

ENVIRONMENTAL SERVICES

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

TUESDAY, 12TH DECEMBER, 2006

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

Councillor J. Byrne	Executive Member for Environmental Services
Councillor Sherrington	Executive Member for Recycling and Waste Management
Councillor J. Walsh	Major Opposition Spokesperson
Councillor Hayes	Minor Opposition Spokesperson
Mr. A. Fisher	Director of Environmental Services
Mr. B. Shaw	Assistant Director of Environmental Services
Mr. P. Molyneux	Assistant Director of Environmental Services
Mr. C. Bullough	Head of Environmental Services
Mr. A. Watts	Engineering Section Strategic Transport Manager
Mr. K. Roberts	Head of Division, Environmental Services
Mr. T. Bullock	Group Engineer
Mr. A. McCreesh	Group Engineer
Mr. M. Russell	Greenspace Manager
Ms. E. Long	Assistant Head of Service, Environmental Services
Mr. D. Smith	Policy Accountant
Mr. I.D. Mulholland	Principal Democratic Services Officer

63. MONITORING OF DECISIONS

The Director of Legal and Democratic Services submitted a report which provided details of the progress of decisions taken at previous meetings of this Executive Member.

The Executive Member NOTED the progress on the decisions taken at previous Executive Member meetings.

64. HIGHWAYS CAPITAL PROGRAMME REVIEW, 2006/07

The Director of Environmental Services submitted a report which set out details of the progress on schemes identified for implementation in the 2006/07 Highways Capital Programme.

By way of background information, the report indicated that the Executive Member had agreed to the Highways Capital Programme spend, 2006/07 in June, 2006.

In previous years, it had been the practice to review the priority of Highways Capital Programme Schemes and in November/December to present a report setting out a draft Highways Capital Programme for the next five years. In addition, progress on that current year's programme was also presented.

In future, it had been decided that the procedure would be refined as follows:-

- (a) A Capital Programme progress report would be presented to Members in February following the Government settlement announced in December. This report would set out the Programme for the next financial year and the subsequent four years.
- (b) A second report would be produced in September/October to take account of the year end spending review and the schemes with spend carried forward into the new financial year.

The report went on to set out the proposed changes to the Highways Capital Programme for 2006/07. Particularly highlighted was an issue in the Bridge and Structures

Strengthening Programme. The programme was currently running as predicted with the exception of Cunningham Brook Bridge, which was now estimated to cost £360,000. The scheme estimate for this bridge had increased by £84,000 due to:-

- poor ground conditions;
- inflation increase of 7.34% to the framework contractors tendered rates; and
- additional costs associated with 24 hour working for part of the works to mitigate delays to motorists.

The Executive Member AGREED –

- (i) To note the progress and reasons for the changes to the approved Capital Programme for 2006/2007;**
- (ii) To the changes to the 2006/2007 Capital Programme, as outlined in the report including the increase in the scheme estimate for Cunningham Brook Bridge, in accordance with the Authority's Financial Regulations;**
- (iii) That a report be submitted to a future meeting on the possible impact on the funding of future Bolton schemes owing to GMPTE overspending on certain projects; and**
- (iv) That the Director of Environmental Services be asked to find out the position regarding how GMPTE funds Transport Development Feasibility Studies.**

65. DEANE CHURCH LANE, BOLTON – PROPOSED TRAFFIC CALMING, OBJECTIONS

The Director of Environmental Services submitted a report which outlined objections that had been received to the

proposed introduction of traffic calming on Deane Church Lane, Bolton.

By way of background information, the report indicated that a proposal for traffic calming measures on Deane Church Lane, Bolton was included in the Highways Capital (Local Safety Scheme) Programme for 2006/2007. The scheme was approved for consultation purposes by the Executive Member for Environmental Services in March, 2006.

The Executive Member was advised that local residents had been consulted on the calming proposals and a majority of those who replied were in favour of the proposals. A number of objections had been received and these were detailed and commented upon in the report.

In conclusion, the report reminded the Executive Member that, if approved, the budget for the scheme was £50,000, which would be funded from the Highways Capital (Local Safety Schemes) Programme.

The Executive Member APPROVED –

That notwithstanding the objections received from some residents and the Hulton Ward Council Members, in view of the general support expressed by residents in response to the local consultation, the traffic calming scheme referred to be implemented as part of the Highways Capital Programme for 2006/2007, with the addition of a junction plateau at the junction with Roy Street.

(In accordance with Article 5 of the Council's Constitution this decision was called in by Councillor J. Walsh for consideration by the Environmental Services Scrutiny Committee).

66. PLANNING CONTROL POLICY NOTE 21 – HIGHWAY CONSIDERATIONS

The Director of Environmental Services submitted a report which outlined details of the proposed adoption of a revised

Planning Control Policy Note in respect of Highway Considerations.

The report reminded the Executive Member that the Council had a number of Planning Control Notes, which provided detailed advice to supplement the Council's Unitary Development Plan policies, in order to help those who wished to understand the Council's Planning requirements and advice.

The report highlighted that the Planning Control Policy Note 21, Highway Considerations had been revised to reflect current policies and had been subjected to consultation in May, 2006.

Particularly highlighted in the report was the fact that the Departments for Communities and Local Government and Transport had recently published draft guidance on Transport Assessments for consultation. The primary purpose of this document was to provide guidance for the motorway and trunk road networks.

The Executive Member APPROVED -

- (i) **Planning Control Policy Note 21, Highway Considerations, for Planning Control purposes; and**
- (ii) **Authorised the Director of Environmental Services to update the requirements for Transport Assessments in the Policy Note to comply with emerging national and county guidance.**

67. PERMANENT AND TEMPORARY TRAFFIC REGULATION ORDERS – REVIEW OF FEES AND CHARGES

The Director of Environmental Services submitted a report which sought approval for an increase in the fees charged for the promotion of temporary and permanent Traffic Regulation Orders for third party requests.

By way of background information, the report explained that Temporary and Permanent Traffic Regulation Orders (TROs) were promoted by the Traffic Management team with assistance from the Council's Legal Services Division. There were procedures which had to be adhered to with specific legal requirements which needed to be carried out within certain timescales.

Temporary TROs were generally promoted to enable works, such as repairing utility apparatus or re-surfacing a road, to be undertaken in a safe manner; they were generally promoted at relatively short notice. Permanent TROs for third parties were generally promoted to enable them to comply with a planning condition and were progressed in accordance with their timescales.

The report went on to explain that the cost to the Authority for the promotion of orders was made up of engineering and legal staff time, as well as advertising fees. The current charges did not meet the full cost to the Authority as they had not been reviewed for several years.

The report went on to set out an analysis of the costs to the Authority, together with a comparison of what other Councils charged.

The Executive Member was advised that it would seem appropriate to increase the charges for the promotion of:-

Temporary TROs to £1,200 from £600; and
Permanent TROs to £2,500 from £1,000 - £1,500.

The proposed increases were based on the historical data from 2005, together with the predicted changes in circumstances, such as salary increases through the Pay and Grading Review, and the possible increase to advertising costs.

Temporary Orders promoted under the Town Police Clauses Act for special events would not be subject to this charge increase. The cost of each temporary order would be based on the individual circumstances and would be charged

accordingly.

The Executive Member AGREED –

- (i) **That the charges for temporary TROs be increased to £1,200 and the charges for permanent TROs be increased to £2,500, with immediate effect; and**
- (ii) **That the issue of the cost of future advertising costs in this regard be explored further.**

68. CAPITAL PROGRAMME ALLOCATION, 2006/07 – WATER COURSES

The Director of Environmental Services submitted a report which set out details of the proposed Capital Programme for Flood Defence Works for the financial year, 2006/07.

By way of background information, the report explained that the Flood Defence Policy committed the Council to a programme of condition surveys of all culverted watercourses, highway drains and flood defences within the Borough. On completion of the surveys, a Water Asset Management Plan would be prepared for those culverts and flood defences which the Council owned. The Plan was scheduled for completion in early 2007 and would identify the total investment needed for Council-owned water assets.

The Executive Member was informed that the current tranche of survey work was completed in the late summer and the proposed works described in the report addressed the most serious problem areas identified by the recent surveys. Capital funding had been secured through the internal capital bidding process to address these problems.

Three schemes were proposed to be undertaken this financial year, one of which had already been completed, as described below. There were also several minor schemes available in reserve should construction cost savings be achieved.

The schemes were:-

- Colliers Row Road Culvert Rehabilitation Scheme – completed on 17th November, 2006;
- Manchester Road/Bolton Road Junction, Westhoughton; and
- Plodder Lane Highway Drain Rehabilitation Scheme, Farnworth.

The Executive Member APPROVED –

The proposed 2006/07 Capital Programme for Flood Defence works and the budget total of £150,000.

69. CAR PARKING PROCUREMENT STRATEGY

The Director of Environmental Services submitted a report which outlined issues that had arisen from the recently completed Car Parking Study for Bolton undertaken by Peter Brett Associates (PBA).

Work undertaken by PBA had identified that there would be a shortfall in meeting the demand for car parking spaces, both in the short, medium and long term. The shortfall could be substantially ameliorated by the provision of up to five new multi-storey car parks. The study provided a timeline for the introduction of these new parking facilities. Broadly speaking, each car park needed to be constructed to support large scale development in the town centre.

It was agreed that construction of Bath Street car park needed to be brought forward as soon as practicable, (possible late 2008/ early 2009), to ensure that the impending closure of the Central Street car park did not cause a significant problem. Furthermore, the Council would ideally like to enter into a Joint Venture Partnership for the construction and management of its car parks. However, due to European Procurement rules, contract negotiations, etc., it would not be possible to engage a partner and construct Bath Street Multi-Storey Car Park within

the development timetable.

The report went on to explain that in order to implement the programme, it would be necessary to, 'twin-track' the work.

PBA had produced a draft programme for the design, procurement and construction of Bath Street car park which was extremely tight in terms of delivery. Ideally, the most appropriate action would be to instruct PBA to oversee the project. However, due to the constraints of Council Standing Orders, officers were unable to authorise procurement of the work. To delay the programme to allow tendering to take place would result in the project being delayed by several weeks/months.

In order to overcome this problem, it was proposed to ask PBA to carry out the initial project work, up to and including RIBA (Royal Institute of British Architects) Stage C (an industry recognised standard and approach). Furthermore, the budget estimate for this work was £110,000.

The Executive Member was informed that PBA had already been asked to undertake the first element of the joint venture project, 'agree scope of activities'. This would cost less than £15,000 and ensure that the Council did not lose any time at this stage within the project.

PBA had also produced a project for the selection of the joint venture partner. The work was broken down into modules. This work could be initiated at the request of the Council.

The budgeted cost of the work, inclusive of the initial £15,000, totalled £57,000.

The Executive Member AGREED –

- (i) To apply Standing Order 5 to waive where Standing Orders require tendering;**
- (ii) To appoint Peter Brett Associates to undertake the joint venture project, at a cost of £57,000;**

- (iii) **To appoint Peter Brett Associates to carry out project stages A-C with respect to Bath Street Car Park, at a cost of £110,000; and**
- (iv) **To the cost of both projects being charged to the Parking Services Capital Account.**

70. PLAY AREA STRATEGY IMPLEMENTATION – PHASE ONE

The Director of Environmental Services submitted a report which informed the Executive Member of the Strategic Priorities identified for each Area Forum in respect of the First Phase of the implementation of the Play Area Strategy.

By way of background information, the report indicated that in July, 2005, the Environmental Services Policy Development Group received a report which detailed the level of investment required in fixed play facilities over the next five years, together with a proposal that the options appraisal work that had been undertaken be shared more widely through the Area Forum structure prior to any formal decisions on particular individual sites being made.

The report went on to explain that the first phase of this consultation had now been completed and Officers were currently attending all Forums to give a public presentation on the rationale and methodology used in the development of the Play Area Strategy.

In addition, since the last report, a joint bid with Play and Children's Services had been submitted to the National Lottery for a combination of both capital and revenue funding. The portfolio of projects focused on the development of a mobile play outreach team to support the development of activities on and around sites where new or refurbished facilities were to be developed and concentrated on the inner wards where the largest funding gaps had been identified. The report went on to provide a summary by Forum of the locations identified for investment and with a detailed breakdown of estimated costs

and potential funding sources shown in Appendix 1. Appendix 2 identified the proposed use of Section 106 funding for the implementation of the initial schemes in the first phase.

In conclusion, the report explained that the works identified were clearly significant and would require scheduling over the next twelve to eighteen months to ensure there was sufficient capacity to implement them in a structured way and ensure maximum benefit was gained by linking with both other planned investment in parks and green spaces and wider corporate initiatives, such as Extended Schools, the roll out of Neighbourhood Management and LAAs and Neighbourhood Action Plans. It was, therefore, proposed that future Greenspace Capital Programme reports incorporated both details of timescale and funding approval for the implementation of the Play Area Strategy.

The Executive Member AGREED –

- (i) The strategic priorities identified for each Area Forum;**
- (ii) The proposed use of Section 106 funds, as identified in Appendix 2 of the report, subject to the deferral of proposals relating to Booths Steel Works/Sunninghill Park for further investigation; and NOTED**
- (iii) The intention to submit further proposals as part of the annual Greenspace Management Capital Programme report in February, 2007.**

71. VULNERABLE PERSONS TRANSPORT – TRAPEZE VEHICLE SCHEDULING SOFTWARE SYSTEM – PHASE 2 IMPLEMENTATION

The Director of Environmental Services submitted a report which set out details of Phase 2 of the implementation of the Vulnerable Persons Transport Trapeze Vehicle Scheduling Hardware and Software.

By way of background information, the report explained that in July, 2005, Executive Member approval had been given to a report recommending to proceed with the purchase of the Trapeze Software and Services for Vulnerable Persons Transport routing and scheduling operations with an exemption from Standing Orders.

Phase 1 of the project detailed in the July, 2005 report related to the purchase, installation and implementation of the Trapeze software funded through the Neighbourhood Renewal Fund (NRF). This was now well underway.

The report went on to explain that the project was ready to move into Phase 2, also detailed in the July, 2005 report, which detailed the installation of Mobile Network Terminals (MNT) and software in vehicles.

NRF monies had been secured to fund the cost of Phase 2 which needed to be spent by the 2006/07 year end.

The report went on to set out details of the financial options available to the Council.

Following consultation with the Environmental Services Business Systems Manager on the position, it was considered prudent to continue the implementation with Trapeze as prime contractor, as it gave the Council one single point of contact for issue resolution during the software implementation.

Involving a third party at this stage of the implementation might introduce an element of risk which could slow the project.

The Executive Member APPROVED -

- (i) That Trapeze be authorised as the supplier of the MNT units and fitting in accordance with the price scheduling in 3.1 of the report; and**
- (ii) To apply Standing Order 5 to waive where Standing Orders require tendering for the Phase 2 MNT and implementation.**

72. CIVIC CATERING STAFFING REVIEW AND RESTRUCTURE

The Director of Environmental Services submitted a report to request approval for a new Head Chef post in Civic Catering following interim staffing arrangements which ceased in December, 2006.

By way of background information, the report explained that the dynamic and fast changing nature of catering and food service provision had generated a need for a wider range of management and commercial skills within the staffing structure.

The report gave a brief overview of the staffing review that had been underway since 2004. A copy of the previous Civic Catering Structure was appended to the report.

The report went on to explain that these temporary staffing arrangements had confirmed that a single primary chef post, with broader management responsibilities, was required to support the Civic Catering Manager directly.

A copy of the proposed Civic Catering Structure that would take effect from January, 2007 was appended to the report. The proposed changes included deleting the post of Production Manager and Temporary Executive Head Chef and implementing the new post of Head Chef, which had been evaluated at SO1 by Central Personnel. The report stated that the net realisable benefit of this restructure would bring an estimated annual saving of £29,000 plus on costs.

A copy of the relevant job descriptions and person specifications were appended to the report.

The Executive Member APPROVED -

- (i) Subject to the agreement of the Executive Member for Human Resources and Diversity, the establishment of a new Head Chef post, the deletion of the existing Production**

Manager post and NOTED the cessation of the fixed term Executive Chef post; and

- (ii) That the Director of Environmental Services be asked to send a letter to all Members of Council setting out the costs of the provision of the Council's refreshments service.**

73. ENVIRONMENTAL SERVICES 2ND QUARTER – PERFORMANCE AND FINANCIAL MONITORING, 2006/07

The Director of Corporate Resources and the Director of Environmental Services submitted a joint report which outlined the performance and financial information relating to the Environmental Services portfolio in respect of the 2006/07 financial year, for the 2nd quarter.

The Executive Member NOTED the report.

URGENT ITEM

In accordance with the Local Authority's (Executive Arrangements) (Access to Information Regulations, 2000) the Chairman of the Environmental Services Scrutiny Committee agreed that the following item was urgent and could not reasonably await consideration until the next meeting of the Executive Member for Environmental Services.

74. STREET LIGHTING RENEWALS PROGRAMME, 2006/07

The Director of Environmental Services submitted a report which outlined details of the proposed Street Lighting Renewals Programme, 2006/07.

The report explained that the approved budget available for the current financial year was £336,000.

Appendix A to the report set out the proposed street lighting Renewals Programme.

The Executive Member APPROVED - The Street Lighting Renewals Programme, 2006/07, as set out in the report.