



SERVICE PLANNING

SECTION: PLANNING AND ENVIRONMENTAL

NAME:		YEAR:
Calvin Stockton (Planning and Environmental Manager)		2009/10
RESOURCES:		
<p>4 Staff as follows:- Planning and Environmental Manager (CS) Planning and Environmental Officer (GB) Environmental Officer (Full Time) (NF) Environmental Officer (Part-Time) (KK)</p> <p>Proposed Establishment Budget (2009/10) (See Corporate Services) Proposed Closed Landfill Sites Budget (2009/10) – Planning and Environmental Section Element £45,000 Proposed Capital Programme (2009/10) Sites, Planning and Strategic Communications £6,955,000</p>		
Maintenance Activities		
Title	Programme	Corporate Objective
Environmental Monitoring and Control Programme <ul style="list-style-type: none"> • Setting annual environmental monitoring programme • Undertaking environmental monitoring at the Authority's closed landfill sites and facilities • Site Investigation work and maintenance • Repairs and servicing of vehicles in line with vehicle provision contract • Downloading monitoring information and interpretation and production of reports for approval • Management of IT Monitoring systems • Establishment and management of analytical laboratory services contract • Legislative/Policy reviews 	Aim 1 - Operations	1.5 To ensure that Health, Safety and Environmental Monitoring and control measures are in place at the Authority's sites

<p>Restoration and Aftercare Closed Landfill Sites</p> <ul style="list-style-type: none"> • Implementation of aftercare proposals for closed landfill sites • Continued Liaison with outside interested parties • Joint working with Waste Facilities Section • Liaison with St.Helens MBC Legal Department as appropriate • Implementation of appropriate Lease Agreements • Part 2 A Contaminated Land investigations at Sefton Meadows Extension 2 Landfill Site 	<p>Aim 1 - Operations</p>	<p>1.3 To manage the development of new and existing sites and facilities and the restoration of closed landfill sites in a sustainable manner</p>
<p>Support to the Procurement Programme</p> <ul style="list-style-type: none"> • Attendance at Strategic Meetings • GIS service provision • Document Input • Contribution to Competitive Dialogue 	<p>Aim 1 - Operations</p>	<p>1.4 To continue to deliver the Authority's Site Acquisition and Planning Strategy, consistent with the Joint Municipal Waste Management Strategy (JMWMS) and wider planning policies</p>
<p>Operation and Management of GIS System</p> <ul style="list-style-type: none"> • Management and review of the Authority's GIS system • Provide support to the Authority on request 	<p>Aim 2 - Resources</p>	<p>2.4 To deliver the Authority's Data Quality Strategy to improve the quality of the data used by the Authority and its stakeholders to support good decision making and improve services</p>
<p>Closed Landfill Site Search Database</p> <ul style="list-style-type: none"> • Management and processing of the Authority's database • Financial management of implementing the charging policy for information searches • Digitisation of Authority's archive database • Associated website service development and related applications 	<p>Aim 1 - Operations</p>	<p>1.2 To work with customers, contractors and stakeholders to continuously improve the waste services we provide in terms of efficiency, effectiveness and sustainability</p>
<p>Development and Implementation of Environmental Management Systems and ISO 14001</p> <ul style="list-style-type: none"> • To continue to be part of "Team Environment" to assist in the implementation of the EMS 	<p>Aim 1 - Operations</p>	<p>1.5 To ensure that effective health, safety and environmental monitoring and control; measures are in place at the Authority's sites</p>

<ul style="list-style-type: none"> • Complete associated procedures to manage the and report environmental monitoring compliance at closed landfill sites and facilities • To complete a review of the Authority's Emergency Call Out Procedure (Closed Landfill Sites) • To have appropriate Technical Competence through the WAMITAB/CIWM Competency Scheme (COTC) for the Management of Billinge Hill Quarry Closed Landfill Site • To undertake Closed Landfill Risk Assessment as part of the EMS Process 		
<p>Strategic Meeting Representation and Partnership</p> <ul style="list-style-type: none"> • Waste DPD Technical Group • Bidston Multi-User Group • Bidston Management Group • WMRC Sites Programme Group • Project Review Group (Procurement) • Contaminated Land Officers Group • Bidston Methane Ltd – Ops Group • Bidston Methane Ltd – JMB • Bidston Methane Ltd – Board • Communications Group (MWDA) • Brickfields (NEWLANDS) Group (KK) 	<p>Aim 3 - Partnership</p>	<p>3.2 To maximise engagement with all stakeholders through effective communication, consultation and engagement</p>
<p>Corporate Development</p> <ul style="list-style-type: none"> • Performance Management support • Risk Management support • Staff Development Meetings 	<p>Aim 2 - Resources</p>	<p>2.5 To continuously develop and review our performance, policies and strategies in line with regional and national guidelines and current best practice</p>
<p>Support to Waste Facilities Section</p> <ul style="list-style-type: none"> • Recommending remedial works at Closed Landfill Sites and Waste Facilities • Risk Management • Assist with Insurance Reviews 	<p>Aim 1 - Operations</p>	<p>1.5 To ensure that effective health, safety and environmental monitoring and control measures are in place at the Authority's sites</p>

<ul style="list-style-type: none"> • Joint working on control works and related projects 		
Administration and Management <ul style="list-style-type: none"> • Production of Committee Reports • Conduct Staff Development Meetings 	Aim 2 - Resources	2.1 To maintain good governance arrangements and effective use of resources in line with best practice
Communications and PR <ul style="list-style-type: none"> • Joint Communications Group • Press Release sign off • Media Support • Website Support 	Aim 2 - Resources	2.3 To effectively engage with our customers and stakeholders to meet the aims of the Authority's Communications and Education and Awareness Strategy
Strategic Links <ul style="list-style-type: none"> • Input into on-going development of the JMWMS for Merseyside • Merseyside Policy Unit • Merseyside Strategic Agenda and City Region 	Aim 3 - Partnership	3.3 To lead the development of the Merseyside and Halton Waste Partnership and encourage joint working opportunities which strengthen the effectiveness and efficiency of the partnership
Financial Services and Budget Management <ul style="list-style-type: none"> • Budget Setting, raising orders and Management • Capital Programme Management (Sites, Planning and Strategic Comms.) 	Aim 1 Operations	1.1 To sustainably procure goods and deliver services in accordance with best practice and which demonstrate value for money and continuous improvement
Bidston Methane Ltd – Joint Venture <ul style="list-style-type: none"> • Attendance at Operational Meetings • Attendance at JMB Meetings • Attendance at Board Meetings Technical liaison with NOVERA Energy and Waste Facilities Section • Reporting and Reviews • Post Commercial Utilisation Succession Strategy 	Aim 1 Operations	1.5 To ensure that effective health, safety and environmental monitoring and control measures are in place at the Authority's sites

PRIORITIES:		
CORPORATE OBJECTIVE	Area of Focus 2009/10	
1.3 To manage the development of new and existing sites and facilities and the restoration of closed landfill sites in a sustainable manner	<p>Planning and Environmental 1 – To implement a long term management programme for Bidston Moss Closed Landfill Site</p> <p>Planning and Environmental 2 – To implement a long term management programme for Red Quarry Closed Landfill Site</p>	
1.4 To continue to deliver the Authority's Site Acquisition and Planning Strategy, consistent with the Joint Municipal Waste Management Strategy (JMWMS) and wider planning policies	<p>Planning and Environmental 3 – To complete a full risk review of the Authority's Sites and Planning Strategy to take account of the Participant Responses into the RRC procurement and report to Members</p> <p>Planning and Environmental 4 – To acquire land and secure Planning Permissions for:-</p> <ul style="list-style-type: none"> • Two Strategic Facilities for Waste Recovery • Second MRF at Gillmoss • 2 sites to replace the existing Kirkby and Huyton HWRC's <p>Planning and Environmental 5 – To continue to assess potential sites to secure additional HWRC capacity for Liverpool and Wirral</p>	
1.5 To ensure that Health, Safety and Environmental Monitoring and control measures are in place at the Authority's sites	<p>Planning and Environmental 6 - To Develop Post Commercial Utilisation Succession Strategy for the Bidston Methane Joint Venture</p>	
KEY PROJECTS:		
Title	Project Manager	Area of Focus - Section Priority
SITES AND PLANNING STRATEGY PROGRAMME		
Deliver an Overall Planning and Sites Strategy for MWDA	Calvin Stockton	Planning and Environmental 3
SITES AND PLANNING PROGRAMME		
Site 1 – Waste Recovery Facility	Calvin Stockton	Planning and Environmental 4
Site 2 – Waste Recovery Facility	Calvin Stockton	Planning and Environmental 4
Site 3 – Gillmoss MRF	Calvin Stockton	Planning and Environmental 4
Site 4 – New HWRC 1 Liverpool	Calvin Stockton	Planning and Environmental 5

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Site 5 – New HWRC Wirral	Calvin Stockton	Planning and Environmental 5
Site 6 –Replacement HWRC Kirkby,	Calvin Stockton	Planning and Environmental 4
Site 7 – New HWRC 2 Liverpool,	Calvin Stockton	Planning and Environmental 5
Site 8 – Replacement HWRC, Huyton	Calvin Stockton	Planning and Environmental 4
CLOSED LANDFILL SITE MANAGEMENT PROGRAMME		
Bidston Methane Ltd. Succession Strategy	Calvin Stockton	Planning and Environmental 6
Bidston Moss Closed Landfill Site – Long Term Management	Calvin Stockton	Planning and Environmental 1
Red Quarry Closed Landfill Site – Long Term Management	Calvin Stockton	Planning and Environmental 2

PERFORMANCE:			
National Performance Indicators	Target 2008/09	Actual 2008/09	Target 2009/10
National Indicator 197: Improved Local Biodiversity – Phase 1 Habitat Surveys Completed at Closed Landfill Sites	n/a	n/a	50%
National Indicator 197:Improved Local Biodiversity – Phase 2 Habitat Surveys Completed at Closed Landfill Sites	n/a	n/a	50%
National Indicator 197:Improved Local Biodiversity – Number of Species Surveys Undertaken	n/a	n/a	50%
Local Performance Indicators	Target 2008/09	Actual 2008/09	Target 2009/10
To acquire an interest in the land and secure options on two strategic sites for Waste Recovery		n/a	31/12/09
To secure the land and achieve successful planning permission for the Gillmoss MRF		n/a	30/04/09
To secure the land and achieve successful planning permission for two sites to deliver replacement HWRC's for Kirkby and Huyton		n/a	31/12/09