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## **EXECUTIVE CABINET MEMBER FOR ENVIRONMENTAL SERVICES**

A record of decisions made by the Executive Cabinet Member with responsibility for Environment, Regulatory Services and Skills:-

**MONDAY, 7th APRIL, 2014**

Following consideration of the matters detailed below in the presence of:-

Councillor Peel	Executive Cabinet Member for Environmental Services
Councillor J. Byrne	Cabinet Member for Neighbourhood and Community
Councillor Chadwick	Cabinet Member for Highways and Transport
Councillor Sherrington	Cabinet Member for Waste, Recycling and Housing
Councillor Allen	Major Opposition Spokesperson, Environmental Services
Councillor Wild	Major Opposition Spokesperson, Highways and Transport
Councillor Radlett	Minor Opposition Spokesperson

### **Officers**

Mr. M. Cox	Director of Environmental Services
Mr. T. Hill	Chief Planning and Housing Officer
Ms. J. Pollard	Head of Strategic Finance and Accountancy

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Mr. J. Kelly	Head of Service, Highways and Engineering
Mr. J. Sharrock	Head of Service, Neighbourhood Services
Ms. M. Horrocks	Unit Manager, Strategic Housing
Mr. P. Tomkies	Principal Officer, Licensing
Ms. K. King	Principal Environmental Health Officer
Mr. I. D. Mulholland	Principal Democratic Services Officer

### **88. MONITORING OF EXECUTIVE MEMBER DECISIONS**

The Borough Solicitor submitted a report which set out details of the decisions made at previous meetings and the progress on each to date.

**The Executive Cabinet Member NOTED the report.**

### **89. BRADSHAW AREA, PROPOSED WAITING RESTRICTIONS – OBJECTIONS**

The Director of Environmental Services submitted a report which set out details of the proposed introduction of waiting restrictions on New Heys Way, Brookside Close, Broadstone Road and Longsight Lane, Bradshaw, Bolton. The Director had agreed to introduce the restrictions under the Scheme of Delegation.

The report explained that the proposal was advertised in December, 2013 and 14 representations were received. The detail of the objections was set out in the report.

Ward Members had also been consulted.

The estimated cost for the processing and implementation of the restrictions would be approximately £3,500 and would be funded by the Bradshaw Area Forum.

**Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member, having considered the objections and views of ward members, agreed to the introduction of the proposed restrictions as shown in Appendix A to the report.**

**90. MOSS LANE, KEARSLEY – PETITION REQUESTING CARRIAGEWAY RESURFACING AND NEW STREET LIGHTING**

The Director of Environmental Services submitted a report which advised on the status of the highway at Moss Lane, Kearsley which the Council had been petitioned to improve.

The report explained that the street subject to the petition was registered as an un-adopted highway, known as Moss Lane, from Manor Street up to Unity Brook, whereupon it became a private road.

The responsibility for the maintenance of an un-adopted highway rested with the owners of any land or property which abut the highway. In this instance, the Council did not own a small portion of the highway abutting Spindle Point CP School and this had been resurfaced quite recently.

The Council had no liability to maintain any other areas of the highway. Furthermore, local authorities were not legally required to provide street lighting, even for adopted highways. Due to the budgetary constraints, funds were only available to maintain the existing lighting network.

**Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member agreed to –**

- (i) note the contents of the report regarding the status of Moss Lane as an un-adopted highway;**

- (ii) decline to resurface the highway;
- (iii) decline to install new street lighting in this highway;
- and
- (iv) authorise officers to reply to residents informing them of the outcome.

**91. DEARDEN STREET / LEVER STREET / AINSWORTH ROAD – PROPOSED HIGHWAY ALTERATIONS**

The Director of Environmental Services submitted a report which set out details of the consultation response to proposed highway alterations to Dearden Street, Ainsworth Road and Lever Street, Little Lever.

The report also explained that plans were previously submitted for the introduction of traffic calming on Dearden Street and Ainsworth Road and the alteration of traffic flow on Lever Street due to the supermarket development.

Local residents were consulted in January / February, 2014 and the majority of residents agreed with the proposals.

Ward members had been consulted on the proposals.

The Executive Cabinet Member was advised that the scheme would be funded by the developer.

Due to the comments received following the consultation the proposals were revised.

**Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member, having considered the comments made in response to the local area consultation and views of ward members approved the scheme shown on drawing 317072/03 for implementation.**

## **92. APPROVAL FOR PROCUREMENT OF HIGH SPEED ROAD TRAFFIC MANAGEMENT AND ASSOCIATED VERGE MAINTENANCE SERVICES**

The Director of Environmental Services submitted a report which sought agreement to procure high speed road traffic management and associated verge maintenance services.

Neighbourhood Services currently procured traffic management services when conducting grass maintenance and cleansing works on high speed roads across the Borough. The traffic management included the provision of a crash cushion, stop and go signals or carriageway closures to ensure safe working zones.

Traditionally, Neighbourhood Services had procured traffic management and grass cutting services separately and used in-house grass cutting teams to back up the contractors. This had taken a significant amount of resource off the regular grass cutting schedule during peak growth periods and for extended lengths of time, which has been to the detriment of the service.

The 2013 Neighbourhood and Regulatory Services Savings and Efficiency Review report stressed the importance of a more planned and less reactive approach to service provision. The reduction of core resource has meant that maintaining the grass cutting schedule following the deployment of staff to non scheduled tasks (such as this) was becoming more difficult.

It was therefore proposed that traffic management and the associated services of grass cutting, hedge cutting and litter picking be brought together in one procurement process, and awarded to one contractor, to help streamline the management and co-ordination of the works.

It was not intended that street cleansing would be included within the procurement as there had been no reduction to the pavement sweeper fleet and the in-house service continues to carry capacity to work with the successful tenderer.

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The cost for the service was previously split between several suppliers and therefore did not require a tender submission. However, with the estimated value of the combined works being £70k per annum this would require a formal tender process and approval.

Neighbourhood Services were looking to commence the procurement process for this service. It was proposed that a one year framework agreement was awarded, to assess the effectiveness of the methodology with the option to extend the term for a further year if successful. It was anticipated that future arrangements would facilitate other services, such as gully emptying, to link into the traffic management periods.

The potential value of the tender was below the OJEU threshold and therefore the time scale for the process would allow for tenders to be returned in April 2014, with tender evaluation and award taking place at the beginning of May 2014.

**Following a recommendation from the Cabinet Member for Neighbourhood and Community Services the Executive Cabinet Member agreed to –**

- (i) procure high speed road traffic management and associated verge maintenance services (via the Corporate Procurement Team) in accordance with the Council's Standing Orders relating to procurement;**
- (ii) appoint the successful tenderer to deliver high speed road traffic management and associated verge maintenance services in accordance with the tender documents; and**
- (iii) Authorise the Borough Solicitor to carry out all necessary legal formalities.**

**93. 2012 AIR QUALITY UPDATE AND SCREENING ASSESSMENT FOR GREATER MANCHESTER**

The Director of Environmental Services submitted a report which updated the Executive Cabinet Member on the progress of air quality management issues.

The report explained that the Environment Act 1995 placed a responsibility on Councils to periodically review and assess air quality within their boundaries and to determine if the air quality objectives were likely to be achieved. Where the objectives were likely to be considered exceeded, the local had to declare an Air Quality Management Area.

Air quality reports had been produced since 2001. The latest report identified that all pollutants except NO<sub>2</sub> were not expected to exceed the relevant air quality objectives.

The report went onto refer to matters concerning the Greater Manchester Combined Authority, Air Quality updating and Screening Assessments, Air Quality updating and Screening Assessment for Greater Manchester 2012.

**Following a recommendation from the Cabinet Member for Neighbourhood and Community Services the Executive Cabinet Member agreed to NOTE the report and AGREED to receive further reports on air quality.**

**94. FRAMEWORK OF APPROVED CONTRACTORS FOR SOCIAL NEEDS TRANSPORT**

The Director of Environmental Services submitted a report which sought approval to extend the terms of the framework agreement in relation to approved contractors for Social Needs Transport for a further two twelve month periods.

The report explained that social needs transport was provided in relation to home to school and college transport and school swimming.

The report went on to explain that rather than re-tender the framework, the preferred option was to extend the terms of the agreement. Before utilising this right to extend the agreement it was intended to offer all framework providers the opportunity to re-refresh their framework vehicle information and pricing schedule for twelve months from 1<sup>st</sup> September, 2014 and the twelve months from 1<sup>st</sup> September, 2015.

**Following a recommendation from the Cabinet Member for Neighbourhood and Community Services the Executive Cabinet Member APPROVED –**

- (i) The extension of the terms of the framework agreement for a further two twelve month periods from 1<sup>st</sup> September, 2014; and**
- (ii) Prior to the extension, allow providers on the framework the opportunity to re-refresh their vehicle information and pricing schedule as indicated in the report.**

#### **95. APPROVAL TO TENDER FOR BIN CLEANING, REPAIR AND REFURBISHMENT**

The Director of Environmental Services submitted a report which sought approval to tender for bin cleaning, repair and refurbishment services.

The report explained that the Council's Waste Management Service currently outsourced its bin cleaning, repair and refurbishment to an external contractor.

The total expenditure for 2013/14 had to date exceeded the limit for three quotes and permission was subsequently required to tender for the bin cleaning, repair and refurbishment services to Waste Management from July 2014.

An external company currently provided bin cleaning, repair and refurbishment services at Adelaide House, Adelaide Street in Bolton for Bolton Council.

The detail of the service was listed in Appendices 1 to 4 of the tender document attached to this report.

The Executive Cabinet Member was advised that the total expenditure in 2013/14 for bin cleaning and associated services currently stood at approximately £50,000 and therefore a tender exercise had to be commissioned via the Chest and managed by Corporate Procurement.

The contract would run for two years with an option to extend for another year, subject to performance.

**Following a recommendation from the Cabinet Member for Waste, Recycling and Housing the Executive Cabinet Member AGREED –**

**(i) to tender for bin cleaning, repair and refurbishment services using the specification provided in appendix 1; and**

**(ii) delegate authority to the Director of Environmental Services to award the successful tenderer on a best value basis.**

## **96. DRAFT CHARITY COLLECTIONS POLICY**

The Director of Environmental Services submitted a report which set out details of the draft charity collections policy.

By way of background information the report explained that the aims of the Licensing Authority in respect of the licensing of charitable collections was to -

- safeguard the interests of both public donors and beneficiaries;
- facilitate well organised collections by bona fide and charitable institutions and to ensure that good standards were met; and
- prevent unlicensed collections from taking place.

The report went onto explain that in order to achieve its aim in respect of the licensing of charitable collections, the Licensing Authority had identified the major issues and sought to tackle them through this Policy.

It was explained that the new Policy was divided into three main sections, house to house collections, street collections and a voluntary agreement with fundraisers. The report went on to provide specific details in terms of these areas.

In conclusion, the Executive Cabinet Member was advised that a consultation exercise was proposed on the content of the new Policy utilising a universal survey method.

**The Executive Cabinet Member APPROVED the draft Policy for the purposes of consultation.**

#### **97. NEW STREET CAFÉ LICENCE FEE MATRIX, 2014**

The Director of Environmental Services submitted a report which sought approval for the implementation of the new street café licence fees matrix.

The report explained that the current single tier street café licence fee structure had been in operation since 2006 with minimal changes being made, other than implementing the annual inflation increases.

Over recent years it had become evident that the current single tier fee structure was no longer appropriate and potentially penalised the smaller street café operator.

The proposed new street café licence fee matrix was directly linked to the number of tables and chairs placed on the public highway. This approach supported Bolton Council's aims and objective to develop the street café culture within Bolton Town Centre.

Whilst the proposed street café licence fee matrix provided a more affordable licence fee structure for the street café operators, the Council was still recovering all reasonable processing and management costs.

**The Executive Cabinet Member APPROVED the new street café licence fee matrix.**

## **98. ENVIRONMENTAL SERVICES – FEES AND CHARGES REPORT, 2014/15**

The Director of Environmental Services and the Borough Treasurer submitted a joint report which sought approval to increase fees and charges by greater than the budgeted inflation rate in respect of some of the services provided by Environmental Services.

The report explained that as part of the corporate financial guidance, there was an assumption that all external fees and charges were increased by 2%. Due to cash handling purposes, the exact inflationary increase might be up slightly more. However, there were a number of charges where no increase or a percentage increase above the guidance figure of 2% was proposed.

The report went on to set out the specific details relating to the various services.

In conclusion, it was proposed that increases in fees and charges relating to the services highlighted within this report should differ from 2% guidance included within the budget.

**The Executive Cabinet Member APPROVED –**

- (i) proposals for increases to fees and charges ; and**
- (ii) proposals to report separately on other specific changes are noted.**

**99. ENVIRONMENTAL SERVICES PERFORMANCE REPORT, QUARTER TWO AND THREE, 2013/14**

The Director of Environmental Services submitted a report which gave an overview of performance from the Department and also provided Departmental internal performance statistics.

The report summarised the performance information for quarters two and three of 2013/14 against the Strategic Priorities, Key Operational Issues, Service Investments and Departmental Operational Measures.

**The Executive Cabinet Member NOTED the performance report.**

**100. HOUSING PERFORMANCE REPORT, QUARTER TWO AND THREE, 2013/14**

The Director of Development and Regeneration submitted a report which provided an update on the quarter two and quarter three performance for the Housing Division against the strategic priorities.

**The Executive Cabinet Member NOTED the performance report.**

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