



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

**Wednesday, 12 June 2013 6.30 p.m.
Council Chamber, Runcorn Town Hall**

A handwritten signature in black ink, appearing to read 'David WR'.

Chief Executive

BOARD MEMBERSHIP

Councillor John Gerrard (Chairman)	Labour
Councillor Keith Morley (Vice-Chairman)	Labour
Councillor John Bradshaw	Conservative
Councillor Frank Fraser	Labour
Councillor Pauline Hignett	Labour
Councillor Andrew MacManus	Labour
Councillor Tom McInerney	Labour
Councillor Pauline Sinnott	Labour
Councillor Dave Thompson	Labour
Councillor Bill Woolfall	Labour
Councillor Geoff Zygadlo	Labour

*Please contact Gill Ferguson on 0151 5118059 or e-mail gill.ferguson@halton.gov.uk for further information.
The next meeting of the Board is on Wednesday, 11 September 2013*

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

Part I

Item No.	Page No.
1. MINUTES	
2. DECLARATIONS OF INTERESTS (INCLUDING PARTY WHIP DECLARATIONS)	
Members are reminded of their responsibility to declare any Disclosable Pecuniary Interest or Other Disclosable Interest which they have in any item of business on the agenda, no later than when that item is reached or as soon as the interest becomes apparent and, with Disclosable Pecuniary interests, to leave the meeting during any discussion or voting on the item.	
3. PUBLIC QUESTION TIME	1 - 3
4. EXECUTIVE BOARD MINUTES	4 - 17
5. PERFORMANCE MONITORING	
(A) ANNUAL REPORT - ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD	18 - 24
(B) PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 4 OF 2012/13	25 - 48
(C) SUSTAINABLE COMMUNITY STRATEGY YEAR END PROGRESS REPORT 2012/13	49 - 69
(D) TREE WORKING GROUP - CONCLUSIONS	70 - 74
(E) POLICY AND PERFORMANCE BOARD WORK PROGRAMME 2013/2014	75 - 78
6. DEVELOPMENT OF POLICY ISSUES	
(A) STATEMENT OF COMMUNITY INVOLVEMENT (SCI) LOCAL PLAN DOCUMENT	79 - 105
(B) NATIONAL HIGHWAY AND TRANSPORTATION SURVEY - PROPOSALS REPORT	106 - 116
(C) HIGHWAY MAINTENANCE IN HALTON	117 - 143
(D) ELECTED MEMBERS' GUIDE TO ROAD SAFETY	144 - 168
(E) LOCAL FLOOD RISK MANAGEMENT STRATEGY - PROGRESS REPORT	169 - 173
(F) NOMINATIONS OF MEMBERS TO THE HALTON PUBLIC TRANSPORT ADVISORY PANEL - MUNICIPAL YEAR 2013/14	174 - 179

**(G) NOMINATIONS OF MEMBERS TO THE CONSULTATION | 180 - 182
REVIEW PANEL**

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

REPORT TO: Environment and Urban Renewal Policy & Performance Board

DATE: 12 June 2013

REPORTING OFFICER: Strategic Director, Policy and Resources

SUBJECT: Public Question Time

WARD(s): Borough-wide

1.0 PURPOSE OF REPORT

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

2.0 RECOMMENDED: That any questions received be dealt with.

3.0 SUPPORTING INFORMATION

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

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

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

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

4.0 POLICY IMPLICATIONS

None.

5.0 OTHER IMPLICATIONS

None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

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

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

6.3 **A Healthy Halton** – none.

6.4 **A Safer Halton** – none.

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

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

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

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

REPORT TO: Environment and Urban Renewal Policy and Performance Board

DATE: 12th June 2013

REPORTING OFFICER: Chief Executive

SUBJECT: Executive Board Minutes

WARD(s): Boroughwide

1.0 PURPOSE OF REPORT

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

2.0 RECOMMENDATION: That the Minutes be noted.

3.0 POLICY IMPLICATIONS

- 3.1 None.

4.0 OTHER IMPLICATIONS

- 4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children and Young People in Halton

None

5.2 Employment, Learning and Skills in Halton

None

5.3 A Healthy Halton

None

5.4 A Safer Halton

None

5.5 Halton's Urban Renewal

None

6.0 RISK ANALYSIS

6.1 None.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

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

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

APPENDIX 1

Extract of Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board

EXECUTIVE BOARD MEETING HELD ON 28th FEBRUARY 2013

EXB155 CONTRIBUTION TO LOCAL SAVE ENERGY ADVICE LINE

The Board considered a report of the Strategic Director, Communities on the Council's contribution to the local Save Energy Advice Line.

The Board was reminded that at its meeting on 24 May 2012, it approved a waiver of Procurement Standing Orders in respect of the delivery of a local energy advice line for 2013/14. The advice line was funded by the Department of Health's Warm Homes, Healthy People Programme for 2011/12. It was noted that the Council had secured additional funding for the delivery of a variety of projects, one of which was the extension of the energy advice line for a further twelve months.

The report advised that a local environmental charity, Energy Projects Plus, were commissioned to deliver the service and had previously delivered a Government funded locally based telephone advice service across Merseyside and Cheshire since 1995. One of the key roles of the local service had been to provide an anchor point for residents to contact which linked to the range of local initiatives and advice schemes.

Since the withdrawal of Government funding, Energy Projects Plus had continued to deliver a locally based advice line, part funded by local authority contributions. The total cost of providing the service was £75,000. The report provided details of the business case and the funding contribution required for 2013/14.

RESOLVED: That

- 1) under Procurement Standing Orders 1.8.3 (f) Standing Orders 4.1 and 4.2 be waived in respect of Energy Projects Plus Local Advice Line; and
- 2) the Operational Director (Prevention and Assessment) be authorised to award a contract to Energy Projects Plus to deliver a local energy

Strategic Director
- Communities

advice line for 2013/14.

TRANSPORTATION PORTFOLIO

EXB156 STREET LIGHTING ENERGY PROCUREMENT

The Board considered a report of the Strategic Director, Policy and Resources, which advised on an extension to the Council's un-metered electricity supply contract for street lighting.

The Board was advised that since October 2001, the Council's un-metered electricity had been procured through an energy procurement specialist to the public sector, Utilities Procurement Group (UPG). It was noted that UPG used their knowledge of the market to determine the best time to seek tenders as the energy market was very volatile and often affected by worldwide events.

Since 1 April 2011, the current supplier had been Haven Power, whose contract included an Option to Extend (OTE) for up to two years and which, it was reported, had been taken up for one year. At its meeting on 29 March 2012, Executive Board had approved the switching off of street lighting on high speed roads between midnight and 6.00am as a budget saving option. It was noted that, due to changes in standing charges, the expected savings would fall short of the budgeted £148,000, and in order to achieve a balanced budget, it had been necessary to review the replacement of age-expired equipment with a delay in the programme of works. It was further reported that this in turn would impact on potential future savings that would have resulted from using more energy efficient equipment.

Members were advised that often energy contracts needed to be accepted within a very short time frame, due to rapid changes in the prices on offer and the possibility of offers being withdrawn at short notice. For this reason, it was necessary on occasion to waive Standing Orders to enable offers to be accepted.

RESOLVED: That

- 1) the extension to the supply contract for un-metered electricity with Haven Power be endorsed;
- 2) the waiving of Procurement Standing Orders 2.2

Strategic Director
- Policy &
Resources

- to 2.11 for the purchase of un-metered electricity be endorsed;
- 3) it be recorded that the expenditure is anticipated to be in excess of £1.0M per annum; and
 - 4) Utilities Procurement Group (UPG) continue to be used to manage our street lighting energy provision.

EXB157 WAIVER OF PROCUREMENT STANDING ORDERS - EMERGENCY PROCEDURES FOR URGENT REPAIRS TO THE HIGHWAY

The Board considered a report of the Strategic Director, Policy and Resources on the waiver of Procurement Standing Orders for repair works for the public right of way footpath network.

The Board was advised that part of the Mersey Way footpath at Hale required emergency structural repairs to reinstate the surface and sides of the path immediately before the Christmas period in 2012. In addition, due to heavy rainfall over the Christmas holidays, and resultant landslip immediately adjacent to the path edge, some additional urgent action was required to prevent further erosion and collapse.

It was reported that the contractors, ELM were instructed to make safe and reinstate the collapse which involved the construction of timber revetments to provide support to the footpath; these works were completed by 16 January 2013. Due to the urgent nature of the work, compliance with Standing Orders was not practicable and Members were asked to note the action taken by the Operational Director, Policy, Planning and Transportation in consultation with the Head of Procurement.

RESOLVED: That the two waivers to Procurement Standing Order 4.1(Competition Requirements) by the Operational Director Policy, Planning and Transportation and Head of Procurement, in respect of the award of contracts, of estimated value £9,750 and £5,751 for urgent repairs to the Highway be noted.

ENVIRONMENTAL SUSTAINABILITY PORTFOLIO

EXB158 GREEN DEAL AND ENERGY COMPANY OBLIGATION

The Board considered a report of the Strategic Director, Communities, informing them of two new national energy schemes.

The Board was advised that the Energy Act represented a step change in the provision of energy efficiency for homes and businesses. Significantly, it replaced the grant scheme Warm Front, with two new schemes known as the Green Deal and Energy Company Obligation (ECO). It was reported that ECO funding and Green Deal finance would work alongside each other to help fund heating and insulation installation measures for tenants and homeowners.

The report outlined the details of the Green Deal finance framework which aimed to provide energy efficiency work for “able to pay” households that reduced energy consumption. It also detailed the role of the local authority as both Green Deal Provider, Partner and Advocate. In terms of ECO, it was noted that unlike Green Deal, it would place an obligation on gas and electric suppliers to achieve energy savings through a smaller range of measures, and expected them to subsidise or fully meet the costs of the measures. It was further noted that there were three elements to ECO having different eligibility criteria, as outlined in the report.

RESOLVED: That the Council supports a partnership approach to Green Deal and ECO, as set out in paragraph 3.2.4 of the report, to deliver and facilitate the new energy initiatives.

Strategic Director
- Communities

EXB159 LIVERPOOL CITY REGION COLLECTIVE ENERGY SCHEME

The Board considered a report of the Chief Executive which provided background information on the Collective Energy Scheme.

The report detailed the background to the collective purchasing and switching approach of consumers banding together to negotiate a better deal with their gas and energy suppliers. Although there was no set model for the operation of such schemes it was noted that usually this kind of activity was facilitated by a third party, that negotiated and ran an auction to provide a better tariff on behalf of the consumers they represent.

The Board was advised that during November 2012 a local based charity, Energy Projects Plus worked with the six local authorities of the Liverpool City Region (LCR) to develop a proposal for Department of Energy and Climate Change's (DECC) Cheaper Energy Together fund. The proposal included developing a programme of repeated switching auctions, which recognised that a significant proportion of vulnerable residents could be supported to take advantage of an energy tariff collective switching scheme. However, the bid to DECC was unsuccessful, but it was noted that there remained a desire to explore how a collective switching scheme could be delivered.

The LCR scheme would enable people from across the city region to join together to negotiate cheaper energy bills and would be open to each Authority's residents. To date, Wirral, Sefton and Knowsley had signed up to the scheme. Members were advised that to participate in the scheme, residents would be invited to register free of charge, either via a web site or through direct contact with the Council.

RESOLVED: That the Council join the Liverpool City Region Collective Energy Switching Scheme and make an initial £5,000 contribution to the set up costs (refundable subject to the generation of referral fees).

Chief Executive

EXB160 PURCHASE OF UNO ENERGY DATABASE

The Board considered a report of the Chief Executive which sought agreement to award a contract without conducting a tender exercise for the purchase of the UNO Energy database.

The Board was advised that in January 2013, the Borough Council was successful in being awarded £115,000 under the Department for Energy and Climate Change's (DECC) Fuel Poverty Fund. The fund would be used to offer grants for heating and insulation to Halton residents which met a set of criteria, as detailed in the report.

The DECC bid submission also included £10,000 to purchase a database to collate energy information for individual Halton properties. The database would enable the authority to get the most out of the Government's new funding regime for domestic energy efficiency, which included the Energy Company Obligation. The deadline for

spending the DECC funding was extremely tight and consequently there was not sufficient time to conduct a formal tendering exercise for the database.

Members were advised that the local environmental charity, Energy Projects Plus, managed a database known as the UNO system on behalf of Wirral, St Helens, Knowsley and Sefton. It was proposed that Halton purchase the UNO system which included the cost of software, the Green Deal module and the cost of matching and converting all data, which brought the total to £9,950, which was within the application funding from the DECC.

RESOLVED: That

- 1) under Procurement Standing Order 1.8.3 (f) Standing Orders 4.1 and 4.2 be waived in respect of the UNO Energy Database and purchase of Energy Performance Certificate data; and
- 2) the Assistant to the Chief Executive be authorised to purchase the UNO Energy Database and to enter into a contract with Energy Projects Plus to manage the Database.

Chief Executive

PART II

TRANSPORTATION PORTFOLIO

EXB169 AWARD OF THE HALTON HIGHWAYS IMPROVEMENT AND MAINTENANCE TERM SERVICES CONTRACT 2013-2019 - KEY DECISION

The Board considered a report of the Strategic Director, Policy and Resources, on the award of the Halton Highways Improvement and Maintenance Term Services Contract 2013-2019.

The Board was advised that the current contracts would expire on 31 May 2013. In line with national guidance, Halton and Warrington Borough Councils embarked upon a joint procurement process which provided an opportunity for a single contractor to undertake highways improvement and maintenance services for both authorities under separate contracts.

It was noted that the contracts would be for an initial six year period, with the potential to extend to a maximum of

ten years, subject to performance satisfying set targets in a number of agreed areas.

The report detailed the tender process, the evaluation process and comparisons with the previous contract, for Members' information.

RESOLVED: That the tender from the company referred to in paragraph 3.3.9 be accepted for the Halton Highways Improvement and Maintenance Term Services Contract 2013-2019.

Strategic Director
- Policy &
Resources

EXECUTIVE BOARD MEETING HELD ON 28TH MARCH 2013

TRANSPORTATION PORTFOLIO

EXB196 TRANSPORT CAPITAL IMPLEMENTATION PROGRAMME 2013/14

The Board considered a response of the Strategic Director, Policy and Resources, on the Transport Capital Implementation Programme 2013/14.

The Board was reminded that at its meeting on 17 March 2011, Halton's Local Transport Plan (LTP3) was approved. It contained the key issues for transport in Halton, identified through a public consultation exercise, and were attached at Appendix 1. These issues were addressed by LTP3 through a series of local goals which linked to both national and local priorities.

It was reported that capital funding for local transport was provided by central Government through the Integrated Transport and Highway Maintenance Block Allocations. The grant was based on needs-based formulae which took account of a wide range of road, transport and other related data, specific to the authority.

The Department for Transport (DfT) confirmed the funding settlement for 2013/14 on 21 December 2012. The report provided details of the Major Scheme Capital Funding, Additional Maintenance Funding, Transport Block Implementation Programmes and Detailed Implementation Programmes.

RESOLVED: That

- 1) the Local Transport Settlement final allocations for 2013/14 and 2014/15 be noted;
- 2) Council be recommended to approve the following sums for incorporation into the Council's Capital Programme for 2013/14:
 - Transport Implementation Programme £2,685,000;
 - Transport Major Scheme Capital Funding (SJB) £2,460,000
 - Additional Local Highways Maintenance Funding £355,000; and
- 3) authority to agree the detailed programme of schemes, based, where appropriate, upon the four year Implementation Programme described in the Local Transport Plan, be delegated to the Strategic Director, Policy and Resources, in consultation with the Executive Board Member for Transportation.

Strategic Director
- Policy &
Resources

ENVIRONMENTAL SUSTAINABILITY PORTFOLIO

EXB197 KENNELING ARRANGEMENTS AND OUT OF HOURS COLLECTION OF STRAY DOGS

The Board considered a report of the Strategic Director, Communities, on the kennelling arrangements and out of hours collection of stray dogs.

The Board was advised that the Environmental Protection Act (EPA) 1990, placed a duty on each local authority to appoint an Officer to deal with the issue of stray dogs. Under the current arrangements, Halton, Knowsley Liverpool and St Helens Councils worked jointly as a Consortium to procure arrangements for dealing with stray dogs. A full procurement process resulted in the award of a contract for the kennelling of dogs to the RSPCA in Halewood and the collection of stray dogs out of hours to Animal Wardens Ltd. Both contracts were awarded for a three year period, which would end in April 2013.

The report provided further details on the kennelling re-charges, costs and the out of hours service. It was reported that, due to a change in policy at national level, the RSPCA would no longer be willing to provide a kennelling service when the current contract had expired. It was

proposed that the Consortium lease the kennel block at Halewood and through procurement, find an organisation to staff and manage the facility. Some of the advantages to this approach were outlined in the report.

RESOLVED: That the proposed changes for the kennelling arrangements and out of hours collection of stray dogs be approved.

Strategic Director
- Communities

EXB198 HOME ENERGY CONSERVATION ACT (HECA) REPORT 2013

The Board considered a report of the Strategic Director, Communities, on the Home Energy Conservation (HECA) report 2013.

The Board was advised that new guidance placed a duty on local authorities to prepare and publish a HECA report by the end of March 2013, with follow up progress reports every two years to 2027. The document should set out the energy conservation measure the authority considered practicable, cost effective and likely to result in significant improvement in the energy efficiency of residential accommodation.

A copy of the draft HECA report was attached at Appendix A. Specific areas covered were detailed in the committee report and included:

- Local ambitions and priorities;
- Measures which took advantage of financial assistance and other benefits offered by Central Government initiatives;
- Area based/street by street approaches; and
- A timeframe for delivery and national and local partners.

RESOLVED: That the Home Energy Conservation Act report, attached at Appendix A, be endorsed for onward submission to the Department for Energy and Climate Change.

Strategic Director
- Communities

PART II

ENVIRONMENTAL SUSTAINABILITY PORTFOLIO

EXB209 WASTE MANAGEMENT SERVICES - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which provided an update on the outcome of a tender exercise for the provision of Waste Management Services.

The report provided Members with information on the Council's current Landfill Disposal Contract and made recommendations to ensure that the Council maintained adequate arrangements to fulfil its statutory duty relating to the treatment or disposal of residual household waste.

Reason(s) for Decision

In order for the Council to fulfil its statutory obligations as a Waste Disposal Authority, it must have in place arrangements for the treatment or disposal of residual household waste. It was important to ensure that any arrangements that were in place continued to represent the most cost effective and value for money solution available to the Council.

Alternative Options Considered and Rejected

By undertaking a procurement exercise for the provision of waste treatment services through an 'Open' process, the Council had sought to consider the widest range of options that were currently available. As a result of the outcome of the procurement exercise, the Council was left with no alternative options to consider other than that referred to in the report.

Implementation Date

Subject to the successful negotiation of contract prices that were acceptable to the Council, implementation was expected in May 2013.

RESOLVED: That

- 1) the report be noted;
- 2) the Strategic Director, Communities, be authorised to seek to negotiate with the company named in the report, for a reduced tender price for the Interim Waste Treatment Services contract and, subject only to reduced, cost effective prices

Strategic Director
- Communities

being agreed, the contract be awarded to the company named in the report;

- 3) in the event that the Council is unsuccessful in securing reduced tender prices with the company named in the report, then no contract for Interim Waste Treatment Services should be awarded and a further market testing exercise should be undertaken; and
- 4) a further report be presented to Members in due course.

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

EXB210 ICI RECREATION SITE DEVELOPMENT WIDNES

The Board considered a report of the Strategic Director, Communities, which provided an update on the re-development of the ICI Recreation Site, Widnes.

The Board had previously considered a report on the future use of the site at its meeting on 28 June 2012 (Minute EXB 36 referred). A key aim of the Council was to ensure a sustainable use of the site which did not require revenue support from the Council.

The report updated Members on the current proposals and the planning, financial and community implications of the re-development of the site.

RESOLVED: That

- 1) the proposals for redevelopment of the ICI Recreation Site, Liverpool Road, Widnes, be noted;
- 2) in consultation with the Portfolio Holder for Neighbourhoods, Leisure & Sport, the Strategic Director, Communities, be authorised to explore the development of a Community Sports hub combined with a health facility; and
- 3) a further report be submitted with a business proposal(s) and costings; this may include a recommendation to sell some land to contribute to any shortfall for the development.

Strategic Director
- Communities

(N.B. Councillor Wharton declared a Disclosable Other Interest in the following item of business as he was a Board Member of Halton Transport Ltd and left the room during consideration of this item)

LEADER'S PORTFOLIO

EXB211 HALTON BOROUGH TRANSPORT LIMITED

The Board considered a report of the Operational Director, Finance, on Halton Borough Transport Limited (the Company).

The report outlined proposals received from the Company's Board for consideration. The proposals were intended to support the Company in the continuing development and improvement of their services for the benefit of the community and to enhance the customer experience.

RESOLVED: That Council be recommended to note the developments made by Halton Borough Transport Limited as outlined in the report, and approve the recommendations i) to v) as set out in the report.

Operational
Director - Finance

REPORT TO:	Environment and Urban Renewal Policy and Performance Board
DATE:	12 th June 2013
REPORTING OFFICER:	Strategic Director – Policy and Resources
PORTFOLIO HOLDER:	Transportation, Leader, Economic Development, Environmental Sustainability, Physical Environment
TITLE:	Annual Report - Environment and Urban Renewal Policy and Performance Board
WARDS:	All

1.0 PURPOSE OF REPORT

- 1.1 To provide the Environment and Urban Renewal Policy and Performance Board with an annual review of the 2012-2013 series of meetings and issues scrutinised. To inform Members of an agreed Topic Working Group and invite Members to consider other topic areas they may wish to see scrutinised, hence forming a draft work programme for 2013-2014.

- 2.0 RECOMMENDED: That the Annual Report attached is accepted and that the work of the any agreed Topic Working Group is supported in 2013-2014.**

3.0 BACKGROUND/SUPPORTING INFORMATION

- 3.1 The Environment and Urban Renewal Policy and Performance Board's primary function is to focus on the work of the Council (and its partners) in seeking to bring about the Environmental and Urban Renewal of the Borough. It is also charged with scrutinising progress against the Corporate Plan in relation to the Environment and Urban Renewal Priority.
- 3.2 During the 2012/13 Municipal Year, the Board met on five occasions and considered a number of reports on a diverse range of subjects pertinent to Halton's Environment and Urban Renewal. A summary of these reports together with a message from the Chair of the Board is attached to this report for information.
- 3.3 During the year, the PPB received regular updates on progress towards meeting Halton's Sustainable Community Strategy targets at 2012-2013 financial year end.
- 3.4 The Board also agreed nominations of Members to sit on the Council's Public Transport Advisory Panel and to sit on the Consultation Review Panel for the 2012/2013 Municipal year.

4.0 POLICY IMPLICATIONS

- 4.1 In 2012/13 Members of the Board agreed to continue with the Waste Management Topic Group and to establish a Working Party to prepare a Topic Brief on Trees. The findings and recommendations of these two groups are reported as separate items elsewhere on this agenda. The Board is invited to consider other policy areas for scrutiny.
- 4.2 It will also continue to scrutinise progress against the corporate plan in relation to the Environment and Regeneration Priority.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children and Young People in Halton

The work of the PPB supports future generations in Halton by ensuring a clean and safe environment. This annual report highlights the work of the PPB over the previous 12 months.

5.2 Employment, Learning and Skills in Halton

This PPB supports the infrastructure in Halton that helps with job creation and sustainable transport links to employment.

5.3 A Healthy Halton

The work of the PPB contributes towards a less polluted environment and helps to create a green infrastructure.

5.4 A Safer Halton

The PPB supports designing out crime and developing safer communities.

5.5 Halton's Urban Renewal

The PPB scrutinises the work of the Environment and Regeneration Specialist Strategic Partnership (E&R SSP).

6.0 RISK ANALYSIS

- 6.1 Not required for this report.

7.0 EQUALITY AND DIVERSITY ISSUES

- 7.1 Not required for this report.

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

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

Annual Report

Environment and Urban Renewal Policy and Performance Board

April 2012- March 2013



Cllr John Gerrard
Chair

"I would like to thank all of the Members of the Environment and Urban Renewal PPB for their effort and support throughout my first year as Chair.

Members have played a significant role in the continued regeneration of the Borough and its environment in these particularly challenging times.

Over the last 12 months, the Board has responded to, and dealt with, a wide range of issues which demonstrates their level of commitment and positive attitude in reacting swiftly and effectively to matters that are brought before them. These, combined with the Board's experience and abilities help support a continuing improvement in the quality of life in Halton and the opportunities afforded to our communities."

Councillor Gerrard
Chair, Environment and Urban Renewal Policy and Performance Board

MEMBERSHIP AND RESPONSIBILITIES

During 2012/13 the Board comprised eleven Councillors:-

Councillor John Gerrard (Chairman)	Labour
Councillor Keith Morley (Vice-Chairman)	Labour
Councillor Frank Fraser	Labour
Councillor John Bradshaw	Conservative
Councillor Pauline Hignett	Labour
Councillor Andrew MacManus	Labour
Councillor Stan Parker	Labour
Councillor Pauline Sinnott	Labour
Councillor Dave Thompson	Labour
Councillor Bill Woolfall	Labour
Councillor Geoff Zygadlo	Labour

The Environment and Urban Renewal Policy and Performance Board's primary function is to focus on the work of the Council (and its partners) in seeking to bring about the Environmental and Urban Renewal of the Borough. It is also charged with scrutinising progress against the Corporate Plan in relation to the Environment and Regeneration Priority.

The Board is responsible for scrutinising performance and formulating policy in relation to the following areas:

- Highways, Transportation and Logistics (including road maintenance, street lighting, road safety, traffic management, supported bus services and flood risk management)
- Landscape Services, Parks & Countryside, Cemeteries & Crematoria
- Environmental and Regulatory Services
- Major Projects
- Economic Regeneration and Business Development
- Waste Management and Waste Strategy
- Derelict and contaminated Land
- Housing Strategic Policy
- Sustainability, Climate Change and Biodiversity
- Physical Environment and Planning policies

REVIEW OF THE YEAR

The Board met 5 times during the year. As well as considering Executive Board decisions relevant to the work of the Environment and 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 which have come before the Board during the year.

The Board received, considered reports, agreed decisions and put forward relevant actions on the following issues:-

Corporate Responsibilities

- Minutes of the Environment and Regeneration SSP.
- Regular progress reports on achieving targets contained with the Sustainable Community Strategy for Halton.
- Updates on Business Plans for the period 2013-16 and the Directorate priorities, objectives and targets for the services that fell within the remit of the Board for this period. It also considered and commented on Quarterly Monitoring reports which detailed progress against service objectives/milestones, performance targets and factors affecting the services that fell with the remit of the Board.

Highways and Transportation

- Nominations were agreed for Members to sit on the Council's Public Transport Advisory Panel for the 2012/13 Municipal Year. These were Councillors Gerrard, Morley, Stockton, Bradshaw and Woolfall.
- It was also agreed that the Chair and Vice-Chair would sit on the Consultation Review Panel as may be required from time to time.
- Feedback on the results of a consultation exercise that had been undertaken on the proposed withdrawal of subsidised bus services in 2012-13. Members noted the proposal to reduce the budget by £70,000.
- An objection raised to the proposed Traffic Regulation Order to introduce 20mph speed limits on roads in Hale Village.
- An objection to proposed waiting restrictions in Russell Court, Farnworth had been received following public consultation. It was agreed to implement an "At Any Time" waiting restrictions and a report be submitted to the Executive Board.
- Objections following public consultation for various locations across Widnes and Runcorn, including Cowan Way, Upton Lane, Green Lane, Cawfield Avenue, Primrose Close, Alder Avenue, Birch Road, Acacia Avenue, Lockett Road, Church Street, Upper Mersey Road and Mersey Road, Widnes, along with Kenilworth Avenue, Penrhyn Crescent and Ludlow Crescent Runcorn.
- Objections concerning off street parking places in Runcorn Town Centre.
- The Annual Road Traffic Collision and Casualty report showing overall progress on reductions. The Board was informed of the budget cuts from government which raised concerns with regard to the achievement of further casualty prevention. PPB Members were also informed of on-going work to review the use of fixed safety cameras and it asked for regular updates.
- The results of the National Highway and Transportation Survey for 2012. It was agreed a further "proposals" report be prepared and brought back to a later meeting.
- A petition signed by six residents from Coronation Road had been received. This concerned surface water drainage associated with a Doctors' surgery car park. It was noted that the Open Spaces Department had recently undertaking work and it was requested that the situation be monitored and Ward Members be informed.
- Recent changes to the Council's regulatory powers under the Land Drainage Act 1992 and endorsement was given to a proposal to consult on a set of local land drainage byelaws.
- Update on flood risk management issues and progress being made in relation to the Council's duties under the Flood and Water Management Act.

Economic Regeneration and Business Development

- Proposals for the development of an International Festival of Business in the Liverpool City Region and the opportunities that this could present for Halton. It was agreed to support Halton's participation in this initiative.

Environmental and Regulatory Services

- A report showing the benefits and implication of signing up to two climate change commitments:- 1) the EU Covenant of Mayors, which committed the Council and its Partners to preparing a Sustainable Energy Action Plan (SEAP); and 2) the Local Government Association's 'Climate Local'. It was agreed to recommend, to the Executive Board, that both these commitments be signed.
- An outline on how Halton's SEAP would sit underneath that being prepared by the Liverpool City Region, and how through the LEP's Low Carbon Economy committee, it be implemented.

Environmental Sustainability

- The PPB were advised that the Waste Topic Group had met in February 2013 concerning charges for the collection of bulky items and the provision of new and replacement wheeled bins, and agreed that the proposed charges should be presented to the Executive Board.

•

Physical Environment and Planning

- Updates for the Local Development Scheme, which gave target dates for production of the Local Development Framework and Development Plan Documents.
- The Neighbourhood Planning process as brought in by the Localism Act 2011, and it was agreed responses to any requests be in accordance with the relevant legislation.
- Overview of the next key document to be produced in Halton's Local Development Framework, the "Site Allocations and Development Management Local Plan".
- An overview of the Community Infrastructure Levy (CIL) and a proposal to investigate whether a CIL financial charge on new development was a viable option in Halton.

Communities

- The draft Housing Strategy for 2013-2018, as part of the wider consultation process, as well as fully supporting the draft strategy, the Board wished an additional priority be added to support the promotion of welfare and debt advice within the housing sector.
- Information concerning the Armed Forces Community Covenant and the Board was advised that Halton was part of the pan Cheshire East, Cheshire West and Chester, and Warrington pact. The Board requested regular monitoring reports on progress on the key themes and pledges agreed as part of the Covenant.

WORK PROGRAMME FOR 2013/2014

The Board is asked to consider whether it wishes to carry out Topic Reviews for the 2013/14 Municipal year at its next or subsequent meetings.

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 Mick Noone on 0151 471 7370 or mick.noone@halton.gov.uk

REPORT TO: Environment & Urban Renewal Policy and Performance Board

DATE: 12th June 2013

REPORTING OFFICER: Strategic Director Policy & Resources

PORTFOLIO: Resources

SUBJECT: Performance Management Reports for Quarter 4 year-end of 2012/13

WARDS: Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 To consider and raise any questions or points of clarification in respect of performance management for the 4th quarter period to March 2013.
- 1.2 Key priorities for development or improvement in the period 2012-15 were agreed by Members in April 2012 and included in Directorate Plans, for the various thematic areas and service functions reporting to the Environment & Urban Renewal Policy and Performance Board. The report details progress against service objectives/ milestones and performance targets, in relation to the Environment and Regeneration priority and describes factors affecting the service.

2.0 RECOMMENDED: That the Policy and Performance Board

- 1) Receive the fourth 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 Departmental objectives provide a clear statement on what the services are planning to achieve and to show how they contribute to the Council's strategic priorities. Such information is central to the Council's performance management arrangements and the Policy and Performance Board has a key role in monitoring performance and strengthening accountability.
- 3.2 In line with the revised Council's Performance Framework for 2012/13 the Policy and Performance Board has been provided with a thematic

priority based report; which identifies the key issues arising from the performance in Quarter 4 as shown in Appendix 1.

3.3 The report has been structured using the following thematic areas agreed by Members and aligned to the following service functions, these being:

- Economic Regeneration(Development and Investment Services)
- Environmental (Open Spaces & Waste Management Services)
- Highways, Transportation and Logistics (Mersey Gateway/ Core Strategy, Transport, Bridge and Highway Maintenance, Highway Development, Flood Risk Management)
- Physical Environment (Statutory Plans and Housing Issues)

3.4 The full Departmental quarterly reports are available on the Members' Information Bulletin to allow Members access to the reports as soon as they become available within six weeks of the quarter end. This also provides Members with an opportunity to give advance notice of any questions, points or requests for further information that will be raised at the PPB meeting to ensure the appropriate Officers are available.

4.0 POLICY IMPLICATIONS

4.1 There are no policy implications associated with this report.

5.0 OTHER IMPLICATIONS

5.1 There are no other implications associated with this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

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

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

7.0 RISK ANALYSIS

7.1 Not applicable.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Not applicable.

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

9.1 None under the meaning of the Act.

Environment & Urban Renewal PPB Thematic Performance Overview Report

Reporting Period: **Quarter 4 – Period 01st January to 31st March 2013**

1.0 Introduction

- 1.1** This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the fourth quarter of 2012/13.
- 1.2** Key priorities for development or improvement in 2012-15 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Environment and Urban Renewal Policy & Performance Board:
- Economic Regeneration
 - Environmental
 - Highways, Transportation & Logistics
 - Physical Environment (Statutory Plans and Housing Issues)
- 1.3** The way in which traffic light symbols have been used to reflect progress to date is explained within the Appendix (Section 8). Please note initials have been provided to indicate which Operational Director is responsible for the commentary to aid Members during Policy and Performance Board scrutiny of the report. A key is provided at the end of the report in the Appendix (Section 8).

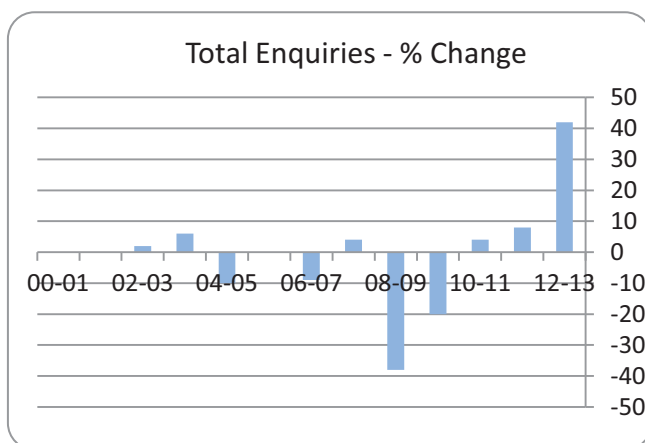
2.0 Key Developments

There have been a number of developments during the period which include:

2.1 Economic Regeneration (WR)

2.1.1 Regeneration

Inward Investment Enquiries



The number of enquiries for commercial property received by the BIG Team fell between 2008\09 and 2009\10 mirroring the global economic slowdown. For example, in 2007\08 and 2008\09 alone enquiries fell by 38%. However, in 2010\11, investment enquires increased for the first time since 2007\08.

Investment enquires in 2012/13 continued to increase and were some 40% higher than the previous year.

Astmoor and Halebank Business Improvement District (BID) Programme

A further five year BID programme has been secured at Astmoor and Halebank Industrial Estates following a successful ballot of all liable National Non Domestic Rates (NNDR) businesses across the estates. At Astmoor Industrial Estate 75% of businesses voted in favour of a continuation of the BID programme, which represented 82% of the rateable properties, while at Halebank Industrial Estate 82% of businesses voted in favour of a continuation of the BID programme which represents 93% of rateable properties

The BID Team in partnership with the business community will now begin the process of delivering the five year business plans for each estate

ERDF 4.2 Merseyside Business Support Programme

Rollout of the Halton element of the European Regional Development Fund (ERDF) 4.2 Business Support Programme began in earnest in January 2013.

Initial enquiries were received from 83 potential SME clients. Of that total 48 local SME's were eligible for support and were referred to the private sector diagnostic provider for the initial action planning phase of the project.

To date 19 eligible SME clients have made significant progress towards the production of an Action Plan which will identify additional specialist support required. 4 SMEs have been assisted for more than 12 hours and counted as outputs.

8 additional private sector entities have been recruited to provide specialist support via the Matrix.

2.1.2 Funding

Liverpool City Region Regional Growth Fund Round 3

The Liverpool City Region (LCR) Local Enterprise Partnership (LEP) was successful with a £10m bid to the Government's Regional Growth Fund Round 3. The scheme, entitled 'The Liverpool City Region Business Growth Grant', applies only to the City Region Local Authority areas, excluding the City of Liverpool, and will last for three years.

RGF 3 can support businesses that plan to invest in capital or equipment that will directly create or safeguard jobs and increase business output. RGF is designed to unlock private sector investment. The grant ratio is 5:1, e.g. £5.00 invested by a business can potentially lead to £1.00 of support from RGF. Businesses can apply for RGF 3 grant between £50,000.00 and £1,000,000.00.

Individual Local Authorities will be the application appraisers and key-decision makers on award of grant from the fund to businesses in their geographical area. Individual Local Authorities will formally contract with applicants and pay grant to the company once a series of agreed milestones have been reached and expenditure defrayed. The Local Authority will then submit evidence and claim reimbursement of the full amount of the grant paid to the company from the RGF.

It will, therefore, be necessary for the Local Authority to undertake a comprehensive project appraisal and due diligence exercise for each application. It is proposed that an administration fee of £1,500.00 is paid to the Local Authority for each 'successful' application to support the cost of project appraisal and due diligence

External Funding

During the quarter we achieved the following:

- Received 29 new funding enquiries
- Helped to secure just short of £1 million in external grant funding.

Reaching Communities Programme

Currently supporting the following projects at Outline Proposal Stage:

- The Canal Boat Adventure Project/Woodlands Play Centre
- Halton CAB
- Catalyst SDC
- Cycling Project HBC

Halton Community Transport was funded to the tune of £119k and we have five stage one passes, which we are supporting with Full Stage bids:

- Community Safety Team Halton
- Delamere Centre
- Power in Partnership
- Nightstop
- Groundwork Cheshire

Big Local Trust

£1m has been allocated to Windmill Hill over the next 10 years to deliver further community projects. External Funding is supporting the Advisory Group to get the programme established with the local community.

Heritage Lottery Fund (HLF)

Work is now being undertaken, including support for consultation and grant criteria, to submit a Round 1 bid to HLF in late 2013 for funding to undertake restorative works to the Sankey Canal, including environmental improvements and bringing the canal back into use.

Work is also being undertaken to support a stage 2 bid for £3.5M funding for Norton Priory Museum Trust with match funding target of £1million. If successful the funding will be used to upgrade visitor facilities and undertake the restoration of the undercroft and other historical assets on the estate.

Sci-Tech Daresbury

Supporting with Due Diligence procedure for Regional Growth Fund bid of £9.77 million; looking at funding for Phase 2 of developments at Sci-Tech as well as drafting a Funding Strategy.

2.2 Environmental (CP)

2.2.1 Waste Management

Removal of Waste Infrastructure Credits

The Merseyside and Halton Waste Partnership are presently considering the financial and operational implications following an announcement by government in January of the withdrawal of £90M in Waste Infrastructure Credits (formerly PFI Credits).

At the present time Officers are giving consideration to the financial implications of the government's decision.

2.2.2 Open Space Services

Runcorn Hill and Heath Park

Having been successful with the Parks for People (Heritage Lottery Fund) bid, the recruitment process has begun for the two posts that are funded as part of the project. The posts are *Park Community Engagement Officer* and *Conservation Partnership Officer*. They will support the community and third sector organisations to encourage volunteer activity in the park.

Sankey Interlocks Project

Work has continued in quarter 4 on the feasibility study for bringing the Sankey Canal between Spike Island and Fiddlers Ferry back into navigation. This is a joint project with Warrington Borough Council and has industrial partners such as Fiddlers Ferry Power Station. There is a working group for the project that meets every two months.

Procurement of New Cremators

The procurement of new cremators for Widnes Crematorium is being undertaken through a framework contract with the Yorkshire Purchasing Organisation (YPO). Open days were held in Quarter 4 for the three suppliers on the YPO list and it is anticipated that the new cremators will be installed in Q3 of 2013/14.

2.3 Highways, Transportation & Logistics (MN)

2.3.1 Highway & Bridge Maintenance

Highways Improvement and Maintenance Contract

The Contract for the provision of highway improvement and maintenance works in Halton and Warrington have been awarded to Lafarge Tarmac Ltd. Initial meetings and mobilisation processes have commenced with a view to contract start on 1 June 2013. The contract will run for an initial six year period with the potential for this to be extended to 10 years

This is the culmination of a successful joint procurement exercise undertaken by both councils with a view to securing further administrative and operational efficiencies in the delivery of highway services.

Lafarge Tarmac submitted a highly rated bid which it is anticipated will allow both authorities to achieve their objective of providing a high quality, value for money service which focuses on delivering continuous improvement in important areas.

2.3.2 Highway Development

Local Pinch Point Programme

In March, the DfT confirmed £1.67m funding under the Local Pinch Point Programme for Halton's proposal to increase traffic capacity at three junctions on the Daresbury Expressway. This is one of only ten schemes across the country, approved under the first tranche of schemes as part of the Budget.

The programme is aimed at tackling congestion, bottlenecks and access problems on the local highway network and Halton's scheme, which is estimated to cost £2.36m in total, will support employment and housing growth in the Daresbury Enterprise Zone (EZ) and Sandymoor areas. The Homes and Communities Agency (HCA) will contribute £0.6m with Halton Borough Council funding the remainder of the scheme, which must be delivered by March 2015.

2.3.3 Logistics

Mid Mersey Transport Fund

In July 2012 Halton, St Helens and Warrington Borough Councils were informed that they had been successful in their Mid Mersey Local Sustainable Transport Fund (LSTF) application to the Department for Transport (DfT) totalling £3.1m.

£0.67m of LSTF funding will be used to provide extensions to existing buses services operating to Sci-tech Daresbury. The commercial service 329 operated by Arriva has been extended to provide a link from St Helens via Warrington Interchange to Sci-tech Daresbury. The 200 service operated on behalf of the Council by Ashcroft Travel has also been extended and frequency increased to half hourly. This service will provide access from Runcorn Rail Station via Runcorn Town Centre connecting key employment sites in the Runcorn Area.

The remaining funding of £2.43m will be spent on walking and cycling improvements, as well as business and personal travel plan initiatives, by the three partner authorities.

Hospital Discharge Transport Service

Trials are currently underway, in collaboration with the Halton's Clinical Commissioning Group (CCG), using the Council's in-house fleet spare capacity in the evenings and weekends to provide patient discharge journeys from both Warrington & Whiston hospitals to the patients' respective place of residence.

The hospital discharge transport service commenced towards the end of January 2013 on a trial basis and is currently agreed to operate until the end of May 2013. An agreement for the service to continue on a longer term basis will depend on usage and the determined requirement for the service by the relevant hospitals. A review meeting will be held mid-May at which point it is expected that decisions will be made regarding the continuation of the service.

2.4 Physical Environment (MN)

2.4.1 Development Management Summary

Planning Applications Summary

Appeals have been received for the following planning applications. In these cases the applicant has requested that the appeal be undertaken by way of a Public Inquiry:

- EMR, Everite Road, Widnes. Appeal against refusal of consent application 12/00444/FUL to allow metal recycling.
- Ineos, Runcorn. Appeal against non-determination of the application 12/00343/COND for discharge of conditions.
- Land at junction of Newton Lane and Chester Road, Daresbury, Runcorn. Appeal against refusal of consent 12/00428/S73 to allow a permanent Gypsy and Traveller Site.

Planning Applications

Total applications received: 150 (includes those withdrawn and returned)			
Applications decided	88	Applications on-hand (undecided)	145
Pre-applications received	80	Pre-applications closed	349

N.B. There are certain applications (such as tree preservation orders) that are not counted in the statutory CLG speed of processing statistics (NI 157). This accounts for the difference between the figures reported above and the figures given for NI 157.

2.5 Housing Issues (PMcW)

2.5.1 Homelessness & Housing

Housing

Through the Budget announcement, Government has launched a new housing stimulus package. Under the 'Help to Buy' banner two new mortgage products are to be introduced.

Building on the popularity of the "FirstBuy" scheme, from April 2013 Government will provide £3.5 billion over the next three years to help up to 74,000 home buyers. This will be in the form of an equity loan worth up to 20% of the value of a new build property, repayable once the property is sold. The maximum home value will be £600,000. It is open to all prospective home buyers (not just first-time buyers) and there is no income constraint.

The existing mortgage guarantee scheme is also being re-launched and expanded. This will increase the supply of high loan-to-value mortgages by offering £12 billion of government guarantees to lenders who offer mortgages to people with a deposit of between 5% and 20% - sufficient to support £130 billion of lending. These mortgages will be available to all existing homeowners, as well as first-time buyers, on new or existing properties with a value of up to £600,000. The scheme will run for three years from January 2014.

The Build-to-Rent fund announced in the Autumn Statement 2012 has been increased from £200 million to £1 billion. It will provide equity or loan finance to support the development stage of more homes for private rent.

Government will invest a further £225 million, to be used alongside the existing affordable homes guarantee programme, to support the delivery of an additional 15,000 affordable homes. Further announcements included confirmation that social tenants with an income of over £60,000 will have to pay market rents. These tenants will be required to declare their income, with additional rents being reinvested in housing.

The Government also acknowledged the importance of giving social landlords certainty over rent levels if they are to be able to plan for future affordable housing development. They committed to outlining in the 2015/16 Spending Round a social rental policy that will last at least until 2025.

And outside the Budget, Government announced plans to introduce regulations requiring Council's to amend their housing allocation policies to ensure local connection criteria give preference to those who have lived in an area for a period of years, in response to the perception that an unacceptable number of homes go to new immigrants.

Homelessness

The remodelling of Orchard House into an integrated Crisis Intervention Service with YMCA Nightstop service is on hold pending confirmation from the Homes and Communities Agency (HCA) that funding has been awarded to build a new homeless hostel in Widnes.

A review of the Nightstop service is in progress and a 6 month contract extension has been awarded pending its outcome.

3.0 Emerging Issues

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

3.1 Economic Regeneration (WR)

3.1.2 External Funding

In conjunction with Community Development Team work will begin on analysing those funding enquiries received between September and November 2012 with a view to exploring income generation opportunities for the coming financial year.

The Funding Update group will continue to be facilitated by the External Funding team. This group will look at areas of duplication and gaps in service provision as well as explore joint training opportunities. The team will also continue to support the Joint Venture Partnership at Sci-Tech Daresbury to source match funding and to develop a funding strategy for the site.

Work will be undertaken looking at opportunities to access existing unallocated funding under the current European Operational Programme. This work will extend to opportunities to access funding from the new programme running from 2014 to 2020.

3.2 Environmental (CP)

3.2.1 Waste Management

Landfill Allowance Trading Scheme (LATS)

As first announced in the 2011 Government Waste Review, the Landfill Allowance Trading Scheme (LATS) will end after the 2012/13 scheme year in England. Defra has decided to end LATS after a careful analysis of the range of policies needed to enable England to meet landfill diversion targets in 2013 and 2020, as it has shown that LATS is no longer the major driver for diverting waste.

3.3 Highways, Transportation & Logistics (MN)

3.3.1 Winter Maintenance

The winter maintenance season for highways concludes on 10th April 2013. Sixty four primary gritting runs were undertaken using approx. 1400 tonnes of grit, a 60% increase compared to last year resulting in a significant impact upon budget costs. At the end of March 2013, the stock of grit is approx. 550 tonnes and deliveries are programmed to increase this to 1300 tonnes before the end of April 2013.

Additional winter treatments were also undertaken for town centres (x 9), footbridges (x 25), secondary routes (x 3), car parks (x 3), doctors and school approach paths (x1) and highways grit bins were restocked (x9).

3.3.2 Bridge Maintenance

Silver Jubilee Bridge Maintenance

The latest phase of major bridge maintenance work within the Silver Jubilee Bridge (SJB) Complex using DfT Major Maintenance Capital funding commences 8th April 2013. The majority of work in the next two quarters is confined to below deck level so the traffic management consequences for SJB users will be less significant than in previous years. There will however be a need for some weekend lane closures in May to finish off painting in areas of the Widnes side span which were obstructed by scaffold last year.

3.3.3 Carriageway & Footway Programme

2013/14 Programme of Carriageway & Footway Works

Carriageway pre-patching has been completed in readiness for commencement of the 2013/14 carriageway surface dressing programme on 8th April 2013. A 7 day programme of micro-surfacing (for roads which have a number of defects but not enough to warrant a complete renewal) will also commence in May.

The 2013-14 Phase 1 resurfacing works, which are due to be carried out over the school summer holiday period, are currently being prepared in readiness for Early Contractor Involvement (ECI) with Tarmac.

Footway reconstruction schemes commence on 8 April 2013 with completion before the 31 May 2013 expiry of the existing Highways Term Contract with Amey. The next phase of footway reconstruction schemes delivered by Tarmac will commence in June and will continue through the summer.

The footway slurry sealing programme is due for completion through during the first quarter period (2013-14).

3.3.4 Highway Development

Funding and Bid Development

In addition to the successful Local Pinch Point funding, detailed within the Key Developments section above, bids have been submitted for a share of the DfT's Devolved Major Scheme Funding to the Liverpool City Region (LCR) for four major local transport schemes in Halton. These are SJB Maintenance, the M56 Junction 11A, the Daresbury Enterprise Zone (EZ) Access Bridges (over Bridgewater Canal) and the Widnes Waterfront Employment Access (Johnsons Lane- Bayer)

An 'expression of interest' has also been submitted in the Local Infrastructure Fund & Affordable Homes Guarantees Programme, administered by the Homes and Communities Agency. This is for the provision of two new bridges over Bridgewater Canal to access employment and Housing land at Daresbury Enterprise Zone.

Additionally assistance has been provided to the External Funding Division in the preparation of bids for highway and transport schemes (at Daresbury EZ and Widnes Waterfront) in connection with the LCR's / 'Merseyside call for capital' schemes.

3.3.5 Road Safety

Traffic Management & Road Safety

Trends in road traffic accident casualties need to be judged over periods of years as the numbers involved are relatively low and year to year fluctuations are common.

However, it is clear that achieving consistent reductions in the numbers of injuries is going to be extremely difficult in the years ahead, both because of the success that has been enjoyed over the past ten years and also due to the impact of funding cuts which have caused a halving of the number of road safety workers in Halton.

Halton Borough Council will continue to work jointly with our neighbours from Warrington Borough Council and other partner organisations, such as Cheshire Police and Cheshire Fire & Rescue Services in order to mitigate as far as possible the impact of reducing resources.

4.0 Risk Control Measures

Risk control forms an integral part of the Council's Business Planning and performance monitoring arrangements. During the development of the 2012/13 Business Plan, the service was required to undertake a risk assessment of all key service objectives with high risks included in the Directorate Risk Register.

As a result, monitoring of all relevant 'high' risks has been undertaken in Quarter 2 and quarter 4. All high risk mitigation measures are being implemented as planned and are therefore not being reported by exception at this time.

5.0 Progress Against High Priority Equality Actions

The Council must have evidence that it reviews its services and policies to show that they comply with the Public Sector Equality Duty (PSED) which came into force in April 2011. As a result of undertaking a Departmental Equality Impact Assessment no high priority actions were identified for the Directorate to quarter 4 2012 – 2013.



6.0 Performance Overview

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

6.1 Economic Regeneration

Key Objectives / Milestones

Development & Investment Services

Ref	Milestones	Q4 Progress
EEP 2	Agree the restoration strategy for St Michaels Golf Course and commence Phase 2 by July 2012 .	
EEP 2	Complete the second phase of warehouse development on Stobart land and the improvements to Foundry Lane access by March 2013 .	





Supporting Commentary

St. Michaels Golf Course - The Council is in discussion with Mersey Valley regarding the reinstatement of a golf course at St Michaels. A 3 month exclusivity agreement between HBC and Mersey Valley which expired in March 2013 has been extended for a further 3 months to allow for due diligence work to continue by HBC to ensure that best value is achieved in relation to the future use of the site.

Stobart Land Warehouse Development

The land remediation of phase 2 of is well underway with over £3m spent to date. On completion of the land remediation Stobart will look to start the warehouse development (subject to securing a tenant) and this is now expected to be completed by March 2015.

Key Performance Indicators



Ref	Measure	11/12 Actual	12/13 Target	Q4	Current Progress	Direction of travel
DIS LI 01	Occupancy of HBC Industrial Units.	72%	85%	86%		
DIS LI 02	Occupancy of Widnes Market Hall.	85%	90%	92%		

Supporting Commentary

DIS LI 01 - St. Michael's and Dewar Court sites are both at 90% occupancy although the Seymour Court site is continuing to be difficult to let at this time.

DIS LI 02 - The demand for market stalls continues as new business start-ups have looked to locate within the market hall with some existing businesses also expanding.

6.2 Environmental**6.2.1 Open Spaces****Key Objectives / Milestones**







Ref	Milestones	Q4 Progress
CE 5	Runcorn Hill Park (Parks for People bid) - Work up bid to 'Second Round' submission stage (subject to success of First Round) - March 2013.	
CE 5	Woodland Expansion - Additional 200m2 of Woodland planted Borough wide - March 2013.	

Supporting Commentary

Runcorn Hill Park Funding- The Council was informed that it has been successful with its bid in late December 2012 and external for funding of £1.3 million has been secured for Runcorn Hill & Heath Park.

Woodland Expansion- The borough wide tree and woodland planting took place in Q4 2012/13.

Key Performance Indicators

Ref	Measure	11/12 Actual	12/13 Target	Q4	Current Progress	Direction of travel
CE LI 13	Greenstat-Survey, Satisfaction with the standard of maintenance of trees, flowers and flower beds. (Previously EAR LI8). (%)	97.5%	78%	83%		
CE LI 18	Satisfaction with the standard of cleanliness and maintenance of parks and green spaces. (Previously EAR LI2). (%)	95.9%	92%	97.23%		
CE LI 19	Number of Green Flag Awards for Halton (Previously EAR LI3).	12	12	12		





Supporting Commentary

CE LI 13 & 18 - The figures are from the latest Greenstat Survey, with at least 40 questionnaires completed every quarter at a number of different parks.

CE LI 19 - Green Flag Awards are made in Q1 and remain static until they expire in Q1 2013/14. Parks will be submitted for the 2013/14 award in Q4 of 2012/13.

6.2.2 Waste Management

Key Objectives / Milestones

Ref	Milestones	Q4 Progress
CE 6	Publish a revised Waste Management Strategy - March 2013 .	
CE 6	Continue to review and assess the effectiveness of projects and initiatives to help improve energy efficiency and reduce CO ₂ emissions - March 2013 .	
CE 6	Develop and publish a Waste Communications Plan and implement actions arising from the Plan - March 2013 .	
CE 7	Continue to develop Action Plans and Protocols with External Agencies to effectively prevent and tackle a range of waste and environmental offences - March 2013 .	

Supporting Commentary







Publication of Revised Waste Management Strategy - Whilst a draft Strategy has been produced, delays in the review and updating process resulted in the milestone date of March 2013 for the publication of the Strategy not being met. It is now anticipated that the Strategy will be presented to Members for consideration in November 2013.

Energy Efficiency and CO₂ Reduction - An energy management toolkit has been created to help building managers monitor energy usage in all council buildings fitted with automatic meter reading. An internal energy consumption monitoring and reporting process has now been introduced to help reduce energy consumption within corporate buildings.

Waste Communications Plan - A draft Plan has been produced and implementation of actions contained within have commenced, including placing articles in the Councils Civic Magazine, the delivery of a school education programmes and the development of social media accounts. However, the target date of publicising the Plan by March 2013 was not met. It is expected that the Plan will be published in the summer of 2013.

Waste and Environmental Offences - As reported in previous quarterly reports, joint working arrangements with external agencies have been on-going throughout this financial year and will continue. Officers are currently working on a programme of activities in partnership with a number of Housing Associations to reduce fly-tipping and other waste related problems.

Key Performance Indicators

Ref	Measure	11/12 Actual	12/13 Target	Q4	Current Progress	Direction of travel
CE LI 14	Residual household waste per household (Previously NI191). (Kgs)	636	700	636 (Estimated)		
CE LI 15	Household waste recycled and composted (Previously NI192). (%)	39.90	40	39.02 (Estimated)		
CE LI 16	Municipal waste land filled (Previously NI193). (%)	57.50	61	57.07 (Estimated)		

Supporting Commentary

CE LI 14 & 16 - These are estimated figures, however indications at this stage are that these targets will be met.

CE LI 15 - This is an estimated figure however, indications at this stage are that this target will not be met. Despite kerbside recycling and composting increasing by 400 tonnes, there was a reduction of 721 tonnes in recycling and composting at the Household Waste Recycling Centres (HWRCs) which affected overall performance.

6.3 Highways, Transportation & Logistics (MN)

6.3.1 Mersey Gateway

Key Objectives / Milestones

Ref	Milestones	Q4 Progress
PPT 07	Bidders submit draft final tenders. January 2013	
PPT 07	Issue Invitation to Submit Final Tender. January 2013	
PPT 07	Deadline for return of tenders. February 2013	

Supporting Commentary









Mersey Gateway – Final Tender Submission & Evaluation



Draft final tenders were received on 16 November 2012. The invitation to submit final tenders took place in February 2013, instead of the originally scheduled January 2013, after the Commercial and Technical Dialogue teams had evaluated the draft final tenders.

Although the deadline of February 2013 was targeted for the deadline for the return of final tenders these returns are now expected by 10 April 2013.

6.3.2 Transport

Key Performance Indicators

Ref	Measure	11/12 Actual	12/13 Target	Q4	Current Progress	Direction of travel
PPT LI 02	Increase MOT test facility turnover by 3% per annum (£)	213,789 (+12%)	192,757 (+3%)	208,852 (+10%)		
PPT LI 18 (Ex NI178)	Bus service punctuality, Part 1: The proportion of non-frequent scheduled services on time (%):					
	a) Percentage of buses starting route on time	96.56	97.7	97.74		
	b) Percentage of buses on time at intermediate timing points	87.30	86	89.31		
PPT LI 20	No. of passengers on community based accessible transport	253,682	267,000	275,518		

Ref	Measure	11/12 Actual	12/13 Target	Q4	Current Progress	Direction of travel
PPT LI 22 (Ex NI177)	Number of local bus passenger journeys originating in the authority area in one year (000's)	6,060	6,200	5,491		

Supporting Commentary

PPT LI 02 - The targeted turnover has been exceeded for 12/13. However, due to the loss of some third party contract income during the year the performance as measured against 11/12 has been slightly disappointing.

PPT LI 18 (a) - Indicator has performed well and achieved the target for this year


PPT LI 18 (b) - This indicator has performed better than expected and has achieved well over the expected target.

PPT LI 20 & 22 - The year-end position in relation to the use of Community Based transport is very positive and has been influenced by services being marketed more widely e.g. through Area Forums and the distribution of leaflets. Additionally, the improved scheduling and optimisation of the in-house fleet has resulted in less use of external providers.

Local bus passenger journeys have however been adversely affected by the current economic climate and the need for operators to rationalise services in order to maintain financial viability of their operations.

6.3.3 Bridge & Highway Maintenance

Key Objectives / Milestones





Ref	Milestones	Q4 Progress
PPT 05	Review progress, revise SJB maintenance strategy document and deliver 2012/13 major bridge maintenance works programme. March 2013	

Supporting Commentary

Silver Jubilee Bridge (SJB) Maintenance Strategy

2012/13 major bridge maintenance works programme delivered within budget availability.

Key Performance Indicators

Ref	Measure	11/12 Actual	12/13 Target	Q4	Current Progress	Direction of travel
PPT LI 01	Number of third party compensation claims received due to alleged highway / footway defects	127	110	150		
PPT LI 14	Damage to roads and pavements (% dangerous damage repaired within 24 hours).	94.4%	98%	74%		

Supporting Commentary

PPT LI 01 - There have been 150 3rd party claims received this year. Although this has exceeded the target and is an 18% increase since 2011/12, it is suspected that the increased numbers particularly in Q4 reflects imminent introduction of changes in protocols for submission of claims. It should be noted however that the numbers of successful claims remains a low proportion of all claims received.

PPT LI 14 - The percentage of Priority 1 and 2 defects addressed within 24hrs has reduced to 74% at year-end. This is largely due to the increased number of P1 and P2 defects which are being identified following an increase in the number of Inspectors from 2 to 3. It should be noted however that P1 defects, which are the most safety critical and have a 2 hour response time for remedial action, are always addressed first.


The manner in which reactive maintenance is delivered will be rationalised in the new Highways term contract with Lafarge Tarmac which will become effective from June 2013. The new contract features specific performance indicators which provide incentives for the contractor to satisfy HBC requirements. This greater degree of contractual control in combination with new methods of reporting and actioning P1 & P2 work will bring performance back in line with target.

At present, a P1 is a defect that is made safe within 2 hours and a P2 is a defect made safe within 24hrs. However, under the new contract and after re-assessing the priorities, these have been amended and updated to be:

- P0 is made safe within 2 hours outside of working hours
- P1 is made safe within 2 hours in the normal working day
- P2 is made safe within 24 hrs.

6.3.4 Highway Development

Key Objectives / Milestones

Ref	Milestones	Q4 Progress
PPT 09	To deliver the 2012 /13 LTP Capital Programme. March 2013	





Supporting Commentary**Local Transport Plan (LTP) Capital Program 2012/13**

The highway maintenance block of the capital programme was completed in Q3. Work was underway during Q4 to prepare the programme of schemes for 2013/14.

The Integrated Transport block grant has funded a programme of highway and transport schemes across the Borough. In line with the LTP implementation plan, sustainable transport improvements were focussed on neighbourhood centres, primarily around the Ditton and Grange wards. A range of other improvements to address specific safety and sustainable transport issues were also carried out, including new pedestrian crossings, the provision of greenway / cycling routes to development areas and minor local safety schemes at 13 locations.

New bus shelters have been installed and stops upgraded at various locations, including the Greenoaks bus station. In addition, S106 Planning agreement funding has been used to supplement LTP funds in the delivery of improvements to Hough Green railway station and Halton Lea South bus station.

6.3.5 Traffic / Road Safety**Key Performance Indicators**


Ref	Measure	11/12 Actual	12/13 Target	Q4	Current Progress	Direction of travel
<u>PPT</u> <u>LI 12</u>	Average number of days taken to repair street lighting fault: non DNO (Street lights controlled by the authority). (Previously BVPI 215a).	6	5	4		
<u>PPT</u> <u>LI 13</u>	Average number of days taken to repair street lighting fault: DNO (Street lights controlled by the energy provider). (Previously BVPI 215b).	29	30	29		

Supporting Commentary

The contractors provided additional resources, at no cost to the Council and this enabled the targets to be bettered

6.3.6 Flood Risk Management

Key Objectives / Milestones

Ref	Milestones	Q4 Progress
PPT 08	Flood Risk Management (FRM) - to manage the risk of local flooding (i.e. flooding arising from surface water, groundwater and ordinary watercourses) across the Borough by delivering a programme of FRM schemes for 2012/13 March 2013	

Supporting Commentary

A range of flooding related drainage issues were investigated and improvement and repair works delivered, at various locations across the Borough during the course of the year funded by existing revenue budgets.

£6k was provisionally allocated in the Medium Term Programme to continue survey and investigation works for the Pickerings Pasture scheme. Following discussions with the Environment Agency (EA), it was determined that this coastal protection scheme was not eligible for further FRM funding and alternative funding streams are being explored with them.

6.4 Physical Environment (MN/PMcW)

Key Objectives / Milestones

Ref	Milestones	Q4 Progress
PPT 01	Progress the Core Strategy towards Adoption. October 2012	
PPT 01	Progress the Waste Development Plan Document (DPD) to adoption. February 2013	
PPT 01	Progress Climate Change Strategy towards adoption. June 2012	
PPT 02	Update the State of the Borough Report. July 2012	

Supporting Commentary











Core Strategy & Waste Development - The Core Strategy Local Plan was adopted by Full Council in December 2012 to approve the strategic direction of the document. A formal adoption of a final version will take place in April 2013.

Following a public consultation (14 November 2012 to 10 January 2013) on the modifications resulting from the Examination and the receipt of the Inspector's Fact Checked Report (4 March 2013), the Waste Local Plan will be presented to the May Executive Board for adoption.

Climate Change Strategy - The Council adopted the Liverpool City Region Sustainable Energy Action Plan (SEAP) and Local Government Association's Climate Local commitment at the Executive Board on 13th December. These documents supersede the Climate Change Strategy.

State of the Borough Report - The updating of the State of the Borough is an on-going process as data becomes available. The staged release of the Census data will require updates throughout the financial year. As each section is updated it will incorporate products such as the Health JSNA and unemployment summary. To aid this various profiles have been made available at: www.halton.gov.uk/research

Key Performance Indicators

Ref	Measure	11/12 Actual	12/13 Target	Q4	Current Progress	Direction of travel
PPT LI 06 (Ex NI157)	% Processing of planning applications as measured against targets for:					
	a) 'major' applications	25%	60%	66.7%		
	b) 'minor' applications	34.29%	80%	60.9%		
	c) 'other' applications	54.79%	80%	70.4%		
PPT LI 07	To ensure a five year rolling supply of housing land available for 2, 000 homes over 5 years. Measure as supply of ready to develop housing sites (%).	128.8	100	158.0%		
PPT LI 08 (Ex NI170)	To regenerate 5 hectares of urban sites per annum for the next five years.	8+ ha (Estimated)	5ha	5ha		

Supporting Commentary

PPT LI 06

As part of the Wave 3 Efficiency Review, additional resource has been put into the staffing of the Duty Rota. This has allowed Area Planning Officers to spend more time on case work and this investment is beginning to deliver improved performance. Permanent staff recruitment will take place in April 2013.

PPT LI 07




A total of 199 housing sites were deemed deliverable within the five-year period, yielding a total of 4270 dwellings and one traveller site yielding 12 plots.

PPT LI 08

A number of brownfield sites across the Borough have either been granted planning consent or works commenced on site. Examples include Widnes Waterfront, 3MG, Polar Ford redevelopment at Halton Lea, Halton Road housing scheme

6.4.1 Housing Issues

Key Objectives / Milestones

Ref	Milestones	Q4 Progress
CCC 1	Work with the Council's Planning Department to introduce an affordable housing policy within the Local Development Framework. Mar 2013 (AOF18)	
CCC 1	Introduce a Choice Based Lettings scheme to improve choice for those on the Housing Register seeking accommodation. September 2012 (AOF 18)	
CCC 2	Continue to negotiate with housing providers and partners in relation to the provision of further extra care housing tenancies, to ensure requirements are met (including the submission of appropriate funding bids). March 2013 (AOF18 & 21)	

Supporting Commentary

Affordable Housing Policy

Completed November 2012.

Choice Based Lettings

Choice Based Lettings went live in July 2012, ahead of the September 2012 target.

Extra Care Housing

Bids have been submitted to the Homes and Communities Agency for two extra care schemes, each of 50 units, on land at Halton Brook and Pingot. The outcome of the bids is expected in May 2013.




7.0 Financial Statement

Given that there are a considerable number of year-end transactions still to take place, and in order to avoid providing information that would be subject to further change and amendment, it has not been possible to include Financial Summaries within this report.

The final 2012/13 Departmental Financial Statements will be prepared once the Council's year-end accounts have been finalised and made available via the Council's Intranet. A notice will also be provided within the Members' Weekly Bulletin as soon as they are available.




8.0 Appendix - Explanation for use of symbols

Symbols are used in the following manner:

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

Direction of Travel Indicator

Where possible performance measures will also identify a direction of travel using the following convention:

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

Key for Operational Director lead:

(MN)	Mick Noone	Operational Director, Policy, Planning & Transportation
(CP)	Chris Patino	Operational Director, Community & Environment
(PMcW)	Paul McWade	Operational Director, Commissioning & Complex Care
(WR)	Wesley Rourke	Operational Director, Economy Enterprise & Property

REPORT TO: Environment and Urban Renewal Policy and Performance Board

DATE: 12th June 2013

REPORT OF: Strategic Director Policy and Resources

PORTFOLIO: Resources

SUBJECT: Sustainable Community Strategy Quarter 4 year-end Progress Report 2012-13

WARDS: Borough wide

1.0 PURPOSE OF REPORT

1.1 To provide information to the Environment and Urban Renewal Policy & Performance Board on the progress in achieving targets contained within the 2011 – 2016 Sustainable Community Strategy for Halton.

2.0 RECOMMENDED THAT:

- I. The report is noted
- II. The Board considers whether it requires any further information concerning actions taken to achieve the performance targets contained within Halton's 2011-16 Sustainable Community Strategy (SCS).

3.0 SUPPORTING INFORMATION

3.1 The Sustainable Community Strategy, a central document for the Council and its partners, provides an evidenced-based framework through which actions and shared performance targets can be developed and communicated.

3.2 The previous Sustainable Community Strategy included targets which were also part of the Local Area Agreement (LAA). In October 2010, the coalition government announced the ending of government performance management of local authorities through LAAs. Nevertheless, the Council and its Partners need to maintain some form of effective performance management framework to:-

- Measure progress towards our own objectives for the improvement of the quality of life in Halton.
- Meet the Government's expectation that we will publish performance information.

3.3 Thus, following extensive research and analysis and consultation with all stakeholder groups including Elected Members, partners and the

local community and representative groups, a new SCS (2011 – 2016) was approved by the Council on 20th April 2011.

- 3.4 The new Sustainable Community Strategy and its associated “living” 5 year delivery plan (2011-16) identifies five community priorities that will form the basis of collective partnership intervention and action over the five year period. The strategy is informed by and brings together national and local priorities and is aligned to other local delivery plans such as that of the Halton Children’s Trust. By being a “living” document it will provide sufficient flexibility to evolve as continuing changes within the public sector continue to emerge, for example the restructuring of the NHS and Public Health delivery, and the delivery of the ‘localism’ agenda.
- 3.5 As such, articulating the partnership’s ambition in terms of community outcomes and meaningful measures and targets to set the anticipated rate of change and track performance over time, will further support effective decision making and resource allocation.
- 3.6 Placeholder measures have also been included where new services are to be developed or new performance information is to be captured, in response to legislative changes.
- 3.7 Attached as Appendix 1 is a report on progress for the period to year-end 31st March 2013, which includes a summary of all indicators for the Environment and Regeneration priority within the SCS.
- 3.8 An annual ‘light touch review’ of targets contained within the SCS, has also been conducted to ensure that targets remain realistic over the 5 year plan to ‘close the gaps’ in performance against regional and statistical neighbours. This review has been conducted with all Lead Officers being requested to review targets for 2013/14, 2014/15 and 2015/16. Targets were thus updated where appropriate in the light of actual/ anticipated performance. All SCS measures are included in the draft medium term Directorate Business Plans 2013-16
- 3.10 The Environment and Urban Renewal Policy and Performance Board is also asked to consider the inclusion of any additional measures to the above set to “narrow gaps” in performance where appropriate or respond to legislative/ policy changes; thereby ensuring that all measures remain “fit for purpose”.

4.0 CONCLUSION

- 4.1 The Sustainable Community Strategy for Halton, and the performance measures and targets contained within it will remain central to the delivery of community outcomes. It is therefore important that we monitor progress and that Members are satisfied that adequate plans are in place to ensure that the Council and its partners achieve the improvement targets that have been agreed.

5.0 POLICY IMPLICATIONS

5.1 The Sustainable Community Strategy for Halton is central to our policy framework. It provides the primary vehicle through which the Council and its partners develop and communicate collaborative actions that will positively impact upon the communities of Halton.

6.0 ATTACHED DOCUMENTS

6.1 The publication by Local Authorities of performance information is central to the coalition government's transparency agenda.

7.0 IMPLICATIONS FOR THE COUNCILS' PRIORITIES

7.1 This report provides information in relation to the Council's shared strategic priorities.

8.0 RISK ANALYSIS

8.1 The key risk is a failure to improve the quality of life for Halton's residents in accordance with the objectives of the Sustainable Community Strategy. This risk can be mitigated through the regular review and reporting of progress and the development of appropriate interventions where under-performance may occur.

9.0 EQUALITY AND DIVERSITY ISSUES

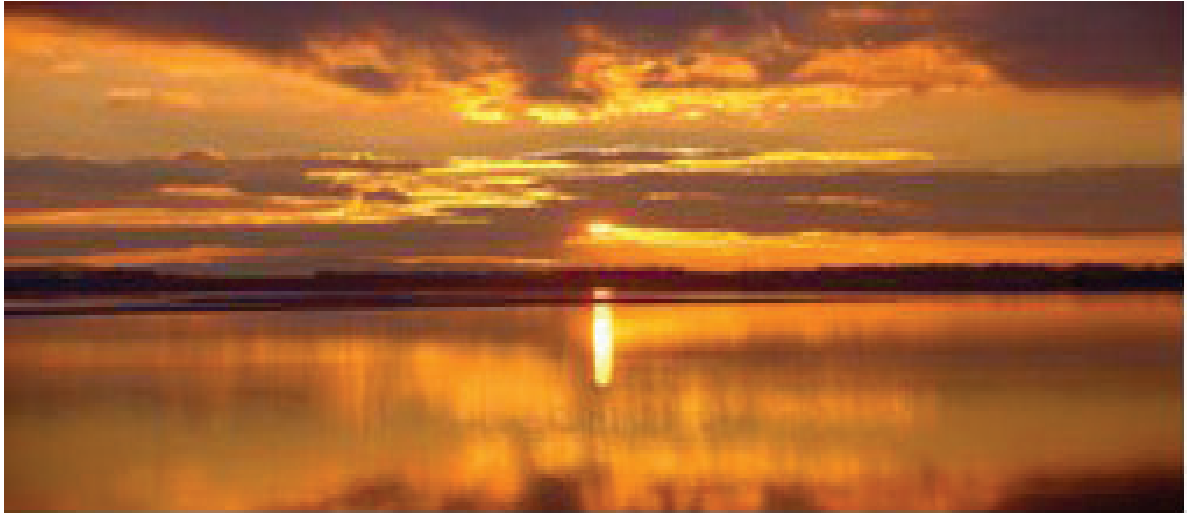
9.1 One of the guiding principles of the Sustainable Community Strategy is to reduce inequalities in Halton.

10.0 LIST OF BACKGROUND PAPAERS UNDERSECTION 100D OF THE LOCAL GOVERNEMNT ACT 1972

Document Sustainable Community Strategy 2011 – 26

Place of Inspection 2nd Floor, Municipal Building, Kingsway, Widnes

Contact Officer Mike Foy (Performance & Improvement Officer)



The Sustainable Community Strategy

for Halton

2011 - 2016







Year-End Progress Report
01st April 2012 – 31st March 2013

Document Contact (Halton Borough Council)	Mike Foy Performance & Improvement (Policy & Resources) Municipal Buildings, Kingsway Widnes, Cheshire WA8 7QF mike.foy@halton.gov.uk
--	---





































This report provides a summary of progress in relation to the achievement of targets within Halton’s Sustainable Community Strategy 2011 - 2016.

It provides both a snapshot of performance for the period 1st April 2012 to 31st March 2013 and a projection of expected levels of performance to the year-end.

The following symbols have been used to illustrate current performance as against the 2012 / 2013 target and as against performance for the same period last year.

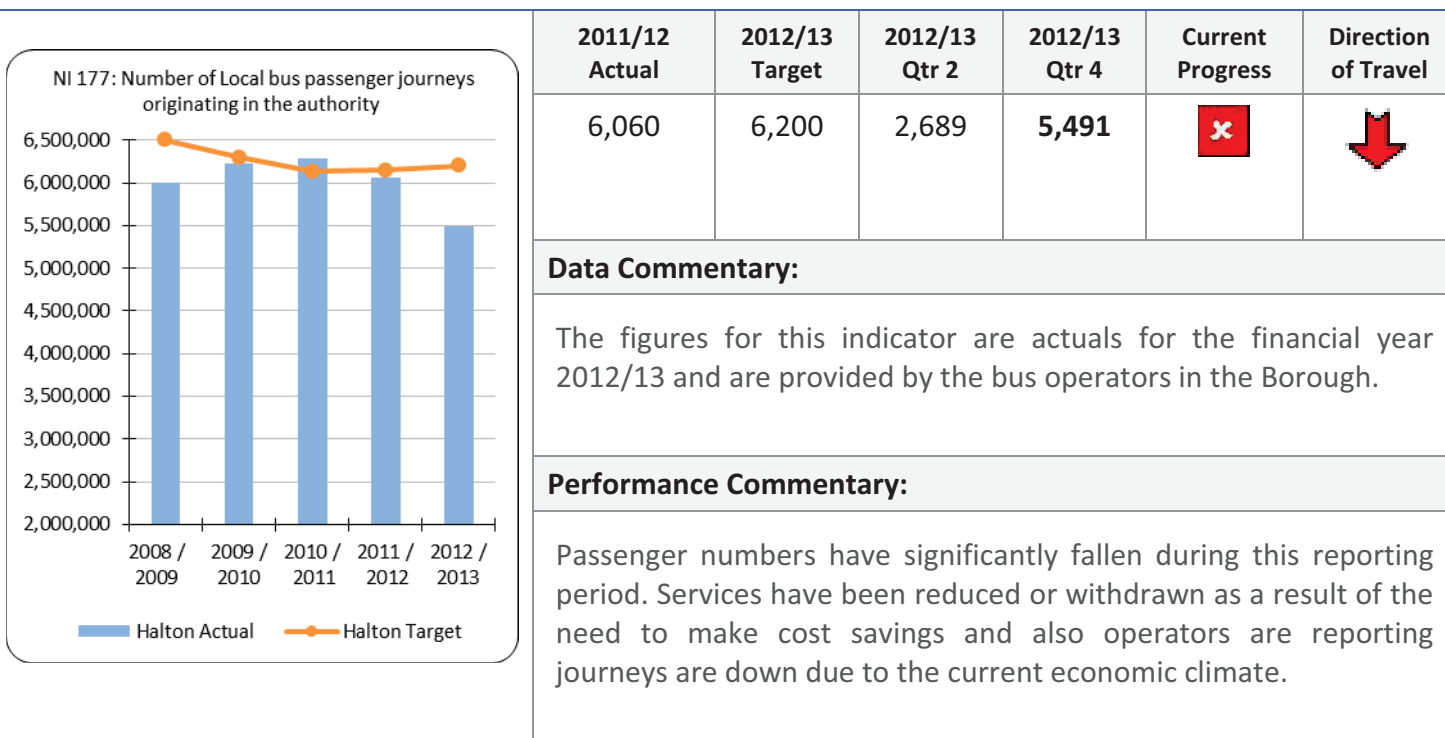
	Target is likely to be achieved or exceeded.		Current performance is better than this time last year
	The achievement of the target is uncertain at this stage		Current performance is the same as this time last year
	Target is highly unlikely to be / will not be achieved.		Current performance is worse than this time last year

Environment and Regeneration in Halton

Page	Ref	Descriptor	12 / 13 Target	Direction of travel
4	ER 1	a) Number of Local bus passenger journeys originating in the authority area NI 177		
5		b) Number of passengers on community based accessible transport PPT LI 28		
6	ER 2	a) Percentage of buses starting route on time		
		b) Percentage of buses on time at intermediate timing points		
7	ER 3	Average Number of days to repair street lighting faults		
		a) Non Distribution Network Operators (HBC)		
		b) Distribution Network operators		
8	ER 4	Percentage of road carriageway where maintenance should be considered		
		a) Principal Carriageways		
		b) Non-Principal Carriageways		
		c) Unclassified Carriageways		
10	ER 5	Satisfaction with the standard of maintenance of trees, flowers and flower beds.		
11	ER 6	Residual household waste per household (Kgs)		
12	ER 7	% of household waste recycled / composted		
13	ER 8	Percentage of municipal waste land filled.		
14	ER 9	Satisfaction with the standard of cleanliness and maintenance of parks and green spaces.		
15	ER 10	Number of Green Flag Awards achieved for Halton.		
16	ER 11	Improved local biodiversity –active management of local sites.		
17	ER 12	To regenerate 5 hectares of urban sites per annum for the next five years.		
18	ER 13	To make sure there is a 5 year rolling supply of housing land available for 2000 homes over 5 years.		

SCS / ER1a

Number of Local bus passenger journeys originating in the authority area (000) (NI 177).



Summary of Key activities taken or planned to improve performance:

Operators continue to experience above inflation increases in operating costs which may result in further service reductions in the future. The [Bus Service Operators Grant](#) was [reduced by 20% as of 1st April 2012](#) and the local bus budget was further reduced by 19.14%. Anecdotal evidence from one operator has indicated that the fall in patronage could be the result of the current economic climate.

The operators continue to evaluate the current network to identify any possible opportunities to grow and improve services and routes. The Transport Co-ordination section will continue to discuss these opportunities with the operators.

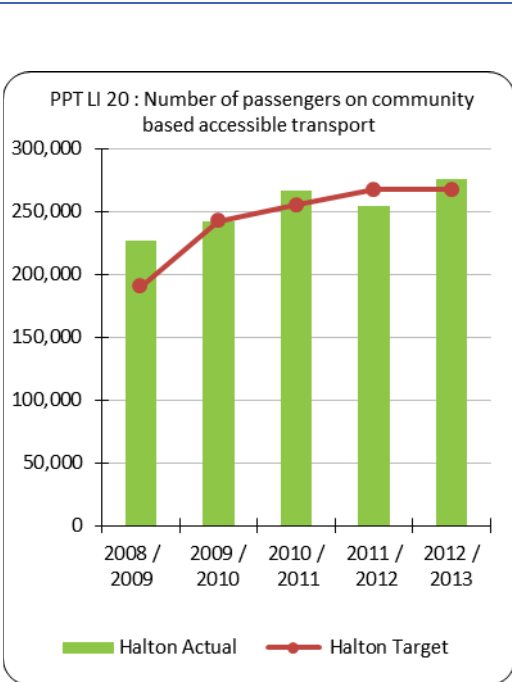
In July 2012 Halton, St Helens and Warrington Borough Councils were informed that they had been successful in their Mid-Mersey [Local Sustainable Transport Fund](#) (LSTF) application to the Department for Transport (DfT) totalling £3.1m.

£0.67m of LSTF funding will be used to provide extensions to existing buses services operating to Sci-Tech Daresbury. The commercial service 329 operated by Arriva has been extended to provide a link from St Helens via Warrington Interchange to Sci-Tech Daresbury. The 200 service operated on behalf of the Council by Ashcroft Travel has also been extended and frequency increased to half hourly. This service will provide access from Runcorn Rail Station via Runcorn Town Centre connecting key employment sites in the Runcorn Area.

The remaining funding of £2.43m will be spent on walking and cycling improvements, as well as business and personal travel plan initiatives, by the three partner authorities; Halton BC, Warrington BC and St Helens MBC.

SCS / ER1b

Number of passengers on community based accessible transport PPT LI 20.



2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
253,682	267,000	127,273	275,518		

Data Commentary:

The data above is actual patronage numbers using data from Halton Community Transport and from the Council’s in house fleet.

Performance Commentary:

This indicator has performed exceptionally well over the current financial year, following a number of initiatives. Improved advertising of the Dial a Ride services through attendance at Area Forums and the availability of information leaflets.

Passenger numbers have also increased on the Council’s in-house fleet through improved scheduling to accommodate journeys previously undertaken by using external transport providers.

Summary of Key activities taken or planned to improve performance:

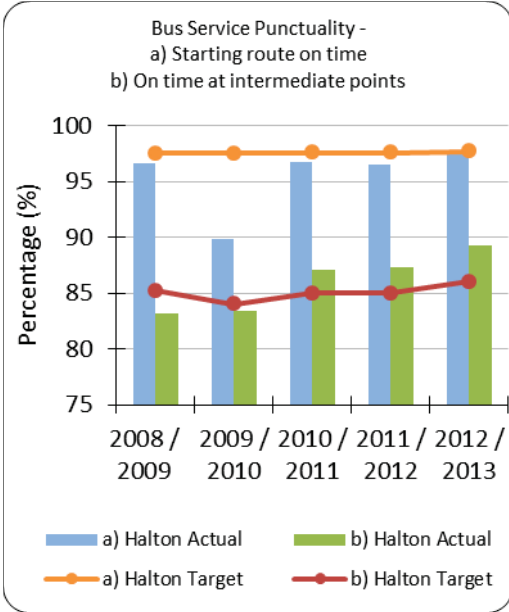
Halton Community Transport continues to promote its services and an explanatory leaflet has been produced and distributed on how services can be accessed.

Further information about the service’s transport options and contact details can be found on the website: <http://www.haltoncommunitytransport.co.uk> and on the [Halton Borough Council website](#).

SCS / ER2

Percentage of Bus services running on time: (NI 178)

- a) Percentage of buses starting route on time
- b) Percentage of buses on time at intermediate timing points



2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
a) 96.56	97.70	97.29	97.74	✓	↑
b) 87.30	86.00	95.00	89.31	✓	↑

Data Commentary:

This data is actual data and is taken from timing checks carried out by a member of the Transport Co-ordination Team.

Performance Commentary:

- a) Indicator has performed well and achieved the target for this year.
- b) This indicator has performed better than expected and has achieved well over the expected target.

Summary of Key activities taken or planned to improve performance:

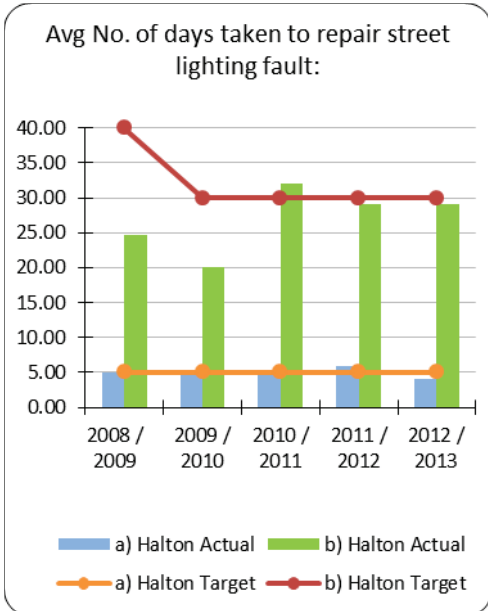
The Council continues to monitor the position in relation to these measures and provides regular feedback to operators. Operators are also continuing to monitor the performance on the network in order that the punctuality of services remains at optimum and realistic levels taking account of contributory factors which remain outside of their control e.g. highway maintenance works, unusual traffic flow patterns, etc.

There has also been significant investment in a Global Positioning System (GPS) enabled ticketing systems which has improved the quality of information available to operators. This information provides operators with real time data which enables them to make informed decisions on the scheduling of services.

SCS / ER3

Average Number of days to repair street lighting faults:

- a) Non Distribution Network Operators (HBC)
- b) Distribution Network Operators



2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
a) 6	a) 5	a) 5	a) 4		
b) 29	b) 30	b) 29	b) 29		

Data Commentary:

This actual data is derived from Halton’s Mayrise repair records system.

Performance Commentary:

The contractors provided additional resources, at no cost to the Council and this enabled the targets to be bettered.

Summary of Key activities taken or planned to improve performance:

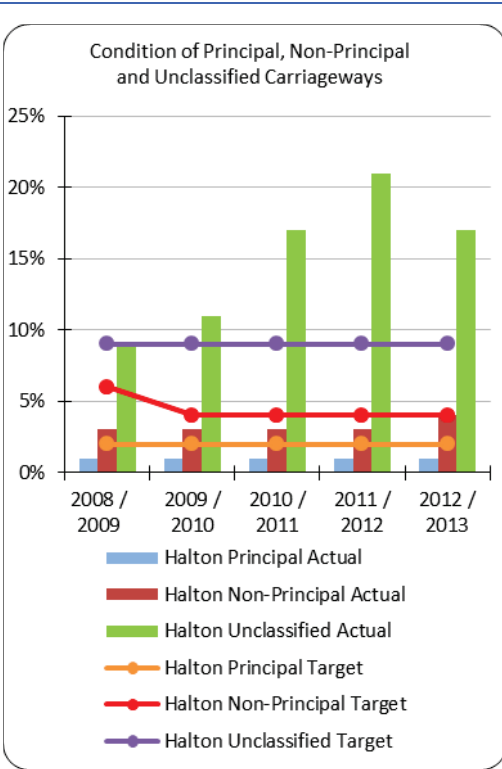
Performance of the contractors is continuing to be monitored to ensure work is on target, however, we cannot force the Distribution Network Operator (DNO) to provide increased resources to meet the target.

The DNO requires longer to complete its repairs due to it needing to arrange for excavations to locate power cables and to subsequently complete repairs; this can involve a number of operations. Halton Borough Council works on the other hand, usually involve the replacement of lamps and hence can be carried out relatively quickly.

SCS / ER4

Percentage of road carriageway where maintenance should be considered

- a) Principal Carriageways
- b) Non-Principal Carriageways
- c) Unclassified Carriageways



2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
a) 1%	2%	Data Reported in Q4 2012/13	1%		
b) 3%	4%		4%		
c) 21%	9%		17%		

Data Commentary:

The data required to report on this measure is based upon Scanner survey of the Principal and non-Principal carriageway network and Coarse Visual Inspection of the Unclassified Carriageway network.

Performance Commentary:

Performance against this measure should be viewed in the context of the 3 successive exceptionally severe winters (ending 2010/11) which led to nationwide concerns over deterioration in carriageway condition.

Condition of Principal and Non-Principal Carriageways continues to satisfy targets and the improvement in condition of Unclassified Carriageways reflects the additional Department for Transport (DfT) funding resources which HBC have prioritised on the Unclassified network over previous years.

Summary of Key activities taken or planned to improve performance:

The Contracts for the provision of highway improvement and maintenance works in Halton and Warrington have been awarded to Lafarge Tarmac Ltd. Initial meetings and mobilisation processes have commenced with a view to contract start on 1 June 2013. The contract will run for an initial six year period with the potential for this be extended to 10 years

This is the culmination of a successful joint procurement exercise undertaken by both councils with a view to securing further administrative and operational efficiencies in the delivery of highway services.

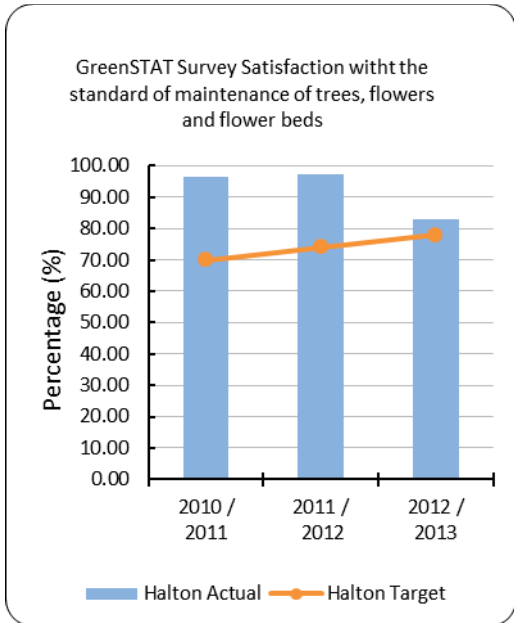
Lafarge Tarmac submitted a highly rated bid which we are confident will allow both authorities to achieve their objective of providing a high quality, value for money service which focuses on delivering continuous improvement in important areas.

The volume of carriageway structural and preventative maintenance work committed to in 2012/13 totalled 32,000sqm and 90,500sqm respectively. This compares with 2011/12 volumes of work of 30,625sqm and 118,000sqm respectively.

Structural carriageway maintenance will continue to be prioritised towards the Unclassified network in order to continue to improve its measured condition and recently awarded additional Government funding of £355k for 2013/14 highway maintenance will assist in delivering this.

SCS / ER5

Satisfaction with the standard of maintenance of trees, flowers and flower beds (CE LI 18).



2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
97.5%	78%	96.15%	83%		

Data Commentary:

The figure represents actual data for the period taken from the GreenSTAT Survey.

Further information on the GreentSTAT survey and GreenSpace, the charitable organisation behind it, can be found via:

<http://www.green-space.org.uk>

Performance Commentary:

Taken from the GreenSTAT survey. At least 40 questionnaires are completed every quarter at a number of different parks.

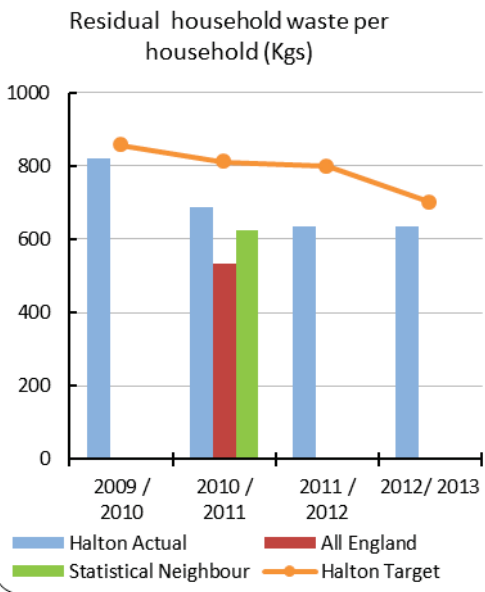
Summary of Key activities taken or planned to improve performance:

It is hoped that in the short-term levels of public satisfaction can be sustained through the continued maintenance programme. However, public perception rates can be influenced by a range of factors and as resources continue to decrease it is more appropriate to establish an acceptable level of satisfaction as opposed to a continual year on year increase.

The Open Space Service will continue to manage its sites to the highest standards that it can achieve within the resources allocated to it.

SCS / ER6

Residual household waste per household (Kgs).



2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
636 Kgs	700Kgs	319.59kgs	636 Kgs (Estimate)	✓	↔

Data Commentary:

This indicator monitors the authority’s performance in reducing the amount of waste produced per household.

Performance Commentary:

This is an estimated figure. However, indications at this stage are that the 2012/13 target will be met.

The figures will remain estimated until they are validated through www.wastedataflow.org, which will not likely be until the end of June 2013.

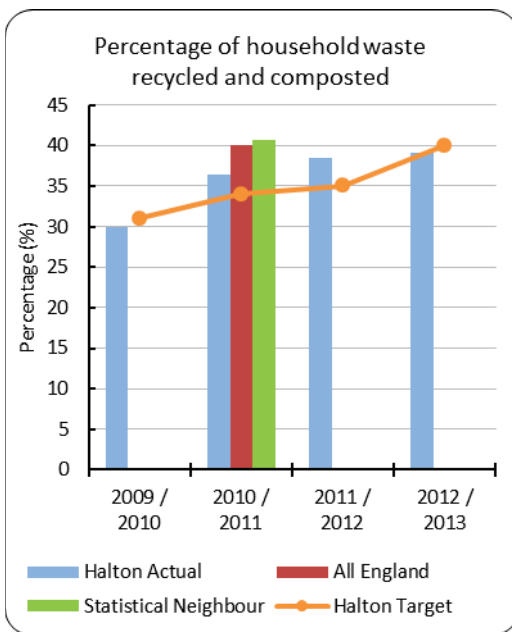
Summary of Key activities taken or planned to improve performance:

Given the financial pressures faced by the Council, and the increasing costs associated with landfill, a key challenge over the short and medium term will be to continue to reduce the levels of waste produced per household.

Despite annual improvements in performance against this indicator, the residual level of waste produced per household in Halton is amongst the highest in the country. Reducing the levels of waste produced in Halton will therefore be particularly challenging and require a significant change in resident behaviour. A Communications and Awareness Raising Strategy is being developed to support the Council’s efforts to reduce levels of waste produced. A Waste Prevention Plan will also be produced setting out initiatives to help reduce the amount of waste produced in Halton.

SCS / ER7

% of household waste recycled / composted.



2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
39.90%	40.00%	41.83%	39.02% (Estimate)		

Data Commentary:

The figures for Q4 are estimated until they are validated through www.wastedataflow.org, which will not likely be until the end of June 2013.

Performance Commentary:

Based upon the estimated figure the 2012/13 target will not be met. Despite kerbside recycling and composting increasing by 400 tonnes, there was a reduction of 721 tonnes in recycling and composting at the Household Waste Recycling Centres (HWRCs) which affected overall performance. This situation was not helped by the fire that occurred adjacent to the Johnsons Lane site in Widnes which required its closure for a number of weeks during the year.

Summary of Key activities taken or planned to improve performance:

Given the financial pressures faced by the Council, and the increasing costs associated with landfill, a key challenge over the short and medium-term will be to concentrate efforts to minimise waste production within the borough, increase recycling levels and reduce the amount of waste sent to landfill.

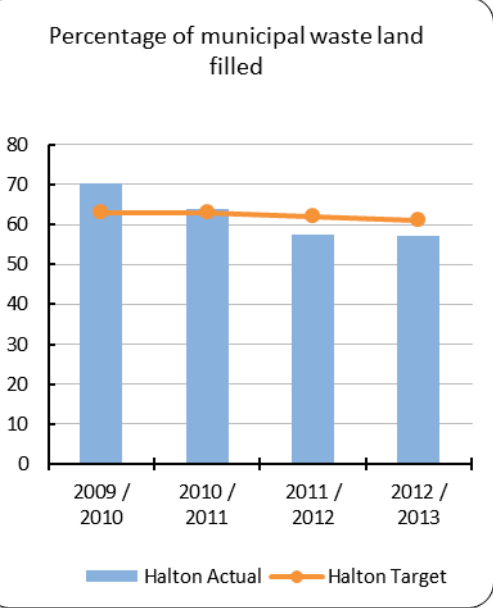

Whilst kerbside multi-material recycling services are provided to all properties in the borough, there are areas where participation rates remain relatively low and further work will be needed to increase participation and recycling performance.

Increased participation will require a significant change in resident behaviour. Raising awareness on waste matters and changing people's behaviour will be vital if we are to be successful in reducing the Council's costs of dealing with waste and this will best be achieved through direct and comprehensive community engagement activities. In order to support the Council's efforts to reduce waste sent to landfill for disposal, a Community Engagement Strategy is being developed which set out how we will engage with members of the local community and the messages that will be used to promote and encourage waste minimisation and increased recycling.

The introduction and further roll out of the Alternate Bin Collection scheme and the implementation of the Council's 'no side waste' policy will encourage increased use of the Council's recycling services and further improve recycling performance. Limiting the amount of residual waste we collect, by not taking additional 'side waste' presented alongside wheeled bins for collection, will encourage residents to accept responsibility for their waste, to think about minimising what they produce and to recycle as much as possible by making better use of the services provided by the Council.

SCS / ER8

Percentage of municipal waste land filled.

Percentage of municipal waste land filled	2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
		57.50%	61%	56.49%	57.07% (Estimate)	
Data Commentary:						
<p>This indicator measures the % of Municipal waste which has been sent to landfill for disposal. Municipal Waste is all the waste produced/collected by the Council when carrying out its functions e.g. Household Waste, Commercial Waste, litter and Fly-tipping waste. The figures for Q4 are estimated until they are validated through www.wastedataflow.org, which will not likely be until the end of June 2013.</p>						
Performance Commentary:						
Based upon the estimated figure the 2012/13 target will be met.						

Summary of Key activities taken or planned to improve performance:

The continued reduction in the % of municipal waste sent to landfill for disposal has been achieved through a number of activities, including educational and awareness raising campaigns, the provision of enhanced recycling services to all households in the borough, the Alternate Bin Collection scheme and new contractual arrangements that have resulted in the recycling of both commercial waste and waste generated from the Council's Open Space Services operations.

Now that all households in the borough have access to multi-material recycling services, sustaining and further improving performance will require an increase in the number of households using the services provided. Increased participation and recycling will require significant change in the behaviour of many residents. A number of initiatives are planned to encourage more residents to reduce the amount of waste that they produce, and recycle more, including further educational and community engagement initiatives, the further roll out of the Alternate Bin Collection scheme and the implementation of the Council's 'no side waste' policy.

First announced in the [2011 Government Waste Review](#), the Landfill Allowance Trading Scheme (LATS) will end after the 2012/13 scheme year in England. [Defra](#) has decided to end LATS after a careful analysis of the range of policies needed to enable England to meet landfill diversion targets in 2013 and 2020, as it has shown that LATS is no longer the major driver for diverting waste.

SCS / ER9

Satisfaction with the standard of cleanliness and maintenance of parks and green spaces.

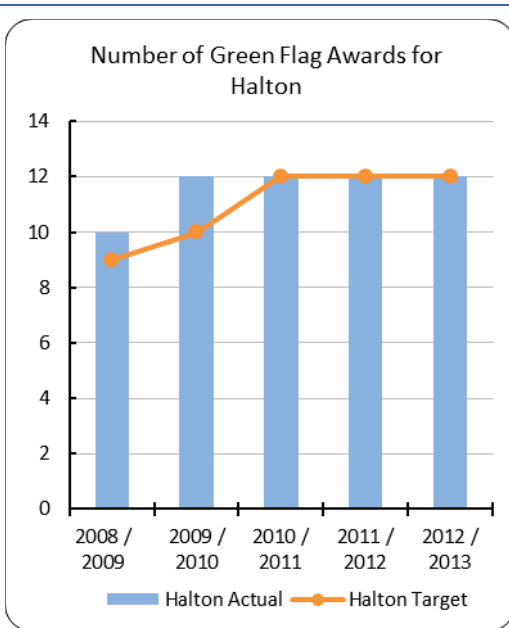
<p>Satisfaction of the standard of cleanliness and maintenance of parks and green spaces</p>	2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
<p>Percentage (%)</p> <p>2008 / 2009 2009 / 2010 2010 / 2011 2011 / 2012 2012 / 2013</p> <p>Halton Actual Halton Target</p>	95.9%	92%	97.44%	97.23%		
Data Commentary:						
<p>The figure represents actual data for the period captured through the GreenSTAT survey.</p> <p>Further information on the GreentSTAT survey and GreenSpace, the charitable organisation behind it, can be found via:</p> <p>http://www.green-space.org.uk</p>						
Performance Commentary:						
<p>Taken from the GreenSTAT survey. At least 40 questionnaires are completed every quarter at a number of different parks.</p>						

Summary of Key activities taken or planned to improve performance:

It is unlikely that performance can be improved given the resources available but it is anticipated that the target can be met and standards of cleanliness of parks and green spaces maintained at a good level.

SCS / ER10

Number of Green Flag Awards achieved for Halton.



2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
12	12	12	12		

Data Commentary:

The Green Flag Award scheme is the benchmark national standard for parks and green spaces in the UK and applications must be made by the organisation that manages the park/green space.

The Green Flag Award is given on an annual basis. A park or green space must maintain and improve on previous standards to be guaranteed a subsequent award.

Further information on the Green Flag Award Programme, and the Keep Britain Tidy organisation, can be found on the website:

<http://greenflag.keepbritaintidy.org>

Performance Commentary:

Green Flag Awards have been retained at:

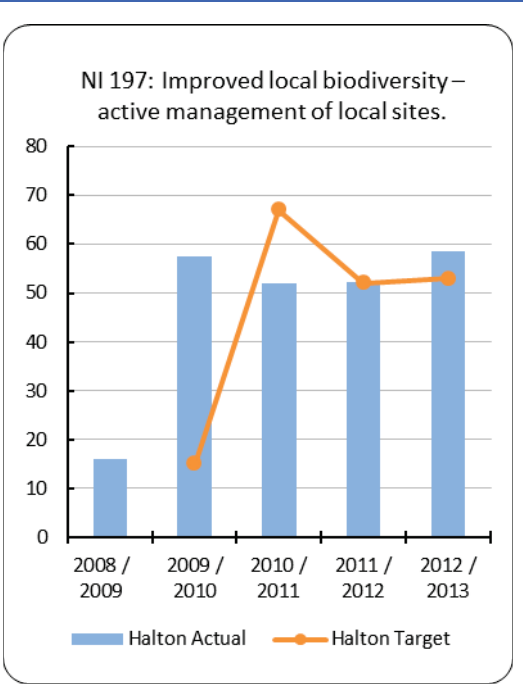
Clington Woods LNR	Spike Island
Hale Park	Victoria Park
Hough Green Park	Victoria Promenade
Phoenix Park	Wigg Island
Pickerings Pasture	Runcorn Hill Park
Rock Park	Runcorn Town Hall Park

Summary of Key activities taken or planned to improve performance:

The Open Space Service will continue to manage its sites to the highest standards it can achieve within the resources allocated to it although it will be very challenging in 2013/14 to retain all twelve Green Flag Awards.

SCS / ER11

Improved local biodiversity – active management of local sites. (NI 197)



2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
52.3%	53%	N/A	58.49%		

Data Commentary:

Figures for 2012/13 represent actual data.

Performance Commentary:



Through working with partners big improvements have been made in this area over the last three years which is now being reflected in the score.

Summary of Key activities taken or planned to improve performance:

Halton Borough Council continue to work with its partner [Cheshire Wildlife Trust](#) to bring more local nature sites into positive management, with planned works at local wildlife sites and [local nature reserves](#) from October 2012 onwards.

The works included woodland management tasks over the 2012/13 winter period and heather moorland restoration. This work involved a number of local businesses who agreed to allow employees to volunteer to work on the local nature sites as part of their corporate responsibility agendas.

SCS / ER12 To regenerate 5 hectares of urban sites per annum for the next five years (PPT LI 08) (New).

	2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
No chart available	8+ hectares	5 hectares	5 hectares	8 hectares (estimated)		

Data Commentary:

Data is normally obtained from the annual [National Land Use Database](#) (NLUD) Site Survey and database categories A, B, & C to F definitions. The purpose of the indicator is to ensure the best use of the Halton's land assets and promote sustainable growth and development.

Reduced resources have led to the NLUD survey having not yet been completed however monitoring of housing completions shows 205 completions on previously developed land giving an assumed total in excess of 8 Ha having been redeveloped.

Performance Commentary:



A number of brownfield sites across the Borough have either been granted planning consent or works commenced on site. Examples include Widnes Waterfront, 3MG, Castlefields, Polar Ford redevelopment at Halton Lea, Halton Road housing scheme.

Summary of Key activities taken or planned to improve performance:

- Delivery of Key Areas of Change within the [Core Strategy Local Plan](#) through specific schemes and partnerships.
- Work to achieve the target of 40% of housing development to be delivered on brownfield land set out in the Core Strategy (Policy CS3 – Housing Supply and Locational Priorities)
- Promotion of brownfield sites for redevelopment through Strategic Housing Land Availability Assessment and emerging Local Economic Prosperity Strategy & Investment Framework.
- Granting of planning consent on appropriate brownfield sites.
- Delivery of further regeneration activity at Widnes Waterfront, 3MG and Runcorn Old Town.

SCS / ER13

To make sure there is a 5 year rolling supply of deliverable housing land available for 5 years' worth of housing against the housing requirement (PPT LI 07) (New).

	2011/12 Actual	2012/13 Target	2012/13 Qtr 2	2012/13 Qtr 4	Current Progress	Direction of Travel
No chart available	141% (Published December 2012)	100%	N/A	158%		

Data Commentary:

The purpose of this indicator is to ensure that sufficient *SUPPLY* of land is available to deliver the Borough's targets for building new homes.

Figures are calculated as at 1st April each year however these do not become available until at least the second quarter period. Data is taken from the [Strategic Housing Land Availability Assessment](#) (SHLAA) which is a requirement of the National Planning Policy Framework.

The measure is calculated in accordance with the definition for former National Indicator NI159 plus a 20% buffer (would be 5% but for previous under-performance in *DELIVERY*) in line with [National Planning Policy Framework](#) (Para 47) requirements. The basic requirement is for 552 units per annum = 3,309 units (552 x 5 years +20%), however as the indicator comprises previous over/under performance the numeric requirement changes year to year. A 496 net gain over the last two years (608 behind target) makes this year's five year requirement 3,456 units or 691 per annum.

Performance Commentary:

A total of 199 housing sites were deemed deliverable within the five-year period, yielding a total of 4270 dwellings and one traveller site yielding 12 plots.

Housing targets and requirement to maintain a 5 year supply originate from Regional Spatial Strategy (RSS) and national guidance. The publication of the National Planning Policy Framework added a requirement to add a 20% buffer as there has been consistent under-performance against prevailing targets.

Summary of Key activities taken or planned to improve performance:

Whilst the planning system can seek to identify and allocate additional land, only the proportion of units considered deliverable within 5 years contribute to the 5 year supply. This is dependent upon developers gaining planning permission and bringing sites forward for development.

The Core Strategy states that a partial green belt review will be required to identify additional land around Widnes and Hale. Work on this evidence has commenced. The allocation of housing land will be brought forward through the next Delivery and Allocations Local (Development) Plan to 2028.

REPORT TO:	Environment & Urban Renewal Policy & Performance Board
DATE:	12 June 2013
REPORTING OFFICER:	Strategic Director, Communities
PORFOLIO:	Physical Environment
SUBJECT:	Tree Working Group - Conclusions
WARD(S)	Borough-wide

1.0 **PURPOSE OF THE REPORT**

1.1 To provide Members with the findings and recommendations of the Tree Working Group for comment and endorsement.

2.0 **RECOMMENDATION: That:**

- i) **Members receive and comment upon the report;**
- ii) **The Policy & Performance Board endorse the recommendations of the Tree Working Group; and**
- iii) **A report be presented to the Executive Board recommending the adoption of the recommendations of the Tree Working Group.**

3.0 **SUPPORTING INFORMATION**

3.1

In June 2012 it was agreed that a Tree Working Group be established. The group was chaired by Cllr Dave Thompson and included Cllr John Bradshaw; Cllr Geoff Zygadlo; Cllr Bill Woolfall; Cllr Frank Fraser; Cllr Pauline Hignett; Cllr Andrew MacManus; Cllr Stan Parker; Cllr Pauline Sinnott. The group met for the first time on 22/01/2013 and then subsequently on 19/02/2013 and 18/04/2013.

3.2

At the first meeting, the group was given a presentation by officers. Members learned that the Council has an estimated 900,000 trees. The numbers had been calculated using known values for a small proportion of trees and through the extrapolation of sample count-data and is a conservative estimate of tree numbers.

Trees are highly beneficial to human health as they produce oxygen, filter out particulates, have a cleansing effect on pollution, take up water thereby alleviating the risk of flooding and are attractive within

the landscape/townscape.

The Council has a legal duty of care under both civil law and criminal law to manage its tree stock (primarily under Occupiers' Liability Acts of 1957 or 1984 and the management of Health and Safety at Work regulations 1999). This includes inspecting them to ensure they are safe. The Council has not proactively inspected its tree stock since 2000 but it does reactively inspect trees following complaints. This is not adequate to meet the duty of care. Within the current structure, the Open Space Service does not have the capacity to proactively inspect trees.

The Council has a tree maintenance team that consists of a team leader and 3 trained operatives. The team is an effective unit of qualified staff who carry works to larger trees and to all trees where it is required that work be carried out above ground level. The team carries out programmed woodland work and reactive work to trees following complaint or reports of damage.

In 2011/12, 494 tree related Calls were recorded and directed to the Open Space Service. This equates to 23% of all calls recorded. This places considerable demand on the team for reactive works which often displaces programmed and other proactive tree works.

- 3.3 In the second meeting, the group considered the issues of inspection and liability. Members learned that the Council would have no defence in court if one of its trees caused serious injury or death. Many Councils are in the same position as Halton but others do carry out inspection regimes. Those that do, often apply considerably more resources (staff and budget) to the management of trees than Halton does and many of them have far fewer trees.
- 3.4 Insurance claims alleging damage to property caused by trees is also an issue for the Council. In the last three years the Council has received 21 claims. Not all are adequately evidenced but can incur significant resources to investigate. The Working Party felt that a programme of inspection and management of trees is critical in defending and mitigating against such claims.
- 3.5 Members heard how the Council manages its tree stock in line with best practice (BS3998). Unnecessary or inappropriate works can result in damage that can be detrimental to the tree in the long term, which may in turn lead to potentially serious consequences for the tree and ultimately create liabilities. Therefore, when carrying out works to trees it is essential to maintain appropriate standards. All tree works carried out by the Council's tree team (or contractors managed by the Open Space Service) are required to conform to guidance and recommendations set out in BS3998 Tree work – Recommendations.

- 3.6 Neighbour issues relating to trees take up the largest proportion of officer time. They are usually related to height of trees and shading but can also include issues such as leaves falling into gardens. The Council endeavours to be a good neighbour and will try to accommodate the wishes of residents when it can. This includes undertaking work to trees when they do not really require any, subject to such work not being harmful to the general health of the tree. There are, however, many occasions when members of the public ask for works that are inappropriate and when such works are refused it causes conflict situations. A typical example is the request to have the height of a tree lowered (often described as 'lopped' or 'topped'). The Council never carries out such work as it is bad practice, counterproductive (the tree becomes even thicker in the crown causing even more problems for the resident), and can wound trees so severely that major dieback or extensive decay are likely to follow.

Residents often claim a right to light when trying to press officers to carry out works to trees that are not required. Officers try to explain diplomatically that there is not in law a 'right to light' as such. Wherever practicable, works will be carried out to try to give residents more light but at all times works must comply with BS3998. Claims of a loss of light are also more prevalent when leaves are in full growth and this often conflicts with the bird nesting season. The Council has a statutory duty not to disturb nesting birds unless works are essential.

- 3.7 Having considered all of these issues, the Tree Working Group recommends that:

- The Council develop a new tree strategy that clearly articulates how the Council manages its tree stock whilst adhering to guidance and recommendations set out in the National tree Safety Group - Common sense risk management of trees 2010.
- A post of Open Space Officer, who would hold the portfolio for trees and woodlands, be created to oversee the implementation of work. This post holder would implement and oversee inspection and monitoring systems.
- A tree inspection regime be implemented at a frequency that is deliverable with the resources available to the Council. This system should be robust enough to defend the Council from potential liabilities.
- That new advice and guidance leaflets and webpages be produced to assist elected members and members of the public to understand how the Council manages its tree stock. This includes explaining the Council's position on right to light, trees interfering with Sky reception, etc.

- That officers should identify a suitable tree management system (database) that allows mobile working and it is recommended that resources be made available to procure such a system or develop one in-house. Issues concerned with systems being able to 'speak' with other Council IT systems be investigated and resolved. Members of the Tree Working Party recognised that budgets are tight at this time but that the potential risk of more accidents and claims could be avoided by investment.
- The operational tree maintenance team be strengthened so that more proactive maintenance work can be carried out. This should help reduce complaints and ensure more effective handling of tree issues.
- Officers will explore all opportunities to derive income from the Council's tree stock through the sale of logs or arisings. In particular opportunities relating to biomass energy production should be explored.

4.0 **POLICY IMPLICATIONS**

4.1 There are no policy implications.

5.0 **OTHER/FINANCIAL IMPLICATIONS**

5.1 The above staffing proposals and capital cost associated with setting up a tree management system (database) are as yet undetermined.

6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 **Children & Young People in Halton**

Implementing inspection regimes and increasing proactive maintenance will create a safer environment for young people.

6.2 **Employment, Learning & Skills in Halton**

It is likely that additional training will be required to develop the skills and knowledge of both key Officers and frontline staff in the visual assessment of trees.

6.3 **A Healthy Halton**

Trees contribute to a wide range of environmental benefits, including improving and mitigating air quality and pollution, and capturing carbon. Active management of Halton's tree stock will support the ability of the landscape to contribute to key determinants of health including, education and skills, and environment.

6.4 **A Safer Halton**

Implementing inspection regimes and increasing proactive maintenance will create a safer environment; and will help maintain a green and attractive place to live.

6.5 Halton's Urban Renewal

Healthy trees planted in appropriate locations enhance the townscape making it a more desirable place to live and work.

7.0 RISK ANALYSIS

7.1 Failure to establish a proper inspection regime involves considerable risks to the Council.

7.2 The potential for death or injury to the public and for damage or destruction of property should be apparent. Where such consequences arise from a failure by the Council to discharge its obligations there is a potential for criminal as well as civil liability.

7.3 Criminal liability can range from corporate manslaughter to a range of offences under the Health and Safety at Work Act 1974. It should be noted that officers of the Council as well as the Council itself could be charged with a number of offences.

7.4 Quite apart from the potential financial consequences on the Council, the reputational damage to the Council should not be ignored.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 None identified.

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

None under the meaning of the Act.

REPORT: Environment and Urban Renewal Policy and Performance Board

DATE: 12th June 2013

REPORTING OFFICER: Strategic Director, Policy & Resources

SUBJECT: Policy & Performance Board Work Programme 2013/2014

WARDS: Boroughwide

1.0 PURPOSE OF REPORT

1.1 To consider possible topics for scrutiny as part of the 2013/14 work programme.

2.0 RECOMMENDED THAT:

- (1) Members of the Policy and Performance Board indicate target topic areas for potential scrutiny in 2013- 2014.**
- (2) Details of topic briefs be agreed by the Chair and Vice Chair of the PPB in conjunction with the Lead Officer for the Board.**
- (3) Members support the continuation of the Waste Management Working Party, as its work is still on-going, with nominations to sit on it being invited.**
- (4) Members endorse the recommendation that the Cemeteries Working Group is no longer required at this time.**

3.0 SUPPORTING INFORMATION

- 3.1 Each year the PPB has the opportunity to identify topics or work areas that it would like to scrutinise in detail as part of its work programme for the year.
- 3.2. Good practice, based on experience, suggests that 2/3 Topics is manageable, however the choice lies with the Board depending on its priorities and commitments. The process for scrutiny is that, following their adoption by this Board, the topics selected are worked up as detailed topic briefs and agreed with the Chair and Vice-Chair of the PPB in conjunction with the Lead Officer for this Board.
- 3.3 In considering which are good topics to include in the work programme Members will need to keep in mind the Overview and Scrutiny Guide/Toolkit. Guidance on Topic Selection is attached as an aide-memoire. In particular, the Board's attention is drawn to paragraphs 12, 13 and 14 which relate to added value, capacity and resources.

3.4 It should be remembered that much of the work of this PPB will be cross-cutting and will impact on or be of relevance to other PPBs.

3.5 It should also be noted that Performance Monitoring of the Reporting Departments (Policy, Planning & Transportation; Economy, Enterprise and Property; Prevention and Commissioning Services (Housing Strategy); and Community and Environment), will in any case be received by this PPB.

4.0 2012/13 Work Programme

4.1 At the meeting of this Board on 13th June 2012 it was resolved that the following would be included in the 2012/13 work programme:

- A Topic Brief was to be prepared for a Trees Working Party with the following membership: Councillors Thompson, Sinnott, Parker, MacManus, Fraser, Zygadlo and P. Hignett. This brief was subsequently agreed and the findings and recommendations of this Working Party are included as a separate item on this agenda.
- A Waste Management Working Party be established for 2012/13 with the following membership: Councillors Gerrard, Zygadlo, J. Bradshaw and Thompson. (Note: the Waste Management Working Party had been previously established but Board membership changes required a review of its membership. It was, however, recognised on the setting up of this Party that because of the nature of the Waste Management Policy, the work of this topic group would remain on-going and future reports might be brought to this Board for its consideration). The findings of this Working party are outlined in paragraph 4.2 below.
- A report on the findings of the Cemeteries Working Group was presented to the Board on the 13th June 2012 (following its final meeting on the 24th May 2012) and its recommendations were endorsed. It was agreed at that meeting that the Cemeteries Working Group would remain dormant. However, as there was no need for it to meet during the remainder of 2012/13, because it is anticipated that there will be no need for it to reconvene during 2013/14 and because two of the original members of the Group no longer sit on this Board, it is recommended that there is no longer a need for this Group at this stage and that it only be reconvened at some point in the future if there is felt to be sufficient justification.

4.2 WASTE TOPIC GROUP

4.2.1 During 2012/13, the Waste Management Working Party contributed to the review, and subsequent amendment, of the Council's Waste Management Policies.

4.2.2 Household Waste Collection Policy

Members scrutinised aspects of the Council's Household Waste Collection Policy, and in particular, the level of charges made for waste services. As part of the scrutiny process, Members considered that the charges applied did not cover the cost of service provision and also took into account the Council's significant financial difficulties and the need to maximise cost recovery. The work of the Group resulted in Members of the Environment and Urban Renewal Policy and Performance Board being asked to consider and agree that changes to the level of charges for the collection of bulky items and the provision of new and replacement wheeled bins should be presented to the Executive Board for approval. Such changes were subsequently presented to, and agreed by, the Executive Board and implemented from 1st April 2013.

4.2.3 HWRC Vehicle Permit Scheme

The Topic Group reviewed the impact of the Council's Household Waste Recycling Centres (HWRC) Vehicle Permit Scheme. Members considered information which demonstrated how the scheme was deterring abuse by traders and helping to reduce the amount of waste deposited at the Centres, thereby reducing the Council's costs of dealing with illegally deposited commercial waste.

4.2.4 Fixed Penalty Notices

As part of a review being undertaken by Officers, Topic Group Members' views were sought on the Council's Fixed Penalty Notice (FPN) levels for waste and environmental offences. Members agreed that FPN levels should be set at the higher levels allowed by legislation and that discounts should be maintained for early payment. The Council's FPN levels were subsequently increased and set by Officers under delegated authority.

4.2.5 Charges for Waste Services

As part of a review and consideration of charging for other waste services where legislation allows, Members agreed that work should be carried out to examine the options and the impacts of charges for garden waste collections and this will form part of the work programme for the Topic Group in 2013/14.

4.3 As this Waste Management Working Party has continued to meet, with one meeting having already taken place this municipal year, on the 20th May 2013, it is recommended that Members formally endorse this topic group continuing its work.

4.4 Members are asked to endorse the proposal that there is no need for a Cemeteries Working Group for the reasons set out in 4.1 above, recognising that this could be reconvened at some point in the future if there was felt to be sufficient justification.

4.5 Members are asked whether they would like to suggest other suitable areas for scrutiny during 2013/14 and the Board is, in turn, asked to discuss these in the context of existing workloads. In doing so, it is assumed that the Waste

Management Working Party continue and the Cemeteries Working Group would no longer be required.

5.0 POLICY IMPLICATIONS

5.1 None at this stage.

6.0 OTHER IMPLICATIONS

6.1 None at this stage.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

There are none arising from this particular report.

7.2 Employment, Learning and Skills in Halton

There are none arising from this particular report.

7.3 A Healthy Halton

There are none arising from this particular report.

7.4 A Safer Halton

There are none arising from this particular report.

7.5 Halton's Urban Renewal

There are none arising from this particular report.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are none arising from this particular report.

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

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

REPORT TO:	Environment and Urban Renewal Policy and Performance Board
DATE:	12 th June 2013
REPORTING OFFICER:	Strategic Director – Policy and Resources
PORTFOLIO:	Physical Environment
SUBJECT:	Statement of Community Involvement (SCI) Local Plan Document
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to present Halton's local planning Draft Statement of Community Involvement (SCI). This SCI was approved by Executive Board on 23rd May 2013 as a draft for public consultation.
- 1.2 The SCI outlines the standards that the Council will employ to meet the legal requirements for involving the community effectively in the planning system. Following public consultation for a four week period the document will be submitted to Executive Board for approval to formally adopt the SCI.

2.0 RECOMMENDATION: That PPB note and comment on the content of the draft Statement of Consultation (Appendix A).

3.0 SUPPORTING INFORMATION

- 3.1 The Statement of Community Involvement, or SCI, sets out the way the Council will involve the local community, stakeholders and statutory bodies in the preparation and revision of Local Plans. The SCI informs the community about how and when they can get involved. The SCI also describes the Council's procedures and arrangements for involving the community when considering planning applications and major proposals for development. The procedures contained with an adopted SCI must be followed for consultation on all Local Plan documents and all planning applications within Halton.
- 3.2 The Council's first SCI was adopted in 2007. It is being updated in 2013 because there have been a number of legislative changes to the way that planning documents are prepared. In addition, technological advances have seen the emergence of online and electronic communication as the preferred media for many individuals and organisations.

4.0 POLICY IMPLICATIONS

- 4.1** The SCI has been produced to ensure that through its function as a Local Planning Authority; the Council is in accordance with National Planning Policy and Regulations.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 A Healthy Halton

The SCI seeks to strengthen community and stakeholder involvement in the planning and development management process. This will help to engage the community in forward planning to address health problems through the maintenance of well-designed places and spaces, through the support of accessible sustainable travel options and through the provision of a healthy, green local environment.

5.2 Halton's Urban Renewal

The SCI describes consultation methods required by the Local Development Planning Regulations 2012. This will assist developers by ensuring that community consultation is undertaken for major development projects affecting the Borough's urban renewal and regeneration priorities. The SCI will ensure that consistent community engagement in the planning process is maintained.

5.3 Children and Young People in Halton

The SCI addresses the need to encourage and provide opportunities for children and younger people to engage in the planning process.

5.4 Employment, Learning and Skills in Halton

The SCI will support the continued community engagement in the planning process which will contribute towards the maintenance and enhancement of the Borough's economy and hence will support economic growth.

5.5 A Safer Halton

The SCI will encourage effective communication in the production of planning documents and the development planning process. In doing so, future development will seek to create and sustain safer environments, which are well designed, well built, well maintained and valued by all members of society.

6.0 OTHER IMPLICATIONS

No other known implications

7.0 RISK ANALYSIS

No legal or financial risks to the Council can be identified so long as the statutory procedures for the preparation of the SCI are met.

Continuing with the original SCI entails minor financial risk as its requirements become increasingly out-of-date and out of step with modern communication practices impeding potential cost savings.

8.0 EQUALITY AND DIVERSITY ISSUES

No equality and diversity implications have been identified.

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

Document	Place of Inspection	Contact Officer
Planning and Compulsory Purchase Act (2004 as amended) Section 18	Municipal Building	Alasdair Cross
Town and Country Planning (Local Planning) (England) Regulations 2012	Municipal Building	Alasdair Cross
Halton Local Development Scheme	Municipal Building	Alasdair Cross

| Consultation Draft Statement of Community Involvement 2013

Operational Director
Policy, Planning and Transportation
Halton Borough Council,
Municipal Building,
Kingsway,
Widnes,

WA8 7QF

Contents

		<i>Page No</i>
<i>Section</i>		
1	Introduction and Purpose of the Statement of Community Involvement (SCI)	3
2	How to interpret this document	5
3	Regulatory Framework	6
4	PART A: Community Involvement in the Local Development Framework (LDF)	8
5	PART B: Community Involvement in the Planning Application processes.	14
6	Further Planning Advice	15

7	Monitoring	16
	Appendices	
	1: Access to Information - Deposit Locations	17

1. Introduction and Purpose

Statutory basis for this Statement of Community Involvement (SCI)

- 1.1 The requirement to prepare a SCI was introduced by section 18 of the Planning and Compulsory Purchase Act 2004. A SCI is a statement of the Council's policy as to the involvement of interested parties in the exercise specified under sections 19, 26 and 28 of this Act and Part 3 of the Town and Country Planning Act 1990. This relates to persons who appear to the authority to have an interest in matters relating to development in their area.
- 1.2 The functions specified for the purpose of SCI's are the Council's functions relating to:
 - 1.2.1 The preparation and revision of local development documents (including joint local development documents) and
 - 1.2.2 The provisions relating to the control of development in Part III Town and Country Planning Act 1990.

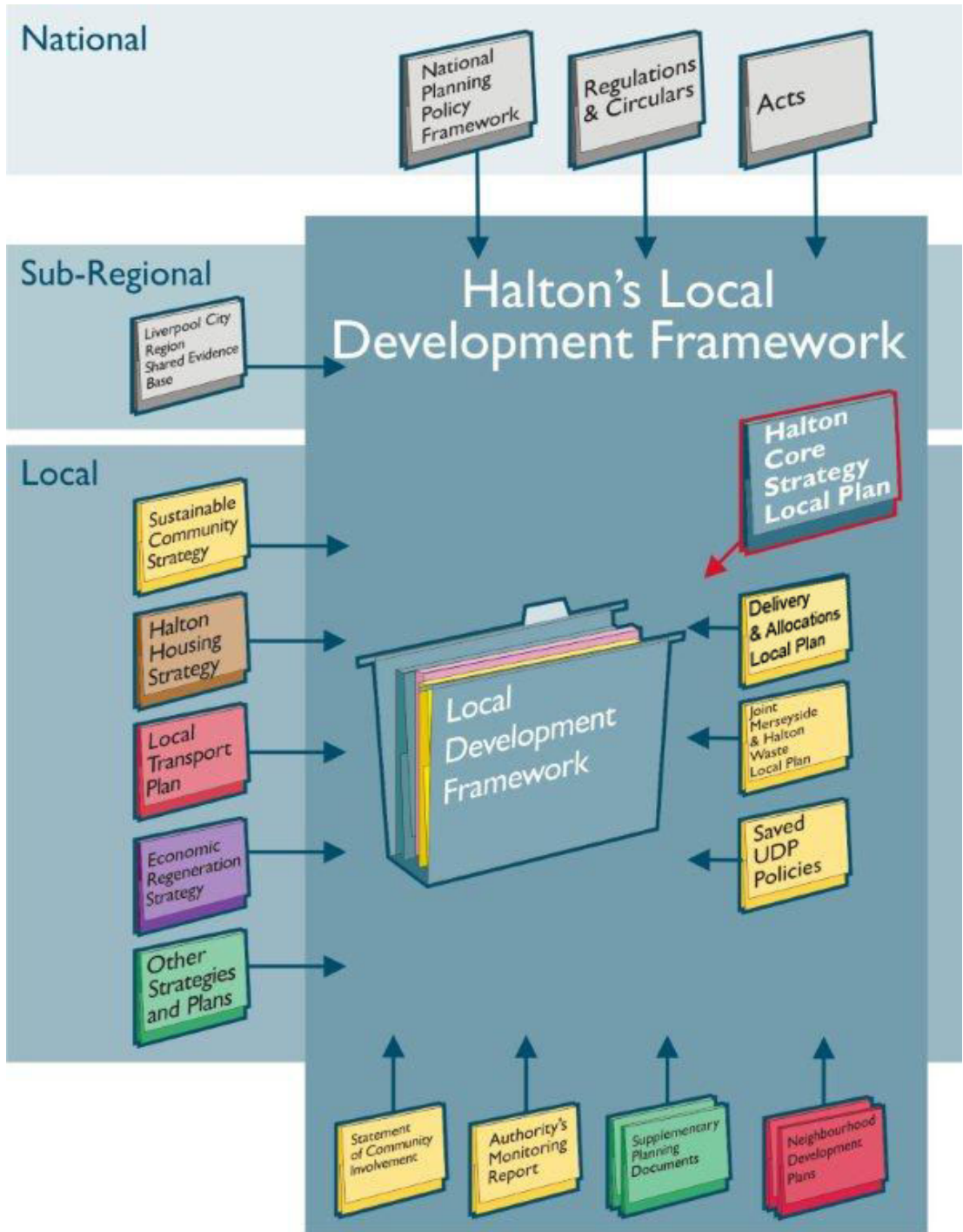
Our Statement of Community Involvement (SCI): Role and Purpose

- 1.3 The role and purpose of the SCI is to provide the community with clarity on the levels of involvement that they should expect in planning processes. This statement explains how the Council will involve the community in planning for the future use of land in the Borough. It gives a level of certainty to key stakeholders and the general public as to how they can be involved in plan making and development control processes.
- 1.4 The Council is responsible for preparing planning documents used to shape the future development of the Borough. Together, these documents are known as the Local Development Framework (LDF). The policies within these documents need to take into account local, regional, sub-regional and national policies, needs and interests. This document is the second Statement of Community Involvement (SCI) Halton Borough Council has produced and is part of the LDF. The first SCI was adopted in 2006 but now requires revision because of:

- Recent changes in the planning regulations and procedures governing plan making.
- The introduction of the 'Duty to Inform, Consult and Involve' arising from the Local Government & Public Involvement in Health Act 2007.

1.5 The LDF is a folder made up of a number of different Local Plan Documents (LPDs), Supplementary Planning Documents (SPDs) and process documents such as the Authority's Monitoring Report (AMR) and the Statement of Community Involvement (SCI). These plans and documents can be prepared and reviewed separately, increasing opportunities for community involvement, as different LPDs and SPDs will be prepared at different times in response to changing circumstances. The Halton LDF is illustrated in figure 1 below.

Figure 1: SCI Policy context



2 How to interpret this document

- 2.3 The Central part of this document is divided into Part A and Part B to reflect the requirements of Section 18 Planning and Compulsory Purchase Act¹.
- 2.4 **Part A** deals with the preparation and revision of local development documents (including joint local development documents and supplementary planning documents).
- 2.5 **Part B** deals with the provisions relating to the control of development in Part 111 of the Town and Country Planning Act 1990².

¹ HMSO (2004) The Planning and Compulsory Purchase Act

² HMSO (1990) The Town and Country Planning Act

3 Regulatory Framework

- 3.1 The Council's first SCI³ was prepared in the context of the Town and Country Planning (Local Development) (England) Regulations 2004⁴. It was adopted in July 2006.
- 3.2 The Government has since made changes to the planning process through legislation⁵ and associated revised regulations⁶, together with revised policy in the National Planning Policy Framework (NPPF)⁷. This second version of the SCI has been prepared in the context of these changes and to ensure that the legal requirements for community involvement will be met.
- 3.3 The requirements set out in the regulations can be summarised as follows:
- Formal consultation for a defined period: this must be for a minimum of six weeks for Local Plan (LP) documents and a minimum between four six weeks for Supplementary Planning Documents (SPDs).
 - Notification and issue of information to specific consultation bodies which the Council considers would have an interest in the subject matter.
 - Notification to 'general' consultees which the Council considers appropriate or have expressed an interest in the preparation of a LP or SPD and whose details are held on the LDF database.
 - Information made available on the Council's website.
 - Make information available at 'deposit locations' as identified in Appendix A.

³ HBC (2006) Statement of Community Involvement

⁴ CLG (2004) Town and Country Planning (Local Development)(England) Regulations

⁵ CLG (2008) The Planning Act

⁶ CLG (2012) Town and Country Planning (Local Planning)(England) Regulations 2012

⁷ CLG(2012) National Planning Policy Framework

- Publish a statement setting out who has been consulted during the preparation of the LP documents and how the consultation was undertaken. The statement will also include a summary of the main issues raised and details as to how the issues have been addressed in the document.
- Publish an adoption statement on the website, and post to consultees who had requested to be notified of the adoption of a LP document.

3.4 The 2011 Localism Act introduced the ability for local communities to shape their local communities and have a greater say in the planning of their areas, Section 110 setting out a new 'duty to co-operate'. This applies to all local planning authorities and to a number of other public bodies. The new duty relates to sustainable development or use of land that would have a significant impact on at least two local planning areas or on a planning matter. It requires that councils set out planning policies to address such issues and requires that councils and public bodies 'engage constructively, actively and on an on-going basis' to develop strategic policies.

3.5 The National Planning Policy Framework (NPPF) was published in April 2012; Paragraph 156 of the NPPF sets out the strategic issues where co-operation might be appropriate. Paragraphs 178-181 of the NPPF give further guidance on 'planning strategically across local boundaries', and highlight the importance of joint working to meet development requirements that cannot be wholly met within a single local planning area, through either joint planning policies or informal strategies such as infrastructure planning.

3.6 The Halton Core Strategy was adopted by the Council in April 2013 and became the principal local development document against which planning applications will be tested and which begins the process of replacing the saved policies from the Unitary Development Plan.

3.7 Nothing in this SCI overrides any statutory provision relating to the preparation, adoption or revision of local development documents (including joint local development documents).

PART A:

Preparation and Revision of Local Plan Documents

4 Community Involvement in the Local Development Framework

- 4.1 Halton Borough Council is responsible for preparing a LDF to guide development in the borough. This framework includes the saved policies from the Halton Unitary Development Plan (UDP)⁸ and a range of adopted SPDs. These documents will be in place until superseded by the adoption of new LPDs which are subject to examination in public by an independent inspector, appointed by the Secretary of State. An update on the production of the various documents that make up the Local Development Framework is provided annually, in December, with the production of the Authority's Monitoring Report and made available on the Council website.

Key Contacts and LDF Consultation Database

- 4.2 The Council holds a database of contact details for organisations and community groups. It contains details of people who have responded to previous consultations or have requested to be informed of the production of LPDs and SPDs. This is a 'live' database, updated on a regular basis to ensure only those who wish to be kept informed are on the database, and new content added.
- 4.3 The database will be used to identify which groups can be involved in specific and more general issues, and contains the contact details for consultees. All data held is pursuant to the principles of the Data Protection Act ⁹(1998).

When and how can the community get involved in the production of the LDF documents?

Local Plan Documents

⁸ HBC (2005) Halton Unitary Development Plan

⁹ HMSO (1998) Data Protection Act

- 4.4 Each Local Plan Document (LPD) that the Council prepares has to go through a number of stages, with consultation taking place along the way. The stages are described below and illustrated in Figure 2.

Pre-Production

- 4.5 The Council will seek the involvement of the relevant groups in the formation of evidence; this will be used to support planning policies. The Council will ensure that based upon the relevance of the subject of the LPD, the most appropriate consultees will be selected from the LDF consultation database.
- 4.6 Information will be made available for viewing at deposit locations (as listed in Appendix A) and made available on the Council's website. As a method of reducing duplication and achieving greater efficiency, the Council anticipates that where topics overlap it will be possible to consult jointly on two or more documents.
- 4.7 Planning Authorities must undertake a Strategic Environmental Assessment (SEA) on documents which are likely to have significant environmental effects under European Directive 2001/42/EC¹⁰. It is also mandatory for LPDs to produce a Sustainability Appraisal (SA)¹¹. The SA process ensures that we assess the environmental, economic and social effects of policies and proposals as the LPD is being produced. The overall aim is to check whether our policies and plans are contributing towards achieving sustainable development. The SA takes place alongside the preparation of the Local plan document and includes opportunities for involvement at key stages of the document's production. Whilst the SA and SEA tests are distinct, it is possible to carry them out in one appraisal process. At the production stage of a LPD the SA and SEA will be made available at deposit locations and on the Council website.

Production

- 4.8 Using extensive evidence previously gathered or commissioned, the Council will begin work on preparing a draft document that;
- a) has considered alternative approaches and is justified in the selected approach, and;

¹⁰ European Union Directive (2001) The European SEA Directive 2001/42/EC

¹¹ Sustainability Appraisal

b) is underpinned by both the evidence base and SA.

- 4.9 The draft LPD will be subject to a six week public consultation period. Appropriate stakeholders, stored in the LDF consultation database will be contacted. The draft LPD and supporting documents will be placed at deposit locations and will be made available on the Council website.
- 4.10 Representations received following the public consultation will be taken into consideration and the LPD altered as appropriate. A concise report called a 'Statement of Consultation' will be prepared summarising the representations received and how they are to be, or have been, addressed in the 'submission' version of the LPD.

Examination - Submission

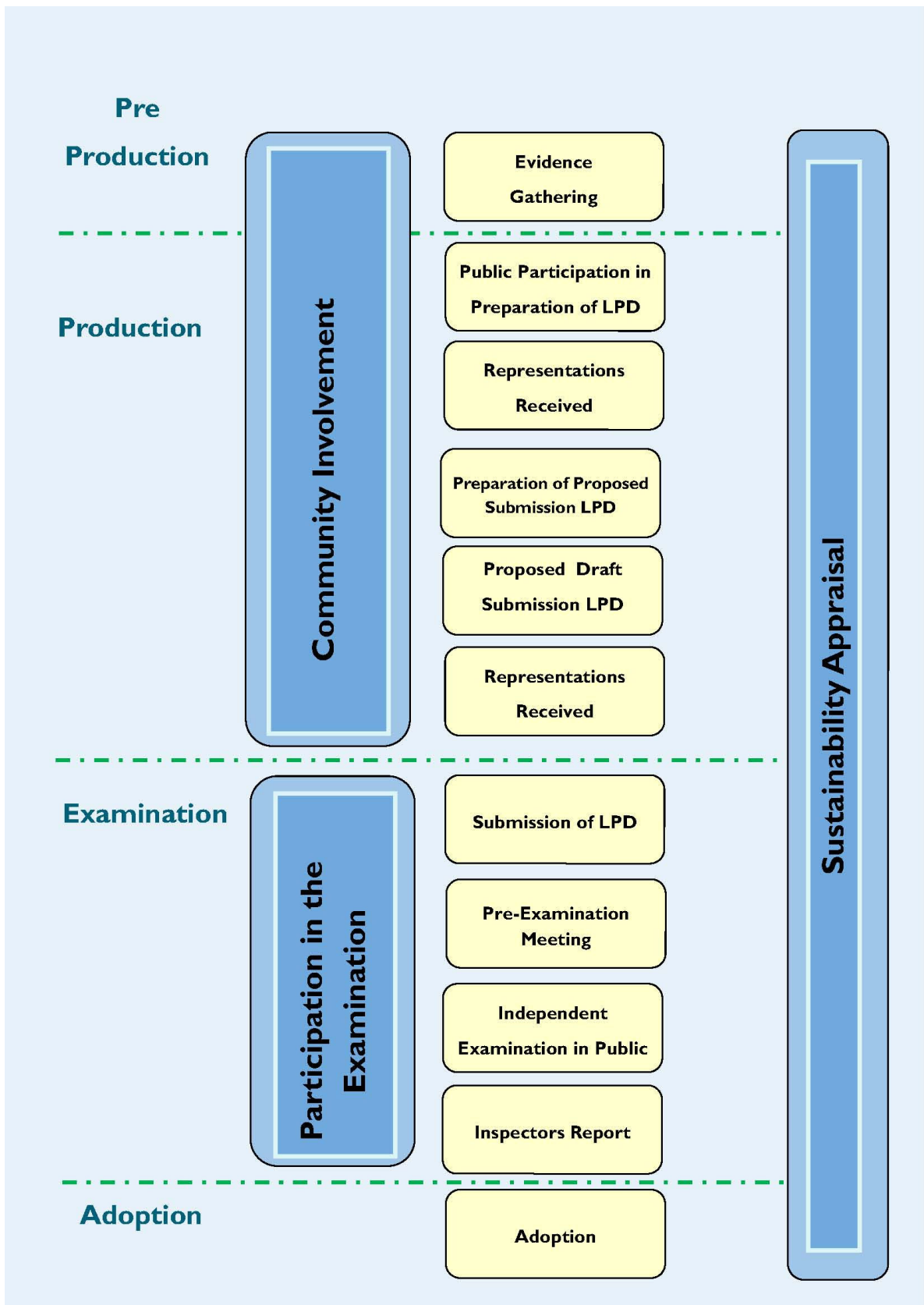
- 4.11 The 'submission' version of the LPD, the SA and supporting documents will be placed at deposit locations and on the Council website. These documents will also be sent to the Secretary of State. Representations can be made at this stage, however, they will not be considered by the Council, but by an independent Inspector, appointed by the Secretary of State.
- 4.12 At least six weeks before the examination begins all details of the examination will be advertised in the local press and on the Council website. This information will include times, dates and the location of the examination and the name of the inspector appointed.
- 4.13 It is at the inspectors' discretion as to whether a 'pre examination' meeting is called. This would take place 8 weeks prior to the start of an examination.

Adoption

- 4.14 Following an examination, the Inspector will produce a report which informs the Council of his or her findings. If no major changes to the LPD are required the Council can proceed to adoption.
- 4.15 The Council will produce an adoption statement; this will be advertised in the local press and will be available on the Council's website. A notification letter will also be posted to all

consultees that have previously requested to be notified of the adoption of the LPD.

Figure 2: LPD production stages



Supplementary Planning Documents (SPD)

- 4.16 Supplementary planning documents are produced to provide more detailed planning policy guidance to applicants or their agents seeking planning permission. They supplement existing Local Plan documents. The following section describes when and at what stage public consultation takes place in the production of an SPD and is illustrated in figure 3 below.
- 4.17 Unlike a LPD, an SPD is not required to be examined by the Secretary of State, as the content of the SPD is intended to 'supplement' policies within a LPD which will have undergone an examination in public.

Pre-Production

- 4.18 At this stage evidence is gathered to support policies to be written. As previously stated SPDs supplement existing LPD policies or saved Unitary Development Plan (UDP) policies. Therefore, evidence will exist in support of the SPD. Where additional evidence is required, consultation will occur with selected groups determined by the Council on their relevancy to the SPD content.

Production

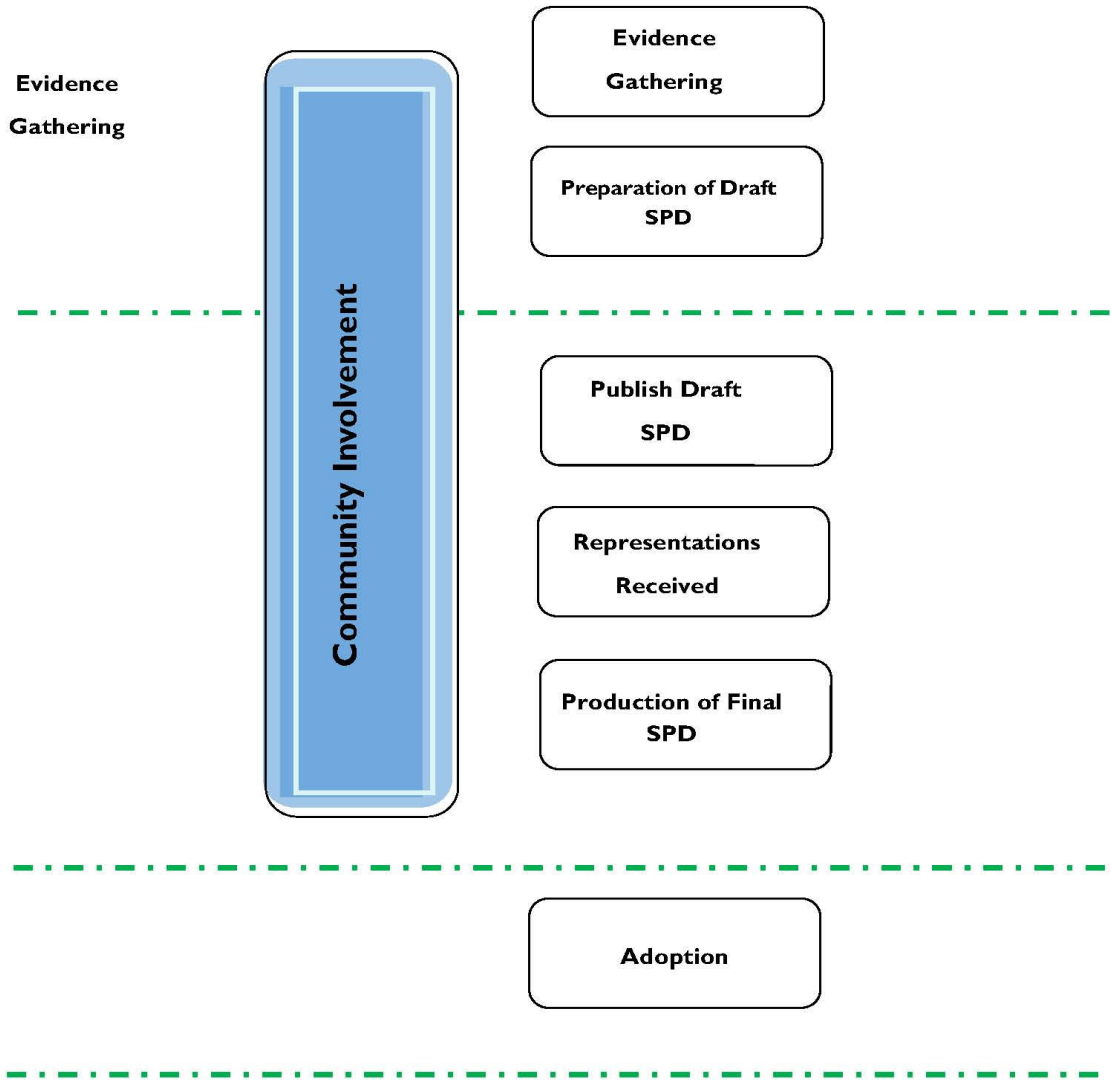
- 4.19 A draft SPD is prepared and is subject to a minimum four week consultation period. Appropriate stakeholders stored on the LDF database and any organisation or person requesting to be kept informed of the production of SPDs will be contacted and informed that the SPD is available at deposit locations. The SPD consultation will be advertised and made available on the Council's website.
- 4.20 In accordance with Regulation 17 (d)(i) of the Town and Country Planning (Local Planning)(England) 2004 Regulations 2012¹² a 'Statement of Consultation' will be produced. This will list all representations received as a result of the consultation and will explain how they have been taken into consideration and where appropriate the SPD altered.

Adoption

¹² CLG (2012) Town and Country Planning (Local Planning)(England) Regulations

- 4.21 Following an internal approvals process, the Council will advertise the adoption of an SPD in accordance with Regulation 14(a) and (b) of the Town and Country Planning Act. Copies of the SPD, a statement of consultation and an adoption statement will be made available on the Council website and at deposit locations. An adoption statement will be posted to any person who had requested to be notified of the adoption of the SPD.

Figure 3: SPD production stages



PART B:

Community Involvement and Planning Applications

5 Provisions relating to the control of development in Part 111 Town and Country Planning Act 1990.

5.1 In addition to setting standards of community involvement in the preparation of the Local Development Framework, this SCI also identifies how we engage the community who have an interest in planning applications. When planning applications are received by the Council, the Council will follow the requirements relating to publicity set out in the Town and Country Planning (Development Management Procedure) (England) Order 2010. These provisions in relation to a valid planning application consist of the following:

- Public notices in the local press,
- On-site or 'near to site' publically visible site notice, and;
- Letters of notification to occupiers and owners of adjoining properties.

The extent to which these minimum requirements may be extended will depend on the facts of any given application for planning permission.

5.2 The results of consultation are considered by officers and Members when making decisions on the acceptability of planning applications, known as development control or development management.

5.3 The obligations on the Council relating to publicity in the 2010 Order are supplemented in the case of certain planning applications by requirements on applicants to engage in consultation before submitting a planning application. These requirements are set out in sections 61W to 61Y of the Town and

Country Planning act 1990¹³. Development orders will designate the types of applications caught by these provisions.

¹³ Inserted by section 122 of the Localism Act 2011

6 Further Planning Advice

6.1 The aim of the SCI is to set out a clear set of guidelines on how the consultation process will take place. This is to ensure that all parties are aware of their rights and responsibilities throughout the process and to shift to a system of earlier and more open engagement on planning issues. However, it must be appreciated that consensus will not always be possible in every instance, as the results of community involvement, are one of many factors that need to be taken into account when arriving at decisions. The Council has to take into account, amongst other considerations:

- Legislation including European Directives;
- The Government's national planning policies, including changes;
- Regional and sub-regional planning policies and the policies of surrounding areas; and;
- Legal rulings

6.2 Engagement, negotiation and discussion activities are at the heart of participatory planning. The implementation of the SCI and Engagement Strategy will ensure that Halton continues to engage the community.

6.3 The Royal Town Planning Institute (RTPI) is helping to encourage public participation in planning issues by setting up a Planning Aid system in every region. The advice offered to community groups and individuals is complementary to the advice given by the local authority. Planning Aid England provides free, independent and professional planning advice to communities and individuals who cannot afford to pay professional fees.

Planning Aid England (PAE)

Tel: 0330 123 9244

(www.advice@planningaid.rtpi.org.uk)

6.4 The planning portal is a web based source of planning information. (www.planningportal.gov.uk). The information provided allows members of the public to learn more about how the planning system works and find out how they can become involved. The planning portal provides comprehensive

information for both planning policy and development control/development management.

7 Monitoring

- 7.1 The Council will continue to maintain the LDF consultation database which will continue to be the main source to identify individual consultees for future consultation exercises. The Council will seek to work with partners and land owners to pursue delivery against the Vision and Strategic Objectives of the Sustainable Community Strategy and Core Strategy LPD, which is the overarching strategic planning policy document within the LDF.
- 7.2 The Authority's Monitoring Report (AMR) published on the Council's website annually, specifically charts the progress of the LDF and the success of its planning policies.

Availability of Consultation Material - Deposit Locations

- Halton Lea Direct Link, Halton Lea, Runcorn
- Widnes Direct Link, Brook Street, Widnes
 - Open 9:00am – 5:30pm Mon to Fri (*correct at time of writing*)

- Runcorn Direct Link, Granville Street, Runcorn
 - Open: 9.30 – 4.45pm Mon, Tue, Thurs and Fri (*correct at time of writing*)

- Halton Lea Library, Runcorn
- Widnes Library (Kingsway)
- Runcorn Library, Granville Street, Runcorn
- Ditton Library, Widnes
 - Opening times of the Council's Libraries can be found online at:
<http://www3.halton.gov.uk/educationandlearning/libraries/>

REPORT TO: Environment and Urban Renewal Policy
and Performance Board

DATE: 12 June 2013

REPORTING OFFICER: Strategic Director Policy and Resources

SUBJECT: National Highway and Transportation
Survey - Proposals Report

PORTFOLIO: Transportation

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 To inform the Board of current interventions and proposals to address specific highways and transport issues, that were identified by the National Highway and Transportation (NHT) public satisfaction survey undertaken in the Borough in 2012.

2.0 RECOMMENDATION: That

- (1) The Board notes and welcomes the work being undertaken to address specific aspects of the Highways and Transportation service identified in the NHT survey and report, and raise the levels of public satisfaction in those areas.

3.0 SUPPORTING INFORMATION

- 3.1 The results of the NHT Survey that was conducted across the Borough in 2012 were reported to the Board in November last year (Minute EUR27 refers). Whilst Halton's performance was generally very good, (with an overall 'satisfaction level of 58% and ranked 14th of 75 Highway Authorities) it was resolved that, following a more detailed investigation of the survey results, a further 'Proposals Report' would be prepared and presented to the Board.
- 3.2 Members will recall that the survey had highlighted a number of services across the six key transport themes that were examined in the public satisfaction survey and where:
- There was a significant 'gap' between how 'important' that aspect of the service was viewed and levels of satisfaction;
 - The resulting score for Halton was below average or Halton's ranking was low in relation to other Authorities;

- There had been deterioration in the level of public satisfaction since 2009, when Halton had previously taken part in the NHT Survey.

3.3 The main issues highlighted within the earlier Board report are described below, together with a brief background analysis of the issues involved; details of what actions or interventions have already been implemented; and what further actions are planned to address the issues further.

3.4 Theme 1 –Highway Condition

3.4.1 What the Survey said:

The survey results showed that in common with other highway authorities nationally, Halton residents place high levels of importance on 'Highway Condition', with both the condition of roads and of footpaths scoring particularly highly for 'importance'. The table below details the three themes which scored highest in order of importance for Halton - column A, and nationally - column F. columns C and H in the table indicate public levels of satisfaction with the same three themes.

From these results, the 'satisfaction gap' i.e. the gap between expected and actual performance, can be measured, shown in column E. The survey showed that the condition of roads and the condition of pavements & footpaths have the biggest 'satisfaction gaps' of all key aspects of the Highway and Transport services covered in the survey.

Responses to a further question which asked "which three key aspects do you think are most in need of improvement in your local area?", showed that these two aspects of the service were also perceived to be 'most in need of improvement' by the public, with 'reducing traffic third important.

	Halton Results				Satis- faction Gap	National Results			
	Most Important ?		How Satisfied ?			Most Important ?		How Satisfied ?	
Column Ref.	A	B	C	D	E	F	G	H	I
Safer Roads	73	1 st (of 11)	65	3 rd (of 11)	8	72	1 st (of 11)	51	4 th (of 11)
Roads being In Good Condition	72	2 nd	46	11 th	26	71	2 nd	36	11 th
Good Pavements & Footpaths	72	3 rd	59	6 th	13	70	3 rd	53	8 th

3.4.2 Commentary:

The responses for Halton reflect closely the national results in this regard and there has been a general downward trend in the public's

satisfaction with the condition of highways nationally over the last 4 years. The earlier Board report, mentioned the successive severe winters that have taken their toll on the highway infrastructure and which may be a key factor influencing the survey results.

Although this aspect of the service produced the greatest 'satisfaction gap', Halton actually scored very well compared to other Authorities in specific areas - such as the condition of road surfaces and the speed & quality of repairs to roads and pavements and Halton's scores are well above the national average for satisfaction with the condition of highways and highway maintenance.

	Halton Score	Average National Score
Condition of Road Surfaces (BI 01)	47.35	35.04
Speed of repairs to roads & footpaths (BI06)	37.30	28.59
Quality of repairs to roads & footpaths (BI 07)	44.54	35.29
Satisfaction with highway condition (KBI 23)	47.31	36.60
Satisfaction with highway maintenance (KBI 24)	52.55	48.99

3.4.3 What we've been doing to improve highway condition:

- In support of this report, a complementary report appears elsewhere on this agenda on the subject of Highway Maintenance in Halton . This describes how the Council's Highway Maintenance service is developing to continue to satisfy the demands of statutory function and public expectation in the face of increasing pressures to maximise efficiency and improve value for money. The Report outlines the various actions we have taken and measures we have put in place to maintain and improve the condition of Halton's roads and footpaths. However, for completeness the following brief summary sets out recent spending priorities.
- Major scheme funding for SJB maintenance has allowed the capital funding allocations (from the Transport Block Grant) to be biased towards Roads expenditure, enabling more carriageway and footway schemes to be carried out in recent years. Spending has been prioritised to preventative maintenance across the network, such as through the provision of surface dressing and carriageway treatments in order to stave off further carriageway deterioration. However, it should be noted that when the current major scheme funding for the SJB runs out in 2015/16, an appropriate proportion of the capital allocation will again be required for bridge maintenance expenditure

- Additional ad hoc grant funding was provided by DfT in 2011 and 2012 to allow Local Authorities to recognise the accelerated deterioration of the highway network following successive periods of exceptionally severe winter conditions. This additional funding was targeted strategically to address areas of the network which, although not necessarily at the point of intervention, had been identified as being prone to rapid deterioration. In these areas, pre-emptive action would maximise the effectiveness of financial resource. These were primarily in urban unclassified roads in most need of preventative maintenance treatments or “one-visit” permanent reinstatements.

3.4.4 What we plan to do in the future:

- It was announced in the autumn statement that additional funding would be granted by DfT for highway structural maintenance. Halton’s additional allocations of £355K in 2013/14 and 187K in 14/15 will again be used for preventative treatment or permanent reinstatement of larger scale areas where intervention now rather than in future would maximise value for money.
- Halton’s new Term Contract with Lafarge Tarmac for a comprehensive range of highway services became operational on 1st June. The contract contains several new initiatives, designed to improve the delivery and performance of the highways service. Key to this will be the introduction of a comprehensive asset management package, known as HARP (Highway Asset Renewal Partnership). This complements the current suite of highway condition assessment surveys and utilises an innovative surveying technique to map and evaluate the true condition of the highway asset. Once the survey is complete, condition data is analysed and used to build the most cost effective programmes of work and help to secure the funding required to maintain the road network.
- A suite of key performance indicators are being developed to monitor contract performance in areas such as the completion of highway repairs to specified timeframes and quality. Customer satisfaction will also be monitored throughout the duration of the Contract using a range of survey techniques.
- ICT Services are developing a free ‘Report It’ web based App which will allow HBC residents to quickly and efficiently report defects or problems associated with a range of Council functions directly to the appropriate officers using their smart phone. This will include fields related to common sources of highways defects.
- HBC will continue to consider national Highway Maintenance Efficiency Programme (HMEP) resources available to drive efficiency in service delivery.

- This will include consideration of any elements of service delivery which could be delivered more effectively or efficiently on a shared service basis with neighbouring authorities.

3.5 Theme 2 – Public Transport

3.5.1 What the Survey said:

The survey results showed that levels of satisfaction with certain aspects of public transport services and provision fell below the national average, and Halton's ranking (both nationally and within Unitary peer group) was low:

Public Transport Aspect	Ranking (of 75 Nationally)	Ranking (of 40 Unitary Authorities)
The state of Bus Stops <i>(note: unfortunately 'state' was not defined)</i>	66	33
Bus Fares	62	29
Personal safety while waiting at bus stop	68	35
The accuracy of information	60	29
Ease of finding the right information	54	28
Information about accessible buses	53	26
Local Bus Services frequency & reliability (former BVPI 104)	Significant fall of 10% in satisfaction level from 2009	
Reliability of Electronic Display Information	'Score' of 49 with high 'scope for improvement'	

3.5.2 Commentary:

Whilst ranking for 'the state of bus stops' is low, this aspect actually showed a significant (5%) improvement over the 2009 survey. The provision of raised kerbs at bus stops also fared reasonably well – showing an improvement in satisfaction levels, probably due to the investment that has been made in making stops DDA compliant.

The level of bus fares are a commercial matter for the bus companies and the level of dissatisfaction probably results from a sharp rise in fares of between 5% and 8% by operators in April 2012. Also, Arriva buses increased child fares to 2/3rds of adult fares, generating complaints about school travel. Unfortunately, the effects of these fare increases were felt just before the survey was undertaken in June.

Issues relating to information are dealt with below, however, it should be noted that the 'electronic information displays, which the Council previously operated as part of MerseyTravel's network, was switched

off last year when Merseytravel relocated and a replacement system is currently being procured..

The theme of bus information generally scored poorly in the survey. To maximise the benefit from advertising & publicity resources, transport & travel information is generally targeted at existing transport users and prospective users at particular locations & destinations etc., such as Job Centres, colleges, community centres and Direct Link offices etc., rather than being more widely advertised (for example in the media). This may account for the apparent poor levels of public satisfaction generally.

Reductions in the frequency of some services, service withdrawals and the removal of bus subsidies, resulting from cuts to Operators Grants and Council revenue budgets, impacted on local bus services early in 2012, again just prior to the NHT survey.

3.5.3 What's being done to improve public transport:

- Both of the main operators, Halton Transport and Arriva have made significant investment in their fleets, with Halton Transport adding new mini-buses to their services earlier this year and Arriva procuring state of the art, environmentally friendly 'EcoCity' buses, powered by compressed natural gas, which are operating on routes across the Borough.
- Although operating costs continue to rise due to fuel, maintenance and insurance costs, Halton Transport announced in March that there would be no fare increase for local journeys this year.
- Travel information and bespoke journey planning continues to be available from the Council's Neighbourhood Travel Team and via the Traveline service and current, up-to-date service information is available at every bus stop. Whilst there is clearly more to do, there was a marginal improvement in the public's satisfaction with the clarity & accuracy of transport information from the 2009 survey.

3.5.4 What we plan to do in the future:

- Had it been successful, the Council's bid for Local Sustainable Transport Funding (LSTF) would have delivered a range of public transport improvements, including new bus services, access to 'real time information' (RTI) and the introduction of a 'Safer Travel' initiative. Unfortunately, these interventions cannot easily be delivered without a significant injection of capital funding, which due to the current budget constraints is unlikely. However, we will continue to actively pursue with our city-region transport partners, the expansion of Merseytravel RTI equipment into Halton.
- The Local Transport Plan (LTP3) contains details of both the Council's longer term strategies for bus transport services (which

will of course be shaped through our membership of the City Region's Local Transport Board, and the four year implementation plan, which is in its third year of delivery. The programme of bus stop upgrades, including improvements to passenger waiting facilities and information, will continue in accordance with the strategy. This is intended to form the foundation for the wider-reaching proposals contained in the Mersey Gateway Sustainable Transport Strategy (MGSTS), aimed at delivering further service enhancements on the core bus route network in Halton.

- In the future, the MGSTS proposes to deliver step-change improvements to the main Runcorn Busway loop, increasing service frequency and improving existing stops to offer enhanced waiting facilities for passengers, improved signage, information (including real time at all stops), CCTV, off-bus ticketing facilities and an emergency helpline facility.

3.6 Theme 3 – Walking and Cycling

3.6.1 What the Survey said:

The survey showed that there had been a welcome general improvement in the levels of public satisfaction with walking and cycling (including very significant increases in the case of cycle route signage, information and training) however, the results also indicated that we are lagging behind other authorities in a few specific areas of satisfaction ranking:

Walking / Cycling Aspect	Ranking (of 75 Nationally)	Ranking (of 40 Unitary Authorities)
Cleanliness of Pavements	51	26
Pavements being kept clear of obstructions	47	26
Cycle Parking	53	32
Cycle Facilities at Place of Work	70	37
Information about Rights of Way Routes	56	31

Each of the above aspects received a score below 50%, some with a high (over 10%) 'scope for improvement' against the best performing authority.

3.6.2 Commentary:

The improvement in public satisfaction in relation to the walking and cycling themes since the 2009 survey is pleasing, and due no doubt, to the significant investments made in providing pedestrian facilities and enhancing & extending the cycleway network under the LTP programmes, aspects which scored reasonably well in the survey. The

aspects listed above are quite specific, and relate to particular questions asked in the NHT survey.

3.6.3 What we've been doing to improve these aspects of walking and cycling:

- Pavements are inspected at regular three-monthly intervals and any physical obstructions that present a risk to highway safety are reported and acted upon, using powers that the Council holds under the Highways Act. It should be noted that the Police are responsible for enforcing obstruction due to pavement parking etc. Footway obstructions within the town centres are often a cause for complaint and here a balance has to be drawn between ensuring clear, un-restricted pedestrian routes and accepting shops & businesses' desires to display or advertise their goods etc. A draft 'A-board' policy was drafted, which proposed a licencing system, however this has not been formally approved or adopted due to concerns over the additional financial and administrative burdens it would impose. Public safety is the prime rule in gauging whether enforcement action is taken in all circumstances.
- A specific, Borough-wide cycle survey was undertaken at the start of 2013. There were 259 responses to the survey and many respondents provided 'open comments' on what would encourage them to cycle more often and provided views on the current cycleway network. These comments have highlighted a variety of local issues, which we have now started to address, for example: the signage of the 'Runcorn Loop' cycleway network is being improved under a 3 year programme following work with Sustrans to identify problems with existing routes; The creation of a Widnes cycle loop is also a 'work-in-progress', and addressing route signage deficiencies and gaps in the network where it is feasible and practicable to do so.
- 'Street-pod' cycle parking has been trialled at Runcorn baths. This system provides a more secure 'docking' point for bikes and it is intended to expand this system and provide cycle lockers at other popular cycle destinations and interchanges.
- The provision of cycle facilities at new and expanding retail and commercial developments already forms part of the planning process, with developers being required to provide 'Travel Plans' (or review and revise existing Plans) where appropriate, usually by conditions that are imposed on planning approvals. Most recently, our requirements have focussed on the provision of more secure, higher-quality provision, rather than the simple, economy driven multi-rack systems.
- Employers' adherence to their Travel Plans is monitored by the Council and every opportunity is taken to encourage firms to

implement their recommendations, including if necessary, a review of the proposals to keep them up-to-date.

- A 'Facebook' page has been set up and went live in December 2012. <https://www.facebook.com/haltonprow> . The site is a major step forward, providing an information exchange between local users of the routes in Halton and the highway officers responsible for the management and maintenance of the PROW network.

3.6.4 What we plan to do in the future:

- The LTP four-year implementation programme runs to March 2015 and within scheme designs, cycle parking provision will be considered at neighbour centres undergoing improvement and at other key destinations on the cycle and greenway routes being created or upgraded through the period.
- The National Institute for Health and Care Excellence (NICE) has published guidance on how people can be encouraged to increase the amount they walk or cycle for travel or recreational purposes (PH41 Walking and Cycling). Transportation officers are working together with the Council's Public Health Department on a joint Action Plan to promote walking and cycling and implement physical measures that will help meet public health and transport goals.
- Halton's LSTF bid contained proposals for the provision of match-funded grants of up to £10,000 to encourage employers to invest in supporting sustainable transport modes – including provision of shower facilities and cycle parking at workplaces. Should LSTF funding be available to the Council in the future, this could secure a significant improvement in modal shift for journeys to work in the Borough.
- The series of leaflets providing information about walking routes in Halton (mainly in the Parishes) have been available for several years and supplies are regularly replenished in any establishment willing to stock them. However, the old format now needs to be revised and an up-to-date electronic version created, so that they can be downloaded and printed from the website making them more convenient and useable.
- Maintenance work required to rural rights of way is now carried out in-house by the Open Spaces Department. This work includes signage improvements and, where appropriate, the conversion of stiles to kissing gates, which further enhances the accessibility of the routes.

4.0 POLICY IMPLICATIONS

- 4.1 There are no policy implications arising from the report. All measures and interventions that are mentioned as being underway or planned for the future are in line with existing transport policies contained within the LTP3.

5.0 OTHER IMPLICATIONS

5.1 Resource Implications

The costs of the various interventions described in the report are primarily funded from the Transport Capital Block Grant. Whilst the additional ad-hoc grant funding for Highway Maintenance is to be welcomed, Integrated Transport grant allocation has been reduced severely during the current comprehensive spending review period compared to previous levels of funding. This continues to restrict the extent of works and services that can be provided to Halton residents and the travelling public. As detailed in paragraphs 3.5.4 and 3.6.4, several projects and schemes have been put on hold due to the LSTF bid being unsuccessful. It is unlikely in the present economic climate that a further tranche of sustainable transport grant will be made available.

5.2 Sustainability

The themes of public transport, walking and cycling covered in the report are all critical to the successful delivery of Council's local sustainable transport policies.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

There are no specific implications in relation to this report.

6.2 Employment, Learning and Skills in Halton

The availability of affordable and reliable public transport and the provision of sufficient, quality infrastructure to support alternative, sustainable transport modes is a key factor in ensuring access to employment for local people. As described in paragraph 3.6.3, Employers are encouraged to develop travel plans for their workplace and, subject to the availability of funding in the future, the Council may provide further support to employers who promote smarter travel choices.

6.3 A Healthy Halton

The continuing promotion of sustainable transport modes, walking and cycling and the provision and improvement of highway infrastructure to support these travel choices, is aimed at encouraging healthier lifestyles and improved health. The NICE Public Health guidance PH41 referred

to in paragraph 3.6.4 introduces a welcome further facet to this important component of local transport strategy.

6.4 A Safer Halton

The report describes how recent, targeted highway maintenance spending and the plans for further enhancements to the service, will contribute to improving the serviceability of the network and ensure that the highway asset remains in a safe condition for all users. Walking improvements, delivered through the LTP integrated transport programme delivers a range of footway schemes, new and improved crossing points etc. and targeted pedestrian safety improvements.

6.5 Halton's Urban Renewal

The range of measures described in the report all contribute to the development and enhancement of the built environment and infrastructure, with the aim of creating a well-connected, accessible and sustainable Borough that will support and encourage economic growth and employment.

7.0 RISK ANALYSIS

There are no risks associated with this report

8.0 EQUALITY AND DIVERSITY ISSUES

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

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

Document	Place of Inspection	Contact Officer
NHT Survey Results 2012	http://nhtsurvey.econtrack.co.uk/	
NHT Survey KBI & BI Analysis	Transportation, Rutland House, Runcorn	Dave Cunliffe
HBC Cycle Survey	Transportation, Rutland House, Runcorn	Jonathan Farmer
LSTF Bid 2012	Planning and Transport Policy Division Municipal Building, Widnes	Alasdair Cross
NICE Guidance PH41 Walking and Cycling	http://www.nice.org.uk/PH41	

REPORT TO:	Environment and Urban Renewal Policy and Performance Board
DATE:	12 June 2013
REPORTING OFFICER:	Strategic Director, Policy and Resources
PORTFOLIO:	Transportation
SUBJECT:	Highway Maintenance in Halton
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 To inform the Board on how the Council's Highway Maintenance service is developing in order to satisfy the demands of its statutory functions and public expectations in the face of increasing pressures to maximise efficiency and improve value for money. It in part responds to the findings of the National Highway and Transportation Survey as reported elsewhere on this agenda and also responds to various enquiries made by Board Members regarding the Council's highways maintenance function.

2.0 RECOMMENDATION: That the contents of the report are noted.

3.0 SUPPORTING INFORMATION

3.1 Introduction

- 3.1.1 Halton Borough Council is a Highway Authority as defined by the Highways Act 1980, with a duty to maintain all highways classed as being "maintainable at public expense" which fall within its area of control.
- 3.1.2 Within the Highways Act, the level of service and method of delivery are not specified. However, safety and the level of use of a road are two of the industry accepted parameters used in deciding the level of maintenance to be applied to a given section of the network.
- 3.1.3 The UK Road Board's "Well Maintained Highways", the national Code of Practice for highway maintenance management was published in July 2005. It provides local authorities with guidance on highways management in an ever changing environment, creating a strong foundation for a positive and lasting maintenance policy. The Code of Practice gives guidance on strategic policies and recommends standards of maintenance
- 3.1.4 Adoption of the recommendations of 'Well Maintained Highways', though not mandatory, is viewed to demonstrate alignment with best practice and delivery of best value. It is accepted, however, that local

variations to the practices and levels of service recommended by the Code may be required according to the particular circumstances of Local Authorities.

3.1.5 HBC's level of service is defined within its Highway Maintenance Strategy document. This provides definitions of intervention levels for carriageway and footway defects and the frequency of walked and driven safety inspections of the highway network. More information in this regard is provided in Section 3.6 of this report.

3.2 HBC's Highways Network

3.2.1 HBC's Highways Inventory Data is as follows:-

A Class Road*	-	50 km
B Class Road*	-	19 km
C Class Road*	-	62 km
Unclassified Road*	-	411 km
Footways/Footpaths	-	734 km
Gulliksen Footpath**	-	27 km approx.
Gullies	-	30,000 approx.

* Road length is based upon start and finish points of road network and no adjustment is made in these particular figures for lengths of dual carriageway.

** Network of housing estate footpaths and alleyways which became responsibility of Highway Authority following housing stock transfer

3.2.2 Within Halton there are also 383 bridges, culverts, subways and retaining walls crossing or supporting the highway. HBC owns and is responsible for 274 of these structures (including the Silver Jubilee Bridge (SJB) complex and associated structures). The remaining 109 are owned and maintained by other organisations such as the Highways Agency (trunk roads and motorways), Network Rail (railways), Manchester Ship Canal Company (Bridgewater Canal and Manchester Ship Canal) and other private companies.

3.2.3 Highway authorities are responsible for operating, maintaining and improving their highway assets under ever increasing demands that include: -

- Under funding both by central government and within some Local Authorities;
- Manpower shortages – both in terms of staff and skill shortages;
- Ageing highway network – compounded by underfunding generating a backlog of maintenance works – please refer to the findings of the National Annual ALARM Survey in Section 3.9 below;

- Increased accountability – to the members of the public and funders;
- Increased public expectations – greater public awareness and consultation have led to greater demands and expectations

3.2.4 The highway network is the Council's biggest and most extensive physical asset. Local Authorities are moving towards a more structured approach to the management of their highway assets and applying asset management principles as a means of prioritising and targeting resources. The Local Transport Plan (LTP) is a document that describes the direction and strategy for the delivery of transport related services. The current LTP guidelines produced by central government require every local authority to demonstrate that they are managing their transport asset effectively. This is to be achieved through the production of a Transport Asset Management Plan (TAMP).

3.2.5 HBC prepared its first TAMP in 2007 to provide a tool with the potential to:

- Support the Corporate need for detailed information on its assets held authority wide
- Establish and communicate a clear relationship between the programme set out in the TAMP and the authority's LTP targets and objectives
- Ensure existing highway assets are in a condition compatible with the delivery of the LTP
- Enable the value for money of local road maintenance to be considered more effectively against other local transport spending, eventually assisting in local transport strategy and plan production
- Obtain and organise information to support Whole Government Accounting (WGA) requirements;

3.2.6 HBC included within its Whole of Government Accounts return for 2012 that the Gross Replacement Cost of all highway infrastructure (i.e. including bridges, lighting etc) was £1.379 billion with a Depreciated Replacement Cost allowing for asset condition of £1.064 billion.

3.3 Highway Maintenance Funding

3.3.1 Highway maintenance funding is allocated from capital or revenue sources.

3.3.2 Capital funding is primarily used for major programmed structural renewal of carriageways and footways on the Primary Route Network and other more important A Roads within the Borough.

3.3.3 Maintenance expenditure funded by the Council's revenue budgets covers both programmed and preventative maintenance of the remainder of the Borough's network and small scale reactive

maintenance of the whole of the network. Winter maintenance services are also funded from revenue budgets.

3.3.4 When considering the funding information provided in 3.3.5 and 3.3.6 below it should be recognised that over the last 8 years the cost index HBC have used to adjust contract base prices for highway maintenance has increased by over 40% largely due to big increases in fuel and bituminous materials costs over that period of time. The consequences of static or reducing funding availability continue to be compounded by these increases in costs.

3.3.5 Capital Funding

3.3.5.1 The Department for Transport (DfT) provides a Highways Maintenance Block grant stream to local government (outside of London) via formula. This formula involves a number of parameters (including road lengths, traffic volume, winter conditions factors etc) which go through a complicated weighting process to define each local authority's entitlement to a share of the national highway maintenance pot.

3.3.5.2 HBC's Highway Maintenance Block is used to fund major maintenance of all highway infrastructure including bridges and street lighting.

3.3.5.3 The table below indicates the element of the Highway Maintenance Block which has been allocated solely for major programmed structural renewal of carriageways and footways.

Year	2010/11	2011/12	2012/13	2013/14
Block (£)	1,430,000	1,287,677	1,365,273	1,140,000
Additional * (£)	169,200	348,440	-	355,000
Total (£)	1,599,200	1,636,117	1,365,273	1,495,000

* This table also indicates additional ad hoc DfT Grant allocated to local authorities (using the Block Grant formula) to recognise the accelerated deterioration of highway condition resulting from successive periods of exceptionally severe winter weather and flooding. It also shows that if these additional allocations are excluded, general funding for highway maintenance has decreased by £290,000 since 2010/11 (a 20% decrease).

3.3.5.4 It should be noted that separate DfT Major Maintenance scheme funding for bridge maintenance within the SJB Complex has allowed the Block funding allocation to be significantly biased towards highway maintenance, enabling more carriageway and footway schemes to be carried out in recent years than had been the case before the SJB bid was approved.

3.3.5.5 However, it should also be noted that when the current SJB major scheme funding expires in 2015/16, an appropriate proportion of the Block allocation will again be required for bridge maintenance expenditure, thus reducing the total available for highway maintenance.

3.3.6 Revenue Funding

3.3.6.1 The Council's revenue funding for highway maintenance is split across two areas. The first of these addresses programmed and preventative maintenance of carriageways and footways which are not covered by capital funding. The second covers reactive (including individual pothole, footway, safety barrier, highway drainage repairs), routine (including gully cleansing and road marking renewals) and winter maintenance services for the entire network.

Year	2010/11	2011/12	2012/13	2013/14
Programmed (£)	912,640	940,020	807,620	819,330
Reactive (£)	1,507,790	1,546,400	1,463,770	1,521,810
Total (£)	2,420,430	2,486,420	2,271,390	2,341,140

3.3.6.2 The reduction in total revenue funding for highway maintenance in 2012/13 indicates the contribution made to achieving Council wide budget savings targets.

3.3.6.3 Whilst this funding appears significant, the amount of work that it allows to be carried in relation to the whole highways network is relatively small. For example:

- of the 411 km of unclassified road (mainly roads in residential estates) we were only able to treat or resurface approx. 10km or 2.5% last year
- of the 760km of footways/footpaths we were only able to treat or reconstruct approx. 28km or 3.7% last year.

3.3.6.4 This limited ability to address highway maintenance issues, especially in residential areas, has in recent times been reflected in our performance indicators that have shown deterioration in some areas.

3.4 HBC Bridge & Highway Maintenance Division

The Bridge & Highway Maintenance Division is broken down into two Sections the responsibilities of which are as follows:

3.4.1 Bridge & Major Highway Maintenance Section

- Maintenance, management, strengthening, inspection, assessment, repair and monitoring of all highways structures owned by HBC.
- Prioritising, programming and delivering major schemes to address reconstruction and resurfacing of carriageways, footways & footpaths and the annual surface treatments programme which includes surface dressing and micro asphalt works. These processes are explained in more detail in Appendix A to this report.
- Formal asset management planning including development of the Highways Asset Management Plan.

3.4.2 Reactive & Routine Highway Maintenance Section

- Undertaking cyclic Section 58 safety inspections (walked or driven) of HBC's carriageway, footway, busway, cycleway and footpath network including town centres and council owned car parks. More information regarding Section 58 inspection process is outlined in Section 3.6 of this report.
- Making safe and repairing all highways defects requiring intervention identified either through Section 58 inspection or public complaint.
- Assisting in HBC's defence of claims for compensation related to highways defects.
- Providing an out of office hours highways response service.
- Preparing and implementing programmes for routine maintenance of highways assets including highway drainage, road markings, safety fencing and pedestrian guard railing.
- Managing HBC's winter highway maintenance service.

3.5 **Programmed & Preventative Highway Maintenance**

3.5.1 Planned, preventative maintenance, which includes resurfacing at regular intervals, is the most cost effective method of keeping the road surface in good repair. The experience of the highway maintenance industry is that it is at least 20 times more expensive to continuously patch and mend than it is to undertake long lasting repairs. Ensuring that the highway network is durable, safe and fit for purpose is vital to avoid unnecessary traffic congestion and delays, and to make best use of existing assets.

3.5.2 Carriageway

- 3.5.2.1 The selection of works is based upon independent condition surveys of the network. These are currently carried out by Yotta DCL and comprise two elements, a machine survey (SCANNER) of the classified A, B and C network and a Detailed Visual Inspection (DVI) survey of a rolling third of the unclassified network. The results from the SCANNER survey are banded into red, amber and green with the red areas being reported within local performance indicator PPT LI 17. The DVI survey is banded into red, green and grey areas, but these bandings have a different meaning to those created by SCANNER so are not comparable. In this case Red means above threshold defects, Green means some defects but not above threshold value and grey indicates no defects. These results are also reported within PPT LI 17.
- 3.5.2.2 Historically, many Highway authorities have targeted worst first and only treated those roads which are in the Red band. HBC don't follow this methodology as it is considered that this is an inefficient use of financial resource. This is because the worst roads require the most expensive remediation. Consequently, due to budget constraints, we can't afford to treat as many defective areas. Instead we spread our available finance resource with the aim to prevent roads deteriorating from "Amber" into "Red" as well as completing some of the Red roads and the high rated Ambers to prevent them becoming Red and further lowering our performance indicator score. This is also in the interests of value for money as it has been demonstrated that a "stitch in time" approach, addressing an area prior it being triggered as Red can reduce the scope of structural maintenance and provide a more cost effective method of directing resources.
- 3.5.2.3 From the DVI results we select approximately 10% of the unclassified network to complete our own site visits from which we then determine the roads which will receive treatment. This is based upon those which have a greater percentage of their length highlighted as deteriorated as well as those which are on more locally important routes or spine roads. We aim to complete larger sections where possible to achieve economies of scale and maximise the usage of the Traffic Management (cones, temporary lights etc).
- 3.5.2.4 Further information regarding the types of treatment and materials used for programmed and preventative maintenance of carriageways is provided in Appendix A of this report.

3.5.3 Footway

- 3.5.3.1 The footway network was the subject of an entire network condition survey in 2008. From this, the network was split into thirds based upon overall assessed condition. In order to reduce

the likelihood of successful trip and slip type claims against the Council, works are addressed on a worst first basis.

- 3.5.3.2 Reconstruction of the worst third of the original prioritised list has been completed and attention is currently focussed on addressing the middle third. The 2008 survey is being sequentially updated each year with further independent surveys which over a period of a few years will complete the entire network again.
- 3.5.3.3 There are a number of defects identified in the footway assessment:-
- Bituminous Footways - Depressions, bumps, rutting, structural rutting, plastic deformation, cracking, mosaic and linear.
 - Modular/Concrete Footways – Broken flags, cracked, loss of jointing material, rocking, spalling, widening of joints, cracking.
- 3.5.3.4 This survey information is processed to score footways in respect of condition. These are ranked in score order, and the location is then assessed by the Footway Engineer for possible major reconstruction work. After detailed inspection the areas in poorest condition are prioritised for major reconstruction work or surface treatment works. During this assessment a check is made of any drainage issues in that location which may require design of remedial measures. This will involve a level survey being undertaken to ensure that drainage falls away from properties or to allow identification of improved drainage measures such as new gullies or drainage channels.
- 3.5.3.5 A footway reconstruction is undertaken where the structure of the footway is failing, or the surface has deteriorated to a level whereby small repairs are not financially viable. This work generally involves removing the damaged surface materials, replacing the kerbs, excavation of the existing construction and replacing with new sub base material to strengthen the footway. However, where possible the kerbs are retained, particularly if they are in good condition.
- 3.5.3.6 Failure of flagged footways is invariably due to persistent overrun of vehicular traffic exposing the footway construction to concentrated loading it is not capable of sustaining. It is council policy to replace failed flagged footways with flexible bituminous materials as this is a more durable and robust solution which is less likely to be the source of future compensation claims. .
- 3.5.3.7 If the surface material in the footpath is of a bituminous material and the surfacing is aged but not yet falling apart then the use of a surface treatment in the form of slurry can be considered. This method involves applying a slurry seal which is a mixture of cold bitumen emulsion and fine aggregate. This is brushed onto the

footway and will seal the surface against ingress of water, prevent further disintegration of the existing surface, and add a texture to the existing footway which provides a uniform slip free walking surface. Prior to this work the footway is inspected and any defects repaired. A regulating course of Slurry surfacing can also be used to fill in any depressions in the footway. If this method is used it will also generally involve some pre-patching works where damaged kerbs are replaced and any defects are repaired prior to the slurry treatment.

- 3.5.3.8 The programme of programmed and preventative works is split into phases for the Contractors. The reconstruction works are carried out by our Term Maintenance Contractor whilst RMS Ltd carries out surface treatment works.

3.6 Reactive Highway Maintenance

- 3.6.1 Reactive maintenance issues involve the making safe and repairing of highways defects which have been noted either as a result of Section 58 Inspection, from public complaint or as notified by emergency services or other agencies.
- 3.6.2 These defects tend to be related to carriageway potholes, irregularities in footway surfacing, missing gully frames and other iron work and damage to barriers and guard railings resulting from road traffic collision.
- 3.6.3 Further information regarding the types of treatment and materials used for reactive maintenance of carriageways, is provided in Appendix B of this report.
- 3.6.4 Section 41 of the Highways Act 1980 places a duty on the Highway Authority to maintain the highway in a condition that is safe for users.
- 3.6.5 In order to succeed with a claim against the Highway Authority, a person injured or suffering a loss due to a defect on the highway needs to show that the Highway Authority has not complied with its duty to maintain the highway in a safe condition
- 3.6.6 Section 58 of the Highways Act provides the Highway Authority with a defence against such a claim if it can demonstrate that it has taken all reasonable care to maintain the highway in a condition that is safe for users.
- 3.6.7 Provided therefore, that the Highway Authority records any such system of inspection and repair, and that the period between inspections is reasonable, as is the time allowed for repairs to be undertaken once defects have been found, the Highway Authority may be able to rely upon the Section 58 defence to defeat any claim by an injured person who suffered an injury or loss even if at the time of the accident the defect was dangerous. If the Highway Authority can show

from its documented records, that at the time of its last inspection before the accident the defect was not present or not considered to be dangerous, the Section 58 defence is likely to succeed. By contrast, if a Highway Authority was aware of the defect but had taken an unreasonable period of time to repair it, the Section 58 defence is unlikely to succeed.

- 3.6.8 HBC's maintenance strategy defines inspection frequency and defect intervention levels. This requires inspection of the entire network to be undertaken every 3 months, with the exception of Town Centres which are inspected monthly. Generally, HBC define that any defect of height or depth exceeding 40mm in carriageways, 20mm in footways or 10mm in town centres requires intervention.
- 3.6.9 All inspections are carried out on foot except for high speed routes such as the expressway network which are driven.
- 3.6.10 The process for identifying, making safe and repairing defects is delivered through three Section 58 Inspectors and two Senior Engineering Technicians.
- 3.6.11 The engagement of Tarmac as HBC's new Highways Term Contractor (see Section 3.9 of this report) has provided opportunities to improve the efficiency of how this element of the service is delivered.
- 3.6.12 Prior to the new contract there had been a reliance on paper based records being manually transferred into the council's Mayrise highways asset management system.
- 3.6.13 Although any emergency defects requiring action within a 2 hour limit will continue to be rung through to the contractor, Section 58 Inspectors will log defects directly into hand held electronic devices which will automatically locate the defect by way of GPS and can record a photograph which is stored with the relevant information. This information will then be downloaded at the end of the day and automatically sent to the Senior Engineering Technicians via the Highway Defect database. They in turn, have their own handhelds which will allow them to confirm the defects and log the remediation required.
- 3.6.14 This information is then sent directly to the Contractor through the same Highway Defect database and once they have completed works they will respond back through the system, including photographic confirmation which will allow the cycle to be closed. This will give HBC greater visibility of the status of the defects and the repairs and will reduce the admin requirements on staff as they will not be manually entering previously collected information.
- 3.6.15 The total numbers of highways related compensation claims received by the council over the past 4 years is shown below:

Year	2009/10	2010/11	2011/12	2012/13
No of claims	131	149	127	150

3.6.16 A **typical** claim, unsuccessfully defended by the Council in Court could cost the Council anywhere in the order of £5k to £25k. In reality the Council could be liable up to the £120k corporate insurance excess limit.

3.6.17 A significant proportion of these claims do not proceed any further once HBC have provided an initial response to the particulars of the incident and it is estimated that the Council is successful in defending 85% of claims which do proceed.

3.6.18 It should be noted that bulk of any costs incurred by the Council relate to legal costs generated under the “no win no fee” advocacy regime. As from 1st August 2013 however, new legislation is being introduced which changes the protocols for submission of claims and introduces a fixed cost system for legal costs. This will provide more certainty to Highway Authorities in determining potential financial exposure and is expected to drive down the total costs of successful claims.

3.7 Winter Highway Maintenance

3.7.1 HBC provide a highways winter maintenance service in accordance with a Winter Maintenance Plan which is geared essentially at keeping traffic moving safely both through and within the Borough during frost, snow and icy conditions. It prioritises the treatment of the classified road network, major distributor routes and bus routes. This comprises around 45% of Halton’s road network. Five carriageway gritting routes are scheduled to ensure treatment within the target time of four hours.

3.7.2 In terms of pedestrian routes, routine precautionary gritting of most footbridges and many strategic footpaths comprise around 12,000 sq.m of pathways at 23 separate locations. Treatment (either by grit or liquid de-icer on footbridges) is carried out by hand or using propelled salt spreaders and takes four hours to complete. It is a very labour-intensive operation and places a high demand on both labour and financial resources.

3.7.3 The Plan also provides for an escalating response to deal with severe and / or prolonged winter weather events:

- Secondary Routes – gritting to estate collector roads, access to commercial areas, schools, local centres etc. - 27 area locations;
- Major pedestrian routes in Widnes and Runcorn town centres
- Town centre car parks – 8 locations;
- Footway / Footpath gritting at 44 school locations comprising 24,000 sq.m;

- Snow & Ice clearance to pedestrian routes in and around local centres;
- Lists of schools, colleges, health centres, doctors' surgeries, nursing and elderly persons' homes for targeted treatment at these establishments as resources permit.

3.7.4 These latter two activities usually involve deployment of the Streetscene workforce, diverted from other routine duties during severe weather.

3.7.5 The highways term contractor only provides the personnel to load and drive the gritting fleet and to restock highways grit bins. All procurement and ongoing maintenance of the gritting fleet and operational equipment, procurement and storage of salt supplies, development of the Winter Plan and instruction to mobilise, based upon weather forecasting data, is undertaken directly by HBC staff.

3.8 Current Issues

3.8.1 Pothole review

3.8.1.1 In April 2011, the Transport Minister announced an initiative to develop best practice in dealing with potholes. This followed increasing public concern about the widespread damage to the country's road network caused by severe winter weather. The final report of the review was published in April 2012.

3.8.1.2 The review focussed on three main themes:

- Prevention is better than cure – intervening at the right time will reduce the amount of potholes forming and prevent bigger problems later.
- Right First Time – do it once and get it right, rather than face continuous bills. Guidance, knowledge and workmanship are the enablers to this.
- Clarity for the public – local highway authorities need to communicate to the public what is being done and how it is being done.

3.8.1.3 From these themes, the report made seventeen recommendations for Government, local highway authorities (LHA) and others to take forward. Twelve of these recommendations require LHA action within suggested timescales and HBC are committed to addressing these.

3.8.1.4 Addressing the themes in the report:

- *Prevention is better than cure* - HBC has consistently attempted to maximise the effectiveness of its surface dressing and slurry sealing preventative maintenance

programmes. In particular by targeting these resources to those elements of the carriageway and footway network where it has been recognised that incorporating measures to prevent further ingress of moisture will delay deterioration of existing defects and defer the development of potholes and onset of major structural maintenance.

- *Right First Time* – HBC attempts to adopt permanent repairs as the first choice solution. Temporary repairs are only used in emergency circumstances and where safety cannot be managed using alternative approaches.
- *Clarity for the public* – Section 3.9 of this report describes how a new highways term contract has been awarded to Lafarge Tarmac Ltd. This is a partnering form of contract structured to allow the Contractor to offer its expertise in processes, treatments and materials to the Client to arrive at more effective and value for money solutions. These options are being jointly discussed and will develop over the early months of the Contract with a view to being incorporated into a published policy. This policy will include clear details of HBC's implementation plans for the prevention, identification, reporting, tracking and repair of potholes.

3.8.2 HMEP

- 3.8.2.1 The Highway Maintenance Efficiency Programme (HMEP) is a sector-led transformation programme designed to maximise returns from highways investment and deliver efficient and effective services. Aimed at the local highways sector, the programme runs to 2018 and is sponsored by the Department for Transport.
- 3.8.2.2 HMEP is a partnership between public and private sectors, and the programme team consists of representatives from local and highway authorities, companies and central government.
- 3.8.2.3 The HMEP vision is that over time, those involved in highways maintenance delivery (local authorities and industry), will have adopted an ambitious and longer-term approach which will:
- Continuously seek new and improved ways of delivering services to highway users and managing highways assets;
 - Make use of collaborative partnerships to improve processes and outcomes;
 - Deliver a sustainable balance between meeting the needs of highways users, improving quality and minimising costs.
- 3.8.2.4 One of the key elements of the services offered by HMEP relates to developing options for improving efficiency in

procuring and delivering highway maintenance services by working collaboratively with other authorities and by standardising contracts and specifications.

- 3.8.2.5 HBC have embraced this philosophy by working in collaboration with Warrington BC to procure a new highways term contractor for both authorities. Although the standardised HMEP contract documentation and specification had not been published at the time of this procurement, by engaging the services of consultants CWC Ltd, who were working with HMEP to develop the standard form of contract, HBC and Warrington have a contractual engagement which virtually replicates the HMEP standard and is therefore at the forefront of its application.

3.8.3 Annual Alarm Survey

- 3.8.3.1 Each year the Asphalt Industry Alliance (AIA) commissions a survey of highways departments in all local authorities in England and Wales. The aim of the survey is to build a picture of the general condition of local roads and the levels of maintenance activity as well as the levels of funding required to ensure that they are in reasonable condition.

- 3.8.3.2 By collating and publishing this information for local authorities, the AIA seeks to give a voice to the views of those responsible for maintaining the vast majority of the road network.

- 3.8.3.3 The 18th Annual Local Authority Road Maintenance (ALARM) survey was completed by 75% of authorities in England and Wales and was published on 14th March 2013.

- 3.8.3.4 Some of the issues identified included:

- The number of potholes repaired over the last year rose to over two million, an increase of 29% on the previous year
- There is an £829m annual funding shortfall in England and London
- 1 in 5 roads have a residual life of less than 5 years
- Even with adequate funding and resources in place it will take 12 years to clear the backlog of maintenance in England.
- The cost of damage to roads caused by the extreme rainfall in 2012 has been estimated at £338m
- It is estimated that there will be a “one-off” cost of £10.5 billion to get the nation’s roads back into a reasonable condition

- 3.8.3.5 The report also publicised findings of a YouGov Survey conducted in December 2012 which concluded that the poor

condition of the local road network, which accounts for 95% of the nation's roads, is costing SME businesses a cumulative £5billion/year through reduced productivity, increased fuel consumption, damage to vehicles and delayed deliveries.

3.9 New Highways Term Contract

- 3.9.1 Until 31/05/13, works associated with both improvement and maintenance of the highway network were delivered through two separate term contracts with Lambros (Paving Contractors) Ltd and Amey LG Ltd respectively.
- 3.9.2 Following a procurement exercise undertaken collaboratively with Warrington BC, as from 01/06/13 all works are being delivered through a new single term highways contract awarded to Lafarge Tarmac. The award was approved by Executive Board on 28/02/13.
- 3.9.3 This is based upon the latest NEC3 Term Services Contract (TSC), which embraces modern principles of contract engagement and is more suited to the type and range of highway services and works we provide than the contractual forms previously engaged.
- 3.9.4 The Highways Maintenance and Efficiency Programme (HMEP), the DfT sponsored highway sector led organisation, set up to drive efficient and effective local highway services, endorse and advocate the use of this contract form by highway authorities. Together with Warrington BC, council officers have worked with Consultants engaged in the HMEP programme, to develop a 'tailored' NEC3 highway TSC for the two Councils.
- 3.9.5 Use of the TSC will promote a more collaborative, partnering approach to the delivery of highway services and works. It enables risk to be identified and allocated, so that costs can be controlled by whichever party is best placed to manage the risk.
- 3.9.6 The NEC3 TSC form of contract contains three options, each of which deals with the allocation of risk differently, depending upon the nature of the services to be performed. Halton's proposed Highway Improvement and Maintenance TSC utilises all three options:
- Option A: Schedule of Rates pricing is used generally for reactive highway repair works, where the risks of being able to perform the service (regardless of quantities, location and site constraints etc.) at the agreed prices, are largely borne by the Contractor;
 - Option C: Target Cost method of pricing is used for planned and programmed work, for example highway improvement and maintenance schemes and the winter service, where the risks can be better identified, costed and shared between the parties. This approach requires early contractor involvement in the

development of schemes and programmes and should result in better value for money in scheme delivery;

- Option E: A cost reimbursement method is used solely for emergency work where the type and scope of services required is unknown and the Council takes responsibility for the financial risk.

3.9.7 In this way, the costs of works and services to be carried out under the Contract can be better managed and controlled, which should result in greater efficiencies and enable more to be delivered from the available budgets.

3.9.8 The contract contains a Partnering Information schedule, which includes a set of partnering objectives and places obligations on the parties, together with the supply chain, to achieve more efficient ways of working together to deliver improvement in the provision of the Service.

3.9.9 An important theme of the contract is the delivery of continuous improvement. This is monitored through a suite of Key Performance Indicators (KPIs) and the schedule describes how performance measurement will be used throughout the course of the contract and details of the initial KPIs and targets. Performance against the KPIs will be taken into account in deciding whether to recommend an extension to the service period or to reduce the Contractor's 'gain share' of target cost under Option C.

3.9.10 Among the initiatives which the Tarmac contract presents will be the potential to introduce a comprehensive asset management package, which complements the current suite of highway condition assessment surveys detailed in Section 3.5 of this report. HARP (Highway Asset Renewal Partnership) utilises an innovative surveying technique to map and evaluate the true condition of the highway asset. Once the survey is complete, condition data is analysed and used to build the most cost effective programmes of work and help to secure the funding required to maintain the road network.

3.10 Conclusions

3.10.1 As reported separately to this Board, a National Highway and Transportation (NHT) public satisfaction survey was undertaken in the Borough in 2012.

3.10.2 The survey results showed that in common with other highway authorities nationally, Halton residents place high levels of importance on condition of the highway network. Both the condition of roads and of footways/footpaths scored particularly highly for importance, but these two aspects of the service were also perceived to be most in need of improvement by the public.

3.10.3 The continued provision of a local highway network, which is safe to use and fit for purpose is essential for the economic and social wellbeing of the Borough, is becoming increasingly difficult to sustain for a number of reasons including:

- Continued uncertainty regarding future DfT capital maintenance funding availability
- recent and future pressures on the Council to find savings in its revenue budgets
- Increased costs of materials and supplies
- The accelerated deterioration of the network created by a series of prolonged and exceptionally adverse weather conditions.

3.10.4 HBC will continue to investigate all options to address the satisfaction gap identified by the NHT survey and to mitigate any future erosion of the level of service posed by the above factors. These will include:

- Utilising the full range of quality and cost savings potentials made available through the collaboration and partnering ethos of the new Highways Term Contract.
- Continuing to consider the HMEP resources available to drive efficiency in service delivery
- Consideration of any elements of service delivery which could be delivered on a shared service basis with neighbouring authorities.

3.10.5 Ultimately, it may prove necessary to review the level of service provided by HBC in respect of its highway maintenance function and to potentially revise the Highway Maintenance Strategy document to consider:

- Reducing Section 58 inspection frequency
- Increasing defect intervention levels
- Increasing response times for defect remediation

3.10.6 The above actions are ones HBC are keen to avoid as they do not align with current public expectations and create a new untested context for the defence of highways claims. However, the continued erosion of funding at a time when all evidence points to a significant increase in funding being required to address a growing highway maintenance backlog dictates their consideration is becoming unavoidable.

4.0 POLICY IMPLICATIONS

4.1 Future budget uncertainties dictate that in order to at least maintain a level of highway maintenance service which satisfies current expectations, HBC will need to consider all options to drive improvements in quality and value for money.

- 4.2 Ultimately however, it may prove necessary to consider alternative levels of service within the Council's Highway Maintenance Strategy and Winter Maintenance Plan.

5.0 OTHER IMPLICATIONS

- 5.1 There are no other implications.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 6.1 Maintenance of a local highway network which is safe, fit for purpose and available for public use is important for the social and economic wellbeing of the Borough and necessary to avoid compromising ability to deliver any of the Council's strategic priorities.

7.0 RISK ANALYSIS

- 7.1 This report has been prepared for the information of the Board and as such no risk analysis has been undertaken. However, the risk associated with future reductions in funding availability for the provision of highway maintenance is that lower standards of service delivery in this important area and significant deterioration of condition of the highway network will follow.

8.0 EQUALITY AND DIVERSITY ISSUES

- 8.1 There are no Equality and Diversity implications arising from this report.

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

Document	Place of Inspection	Contact Officer
HBC Highway Maintenance Strategy	Rutland House	Ian Munro/Ian Jones
HBC Winter Maintenance Plan	Rutland House	Ian Munro
HBC TAMP	Rutland House	Ian Jones

APPENDIX A

Programmed and Preventative Maintenance of Carriageways

1. Programmed Resurfacing

1.1 Techniques to Resolve the Issues

1.1.1 Resolving Surface Condition

The decision on technique, will relate to the location of the site, whether it is urban or rural and the likely volume of traffic.

For urban situations, the preferred choice would be to plane & inlay a new surface course. As an alternative, where traffic volumes are low or in residential housing areas, surfacing such as slurry seal, surface dressing and proprietary micro asphalts would be considered.

In rural situations, the solution would probably be a surface dressing or proprietary micro asphalt. In the case of surface dressing, it will eventually get to the stage where multi layers of dressing have built up over the years, bitumen will start to bleed through in hot weather, and at that stage the dressings will have to be removed and replaced with a surface course inlay.

1.1.2 Resolving Structural Condition

Structural failure is a very expensive problem to solve. It will involve the total removal of the bituminous layers (200 – 220mm) and the replacement of the granular sub base (250mm), followed by the renewal of the bituminous layers.

An alternative to reconstruction is full depth insitu recycling. This involves the rotovation of ~300mm of the road surface, injecting either bitumen or cement and rolling to provide a new foundation. Costs are high, but cheaper than full reconstruction and the method is not suitable for heavily trafficked roads. It needs a conventional surface layer to protect the material as it cures, but by its nature, has considerable environmental benefits.

1.2 Options for Surfacing Materials

1.2.1 Surface Course

Surface Course refers to the top layer of a blacktop road construction which provides the running surface for the traffic. It will contain a hardstone aggregate rather than a softer limestone aggregate to resist wear from the traffic.

(a) Thin Surface Course Systems (TSCS) / Stone Mastic Asphalt (SMA)

These materials were developed in Europe in the 1960's, with its first use within Halton being the mid 1990's. They are rut resistant, and on major roads can be laid without the need for a road closure due to the lack of need for a separate chipping machine. In urban areas, however, due to limited widths and health & safety requirements, road closures still tend to be the method of traffic management used.

The finish is smooth, quieter than a HRA with chippings and can consequently provide significant aural environmental benefits in urban residential areas. The surfacing can be thinner than HRA, ranging from 30mm to 40mm, with an aggregate size of 10mm or 14mm. As such, they are cheaper to purchase and lay.

However, Tarmac has introduced a 20mm size aggregate which can be laid at thickness up to 75mm, which is still classed as a thin surfacing system. This provides the benefit of removing the existing surface course and part of the binder course and replacing it with one layer whilst still retaining the structural properties. This can provide benefits for us both in time and money and is a useful method for improving structurally unsound unclassified urban roads which are carrying modern heavy vehicles.

Thin surfacing however, has its own problems. These range from a reduced life span of between 8 – 15 years, to a difficulty in laying by hand in small areas. The material is also prone to early life skidding issues until the surface bitumen has worn away. Guidance notes advise the installation of warning signs for the first six months of the surfacing life. There are also environmental issues as TSCS use approximately 3 times the amount of premium hardstone than a HRA with chippings surface would. This is a problem due to the premium quality hardstone being a finite and diminishing resource.

(b) Hot Rolled Asphalt (HRA) with precoated chippings

This was once the surfacing material of choice for all major roads and motorways. However, in the last 15 or so years, it has been replaced by Thin Surfacing / SMA's on the Trunk Road network and for a time on the Local Authority network.

HRA is a high grade asphalt product with a wide range of applications and is the most common type of carriageway surfacing in the UK for major roads. In terms of both durability and surface friction, there has been nothing better than HRA. However, because of the need to apply coated chippings to the surface as a separate but concurrent operation during laying, the process necessarily takes up more room across the width of the road leading to greater traffic congestion and so, higher road user costs and where specified, high chipping spread rates applied to achieve high texture depth can lead to subsequent loss of chippings after the road is opened to traffic.

In addition, technical advances in HRA have not kept pace with the increases in traffic flows, vehicle loads and increases in summer temperatures globally. The latter of these causes the asphalt to rut under load.

There is a school of thought that the forecast climate change of + 3 degrees summer temperature by 2020, will see the end of HRA as a heavy duty surface course.

Consequently, we limit the use of HRA with chippings to roads where rutting is less likely to occur due to the type and volume of traffic and the geometry of the road.

(c) High stone content HRA

This type of HRA does not require a separate process for rolling in chippings into the surface as the asphalt mixture includes small sized stone in the mix to give a surface texture. As such the Traffic Management requirements are the same as Thin surfacing /SMA. However, the macro texture is inferior to a HRA with chippings leading to its use on lower speed roads rather than high speed roads. It is a very useful material which due to its relatively high bitumen content and being sand based makes it virtually impermeable to water.

(d) Dense Bitumen Macadam (DBM)

Due to the low life span of between 5 – 8 years, and the need to surface dress the surface after a short period of time, this material is no longer used as a maintenance option for surface course within Halton.

1.3 Other Processes

(a) Retread

This is a variation on full depth recycling, but only deals with the top 100mm of surfacing and so it is used as an alternative to a surface course / binder course inlay. It is ideal for rural locations, or urban housing areas with little heavy traffic to provide a reasonable running surface. It involves rotavating the existing top 75mm minimum of blacktop, spraying with new bitumen and then rotavating again. The surface then has a surface dressing laid over the top. Consequently this gives the finished surface the same life span as surface dressing, but at increased cost. However, there are the obvious environmental benefits from recycling the in-situ materials in the reduction of vehicle movements and reductions in land fill. Unfortunately, it is rarely used in Halton as although it is ideal for rejuvenating unclassified urban roads, it requires 75mm thick minimum of existing blacktop to recycle which we simply do not have on our roads.

(b) Full Depth In-situ Recycling

In the case of reconstruction it is possible to rotovate the whole of the top 300mm of the road surface, inject bitumen and/or cement and roll to provide a new foundation. Costs are high but cheaper than full reconstruction and also quicker which can be a benefit to residents. As the material is processed in-situ it reduces the disruption to residents as they can drive over the material as the process continues unlike a full depth reconstruction which creates a huge hole in the road. Unfortunately, the method is not suitable for heavily trafficked roads and can have problems in urban areas due to buried services. It needs a conventional surface layer to be laid over the top to provide a durable layer that can be trafficked long term.

Other materials and processes are continuously being introduced but costs for these vary greatly, and care must be taken on site selection and cost benefit compared to conventional surfacing.

1.4 Deteriorating Safety

- 1.4.1 There are a number of ways to improve the Macro and/or Micro texture of a road surface. The most expensive method is to replace the existing top layer of blacktop with new material. This could be either with a new blacktop surface layer as described earlier, a proprietary High Friction Surfacing which are used in high risk areas or for lesser cost, where appropriate, a surface dressing. The alternative to replacement is to retexture the existing surface. This is available if the existing blacktop material is still durable and in acceptable condition other than the texture issues.

There are three processes which aim to achieve this from different approaches.

- Water Jetting
- Shot Blasting
- Bush Hammering

Water jetting is used to increase the Macro texture of a surface and can be used to remove excessive bitumen from a surface. It will not improve the Micro texture of the stone in the blacktop. It is relatively cheap and quick but can be detrimental to the long term durability of a surfacing as it removes more bitumen and binder from the surfacing than the other techniques. Usually the equipment is lorry mounted which makes it unsuitable for roundabouts and tight geometries.

Shot blasting can be used to improve both the macro and micro texture of a road surface as the individual shot chips and roughens the stone in the surfacing as well as removes bitumen and binder from around the stone improving the macro texture. It is a relatively new process in the UK with similar costs to water jetting. There are currently quality issues as the degree of retexturing is governed by the forward speed of the vehicle, the velocity of the shot and the size of the shot. Whilst companies and operatives become accustomed to the process, the results can be different from one pass to the next which can generate safety issues rather than solve them. It cannot be carried out in the rain which isn't useful in our climate.

Bush Hammering will improve the Micro texture of a road and can also slightly improve the Macro texture. The process involves spring loaded hammers being mechanically struck onto the road surface which chips the stone in the road surface which improves the micro texture and also strikes the surrounding binder removing small elements to improve the Macro texture. This is usually the process that is used in Halton as it is quick, cost effective and can be completed in the rain. There is only one supplier for this process in the UK who, by coincidence, is located in Widnes which means that they can usually fit us in around their other work.

2. Preventative Maintenance

2.1 Surface Dressing

Also known as “Tar Spray & Chip” as historically Tar was used, this process provides a new positive texture and waterproofs the underlying surface. The Polymer Modified Bitumen Binder glues and seals any surface cracking and prevents water ingress into the lower construction layers, whilst the chippings provide the new surface texture and provide a running surface for vehicles over the bitumen. It is similar to the analogy of repainting wooden windows that are structurally sound but whose paint has started to flake.

Again, there are problems associated with this process. A temporary 20mph speed limit needs to be maintained during the laying process and immediately after, to ensure the new chippings are sufficiently embedded. Due to the process having to “over chip” initially, there is the risk of claims from the public caused by loose chippings, although it is fair to say that the majority of these claims are due to the motorists exceeding the 20mph speed limit.

Due to the increased surface texture, it can also be a noisy surface, and for this reason, care is taken over the type of urban site it is used on, (usually slow speed urban residential), although there are no such limitations when it comes to rural sites. These issues can be reduced by the selection of a small chipping size if traffic volumes and types allow.

Another problem with Surface dressing when it is initially laid in an urban environment is that as residents reverse off their driveways, due to the narrow road widths they have to turn their steering wheels from lock to lock without moving the vehicle and rotating the tyres. This rolls the newly laid chippings under the tyres in the sticky bitumen which then leaves black circles of coated chippings which are unsightly and can be trafficked into properties on the soles of shoes etc. This is a phenomenon that has arisen over the last 5 years. Consequently, Surface Dressing is no longer carried out on narrow urban streets.

Life expectancy for surface dressing is in the region of 8 years, with whole life costs benefit being increased by repeating the process every 7-8 years. However, as mentioned earlier, roads that have had multiple applications of surface dressing are more likely to bleed in hot summer months and produce pools of bitumen on the surface. Remediation action in the form of high pressure water jetting can resolve this issue up to the point where the dressing needs to be removed and replaced with a new surface course. Consequently it is usual to only repeat the process 2 or 3 times.

2.2 Slurry Surfacing / Micro Asphalts

Slurry surfacing is a very similar process to surface dressing. The slurry is made up of water, bitumen, cement, stone and a binding agent. It waterproofs and holds together the fabric of the highway. It is fine graded and low in texture depth, and because of this, it is more suitable to low speed housing estates. Some heavy duty slurry surfacing with a larger aggregate size have the ability to regulate out minor undulations in the existing surface, up to say 6mm – 10mm. The life expectancy is similar to that of surface dressing, with a slightly increased cost. It is usually mixed and laid by hand leading to variable aesthetic quality and limiting the area that can be laid in a day.

Micro-asphalt Surfacing is a multi layer version of Slurry Seal and can restore a desirable profile, improving ride quality. It is typically undertaken on busy urban thoroughfares, housing estates and hard shoulders. The finished machine laid surface has low noise characteristics, and good riding qualities. It is an efficient process that allows us to reduce time spent on site and minimise disruption. It is, however, restricted by weather conditions, both rainfall and low temperatures.

2.3 Spray on processes.

Recently a family of new products have entered the UK marketplace and are still evolving. The first of these was sold as “moisturiser for roads” and contains a mixture of new bitumen and a mineral called Gilsonite which is only mined in Utah. This replaces the lost asphaltines and maltine fractions in the surface bitumen through the ageing process and effectively prolongs the life of the surface. It has been used in Halton as a trial on Thin Surfacing material located on roundabouts as there aren't any other preventative processes available for that geometry of road. It is sprayed on and requires the road to be closed for a number of hours whilst the process takes place and the solution is absorbed. It requires a dry period of at least 1 hour post spraying which can make it awkward to lay in our climate.

The next wave of products, which are just coming onto the market, aim to rejuvenate the bitumen in the surface and reverse the ageing process. These are very expensive at the moment and have not been trialled as yet in the borough but have the potential to dramatically alter how we maintain our road network in the future.

APPENDIX B

Reactive Maintenance of Carriageways

This mainly involves the repair of potholes and small sections of resurfacing but also encompasses the resetting and replacement of ironwork in the carriageway and the renewal of road markings.

1. Conventional Pothole Repairs

Potholes can be repaired with a number of different types of bituminous mixtures. Traditionally, this would ideally have been hot material similar to the original material that was laid. This had durability benefits due to the material being hot it would effectively join with the older material and create a waterproof joint. The disadvantage was that the material needed to be kept hot all day which was costly and with current environmental issues created a large CO2 footprint.

The alternative traditional material was “cutback” which was a mixture of an open graded macadam and a volatile oil which kept the material workable for a number of days. This was used in Emergency situations only and if left in place would result in rutting and moving of the material if subjected to heavy traffic.

For pothole repairs we now use, traditional hot material, cold “deferred set” material and hydrophilic material.

The traditional hot material is used for the non-emergency pothole repairs where the repair can be planned in advance. This will usually be a sand bitumen asphalt mixture but rather than be kept hot all day it will be brought to site straight from the batching plant utilising just in time management practices.

The cold set material is used in the emergency situation and can be used in either wet or dry conditions. However, there are durability impacts if the material is laid in wet conditions. It can almost be classed as a permanent repair depending on the time and effort in the placing of the material and the weather conditions at the time.

An alternative is the hydrophilic material which is used in the emergency situation only due to it being more expensive than the others. However, it can be used in any weather condition and doesn't affect the travelling public as it self-compacts under the weight of passing vehicles. It doesn't actually contain any bitumen as it uses a vegetable based binder which reacts with moisture and water to set hard. This gives us positive environmental benefits.

2. Jetpatching

This process was developed in New Zealand in 1985 and lends itself to the rural rather than urban environment. The first step involves blasting high velocity air to prepare the pothole and remove any stones and detritus. The second step blasts bitumen emulsion into the pothole before finally blasting a mix of stone and bitumen to fill and self-compact the pothole. Clearly in a rural environment it is unlikely that any stones blasted from the pothole will strike someone or damage property but in the urban environment that is not the case. Similarly, the blast of bitumen can carry on the wind and in an urban environment cover nearby property, vehicles and people. Consequently, we don't use this process in Halton.

3. Hot in-situ patching

This method uses localised heat to the pothole which heats the surrounding material. Once soft, the material is raked and a special rejuvenator solvent is then poured over the pothole and surrounding area. New hot material is added from a small hot box on the wagon and raked again with the existing material. This is then rolled and compacted and the patch complete. It has the benefits of a traditional hot patch in that there are waterproof joints with the existing material but can be expensive due to the cost of the special rejuvenator. A problem with this type of system is the potential to overheat the existing surfacing and cook the aged bitumen which makes it more brittle than before. The two main products in the market have been trialled in Halton one of which produces excellent results but overall costs need to come down to make it viable for us to use on a regular basis.

4. Patching

The carriageway patching works carried out by the Reactive team utilise the same materials as those described in Appendix A for programmed carriageway maintenance. However, whereas the programmed works schemes can cost from circa £10k upwards, the Reactive team deal with the smaller but still significant patching works below this amount.

REPORT:	Environment and Urban Renewal Policy and Performance Board
DATE:	12 th June 2013
REPORTING OFFICER:	Strategic Director, Policy and Resources
PORTFOLIO:	Transportation
SUBJECT:	Elected Members Guide to Road Safety
WARDS:	Boroughwide

1.0 PURPOSE OF REPORT

- 1.1 To report on a booklet that was produced in January 2013 by the Royal Society for the Prevention of Accidents, entitled "Road Safety: A Guide for Local Councillors in England", attached as Appendix '1'.

2.0 RECOMMENDATION: That the Board note the report and that the guide be circulated to all Councillors.

3.0 SUPPORTING INFORMATION

- 3.1 In January 2013, the Royal Society for the Prevention of Accidents (RoSPA) published its booklet "Road Safety: A Guide for Local Councillors in England". Whilst stressing the enormous cost to the community of road traffic accidents and the substantial budget and spending restrictions that have been introduced in recent years, the guide sets out to inform local Councillors as to how their authorities can continue to deliver effective road safety services that are:

- Evidence informed
- Co-ordinated with other public services
- Designed and delivered in partnership
- Evaluated to ensure effectiveness

On average, 4 people are killed on Halton's roads each year. Nationally 5 people a week die and the numbers are no longer reducing year on year. A full report on Halton's collision and casualty position was presented to the Environment and Urban Renewal Policy & Performance Board in November 2012.

- 3.2 Local government is the main delivery agent of road safety and local authorities have a statutory duty to "take steps both to reduce and prevent accidents" (see page 4 of the Guide) yet action on this responsibility is being weakened by recent budget cuts (including removal of the specific Road Safety Grant and School Travel Plans Grant which has resulted in the number of Road Safety staff within Halton being reduced by two thirds (six to two)) and the lack of any national road casualty reduction targets in the DfT "Strategic Framework for Road Safety" published in 2011. The budget cuts have reinforced the need to work in partnership with other agencies such as the Police and Fire & Rescue Services, although most local authorities retain direct control of the road safety function in order to ensure quality control and flexibility of delivery. This is the case in Halton.

3.3 The ability of partner agencies to contribute to road safety work is also being undermined by budget cuts to these organisations, who are having to review their activities and focus on their core activities at the expense of their ability to participate in road casualty reduction work. It is increasingly the case that whilst road safety professionals have a clear understanding of the work they would wish to undertake in this area, the shortage of resources is preventing this being carried out.

4.0 PUBLIC HEALTH SERVICE

4.1 Of particular note in the RoSPA guide is the section relating to health services. Translating this to Halton and the transfer of public health responsibility to the authority, new opportunities exist for the provision of funding to the road safety function. Halton's Joint Strategic Needs Assessment includes "Number of children killed or seriously injured in road traffic accidents" as an indicator, a particular category of casualty which has increased serially over the years 2009 to 2012. This principle of health services contributing to measures to reduce casualties is already established, with Liverpool City Council & PCT, for example, jointly funding the widespread introduction of 20mph areas as a casualty reduction initiative.

4.2 Building on the content of the RoSPA guide, it is worth noting that the independent National Institute for Clinical Excellence has published formal guidance to directors of public health on strategies to prevent unintentional injuries. This covers 20mph speed limits and engineering measures to reduce speed or make routes safer and support for coordinated working between health professionals and local highways authorities to promote changes to the road environment.

5.0 FINANCIAL IMPLICATIONS

5.1 There are no direct financial implications arising from the RoSPA guide in itself, however implementation of some options will require funding.

6.0 OTHER IMPLICATIONS

6.1 Road safety casualty reduction work is consistent with the policies and approaches incorporated in Halton's third Local Transport Plan (LTP3).

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

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES.

7.1 Children & Young People in Halton

By helping to create a safer environment, road safety casualty reduction work assists in the safeguarding of children and young people and in the achievement of accessible services.

7.2 Employment, Learning & Skills in Halton

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

7.3 A Healthy Halton

A reduction in road casualties will have the direct benefit of releasing health resources and thereby enable funding to be focused on other areas of health care.

7.4 A Safer Halton

The RoSPA guide presents ways in which to deliver effective road safety services, fundamental to a Safer Halton.

7.5 Halton's Urban Renewal

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

8.0 RISK ANALYSIS

8.1 Any failure to follow the advice and recommendations in the RoSPA guide risks increasing the number of casualties on Halton's roads.

9.0 EQUALITY & DIVERSITY ISSUES

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

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

10.1 Report to Environment & Urban Renewal Policy & Performance Board on 21st November 2012 for Annual Road Traffic Collision & Casualty Report.

Road Safety: A Guide for Local Councillors in England



This guide was produced by a working group comprising:

Kevin Clinton
Royal Society for the Prevention of Accidents (RoSPA)
www.rospa.com/roadsafety

Su Ormes
Road Safety Great Britain
www.roadsafetygb.org.uk

Robert Gifford,
Parliamentary Advisory Council for Transport Safety (PACTS)
www.pacts.org.uk

Graham Feest
AIRSO
www.airso.co.uk

David Snelling
Association of Chief Police Officers (ACPO)
www.acpo.police.uk

Kevin Golding-Williams
Living Streets
www.livingstreets.org.uk

Chris Peck
CTC
www.ctc.org.uk

and with help from RoSPA's National Road Safety Committee

Extracts from this guide may be photocopied or reproduced without prior permission, providing the source is acknowledged.



Introduction

Roads are essential to our everyday lives, and to our economic prosperity. We all use the roads in some way, by driving, riding, walking or travelling as a passenger, and we depend on them to obtain goods and services. Unfortunately, this comes at a price, which includes people being killed and injured.

However, road deaths and injuries are not inevitable. The last few decades have demonstrated how effectively a comprehensive road safety strategy can reduce the number of people killed or injured on the road, despite increasing traffic levels.

Reported road deaths have reduced from about 5,500 a year in the mid 1980s to fewer than 2,000 a year now. Over the same period, road casualties have decreased from 240,000 (including 75,000 serious injuries) to just over 200,000 (including 23,000 serious injuries).¹

Despite these improvements, more than 35 people still die, and almost 450 are seriously injured, on our roads every week. There are also signs that the long term reductions in road deaths may have stopped.

These figures are for road casualties reported to the police, and so do not include tens of thousands of people who are injured in unreported crashes. Although virtually all fatal road crashes are reported to the police, a considerable proportion of non-fatal casualties are not reported, even when those involved require medical or hospital treatment. The real number of road casualties in Great Britain every year is estimated to be about 730,000 (but possibly as high as 880,000), including an estimated 80,000 seriously injured people.²

The challenge of reducing these preventable deaths and injuries has become even greater in recent years with the need to significantly reduce public spending. Local authorities in particular have faced substantial budget and spending restrictions, which affect their ability to deliver the vast range of essential public services for which they are responsible. While road safety must accept its share of these restrictions, cutting road safety services too far will mean more people being killed or injured.

Apart from the human cost, this does not make financial sense because road accidents cost billions of pounds and so preventing them saves billions. Reported road accidents, including damage-only ones, cost around £15 billion a year. If unreported injury accidents are included, the cost could increase to about £50 billion.³ It has also been estimated that congestion, 25% of which is caused by road collisions, costs the country about £22 billion a year.⁴

Despite these challenges, local authorities can continue to deliver effective road safety services that help to keep their people alive and healthy by ensuring that their road safety services are:

- Evidence-informed
- Co-ordinated with other public services
- Designed and delivered in partnership
- Evaluated to ensure effectiveness

This Guide shows how you can help to achieve this in your role as a local Councillor.

Road Casualties

Reported Road Casualties Great Britain, 2011²

User Group	Killed	Serious	Slight	All
Car	883	8,342	115,699	124,924
Pedestrian	453	5,454	20,291	26,198
Motorcyclist	362	5,247	14,541	20,150
Pedal Cyclist	107	3,085	16,023	19,215
Other	96	994	12,373	13,463
Total	1,901	23,122	178,927	203,950

High Risk Groups

The likelihood of being involved in road crashes is not evenly spread; some groups are higher risk than others, including young drivers, older drivers, at-work drivers, motorcyclists, pedestrians, pedal cyclists and children. As a Councillor, you should be aware of the high risk groups in your authority, to help inform decisions about prioritising road safety resources.

The Main Causes

Almost all road crashes involve human error, ranging from simple mistakes to deliberately dangerous, illegal behaviour. They usually involve a number of contributory factors,⁵ the most common of which are basic errors, such as failing to look properly (a factor in 25% of road deaths), loss of control of a vehicle (34% of deaths), inappropriate speed (23% of deaths) and impairment or distraction (24% of deaths).^{*} However, this does not mean that road users are solely responsible for preventing road casualties.

Road Safety Management (The Safe System Approach)

Good road safety management adopts the Safe System Approach, as advocated by the World Health Organisation⁶. People are killed or seriously injured on the road if they suffer impacts that are greater than the human body's ability to tolerate (for example, a car hitting a pedestrian at 30 mph). The Safe Systems Approach includes designing roads and vehicles so they minimise the risk of crashes occurring, and ensure that when they do occur, they are much less likely to result in death or serious injury. For example, 20 mph schemes not only reduce the risk of crashes, but also pedestrians have a much greater chance of surviving if they are hit by a vehicle at 20 mph or less, rather than at 30 mph.

Those involved in the design and management of the road system and road users share responsibility for the safety, and safe use, of the road system. The Safe Systems Approach ensures that measures to prevent injuries extend beyond trying to change individual behaviour, and include changing vehicles, roads and vehicle speeds.

Road safety practitioners try to identify the factors that lead to road casualties, understand how they affect each other and how they can be changed, to produce a safer road environment, safer vehicles and safer road users.

^{*}Percentages equal more than 100% because crashes usually have multiple contributory factors.

Who Delivers Road Safety?

Central Government

Central government sets the regulatory framework for roads, vehicles and road users, and the country's national road safety strategy. This includes:

- Providing funding and resources to local government and others to enable the delivery of road safety
- Collecting and publishing road casualty data
- Setting standards for road design, construction and maintenance
- Setting standards for vehicles and requirements for vehicle licensing
- Managing the motorways and trunk road network
- Commissioning research into the nature, causes of, and potential solutions to, road casualties
- Conducting education and publicity campaigns (fewer than previously)
- Setting requirements for driver licensing, training and tests
- Setting road use laws, including offences and penalties, and guidance on safe road use, such as the Highway Code

In May 2011, the Department for Transport published its "Strategic Framework for Road Safety"⁷, setting out its approach to reducing death and injury on Britain's roads, and the range of measures by which it, and others, will do so. It includes a Road Safety Action Plan and a wide range of performance indicators against which progress will be measured.

Unlike, the previous national road safety strategy, "Tomorrow's Roads – Safer for Everyone", which covered the decade 2000 to 2010, the Strategic Framework does not set casualty reduction targets, but instead forecasts that road deaths will fall to between 1,770 and 1,530 by 2020.

Localism

The Strategic Framework for Road Safety also reflects the Government's overall policy of 'Localism', which aims to allow local authorities and local citizens to decide their own priorities for road safety in their areas, and to link their road safety agendas with other local agendas, such as public health and sustainable travel.

Central government supports this by providing access to guidance and information to the public and to road safety professionals. For example, English highway authorities are required to publish casualty, collision and speed data for permanent fixed camera sites on their roads, and a website will be available in Spring 2013 to allow local people to compare road safety performance in their area against other similar areas.

Local Government

Local government is the main delivery agent of road safety; local authorities have a statutory duty under section 39 of the 1988 Road Traffic Act,⁸ to “take steps both to reduce and prevent accidents”.

Local Authorities’ Statutory Duty to Provide Road Safety

The 1988 Road Traffic Act, Section 39

- 39 (1) The Secretary of State may, with the approval of the Treasury, provide for promoting road safety by disseminating information or advice relating to the use of roads.
- 39 (2) Each local authority must prepare and carry out a programme of measures designed to promote road safety and may make contributions towards the cost of measures for promoting road safety taken by other authorities or bodies.
- 39 (3) Each local authority –
- [a] must carry out studies into accidents arising out of the use of vehicles on roads or part of roads, other than trunk roads, within their area,
 - [b] must, in the light of those studies, take such measures as appear to the authority to be appropriate to prevent such accidents, including the dissemination of information and advice relating to the use of the roads, the giving of practical training to road users or any class or description of road users, the construction, improvement, maintenance or repair of roads for which they are the highway authority (in Scotland, local roads authority) and other measures taken in the exercise of their powers for controlling, protecting or assisting the movement of traffic on roads, and
 - [c] in constructing new roads, must take such measures as appear to the authority to be appropriate to reduce the possibilities of such accidents when the roads come into use.

Upper Tier Local Authorities (such as County Councils, Metropolitan District Councils and Unitary Authorities) have legal responsibilities for highways and transportation in their area. Lower Tier Authorities (such as District Councils) do not, but do help to deliver road safety services.

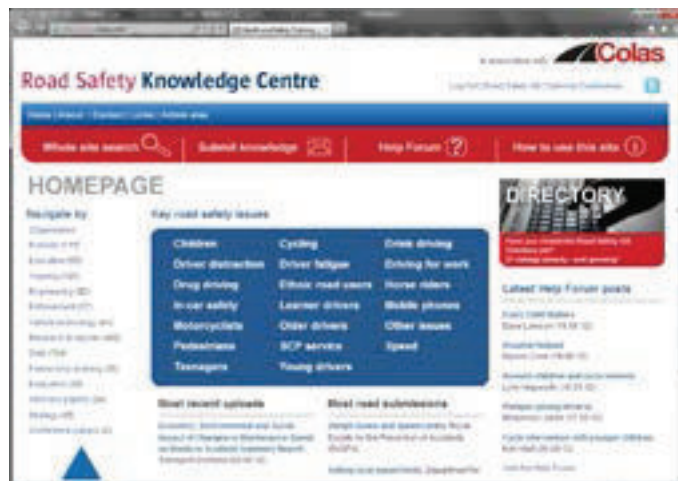
Transport for London (TfL) manages the Transport for London Road Network (TLRN), London’s traffic lights, and transport services across the capital. The rest of London’s road network is managed by London Borough Councils and the Common Council of London, each of which is a Unitary Authority.⁹

Trunk roads and motorways in England are managed by the Highways Agency.

Every Local Highways Authority has a road safety team or, in the case of some smaller unitary authorities, a road safety officer. Their role is to provide professional expertise to identify the causes of problems and to help to identify, develop and deliver solutions to those problems. This will be through educational programmes, skills training e.g. cyclist and young driver training, and publicity campaigns and programmes to inform, raise awareness and to encourage positive and discourage negative behaviours by road users. They are also able to inform planning and development design and to provide advice on policies and protocols that will improve road safety and design out potential hazards.

A few local authorities have delegated some of their education and publicity service to private contractors or other agencies e.g. where the Fire and Rescue Service is a directorate within the council, but most provide this service themselves and thus ensure quality control and retain flexibility of delivery.

Local Highways Authorities also have road safety engineering teams who seek to identify and implement road design and engineering solutions to road casualty problems in their areas. The road safety education and engineering teams should work together, as well as in co-operation with other agencies, such as the Police, Fire and Rescue Service and others.



Local Authority officers also share knowledge and experience with each other across the country, in many ways, including through Road Safety GB, the Chartered Institute of Highways and Transportation (CIHT) and the Road Safety Knowledge Centre (www.roadsafetyknowledgecentre.org.uk).

Local Authorities Duty to Manage their Road Network

Local authorities also have a duty to manage and maintain their road networks under section 16 of the Traffic Management Act 2004.¹⁰

Traffic Management Act 2004

16 The network management duty

- (1) It is the duty of a local traffic authority to manage their road network with a view to achieving, so far as may be reasonably practicable having regard to their other obligations, policies and objectives, the following objectives—
 - (a) securing the expeditious movement of traffic on the authority's road network;

and
 - (b) facilitating the expeditious movement of traffic on road networks for which another authority is the traffic authority.
- (2) The action which the authority may take in performing that duty includes, in particular, any action which they consider will contribute to securing—
 - (a) the more efficient use of their road network; or
 - (b) the avoidance, elimination or reduction of road congestion or other disruption to the movement of traffic on their road network or a road network for which another authority is the traffic authority

Parish Councils

As the Localism agenda develops, town and parish councils may also acquire a more important role in road safety, for example by funding speed indication devices, traffic calming or community schemes. Many highway authorities have already established forums to allow parish councils to request lower speed limits or improvements to road design. These represent important routes through which the wishes of local communities can be heard.

Town and parish councils represent the first tier of local government. While they do not have statutory highways responsibilities, they often act as a key route through which residents' views can be expressed. Improvements to transport are likely to be central elements in Neighbourhood Plans as they are developed at this level.

Police

The police enforce road traffic laws, but some areas, such as parking enforcement are the responsibility of local authorities. The police also co-operate with other agencies, such as the Vehicle and Operator Services Agency (VOSA), to enforce specialised traffic laws, and the Health and Safety Executive (HSE) to investigate serious work-related road accidents.

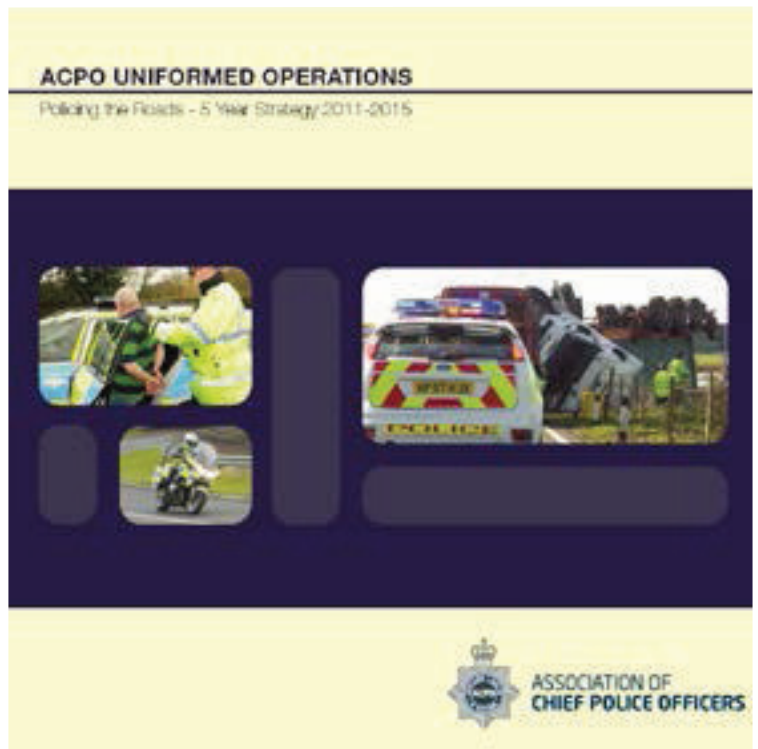
Roads policing supports and complements road safety education and engineering, and is an essential part of road safety. It:

- Deters illegal, dangerous and careless behaviour on the road
- Detects illegal, dangerous and careless behaviour on the road
- Identifies offenders
- Identifies the causes of crashes
- Helps to educate, and change the attitudes of, road users
- Prevents other forms of crime
- Identifies and removes dangerous vehicles

From 15 November 2012, elected Police and Crime Commissioners are accountable for how crime is tackled, and the delivery and performance of the Police service, in each Police force area in England and Wales. Police and Crime Panels scrutinise the work of each Commissioner and make sure information is publically available. The Panels include a Councillor from every Local Authority in the Police force area.

For more information, see "Police and Crime Panels: Guidance on Role and Composition", published by the Local Government Association (LGA) and the Centre for Public Scrutiny (CfPS)¹¹.

In London, Transport for London and the London Local Authorities have the power, under the Traffic Management Act 2004⁹ and the London Local Authorities and Transport for London Act 2003, to take responsibility for the civil enforcement of a range of non endorsable moving traffic offences.



The Association of Chief Police Officers (ACPO) sets out its policy for road safety enforcement in "Policing the Roads - 5 Year Strategy 2011-2015".¹²

Fire and Rescue Service

Section 8 of the Fire and Rescue Services Act 2004¹³ requires fire and rescue services to respond to road traffic accidents in their area.

Fire and Rescue Services Act 2004

8 Road traffic accidents

- (1) A fire and rescue authority must make provision for the purpose of —
 - (a) rescuing people in the event of road traffic accidents in its area;
 - (b) protecting people from serious harm, to the extent that it considers it reasonable to do so, in the event of road traffic accidents in its area.
- (2) In making provision under subsection (1) a fire and rescue authority must in particular—
 - (a) secure the provision of the personnel, services and equipment necessary efficiently to meet all normal requirements;
 - (b) secure the provision of training for personnel;
 - (c) make arrangements for dealing with calls for help and for summoning personnel;
 - (d) make arrangements for obtaining information needed for the purpose mentioned in subsection (1);
 - (e) make arrangements for ensuring that reasonable steps are taken to prevent or limit damage to property resulting from action taken for the purpose mentioned in subsection (1).

In addition to their core role of providing an emergency response service to road traffic collisions and extricating victims who are trapped in vehicles, most fire and rescue services are also active in local multi-agency partnerships in their area and many support or deliver road safety education programmes to help prevent accidents happening in the first place.

Health Service

The public health system in England has undergone radical reform, which includes the responsibility for public health being transferred to local authorities. This may provide funding opportunities for road safety.

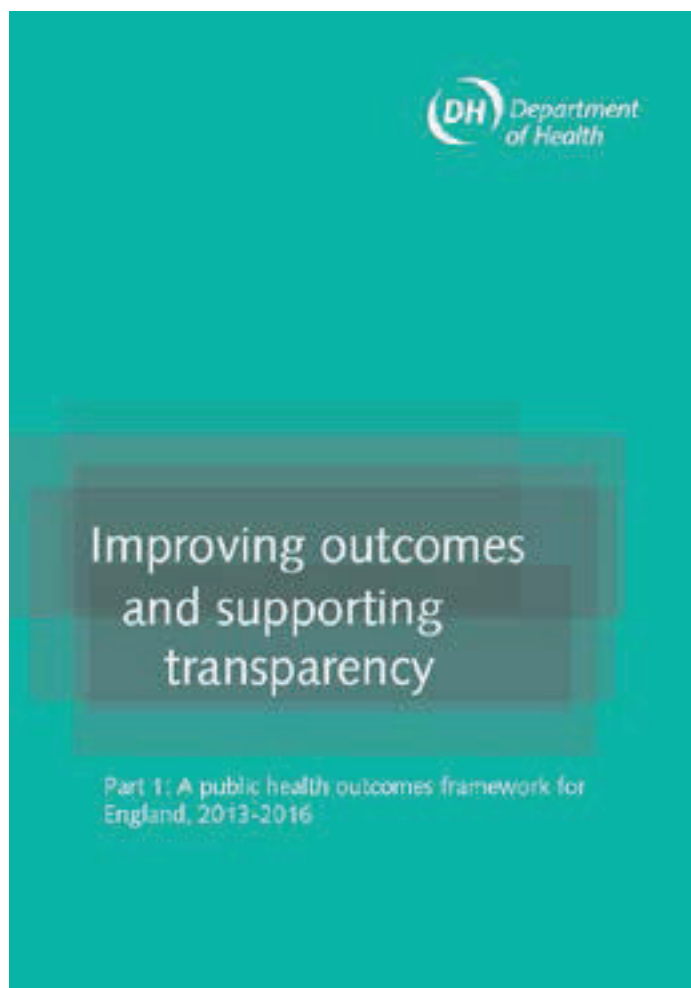
To help councils decide where best to target resources the Department of Health publish a list of indicators in its "Public Health Outcomes Framework for England 2013 - 2016";¹⁴ one of which relates directly to road casualties. Indicator 1.10 is 'Killed and seriously injured casualties on England's roads'. Some of the other indicators (for example, 'alcohol-related admissions to hospitals') are also very relevant to road safety.

In England, local authorities have a duty to establish Health and Wellbeing Boards, who will have strategic influence over commissioning decisions across health, public health and social care. The Boards will bring together clinical commissioning groups and councils to develop a shared understanding of the health and wellbeing needs of the community, undertake Joint Strategic Needs Assessments (JSNA) and develop a joint strategy for how these needs can be best addressed.

Each board must include at least one local authority councillor, the directors of the Authority's adult social services, children's services and public health, as well as representatives from other organisations.

Closer co-ordination of road safety (and other injury prevention fields, such as home safety) with public health provide ideal opportunities for meeting the councils' overall obligations and desire to help their citizens enjoy long, active and healthy lives.

The Department for Health has published "A Short Guide to Health and Wellbeing Boards".¹⁵



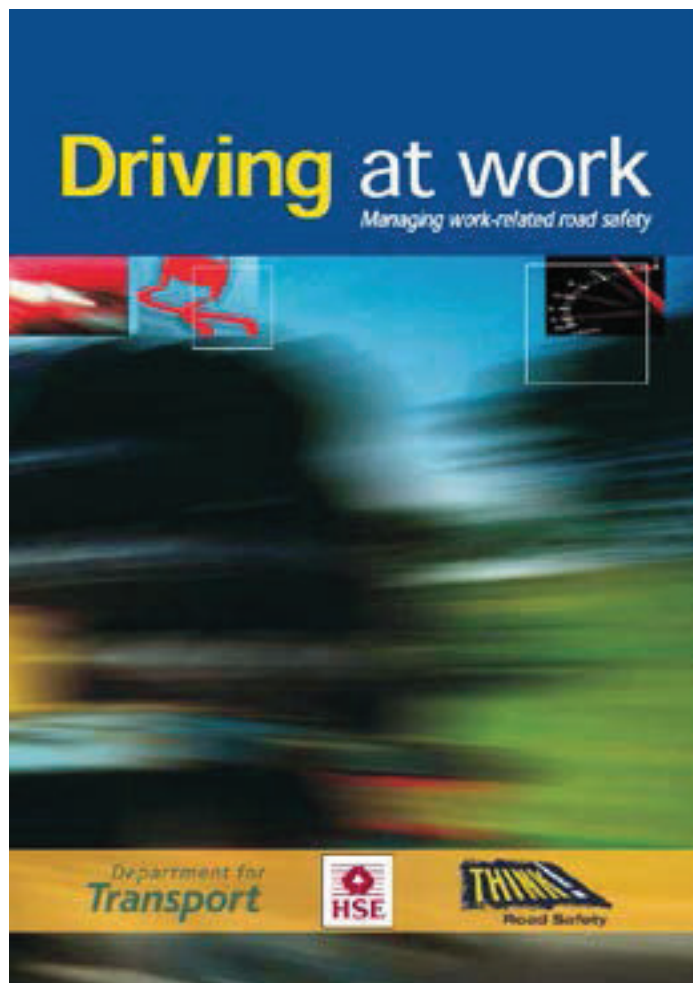
Employers

Employers also play an important role in delivering road safety improvements by assessing and managing the risks faced and created by their staff when they are using the road for work purposes. A high proportion of journeys made on the road are work-related (for example, delivering goods, driving to appointments), and it is estimated that between a quarter and a third of all road crashes involve someone using the road for work.

Therefore, employers have duties under health and safety law to assess and manage the risks faced and created by their staff when they are using the road for work. Some road traffic laws also have 'cause or permit' offences which can apply to employers.

Local authorities are also major employers themselves, and have many staff who drive, ride or walk on the road in order to do their jobs. Therefore, your local authority should have policies and measures to manage its own work-related road safety risks.

The Department for Transport and the Health and Safety Executive publish a free guide for employers: "Driving at Work: Managing Work-Related Road Safety"¹⁶, which can be downloaded from www.hse.gov.uk.



Advice and free resources to help employers manage their occupational road risk are available from the Royal Society for the Prevention of Accidents (RoSPA).

Others

A wide range of other agencies help to deliver road safety services, for example, national and local charities and associations (such as the Royal Society for the Prevention of Accidents (RoSPA) and the other organisations who helped to produce this guide).

Driver and motorcyclist trainers play a significant role in helping people become safer drivers and riders and in providing refresher and advanced training.

Youth organisations, e.g., Scouts, Brownies and others, often provide road safety courses and achievement awards. And many other groups help to improve road safety.

Local Government Road Safety

Local authorities that are a Highway Authority are responsible for highway maintenance, transport strategy and policy, including road safety, accident investigation and prevention, public transport and sustainable transport for their areas.

Local Transport Plan (LTP)

Local authorities in England (outside London) are required to produce a Local Transport Plan (LTP) setting out their strategy, targets and implementation plan for improving transport in their community. The Plans are used to apply for government funding for local transport needs, and should show how they intend to reduce the number of people being killed and injured on their roads. However, road safety is not a stand-alone activity; every opportunity should be taken to deliver road safety benefits through for example, maintenance and traffic management schemes.

The LTP should include all road safety engineering, education, enforcement and encouragement activities planned for the next five years, including involvement with other agencies. It should also review the effectiveness of the measures employed in the previous plan. Road safety managers are best placed to lead the development of the road safety part of the LTP. Some councils also produce a separate Road Safety Plan and Annual Review.

In London, each local authority produces a Local Implementation Plan (LIP) setting out how it will meet the mayor of London's Transport Strategy.

Data

Good road casualty data is essential to ensure that limited resources are targeted at the right groups, areas and issues, in the right priority order and in the most effective way. Before any road safety programme (engineering, education, enforcement or a combination) can be planned, it is essential to identify the problems that need to be tackled and the most appropriate ways of doing so, otherwise there is the very real risk of spending those resources ineffectively.

Local Data

The police collect casualty data from reported road accidents, which is held by the local authority or an organisation contracted to the local authority. Your authority's work is dependent on the quality and timely transfer of this data from the police; a Service Level Agreement may be in place between the two agencies to ensure this.

Subjective information may be obtained through consultation with local residents or community groups but should be treated cautiously.

National Data

Casualty records from around the country are compiled into a national report, "Reported Road Casualties Great Britain" published annually by the Department for Transport.³

Your authority's road safety department will constantly monitor its database of accidents and casualties on the authority's roads to understand what types are occurring, where, when and how, who is involved, and the likely causes.

This enables them to identify priority problem areas, roads and/or groups (e.g., young drivers) and to plan road safety programmes to reduce the likelihood and severity of these accidents recurring.

If no action is taken, they will continue to occur.



Research Evidence

Some local authorities produce or commission reviews of their overall casualty situation or about particular groups of road users. For example, Cornwall Council and Plymouth University have produced a range of road safety reports¹⁷ to inform and support the council's road safety education, engineering and enforcement initiatives.

Road Safety Officers also use other published research to help guide their priorities and activities. Two useful online tools that provide access to a wide range of road safety research and good practice are the Road Safety Observatory and the Road Safety Knowledge Centre.



Road safety programmes designed from the analysis of this data and research may involve road safety education, engineering, enforcement or a combination of some or all of these approaches.

Road Safety Education Training and Publicity (ETP)

Education is a broad based activity, which deals with ideas and concepts such as hazard perception and management of personal risk in the road environment, and the development of coping strategies, and encourages understanding of our personal responsibilities to other road users. It is a gradual process, which takes place over a number of years.



Training is mostly concerned with creating or developing practical skills, is short term in duration and includes activities such as pedestrian training, cycle training, post-test driver training and motor cycle training. Central government funding may be available for some activities, such as, currently, the Bikeability standard cycle training course.

Publicity is designed to provide information, raise awareness and give advice on appropriate behaviour; it can also reinforce positive attitudes.

All three activities aim to influence the behaviour of road users, by improving their knowledge of the causes and consequences of road crashes, improving their skills as road users and fostering positive attitudes towards behaving in a way that reduces the risk of causing or being involved in a road accident.

Although road user education is incorporated within the Scottish curriculum, it is currently an optional element in England and Wales, and so is dependent on local enthusiasm and commitment down to the level of each individual school and teacher.

Road Safety Engineering

It is important that a range of officers are involved in creating safer road environments, including road engineers, planners and urban designers in close consultation with local communities to create a safer road environment that:

WARNS	road users of any unexpected features or those requiring special attention
INFORMS	road users about what is expected
GUIDES	road users, making appropriate behaviour an easy choice
CONTROLS	road users as far as possible where conflicts may exist
FORGIVES	error or inappropriate behaviour

Road safety engineers and urban designers use a wide range of measures to improve the safety of the road environment for all road users and to encourage increased use of streets as places that meet the needs of pedestrians, cyclists and public transport users, and not just the movement of motor vehicles, as outlined in "Manual for Streets"¹⁸ and "Manual for Streets 2"¹⁹. These measures can range from improvements to road signs and markings, road surface improvements, applying 'naked streets' principles to street clutter, junction re-design, traffic calming schemes, 20 mph limits and zones, improved walking or cycling facilities to major road improvement schemes or Shared Space schemes.

Local safety schemes provide excellent value for money in places with existing accident problems.

By focusing on sites and areas with poor accident records, road safety engineers concentrate their efforts on places where it is known that people are actually being killed or injured, rather than on perceived risks.

Safety engineers usually have an even greater impact on casualty reduction by undertaking area-wide or route-based safety schemes rather than focusing only on selected individual sites.

Road safety engineers also conduct road safety audits of existing roads and planned developments to identify road safety problems and solutions.

Maintenance

Road maintenance is a fundamental feature of safe roads, and factors such as surface condition, road alignment, drainage, signs, road markings, traffic signals and gritting in the winter can reduce the chance of a crash.

Enforcement

Enforcement of road traffic laws is the duty of the police but some areas, such as parking enforcement, are the responsibility of local authorities. In London, Transport for London and the London Local Authorities have the power, under the Traffic Management Act 2004 and the London Local Authorities and Transport for London Act 2003, to take on responsibility for the civil enforcement of a range of non endorsable moving traffic offences.

Sustainable Travel

Local authorities are implementing active travel programmes to meet a range of policy objectives, including public health, climate change, reducing congestion, community cohesion and local economic performance. Central Government is supporting active travel through the Local Sustainable Transport Fund (LSTF). A key way of achieving these goals is to encourage walking and cycling by introducing measures to make them a safer, convenient and more practical alternative to other forms of transport, especially for shorter journeys. There are many aspects of this in which your local authority can play an important role.

Cycling

Local authorities are seeking to encourage more people to cycle more safely and more often by making the roads safer for cyclists, providing cyclist training, cycle parking and safer routes to school projects.

Walking

Local authorities are promoting walking as a healthy and better alternative to driving for short journeys and are working to make walking safer, and more convenient and enjoyable.

School Crossing Patrol Service

Local authorities provide School Crossing Patrols (SCPs) to help children walk to and from school safely, although it is not a statutory (legally required) service.

They help children, and anyone accompanying them, to cross roads which are too busy for them to cross safely without help, but not busy enough to justify a zebra or light controlled pedestrian crossing.

Road Safety Great Britain publishes "Guidelines for the Management of the School Crossing Patrol Service"²⁰ which help local authorities to ensure they are able to provide their School Crossing Patrol Service where appropriate and in the most cost-effective manner possible, especially in these times of reduced public spending.



School Travel Plans

School communities (children, parents, teachers and governors) usually have school travel plans that were developed with help of grant funded School Travel Advisors. This grant funding has now ended and most of the posts have been discontinued, but school travel plans are still used in some authorities within their road safety programmes of work. Travel plans offer a way forward for healthier, active children through improved walking and cycling routes, journey planning, incentives, cycling and pedestrian training, safer routes and better parking management. Road safety education and training are an integral part of any travel plan, and will contribute to a reduction in congestion and accidents on the way to and from school.

The Healthy Schools movement has encouraged schools to take a whole school approach to a wide range of health issues. Schools are encouraged to adopt a whole school, whole community approach to safety, where they and the local authority work together to improve health outcomes for children, families and staff by encouraging active lifestyles while reducing the risk of accidents on the roads, in the playground and on school visits. This includes taking account of the health benefits achieved when children (and staff) walk or cycle to school.

If you are a school governor, you can help to make sure that your school's Travel Plan is up to date and has the support of the children, parents and local community.

Planning and Development Control

Where a local authority is the local planning authority, it is responsible for regulating and controlling new developments within its boundaries. Officers and councillors decide whether or not proposals for new developments are acceptable. The council must process and determine applications for planning permission, and regulate the schemes and developments which may be granted planning permission.

This presents opportunities to anticipate and avoid potential road hazards, and to make walking, cycling and the road environment safer at the design stage – always the most effective (and cost effective) way. It prevents problems before they arise, ensures that new road safety risks are not created and can also provide extra road safety measures to reduce the effects of increased traffic and changes in routes resulting from residential or commercial developments.

Getting the Most out of Limited Road Safety Resources

Evidence

The first step to making the most effective use of road safety resources is to ensure, as far as possible, that they are targeted at the council's most pressing road safety needs. These should be identified through analysis of the council's road casualty data and trends, including its demographic data, and analysis of local, national and international research.

An evidence-based approach should also include an assessment of the likely effectiveness of road safety measures and programmes in addressing the identified road safety problems so that the most appropriate measures can be chosen. This should also help to inform the design of the planned road safety programmes.

Evaluation

Help and guidance on how to decide achievable outcomes, plan and conduct evaluations of road safety programmes is available at www.roadsafetyevaluation.com. This contains an interactive road safety evaluation toolkit called E-valu-it to help road safety practitioners plan, carry out and report the results of road safety evaluations.

Partnership

A multi-agency, partnership approach allows resources to be shared and maximised and widens the pool of expertise available to all the partners. Councils are in an ideal position to act as hubs for partnerships which can improve the road safety of their constituents, and have considerable experience of working in this way.



Road Safety Partnerships

Road Safety Partnerships operate across the country based around police force areas. Many started as Safety Camera Partnerships, and many are called Casualty Reduction Partnerships. But whatever their name, they normally comprise local authorities, police, courts, fire and rescue service, the health authority and other bodies. Their main aim is to work together in a co-ordinated approach to reduce the number of casualties on the roads in the Partnership's area, and make the best use of their combined efforts and resources.

Road safety is also often a feature of local authority community safety partnerships.

Public health is an increasingly important partner for local authorities (see page 9), especially through the local Health and Well Being Boards.

Employers

Employers are an important partner as they are able to influence the way their staff drive, to communicate your authority's road safety messages and campaigns to their staff and are often able to support your authority's road safety activities.

Co-ordination with Other Policy Areas

Road safety services can complement, and be mutually supportive of, many of your council's other service areas, and vice versa. For example:

- Wider transport strategy
- Trading standards
- Environmental health
- Economic development
- Public Realm Improvements
- Health
- Education
- Land use planning
- Community cohesion
- Social services
- Planning
- Regeneration
- Environment

What You Can Do

As an elected councillor, you can help to ensure that your local authority has a comprehensive local road safety strategy that is effective in reducing road accidents and casualties on your roads, and the roads of neighbouring authorities. In particular, you can:

Influence Decision and Policy Making

Road safety is a subject that affects everyone; communities are very sensitive to road safety and related and perceived issues such as speeding, heavy vehicles and so on. You will be faced with making tough decisions about allocating finite resources between competing priorities; this may affect the resources available for road safety activity. This is why it is important that you are familiar with the value of road safety to your community, and to make the links with other policy agendas.

As a representative of your community, you can inform and influence the decisions through your cabinet or committee structure to ensure that road safety resources are used to the best effect, that opportunities to improve safety on the road are not missed and that any possible adverse effects on road safety are fully understood. Some members also sit on other committees and can raise the profile of road safety on the agendas of these organisations.

You may also sit on other bodies (such as a school governing body or a Health and Well-Being Board), either as a representative of your authority or as a local community representative, where you can make a difference.

Many councils operate some form of area committee system, which is often a perfect arena for considering road safety issues with other councillors and possibly the public. Area committees can allow comparisons between schemes at a more local level in a transparent way.

Ensure Road Safety Services are Evidenced-based and Evaluated

Road safety priorities and programmes should be based on casualty data and road safety research, and be evaluated, to ensure that the authority's limited resources are being used in the most effective way in response to the most pressing road safety needs. This evidence supports and underpins why and how decisions are made and demonstrates that the approach is both objective and fair.

Your responsibility is both to question the data to make sure that it is accurate and robust, and also to help present it to the public.

Ensure Services are Co-ordinated

The interaction between human factors and road features has important implications for safety engineering and road user education, and highlights the need for engineers, road safety officers, roads police and others to work closely together. These disciplines can only work effectively if they are linked, so that engineers understand how people use and interact with the road network, read signs and so on and so road safety officers and the police can report their experiences of how things work back to engineers.

The specialism of understanding the human factors is part of the road safety officer's expertise and training and their role should be to provide that knowledge to the other disciplines by a combined problem solving approach to highway design and accompanying campaigns and information.

This enables the road user to be at the heart of design, education and enforcement work. Councillors are in a unique position to enhance this partnership and to become actively involved in making their roads safe, through their membership of Partnership bodies, and by making sure that officers are working closely with colleagues and other agencies.

Champion Road Safety for All Road Users

Councillors can become aware of a problem because of complaints from constituents before they are reflected in the casualty statistics, and can bring this information to the notice of officers for further investigation. Equally, they can also make constituents aware of the authority's road casualty situation and its road safety initiatives.

A challenge for councillors is how to respond to constituents' calls for action to prevent what they believe is an "accident waiting to happen" at a particular location. With limited resources, it is even more important to target road safety at real rather than perceived road safety problems.

"Do we have to wait until someone is killed?"

There is a real challenge facing many councillors when balancing requests from local residents with the need to allocate resources properly across the whole of your council's area. Local residents will campaign for action on their own street or estate, and will expect you as their local Councillor to support them. However, you will have to balance your role as local champion against that as a councillor with responsibility across your whole area. Road Safety Officers will be able to present the evidence, but if it shows that a perceived problem in an area is not actually a road safety problem at all, this can be a difficult message for a councillor to convey. A perceived problem, however, may be a real barrier to people choosing to walk and cycle, and therefore, may justify action as part of the council's overall sustainable travel strategy.

Support Your Council's Scrutiny Committee

Scrutiny is a key part of local authority structure and practice. Scrutiny Committees help to ensure that the council's policies, plans, decisions and actions are being made in the community's best interest. They give councillors, officers and members of the public an opportunity to consider new ideas and challenge existing policy to improve a council's services.

Scrutiny Committees will consider a council's road safety policies (for example, whether to adopt a 20 mph limit policy for residential roads), and it is essential to ensure that the committee has reliable and comprehensive evidence on which to base its decisions.

Scrutiny can be a great way of challenging the evidence and assumptions made by officers, as well as bringing partners together and looking at new and innovative ideas for reducing accidents and casualties on the roads.

As a scrutineer, you will want to see the evidence for what your council is doing or plans to do. You should consider speaking to other key partners as well as your own officers and cabinet members. Many other scrutiny committees across the country have looked at various aspects of road safety, - check the Centre for Public Scrutiny website (www.cfps.org.uk) or go to the library for copies of reports, which provide useful information

Ensure Your Council Manages its Occupational Road Risk

As a major employer, your council will have hundreds and possibly thousands of staff who drive, ride or walk on the roads in order to do their jobs, and will use a wide variety of vehicles for many different purposes.

This means that you and the council's staff face and create risks for yourselves and everyone else using the road.

Proactively managing these risks means that they are less likely to be exacerbated by work pressures, such as journey schedules that encourage speeding. Familiarise yourself with your council's 'At-work Road Safety' or 'Managing Occupational Road Risk' policies, which should apply to all council staff, including contractors and elected members.

This could also be a good topic for your council's Scrutiny Committee.

References

1. Reported Road Casualty Reports, published annually by the Department for Transport
2. "Reported Road Casualties in Great Britain 2011", Department for Transport, 2012
<https://www.gov.uk/government/publications/reported-road-casualties-great-britain-annual-report-2011>
3. "A valuation of road accidents and casualties in Great Britain in 2010", in "Reported Road Casualties in Great Britain: 2010 Annual Report", Department for Transport, 2011
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/9275/rrcgb2011-02.pdf
4. "Delays Due To Serious Road Accidents", I Yass, RAC Foundation, 2010 www.racfoundation.org/assets/rac_foundation/content/downloadables/road%20accident%20delays%20-%20yass%20-%20april%20-%20report.pdf
5. "Contributory Factors to Reported Road Accidents", in "Reported Road Casualties in Great Britain 2011", Department for Transport, 2012
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/9277/rrcgb2011-04.pdf
6. World Report on Road Traffic Injury Prevention, World Health Organisation, 2004
www.who.int/violence_injury_prevention/publications/road_traffic/world_report/en/index.html
7. "Strategic Framework for Road Safety", Department for Transport, 2011
<https://www.gov.uk/government/publications/strategic-framework-for-road-safety>
8. The Road Traffic Act 1998, www.legislation.gov.uk/ukpga/1988/52/contents
9. London Local Authorities and Transport for London Act 2003, www.legislation.gov.uk/ukla/2003/3/contents/enacted
10. Traffic Management Act 2004, www.legislation.gov.uk/ukpga/2004/18/contents
11. "Police and Crime Panels: Guidance on Role and Composition", Local Government Association (LGA) and the Centre for Public Scrutiny (CfPS)
www.local.gov.uk/c/document_library/get_file?uuid=44b605c0-4262-4b48-b26e-c9e4281f9761&groupId=10171
12. The Association of Chief Police Officers (ACPO) sets out its policy for road safety enforcement in "Policing the Roads - 5 Year Strategy 2011-2015", www.acpo.police.uk/documents/uniformed/2011/20111116%20UOBA%20PolicingtheRoadYearStrategy2011_2015.pdf
13. Fire and Rescue Services Act 2004, www.legislation.gov.uk/ukpga/2004/21/section/8
14. "Improving Outcomes and Supporting Transparency, Part 1: A Public Health Outcomes Framework for England, 2013 – 2016, Department for Health, 2011, www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_132358
15. "A Short Guide to Health and Well Being Boards, Department for Health, 2012
www.healthandcare.dh.gov.uk/hwb-guide/
16. "Driving at Work: Managing Work-Related Road Safety" INDG382, DfT and HSE, 2003
www.hse.gov.uk/pubns/indg382.pdf
17. "Young Drivers: A literature review and exploratory analysis of fatalities and serious injury collisions in relation to young drivers: Implications for education, engineering and enforcement initiatives", Cornwall Council and Plymouth University, 2012, www.cornwall.gov.uk/default.aspx?page=30370
18. "Manual for Streets", Department for Transport, Department for Communities and Local Government and Welsh Assembly Government, 2007, <http://assets.dft.gov.uk/publications/manual-for-streets/pdfmanforstreets.pdf>
19. "Manual for Streets 2 - Wider Application of the Principles", Chartered Institution of Highways and Transportation (CIHT), 2010
www.ciht.org.uk/en/publications/index.cfm/manual-for-streets-2--wider-application-of-the-principles-2010
20. "Guidelines for the Management and Operation of the School Crossing Patrol Service", Road Safety Great Britain, updated 2012, www.roadsafetygb.org.uk/



REPORT TO:	Environment and Urban Renewal Policy and Performance Board
DATE:	12 June 2013
REPORTING OFFICER:	Strategic Director Policy and Resources
SUBJECT:	Local Flood Risk Management Strategy – Progress Report
PORTFOLIO:	Transportation
WARDS:	Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1 To provide members of the Board with an update on the preparation of a Local Flood Risk Management Strategy for Halton, which is a Statutory Document required under the Flood and Water Management Act 2010 (F&WMA).

2.0 RECOMMENDATION: That the Board notes the progress being made in relation to the preparation of a Local Flood Risk Management Strategy for Halton.

3.0 SUPPORTING INFORMATION

- 3.1 Under the Local Flood and Water Management Act, as Lead local Flood Authority (LLFA), Halton must produce a Local Flood Risk Management Strategy. A summary of the scope and content of the proposed Strategy was reported to the last meeting of the Board in March (minute EUR49 refers).
- 3.2 Officers have been developing the draft Strategy in accordance with informal guidance published by the Local Government Association, using a common template that has been developed and agreed in conjunction with our neighbouring LLFA members of the Cheshire Mid-Mersey Regional Sub-Group. This report describes the progress made to date and sets out the next steps in the development of the Strategy.
- 3.3 A successful Local Strategy, with clear objectives, will enable Halton to deliver better local flood risk management by helping partners and communities understand local flood risk and setting out how Halton proposes to manage the risk. It will provide the sources of evidence to assist decision making and describe the proposed measures to achieve the Strategy's objectives.
- 3.4 The emerging strategy is currently in 'first draft' form. Currently, its stated aim is:

“To produce a coherent Plan demonstrating how the Council will work with individuals, the Community and organisations to reduce the risk of flooding in Halton.”

The objectives of the strategy have been developed around a range of ‘avoidance measures’ the principles of which can be summarised as:

- Prevention, through enabling an understanding of the risk;
- Protection, through reducing flood risk and the impacts of flooding;
- Preparation, through planning and appropriate and sustainable development;
- Response through planning and preparing for flood emergencies.

3.5 The Local Strategy identifies specific Risk Management Authorities (RMAs), which have roles and responsibilities in connection with flood risk in the area. Halton, as LLFA is the lead responsible RMA, has a multitude of roles, spread across the various internal departments (Highways, Planning, Open Spaces and Property Services to name but a few). Our key external ‘Partner’ organisations are:

- The Environment Agency;
- United Utilities (the local Water Company).

Again, there are many other organisations that may have a role in flood risk management such as: Peel Holdings, the Canal and Rivers Trust, Housing Associations etc. To ensure Partner Organisations and other stakeholders can contribute to its development, the next step will be to consult with them on the content and proposals of the draft Local Strategy. This process will be commenced once the initial draft is complete.

3.6 The Local Flood Risk Management Strategy must contribute to the achievement of wider environmental objectives such as encouraging biodiversity and improving water quality. It must also demonstrate that the potential impacts and consequences of the Strategy have been considered. It will be necessary to undertake a Strategic Environmental Assessment (SEA) of the developing Strategy and set out the findings in an Environmental Report. This in itself will be a significant piece of work and is likely to involve an initial ‘scoping report’ setting out the extent and methodology of the proposed SEA and which must first be consulted upon. Advice and guidance on the SEA and scoping report procedure is being currently taken from the Council’s Policy and Planning Divisions.

3.7 The draft Local Strategy also recognises the function of civil contingencies and the roles and responsibilities of Emergency Planning and the emergency services in preparedness for, and response to flooding incidents. It is proposed to engage these risk management partners in early consultation on the emerging draft strategy.

- 3.8 The need for consultation with Partner organisations and other stakeholders during the development of the draft Strategy has been referenced above, however the wider aim of the Strategy is to promote community engagement and understanding of local flood risk. A Communication and Public Engagement Strategy has therefore been included within the draft, which again must be examined and assessed for suitability of purpose, with advice taken internally before releasing the draft for consultation.
- 3.9 It is anticipated that the four 'next steps' as outlined in 3.5 to 3.8 above will be undertaken over a period of the next three months, and that we will be in a position to consult on the draft Local Flood Risk Management Strategy in the Autumn, with further progress report being brought before the Board in November 2013.

4.0 POLICY IMPLICATIONS

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

5.0 OTHER IMPLICATIONS

- 5.1 Resource Implications.
The Local Strategy is currently being developed 'in-house' by officers in the Policy, Planning and Transportation Department. Other Council Departments and Divisions will be required to provide input into the process during the consultation stage and in the further development of the Strategy. Defra currently provide funding as Area Based Grant to LLFAs to prepare for their flood risk management duties. Halton is allocated £135,600 per year for the remainder of the Comprehensive Spending Review period, which expires in April 2015.
- 5.2 Sustainability
The sustainability themes of economy, community and the environment are all key factors in developing a successful local strategy for flood risk management and they are considered in the relevant sections of the draft document. The SEA and environmental report will inform the Strategy and the extent and implications of sustainable development will be an important part of any measures put in place to achieve the objectives.
- 5.3 Legal Implications
There are no Legal implications arising from this report. The preparation of the Local Strategy by LLFAs is a requirement under the F&WMA and its development it must take account of a framework of related legislation which is outlined within the LGA Guidance.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

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

6.2 Employment, Learning and Skills in Halton

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

6.3 A Healthy Halton

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

6.4 A Safer Halton

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

6.5 Halton's Urban Renewal

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

7.0 RISK ANALYSIS

The Council, as LLFA regularly reports to the Environment Agency on the progress being made to deliver the range of functions and legislative requirements under the F&WMA. Progress on the preparation of the Local Strategy is one of the areas covered in the report and whilst no date has been set within the legislation for the adoption of a Local Strategy, there is a reputational risk to the Council if this is delayed unduly.

8.0 EQUALITY AND DIVERSITY ISSUES

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

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

Document	Place of Inspection	Contact Officer
Preliminary framework to assist the development of the Local Strategy for Flood Risk Mangement. (LGA Feb 2011)	Transportation Rutland House, Runcorn	Dave Cunliffe
Emerging draft Halton's Local Flood Risk Management Strategy.	Transportation Rutland House, Runcorn	Dave Cunliffe

REPORT TO: Environment & Urban Renewal Policy and Performance Board

DATE: 12th June 2013

REPORTING OFFICER: Strategic Director, Policy & Resources

PORTFOLIO: Transportation

SUBJECT: Nominations of Members to the Halton Public Transport Advisory Panel – Municipal Year 2013/14.

WARDS: Borough wide.

1.0 PURPOSE OF THE REPORT

1.1 The purpose of the Report is to seek nominations of Members to sit on the Council's Public Transport Advisory Panel for the Municipal Year 2013/14, and report on the key issues discussed / raised by the Panel when it met during the Municipal Year 2012/13.

2.0 RECOMMENDATION: That

- 1) The Chair of the Environment & Urban Renewal Policy and Performance Board, in consultation with the Executive Board Member for Transportation, nominate a Chair and three Members to the Public Transport Advisory Panel and for the Member nominated as the Chair to agree such deputies, as may be required from time to time;**
- 2) the Board endorse the nominations; and**
- 3) the key issues discussed by the Panel during the Municipal Year 2012/13, as set out in Appendix One of the Report, are noted.**

3.0 SUPPORTING INFORMATION

3.1 At the start of each Municipal Year, it is necessary to nominate a Chair and three other Members to attend meetings of the Halton Public Transport Advisory Panel. The Members nominated for 2012/13 were Councillors Gerrard (Chair), Morley, J. Stockton, J. Bradshaw and Woolfall.

3.2 The purpose of the Halton Public Transport Advisory Panel is to:-

- Monitor the performance of the public transport network within the Borough to ensure it meets the mobility needs of local communities;

- To make recommendations to the Environment and Urban Renewal Policy and Performance Board on future developments and improvements to the conventional local public transport network; and
- To review and comment on the effectiveness of the Council's public transport priorities.

3.3 A summary of the key issues discussed at the Halton Public Transport Advisory Panel, during 2012/13, is shown in Appendix one

3.4 The Board is asked to support those nominations proposed by the Chair of the Environment & Urban Renewal Policy and Performance Board, in consultation with the Executive Board Member for Transportation, which will be announced at the meeting.

4.0 POLICY IMPLICATIONS

4.1 None

5.0 OTHER IMPLICATIONS

5.1 None

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

It is widely recognised that good quality and affordable public transport services can help to improve access to key facilities for children and young people within the Borough. A key role of the Halton Public Transport Advisory Panel is to review progress and comment on emerging initiatives and issues.

6.2 Employment, Learning and Skills in Halton

Halton Borough Council and its partners continue to provide a wide range of accessible and affordable public transport services within the Borough aimed at improving access to key employment, learning and training facilities. These are reported at meetings of the Halton Public Transport Advisory Panel.

6.3 A Healthy Halton

Improving access to health care facilities is acknowledged as a key priority in Halton. Progress on achieving these improvements are reported and discussed at the Halton Public Transport Advisory Panel.

6.4 A Safer Halton

No direct implications.

6.5 Halton's Urban Renewal

Improving access to key regeneration areas by sustainable forms of public transport, is widely acknowledged as playing a key role in sustainable regeneration and urban renewal. The Halton Public

Transport Advisory Panel plays a key role in discussing and shaping the future direction of those initiatives associated with public transport within Halton.

7.0 RISK ANALYSIS

7.1 There are no risks associated with the report.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Good quality and affordable public transport services can play a key role in ensuring all sections of the community can access a wide range of facilities.

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

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

Appendix One

Summary of the key Issues discussed at the Halton Public Transport Advisory Panel – Municipal Year 2012/13.

PTA28 LOCAL SUSTAINABLE TRANSPORT FUND BID

The Panel was advised that on 13 July 2012 the Department for Transport (DfT) announced that the Mid-Mersey bid was to be supported and a formal offer of funding, totalling £3.1m was sent to St Helens as lead Authority. The bid contained four main elements with a number of schemes within each element:

1. Cross boundary access to employment support;
2. Cross boundary active travel within Mid Mersey sub region;
3. Cross boundary sustainable development support;
4. Promotion and materials.

It was commented that officers were currently working with colleagues in St Helens and Warrington Councils to set detailed project plans for individual elements.

It is anticipated that the bus element of the bid would commence from the first week of New Year with the relevant marketing material available from late December 2012.

PTA29 PASSENGER TRANSPORT SERVICES

The Panel were updated on the passenger transport services provided on behalf of Children and Enterprise, and Communities Directorates, as well as specialised Door to Door services provided by Halton Community Transport.

Vulnerable Children and Adults Transport

- A number of improvement opportunities had been identified and plans currently being developed to progress these.
- A £200k saving had been made on the previous financial year and a further efficiency saving of a similar amount was required for the current year.
- In-house fleet optimisation, re-tendering, re-planning of services and reviewing passenger charges would be implemented on Vulnerable Adults transport services to achieve savings.

- On children's transport, the optimisation of SEN transport runs provided on in house fleets, re-tendering, rescheduling of services and issuing more cost effective travel passes would be implemented to achieve savings.

In-house Fleet Vehicle Advertising

Businesses and organisations would now be able to advertise on available space on the Council's fleet of in-house passenger minibuses, thus generating an income for the Council. Staff would ensure that clients' provided advertising material that was appropriate for this medium.

Replacement Vehicle Communications Equipment

The in-house fleet of minibuses and cars had now been fitted with new replacement vehicle communications/tracking devices to enable improved operational performance.

Travel Training

Independent Travel Training (ITT) is continuing with a high number of SEN children using the service. Savings to date were noted to be in excess of £1.1m. Two recent scenarios were provided in the report, giving examples of how the scheme is benefitting the people who use it and how the savings are being made by those people who were not using specialised transport.

Transport Tendering

A number of transport services had been advertised (taxi, minibus and large coach contracts) and were to commence from September 2012 for a period of 3-4 years. It was noted that early indications had shown that 'like for like' contacts had reduced in cost by 12.6%.

Accessible Transport Services

Duncan Prince, General Manager of Halton Community Transport, addressed the Panel. He advised that they were experiencing difficulties lately with the increasing number of clients who were using very large scooters on their transport. It was noted that approximately 30% of their Client's had a disability and a large number of these were obese, thus requiring more robust scooters to move around. Problems were then experienced when transport was requested by these clients who found they could not access vehicles using the standard ramp. He stated that only two vehicles were equipped to cope with such large scooters. These concerns were noted by the Panel.

He further announced that the Daresbury Primary School service was popular with clients and running full twice daily. Following the updates, the following points were noted:

For conventional bus services:

- Operators would be advised of the comments made regarding the lack of heating on some buses;
- The ITT training for individuals to independently use public transport was delivered in-house by one staff member;
- With regards to pushchairs, it was commented that the gangway on buses should be clear and as long as this was the case, it was at the driver's discretion as to how many folded pushchairs could safely be carried.

PTA30 NEIGHBOURHOOD TRAVEL LINKS

The Panel was presented with a report which informed them of the work carried out by the Neighbourhood Travel Team since the last meeting in March 2012 and included information relating to:

- Cycling (Cycle to Work Guarantee, Bikeability, PoolBikes and Wheels for all);
- Job Centre Plus initiatives;
- Scooter Commuter;
- Green Travel Plans; and
- The Car Share System

REPORT TO:	Environment and Urban Renewal Policy and Performance Board
DATE:	12 June 2013
REPORTING OFFICER:	Strategic Director, Policy & Resources
PORTFOLIO	Transportation
SUBJECT:	Nominations of Members to the Consultation Review Panel
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

1.1 The purpose of the Report is to seek approval to the Chair and Vice Chair being confirmed as the two members who represent the Board on the Consultation Review Panel.

2.0 RECOMMENDATION: That the Chair and Vice Chair of the Environment and Urban Renewal Policy and Performance Board, sit on the Consultation Review Panel as may be required from time to time.

3.0 SUPPORTING INFORMATION

3.1 At the start of each Municipal Year, it is necessary to nominate two members to sit as the Board's representatives on any Consultation Review Panel (CRP) that may be convened during the year. Historically, these members have been the Chair and Vice Chair of the Board.

3.2 The purpose of the CRP is to review responses to highway, traffic and transportation scheme public consultations, where it has not been possible to address all concerns and resolve objections to the scheme proposals. The CRP will advise the Operational Director – Policy, Planning and Transportation who in consultation with the Executive Board Member for Transportation shall decide upon the final scheme proposals.

3.3 The CRP for a particular scheme may comprise:

- Two members of the Environment and Urban Renewal Policy and Performance Board;
- All Ward Councillors for the wards, within which the scheme is proposed to be implemented;
- Representatives of Cheshire Police (and other Emergency Services if relevant);
- Relevant council officers;
- Individual residents or businesses would not normally be invited

onto the panel, but representatives could be invited from established residents' or traders' associations that clearly reflect the wider views of the community.

4.0 POLICY IMPLICATIONS

- 4.1 There are no direct financial, policy, social inclusion, sustainability, value for money, legal or crime and disorder implications resulting from this report.
- 4.2 Highway, traffic and transportation improvement schemes are often developed under the Local Transport Plan implementation programme in support of the shared priorities within the Plan.

5.0 OTHER IMPLICATIONS

- 5.1 There are no other implications in relation to this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

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

6.2 Employment, Learning and Skills in Halton

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

6.3 A Healthy Halton

Schemes will often include measures to reduce reliance on the car and promote more healthy transport options such as walking and cycling. The Panel will from time to time be required to review such measures that have been included within an overall scheme design package.

6.4 A Safer Halton

Schemes will often include measures to improve safety of the road user which may impact upon an individual resident's property or their own use of the highway. The Panel will from time to time be required to review such measures that have been included within an overall scheme design package.

6.5 Halton's Urban Renewal

Schemes will often include proposals designed to regenerate and improve the public open space both within and adjacent to the highway. Improving access in and around the Borough by sustainable forms of transport including public transport, walking and cycling is widely acknowledged as playing a key role in sustainable regeneration and urban renewal. The Panel will from time to time be required to review such measures that have been included within an overall scheme design package.

7.0 RISK ANALYSIS

7.1 There are no risks associated with the report.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are no Equality and Diversity Issues.

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

There are no Background Papers within the meaning of the Act.