



## **PORTFOLIO HOLDER DECISION NOTICE**

### **INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR ENVIRONMENT AND TRANSPORT**

#### **TOPIC – ENVIRONMENT AND TRANSPORT PORTFOLIO PLAN 2012/13**

#### **PROCEDURAL INFORMATION**

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Corporate Director (Governance), the Chief Executive and the Head of Finance are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed request, the Leader may require the matter be referred to Cabinet for determination.

#### **Contact Officer:**

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#### **Committee Administrator:**

Nancy Graham, Tel: 01962 848 235, Email: [ngraham@winchester.gov.uk](mailto:ngraham@winchester.gov.uk)

#### **SUMMARY**

Approval is sought for the attached Environment and Transport Portfolio Plan 2012/13.

The concept of producing Portfolio Plans was approved by Cabinet as part of the Change Plans 2012/13: Consultation Draft report ([CAB2249](#), 9 November 2011 refers).

Positioned alongside the four Change Plans which capture only the most significant actions to which the Council is committed, the Portfolio Plans include many of the other actions, though less significant that still contribute to the overall delivery of the three outcomes included in the Community Strategy and the Council's own outcome to be an "Efficient and Effective Council".

Portfolio Holders will be responsible for monitoring the actions included in their respective Portfolio Plan through their regular discussions with the relevant Heads of Team.

It was agreed with the Portfolio Holder for Finance and Estates that there would not be a Portfolio Plan for this Portfolio due to the monitoring and transparency that already exists through regular monitoring and reports to Audit Committee, Cabinet

and The Overview and Scrutiny Committee. In respect of Finance, the work is mostly dictated by statutory reporting requirements; e.g. the Budget, the Statement of Accounts and the Treasury Management Strategy with any significant projects being reflected in Change Plans. For Estates, the Asset Management Plan sets out the work programme for the coming year and beyond as well as significant projects being included in relevant Change Plans.

### **DECISION**

That the Environment and Transport Portfolio Plan 2012/13 be approved as attached at Appendix 1.

### **REASON FOR THE DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

The attached Portfolio Plan forms part of a suite of Plans with one for each Portfolio Holder. Each Plan includes the significant actions put forward by Heads of Teams that have not been included in relevant Change Plans which were approved by the Council in January 2012.

### **RESOURCE IMPLICATIONS**

The resources allocated to the delivery of individual actions are largely contained within existing resources commitments for individual teams as part of the budget setting process. However, where insufficient resources are available, including either capital or revenue funding, this may be the subject of a future growth bid which will require appropriate Member approval before the project can be progressed.

### **CONSULTATION UNDERTAKEN ON THE DECISION**

The Portfolio Holder for Environment and Transport has been consulted on the projects included in the attached Portfolio Plan.

### **FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

N/A

### **DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

N/A

### **DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

N/A

Approved by: (signature)

Date of Decision: 25.04.12

Councillor Victoria Weston

Portfolio Holder for Environment and Transport

## Environment and Transport Portfolio Plan 2012/13



### Access and Infrastructure Team

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
AIN/ENG/011 Refurbishment of St. Georges Square, Bishops Waltham	Refurbishment of St. Georges Square, Bishops Waltham	Project completed on time, within budget and to specification.			31-Dec-2013	Head of Access and Infrastructure
AIN/ENV/002 River inspections and maintenance	Carry out river inspections and oversee ongoing maintenance	Work programme achieved on time and within budget.	Work programme based on assessment of longer term river bank works	30-Mar-2013	30-Apr-2015	Head of Access and Infrastructure
			Detailed inspection and maintenance work programme	31-Mar-2013		
			3 year improvement programme to river banks	30-Apr-2015		
AIN/PROJ/003 Pay on Foot Parking	Replacement of Pay on Foot Parking System in Middle Brook Street and The Brooks Car Parks	Purchase of new pay on foot parking system in Middle Brook Street and The Brooks Car Parks in Winchester	Tender evaluation completed	16-Apr-2012	22-Oct-2012	Head of Access and Infrastructure
			Contract awarded	30-Apr-2012		
			Supplier set up completed	06-Jul-		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
				2012		
			Go Live	15-Aug-2012		
			System implementation complete, including testing and training	17-Aug-2012		
			End Project Review complete	22-Oct-2012		
HQE/005.3 Winchester Town Access Plan	Seek approval for agreed Town Access Plan jointly with HCC	We have adopted the plan, identified resources and are working with Hampshire County Council to deliver it	Complete Traffic Management Study	31-May-2012	31-Dec-2012	Head of Access and Infrastructure
HQE/005.4 National Cycle Network Route 23	National Cycle Network Route 23		Cabinet approval of project team recommendations and agreement to commence construction works	11-Apr-2012	28-Jun-2013	Head of Access and Infrastructure
			Repair works to Viaduct commence	04-Jun-2012		
			Construction of NCN23 works commence	03-Sep-2012		
			Repair works to Viaduct complete	31-Oct-2012		
			Construction of NCN23 works complete	16-Jan-2013		

**Assistant Director (High Quality Environment)**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
HQE/001.05 Commission a 'Green Business' recognition scheme.	Commission a 'Green Business' recognition scheme promoting green credentials as a business development/recruitment tool. Scheme to be targeted at large scale employers with high energy use	Reduced in District carbon emissions	Advertise commission on South East Business Portal	20-Apr-2012	31-Mar-2014	Assistant Director (High Quality Environment)
			Consider expressions of interest and select provider	14-May-2012		
			Let contract to provider	31-May-2012		
			Monitor progress	07-Jul-2012		
HQE/003.2 Deliver programme of Environmental improvements	Deliver programme of Environmental improvements on estates with targeting of Winnall and Stanmore priority neighbourhoods	Improved customer satisfaction with condition of estates	Proposals invited - Winnall	30-Jun-2012	31-Mar-2013	Assistant Director (High Quality Environment)
			Proposals costed and prioritised - Winnall	31-Jul-2012		
			Proposals invited - Stanmore	31-Jul-2012		
			Proposals costed and prioritised - Stanmore	30-Sep-2012		
			Member/Tenant Feedback	31-Mar-2013		
			Works Completed	31-Mar-2013		
HQE/006.2 Project Integra	To work with the Project Integra partnership on the implementation of	Available infrastructure and reduced waste arisings	Joint WCC/EHDC Partner Implementation Plan approved	01-Jun-2012	31-Mar-2014	Assistant Director (High Quality Environment)

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
	agreed actions arising from the review and to develop the new phase of waste recycling and reprocessing infrastructure for Hampshire		Implementation of Plan and actions review	01-Sep-2012		
			Plans successfully implemented	01-Mar-2013		

**Environmental Protection Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
ENV/EP/012 To develop a GIS based prioritisation model.	To develop a GIS based prioritisation model to enable the identification of high risk sites for further detailed inspection.	To ascertain whether WCC has any high risk sites that require further investigation and potential for need for remediation.	Running of model and identification of 'top four' risked rated sites.	30-Mar-2012	29-Mar-2013	Head of Environmental Protection
ENV/EP/013 Review and update the Contaminated Land Strategy.	Review and update the Contaminated Land Strategy in line with Community Plan Objectives		Complete the first consultation draft of the updated Contaminated Land Strategy	31-Dec-2012	29-Mar-2013	Head of Environmental Protection
			Write committee report for updated Contaminated Land Strategy and submit to Committee for adoption	28-Feb-2013		

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
			Adoption of new Contaminated Land Strategy	29-Mar-2013		

**Environmental Protection Team/ Health Protection Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
HP/EP/010 Service review of Health Protection and Environmental Protection Teams	Service review of Health Protection and Environmental Protection Teams	To have carried out the review and implement the outcomes	To produce a business plan	02-Apr-2012	31-Mar-2013	Head of Health Protection Team; Head of Environmental Protection
			Business plan to be discussed at CMT	10-Apr-2012		
			Business plan to Leaders Board	25-Apr-2012		
			To begin consultation process with staff	23-May-2012		
			To take report to Personnel Committee	13-Jun-2012		

**Health & Community Wellbeing Team/ Health Protection Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
HP/008 Healthy Work Places Award	To implement the Healthy workplace Award scheme in WCC in partnership with the director of public health and other Hampshire local authorities. Aim is to reduce the number of days off work due to ill health by promoting a healthy work place and encouraging employees to improve their own lifestyle	To have in place an award scheme for commercial businesses to apply for. To measure the affect of the scheme on absenteeism in the workplace	To discuss and gain endorsement at WCC Well-being Board	13-Mar-2012	31-Mar-2013	Head of Health Protection Team / Head of Health & Community Wellbeing
			To form a working group with colleagues from other LAs who wish to be part of the scheme	30-Mar-2012		
			To discuss with WCC Health at Work group to gain co-operation	30-Apr-2012		
			To trial the award process at WCC	28-Sep-2012		
			Advertise the award process to seek volunteers from various organisations	01-Oct-2012		



**Health Protection Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
HP/004 HS Service Plan	To produce a service plan in line with Sec 18 Standard as required by HSE	To gain Council approval for service plan by Portfolio Holder Decision Notice	To decide on projects for the year	31-Mar-2012	30-Jun-2012	Head of Health Protection Team
			To draft service plan	31-May-2012		
			To send out Portfolio Decision Notice	30-Jun-2012		
HP/006 By-laws for licensing skin piercing	To consider adopting by-laws to licence skin piercers such as tattooing, ear piercing,	To have adopted by-laws	To produce model by laws and adopt	13-Sep-2012	30-Oct-2012	Head of Health Protection Team
HP/009 Healthy Eating Award	Healthy Eating Award scheme is operated by a number of LAs in other districts, the HP team will consider whether such a scheme is worthwhile and see if it can be of benefit to WCC	to ensure that the hospitality sector offer its customers a full choice of healthy options on its menus	Consider options of what schemes there are and how they operate	31-Jul-2012	31-Mar-2013	Head of Health Protection Team
			Decide whether the implementation of such a scheme would be beneficial to the hospitality sector within WCC area	28-Sep-2012		
			If such a scheme is viable work toward implementing.	31-Oct-2012		
HP/007 Food	To produce a food	To gain a Portfolio Holder	To produce outcomes from	22-Apr-	30-Jun-	Head of Health

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
Safety Service Plan 2012	safety service plan as required by Framework Agreement with FSA and to gain Council approval	Decision Notice on behalf of Council	previous years service plan	2012	2012	Protection Team
			To consider any projects on food safety for service plan	31-May-2012		
			To gain PH Decision Notice	30-Jun-2012		

**Housing Landlord Services**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
HQE/001.07 Develop City Council housing stock 10 year energy plan with implementation plan	Develop City Council housing stock 10 year energy plan with implementation plan	Contribution towards carbon reduction targets. Reduced fuel poverty. Reduced energy costs for tenants.			02-Jan-2013	Head of Landlord Services
HQE/001.14 Solar Photo Voltaic installations to Council Housing stock	Re-evaluate options for delivery of Solar Photo Voltaic installations to Council Housing stock once outcome of Housing finance options are complete	- Contribution towards carbon reduction targets - Reduced fuel poverty. - Reduced energy costs for tenants			31-Mar-2013	Head of Landlord Services

**IMT Team**

Code & Title	What will we do?	Expected Outcome	Milestones	Milestone Due Date	Action Due Date	Who's Accountable
HQE/001.10 Continued implementation of Thin Client	Continued implementation of Thin Client	Easier support, less power usage with Thin Client devices, the ability to staff to work from any location with the same desktop	Roll out Remote-IT to councillors	27-Apr-2012	30-Jun-2012	Head of IM&T
			Utilise Appsense Performance Manager	29-Apr-2012		
			Rollout Remote-IT to all staff	29-Jun-2012		
			Rollout Citrix Phase II to staff	29-Jun-2012		