

MEETING: CABINET MEMBER - ENVIRONMENTAL
DATE: Wednesday 29 September 2010
TIME: 12.00 pm
VENUE: Town Hall, Southport (video conferenced Town Hall, Bootle)

Councillor

DECISION MAKER: Tattersall
SUBSTITUTE: Booth

SPOKESPERSONS: Dutton Hardy

SUBSTITUTES: Ibbs Friel

COMMITTEE OFFICER: Ruth Appleby
Telephone: 0151 934 2181
Fax: 0151 934 2034
E-mail: ruth.appleby@sefton.gov.uk

The Cabinet is responsible for making what are known as Key Decisions, which will be notified on the Forward Plan. Items marked with an * on the agenda involve Key Decisions

A key decision, as defined in the Council's Constitution, is: -

- any Executive decision that is not in the Annual Revenue Budget and Capital Programme approved by the Council and which requires a gross budget expenditure, saving or virement of more than £100,000 or more than 2% of a Departmental budget, whichever is the greater
- any Executive decision where the outcome will have a significant impact on a significant number of people living or working in two or more Wards

If you have any special needs that may require arrangements to facilitate your attendance at this meeting, please contact the Committee Officer named above, who will endeavour to assist.

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AGENDA

Items marked with an * involve key decisions

<u>Item No.</u>	<u>Subject/Author(s)</u>	<u>Wards Affected</u>	
1.	Apologies for Absence		
2.	Declarations of Interest Members and Officers are requested to give notice of any personal or prejudicial interest and the nature of that interest, relating to any item on the agenda in accordance with the relevant Code of Conduct.		
3.	Minutes of the Meeting held on 25 August 2010		(Pages 5 - 12)
4.	Environmental and Technical Services - Service Plan 2010/11 Report of the Environmental and Technical Services Director	All Wards;	(Pages 13 - 38)
5.	Revenue Expenditure, Capital Programme and Performance - 2009/10 Portfolio Final Accounts Joint Report of the Environmental and Technical Services Director, the Operational Services Director and the Interim Head of Corporate Finance and IT Strategy	All Wards;	(Pages 39 - 50)
6.	Plugged-in-Places Programme - An Update Joint report of the Planning and Economic Development Director and Environmental and Technical Services Director	All Wards;	(Pages 51 - 58)
* 7.	Development of a Zoned Waste and Recycling Collection System Report of the Operational Services Director	All Wards;	(Pages 59 - 64)
8.	Dry Materials Recycling Contract - Interim Agreement and Procurement Arrangements for Future	All Wards;	(Pages 65 - 68)

	Report of the Operational Services Director		
9.	Contaminated Land Inspection Strategy Review Report of the Environmental and Technical Services Director	All Wards;	(Pages 69 - 120)
10.	Safe and Secure Town Centre at Night Audit - Crosby Village Report of the Environmental and Technical Services Director	Blundellsands; Manor; Victoria;	(Pages 121 - 162)
11.	Safe and Secure Town Centre at Night Audit - South Road, Waterloo Report of the Environmental and Technical Services Director	Church;	(Pages 163 - 204)

THE "CALL IN" PERIOD FOR THIS SET OF MINUTES ENDS AT 12 NOON ON WEDNESDAY 8 SEPTEMBER, 2010.

CABINET MEMBER - ENVIRONMENTAL

MEETING HELD AT THE TOWN HALL, SOUTHPORT ON WEDNESDAY 25 AUGUST 2010

PRESENT: Councillor Tattersall

ALSO PRESENT: Councillors Dutton and Hardy.

32. APOLOGIES FOR ABSENCE

No apologies for absence were received.

33. DECLARATIONS OF INTEREST

No declarations of interest were received.

34. MINUTES

RESOLVED: That

- (1) the Minutes of the meeting held on 4 August 2010 be amended to include the addition of the following paragraph in relation to Minute No. 22:

'During discussion on the content of the report, the Coastal Defence Project Leader pointed out the following error in the report. Namely, that the Crosby to Formby Coastal Strategy had *already* commenced and was in fact due to be completed before the end of 2010. (It was not *due* to start in 2015 as stated incorrectly in the report)'.; and

- (2) subject to the above amendment, the Minutes of the Meeting held on 4 August 2010 be confirmed as a correct record.

35. NI 195 OUTTURN REPORT 2009/10

The Cabinet Member considered the report of the Environmental Protection Director advising of the figures reported for the 200/10 National Indicator 195 (NI 195) of cleanliness within Sefton; and indicating that a decision on this matter was required to advise of such performance in relation to this specific statutory indicator.

The report indicated that NI 195 qualified overall cleanliness within Sefton using 900 structure surveys that recorded how clean each survey area (transect) was in relation to litter and detritus; that from April 2008, the presence of graffiti and fly-posting had also been separately recorded as

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these additional elements had been added for assessment; and that the targets for the various elements of NI 195 had been agreed with the Government Office North West in relation to Sefton's Local Area Agreement.

The report detailed the survey results; how it was proposed to address highlighted problems; and that as for the future, the Environmental Protection Department was in the process of procuring new plant and equipment to enable a revised programme of large mechanical sweeping to be implemented. In relation to overall cleanliness the report indicated that there was a clear challenge presented by the targets established for NI195 in 2010/2011 as well as the reduction made in posts and equipment within the Street Services Operation due to the Strategic Budget Review. The contribution from externally funded interventions would continue to help the Council to improve overall cleanliness in some of the more deprived areas, and therefore across the Borough as a whole, but there would be less resource overall during 2010/2011 and the remaining initiatives were due to end in March 2011.

RESOLVED: That

- (1) the NI 195 figures reported for 2009/10 be noted; and
- (2) the future approach in relation to the cleanliness agenda and the challenge presented by agreed NI 195 targets for 2010/11 as detailed in the report be approved.

36. NI 52 - TAKE UP OF SCHOOL LUNCHES - 2009/10

The Cabinet Member considered the report of the Operational Services Director advising of the figures reported for the 200/10 National Indicator 52 (NI 52) on the take up of school lunches in the Borough, developed as part of the 2007 Comprehensive Spending Review.

The report indicated that the indicator assessed the change in healthy eating among children and young people by measuring school lunch take up. It also contributed to measuring progress against Public Service Agreement (PSA) 12 'Improve the health and well being of children and young people'.

The report provided the survey results in respect of the take-up of both Primary/Special School lunches and Secondary School lunches and indicated that the uptake of meals in Sefton was higher than the national average for 2009/10 and higher than in previous years. This increase was particularly important, as the mandatory Education (Nutritional Standards and Requirements for School Food (England) Regulations 2007 which came into force for secondary schools in September 2009, imposed very strict guidelines over the nutritional make up of menu cycles and had been widely anticipated by caterers to adversely affect take-up.

RESOLVED:

That the NI52 take up of school lunches 2009/2010 survey results be noted.

37. SCHOOL CROSSING SERVICE REVIEW

The Cabinet Member considered the report of the Operational Services Manager which provided information on the Council's School Crossing Service and the criteria for the establishment of school crossings.

The report indicated that the School Crossing Patrol Service (SCP) had transferred from the Traffic Management section of the former Technical Services Department to the Operational Services Department and had been tasked with reviewing all crossing sites in Sefton. As a result of this process the SCP service had reduced its crossings from 108 to 93, with 15 crossings being closed due to under utilisation.

The report provided information about management of SCPs during sickness absence, the criteria for establishing and prioritising crossings, which were categorised based on danger levels and had been given A, B, C and D status as listed in Appendix B of the report; and the provision of controlled crossings, (i.e. Pelican Pedestrian Assisted, Zebra, Puffin, Traffic Lights and Unmarked crossings), described in Appendix C.

RESOLVED:

That the report on the School Crossing Service Review be noted.

38. LOCAL AIR QUALITY MANAGEMENT

The Cabinet Member considered the report of the Environmental and Technical Services Director on the work currently being undertaken in Sefton to comply with the statutory requirements under the Local Air Quality Management (LAQM) Regime and seeking approval for the submission of the Progress Report and further Assessment of Air Quality to DEFRA.

The report indicated that an additional 'Detailed Assessment' of air quality in the areas identified in the three yearly Update and Screening Assessment, last undertaken in 2009 as potentially not complying with National Air Quality Strategy objectives would be the subject of a separate report when completed.

The report indicated that the purpose of the Further Assessment of Air Quality was to supplement information already gathered from previous 'Review and Assessment' work and allowed the Council to:

- confirm that the original decision to designate the Air Quality Management Areas (AQMAs) was correct;

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- more accurately calculate the level of future improvement required to meet the air quality Objectives within the AQMAs;
- enhance knowledge of the emission sources of pollution affecting the AQMAs, so that air quality action plans could be properly targeted;
- take account of national policy developments that may have come to light after the AQMA declaration.
- carry out further monitoring within the problem areas to check earlier findings;
- take account, as far as possible, of any local policy developments which were likely to affect air quality by the relevant date and which were not fully factored into earlier calculations;
- corroborate other assumptions on which the designations of the AQMAs were based to check that the original designations were still valid and did not need amending in any way; and
- respond to any comments made by statutory consultees in respect of the 'Detailed Assessment'.

The report detailed the results of the 'Further Assessment' for AQMA areas, namely, AQMA 3 at Millers Bridge, Bootle, in respect of Fine Particle (PM₁₀) and Nitrogen Dioxide (NO₂); AQMA 2 at Princes Way, Seaforth for (NO₂); and AQMA 1 along Crosby Road North, Waterloo, for (PM₁₀).

The Further Assessment Progress Reports would shortly be available on the Sefton Council Website.

RESOLVED: That

- (1) the report on the work being undertaken in Sefton to comply with the requirements of the statutory Local Air Quality Management Regime be noted; and
- (2) the submission of the Annual Progress Report and Further Assessment of Air Quality to DEFRA be approved.

39. THORNTON CREMATORIUM - SELF REGULATION OF PERMITTED INSTALLATIONS

The Cabinet Member considered the report of the Environmental and Technical Services Director on DEFRA's new guidance on Local Authorities and the self regulation of Permitted Installations under the Pollution Prevention and Control Act 1999.

The report indicated that under the Pollution Prevention and Control Act 1999, Sefton Council's Environment and Technical Services Department permitted the operation of Thornton Crematorium, operated by the Council's Leisure Services Department. Sefton Council was therefore the regulatory body as well as the operator for the crematorium and as such a transparent corporate self-regulation enforcement policy was necessary to ensure accountability.

The Self Regulating Enforcement Policy Statement for the Council's 'Regulation of Thornton Crematorium under the Pollution Prevention and Control Act 1999 and Environmental Permitting Regulations was detailed in Appendix A of the report.

RESOLVED:

That the Self Regulation Enforcement Policy for control of pollution at Thornton Crematorium indicated in Appendix A of the report be agreed.

40. LOW FREQUENCY NOISE NETWORK TRIAL

The Cabinet Member considered the report of the Environmental and Technical Services Director on the Council's participation in the National Low Frequency Noise Network Trial, a DEFRA funded project being undertaken by Salford University.

The report indicated that the trial was to consider a new approach to try and help people suffering from low frequency noise problems where no external noise source could be found. Sefton Council would be undertaking the trial in partnership with the Aintree NHS Trust's Audiology Unit, until February 2011 and was one of 9 other Local Authorities across the country participating in the trial.

The trial involved persons complaining about low frequency noise levels, where no external noise source could be found, being referred to an Audiologist to undergo a series of audiometric assessments to determine whether the patient had tinnitus or hyperacusis and depending on the diagnosis, to provide a structured treatment programme for sufferers.

The study represented a significant way forward in the way complaints about low frequency noise were dealt with.

RESOLVED: That

- (1) the Council's participation in the National Low Frequency Noise Network Trial be approved; and
- (2) following the end of the trial in February 2011, a further report be submitted detailing the results of the study.

41. SEFTON BATHING WATERS - REPORT 2009

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The Cabinet Member considered the joint report of the Environmental and Technical Services Director and the Leisure Director advising of the results of bathing water monitoring in 2009; and indicating that a decision on this matter was required, as bathing water quality was an important factor in the promotion of the area as a tourist destination and because the quality of bathing water had become even more critical in the award schemes and the promotion of the beaches and resorts. It was therefore important that the Cabinet Member - Environmental and the Cabinet Member - Leisure and Tourism were kept up to date with the current position and future changes.

The report indicated that the Environment Agency monitored Sefton's three bathing waters (Southport, Ainsdale and Formby), for compliance with the European Bathing Water Directive (76/160/EEC); provided details of the results for 2009 which classified Sefton's bathing waters as good at the three locations; provided comments on the 2009 results; and detailed the new Bathing Water Directive, which enforced stricter standards than the current directive; and the local water companies' 5 year Asset Management Plans for improvement of bathing waters, a major driver for which was the new Water Framework Directive (2000/60EC).

The report indicated that the revised Bathing Water Directive placed a strong emphasis on the provision of signage on beaches providing information to the public about the quality of bathing waters. The Council had been involved in a DEFRA project to develop draft guidance which would be released for consultation later in 2010 and the signs were to be in place for the 2012 bathing season and applied to all member States of the European Union.

RESOLVED: That

- (1) the contents of the report on Sefton's Bathing Waters 2009 be noted; and
- (2) a further report be submitted later in 2010, to consult on the implications of the DEFRA draft guidance on bathing water signage.

42. DANGEROUS DOGS

The Cabinet Member considered the report of the Environmental and Technical Services Director on a pilot project carried out in conjunction with Merseyside Police and the Dogs Trust to engage dog walkers who owned status type dogs and seeking endorsement for further projects across the Borough.

The report indicated that the Council had seen a rise in the number of complaints for dangerous dogs over the last two years and that Officers from the Dog Warden Section had also seen an increase in the amount of 'pit bull (Section 1) type' dogs within the south of the Borough and in the

numbers of stray dogs of this type within the RSPCA Kennels at Halewood.

In partnership with the Police and with assistance from the Dogs Trust, the pilot project had been instigated to target dog walkers who owned pit bull type dogs in the South Sefton area, in response to a rise in complaints and anecdotal evidence of an apparent increase in the numbers of these dogs being walked by teenagers in the Bootle area.

The project took place over four evenings between 3-11 June 2010 targeting key areas where pit bull type dogs had been seen, approaching dog owners offering free neutering and micro-chipping services and offering advice about responsible dog ownership (e.g. removal of dog faeces).

Over the four evenings the following action was taken:

- removal of one American Pit Bull dog from site immediately as it was identified as being a Section 1 type dog.
- twelve dog walkers expressing an interest in having their dogs neutered for free;
- twenty four dogs being micro-chipped on site for free with details taken of the names and addresses of the owners and descriptions of their dogs;
- three dog walkers being stopped with dogs which the police suspected were Section 1 type American Pit Bulls. On further investigation they were released, as the Police were unable to confirm the breeds, as the dogs had not yet fully matured. The police would be carrying out further follow up investigations towards the end of the year.

The report indicated the difficulties in 'getting through' to these hard to reach groups of dog owners who showed little or no interest in keeping their dogs under control. During follow up visits, of the 30 owners who committed to having their dog neutered for free, only 4 subsequently had this procedure carried out. Notwithstanding these difficulties, the high visibility presence making people aware of responsible dog ownership and the actions that might be taken, as well as providing reassurance to the community generally, was felt to be important; and all agencies had given a commitment to carrying out further projects across the Borough where intervention was warranted and resources allowed.

RESOLVED:

That where resources allow, further projects for the engagement of status type dog owners, in partnership with Merseyside Police and the Dogs Trust, be endorsed.

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REPORT TO: Cabinet Member – Environmental
Cabinet Member – Technical Services

DATE: 29th September 2010
6th October 2010

SUBJECT: **ENVIRONMENTAL AND TECHNICAL SERVICES – SERVICE PLAN 2010/11**

WARDS AFFECTED: All

REPORT OF: Peter Moore
Environmental & Technical Services Director

CONTACT OFFICER: David Packard
Assistant Director (Environment)
0151 934 4016
Jerry McConkey
Assistant Director (Technical Services)
0151 934 4222

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

For the Cabinet Member – Environmental & Cabinet Member – Technical Service to approve the Environmental and Technical Services Department Service plan 2010/11

REASON WHY DECISION REQUIRED:

To approve the 2010/11 Environmental and Technical Services Service Plan activities that fall under the Cabinet Member Environmental and Cabinet Member – Technical Services portfolios

RECOMMENDATION(S):

That Cabinet Member – Environmental approves the elements of the Environmental and Technical Services service plan 2010/11 that fall within the Environmental portfolio

That the Cabinet Member - Technical Services approves the elements of the Environmental and Technical Services service plan that fall within the Technical services portfolio

KEY DECISION: No

FORWARD PLAN: N/A

IMPLEMENTATION DATE: Immediately following the expiry of the “call-in” period for this meeting.

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ALTERNATIVE OPTIONS:

Other priorities could have been made in the service plan.

IMPLICATIONS:**Budget/Policy Framework:****Performance management framework****Financial:**

<u>CAPITAL EXPENDITURE</u>	2006/ 2007 £	2007/ 2008 £	2008/ 2009 £	2009/ 2010 £
Gross Increase in Capital Expenditure	Nil	Nil	Nil	Nil
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure	Nil	Nil	Nil	Nil
Funded by:				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal:

The Service plan includes the delivery of statutory services

Risk Assessment:

Activity below the service plan levels in a number of areas could lead to the challenge of the Council failing in the delivery of its statutory duties.

Asset Management:

The Service plan covers the Council's Asset management activities.

CONSULTATION UNDERTAKEN/VIEWS

None

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CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities	√		
3	Jobs and Prosperity	√		
4	Improving Health and Well-Being	√		
5	Environmental Sustainability	√		
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

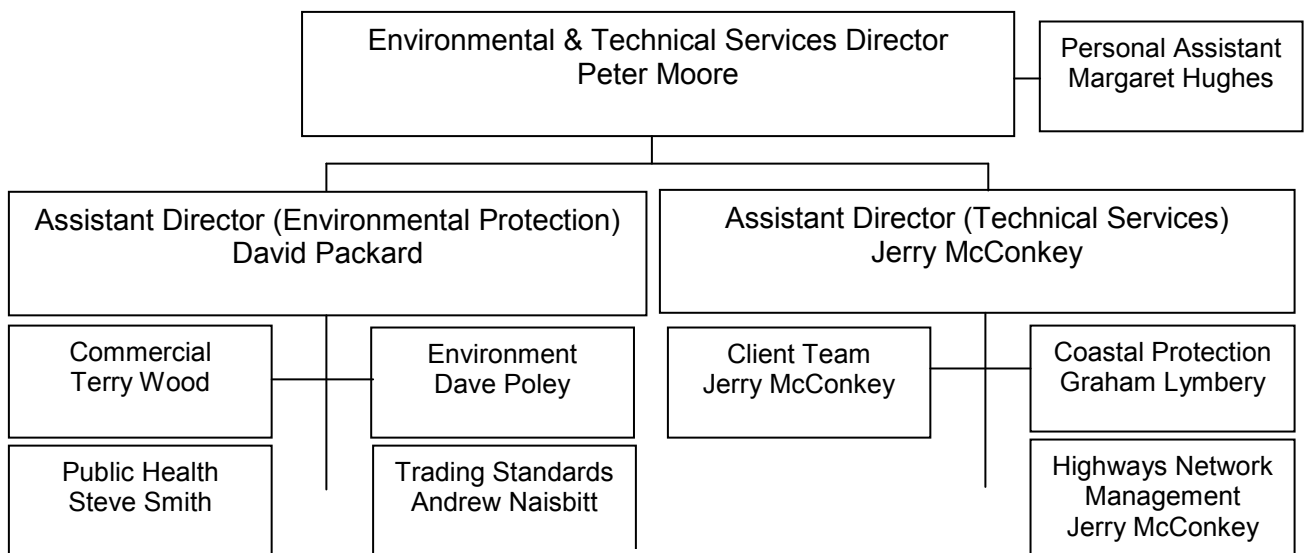
LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Statutory service level guidance

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Background

1. The Council's performance management procedures require that the Departmental service plan be approved by the relevant Cabinet Members under whose portfolios the services are provided.
2. Following corporate re-organisation resulting from the Major Service Review, a new Department has been formed involving the merger of parts of the former Environmental Protection Department and parts of the former Technical Services functions.
3. The Environmental and Technical Services Department Service Plan is appended for consideration and approval. Action plans 1,2 & 3 fall specifically under the Cabinet Member – Environmental portfolio and the Cabinet Member – Environmental is asked to approve these action plans. Some services provided by the Operational Services Department come under the Environmental portfolio and these will be the subject of a separate report of the Operational Services Director.
4. Action plans 4,5,6,7 & 8 fall under the Technical Services portfolio and likewise the Cabinet Member Technical Services is asked to approve these action plans. Some services delivered by the Economic Development and Planning Department also fall under the Technical Services portfolio and these will be the subject of a separate report by the Economic Development and Planning Director.
5. The Environmental and Technical Services Department is part of the Communities Directorate and delivers a range of regulatory, environmental protection and technical services aimed at “ensuring a safe, healthy and sustainable living environment”. The main functions of the Department are Environmental Health; Trading Standards; Highways Network Management; Licensing; Coastal Protection; and Technical Services Partnership Management/Monitoring.
6. These services are organised as follows:



Commercial

- Regulation of Food Safety & Food Standards, including inspections, sampling and complaint investigation;
- Regulation of Health & Safety at Work (shared responsibility with Health & Safety Executive), including inspections, complaint and accident investigations;
- Infectious Disease Control/Investigation (shared responsibility with Primary Care Trust and Health Protection Agency);
- Licensing - including sale of alcohol, provision of entertainment and late night refreshment; gambling activities; animal welfare (e.g. boarding; breeding, pet shops etc.); and a wide range of other premises or activity related licensing regimes.

Environment

- Regulation of pollution of air, water, land (shared responsibility with Environment Agency), including inspections, monitoring and complaint investigations;
- Noise pollution control, including complaint investigation;
- Contaminated land strategy - implementation/enforcement - including regulation of remediation/development in regeneration areas;
- Inspection of “Prescribed Industrial Processes” (identified industrial processes - shared responsibility with Environment Agency);
- Environmental monitoring - including air quality management,
- Planning Applications / Licences – consultations on environmental impact;
- Sustainability – including waste management/recycling strategy, climate change adaptation, environmental education etc.;

Public Health

- Public health enforcement including – statutory nuisances, drainage, water supply, filthy/verminous premises and flytipping/litter enforcement;
- Pest control – including complaint investigation, treatment (rats, mice, cockroaches, fleas, bedbugs treated free and wasps and ants treated for a charge) and enforcement;
- Dog Warden Service, including dangerous dog control, collection of strays, dog fouling education and enforcement, responsible dog ownership education;
- Community Engagement for Cleaner Neighbourhoods – working with Neighbourhood Cleansing Teams to improve customer engagement, community education/development, and partnership working.

Trading Standards

- Regulation of Fair Trading, including copyright infringements/counterfeiting, trade descriptions, age-restricted sales, product safety etc., through trader inspections, sampling and complaint investigation;

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- Metrological (weights & measures) verification/inspection;
- Business education/partnerships;
- Civil and Criminal Law consumer advice and education;
- Animal Health including, inspection of feedstuffs, control of animal movement and animal health outbreak investigation (shared responsibility with DEFRA);
- Taxi Licensing.

Client / Partnership Management and Monitoring Team

- Professional Lead, policy development, management & commissioning of technical services delivered through Capita Symonds, including highways maintenance, street lighting, property management, engineering design, urban traffic control, architectural services, building maintenance, and drainage services;
- Corporate property asset and facilities management;
- Project Management of capital public realm and regeneration projects.

Coastal Protection Team

- Coastline and inland flood defence;
- Undertaking coastal studies identifying, planning and adapting to coastal change;
- Development and delivery of Shoreline Management Plans.

Highways Network Management

- Enforcement of Highways Act;
- Highways Licensing (e.g. skips, scaffolding, pavement cafes etc.)
- Co-ordination and regulation of Road works;
- Winter Maintenance (gritting etc.).

7. In total, the Department has approximately 170 staff and is responsible for revenue budgets in excess of £25m, together with significant Capital budgets. As well as programmed compliance regimes and projects, the service responds to around 50,000 public and business service requests each year. All services provided by the Department can be accessed through Sefton Plus 0845 140 0845 and the One-Stop Shops.

8. The principal current challenges for the Department include:

- Management of the Technical Services partnership contract with Capita Symonds, to achieve continuous improvement in terms of partnership relationships, value for money and service provision.

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- Managing the Highways infrastructure to maximise safety and availability for users (particularly in light of the accelerated deterioration following consecutive severe weather winter periods) and in accordance with Local Transport Plan priorities relating to Safety, Accessibility, the Environment and Quality of Life.
- Delivering statutory regulatory services that meet national and local priorities, ensuring legal compliance, public and environmental protection and thriving businesses. This includes adapting those services to national, regional and local changes and opportunities for Environmental Health and Trading Standards statutory functions.
- Supporting and Project Managing the successful delivery of major infrastructure and public realm projects (e.g. Southport Cultural Centre and Southport Market).
- Supporting the Statutory Review of Merseyside Waste Management Strategy, to produce continued reductions in landfill through effective minimisation, reuse and recycling provisions, minimising the financial impact from increasing Landfill Taxation costs and the delivery of the re-shaped recycling service within Sefton;
- Formally reviewing the statutory local licensing policy and Hackney Carriage licence restriction.
- Responding to Coastal flood defence challenges and statutory flood management demands of the Pitt Review.
- Co-ordinating the corporate response to the Climate Change agenda and pursuing regionally adopted Sustainable Consumption and Production goals via EMAS and Sustainable Procurement.
- Supporting the rationalisation and improvement of the Council's accommodation.
- Managing the succession for £0.5m per annum WNF funded environmental services interventions due to end in March 2011.

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**Environmental & Technical Services Department
Service Plan
2010/11**

Ensuring a Safe, Healthy & Sustainable Living Environment

1 Overview

This is the first service plan for the newly created Environmental and Technical Services Department.

The new Department incorporates the Environmental Health, Trading Standards and Licensing functions of the former Environmental Protection Department and the Coastal/flood management, Highways network management, Regeneration Capital Project and Building and Asset management functions of the former Technical Services Department. This includes overseeing the Capita Symonds partnership that delivers highways maintenance, street lighting, property management, engineering design, urban traffic control, architectural services, building maintenance and drainage services.

The wide range of statutory services now being delivered by the Environmental and Technical Services Department provide many of the basic requirements for ensuring a safe and healthy environment in which we live; from basic sanitation, safe food and goods to maintaining the physical urban infrastructure that prevent flooding and reduce harm arising from the use of the public realm. As well as maintaining the quality and integrity of the public infrastructure, public buildings, roads, bridges, drainage, many of our activities prevent death, injury and ill health.

Our approach to sustainability will deliver more resource efficient and a lower maintenance public realm and reduce our own environmental impact whilst delivering our activities.

The purpose of Environmental and Technical Services Department is varied but can be summed up in one phrase;

“Ensuring a safe, healthy and sustainable living environment”

As well as programmed compliance regimes and projects, the service responds to around 50,000 public and business service requests each year. The Department has 160 staff working from 5 locations and has an annual revenue budget of around £25m.

Our regulatory services are heavily shaped and regulated by Central Government but must also deliver the community needs of our locality, such as reducing health inequalities. By progressively addressing those environmental public health issues that together cumulate to making the difference of life expectancy (of up to 10 years from the poorest to the more affluent areas of our borough) we can make a difference over the longer term to this most acute area of inequality within our borough.

Environmental Protection & Technical Services Department Service Plan – 2010/11

In the context of the Corporate review of priorities given the serious reduction in the resources available to the Council the principal short/medium term challenges for the Department include:

- Management of the Technical Services partnership contract with Capita Symonds, to achieve continuous improvement in terms of partnership relationships, value for money and service provision.
- Managing the Highways infrastructure to maximise safety and availability for users (particularly in light of the accelerated deterioration following consecutive severe weather winter periods) and in accordance with Local Transport Plan priorities relating to Safety, Accessibility, the Environment and Quality of Life.
- Delivering statutory regulatory services that meet national and local priorities, ensuring legal compliance, public and environmental protection and thriving businesses. Including adapting those services to national, regional and local changes and opportunities for Environmental Health and Trading Standards statutory functions.
- Supporting and Project Managing the successful delivery of major infrastructure and public realm projects (e.g. Southport Cultural Centre and Southport Market).
- Supporting the Statutory Review of Merseyside Waste Management Strategy, to produce continued reductions in landfill through effective minimisation, reuse and recycling provisions, minimising the financial impact from increasing Landfill Taxation costs and the delivery of re-shaped recycling service within Sefton;
- Formally reviewing the statutory local licensing policy and Hackney Carriage licence restriction.
- Responding to Coastal flood defence challenges and statutory flood management demands of the Pitt Review.
- Coordinating the Corporate response to the Climate Change agenda and pursuing regionally adopted Sustainable Consumption and Production goals via EMAS and Sustainable Procurement.
- Supporting the rationalisation and improvement of the Councils accommodation.
- Managing the succession for £0.5m per annum WNF funded environmental services interventions due to end in March 2011.

Peter Moore – Environmental & Technical Services Director

Environmental Protection & Technical Services Department Service Plan – 2010/11

<ul style="list-style-type: none"> Staffing details/organisation chart showing all the teams / areas of responsibility 	<pre> graph TD Director["Environmental & Technical Services Director Peter Moore Ext.4020"] --- PA["Personal Assistant Margaret Hughes Ext. 4020"] Director --- AD1["Assistant Director (Environmental Protection) David Packard Ext. 4016"] Director --- AD2["Assistant Director (Technical Services) Jerry McConkey Ext. 4222"] AD1 --- Commercial["Commercial Terry Wood Ext.4301"] AD1 --- Environment["Environment Dave Poley Ext. 4037"] AD1 --- PH["Public Health Steve Smith Ext. 4025"] AD1 --- TS["Trading Standards Andrew Naisbitt Ext. 4014"] AD2 --- ClientTeam["Client Team Jerry McConkey Ext. 4222"] AD2 --- Coastal["Coastal Protection Graham Lymbery Ext. 2960"] AD2 --- HNM["Highways Network Management Jerry McConkey"] </pre>
<ul style="list-style-type: none"> Which Cabinet Portfolio(s) does the department report to 	<p>Environmental Technical Regeneration Health and Social Care Communities Licensing & Regulatory Committee</p>
<ul style="list-style-type: none"> The legislative background and the associated powers relating to the department 	<p>Discharge Councils statutory duties relating to: Smoke Free Public Places (Health Act) Air Quality review and Assessment (Environment Act) Food Safety & Standards Enforcement (Food Safety Act) Health & Safety at Work Enforcement (Health & Safety at Work Etc Act) Industrial Process Control (Environmental Protection Act, Part 1) Contaminated Land Investigation and Remediation (Environmental Protection Act, Part IIA) Noise, Odour, Public Health Nuisance Control (Environmental Protection Act, Part III) Waste Management Strategy (Environmental Protection Act, Part II) Waste Enforcement (Environmental Protection Act, Part II - Clean Neighbourhood & Environment Act)</p>

Environmental Protection & Technical Services Department Service Plan – 2010/11

	<p>Trading Standards (Weights and Measures Act, Trading Standards Act, Consumer Safety Act, Enterprise Act) Local and Taxi Licensing Enforcement (Licensing Act, Hackney Carriage Licensing Act, Gambling Act) Sanitation and drainage (Housing Acts, Public Health acts) Dog Warden (Dangerous Dogs Act – Clean Neighbourhood & Environment Act) Pest Control (Prevention of Damage by Pests Act) Animal Welfare Enforcement (Animal Welfare Act) Coast Protection Act 1936 Construction Act & Construction Design & Management Regulations Land Compensation Act 1973 Land Drainage Act 1991 Highways Act 1980 Road Traffic Act 1991 New Road & Street Works Act 1991 Traffic Management Act 2004 Health & Safety Code of Practice (L8)</p>
<p>Page 25 The services provided by the department</p>	<p>Environmental Health Trading Standards Waste Strategy Local Licensing (Liquor, Entertainment, Gambling, Taxis) Coastal & flood Defence Asset Management Highway & Infrastructure maintenance / regulation, including: drainage, bridges, costal defence, UTC (Urban Traffic Control), street lighting Building Maintenance Design and delivery of Capital build projects Facilities Management</p>
<p>• Which Strategic Aims of the Community Strategy does the department deliver</p>	<p>Safer Communities - Cleanliness target (LAA NI 195 = 25%) - Road Traffic Casualties (LAA NI 47 = 5.2%) - Congestion – Average Journey Time (LAA NI 167 = 4min 14sec)</p> <p>Economic Development & Sustainability, - Sustainable Waste Management & Recycling (LAA NI 191, 192, 193) - Climate Change impact & mitigation (LAA NI 188) - Implementation of recommendations of the Pitt Review - Shoreline Management Plans</p> <p>Health and Wellbeing - Alcohol, Smoking, Obesity</p>
<p>• The Departmental Service Objectives based on the Council's Vision.</p>	<p>Departmental Objectives: 1, Protect the Environment, Consumers, Public and Animal Health 2, Sustainable Waste Management 3, Climate change and Sustainability</p> <p style="text-align: right;">Appropriate Corporate Objective</p>

Environmental Protection & Technical Services Department Service Plan – 2010/11

	<p>4 Improve the condition and safety of local roads 5 Support regeneration in Sefton 6 Manage and use assets and resources effectively 7 Improve the efficiency and cost effectiveness of services 8, Financial, human and performance management</p>
<ul style="list-style-type: none"> Which corporate standards apply to the department 	<p>Corporate HR / procurement / equalities policies 10 day RFS response target Joint Municipal Waste Management Strategy – Council Action Plan Code of Practice for Highway Maintenance Strategic Partnership Contract Corporate H&S Strategy “Ensuring a Choice of Travel” Supplementary planning document Strategic Asset Management Plan Winter Service Plan</p>
<p>Page 26</p> <ul style="list-style-type: none"> Which external plans does the department deliver 	<p>Joint Municipal Waste Management Strategy (JMWMS) Food Standards Plan (FSA) Food Safety Plan (FSA) Health & Safety Plan (HSE) National Performance Framework for Trading Standards Plan (DTI) Animal Health and Welfare Plan (FSA) Local Transport Plan (LTP) Shoreline Management Plan (SMP)</p>
<ul style="list-style-type: none"> What partnerships is the department involved in 	<p>Merseyside & Halton Waste Partnership Sefton Public Health Partnership Trading Standards Northwest Environmental Health Merseyside Merseyside LTP Partnership Strategic Partnership with Capita Symonds</p>
<ul style="list-style-type: none"> What financial resources have been allocated 	<p>£25 m annual revenue budget £30 m capital</p>
<ul style="list-style-type: none"> What are the key achievements and outcomes delivered by the department 	<p>Protect Consumers, Public & Animal Health & the Environment - Achieve Statutory Compliance Regime Targets & responding to ~ 50,000 requests for Service each year. Maintenance of 970km of roads and 1,900km of pavements in a safe condition and handling of approximately 3,000 third party insurance claims annually Design, installation and maintenance of more than 31,000 light columns and 3,000 illuminated signs and bollards Management of the Council’s property portfolio, (over 900 leased/owned properties and 10,700 acres of land, valued at £500m), including maintenance, acquisition, disposal, lease agreements and valuations</p>

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<ul style="list-style-type: none"> • How does the service compare 	<p>We provide a very varied range of services. We are award winners and leaders in a number of areas.</p>
<ul style="list-style-type: none"> • Does the department make use of any management techniques e.g. EFQM 	<p>LACORS Quality Enforcement Framework - EFQM approach -</p>
<ul style="list-style-type: none"> • Are there any other relevant contextual factors 	<p>Increasing national expectations of role and delivery for: Sustainable Waste Management, Public Health agendas Changing National Regime for Business Compliance Activities</p>
<ul style="list-style-type: none"> • What are the functions of the department 	<p>Environmental Protection, Air Quality Assessment, Contaminated Land Investigation, Noise & Odour Control, Industrial Air Pollution, Municipal Waste Management strategy, Trading Standards, Consumer Safety, Food Safety & Standards, Public Health, Pest Control, Dangerous and Stray Dog control, Health & Safety at Work, Local & Taxi Licensing, Promoting environmental sustainability and Climate Change Adaptation, Flood and Coastal defence, Asset / corporate building Management, Highway maintenance & enforcement, winter gritting, capital projects, Capita Symonds client.</p>
<p>Page 27</p> <p>What National Performance Indicators is the department working to achieve (bracket relates to joint / partnership targets) * Lead for partnership LAA target</p>	<p>NI 168 - Principal roads where maintenance should be considered NI 169 – Non-principal roads where maintenance should be considered NI 169 – Non-principal roads where maintenance should be considered NI 182 Satisfaction of businesses with local authority regulatory services. NI 183 Impact of local authority regulatory services on the fair trading environment. NI 184 Food establishments in the area that are broadly compliant with food hygiene law. NI 188* Adapting to Climate Change NI 189 – Flood & Coastal Erosion Risk Management NI 190 Control of Animal health NI 194 Level of Air Quality – emissions from Council estate</p> <p>(NI 5 Overall/General satisfaction with the area)(NI 39 Alcohol-Harm related hospital admission rates) (NI41 Perception of drunk or rowdy behaviour as a problem) (NI 47 People killed or seriously injured in road traffic accidents) (NI 48 Children killed or seriously injured in road traffic accidents) (NI 55 Obesity in School Children reception) (NI 56 Obesity in school Children yr 6) (NI 123 Smoking rate 16+) (NI 167 Congestion – average journey time per mile during the morning peak) (NI 175 - Access to service and facilities by public transport, walking & cycling) (NI 176 - Working age people with access to employment by public transport) (NI 185 - CO₂ reduction from Local Authority operations)</p>

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	<p>(NI 186 - Per capita reduction in CO2 emissions in the LA area) (NI 191 Residual Household Waste per head) (NI 192 Household Waste Recycled and Composted) (NI 193* Municipal Waste Landfilled). LAA (NI 195* Improved street and environmental cleanliness) (NI 196 improved street and environmental cleanliness – fly tipping) (NI 198 – Children travelling to school – mode of travel usually used)</p>
<ul style="list-style-type: none"> Are there any other targets or standards that the department is working to achieve 	<p>Climate Change Adaptation LAA NI 188 Level 3 by 2010/11 Merseyside Joint Municipal Waste Management Strategy & Sefton LAA 193< 55% landfill of Municipal waste by 2010/11</p>
<ul style="list-style-type: none"> Has the department been/be subject to any recent reviews? 	<p>Major Service Review</p>
<p>Page 28</p> <ul style="list-style-type: none"> What are the department's key issues for the next three years 	<ul style="list-style-type: none"> Management of the Technical Services partnership contract with Capita Symonds, to achieve continuous improvement in terms of partnership relationships, value for money and service provision. Managing the Highways infrastructure to maximise safety and availability for users (particularly in light of the accelerated deterioration following consecutive severe weather winter periods) and in accordance with Local Transport Plan priorities relating to Safety, Accessibility, the Environment and Quality of Life. Delivering statutory regulatory services that meet national and local priorities, ensuring legal compliance, public and environmental protection and thriving businesses. Including adapting those services to national, regional and local changes and opportunities for Environmental Health and Trading Standards statutory functions. Supporting and Project Managing the successful delivery of major infrastructure and public realm projects (e.g. Southport Cultural Centre and Southport Market). Supporting the Statutory Review of Merseyside Waste Management Strategy, to produce continued reductions in landfill through effective minimisation, reuse and recycling provisions, minimising the financial impact from increasing Landfill Taxation costs and the delivery of re-shaped recycling service within Sefton; Formally reviewing the statutory local licensing policy and Hackney Carriage licence restriction. Responding to Coastal flood defence challenges and statutory flood management demands of the Pitt Review. Coordinating the Corporate response to the Climate Change agenda and pursuing regionally adopted Sustainable Consumption and Production goals via EMAS and Sustainable Procurement. Supporting the rationalisation and improvement of the Councils accommodation. Managing the succession for £0.5m per annum WNF funded environmental services interventions due to end in March 2011.
<ul style="list-style-type: none"> Has/will the department been/be involved in any consultation exercises 	<p>The Joint Municipal Waste Management Strategy review, Licensing Policy, Hackney Carriage Restriction, Thornton Switch Island Link Road; Shoreline Management Plan will be subject to full public consultation,</p>

Environmental Protection & Technical Services Department Service Plan – 2010/11

1 Protect the Environment, Consumers, Public and Animal Health

Departmental Service Objective	1, Protect the Environment, Consumers, Public and Animal Health
Does this Action Plan Link to any crosscutting initiatives or plans.	Statutory Functions
Does this Action Plan link to any “external” plans	National Performance Framework for Trading Standards. Public Health Partnership work programme Local Area Agreement., Food Standards Plan (FSA). Food Safety Plan (FSA). Health & Safety Plan (HSE). Animal Welfare Plan (FSA).
Action Required (What & why of project) Tasks for project completion to be entered below	Develop Services, Undertake statutory regulatory compliance regimes and respond to requests for service from the public and business.
Authorising Officer	Peter Moore /David Packard
Lead Officer	Terry Wood, Andrew Naisbitt, Dave Poley, Steve Smith
Other Responsible Officers	Principal Officers, enforcement staff
Resources	As per sectional plans
Deadline	Annual (31/03/2011)
Success Criteria (Tangible deliverable(s) that indicates completion)	% Compliance intervention target achieved % RFS responded to & % within 10 Days
Standards	National Standards, Respond to RFS within 10 days, complete within 60 days. Application response within 21 days
Monitoring & Evaluation	Quarterly Statistical review. Peer review for quality
Performance Indicators (NI/Local)	NI 12, 182, 183, 184

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<u>Tasks</u>	<u>Lead Officer</u>	<u>Deadline</u>
Deliver statutory regulatory services that meet national and local priorities, ensuring legal compliance, public and environmental protection and thriving businesses.	David Packard	Ongoing
Comply with statutory enforcement and compliance regimes for Food Safety, Food Standards, Health & Safety, Animal Health, Industrial processes, contaminated land, Trading Standards, Licensing	A Naisbitt, S Smith, D Poley, T Wood	Annual
Respond to all RFS (expected 20,000) within 10 days, Complete within 60 days	ADs - Section Managers	Ongoing
Undertake eight underage enforcement exercises	Andrew Naisbitt	Annual
Process Local and Taxi Licensing applications, provide an inspection and enforcement service and formally review the statutory local licensing policy and Hackney Carriage licence restriction.	David Packard Terry Wood/Andrew Naisbitt	21 March 2011
Support Regional Coordination Pilot – Public Protection Partnership / TSNW	David Packard / A Naisbitt	31 March 2011
Undertake High Profile Waste and litter enforcement and education activities	Steve Smith	31 March 2011
Managing the succession for £0.5m per annum WNF funded environmental services interventions.	David Packard/Steve Smith	31 March 2011
Manage 3 Local air Quality Management areas and deliver air quality below NAQS Levels	Gary Mahoney	31 March 2013
Tackle the legacy of contaminated land both proactively and on redevelopment	Dave Poley	Ongoing

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2 Sustainable Waste Management

Departmental Service Objective	2, Sustainable Management of Municipal waste
Does this Action Plan Link to any crosscutting initiatives or plans.	Statutory Functions Carbon Management Plan
Action Required (What & why of project) Tasks for project completion to be entered below	Minimise municipal waste through Merseyside waste prevention programme, Assist Merseyside with the delivery of new disposal capacity for waste that cannot be recycled /composted Review statutory Joint Municipal Waste Management Strategy
Authorising Officer	David Packard
Lead Officer	David Packard
Other Responsible Officers	Dave Poley,
Resources	AD and support from Environment Section
Deadline	20010/11/13

Success Criteria	Reduction in Residual waste per head Increase in Recycling and Composting rate t > 50% (2020) Reduction in Municipal waste landfilled <55%
Standards	Household Waste recycled /composted Commercial Waste recycled
Monitoring & Evaluation	Quarterly
Performance Indicators (NI)	NI 191, 192, 193

<u>Tasks</u>	<u>Lead Officer</u>	<u>Deadline</u>
Supporting the Statutory Review of Merseyside Waste Management Strategy, to produce continued reductions in landfill through effective minimisation, reuse and recycling provisions, minimising the financial impact from increasing Landfill Taxation costs and the delivery of re-shaped recycling service within Sefton;	David Packard	March 2013
Lead the delivery of Merseyside Waste Prevention Strategy - Love Food Hate Waste project	David Packard/Jane LittleSmith	31 March 2010/11/12
Assist M&HWP with the delivery of the Resource Recovery Contract – replacement for landfill.	David Packard	31 March 2010/11/12

Environmental Protection & Technical Services Department Service Plan – 2010/11

3 Climate Change & Sustainability

Departmental Service Objective	Climate Change & Sustainability
Does this Action Plan Link to any crosscutting initiatives or plans.	Some are Statutory Functions LAA Climate Change Lead for Corporate EMAS
Does this Action Plan link to any “external” plans	Yes - NW Action for sustainability
Action Required	Implement a community Climate Change Adaptation Plan and Corporate Environmental Management System.
Authorising Officer	David Packard
Lead Officer	Dave Poley
Other Responsible Officers	Gary Mahoney
Resources	Sustainability Team – See Environment Section Plan
Deadline	31 March 2009
Success Criteria	Achieve NI 188 level 3 by march 2011 (LAA) Develop an Environmental Management System that can be adopted Corporately and can be accredited via EMAS
Standards	EMAS
Monitoring & Evaluation	Quarterly
Performance Indicators (NI)	NI 188 Corporate EMAS implementation

<u>Tasks</u>	<u>Lead Officer</u>	<u>Deadline</u>
Coordinate the Corporate response to the Climate Change agenda and pursuing regionally adopted Sustainable Consumption and Production goals via EMAS and Sustainable Procurement.	David Packard	Ongoing
Lead an interdepartmental EMAS implementation group	David Packard / Dave Poley	Ongoing
Report Annual Progress to elected Members on Departmental/ Corporate EMAS implementation	David Packard / Dave Poley	Annually
Lead the development of a Community Climate change adaptation plan (LAA = NI 188 Level 3)	David Packard / Dave Poley	31 March 2011
Overview and lead corporate Carbon and Climate change work through Corporate officer Group	David Packard/ Dave Poley	Ongoing

4 Flood & Coastline Management

Departmental Service Objective	Flood and Coastline Management
Does this Action Plan Link to any crosscutting initiatives or plans.	Shoreline Management Plans – Statutory requirement
Does this Action Plan link to any “external” plans	NW Shoreline Management Plans
Action Required	To provide an appropriate level of Coastal Protection and Flood Defence
Authorising Officer	Mike McSorley
Lead Officer	Graham Lymbery; Capita Symonds
Other Responsible Officers	Paul Wisse; Dave Richardson
Resources	Coastal Protection Team; Revenue and capital funding from DEFRA, NERC funding, existing base budget; Client Team
Deadline	31 March 2011
Success Criteria	Coastal defences maintained adequately and Shoreline Management Plan review process progressed
Standards	DEFRA and Government Guidelines
Monitoring & Evaluation	Quarterly performance reports; Monthly reports to TSOB (Technical Services Operations Board)
Performance Indicators (NI)	NI 188; NI 189; Partnership contract KPIs

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<u>Tasks</u>	<u>Lead Officer</u>	<u>Deadline</u>
Responding to Coastal flood defence challenges and statutory flood management demands of the Pitt review.	Jerry Mconkey	Ongoing
Ensure regular inspection, management and maintenance of coastal defence structures	Graham Lymbery/Capita Symonds	Annually
Progress review of SMP and analysis of Sefton Cost database	Graham Lymbery	31 March 2010
Ensure regular and effective maintenance of critical watercourses, including identification of potential for flooding	Dave Richardson/Capita Symonds	Annually
Review and prioritise highway flooding incidents reported each year	Dave Richardson/Capita Symonds	Annually
Manage and monitor gully cleansing throughout the Borough	Dave Richardson/Capita Symonds	Annually

5 Improve the condition and safety of local roads

Departmental Service Objective	Improve the condition and safety of local roads	
Does this Action Plan link to any “external” plans	Local Transport Plan	
Action Required	Manage and maintain the highway network to minimise delay and disruption and maximise safety and availability for all users, and progress the development of integrated and sustainable transport infrastructure	
Authorising Officer	Jerry McConkey	
Lead Officer	Capita Symonds;	
Other Responsible Officers	Dave Richardson	
Resources	Revenue and capital LTP funding; Network Management Team; Client Team	
Deadline	31st March 2011	
Success Criteria	<ol style="list-style-type: none"> 1. Highways, structures and street lighting inspected and maintained within schedule and within budget 2. Improved accessibility and availability of highway network 3. LTP programmes delivered within timescales and within budget 4. All requirements under NRSWA and TMA complied with, and contraventions on Highways Act enforced 	
Standards	Traffic Management Act (TMA) 2004; Highways Act 1980; New Roads & Street Works Act (NRSWA) 1991; DfT; ROSPA; Code of Practice for Highways Maintenance	
Monitoring & Evaluation	Quarterly performance reports; Annual LTP financial updates; Annual Highways programmes; Bi-annual LTP programme updates; Monthly reports to TSOB (Technical Services Operations Board)	
Performance Indicators (NI)	NI 168; NI 169 (NI 167; NI 47; NI 48); Partnership contract KPIs	
	<u>Tasks</u>	<u>Lead Officer</u>
		<u>Deadline</u>
	Managing the Highways infrastructure to maximise safety and availability for users (particularly in light of the accelerated deterioration following consecutive severe weather winter periods) and in accordance with Local Transport Plan priorities relating to Safety, Accessibility, the Environment and Quality of Life.	Jerry McConkey
		Ongoing
	Ensure the delivery of a reactive and planned highway, street lighting and structures maintenance programme (expected ~ 20,000 service enquiries)	Capita Symonds; Dave Richardson
		Ongoing
	Development of integrated, sustainable transport projects and programmes, to deliver LTP priorities of Safety, Accessibility, the Environment and Quality of Life	Capita Symonds; Dave Richardson
		Ongoing
	Promote the Council’s Network Management duty	Jerry McConkey
		Ongoing
	Manage the highway network to maximise its availability for users, including the delivery of a Winter Service plan	Jerry McConkey
		Ongoing

6 Support Regeneration in Sefton

Departmental Service Objective	6. Support regeneration in Sefton		
Does this Action Plan Link to any crosscutting initiatives or plans.	Strategic Asset Management Plan		
Action Required	Work with developers and grant agencies to facilitate development in Sefton		
Authorising Officer	Jerry NcConkey		
Lead Officer	Andrew Dunsmore; Nick Yates		
Other Responsible Officers	Capita Symonds		
Resources	Revenue and capital funding and external grants; Regeneration Project Management Team; Client Team		
Deadline	31st March 2011		
Success Criteria	<ol style="list-style-type: none"> 1. Creation of new development in Sefton 2. Inward investment in Sefton 		
Standards			
Monitoring & Evaluation	Quarterly performance reports; update reports to SAMG (Strategic Asset Management Group)		
Performance Indicators (NI)			
	<u>Tasks</u>	<u>Lead Officer</u>	<u>Deadline</u>
	Supporting and Project Managing the successful delivery of major infrastructure and public realm projects (Southport Cultural Centre and Southport Market).	Jerry Mconkey	Ongoing
	Identify and progress projects and development options as part of the Step Clever programme, and throughout the Borough	Andrew Dunsmore; Nick Yates	Ongoing
	Progress the Business Park development, including delivery of a primary sub-station, with Blythe Developments	Andrew Dunsmore; Capita Symonds	March 2011
	Progress the Town Lane Housing Development with Barretts	Nick Yates; Capita Symonds	March 2011
	Progress the Dunnings Bridge Rd public realm works	Nick Yates; Capita Symonds	March 2011
	Progress the demolition of Balliol House/Connolly House	Nick Yates; Capita Symonds	March 2011

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7 Asset Management

Departmental Service Objective	7. Manage and use assets effectively	
Does this Action Plan Link to any crosscutting initiatives or plans.	Corporate H&S Strategy; Strategic Asset Management Plan	
Action Required	Manage the Council's assets and inspect and advise on maintenance requirements of Council properties, to ensure they are fit for purpose, and support safe delivery of services and the Council's corporate objectives	
Authorising Officer	Jerry McConkey	
Lead Officer	David Kay; David Street	
Other Responsible Officers	Capita Symonds	
Resources	Revenue and Capital funding and departmental revenue budgets; Client Team	
Deadline	31 st March 2011	
Success Criteria	<ol style="list-style-type: none"> 1. Statutory inspections carried out 2. Asbestos management plan and water hygiene management plan in place 3. Condition surveys undertaken 4. Asset Management Plan prepared 5. Accommodation strategy developed 6. Surplus assets reviewed 	
Standards	HSE Testing standard MDH100, HSE Code of Practice (L8), Asset Management Plan	
Monitoring & Evaluation	Quarterly performance reports; monthly update reports to SAMG (Strategic Asset Management Group)	
Performance Indicators (NI)	Partnership contract KPIs	
	<u>Tasks</u>	<u>Lead Officer</u>
		<u>Deadline</u>
	Supporting the rationalisation and improvement of the Councils accommodation.	David Street/Capita Symonds
	Complete all statutory inspections on buildings within the Council portfolio (including annual Type 2 asbestos surveys and biennial water hygiene risk assessments)	Capita Symonds; David Kay
	Undertake condition survey works and advise on building maintenance issues	Capita Symonds; David Kay
	Review asset management processes, and produce annual asset management report	Capita Symonds; David Street

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8 Capita Client

Departmental Service Objective	8. Improve the efficiency and cost effectiveness of Capita services	
Does this Action Plan Link to any crosscutting initiatives or plans.	Major Service Review Strategy	
If this Action Plan been initiated as a result of an Audit/Inspection/Service Improvement Review	Major Service Review	
Action Required	Deliver effective and efficient Technical Services through the Council's strategic partnership with Capita Symonds	
Authorising Officer	Jerry Mconkey	
Lead Officer	Jerry Mconkey	
Other Responsible Officers	Client Team	
Resources	Client Team	
Deadline	31st March 2011	
Success Criteria	<ol style="list-style-type: none"> 1. Significant Revenue Savings 2. Capital Investment 3. Improve Performance 4. Work to Stay in Sefton 5. Job Security 	
Standards	Strategic Partnership contract and recognised best practice	
Monitoring & Evaluation	Quarterly performance reports; monthly monitoring reports to TSOB (Technical Service Operations Board)	
Performance Indicators (NI)	Partnership contract KPIs	
	<u>Tasks</u>	<u>Lead Officer</u>
		<u>Deadline</u>
	Management of the Technical Services partnership contract with Capita Symonds, to achieve continuous improvement in terms of partnership relationships, value for money and service provision.	Jerry Mconkey
	Reduce service costs by 5.5% (approximately £400,000 per year)	Client Team; Capita Symonds
	Top quartile for all services by the end of year 2	Client Team; Capita Symonds
	Deliver improved services, innovation and growth in Sefton	Client Team; Capita Symonds
	Development of a detailed IT Strategy to cover the short, medium and long term requirements of the partnership	Capita Symonds; David Street
		Ongoing

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9 Financial, Human and Performance Management

Departmental Service Objective	9, Improve the Quality of Departmental Services - Human / Financial /Data / Equalities/Service Reviews
Does this Action Plan Link to any crosscutting initiatives or plans.	Corporate Performance Management System Corporate Risk management and Financial System
Action Required	Direct and Manage the activities of the Department
Authorising Officer	Bill Milburn
Lead Officer	David Packard
Other Responsible Officers	Section Managers
Resources	ADs, Section Manages
Deadline	31 March 2010
Success Criteria	Quarterly update of Sprint, half and full year report to elected members.
Standards	
Monitoring & Evaluation	Sprint
Performance Indicators (NI/Local)	IIP ESAT

<u>Tasks</u>	<u>Lead Officer</u>	<u>Deadline</u>
undertake at least monthly Departmental Management meetings and regular Section/team meetings	Peter Moore/Section Managers	Ongoing
Ensure accurate Data Quality for Departmental, Corporate & Partnership performance monitoring	Peter Moore/Andy Walsh	Ongoing
IIP – undertake annual PDRP & regular 1:1 with all staff	D Packard / All S Managers	Annually
Manage Financial position on a quarterly basis – reporting budget issues as necessary	Peter Moore	Quarterly
Ensure emergency response readiness to likely and unforeseen events	Peter Moore ./ Dave Poley	Ongoing
Review and update Departmental Health and Safety plan and Procedures	Peter Moore / Terry wood	Ongoing

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Agenda Item 5

REPORT TO: Cabinet Member – Environmental

DATE: 29 September 2010

SUBJECT: **Revenue Expenditure, Capital Programme and Performance – 2009/10 Portfolio Final Accounts**

WARDS AFFECTED: None directly

REPORT OF: Environmental & Technical Services Director – Peter Moore
Operational Services Director – Jim Black
Interim Head of Corporate Finance & ICT Strategy – John Farrell

CONTACT OFFICER: Peter Moore – 0151 934 4018
Jim Black - 0151 934 6133
John Farrell - 0151 934 4096

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To notify the Cabinet Member of the final 2009/10 outturn position for the Environmental Portfolio.

REASON WHY DECISION REQUIRED:

To allow the Cabinet Member to consider whether there are any issues arising from the 2009/10 accounts for the portfolio which should be referred to the Scrutiny and Review Committee (Regeneration and Environmental Services).

RECOMMENDATIONS:

The Cabinet Member is asked to:

- a) Note the Portfolio's revenue expenditure outturn for 2009/10;
- b) Note the impact of the Portfolio's capital expenditure outturn for 2009/10;
- c) Note the Portfolio's actual performance indicators and data for 2009/10; and
- d) Consider whether any issues should be referred to the Scrutiny and Review Committee (Regeneration and Environmental Services) for consideration.

KEY DECISION: No

FORWARD PLAN: Not appropriate

IMPLEMENTATION DATE:

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ALTERNATIVE OPTIONS:

None

IMPLICATIONS:

Budget/Policy Framework:

Financial:

This report identifies a revenue budget under spend of £1.486m for 2009/10 for this Portfolio, which has contributed to the general balances of the Council. Actual capital expenditure against the Capital Programme has resulted in a rephasing of £0.395m of expenditure into 2010/11.

	2010/11 £	2011/12 £	2012/13 £	2013/14 £
CAPITAL EXPENDITURE				
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
REVENUE IMPLICATIONS				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N				
How will the service be funded post expiry?				

Legal: Not appropriate

Risk Assessment: Not appropriate

Asset Management: Not appropriate

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CONSULTATION UNDERTAKEN / VIEWS

FD 509 - The Interim Head of Corporate Finance & Information Services has been consulted and his comments have been incorporated into this report.
The Environmental and Technical Services Department and Operational Services Department were involved in the closure of the 2009/10 accounts.

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity		√	
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

None

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Revenue Expenditure, Capital Programme and Performance – 2009/10 Portfolio Final Accounts

Introduction

1. The Audit and Governance Committee considered the Council's full Statement of Accounts on 30 June 2010. This report outlines the 2009/10 revenue and capital outturn for the Environmental Services Portfolio and identifies the major variations. The report also contains details of the Portfolio's operational performance in 2009/10 against its relevant indicators, together with comments by the Service Directors who are responsible to this Portfolio for their revenue, capital and performance issues, highlighting any that have ongoing implications for later years.
2. A separate report will be presented to the Overview and Scrutiny Committee to allow an independent review of all Portfolios' outturn positions.

Revenue Expenditure 2009/10

3. The closure of the 2009/10 Revenue Accounts has now been completed, however the detail is still subject to examination by PricewaterhouseCoopers, the Council's auditors. The provisional outturn for the Council indicates that General Fund Balances will increase to £3.661m owing to an overall net under spending of £0.021m. The final outturn position for this portfolio, when compared to the 2009/10 Revenue Budget plus any additional resources approved by Cabinet during the year, indicates a net under spend of £1.486m.
4. **Annex A** summarises the divisions of service provided by this Portfolio and compares the revenue budget with provisional outturn figures. The main variations within the net under spend are analysed below:-

	<u>Budget</u> <u>Variations</u> £m
<u>Main variations on the Revised Budget</u>	
a) Salaries and Wages	-0.380
b) Transport	-0.088
c) Recycling	-0.307
d) Unrecovered Work in Default	0.125
e) Trading Standards Legislation	-0.099
f) Building Cleaning	-0.181
g) Commercial Waste – Agency Payments	-0.084
h) SMSS EPD Supplies & Services	-0.061
i) Public Conveniences – Supplies & Services	-0.040
j) Street Cleansing – Supplies & Services	-0.047
k) Refuse Collection – Supplies & Services	-0.048
l) Environment – Supplies & Services	-0.088
m) Public Conveniences – Premises	-0.037
n) Street Cleansing - Premises	-0.031
o) Flood Defence & Land Drainage	0.033
p) Vehicle Maintenance	-0.030
q) Commercial Skip - Income	-0.072
r) Gypsy Site - Income	-0.032
s) Pest Control - Income	0.025
t) Public Conveniences - Income	-0.035
u) Commercial Waste - Income	0.022

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v) Street Cleansing - Income	-0.036
w) Other	0.005
Portfolio Net under spend (-) / overspend	-1.486

This under spend of £1.486m represents 8.25% of the Portfolio's 2009/10 Revenue Budget.

5. The Environmental & Technical Services Director and Operational Services Director comment:-

- **Salaries and Wages**

The underspend on salaries and wages arose as a result of the ongoing recruitment freeze during 2008/9 and 2009/10. Whilst every effort was made to manage the impact on service delivery, this did result in service reduction and reduced activity in some work areas.

- **Transport**

The reliability of the fleet was much better than expected less downtime meant that costs associated with hiring-in replacement vehicles were not as high as originally projected. The implementation of the four-day working week has had a significant impact upon availability for servicing which has resulted in reduced unscheduled downtime.

- **Recycling**

As a result of the contractor entering into administration before the end of the financial year no incentive payment, for exceeding overall tonnage thresholds, was paid. Improved participation, due to seasonal yields of green waste and promotional activity linked to food waste, has also contributed to the outturn for the recycling cost centre.

- **Unrecovered Work in Default**

From time to time the Council has to undertake "work in default" of some other party considered responsible for undertaking this work. Typically this relates to work required to comply with a legal duty and follows the service of a Statutory Notice by the Council on the duty holder (e.g. to replace defective drainage; maintain a property so as not to cause a nuisance to neighbours etc.). All reasonable efforts are made to identify the duty holder and to require them to undertake the work, or subsequently to secure repayment from them, including where possible/appropriate placing charges against property which are recoverable should the property be sold. However, periodically it becomes financially appropriate to write-off some of these debts where the duty holder cannot be identified or tracked-down or where, particularly in the case of old, individually relatively small debts, the cost of recovering those debts becomes greater than the sum recovered.

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- **Trading Standards – Legislation**

Additional Government funding was provided during 2008/9 to reflect the requirement for local authorities to undertake additional statutory duties in relation to a number of new regulations. Due to the ongoing spending freeze during 2008/9 and 2009/10 no additional staff appointments were made to undertake these new duties, consequently this additional work was not completed in line with external expectations. This issue will be addressed in 2010/11 as part of an overall reprioritisation of activity and in-line with the Strategic Budget Review process.

- **Building Cleaning**

This service successfully acquired additional contracts during the 2009/10 financial year. In addition to the increased income generated by these contracts improved financial controls have also contributed to the over achievement of income. This has provided a stable base and negates the need to apply any further inflationary increase to charges for service provision during 2010/11.

- **Supplies and Services**

There was a general underspend across Supplies and Services budgets (most notably within the following Cost Centres: SMSS; Public Conveniences; Street Cleansing; Refuse Collection and Environment) as a result of the ongoing spending freeze during 2008/9 and 2009/10. This level of underspend/saving is not sustainable across all Cost centres in the longer-term.

- **Public Conveniences – Premises Related**

The improved but reduced public convenience portfolio resulted in lower than average levels of expenditure on premises related repair and maintenance activity. The number of incidents associated with vandalism and abuse were less than in previous years.

- **Public Conveniences – Fees and Charges**

This “underspend” represents income obtained from partnership arrangements and from the pay-to-use facilities, it does not take into account cash collection and banking costs. As the income cannot be guaranteed there is no income target, the Cabinet Member has previously agreed that any surplus income may be used to fund further/future improvements or repair and maintenance to the public convenience portfolio.

- **Flood Defence and Land Drainage**

The overspend on Flood and Land Drainage relates to the way in which the Capita contract is currently funded. The Capita Core Fee, of approximately £40,000, for flood defence and land drainage work is charged to this Cost Centre but no specific budgetary provision has been made for this. The cost was partially offset in 2009/10 by an underspend on works undertaken, this position is not sustainable in the longer-term.

- **Pest Control Income**

The base budget for Pest control income has been underachieved for many years (£34,000 2006/7; £47,000 2007/8; £48,000 2008/9 and £25,000 last year), despite annual increases to pest control fees. Previous Outturn Reports have identified the need for this budget to be realigned through budget growth or from savings found elsewhere. A realignment within the portfolio has now been made to partly address this issue.

- **Commercial Skip - Income**

The over achievement of the income target for this cost centre may include income that relates to other commercial waste collection services.

- **Commercial Waste - Income**

Under achievement of targeted income reflects the above comment but is primarily attributed to the DEFRA ruling which prevents the authority charging the full refuse collection and disposal costs associated with providing a service to schools, hospitals, prisons etc. Only a collection charge can now be made. The income target for this cost centre has not been reduced to reflect this ruling, at present the reduction in income (under recovery) has been carried within existing budgets and was offset, to some degree, by the reduced agency payment costs associated with commercial waste disposal. DEFRA have indicated that they intend to review the current guidance following criticism from both the public and private sectors.

Capital Expenditure 2009/10

6. The capital monitoring statement is shown in **Annex B**.

7. The Environmental Protection & Technical Services Director comments:-

- The amount in Line 11 column 6 of Annex B - Inspection at the former Town Lane Infill Site, Southport, shows a rephrasing of £0.103m, however this project was completed in 2009/10 at a cost of £0.096m and treated as Revenue expenditure in the Council's accounts.

- The Operational Services Director comments:-

- The amount remaining in line 7, Public Convenience Modernisation has not been utilised due to legal issues that relate to the project identified for improvement of the facility in Formby.

8. The remaining balance in line 10, Waste Infrastructure will be re-phased for use during 2010/11 to establish sustainable arrangements for the future provision of waste and recycling collection services.

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Performance in 2009/10

9. Performance indicators are shown in **Annex C**.
10. Performance against waste indicators NI 191 and NI 192 show a very positive comparative position with respect to residual waste per household and waste recycled/composted for 2009/10 against the regional and national comparators.
11. This is a direct result of the implementation of the agreed waste collection strategy being ahead of similar proposed changes by others. It is likely that over time that the range of comparative results will converge towards the improved end of the range. The performance step change made by Sefton against these indicators arising from the implementation of Alternating Weekly Collection cannot be repeated. Others will catch up as they make similar changes.
12. The regional comparative data quoted for NI 195 Cleanliness must be considered carefully as there is no explanation as to how the places analysis tool figures are arrived at. A statistical comparison with the outturn for other Merseyside authorities may have been more useful. The figures reported for Sefton are accurate and reliable and whilst they fall short of the comparative figures quoted they do reflect the improvement that has been achieved over recent years. Sustaining the current level of cleanliness reported will be a challenge in the future.
13. Fly tipping (NI 196) is an indicator measured on a scale of 1 – 4. It is an indicator designed to compare year on year changes in the level of flytipping incidents with changes in the level of activity of flytipping enforcement action. For example 1 would represent decreasing flytipping alongside increasing enforcement in comparison with the previous year, whereas 4 would indicate increasing flytipping with decreasing enforcement. It is not a measure of the level of flytipping and is not comparable between areas to indicate relative level of flytipping/cleanliness. The four-point scale is certainly not appropriate for percentage comparisons.
14. Sefton has communicated its reservations about the appropriateness of the indicator to DEFRA.
15. Sefton's 2009/10 score reflects an improvement in performance, in comparison to the previous year, primarily due to a decrease in reported flytipping (although this is not quantified by this indicator).
16. As the indicator is a comparator of change in actual incidents and the level enforcement action it is likely that this indicator, if retained by DEFRA, will fluctuate between 2 and 3. It is unlikely to follow normal expectations of sustained sequential numerical reduction even if actual performance around the levels of flytipping improves.

On-going issues for later financial years

17. The Environmental & Technical Services Director and Operational Services Director have identified a number of ongoing issues as a result of this Portfolio's outturn position for 2009/10:-
18. The issue of overspend on Flood Defence and Land Drainage, as a consequence of the funding arrangements for the Capita contract, will be considered along with other similar items as part of a budget review and Members will be advised of this work in due course.
19. Whilst internal budget reformatting has partly addressed the issue of historic underachievement of an unrealistic income target for Pest Control, it has not been possible to fully address this issue within the resources available and so it is possible that there will be some underachievement in this area again in 2010/11 and thereafter without further action.
20. Each of the comments in paragraph 2.3 above may vary next year due to uncontrollable variances; an ageing fleet, seasonal variations, anti-social behaviour. A budget reformatting exercise has been carried out for various cost-centres to reconcile some of the associated income and expenditure variations, however some areas, e.g. building cleaning and commercial waste income cannot be guaranteed and therefore cannot be resolved in this way. Such variances may be repeated in subsequent years.

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ANNEX A

	ACTUAL 2008/9	REVENUE BUDGET 2009/10	ACTUAL 2009/10
	£	£	£
SUMMARY			
Technical Services Department			
Coast Protection	250,352	243,250	244,466
Flood Defence & Land Drainage	226,617	249,750	282,738
Trading Standards	698,827	888,150	743,494
Environmental Health			
Housing & Public Health	809,615	795,750	853,860
Environment	1,019,653	1,023,250	915,439
Commercial	884,487	1,076,400	950,629
Pest Control Service	363,108	386,950	309,699
Gypsy Site, Broad Lane, Formby	-407	5,150	-18,351
Dog Warden Service	293,999	392,350	277,149
Service Management and Support Services		0	0
Cleansing Services			
Refuse Collection	1,513,905	1,300,000	958,992
Alternating Weekly Collection	4,774,236	4,763,450	4,877,419
Street Cleansing	4,941,777	4,948,950	4,857,018
Public Conveniences	657,350	837,550	617,454
Commercial Waste	131,234	51,450	-18,452
Commercial Skips	19,927	89,350	24,216
Variation Works	70,692	0	0
Recycling	923,667	1,091,200	785,038
Cleansing Service Management & Support	0	0	0
Building Cleaning		38,200	-142,534
Vehicle Maintenance		30,300	2
Environment & Consumer Protection Dept			
Vacancy Management/Turnover Savings		-150,600	
Savings on refuse collection		-90,000	
Housing Residual - Employees		54,700	
Provision for price inflation 2008/09		67,050	
HR Savings Allocated from Tech Services		-28,000	
Corporate Savings :-			
Procurement Saving Allocation 2008/9		-14,700	
Procurement Saving Allocation 2009/10		-25,000	
Advertising / Marketing Saving 2009/10		-6,250	
Consultants Saving Allocation 2009/10		-6,250	
Staffing Review Saving Allocation 2009/10		-12,500	
Tech Services – Building Mtce / Property Mtce		4,000	
Total Net Expenditure	17,579,039	18,003,900	16,518,276

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METROPOLITAN BOROUGH OF SEFTON

ANNEX B

CAPITAL PROGRAMME 2009/10 – 2012/13

ENVIRONMENTAL

1	2	3	4	5	6
REF. NO.	PROJECT DESCRIPTION	TOTAL COST	REVISED ESTIMATE 2009/10	OUTTURN 2009/10	REPHASING TO 2010/11
		£'000	£'000	£'000	£'000
<u>Sefton Coastline Sea Defence Work</u>					
1	Crosby Park to Formby Point Strategic Study	245.51	26.73	22.35	4.38
2	Coastal Monitoring	209.29	9.36	0.00	9.36
3	CERMS - 2007/08 - 2010/11	1,032.38	485.47	436.11	49.36
4	Adaptation to Climate Change on the Sefton Coast	205.00	100.00	71.53	28.47
5	Hightown Management Project -Design/tender Prep.	70.00	15.70	31.56	-15.86
6	Pathfinder Fund Programme	145.00	30.00	0.00	30.00
Total Sefton Coastline Sea Defence Work		1,907.18	667.26	561.55	105.71
<u>Environmental</u>					
7	Public Convenience Modernisation	900.00	108.57	35.30	73.27
8	Air Pollution monitoring Equipment	46.30	29.82	0.00	29.82
9	Gypsy and Traveller Sites	219.90	42.96	11.46	31.50
10	Waste Infrastructure	1,160.18	80.00	28.73	51.27
11	Inspection - Former Town Lane Landfill , Southport	103.40	103.40	0.00	103.40
Total Environmental		2,429.78	364.75	75.49	289.26
TOTAL ENVIRONMENTAL SCHEMES		4336.96	1032.01	637.04	394.97

METROPOLITAN BOROUGH OF SEFTON

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PERFORMANCE INDICATORS FOR THE ENVIRONMENTAL PORTFOLIO - ANNEX C

FINAL ACCOUNTS 2009/10 - ENVIRONMENTAL PROTECTION PORTFOLIO

Data taken from the Places Analysis Tool (PAT)

Code	Name	Polarity		2009/10 Actual values	PAT Regional Average		10% Variance	PAT National Average		10% Vari ance
NI 182	Satisfaction of businesses with local authority regulation services BERR DSO	Higher	%	73.00	na		na	na		na
NI 188	Planning to Adapt to Climate Change	Higher	Number	2.00	1	☹️	0.00%	1	☹️	0.00%
NI 191	Residual household waste per household	Lower	kg	513.00	637	☺️	-16.01%	672	☺️	-20.39%
NI 192	Percentage of household waste sent for reuse recycling and composting	Higher	%	39.38	32.3	☺️	16.59%	34.34	☺️	9.67%
NI 193	Percentage of municipal waste landfilled	Lower	%	58.58	na		na	na		na
NI 195a	Improved street and environmental cleanliness (levels of litter detritus graffiti and fly-posting) - Levels of Litter	Lower	%	16.00	7	☹️	114.29%	5	☹️	200.00%
NI 195b	Improved street and environmental cleanliness (levels of litter detritus graffiti and fly-posting) - Levels of Detritus	Lower	%	23.00	12	☹️	66.67%	12	☹️	66.67%
NI 195c	Improved street and environmental cleanliness (levels of litter detritus graffiti and fly-posting) - Levels of Graffiti	Lower	%	12.00	3	☹️	266.67%	3	☹️	266.67%
NI 195d	Improved street and environmental cleanliness (levels of litter detritus graffiti and fly-posting) - Levels of Fly Posting	Lower	%	2.00	1	☹️	100.00%	1	☹️	100.00%
NI 196	Improved street and environmental cleanliness - fly tipping	Lower	Number	2E	2.3	☹️	30.43%	2.2	☹️	36.36%

Note : The above list of National Indicators may not include all Indicators relevant to this Department, as items with 'Nil' actual values for 2009/10 have been excluded.

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REPORT TO: Cabinet Member – Technical Services
Cabinet Member – Environmental
Cabinet Member – Regeneration
Cabinet

DATE: 22nd September 2010
29th September 2010
29th September 2010
30th September 2010

SUBJECT: Plugged-in-Places Programme – An Update

WARDS AFFECTED: All Wards

REPORT OF: Andy Wallis– Planning and Economic Development Director
Peter Moore – Environmental and Technical Services Director

CONTACT OFFICER: Mo Kundi - 3447
Gary Mahoney – 4300

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:
To provide Members with an update on the Plugged in Places Programme, and to seek Members consent for Sefton Council to be the Accountable Body for the sub-regional bid.

REASON WHY DECISION REQUIRED:
To comply with reporting procedures

RECOMMENDATION(S):
It is recommended that:-

Cabinet:-

1. Agree in principle to Sefton Council being the accountable body for the sub-regional project to facilitate the submission of the bid in October 2010, and note that
2. A further report be presented detailing all financial, legal, and operational implications prior to accepting the Offer letter should the bid be successful.

Cabinet Member for Regeneration, Environment, and Technical Services:-

3. Note the content of this report

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: Immediately after the call in period

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ALTERNATIVE OPTIONS: Sefton Council has agreed to progress the Low Carbon Economy and CO2 emissions reduction agenda, and has taken a number pro-active and positive steps towards this goal, including the development of projects such as CLASP, and REECH, for which the Council has agreed to be the accountable body, and is currently exploring the opportunities available from the Feed In Tariff concept. The Plugged in Places Project will add to the critical mass being created and would help to explore future funding opportunities. Not to agree to being an accountable body risks the bid not progressing beyond the current stage.

IMPLICATIONS:

Budget/Policy Framework:

Financial:

It should be noted that Sefton Council has the option not to accept the Offer letter should the bid be successful. Members at their previous meeting have already agreed to cap Sefton's cash contribution towards this project to £15,000 spread over three years, and which it is proposed could be met out of future Local Transport Plan Capital Programme allocations. There may also be some small revenue implications relating to a possible loss of car parking income as a result of the placing of electric charging points in some car parks. However, all cost implications would be brought back to Members once the bid has been fully developed.

<u>CAPITAL EXPENDITURE</u>	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £	2014/ 2015 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: No

Risk Assessment: No

Asset Management: No

CONSULTATION UNDERTAKEN/VIEWS

FINANCE FD 494 - The Interim Head of Corporate Finance & Information Services has been consulted and his comments have been incorporated into this report

LEGAL

ENVIRONMENTAL AND TECHNICAL SERVICES

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		/	
2	Creating Safe Communities		/	
3	Jobs and Prosperity	/		
4	Improving Health and Well-Being	/		
5	Environmental Sustainability	/		
6	Creating Inclusive Communities		/	
7	Improving the Quality of Council Services and Strengthening local Democracy		/	
8	Children and Young People		/	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Plugged-in-Places Programme – A sub-regional bid to introduce Electric Car Charging Points report to CMs for Environment and Technical Services (30th June 2010), and CM Regeneration (7th July 2010).

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1.0 BACKGROUND:

- 1.1 Members at their meetings on 30th June 2010, and 7th July 2010 consider the report on 'Plugged-in-Places Project – A sub-regional bid to introduce Electric Car Charging Points', which provided background information on the Plugged-in-Places national Programme to support the installation of an electric vehicle charging infrastructure (EVCI). The report made reference to the fact that the Programme pulls together £30 million from the Department for Transport (DfT), Department for Business Innovation & Skills (BIS) and the Department for Environment & Climate Change (DECC), and that interests were invited from sub-regions for projects that would deliver the aims and objectives of the Programme.
- 1.2 Members considered the information provided in the report on the proposals being developed for the Merseyside sub-regional bid, and endorsed the:-
 1. Submission of Expression of Interest by The Merseyside Transport Partnership for the sub-regional Plugged in Places project, and
 2. Requested that further consideration to be given to the capital and revenue implications should a full bid be progressed.

2.0 Current Position

- 2.1 The sub-region's Expression of Interest was formally submitted in July 2010, and officers were invited to attend an informal meeting with senior officials from the Office for Low Emission Vehicles (OLEV) in the Department for Transport to receive feed-back on the submission.
- 2.2 In total there were 15 applications for funding in the second round of Plugged in Places Programme requesting some £20 million from an allocation of only £10 million. OLEV officials indicated that they are looking to take forward between 3 to 6 projects in this round, and that Merseyside's bid is likely to be one of them, subjecting to addressing the following key issues:-
 1. Whilst the bid had a lot of strategic fit, it lacked clear principle driver. The bid needs to be clear as to whether the key driver is economic development, the link with Vauxhall, low carbon economy, transport etc. OLEV is looking for a key driver for the bid from sub-region's point of view.
 2. A clear evidence of a market for electric vehicles. A letter from say public sector fleet operators, community services and/or private business fleet operators would be acceptable.
 3. A clear understanding of why the suggested charging point sites were selected, and how the development of charging infrastructure will be taken forward post Plugged in Places Programme funding.

4. Need to reconcile the aims of the Plugged in Places Programme, which is concerned with stimulating the market for electric vehicles, where as the sub-regions agenda includes addressing air quality, climate change, low carbon economy, equity, economic development etc.
5. To strengthen the region's bid further, OLEV officials suggested the two separate bids submitted from Mersyside sub-region, and Halton, Chester West and Cheshire should be amalgamated.

2.3 Sefton officers are of the view that the issues raised by OLEV officials can be satisfactorily addressed, and that a full bid submitted by the 29th October 2010 deadline.

3.0 Accountable Body Status

3.1 Members may recall that all work associated with the development and submission of the Plugged In Places bid is being undertaken by the Merseyside Transport Partnership, which is a partnership between Knowsley, Liverpool, Sefton, St. Helens, and Wirral Councils, and Merseytravel.

3.1 Initially the Mersey Transport Partnership was of the view that Merseytravel should be the Accountable Body for this project, should the funding be approved. Merseytravel have now indicated that as this project covers a wide range of non public transport related activities it would not be possible for them to assume the Accountable Body status. Without a public body taking up the Accountable Body status it would not be possible to submit the final bid.

3.2 Given that Sefton Council has agreed to become the accountable body for the sub-regional REECH Project, and the fact that associated activities are all related to addressing CO2 emissions reduction, helping local SMEs, creating local employment opportunities, and the development of the low carbon economy, Members are requested to agree to Sefton Council becoming the Accountable Body for the Plugged In Places project, subject to the bid being successful.

3.3 This would fit well and would also complement with the work being done by Sefton on the Low Carbon Emissions Strategy Regional Group Initiative (LES RGI) whereby polices are being developed to support the take up electric vehicles and the provision of charging points infrastructure. In addition Low Emissions Partnership has provided £2,900 to commission consultants Mott McDonalds to undertake research on the most effective location to provide charging infrastructure. The study is expected to be completed in late September 2010, and would be used to support the Plugged in Places bid.

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4.0 Project Costs

4.1 Members at their previous meeting have already agreed to cap Sefton's cash contribution towards this project to £15,000 spread over three years, and which it is proposed could be met out of future Local Transport Plan Capital Programme allocations. There may also be some small revenue implications relating to a possible loss of car parking income as a result of the placing of electric charging points in some car parks.

4.2 Similar contributions are also being sought from the five sub-regional local authorities, with Mersytravel agreeing in principle to contributing £50,000. With the amalgamation of the bids contributions from Halton, and Cheshire West & Chester have also been agreed in principle.

4.3 In addition non cash contributions are also being promised from:-

1. Mersey Transport Partnership – behaviour change programmes including promotion of electric vehicles, supporting web pages, promotional events etc.
2. Scottish Power – cost of research on impacts on grid
3. General Motors – support to households wishing to purchase electric vehicles
4. Energy Saving Trust – fleet advice, driver training and vehicle choice information

4.4 It is anticipated that the total cost of the bid is likely to be in the region of £1 million spread over two years. The balance of the money will come from the private sector, planning process and OLEV grant.

4.5 Whilst a significant amount of work will be undertaken by the Mersey Transport Partnership in delivering the successful bid, however there will be a need to engage a Project Manager by Sefton Council as the Accountable Body to ensure that the project is being delivered successfully and that all legal and financial obligations are being met. The full cost of this will be met from the bid. In addition it may be possible to recover costs associated with work that would need to be undertaken by Council's Finance and Legal Departments. A full breakdown of costs will be presented once the bid is fully developed.

5.0 Project Risks

5.1 There are a number of risks associated with this project, ranging from lack of funding support from other organisation, particularly the private sector, the scale and size of the final bid, to the delivery of the bid, if successful and the implication to Sefton Council as the accountable body. At this stage it is too early to assess these risks in any detail as the project is currently being developed and discussions are taking place with a number of interested private sector

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organisation, which would influence the outcome of the final bid. Clearly if there is not sufficient private sector support the bid will not be submitted.

5.2 In relation to risks to Sefton Council as the accountable body, these will be identified, assessed and quantified in more detail once the bid is fully developed, and will form part of the report to Members before any offer letter is accepted.

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Agenda Item 7

REPORT TO: Cabinet Member - Environmental

DATE: 29th September 2010

SUBJECT: **DEVELOPMENT OF A ZONED WASTE & RECYCLING COLLECTION SYSTEM**

WARDS AFFECTED: ALL

REPORT OF: J G Black–
Operational Services Director

CONTACT OFFICERS: Andrew Walker – Assistant Director – 0151 288 6159
Gary Berwick – Cleansing Services Manager – 0151 288 6134

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To advise the Cabinet Member - Environmental of the potential for changes to existing collection arrangements for residual & recyclable waste.

REASON WHY DECISION REQUIRED:

In order to make more efficient use of resources it is proposed that a new zoned system of waste and recycling collection could be introduced across the Borough, generating substantial savings. Such a decision would require Cabinet approval as it would affect all wards. Further development work is needed, therefore approval to continue with this process is sought from the Cabinet Member – Environmental.

RECOMMENDATION(S):

- i) That the Cabinet Member - Environmental approves the further development and implementation of a new zoned system of waste and recycling collection.
- ii) That the Cabinet Member – Environmental agrees to a further detailed report on the potential efficiencies generated through the introduction of a zoned system of waste and recycling collection being presented to Cabinet to seek approval for its implementation with effect from January 2011.

KEY DECISION: Yes - if report forwarded to Cabinet

FORWARD PLAN: Yes - if report forward to Cabinet

IMPLEMENTATION DATE: January 2011

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ALTERNATIVE OPTIONS:

Maintain current collection arrangements. However, in light of evidence available from similar collection services nationwide, coupled with the ongoing development of new route optimisation software within the industry, the current collection methods operated within Sefton are no longer considered to deliver the most efficient use of resources in relation to waste and recycling services.

IMPLICATIONS:

Budget/Policy Framework:

Financial:

An efficiency saving will be achieved as a result of implementing a zoned collection system due to the reduction in the number of vehicles and staff needed to service the collection requirements.

CAPITAL EXPENDITURE	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure			
Funded by:			
Sefton Capital Resources			
Specific Capital Resources			
REVENUE IMPLICATIONS			
Gross Increase in Revenue Expenditure		-120k	-120k
Funded by:			
Sefton funded Resources			
Funded from External Resources			

Legal: None

Risk Assessment: None

Asset Management: None

CONSULTATION UNDERTAKEN/VIEWS

Staff and Trade Unions
Fd No.:501 – The Interim Head of Corporate Finance and ICT Strategy has been Consulted and his comments have been incorporated within this report

CORPORATE OBJECTIVE MONITORING:

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<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being		✓	
5	Environmental Sustainability	✓		
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy	✓		
8	Children and Young People		✓	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT
None

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Background

1. In 2006 the Council agreed to a major change in the delivery of waste collection services, from the previous plastic refuse sack collection system to a wheelie-bin collection service. Grey (residual) and green (garden waste) wheelie-bins are now collected and emptied on an alternating weekly basis.
2. A route optimisation exercise was carried out, prior to phased implementation of the new alternating collection rounds. This created four days of work for each individual crew based in a specific area of the borough. Due to the scale of change, the alternating wheelie-bin collection service was introduced on a phased basis throughout the Borough between June 2007 and October 2008.
3. Having now operated the Alternating Weekly Collection system for some two years, the Cleansing Management Team has identified a number of issues and potential amendments to the service, which if implemented could generate substantial savings.
4. We currently operate an individual collection round in Sefton, whereby the same vehicle and crew collect from the same addresses, and the same vehicles are used to alternate between residual and garden/green waste on a bi-weekly basis. This system has proven to be somewhat restrictive, as it does not provide sufficient flexibility to respond adequately to service issues including breakdowns, restricted access, fluctuating tonnages (amount of residual and/or garden waste presented) and any changes to the number of properties to be serviced by each individual team.
5. Within the waste and recycling collection industry over the past few years, a great deal of work has been undertaken in developing alternative collection methods, including zoned collection services. It is believed that the introduction of a zoned collection system in Sefton would assist the Operational Services Department in addressing the above issues. Furthermore, the introduction of a zoned system would result in a reduction in the amount of staff/vehicles required, resulting in significant and ongoing savings of £120k per year.

Brief outline of Zoning

6. Using the latest software packages available, and using historical data obtained from the current alternating collection service, such as weighbridge records and tracking information, a number of 'collection zones' have been identified within Sefton. These zones bring a number of vehicles together in an area to undertake collections, be they residual or green waste, resulting in a more efficient collection process.
7. The Borough would be divided into 8 zones, 4 in the north and 4 in the south, and all collections within a zone will be undertaken on the same (specified) day. For example, all northern crews could be deployed into the Formby area

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to carry out collections on an alternating basis every Tuesday, or all southern crews could be deployed in Maghull on an alternating basis every Thursday.

8. This approach would allow a smaller number of vehicles and staff to be used overall to provide the alternating collection service, freeing up resource for the Council for efficiency. In addition, most vehicles would only ever collect residual or green waste, thereby dramatically reducing the weekly washing requirement for vehicles moving from residual to green collection.
9. Recycling collections (paper, glass, cans, food) would continue to be collected on the same specified day to maintain current best practice. However, a zonal system would also allow the service provider to benefit from a reduced vehicle requirement, as per the residual and green waste service. This should therefore reduce the cost of the service to the Council when tenders are invited for the provision of this service in the future.
10. The Contact Centre would also benefit by being able to clearly identify to customers that a particular zone would be collected on a specified day. This will help the customer in terms of missed collection (placing the bin out on the incorrect day), and the Contact Centre who will automatically know which zone the crew would be operating in on that particular day.

Implementing the Zoned Collection System

11. Subject to Cabinet Member and Cabinet approval, it is envisaged that the zoned collection system could commence immediately after Christmas & New Year collection period, when alternating grey/green collection patterns are due to resume. This is the most appropriate opportunity to implement any change of collection day, as the current collection calendars expire in December 2010.
12. New calendars would be distributed to inform households/residents of collection arrangements from January 2011 onwards. These will be issued prior to Christmas 2010 together with details of collection arrangements over the Christmas and New Year period. Residents would specifically be advised to check the collection day from January onwards as their day of collection may change from that period onwards. Everyone would be reminded to place wheelie-bins out for collection by 6.30am as collection times may vary.
13. The trade unions have been fully consulted and accept the need for such a change. Refuse and collection staff have been advised of the potential to change collection methods and would continue to be informed/consulted if and when zoning proposals are agreed/progressed.
14. Whilst there is a considerable amount of work required behind the scenes to prepare for the implementation of a zoned collection system, the core policies for the current wheelie-bin and green box/caddy collection services will remain as they are now.

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15. Subject to the Cabinet Member – Environmental agreeing to forward a report to Cabinet to recommend the introduction of zonal collection arrangements, a detailed report would be presented to Cabinet in October. This issue has already been identified as a key decision for the Council, if the decision is taken to proceed with the development of such a scheme, and therefore, an entry has been submitted to Forward Plan accordingly.
16. A further report would be presented to the Cabinet Member – Environmental in November to advise on progress of this initiative, and to seek approval of the proposed communication process.
17. Staff would undergo practical training in various areas to improve familiarity, and to ensure they are fully aware of the new collection zones / areas, so that they may be ready to operate if it is agreed that a zoned collection system be introduced.
18. Subject to approval, Members would be advised of how to obtain service information, and more generally where the zone boundaries are, prior to implementation.
19. Due to the bulky and large scale nature of the zoning information, further detailed information regarding zoning software, and the proposed zonal maps, will be presented by officers at the Cabinet Member – Environmental meeting on September 29th 2010.

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REPORT TO: Cabinet Member - Environmental
Cabinet

DATE: 29th September 2010
30th September 2010

SUBJECT: **DRY MATERIALS RECYCLING CONTRACT – INTERIM AGREEMENT AND PROCUREMENT ARRANGEMENTS FOR FUTURE SERVICE**

WARDS AFFECTED: All

REPORT OF: J G Black - Operational Services Director

CONTACT OFFICER: Clare Bowdler – Tel: 0151 288 6144

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To update the Cabinet regarding the Interim Agreement established with Palm Recycling Ltd as a result of AbitibiBowater Recycling Europe entering into administration on 11th February 2010, and to advise on the progress of procurement for a new service.

REASON WHY DECISION REQUIRED:

To gain approval from the Cabinet to extend the interim agreement for an additional six month period until 31st March 2011, to ensure the continuity of service whilst procurement of a new service provider is established.

RECOMMENDATION(S):

That Cabinet Member – Environmental recommends to Cabinet that they agree that the Interim Agreement with Palm Recycling Ltd be extended by an additional six month period from October 1st 2010 until 31st March 2011. pending the implementation of longer term formal arrangements for future recycling collection service provision.

That Cabinet approve the above recommendation.

KEY DECISION: No

FORWARD PLAN: No

IMPLEMENTATION DATE: Following the call-in period.

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ALTERNATIVE OPTIONS:

None, It would be very difficult to procure an alternative service provider at short notice due to the specialist nature of this service.

IMPLICATIONS:**Budget/Policy Framework:**

Financial: Cost of extending the Interim Agreement will be within existing budget.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources	No			
When?				

Legal:**Risk Assessment:****Asset Management:****CONSULTATION UNDERTAKEN/VIEWS**

LEGAL DEPARTMENT

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being		✓	
5	Environmental Sustainability	✓		
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy		✓	
8	Children and Young People		✓	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT
Dry Material Recycling Service Contract – SC3960

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Background

- 1 Following a report to Cabinet dated 15th April 2010 permission was given to enter into an Interim Agreement to provide the Dry Recycling Service with Palm Recycling Ltd for an initial six month period until September 30th 2010 with an option to extend by further one month periods, ensuring a continuous recycling service to the residents of Sefton MBC whilst arrangements are made for the future service provision.
- 2 Palm Recycling Ltd have been successfully delivering the Dry Recycling Service since 12th February when AbitibiBowater Recycling Europe entered into Administration.
- 3 The Council has been considering the long term future of the recycling service these decisions were to:
 - A. Continue in the long term to provide a source separated kerbside service with the possibility of enhancing this service by adding additional materials such as plastics and cardboard.
 - B. Move away from a kerbside sort service to a co-mingled collection using a third wheeled bin.

Option A is currently the preferred method for future service delivery.

- 4 It is vital that a new and robust Recycling Service Contract is put in place, The complexity of the recycling service needs to be covered by the production of a detailed Service Specification and Conditions of Contract, which also allows flexibility to deal with future changes in legislation and possible alterations to the way the service is provided and/or what materials are collected. Permission was granted ref:VR166 to engage the services of a consultancy to assist in the procurement exercise.

Current Situation

- 5 Advice and quotations have been sought from several consultants in order to progress with the procurement exercise. A detailed proposal has been received from a Consultant that meets the timescales predicted for the exercise and is within the approved budget of £20,000.
- 6 Going forward it is highly unlikely that the re-tender process can be achieved before the end of March 2011, With this in mind and in consultation with the Legal Dept it is considered that the Interim Agreement with Palm Recycling Ltd be extended for a full six month period until 31st March 2011, rather than monthly extensions. Subject to approval a suitable Deed of Variation to extend the current arrangement will be drawn up.

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REPORT TO: Cabinet Member – Environmental

DATE: 29 September 2010

SUBJECT: **CONTAMINATED LAND INSPECTION STRATEGY REVIEW**

WARDS AFFECTED: All

REPORT OF: Peter Moore
Environmental & Technical Services Director

CONTACT OFFICER: Iain Robbins – Contaminated Land Team Leader
Environment Section
Tel 0151 934 4030

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To seek approval of the Cabinet Member – Environmental for the revision of Sefton Council's Contaminated Land Strategy. The report outlines the principal alterations made to the previously approved strategy and details the progress made in dealing with contaminated land in the Borough.

REASON WHY DECISION REQUIRED:

The Council is required to have a Contaminated Land Inspection Strategy in order to discharge its statutory functions relating to contaminated land.

RECOMMENDATION(S):

That the Cabinet Member, Environmental approves the revision of the Sefton Council Contaminated Land Inspection Strategy document with the content of appendix 2 to this report.

KEY DECISION: No

FORWARD PLAN: Not Appropriate

IMPLEMENTATION DATE: After the call in period expires

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ALTERNATIVE OPTIONS:

None. Sefton Council is obliged under statute to have a contaminated land inspection strategy.

IMPLICATIONS:

Budget/Policy Framework: Dealing with the legacy of contaminated land is a Corporate Objective

Financial:

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: No implications this year

Risk Assessment: No implications this year

Asset Management: No implications this year

CONSULTATION UNDERTAKEN/VIEWS

Merseyside Environmental Advisory Service

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being	✓		
5	Environmental Sustainability	✓		
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy		✓	
8	Children and Young People		✓	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Cabinet Member Environmental Report 24th October 2007

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BACKGROUND:

1. Sefton Council's Contaminated Land Inspection Strategy was first published in June 2001 in response to the requirements laid out in Part 2A of the Environmental Protection Act 1990.
2. The strategy was revised in December 2002 to reflect the changes in legislation and guidance and reflect the progress made. This document was reported to the Cabinet Member in June 2003. As required by the legislation a second review was undertaken in October 2007 to report progress and update sections of the document as appropriate since the first review in December 2002.
3. The priorities and procedures set out within the strategy have not been substantively revised.
4. Further reviews of the Strategy will take place on a three yearly cycle. On-going progress with implementation is managed and monitored on a quarterly basis through the performance management mechanism. This is reported through biannual performance monitoring.
5. In addition to Part 2A, there are other regimes through which the remediation of contaminated land is achieved. Indeed, the planning process continues to be the primary mechanism by which contaminated land is dealt with. Planning conditions are attached to the planning permission and compliance with these requirements is closely monitored during the development process. Close working between the Environment Section and colleagues in Planning Development Control is an essential element of this process which has resulted in fifty-two sites, identified as high priority within the Part 2A inspection process, being remediated and removed from the inspection list;
6. The Council's contaminated land team has also successfully used the Environmental Damage (Prevention and Remediation) Regulations 2009 to secure remediation of land affected by recent accidental contamination.

Summary of Strategy Progress

7. All modules in the Contaminated Land Information Management system (CLIMS), a geographical database used to identify historic land use and potential contamination risk, have been completed and all modules are integrated and fully functional.
8. Collection of all core data sets for input into CLIMS has been completed. This process is also on-going as new information comes to light;

9. Efficient liaison and information exchange mechanisms have been established with key partners;
10. The CLIMS Analysis module and information obtained from planning application reports has produced a list of 8591 sites that require 'further consideration'. These 'sites' are areas of land where contaminative uses may have taken place in the past and where contamination may have resulted from these activities. These comprise 1116 high priority sites, 724 medium priority sites and 6751 low priority sites.
11. A rolling programme of Detailed Inspections commenced in 2006;
12. Three sites have been formally determined as Contaminated Land and designated as Special Sites, having particular water course or aquifer pollution risks. These are Litherland Gasworks, Sefton Meadows Landfill Extension 1 and Sefton Meadows Landfill Extension 2;
13. The Council is currently progressing six sites through the Part 2A proactive inspection process; the sites are at various stages of progression ranging from inspection to consideration of remediation options;
 - Seven closed landfill sites have been inspected by the Environment Agency on behalf of the Council;
 - Two sites were determined as Contaminated Land and designated as Special Sites in August 2009;
 - Two sites require further inspection prior to determination;
 - Three sites have been investigated and do not require further work at this time. Further work may be required following remediation of the two designated Special Sites;
 - A remediation forum comprising interested parties including the Council and the Environment Agency has been formed to appraise the remediation options for the two designated Special Sites.

Summary of Strategy Changes

14. Sections of the Strategy where changes are proposed are identified in Appendix 1. The full texts of sections where substantive changes have been made are included in Appendix 2.
15. Changes of particular note are as follows:
 - Update to the Executive Summary to provide a summary of progress to date.
 - Update to Section 1.1.1 Local Authority Policies.
 - Update to Sections 1.1.2 Merseyside Context and 1.1.3 Regional Context.

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- Update of Section 1.2.1 Background and Definitions to reflect amendments to the contaminated land regime to include Radioactively Contaminated Land.
- Update to Section 1.2.4 Principles of Risk Assessment.
- Updating of Sections 1.3 and 8.3 to provide information on the Strategy review process.
- Update to Section 2.12.3 Local Hydrogeology and Use of Groundwater Resources to reflect changes in Aquifer Designations for consistency with the Water Framework Directive.
- Update to Section 2.13 Surface Waters
- Update to Section 2.15 Redevelopment History and Controls.
- Update to Section 3.2 Objectives and Milestones.
- Update of objectives and timescales (Table 3.1).
- Revision of Section 4.3 Measuring Progress.
- Update to Section 5.1 Internal Management Arrangements for Inspection and Identification to reflect changes to Departmental Structures.
- Section 5.5.3 has been updated to reflect the publication by DEFRA and the Environment Agency of new technical documents relevant to the assessment of human health risks arising from contaminants in soil.
- Section 5.6.3 has been added to include the Environmental Damage (Prevention and Remediation) Regulations 2009.
- Amendment of Section 6.0 General Liaison and Communication Strategies.
- Amendments to Section 6.7 The Wider Community.
- Section 9.4.1 has been updated to provide new details on the location of the Public Register.
- Amendment of Appendix 1 to present changes to Categories of Significant Harm.

16. The full version of the revised strategy, once approved, will be made available on the Sefton Council website – www.sefton.gov.uk.

Appendix 1

List of Changes by Section

List of Changes by Section

- Title page
- Contents pages
- Executive Summary
- Section 1.1.1 Local Authority Policies
- Section 1.1.2 Merseyside Context
- Section 1.1.3 Regional Context
- Section 1.1.5 Wider Government Policy Context
- Section 1.2.Regulatory Context
- Section 1.2.4 Principles of Risk Assessment
- Section 1.3 Development of the Strategy
- Section 1.4 Objectives of the Strategy Document
- Section 2.6 Land Owned by Sefton Council
- Section 2.8 Protected Locations
- Section 2.9 Key Property Types
- Section 2.11 Current and Past Industrial History
- Section 2.12.3 Local Hydrogeology and Use of Groundwater Resources
- Section 2.13 Surface Waters
- Section 2.15.2 Controls
- Section 2.16 Action Already Taken to Deal with Land Contamination
- Table 3.1 Objectives and Timescales
- Section 3.2 Objectives and Milestones
- Section 4.3 Measuring Progress
- Section 5.1 Internal Management Arrangements for Inspection and Identification
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- Section 5.3.2 Information Collection – Internal Information Sources (Council Departments)
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- Section 5.5.3.3 Other Receptors
- Section 5.6.1 The Planning Regime and Development Control

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- Section 5.6.2 Pollution Prevention and Control (PPC) – The Pollution Prevention and Control Act 1999 and The Pollution Prevention and Control Regulations 2000
- Section 5.6.3 The Environmental Damage (Prevention and Remediation) Regulations 2009
- Section 5.6.4 Waste Management Licensing System
- Section 5.6.8 Other Regimes
- Section 6.3 Statutory Consultees
- Section 6.7 The Wider Community
- Section 6.8 Risk Communication
- Section 7.2.1 Compliance with Statutory Guidance
- Section 7.2.9 Format of Information Resulting from Inspection
- Section 8.2 Triggers for Reviewing Decisions
- Section 8.3 Review of Inspection Strategy
- Section 9.2 Merseyside Contaminated Land Information Management System
- Section 9.3 Administration and IMS Management
- Section 9.4.1 Public Register
- Section 9.4.2 Information Requests
- Appendix I Categories of Significant Harm
- Appendix II Statutory and Non Statutory Bodies
- Appendix III Procedure for Dealing with Local Authority Land
- Appendix V References and Bibliography

Appendix 2

Amended Sections of the Contaminated Land Inspection Strategy (Substantive Changes Only)

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ENVIRONMENTAL PROTECTION ACT 1990

SEFTON COUNCIL

CONTAMINATED LAND INSPECTION STRATEGY (Third Review)

REVISED August 2010

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Executive Summary

In common with other areas, Sefton has a legacy of land contamination arising from industrial development and other related operational practices.

Under new contaminated land provisions contained within Part 2A of the Environmental Protection Act 1990 introduced on 1st April 2000, each Council has a duty to inspect its area to identify land which meets the statutory definition of contaminated land and ensure that it is managed in an appropriate manner.

This legislation adopts the “suitable for use” approach in order to ensure that remedial action is taken only where contamination presents an unacceptable risk to human health or the wider environment assessed in the context of the current use and circumstances of the land.

Prior to the introduction of this legislation, there has been no strategic approach to the identification of contaminated land within the Borough. Land contamination has been addressed during development or in response to identified problems.

Councils are now required to take a strategic approach to inspecting their areas and to describe and publish this in a written strategy which was required to be submitted to the Department of Environment, Transport and the Regions by July 2001.

This strategy document, now in its third review, fulfils the above requirement by setting out how Sefton Council proposes to implement its inspection duties under Part 2A. It describes the framework within which land which merits detailed individual inspection will be identified in a rational, ordered and efficient manner, identifying the most serious and pressing problems first and concentrating resources on the areas where contaminated land is most likely to be found.

The Borough Council has the primary regulatory role in the implementation of Part 2A but wherever necessary the Council will work in partnership with others, particularly the Environment Agency which has a key supporting role and a number of specific regulatory functions under the new contaminated land regime.

Through implementation of the Strategy the Council’s aims are:

- to adopt a strategic risk based approach to the periodic inspection of the Borough to identify land which presents unacceptable risks to human health or the wider environment;
- to ensure that available resources are effectively targeted;
- to ensure that all those affected by, and involved in, the inspection process have the same clear understanding of the rationale for inspection, how this will be carried out and over what timescale;
- by effective communication of the authority’s intentions, to encourage voluntary action by polluters or other appropriate persons;

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- to promote regeneration, improvement of the environment and protection of the Green Belt through effective links with wider Council and Regional policies;

Key objectives and timescales for meeting the above aims have been set out within the strategy document.

It is recognised that sites where urgent action is required may be identified at any time; these will be dealt with as a priority as they arise. The Council has also identified the following further priorities within the overall strategic approach to inspection:

- Dealing with land where there is any verifiable report of significant harm or pollution of controlled waters;
- Identification of unacceptable risks to human health;
- Assessment of sites identified by other regulatory bodies, such as Environment Agency and English Nature;
- Assessment of land currently or formerly owned or occupied by the Borough Council;
- Assessment of land allocated for sensitive uses within the Unitary Development Plan (UDP) to be replaced by the Local Development Framework (LDF) in due course.

This Strategy sets out how, taking into consideration local characteristics, the Council proposes to;

- consider land for which it may have particular responsibilities;
- collect appropriate information on sources of contaminants, the presence of sensitive receptors (as defined within statutory guidance) and pathways along which contaminants may reach such receptors;
- evaluate such information to identify areas of land which merit detailed inspection and to prioritise them such that they are dealt with in an appropriate order;
- select individual sites for inspection and describes the way in which inspections will be undertaken;
- liaise and communicate with key partners including statutory bodies, landowners and occupiers and the wider community at various stages during strategy implementation;
- manage the significant amount of information expected to be obtained from a variety of sources and information generated during the inspection process;
- review both inspection decisions and the strategy document itself.

Effective liaison and communication with statutory bodies, landowners, occupiers, other interested parties and the wider community is recognised as a key factor in the successful implementation of the strategy.

The identification and remediation of contamination within the Borough is a long and continuous process; the preparation of this strategy document was the first stage. The speed of progress during the implementation of this strategy continues to be dependent on the resources available.

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Progress to date is summarised below:

- (i) Development of all modules in the Contaminated Land Information Management system (CLIMS) has been completed and all modules are integrated and fully functional;
- (ii) Collection of all core data sets for input into CLIMS has been completed. This process is also on-going as new information comes to light;
- (iii) Efficient liaison and information exchange mechanisms have been established with key partners;
- (iv) The initial site prioritisation algorithm run by the CLIMS Analysis module produced over 20356 sites requiring further inspection by the Council. The outputs of the module were reviewed (amalgamation and merging) and this process of further re-prioritisation resulted in a refined list of 8608 sites for further consideration;
- (v) A rolling programme of Detailed Inspections commenced in 2006;
- (vi) Fifty-two sites have been remediated and removed from the inspection list;
- (vii) Further sites have been identified through the planning process and as of 25th August 2010, 8591 sites of potential concern have been identified. These comprise 1116 high priority sites, 724 medium priority sites and 6751 low priority sites;
- (viii) Three sites have been formally determined as Contaminated Land and designated as Special Sites these are Litherland Gasworks, Sefton Meadows Extension 1 and Sefton Meadows Extension 2;
- (ix) The Council is currently progressing six sites through the Part 2A process; the sites are at various stages of progression ranging from inspection to consideration of remediation options;
- (x) Seven closed landfill sites have been inspected by the Environment Agency on behalf of the Council:
 - Two sites were determined as Contaminated Land and designated as Special Sites in August 2009;
 - Two sites require further inspection prior to determination;
 - Three sites do not require further work at this time. Further work may be required following remediation of the two designated Special Sites;

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- A remediation forum comprising interested parties including the Council and the Environment Agency has been formed to appraise the remediation options for the two designated Special Sites.
- (xi) In addition to Part 2A, there are other regimes through which remediation of contaminated land is achieved. The planning process continues to be the primary mechanism, indeed a significant number of the sites identified as high priority within the inspection process have been dealt with in this way. The Council has also successfully used the Environmental Damage (Prevention and Remediation) Regulations 2009 to secure remediation of land affected by contamination.

CONTAMINATED LAND INSPECTION STRATEGY

1.0 INTRODUCTION

1.1 General Policy

1.1.1 Local Authority Policies

This Contaminated Land Inspection Strategy (CLIS) has been prepared within the context of wider Council strategies, programmes and policies. These include:

A Vision for Sefton - The Community Strategy 2006 - 2011

The Community Strategy is the overarching plan of the public, business community and voluntary sectors. It sets out Sefton Borough Partnership's vision and strategic objectives for the future of Sefton and focuses on achieving realistic improvements in the economic, social and environmental well-being of Sefton over the next 5-10 years.

The vision set out in the Community Strategy is: **'to make Sefton a great place in which to live, work, learn, visit and do business'**.

The Sefton Borough Partnership is working towards the government's vision of Sustainable Communities that deliver sustainable communities at the local level. Priorities and targets to improve the life of those living in and visiting Sefton are presented as four main themes:

- Children and Young People
- Economic Development and Sustainability
- Safer and Stronger Communities
- Healthier Communities and Older People

The Community Strategy also builds on the foundations of other plans and programmes such as the Local Development Framework, the Local Neighbourhood Renewal Strategy and the Regeneration Strategy.

The Council will make an important contribution to meeting the aims and objectives of the Community Strategy through the services it provides and by implementing its own policies. Within the Council itself, the delivery of services is determined by the Corporate Plan.

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Sefton Council Corporate Plan

This Strategy is presented in the context of the Council's Corporate Plan, which sets out the Council's vision, values, strategic aims and priorities.

The Council's Vision is:

'Sefton Council seeks to develop a thriving, prosperous borough where a high quality of life is enjoyed by all members of the community. We want Sefton to be a safe and healthy place where people are proud to live and work, and are attracted to visit and invest in. Above all we aim to make changes which will safeguard the well being of future generations'.

The Plan sets out eight strategic aims:

- Creating a Learning Community
- Health and Well-Being
- Children and Young People
- Creating Inclusive Communities
- Jobs & Prosperity
- Creating Safe Communities
- Environmental Sustainability
- Improving the Quality of Council Services and Strengthening Local Democracy

The Summary Corporate Plan 2009-2010 groups the aims under five headings:

- Sustainable Economic Development and Enterprise
- Health and Well-being
- Children and Young People
- Safer and Stronger Communities
- Improving the Quality of Council Services and Strengthening Local Democracy

Remediation of former industrial sites in south Sefton to residential standards as part of Housing Market Renewal activity is identified as an action to help deliver the strategic objective of Environmental Sustainability.

Land contamination has significant impacts on both the environment and the economy. These policy areas are therefore key considerations in developing and implementing the Strategy.

Background to Land Reclamation in Sefton

Sefton has been very active in the field of economic regeneration and land reclamation, particularly over the last fifteen to twenty years and has achieved much in its aim of

removing the blight of derelict land. Inevitably such land reclamation activities have also had a significant impact on the remediation of contaminated land.

The Council has developed a land regeneration database. The purpose of the database is to record the progress that the Authority has made on its land regeneration work. It allows for monitoring of land previously reclaimed and its progression through the development process from its initial identification through to its eventual after use or redevelopment.

Regeneration Initiatives

A number of regeneration initiatives are underway within Sefton; these include:

- Neighbourhood Renewal Fund (NRF) programme
- Merseyside Housing Market Renewal Pathfinder – New Heartlands Prospectus
- South Sefton Regeneration Strategy
- Action Plan for the City Region 2008-2011

The Council has developed a Land Regeneration Strategy. Whilst the Land Regeneration Strategy and Contaminated Land Inspection Strategy have different objectives, there are a number of important areas of overlap as both strategies will result in the reclamation and remediation of significant areas of contaminated land within the Borough.

The principal aim of Sefton's Land Regeneration Strategy is to support development that achieves the Council's regeneration objectives.

The Council's Land Regeneration Strategy is set in a local and sub-regional framework and will reflect objectives set by:

- Future Northwest: Our Shared Priorities
- Draft North Liverpool/South Sefton Strategic Regeneration Framework
- Sefton Unitary Development Plan
- Emerging Sefton Core Strategy
- Liverpool City Region Development Plan
- Action Plan for the Liverpool City Region
- Housing Market Renewal Initiative Programme

Owing to the history associated with development in Sefton it is known that there is an extensive contamination problem. Despite having reclaimed in excess of 140 hectares of land over the past decade it is acknowledged that there is now much land that may eventually require further treatment as a result of the redefining of contamination. Addressing ground contamination is thus considered to be an important priority for any land regeneration programme and progress will be measured for Best Value and Comprehensive Area Assessment purposes.

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Unitary Development Plan (adopted 2006)

The Unitary Development Plan (UDP) is the statement of the Council's planning objectives and policies that will shape the future land use within the Borough. A number of policies relate directly or indirectly to land contamination issues.

Under the new planning system, Sefton Council will produce a Local Development Framework (LDF). This will consist of a set of documents which will be used in making decisions on planning applications. Work has already started on the LDF which will replace the replacement UDP in due course.

Enforcement Policy

Sefton has an enforcement policy that is consistent with Central Government's Enforcement Concordat. The Cabinet Office published the Concordat and this sets out what businesses and others being regulated can expect from enforcement officers employed by Local Authorities and other agencies. Sefton has adopted the Concordat into existing policy thereby committing themselves to good enforcement policies and procedures, which contribute to Best Value.

The Concordat's main principles are:

- Openness;
- Helpfulness;
- Consistency;
- Proportionality;
- Agreed Standards of Service;
- Access to complaint process.

Public Access to Information

The authority will respond to enquiries about contaminated land in accordance with the Environmental Information Regulations 2004.

The Environmental Information Regulations 2004, which implement the EC Directive on Public Access to Information (2003/4/EC), together with The Data Protection Act 1998 and the Freedom of Information Act 2000, form part of the UK's access to information regime.

Consultation Strategy

To ensure that all sectors of the community were aware of this new legislation and manner in which the Council intends to implement its inspection duties, a consultation

draft of the first version of this Strategy (published in April 2001) was made available to interested sections of the community, businesses, developers and other regulatory bodies. Comments received were considered and where appropriate the strategy was revised to address the issues raised.

Elected members and statutory consultees have been consulted on subsequent revisions of the strategy with final versions published on the Council website.

1.1.2 Merseyside Context

Owing to the extent and severity of contamination in areas of Merseyside, the Merseyside Districts (Sefton, Knowsley, St. Helens, Wirral and the City of Liverpool) and Halton have a history of working together to address the issue of contaminated land strategically. A Contaminated Land Officers Group (CLOG) was established in 1991 which acts to progress strategic initiatives, exchange information and seek uniform approaches to dealing with contaminated land issues across its area of Merseyside and Halton. The Contaminated Land Information Management System (CLIMS) developed and implemented by the Districts with support from Merseyside Information Service / Mott Macdonald is one such initiative.

Sefton is part of the Liverpool City Region with the neighbouring Boroughs of Knowsley, St. Helens, Wirral, Halton and the City of Liverpool. Tackling the historic legacy of contaminated land through the regeneration process is a sub-regional priority. Its importance is being flagged up through joint working arrangements at the sub-regional level including:

- The Mersey Partnership and any Local Economic Partnership that may subsequently emerge
- Liverpool City Region Cabinet and appropriate thematic Boards
- Liverpool City Region Multi Area Agreement
- Action Plan for the City Region 2008 - 2011
- The Liverpool City Region Development Plan
- Future stages of the Housing Market Renewal Pathfinder

Sefton, Knowsley, St Helens, the City of Liverpool and Halton are partners in the Mersey Forest initiative, which has established low cost community woodland uses utilising a range of funding sources on a range of sites subject to potentially contaminative uses through its Landfill Woodlands project and, more recently, the NewLands Project. Sites such as Sefton Meadows are being remediated for a community forest end use. Further bioremediation and community forest projects on contaminated land are planned.

1.1.3 Regional Context

There are three main factors driving contaminated land work in the regional context.

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The North West Development Agency (NWDA) is one of the major funders of remediation and redevelopment of derelict and contaminated land, though this is likely to change as coalition government policy regarding the Regional Development Agencies becomes clearer and reforms are implemented. The current position is that the NWDA's "England's North West – a strategy towards 2020" (2000), identifies one of its priorities for early action as being "to review the land reclamation programme to secure greater efficiency and clear objectives." The Final Report of the Land Reclamation Review Steering Group, Reclaim the Northwest was produced in May 2001. The NWDA's Strategy states that particular attention is to be given by the NWDA to the problems and issues raised by redundant and derelict sites related to the chemical industry, but the development work assisted by NWDA is widespread across the region. An increase in assistance where there are social and environmental benefits as well as economic benefits is likely as one outcome of the review.

A key point is that NWDA will not make investments where the outcome does not contribute sufficiently towards key objectives of the Regional Economic Strategy or where others are legally obligated to act. The success of the NewLands project is an example of where a major initiative has benefited from significant NWDA investment. Assistance in remediation of contaminated sites which fall clearly within Part 2A is considered unlikely and is more likely as part of economic regeneration projects.

The North West of England Plan Regional Spatial Strategy (RSS) which was adopted in 2008 provided for development and investment in the region for a 15 to 20 year period. It impacted upon contaminated land in two ways. It led development plans to contain particular policies to address contaminated land in particular ways and indirectly affected it by how it promotes spatial development in the regional context. The RSS stated:

"The North West was at the forefront of the industrial revolution and to this day remains one of the UK's major manufacturing centres. This past industrial activity has left a legacy of land contamination, which needs to be managed. Successful remediation of contaminated land is fundamental to improving the image of the region. The contaminated land regime (95) was introduced 11 years ago to identify this legacy, where it posed an unacceptable risk, and ensure its remediation to appropriate standards. The regime favours voluntary remediation and in many cases is being brought about as a consequence of proposed development. In the North West, the Environment Agency and others are developing best practice guidelines based on a hierarchy of remediation methods."

"Policy EM2 Remediating Contaminated Land in the RSS stated "Plans, strategies, proposals and schemes should encourage the adoption of sustainable remediation technologies. Where soft end uses (including green infrastructure, natural habitat or landscape creation) are to be provided on previously developed sites, appropriate remediation technologies should be considered which reduce or render harmless any contamination that may be present."

RSS, by directing development to derelict or brownfield land, thus had considerable implications on remediation of contaminated land in order to deliver such development. Local Planning Authorities were required to pay due regard to the RSS policies in preparing their Local Development Frameworks and other strategies including the CLIS. However, RSS was formally rescinded by the coalition Government in July 2010 and has not been formally replaced by any other mechanism at the Regional level. Progress on development of the Single Regional Strategy, RS2010, has also been discontinued and, while a high-level document entitled Future North West has been published, it carries no statutory weight and includes no content of formal relevance to local authority Local Development Frameworks. However, while the regional tier of policy has been removed, Government advice is that the evidence base that underpinned the content of RSS is available to be drawn upon by local authorities where this is considered appropriate. While no longer carrying statutory weight, the sections of RSS quoted above are considered to articulate important principles that Sefton will continue to pursue locally. Current Government proposals do not envisage any new statutory arrangements for strategic planning at the regional level.

By rescinding RSS, removing funding for the 4NW Leaders Forum, and by reforming and winding-down NWDA, government has significantly altered the structures that have been actively working to undertake research, develop strategic policy and actively intervene in support of bringing brownfield and contaminated land back into beneficial use. It is currently unclear what, if anything, will replace these arrangements under the Government's 'localism' agenda, though it is possible that some functions may devolve to City Region level, to a new Local Economic Partnership, or even to local authorities themselves. Some of these issues may be clarified by the introduction to Parliament of a Localism Bill, expected in the Autumn of 2010.

1.2 Regulatory Context

1.2.1 Background and Definition

Part 2A of the Environmental Protection Act 1990, inserted by Section 57 of the Environment Act 1995, introduced a new regime for the identification and remediation of contaminated land. The responsibility for administering and enforcing these provisions lies with the local authorities and Environment Agency, but also involves input from several other organisations.

The contaminated land regime is set out in primary legislation, Statutory Guidance provided by the Secretary of State¹ and Regulations². This section provides a summary of the main features of the regime and describes the roles of the local authority and the Environment Agency. A number of other organisations have vital roles within the

¹ Defra Circular 01/2006 Environmental Protection Act 1990: Part 2A Contaminated Land

² Statutory Instrument 2006/1380 The Contaminated Land (England) Regulations 2006

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implementation of the strategy; the organisations involved and the procedures to be adopted to ensure effective communication are detailed in later sections of this document.

Part 2A adopts the “suitable for use” approach in order to ensure that remedial action is only taken where contamination presents an unacceptable risk to human health or the wider environment assessed in the context of the current use and circumstances of the land. Liability for the remediation of contaminated land is to be established, where feasible, in accordance with the polluter pays principle. The regime incorporates a risk-based approach to assessing the significance of contamination and provides the first statutory definition of contaminated land.

Under Part 2A contaminated land is defined as:

“Any land which appears to the Local Authority in whose area it is situated to be in such a condition, by means of substances in, on or under the land that;

(a) Significant harm is being caused or there is a significant possibility of such harm being caused; or

(b) Pollution of controlled waters is being, or is likely to be, caused.”

The Council must follow the guidance provided by the Secretary of State in applying the above definition for the identification and determination of contaminated land.

The regime initially excluded contaminated land by virtue of harm or water pollution attributable to radioactivity. In August 2006, the regime was extended by new regulations to include land that is contaminated by virtue of radioactivity. Statutory guidance issued in 2000 has been amended to reflect this change².

It should be noted that all future references to contaminated land within the strategy document, unless otherwise stated, refer to the statutory definition shown above.

It is important to note that the statutory definition of contaminated land does not necessarily include all land where contamination is present. Land which does not fall within the statutory definition of contaminated land, may be subject to contamination relevant in the context of other regimes. For example, land may contain substances with the potential to cause harm if the use of the land is changed. Indeed, the planning regime will continue to be the most widely used method of regulating land contamination. Part 2A will deal with the legacy of contamination that is not progressed through the Planning Regime.

The Water Act 2003 includes a change to the definition of contaminated land, in respect of pollution of controlled waters, in particular to introduce a “significance” test. This is not in force at the time of writing of this third revision of the Inspection Strategy. Statutory guidance is awaited under Part 2A to define “significant”, on similar lines to the existing guidance on harm (see Section 1.2.4 below). When implemented the Council will follow the guidance provided by the Secretary of State in applying the amended definition of contaminated land.

1.2.4 Principles of Risk Assessment

The approach adopted in the UK to the assessment and management of contaminated land is based on the principles of risk assessment. These principles also underlie the legislative requirements of Part 2A. The approach is based on the source-pathway-receptor relationship or pollutant linkage. For there to be a risk there must be a source of contamination, one or more receptors that could be harmed and pathways along which the contaminants can reach the receptors. Without a source-pathway-receptor pollutant linkage, there is no risk and the land in question cannot be determined to be contaminated land. The purpose of remediation of contaminated land is therefore to break the pollutant linkages by removing or treating the contaminant, removing or blocking the pathway or removing or protecting the receptor.

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Receptors are defined within the Statutory Guidance as either:

- (a) a living organism, a group of living organisms, an ecological system or a piece of property which:
 - (i) is in a category listed in Table A³ of the Statutory Guidance as a type of receptor, and
 - (ii) is being, or could be, harmed, by a contaminant; or
 - (b) controlled waters which are being, or could be, polluted by a contaminant;
- or
- (c) a person subjected to lasting exposure resulting from the after-effects of a radiological emergency, past practice or past work activity.

Table A of the Statutory Guidance also specifies the descriptions of harm for each type of receptor that is to be regarded as significant harm. Table B⁴ sets out the conditions for there being a significant possibility of significant harm.

Tables A and B, reproduced from the Statutory Guidance, are presented as Appendix I.

The Part 2A regime is aimed at dealing with cases where the risk is sufficient, given the existence of a pollutant linkage or linkages, to justify remedial action without waiting for any future development of the land. The regime is therefore complementary to considerations under the planning system where contaminated land or the possibility of it (both in terms of the statutory definition and in its wider context) is considered as a material planning issue.

1.3 Development of the Strategy

In the development of this strategy Sefton Council has adopted a joint working approach with two adjacent Merseyside Districts, Knowsley and St Helens. Production of the strategy was undertaken by the Merseyside Environmental Advisory Service (Merseyside EAS), with support from internal teams.

³ Table A, Annex 3, Chapter A – Categories of Significant Harm – Defra Circular 01/2006, Environmental Protection Act 1990: Part 2A Contaminated Land, HMSO (2006) Statutory Guidance on the Definition of Contaminated Land.

⁴ Table B, Annex 3, Chapter A – Significant Possibility of Significant Harm – Defra Circular 01/2006, Environmental Protection Act 1990: Part 2A Contaminated Land, HMSO (2006) Statutory Guidance on the Definition of Contaminated Land.

Merseyside EAS, in close co-operation with Sefton Council officers, is also responsible for initiating the implementation of this Strategy, including site identification and risk assessment of priority sites.

Throughout the development of the strategy, close liaison has been maintained between Merseyside EAS and the constituent authorities through regular meetings of the Contaminated Land Project Working Party (now renamed the Contaminated Land Working Group). The Working Group, comprising key members of staff from the Environment Section, the Planning & Economic Development Department and Merseyside EAS staff, was set up to monitor progress; assist with direction and to resolve issues arising during Strategy development. The Working Group continues to meet during the strategy implementation stages.

Awareness raising briefings were held with all land owning departments of the Council; specifically included in the process were the Technical Services Department, the Housing Department, the Leisure Department, the Economic Development & Tourism Unit, Social Services Department and the Education Department.

In addition, through participation within and co-ordination of the Merseyside Contaminated Land Officers Group, there has been an aim to maintain consistency not only within the three districts of Sefton, St Helens and Knowsley but on a Merseyside basis.

The approach adopted is considered to be the most efficient and cost effective means of meeting the Council's statutory obligation to produce and publish the Contaminated Land Inspection Strategy.

The strategy has been developed in accordance with relevant legislation and guidance and with reference to wider Council policies. The guidance contained within Contaminated Land Inspection Strategies Technical Advice Note for Local Authorities, Draft for Comment⁵, which provides advice to local authorities on fulfilling their statutory obligations and complying with the underlying principles of the Part 2A regime, was followed.

Following Cabinet approval, consultation on the Draft Contaminated Land Inspection Strategy was undertaken with both statutory and non-statutory consultees. A copy of the Draft Strategy was sent to all Statutory consultees including: the Environment Agency; English Nature (now Natural England); English Heritage, the Ministry of Agriculture, Fisheries and Food (MAFF) now the Department for Environment Food and Rural Affairs (Defra), and the Food Standards Agency (FSA). Other bodies and the wider community were also consulted. Such bodies are listed in Appendix II and include other statutory agencies, neighbouring local authorities and Parish and Town Councils.

⁵ DETR (2000) Contaminated Land Inspection Strategies Technical Advice Note for Local Authorities, Draft for Comment

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The Draft Strategy was also made available at the offices of the Environmental Protection Department (now the Environmental & Technical Services Department) and the Planning Department (now the Planning & Economic Development Department) and at local libraries for viewing during normal opening hours. Copies of the Draft Strategy were also available from the Contaminated Land Team at the Environmental Protection Department.

Comments received as a result of the consultation process were reviewed and where appropriate incorporated into the Contaminated Land Inspection Strategy, adopted by the Council. The adopted Strategy was sent to the Environment Agency as required by the Statutory Guidance.

The strategy is periodically reviewed as a working document as detailed in Section 8.0. Amendments may be made and these will be communicated to the statutory consultees as and when they are implemented. Revised versions of the Strategy will be available for viewing on the Council's website. Hard copies will also be available from the Environmental & Technical Services Department on request.

This third review of the strategy has been undertaken to report on progress and update sections of the document as appropriate. Previous reviews of the Strategy were undertaken in November/December 2002 and September 2006.

The priorities and procedures set out within the Inspection Strategy have not been substantively revised.

This revised version of the Contaminated Land Inspection Strategy implements the changes following the third review.

2.0 Characteristics of the Metropolitan Borough of Sefton

2.12.3 Local Hydrogeology and Use of Groundwater Resources

A number of water bearing units occur within the area giving rise to a range of aquifers within both the bedrock and the superficial deposits. Generally, across north Merseyside, groundwater levels are rising with implications for potential pollution.

Aquifer designations have recently been changed to be more consistent with the terminology used within the Water Framework Directive. The new aquifer designations are: Principal Aquifer, Secondary Aquifer and Unproductive Strata.

Principal Aquifers are geological strata that exhibit high intergranular and/or fracture permeability. They usually provide a high level of water storage. They may support water supply and/or river base flow on a strategic scale. Principal Aquifers equate in most cases to aquifers previously designated as Major Aquifer.

Secondary Aquifers include a wide range of geological strata with a correspondingly wide range of permeability and storage. Secondary aquifers are subdivided into two:

- Secondary A – permeable strata capable of supporting water supplies at a local rather than strategic scale and in some cases forming an important source of base flow to rivers. These generally equate to aquifers formerly classed as Minor Aquifers.
- Secondary B – predominantly lower permeability strata which may in part have the ability to store and yield limited amounts of groundwater by virtue of localized features. These are generally the water bearing parts of the former Non-Aquifers.

Unproductive Strata are geological strata with low permeability that have negligible significance for water supply or river base flow.

At the time of writing of this third review of the Strategy, new aquifer designation datasets were unavailable. Details of the previous aquifer designations are summarised below for general information. In conducting any site specific investigation, the Council will use the most current information available.

Major Aquifers

The major aquifer within the Borough is the Permo-Triassic Sandstone (including the Sherwood Sandstone Group). The aquifer unit outcrops in the South of the Borough to the south of the area around Ince Blundell and Great Crosby. The sandstone forms part of a much larger outcrop comprising the Liverpool and Ormskirk aquifer unit.

Groundwater within the Liverpool and Ormskirk aquifer unit is heavily exploited for both public and industrial use with major abstractions located within and to the east of Sefton boundary, at Melling and near Lydiate. These major abstractions have designated Source Protection Zones⁶ around them, which cover a substantial area of the sandstone outcrop in the Borough. Historically, over abstraction resulted in falling groundwater levels and, although there has been significant reduction in abstraction, with associated recovery, over the last two decades, new applications for abstractions are understood to be considered on a case by case basis. The groundwater also supports numerous small-scale licensed and unlicensed abstractions, provides baseflow to the River Alt and discharges to the Mersey estuary.

The sandstone is generally covered with a complex series of drift deposits, which are dominated by glacial boulder clay. Such low permeability drift will inhibit aquifer recharge

⁶ Source Protection Zones provide additional protection for water sources. They are designated zones around public water supply abstractions and other sensitive receptors that signal there are particular risks to the groundwater source they protect. The zones are periodically reviewed to ensure they are kept up to date as licence conditions change or knowledge of local hydrogeology improves.

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and thereby reduce the vulnerability of the groundwater to pollution from surface activities. However, where the drift cover is thin and/or sandy, it should be regarded as capable of transmitting water to the aquifer beneath. In the lower lying area of the Alt Valley, the aquifer is sealed by low permeability drift deposits above and the groundwater levels are artesian. In such circumstances, the upward pressure of groundwater in the major aquifer will prevent the downward movement of superficial groundwaters.

Groundwater quality in the aquifer is generally high although past heavy industrial abstraction close to the Mersey has resulted in localised areas of saline intrusion to the south of the Borough.

Minor Aquifers

Minor aquifers within the Borough boundaries are confined to the more permeable unconsolidated drift (superficial) deposits; there are no solid rock minor aquifers in the Borough.

Although low permeability glacial boulder clay dominates, a variety of permeable drift deposits are present in the area. These can be classified as minor aquifers in their own right and have some potential for localised exploitation. The most extensive is wind blown sand, which occurs along almost the entire coast and further inland to the south and east of Ince Blundell. This deposit covers a large proportion of the non-aquifer outcrop in Sefton Borough and groundwater within it is exploited for spray irrigation. Other permeable drift deposits include alluvium along the coast around north Southport and along the River Alt. Groundwater in the drift deposits also supports peatland in the south, along the eastern boundary and to the west of Ince Blundell. Groundwater levels in the drift deposits will generally be close to ground level with flow ultimately towards surface waters. Groundwater in the drift deposits is variable and may be highly susceptible to surface pollution.

Non-aquifers

Non-aquifers in the Borough comprise the Triassic Mercia Mudstone Group. The Mercia Mudstone Group underlies a large proportion of the Borough, north of the major aquifer outcrop, to the north of Great Crosby and Ince Blundell.

The Mercia Mudstone Group contain siltstone layers, solution breccias (formed by dissolution of silt deposits), shallow fractured/weathered zones, which allow for some limited groundwater movement and provide some limited groundwater storage.

Where low permeability strata such as glacial boulder clays are thickly developed and laterally extensive they may be considered as non-aquifers.

2.13 Surface Waters

The main river in the south and central area of the Borough is the River Alt. This rises in Huyton in the Metropolitan Borough of Knowsley and flows in a north westerly direction twenty-eight kilometres to its tidal limit at Hightown, in Sefton. The catchment area of the River Alt, in addition to Sefton, includes Knowsley and North Liverpool. The estuaries of the Alt and the Crossens form part of an area designated for its conservation importance nationally and internationally.

In Sefton, the tributaries of the River Alt include Downholland Brook, Maghull Brook, Dover's Brook, Hunt's Brook and Fine Jane's Brook.

In the upper reaches of its catchment the River Alt drains highly urbanised and industrialised areas and is canalised in places along its length. In the lower reaches, between Maghull and Altmouth, the river is contained by artificial embankments and flows through low lying rural areas, where agriculture is the dominant activity. This area is drained by a large network of ditches which are linked to the main watercourses via land drainage and pumping stations. In the past the catchment was entirely pumped, however in recent years, the pumping regime has been reduced.

At the north of the Borough the main water courses comprise: The Sluice which rises in the District of West Lancashire; Back Drain which drains the central area of mosslands to the north and east of Southport and Three Pools Waterway which rises in the south east corner of Ormskirk and flows north eastwards skirting Southport.

The Alt/Crossens catchment has historically had problems with water quality, owing to nutrient enrichment and agro-chemical input from agricultural activities, and sediment input contaminated with heavy metals from the area's industrial legacy. However, it is showing signs of improvement⁷.

The River Basin Management Plan (RBMP) identifies a number of specific actions to improve water bodies within the Alt/Crossens catchment, these include researching and remediating historically contaminated sediments (from the industrial legacy of the catchment) to prevent leachate contaminating rivers..

There are three designated bathing water beaches in the River Alt and Crossens area. These are at Formby, Ainsdale and Southport. The Environment Agency is responsible for sampling and monitoring bathing waters to enable compliance with the EC Bathing Waters Directive. The Environment Agency sample the quality of the bathing waters approximately once per week during the bathing season (May to September). Sample data to date for 2010 showed the quality of the bathing water to be excellent⁸.

At the south of the Borough the main watercourse is Rimrose Brook which runs approximately north to south between Great Crosby and Litherland, north of Bootle.

⁷ Environment Agency (December 2009) River Basin Management Plan North West River Basin District

⁸ <http://evidence.environment-agency.gov.uk/Bathingwaters>

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The Leeds and Liverpool Canal crosses the southern area of the Borough; water quality in the stretches of canal within the Borough is poor.

2.15 Redevelopment History and Controls

2.15.2 Controls

When determining planning applications where contaminated land is suspected, the Council will have regard to the advice set out in Planning Policy Statement 23: Planning and Pollution Control (PPS23)⁹ and its accompanying Annex 2: Development on Land Affected by Contamination, together with other relevant policies, acknowledged standards and regulations. Further details on PPS 23 and the interface between planning guidance and the Part 2A regime is set out in Section 5.6.1.

The Council has a statutory duty to determine applications in accordance with the UDP. Policies EP1 (Managing Environmental Risk), EP3 (Development of Contaminated Land) and EP4 (Development on or near to Landfill Sites) are particularly relevant.

Policy EP1 Managing Environmental Risk

Development proposals should demonstrate that environmental risks have been evaluated and appropriate measures have been taken to minimize the risks of harm or damage to people, property and the natural environment from:

- (a) pollution of land, surface water, ground water and the air;*
- (b) previously contaminated land;*
- (c) hazardous substances;*
- (d) noise, vibration and light nuisance;*
- (e) flooding.*

⁹ Planning Policy Statement 23 : Planning and Pollution Control (PPS 23) (November 2004)

Policy EP3 Development of Contaminated Land

1. *Where there is evidence that a site may be affected by contamination, proposals shall be accompanied by a site investigation report and a schedule of remedial measures.*
2. *Development will not be permitted where the remedial measures will not deal effectively with the level of contamination and will place the occupiers of the proposed development and neighboring land uses at risk.*
3. *Where proposals are acceptable in principle, planning permission will be granted subject to conditions requiring:*
 - (a) *where appropriate, a full site investigation and assessment to be carried out before the development begins; and*
 - (b) *the development to incorporate all the remedial measures found to be necessary.*
4. *Where remedial measures are required to deal effectively with contamination, a validation report must be submitted to verify that remedial works have been carried out.*
5. *Where appropriate, ecological surveys must accompany applications that involve the development of contaminated land.*

Policy EP4 Development on or Near to Landfill Sites

1. *Development proposals on land liable to be affected by the migration of gas or other harmful substances from a nearby landfill site will only be permitted:*
 - (a) *if proposals are accompanied by a site investigation report containing information on the nature and extent of landfill gas and any other harmful mobile substances;*
 - (b) *if proposals are accompanied by a schedule of remedial measures;*
 - (c) *if suitable precautions are taken to prevent migrating gas or other harmful substances causing a hazard either during the course of development or during the subsequent use of the site; and*
 - (d) *where appropriate, adequate provision has been made for the continued monitoring of gas on site.*

Procedures

Planning conditions or legal agreements will be used to ensure that appropriate measures are incorporated into proposals to control the migration of gas and other mobile substances.

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In dealing with planning applications on sites where it is known or suspected that land is affected by contamination and/or the proposed development is sensitive to contamination (for example, residential development, schools and allotments) a minimum of a desk study and site reconnaissance (Phase 1 Report) will be required with the planning application. The Phase 1 Report will assist in determining the need for and scope of further investigations, issues that may require remediation and whether remediation can be secured by means of planning conditions requiring the submission and implementation of a contaminated land investigation, remediation scheme and validation as appropriate.

Where the desk study and site reconnaissance does not provide sufficient information to assess the risks and appraise remediation options, further investigations will be required before the application is determined. A site investigation will also be required prior to determination if a proposed development will introduce a particularly sensitive land use on a potentially high risk site.

3.0 OVERALL AIMS OF THE STRATEGY

3.2 Objectives and Milestones

Within the broad aims of the Strategy, the Council has identified a number of specific objectives which it aims to undertake within certain timescales. The identification of definitive timescales for the entire inspection process is not possible at this stage as it will be highly dependent on the number and type of cases identified. When the Inspection Strategy was first produced provisional targets, actions and outputs together with possible external and internal partners were identified for the following objectives (see Table 3.1).

- Development of the Information Management System
- Collection of information on sources, pathways and receptors
- Establishment of areas of current and former Council owned/leased land
- Establishment of efficient liaison and information exchange mechanisms

These objectives have been met subject to any necessary updating as new information is identified.

Table 3.1 identifies ongoing work areas, and where possible, anticipated timescales.

Sites where urgent action is required may be identified at any stage during the implementation of the inspection strategy and therefore detailed inspections may be carried out on some areas of land before the preliminary inspection of the Borough is complete. The need to take action on such sites may influence the rate of progress in the overall programme.

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Within the implementation of this strategy to achieve the Council's overall aims, there is a need for a flexible approach, addressing the sites which present the most serious risks as quickly as possible whilst balancing the requirement to assess the entire Borough area with available resources.

Table 3.1 Objectives and Timescales

Objective	Provisional Timescale/Target	Action	Output/Record	Possible Consultation (as required)
Development of Information Management System (IMS) <ul style="list-style-type: none"> • Input Module • Output Module • Evaluation Module and Integration • Database Module 	<ul style="list-style-type: none"> • Complete • Complete • Complete • Complete 	<ul style="list-style-type: none"> • Completion of necessary functionality of IMS • Subject to further development as necessary 	<ul style="list-style-type: none"> • IMS with required functionality 	<ul style="list-style-type: none"> • MIS • CLOG
Collection of appropriate Information on Sources, Pathways and Receptors	<ul style="list-style-type: none"> • Ongoing • Core/essential dataset list agreed pan-Merseyside • Data capture (potentially contaminative land uses) from pre-war maps complete • Data capture from post war maps complete • Data capture and collection of remaining core datasets is complete to date. 	<ul style="list-style-type: none"> • Collect appropriate information on sources, pathways and receptors etc • see Information Collection Procedure Section 5.3. • Subject to on-going review. 	<ul style="list-style-type: none"> • Information collated and stored on the IMS • Cross reference to information which cannot be stored on the IMS 	<ul style="list-style-type: none"> • Council Departments • Statutory Bodies • Others

Objective	Provisional Timescale/Target	Action	Output/Record	Consultation
Establishment of areas of land currently/previously owned or occupied by the Council	<ul style="list-style-type: none"> Complete 	<ul style="list-style-type: none"> Collate information on land currently or previously owned or occupied by the Council Information is held by The Property Management Group (Capita Symonds) accessed on a site specific basis. See Procedures regarding Local Authority Land, Section 4.2.4 and 5.2 	<ul style="list-style-type: none"> Information collated and stored on the IMS Cross reference to information which cannot be stored on the IMS 	<ul style="list-style-type: none"> Council Departments Current owners, occupiers and other interested parties
Establishment of efficient liaison and information exchange mechanisms (i) Internal (ii) External	<ul style="list-style-type: none"> Established and on-going 	<ul style="list-style-type: none"> Develop and implement procedures for liaison and information exchange – see General Liaison and Communication Strategies Section 6.0 	<ul style="list-style-type: none"> Procedures for liaison and information exchange are in place. 	<ul style="list-style-type: none"> Statutory Bodies Council Departments Owners Occupiers Other Interested Parties Wider community
Evaluation of information – initial screen	<ul style="list-style-type: none"> Complete 	<ul style="list-style-type: none"> See Information Evaluation Procedures Section 5.5 Includes land currently or previously owned/occupied by the Borough Council 	<ul style="list-style-type: none"> Initial site prioritisation (High, Medium and Low Priority) Record on IMS and related files Identification of possible Special Sites 	<ul style="list-style-type: none"> MIS Environment Agency Other statutory bodies

Objective	Provisional Timescale/Target	Action	Output/Record	Consultation
Further Evaluation to sub-prioritise groupings from initial screen – High, Medium and Low Priority Sites	<ul style="list-style-type: none"> • Complete 	<ul style="list-style-type: none"> • See Information Evaluation Procedures Section 5.5 • Includes land currently or previously owned/occupied by the Borough Council 	<ul style="list-style-type: none"> • Relative priorities of sites in initial High, Medium (and Low) groupings are kept under review • May result in revision of priority ranking for some sites • Record on IMS and related files • Identification of possible Special Sites 	<ul style="list-style-type: none"> • Statutory Bodies • Council Departments • Owners • Occupiers • Other Interested Parties • External contractors
Programme Detailed Inspections	<ul style="list-style-type: none"> • A rolling programme commenced in 2006. to include an Annual Review 	See Programme for Inspection Section 7.0	<ul style="list-style-type: none"> • Prioritised programme of sites which require further detailed inspection 	<ul style="list-style-type: none"> • Statutory Bodies • Council Departments • Owners • Occupiers • Other Interested Parties

Objective	Provisional Timescale/Target	Action	Output/Record	Consultation
Programme Detailed Inspections continued	<ul style="list-style-type: none"> • For sites where urgent action is needed- immediate and on-going. 	<ul style="list-style-type: none"> • See Programme for Inspection Section 7.0 	<ul style="list-style-type: none"> • Justifications • Inspection of Special Sites conducted by Environment Agency 	<ul style="list-style-type: none"> • Statutory Bodies • Council Departments • Owners • Occupiers • Other Interested Parties
Commence Detailed Inspections	<ul style="list-style-type: none"> • A rolling programme commenced in 2006 with Annual Review • For sites where urgent action is needed- immediate and on-going. • Inspection of urgent sites may be required at any time in the process 	<ul style="list-style-type: none"> • See Programme for Inspection Section 7.0 	<ul style="list-style-type: none"> • Determination whether site is contaminated land or not • Appropriate details on file/IMS • Appropriate details on Register 	<ul style="list-style-type: none"> • Statutory Bodies • Council Departments • Owners • Occupiers • Other Interested Parties • External contractors

4.0 PRIORITY ACTIONS AND TIMESCALES

4.3 Measuring Progress

Best Value Performance Indicators BV216a and BV216b have been discontinued due to differing interpretation of guidance by local authorities which meant that it was not possible to compare performance between authorities.

Performance targets for delivery of Part 2A work are set within the Environmental & Technical Services Department Business Plan; performance against the target is monitored on a quarterly basis.

5.0 PROCEDURES

5.1 Internal Management arrangements for inspection and identification

The purpose of this section is to outline responsibilities within the Council for inspection and identification.

A corporate approach is fundamental to the successful implementation of this strategy. It is anticipated that most of the Departments within the Council will be involved to some degree during the process of identification and determination of contaminated land.

Detailed procedures have been developed setting out how the Council's inspection duties will be fulfilled; these are presented in the latter part of this Section and in subsequent Sections of the Strategy document.

Existing links between key Departments, including the Environmental and Technical Services Department, Planning and Economic Development Department and other relevant Departments in respect of contaminated land will be reviewed and enhanced.

At the time of writing, the Departmental structures are in flux owing to the Transforming Sefton agenda; the functions of key sections in the implementation of the strategy are summarised below.

Specifically on a day to day basis, the following sections will have key roles.

Environment Section

The Environment Section has the lead role in the implementation of the Contaminated Land Inspection Strategy with Merseyside EAS.

In co-operation with other Council Departments and external agencies as appropriate, the Environment Section is responsible for all aspects of the implementation of the Contaminated Land Inspection Strategy; these include:

- Information collection and evaluation

- Liaison and communication
- Carrying out detailed inspections
- Making determinations
- Reviewing decisions and the Strategy document itself
- Carrying out any necessary enforcement actions
- Production and maintenance of the Public Register

The Planning and Economic Development Department has a number of related functions which are relevant to the management of land contamination, including the development of plans for future environmental, physical and economic regeneration of the Borough.

The Development Control Section

The Development Control Section deals with planning applications for development where issues of land contamination must be considered. The majority of contaminated land issues are currently addressed through the planning regime, where contamination is a material planning consideration. Whilst the introduction of Part 2A will undoubtedly lead to additional sites being addressed, it is anticipated that redevelopment of brownfield sites, and the associated planning controls, will remain the primary mechanism for dealing with land contamination. Any remediation agreed as a planning condition will be dealt with under planning controls and not under Part 2A.

The Building Control Section

The Building Control Section has a duty to enforce protection measures in new build projects to mitigate the impact of contamination on property. Activities relevant to the implementation of the Inspection Strategy include:

- Enforcement of protection measures to new buildings;
- Collation and recording of site investigation information;
- Information management in line with agreed procedures;
- Provision of technical advice.

Legal Services

The Legal Services will provide legal advice on the complex and wide ranging issues arising from the implementation of the Part 2A regime, including:

- Interpretation of legislation
- Identification and determination of contaminated land and Special Sites
- Remediation of contaminated land
- Exclusion from, and apportionment of, liability for remediation
- The recovery of costs of remediation and the relief from hardship

- Contents of, and arrangements for, serving remediation notices
- Compensation to third parties for granting rights of entry
- Grounds of appeal against remediation notices, and procedures relating to such appeals
- Particulars to be contained in registers
- Information management and provision
- Advice with regard to Council owned land and other land where the Council may be an appropriate person.

Merseyside Environmental Advisory Service

The Merseyside Environmental Advisory Service, in close co-operation with the Planning & Economic Development Department and the Environmental & Technical Services Department, will be responsible for providing technical advice and support in the implementation of the Strategy. This will include site identification and risk assessment of priority sites.

Other Departments of the Council, including those identified below and all land owning Departments of the Council, will be involved at various stages as providers of information and/or advice and through current or former land ownership.

Leisure and Tourism

In the context of action needed in respect of land that may be contaminated under their control or ownership.

Housing Market Renewal Team

The Housing Market Renewal (HMR) Team delivers and monitors Sefton's Housing Market Renewal Programme. Activities relevant to land affected by contamination include commissioning and managing the purchase and development of derelict or underused land to provide viable space which can be used for housebuilding.

Through the HMR Programme, some of the highest priority sites for inspection are being dealt with.

Capita Symonds

Through partnership arrangements with the Council, relevant activities/services include:

- Liabilities associated with and action needed with respect to the Council's own land holdings;

- Management of the Council's property portfolio including acquisition, disposal, lease agreements and valuations; and
- Feasibility, design and project management of multidisciplinary major engineering and building projects;
- Architectural feasibility and design, project management, QS services and contract supervision for a range of large and small building projects.

Other Council Departments

In the context of the implications of investigation and identification of contaminated land in relation to existing and proposed housing development.

5.5 Information Evaluation

5.5.3 Specific Risk Assessment and Guideline Values

5.5.3.1 Human Health

Methodologies and guidance values available for estimation of potential risks to human health include the following.

Contaminated Land Exposure Assessment (CLEA) Framework

The CLEA 2002 guidance was published in the form of The Contaminated Land Exposure Assessment (CLEA) protocol. These guidelines consisted of a series of guidance documents: Contaminated Land Reports (CLR) 7 – 10^{10 11 12 13 14 15}, Soil Guideline Values (SGVs) and Toxicological Reports (TOX) issued by the Environment Agency on behalf of Defra. In August 2008, the Environment Agency withdrew all of the current CLR 7 to 10 documents and all existing SGVs since they were no longer considered to reflect the current UK human health risk assessment approach.

¹⁰ CLR 7: Assessment of risks to human health from contamination. An overview of the development of guideline values and related research, Defra and Environment Agency , 2002.

¹¹ CLR 8: Potential Contaminants for the assessment of land, Defra and Environment Agency , 2002.

¹² CLR 9: Contaminants in Soil. Collation of toxicological data and intake values for humans, Defra and Environment Agency , 2002.

¹³ Toxicological Reports

¹⁴ CLR10: The Contaminated Land Assessment Exposure (CLEA) Model. Technical Basis and algorithms, Defra and Environment Agency , 2002.

¹⁵ Soil Guideline Value Reports

A revised version of the CLEA framework was published by the Environment Agency in January 2009 with the aim of helping in the assessment of potential risks to human health from long-term exposure to soil contamination. The revised CLEA guidance includes:

- A Review of Body Weight and Height Data used within the Contaminated Land Exposure Assessment Model (CLEA) (Science Report SC050021/SR1).
- Human Health Toxicological Assessment of Contaminants in Soil (Science Report SC050021/SR2) which replaces CLR 9.
- Updated Technical Background to the CLEA Model (Science Report SC050021/SR3) which replaces CLR10.
- CLEA Software Version 1.06 and CLEA Software (Version 1.05) Handbook, Science Report: SC050021/SR4.

The Environment Agency has also published new Soil Guideline Value (SGV) reports and associated TOX reports for eleven substances; further reports are anticipated in the future. As new TOX reports are issued using the new approach, the relevant existing report will be withdrawn.

The updated guidance documents are intended to provide regulators, developers, land owners and other interested parties with relevant, appropriate, authoritative and scientifically based information and advice on the assessment of risks arising from the presence of contamination in soil.

It is important to note the Health Criteria Values (which describe the level at which long term human health exposure to chemicals in soil is tolerable or poses minimal risk) and SGVs do not represent the trigger for an unacceptable intake; they are based on minimal risks to health. SGVs represent trigger values above which there might be a significant possibility of significant harm (SPOSH), with the significance linked to the margin of exceedence, the duration and frequency of exposure and other site and contaminant specific factors that the enforcing authority may wish to take into account. In most cases further investigation and evaluation of risk will be required.

Other Generally Accepted Guidelines

In addition to CLEA guidelines reference may also be made to other accepted sources including:-

- Occupational exposure levels issues by the Health and Safety Executive;
- Environment Agency site specific pollution prevention guidelines from authoritative sources;
- Guidance issued by the Construction Industry Research and Information Association (CIRIA);
- Other risk assessment tools such as, RBCA, RISC and SNIFFER.

Interdepartmental Committee on the Redevelopment of Contaminated Land (1987)
Guidance on the Assessment and Redevelopment of Contaminated Land ICRL
59/83 (2nd Edition)

This document, **now withdrawn**, set out a systematic approach for the assessment of contaminated sites. The guidance included threshold and action trigger concentrations for a range of contaminants which depend on the intended use of the site. The document and the threshold and action trigger levels presented within it have been widely used in the assessment of contaminated land. **The Council does not accept the use of these assessment criteria.**

5.6 Interaction with other Regimes

5.6.2 Pollution Prevention and Control (PPC) –The Pollution Prevention and Control Act 1999 and The Pollution Prevention and Control Regulations 2000 (now incorporated into the framework of the Environmental Permitting Regulations 2007)

Under the Integrated Pollution Prevention and Control (IPPC) legislation a site condition survey prior to receiving a permit to operate.

Sites regulated under the IPPC regime, which become contaminated will generally be regulated under this power¹⁶. The Council is precluded from serving a remediation notice if it appears that the powers of the relevant enforcing authority under The Pollution Prevention and Control Regulations can be used. There may, however, be situations where Part 2A powers are needed.

Land determined to be contaminated land which is subject to regulation under the IPPC regime, where the installation is designated for central control (that is by the Environment Agency), is required to be designated as a Special Site.

An exception to the above is that historical contamination present prior to the permit being issued under IPPC is dealt with under Part 2A powers.

5.6.3 The Environmental Damage (Prevention and Remediation) Regulations 2009 (SI 2009 No. 153)

The Environmental Damage Regulations 2009 came into force on 1st March 2009, they implement the European Environmental Liability Directive 2004/35/EC. They are based on the polluter pays principle requiring those responsible to prevent and remedy damage.

¹⁶ Regulation 12 - The Pollution Prevention and Control (England and Wales) Regulations 2000.

The regulations only apply where the environmental damage and the activity that caused it has occurred or requires preventing after the regulations came into force and they only apply to operators of economic activities.

Environmental Damage has a specific meaning within the regulations and it only refers to;

- Damage to Land
- Damage to Water
- Damage to Ecosystems

Local authorities are the enforcing authority in relation to damage to land; the damage must result in a significant risk of adverse effects on human health. DEFRA have released non statutory guidance entitled *The Environmental Damage (Prevention and Remediation) Regulations 2009, 2nd Update* dated November 2009.

Operators should inform the relevant enforcing authorities if possible environmental damage occurs, enforcing authorities can require information from operators, serve prevention and/ or remediation notices on operators to require certain action to be taken.

There are offences for:

- Failing immediately to take all practicable steps to prevent damage or notify the authority where there is an imminent threat of environmental damage (or of damage that there are reasonable grounds to believe will become environmental damage).
- Failing immediately to prevent further damage or notify the authority where the operator of an activity has caused environmental damage or has caused damage where there are reasonable grounds to believe that the damage is or will become environmental damage'.
- Failing to comply with a notice to prevent damage or further damage;
- Failing to comply with a remediation notice;
- Failing to provide information pursuant to these Regulations required by an authority;
- Failing to comply with instructions given under Regulation 31 (powers of entry etc.);
- Providing false or misleading information to an authorised officer.

Enforcing authorities can recover costs from operators in accordance with the regulations. Operators of economic activities should be aware that pollution of land may incur a liability under both the Environmental Damage Regulations 2009 and Part 2A of the EPA 1990.

If pollution of the land is observed or there is an imminent risk of pollution occurring this should be reported to the Environmental & Technical Services Department.

6.0 GENERAL LIAISON AND COMMUNICATION STRATEGIES

6.7 The Wider Community

Within this context, the term wider community includes all possible groups and organisations, local residents, businesses and industry, voluntary organisations and community bodies.

Land affected by contamination may be of relevance to members of the community other than owners and occupiers. The use and condition of land may impact on the wider community especially if the contamination poses a risk to human health. For those affected by contamination, the Council will endeavor to:

- inform the affected parties of potential risks arising from contamination;
- consult on proposed actions in relation to contaminated land;
- keep affected parties informed of decisions taken.

The Council recognises the importance of making decisions about contaminated land matters that are accepted by the community and are both defensible and transparent.

If practicable, and indeed necessary the findings of any inspection will be communicated to the affected community and consultations undertaken on the best way to achieve the successful remediation of the contaminated land problem.

7.0 PROGRAMME FOR INSPECTIONS

7.2 Arrangements for Carrying Out Detailed Inspection

7.2.1 Compliance with Statutory Guidance

Where detailed inspection of land is necessary, such inspections will be undertaken in accordance with the Statutory Guidance in particular paragraphs B.19 to B.25 and B.26 to B.30.

Detailed inspection may include any or all of the following:

- The collation and assessment of documentary information, or other information from other bodies;
- A site visit for the purposes of visual inspection and, in some cases, limited sampling;
- Intrusive site investigation of the land involving the sampling and analysis of soils and/or groundwater.

As required by the statutory guidance, the information gathered during detailed inspection will include, in particular, evidence of the actual presence of a pollutant.

Investigations will be undertaken in accordance with appropriate technical procedures. The nature and degree of investigation will be determined on a site specific basis. However, in all cases the principles and practices contained within Defra and Environment Agency sponsored technical guidance and other good practice publications will be adopted. The guidance utilised will be kept under review to ensure that the most appropriate and up-to date advice is followed.

In conducting site investigations, all reasonable precautions will be taken to avoid harm, water pollution or damage to natural resources or features of historical or archaeological interest; the advice of appropriate regulatory authorities will be sought.

In accordance with recognised good practice, appropriately phased site investigations will be undertaken. If at any stage the results of such investigations demonstrate that there is no longer a reasonable possibility that a pollutant linkage exists, no further detailed inspection will be undertaken with respect to that pollutant linkage.

The process of detailed inspection only terminates when the Council considers it has sufficient information before it to determine the site as statutory contaminated land or not.

8.0 REVIEW MECHANISMS

8.2 Triggers for Reviewing Decisions

There will inevitably be situations where changes in the condition or circumstances of the land or the surrounding environment may necessitate a review of the previous inspection findings for a particular area. A number of such triggers have been identified and are set out below; it is also possible that further triggers will be identified during the course of implementation of this strategy.

Triggers for the Review of Inspection Decisions include:

- Significant changes in legislation;
- Proposed changes in the use of the surrounding land;
- Unplanned changes in the use of the land;
- Unplanned events (eg localised flooding, fires, spillages) where the consequences cannot be dealt with through other relevant environmental protection legislation;
- Reports of localised health effects which appear to relate to a particular area of land;
- Response to information or complaints from members of the public, businesses or voluntary organisations;
- Information from other statutory bodies, landowners or occupiers and other relevant interested parties;

- Changes in national guidance relating to specific types of site or contaminant.

Mechanisms to ensure the receipt of appropriate and timely information from other departments of the Council, statutory bodies, owners, occupiers and other interested parties are detailed within this strategy document. Procedures are also identified for responding to information and complaints from members of the public, businesses or voluntary organisations. Such mechanisms are essential to facilitate effective review.

Information obtained and records of decisions made during the course of such reviews will be managed utilising the Contaminated Land Information Management System.

Whilst the above factors may trigger inspection of particular areas of land, it is important that such inspections do not significantly interfere with the general inspection framework. The relative priority of such inspections will be considered along with those of planned inspections such that they may be undertaken in an appropriate order. In considering this issue, the Council will ensure its approach is consistent with the underlying principles set out in the Statutory Guidance.

8.3 Review of Inspection Strategy

The practical implementation of this strategy will provide vital information on its effectiveness (a) in ensuring that resources are being used efficiently and (b) in meeting the requirements of the legislation.

In addition, information obtained during the course of implementation may indicate that the approach adopted with respect to certain issues should be modified.

As part of the overall quality management of this work, the Council will review the inspection procedures set out within this Strategy on a regular basis and ensure that any necessary modifications are undertaken.

This, the third review of the strategy, has been undertaken to report progress and update sections of the document as appropriate. The Strategy was first reviewed in November/December 2002 with a second review taking place in September 2006.

The priorities and procedures set out within the Inspection Strategy have not been substantively revised.

This revised version of the Contaminated Land Inspection Strategy implements the changes following the third review.

Subsequent reviews will take place on a three yearly cycle.

9.0 INFORMATION MANAGEMENT

9.4.1 Public Register

The regime provides for a public register, but only of land in respect of which a remediation notice has been issued, or where a remediation statement or declaration has been published. This information will be available for public inspection subject to any exclusions, for example, on the grounds of national security or commercial confidentiality. The details of information to be included on the Public Register are set out in The Contaminated Land (England) Regulations 2006. These are:

- Remediation notices
- Appeals against remediation notices
- Remediation Declarations
- Remediation Statements
- Appeals against charging notices
- Designation of Special Sites
- Notification of claimed remediation
- Convictions
- Guidance issued by the Environment Agency
- Other environmental controls

The Public Register is available for inspection at Magdalen House, 30 Trinity Road, Bootle L20 3NJ on Monday to Friday between the hours of 9am and 4pm. The Public Register is currently held in paper form. Consideration is also being given to making the public register available on the Council website.

REPORT TO: Cabinet Member – Environmental
Cabinet Member – Communities
Licensing & Regulatory Committee

DATE: 29th September 2010
6th October 2010
25th October 2010

SUBJECT: **SAFE & SECURE TOWN CENTRE AT NIGHT AUDIT – CROSBY VILLAGE**

WARDS AFFECTED: All

REPORT OF: Peter Moore
Environmental & Technical Services Director

CONTACT OFFICER: Andrew Naisbitt
Trading Standards Section Manager
0151 934 4014

David Fenney
Community Safety Manager
0151 934 4466

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To inform the Cabinet Member – Environmental, Cabinet Member – Communities and Licensing & Regulatory Committee of the “Safe and Secure Town Centre at Night Audit of Crosby Village”, a strategic intervention to assess the issues involved in alcohol-related violence and disorder in town centres at night.

REASON WHY DECISION REQUIRED:

To advise the Cabinet Member – Environmental, Cabinet Member – Communities and Licensing & Regulatory Committee of the audit findings and to request support from the Public Health Partnership for further town centre audits.

RECOMMENDATION(S):

The Cabinet Member – Environmental, the Cabinet Member – Communities and Licensing & Regulatory Committee

- a) Note the contents of this report;
- b) Encourage further work towards potential improvement in the areas outlined in this report;
- c) Request the Public Health Partnership Alcohol Strategy Group and Alcohol-Related Crime Sub-Group consider the recommendations in the audit report; and
- d) Refer the report to the Crosby Area Committee for information.

KEY DECISION: No

FORWARD PLAN: N/A

IMPLEMENTATION DATE: Immediately following the expiry of the “call-in” period for this meeting.

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ALTERNATIVE OPTIONS:

Not to carry out Safe and Secure Town Centre At Night Audits

IMPLICATIONS:

Budget/Policy Framework:

The Safe and Secure Town Centre at Night Audit was a joint initiative commissioned by the Public Health Partnership Alcohol Related Crime Sub Group, Trading Standards Service and the Police and part funded by the Safer Stronger Communities Fund.

It is recommended that a cost / benefit analysis of the report's recommendations should be carried out before any commitments agreed.

Financial:

<u>CAPITAL EXPENDITURE</u>	2006/ 2007 £	2007/ 2008 £	2008/ 2009 £	2009/ 2010 £
Gross Increase in Capital Expenditure	Nil	Nil	Nil	Nil
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure	Nil	Nil	Nil	Nil
Funded by:				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: N/A

Risk Assessment: N/A

Asset Management: N/A

CONSULTATION UNDERTAKEN/VIEWS

Public Health Partnership Alcohol Related Crime Sub Group

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities	√		
3	Jobs and Prosperity	√		
4	Improving Health and Well-Being	√		
5	Environmental Sustainability		√	
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Safe and Secure Town Centres at Night Toolkit – (BRE Trust)

Agenda Item 10

Background

1. The Cabinet Members and Licensing & Regulatory Committee Members will recall a previous report entitled “Safe & Secure Town Centre At Night Audit - Southport” presented in September 2009. The report advised that the Sefton Safer & Stronger Communities Partnership (SSCP) has been assigned the responsibility for the delivery of National Indicator 21 – “Dealing with local concerns about ASB and Crime by the Local Council and Police”. A key factor in satisfying NI21 is having baseline data which can inform intelligence led interventions and serve as a benchmark for assessing progress.
2. The report further advised of the “*Safe and Secure Town Centre at Night Toolkit*”, which is intended to provide stakeholders in the night-time economy with a structure for measuring the issues involved in alcohol-related violence and disorder in town centres at night, identifying priorities and taking action to deal with them. The toolkit was funded by the BRE Trust and its free use is approved. It is based on extensive research by the BRE Trust, including Crime Prevention through Environmental Design, case studies, interviews with key stakeholders and literature reviews.
3. The toolkit provides a benefit to managers of the night-time economy by supplying a framework for evaluating policies and procedures. Through implementation of the suggestions included in the toolkit it should also provide benefit to users of the night-time economy by allowing them to have a safer night out.
4. The toolkit stresses the need for joined-up thinking on a wide range of policies in the management of town centres at night involving a diverse range of representatives with responsibility for lighting, CCTV, planning, health, transport, licensing of premises, street vendors and taxis, police, street maintenance, licensing trade, youth workers etc.

Safe and Secure Town Centre Audit of Crosby Village – December 2009

5. The audit was carried out between November and December 2009 by Sefton Council's Trading Standards Service. The toolkit was applied with careful consideration of the suggestions. The audit reflected the context and the unique characteristics of Crosby Village and the scoring method was used to inform the reports conclusions. The Safe and Secure Town Centre at Night Audit Report of Crosby Village 2009 is appended to this report as ANNEX 1.
6. The findings of the audit will provide stakeholders in the Crosby Night Time Economy with a structure for dealing with any remaining issues connected with alcohol related violence and disorder. It will also help to prioritise such issues and take action to deal with them.

7. The toolkit is broken down into 13 categories with three levels of importance:

- Essential (E), That immediate action is required
- Important (I), That they should be considered as soon as possible
- Desirable (D), Are a bonus if already implemented.

Each action is listed to determine whether they have been:-

- Already implemented, with evidence to support that implementation
- Considered and intending to implement
- Considered but not applicable
- Not considered

Summary of Findings

8. Category 1 - Partnership Working

- a) Sefton Council's Crime Reduction and Community Safety Strategy ensures joined up partnership working through the Safer And Stronger Communities Partnership (SSCP), the Community Safety Area Partnerships (CSAP), the Alcohol Harm Reduction Strategy Group and Alcohol And Crime sub group.
- b) There is no dedicated Crosby Village Problem Solving Group at present but this is currently being considered to focus on the Night Time Economy/ Crime Reduction.
- c) It is anticipated that once the group has formed the other issues in this category will be instigated. However measures do currently exist to ensure problems are dealt with in a positive manner.
- d) The local Pubwatch scheme was discontinued but is currently being encouraged. Help and advice is also being offered to licensees.

Recommendations

- A dedicated town centre crime reduction group to take a holistic view of day and night time issues across Crosby Village.(E)

9. Category 2 - Data and Information Sharing

- a) Sefton Council's Analysis and Intelligence Management Team (AIM) researches and co-ordinates information on hotspots with CSAP to prioritise and act on issues. Data is recorded on crime and ASB issues and fed back to the relevant partners to act.

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Recommendations

- Implement a data sharing agreement between the PCT and local authority with anonymous information on data from A&E departments and the Ambulance Service. This information should be analysed, prioritised, actioned and followed up with evaluation. **(E)**
- This should be done by way of standardised forms that guarantee anonymity for staff in A&E to complete for all victims of violent crime. These would provide valuable information on location, times, weapons used, injuries sustained and involvement of alcohol. **(I)**
- Data should be provided in 'real time' to allow for policing/partnership strategies to adapt to changes in night time economy. **(I)**

10. Category 3 - Licensed Premises

- a) Proactive and well run premises are encouraged through the Council's Licensing Policy and Best Bar None. The police have a comprehensive licensing database to monitor licensees and licensed premises. The Force system records violent crime linked to specified licensed premises and access is only allowed to specified personnel for evidential purposes.
- b) Top ten premises with problems are identified and interventions implemented by police, fire and rescue and local authority through Operation Nightsafe. Best Bar None is promoted in the area and can be used as a standard of operation for managers of licensed premises where regular checks on the standards are carried out.
- c) There is a night net radio/paging system for pubs being implemented, to allow for a rapid response from the police to problems. However it is not yet linked to public CCTV system.
- d) Police and Local Authority Licensing Officers make routine regular contact with licensee representatives in hot spot areas. Police make overt video recordings using body cams and night-safe police vehicles. The neighbourhood officers also carry Blackberries. They take photos to use as evidence for prosecutions, reviews and prosecutions of licensed premises these also act as a deterrent. Police have instigated effective drugs management policies including the use of drugs dogs when funding has been available.
- e) Happy Hours and drinks promotions are discouraged by police on a voluntary basis.
- f) There is no drugs amnesty but drugs management is in place by way of posters and Best Bar None. Police do walk-throughs on a regular basis and a request has been made for a bid for the further use of drugs dogs.

- g) There is effective management and control of outside smoking space.
- h) Door staff wear high visibility clothing/armbands and display SIA licenses. A log of door staff is maintained and the log is accessible to LA and Police, this is part of the licensing conditions.
- i) Pavement licensed areas are kept clean and tidy and seating areas are clearly separated. One venue uses polycarbonate drinking vessels and this will be encouraged for other premises through Best Bar None and Pubwatch.

Recommendations

- The Night Net Radio/paging system for all pubs and clubs in close proximity should be linked to Sefton Security. **(E)**
- The Pubwatch Scheme needs to be reconvened. **(E)**
- Encourage Licensed Premises to apply for Best Bar None accreditation to ensure standards are maintained. **(E)**
- Staggered closing times are recommended by BRE. **(I)**
- The use of polycarbonate drinking vessels and PTE bottles could be promoted. **(I)**
- A “banned from one banned from all” scheme could be implemented. **(I)**

11. Category 4 - Policing Strategies

- a) There is no designated public places order in operation but Section 12 of the Criminal Justice & Police Act provides Police with the ability to ask the public to surrender containers they believe to contain alcohol.
- b) Police receive weekly tasks in neighbourhood profile to deal with any terrorism issues.
- c) Police do not keep records of where individuals who are arrested for alcohol related offences had their last drink as this is not reliable. However there are other procedures in place to monitor this.
- d) Drugs dogs have been used and may be considered in future. A request has been made but it depends on funding.
- e) Alcohol related conditional cautions have not been considered and although drinking banning orders with the option of attending a course have been considered.
- f) There is no requirement for a mobile police cell bus but the mobile police station is used on occasion.
- g) Hand held metal detectors (safety wands) are being issued to licensed premises.

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12. Category 5 - Capable Guardians and Street Welfare

- a) There are currently no resources available for street marshals, capable guardians or street pastors.
- b) Local planning policies encourage a small range of complementary evening and night time economy uses around the locality but within limitations. Crosby has a local cinema and civic centre where a variety of alternative entertainment can be found.
- c) The area is fully pedestrianised

Recommendations

- All items not considered in this category should be considered once a dedicated partnership has been established to assess whether or not these issues are applicable. **(I & D)**

13. Category 6 – CCTV

- a) All the main areas of the night time economy are covered by CCTV and fit for purpose.

Recommendations

- Talking CCTV cameras and flat screens on walls to act as a deterrent are a desirable option. **(D)**

14. Category 7 – Lighting

- a) Lighting levels are fit for purpose and conform to the appropriate British Standard. High Pressure sodium plus are used as they last 4 years as opposed to metal halide which only have a life of 2 years therefore there is less waste and consequently more environmentally friendly.
- b) There is a 3 year maintenance plan and any reported faults are rectified within 3 working days.
- c) The lighting is best possible vandal resistant with metal locks and polycarbonate covers instead of glass.

15. Category 8 – Underage Drinking

- a) There is evidence of targeting underage drinking by way of test purchase operations at licensed and off-licence premises by police and trading standards. Challenge 21/25 is in operation together with 'Knock Back', 'Buy Booze They Lose' and other such initiatives working with the trade to reduce underage drinking.

- b) Refusal logs are maintained by licensed premises and staff training is provided.

16. Category 9 – Transport

- a) There are no taxi marshals in this area but the taxi rank is covered by CCTV.
- b) Crosby Village does not have a town centre manager.
- c) Test purchase operations to combat taxi touting have been done in the past.
- d) There are no fast food outlets located near the taxi rank.

Recommendations

- Taxi marshals could be considered for peak times. **(E)**
- A booking kiosk or room within licensed premises for people to order taxis and wait could also be considered. **(D)**

17. Category 10 – Offenders and Victims

- a) As no partnership currently exists there is no monitoring of issues of repeat offenders and victims in the night time economy. This will be addressed once the partnership is established.
- b) All other issues in this category have been implemented by press and publicity, posters and MARAC, and once the Pubwatch has been established a name and shame policy will be adopted.

18. Category 11 – Visual Clues in the Town Centre

- a) There is a positive visual impression of Crosby Village with minimal levels of graffiti and active management of removal of litter.
- b) Secure glass and bottle banks are provided in the car park.

Recommendations

- Secure glass and bottle banks should be provided nearer to the night time economy area and emptied on a regular basis keeping the streets clear. **(E)**
- Refuse collectors could also be deployed at peak times to remove rubbish and litter that may be used as weapons. **(I)**
- Remove recessed doorways where possible and improve frontages of premises. **(D)**

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19. Category 12 – Fast Food Outlets

- a) Neighbourhood police officers monitor fast food outlets.
- b) CCTV systems are in place and a robust approach is adopted when renewing licences.
- c) Training is being offered by Environmental Health Commercial Section for staff working in the day and night time economy on conflict management and personal protection.

Recommendations

- A traffic light system could be used to identify problem outlets and implement interventions **(D)**
- Encourage any problem premises to close earlier **(D)**

20. Category 13 – Access Routes and Space Allocation

- a) The primary routes have CCTV coverage and adequate lighting.
- b) Community Payback is being utilised to keep alleyways clear and tidy and to remove graffiti.

Conclusions

21. In order for Crosby Village to satisfy the minimum standard for a safe and secure town centre the following actions are recommended to address the essential criteria highlighted in the report.
 - a) Partnership Working - A dedicated town centre crime reduction group to meet on a regular basis to set measurable goals linked to PSA targets to reduce crime and disorder. The group should comprise of a range of members from Local Authority, Police, Probation Service, Health Authority, Fire and Rescue, Drug and Alcohol Team etc. with “champions” of the night time economy dedicated to reducing crime and disorder. Joint performance, action and evaluation should take place at regular intervals.
 - b) Data and Information Sharing – Implement a data sharing agreement between the PCT and local authority with anonymous information on data from A&E departments and the ambulance service. This information should be analysed, prioritized, actioned and followed up with evaluation.
 - c) Licensed Premises – The Night Net Radio/paging system for all pubs and clubs in close proximity should be linked to Sefton Security. The Pubwatch scheme needs to be reconvened and more premises encouraged to apply for Best Bar None accreditation.

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- d) CCTV – The audit considered that CCTV provision met the listed criteria but recommends a separate detailed survey of CCTV provision.
- e) Transport – Taxi marshals could be considered for peak times and checks could be made to establish whether transport is sufficient for the needs of visitors to the town centre.
- f) Visual Cues in the Town Centre – Secure glass and bottle banks should be provided and emptied on a regular basis keeping the streets clear.

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SAFE AND SECURE TOWN CENTRES AT NIGHT TOOLKIT

bretrust

Agenda Item 10

BRE client report number 242885

Prepared by Sharon Monahan and Joan Oxley, consultants at BRE,
for the BRE Trust

BRE Watford WD25 9XX

T + 44 (0) 1923 664000

F + 44 (0) 1923 664010

E enquiries@bre.co.uk

www.bre.co.uk

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ACKNOWLEDGEMENTS

BRE gratefully acknowledge the following steering group members for their contribution to this toolkit:

Bill Butcher, Thames Valley Police

Pat Cogan, ACPO CPI Ltd.

Dan Messenger, West Yorkshire Police

Dr Tim Pascoe, Griffin Research and Consultancy Ltd

Lionel Starling, Swindon Borough Council

Mike Stephenson, West Mercia Police

Dave Stubbs, Thames Valley Police

Jane Taylor, Watford Borough Council

Chris Vercoe, Devon and Cornwall Police

Mark Worthington, Northamptonshire Police

INTRODUCTION

This project was funded by the BRE Trust and its free use is approved by the BRE Trust.

The tool is intended to provide stakeholders in the night-time economy with a structure for measuring the issues involved in alcohol-related violence and disorder in town centres at night, identifying priorities and taking action to deal with them. The toolkit provides a benefit to managers of the night-time economy by supplying a framework for evaluating policies and procedures. Through implementation of the suggestions included in the toolkit it should also provide benefit to users of the night-time economy by allowing them to have a safer night out.

It is based on extensive research by the BRE, including Crime Prevention Through Environmental Design (CPTED), case studies, interviews with key stakeholders, steering group meetings, observations and literature reviews.

The toolkit stresses the need for joined-up thinking on a wide range of policies in the management of town centres at night involving a diverse range of representatives with responsibility for lighting, CCTV, planning, health, transport, licensing of premises, street vendors and taxis, police, street maintenance, licensing trade, youth workers, etc.




This tool needs to be applied with careful consideration of the suggestions. There are no generally applicable solutions; what works in one town centre may not work in another. It is essential therefore to consider the context and the unique characteristics of the locality. However, the scoring method at the end of the form can provide a starting point for responsible stakeholders to assist in tackling the issues involved in alcohol-related violence and disorder in town centres at night through appropriate action.

It is hoped that this toolkit will encourage much thought and action and also stimulate debate. As town centre legislation and knowledge are in a continuous state of change, the toolkit will be modified and updated on a regular basis. If you have any comments please send them to Sharon Monahan, email monahans@bre.co.uk.

HOW TO FILL IN THE TOOLKIT

The checklist is split into 13 categories that cover all aspects of the night time economy known to affect crime levels and alcohol related violence. Within each category there are a number of actions that can be taken. These actions have different levels of importance, as illustrated by the colour and dot rating shown in the table below. Hence the actions at the beginning of each category are considered to be more important than those lower down the list.

Levels of importance for actions

	Essential	These actions are essential and urgent, immediate action is required to implement them.
	Important	These actions are important and should be considered as soon as possible
	Desirable	These actions are desirable and are a bonus if implemented.

The person filling in the checklist will need to consider each of the actions listed to determine whether they have been:

- Already implemented, with evidence to support that implementation
- Considered and intending to implement
- Considered but not applicable
- Not considered.

In each case, the answer should be a truthful account of the current situation in the town centre economy to which it is applied. If there is no information available for a given action then the action should be rated as not considered. The responses can then be transferred to the score sheet at the end of the toolkit.

PARTNERSHIP WORKING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	There is a dedicated town centre crime reduction group who can take a holistic view of day and night-time issues.		✓		
●●●●	A diverse range of member involvement, members will be variable depending on need. Key members in each organisation are identified and included in group. Group should be led by the LA. Examples of members could include: <ul style="list-style-type: none"> • Local Authority • Police • Probation Service • Health Authority • Youth Offending Team • Drug and Alcohol Team • Local residents • Transport • Fire and Rescue • Door staff 		✓		
●●●●	There are 'champions' of the night-time economy, dedicated to reducing crime and disorder with overall responsibility for the group.		✓		
●●●●	Agreed and understood policies to reduce crime and disorder, with measurable goals on a short, medium and long-term basis. To be linked to PSA targets.				✗
●●●●	Effective, co-ordinated and proactive management of the public domain, e.g. lighting, transport etc.				✗
●●●●	Joint performance, action and evaluation take place at regular intervals.				✗
●●●●	A high rate of pro-activeness amongst members. Evidenced by regular informal meetings. Regular contact, both formal and informal, with parties outside the core group.				✗
●●	A representative from the local Pubwatch scheme is included in the partnership and licensed premises managers have a strong and effective voice.		✓		

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SAFE AND SECURE TOWN CENTRES AT NIGHT

PARTNERSHIP WORKING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	The partnership has an education strategy. It is actively engaged in promoting safety education messages to visitors to the night-time economy. Promotional material is available and police and partners visit universities and sixth forms/colleges and schools to advise on the dangers of alcohol abuse/misuse and in relation to improving personal safety.	✓			
●	All partners receive training on the issues involved in crime and disorder in the night-time economy.		✓		
●	A media strategy is in place. Positive effort to engage with the local press and radio, building a good working relationship to promote the work in reducing crime in the night-time economy and to discourage 'sensationalist' reporting of incidents. Promote good news stories of successful operations, but taking care not to be counter-productive & increase fear.	✓			

DATA AND INFORMATION SHARING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	Crime and anti-social behaviour data is robust and detailed and hotspots are regularly identified and analysed.	✓			
●●●●	The NHS/Primary Care Trust is involved in intelligence gathering and information sharing. There is a data sharing agreement between health department and local authority, anonymised information, including data from local A&E departments and the Ambulance Service, is shared as a matter of course. Information is analysed, prioritised, tasked, actioned and followed-up with evaluation.				✗
●●●●	There is a dedicated research and information co-ordinator to analyse data and prioritise tasks.	✓			
●●	There are standardised forms that guarantee anonymity for staff in A&E to complete for all victims of violent crime. These can provide valuable information on location, times, weapons used, injuries sustained and involvement of alcohol.				✗
●●	Data is supplied in 'real time' to allow for policing/ partnership strategies to adapt to changes in night-time economy.				✗
●●	Qualitative data collection techniques are in use, e.g. walking around the site, photographing evidence of signs of urination, litter, glass etc.	✓			
●	A footfall count is in operation to assist in the provision of more meaningful crime data.			✓	

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SAFETY AND SECURITY FOR CENTRAL NIGHT

LICENSED PREMISES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	<p>Consideration has been given to the appropriate number and/or type of licensed premises in the town centre.</p> <p>e.g. through the use of:</p> <ul style="list-style-type: none"> • A Cumulative Impact Policy • Planning: Planning and Licensing Dept. liaising, Supplementary Planning Guidance, Local Area Plan • Section 17 of the Crime and Disorder Act 1998 which states that local authorities have a duty to consider crime and disorder implications and do all they reasonably can to prevent crime and disorder in its area. 			✓	
●●●●	Proactive and well run premises are encouraged.	✓			
●●●●	There is a comprehensive licensing database available to monitor licensees and licensed premises. Recording procedures for violent crime are linked to specific licensed premises for evidential purposes, tasking and co-ordination.	✓			
●●●●	Top ten premises with problems are identified and an array of interventions implemented, involving police, fire and rescue, local authority etc. A traffic light system is in use in which problem premises are identified and interventions implemented. This is not available in the public realm unless the premises goes to review.	✓			
●●●●	A 'Quality Charter Mark', such as Best Bar None or similar, is used to set a standard of operation for managers of licensed premises. Regular checks on the standard are carried out.	✓			
●●●●	There is a licensee's forum or Pubwatch to provide a stronger voice for licensees to air their concerns.		✓		
●●●●	There is a Night Net Radio/paging system for all pubs and dubs in close proximity. To allow for a rapid response from the police to problems, the systems should also be directly linked to whoever monitors the public CCTV system.		✓		

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LICENSED PREMISES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	Police and/or Local Authority licensing officers make routine, regular contact with licensee representatives in hot spot areas.	✓			
●●	Compliance with the minimum standards set out in Secured By Design (SBD).		✓		
●●	Staggered dosing times are encouraged by licensing authority.				✗
●●	'Vertical drinking' premises are discouraged.				✗
●●	'Happy Hours' and drinks promotions are discouraged. Premises who run these promotions receive focussed attention.	✓			
●●	There is a 'banned from one, banned from all' scheme in operation.		✓		
●●	Demonstrated evidence gathering. e.g. police or licensing officers make overt video recordings to use as evidence for prosecutions, reviews and prosecutions of licensed premises. They film patrons leaving licensed premises and use evidence of poor practice to liaise with licensees, door supervisors and area managers. Examples of poor practice include people leaving with bottles and glasses, people leaving in an obvious drunken state etc.	✓			
●●	There is effective management and control of outside smoking space and entry and exit points. Including for example: <ul style="list-style-type: none"> • No alcoholic drinks are permitted outside • CCTV coverage or alternative surveillance • CCTV is not obstructed by umbrellas etc • Provisions for cigarette butts • Use of safety glassware • Safe ashtrays, should be fixed (in particular not glass and not heavyweight) • Noise reduction measures 	✓			

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LICENSED PREMISES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	Pavement licensed areas are effectively managed and controlled, including for example: <ul style="list-style-type: none"> Kept clean and tidy Tables and chairs removed when necessary Use of safety glassware Under surveillance Patrons who are sitting are clearly separated from those passing through 	✓			
●●	Effective drugs management policies are in place, for example on search, seizure and reporting and the provision of drug amnesty safe.	✓			
●●	Use of alternatives to glass, e.g. polycarbonate drinking vessels and PTE bottles, to reduce their use as weapons and accidental injuries.	✓			
●●	Door staff on the front door and inside the venues wear high visibility clothing/arm bands and display SIA licenses to make them easily recognisable.	✓			
●●	A log of door staff is maintained to record who is working and the incidents that occur. The log is accessible to LA and Police.	✓			
●●	Toilets are under monitoring and supervision.	✓			
●	Body worn video systems for door staff. There are risk assessment, management procedures and training for use of the system. These can record incidents and protect staff against false accusations.				✗
●	Promotion of anti-tamper devices to reduce likelihood of drink spiking (but not those that promote the use of a straw).			✓	
●	Provide a 'chill out' time; internal noise levels and tempo are lowered towards the end of the evening and soft drinks, coffee, water etc supplied.		✓		
●	Consider use of Data-scan membership/entry systems to licensed premises.			✓	

POLICING STRATEGIES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	There is a highly visible police presence at an appropriate level with a core of town centre dedicated officers having local knowledge	✓			
●●●●	There are designated public places orders that are subject to robust policing and enforcement, especially at peak times.			✓	
●●●●	Hot spot areas are subject to positive policing, especially during peak times.	✓			
●●●●	Evidence of counter terrorism issues being addressed. (The government's countering terrorism strategy is available via the Home Office website)	✓			
●●●●	Early interventions, including use of fixed penalty notices for Section 5 public order offences, for certain types of anti-social or criminal behaviour which often act as a precursor to violence, such as urinating in the street, throwing bottles and litter, using obscene profane language in the street.	✓			
●●●●	Records are kept of where individuals who are arrested for alcohol-related offences had their last drink, allowing the identification of premises that may be serving alcohol irresponsibly. Information is fed into the licensing database.			✓	
●●	Effective drugs policies are in place, including deployment of passive drugs dogs.		✓		
●●	Use of generic, comprehensive feedback sheet for officers or Duty Sergeant operating in the night-time economy during peak times. These to be fed to the licensing team and ASBU to provide a holistic view of occurrences and influence the next tasking and co-ordination.	✓			
●●	Evidence of proactive use of Section 27 of the Violent Crime Reduction Act 2006 – directions to individuals who represents a risk of disorder to leave the locality and not return within a fixed time period.	✓			
●●	Use of restrictive police bail conditions, i.e. not to enter town centre after 10 o'clock, to moderate future behaviour.	✓			

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SAFETY AND SECURITY FOR CENTRAL NIGHT

POLICING STRATEGIES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	Knife policies are in place, e.g. S60 of the Criminal Justice and Public Order Act, searching for weapons by police or premises.	✓			
●	Dispersal strategies are in place – e.g. Handing out Lollipops & “Smile you’re on CCTV” cards.				✗
●	Use of alcohol-related conditional cautions, e.g. attending alcohol referral schemes or sweeping streets for an hour.				✗
●	Officers patrol with Body Worn Video. Risk assessment, management procedures for the system and training in use of system are in place.	✓			
●	Use of Anti-Social Behaviour Orders (ASBOs), Acceptable Behaviour Contracts (ABCs) and Dispersal Orders to tackle aggressive and drunken forms of ASB.	✓			
●	Use of mobile police cell bus in high demand areas.			✓	
●	Victimless prosecutions where admissible evidence is available, e.g. CCTV where the victim will not prosecute (but provide for the danger of double counting of offences).	✓			

CAPABLE GUARDIANS AND STREET WELFARE		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	Street marshals/wardens are deployed to provide high profile capable guardians in the town centre. These need to be additional to police presence. Marshals to be SIA licensed, possible use of door supervisors.				✗
●●	Presence of other capable guardians, e.g. street pastors, including multi-faith. Training to be provided by, for example, the police.				✗
●●	Diversity of use - local planning policies encourage a wide range of complementary evening and night-time economy uses that appeal to different ages and social groups to reduce the potential youth domination of the night-time economy. Cinemas, shops, museums, theatres and other cultural attractions stay open later and a café culture is encouraged. Consideration has been given to the introduction of residential use above shops and safe access.			✓	
●●	Active policy on street begging.	✓			
●●	Active policy on street traders.			✓	
●●	Active policy on external and internal ATMs to reduce opportunities for robbery.				✗
●	A mobile triage/A&E centre/SOS bus is used at major pre-planned events and seasonal peaks. This reduces the burden on hospital and ambulance resources and the deployment of police to violent incidents at A&E.				✗
●	Joint Paramedic and Police patrols to provide support for Ambulance personnel in potentially volatile situations allowing quicker patient care. Provide Police with early scene/witness preservation and offender identification & free up resources from both services. (Can also include St John's Ambulance staff for minor injuries)				✗
●	Use of temporary pedestrian zones surrounding high concentrations of night time economy premises. Resources are dedicated, such as police and traffic wardens, to this area. This will improve safety for egress by patrons and prevent disputes over passing taxis.			✓	
●	'Meet & Greet' patrols are provided.				✗
●	Town centre help points are provided, linked to CCTV.	✓			

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CCTV	Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
<p>●●●</p> <p>CCTV (internal and external) should be fit for purpose. i.e.:</p> <ul style="list-style-type: none"> • The operational requirements for the CCTV have been taken into consideration. • All the main areas of the night-time economy are covered by CCTV. • Picture quality and detail is sufficient to allow the identification of an individual to be established beyond reasonable doubt. The ideal for identification purposes is an image size of 120% screen height. • CCTV is linked to the police and integrated with night-net radio system. • Camera placement is based on achieving the optimum view with no obstructions, cameras should not be too far away nor be at too wide an angle • Light levels should be considered. • System should be accredited to NSI, SSAIB or SISH. • Should be registered and comply with code of practice. • CCTV is vandal resistant. • Consider slave monitor in police station and a police officer in the CCTV room. • There is regular maintenance of the CCTV system. • In licensed premises: as a minimum, cameras should be on entrances and exits, cloakroom and entrance to dance floor. Some fixed, others not, but should be fixed on entrances and exits; cameras should be at eye level. • External cameras on all entries and exits to licensed premises. <p>A separate, detailed survey of CCTV is recommended.</p>				
<p>●</p> <p>Talking CCTV cameras used where appropriate.</p>				
<p>●</p> <p>Mobile CCTV van used.</p>				
<p>●</p> <p>Flat screens on wall so patrons can see CCTV footage, to act as a deterrent.</p>				

LIGHTING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	Lighting levels are fit for purpose and conform to the appropriate British Standard.	✓			
●●●●	Lighting promotes feelings of security and well-being for pedestrians.	✓			
●●	Lighting is unobstructed, for example by trees, foliage or signage.	✓			
●●	Metal halide or similar white light source is in use, as this provides better colour definition.			✓	
●●	The lighting in the area is appropriate, i.e. is as bright and even as possible, without being too bright.	✓			
●	Regular maintenance of lighting.	✓			
●	Lighting is vandal resistant.	✓			

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SALES AND SECURITY FROM CENTRAL AT NIGHT

UNDERAGE DRINKING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●	Test purchases are conducted at licensed and off-licence premises by the local authority trading standards officers and/or police, based on intelligence of under age sales.	✓			
●●●	Evidence of targeting under-age drinking.	✓			
●●	Challenge 21/25 scheme is in operation. Adequate signage is in place.	✓			
●●	Evidence of Police and Trading Standards working with the trade to reduce underage drinking.	✓			
●	Refusal logs are maintained by licensed premises.	✓			
●	Under-age, non-alcohol drinks nights are controlled and managed effectively.	✓			
●	Staff training is provided, auditable training records are kept.	✓			

TRANSPORT		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	Taxi marshals are deployed at taxi ranks, bus stops and train stations, as appropriate, to provide high profile capable guardians and to co-ordinate use of taxis.				✗
●●●●	Taxi ranks are covered by CCTV.	✓			
●●●●	The town centre manager has links with the transport operators to liaise over whether transport is sufficient for the needs of visitors to the town centre.				✗
●●	Provision of public transport at peak times during the night, either at the normal rate or subsidised by licensee forums or CDRPs. The transport system should have surveillance.			✓	
●●	Taxi drivers are connected to the radio/night-net systems.				✗
●●	Additional measures are deployed to control taxi queues, such as railings.				✗
●●	Taxi firm offices have a radio-link to CCTV control rooms.				✗
●●	No fast food outlets are located near taxi ranks.	✓			
●●	Taxi marshals provide information, estimated waiting times etc. Alternative is plasma screens that display customer information.				✗
●	CCTV is installed in taxis and is fit for purpose. The use of taxis with CCTV is promoted and recommended by Pubwatch members.		✓		
●	Evidence of test purchase operations to combat illegal flagging by private hire and rogue cabs.		✓		
●	Taxi-watch scheme.				✗
●	Mini-cab booking kiosks are provided in a convenient location near licensed premises, or inside licensed premises where people can order taxis and then wait, possibly provide free phone. Design issues need to be taken into consideration.				✗

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SAFE AND SECURE TOWN CENTRES AT NIGHT



TRANSPORT		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●	Matrix messaging on way into town centre advising of SBD car parks to use.				✗
●	Non-cash payment schemes for taxis, consider pre-payment schemes.				✗
●	Provide good, clear advice and signage on parking in the town centre. Increase awareness of possibilities of criminal damage. Consider needs of staff parking.	✓			

OFFENDERS AND VICTIMS		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	Convictions for offenders in the night-time economy are publicised to act as a deterrent to other potential offenders, to re-assure the public that the authorities are taking the matter seriously and to act as motivation for staff. This information needs to be balanced with good news stories.	✓			
●●	Pubwatch schemes adopt a name and shame policy of offenders. (Only names of barred persons are displayed in public). Photo sharing of offenders with Pubwatch, data protocols in place.		✓		
●●	Proactive intervention of ASBU to warn offenders of consequences of repeat behaviour and also to assist in the identification of repeat offenders.	✓			
●	Alcohol arrest referral schemes are in use.	✓			
●	Partnerships examine issues of repeat offenders and victims in the night-time economy.				✗
●	Poster advertising is displayed in A&E to advise victims of violence on available Victim Support services.	✓			
●	A corporate calendar of media campaigns to make potential victims aware of the risks associated with drunkenness.	✓			

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VISUAL CUES IN THE TOWN CENTRE		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●	A positive visual impression of the town centre is provided. Including for example: <ul style="list-style-type: none"> Minimal levels of litter and graffiti in the main centre of the night-time economy. Active management of litter and graffiti removal in place 	✓			
●●●	Secure glass and bottle banks are provided. Regular monitoring and emptying are important, keeping streets generally clear. Their use should be actively promoted, particularly in high-risk disorder areas.				✗
●●	Refuse collectors are deployed at peak times to remove rubbish and litter that may be used as a weapons, e.g. bottles and glasses. The presence of the refuse collectors would also increase the level of capable guardians or 'eyes on the street' in the town centre.				✗
●●	To reduce street fouling - public toilets are provided, with extended opening hours. Mobile and pop-up toilets can also be used as an alternative. Legal powers should be implemented to prosecute offenders. Consider liaising with some outlets to permit use of their toilet facilities.				✗
●●	Use Section 215 of the Town and Country Planning Act 1990 to control the appearance of the town centre, including boarded up properties, grilles, shutters etc. This provides a local planning authority with the power to take steps to clean up land and buildings when their condition adversely affects the amenity of the area.	✓			
●	Appropriately designed rubbish bins are provided, which should be vandal and arson proof.	✓			
●	Long-term plans in place to improve frontages. Remove recessed doorways where possible, for example through the opportunity created when there is a change of use of premises.				✗
●	Street furniture is robust and secure and is regularly maintained in good order.	✓			
●	Reduce street clutter, for example encourage use of lamp posts for signage, CCTV etc.			✓	

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VISUAL CUES IN THE TOWN CENTRE		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●	Use Cleaner Neighbourhoods Act where necessary. This provides authorities with more effective powers and tools to tackle environmental issues and anti-social behaviour, e.g. nuisance, noise, graffiti and litter.				
●	When road works, holes in pavement etc. require action consider leasing the street to the contractor for a fixed period – cost to them means they tend to finish within timescale.				

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FAST FOOD OUTLETS		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●	Monitoring of fast food outlets by Police and partner agencies.	✓			
●●	Encourage the use of Door Supervisors where appropriate.			✓	
●●	Use of CCTV systems to monitor incidents inside and outside the premises.	✓			
●●	A robust approach to reviewing licenses is adopted when appropriate.	✓			
●	A traffic light system is in use in which problem outlets are identified and interventions implemented.				✗
●	Fast food outlets encouraged to close earlier.				✗
●	Investigate a possible link between fast food outlets and drugs.			✓	
●	Training for staff on conflict management and personal protection.		✓		

ACCESS ROUTES AND SPACE ALLOCATION		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●	<p>Primary routes</p> <p>There should be a combination of high profile patrols, CCTV and improved lighting along specific routes to transport nodes and out of the area to create safe routes.</p> <p>For example these routes should:</p> <ul style="list-style-type: none"> • Have appropriate lighting. • Have appropriate surveillance, for e.g. CCTV or regular patrols by capable guardians. • Be clearly visible, have appropriate visual cues and be well sign-posted. • Environmental cues have been considered, e.g. there are minimal levels of litter, rubbish and graffiti. • Vegetation is kept clear and cut back. • Co-ordinated rubbish collections. • Awareness campaigns have been carried out to increase public awareness and use of the main access routes. 	✓			
●●	<p>Alleyways</p> <p>Ensure the alleyways are not acting as fear generators.</p> <p>For example:</p> <ul style="list-style-type: none"> • Are gated where appropriate • Are not used as urinals • Do not have hiding places • Do not contain litter, rubbish or graffiti • Have clear visibility and are well-lit where appropriate 		✓		
●●	<p>Underpasses</p> <p>Eliminate underpasses where possible, consider blocking off where appropriate. Where present ensure the underpasses are not acting as fear generators, For example: Have clear visibility and are well lit Are not used as urinals Do not contain rubbish, litter or graffiti</p>			✓	
●●	<p>Private/public space</p> <p>Provide clear differentiation and robust separations between private, public and semi-public space, for example service areas, storage areas. Establish ownership of, and responsibility for, semi-public space.</p>				✗

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SCORE SHEET

●●● ESSENTIAL ACTIONS	Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered	Total possible points
Partnership working					7
Data and information sharing					3
Licensed premises					8
Policing Strategies					6
Capable guardians and street welfare					0
CCTV					1
Lighting					2
Underage drinking					2
Transport					3
Offenders and victims					0
Visual cues in the town centre					2
Fast food outlets					1
Access routes and space allocation					1

●● IMPORTANT ACTIONS	Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered	Total possible points
Partnership working					2
Data and information sharing					3
Licensed premises					13
Policing Strategies					5
Capable guardians and street welfare					6
CCTV					0
Lighting					3
Underage drinking					2
Transport					5
Offenders and victims					3
Visual cues in the town centre					3
Fast food outlets					3
Access routes and space allocation					3

● DESIRABLE ACTIONS	Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered	Total possible points
Partnership working					2
Data and information sharing					1
Licensed premises					4
Policing Strategies					6
Capable guardians and street welfare					5
CCTV					2
Lighting					1
Underage drinking					3
Transport					9
Offenders and victims					4
Visual cues in the town centre					6
Fast food outlets					4
Access routes and space allocation					0

SCORE SHEET INTERPRETATION

Consider the Essential table.

If the majority of responses are "Not considered" or "Considered and intending to implement" then a time scale for consideration and/or implementation is required.

If the majority of answers are "Considered but not applicable", then these should be reconsidered to see if any changes in circumstances makes them more applicable. These items should be given highest priority in terms of implementation. If they remain "not applicable" it may be necessary to seek external consultancy advice as to why they remain "not applicable" and whether there are any advantages expected from implementation of these or other actions.

If the majority of responses are "Implemented and evidenced", then consider implementing the other essential items, and then go onto the important actions.

Consider the Important table.

Ensure that as many essential actions as possible have been implemented.

If the majority of responses are "Not considered" or "Considered and intending to implement" then a time scale for consideration and/or implementation is required.

If the majority of answers are "Considered but not applicable", then these should be reconsidered to see if any changes in circumstances makes them more applicable. These items should be given highest priority in terms of implementation. If they remain "not applicable" it may be necessary to seek external consultancy advice as to why they remain "not applicable" and whether there are any advantages expected from implementation of these or other actions.

If the majority of responses are "Implemented and evidenced", then consider implementing the other important items, and then go on to the desirable actions.

Consider the Desirable table.

Ensure that as many essential and important actions as possible have been implemented. If there is still an issue consider the following actions.

If the majority of responses are "Not considered" or "Considered and intending to implement" then a time scale for consideration and/or implementation is required.

If the majority of answers are "Considered but not applicable", then there may be little advantage in trying to implement them.

If the majority of responses are "Implemented and evidenced", then it is essential that you obtain independent consultancy to determine why there is still a crime and alcohol related violence issue in your area.

Irrespective of the outcomes above, you may still benefit from an independent assessment of your night time economy risks, as this may highlight issues specific to your particular town centre, and the best recommendations for carrying out appropriate actions.

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Prepared for the BRE Trust by BRE
BRE Watford WD25 9XX
T + 44 (0) 1923 664000
F + 44 (0) 1923 664010
E enquiries@bre.co.uk
www.bre.co.uk



Agenda Item 11

REPORT TO: Cabinet Member – Environmental
Cabinet Member – Communities
Licensing & Regulatory Committee

DATE: 29th September 2010
6th October 2010
25th October 2010

SUBJECT: **SAFE & SECURE TOWN CENTRE AT NIGHT AUDIT – SOUTH ROAD, WATERLOO**

WARDS AFFECTED: All

REPORT OF: Peter Moore
Environmental & Technical Services Director

CONTACT OFFICER: Andrew Naisbitt
Trading Standards Section Manager
0151 934 4014

David Fenney
Community Safety Manager
0151 934 4466

**EXEMPT/
CONFIDENTIAL:** No

PURPOSE/SUMMARY:

To inform the Cabinet Member – Environmental, Cabinet Member – Communities and Licensing & Regulatory Committee of the “Safe and Secure Town Centre at Night Audit of South Road, Waterloo”, a strategic intervention to assess the issues involved in alcohol-related violence and disorder in town centres at night.

REASON WHY DECISION REQUIRED:

To advise the Cabinet Member – Environmental, Cabinet Member – Communities and Licensing & Regulatory Committee of the audit findings and to request support from the Public Health Partnership for further town centre audits.

RECOMMENDATION(S):

The Cabinet Member – Environmental, the Cabinet Member – Communities and Licensing & Regulatory Committee

- a) Note the contents of this report;
- b) Encourage further work towards potential improvement in the areas outlined in this report;
- c) Request the Public Health Partnership Alcohol Strategy Group and Alcohol-Related Crime Sub-Group consider the recommendations in the audit report; and
- d) Refer the report to the Crosby Area Committee for information.

KEY DECISION: No

FORWARD PLAN: N/A

IMPLEMENTATION DATE: Immediately following the expiry of the “call-in” period for this meeting.

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ALTERNATIVE OPTIONS:

Not to carry out Safe and Secure Town Centre Audits

IMPLICATIONS:

Budget/Policy Framework:

The Safe and Secure Town Centre at Night Audit was a joint initiative commissioned by the Public Health Partnership Alcohol Related Crime Sub Group, Trading Standards Service and the Police and part funded by the Safer Stronger Communities Fund.

It is recommended that a cost / benefit analysis of the report's recommendations should be carried out before any commitments agreed.

Financial:

<u>CAPITAL EXPENDITURE</u>	2006/ 2007 £	2007/ 2008 £	2008/ 2009 £	2009/ 2010 £
Gross Increase in Capital Expenditure	Nil	Nil	Nil	Nil
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure	Nil	Nil	Nil	Nil
Funded by:				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: N/A

Risk Assessment: N/A

Asset Management: N/A

CONSULTATION UNDERTAKEN/VIEWS

Public Health Partnership Alcohol Related Crime Sub Group

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Creating Safe Communities	√		
3	Jobs and Prosperity	√		
4	Improving Health and Well-Being	√		
5	Environmental Sustainability		√	
6	Creating Inclusive Communities	√		
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People	√		

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Safe and Secure Town Centres at Night Toolkit – (Bretrust)

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Background

1. The Cabinet Members and Licensing & Regulatory Committee Members will recall a previous report entitled “Safe & Secure Town Centre at Night Audit - Southport” presented in September 2009. The report advised that the Sefton Safer & Stronger Communities Partnership (SSCP) has been assigned the responsibility for the delivery of National Indicator 21 – “Dealing with local concerns about ASB and Crime by the Local Council and Police”. A key factor in satisfying NI21 is having baseline data which can inform intelligence led interventions and serve as a benchmark for assessing progress.
2. The report further advised of the “*Safe and Secure Centre at Night Toolkit*”, which is intended to provide stakeholders in the night-time economy with a structure for measuring the issues involved in alcohol-related violence and disorder in town centres at night, identifying priorities and taking action to deal with them. The toolkit was funded by the BRE Trust and its free use is approved. It is based on extensive research by the BRE Trust, including Crime Prevention through Environmental Design, case studies, interviews with key stakeholders and literature reviews.
3. The toolkit provides a benefit to managers of the night-time economy by supplying a framework for evaluating policies and procedures. Through implementation of the suggestions included in the toolkit it should also provide benefit to users of the night-time economy by allowing them to have a safer night out.
4. The toolkit stresses the need for joined-up thinking on a wide range of policies in the management of town centres at night involving a diverse range of representatives with responsibility for lighting, CCTV, planning, health, transport, licensing of premises, street vendors and taxis, police, street maintenance, licensing trade, youth workers etc.

Safe and Secure Town Centre Audit of South Road, Waterloo – December 2009

5. The audit was carried out between November and December 2009 by Sefton Council's Trading Standards Service. The toolkit was applied with careful consideration of the suggestions. The audit reflected the context and the unique characteristics of South Road and the scoring method was used to inform the reports conclusions. The Safe and Secure Town Centre Audit Report of South Road 2009 is appended to this report as ANNEX 1.
6. The findings of the audit will provide stakeholders in the Southport Night Time Economy with a structure for dealing with any remaining issues connected with alcohol related violence and disorder. It will also help to prioritise such issues and take action to deal with them.

7. The toolkit is broken down into 13 categories with three levels of importance:

- Essential (E), That immediate action is required
- Important (I), That they should be considered as soon as possible
- Desirable (D), Are a bonus if already implemented.

Each action is listed to determine whether they have been:-

- Already implemented, with evidence to support that implementation (*)
- Considered and intending to implement
- Considered but not applicable
- Not considered

Summary of Findings

8. Category 1 - Partnership Working

- a) Sefton Council's Crime Reduction and Community Safety Strategy ensures joined up partnership working through the Safer And Stronger Communities Partnership (SSCP), the Community Safety Area Partnerships (CSAP), the Alcohol Harm Reduction Strategy Group and Alcohol And Crime sub group.
- b) There is no dedicated South Road Problem Solving Group at present but this is currently being considered to focus on the Night Time Economy/ Crime Reduction.
- c) It is anticipated that once the group has formed the other issues in this category will be instigated. However measures do currently exist to ensure problems are dealt with in a positive manner.
- d) The local Pubwatch scheme was discontinued but is currently being encouraged. Help and advice is also being offered to licensees.

Recommendations

- A dedicated town centre crime reduction group to take a holistic view of day and night time issues across South Road and Crosby Village.(E)

9. Category 2 - Data and Information Sharing

- a) Sefton Council's Analysis and Intelligence Management Team (AIM) researches and co-ordinates information on hotspots with CSAP to prioritise and act on issues. Data is recorded on crime and ASB issues and fed back to the relevant partners to act.

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Recommendations

- Implement a data sharing agreement between the PCT and local authority with anonymous information on data from A&E departments and the Ambulance Service. This information should be analysed, prioritised, actioned and followed up with evaluation. **(E)**
- This should be done by way of standardised forms that guarantee anonymity for staff in A&E to complete for all victims of violent crime. These would provide valuable information on location, times, weapons used, injuries sustained and involvement of alcohol. **(I)**
- Data should be provided in 'real time' to allow for policing/partnership strategies to adapt to changes in night time economy. **(I)**

10. Category 3 - Licensed Premises

- a) Proactive and well run premises are encouraged through Best Bar None. The police have a comprehensive licensing database to monitor licensees and licensed premises. The Force system records violent crime linked to specified licensed premises and access is only allowed to specified personnel for evidential purposes.
- b) Top ten premises with problems are identified and interventions implemented by police, fire and rescue and local authority through Operation Nightsafe. Best Bar None is used as a standard of operation for managers of licensed premises where regular checks on the standards are carried out.
- c) There is a night net radio/paging system for pubs being implemented, to allow for a rapid response from the police to problems. However it is not yet linked to public CCTV system.
- d) Police and Local Authority Licensing Officers make routine regular contact with licensee representatives in hot spot areas. Police make overt video recordings using body cams and night-safe police vehicles. The neighbourhood officers also carry Blackberries. They take photos to use as evidence for prosecutions, reviews and prosecutions of licensed premises these also act as a deterrent. Police have instigated effective drugs management policies including the use of drugs dogs when funding has been available.
- e) Happy Hours and drinks promotions are discouraged by police on a voluntary basis.
- f) There is no drugs amnesty but drugs management is in place by way of posters and BBN. Police do walk-throughs on a regular basis and a request has been made for a bid for the further use of drugs dogs.
- g) There is effective management and control of outside smoking space S12 Crime and Disorder Act provides for No Alcohol Zone.

- h) A Cumulative Impact Policy was considered for this area but it was decided that it was not appropriate at the time due to the level of incidents being considerably lower than areas that had a CI policy.
- i) Door staff wear high visibility clothing/armbands and display SIA licenses. A log of door staff is maintained and the log is accessible to LA and Police, this is part of the licence condition.

Recommendations

- The Night Net Radio/paging system for all pubs and clubs in close proximity should be linked to Sefton Security. **(E)**
- The Pubwatch Scheme needs to be reconvened **(E)**
- Staggered closing times are recommended by BRE. **(I)**
- The use of polycarbonate drinking vessels and PTE bottles could be promoted **(I)**
- A “banned from one banned from all” scheme could be implemented. **(I)**

11. Category 4 - Policing Strategies

- a) There is no designated public places order in operation but Section 12 of the Criminal Justice & Police Act provides Police with the ability to ask the public to surrender containers they believe to contain alcohol.
- b) Police receive weekly tasks in neighbourhood profile to deal with any terrorism issues.
- c) Police do not keep records of where individuals who are arrested for alcohol related offences had their last drink as this is not reliable. However there are other procedures in place to monitor this.
- d) Drugs dogs have been used and may be considered in future. A request has been made but it depends on funding.
- e) Alcohol related conditional cautions have not been considered and although drinking banning orders with the option of attending a course have been considered, the Authority considers that there are already sufficient alternative powers that can be used.
- f) There is no requirement for a mobile police cell bus but the mobile police station is used on occasion.
- g) Hand held metal detectors (safety wands) are being issued to licensed premises.

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12. Category 5 - Capable Guardians and Street Welfare

- a) There are currently no resources available for street marshals, capable guardians or street pastors.
- b) Local planning policies encourage a small range of complimentary evening and night time economy uses around the locality but within limitations.

Recommendations

- All items not considered in this category should be considered once a dedicated partnership has been established to assess whether or not these issues are applicable. **(I & D)**

13. Category 6 – CCTV

- a) All the main areas of the night time economy are covered by CCTV and fit for purpose.

Recommendations

- Talking CCTV cameras and flat screens on walls to act as a deterrent are a desirable option **(D)**

14. Category 7 – Lighting

- a) Lighting levels are fit for purpose and conform to the appropriate British Standard. High Pressure sodium plus are used as they last 4 years as opposed to metal halide which only have a life of 2 years therefore there is less waste and consequently more environmentally friendly.
- b) There is a 3 year maintenance plan and any reported faults are rectified within 3 working days.
- c) The lighting is best possible vandal resistant with metal locks and polycarbonate covers instead of glass.

Recommendations

- It would benefit the area to have brighter lighting in the section beside the bus terminus with the introduction of white lighting in this area.

15. Category 8 – Underage Drinking

- a) There is evidence of targeting underage drinking by way of test purchase operations at licensed and off-licence premises by police and trading standards. Challenge 21/25 is in operation together with 'Knock Back', 'Buy Booze They Lose' and other such initiatives working with the trade to reduce underage drinking.

- b) Refusal logs are maintained by licensed premises and staff training is provided.

16. Category 9 – Transport

- a) There are no taxi marshals in this area and whilst the taxi rank is covered by CCTV it is not ideally situated and is too small. Consequently taxis are parking up on the kerb causing congestion.
- b) Test purchase operations to combat taxi touting have been done in the past.

Recommendations

- Taxi marshals should be considered for peak times **(E)**
- A bigger taxi rank in a more suitable location to prevent congestion would be desirable, together with bollards on the pavement alongside Cue Bar to prevent vehicles parking on the kerb. **(I)**
- A booking kiosk or room within licensed premises for people to order taxis and wait should also be considered. This would help with the build up of people outside The Alexandra Pub waiting for taxis from the taxi firm next door **(D)**

17. Category 10 – Offenders and Victims

- a) As no partnership currently exists there is no monitoring of issues of repeat offenders and victims in the night time economy. This will be addressed once the partnership is established.
- b) All other issues in this category have been implemented by press and publicity, posters and MARAC, and once the Pubwatch has been established a name and shame policy will be adopted.

18. Category 11 – Visual Clues in the Town Centre

- a) There is a positive visual impression of the town centre with minimal levels of graffiti and active management of removal of litter.

Recommendations

- Secure glass and bottle banks should be provided and emptied on a regular basis keeping the streets clear. **(E)**
- Refuse collectors could also be deployed at peak times to remove rubbish and litter that may be used as weapons. **(I)**
- Remove recessed doorways where possible and improve frontages of premises. **(D)**

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19. Category 12 – Fast Food Outlets

- a) Neighbourhood police officers monitor fast food outlets.
- b) CCTV systems are in place and a robust approach is adopted when renewing licences.
- c) Training is being offered by Environmental Health Commercial Section for staff working in the day and night time economy on conflict management and personal protection.

Recommendations

- A traffic light system could be used to identify problem outlets and implement interventions **(D)**
- Encourage any problem premises to close earlier **(D)**

20. Category 13 – Access Routes and Space Allocation

- a) The primary routes have CCTV coverage and adequate lighting.
- b) Community Payback is being utilised to keep alleyways clear and tidy and to remove graffiti.
- c) The underpass from the station is well lit and well maintained.

Conclusions

21. In order for South Road to satisfy the minimum standard for a safe and secure town centre the following actions are recommended to address the essential criteria highlighted in the report.
 - a) Partnership Working - A dedicated town centre crime reduction group to meet on a regular basis to set measurable goals linked to PSA targets to reduce crime and disorder. The group should comprise of a range of members from Local Authority, Police, Probation Service, Health Authority, Fire and Rescue, Drug and Alcohol Team etc. with “champions” of the night time economy dedicated to reducing crime and disorder. Joint performance, action and evaluation should take place at regular intervals.
 - b) Data and Information Sharing – Implement a data sharing agreement between the PCT and local authority with anonymous information on data from A&E departments and the ambulance service. This information should be analysed, prioritized, actioned and followed up with evaluation.

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- c) Licensed Premises – The Night Net Radio/paging system for all pubs and clubs in close proximity should be linked to Sefton Security. The Pubwatch scheme needs to be reconvened.
- d) CCTV – The audit considered that CCTV provision met the listed criteria but recommends a separate detailed survey of CCTV provision.
- e) Transport – Taxi marshals should be considered for peak times and checks could be made to establish whether transport is sufficient for the needs of visitors to the town centre.
- f) Visual Cues in the Town Centre – Secure glass and bottle banks should be provided and emptied on a regular basis keeping the streets clear.

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SAFE AND SECURE TOWN CENTRES AT NIGHT TOOLKIT

bretrust

Agenda Item 11

BRE client report number 242885

Prepared by Sharon Monahan and Joan Oxley, consultants at BRE,
for the BRE Trust

BRE Watford WD25 9XX

T + 44 (0) 1923 664000

F + 44 (0) 1923 664010

E enquiries@bre.co.uk

www.bre.co.uk

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ACKNOWLEDGEMENTS

BRE gratefully acknowledge the following steering group members for their contribution to this toolkit:

Bill Butcher, Thames Valley Police

Pat Cogan, ACPO CPI Ltd.

Dan Messenger, West Yorkshire Police

Dr Tim Pascoe, Griffin Research and Consultancy Ltd

Lionel Starling, Swindon Borough Council

Mike Stephenson, West Mercia Police

Dave Stubbs, Thames Valley Police

Jane Taylor, Watford Borough Council

Chris Vercoe, Devon and Cornwall Police

Mark Worthington, Northamptonshire Police

INTRODUCTION

This project was funded by the BRE Trust and its free use is approved by the BRE Trust.

The tool is intended to provide stakeholders in the night-time economy with a structure for measuring the issues involved in alcohol-related violence and disorder in town centres at night, identifying priorities and taking action to deal with them. The toolkit provides a benefit to managers of the night-time economy by supplying a framework for evaluating policies and procedures. Through implementation of the suggestions included in the toolkit it should also provide benefit to users of the night-time economy by allowing them to have a safer night out.

It is based on extensive research by the BRE, including Crime Prevention Through Environmental Design (CPTED), case studies, interviews with key stakeholders, steering group meetings, observations and literature reviews.

The toolkit stresses the need for joined-up thinking on a wide range of policies in the management of town centres at night involving a diverse range of representatives with responsibility for lighting, CCTV, planning, health, transport, licensing of premises, street vendors and taxis, police, street maintenance, licensing trade, youth workers, etc.




This tool needs to be applied with careful consideration of the suggestions. There are no generally applicable solutions; what works in one town centre may not work in another. It is essential therefore to consider the context and the unique characteristics of the locality. However, the scoring method at the end of the form can provide a starting point for responsible stakeholders to assist in tackling the issues involved in alcohol-related violence and disorder in town centres at night through appropriate action.

It is hoped that this toolkit will encourage much thought and action and also stimulate debate. As town centre legislation and knowledge are in a continuous state of change, the toolkit will be modified and updated on a regular basis. If you have any comments please send them to Sharon Monahan, email monahans@bre.co.uk.

HOW TO FILL IN THE TOOLKIT

The checklist is split into 13 categories that cover all aspects of the night time economy known to affect crime levels and alcohol related violence. Within each category there are a number of actions that can be taken. These actions have different levels of importance, as illustrated by the colour and dot rating shown in the table below. Hence the actions at the beginning of each category are considered to be more important than those lower down the list.

Levels of importance for actions

	Essential	These actions are essential and urgent, immediate action is required to implement them.
	Important	These actions are important and should be considered as soon as possible
	Desirable	These actions are desirable and are a bonus if implemented.

The person filling in the checklist will need to consider each of the actions listed to determine whether they have been:

- Already implemented, with evidence to support that implementation
- Considered and intending to implement
- Considered but not applicable
- Not considered.

In each case, the answer should be a truthful account of the current situation in the town centre economy to which it is applied. If there is no information available for a given action then the action should be rated as not considered. The responses can then be transferred to the score sheet at the end of the toolkit.

PARTNERSHIP WORKING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	There is a dedicated town centre crime reduction group who can take a holistic view of day and night-time issues.		✓		
●●●●	A diverse range of member involvement, members will be variable depending on need. Key members in each organisation are identified and included in group. Group should be led by the LA. Examples of members could include: <ul style="list-style-type: none"> • Local Authority • Police • Probation Service • Health Authority • Youth Offending Team • Drug and Alcohol Team • Local residents • Transport • Fire and Rescue • Door staff 		✓		
●●●●	There are 'champions' of the night-time economy, dedicated to reducing crime and disorder with overall responsibility for the group.		✓		
●●●●	Agreed and understood policies to reduce crime and disorder, with measurable goals on a short, medium and long-term basis. To be linked to PSA targets.				✗
●●●●	Effective, co-ordinated and proactive management of the public domain, e.g. lighting, transport etc.				✗
●●●●	Joint performance, action and evaluation take place at regular intervals.				✗
●●●●	A high rate of pro-activeness amongst members. Evidenced by regular informal meetings. Regular contact, both formal and informal, with parties outside the core group.				✗
●●	A representative from the local Pubwatch scheme is included in the partnership and licensed premises managers have a strong and effective voice.		✓		

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SAFE AND SECURE TOWN CENTRES AT NIGHT

PARTNERSHIP WORKING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	The partnership has an education strategy. It is actively engaged in promoting safety education messages to visitors to the night-time economy. Promotional material is available and police and partners visit universities and sixth forms/colleges and schools to advise on the dangers of alcohol abuse/misuse and in relation to improving personal safety.	✓			
●	All partners receive training on the issues involved in crime and disorder in the night-time economy.		✓		
●	A media strategy is in place. Positive effort to engage with the local press and radio, building a good working relationship to promote the work in reducing crime in the night-time economy and to discourage 'sensationalist' reporting of incidents. Promote good news stories of successful operations, but taking care not to be counter-productive & increase fear.	✓			

DATA AND INFORMATION SHARING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	Crime and anti-social behaviour data is robust and detailed and hotspots are regularly identified and analysed.	✓			
●●●●	The NHS/Primary Care Trust is involved in intelligence gathering and information sharing. There is a data sharing agreement between health department and local authority, anonymised information, including data from local A&E departments and the Ambulance Service, is shared as a matter of course. Information is analysed, prioritised, tasked, actioned and followed-up with evaluation.				✗
●●●●	There is a dedicated research and information co-ordinator to analyse data and prioritise tasks.	✓			
●●	There are standardised forms that guarantee anonymity for staff in A&E to complete for all victims of violent crime. These can provide valuable information on location, times, weapons used, injuries sustained and involvement of alcohol.				✗
●●	Data is supplied in 'real time' to allow for policing/ partnership strategies to adapt to changes in night-time economy.				✗
●●	Qualitative data collection techniques are in use, e.g. walking around the site, photographing evidence of signs of urination, litter, glass etc.	✓			
●	A footfall count is in operation to assist in the provision of more meaningful crime data.			✓	

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LICENSED PREMISES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	<p>Consideration has been given to the appropriate number and/or type of licensed premises in the town centre.</p> <p>e.g. through the use of:</p> <ul style="list-style-type: none"> • A Cumulative Impact Policy • Planning: Planning and Licensing Dept. liaising, Supplementary Planning Guidance, Local Area Plan • Section 17 of the Crime and Disorder Act 1998 which states that local authorities have a duty to consider crime and disorder implications and do all they reasonably can to prevent crime and disorder in its area. 			✓	
●●●●	Proactive and well run premises are encouraged.	✓			
●●●●	There is a comprehensive licensing database available to monitor licensees and licensed premises. Recording procedures for violent crime are linked to specific licensed premises for evidential purposes, tasking and co-ordination.	✓			
●●●●	Top ten premises with problems are identified and an array of interventions implemented, involving police, fire and rescue, local authority etc. A traffic light system is in use in which problem premises are identified and interventions implemented. This is not available in the public realm unless the premises goes to review.	✓			
●●●●	A 'Quality Charter Mark', such as Best Bar None or similar, is used to set a standard of operation for managers of licensed premises. Regular checks on the standard are carried out.	✓			
●●●●	There is a licensee's forum or Pubwatch to provide a stronger voice for licensees to air their concerns.		✓		
●●●●	There is a Night Net Radio/paging system for all pubs and dubs in close proximity. To allow for a rapid response from the police to problems, the systems should also be directly linked to whoever monitors the public CCTV system.		✓		

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LICENSED PREMISES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	Police and/or Local Authority licensing officers make routine, regular contact with licensee representatives in hot spot areas.	✓			
●●	Compliance with the minimum standards set out in Secured By Design (SBD).		✓		
●●	Staggered dosing times are encouraged by licensing authority.				✗
●●	'Vertical drinking' premises are discouraged.				✗
●●	'Happy Hours' and drinks promotions are discouraged. Premises who run these promotions receive focussed attention.	✓			
●●	There is a 'banned from one, banned from all' scheme in operation.		✓		
●●	Demonstrated evidence gathering. e.g. police or licensing officers make overt video recordings to use as evidence for prosecutions, reviews and prosecutions of licensed premises. They film patrons leaving licensed premises and use evidence of poor practice to liaise with licensees, door supervisors and area managers. Examples of poor practice include people leaving with bottles and glasses, people leaving in an obvious drunken state etc.	✓			
●●	There is effective management and control of outside smoking space and entry and exit points. Including for example: <ul style="list-style-type: none"> • No alcoholic drinks are permitted outside • CCTV coverage or alternative surveillance • CCTV is not obstructed by umbrellas etc • Provisions for cigarette butts • Use of safety glassware • Safe ashtrays, should be fixed (in particular not glass and not heavyweight) • Noise reduction measures 	✓			

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LICENSED PREMISES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	Pavement licensed areas are effectively managed and controlled, including for example: <ul style="list-style-type: none"> Kept clean and tidy Tables and chairs removed when necessary Use of safety glassware Under surveillance Patrons who are sitting are clearly separated from those passing through 			✓	
●●	Effective drugs management policies are in place, for example on search, seizure and reporting and the provision of drug amnesty safe.	✓			
●●	Use of alternatives to glass, e.g. polycarbonate drinking vessels and PTE bottles, to reduce their use as weapons and accidental injuries.			✓	
●●	Door staff on the front door and inside the venues wear high visibility clothing/arm bands and display SIA licenses to make them easily recognisable.	✓			
●●	A log of door staff is maintained to record who is working and the incidents that occur. The log is accessible to LA and Police.	✓			
●●	Toilets are under monitoring and supervision.	✓			
●	Body worn video systems for door staff. There are risk assessment, management procedures and training for use of the system. These can record incidents and protect staff against false accusations.				✗
●	Promotion of anti-tamper devices to reduce likelihood of drink spiking (but not those that promote the use of a straw).			✓	
●	Provide a 'chill out' time; internal noise levels and tempo are lowered towards the end of the evening and soft drinks, coffee, water etc supplied.		✓		
●	Consider use of Data-scan membership/entry systems to licensed premises.			✓	

POLICING STRATEGIES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	There is a highly visible police presence at an appropriate level with a core of town centre dedicated officers having local knowledge	✓			
●●●●	There are designated public places orders that are subject to robust policing and enforcement, especially at peak times.			✓	
●●●●	Hot spot areas are subject to positive policing, especially during peak times.	✓			
●●●●	Evidence of counter terrorism issues being addressed. (The government's countering terrorism strategy is available via the Home Office website)	✓			
●●●●	Early interventions, including use of fixed penalty notices for Section 5 public order offences, for certain types of anti-social or criminal behaviour which often act as a precursor to violence, such as urinating in the street, throwing bottles and litter, using obscene profane language in the street.	✓			
●●●●	Records are kept of where individuals who are arrested for alcohol-related offences had their last drink, allowing the identification of premises that may be serving alcohol irresponsibly. Information is fed into the licensing database.			✓	
●●	Effective drugs policies are in place, including deployment of passive drugs dogs.		✓		
●●	Use of generic, comprehensive feedback sheet for officers or Duty Sergeant operating in the night-time economy during peak times. These to be fed to the licensing team and ASBU to provide a holistic view of occurrences and influence the next tasking and co-ordination.	✓			
●●	Evidence of proactive use of Section 27 of the Violent Crime Reduction Act 2006 – directions to individuals who represents a risk of disorder to leave the locality and not return within a fixed time period.	✓			
●●	Use of restrictive police bail conditions, i.e. not to enter town centre after 10 o'clock, to moderate future behaviour.	✓			

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SALE AND SECURITY FOR CENTRAL NIGHT

POLICING STRATEGIES		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	Knife policies are in place, e.g. S60 of the Criminal Justice and Public Order Act, searching for weapons by police or premises.	✓			
●	Dispersal strategies are in place – e.g. Handing out Lollipops & "Smile you're on CCTV" cards.				✗
●	Use of alcohol-related conditional cautions, e.g. attending alcohol referral schemes or sweeping streets for an hour.				✗
●	Officers patrol with Body Worn Video. Risk assessment, management procedures for the system and training in use of system are in place.	✓			
●	Use of Anti-Social Behaviour Orders (ASBOs), Acceptable Behaviour Contracts (ABCs) and Dispersal Orders to tackle aggressive and drunken forms of ASB.	✓			
●	Use of mobile police cell bus in high demand areas.			✓	
●	Victimless prosecutions where admissible evidence is available, e.g. CCTV where the victim will not prosecute (but provide for the danger of double counting of offences).	✓			

CAPABLE GUARDIANS AND STREET WELFARE		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	Street marshals/wardens are deployed to provide high profile capable guardians in the town centre. These need to be additional to police presence. Marshals to be SIA licensed, possible use of door supervisors.				✗
●●	Presence of other capable guardians, e.g. street pastors, including multi-faith. Training to be provided by, for example, the police.				✗
●●	Diversity of use - local planning policies encourage a wide range of complementary evening and night-time economy uses that appeal to different ages and social groups to reduce the potential youth domination of the night-time economy. Cinemas, shops, museums, theatres and other cultural attractions stay open later and a café culture is encouraged. Consideration has been given to the introduction of residential use above shops and safe access.	✓			
●●	Active policy on street begging.	✓			
●●	Active policy on street traders.			✓	
●●	Active policy on external and internal ATMs to reduce opportunities for robbery.				✗
●	A mobile triage/A&E centre/SOS bus is used at major pre-planned events and seasonal peaks. This reduces the burden on hospital and ambulance resources and the deployment of police to violent incidents at A&E.				✗
●	Joint Paramedic and Police patrols to provide support for Ambulance personnel in potentially volatile situations allowing quicker patient care. Provide Police with early scene/witness preservation and offender identification & free up resources from both services. (Can also include St John's Ambulance staff for minor injuries)				✗
●	Use of temporary pedestrian zones surrounding high concentrations of night time economy premises. Resources are dedicated, such as police and traffic wardens, to this area. This will improve safety for egress by patrons and prevent disputes over passing taxis.				✗
●	'Meet & Greet' patrols are provided.				✗
●	Town centre help points are provided, linked to CCTV.	✓			

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CCTV	Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
<p>●●●</p> <p>CCTV (internal and external) should be fit for purpose. i.e.:</p> <ul style="list-style-type: none"> • The operational requirements for the CCTV have been taken into consideration. • All the main areas of the night-time economy are covered by CCTV. • Picture quality and detail is sufficient to allow the identification of an individual to be established beyond reasonable doubt. The ideal for identification purposes is an image size of 120% screen height. • CCTV is linked to the police and integrated with night-net radio system. • Camera placement is based on achieving the optimum view with no obstructions, cameras should not be too far away nor be at too wide an angle • Light levels should be considered. • System should be accredited to NSI, SSAIB or SISH. • Should be registered and comply with code of practice. • CCTV is vandal resistant. • Consider slave monitor in police station and a police officer in the CCTV room. • There is regular maintenance of the CCTV system. • In licensed premises: as a minimum, cameras should be on entrances and exits, cloakroom and entrance to dance floor. Some fixed, others not, but should be fixed on entrances and exits; cameras should be at eye level. • External cameras on all entries and exits to licensed premises. <p>A separate, detailed survey of CCTV is recommended.</p>				
<p>●</p> <p>Talking CCTV cameras used where appropriate.</p>				
<p>●</p> <p>Mobile CCTV van used.</p>				
<p>●</p> <p>Flat screens on wall so patrons can see CCTV footage, to act as a deterrent.</p>				

LIGHTING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	Lighting levels are fit for purpose and conform to the appropriate British Standard.	✓			
●●●●	Lighting promotes feelings of security and well-being for pedestrians.	✓			
●●	Lighting is unobstructed, for example by trees, foliage or signage.	✓			
●●	Metal halide or similar white light source is in use, as this provides better colour definition.			✓	
●●	The lighting in the area is appropriate, i.e. is as bright and even as possible, without being too bright.	✓			
●	Regular maintenance of lighting.	✓			
●	Lighting is vandal resistant.	✓			

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SALES AND SECURITY FROM CENTRAL NIGHT

UNDERAGE DRINKING		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●	Test purchases are conducted at licensed and off-licence premises by the local authority trading standards officers and/or police, based on intelligence of under age sales.	✓			
●●●	Evidence of targeting under-age drinking.	✓			
●●	Challenge 21/25 scheme is in operation. Adequate signage is in place.	✓			
●●	Evidence of Police and Trading Standards working with the trade to reduce underage drinking.	✓			
●	Refusal logs are maintained by licensed premises.	✓			
●	Under-age, non-alcohol drinks nights are controlled and managed effectively.	✓			
●	Staff training is provided, auditable training records are kept.	✓			

TRANSPORT		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●●	Taxi marshals are deployed at taxi ranks, bus stops and train stations, as appropriate, to provide high profile capable guardians and to co-ordinate use of taxis.				✗
●●●●	Taxi ranks are covered by CCTV.	✓			
●●●●	The town centre manager has links with the transport operators to liaise over whether transport is sufficient for the needs of visitors to the town centre.				✗
●●	Provision of public transport at peak times during the night, either at the normal rate or subsidised by licensee forums or CDRPs. The transport system should have surveillance.			✓	
●●	Taxi drivers are connected to the radio/night-net systems.				✗
●●	Additional measures are deployed to control taxi queues, such as railings.				✗
●●	Taxi firm offices have a radio-link to CCTV control rooms.				✗
●●	No fast food outlets are located near taxi ranks.				✗
●●	Taxi marshals provide information, estimated waiting times etc. Alternative is plasma screens that display customer information.				✗
●	CCTV is installed in taxis and is fit for purpose. The use of taxis with CCTV is promoted and recommended by Pubwatch members.		✓		
●	Evidence of test purchase operations to combat illegal flagging by private hire and rogue cabs.		✓		
●	Taxi-watch scheme.				✗
●	Mini-cab booking kiosks are provided in a convenient location near licensed premises, or inside licensed premises where people can order taxis and then wait, possibly provide free phone. Design issues need to be taken into consideration.				✗

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SAFE AND SECURE TOWN CENTRES AT NIGHT

TRANSPORT		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●	Matrix messaging on way into town centre advising of SBD car parks to use.				✗
●	Non-cash payment schemes for taxis, consider pre-payment schemes.				✗
●	Provide good, clear advice and signage on parking in the town centre. Increase awareness of possibilities of criminal damage. Consider needs of staff parking.	✓			

OFFENDERS AND VICTIMS		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●	Convictions for offenders in the night-time economy are publicised to act as a deterrent to other potential offenders, to re-assure the public that the authorities are taking the matter seriously and to act as motivation for staff. This information needs to be balanced with good news stories.	✓			
●●	Pubwatch schemes adopt a name and shame policy of offenders. (Only names of barred persons are displayed in public). Photo sharing of offenders with Pubwatch, data protocols in place.		✓		
●●	Proactive intervention of ASBU to warn offenders of consequences of repeat behaviour and also to assist in the identification of repeat offenders.	✓			
●	Alcohol arrest referral schemes are in use.	✓			
●	Partnerships examine issues of repeat offenders and victims in the night-time economy.				✗
●	Poster advertising is displayed in A&E to advise victims of violence on available Victim Support services.	✓			
●	A corporate calendar of media campaigns to make potential victims aware of the risks associated with drunkenness.	✓			

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VISUAL CUES IN THE TOWN CENTRE		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●	A positive visual impression of the town centre is provided. Including for example: <ul style="list-style-type: none"> Minimal levels of litter and graffiti in the main centre of the night-time economy. Active management of litter and graffiti removal in place 	✓			
●●●	Secure glass and bottle banks are provided. Regular monitoring and emptying are important, keeping streets generally clear. Their use should be actively promoted, particularly in high-risk disorder areas.				✗
●●	Refuse collectors are deployed at peak times to remove rubbish and litter that may be used as a weapons, e.g. bottles and glasses. The presence of the refuse collectors would also increase the level of capable guardians or 'eyes on the street' in the town centre.				✗
●●	To reduce street fouling - public toilets are provided, with extended opening hours. Mobile and pop-up toilets can also be used as an alternative. Legal powers should be implemented to prosecute offenders. Consider liaising with some outlets to permit use of their toilet facilities.	✓			
●●	Use Section 215 of the Town and Country Planning Act 1990 to control the appearance of the town centre, including boarded up properties, grilles, shutters etc. This provides a local planning authority with the power to take steps to clean up land and buildings when their condition adversely affects the amenity of the area.	✓			
●	Appropriately designed rubbish bins are provided, which should be vandal and arson proof.	✓			
●	Long-term plans in place to improve frontages. Remove recessed doorways where possible, for example through the opportunity created when there is a change of use of premises.				✗
●	Street furniture is robust and secure and is regularly maintained in good order.	✓			
●	Reduce street clutter, for example encourage use of lamp posts for signage, CCTV etc.			✓	

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VISUAL CUES IN THE TOWN CENTRE		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●	Use Cleaner Neighbourhoods Act where necessary. This provides authorities with more effective powers and tools to tackle environmental issues and anti-social behaviour, e.g. nuisance, noise, graffiti and litter.	✔			
●	When road works, holes in pavement etc. require action consider leasing the street to the contractor for a fixed period – cost to them means they tend to finish within timescale.				✘

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FAST FOOD OUTLETS		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●	Monitoring of fast food outlets by Police and partner agencies.	✓			
●●	Encourage the use of Door Supervisors where appropriate.			✓	
●●	Use of CCTV systems to monitor incidents inside and outside the premises.	✓			
●●	A robust approach to reviewing licenses is adopted when appropriate.	✓			
●	A traffic light system is in use in which problem outlets are identified and interventions implemented.				✗
●	Fast food outlets encouraged to close earlier.				✗
●	Investigate a possible link between fast food outlets and drugs.			✓	
●	Training for staff on conflict management and personal protection.		✓		

ACCESS ROUTES AND SPACE ALLOCATION		Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered
●●●	<p>Primary routes</p> <p>There should be a combination of high profile patrols, CCTV and improved lighting along specific routes to transport nodes and out of the area to create safe routes.</p> <p>For example these routes should:</p> <ul style="list-style-type: none"> • Have appropriate lighting. • Have appropriate surveillance, for e.g. CCTV or regular patrols by capable guardians. • Be clearly visible, have appropriate visual cues and be well sign-posted. • Environmental cues have been considered, e.g. there are minimal levels of litter, rubbish and graffiti. • Vegetation is kept clear and cut back. • Co-ordinated rubbish collections. • Awareness campaigns have been carried out to increase public awareness and use of the main access routes. 	✓			
●●	<p>Alleyways</p> <p>Ensure the alleyways are not acting as fear generators.</p> <p>For example:</p> <ul style="list-style-type: none"> • Are gated where appropriate • Are not used as urinals • Do not have hiding places • Do not contain litter, rubbish or graffiti • Have clear visibility and are well-lit where appropriate 		✓		
●●	<p>Underpasses</p> <p>Eliminate underpasses where possible, consider blocking off where appropriate. Where present ensure the underpasses are not acting as fear generators, For example: Have clear visibility and are well lit Are not used as urinals Do not contain rubbish, litter or graffiti</p>	✓			
●●	<p>Private/public space</p> <p>Provide clear differentiation and robust separations between private, public and semi-public space, for example service areas, storage areas. Establish ownership of, and responsibility for, semi-public space.</p>				✗

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SCORE SHEET

●●● ESSENTIAL ACTIONS	Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered	Total possible points
Partnership working					7
Data and information sharing					3
Licensed premises					8
Policing Strategies					6
Capable guardians and street welfare					0
CCTV					1
Lighting					2
Underage drinking					2
Transport					3
Offenders and victims					0
Visual cues in the town centre					2
Fast food outlets					1
Access routes and space allocation					1

●● IMPORTANT ACTIONS	Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered	Total possible points
Partnership working					2
Data and information sharing					3
Licensed premises					13
Policing Strategies					5
Capable guardians and street welfare					6
CCTV					0
Lighting					3
Underage drinking					2
Transport					5
Offenders and victims					3
Visual cues in the town centre					3
Fast food outlets					3
Access routes and space allocation					3

● DESIRABLE ACTIONS	Implemented and evidenced	Considered and intending to implement	Considered, but not applicable	Not considered	Total possible points
Partnership working					2
Data and information sharing					1
Licensed premises					4
Policing Strategies					6
Capable guardians and street welfare					5
CCTV					2
Lighting					1
Underage drinking					3
Transport					9
Offenders and victims					4
Visual cues in the town centre					6
Fast food outlets					4
Access routes and space allocation					0

SCORE SHEET INTERPRETATION

Consider the Essential table.

If the majority of responses are "Not considered" or "Considered and intending to implement" then a time scale for consideration and/or implementation is required.

If the majority of answers are "Considered but not applicable", then these should be reconsidered to see if any changes in circumstances makes them more applicable. These items should be given highest priority in terms of implementation. If they remain "not applicable" it may be necessary to seek external consultancy advice as to why they remain "not applicable" and whether there are any advantages expected from implementation of these or other actions.

If the majority of responses are "Implemented and evidenced", then consider implementing the other essential items, and then go onto the important actions.

Consider the Important table.

Ensure that as many essential actions as possible have been implemented.

If the majority of responses are "Not considered" or "Considered and intending to implement" then a time scale for consideration and/or implementation is required.

If the majority of answers are "Considered but not applicable", then these should be reconsidered to see if any changes in circumstances makes them more applicable. These items should be given highest priority in terms of implementation. If they remain "not applicable" it may be necessary to seek external consultancy advice as to why they remain "not applicable" and whether there are any advantages expected from implementation of these or other actions.

If the majority of responses are "Implemented and evidenced", then consider implementing the other important items, and then go on to the desirable actions.

Consider the Desirable table.

Ensure that as many essential and important actions as possible have been implemented. If there is still an issue consider the following actions.

If the majority of responses are "Not considered" or "Considered and intending to implement" then a time scale for consideration and/or implementation is required.

If the majority of answers are "Considered but not applicable", then there may be little advantage in trying to implement them.

If the majority of responses are "Implemented and evidenced", then it is essential that you obtain independent consultancy to determine why there is still a crime and alcohol related violence issue in your area.

Irrespective of the outcomes above, you may still benefit from an independent assessment of your night time economy risks, as this may highlight issues specific to your particular town centre, and the best recommendations for carrying out appropriate actions.

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Prepared for the BRE Trust by BRE
BRE Watford WD25 9XX
T + 44 (0) 1923 664000
F + 44 (0) 1923 664010
E enquiries@bre.co.uk
www.bre.co.uk

