

## **ENVIRONMENTAL SERVICES**

A record of decisions made by the Executive Member with responsibility for Environmental Services on:-

**MONDAY, 28<sup>TH</sup> MARCH, 2011**

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

Councillor Zaman	Executive Member for Environmental Services
Councillor Critchley	Major Opposition Spokesperson
Councillor D. Wilkinson	Minor Opposition Spokesperson
Mr. M. Cox	Director of Environmental Services
Mr. S. Young	Assistant Director of Environmental Services
Mr. J. Kelly	Head of Highways and Engineering
Mr. I. Taylor	Head of Parking Services
Mrs N. Littlewood	Marketing Manager
Mr. G. Langley	Principal Engineer
Mrs. S. Bailey	Principal Democratic Services Officer

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

The Director of Chief Executive's Department submitted a report which provided an update on decisions taken at previous meetings of the Executive Member.

**The Executive Member NOTED the report.**

### **75. LAMPPOST ADVERTISING WITHIN THE BOROUGH OF BOLTON**

A report of the Director of Environmental Services was submitted which outlined proposals to generate income from outdoor signage advertising opportunities aimed at local businesses and partners across Bolton.

The report advised that the Council had been approached by Medialights, a well established company providing illuminated units in major towns and cities and for other councils, to enter into an arrangement for the supply of affordable outdoor traditional advertising signs within Bolton.

A full description of the lamppost advertising units was provided in the report. They had a life expectancy of 10 years, were environmentally friendly and could be installed on existing columns with LED bulbs to illuminate. Appendix A provided examples of how the advertising would appear.

Medialights were proposing to enter into two separate 5 year contracts with the Council. One would be with the Highways Department for the installation and maintenance of the units and the other with the Marketing and Communications Agency for the overall management for the contract. Each service area would receive direct income for the Council, full details of which were provided in the report and at Appendix B.

The report advised that due to the significant capital investment for Medialights, a minimum contract of 5 years was required. This would enable the sale of 1 to 3 year contracts with advertisers with the 5 year timeframe with Bolton up to the final day of the contract.

Medialights was proposing to identify and secure advertising leads and also manage artwork, procurement and contractual arrangements. Business leads/contacts and artwork would be managed and agreed by both parties through a partnership approach.

The units were sold at a generic investment of £1,295 per annum and for each site sold, the Council would receive a payment of £500 net profit per annum. Medialights had estimated that they could sell and install 100 units which equated to £50k income generation for the Council.

The proposals would require no financial outlay from the Council and would be carbon neutral as any emissions would

be offset.

The report would also be considered by the Executive Member for Corporate Resources and Health at her meeting on 4<sup>th</sup> April, 2011.

**The Executive Member AGREED –**

**That the matter be deferred by consideration by the Environmental Services Policy Development Group.**

**76. CANNON STREET NORTH/DEANE ROAD, BOLTON-  
REVIEW OF EXPERIMENTAL TRAFFIC  
MANAGEMENT SCHEME**

The Director of Environmental Services submitted a report which reviewed the experimental partial reopening of the Cannon Street North junction with Deane Road.

The Executive Member was reminded that approval had been given to a package of traffic management measures in September, 2009 which had included an experimental partial reopening of the junction of Cannon Street North/Deane Road to enable vehicles to exit the residential area by making a left turn from Cannon Street North into Deane Road. This measure had been adopted to provide another egress point from the area to ease concerns relating to congestion. A plan detailing the current layout was appended to the report.

The experimental reopening had commenced in November, 2009 and had been in operation for 18 months. During that time, a number of concerns had been expressed, as follows:

- some motorists were ignoring the Left Turn Only Order on exit from Cannon Street North and proceeding straight ahead across Deane Road into Cannon Street; and
- some motorists were entering Cannon Street North from Deane Road by driving over the footway which contravened the One Way Order.

Following a period of observation, it was confirmed that a significant number of motorists were carrying out illegal exit or entry manoeuvres which was considered to be unacceptably high and represented a significant road safety risk.

In this regard, the report therefore recommended that, in view of the ongoing concerns relation to abuse of the existing measures and the road safety implications, the experimental Traffic Regulation Order be discontinued, and that Cannon Street North be re-closed to vehicular traffic at its junction with Deane Road.

It was proposed that the highway at the entrance to Cannon Street North be reconstructed as a footway at an estimated cost of £10,000 from a budget yet to be identified.

**The Executive Member AGREED –**

**That the Traffic Regulation Order on Cannon Street North be confirmed subject to further engineering measures being put in place to discourage abuse of the junction; this to be financed by the Area Forum budget and that the situation continue to be monitored and the junction closed again if necessary to improve road safety.**

**77. LANCASTER DRIVE, LITTLE LEVER- PROPOSED 20MPH SPEED LIMIT (TRAFFIC ORDER 303683) - OBJECTIONS**

The Director of Environmental Services submitted a report which commented on an objection received in response to an advertised proposal to introduce a 20mph speed limit on Lancaster Drive, Little Lever.

The report outlined the basis of the objection and gave a response to it.

Having considered the objection, the report recommended the Executive Member to approve confirm the proposal as advertised.

**The Executive Member APPROVED –**

**Confirmation of the proposal to introduce a 20mph speed limit on Lancaster Drive, Little Lever, on the basis detailed in the report now submitted.**

**78. NELSON STREET/WESTON STREET/CRESCENT ROAD, BOLTON – PROPOSED WAITING RESTRICTIONS (TRAFFIC ORDER 32098) - OBJECTIONS**

The Director of Environmental Services submitted a report which commented on objections received in response to an advertised Traffic Regulation Order to introduce waiting restrictions and loading bans in the vicinity of Nelson Street/Weston Street/Crescent Road.

The proposals had been advertised in January and February, 2011 and one objection had been received in response concerning a loss of parking for employees and visitors at a nearby mill. This could also result in a transfer of parking onto nearby Gilderdale Street which could cause difficulties for larger vehicles who wished to access the loading bay for the unit which was located at the rear of the mill.

The report commented on the objection received and gave a response to it.

Notwithstanding the objection, the report recommended that the proposals be approved in their advertised format.

**The Executive Member APPROVED –**

**(i) The originally advertised proposals for Waiting Restrictions and Loading Bans on Nelson Street/Weston Street/Crescent Road, as detailed in the report now submitted.**

**79. STREET LIGHTING CARBON REDUCTION AND ENERGY EFFICIENCY PROPOSALS**

The Director of Environmental Services submitted a report which sought approval on a proposed initiative to reduce energy consumption and carbon emissions in street lighting through an invest to save project funded via prudential borrowing.

The report advised the Executive Member of the serious challenges faced by the Council in terms of energy costs, carbon reduction targets and potential carbon tax issues.

As a result, proposals to use emerging technologies as part of an energy saving lighting programme had been approved by the Executive Member in September, 2009. This had allowed for the use of LED replacements, a Central Management System and highly reflective materials in place of illuminated bollards/signs.

Since that time, it had become more apparent that street lighting was a key contributor to the Council's Carbon Management Plan and therefore major savings in energy and carbon emissions could be made in this area. However, this could only be achieved with an appropriate invest to save initiative.

In this regard, the report went on to outline proposals that would enable this to be achieved. Details of schemes in other areas were provided where the introduction of lighting programmes was bringing about significant energy savings and CO2 reductions. Similar schemes could be introduced in Bolton where 100% of the lighting stock was CMS/LED compatible. In addition:

- varying lighting levels to 50% would deliver savings in energy of approximately £330k per annum;
- CO2 savings of 2473 tonnes per annum were achievable;
- estimated combined energy and operational savings of £777k were possible; and
- there would be reduced future liability on Carbon Tax of £89k.

The report went on to outline proposals and a business case for the introduction of a street lighting carbon reduction and

energy plan over 4 phases which were summarised in table 3 of the report. The cost of implementing the scheme had been calculated based on prudential borrowing of £9.8m over a 7 year period. Full details of the costings, delivery and payback timescales over the individual phases were provided in the report.

The report outlined the range of social and financial efficiencies that would be achieved by the project, as follows:

- asset improvements;
- improved control of the network;
- better energy consumption reporting;
- improved lighting for communities;
- delivery of the scheme would require internal staffing and would sustain employment;
- the initiative had been costed on an invest to save basis;
- the project would ensure compliance with National Standards and Guidelines.

In summary, the report put forward the following 3 options for consideration:

Option 1 – continue with existing arrangements using maintenance programmes to deliver efficiencies over a period of time – this would result in the continuation of high energy charges and failure to achieve carbon reduction targets;

Option 2 – secure the full value of the initiative through borrowing and deliver as a one off project – this would result in significant local disruption but deliver savings over a faster time period but would not allow benefits from technological advancements in the next few years; and

Option 3 – draw down funding on a phased basis over a prolonged period of time focusing efforts on areas of high gain and quick wins, as shown in table 3 – the last phase would be completed in years 5-7 allowing the Council to take advantage of technological developments in variable lighting and the dimming of LED lanterns.

The report advised that the development, management and delivery of the initiative would require both operational and technical support to deliver and maintain. In this regard, the report proposed the establishment of a technical assistant post. A job description and person specification for the post were attached to the report at Appendix 4. It was proposed to recruit to the post from the Council's Redeployment list.

Approval of the post would be subject to approval by the Executive Member for Human Resources, Organisational Development and Diversity.

**The Executive Member APPROVED –**

- (i) **The implementation of the Option 3; and**
- (ii) **Subject to the approval of the Executive Member for Human Resources, Organisational Development and Diversity, the establishment of a Supporting Technical Assistant post, as detailed in Appendix 4 to the report.**

**80. PAVEMENT PARKING AND PAVEMENT OBSTRUCTION REVIEW**

The Director of Environmental Services submitted a report which put forward a number of recommendations following a review of pavement parking and obstruction issues.

By way of background information, the report outlined the various issues surrounding pavement parking and the associated problems it caused. These included inconvenience to pedestrians, hazards, damage to kerbs, damage to equipment belonging to statutory undertakers, prevention of street and gully cleaning, disruption to refuse collections and delays to road works.

The report advised that legally, driving on a footway was an offence under the Road Traffic Act. The Police could enforce against driving on a pavement however, this had to be witnessed in order to establish the identity of the driver at the



time of the offence. Parking on a footway was not illegal unless it was obstructive. The Council also had a duty to protect the rights of the public to use and enjoy any public highway in the Borough. Current practice was that whilst pavement parking was not condoned, there was a tolerance where roads were narrow and it would be dangerous for drivers not to park on the pavement. Further, where pavement parking did not cause footway users any difficulties, no action was taken at present.

In this regard, the report went on to put forward potential solutions to address problematic parking, full details of which were provided. In summary, these included:

- the distribution of a leaflet to properties in an area where problems were being experienced by footway users, advising them of the problems of pavement parking;
- if the problems continued, the Police may be notified - steps could then be taken against inconsiderate parkers; and
- if the situation did not improve, the Council could look at introducing physical measures such as bollards or fencing or the promotion of legal orders to enable enforcement by the Council's Parking Enforcement Contractor to take place.

Case studies of similar situations in other authorities had been examined. Some areas had introduced footway and verge parking restrictions in various zones. However, this would require widespread consultation in the area and the approval of the Secretary of State for Transport. This option could cost approximately £5,000 depending on the number of roads involved in a zone.

It was noted that the Council did not have any central budgets approved for any of these measures and the only identifiable source of funding would be monies from the Area Forum for that location.

Consultation with statutory consultees on the proposals had been undertaken and the results and observations were

detailed in the report.

**The Executive Member APPROVED –**

**The options for pavement parking, as detailed in the report now submitted.**

## **81. LTP3 LOCAL AREA IMPLEMENTATION PLAN**

The Director of Environmental Services submitted a report which presented the LTP3 Bolton Local Area Implementation Plan.

The Executive Member was advised that the plan was part of the third Greater Manchester Local Transport Plan which set out a long term strategy for improving transport in Greater Manchester over the next fifteen years with the objectives of:-

- Promoting economic growth;
- Increasing environmental sustainability;
- Improving public health and wellbeing;
- Addressing social exclusion; and
- Providing value for money.

The Bolton Local Implementation Plan explained what would happen in Bolton to work towards the above objectives over the next four years and a copy of the plan was appended to the report.

The report also stated that the transport strategy proposed for the Bolton Local Area Implementation Plan would focus on the maintenance of the existing highway infrastructure using sound asset management principles. The Council would also work in partnership with the Greater Manchester Passenger Transport Executive to deliver the Bolton Town Centre Public Transport Scheme (Bolton Interchange) and associated highway improvements in Bolton Town Centre to stimulate regeneration and economic growth. It was also explained that the Council would have no Integrated Transport Block funding to deliver physical improvements such as Local Safety Schemes and Minor Works.

Finally, it was proposed that the Council provisionally support the Greater Manchester approach to a Local Sustainable Transport Fund bid to deliver smarter choice measures across Greater Manchester.

**The Executive Member APPROVED –**

**The LTP3 Bolton Local Area Implementation Plan for publication within the suite of documents to support the Greater Manchester Local Transport Plan 3.**

## **82. HIGHWAYS CAPITAL PROGRAMME 2010/11 UPDATE REPORT AND PROPOSED SCHEMES FOR 2011/12**

A report of the Director of Environmental Services was submitted which:

- (a) updated the Executive Member on the progress of the delivery of the Highways Capital Programme for 2010/11;
- (b) sought approval for minor adjustments to the 2010/11 Programme; and
- (c) outlined the proposed schemes for inclusion in the future Highways Capital Programme from 2011/12.

The report set out progress on the 2010/11 Programme and detailed carry over programmes for Minor Highway Works and Local Road Safety Schemes. It also put forward proposed future programmes for Bridgework and Structures, Highway Maintenance Capital Programme and the Bolton and Wigan Transport Infrastructure Fund.

The detailed Highways Capital Programme for the next five years was set out at Appendices 1 to 5 to the report and included the estimated funding that would be carried forward from 2010/11.

Details were included in the report about the progress and variations to the overall programmes for 2010/11. The programmes also included an element of over programming to

allow for any slippage on schemes.

**The Executive Member –**

(i) **NOTED the progress on the delivery of the 2010/11 Highways Capital Programme and APPROVED adjustments made since the update presented in November, 2010; and**

(ii) **NOTED and APPROVED the schemes for inclusion in future Highways Capital Programme, as detailed in the report now submitted.**

**83. HIGHWAYS MAINTENANCE PROGRAMME TO ADDRESS DETERIORATION FOLLOWING SEVERE WINTER WEATHER**

The Director of Environmental Services submitted a report which outlined proposals for the allocation of an additional one off sum of £2m from the Executive to address the deterioration of the roads following the severe winter weather.

The report advised the Executive Member that the impact of this year's severe winter weather on the Council's road network, the Executive had authorised a one off allocation to be made available to the Environmental Services Department to minimise the impact on road users and the community.

An indicative programme of works was attached to the report at Appendix A which had been developed from the latest available asset intelligence supported by engineering judgement. It focused on the Council's strategic classified network and busy arterial roads including bus and gritting routes.

It was proposed that the funding should be allocated as follows:

- £1.1m – partial reconstruction
- £700k – structural patching
- £200k – potholes/minor repairs

**The Executive Member APPROVED –**

**The additional £2m highway maintenance programme to address deterioration as a result of the severe winter weather, as outlined in Appendix A to the report.**

#### **84. STRATEGIC BUDGET REPORT – ENVIRONMENTAL SERVICES – 2011/12 TO 2015/16**

A joint report of the Directors of Environmental Services and Corporate Resources was submitted which set out details of the proposed Environmental Services Strategic Budget 2011/2012 to 2015/2016.

The report represented the final stage of the Corporate Business Planning Process for 2011/12 and outlined the revenue budget for the Environmental Services Department. In addition, the report included the Capital Programme bid for the period 2011/12 to 2015/16 and information relating to the Department's staffing establishment.

The report explained that the Executive Member had considered reports on 26<sup>th</sup> and 27<sup>th</sup> July, 2010, 22<sup>nd</sup> and 23<sup>rd</sup> November, 2010 and 24<sup>th</sup> and 25<sup>th</sup> January, 2011 regarding the savings and efficiency options relating to the Environmental Services Department. The report had identified demand led growth requirements and options available to meet corporate financial guidance.

The report advised that since that report was presented, the Authority had received its financial settlement and the corporate financial position had been identified.

The proposed Revenue Budget for Environmental Services Department, prior to the implementation of strategic redirection options, amounted to £31,162,000. Table one of the report provided an objective analysis of the budget with the information analysed by Standard Spending Accounts, Trading Accounts, Markets and unapportionable overheads.

In addition to the budget analysed in the report, reference was made to a budget relating to Environmental Services which was

being held corporately. During the next financial year, a virement was expected for the Working Neighbourhood Fund. A budget of £100,000 had been identified following a review of the activities currently funded by the Working Neighbourhood Fund. This budget had been identified for behaviour change in areas such as Neighbourhood Services and the Waste Service.

Other changes from the previous budget report in January, 2011 included additional savings and efficiencies for 2011/12 of £1,400,000 and additional capital allocation of £2,000,000. Full details of these were provided in the report.

The report went on to outline the Strategic Resource Bid for 2011/12. Appendix C to the report provided an analysis of proposed redirections which amounted to £3,705,000, as follows:-

### **STRATEGIC BUDGET REDIRECTIONS**

<b>Division</b>	<b>Description of Option</b>	<b>FTE Change</b>	<b>£'000</b>
<b>Efficiency Options</b>			
Waste and Fleet Management	Joint Transport and Authority Working	0	90
		<b>0</b>	<b>90</b>
Policy and Performance	Management of Cash Limited Budgets	0	50
		<b>0</b>	<b>50</b>
Community Services	Social Needs Transport Review	0	25
		<b>0</b>	<b>25</b>
<b>Total</b>	<b>Total Efficiency Options</b>	<b>0</b>	<b>165</b>

<b>Increase in Fees and Charges</b>			
Community Services	Income Optimisation	0	75
		<b>0</b>	<b>75</b>
<b>Total Increase in Fees and Charges</b>		<b>0</b>	<b>75</b>
<b>Service Redirections</b>			
Highways and Engineering	Full Service Review	-68	1,370
	Additional amount brought forward		875
		-68	2245
Neighbourhood Services	Full Service Review	-80	605
	Additional amount brought forward		400
		-80	1,005
Waste and Fleet Management	Suspension of Green Waste Vacancy Management	-9	90
		-8	125
		<b>-17</b>	<b>215</b>
<b>Total Service Redirections</b>		<b>-165</b>	<b>3,465</b>
<b>Total Strategic Redirections</b>		<b>-165</b>	<b>3,705</b>

The proposed strategic budget for the Environmental Services Department, incorporating the redirection target, amounted to

£27,457,000. Details of the efficiency savings, increases in fees and charges and services redirections were also provided.

Appendix A to the report outlined a detailed variance of analysis of changes between the original budget for 2010/11 and the proposed budget for 2011/12.

Appendix B to the report provided a summary subjective analysis of the budget.

Appendix D to the report detailed the Department's Capital Programme Bid which amounted to £8,361,000 in the 2011/2012 Financial Year.

Appendix E to the report provided information relating to the current staffing establishment of the Department.

A further report would be shared with members if additional options needed to be found.

### **The Executive Member AGREED –**

**The proposed Revenue Budget of £31,162,000 prior to the adoption of strategic options and to approve the strategic redirection options outlined in Appendix C to the report totalling £3,705,000 which would result in the Strategic Budget amounting to £27,457,000.**

### **85. NEW CONTRACT FOR BAILIFF SERVICES FOR CIVIL PARKING ENFORCEMENT**

Further to Minute 5 of the meeting of this Executive Member held on 7<sup>th</sup> June, 2010, the Director of Environmental Services submitted a report which provided details of the tender process regarding the new contract for Bailiff Services to collect outstanding debts from penalty charge notices issued for Civil Parking Enforcement.

The report reminded the Executive Member that he had given approval to procure Civil Parking Enforcement bailiff services in accordance with the Council's Standing Orders relating to



contracts for the term 1<sup>st</sup> April, 2011 to 31<sup>st</sup> March, 2015.

In this regard, the report advised that as part of the procurement process, a Pre Qualification Questionnaire had been advertised and nine submissions had been received. Following evaluation, seven bailiffs companies had been successful and would be issued with an invitation to tender.

**The Executive Member AUTHORISED -**

**The Director of Environmental Services to evaluate all tenders received in relation to Bailiff Services for Civil Parking Enforcement and to award the contract to the successful tenderers.**