

APPENDIX 1

Extract of Executive Board, Executive Sub Board Minutes Relevant to the Urban Renewal Policy and Performance Board.

EXECUTIVE BOARD MEETING HELD ON 20 NOVEMBER 2008

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

EXB76 Mersey Multi Modal Gateway Supplementary Planning Document.

The Board considered a report of the Strategic Director – Environment seeking approval for further changes to the text of the 3MG (Mersey Multimodal Gateway) Supplementary Planning Document (SPD).

It was noted that the Board had resolved that the Ditton Strategic Rail Freight Park (SRFP) SPD, now renamed the 3MG SPD, should be adopted at its meeting of 21st September 2006. However, adoption had been delayed because of continued uncertainty over the state of the open land at Halebank, fronting Lovell Terrace, which had been the subject of two applications for “Village Green” status. Additionally, access to site 253 from the junction between the A5300 (Knowsley Expressway) and the A562 (Speke Road) had been secured through planning permissions granted by both Halton and Knowsley local planning authorities. This would enable the site to be accessed directly off the A562 (Speke Road) and also to connect with the eastern parts of 3MG. Therefore, there was now no need for a new east-west link via Halebank between the two parts of 3MG.

In order to take account of these changes to the access arrangements to 3MG, it had been necessary to revise the content of the SPD. This had been done in two ways. Firstly, there were the “technical” changes to the text, which did not materially affect the content or intended purpose of the SPD. These were listed in the first part of the Appendix to the report and had been agreed by the Operational Director and the relevant Executive Board Member under delegated authority. Secondly, there were changes to the amendments already agreed by the Executive Board in September 2006, which were proposed as a result of public consultation and the emerging design of the project, and were listed in the second part of the Appendix. These changes altered the definition of how site 253 was to be accessed, confirming the primacy of the A5300 link.

Legal advice had stated that no further public consultation was required on the proposed changes to the draft SPD set out in the report. The 3MG SPD had been prepared at the same time as the SPD for the adjoining Halebank Action Area and public consultation had been carried out on both. It was advised that, now the new access to HBC Field had been resolved, the Halebank SPD could also proceed to adoption.

Further background information was provided in the report for Members' consideration together with information on public participation, the sustainability appraisal and the process for adoption of the SPD.

RESOLVED: That the amendments to the text of the SPD set out in the appendix to the report be agreed.

EXECUTIVE BOARD MEETING HELD ON 4 DECEMBER 2008

EXB86 The "Heart of Halton" Plaque Scheme

The Board considered a report of the Strategic Director – Environment outlining the deliberations of the Urban Renewal Policy and Performance Board (PPB) relating to the development of a new tourism initiative entitled "The Heart of Halton".

The aim of the scheme was to seek to identify and celebrate Halton's achievers, people, important buildings and activities that took place with local historical societies, groups and the public invited to submit suggestions.

To complement plaques, online Web based maps would be developed highlighting the location of the plaques and what they signified. This would be supported from time to time with leaflets or other publications.

It was noted that the PPB had considered the costs and scale of the project at its meeting of 17th September 2008. The Board agreed that this was a worthy proposal subject to budget pressures although further information was required as to how the scheme would work in practice.

RESOLVED: That

- (1) the Urban Renewal Policy and Performance Board be requested to examine this proposal in further detail, providing information in relation to the process and criteria;

and

- (2) subject to the above and to the 2009/10 budget process, the development of a "Heart of Halton" plaque scheme be approved.

EXECUTIVE SUB BOARD MEETING HELD ON 6 NOVEMBER 2008

ES50 High Hedge Complaints

The Board received a report of Strategic Director, Environment which recommended increasing the fee for making formal High Hedge complaints to the Council.

It was noted that the High Hedge Act (part of the Anti-social Behaviour Act 2003) came into effect on 1 June 2005. This Act was to enable neighbours to make a formal complaint to the Council if they were unable to resolve the matter themselves.

Furthermore to meet the required criteria set out in the Act, a valid complaint must relate to a hedge that was at least two metres high and contain at least two or more evergreen trees. Fees were charged to the complainant who must provide detailed evidence that they have tried to resolve the matter with the owner.

The fee provided a service, which was likely to benefit an individual (the complainant) rather than the community in general.

In addition it was noted that a review of the charges made by other local authorities had been undertaken. This data was not readily available so particular consideration was given to other Councils (namely Bexley, Lincoln & Shepway) that set the fee in line with the cost of householder applications in 2005. They have since increased their fee in line with the cost of planning applications to £150.

Neighbouring Councils Warrington, St Helens and Liverpool charge a considerably higher fee. Since the High Hedge Act came into effect there have been over 150 enquiries leading to over 30 complaints.

It was recommended that the fee should be maintained at the same rate as householder planning applications. It was also recommended that the Strategic Director - Environment continue to have the authority to waive the charge in part or whole when appropriate in individual cases of severe hardship.

RESOLVED: That the fee be increased from £135 to £150 in line

with the minimum householder planning application fee.

EXECUTIVE SUB BOARD MEETING HELD ON 4 DECEMBER 2008

ES52 Award of HBC Bridge Maintenance Partnership Contract

The Sub Committee received a report of the Strategic Director, Environment to expedite the award of the HBC Bridge Maintenance Partnership Contract and thereby increase ability to satisfy the works delivery programme by delegating authority to accept the tender ranked highest following formal rigorous evaluation.

The Sub Committee was informed that the term of the contract would be for an initial four-year period plus a potential 2-year extension with an estimated value of works of £12m.

It was noted that pre qualification questionnaires were returned in July 2008 by 16 organisations. These submissions were evaluated against a detailed scoring matrix and the 6 highest submissions were shortlisted. Details of these organisations were set out in the report.

It was further noted that all 6 organisations returned tenders by the deadline of 15 October 2008. A detailed and rigorous evaluation of the returns had been undertaken, with HBC's framework consultants, Mott MacDonald. The contract award would be based upon the most advantageous overall tender in terms of quality and price. The report outlined how the quality and prices scores would be determined.

Members were further advised that following completion of the evaluation, a detailed Tender Report had been issued to the Council's Internal Audit team for approval. However the response from the Audit Team was not expected prior to the deadline for the next meeting of the Sub Committee.

It was noted that following Internal Audit approval of the Tender report, the HBC Bridge Maintenance Partnership would be awarded to the tenderer who had returned the submission evaluated as yielding the highest overall score.

In this respect the report requested the delegation of authority to accept the tender to the Strategic Director, Environment in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal.

Members were advised that if agreed this would enable the Council to inform the successful tenderer in early December of its intention to award the contract and therefore would enable the Council

to formally establish the Bridge Maintenance Partnership as quickly as possible and that this in turn would allow early mobilisation of resources and enable the Council to satisfy the planned programme of works in 2009. The Sub Committee supported this way forward subject to Internal Audit approval of the tender report.

RESOLVED: That:

- (1) the Strategic Director, Environment in consultation with the Executive Board Member for Planning, Transportation Regeneration and Renewal be authorised to award the HBC Bridge Maintenance Partnership Contract to the tenderer submitting the tender return which through a rigorous formal evaluation process is deemed to be the most advantageous; and
- (2) the circumstances of the award be reported to a future Executive Board Sub Committee for information.

ES53 Renewal of Service Level Agreement with Merseyside Environmental Advisory Service for the Provision of Technical Advice.

The Sub Committee received a report of the Strategic Director, Environment which sought renewal of a service level agreement between Halton Borough Council and the Merseyside Environmental Advisory Service (MEAS) for the provision of technical advice in connection with planning matters for a period from 1 April 2008 to 31 March 2009.

Members were informed that MEAS provided a range of specialist advisory services to subscribing authorities and these were outlined in detail within the report. It was noted that MEAS had been established for a number of years and worked with a number of local authorities within the northwest region, details of which were contained within the report.

The Sub Committee had previously agreed a service level agreement with MEAS for 2006/7 and 2007/8. A new contract for the period 1 April 2008 to 31 March 2009 for the provision of environmental services and technical advice had been received.

Furthermore Members were advised of the services the agreement would secure, which were outlined in detail in the report and that MEAS intended to move to a three-year agreement in future.

It was noted that the cost of this service was £15,943 and that MEAS would provide a substantive review of this agreement on the

basis of performance to Halton by the end of March 2009.

RESOLVED: That the Service Level Agreement between Halton Borough Council and the Merseyside Environmental Advisory Service is agreed for 1 April 2008 to 31 March 2009 at a cost of £15,943.