor K. Morley (Vice Chairman)	Labour
Councillor P. Blackmore	Liberal Democrat
Councillor J. Bradshaw	Conservative
Councillor E. Cargill	Labour
Councillor D. Leadbetter	Labour
Councillor P. Murray	Conservative
Councillor P. Nolan	Labour
Councillor C. Rowe	Liberal Democrat
Councillor T. Sly	Liberal Democrat
Councillor D. Thompson	Labour

The Urban Renewal Policy & Performance Board's primary function is to focus on the work of the Council (and its Partners) in seeking to bring about the Urban Renewal of the Borough. It is also charged with scrutinising progress against the Corporate Plan in relation to the Urban Renewal Priority. It is responsible for evaluating performance and formulating policy in relation to the following areas:

- Highways and Transportation,
- Environmental Health and Planning,
- Economic Regeneration and
- Major Projects, with the additional responsibility for
 - the Park Ranger service (as from 2005/6)
 - Contaminated Land (as from 2005/06)
 - Strategic Housing (as from 2006/07).

REVIEW OF THE YEAR

The full Board met six times during the year. As well as considering Executive Board decisions relevant to the work of the Urban Renewal Board, agreeing the Service Plans of the relevant Departments and monitoring their general activities and performance against them, set out below are some of the main activities and issues that the Board has worked on during the year:

Corporate Responsibilities

- A special meeting of the Board considered proposals put forward by the Post Office for the closure of several Post Offices in Halton, and made representations accordingly.
- The Board also invited a representative of the Post Office to attend a meeting to discuss the move of the Halton Lea Post Office to W.H. Smith. Again, representations were made.
- It was agreed that the Halton Public Transport Advisory Panel would comprise the following Members for the Municipal Year 2007/2008: Cllr Hignett (Chair); Cllr Morley; Cllr Polhill; and Cllr Sly.
- The Board considered and made recommendations to the Executive Board on Travellers' Site Provision in the Borough.
- It was resolved that an invite be issued to the Urban Renewal SSP to attend two meetings during each Municipal Year to give an update on their progress.
- The Board considered details of the Action Plan for the Liverpool City Region 2008-2011 (formerly the Merseyside Action Plan).
- The Board received reports on the strategic progress of implementing the Council's Corporate Plan (2006-11) and the adoption of the LAA (Local Area Agreement).
- The Board considered and supported a report which provided an overview of the requirement to produce a Joint Strategic Needs Assessment (JSNA) in line with Department of Health guidance.

Highways and Transportation

- The Board reviewed the Transport Asset Management Plan (TAMP) 2007 and agreed that it be submitted to the Executive Board with a recommendation of adoption.
- The Board considered and noted the Local transport Plan Settlement 2008/11.
- The Board was advised of, and agreed to, the outcome to two Consultation Review Panel (CRP) meetings over the 2006/2007 financial year for Halton Village and Birchfield Road, Widnes
- The Board was consulted on an amendment to the approved Birchfield Road Quality Transport Corridor Improvement Scheme.

- The Board received a petition for traffic calming on Stratton Park. It declined the request due to it being contrary to the Council's policy on Traffic Calming, but passed an alternative scheme of enhanced signing and road markings to the local Area Forum for consideration.

Major Projects Department

- Progress on the implementation of the Castlefields and Widnes Waterfront Regeneration programmes (including a 3D animation for the Waterfront) was considered and noted.
- The Board reviewed and approved the Widnes Waterfront North West Development Association Performance Plan for 2008/9.
- The Board considered and approved the Castlefields Tree Strategy.
- The Board received a presentation on progress on regenerating contaminated land and approved the Council's Contaminated Land Strategy and Action Plan 2008-13.
- The Board considered the 'Urban Renewal Strategic Review and Action Plan 2007-10' and their comments were referred to the Executive Board for consideration.

Economic Regeneration

- The Board received a report on the future of the Fireworks Festival. It commented to the Executive Board that it should remain at its current location and that work should be undertaken to resolve various issues.

Planning

- The Board considered and agreed the Sandymoor Supplementary Planning Document (SPD) for a statutory period of public consultation

Other

- The Board reviewed the Natural Assets Strategy, which was adopted in 2000, together with associated DVDs entitled 'Swifts in Halton' and 'Pickering's Pasture'. The review was recommended to be published.

WORK PROGRAMME FOR 2007/8

- The topic report on 'Raising Additional Revenue from Existing Services' was considered and actions endorsed.
- Work progressed on The 'Future of Town Centre Management' topic.

WORK PROGRAMME FOR 2008/9

The Board agreed the following topic ideas to be considered by the 2008/9 PPB for inclusion in their work programme for the coming year.

- Workforce and Skills for the Logistics Industry (Joint Group with Employment, Learning and Skills PPB); and
- Implications of de-linking the Silver Jubilee Bridge; and
- Housing Strategy (continuation of);

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 Committee Services in the first instance, telephone 0151 424 2061 extension 1125 or email Lynn.Caims@Halton.gov.uk

REPORT TO: Urban Renewal Policy & Performance Board

DATE: 18 June 2008

REPORTING OFFICER: Strategic Director, Environment

SUBJECT: The 'Heart of Halton' Plaque Scheme

WARDS: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 Halton has many famous places, people and landmark events, all of which have in some way shaped Halton and the towns and the parishes within the borough. Currently no one record of the achievements, places or people has been brought together in one celebratory scheme. This report sets out proposals to establish such a scheme – 'The Heart of Halton' which would be similar to the Civic Trust's Blue Plaque scheme. It will seek to identify and celebrate where Halton's achievers, people and activities took place or lived.

2.0 RECOMMENDED: That

- 1) The Board comments on the proposal to establish the Heart of Halton scheme**
- 2) Subject to the Board's agreement, a further report be brought before the Board, setting out the costs and operational requirements for implementing the scheme**

3.0 BACKGROUND

3.1 The towns of Runcorn and Widnes and the various borough Parishes have much to be proud of. From ground breaking scientific achievements to contributions to popular music and contemporary society being born or bred within Halton's boundaries.

3.2 The achievements and innovation may have happened elsewhere had it not been for the way in which Halton became a centre of excellence for a number of companies and individuals who decided to build their businesses or homes in the area. Examples of Halton's rich and varied heritage can be found in appendix 1 of this report.

3.3 To celebrate this eclectic mix of Halton's heritage it is proposed that plaques be erected on buildings etc which will signify where a significant aspect of Halton's heritage can be attributed to. In cases where buildings no longer exist, the plaques could be incorporated into adjacent street furniture etc.

3.4 To complement the plaques, online Web based maps will be developed, highlighting the location of the plaques and what they signify. This will be supported

from time to time with leaflets or other publications. An example of the maps is shown in appendix 2 of this report.

3.5 The plaques will also offer a cost effective way of developing heritage trails using the Web based maps, or for providing historical information to residents and visitors to the borough.

3.6 The proposal to establish the Heart of Halton scheme is at the exploratory stage. Subject to the Board's comments, a further report will be brought before the Board, detailing the costs, insurance, maintenance and legal implications of implementing the scheme.

4.0 POLICY IMPLICATIONS

4.1 The Halton Economic Development and Tourism Strategy has specific policies on tourism which states that Halton will develop the tourism offer of the Borough to support the Liverpool City Region, and other brands as advised by the North West Development Agency, and in so doing ...*"will place the emphasis on investment in quality attractions which make a positive contribution to the overall quality of life and opportunities for employment for residents, potential new residents, and visitors ..."*

5.0 OTHER IMPLICATIONS

5.1 There are no other implications arising from this report

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

The provision of such a scheme would enable walking tours of the borough to be undertaken at very little cost. It would also allow online investigation into the local areas past. *"To ensure all children and young people in Halton enjoy a healthy lifestyle that helps them to achieve physical and emotional well being"*

6.2 Employment, Learning and Skills in Halton

To show Halton entrepreneurial legacy and the factors which influence the shaping of Halton. *"To foster a culture of enterprise and entrepreneurship and make Halton an ideal place to start and grow economic activity"*

6.3 A Healthy Halton

The provision of such a scheme would enable walking tours of the borough to be undertaken. *"To promote a healthy living environment and lifestyles to protect the health of the public, sustain individual good health and well-being, and help prevent and efficiently manage illness"*

6.4 A Safer Halton

The provision of such a scheme would enhance neighbourhoods, creating an understanding of past and present history, to be valued by those currently living there. *"To create and sustain better neighbourhoods that are well designed, well built, well maintained, safe and valued by the people who live in them, reflecting the priorities of residents"*

6.5 Halton's Urban Renewal

An appreciation of the Cultural Heritage that has made Halton what it is today will aid in the understanding of new projects and areas of local interest. *“To enhance, promote and celebrate the quality of the built and natural environment in Halton including tackling the legacy of contamination and dereliction, to further improve the borough’s image”*

7.0 RISK ANALYSIS

7.1 Implementation of the scheme represents a low risk. The risks involved are largely concerned with trying to ensure that the information displayed on the plaques is both accurate and valid. All reasonable steps will be taken to ensure that the information is correct.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 None

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

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

Appendix 1

THE HEART OF HALTON

As The Civic Society have a Blue Plaque scheme for Famous people, The Heart of Halton scheme could encompass a scheme for notable events/ activities/ people that have made Halton what it is today.

Instead of just celebrating characters it can be anything, from the people working on the atom bomb at the Waterloo Centre to the Silver Jubilee Bridge. Thomas Mottershead VC to Nicola Roberts band member of Girls Aloud.

Over 100 examples of that which could be incorporated are listed below.

Type of item	Who/What/ Where/ When
People	<p>Thomas Mottershead VC Lewis Carroll John Hutchinson John McClelland, William Gossage Frederic Muspratt Holbrook Gaskell Henry Deacon William Smyth (c.1460–1514) who became Bishop of Coventry and Lichfield, then Bishop of Lincoln and who built the grammar school Richard Barnes (1532–1587) who became Bishop of Carlisle, then Bishop of Durham Richard Bancroft (1544–1610) who became Bishop of London and then Archbishop of Canterbury.[9] Ludwig Mond, co-founder of Brunner Mond & Company. Sir Robert Mond (1867–1938) became a chemist and archaeologist and his younger brother Alfred Mond, 1st Baron Melchett (1868–1930) became an industrialist, financier and politician.[98] Charles Glover Barkla (1877–1944) who was born in Widnes was the winner of the 1917 Nobel prize in physics Thomas Wilkinson (1898–1942) of the Royal Naval Reserve, was awarded the Victoria Cross posthumously in World War II Jack Ashley MP (b. 1922) Gordon Oakes MP (1931–2005) Andrew Higginson (b. 1977) is a professional snooker player Melanie Chisholm (b. 1974), was born and went to school in Widnes, is a former Spice Girl who was known as Mel C or Sporty Spice.[105] K Kim Cattrall (b. 1956), actress and star of Sex and the City, was allegedly born in Widnes. When Cattrall was less than a year old, her family moved to Canada. [106] Alistair Taylor (Mr Fixit for the Beatles) b 1935 D 2005 Became Gen Manager of Apple Records. Robert Done Footballer Played for Liverpool b:1904 d: 1982 Martrin Roscoe. Classical Pianist b:1952. Many Classical Albums, now teaches Royal Northern College Of Music. Derek Twigg. MP Mark Carlisle MP Paul Sherwen. B 1956. Professional Cyclist Alfred Young (16 April 1873 – 15 December 1940) was a mathematician Thomas Hazlehurst was born in 1816 in Runcorn His son Thomas Hazlehurst (1816–76) was involved with the business. He was a Methodist</p>

	<p>who paid for the construction of 12 chapels and three schools in the area. Sir John Chesshyre (1662–1738), a prominent lawyer Nathan Alcock (1707–79), a noted physician Rev. Thomas Alcock (1709–98), Vicar of Runcorn, and writer and cider maker Edward John Smith (1850–1912), captain of the Titanic, purchased a retirement home in Higher Runcorn but never lived there because of his death aboard the Titanic Thomas Henry Hall Caine (1853–76), a novelist and playwright, was born in Runcorn Thomas Alfred Jones (1880–56) was awarded the Victoria Cross and the Distinguished Conduct Medal during World War I boxer Robin Reid (1971–) attended secondary school in Runcorn The singer Nicola Roberts (1985–) from the British girl band, 'Girls Aloud,' comes from Runcorn.</p>
Events	<p>Leblanc process 1880s significant numbers arrived from Poland and Lithuania 1885 Widnes became a parliamentary constituency In 1974, as part of the Local Government Act 1972, Widnes Borough Council was abolished and its territory amalgamated with Runcorn to form the borough of Halton In 1507 a grammar school was established in Farnworth Widnes Vikings Rugby League Widnes Rugby Union Football Club Runcorn was a small, isolated village until the coming of the Industrial Revolution. In the late 18th and early 19th centuries it was a health resort 18th cent port began to develop on the south bank of the River Mersey During the 18th century water transport had been improved in the area by the Mersey and Irwell Navigation Trent and Mersey Canal. Runcorn to Latchford canal, and the Weston canal which gave better access to the Weaver Navigation system In 1868 the Runcorn Railway Bridge May 21st. In 1894 the Manchester Ship Canal was opened In 1926 four chemical companies merged to form Imperial Chemical Industries (ICI). Southgate development designed by Sir James Stirling The Runcorn Ferry Runcorn Linnets FC. Runcorn history as a port stretching back to medieval times</p>
Places	<p>St Bede's church Roman Catholic church dated 1847 St Maria's church Roman Catholic church dated 1864 Bridewell, Farnworth Former bridewell dated 1827 Wayside pulpit, St Mary's church, West Bank Octagonal red sandstone ashlar pulpit The Saxon Queen Aethelflaed built a fortification on Castle Rock in 915 A.D Snig Pie House", but is now the "Mersey Hotel Water ditches surrounding Norton Priory The Sandstone Quarries Tanning and WW1 associated bits from Runcorn Rocksavage Hall Mariners' Mission, Irwell Lane 1831* Halton Castle 1071*^ Runcorn Town Hall, Bridge Street Weston Old Hall Chesshyre Library, Halton Village Halton Vicarage Seneschal's House, Halton Village Halton Old Hall, Halton Village 'The Tricorn', formerly a wing of Hallwood Hall No. 31 Main Street, Halton Village Norton Priory</p>

	<p> Lodge Main Street, Halton Village Rock Farm, Main Street Halton Village Hollybank House, Main Street, Halton Village Nos. 125-127 Main Street Halton Village Halton House Halton Village 53, Holloway, Runcorn 58, High Street, Runcorn 71, High street, Runcorn Bridgewater House, Runcorn Brookfield Farm Runcorn Camden House, High Street, Runcorn Royal Hotel, Bridge Street, Runcorn The Elms, Weston Road, Runcorn Cavendish Farm, Weston Weston Cross & The Grange, Weston Old Hall, Weston Old Hearse House Parish Church, Runcorn Almshouses, Holloway Elim Chapel Carnegie library Egerton Street Cottage Hospital Spiritualist Church Stonehills House, Runcorn Welsh Chapel, Runcorn </p>
--	---

Appendix 2

Example of online maps

The current draft of this map can be found at:

<http://maps.google.co.uk/maps/ms?hl=en&ie=UTF8&msa=0&msid=101430745735614573546.00044b5f67615d1c5b9a7&z=12>

Heart Of Halton

A description of People, places and Events that have made the Borough of Halton what it is today.

Blue Pins signify interesting places

Red Pins Signify Listed Buildings, some of which also play a part in Halton's Heritage.

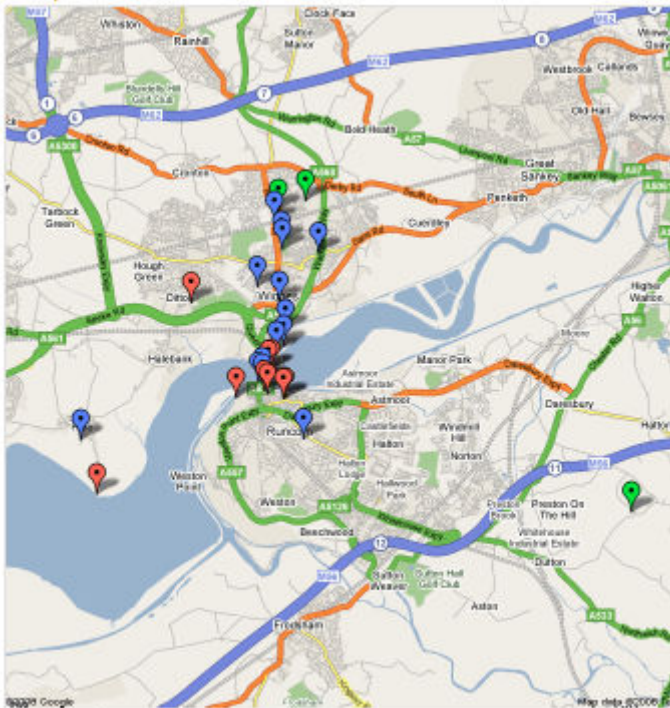
Green Pins indicate where someone famous is from and who they were.

2 views - Public

Created on Apr 21 - Updated < 1 minute ago

By iain.bisset

Rate this map - Write a comment



Example of the text for each of the pins above

The Birthplace of the Childe of Hale

Hale is famous for it's quiet nature, cottages and countryside, but most of all for it's most famous inhabitant who lived here more than 300 years ago. His name is John Middleton and was born in Hale in 1578, but is more commonly known as "The Childe Of Hale"! Even before he was 20 years of age, his height reach a staggering 9 foot 3 inches.

John Middleton died on August 23rd 1623, as entered into the Hale Church death register. His name is given and "Childe Of Hale" is written along side in pencil. His grave lies on the south side of St Mary's church surrounded by iron railings.

Silver Jubilee Bridge

The construction of the Silver Jubilee Bridge was started on April 25th 1956 and was opened on July 21st 1961 by H.R.H. Princess Alexandra of Kent.

In 1975 work was started to widen the bridge and this was done by Consultants, Mott Hay and Anderson. Contractor were a consortium of Leonard Fairclough and Redpath Dorman Long.

The extended bridge was opened by The Minister of Transport on 24th March 1977. At 330m the bridge is one of the largest steel arch bridges in the world

REPORT TO: Urban Renewal Policy and Performance Board

DATE: 18th June 2008

REPORTING OFFICER: Strategic Director, Environment

SUBJECT: Policy & Performance Board Topic Issues Work Programme 2008/2008

WARDS: Borough-wide

1.0 PURPOSE OF REPORT

1.1 The meeting of this Board on 23rd January 2008 agreed the Topic Issues which it wished to pursue in 2008/9. This report seeks approval to the draft Topic Briefs covering those issues then selected and asks Members to consider the membership of the relevant Topic Groups.

2.0 RECOMMENDED: That

- (1) Members of the Policy and Performance Board agree details of the Topic Briefs which have been considered by the Chair and Vice-Chair of the Board; and**
- (3) consideration be given to the composition of each Topic Group.**

3.0 SUPPORTING INFORMATION

3.1 Each year the PPB identifies a number of areas that it intends to scrutinise in detail as part of its work programme for the year.

3.2 At the meeting of the Board on 23rd. January 2008 it was agreed that the three topics to be considered in 2005/6 would be:

- A joint group with Employment and Skills on Workforce and Skills for the Logistics Industry: Lead Officers - Siobhan Saunders (Economic Regeneration) and Sally McDonald (Major Projects Department).
- The Implications of De-linking the Silver Jubilee Bridge: Lead Officer - Mick Noone (Highways and Transportation).
- The Topic Group on 'Supported Housing' can be expected to report in 2008-9 Lead Officers – Steve Williams and Angela McNamara. (Group Members - Councillors Wallace (Chairperson), Whittaker, E. Cargill)

3.3 Draft Topic Briefs have been written and discussed with the Chair and Vice-Chair of the Board. They are attached as Appendix 1 for consideration.

3.4 Members are asked to consider and agree these Briefs, and to agree the composition and membership of the Topic Groups.

3.5 Topic Groups will meet through the 2008-9 Council year and be expected to report back to this Board at its last meeting of the year.

4.0 POLICY IMPLICATIONS

4.1 None at this stage.

5.0 OTHER IMPLICATIONS

5.1 None at this stage

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

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

TOPIC TITLE: Workforce and Skills for the Logistics Industry

PPB(s) responsible: Urban Renewal & Employment, Learning and Skills

Officer Lead: Siobhan Saunders Tel 0151 906 4804

Support Officer: Sally McDonald Tel 0151 906 4871

Planned start/end dates June 2008 Target PPB meeting March 2009

Topic description and scope

To identify the future skill needs within the logistics sector in Halton and, to assess whether existing activity will meet those needs, including the identification of opportunities for improved performance. In addition, to explore in-work training opportunities within logistics companies in the borough.

Why this topic was chosen

The realisation of a major regeneration project of the magnitude of 3MG is dependent upon a number of key determinants without which the project will fail.

In the case of the 3MG project a number of key determinants are in place, for example the availability of sufficient land, a strong and dynamic public\private sector partnership, connectivity to the nation's key transport infrastructure etc.

However, without ready access to a pool of skilled, motivated and flexible employees the capacity of the 3MG project will be compromised.

It is, therefore, vital that the Council and its partners put in place the necessary mechanisms to ensure that the 3MG project does not fail for want of a workforce and that local people are fully supported to access the new employment opportunities afforded by the project and in so doing contribute to the vitality of the wider community of Halton.

Key outputs and outcomes sought

Outputs:

A clear understanding of -

- The current demand for skills from logistics sector related companies in Halton
- The likely future demand for logistics skills
- The kinds of companies locating to the 3MG site over the next 5 to 10 years
- Some recommendations as to how these future employment opportunities within logistics can be made, particularly for Halton's long term unemployed adults residents.

The establishment of a clear set of job profiles where people can easily find the skills/qualifications that local business require for local jobs

Identification of good practice

Outcomes:

A body of skills related intelligence around the logistics sector that will foster an understanding of the skills position of the borough.

Which of Halton's 5 strategic priorities this topic addresses and the key objectives and improvement targets it will help to achieve?

A Healthy Halton, Key objectives B, C, E
Urban Renewal, Key objectives A, D, E.
Children and Young People, Key Objectives D, E.
Employment Learning and Skills, Key objectives B, C and D

Nature of expected/desired PPB input

- Working group reports to be considered by full PPB

Preferred mode of operation

Joint Councillor and officer working group
Review of recent skills surveys/logistics assessment
1-2-1 sessions with main agencies and providers
Attendance at 3MG Skills Group meeting
Recommendations for action developed

Media/communication implications

Logistics is a key growth sector for the borough of Halton and the 3MG development has already featured in local and regional press. This PPB Topic should help maximise the media/communication possibilities associated with 3MG, in particular the 3MG website, newsletters and press releases.

Agreed and signed by:

PPB Chair Officer

Date:..... Date:.....

Topic Title: The Implications of De-linking the Silver Jubilee Bridge

PPB(s) responsible: Urban Renewal

Officer Lead: Mick Noone Tel: 0151 471 7370 or internal extension 3003

Support Officer: Jonathan Farmer 0151 424 2061 extension 3018

Planned start/end date: July 2008; Target PPB meeting March 2009

Topic description and scope:

A review of the proposed de-linking (removal) of highways in Runcorn and Widnes which are required to allow the construction of the Mersey Gateway to proceed and to enable the Key Objectives of the scheme to be met. To consider the potential social, environmental and economic impacts of this de-linking and the potential opportunities afforded by it.

Terms of Reference

- To consider the Mersey Gateway Key Objectives as the criteria against which the review of the de-linking should take place.
- To review the extent of the de-linking works, proposed changes to the highway network and the likely implications for movements of traffic including public transport, pedestrians and cyclists.
- To consider the areas of land that could be made available for development subsequent to de-linking in order to maximize opportunities that are currently constrained by the presence of the existing highway infrastructure.
- To review the Mersey Gateway Regeneration Strategy Options as they relate to de-linking.
- To consider the potential impacts on residents and businesses directly or indirectly affected by the de-linking and potential opportunities to improve their environment
- **To consider potential improvements to the local highway network and provision for sustainable transport in the context of the above opportunities.**
- To safeguard the interests of local communities during the extended Mersey Gateway and SJB de-linking construction/demolition periods.

Why this topic was chosen:

The Mersey Gateway is a £390m proposal to provide a new crossing of the river Mersey. It will require major changes to existing highway infrastructure, including some of the Borough's more major road structures that will have to be demolished or amended to accommodate the new bridge. It will also reduce traffic flows significantly on the Silver Jubilee Bridge to a point where existing structures and roads will no longer be necessary. These changes will release land for development and provide new opportunities for movement but they will also have a potential impact on local residential and business communities, especially during the construction phases. It is therefore appropriate to consider what the potential impacts of the de-linking are likely to be.

Key outputs and outcomes sought

Outputs:

A clear understanding of –

- The Key Objectives of the Mersey gateway scheme
- The proposed changes to the highway network that will take place in order to accommodate the Mersey Gateway and realize its objectives
- The potential impacts on local communities associated with construction (and demolition) works
- The potential land that will become available for development as a consequence of the de-linking
- The potential regeneration options available for Widnes and Runcorn Old town as set out in the Mersey Gateway Regeneration Strategy
- The Mersey Gateway Sustainable Transport Strategy and its links with the de-linking
- Some recommendations on how local community interests should be protected, how accessibility to services and facilities can be maximized and on how development should proceed in areas affected by de-linking.

Outcomes:

The identification of any significant risks and opportunities invited by the de-linking proposals together with the need for further mitigation measures.

Which of Halton’s 5 strategic priorities does this topic address and what are the key objectives and improvement targets it will help achieve?

A Healthy Halton, Key Objectives C and E
Urban Renewal, Key Objectives A, D and E
Children and Young People, Key Objectives A and E
Employment learning and Skills, key Objectives A and C

Nature of expected/desired PPB input

Involvement by a small number of Members and officers in a working group for approximately 4 or 5 meetings. Working Group reports to be considered by PPB as appropriate.

Preferred mode of operation

As above but with presentations by others as necessary, for example on the Regeneration Strategy Options and the MG Sustainable Transport Strategy.

Media/Communication implications/opportunities arising from examining this topic.

None at this stage.

Agreed and signed by:

PPB Chair **Officer**

Date **Date**

REPORT TO: Urban Renewal Policy and Performance Board

DATE: 18 June 2008

REPORTING OFFICER: Strategic Director, Environment

SUBJECT: Improving Overview and Scrutiny; Action Plan 2008-9

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 The report brings to the attention of the Board those elements of the 'Action Plan 2008-9 for Overview and Scrutiny' relevant to the Urban Renewal PPB

2.0 RECOMMENDATION: That

- (1) The Board discusses the recommendations of the 'Action Plan 2008-9 for Overview and Scrutiny'; and**
- (2) agrees a way forward.**

3.0 SUPPORTING INFORMATION

3.1 Overview and Scrutiny (O&S) is intended to be an independent, Member-led process. In 2007-8 a series of initiatives were undertaken to progress the way in which Halton Borough Council undertakes this activity;

- The issue was discussed at a joint meeting of the Executive Board and Management Team and at Chairs' Away Days;
- An externally-administered questionnaire and Away Day group discussion sessions were facilitated by consultant Peter Kent;
- Improvements were highlighted through completing the North west Scrutiny Support Officers' pilot quality benchmarking exercise;
- Other improvements have been drawn from good practice elsewhere or prompted by the experience and comments of Members and officers operating O&S in Halton.

3.2 As a consequence a Draft Action Plan was drawn up and circulated informally amongst the then-Members of the Urban Renewal PPB in March 2008. (It is attached as Appendix One.) The elements relevant to this Board are set out in summary in the table below, together with comments and/or actions either implemented or required. It should be noted that the nature of the scope of the Urban Renewal PPB is such that it has always exercised flexibility in its approach to policy and scrutiny matters and it is assumed that this approach will be maintained.

4.0 POLICY IMPLICATIONS

4.1 There are no policy implications

5.0 OTHER IMPLICATIONS

5.1 There are no other implications

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

Not applicable

6.2 Employment, Learning and Skills in Halton

Not applicable

6.3 A Healthy Halton

Not applicable

6.4 A Safer Halton

Not applicable

6.5 Halton's Urban Renewal

Not applicable

7.0 RISK ANALYSIS

Not applicable

8.0 EQUALITY AND DIVERSITY ISSUES

Not applicable

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

Document	Place of Inspection	Contact Officer
Action Plan for 2008-9 Improving Overview and Scrutiny	Office of Overview and Scrutiny Officer	Alex Villiers

IMPROVING OVERVIEW AND SCRUTINY (O&S) ACTION PLAN FOR 2008 - 2009

This plan combines recommendations for improving Halton B C's overview and scrutiny arrangements derived from several sources including:

- *suggestions from the joint Executive Board/Management Team and proposals from the Chairs' Awaydays;*
- *findings from an externally administered questionnaire and Awayday group/discussion sessions facilitated by consultant Peter Kent;*
- *improvements highlighted through completing the NW Scrutiny Support Officers' pilot quality benchmarking exercise;*
- *other improvements drawn from good practice elsewhere or prompted by the experience of Members and officers operating O&S in Halton.*

These actions will be complemented within the next few months by actions relating to O&S identified through the Topic work currently underway to review and develop the Council's performance management approach and processes.

#	ISSUE RAISED	ACTION	BY WHOM	BY WHEN
1	Strengthen communication and dialogue between O&S and the Executive	<ul style="list-style-type: none"> • Invite Executive Board (XB) members to O&S Coordination Panel (OSCoP) meetings periodically – agreed twice a year • Portfolio holder or chief executive/strategic director to attend/contribute to PPB meetings by invitation of the PPB Chair. Encourage closer dialogue between PPB (Chairs) and XB portfolio holders e.g. informally + through participation in PPB preparatory meetings • Develop protocol for XB participation at 	Cllr. Blackmore + Alex Villiers PPB Chairs and Prime Officer Leads (POLs) + Cllr. Blackmore, Alex Villiers AV PPB Chairs	From July 2008 June 2008 On-going

	PPBs				
#	ISSUE RAISED	ACTION	BY WHOM	BY WHEN	
1	Strengthen communication and dialogue between O&S and the Executive (continued)	<ul style="list-style-type: none"> • Highlight scope of O&S for timely monitoring of the progress of XB business using: <ul style="list-style-type: none"> - XB papers on intranet - XB minutes on intranet (within 5 days of meeting) - and by sending 'all Members' email reminders when such papers are posted • Share O&S Topic work programme summary with Exec Board Members early in each municipal year Highlight scope of O&S for timely monitoring of the progress of XB business using: <ul style="list-style-type: none"> - XB papers on intranet - XB minutes on intranet (within 5 days of meeting) - and by sending 'all Members' email reminders when such papers are posted • Share O&S Topic work programme summary with Exec Board Members early in each municipal year 	<p>OSCoP/AV</p> <p>Committee Services</p> <p>AV</p>	<p>June 2008</p> <p>March 2008</p> <p>From April 08</p>	
2	Promote 'pre-scrutiny' and use the Forward Plan to better effect	<ul style="list-style-type: none"> • Explore scope for strengthening the Forward Plan and making it more informative - and implement • PPBs to seek earlier involvement in issues and make more productive use of improved Forward Plan to support Council decision-making 	<p>Mark Reaney</p> <p>PPB Chairs + POLs</p>	<p>April 2008</p> <p>May 2008</p>	

#	ISSUE RAISED	ACTION	BY WHOM	BY WHEN
3	Strengthen impact of O&S activity	<ul style="list-style-type: none"> • Improve programming of O&S activities/meetings • Embed process for referrals/recommendations to XB so it is more fully understood/ transparent • Open invitation for non-Exec Members to attend XB meetings – remind Members • Introduce more systematic and effective tracking and follow up of O&S recommendations and their impact, including feedback to PPBs 	AV/POLs Management Team (MT)/ POLs/AV AV AV/Mark Reaney	June 2008 On-going March 2008 June 2008
4	Improve the effectiveness of O&S's role in relation to performance management (PM)	<ul style="list-style-type: none"> • Implement relevant recommendations emerging from the on-going Topic review of PM • Shift the focus of PM towards greater emphasis on more strategic and partnership aspects • Ensure performance monitoring information, especially financial information, is current • Remind Members of PM information available via intranet enabling timely monitoring independent of formal meeting timetable • Ensure continued Member engagement in scrutiny and development of PM arrangements 	Cllr Dennett/ Rob Mackenzie AV with PPB Chairs/POLs (As per review recs – t.b.a.) Rob Mackenzie Cllr. Blackmore + AV	March 2008 On-going w.e.f. Apr '08 July 2008 March 2008 On-going

		<p>necessary e.g. to consider 'fresh' performance info, essential background briefings</p> <ul style="list-style-type: none"> focussing more on early involvement with issues and key decisions (pre-scrutiny) when policy options and plans are still fluid <p>All Topic team proposals to consider expected costs, benefits and resource implications</p>		
#	ISSUE RAISED	INITIAL ACTION PROPOSED	BY WHOM	BY WHEN
8	Develop and implement ways to engage and listen to the voice of the public and their (non-councillor) representatives more fully through O&S	<p>Explore/pursue options including:</p> <ul style="list-style-type: none"> more involvement of groups of the public and their representatives e.g. school children making fuller use of market research findings further exploiting the potential of Halton's devolved arrangements e.g. Area and Neighbourhood fora for localised O&S further develop and promote awareness of O&S information accessible electronically 	<p>Chairs + POLs</p> <p>Chairs + POLs</p> <p>Area Forum and N'hood Board</p> <p>Chairs/Lead offs</p> <p>AV</p>	<p>On-going</p> <p>On-going</p> <p>On-going</p> <p>On-going</p> <p>On-going</p>

9	Implement aspects of the Local Govt etc. Act 2007 and associated guidance relating to O&S	Assess implications of LG Act and integrate requirements into HBC documentation, processes and procedures, as required (e.g. the Constitution)	AV	w.e.f. May 2008
10	Further develop programme of training and personal development for those involved with O&S to strengthen the Council's capacity to carry out this function effectively	Review scope and relevance of existing O&S training and development activities. Enhanced programme in place	Cllr Blackmore and AV	Sept 2008
11	Check Committee/Board structure and arrangements are fully fit for purpose	As part of the review of the Constitution - Undertake a review of the present Committee/ Board structure, arrangements and membership with a view to improvement	Council Members guided by the Leader & CX	June – Dec 2008

REPORT TO: Urban Renewal Policy and Performance Board

DATE: 18 June 2008

REPORTING OFFICER: Strategic Director Environment

SUBJECT: St Marie's Church, Widnes

WARDS: Riverside

1.0 PURPOSE OF THE REPORT

1.1 The purpose of the report is to inform Members of the receipt of a petition from group of parishioners from St Marie's in Widnes (The Friends of St Marie's 1864) with regards to the closure of the Church and to update the Board on the Council's response.

2.0 RECOMMENDATION: That

- (1) The Board note the report and support the aims and objectives of the petitioners; and**
- (2) the petitioners are informed of the Board's decision.**

3.0 SUPPORTING INFORMATION

- 3.1 St Marie's Church closed in early January 2007 following a decision by the Archdiocese of Liverpool that it was not economic to remain open due to congregation size and maintenance costs. Since this date the building has been vacant and 'mothballed' by the Archdiocese of Liverpool. Worship continues for the Parish in the former school canteen building, now the 'Parish Hall' opposite the Church.
- 3.2 Over the past eighteen months the Council has corresponded with the Archdiocese to ensure that they, as owners of the listed building, keep the building in good order. The Archdiocese carried out work in December 2007 and January 2008 to secure the building including removal of roof tiles, boarding up of windows and securing all doors from inside the building.
- 3.3 In January 2008 members of the local community requested the support of the Council and met with Councillor McDermott to discuss the situation. This meeting was followed by a petition to the Council under the 'community call for action' with 613 names requesting support in securing the future of the building.
- 3.4 Councillor McDermott and David Parr met with Archbishop Kelly and representatives from the Archdiocese in February to discuss the current situation and propose a way forward. The Archdiocese was not prepared to consider re-opening the Church for worship and rejected proposals for a mixed use solution.

3.5 In February and March 2008, Councillor McDermott wrote to Archbishop Kelly to propose the following:

- To return worship to St Marie's Church
- St Marie's Church to be partitioned to provide a smaller area for worship for up to 100 worshippers
- The remaining area to be made available for community use
- The building to be managed by a community trust or community interest company in which the Church is involved
- The community activity should provide revenue to supplement and support revenue raised through the Parish

3.6 Halton Borough Council's Planning Department have served a Section 215 notice (TCPA 1990) to deal with the unsightly land to the rear and its secure enclosure.

3.7 The group of local residents, The Friends of St Marie's 1864, continues to meet but currently they do not feel there is sufficient need for a 'community centre' in the area and do not want to pursue setting up a community trust at this stage. They will, however, look to continue as a pressure group, asking the Archdiocese to re-open the Church for worship.

3.8 It is understood that the freehold owner is currently Morbaine Ltd., the Widnes-based property company which owns the adjacent Ashley Way Retail Park. The former school canteen and land is unregistered and we have been unable to confirm the ownership although the Archdiocese considers this to be in their ownership.

4.0 POLICY IMPLICATIONS

4.1 The petition, signed by 613 people, highlights that the building is now lying empty with an uncertain future. The Friends of St Marie's 1864 ask for the Council's support in saving the building and securing its future for the parish, local residents and the wider community.

4.2 In response to this petition it is recommended that the Council informs the petitioners that the Council notes the report and supports them in their aims and objectives.

4.3 The current situation of mothballing a vacant Church is not sustainable and could ultimately lead to the physical loss of the building.

4.4 Alternative future uses for the site will need to be assessed with regards to planning, listing and building regulations.

5.0 OTHER IMPLICATIONS

5.1 One barrier to securing a viable use is the covenant placed on the lease of the land which states that the building can only be used as a place of

worship. Therefore to progress an alternative use would require negotiation with the freehold owner.

- 5.2 It has also become apparent that the community around St. Marie's feel disenfranchised from any process to bring the building back into use due to the (understandably) difficult position in which many of the active members of the church find themselves. As such any re-use should make provision for occasional church activities and be accessible to St. Gerard's School.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

None

6.2 Employment, Learning and Skills in Halton

None

6.3 A Healthy Halton

None

6.4 A Safer Halton

The police and members of the local community have highlighted that nefarious activities including drug taking, are taking place at the rear of the property.

6.5 Halton's Urban Renewal

Following the listing of the building, it would be detrimental to the urban renewal of the area if the building were allowed to fall into disrepair. For the ongoing regeneration of this part of Widnes it is important that the long-term future of the building is secured, with an appropriate alternative use that serves the community.

7.0 RISK ANALYSIS

- 7.1 The building falls into disrepair – the building is a Grade II listed building and as such is protected by planning law. The Council will exert these laws as necessary to ensure that the owner continues to keep the building in a good state of repair.
- 7.2 There is a cost to the Council in the upkeep of the building if planning enforcement fails. The Council will seek to build on the existing relationship with the Archdiocese and work in partnership to ensure compliance with the requirements for listed building status.
- 7.3 Alternative uses do not serve the needs of the community and the building is not well used. Any alternative use would have to be agreed following community consultation and involvement.

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

8.1 There are no background documents under the meaning of this Act.

REPORT TO: Urban Renewal Policy & Performance Board

DATE: 18 June 2008

REPORTING OFFICER: Strategic Director, Environment

SUBJECT: Astmoor Business Improvement District (BID) Petition

WARDS: Castlefields

1.0 PURPOSE OF THE REPORT

1.1 Report for the purpose of informing the Urban Renewal Policy and Performance Board that a petition has been received from a number of businesses concerning the Astmoor Industrial Estate Business Improvement District (BID).

2.0 RECOMMENDATION: That

- (1) the Board confirms its support for the implementation of the BID on the Astmoor Industrial Estate; and**
- (2) the petitioners be notified that the Board does not endorse the petition.**

3.0 SUPPORTING INFORMATION

Establishment of the Astmoor Business Improvement District (BID)

- 3.1 The proposal to establish a Business Improvement District (BID) has been the subject of extensive consultation with all businesses on Astmoor Industrial Estate. The consultation process included invitations to quarterly meetings of the Astmoor Business Steering Group, distribution of a Business Improvement District Survey to gauge whether business on Astmoor wanted to consider a BID as a way forward and an invitation to attend a BID workshop in July 2007.
- 3.2 Companies were also invited to the presentation of the draft BID Business Plan that took place on 12th September 2007, which was used to develop the BID Business Plan. As part of the process, companies were sent a copy of the draft Business Plan for the BID and a formal invitation to the BID Launch on 24th October 2007.
- 3.3 In addition, every company that was in residence on the estate at the time of the BID ballot were given the opportunity to have a one to one

meeting with a member of the team that was co-ordinating the ballot. Most companies on the estate took this offer up and used this as an opportunity to ask questions relating to the BID and the proposed services.

- 3.4 In order to establish the Astmoor BID, a statutory process was undertaken, which culminated in the BID ballot. All businesses in residence on the estate at the time of the ballot, or property owners where premises were vacant, were sent a ballot paper for each rateable property in their occupation / ownership on 1st November 2007. An independent scrutineer, the Electoral Reform Services, conducted the ballot in accordance with Statutory Instrument 2004 No. 2443 The Business Improvement Districts (England) Regulations 2004. The ballot closed on 6th December 2007, with the result announced on 7th December 2007.
- 3.5 The BID proposal could only proceed with a majority of those voting in favour of the proposal, both in terms of the numbers voting and the rateable value represented by those voting.
- 3.6 The Astmoor BID ballot results were as follows:-
- Turnout was 65% (101 votes)
 - Number of companies voting 'YES' was 72%
 - Percentage of Rateable Value voting 'YES' was 77%

Commencement of the Astmoor BID

- 3.7 The Astmoor BID formally commenced on 1st April 2008 for a 5-year period. All businesses in occupation of premises within the Astmoor BID area on 1st April 2008, or property owners where premises are vacant, are liable for the Astmoor BID Levy. All parties liable for the Astmoor BID Levy were sent a bill dated 28th March 2008, which was due for payment on 30th April 2008.

The Petition

- 3.8 A petition was received on 24th April 2008 marked for the attention of the Business Parks Officer, which was signed by thirteen businesses located on Astmoor Industrial Estate. With the exception of three companies, all the businesses are located on Arkwright Court, the area of the estate containing some of the smallest units on the estate.
- 3.9 The petition stated:

"We the undersigned tenants of Arkwright Court, Astmoor, Runcorn do not approve of the levy we are being charged for the Business Improvement District (BID)

We are all small business working on a very tight financial budget and we are unable to pay this levy that Halton Borough Council is imposing on us.

Eventually there will be no businesses left on Astmoor for Halton Borough Council to collect any monies from.

We all think it is unjust and unfair.”

Response to the petition

3.10 The Business Parks Officer wrote to all companies that signed the petition. See Appendix 1. The letter stated that the Astmoor BID is designed to benefit **all** businesses on Astmoor, regardless of the size of the business and the nature of the operations. All the new services and infrastructure that will be delivered through the Astmoor BID's three themes for improvement (safe & secure, image enhancements and co-ordinated estate) will be available to every business on the estate.

3.11 The Council is in the process of spending the £115,000 council contribution to the Astmoor BID. The cash is being used to purchase much of the capital equipment required by the BID, including the following:

- Auto Number Plate Recognition (ANPR) CCTV system covering all vehicle entrances and exits to the industrial estate (power connections installed with columns and street cabinet installation commencing on week starting 5th May)
- SmartWater DNA forensic property marking business kits for all firms on the estate (kits are currently being circulated to resident businesses)
- Crime prevention signage (SmartWater signs installed, further crime prevention signs to be installed to promote CCTV, mobile patrols, alarm response etc)
- Feature gateway signage at the entrances to Astmoor (installation completed).
- Automatic alarm diallers (installation where required is on a rolling basis)

3.19 Coupled with the above infrastructure, there will be a range of new security services introduced, including:-

- Two mobile security patrols to every business premise per day, 365 days per year
- Alarm / incident response service (365 days per year)
- Key holding services (365 days per year)

3.20 The mobile security patrols commenced during the week starting 5th May. The alarm / incident response and key holding service will be progressively established over the coming weeks.

3.21 The Council has no option, therefore, but to seek payment from all parties liable for the BID Levy as a contribution towards the cost of delivering the Astmoor BID Business Plan.

3.22 Appendix 2 illustrates the Smartwater, mobile patrols and new signage developments. Appendix 3 illustrates recent press coverage concerning the implementation of the Smartwater technology that is designed to deter crime.

4.0 POLICY IMPLICATIONS

4.1 The issues and priorities addressed through the implementation of the Astmoor BID Business Plan are directly aligned to the Community Strategy:

A Safer Halton

- Reduce overall crime (in line with Halton's Crime and Disorder Reduction Partnership targets).
- The Astmoor BID Business Plan provides a package of crime prevention initiatives that are designed to deter crime from the estates, including plans to either enhance existing CCTV security systems, or install new systems which will assist in designing out crime on the estates, which will be backed up by a response to incidents.

Halton's Urban Renewal

- Attract additional businesses to Astmoor
- Increase the number of jobs in Halton
- The Astmoor BID will attract a significant private sector contribution (more than £745,000 over 5 years) to contribute towards the economic regeneration of the estate and the borough.

Employment, learning and skills in Halton

There are no implications arising from this report.

Children and Young People in Halton

There are no implications arising from this report.

A Healthy Halton

There are no implications arising from this report

5.0 OTHER IMPLICATIONS

5.1 There are no other implications arising from this report.

6.0 RISK ANALYSIS

6.1 The Astmoor BID is designed to benefit all businesses and owners of premises on the estate. Acceding to the petition, will jeopardise the future of the BID and the benefits it will bring to the estate.

7.0 EQUALITY AND DIVERSITY ISSUES

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

Appendix 1 – Letter sent in response to the Petition

Dear Sir / Madam,

ASTMOOR INDUSTRIAL ESTATE BUSINESS IMPROVEMENT DISTRICT

I am writing to confirm receipt of the correspondence sent marked for my attention and concerning the Astmoor Business Improvement District (BID), which was dated 17th April 2008, although received on 24th April 2008.

I was disappointed to receive the petition and I am sorry that you feel this way about the Astmoor BID. I should, however, make it clear that in common with all petitions received by the Council, your petition will be submitted for information to one of the Council's Policy and Performance Boards (PPB). A PPB is a board made up of elected councillors. In this case, your petition will be submitted for information to the next Urban Renewal PPB, which is taking place on 18th June. I will be writing to you again after the meeting with an indication of the outcome.

In the meantime, I hope that you will find the following information helpful and this will form the basis of my report to the Urban Renewal PPB.

The Astmoor BID is designed to benefit **all** businesses on Astmoor, regardless of the size of the business and the nature of the operations. All the new services and infrastructure that will be delivered through the Astmoor BID's three themes for improvement (safe & secure, image enhancements and co-ordinated estate) will be available to every business on the estate.

The proposal to establish a Business Improvement District (BID) has been the subject of extensive consultation with all businesses on Astmoor Industrial Estate. The consultation has taken the form of invites to quarterly meetings of the Astmoor Business Steering Group, distribution of a Business Improvement District Survey to gauge whether business on Astmoor wanted to consider a BID as a way forward and an invitation to attend a BID workshop in July 2007.

Companies were also invited to the presentation of the draft BID Business Plan that took place on 12th September 2007, which was used to develop the BID Business Plan.

During the process companies were sent a copy of the draft Business Plan for the BID and will have been sent a formal invitation to the BID Launch on 24th October 2007.

In addition, every company that was in residence on the estate at the time of the formal BID ballot was given the opportunity to have a one to one meeting to discuss the BID proposal either with myself or Barry Noon (Groundwork Trust). Most companies on the estate took this offer up and used this as an opportunity to ask questions relating to the BID and the proposed services.

As you are probably aware, in order to establish the Astmoor BID a formal statutory process had to be undertaken, which culminated in the BID ballot. All businesses in residence on the estate at the time of the formal BID ballot, or property owners where vacant, were sent a ballot paper for each rateable property in their occupation / ownership on 1st November. An independent scrutineer, the Electoral Reform Services, conducted the ballot in accordance with Statutory Instrument 2004 No. 2443 The Business Improvement Districts (England) Regulations 2004. The ballot closed on 6th December 2007, with the result being announced on 7th December 2007.

The BID proposal could only proceed with a majority of those voting in favour of the proposal, both in terms of the numbers voting and also the rateable value represented by those voting. The reason for these two safeguards in the voting process is to protect the interests of smaller businesses (so larger businesses cannot force a BID proposal on the smaller companies by a majority of rateable value voting 'yes') and to protect the interest of the larger companies (so a number of small businesses cannot force a BID proposal on the larger companies by a majority of businesses voting 'yes').

The Astmoor BID ballot results are broken down below:

- **Turnout was 65% (101 votes)**
- **Number of companies voting 'YES' was 72%**
- **Percentage of Rateable Value voting 'YES' was 77%**

As businesses voted in favour of the Astmoor BID proposal, the Council is in the process of spending the £115,000 committed to Astmoor Industrial Estate. This money is being used to purchase much of the capital equipment required by the BID, including the following:

- Auto Number Plate Recognition (ANPR) CCTV system covering all vehicle entrances and exits to the industrial estate (power connections installed with columns and street cabinet installation due to commence week starting 5th May)
- SmartWater DNA forensic property marking business kits for all firms on the estate (kits are currently being circulated to resident businesses)
- Crime prevention signage (SmartWater signs installed, further crime prevention signs to be installed to promote CCTV, mobile patrols, alarm response etc)
- Feature gateway signage at the entrances to Astmoor (installation due to commence week starting 5th May)
- Automatic alarm diallers (installation where required is on a rolling basis)

Coupled with the above infrastructure, there will be many new services that will be available to all business on Astmoor. Druants Support Services (located on Davy Road, Astmoor Industrial Estate) have been selected as the

provider of the security services for the Astmoor BID. The security services that will be available to all businesses include:

- Two mobile security patrols to every business premise per day, 365 days per year
- Alarm / incident response service (365 days per year)
- Key holding services (365 days per year)

It is anticipated that the mobile security patrols will commence during the week starting 5th May. The alarm / incident response and key holding service requires Druants to visit every company to enrol for the services, which is to complete paperwork and obtain work instruction, keys etc. Druants will visit companies over the coming weeks to enrol firms for these services.

However, in order for services to be procured for the benefit of businesses, there needs to be money in the Astmoor BID account. Without sufficient money in the BID account, services cannot be purchased, which is why the BID levy is requested in one payment as detailed in the BID proposal sent to all businesses before and during the ballot process.

Whilst you did not approve of the BID and oppose its outcome, the overwhelming view of the majority of the business community for your estate was that they supported the introduction of a BID to improve Astmoor. On this basis, the Council has no option but to seek payment from your company for your payment towards the Astmoor BID.

My aim and hope is that in time those companies that don't currently support the BID will see the benefits of the investment in infrastructure and services and become firm supporters of the BID.

Yours sincerely

Gareth Bennett
Business Parks Officer

Appendix 2 – Images of work to date

DNA Forensic Property Marking for every company - SmartWater



Mobile security patrols

Gateway signage



Appendix 3 – Recent press releases

Widnes / Runcorn Weekly News – 10/04/08

www.runcornweeklynews.co.uk

Weekly News April 10, 2008

Liquid can be linked to particular crime

Burglars facing 'smart' deterrent

REVOLUTIONARY forensic technology has been handed out to some Halton businesses in an effort to deter crime.

State-of-the-art SmartWater kits have been distributed free to firms in Astmoor and Halebank industrial estates as part of a joint venture between Halton Borough Council and Cheshire police.

The liquid is designed to be left on surfaces to mark high-value property and can also be sprayed on to intruders.

It is virtually impossible to remove and shows up under UV light - allowing police to not only determine if an item has been stolen, but also track down where it was stolen from.

A council spokesman said: "Experts have said no two SmartWater systems have the same forensic code, meaning

every business on the estates will have property marked up and traceable back to their individual company.

"Criminals in possession of property marked with SmartWater or sprayed by the spray system can be linked to the scene of the crime through the DNA code."

Gareth Bennett, Halton's business parks officer, added that providing the kits would allow firms to better protect themselves and give would-be crooks pause for thought.

He said: "Providing every business on Astmoor and Halebank with SmartWater will act as a real deterrent, making the estates a much tougher target for committing crime.

"They are just one of many new security services and infrastructure that are coming on stream as a result of the creation of the Business Improvement Districts."



SMART DETERRENT: Criminals who target businesses at Astmoor or Halebank industrial parks will get more than they bargained for thanks to new SmartWater technology.

Geoff Caddick/PA Wire.

NEWS



ANTI-THEFT: Sgt Fiona Murphy, of Widnes NPU, Derek Hughes of Halton Traveller Ltd, and PCSO Stephen Marnick with the new SmartWater system in use at Halebank Industrial Estate.



FIGHTING CRIME: Jill Naylor, of Kenay Ltd, a company based at Astmoor Industrial Estate in Runcorn, tries out the SmartWater system.

Warm welcome for anti-theft system

FIRMS in Halton have hailed revolutionary anti-crime technology as “the greatest invention since fingerprinting”.

The *Weekly News* revealed recently how “SmartWater” systems were being brought in at Astmoor and Halebank industrial estates in an effort to collar crooks.

And staff at Halton Traveller Ltd in Widnes and Kenay Ltd

in Runcorn were the first to get their hands on the new equipment at the launch of the scheme last week.

The system incorporates an invisible liquid which shows up under UV light.

It is almost impossible to remove and experts reckon no two SmartWater systems have the same forensic code, meaning every business on the es-

tates will have property that is traceable back to them.

Derek Hughes, of Halton Traveller, said: “This is the greatest invention since fingerprinting.”

Sgt Fiona Murphy, of Widnes Neighbourhood Policing Unit, added: “This is an excellent crime prevention initiative and one of many being rolled out to firms in Halton”

SmartWater ‘a real deterrent’

GARETH Bennett, Halton Council’s business parks officer, said providing the SmartWater systems to businesses on both estates was just one of the measures being taken to deter criminals.

He said: “Providing every business on Astmoor and Halebank with SmartWater will act as a real deterrent, making the estates a much tougher target to commit crime.

“They are just one of

many new security services and infrastructure that are coming on stream as a result of the creation of the Business Improvement Districts”.

■ For further information from Mr Bennett phone 01928 516123.

Runcorn / Widnes World – 14/05/08

Visit our website at runcornandwidnesworld.co.uk www.widnesworld.co.uk



Sergeant Fiona Murphy and PCSO Stephen Marnick hand over a SmartWater kit to Derek Hughes, of Halton Traveller Ltd, in Halebank, with Halton Council's business parks officer Gareth Bennett PHOTO BY IAN PARK (IPQ30408)

Be smart and stay secure

By STEVE KELLY

A NEW scheme to wipe out thefts from businesses has been launched. SmartWater, which marks property using forensic DNA equipment, is being offered to companies in Astmoor and Halebank to protect expensive property from thieves.

Gareth Bennett, Halton Council's business parks officer, said: "Providing every business on Astmoor and Halebank with SmartWater will act as a real deterrent, making the estates a much tougher target to commit crime."

"They are just one of many new security services and infrastructure that are coming on stream."

The free service, which is a joint initiative between Halton Council and Cheshire Police, leaves SmartWater liquid on surfaces to mark high value property or can be sprayed on to intruders.

It is virtually impossible to remove and shows up under ultraviolet light.

For more information contact Mr Bennett on 01928 516123.

steve.kelly@worldgroup.co.uk

REPORT TO: Urban Renewal Policy and Performance Board

DATE: 10 June 2008

REPORTING OFFICER: Strategic Director, Health & Community

SUBJECT: Review of Travel Policy & Procedure

WARDS: Borough-wide

1.0 PURPOSE OF REPORT

1.1 To provide the Board with an update on the proposed changes to the Travel Policy & Procedure for the Health & Community Directorate.

2.0 RECOMMENDED: That Members note and comment upon the appended Policy and Procedure.

3.0 SUPPORTING INFORMATION

3.1 In February 2007, the Directorate consulted widely on proposals for changes to charges for social care services. All service users/carers were sent a copy of a survey form to complete and return and eight open forums were held in locations across the Borough so that people could come and talk to officers about the proposals and make their views known. The results of the survey were considered on charging for social care services and recommendations for changes to charges for social care services were made including the introduction of a charge for transport provision. Of those surveyed, 74% who thought that charges should be made for transport services, indicated that they thought it was reasonable to ask people to pay £1.00 a trip up to a maximum of £4.00 a day.

3.2 Following the consultation, for the first time, a charge of 50 pence a trip with a maximum charge of £2 per day/ £8 per week was introduced in 2007.

3.3 As a consequence of introducing charges for transport it was necessary to review the Travel Policy, Procedure and Practice to ensure that:

- The independence of service users was encouraged by utilising Travel Trainers and by encouraging those eligible for concessionary travel passes and mobility benefits to apply for them.
- Staff and managers were clear about the eligibility criteria to use when assessing people for transport services.
- Staff and managers were briefed on the introduction of charges for local authority provided transport including fleet vehicles, taxis and volunteer driver transport.

3.4 A parallel review of operational practice in 2007 also revealed high usage of sole occupancy contracts. The annual cost of sole occupancy contracts at the

time was £76,375 for 19 in borough and 5 out-of-borough services. As a consequence of these high costs, criteria were developed (Appendix 1) to ensure that a Panel subjected the costs of sole occupancy transport to approval as part of the care assessment process.

- 3.5 Appendix 2 shows the current and proposed charges for Transport by other Local Authorities in the North West. Halton's charges register as significantly cheaper than its neighbours who have similar levels of deprivation but who charge more than £1 per trip.
- 3.6 Appendix 3 shows how satisfaction with transport services has improved during 2007/8. Three surveys conducted in May and August 2007 and March 2008 by Transport Co-ordination show increased and maintained transport service user satisfaction ratings. There has been a significant capital investment in the Council fleet in 2007/8.
- 3.7 Currently on average 520 service users receive transport services from Transport Coordination each month. The service continues to change and expand due to the redesign of the provision of day services, which has led to wider dispersal of daytime activities including gardening, catering, crafts and drama across 14 centres.
- 3.8 Given increased transport usage per day with day centre modernisation, demonstrable improvements in service quality, previous consultation responses and the need to cover a greater proportion of the service/petrol costs and assumed budgetary savings targets; increases to transport charges were approved by full Council on 5th March 2008 and Executive Board Sub Committee on 20th March 2008. Executive Board Sub Committee Members also approved amendment to the maximum weekly charge as follows:
- To charge a maximum weekly charge of £10.00 to those not in receipt of the higher rate mobility component of Disability Living Allowance
 - To charge a maximum weekly charge of 50% of the higher rate mobility component of Disability Living Allowance £46.75 per week for 2008/9 namely £23.00 per week to those in receipt of it.
- 3.9 It is proposed that the Healthy Halton PPB note and comment upon changes to this policy in the following areas:
- Promote a range of travel options available to adults over the age of 18 who access social care services
 - with an update on the concessionary travel pass which can now be used nationwide,
 - information on the Blue Badge Scheme
 - Approves the introduction of a criteria for the single occupancy use of taxis or other LA provided transport
 - Place emphasis on reducing air pollution and encourage the use of sustainable resources by promoting the use of public transport.
 - An Eligibility Quick Practice Guide as Appendix 1 to this report, which professionals may detach and take with them on visits.

4.0 POLICY IMPLICATIONS

- 4.1 Revisions to the Draft Transport Policy, Procedure and Practice have been amended in line with 3.9 above, including Appendix 3 to the attached policy – an eligibility quick practice guide including the criteria for single occupancy vehicles, as this represents a policy change.

5.0 OTHER IMPLICATIONS

- 5.1 None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children & Young People in Halton

To provide an effective transition for young people with disabilities.

6.2 Employment, Learning & Skills in Halton

To provide transport facilities that meets the needs of those people in Halton in accessing services.

6.3 A Healthy Halton

The proposal would promote a range of travel options available to people whom access services and promote and maintain the independence of people by encouraging and supporting independent travel, as well as managing financial resources effectively and ensuring value for money.

6.4 A Safer Halton

None.

6.5 Halton's Urban Renewal

The proposal would maintain and develop the Local transport network, meeting the needs of residents in Halton.

7.0 RISK ANALYSIS

- 7.1 It is inevitable that a small number of service users, families and carers will not support increased charges for transport and there is a risk that some service users may refuse to pay. However, to date 99.9% of service users have paid the charge for transport. In instances where service users do not pay and accrue a debt, existing debt recovery processes are administered to recover the debt. However, every effort will be made to encourage service users to travel independently and to apply for benefits and concessionary bus passes they are entitled.

7.2 Legally, increases to charges can be justified if we can demonstrate that future provision needs to be more cost effective. The Local Government Act 2003 includes a general power for best value to charge for discretionary services i.e. those services that the authority has the power, but is not obliged, to provide. Guidance is issued under the power in section 93, which states charges are limited to cost recovery. The Department of Health's fairer Charging Policies for Home care and other Non- Residential Social Services Guidance, Sept 2003, state that where Councils charge for non-residential services, flat rate charges are acceptable.

8.0 EQUALITY & DIVERSITY ISSUES

8.1 None associated with this report.

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

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

APPENDIX 1

TRAVEL POLICY, PROCEDURE & PRACTICE

ELIGIBILITY QUICK PRACTICE GUIDE

Use of public transport to access services

For individuals who are able to travel independently or are able to be supported to travel independently, options such as the Travel Training initiative, public transport, use of concessionary travel passes and use of the Disability Living Allowance (Motability component) should be discussed with them.

Fleet transport / multiple occupancy of a vehicle

In order to use fleet transport or any other multiple occupancy vehicle provided under contract by the Council (including taxis and volunteer driver vehicles) the individual must be eligible to receive transport in accordance with Sections 1.4 and 3.1 of this Policy. To reiterate, the individual:

- Should be unable to travel independently.
- Does not have access to personal transport or lives with a carer/family member (ie, someone who is not paid to provide care) who has personal transport but is unable to transport them to/from the service due to employment or other caring commitments, illness or incapacity.
- Does not have a motability vehicle.
- Cannot gain access to other voluntary or private transport that is available.

Single occupancy

In addition to the indicators for transport funded by the Council above, to qualify for single occupancy of a taxi or any other vehicle provided under contract by the Council, the individual must have:

- A high level of challenging behaviours requiring a Level 2 risk assessment and a risk management plan to manage safety, which specifies why a single occupancy taxi/vehicle is necessary.

Important:

When an assessment or review is carried out for services, an assessment for transport services should be undertaken at the same time and presented to Panel. For single occupancy taxis/vehicles to be used, Panel must approve that the above criteria has been met. The Level 2 risk assessment must be supplied to Transport Co-ordination along with the Transport Request Form.

APPENDIX 2

Analysis of Separate Charges for Transport

As part of your local Charging Policy for non residential services do you make a separate flat rate (or other) charge for people using transport to day centres/ community based services
 If so what do you charge and when did you implement / intend to implement

Authority	Type of Charge	Charge one way £	Charge return £	Implementation Date	Comments
Blackburn	Flat rate	1.00	2.00		Proposal for Comm Transport Service to operate 7 days/week also to be charged at £1 per journey
Blackpool	Flat rate	0.60	1.20	1999	
Bury			3.10		No Flat Rate. Charge up to £3.10 per return journey based on assessment.
Halton		0.50		Apr-07	From Apr 07: 50p/trip up to a max of £2/day or £8/week. Proposal in Budget to increase charges in 2008/9.
Lancashire					No separate charge for transport to day centres. No immediate plans to charge in future.
Liverpool					No charge at present. Proposal to Members of £3 return flat rate for 2008/9.
Knowsley					No charge at present. Proposal to Members of £2 a day return trip 2008/9
Rochdale					No charge at present. Negotiations currently taking place re implementing flat rate charge in cycle of budget setting
Sefton					No charge at present.
St Helens	Flat rate	1.12	2.24	Oct-02	Paid regardless of financial assessment. Introduced when Fairer Charging was implemented
Tameside	Flat rate	1.30	2.60		If in receipt of another service, e.g. home care, the transport and attendance at day care is included in fairer charging assessment.

Warrington	Flat rate	1.50	3.00	Oct-06	Implemented along with revised non-res charging policy
Wirral	Flat rate	4.42	8.84		These charges apply to full cost clients - ie those above capital limit of £25K Clients below capital limit assessed against income as per fairer charging guidance

APPENDIX 3- TRANSPORT SATISFACTION SURVEYS

- **Passenger Consultation on Transport - May 2007**

As a result of recent customer surveys, we can report that positive results were received as follows:

- 92% happy overall with transport;
- 100% said that vehicles were suitable;
- 82% reported transport is punctual
- 96% said staff wear their ID badges
- 100% said that drivers / passenger assistants are courteous and helpful

Source: Survey form posted out to all current registered service users, 48% returned.

- **Passenger Consultation on Transport - August 2007**

Following recent consultation during pre-organised visits to centres (Bridgewater, Oak meadow, Day Services centres, Volunteer Driver passengers) a total of 74 passengers were surveyed with very positive results received as follows:

- 86.5% satisfied with transport, reporting good or very good;
- 86.4% said vehicles were suitable, reporting good or very good;
- 94.6% reported drivers are helpful, good or very good
- 83.7% say pick ups are convenient reporting good or very good
- 85.2% said transport is reliable, always or mostly on time
- 71.5% said transport is flexible
- 8% reported they would consider public transport if training was provided

- **Passenger Consultation on Transport - March 2007**

As a result of recent customer surveys, we can report that positive results were received as follows:

- 96.6% happy overall with transport;
- 97.6% said that vehicles were suitable;
- 89.0% reported transport is punctual
- 98.9% said staff wear their ID badges
- 98.9% said that drivers / passenger assistants are courteous and helpful
- 3.8% said if a free travel pass was provided they would be able to use public transport to/from day centre.
- 10.5% of service users responding said they would be interested in receiving information on independent travel training (90% responded to this question).

Source: Survey form posted out to all current registered service users, 58% returned.

- **Improvements in Capital Assets - Council Fleet**

The Council's fleet of seven fully accessible minibus vehicles has been replaced with new modern vehicles and at the same time the new 'Door to Door' branding has been used on all vehicles, from September 2007.





Health & Community Directorate

Travel Policy, Procedure and Practice

April 2008

CONTENTS

	Page	Paragraph
POLICY	3	1.0
Introduction	3	1.1
Aims of the Policy and Procedure	3	1.2
Promoting Independent Travel	3	1.3
Principles of Providing Transport	4	1.4
Principles of Charging for Transport	5	1.5
Charging Rates	6	1.6
Type of Transport Charges Apply To	6	1.7
Post 16 Home to School/College Transport	7	1.8
PROCEDURE		
Independent Travel	8	2.0
Concessionary Travel Pass	8	2.1
Individual Travel Training	8	2.2
Dial-a-Ride	9	2.3
Blue Badge Scheme	9	2.4
Provision of Transport	9	3.0
Assessing Eligibility Criteria	9	3.1
Assessing Risk	10	3.2
Referral Process	11	3.3
Recording and Billing	11	3.4
Debt Management	11	3.5
Review and Termination of Service	12	3.6
Complaints Procedure	12	3.7
APPENDICES	Number	
Transport Request Form	1	
Referral Process Flow Chart	2	
Eligibility Quick Practice Guide	3	

INFORMATION SHEET

Service areas	<ul style="list-style-type: none"> • Adults with Learning Disabilities • Physical & Sensory Disability Services • Mental Health Services • Older People's Services • Independent Living Services
Date effective from	1 st April 2008
Responsible officer(s)	<ul style="list-style-type: none"> • Operational Director, Adults of a Working Age • Operational Director, Older People's Services • Divisional Manager (Finance & Support)- Health & Partnerships • Service Development Officer, Adults
Date of review(s)	Annual
Status: <ul style="list-style-type: none"> • Mandatory (all named staff must adhere to guidance) • Optional (procedures and practice can vary between teams) 	Mandatory
Target audience	All staff and managers in the above service areas
Date of Committee decision	<ul style="list-style-type: none"> • Executive Board Sub Committee 20th March 2008 • Healthy Halton Policy & Performance Board 10th June 2008 • Executive Board Sub Committee 17th July 2008
Related document(s)	<ul style="list-style-type: none"> • Children & Young People's Directorate Transport Policies • Strategic Best Value Review of Transport Report • Service Level Indicator Policy for Adults with Learning Disabilities • Service Level Agreement between Environment & Health & Community for the Provision of Transport
Superseded document(s)	Health & Community Directorate Travel Policy Procedure & Practice, April 2007
File reference	CC/PPP/10/Apr 08

POLICY

Practice

1.1 INTRODUCTION

This Travel Policy and Procedure provides a range of options to staff in the consideration of the provision of travel assistance to people who access social care services. The Policy outlines the Directorate's principles with regard to the promotion of travel independence for individuals and with regard to the provision of transport to people who access services and associated charges.

The Procedural element of the Policy and Procedure provides staff and managers with guidelines in accessing independent travel initiatives and the assessment of eligibility and provision of transport funded by the Council.

The Policy and Procedure applies to all adults aged 18 years and above who access learning disability services, physical and sensory disability services, mental health services, older people's services and independent living services.

Implementation of the Policy is dependent on resource decisions in future years, which the Directorate cannot predict or forward commit.

1.2 AIMS OF THE POLICY AND PROCEDURE

This Policy and Procedure aims to:

- Promote a range of travel options available to people who access services so that they can choose how they travel.
- Promote the independence of people by encouraging and supporting independent travel and the use of concessionary travel passes to access cultural and leisure services and other healthy activities available in the borough.
- Provide clear guidelines to staff and managers on the provision of transport.
- Provide clear guidelines to staff and managers regarding the charges associated with the provision of transport.
- Reduce air pollution and encourage the use of sustainable resources by promoting the use of public transport.

1.3 PROMOTING INDEPENDENT TRAVEL

The Directorate is committed to promoting people's independence, therefore, every effort should be made to encourage people who access services to travel independently where possible. The following options are available.

Concessionary Bus Travel:

The Concessionary Bus Travel Bill implements the announcement by the Chancellor of the Exchequer in the 2006 Budget that everyone over the age of 60 and disabled people will receive free

POLICY**Practice**

off-peak travel on all local buses in England from April 2008. Prior to that date individuals could travel free off-peak on all buses within their local authority area. Central Government is providing up to £250m a year to support the extension to the concessionary bus travel scheme.

Every effort should be made to encourage those people who access services who are eligible to apply for a concessionary travel pass to obtain one.

Mobility Management Team:

The Mobility Management Team, which is part of Transport Co-ordination, has taken on the role of the Neighbourhood Travel Team. The Team provides information on the public transport network within the borough and on accessible and special services. It offers tailored Personalised Journey Plans to provide specific journey advice to Halton residents, which provide travellers with all the public transport options available for their journey.

The Team also offers independent travel training for those who face difficulty with transport and require additional support.

Dial-a-Ride:

Dial-a-Ride, operated by Halton Community Transport, provides a pre-bookable door-to-door service for people who are unable to use public transport because of disability or mobility problems. Individuals must register with Dial-a-Ride to use this service. Registration is free. The concessionary travel pass can be used on this service.

1.4 PRINCIPLES OF PROVIDING TRANSPORT

The following principles should be adhered to:

1. All those who access services, regardless of their age or disability, will be deemed able to travel to the service provided without financial or other assistance.
2. An appropriate mode of transport, eg, supported transport, taxi, passenger transport services, volunteer driver vehicle, will only be considered after the use of public transport, bus pass, Motability and Disability Living Allowance entitlement, has been thoroughly considered and deemed inappropriate.
3. If eligible, the provision of transport will only be agreed from an agreed pick up and return point lying within the Halton borough boundary. Trips that do not form part of an agreed care package will be the responsibility of the service user/parent/carer. 'Home to service' is defined as "picked up address to agreed establishment and return" at the normal service hours.

POLICY

Practice

4. If the person accessing services is in receipt of a mobility allowance this must be utilised by them to purchase private transport, eg, taxis. Should the person have a motability vehicle the provision of transport by the Council can be refused.
5. Before Council funded transport is considered the assessor and person accessing the service and/or their carer should explore the individual's eligibility for Disability Living Allowance (mobility component) and any use of Motability.
6. The Council provides assistance with transport to promote people's independence and provide value for money, eg, by providing travel training. Wherever possible, the Council will only provide transport, ie, a taxi, volunteer driver vehicle or special transport, until an alternative can be provided, eg, until travel training is successfully completed or an accessible public transport bus is available. Where a person's ability to use public transport depends on travel training being provided, transport will be authorised for a limited period of up to a maximum of 6 months so that the training can take place.

1.5 PRINCIPLES OF CHARGING FOR TRANSPORT

The Local Government Act 2003 and Fair Access to Care Services Guidance allows for discretionary services to be charged in addition to the means tested charge for a social care package.

Section 93, Local Government Act 2003

The following principles should be adhered to:

1. If a person accessing services is eligible to receive help with transport and is provided with a transport service which is funded by the Council, they will be asked to contribute towards the cost of each journey. This will be a fixed charge and will be made in addition to the assessed charge of their care package.
2. Charges will apply to all journeys made by service users both within the boundary of the borough and out of the borough.
3. A ceiling will apply for the maximum amount an individual can be charged per week (refer to Para. 1.6). Any transport trips made above this ceiling will be provided free of charge.
4. Those who receive care services provided under Section 117 of the Mental Health Act will be exempt from charges.
5. Those people who are discharged from intermediate care/respite services and provided with transport to their place of residence will be exempt from charges.

POLICY

Practice

6. Those people who are invited to participate in service development initiatives in their capacity as people who use services and who are unable to make their own way to/from a venue and are provided with transport will be exempt from charges.

1.6 CHARGING RATES

Trips made within the borough boundaries:

£1.00 per trip for all service users.

A trip is defined as being a single journey, therefore, the charge for a person being picked up from home (within the boundary of the borough) and taken to, for example, a day care activity would be £1.00. For that person to be taken from the place of activity to another venue within the borough's boundary or back home would incur another charge of £1.00.

In order to support the day service modernisation agenda in Halton whereby a culture shift from traditional building based services to one where people engage in community based activities is striving to be achieved, a ceiling has been placed on the maximum amount an individual can be charged per week.

For those not in receipt of the higher rate mobility component of the Disability Living Allowance a maximum weekly charge of £10.00 will be made.

For those in receipt of the higher rate mobility component of the Disability Living Allowance a maximum weekly charge of £23 per week will be made, ie, 50% of the higher rate mobility component £46.75 per week for 2008/09.

Any transport trips made above this ceiling will be provided free of charge. This will ensure that people accessing services do not incur high transport costs.

Organised trips beyond 10 miles of the borough boundaries:

The cost of the trip should be subject to separate arrangements, with funding/recovery of costs to be agreed by those service areas who have arranged the trips.

1.7 TYPE OF TRANSPORT CHARGES APPLY TO

A transport charge will be applicable to any individual accessing social care services who uses transport that is provided and funded by the Council. Currently transportation provision by the Directorate is made through a combination of procurement via Transport Co-ordination/Fleet Management and direct

POLICY**Practice**

procurement via tendered contracts and adhoc private hire from a list of approved contractors.

The type of transport provided to an individual will be at the discretion of the Health and Community Directorate and will be on the basis of cost effectiveness. This includes a place, from an appropriate collection point, on a

- Directly procured vehicle
- Fleet vehicle
- Taxi
- Volunteer Driver vehicle
- Any other vehicle provided by the Council

From October 2006 a Volunteer Driver Scheme for adults and older people has been in place. This Scheme is co-ordinated and managed by the Transport Co-ordination Section. This service is delivered by volunteer drivers using their own vehicles to transport people without access to public transport, particularly the elderly and those with a disability. All drivers are CRB checked and trained in Passenger Assistant's Training as part of the recruitment and induction process.

The Scheme provides an additional option for staff when considering the best form of transport for individuals and benefits people by offering them a flexible door-to-door service. Every attempt is made by Transport Co-ordination to utilise a volunteer driver who resides within a 3 mile radius of the individual using the service.

1.8 POST 16 HOME TO SCHOOL/COLLEGE TRANSPORT

It should be noted that the Children's and Young People's Directorate (CYPD), in partnership with other key agencies represented on the Halton Post 16 Learners Transport Partnership is responsible for setting transport policies for providing transport for post 16 learners. The CYPD will instruct Transport Co-ordination to provide specific help and assistance to post 16 learners who are deemed eligible for assistance under these policies.

It must be noted that CYPD will under certain circumstances require home to college transport to be arranged for learners with special educational needs up to the age of 25.

PROCEDURE

Practice

2.0 INDEPENDENT TRAVEL

This Section provides guidance on accessing initiatives which encourage and support independent travel.

2.1 CONCESSIONARY TRAVEL PASS

From 1st April 2008 a new national bus pass will be available to anyone over the age of 60 years or who qualifies for a disabled persons bus pass.

The national pass will allow free travel anywhere in England from 9.30am to 11pm Monday to Friday and all day on Saturday, Sunday and Bank Holidays. Passes are not valid for travel in Scotland or Wales. As Halton is part of the Cheshire concessionary scheme, pass holders who are permanent residents of Halton will also be able to continue to use their new passes for existing extra local concessions, ie, half fare before 9.30am Monday to Friday and free travel until midnight on any journey which starts or finishes in Cheshire. (This includes journeys which commence in Cheshire and end in Wales but not onward journeys in Wales)

Applications for new senior citizen passes should be made in person at any of the Halton Direct Link one stop shops. Applicants will need to provide proof of age and two passport sized photographs. Applications for disabled persons bus passes can be made by post and can be requested from the Contact Centre on 0151 9078300.

2.2 INDIVIDUAL TRAVEL TRAINING

Referrals for travel training should be made to the Transport Co-ordination Section by completing a Transport Request Form (Appendix 1). Transport Co-ordination will then arrange a comprehensive needs based risk assessment in consultation with the individual for whom the referral has been made and their parent/guardian/carer as appropriate, plus the learning provider.

An individual Travel Training Programme will then be developed to suit the particular needs of the person. It may take a considerable period of time before the person is deemed fit to travel independently by public transport, or by walking, cycling, etc. On satisfactory completion of the Travel Training Programme the person will be able to travel independently with the signed agreement of either themselves or their carer. Transport Co-ordination will closely monitor their progress.

PROCEDURE

Practice

2.3 DIAL-A-RIDE

Dial-a-Ride, operated by Halton Community Transport, provides a pre-bookable door-to-door service for people who are unable to use public transport because of disability or mobility problems.

Registration is free and the service accepts the concessionary travel pass, therefore, with this pass travel is free after 9.30am. Dial-a-Ride can be contacted on 0151 2572414.

2.4 BLUE BADGE SCHEME

The Blue Badge Scheme gives parking concessions for disabled and blind people who travel either as drivers or passengers.

The Scheme applies throughout England and allows badge holders to park close to their destination and use any special arrangements for Blue Badge holders, eg, reserved parking spaces.

A Badge can be obtained if an individual:

- Is in receipt of the higher rate of Disability Living Allowance.
- Is in receipt of a Mobility Allowance.
- Is in receipt of a War Pensioner's Mobility Supplement.
- Uses a motor vehicle supplied for disabled people by a Government Health Department.
- Is registered blind.
- Has a severe disability that makes it difficult for them to park in normal parking spaces.
- Has a permanent or substantial disability which means they are unable to walk or have considerable difficulty in walking.

Application forms for Blue Badges can be obtained from any of the Halton Direct Link one stop shops or by contacting Customer Services on 0151 9078306.

3.0 PROVISION OF TRANSPORT

This Section provides procedural guidance on the provision of transport funded by the Council to people accessing social care services and associated charges.

3.1 ASSESSING ELIGIBILITY CRITERIA

Staff should assess an individual's eligibility for the provision of transport using the criteria outlined below. For a person to be eligible to receive help with transport, all of the following 6 bullet points must apply:

- To receive help with transport, ie, the provision of a taxi, volunteer driver or special fleet transport, a person must first

An Eligibility Quick Practice Guide is appended (Appendix 3) which may be detached and used by professional staff as a quick guide to

PROCEDURE

meet the criteria for the service to which they are being taken.

- The person must be unable to take part in the specific service or activity unless transport is provided.
- The person must be unable to use public transport because one or more of the following reasons apply:
 - (i) Difficulty of physical access and the interior design and layout makes this impossible.
 - (ii) To use public transport would mean an unacceptable risk to the health and safety of the individual and/or to the other passengers.
 - (iii) Assistance is required that cannot be provided by the Council, volunteers or a carer.
 - (iv) The individual has made insufficient progress in travel training.
- The person does not have access to personal transport **or** lives with a carer/family (ie, someone who is not paid to provide care), who has personal transport but is unable to transport them to the service because of employment or caring commitments, illness or other incapacity.
- The person does not have a motability vehicle.
- The person cannot gain access to other voluntary or private transport that is available.

Single occupancy

To qualify for single occupancy of a taxi or any other vehicle provided under contract by the Council the individual must have a high level of challenging behaviours - requiring a Level 2 risk assessment and a risk management plan to manage safety, which specifies why a single occupancy taxi/vehicle is necessary.

Important: When an assessment or review is carried out for services, an assessment for transport services should be undertaken at the same time and presented to Panel. For single occupancy taxis/vehicles to be used, Panel must approve that the above criteria has been met. A Level 2 risk assessment must be supplied to Transport Co-ordination along with the Transport Request Form.

3.2 ASSESSING RISK

If a person accessing services is eligible to receive transport, staff should risk assess the suitability of the individual to be transported and consider any pertinent mobility issues, the wheelchair size (if applicable), whether a passenger assistant (escort) is required, any medical issues and any other information that may affect the environment or way in which the person is transported.

Practice

assessing transport provision.

PROCEDURE**Practice**

Transport Co-ordination will carry out a parallel risk assessment to ensure that equipment provided, etc, during transport is suitable for the individual.

3.3 REFERRAL PROCESS

If a person is eligible to receive transport and a risk assessment has been carried out, before confirmation of transport provision is given to them a clear understanding and agreement must be reached with them and their carer, where appropriate, of how much it will cost them to use the transport service.

Once agreement to the charge from the individual has been received, a Transport Request Form (Appendix 1) will be completed and submitted to Transport Co-ordination.

The process as outlined in Appendix 2 will then be followed.

3.4 RECORDING AND BILLING

At Step 5 of the process outlined in Appendix 2, Transport Co-ordination will notify the member of social care staff responsible for making the transport request of transport arrangements put in place, ie, the date transport will be provided from, type of transport, pick up times, etc. Transport Co-ordination will also at this point notify the Financial Services Team within the Health and Community Directorate of these arrangements.

Transport Co-ordination will advise the Financial Services Team within the Health and Community Directorate of actual transport journeys undertaken by individuals via standard service returns. The Financial Services team should also be advised of any changes or terminations in relation to transport provision.

Charges for transport will then be included but shown separately on service user invoices covering other social care charges sent out on a 4 weekly basis in arrears. Individuals will only be charged for actual journeys undertaken.

3.5 DEBT MANAGEMENT

It is the responsibility of officers of the Council to collect monies due to the Council. All payment arrears will be followed up promptly and sensitively, in accordance with Council debt recovery policy.

There will be an expectation that those in receipt of Direct Payments would fund their transport costs using their Direct Payment, however, it must be borne in mind that Direct Payments cannot be used to purchase in-house services.

PROCEDURE

Practice

3.6 REVIEW AND TERMINATION OF SERVICE

The continuation of the provision of transport and/or passenger assistants/escorts will be reviewed, along with other elements of the care package, annually at a minimum.

In the event of the proposed removal of transport, Transport Co-ordination will be notified by social care staff 6 weeks in advance where practical of the intended termination of the transport, as will all other affected parties, including the Financial Services Team.

3.7 COMPLAINTS PROCEDURE

Should a person who accesses services or their carer wish to have the opportunity to challenge any decisions made with regard to transport provision, they should be provided with details of the Council's Social Care complaints procedure, which has a clear route of appeal and timescale for handling complaints and a dedicated Social Care complaints telephone line.

Individuals and/or their carers should be provided with the leaflet 'Listening to You' explaining how to complain about Social Services in Halton, which is available in accessible formats and different languages. The leaflet and details of the complaints procedure can also be accessed online via the Council's internet website www.halton.gov.uk.

The dedicated Social Care Complaints telephone number is 01928 704411.



HEALTH & COMMUNITY TRANSPORT REQUEST FORM

 Customer
Reference No.

.....

Transport Service: <i>(delete as appropriate)</i>	ALD	PSD	MH	OP	ILS	ICS
	Adults with Learning Disabilities	Physical & Sensory Disabilities	Mental Health	Older People	Independent Living Services	Intermediate Care Services

Service User's Name:	Date of Birth:
Address:		
Post Code:	Telephone Number:
Carer/Next of Kin Name:		
Relationship:	Telephone Number:
Alternative Emergency Address:		
Social Worker Name:	Contact Number:

Transport Details:	Regular / One Off / Short Term / Temp Medical / Alteration / Recommence / Additional		
Cancellation:	Permanent / Until Further Notice / One Off		
Day(s):	Date effective:
From:		
To:		
Can Travel:	On Fleet Vehicle Y / N	In taxi Y / N	In Minibus Y / N
	With Volunteer Driver Y / N	With Other Service Users Y / N	
	On Bus Service with a Travel Pass Y / N	Travel Training Required Y / N	
Transport Choice Preference 1:		
Transport Choice Preference 2:		
Eligibility Criteria Met:	YES / NO	Service User / Carer Agreed to Charges (Please Strike Through)	YES / NO
		Signed By:
If not statutory distance, state reason transport awarded:		

Risk Assessment Date:		
Special Conditions:		
Nature of disability:		
Passenger Assistant Required:	YES / NO	Any Specific Requirement:
Medication Details:	Access Requirements:
Can be left at home alone:	YES / NO	Any Other Information:
Mobility:	Mobility Aids:
IF WHEELCHAIR, PLEASE COMPLETE CONTINUATION SHEET			

Requested by (Name):	Contact No:
Authorised by (Name):	Team:
Position:	Contact No:
Above Request Meets Criteria:	Y / N	If No, Reason:
If No, has been agreed by Divisional Manager:	Y / N	Name of DM:



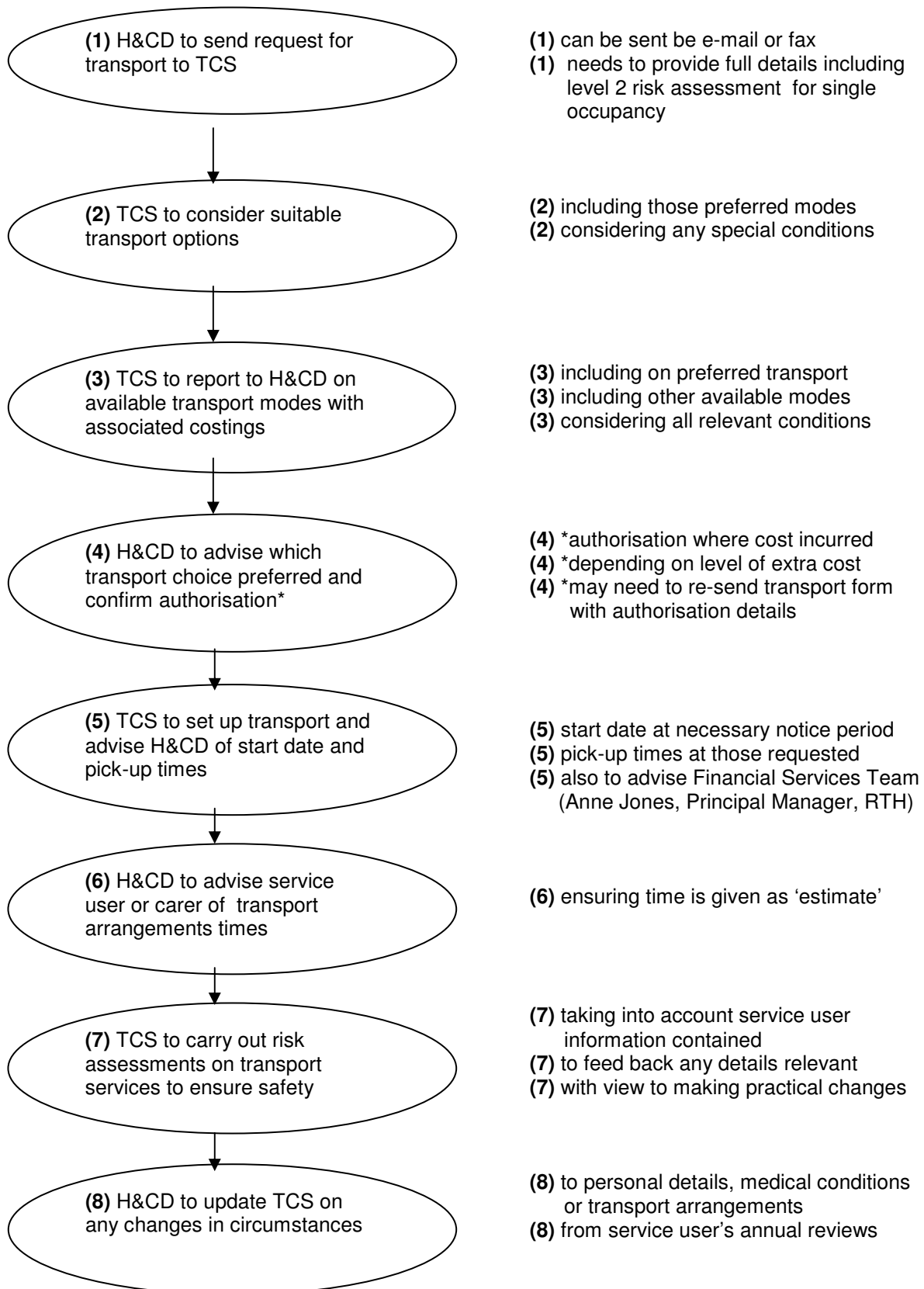
CONTINUATION SHEET

Service User's Name:

Wheelchair Type:	Manual / Powered	Model:	
Wheelchair Dimensions:	Height:	Length:	Width:	
	
If can transfer, can wheelchair be folded:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>	
2nd Wheelchair Type:	Manual / Powered	Model:	
<i>(If Applicable)</i>				
Wheelchair Dimensions:	Height:	Length:	Width:	
	
If can transfer, can wheelchair be folded:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>	
Seating System:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Wheelchair Weight:		Passenger's Weight:	
Overall Weight (wheelchair with occupant):			
MODIFICATIONS FOR MAIN WHEELCHAIR (please provide details):				
Knee Blocks:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Elevating Leg Rest:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Footboard:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Tray:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Communication Aid Mounting:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Oxygen Cylinder Carrier:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Recliner Back:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Extended Back Rest:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Head Rest:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Kerb Climbers:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Details:	
Harness Type:			

RETURN BY: e-mail: transport.co-ordination@halton.gov.uk fax: [0151 471 7521](tel:01514717521)

APPENDIX 2

FLOW-CHART DIAGRAM FOR TRANSPORT REFERRAL

H&CD = Health & Community Directorate

TCS = Transport Co-ordination Section

TRAVEL POLICY, PROCEDURE & PRACTICE**ELIGIBILITY QUICK PRACTICE GUIDE****Use of public transport to access services**

For individuals who are able to travel independently or are able to be supported to travel independently, options such as the Travel Training initiative, public transport, use of concessionary travel passes and use of the Disability Living Allowance (Motability component) should be discussed with them.

Fleet transport / multiple occupancy of a vehicle

In order to use fleet transport or any other multiple occupancy vehicle provided under contract by the Council (including taxis and volunteer driver vehicles) the individual must be eligible to receive transport in accordance with Sections 1.4 and 3.1 of this Policy. To reiterate, the individual:

- Should be unable to travel independently.
 - Does not have access to personal transport or lives with a carer/family member (i.e. someone who is not paid to provide care) who has personal transport but is unable to transport them to/from the service due to employment or other caring commitments, illness or incapacity.
 - Does not have a motability vehicle.
 - Cannot gain access to other voluntary or private transport that is available.
-

Single occupancy

In addition to the indicators for transport funded by the Council above, to qualify for single occupancy of a taxi or any other vehicle provided under contract by the Council, the individual must have:

- A high level of challenging behaviours requiring a Level 2 risk assessment and a risk management plan to manage safety, which specifies why a single occupancy taxi/vehicle is necessary.
-

Important:

When an assessment or review is carried out for services, an assessment for transport services should be undertaken at the same time and presented to Panel. For single occupancy taxis/vehicles to be used, Panel must approve that the above criteria has been met. The Level 2 risk assessment must be supplied to Transport Co-ordination along with the Transport Request Form.

REPORT TO: Urban Renewal Policy and Performance Board

DATE: 18 June 2008

REPORTING OFFICER: Strategic Director, Environment

SUBJECT: The development of a proposition based PR and marketing campaign to promote the Halton logistics sector

WARDS: Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 This report considers both the current and future capacity of the logistics sector locally and, based upon that assessment, proposes a practical, proposition based public relations (PR) and marketing campaign designed to retain existing businesses and attract new logistic companies to the Borough.

2.0 RECOMMENDED: That the Board considers the development of a logistics focused, proposition based, marketing and PR campaign and agrees the approach suggested.

3.0 BACKGROUND INFORMATION

Location

3.1 The Borough of Halton enjoys an enviable position at the heart of the Northwest's communication network. As a consequence many logistic businesses have chosen to locate within the Borough. Runcorn and Widnes' superb transport links make the area easily accessible by road, rail, sea and air. Located between Manchester International and Liverpool John Lennon Airports and close to the Port of Liverpool many major European and international markets are within easy reach of the Borough of Halton.

The Scale of the Logistics Sector Locally

3.2 The Borough of Halton has an existing, and expanding, critical mass in the logistics and transportation sector. There are currently eighty businesses in the logistics sector in Halton including household names such as the Stobart Group, Tibbett & Britten, Wincanton, TDG and Suttons. Of those businesses ten are couriers, thirty-six are road transport companies, seventeen are warehousing and distribution companies while a further seventeen are freight agencies.

- 3.3 The range of products distributed is extensive from chemicals to washing powder, DIY products to bottled water.

The logistic sector employs significant numbers of people locally.

- In 2005 11.8% (6,388) of working Halton residents were employed in the 'transport, storage and communications' sector ranking Halton 12th nationally and 1st in the Northwest.
- Between 1997 and 2006 there was a 28.5% increase in employment in the sector locally.
- In 2005 Halton had almost twice as many people employed in the sector as the national average.
(Source: Local Knowledge)

Capacity for Growth

- 3.4 The Borough of Halton has a growing significance as an intermodal hub.

- 3.5 *Runcorn and Weston Point Docks.*

Runcorn Docks is owned by Manchester Ship Canal Company (part of Peel Holdings) and operated by :-

- Borax Ltd / Micro Milling (transportation of chemicals, mostly talc, which is also stored on site)
- Colas (transshipment of tarmacadam).

- 3.6 *Port of Weston*

Port of Weston has recently been acquired by the Stobart Group who has plans for a £60m expansion of the facility which will include :-

- New road access to the Western Expressway
- Dredging the docks to a depth of 8.5m
- Improved access to the docks from the ship canal including removal of 'the nib' to allow 5,000 tonne ships to berth (at present only 2,500 tonnes capacity due to silting)
- New warehouse facilities
- New dock facility to allow 17,500 tonne vessels to off load directly from the Manchester Ship Canal (MSC) and to be turned round in the canal (maximum size permitted on MSC)
- Rail access to new dock facility
- New access to the Weaver Navigation from MSC

Planning permission has been granted for two new warehouse 2,000 m² and 6,000 m²

- 3.7 *Mersey Multimodal Gateway (3MG)*

3MG offers unrivalled access to the UK's deep sea ports, with six daily train services to key the southern ports of Felixstowe, Purfleet and Southampton together with Liverpool Freeport. It places logistics and retail businesses at the heart of the motorway network and on the doorstep of two expanding international airports, serving more than two hundred destinations worldwide.

The site has 750,000 sq ft of existing distribution sheds, and outline consent for a total of 1.8m sq ft of new buildings, rising eventually to 3.5m sq ft of space. 3MG is one of the UK's largest dedicated logistics parks designed for multiple occupation so that numerous companies can benefit from its unrivalled infrastructure and connectivity. It's estimated that the development will create 5,000 jobs.

4.0 MARKETING THE LOGISTICS SECTOR

4.1 A number of factors need to be taken into consideration which will impact upon the development of a Halton logistics brand.

a) *The desirability and benefits of developing and promoting a brand based upon the logistics sector.*

The Borough Council and partners are currently developing a distinct identity for Halton based upon the science, research, technology and advanced manufacturing sectors. While the development of two distinct brands isn't mutually exclusive, particularly given the targeted, niche nature of both the science and logistics sectors, it is important to be clear which brand will be given pre-eminence.

b) *The capacity to accommodate new logistics businesses in the Borough.*

Major distribution facilities require a considerable land take. With the exception of the Stobarts\3MG\Weston Docks axis Halton has very little vacant, developable land for new, large scale, logistics uses. Table A illustrates the existing vacant logistics/distribution space in the borough. If let, the circa 1 million square feet of vacant space could generate between 1,000 and 1,500 new jobs.

Table A

<i>Unit</i>	<i>Location</i>	<i>Size (ft2)</i>
G360	Runcorn	360,000
Haygemeyer	Runcorn	342,000
Moorfield Road	Widnes	101,379
The Bear	Widnes	103,073
Express Industrial Estate	Widnes	107,138
Total		1,013,590

5.0 NEXT STEPS

- 5.1 Given the regional significance of the 3MG programme, particularly since the Stobart Group brought added impetus to the project, the 3MG team already have in place a sophisticated marketing and PR plan delivered, in part by external PR consultants. Any borough wide, logistics, marketing campaign will, therefore, need to be fully integrated with the on-going 3MG campaign.
- 5.2 The Borough of Halton has a strong case to position itself as a key logistical hub in the Northwest. It is proposed, therefore, that a two stage logistics PR and marketing campaign be undertaken, comprising :-
- **A general PR campaign utilising the local and regional media and the specialist trade and business press to raise awareness amongst the sector generally of the Halton logistics offer**
 - **A specific, proposition based marketing campaign, in partnership with individual agents and landlords, targeting potential end-users thereby reducing the amount of vacant space in the Borough.**

6.0 POLICY IMPLICATIONS

6.1 Children and Young People in Halton

By linking the school curriculum to business needs, the creation of new employment in the logistics sector will provide future job opportunities for young people in the borough

6.2 Employment, Learning and Skills in Halton

The creation of new employment opportunities within an expanded logistics sector locally will interface with the ongoing and detailed

work currently being undertaken to address the emerging and future skills needs of the 3MG project.

6.3 A Healthy Halton

The creation of additional jobs in the logistics sector will assist in addressing issues of deprivation and the associated health problems it can cause.

6.4 A Safer Halton

The creation of additional jobs in the logistics sector will assist in addressing crime related issues, which can be one of the consequences of unemployment.

6.5 Urban Renewal

An expansion of the logistics sector will contribute to the continued diversification of the economy in Halton and will assist in the consolidation of what is an already very important sector in the borough.

7.0 OTHER IMPLICATIONS

7.1 There are no other implications arising from this report.

8.0 RISK ANALYSIS

8.1 Diversification of Halton's economic base over time is vital in order to ensure the future prosperity and vitality of the Borough. The development of the logistics sector will make a positive contribution to the realisation of the Council's wider regeneration objectives.

9.0 EQUALITY AND DIVERSITY ISSUES

9.1 An expansion of the logistics sector locally will provide meaningful employment opportunities for the people of Halton.

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

10.1 None