

## Environment & Urban Renewal Policy and Performance Board Priority Based Monitoring Report

Reporting Period: **Quarter 2 – Period 01<sup>st</sup> July 2015 to 30<sup>th</sup> September 2015**

### 1.0 Introduction

- 1.1. This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the second quarter of 2015/16 for service areas within the remit of the Environment & Urban Renewal (E&UR) Policy and Performance Board.
- 1.2. Key priorities for development or improvement in 2015-18 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Environment & Urban Renewal Policy & Performance Board i.e.:
  - Development & Investment Services
  - Open Spaces and Waste and Environmental Improvement
  - Highways, Transportation & Logistics and Physical Environment
  - Housing Strategy
- 1.3 The way in which traffic light symbols have been used to reflect progress to date is explained within Section 8 of this report.

### 2.0 Key Developments

- 2.1 There have been a number of developments within the Directorate during the period which include:

#### *Development & Investment Services*

- Investment Enquiries  
The Business Improvement and Growth (BIG) Team managed 39 commercial property\inward investment enquiries in Quarter II 2015/16, 6 or 15% were converted (inward investment enquiries 'converted' into actual investment projects).
- Castlefields, Lakeside Phase 2  
12th October 2015, Keepmoat started on site under licence, following planning approval in August 2015 and Exec board approval in March 2015. Formal Development agreement expected to be signed by end of November 2015. Keepmoat are currently operating from Phase 1 sales office with a new show home and new sales office expected in April 2016.

The scheme covers approximately 1.7ha and will deliver 79 two and three bedroom homes for open market sale. A two bed 'starter' home begins at £105,995.00 which reduces to £84,795.00 with 'Help to Buy'.

Further detail about the development can be found via the following link:

<https://www.keepmoat.com/development/lakeside-at-bridgewater-gardens-runcorn>

➤ Castlefields, Lakeside Phase 3

Keepmoat have been given a 3 year exclusivity agreement covering Phase 3 to enable them to investigate a number of abnormal issues with the remaining 1ha parcel. Housing mix on phase 3 is likely to include affordable housing to due to financial viability and possibly to enable demolition of a further deck access block.

Initial advice has been given to Keepmoat in respect of design, layout and dealing with site constraints. Regeneration will return to this in April 2016 following progress with Phase 2.

➤ Castlefields, Canalside

Works to improve access via length of redundant Busway, including upgrading of two bridges completed in May 2015. Next step is assessment of the carriageway and designs for road junction into the site from Busway. Marketing agents to be appointed in 2016 to provide advice and begin process for disposal of Canalside for approximately 250 homes.

➤ Norton Priory Museum - Monastery to Museum 900

The main works commenced on site in early August 2015 with the contractor HH Smith progressing well. Tenders have recently been returned for the fit out contract, evaluation is currently being undertaken. It is anticipated that a fit out contractor will be appointed in late October 2015 with an anticipated start on site in March 2016. Final completion is due in summer 2016, the Museum being due to reopen in August 2016.

➤ Police Station & Magistrates Court

Notification has now been received that the Police Station and Magistrates Court is not going to be listed as such we are progressing with the purchase of the premises. We are also progressing with the procurement process in respect of appointing demolition contractors in due course. The evaluation of the expressions of interest has now been completed as such we will be going out to tender in early October. The current anticipated completion date for the demolition work is by the end of April 2016.

➤ New Travellers Site – Runcorn

The project to create a 12 pitch Travellers site has now been completed, and the site is now ready for occupation.

➤ Runcorn Hill Park Pavilion Building

All building works to the main pavilion are now complete, the building having been opened on 23 August 2015. There are still outstanding external works to other areas within the park which are continuing.

➤ Fairfield Primary- redevelopment

Design works are currently being undertaken with a view to the redevelopment of Fairfield Primary school in 2016/17, the overall available budget being circa £2.1m. It is currently anticipated that the works will consist of 3 separate phases commencing in April 2016.

## *Policy, Planning and Transportation.*

### *Mersey Gateway*

- There are over 700 people now working on site across Runcorn and Widnes. They are made up of 34 people employed by the Mersey Gateway Crossings Board, 250 people employed by the three partners (Kier, Samsung, FCC) in the Merseylink construction joint venture including 105 people recruited directly for the project and 440 people supplied by labour suppliers or sub-contractors working on different elements of work across the site.
- Merseylink Time Bank scheme which aims to help local groups and organisations by providing consultancy services for community projects has saved the local community £25,000 having provided 16 successful applicants with professional advice and support. Additionally the Mersey Gateway Visitors Centre at the Catalyst has so far had 3,500 visitors with a further centre to be based in Runcorn currently in development.
- To facilitate the construction of the Gateway a number of road closures are in effect and Traffic Management has been approved. Weekly traffic updates are issued to local press and in instances of works which may cause significant change or disruption, specific detailed press releases are issued along with correspondence letters to affected residents and where applicable, public meetings are conducted.

### *Bridge & Highway Maintenance*

- The Silver Jubilee Bridge Major Maintenance Outline Business case was submitted during the period and following feedback the service is presently working towards the submission of the Full Business case in quarter 3.

### *Highways / Street Lighting*

- The new traffic signals, at the junction of Lunts Heath Road and Wilmere Lane in Widnes, have now been commissioned. The scheme, which has received positive feedback from users, comprised the installation of traffic signals to reduce delays at the junction, aimed at assisting bus services, improving safety and providing improved pedestrian and cycle crossing facilities in the developing area of North Widnes.
- The Street Lighting Policy and Strategy Document was considered and approved by the Executive Board on 3rd September 2015. During the preparation of this Strategy and Policy, the provision of street lighting was reviewed throughout the Borough. Whilst options to maintain previous levels of street lighting provision were considered, increasing energy costs do not permit this. Therefore, the Policy has been developed to minimise the impact increasing costs have, whilst still maintaining street lighting at critical locations.
- This policy also requires developers to pay towards the future maintenance costs for non-standard street lighting and intelligent transport systems (traffic signals, controlled pedestrian crossings, etc.) as a commuted sum as part of any new development.

### *Policy and Development Services*

- The Building Control collaboration with Knowsley Council is now live. As part of this arrangement, a new Out of Hours working arrangement is in place where the officer on standby covers both Boroughs, thereby delivering savings.
- In parallel to the emerging sub-regional 'devolution' agenda, the Liverpool City Region (LCR) Chief Planning Officers' group are progressing a number of joint work streams including:

LCR Statement of Co-Operation on Strategic Planning Matters fulfils the legal requirement for each council to show how they have worked with neighbouring authorities across the City Region on strategic planning matters. Under Section 110 of the Localism Act 2011, the duty is met by demonstrating constructive and active engagement on an ongoing basis with relevant bodies. The duty is on all Local Planning Authorities (LPA) who publish a statement on how they have fulfilled this duty in the creation of planning policy documents.

Strategic Housing and Employment Land Market Assessment will provide a baseline position of housing and employment land requirements across the City Region to inform future planning documents (such as an LCR Strategic Plan) and joint Green Belt review work to accommodate growth across the LCR. Alignment of the evidence base across the LCR will take some time due to the different stages of the six LAs in the development plan making process. This is a longer term aim with a target date of 2018 – 2020.

- As reported last quarter, Government guidance requires that Councils assess the "Objectively Assessed Need for Housing (OAN)" and that this should be considered at a strategic Housing Market Area (HMA) level. Halton Borough Council (HBC) is currently working with St. Helens and Warrington to assess the Mid-Mersey HMA, and have commissioned consultants to undertake a SHMA. Initial draft results have been received and are being reviewed by officers prior to being published as a key evidence base document that will inform the emerging Local Plan, with the intention of publishing the finding in November 2015.
- Initial consultation on the Green Belt Study Site Assessments has been completed and made available on the Council's external website. Corrections and amendments (including the sub-division and grouping of sites) have been undertaken and the revised documents will be issued shortly.
- There is significant house building activity at Sandymoor with three national house builders, David Wilson Homes, Morris and Bloor, now actively on site. Homes in the Sandymoor area are proving very popular. This is also the case for properties at the Lancaster Place and Barrows Green Lane area sites in Widnes which are being developed by Redrow who are now moving their regional headquarters from Wales to Daresbury Park.

### *Transportation*

- Urban trikes are about to open a cycle café in Phoenix Park. The project has secured Liverpool City Region (LCR) funding for secure cycle parking and hopes to provide a bike rental and maintenance service as well as trike carriage rides around Town Park. Urban Trikes are committed to help to provide a sustainable legacy once the 'Get Halton Cycling' project ends in March 2016.

- The Liverpool City Region is currently developing an alternative freight fuelling strategy. A workshop was held to discuss the needs and aspirations of local hauliers and bus operators with regard to future fuel technologies. A report is currently being compiled to inform officers of the sector's preferences.
- Halton Borough Council is in the final stages of securing a grant to introduce two electric vehicles into its fleet. The bid is part of a LCR consortium wide application which will allow participating Local Authorities to receive a 75% discount on a 2 year lease.
- An exploration of the existing transport provision to local hospitals has commenced. There is a distinct opportunity to utilise council fleet vehicles to transfer low risk patients back to their home. If successful, this would emulate the St Helens model which has been operating for almost 12 months and has been noted as a valuable service to the discharges team within Whiston Hospital as well generating a new form of income.

#### *Open Spaces and Waste & Environmental Improvement*

- A new pavilion café at Runcorn Hill Park had its official opening on Friday 21<sup>st</sup> August 2015. The pavilion has been built as part of the Herritage Lottery Funded Runcorn Hill Park Parks for People project and has already proved to be a big success. The café is operated as a franchise by local businessman Daniel Esporsito. Daniel also operates the ice cream kiosk at Victoria Park which has been equally successful.
- The franchising of park buildings has brought in income to the council and provided facilities to the general public. During Q2 a franchise was let for the Phoenix Park pavilion. The franchise has been let to Urban Trikes who will open a café at Phoenix park during Q3. The public will then be able to enjoy refreshment facilities at Phoenix Park, Runcorn Hill Park, Spike Island and Victoria Park.
- A second phase of works at Runcorn Hill began at the end of Q2 which will be completed in Q3. The works include upgraded footpaths, new boundary fences and the refurbishment of the lake.
- **Waste & Recycling Collection Services**  
In August, major changes were implemented to the waste and recycling collection services across the borough. The changes mean that the Council now restricts the amount of general rubbish that it removes from every household over a fortnightly period with properties served with either a fortnightly collection of a standard sized black wheeld bin or a weekly collection of a smaller bin. Properties not suitable for wheeled bins will retain a weekly collection of black sacks.

The changes mean that the Council will collect equal amounts of general rubbish from every home. The restriction on the amount of rubbish taken is intended to encourage waste reduction and increased recycling. The changes, which also saw the introduction of improved recycling services, coincided with the delivery of other operational efficiencies which will help deliver overall cost savings within the waste service.

➤ **Waste Contracts**

The current Waste Reception Recycling and Transfer Services (RRT) contract with WSR Recycling has been extended under the terms of the contract for a further year, with effect from September 2015. This contract deals with waste from various Council operations, including Open spaces Services and trade waste collections.

The current landfill contract with FCC Environmental has been extended under the terms of the contract for a further and final year, with effect from October 2015. The landfill contract now receives a much lower quantity of waste for disposal, originating from the Halton Household Waste Recycling Centres (HWRC's).

### 3.0 Emerging Issues

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

#### *Development & Investment Services*

I. **European Programme 2014-20**

A full application for European Regional Development Funding (ERDF) under Priority Axis 3c 'SME Support' was submitted on behalf of a consortia made up of the LCR Local Authorities, Liverpool Vision, the LEP and St Helens and Liverpool Chambers of Commerce on 11 September 2015. The total bid came to £6m with a view of drawing down nearly £3m of ERDF. The Council are providing over £230k in match funding to deliver a three year project costing over £450k in total. Department of Communities and Local Government (DCLG) issued written feedback to the consortia on Wednesday 07 2015 – what date - is it October? Assuming the consortia can address the issues raised by DCLG it is anticipated that the programme will be signed off before Christmas and delivery will commence in Halton in January 2016.

DCLG also issued calls under Priority Axis 3 'Gap Funding Project for new commercial facilities' and Priority Axis 3 'Place Marketing for Investment'.

For the 'Place Marketing for Investment' call the Council are part of a consortium where the LCR LEP are the lead applicant for the bid with a view of the Combined Authority being the Accountable Body. Sci-Tech Daresbury are also a partner for the same bid. The project will be to develop a modest supply chain\sector development initiative focused upon the AEM and pharma' sector. The Council has indicated that it will provide cash match, not exceeding £25,000.00 each year, for a three year period as match.

The Council cannot provide match funding under the 'Gap Funding Project for new commercial facilities' call rather the Council have promoted the opportunity to commercial developers. To date two developers\companies have submitted outline applications to DCLG.

Langtree submitted an Outline Application on behalf of Sci-Tech Daresbury JV under the 'Gap Funding Project for new commercial facilities' call for the next phase of development on the

Eastern Plots. The application identified a request of £2.1m gap funding for the £10.7m project.

A full application for European Social Funding (ESF) was also submitted on Friday 02 October under the Priority Axis 1 'Inclusive Labour Markets' by a consortia made up of all six Local Authorities and Merseytravel. The total bid came to £42m, with a view of drawing down nearly £30m of ESF and Youth Employment Initiative (YEI). The Council are providing £1.3m in match to deliver a three year project costing £3.3m in total. Department of Working Pensions (DWP) are due to provide feedback by the end of October 2015; with a view to the project commencing early in the New Year.

The council have also submitted an EOI to VOLA who are the lead applicant on a Digital Inclusion application to Big Lottery Fund (BLF). BLF are an 'Opt In' provider of the European Social Fund who have recently released two calls; 'Digital Inclusion' and 'Financial Inclusion'. The total amount of funding available is for £1.6m for Digital and £2.5m for Financial. The Council will be working with VOLA and other partners over the next couple of months to submit a 1st stage application by the end of November 2015. Applicants will then be requested to submit full application in the New Year with a view to projects starting in July 2016.

II. Business Improvement District (BID) Programme

On 02 July 2015 Executive Board resolved to transfer management of the BID programme at Astmoor and Halebank to Halton Chamber of Commerce and Enterprise  
A Service Level Agreement (SLA) has subsequently been agreed with the Chamber and the Business Parks Officer was formally seconded to the Chamber from 01 October 2015

III. Sci-Tech Daresbury

Galliford Try continue on site for both the Tech Space buildings and site connectivity works. The steel work is progressing well for both builds – no delays. Features such as the gabion wall have now been completed. Work is continuing on the 'linear park' on Keckwick Lane.

S278 is agreed and work has commenced on the public square.

The works for the Pegasus crossing to link Daresbury village to Sci-Tech across the A56 have started with traffic calming in place.

The final financial claim for Regional Growth Funding was submitted in September 2015. All the RGF funding, £7,360,180 has now been defrayed on the project, with the private sector investment to be defrayed by early 2016. The number of jobs created and safeguarded is currently ahead of target.

*Policy, Planning and Transportation.*

- IV. The Housing Bill will be introduced in Parliament in October 2015 and it is expected that it will include a number of requirements such as extra rights for people to build their own homes, measures to speed up the neighbourhood planning system, a requirement for authorities to hold a register of Brownfield Sites and automatic permission in principle to build on such sites. Further information concerning the impact upon the authority will be provided as the Bill passes through Parliament.

- V. Following publication of the Productivity Plan it is important that Local Development Schemes (LDS) are kept up to date and published on council websites. A report on the LDS for Halton will be presented to the Environment and Urban Renewal Policy and Performance Board in October. The Productivity Plan also revised the threshold for determining if authorities are assessed as 'under-performing' although this change will not have an impact on Halton given the current level of performance that are being achieved.
- VI. Planning Permission for Traveller Sites at Daresbury and Ivy House, near the Astmoor Industrial Estate, has recently been refused and planning enforcement action is now being taken. The decision has now been appealed and is likely to be dealt with by Public Enquiry although no date has yet been agreed. Occupants of both sites are being offered pitches on the new permanent site in Runcorn which has recently been completed.
- VII. Work is currently being undertaken with Liverpool City Region partners on the development of a 'pipeline' of strategic and local transport schemes across the region aimed at generating and supporting growth. A series of workshops are presently being planned that will explore issues and identify options within each district.

#### *Open Spaces and Waste & Environmental Improvement*

- VIII. Rewards for Recycling  
The Greenredeem 'rewards for recycling' scheme will be ceasing on 31<sup>st</sup> October 2015. The contractual arrangement with Greenredeem (formerly Recyclebank) commenced in 2010, for an initial period of 5 years, but the Council will not be taking up the option to extend the scheme. Instead, alternative ways of rewarding local residents for their recycling efforts are being explored and Members will be provided with more details in due course.
- IX. Waste Composition Analysis  
A waste composition analysis will be carried out in Halton as part of a Merseyside and Halton exercise in order to obtain up to date information on the make-up of various household waste streams (both recycling and waste for disposal), which will inform future strategies. Sampling of waste will take place in November/December 2015 and February/March 2016.

## **4.0 Risk Control Measures**

- 4.1 Risk control forms an integral part of the Council's Business Planning and performance monitoring arrangements. As such Directorate Risk Registers were updated in tandem with the development of the suite of 2014 – 15 Directorate Business Plans.

Progress concerning the implementation of all high-risk mitigation measures which are relevant to the Board is included as appendix 1.

## 5.0 High Priority Equality Actions

5.1 Equality issues continue to form a routine element of the Council's business planning and operational decision making processes. Additionally the Council must have evidence to demonstrate compliance with the Public Sector Equality Duty (PSED) which came into force in April 2011.

The Council's latest annual progress report in relation to the achievement of its equality objectives was published on the Council website during quarter 4 and is available via:

[http://www3.halton.gov.uk/Pages/councildemocracy/pdfs/EandD/Equality - objectives progress report - April 2013.pdf](http://www3.halton.gov.uk/Pages/councildemocracy/pdfs/EandD/Equality_-_objectives_progress_report_-_April_2013.pdf)

## 6.0 Performance Overview

6.1 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:

### Development and Investment Services

#### **Key Objectives / milestones**

Ref	Milestones	Q2 Progress
CED10b	Commence Sci-Tech Daresbury Tech Space by <b>April 2015</b> .	
CED10d	Completion of road at Johnson's Lane by <b>March 2016</b> .	
CED10g	Commence Crossville development by <b>March 2016</b> .	

#### **Supporting Commentary**

##### CE 10b

Start on site June 2015 – now on site with 12 month build.

##### CE 10d

The road is completed up to the wearing course which has enabled the sale to proceed to Ballast Phoenix.

##### CE 10g

Currently it is expected that works will start on site in April 2016. However, there will be some pre-development preparation works being undertaken in Quarter 4.

### Key Performance Indicators

Ref	Measure	14 / 15 Actual	15 / 16 Target	Q2 Actual	Q2 Progress	Direction of travel
CED060	Occupancy of HBC industrial Units	89%	90%	90%		
CED061	Occupancy of Widnes Market Hall	85%	95%	82%		
CED062	Number of inward investment enquiries per annum	239	250	77 (Q1 & Q2)		
CED064	Number of funding enquiries per annum	113	110	44		

### Supporting Commentary

#### CED060

Two potential vacancies at Dewar Court in the next few months, however interest for the smaller units at the estate is still good.

#### CED061

Occupancy rates are slightly lower than the same period last year. The trend appears to be more traders in the market taking less space. This is a reflection of a tough retail environment and the need for many traders to reduce costs by reducing the space they use.

#### CED062

In period 2 2015/16 there were 39 investment enquiries.

#### CED064

In period 2 we received 12 new enquiries for funding support.

### Open Spaces and Waste & Environmental Improvement

### Key Objectives / milestones

Ref	Milestones	Q2 Progress
CE 05	Woodland Expansion - Additional 200m <sup>2</sup> of Woodland planted Borough wide - <b>March 2016.</b>	

### Supporting Commentary

#### CE 05

Plans were drawn up for the creation of 200m<sup>2</sup> of woodland planting which will take place in Q3.

### Key Objectives / milestones

Ref	Milestones	Q2 Progress
CE 06	Continue to deliver communications and awareness raising initiatives to ensure that participation with the Council's recycling services is maximised and that residents comply with the requirements of the Council's Household Waste Collection policy, <b>March 2016</b> .	
CE 07	Continue to review and assess the effectiveness of the Council's Environmental Enforcement Plans and Policies and maintain actions to ensure that the Council continues to effectively prevent and tackle a range of waste and environmental offences, <b>March 2016</b> .	

### Supporting Commentary

#### CE 06

As part of the introduction of operational changes referred to in 'Key Developments', all households received an information booklet in August advising of how they will be affected by the changes.

This booklet represented the opportunity to directly engage with every household in the borough and as such it also provided information about the importance of waste reduction and increased recycling as well as information about the recycling services provided by the Council. Further campaigns and direct engagement with residents will remain on-going.

#### CE 07

Following a review, the Council's Enforcement Policy was updated in August. The Policy document sets out the Council's approach to compliance and enforcement with respect to authority's regulatory services, including Waste and Environmental Improvement Services. Its review and revision was undertaken to ensure that the Policy remained up to date and fit for purpose.

### Key Performance Indicators

Ref	Measure	14 / 15 Actual	15 / 16 Target	Q2 Actual	Q2 Progress	Direction of travel
CE LI 10	Residual household waste per household (Previously NI191).	534 Kgs	593 Kgs	287 Kgs (Estimated)		
CE LI 11	Household waste recycled and composted (Previously NI192).	46.8%	40%	42%		

### Supporting Commentary

#### CE LI 10 & CE LI 11

These are cumulative figures and indications are that the targets will both be met.

**Key Objectives / milestones**

Ref	Milestones	Q2 Progress
PPT 01a	Deliver 2015/16 major bridge maintenance works programme. <b>March 2016.</b>	
PPT 03	To deliver the 2015/16 LTP Capital Programme <b>March 2016.</b>	

**Supporting Commentary**

PPT 01a

Minor remaining works this year are likely to be deferred to next year due to Traffic Management requirements. All other works completed.

PPT 03

The LTP Capital programme consists of two main strands:

- Integrated Transport: Implementation of the programme of sustainable transport improvements is underway. Schemes currently in delivery include: Clifton / Grangeway Cycleway; A56 Pegasus crossing (STEP contribution); new crossing to the Hive. Schemes currently in design include: Liverpool Road Bus priority; Kingsway central reserve remodelling; Widnes Road improvement scheme. The STEP Mersey corridor cycleway scheme is due to commence in Q3.
- Highway Maintenance: The first phase of carriageway resurfacing and six footway reconstruction schemes has been completed. Remaining phases from the programme are in design and target costing.

**Key Performance Indicators**

Ref	Measure	14 / 15 Actual	15 / 16 Target	Q2 Actual	Q2 Progress	Direction of travel
PPT LI 01	Percentage of third party compensation claims due to alleged highway / footway defects successfully defended.	N / A	80%	68.42%		N / A
PPT LI 04 (ex NI 157)	Processing of planning applications as measured against targets for:					
	a) 'major' applications	75%	60%	80%		
	b) 'minor' applications	43.75%	80%	69%		
	c) 'other' applications	85.71%	80%	85%		

Ref	Measure	14 / 15 Actual	15 / 16 Target	Q2 Actual	Q2 Progress	Direction of travel
PPT LI 05	To ensure a five year rolling supply of housing land available for 2,760 homes over 5 years. Measure as supply of ready to develop housing sites (%).	100	105	N / A	N / A	N / A
PPT LI 15	Bus service punctuality, Part 1: The proportion of non-frequent scheduled services on time (%):					
	Percentage of buses starting route on time	98.38%	98.40%	97.80%		
	Percentage of buses on time at intermediate timing points	93.82%	94.00%	91.24%		
PPT LI 17	No. of passengers on community based accessible transport	213,998	214,100	90,366		
PPT LI 19	Number of local bus passenger journeys originating in the authority area in one year (000's)	5,493	5,500	2,855		

### Supporting Commentary

#### PPT LI 01

This is an amended Performance Indicator, that reflects the number of successfully defended cases, rather than the number of claims received. All data will be referenced to the baseline established from 1<sup>st</sup> April 2015.

#### PPT LI 04

Majors are on target and above designation criteria (designation criteria increasing to 50% of decisions within 13 weeks and is being extended to apply to non-major decisions (amendment in the Housing Bill)).

Minor applications below 80% target due to the close working with applicants to overcome objections raised during the processing of the application.

In the light of the Housing Bill changes, officers will now encourage applicants to formally request 'extension of time' where applicants need more time to amend submissions.

#### PPT LI 05

Reported annually at year end.

PPT LI 15

Punctuality of services is slightly down on the same period last year. Operators have suggested this is as a result of the increased road works across the Borough. However, operators are continuing to monitor the situation and make changes to schedules as required to ensure services operate as advertised. It is anticipated punctuality will improve as a result.

PPT LI 17

Q2 figures are showing a decrease as compared with the same period last year, In the main, figures have remained fairly consistent with the exception of declines in usage of the rural bus service and also the community group bookings (largely due to Halton Community Transport ceasing operation of their large coaches). These numbers are expected to level off over the next several months.

PPT LI 19

Patronage in the Borough has increased by 5.77% compared to the same period last year. Operators have indicated this is due to an increase in student usage, Concessionary Travel and a slight increase in mileage operated.

## ECONOMY, ENTERPRISE &amp; PROPERTY DEPARTMENT

## Revenue Budget as at 30 September 2015

	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (overspend) £'000
<b><u>Expenditure</u></b>				
Employees	4,359	2,074	2,098	(24)
Repairs & Maintenance	2,731	1,201	1,202	(1)
Premises	40	37	37	0
Energy & Water Costs	625	258	247	11
NNDR	542	518	516	2
Rents	456	307	304	3
Marketing Programme	22	3	3	0
Promotions	8	3	3	0
Supplies & Services	1,634	654	647	7
Agency Related Expenditure	42	6	3	3
Grants to Non Voluntary Organisations	323	311	311	0
Surplus Property Assets	-685	-342	0	(342)
Revenue Contrib'n to / from Reserves	35	35	35	0
<b>Total Expenditure</b>	<b>10,132</b>	<b>5,065</b>	<b>5,406</b>	<b>(341)</b>
<b><u>Income</u></b>				
Fees & Charges	-574	-413	-422	9
Rent - Markets	-766	-375	-383	8
Rent - Industrial Estates	-639	-333	-342	9
Rent – Investment Properties	-656	-307	-310	3
Transfer to / from Reserves	-591	-591	-591	0
Government Grant - Income	-1,876	-924	-924	0
Reimbursements & Other Income	-257	-39	-42	3
Recharges to Capital	-227	-26	-26	0
Schools SLA Income	-486	-475	-480	5
<b>Total Income</b>	<b>-6,072</b>	<b>-3,483</b>	<b>-3,520</b>	<b>37</b>
<b>NET OPERATIONAL BUDGET</b>	<b>4,060</b>	<b>1,582</b>	<b>1,886</b>	<b>(304)</b>
Premises Support Costs	1,924	980	980	0
Transport Support Costs	32	13	13	0
Central Support Service Costs	1,824	932	932	0
Asset Rental Support Costs	2,543	0	0	0
Repairs & Maint. Rech. Income	-2,558	-1,279	-1,279	0
Accommodation Rech. Income	-2,763	-1,382	-1,382	0
Central Supp. Service Rech. Income	-1,836	-918	-918	0
<b>Total Recharges</b>	<b>-834</b>	<b>-1,654</b>	<b>-1,654</b>	<b>0</b>
<b>Net Expenditure</b>	<b>3,226</b>	<b>-72</b>	<b>232</b>	<b>(304)</b>

### **Comments on the above figures**

Spend against the employee budget is higher than the profiled budget due to the staff turnover target not being achieved as a result of low staff turnover in the earlier part of the year.

Premises costs have remained stable during quarter 2. Property Services will continue to utilise council accommodation wherever possible and outsource accommodation space to external agencies to generate additional income.

Energy & Water costs at quarter 2 are below budget to date, due a utility provider undertaking a reconciliation exercise of bills paid to date resulting in reimbursements of previous years charges.

It is anticipated that the Surplus Property Assets savings target will not be fully achieved by year-end. Whilst an action plan has been developed the time required developing and implementing the measures to realise savings means they will not be in place in the current year and total savings of £1m against this heading will not be found in full until 2016/17 at the earliest.

In order to ease budget pressures spending will be restricted in-year on Supplies & Services; Promotions and Marketing has also been kept to a minimum in an effort to achieve savings for the Department.

It is projected Investment Properties and Industrial Estates rental income will remain constant during the year and envisaging minimal change in the occupancy rates. Market rental income is above budget at the end of Quarter 2. Both market hall and open market income has remained stable during the first half of the year.

Work will continue with managers to deal with any in-year budget pressures. In overall terms it is anticipated that net expenditure will be overspent against the overall Departmental budget by year-end. In the main this is due to the savings target against surplus property assets. However work is being undertaken to minimise this where possible. It is estimated the value of the overall variance will be in the region of £500k-£600k.

## ECONOMY, ENTERPRISE & PROPERTY DEPARTMENT

### Capital Projects as at 30<sup>th</sup> September 2015

	2015/16 Capital Allocation £'000	Allocation To Date £000's	Expenditure to Date £'000	Variance to Date (overspend) £'000
<b>Economy, Enterprise &amp; Property Dep't</b>				
Castlefields Regeneration	635	56	56	0
3MG	3,493	52	52	0
Widnes Waterfront	200	0	0	0
Johnsons Lane Infrastructure	450	119	119	0
Decontamination of Land	6	0	0	0
Sci Tech Daresbury	10,965	5	5	0
Former Crossville Depot	518	82	82	0
Peel House Lane – Enabling Costs	65	19	19	0
Peel House Lane Cemetery	1,019	12	12	0
Peel House Lane Roundabout & Cemetery Access	51	5	5	0
John Briggs House – Police Station	342	22	22	0
Travellers Site - Warrington Road	1,162	1,209	1,209	(47)
Widnes Town Centre Initiative	21	0	0	0
Lower House Lane Depot – Upgrade	24	4	4	0
Equality Act Improvement Works	250	18	18	0
Signage at The Hive	100	0	0	0
Advertising Screen – The Hive	100	0	0	0
<b>Grand Total</b>	<b>19,401</b>	<b>1,603</b>	<b>1,603</b>	<b>(47)</b>

### Comments

The timing of spend for Castlefields Regeneration scheme is unknown as the main expenditure item relates to a compulsory purchase order claim (which is likely to be referred to Lands Tribunal).

The bulk of the capital allocation for 3MG will be used to fund the construction of rail sidings which will commence in quarter 3.

Widnes Waterfront and Bayer project will only commence once the developer has an end user in place so timing of spend is hard to predict at this moment in time.

Decontamination of Land allocation will fund final contract retention payment.

Sci Tech Daresbury spend will relate to purchase of Tech Space building which is expected to commence towards the end of the financial year.

**COMMUNITY & ENVIRONMENT DEPARTMENT**

**Revenue Budget as at 30 September 2015**

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000
<b><u>Expenditure</u></b>				
Employees	12,045	6,141	6,179	<b>(38)</b>
Other Premises	1,182	712	690	<b>22</b>
Supplies & Services	1,570	643	583	<b>60</b>
Book Fund	142	71	74	<b>(3)</b>
Hired & Contracted Services	1,151	437	446	<b>(9)</b>
Food Provisions	652	299	292	<b>7</b>
School Meals Food	2,077	771	755	<b>16</b>
Transport	54	22	13	<b>9</b>
Other Agency Costs	674	249	196	<b>53</b>
Waste Disposal Contracts	5,160	1,545	1,585	<b>(40)</b>
Leisure Management Contract	1,496	547	592	<b>(45)</b>
Grants To Voluntary Organisations	322	161	155	<b>6</b>
Grant To Norton Priory	222	111	117	<b>(6)</b>
Rolling Projects	32	32	32	<b>0</b>
Transfers To Reserves	0	0	0	<b>0</b>
Capital Financing	9	5	0	<b>5</b>
<b>Total Spending</b>	<b>26,788</b>	<b>11,746</b>	<b>11,709</b>	<b>37</b>
<b><u>Income</u></b>				
Sales Income	-2,229	-1,152	-1,062	<b>(90)</b>
School Meals Sales	-2,180	-717	-725	<b>8</b>
Fees & Charges Income	-3,265	-1,782	-1,727	<b>(55)</b>
Rents Income	-235	-209	-238	<b>29</b>
Government Grant Income	-1,186	-1,170	-1,159	<b>(11)</b>
Reimbursements & Other Grant Income	-548	-402	-425	<b>23</b>
Schools SLA Income	-79	-79	-83	<b>4</b>
Internal Fees Income	-120	-66	-81	<b>15</b>
School Meals Other Income	-2,270	-1,694	-1,700	<b>6</b>
Meals On Wheels	-196	-98	-72	<b>(26)</b>
Catering Fees	-225	-88	-35	<b>(53)</b>
Capital Salaries	-53	-24	-14	<b>(10)</b>
Transfers From Reserves	-44	-23	-23	<b>0</b>
<b>Total Income</b>	<b>-12,630</b>	<b>-7,504</b>	<b>-7,344</b>	<b>(160)</b>
<b>Net Controllable Expenditure</b>	<b>14,157</b>	<b>4,242</b>	<b>4,365</b>	<b>(123)</b>

<b>Recharges</b>				
Premises Support	1,947	997	997	0
Transport Recharges	2,390	707	706	1
Departmental Support Services	9		0	0
Central Support Services	3,146	1,612	1,612	0
Asset Charges	3,005		0	0
HBC Support Costs Income	-382	-382	-382	0
<b>Net Total Recharges</b>	<b>10,115</b>	<b>2,934</b>	<b>2,933</b>	<b>1</b>
<b>Net Departmental Total</b>	<b>24,273</b>	<b>7,176</b>	<b>7,298</b>	<b>(122)</b>

**Comments on the above figures:**

The net budget is currently £122,000 over budget profile at the end of the second quarter of the financial year.

Expenditure on employee costs is currently £38,000 over budget profile however this budget does include a staff savings target of £372,250 of which £52,380 relates to premium pay. Although savings were identified last year, delays in the reduction of staff have led to a small overspend to date, however it is anticipated that the savings will be met by year-end. Agency staff expenditure has continued to stay at a significantly lower level than last year with the introduction of the apprenticeship schemes and vacant posts being filled.

Supplies and services are currently under budget profile across all divisions on areas such as advertising, equipment, clothing and training. Expenditure is being restricted in these areas to offset other budget pressures within the department.

Although expenditure on the leisure management contract continues to be over budget profile, the contract is now in its final year and will end in January 2016, after which the service will be brought back in house.

Other agency costs are £53,000 under budget profile, due in the main, to expenditure on Area Forums where some projects have not yet been identified.

Income continues to struggle across the department with sales income, fees & charges and internal catering fees the most significant under-achievers. Last year income for these specific areas underachieved by over £322,000, although this was partially offset by an over achievement on other income streams. Although sales have increased slightly this year, at the midpoint of financial year 2015/16, income is expected to under achieve against budget by a similar figure to 2014/15. Income relating to the collection of green waste has overachieved budget by £40,000 to date. This is not expected to increase further for the rest of the financial year.

## Capital Projects as at 30<sup>th</sup> September 2015

	2015-16 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Total Allocation Remaining £'000
Stadium Minor Works	30	30	31	(1)
Stadium 3G Equipment	12	0	0	12
Widnes Recreation Site	741	544	544	197
Norton Priory	2,843	200	193	2,650
Norton Priory Biomass Boiler	107	0	0	107
Children's Playground Equipment	138	55	55	83
Upton Improvements	13	1	1	12
Crow Wood Play Area	4	0	0	4
Runcorn Hill Park	250	250	560	(310)
Runcorn Cemetery Extension	9	0	0	9
Cremators Widnes Crematorium	109	109	173	(64)
Open Spaces Schemes	18	14	14	4
Playground Third Party Funding	340	0	0	340
Litter Bins	20	0	0	20
<b>Total</b>	<b>4,634</b>	<b>1,203</b>	<b>1,571</b>	<b>3,063</b>

### Comments on the above figures

The Widnes Recreation project has now completed although there are still a number of payments due in respect of retention and project completion. Total spend will be within the allocation.

The Norton Priory "Monastery To Museum" project commenced on-site in August 2015, and has an anticipated completion date of July 2015. Total Heritage Lottery funding amounts to £3.9M over the course of the project.

Funding for the Runcorn Hill Park project remains a concern. The initial contractor tasked with phase one of the building works went into liquidation once work had commenced. The decision was taken to continue with the project, with the expectation that extra funding may be secured to meet the resulting increased costs. The additional costs of the re-tendered contract, together with remedial works required to the original constructions, and additional security costs, are in the region of £370,000. Requests to external bodies for additional funding have so far proved unsuccessful. Heritage Lottery Fund, the principal contributor to the scheme, have recently advised (October 2015) that they are unwilling to contribute further to phase one of the works. Total project funding from the Heritage Lottery Fund amounts to £2.2M until 2018 for a number of phases of the programme, and consideration is currently being given as to whether the costs of subsequent phases of the work can be reduced, whilst still attracting the full level of grant funding originally offered.

The allocation for Playground Third Party Funding represents funding carried forward from previous years to provide match funding for external grants. Any residual funding will be carried forward at year-end.

**POLICY, PLANNING & TRANSPORTATION DEPARTMENT**

**Revenue Budget as at 30<sup>th</sup> September 2015**

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
<b><u>Expenditure</u></b>				
Employees	4,555	2,223	2,209	14
Other Premises	222	78	67	11
Hired & Contracted Services	243	45	46	(1)
Supplies & Services	287	122	123	(1)
Street Lighting	2,082	617	617	0
Highways Maintenance	2,290	1,469	1,469	0
Bridges	98	4	4	0
Fleet Transport	1,397	477	477	0
Lease Car Contracts	516	222	222	0
Bus Support – Hopper Tickets	180	80	80	0
Bus Support	525	300	299	1
Out of Borough Transport	51	13	13	0
Finance Charges	406	166	166	0
Grants to Voluntary Organisations	68	34	34	0
Direct Revenue Financing	14	14	14	0
NRA Levy	60	30	30	0
<b>Total Expenditure</b>	<b>12,994</b>	<b>5,894</b>	<b>5,870</b>	<b>24</b>
<b><u>Income</u></b>				
Sales	-372	-138	-141	3
Planning Fees	-531	-285	-297	12
Building Control Fees	-201	-123	-134	11
Other Fees & Charges	-449	-280	-290	10
Rents	-8	0	0	0
Grants & Reimbursements	-539	-135	-134	(1)
Efficiency Savings	-60	0	0	0
School SLAs	-40	-40	-40	0
Recharge to Capital	-312	0	0	0
Transfer from Reserves	-217	0	0	0
<b>Total Income</b>	<b>2,729</b>	<b>-1,001</b>	<b>-1,036</b>	<b>35</b>
<b>Net Controllable Expenditure</b>	<b>10,265</b>	<b>4,893</b>	<b>4,834</b>	<b>59</b>

<b>Recharges</b>				
Premises Support	642	388	388	0
Transport Recharges	629	301	304	(3)
Asset Charges	7,791	0	0	0
Central Support Recharges	1,935	968	968	0
Departmental Support Recharges	393	196	196	0
Departmental Support Recharges Income	-491	-246	-246	0
Support Recharges Income – Transport	-3,734	-1,700	-1,700	0
Support Recharges Income	-1,022	-396	-396	0
<b>Net Total Recharges</b>	<b>6,143</b>	<b>-489</b>	<b>-486</b>	<b>(3)</b>
<b>Net Departmental Total</b>	<b>16,408</b>	<b>4,404</b>	<b>4,348</b>	<b>56</b>

### Comments on the above figures

In overall terms revenue spending at the end of quarter 2 is below budget profile. This is due to small variances in a number of expenditure and income budget areas

The 'Other Premises' item is below budget to date mainly due to lower than expected utility and NNDR bills for Lower House Lane Depot within the Logistics Division.

Planning fee income is over the profiled budget to date due to a one-off, high value planning amount received during the last quarter, this is not expected to continue throughout the rest of the year. It is expected that income will be in line with the budget at year end.

Building Control income is exceeding the budget profile to date, the increased income reflects the increase in the number of control inspections provided by the department to members of the public, this is despite strong competition from outside competitors who can provide the same service except for the issuing of the certificate.

The above budget increase in 'Other Fees and Charges' is mainly due to income generated within the Traffic Division for overrun charges on statutory undertakers, the issuing of permits etc. This is expected to be just above budget throughout the year.

At this stage of the year it is anticipated that overall-spend will be within the Departmental budget at the financial year-end.

**POLICY, PLANNING & TRANSPORTATION DEPARTMENT**

**Capital Projects as at 30<sup>TH</sup> September 2015**

	2015/16 Capital Allocation £'000	Allocation To Date £'000	Actual Spend To Date £'000	Allocation Remaining £'000
<b><u>Local Transport Plan</u></b>				
Bridges & Highway Maintenance Bridge Assessment, Strengthening & Maintenance	967	65	64	903
Road Maintenance	1,261	430	427	834
<b>Total Bridge &amp; Highway Maintenance</b>	<b>2,228</b>	<b>495</b>	<b>491</b>	<b>1,737</b>
<b>Integrated Transport</b>	<b>908</b>	<b>190</b>	<b>191</b>	<b>717</b>
<b>Total Local Transport Plan</b>	<b>3,136</b>	<b>685</b>	<b>682</b>	<b>2,454</b>
<b><u>Halton Borough Council</u></b>				
Street lighting – Structural Maintenance	200	55	53	147
Street lighting – replacement programme	1,700	180	181	1,519
Risk Management	120	45	45	75
Fleet Replacement	2,174	600	598	1,576
<b>Total Halton Borough Council</b>	<b>4,194</b>	<b>880</b>	<b>877</b>	<b>3,317</b>
<b><u>Grant Funded</u></b>				
Local Pinch Point – Daresbury E'way	943	10	9	934
Surface Water Management Grant	122	5	7	115
S106 schemes	384	0	0	384
STEPS programme	664	0	0	664
<b>Total Grant Funded</b>	<b>2,113</b>	<b>15</b>	<b>16</b>	<b>2,097</b>
<b>Total Capital Programme</b>	<b>9,443</b>	<b>1,580</b>	<b>1,575</b>	<b>7,868</b>

**Comments on the above figures**

The programme of spend regarding surface water management is dependent on uptake by members of the public. This in turn is affected by local weather conditions.

The STEP (Sustainable Transport Enhancement Package) programme is scheduled to start from quarter 3, this spend will then be reflected from this period onwards.

## 8.0 Explanation of Symbols

Symbols are used in the following manner:

### Progress Symbols

<u>Symbol</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.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
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.	<i>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</i>
Red 	Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an intervention or remedial action taken.</i>

### Direction of Travel Indicator

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