

Minutes

**For Presentation to the Council
At the meeting to be held on**

Wednesday, 18 April 2012

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COUNCIL

At a meeting of the Council on Wednesday, 8 February 2012 in the Council Chamber, Runcorn Town Hall

Present: Councillors Morley, Austin, Baker, Balmer, M. Bradshaw, J. Bradshaw, Browne, D. Cargill, E. Cargill, Carlin, A.Cole, Dennett, Edge, Fraser, Fry, J. Gerrard, Gilligan, Harris, Hignett, Hodgkinson, Horabin, Howard, Jones, M Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, A. Lowe, J. Lowe, Macmanus, McDermott, A.McInerney, T. McInerney, Nelson, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N.Plumpton Walsh, M. Ratcliffe, Redhead, Roberts, Rowe, Shepherd, Stockton, Thompson, Wallace, Wharton and Wright

Apologies for Absence: Councillors Hodge, Leadbetter, Swain, Wainwright and Zygadlo

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, D. Johnson, I. Leivesley, D. Parr, W Rourke and C McKeown

Also in attendance: The Mayoress, Mrs Sheila Glynn and one member of the public

Action

COU65 PRESENTATION BY PAULA CAIN FROM HALTON CHAMBER OF COMMERCE

Paula Cain, Chief Executive of Halton Chamber of Commerce, addressed Members of the Council on the work of the Chamber.

The Council was advised that the Chamber represented businesses in the Widnes and Runcorn area, and was committed to the ongoing development and success of the economy in Halton. Its members could benefit from a range of business advice and support, with a wide variety of major events planned for the year, providing effective networking opportunities for local businesses.

There was an opportunity for Members to ask questions on current related issues. Ms Cain was then thanked for her attendance.

COU66 COUNCIL MINUTES

The minutes of the Council meeting held on 14 December 2011, having been printed and circulated, were taken as read and signed as a correct record.

COU67 LEADER'S REPORT

The Leader reported on the following issues:

- The Member Seminar on the Localism Act would take place on 15 February 2012 in the Council Chamber starting at 5.00pm;
- Changes in the administration of Housing Benefits payments had resulted in a 10% cut (approximately £1.3m), for the Borough and would have an impact for Halton residents who claimed this benefit. However, pensioners and other vulnerable groups would be protected from these cuts;
- Members had seen a leaflet produced by The Heath School circulating in the local community "consulting" on the creation of a 16-19 Free School, which was entitled "The Heath Sixth Form – A new Sixth Form for Runcorn". The school was likely to be based at The Heath Business Park; and
- Congratulations were extended to Michael Sheehan, the Principal of Riverside College and his team and all the students for their hard work which had resulted in Riverside being ranked as the 4th Best Further Education College in the country.

COU68 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings from 15 December 2011, 12 January 2012 and 26 January 2012.

RESOLVED: That the minutes be received.

COU69 MINUTES OF THE EXECUTIVE BOARD SUB COMMITTEE

The Council considered the minutes of the Executive Board Sub Committee meetings from 15 December 2011, 12 January 2012 and 26 January 2012.

RESOLVED: That the minutes be received.

COU70 MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD

The Council considered the minutes of the Mersey Gateway Executive Board meeting on 26 January 2012.

RESOLVED: That the minutes be received.

COU71 MINUTES OF THE 3MG EXECUTIVE SUB BOARD

The Council considered the minutes of the 3MG Executive Sub Board meeting on 12 January 2012.

RESOLVED: That the minutes be received.

COU72 QUESTIONS ASKED UNDER STANDING ORDER 8

It was noted that no questions had been submitted under Standing Order No. 8.

(N.B. Councillor Peter Lloyd Jones declared a personal interest in the Health Policy and Performance Board minutes, as a Lay Adviser for the NHS Mersey Cluster; Councillors Peter Lloyd Jones and Dave Cargill both declared a personal interest in item ELS33 on the Employment, Learning and Skills Policy and Performance Board minutes, as they were both Directors of the Murdishaw Community Centre)

COU73 MINUTES OF THE POLICY AND PERFORMANCE BOARDS

The Council considered the reports on the work of the following Boards in the period since the meeting of the Council on 14 December 2011:-

Children, Young People and Families
Employment, Learning, Skills and Community
Health
Safer
Environment and Urban Renewal and
Corporate

In receiving the minutes, the following comments/observations were made:

- Councillor Dennett referred to the Halton Child and Family Poverty Strategy 2011-13 (minute

CYP 40 referred), and recognised that this was the first step towards eradicating child poverty in the Borough.

COU74 COMMITTEE MINUTES

The Council considered the reports of the work of the following Committees in the period since the meeting of the Council on 14 December 2011:-

Development Control
Appeals Panel and
Appointments Committee

In receiving the minutes, the following comments/observations were made:

- Councillor Nolan (Chair of Development Control Committee) confirmed that the Ineos Chlor application had been withdrawn. In response, Councillor Chris Loftus thanked the Chairman and staff for their diligence in dealing with this application.

COU75 APPOINTMENT OF COUNCILLOR REPRESENTATIVE TO AN OUTSIDE BODY

The Council considered the nomination of Councillor John Gerrard as the Council's representative on the Runcorn Locks Restoration Society Outside Body and of Councillor John Stockton as the Council representative on the Regional Flood Coastal Committee Outside Body.

RESOLVED: That Councillor John Gerrard be appointed as the Council's representative on the Runcorn Locks Restoration Society Outside Body and Councillor John Stockton be appointed as the Council's representative on the Regional Flood Coastal Committee Outside Body with immediate effect.

COU76 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Council considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Council during consideration of the following item of business in accordance with Sub-

Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and

- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

COU77 ST MICHAELS GOLF COURSE, WIDNES - CHANGE TO CAPITAL PROGRAMME - KEY DECISION (MINUTE EXB 83 REFERS)

The Executive Board had considered a report of the Strategic Director, Children and Enterprise, on amendments to the Capital Programme to ensure completion of Phase 2 of the St Michael's Golf Course remediation programme.

The Board had noted the importance of completing the Phase 2 works to reduce the estimated yearly leachate disposal costs, and to ensure the site could be restored for a yet to be determined future use.

RESOLVED: That the Capital Programme be amended accordingly.

Strategic Director
- Children and
Enterprise

Meeting ended at 7.30 p.m.

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COUNCIL

At a meeting of the Council on Wednesday, 7 March 2012 in the Council Chamber, Runcorn Town Hall

Present: Councillors Morley, Austin, Baker, Balmer, J. Bradshaw, Browne, D. Cargill, E. Cargill, Carlin, A.Cole, Dennett, Edge, Fry, J. Gerrard, Gilligan, Hignett, Hodge, Hodgkinson, Horabin, Howard, Jones, M Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, A. Lowe, J. Lowe, Macmanus, McDermott, A.McInerney, T. McInerney, Nelson, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N.Plumpton Walsh, M. Ratcliffe, Roberts, Rowe, Shepherd, Stockton, Thompson, Wainwright, Wallace, Wharton, Wright and Zygadlo

Apologies for Absence: Councillors M. Bradshaw, Fraser, Harris, Leadbetter and Redhead

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, B. Dodd, D. Johnson, I. Leivesley, D. Parr, A. McIntyre and E. Dawson

Also in attendance: Four members of the public

Action

COU78 MINUTE'S SILENCE

The Mayor reported on the sad passing of Councillor John Swain. He expressed the Council's deepest sympathy be extended to his wife and family at this time. Representatives from each of the Groups paid tribute to his dedication, commitment and hard work as a Councillor and former Mayor of the Borough.

The Council stood in silence for one minute as a mark of respect.

It was reported that the funeral and Civic Service would take place on Monday 19 March 2012 at St Michael and All Angels Church, Greenway Road, Runcorn at 12.15pm.

(NB: the following Councillors declared personal interests in the following item of business for the reasons stated:

*S Baker – daughter employed by Halton Borough Council;
D Cargill – daughter employed by Halton Borough Council;
E Cargill - family member employed by Halton Borough Council;*

*Hignett –daughter employed by Halton Borough Council;,
Nolan – wife employed by Halton Borough Council;
Osborne – wife employed by Halton Borough Council;
R Polhill – daughter employed by Halton Borough Council;
M Ratcliffe – family member employed by Halton Borough Council and as
an employee of Cheshire Fire Service;
Wright – family members employed by Halton Borough Council)*

COU79 BUDGET 2012/13 (MINUTE EXB 100 REFERS)

The Executive Board had considered a report setting out a recommendation to Council in respect of the Budget, Capital Programme and Council Tax for 2012/13. Since then the Cheshire Police and Fire Authorities had set their budgets and council tax precepts and an updated report had been circulated for Members' attention providing information in respect of:

- Medium Term Financial Strategy;
- Budget Consultation
- Review of the 2011/12 Budget;
- 2012/13 Budget;
- the Local Government Finance Settlement;
- Budget Outlook;
- Halton's Council Tax;
- Parish Precepts;
- Average Council Tax;
- Police Precept;
- Fire Precept;
- Total Council Tax;
- Capital Programme;
- Prudential Code; and
- School Budgets.

The Executive Board had recommended that Council adopt the resolution set out in Appendix A of the report, which included setting the budget at £106.305m and the Band D Council Tax for Halton (before Parish, Police and Fire precepts) of £1,137.91.

The Resources Portfolio Holder thanked all the officers involved for their support in producing this budget.

The following motion was moved and seconded by Councillors Wharton and Polhill respectively and:-

RESOLVED: That

1. the policies outlined in this paper be adopted, including the Budget for 2012/13, the savings set out in Appendix B and the Capital Programme set

out in Appendix F;

2. that it be noted that at the meeting on 15th December 2011 the Council agreed the following:
- (a) The Council Tax Base 2012/13 for the whole Council area is 38,200 (item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the Act) and
 - (b) For dwellings in those parts of its area to which a Parish precept relates, be set out as follows:

Parish	Tax Base
Hale	729
Daresbury	146
Moore	345
Preston Brook	347
Halebank	590
Sandymoor	985

being the amounts calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax Base for the year for dwellings in those parts of its area to which special items relate.

3. calculate that the Council Tax requirement for the Council's own purposes for 2012/13 (excluding Parish precepts) is £43,468,162
4. in accordance with the relevant provisions of the Local Government Finance Act 1992 (Sections 31 to 36), the following amounts be now calculated by the Council for the year 2012/13 and agreed as follows:
- (a) £319,674,250 – being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the said Act, taking into account all precepts issued to it by Parish Councils.
 - (b) £276,147,483 – being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) £43,526,767 – being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (item R in the formula in Section 31A(4) of the Act).
 - (d) £1,139.44 – being the amount at 3(c) above (item R), all divided by item T (2 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).

- (e) £58,605 – being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act, each individual Parish precept being:

	£
Hale	16,600
Daresbury	3,705
Moore	4,200
Preston Brook	6,600
Halebank	11,900
Sandymoor	15,600

- (f) £1,137.91 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by item T (2(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

- (g) Part of the Council's Area

	£
Hale	1,160.68
Daresbury	1,163.29
Moore	1,150.08
Preston Brook	1,156.93
Halebank	1,158.08
Sandymoor	1,153.75

being the amounts given by adding to the amounts at 3(e) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 2(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings of its area to which one or more special items relate.

(h) Part of the Council's Area

Band	Hale	Daresbury	Moore	Preston Brook	Halebank	Sandymoor	All other Parts of the Council's Area
	£	£	£	£	£	£	£
A	773.79	775.53	766.72	771.29	772.06	769.17	758.61
B	902.75	904.78	894.51	899.83	900.73	897.36	885.04
C	1,031.72	1,034.04	1,022.30	1,028.39	1,029.41	1,025.56	1,011.48
D	1,160.68	1,163.29	1,150.08	1,156.93	1,158.08	1,153.75	1,137.91
E	1,418.61	1,421.80	1,405.65	1,414.03	1,415.43	1,410.14	1,390.78
F	1,676.54	1,680.31	1,661.23	1,671.12	1,672.78	1,666.53	1,643.65
G	1,934.47	1,938.82	1,916.80	1,928.22	1,930.14	1,922.92	1,896.52
H	2,321.36	2,326.58	2,300.16	2,313.86	2,316.16	2,307.50	2,275.82

being the amounts given by multiplying the amounts at 3(f) and 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

5. it be further noted that for the year 2012/13 the Police Authority had stated the following amounts in precepts issued to the Authority, in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings shown below:

	£
A	100.15
B	116.84
C	133.53
D	150.22
E	183.60
F	216.98
G	250.37
H	300.44

6. It be further noted that for the year 2012/13 the Fire Authority had stated the following amounts in precepts issued to the Authority, in accordance with the Local Government Act 2003 for each of the categories of dwellings shown below:

	£
A	44.29
B	51.67
C	59.05
D	66.43
E	81.19
F	95.95
G	110.72
H	132.86

7. That, having calculated the aggregate in each case of the amounts at 3(i), 4 and 5 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2012/13 for each of the categories of dwellings shown below:

Band	Hale	Daresbury	Moore	Preston Brook	Halebank	Sandymoor	All other Parts of the Council's Area
	£	£	£	£	£	£	£
A	918.23	919.97	911.16	915.73	916.50	913.61	903.05
B	1,071.26	1,073.29	1,063.02	1,068.34	1,069.24	1,065.87	1,053.55
C	1,224.30	1,226.62	1,214.88	1,220.97	1,221.99	1,218.14	1,204.06
D	1,377.33	1,379.94	1,366.73	1,373.58	1,374.73	1,370.40	1,354.56
E	1,683.40	1,686.59	1,670.44	1,678.82	1,680.22	1,674.93	1,655.57
F	1,989.47	1,993.24	1,974.16	1,984.05	1,985.71	1,979.46	1,956.58
G	2,295.56	2,299.91	2,277.89	2,289.31	2,291.23	2,284.01	2,257.61
H	2,754.66	2,759.88	2,733.46	2,747.16	2,749.46	2,740.80	2,709.12

being satisfied that:

- (a) The total amount yielded by its Council Taxes for the said financial year would be sufficient, so far as is practicable, to provide for items mentioned at 3(a) to (c) above; and, to the extent that they are not, to be provided for by any other means.
- (b) Those amounts which relate to a part only of its area will secure, so far as is practicable, that the precept or portion of a precept relating to such part will be provided for only by the amount yielded by such of its Council Taxes as relate to that part.

8. The Operational Director, Finance, be authorised at any time during the financial year 2012/13 to borrow on behalf of the Council by way of gross bank overdraft such sums as he shall deem necessary for the purposes of this paragraph, but not such that in any event the said overdraft at any time exceeds £10m (£1.5m net) as the Council may temporarily require.

COU80 TREASURY MANAGEMENT STRATEGY STATEMENT 2012/13
(MINUTE EXB 102 REFERS)

The Executive Board had considered a report which proposed the Treasury Management Strategy for 2012/13, appended to the report and which detailed the following:

- treasury limits for 2012/13 to 2014/15;
- current treasury portfolio position;
- borrowing requirements for 2012/13 to 2013/14;
- prospects for interest rates;
- borrowing strategy;
- policy on borrowing in advance of need;
- annual investment strategy;
- debt re-scheduling;
- extraordinary items;
- minimum revenue provision policy statement 2012/13;
- creditworthiness policy;
- policy on the use of external service providers;
- treasury management indicators for 2012/13 to 2014/15;
- adopting the CIPFA code of practice on treasury management;
- and
- roles and responsibilities for treasury management.

RESOLVED: That the policies, strategies, statements, prudential and treasury indicators outlined in the report, be adopted.

COU81 PAY POLICY STATEMENT 2012-2013

Council considered a report of the Strategic Director, Policy and Resources which contained details of the Council's recommended Pay Policy Statement for 2012/13 (the Statement).

Under Section 112 of the Local Government Act 1972, the Council had the power " to appoint officers on such reasonable terms and conditions as the authority sees fit". The Statement set out the Council's approach to pay in accordance with Section 38 of the Localism Act 2011.

The purpose of the Statement was to provide transparency with regard to the Council's approach to setting the pay of its employees

(excluding teaching staff working in local authority schools). The Statement would be effective immediately and be reviewed on an annual basis, although it could be amended in-year, by reference back to full Council.

The report detailed the following information:

- Background to the Pay Structure
- Senior Management Remuneration
- Recruitment of Chief Officers
- Additions to Salaries of Chief Officers
- Pension Contributions
- Payments on Termination
- Publication
- Lowest Paid Employees and
- Accountability and Decision Making

RESOLVED: That the Pay Policy Statement for 2012/13 be approved.

Meeting ended at 7.20 p.m.

EXECUTIVE BOARD

*At a meeting of the Executive Board on Thursday, 9 February 2012 in The Board Room
- Municipal Building, Widnes*

Present: Councillors Polhill (Chairman), D. Cargill, Harris, Jones, T. McInerney, Nelson, Stockton, Wharton and Wright

Apologies for Absence: Councillor Swain

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, G. Cook, I. Leivesley, G. Meehan, D. Parr, B. Dodd and E. Dawson

Also in attendance: one member of the press

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE BOARD**

EXB96 MINUTES

The Minutes of the meeting held on 26 January 2012 were taken as read and signed as a correct record.

EXB97 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

The Board was advised that a matter had arisen which required immediate attention by the Board (Minute EXB 104 refers). Therefore, pursuant to Section 100 B (4) and 100 E, and due to immediate action being required, the Chairman ruled that the item be considered as a matter of urgency.

CHILDREN YOUNG PEOPLE AND FAMILIES PORTOLIO

EXB98 FREE SCHOOL SITE PROPOSAL - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise on the two proposals for the location of the Sandymoor Free School.

Action

The Board was advised that the Sandymoor Free School Proposers (SFS) had contacted the Homes and Communities Association (HCA), as the principal land owner of the undeveloped portions of the Sandymoor housing development scheme, to determine if land in their ownership could be developed for their Free School provision.

The Board was further advised that two options were under consideration, as detailed below:-

- Option A- the primary, secondary and 6th form buildings would occupy the existing reserved primary site with all sporting provision provided on the site currently reserved for community use; and
- Option B- the primary, secondary and 6th form buildings would occupy the new site that was closer to the site reserved for community use. The community site would be used for school and community sporting provision and the currently reserved school site would revert back to HCA for residential development.

An appraisal of the two options was contained in the report for Members' consideration.

Reason(s) for decision

This report sought to gain the views of the Executive Board to the proposal that the current designated Primary School site be shared with the Sandymoor Free School so that a response could be made to Partnership for Schools.

Alternative Options Considered and Rejected

All options considered by the Free School and Partnership for Schools had been considered. It was therefore recommended that the current primary site be retained as for an additional primary school only when this was required.

Implementation Date

February 2012.

RESOLVED: That

- 1) the current ownership and provision related to the reserved primary school site be noted; and

- 2) the current school site be reserved for future primary provision.

Strategic Director
- Children and
Enterprise

TRANSPORTATION PORTFOLIO

EXB99 LOCAL SUSTAINABLE TRANSPORT FUND

The Board considered a report of the Strategic Director, Policy and Resources, on the Council's applications for funding from the Local Sustainable Transport Fund (LSTF).

The Board was advised that in January 2011, the Department for Transport (DfT) launched its White Paper 'Creating Growth, Cutting Carbon – Making Sustainable Transport Happen', (the Paper), which focused on the Government's transport priorities of economic growth and carbon reduction. The Paper concentrated on shorter distance trips where action at a local level was emphasised. Published alongside the Paper was bidding guidance for the LSTF. A fund of £560m for local authorities (outside London) was provided to fund packages of transport interventions which support economic growth and reduce carbon emissions, which delivered cleaner environments and improved air quality, enhanced safety and reduced congestion.

In March 2011, the Halton and Merseyside Chief Executives determined that two separate bids from the Liverpool City Region (LCR) would be preferable; one bid would cover the five Merseyside Authorities and the Integrated Transport Authority and one bid for Halton, the latter covering the financial years 2012/13 to 2014/15. It was noted that the main element of the bid would focus on sustainable travel to employment areas, so as to address the Government's transport priorities of economic growth and carbon reduction. The bid, named 'Routes to prosperity', would complement the Merseyside bid, aiming to be a programme of coordinated actions and interventions aimed at removing transport obstacles to employment for local residents.

It was noted that Halton's bid was in the order of £4.3m, plus local contributions, and the Merseyside bid was in the order of £3.2m plus local contributions. Both bids would need to be submitted by 24 February 2012, with decisions announced in May 2012. Copies of the bids were attached at appendices to the report.

RESOLVED: That

- 1) the Halton LSTF application be approved;
- 2) the joint 'Mid Mersey' LSTF application be approved; and
- 3) further editorial and technical amendments that do not materially affect the applications, be agreed by the Operational Director – Policy, Planning and Transportation, in consultation with the Executive Board Member for Transportation, as necessary, before the document is published.

Strategic Director
- Policy &
Resources

RESOURCES PORTFOLIO

EXB100 DRAFT BUDGET 2012/13

The Board considered a report of the Operational Director, Finance, which outlined a recommendation to Council in respect of the Budget, Capital Programme and Council Tax for 2012/13.

It was noted that, at the time of writing the report, the Government had not announced the final Local Government Settlement, nor had Cheshire Police and Fire Authorities set their budgets and Council Tax precepts. However final figures would be reported to Council when the information was available.

In terms of consultation, it was noted that the Council used various methods to listen to the views of the public and Members' own experiences through their Ward work was an important part of that process. In addition, in October 2011, a resident's survey was undertaken on the Council's budget which sought views on a wide variety of issues. The key conclusions were detailed in the report. Budget presentations had also been made at the seven Locality Area Forums.

The Board was advised that the Medium Term Financial Strategy, approved on 17 November 2011, had identified a funding gap of around £15m in 2012/13, £13m in 2013/14 and £11m in 2014/15. The Strategy had the following objectives:

- Deliver a balanced and sustainable budget;
- Prioritise spending towards the Council's five

- priority areas;
- Avoid excessive Council Tax rises;
- Achieve significant cashable efficiency savings; and
- Protect front line services as far as possible.

The Board had considered the level of growth and savings at its Away Day on 5 January 2012. On 14 December 2011, the Council approved savings of £5.621m, and the new proposed savings were shown at Appendix B. Details of the outcome of consultation with the Area Forums were circulated at the meeting.

The Departmental analysis of the budget was shown in Appendix C and the major reasons for change from the current budget were outlined for Members' information in Appendix D. It was noted that the proposed budget total was £106.305m.

The Board were advised that the budget incorporated the grant figures announced in the Provisional Settlement, and included £509,000 for the New Homes Bonus Grant, payable to local authorities based on the net increase in the number of homes in their area. The grant was payable at this amount for six years.

Further information was provided in respect of the Local Government Finance Settlement, Budget Outlook, Halton's Council Tax, Parish Precepts, the Capital Programme, the Prudential Code and school budgets.

Members wished to place on record their thanks to all members of the Budget Working Group, Policy and Performance Board Chairs and staff for their hard work in producing this year's budget.

RESOLVED: That the Council be recommended to adopt the resolution set out in Appendix A of the report, which included setting the budget at £106.305m, the Council Tax requirement of £43.468m (before Parish, Police and Fire Precepts) and the Band D Council Tax for Halton of £1,137.91.

Operational
Director - Finance

EXB101 DIRECTORATE PLANS

The Board considered a report of the Strategic Director, Policy and Resources on the adoption of Directorate Plans for the period 2012-15.

The Board was advised that each Directorate was required to develop a medium term business plan or Directorate Plan, in parallel with the budget. These would be subject to annual review. Draft Service Objectives and performance Indicators and targets had been developed and these would form the basis of the quarterly performance monitoring presented to the Board during the forthcoming year.

It was noted that Elected Members had engaged in the process primarily through the Policy and Performance Boards. Once the budget proposals had been approved by Council in March 2012, budgetary statements would be inserted into the Plans.

RESOLVED: That

- 1) Council be recommended to approve the Draft Directorate Plans; and
- 2) the Chief Executive be authorised, in consultation with the Leader, to make any final amendments and adjustments that may be required.

Strategic Director
- Policy &
Resources

EXB102 TREASURY MANAGEMENT STRATEGY STATEMENT 2012/13

The Board considered a report of the Operational Director, Finance, proposing the Treasury Management Strategy Statement for 2012/13.

The Treasury Management Strategy Statement (TMSS) was attached to the report and detailed the expected activities of the Treasury function in the forthcoming financial year (2012/13).

The Local Government Act 2003 required the Council to "have regard to" the Prudential Code and to set Prudential Indicators for the next three years to ensure that the Council's capital investment plans were affordable, prudent and sustainable. The Act therefore required the Council to set out its Treasury Strategy for borrowing as well as an Annual Investment Strategy, which set out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments. However, Government guidance stated that Authorities could combine the statement and the strategy into one report, and the Council had adopted this approach.

Members noted that the production of a Minimum Revenue Provision Policy Statement was required and a formal statement for approval was contained within the report.

RESOLVED: That Council be recommended to adopt the policies, strategies, statements and prudential and treasury indicators outlined in the report.

Operational
Director - Finance

PHYSICAL ENVIRONMENT PORTFOLIO

EXB103 WIDNES MARKET REVIEW

The Board considered a report of the Strategic Director, Children and Enterprise, that informed Members of the outcome of the recent review of Widnes Market.

The Board was advised that the indoor and outdoor markets were key assets in Halton's town centres, and that the vitality of the town centres and the future sustainability of the markets were inextricably linked. In addition, it had been proposed to align the management of the town centres and markets more closely within a clearly defined economic regeneration brief, to enable a more holistic and joined up approach to developing and marketing the town centres.

It was noted that in August 2011, the National Association of British Market Authorities (NABMA), Consultancy Services (NCS) were appointed to carry out a review of Widnes Market. The review focused on two aspects :

- Acting as a critical friend, NABMA/NCS offered advice and support to how the Council could improve its Market operation; and
- NABMA/NCS considered and made recommendations to improve the viability and vitality of the Market.

Details of the recommendations were attached at Appendix 1 whilst the report provided a summary of the recommendations as they related to Systems and Procedures and a Vision/Strategy for the Retail offer in Widnes.

RESOLVED: That

- 1) The recommendations set out In Appendix 1,

- 2) attached to the report be approved; and
The Operational Director, Economy, Enterprise and Property, be authorised to organise a Markets Forum to present the recommendations to Traders.

Strategic Director
- Policy &
Resources

EXB104 HALTON DIGITAL ECONOMY AND INCLUSION STRATEGY- KEY DECISION

The Board considered a report of the Strategic Director, Policy and Resources, on the Halton Digital Economy and Inclusion Strategy (DEIS).

The Board was informed that consultation on the DEIS had taken place with stakeholders, and comments incorporated, and had been approved by the Employment, Learning Skills and Community Policy and Performance Board in June 2011. Element 1 covered the upgrading of Halton's communications infrastructure to deliver superfast broadband, with a view to stimulating economic growth and enabling digital inclusion.

The report considered a number of opportunities to be pursued to achieve upgraded communications infrastructure. The Halton DEIS consisted of four elements:

1. Obtain Superfast Broadband (SFB) for the Borough by driving demand for this utility;
2. Provide businesses with the knowledge and skills to take advantage of SFB and related technology;
3. Provide residents with the knowledge, skills and infrastructure for inclusion in the online world; and
4. Deliver more Council Services primarily online with backup via other channels.

In addition, the report also considered the benefits of joining the Connecting Cheshire bid, to deliver SFB to 90% of homes and businesses and provide 100% coverage of two megabits per second (mbps) Internet access. Funding of £570k for Halton had been made available as part of a combined County of Cheshire allocation, which must be match funded and spent on infrastructure in order to access it.

Reason(s) for Decision

To take advantage of the Department of Culture Media and Sport funding via Broadband Delivery UK and deliver superfast broadband to the Borough faster than the general market would roll out SFB.

Alternative Options Considered and Rejected

Options were considered fully in the report, under the following headings:

Do nothing at all;
Influence the Market;
Halton Only Option;
Join a Future Merseyside Project; and
Council Sponsored Network.

Implementation Date

The DEI Strategy would begin implementation of the action plan with immediate effect.

The SFB project would be dependent upon access to appropriate match funding to deliver the infrastructure required. A successful project would deliver SFB to Halton in 2015.

RESOLVED: That

- 1) the Strategy be adopted and the Action Plan be approved for implementation; and
- 2) the Council formally joins the Connecting Cheshire project to stimulate economic growth across the Borough, but particularly in Runcorn.

COMMUNITY SAFETY PORTFOLIO

EXB105 CONSULTATION DOCUMENT ON THE PROPOSED MERGER OF THE HALTON AND WARRINGTON BENCHES

The Board considered a report of the Strategic Director, Policy and Resources, on the publication by HM Courts and Tribunals Service, of a consultation document in respect of the proposed merger of the Halton and Warrington Benches.

The Board was advised that the proposal was to merge the Halton and Warrington Magistrates Courts, to become a new Local Justice Area and would be known as the North Cheshire Local Justice Area. Both Court buildings would remain in use and the merger would enable Magistrates to continue to undertake a variety of cases by permitting free movement between the two Court houses, so as to ensure their competence in all disciplines.

It was noted that all Members of the Borough Council and of the Halton Strategic Partnership Board had been consulted. Two comments had been received, from Nick Atkin, Halton Housing Trust and from Councillor Osborne, as Chair of the Safer Policy and Performance Board, both supporting the proposals.

The consultation document was attached at Appendix 1 for Members' consideration.

RESOLVED: That the proposed merger of the Halton and Warrington Benches be supported.

Strategic Director
- Policy &
Resources

MINUTES ISSUED: 13 February 2012

CALL-IN: 20 February 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 20 February 2012.

Meeting ended at 3.10 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 1 March 2012 in The Board Room - Municipal Building, Widnes

Present: Councillors Polhill (Chairman), D. Cargill, Harris, Jones, T. McInerney, Nelson, Stockton, Wharton and Wright

Apologies for Absence: Councillor Swain

Absence declared on Council business: None

Officers present: M. Reaney, G. Cook, D. Johnson, I. Leivesley, G. Meehan, D. Parr, B. Dodd and A. Jones

Also in attendance: None

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE BOARD**

EXB104 MINUTES

The Minutes of the meeting held on 9 February 2012, were taken as read and signed as a correct record.

LEADER'S PORTFOLIO

EXB105 APPLICATIONS TO THE TWINNING GRANT PROGRAMME

The Board considered a report of the Strategic Director, Children and Enterprise, which gave details of three applications to the Twinning Grant Fund.

Halton Borough Council set up a Grant Fund to assist in enabling all members of the community to access and gain benefit from the Council's International Links. Since 1996, a number of groups had accessed the fund to undertake exchange visits. Participants in previous exchanges had found that the benefits of learning about another culture and language were immense. A wide range of activity in the Borough had been facilitated by the provision of grant aid and had given an opportunity to those who would not otherwise be able to participate.

Action

Details of costs and the purpose of each visit were outlined in the report.

RESOLVED: That

- 1) the following applications be approved:
 - Application by Power In Partnership £250 per head;
 - Application by Wade Deacon £167 per pupil;
 - Application by St Chad's Catholic and Church of England High School £166.66 per head;
- 2) Power in Partnership receive £1,000 in line with the Town Twinning Grant criteria to award a maximum of £1,000 towards European Twinning projects;
- 3) Wade Deacon High School receive the £2,000 requested towards their trip to Tongling, in line with the Town Twinning Grant criteria, to award a maximum of £2,000 towards Chinese Twinning projects; and
- 4) St Chad's Catholic and Church of England High School receive the £2,000 requested towards their trip to Tongling, in line with the Town Twinning Grant criteria to award a maximum of £2,000 towards Chinese Twinning projects.

Strategic Director
- Children and
Enterprise

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

Councillors Polhill and Harris declared a Personal Interest in the following item of business as they are both Governors of The Bankfield School.

**EXB106 CAPITAL PROGRAMME- SCHOOLS CAPITAL GRANT
ALLOCATION - KEY DECISION**

The Board considered a report of the Strategic Director, Children and Enterprise, on the Capital Programme 2012/13.

The Board was advised that in December 2011, the Department for Education announced the schools capital grant allocations for 2012/13, for each area of capital funding. The report detailed the works proposed for funding from the Capital Maintenance and Revenue Allocation (CERA).

The Capital Programme 2012-13 and the *Capital Repairs Programme* papers were appended at Appendix 1 and 2 respectively.

The Board noted that Basic Need capital funding was allocated to the relative need for new places, based on forecast data provided by local authorities, and was provided to local authorities to provide school places where needed in their area, in all categories of taxpayer-funded schools.

Capital Maintenance funding was allocated to ensure school buildings were properly maintained. The Local Authority schools element was allocated to support the needs of the schools and for Sure Start Children's Centres and the Voluntary Aided Schools element was allocated to Chester Diocese, Shrewsbury Diocese and Liverpool Archdiocese to fund condition and suitability projects at Voluntary Aided Schools. Devolved Formula Capital would be allocated directly to schools for their own use to address building and ICT needs.

It was noted that a further detailed report would be submitted to the Board later in the year containing proposals for the use of the Basic Need Capital allocation for 2012-13.

Reason For Decision

To deliver and implement the capital programmes.

Alternative Options Considered And Rejected

Not applicable.

Implementation Date

Capital Programmes to be implemented with effect from 1 April 2012.

RESOLVED: That

- 1) the capital funding available for 2012/13 be

Strategic Director
- Children and

noted;

- 2) the proposals to be funded from Capital Maintenance be agreed and the position in respect of Basic Need be noted;
- 3) Full Council be recommended to approve the Capital Programme 2012/13; and
- 4) a further report be submitted to Executive Board to detail how the Basic Need capital funding would be spent in 2012/13.

Enterprise

COMMUNITY SAFETY PORTFOLIO

EXB107 POLICE & CRIME COMMISSIONERS AND POLICE & CRIME PANELS

The Board considered a report of the Chief Executive on the introduction of Police and Crime Commissioners and a Police and Crime Panel.

The Board was advised that the Police Reform and Social Responsibility Act 2011 introduced a new regime for policing and community safety in England. From November 2012, Police Authorities would be replaced by a Police and Crime Commissioner (PCC). In addition, a new Police and Crime Panel (Panel) would be established to scrutinise the activities of the PCC. The introduction of the PCC and the Panel would change the relationship with the Council and the Community Safety Partnerships and other partners in crime reduction, crime detection and the criminal justice system.

The report informed Members of the preparations underway for the transition from the Police Authority to a PCC. It was noted that a Transition Group had been established, David Parr had been nominated and accepted as the Police Area Returning Officer (PARO) for the Cheshire Police Force area and Warrington Borough Council had been nominated as the host authority for the Police and Crime Panel. In addition, the report provided details of the Election arrangements taking place in November 2012, the powers and scrutiny role of the Panel, Partnership and Commissioning arrangements and the preparations already underway for the PCC and the Panel in Halton.

RESOLVED: That the report be noted.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB108 PORTAS PILOT

The Board considered a report of the Chief Executive on the bid for Runcorn Town Centre to be nominated as a *Portas Pilot* Town Centre.

The Board was advised that in December 2011, the *Portas* Review had made twenty-eight review recommendations, one of which was to form a Town Team to improve town centre locations. It was intended that a Town Team would focus on driving innovation and improvement in the management and development of a strategic and collaborative approach to the way the high street was managed. This would include landlords, retailers, local authorities and local communities.

The report provided details of the application and funding process and the bidding criteria. It was noted that 12 pilot areas would be selected with a maximum allocation of £100,000 per Town Team. Resources would be allocated on a value for money basis, so areas would need to be able to demonstrate the potential for improvement. The closing date for applications was 30 March 2012.

RESOLVED: That the Council submit a bid to Government for Runcorn Town Centre to be made a *Portas Pilot* Town Centre.

Chief Executive

RESOURCES PORTFOLIO

EXB109 SPENDING AS AT 31 DECEMBER 2011

The Board considered a report of the Operational Director, Finance which summarised the overall revenue and capital spending position as at 31 December 2011.

In overall terms, revenue expenditure was £0.6m below the budget profile, however, this was only a guide to eventual spending. It was noted that Directorates had been advised to continue to limit spending to the absolutely essential, to ensure that each Directorate's spending at year-end was within the total operational budget. The overall position reflected the success of the Action Plan implemented by the Board at its meeting on 22 September 2011.

The Board was reminded that at its meeting on 14 December 2011, Council had approved the early implementation of budget savings for 2012/13 totalling £5.6m. These provided a part-year saving in 2011/12, and assisted in keeping overall spending within budget by year-end.

Members were advised that the economic downturn was affecting income. A number of income budgets were below their profile including market rents, industrial estates rents, stadium rents and social care charges and licence fees. These budgets would continue to be closely monitored to minimise any shortfalls by year-end.

With regard to capital spending, it was reported that the capital programme had been revised to reflect a number of changes in spending profiles as schemes had developed and were reflected in the capital programme presented at Appendix 2. The revised schemes were listed in the report. Capital spending at 31 December 2011 totalled £30.9m, which was 86% of the planned spending of £36.0m at this stage. However, this only represented 55% of the total capital programme of £55.8m. Main areas of programme slippage to date were in respect of Castlefields Regeneration, Silver Jubilee Bridge Maintenance and Mersey Gateway Early Land Acquisition.

The Council's Balance Sheet was monitored regularly in accordance with the Reserves and Balances Strategy which formed part of the Medium Term Financial Strategy. The key reserves and balances had been reviewed and were considered prudent and appropriate at this stage in the financial year.

The report also advised that 800 equal pay claims had been lodged with the Council as part of the national single status agreement. An equal pay reserve had been established over recent years, of £5m in order to meet the future cost of such claims.

RESOLVED: That

- 1) all spending continues to be limited to the absolutely essential;
- 2) Directorates continue to closely monitor spending on agency staff and overtime, so that spending in these areas continues to reduce;
- 3) Strategic Directors ensure overall spending at

Operational
Director - Finance

year-end is within their total operational budget; and

- 4) The Board note the revisions to the capital programme in paragraph 3.13 of the report, made under delegation by the Operational Director, Finance.

MINUTES ISSUED: 6 March 2012

CALL-IN: 13 March 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 13 March 2012.

Meeting ended at 2.21 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 15 March 2012 in The Board Room - Municipal Building, Widnes

Present: Councillors Polhill (Chairman), D. Cargill, Harris, Jones, T. McInerney, Nelson, Stockton, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, G. Cook, I. Leivesley, G. Meehan, B. Dodd, L Unsworth, S. Wallace-Bonner and D Edwards

Also in attendance: None

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE BOARD**

Action

EXB110 MINUTES

The Minutes of the meeting held on 1 March 2012 were taken as read and signed as a correct record.

HEALTH AND ADULTS PORTFOLIO

EXB111 PUBLIC HEALTH TRANSITION PLAN - KEY DECISION

The Board considered a joint report of the Strategic Director, Communities and the Interim Director, Public Health, on the Public Health Transition Plan.

The Board was advised that the current NHS reform programme set out proposals for the development of a new public health system. A key element of the proposals was the transfer of local public health leadership and commissioning from the Primary Care Trusts (PCTs) to local councils. The key elements of the new public health system were summarised in the report. Health and Wellbeing Boards, as a statutory Council committee, would provide the forum to bring together clinical commissioning groups, health and social care commissioners, public health and Elected Members with patient and public champions, to join up the public health agenda with the wider work of the NHS,

social care and children's services.

The report provided details of the approach to be taken by Halton and the joint role the Borough Council had with the Merseyside PCT Cluster in co-developing the new local arrangements for public health. The Public Health Transition Assurance Framework was attached at Appendix 1. It was noted that funding and responsibilities would formally transfer on 1 April 2013, although would run in shadow form in 2012/13.

The Board noted that from 2013/14, Councils would receive a ring-fenced Public Health grant. In addition, the Government had announced £5.2 billion of funding for the whole public health system, of which £2.2 billion would be allocated to local authorities. Details were awaited of the distribution formula on which allocations would be based. In addition, it was further noted that the Government had intended to incentivise the achievement of key health outcomes by introducing a Health Premium as a financial reward.

Reason(s) for Decision

The transfer of public health functions to the Council was deemed significant in terms of its effects on communities living or working in Halton.

Alternative Options Considered and Rejected

This was Government Policy and therefore few alternative options available to the Council. However, this option provided significant opportunity to improve public health outcomes.

Implementation Date

April 2013.

RESOLVED: That the Plan to transfer Public Health functions to the Council be noted and approved, and any amendments required in the document to meet SHA requirements, be delegated to the Strategic Director, Communities in consultation with the Portfolio holder for Health and Adults.

Strategic Director
- Communities

ECONOMIC DEVELOPMENT PORTFOLIO

**EXB112 VOLUNTARY SECTOR FUNDING – GRANT ALLOCATION
2012/13**

The Board considered a report of the Strategic Director, Communities, on the Voluntary Sector Grant Awards for 2012/13.

The Board was advised that voluntary sector organisations had been invited to submit applications for funding in 2012/13. Applications were assessed and recommendations agreed by a Panel consisting of the Executive Board Portfolio holder with responsibility for the Voluntary Sector and Officers from the Commissioning and Complex Care service in the Communities Directorate.

The report contained details of the recommended annual allocation for the financial year 2012/13. It was noted that the proposed budget saving of £12,000 for the year resulted in two organisations – Halton and St Helens VCA and Halton Citizens Advice Bureau –receiving a reduced allocation.

RESOLVED: That the recommended grant allocations, as detailed in the report, be approved.

Strategic Director
- Communities

RESOURCES PORTFOLIO

**EXB113 PUBLIC SECTOR EQUALITY DUTY; EQUALITY
OBJECTIVES**

The Board considered a report of the Strategic Director, Policy and Resources, on the Public Sector Equality Duty, Equality objectives.

The Board was advised that the Public Sector Equality Duty (PSED) came into force in April 2011 as part of the Equality Act 2010. The Duty consisted of a General Duty and Specific Duties, as detailed in the report. This information, which was published by the Council on 31 January 2012, would be updated annually and included:

- Information relating to employees that share protected characteristics; and
- Information relating to people affected by the public body's policies and practices.

In addition, the Specific Duties also required public bodies to prepare and publish one or more specific and

measurable equality objectives which help them to further the three aims of the Equality Duty. This must be first published by 6 April 2012 and subsequent objectives must be published at least every four years, with a progress report each year.

The Board noted that the proposed objectives for 2012 were set out in Appendix 1, attached to the report. They reflected issues raised by customers and staff and would promote partnership working, and had been developed as a result of consultation with the Corporate Equality and Diversity Group.

RESOLVED: That

- 1) the obligations of the Council in respect of the Public Sector Equality Duty be noted; and
- 2) the proposed objectives be agreed.

Strategic Director
- Policy &
Resources

MINUTES ISSUED: 20 March 2012

CALL-IN: 27 March 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 27 March 2012.

Meeting ended at 2.14 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 29 March 2012 in The Board Room - Municipal Building, Widnes

Present: Councillors Polhill (Chairman), D. Cargill, Harris, Jones, T. McInerney, Nelson, Stockton, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, D. Johnson, I. Leivesley, G. Meehan, D. Parr, A. Scott, G. Cook and A. Jones

Also in attendance: None

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE BOARD**

Action

EXB114 MINUTES

The Minutes of the meeting held on 15 March 2012 were taken as read and signed as a correct record.

LEADER'S PORTFOLIO

EXB115 THE LOCALISM ACT 2011 - THE AMENDED STANDARDS REGIME

The Board considered a report of the Operational Director, Legal and Democratic Services which provided an update on the amended Standards Regime.

The Board was advised that the Localism Act 2011 would come into effect from 1 July 2012. After that time, Councils would have to adopt a code of conduct and put in place arrangements for dealing with complaints. It was noted that the authority would remain under a duty to promote and maintain high standards of conduct for its Elected and Co-opted Members.

Full details of the proposed changes were attached to the report at Appendix 1; this covered the creation of a newly constituted Standards Committee, the adoption of a

new Code of Conduct governing Elected and Co-opted Members, arrangements for dealing with Misconduct Complaints, the appointment by Council of an Independent Person, the register of Members' Interests, Dispensations and Transitional Arrangements.

It was further noted that Appendix 3 contained details of model "arrangements" for dealing with standards allegations. It was proposed that these arrangements would provide for the Monitoring Officer to be appointed as the Proper Officer to receive complaints of failure to comply with the Code of Conduct and to be given delegated power to determine (after consultation with the Independent Person), whether a complaint merited formal investigation.

RESOLVED: That Council be recommended to adopt the proposals as set out in Appendix 2 attached to the report.

Operational
Director, Legal
and Democratic
Services

CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO

(The following Councillors declared a personal interest in the following item of business for the reasons stated:

Councillor Nelson as Chair of Governors of The Grange School

Councillor Stockton as a Governor of The Grange School

Councillor Harris as a Governor of The Bankfield School

Councillor D Cargill as a Governor of Windmill Hill Primary School)

EXB116 SCHOOL ADMISSIONS ARRANGEMENTS 2013

The Board considered a report of the Strategic Director, Children and Enterprise, on School Admission Arrangements for 2013.

The Board was advised that statutory consultation had taken place on the proposed admission arrangements and coordinated admission schemes for the September 2013 intake. In addition to publication via the Council's website, details were also included in the Strategic Director's Spring 2012 Report to Governors, and sent to the four Diocesan authorities responsible for voluntary aided schools in Halton and to neighbouring authorities.

The report contained details of the responses made for Members' consideration.

RESOLVED: That the School Admissions Policy, Admission Arrangements and the co-ordinated schemes for admission to primary and secondary schools for 2013/14 academic year, be approved.

Strategic Director
- Children and
Enterprise

(Councillor Harris declared a personal interest in the following item of business as a Governor of The Bankfield School)

EXB117 THE HEATH SIXTH FORM FREE SCHOOL PROPOSAL- KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on The Heath Sixth Form Free School Proposal.

The Board was advised that The Heath School had submitted an application to the Department for Education (DfE) to establish a Sixth Form for 16-19 age range for a total of 300 students across Years 12 and 13, opening in September 2013. The proposed Sixth Form would offer a wide range of 'A' level courses plus a Foundation Learning Pathway. Consultation to a wide range of people had been undertaken by The Heath School.

The Board noted that at the 14-19 Partnership meeting in November, it had been agreed that where providers were interested in delivery of post-16 provision, the authority would expect to see a set of principles applied, which were listed in the report for Members' information.

It was further noted that the Secretary of State had a duty to consider the impact any new free school would have on existing schools and provision in the area. The report provided a summary of existing sixth form provision for Members' information.

Reason(s) For Decision

The report sought to gain the views of the Executive Board to the proposal to establish The Heat Sixth Form Free School, to submit a response to the statutory consultation.

Alternative Options Considered and Rejected

Not applicable

Implementation Date

September 2013.

RESOLVED: That the Board do not support the proposal for The Heath Sixth Form, as there was currently sufficient provision in Halton and its establishment could destabilise the provision of other settings and compromise the quality and breadth of education provision available across the Borough.

Strategic Director
- Children and
Enterprise

(Councillor Harris declared a personal interest in the following item of business as a Governor of The Bankfield School)

EXB118 ACADEMIES STATUS - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise outlining the potential financial implications of the transfer of schools to Academy status.

The Board was advised that the Academies Programme had been introduced to tackle the problem of failing schools for which a sponsor was required. In addition, the Coalition Government had introduced an Academies Programme for high performing schools wishing to opt to Academy status for which a sponsor was not required.

In Halton, three schools had already changed to Academy status, with a number of others showing interest in doing so. Details of funding arrangements which schools received upon conversion to an Academy, were outlined in the report and included:

- an amount equivalent to that which it would receive via the Council's Schools Funding Formula; and
- an amount for services provided to schools individually or as a whole, for which no charge was made.

The Board noted the other financial implications when schools convert to Academy status, such as inclusion in the pension scheme for non-teaching staff, traded services with the local authority, economies of scale in corporate contracts and bulk purchasing arrangements and the length of time it took for conversion to be completed.

Reason(s) for Decision

The report sought to gain the views of Executive Board on the transfer of Halton schools to Academy status, and outlined ways to mitigate the financial impact.

Alternative Options Considered and Rejected

Not applicable

Implementation Date

As schools may be considered for transfer to Academy status in September 2012, it was essential that the Council agree its approach to academisation by April 2012.

RESOLVED: That

- 1) the potential financial impact of schools becoming Academies be noted;
- 2) a further review of traded services to schools be undertaken to ensure full cost recovery was maintained; and
- 3) individual meetings be held with each Secondary and Special School, and Runcorn and Widnes Primary Schools to determine whether they were considering conversion to Academy Status, along with any proposed timescales.

Strategic Director
- Children and
Enterprise

HEALTH AND ADULTS PORTFOLIO

EXB119 BRIDGEWATER COMMUNITY HEALTHCARE NHS TRUST

The Board considered a report of the Strategic Director, Communities, on proposals for Bridgewater Community Healthcare NHS Trust to become a Foundation Trust.

The Board was advised that Bridgewater Community Healthcare NHS Trust provided NHS services to a population of over 1 million people living in Ashton, Leigh and Wigan, Halton and St Helens, Trafford and Warrington. In addition it provided community dental services in a wider area.

Bridgewater Community Healthcare NHS Trust was aiming to become a Foundation Trust by April 2013 and was currently seeking views from patients and the public. The report provided details of the proposed membership arrangements and a summary of the proposals.

RESOLVED: That Council be recommended to

Strategic Director,
Communities

- 1) support
 - a) the proposal by Bridgewater Community Healthcare NHS Trust to become a Foundation Trust;
 - b) the membership arrangements proposed by Bridgewater Community Healthcare NHS Trust;
 - c) the public membership constituencies proposed by Bridgewater Community Healthcare NHS Trust;
 - d) the staff membership proposals proposed by Bridgewater Community Healthcare NHS Trust; and
 - e) the Governor's structure and numbers proposed by Bridgewater Community Healthcare NHS Trust;
- 2) nominate the Portfolio holder for Health and Adults as the Halton Governor Representative, should Bridgewater Community Healthcare NHS Trust achieve Foundation Trust status; and
- 3) encourage Halton residents to take up the opportunity to become members of the proposed Bridgewater Community Healthcare NHS Foundation Trust.

EXB120 LIVERPOOL COMMUNITY HEALTHCARE NHS TRUST

The Board considered a report of the Strategic Director, Communities, on proposals for Liverpool Community Healthcare NHS Trust to become a Foundation Trust.

The Board was advised that Liverpool Community Healthcare NHS Trust provided NHS services to a population of 750,000 people living in Liverpool, Sefton, Knowsley and Halton and St Helens.

Liverpool Community Healthcare NHS was aiming to become a Foundation Trust by April 2013 and was currently seeking views from patients and the public. The report provided details of the proposed membership arrangements and a summary of the proposals

Strategic Director,
Communities

RESOLVED: That Council be recommended to

- 1) support
 - a) the proposal submitted by Liverpool Community Healthcare NHS Trust to become a Foundation Trust;
 - b) the membership arrangements proposed by Liverpool Community Healthcare NHS Trust;
 - c) the public memberships constituencies proposed by Liverpool Community Healthcare NHS Trust should give due regard to a dedicated Halton constituency;
 - d) the staff membership proposals proposed by Liverpool Community Healthcare NHS Trust;
 - e) the Governors structure proposed by Liverpool Community Healthcare NHS Trust. However, in respect of the composition of Governors, Halton Borough Council recommend that they be allocated one dedicated Elected Member to represent Halton on the Governing Body;
 - f) the plans for governance proposed by Liverpool Community Healthcare NHS Trust; and
- 2) Halton residents be encouraged to take up the opportunity to become members of the proposed Liverpool Community Healthcare NHS Foundation Trust.

EXB121 HEALTH & SOCIAL CARE BILL UPDATE

The Board considered a report of the Strategic Director, Communities, which provided an update on the progress of the Health and Social Care Bill.

The Board was advised that the Bill had received Royal Assent on 27 March 2012 and that prior to this, the

Department of Health had produced a number of factsheets on various aspects of the proposed NHS reforms. These included the NHS Commissioning Board, Public Health England, Clinical Commissioning Groups, Clinical Commissioning Support Services and Health Education and Training.

The report provided a synopsis of the main features of the Health and Social Care Act 2012.

RESOLVED: That the contents of the report be noted.

TRANSPORTATION PORTFOLIO

EXB122 STREET LIGHTING - ENERGY SAVING OPTIONS - KEY DECISION

The Board considered a report of the Strategic Director, Policy and Resources, on energy saving options for street lighting.

The report detailed options to reduce revenue costs for the Council's stock of highway electrical equipment, including street lighting, traffic signals and illuminated traffic signs and bollards. The report contained details of the equipment in place on the highways in Halton, together with information on the supply and costs of energy.

The Board was advised that, due to increasing energy costs for street lighting, action must be taken to minimise future growth in energy consumption. A complete re-assessment of lighting policies, currently included in the Highway Maintenance Strategy, would be needed in order to carry this out. A Street Lighting Policy and Strategy would be prepared and submitted to a future meeting of the Board. However, in order to respond to an immediate need to cut the cost of energy consumption, it was proposed that street lighting be switched off on high speed roads between midnight and 6.00am throughout the year, starting with those sections of road listed in Appendix A.

The report also considered the future lighting provision within the Borough and the options for reducing street lighting costs. This included:

- Adaptive street lighting
- Change switching levels for columns
- Switching off lights for part of the night
- Use of solar panels
- Use of light emitting diodes (LEDs)

- Removal of decorative lighting and
- Removal of high mast lighting on expressways

The Board noted that local authorities were required to advise their energy supplier of their load profile in terms of electricity use. By reducing consumption during the low demand periods of midnight to 6.00am, the authority's average energy tariff could increase considerably, and negate any savings.

Reasons for Decision

In order to achieve budget savings it had been necessary to turn off street lights on high speed roads between midnight and 6.00am.

Alternative Options Considered and Rejected

A total switch off was considered, but was rejected in order to reduce the impact.

Implementation Date

1 April 2012, subject to all equipment being installed.

RESOLVED: That

- 1) approval be given to the policy to regulate energy consumption by highway electrical equipment, in order to reduce costs and carbon emissions, as set out in item 4 of the report;
- 2) approval be given to turning off street lighting on those high speed roads (over 40mph speed limits), listed in Appendix A attached to the report, between midnight and 6.00am throughout the year and to any potential impacts of this action being monitored;
- 3) the potential options to reduce energy consumption as set out in Appendix C attached to the report, be noted and implemented where appropriate and as resources permit; and
- 4) other potential actions that may be needed to maintain the Council's street lighting stock and reduce its street lighting energy bill be noted and be brought forward to a future meeting of the Board for consideration.

Strategic Director,
Policy and
Resources

ECONOMIC DEVELOPMENT PORTFOLIO

**EXB123 OFSTED 2011-12 SURVEY INSPECTION PROGRAMME:
EMPLOYABILITY - THE IMPACT OF SKILLS
PROGRAMMES FOR ADULTS ON ACHIEVING
SUSTAINED EMPLOYMENT**

The Board considered a report of the Strategic Director, Children and Enterprise, on the outcomes from the recent Ofsted Survey Inspection of the Employment, Learning and Skills Division.

The last full Ofsted inspection in June 2009 awarded the service a Grade 2 – Good. The current inspection took place over three days between November 2011 and January 2012, with evidence collated in a number of ways, including staff and participant interviews, scrutiny of relevant documents and observation of four learning sessions.

The Board noted the key findings and areas for improvement from the Survey Inspection, as detailed in the report.

RESOLVED: That

- 1) the successful Ofsted Inspection of the Employment, Learning and Skills service be noted; and
- 2) the actions arising from the Inspector be endorsed.

Strategic Director
- Children and
Enterprise

RESOURCES PORTFOLIO

EXB124 THE PEOPLE PLAN (2012-2015)

The Board considered a report of the Strategic Director, Policy and Resources, on the implementation of the Council's People Plan 2012-2015 (the Plan).

The Board was advised that in order to produce the draft version of the Plan, two key pieces of work had been undertaken at the start of the process, which had been used extensively in its production. These were a Staff Survey which sought the views of the staff on what they thought the Council was like to work for, and a Workplace Profile which looked in depth at the characteristics of the workforce. Both documents were appended to the report.

The Plan identified four Key Strategic Aims, as detailed in the report, each of which contained a number of objectives, a number of actions, a number of success measures with linked outcomes and timescales. The Board was advised that the Plan would be monitored by the Organisational Development Group and that a further Staff Survey would be carried out in 2015.

It was noted that the draft Plan had been considered in some detail by the Corporate Policy and Performance Board on 21 February 2012, with a recommendation that Executive Board approve its adoption.

RESOLVED: That the Board fully endorse and support the implementation of the Council's People Plan 2012-2015.

Strategic Director
- Policy &
Resources

EXB125 ANNUAL REVIEW OF THE CONSTITUTION 2012

The Board received a report of the Strategic Director, Policy and Resources which sought the approval of the Council to a number of changes to the Constitution.

Members were advised that the revised version picked up the changes to the Council's working arrangements that had taken place during the year, as well as other changes which were intended to assist the Council to operate more effectively.

The proposals for change had been considered by the Chief Executive and the Executive Board Member for Resources in accordance with Article 16.02. It was reported that apart from the purely technical changes, the proposed amendments that were considered to be of particular significance were listed as an appendix to the report. The review also took account of the recommendations by the cross party Constitutional Working Group, legislative changes to the Standards regime as well as changes to Public Health arrangements.

RESOLVED: That Council be recommended to approve the changes to the Constitution as set out in Appendix 1 attached to the report.

Strategic Director
- Policy &
Resources

EXB126 CALENDAR OF MEETINGS 2012/13

The Board received a report of the Strategic Director, Policy and Resources which set out the proposed Calendar of Meetings for the 2012/13 Municipal Year appended to the

report for information.

The Board was advised that, subject to Council agreeing to retain meetings of the Standards Committee, dates had been allocated for this in the 2012/13 calendar. In addition, adjustments had been made to reflect other changes proposed by the cross party Constitutional Working Group as they affected the scheduling of the Executive Board Sub Committee and the deletion of the 3MG Executive Board.

RESOLVED: That the Council be recommended to approve the Calendar of Meetings for the 2012/2013 Municipal Year as appended to the report.

Strategic Director
- Policy &
Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB127 ADOPTION OF HOT FOOD TAKEAWAY SPD

The Board considered a report of the Strategic Director, Policy and Resources, on the adoption of the Hot Food Takeaways Supplementary Planning Document (SPD).

The Board was reminded that at its meeting on 8 September 2011, Executive Board approved a public consultation exercise to be conducted on the draft SPD. A total of six responses to the consultation were received, which were summarised in the Statement of Consultation attached at Appendix B. It was noted that the policies in the SPD would be supplementary to the emerging Core Strategy Policy CS22: Health and Wellbeing, and adopted Unitary Development Plan policies. Once adopted, the guidance would be a material planning consideration in the determination of planning applications for proposed Hot Food Takeaway establishments in the Borough.

RESOLVED: That

- 1) the Hot Food Takeaway SPD (attached at Appendix A) be adopted as a Local Development Document and the procedures for adoption, as set out in the Town and Country Planning (Local Development) 2004 (England) Regulations be carried out;
- 2) the results of the public consultation as set out in the Statement of Consultation (attached at Appendix B) be noted; and

Strategic Director
- Policy &
Resources

- 3) any further editorial and technical changes that do not materially affect the content or intended purpose of the SPD be agreed by the Operational Director, Policy, Planning and Transportation in consultation with the Portfolio Holder for the Physical Environment if necessary, before the document is published.

EXB128 SANKEY CANAL RESTORATION PROJECT

The Board considered a report of the Strategic Director, Communities, on the progress and preliminary discussions with Heritage Lottery Fund on the Sankey Canal Restoration Project.

The Board was advised that the area under consideration as part of this project was a section of the Sankey Canal from Spike Island to Fiddlers Ferry Marina in Warrington. It was noted that this was a joint project with Warrington Borough Council, involving volunteer representatives from Sankey Canal Restoration Society with other partner organisations being consulted.

A Project Development Steering Group had been set up to guide the development of the project. An outline project programme/timeline was attached at Appendix 1, which illustrated the key dates for deadlines and decision periods. It was noted that this would be a lengthy application process, with submission of a Round 1 application to the Heritage Lottery Fund in November 2012.

RESOLVED: That delegated authority be given to the Strategic Director, Communities, in consultation with the Portfolio Holder for Physical Environment, to progress the project and to prepare and submit all necessary information for a Round 1 submission to the Heritage Lottery Fund.

Strategic Director
- Communities

The Board noted that this was the final meeting of the 2011/12 Municipal Year, and wished to record their thanks to Councillor Tom McInerney for his support to the Board and his commitment in the past and wished him well in his year as Mayor of the Borough.

MINUTES ISSUED: 3 April 2012

CALL-IN: 12 April 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 12 April 2012

Meeting ended at 2.45 p.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 9 February 2012 in the The Board Room - Municipal Building, Widnes

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, G. Ferguson, B. Dodd, J. Hughes, J. Hatton and K. Hall

Also in attendance: None

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE SUB-COMMITTEE**

Action

ES81 MINUTES

The Minutes of the meeting held on 26th January 2012 were taken as read and signed as a correct record.

RESOURCES PORTFOLIO

ES82 TREASURY MANAGEMENT 2011/12 3RD QTR
OCTOBER-DECEMBER

The Sub-Committee considered a report which updated Members on the activities undertaken on the money market as required by the Treasury Management Policy.

The report provided supporting information on the economic background, economic forecast, short term rates, longer term rates, temporary borrowing/investments and new borrowing. It was noted that during the financial year to date, the Council had operated within the treasury limits and prudential indicators set out in the Council's Treasury Management Strategy Statement and in compliance with the Council's Treasury Management Practices.

RESOLVED: That the report be noted.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

ES83 PROCUREMENT OF THE LICENCE FOR THE SCHOOL
INFORMATION MANAGEMENT SYSTEMS

The Sub Committee considered a report of the Strategic Director Children and Enterprise which requested that Standing Orders be waived to allow the purchase of the SIMs software licence from the existing supplier for the financial year 2012/13. The proposed waiver would allow time for the new Central Government Information Management and Learning Services Framework (IMLS) to be established in 2013/14.

Central Government were actively encouraging all local authorities to use the new IMLS Framework in order to conduct procurements in respect of 2013/14 contracts onwards. The framework was designed around educational requirements, to increase choice and competition enable legal procurements and drive best value for money. It would also avoid local authorities spending time and expense of running an OJEU competition.

RESOLVED: That Procurement Standing Order 1.8.2(e) and 4.1 be waived in respect of the School Information Management System Licence (SIMs) thereby allowing the licence to be procured from the existing supplier for financial year April 2012 to March 2013.

Strategic Director
Children and
Enterprise

NEIGHBOURHOOD, LEISURE AND SPORT PORTFOLIO

ES84 LEISURE AND RECREATION SERVICES SCALE OF
CHARGES

The Sub-Committee received a report of the Strategic Director, Communities which set out the proposed admission charges for 2012/13 for the Council Libraries, The Kingsway Learning Centre, Leisure Centres, Parks and Playing Pitches, Halton Athletic Track, Community Centres, Bereavement Services, and The Brindley Arts Centre.

With regard to the Brindley charges for 2012/13, these were approved last year, however the following charges were proposed:-

- i) that the previous separate charging structure for Halton Community Groups is retained but with a 10% discounted rate on the standard community hire rate. Costs for Halton groups would increase

modestly including costs to local dance schools;

ii) charges for rehearsal time show increases to charges, this is because the days on which different hire rates apply have been changed to: -

- Monday to Thursday, replacing Monday to Friday;
- Friday and Saturday, replacing Saturday and Sunday; and
- Sunday has been combined with the Bank Holiday rate to reflect more accurately the costs of operating on these days.

In respect of the athletics track, at the request of Wade Deacon High School, these charges would be held at last years prices.

Members were advised that the leisure card gave additional discounted admission charges to specific groups on casual admissions. Charges were discounted as a percentage of the full adult admission charge. The current percentage discount was 50% and was one of the most generous discount rates in the country. The purchase price of the card had also remained unchanged since the introduction of the card and needed to rise to reflect increased administrative costs. It was therefore recommended that: -

- i) the discount reduces to 40%;
- ii) the relevant Policy and Performance Board be requested to review the eligibility criteria for next year; and
- iii) the annual purchase price of the Halton Leisure Card rises from £2.00 to £4.00

It was also noted that library fines would increase for the late return of library books to 15p/day from 10p/day and to reduce the maximum fine from £4.00 to £2.00.

RESOLVED: That

- (1) the charges as proposed be approved; and
- (2) the relevant Policy and Performance Board be requested to review the leisure card eligibility

Strategic Director
Communities

criteria for 2013/14.

ES85 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it is likely that, in view of the nature of the business, exempt information will be disclosed, being information defined in Section 100 (1) and paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972.

PHYSICAL ENVIRONMENT PORTFOLIO

ES86 DEBT WRITE OFF - ST HELENS CANAL REMEDIAL WORKS

The Sub Committee considered a report which sought approval to write off a debt of £164,930.56 which was associated with works adjacent to St Helens canal at Carter House Bridge. In June 2008 a hole appeared on Council owned land between the railway line and St Helens canal adjacent to Carter House Bridge at the bottom of Tan House Lane, Widnes. It became evident that water was

leaking from the canal through the masonry wall. Subsequently the canal was drained and it was established that the water was entering a United Utilities overflow drain. United Utilities repaired the pipe but did not accept that they were liable for anything other than that. Remedial works were carried out and funded from the maintenance budget 2008/09.

RESOLVED: That Members agree to write off the debt from 2008 in the amount of £164,930.56 following legal advice.

Strategic Director
Children and
Enterprise

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

ES87 POSITIVE YOUTH PROVISION WITHIN HALTON

This item was withdrawn.

MINUTES ISSUED: 14th February 2012

CALL IN: 21st February 2012

Any matter decided by the Executive Board Sub Committee may be called in no later than 21st February 2012

Meeting ended at 10.40 a.m.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 1 March 2012 in the Marketing Suite, Municipal Building

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, G. Ferguson, A. McNamara and N. Martin

Also in attendance: None

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE SUB-COMMITTEE**

	<i>Action</i>
ES88 MINUTES	
<p>The Minutes of the meeting held on 9th February 2012 were taken as read and signed as a correct record.</p>	
<p>HEALTH AND ADULTS PORTFOLIO</p>	
ES89 AWARD OF HOUSING RELATED SUPPORT CONTRACTS	
<p>The Sub Committee considered a report of the Strategic Director Communities which advised of the award of a contract for two housing related support services and none award of a third service. Following an open tender process facilitated by the Procurement Team through 'The Chest' only 1 bid, from the current provider Halton YMCA, was received for each of the three services. Details of the tendered prices and current annual contract were outlined in the report.</p>	
<p>It was reported that the Operational Director Commissioning and Complex Care had awarded a contract for the Halton Lodge YMCA and Nightstop Services to Halton YMCA. However during the tender evaluation process it became clear that many of the functions the Y' Up advice and guidance service provided were a duplication of those provided by other organisations. It was therefore</p>	

decided not to award this contract and to formally decommission the service from the contract expiry date.

RESOLVED: That

1. the award of a contract to Halton YMCA for the provision of housing related support services at the Halton Lodge YMCA Hostel in the annual sum of £408,636 and for the provision of a Nightstop supported lodgings service in the annual sum of £46,250 be noted; and
2. the decision not to award a contract for the provision of housing related support through the Advice and Guidance service (currently delivered by Halton YMCA and known as Y's Up) be noted.

Strategic Director
Communities

(N.B. Councillor Wharton declared a personal and prejudicial interest in the following item of business as he is Chair of Friends of Hale Park, and left the room during consideration of the item)

COUNCILLOR HARRIS IN THE CHAIR

PHYSICAL ENVIRONMENT PORTFOLIO

ES90 HALE RESTORATION PROJECT – REPLACEMENT CHILDE OF HALE STATUE

The Sub Committee considered a report of the Strategic Director Communities which sought agreement to a waiver of Standing Orders in order to appoint a preferred artist and foundry to create a new Childe of Hale statue. It was noted that the Council had successfully gained a Heritage Lottery Fund (HLF) grant of £643,000 in 2007 for improvements in Hale Park and Hale Village. The majority of the work had been carried out and had cost less than the original budget. It had been agreed with HLF that the money saved from these main works could be spent in the village on related features that support the main aims of the project.

The original Childe of Hale statue had to be removed in June 2011 due to decay. In June 2011 the original artist was commissioned for one day to work with local residents to help formulate opinions, ideas and location for the replacement. In addition expressions of interest were sought from a short list of artists and Officers together with Friends of Hale Park and representatives from Hale Parish Council selected Phil Bews the sculptor of the original statue as the

most appropriate submission.

It was noted that Mr Bews could accommodate public visits to the foundry during the manufacturing process, the proposed foundry was also close enough to visit in one day and he had suggested using the original moulds which would substantially reduce the cost of creating a bronze casting. The budget cost allocated for producing the finished bronze statue, including all artists fees, delivery and installation was in the order of £45,000.

Arising from the discussion, it was agreed that information on the copyright in relation to the statue be explored and a breakdown of the cost of £45,000 be circulated to Members of the Sub Committee.

RESOLVED: That under procurement Standing Order 1.8.2 (e) Standing Order 4.1 be waived in respect of commissioning Phil Bews and Castle Fine Art Foundry (nr Oswestry, Powys, Wales) as the preferred artist and foundry.

Strategic Director
Communities

MINUTES ISSUED: 2nd March 2012

CALL IN: 9th March 2012

Any matter decided by the Executive Board Sub Committee may be called in no later than 9th March 2012

Meeting ended at 10.22 am.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 15 March 2012 in the Board Room - Municipal Building, Widnes

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, G. Ferguson, B. Dodd, A. McNamara, S. Murtagh, Y. Sung and P. Wright

Also in attendance: 5 members of the public

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE SUB-COMMITTEE**

ES91 MINUTES

The Minutes of the meeting held on 1st March 2012 were taken as read and signed as a correct record.

HEALTH AND ADULTS PORTFOLIO

ES92 ADULT SOCIAL CARE FEES & CHARGES

The Sub Committee received a report of the Strategic Director – Adult and Community which outlined proposals for increasing fees and charges for Adult & Community Services from 9th April 2012 to coincide with the date of the annual increase in Benefits rates.

It was noted that the fees and charges for Social Care Services listed had not been inflated for 2012/13 in line with the decision not to inflate rates paid to external commissioned providers of Domiciliary, Registered Residential and Supporting Services.

Members were advised that transport charges had been inflated by 2.0% but were currently subject to review. With regard to Community Warden and Lifeline Services these had not been uplifted but were subject to review, any

Action

proposed changes would be reported back for approval.

Additionally, pitch charges for Riverview Gypsy site and Warrington Road Transit site had been inflated by 2.0%. However, the water and sewerage charges for Riverview Gypsy Site had not been uplifted due to the existing charge being sufficient to recoup full cost.

It was noted that whilst a number of fees and charges were not increasing, the percentage of a service users disposable income used in the Fairer Charging Assessment was set to increase from 60% to 70% from April 2012. The increase in the percentage of income taken into account in the calculation would result in higher contributions from service users towards meeting the cost of their care.

RESOLVED: That the proposed changes in fees and charges as outlined in the report be approved.

**RESOURCES PORTFOLIO, TRANSPORTATION
PORTFOLIO AND PHYSICAL ENVIRONMENT
PORTFOLIO**

ES93 REVIEW OF FEES AND CHARGES

The Sub-Committee received a report which sought approval to increase existing fees and charges generally in line with inflation, although some would be increased by more to reflect the charges in other local authority areas, for the following:-

Environmental Information, requests for information regarding potentially contaminated land, hackney carriage and private hire charges, licence fees (other than hackney carriage and private hire charges), Road Traffic Regulation Act 1984, Town Police Clauses Act, Highways Act 1980, Highway Searches, Signing, Traffic Signals, Building Act, Street Naming and Numbering, Road Safety, Traffic Data, CCTV Maintenance, closure of Bus Stops for roadworks, New Roads and Street Works Act 1991, Health and Safety Advice to Schools and Academies and miscellaneous.

The Sub-Committee was advised that the increase in fees and charges also included a number of statutory fees that may increase during the coming financial year and Members were asked to agree to these increases as they occurred.

RESOLVED: That the proposed fees and charges as set out in the report be agreed for 2012/13 and referred to the relevant Policy and Performance Boards for information.

ENVIRONMENTAL SUSTAINABILITY

ES94 INCREASING PEST CONTROL CHARGES

The Sub Committee considered a report which set out proposed increase in charges for Pest Control services in 2012/13. The service currently provides free treatments for the eradication of public health pests such as rats, mice and cockroaches and it was proposed to continue this service free of charge. It was considered the most cost effective approach to securing public health and avoided a costly legal process of establishing land ownership, serving legal notices and obtaining court orders and warrants.

In respect to the charges for the treatment of less serious pests such as wasps, fleas and ants it was proposed to increase charges for 2012/13 as follows:

- Commercial Charges to £94.40 per hour inclusive of VAT;
- Single treatment wasps to £45.50 inclusive of VAT; and
- Treatment of fleas and ants to £50.40 inclusive of VAT.

RESOLVED: That the Sub Committee approve

1. that the pest control service continues to provide treatments for public health pests without charge; and
2. the proposed increase in charges for nuisance pests and commercial pest treatments.

PHYSICAL ENVIRONMENT PORTFOLIO, ENVIRONMENTAL SUSTAINABILITY PORTFOLIO, NEIGHBOURHOOD LEISURE & SPORT PORTFOLIO

ES95 OPEN SPACE SERVICES SCALE OF CHARGES

The Sub-Committee received a report which sought approval to increase existing fees and charges for the following: Allotments, Cemeteries & Crematorium, Sports Pitch Hire and Educational Activities. A copy of the proposed charges had been previously circulated to members.

In respect of an allotment plot the current charge was £31.00. The charge included all services (water supply and rates) and was currently subsidised by Council revenue budgets. In order for the allotments to be provided without a subsidy, a fee of £80 needed to be charged. It was proposed that the new charge would come into effect in 2012/13 with plot holders not having to pay the new costs until January 2013. It was noted that the cost could be paid by Direct Debit on a monthly basis.

With regard to Cemeteries and Crematorium, the proposed increases would reduce the current subsidy from Council budgets. Halton's charges would still, in most instances, be less than neighbouring local authorities.

In addition it was proposed that the hire of an adult sports pitch would be increased from £400 to £500. It was noted that following the £100 increase the cost would still be cheaper than neighbouring Liverpool City and Junior Sports pitch hire would remain free. The charge for Adult Baseball Field annual hire would also increase from £1360 to £1500.

RESOLVED: That the charges as proposed be approved.

ES96 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press

and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it is likely that, in view of the nature of the business, exempt information will be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

CHILDREN, YOUNG PEOPLE AND FAMILIES

ES97 ADOPTION SUPPORT CONTRACT

The Sub Committee were advised on the tender process and subsequent award of an Adoption Support Contract. The Adoption Support service provided direct support for young people and adults living in Halton, Knowsley and Cheshire West & Chester local authorities. The contract was for 2 years plus an option of a further one year extension. It was noted that the successful tenderer was After Adoption Yorkshire at a total contract cost of £191,295. The full potential three year contract breakdown for the three local authorities was detailed in the report.

RESOLVED: That the report be noted.

MINUTES ISSUED: 20th March 2012

CALL IN: 27th March 2012

Any matter decided by the Executive Board Sub Committee may be called in no later than 27th March 2012

Meeting ended at 10.31 a.m.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 29 March 2012 in the The Board Room - Municipal Building, Widnes

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, G. Ferguson, S. Clough, E. Dawson, J. Farrell, N. Goodwin, J. Hughes, J. Karmy, J. Keogh, A. McNamara, P. Murphy, P. Oliver and Y. Sung

Also in attendance: None

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE SUB-COMMITTEE**

Action

ES98 MINUTES

The Minutes of the meeting held on 15th March 2012 were taken as read and signed as a correct record.

RESOURCES PORTFOLIO

ES99 AWARD OF TERM MAINTENANCE CONTRACTS

The Sub Committee considered a report of the Strategic Director - Children and Enterprise, which advised on the tender process for the award of a number of term contracts with regard to the maintenance of the Council Property portfolio. The overall value of the contracts were estimated at slightly over £1m per annum the breakdown being as follows:

- Mechanical – Widnes £190,000
- Mechanical – Runcorn £165,000
- Electrical – Widnes £300,000
- Electrical – Runcorn £200,000
- Building – Widnes £100,000
- Building – Runcorn £100,000

Following expressions of interest, Contractors were required

to submit a PPQ document which was evaluated and a short list of contractors obtained for each lot, these contractors were taken through to tender stage. The tender submissions were then evaluated on both price and quality on a 60/40 ratio, and included an interview/site visit stage which allowed for 10% of the overall quality mark. The results of the evaluation process for the 6 lots were outlined in the report. It was noted that both of the contracts awarded represented a reduction in cost from previous years.

An addendum to the report was circulated at the meeting which highlighted the following:

- Paragraph 3.6 of the report had not been taken into account in the decision making process as current performance did not form part of the Award criteria during the procurement process; and
- Paragraph 3.7 was withdrawn and replaced with an amended paragraph.

RESOLVED: That the award of the electrical and building term maintenance contract covering both Widnes & Runcorn to Picow Building Services, and the award of the Mechanical term maintenance contracts covering both Widnes & Runcorn to Sure Mechanical Services be approved, each contract is to be awarded for a 3 year period with the potential for a 1 year extension.

Strategic
Director
Children &
Families

ES100 ICT CAPITAL PROGRAMME 2012/13

The Sub Committee considered a report which proposed a spending profile for the 2012/2013 ICT Capital Programme. The Council had allocated capital resources to support its ICT infrastructure as part of the overall budget considerations on 7th March 2012.

Members were advised that the technology and support strategy would continue to develop the three fundamental areas required by service users essential for gaining access to council services, its systems and key data sets from any location. The three areas consist of the Data Support Environment (Data Centre – Server & Digital Storage), the Network (Wireless or Wired) and the Desktop Access solutions. The current capital programme allocation 2012/13 was £1,100,000 and it was recommended that it be split as follows:

Data Support Infrastructure	£447,000
Network	£268,000
Desktop Access Solution	£385,000.

Members commented that a more detailed ICT Capital

Programme report should be submitted to a future Executive Board meeting.

RESOLVED: That the Board supports the spend profile for 2012/13 as outlined in the report, subject to a more detailed report being submitted to a future Executive Board meeting.

Strategic
Director
Policy &
Resources

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

ES101 COMMUNITY CENTRES SERVICE SCALE OF CHARGES

The Sub Committee considered the proposed admission charges for 2012/13 for Community Centres.

RESOLVED: That the charges as set out in the report be approved.

Strategic
Director
Children &
Families

ENVIRONMENTAL SUSTAINABILITY

ES102 REVIEW OF FEES AND CHARGES – ENVIRONMENTAL HEALTH

The Sub Committee considered the proposed admission charges for 2012/13 for the Environmental Health service within the Environmental, Public Health and Health Protection Division. The existing fees had been uplifted by 2.0% in accordance with the approved inflationary allowances allocated by the Council. The schedule also included a number of statutory fees that may increase during the coming financial year and Members were asked to agree to these increases as they occurred. It was noted that the following two new charges were proposed for 2012/13:

- £70.83 plus VAT for Border Agency Accommodation; and
- £125 plus VAT applied to any person seeking to reclaim sound equipment that had been seized under the Noise Act 1996.

RESOLVED: That the proposed fees and charges be approved.

Strategic
Director
Communities

CHILDREN, YOUNG PEOPLE AND FAMILIES PORTFOLIO

ES103 WAIVER OF PROCUREMENT PROCESS FOR COMPANY DELIVERING LEVEL 3 & 4, CHILDREN & YOUNG PEOPLE'S WORKFORCE QUALIFICATION

The Sub Committee considered a request to waive Procurement Standing Orders to extend existing contracts with Heirs and Graces Childcare Training Solutions for one year until March 2013. The up skilling of workforce within the Early Years

Sectors continued to be a major target for the Early Years Strategy.

It was noted that following a procurement process last year, Heirs and Graces were awarded a contract to deliver level 3 and 4 Qualifications. Since the award of the contract last year the cost of the course had not increased and it presented value for money backed up with proven, quality training. In addition, 30 staff had begun to study for a 2 year qualification with this company last year and would continue this year. If the waiver was unsuccessful £60,000 of funding earmarked for training of the Early Years workforce would be forfeited. This may lead to the Council being unable to fulfil its statutory duty to place vulnerable two year olds in quality early years provision.

RESOLVED: That

- (1) in light of the exceptional circumstances set out, for the purpose of Procurement, standing orders 4.1, 4.2 and 4.3 be waived on this occasion in order to extend existing contracts with Heirs and Graces Childcare Training Solutions for the provision of delivering Level 3 & 4 Qualifications for the Children & Young People's Workforce; and
- (2) the Strategic Director, Children and Enterprise be authorised, in conjunction with the portfolio holder for Children Young People and Families, to enter into the above contracts for one year from April 2012 to the end of March 2013.

Strategic
Director
Children &
Enterprise

ES104 THE ENTERPRISE GAME - KEY DECISION

The Sub Committee received a report of the Strategic Director -Children and Enterprise, which sought agreement for the implementation and delivery of The Enterprise Game Business Plan April 2012 - April 2015, as recommended by The Enterprise Game Business Group. The Group had been set up to manage the future direction of the Game.

Members were advised that the Business Plan sets out the business case to continue to sell The Enterprise Game in the UK, as a valuable education resource that promoted Halton and contributed towards the Councils planned efficiency savings. The Plan also set out proposals to investigate the long term development of the Game. The investigation would include research into commercial viability of the product in the international market and consideration of the various options for the future legal entity of the product. Information on current and projected game sales was set out in the report.

Members commented that the recruitment of an Independent Sales Representative who specialised in education marketing and sales should be appointed through an external agency.

RESOLVED: That the implementation and delivery of the Enterprise Game Business Plan April 2012 – April 2015 be approved, in consultation with the relevant Portfolio Holder, and subject to a further report to Executive Board in 12 months outlining the progress of the Business Plan.

Strategic
Director
Children &
Enterprise

ES105 WAIVER OF PROCUREMENT STANDING ORDERS: CITIZENS ADVICE BUREAU 'IDEAL' SERVICE

The Sub Committee considered a report of the Strategic Director Children and Enterprise which requested a waiver of Procurement Standing Orders to enable Halton Citizens Advice Bureau to be awarded a contract in respect of the revised 'IDEAL' Service. The funding currently provided two general advisors, whom parents and carers with young children could access via a direct telephone line which ensured that they were prioritised. The advice and support required was defined as meeting the debt, employment and benefit needs of parents/carers.

As part of the revision of commissioned services, the IDEAL service was reviewed. Following the review, a revised specification for delivery of the service was developed, full details of which were outlined in the report. The funding agreed for the contract was £80,000 per annum for one year commencing on 1st April 2012.

RESOLVED: That

- (1) on this occasion, in the light of the exceptional circumstances set out below, for the purpose of standing order 1.8.2 (d) where compliance with Standing Orders would result in the Council having to forego a clear financial benefit, Procurement Standing Orders 4.1 be waived in order that the Council does not have to forego a clear financial benefit; and
- (2) the Strategic Director – Children and Enterprise be authorised to enter into a contract with Halton Citizens Advice Bureau in respect of the revised 'IDEAL' Service contract, in the sum of £80,000 per annum for the period 1st April 2012 to 31st March 2013, with a possible option of extension to the contract for a further one year from April 2013 to March 2014.

Strategic
Director
Children &
Enterprise

HEALTH AND ADULTS PORTFOLIO

ES106 AWARD OF CARE AND SUPPORT CONTRACTS IN EXTRA

CARE HOUSING

The Sub Committee were advised on the tender process undertaken to award community care services and housing related support services in Extra Care housing schemes. Following an invitation to tender eight tenders were received for the community care contract, however two were deemed invalid. In addition seven tenders were received for the housing related support, but two were deemed invalid. Evaluation of both tenders was done using a 70:30 Price/Quality model.

In respect of the community care contract the tender was awarded to Local Solutions. Based on the tendered hourly rate and estimated volume of hours of care to be provided over the duration of the contract, the contract value equated to £3,102,633.40. It was noted that there would be TUPE implications for staff at Dorset Gardens.

With regard to Housing Related Support Contract, the tender was divided into 3 lots. It was proposed that Halton Borough Council (HBC) Intermediate Care be awarded all 3 lots, subject to receiving confirmation that they can secure agreement of terms and conditions with the housing landlords for the use and occupation of their premises. Although the HBC Intermediate Care tender for Lot 3 was higher it was considered that the combined factor of potential time and cost savings could be made by dealing with one provider for all three services.

RESOLVED: That

- (1) the award of a 5 year contract to Local Solutions for the provision of community care services at Dorset Gardens, Naughton Fields and the Boardwalk Extra Care housing schemes at an hourly rate of £10.85 be noted;
- (2) the award of a 5 year contract to the HBC Intermediate Care Service for the provision of housing related support services at the above mentioned housing schemes at a weekly unit cost of £13.19, be agreed and
- (3) both contract awards are subject to the tenderers securing agreement with the housing landlords on terms and conditions for occupying their buildings.

Strategic
Director
Communities

RESOURCES PORTFOLIO

ES107 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT

1985

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it is likely that, in view of the nature of the business, exempt information will be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

ES108 DISCRETIONARY NON-DOMESTIC RATE RELIEF

The Sub-Committee received a report of the Strategic Director - Policy and Resources, which sought Members' consideration of an application for discretionary rate relief, under the provisions of the Local Government Finance Act 1988.

The Sub-Committee was advised that under the provisions of Section 47 of the Local Government Finance Act 1988, the Authority was allowed to grant discretionary rate relief to organisations that were either a charity or a non-profit making organisation. This relief may also be awarded to Community Amateur Sports Clubs. A summary of the application was outlined within the report and a list of the associated figures was included.

RESOLVED: That under the provisions of Section 47, Local Government Finance Act 1988, the following application for discretionary rate relief from 2nd October 2009 be refused:

Headstart Academy Ltd

100%.

Strategic
Director
Policy &
Resources

ES109 PROPOSED USE OF THE AD HOC PROPERTIES GUARDIAN SCHEME

The Sub Committee considered a request to waive Standing Orders to implement the Ad Hoc properties guardian scheme as an alternative method of protecting vacant properties within the Council's ownership. It was reported that the arrangement would be initially for two vacant Council properties for a 3 month period. Following the initial three months, the Council could terminate the agreement by giving a minimum of two weeks' notice. If the scheme was successful a procurement exercise would be carried out.

It was noted that following initial set up costs, for example, minor adaptations, clearing out the building, and basic amenities provided, there was no management fee to pay as Ad Hoc gained their income from the Licence fee paid by the guardians.

RESOLVED: That

- (1) the proposal to test the use of the guardian scheme in two of its vacant properties be approved;
- (2) a report is brought to a future meeting of the Executive Board to consider the success/failure of the scheme and whether it should be adopted for other vacant Council buildings and to consider procurement options should the pilot scheme be successful; and
- (3) pursuant to Standing Order 1.8.2 (c), on this occasion Standing Orders be waived as this is a pilot scheme to test the effectiveness of the scheme.

Strategic
Director
Children &
Enterprise

MINUTES ISSUED: 3rd April 2012

CALL IN: 12th April 2012

Any matter decided by the Executive Board Sub Committee may be called in no later than 12th April 2012

Meeting ended at 12.25 p.m.

MERSEY GATEWAY EXECUTIVE BOARD

At a meeting of the Mersey Gateway Executive Board on Thursday, 15 March 2012 in The Board Room - Municipal Building, Widnes

Present: Councillors Polhill (Chairman), Stockton and Wharton

Apologies for Absence: None

Absence declared on Council business: None

Officers present: L. Derbyshire, B Dodd, M Noone, S Nicholson and M Reaney

Also In Attendance: (Observers) Councillors: Jones and T McInerney

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

Action

MGEB18COUNCILLORS DAVE LEADBETTER AND JOHN SWAIN

The Board stood in silence as a mark of respect for the sad passing of Councillors Dave Leadbetter and John Swain.

MGEB19MINUTES

The Minutes of the meetings held on 26 January 2012 and 15 February 2012 were taken as read and signed as a correct record.

MGEB20PROCUREMENT PROGRESS REPORT

The Board considered a report of the Chief Executive which advised Members of the progress made in implementing the agreed procurement process.

The Board was advised that at the special meeting of the Mersey Gateway Executive Board on 15 February 2012, Members had agreed the prequalification result and authorised the Chief Executive, in consultation with the Leader, to move to commence the tendering process by issuing the ITPD document to Bidders.

On 16 February the six Bidders had been informed of the prequalification result by letter from the Project Director.

The letter offered the unsuccessful candidates a debriefing opportunity, which they all accepted. The debriefing meetings had taken on 29 February 2012. Letters to the three successful candidates had also offered to provide feedback on performance and these debriefing meetings had taken place on 1 March 2012.

The Board was further advised that a press release announcing the results of prequalification had been released on 17 February 2012. The Department for Transport press office had been consulted on the draft release. The selected Bidders were reported in local news and appeared across the national technical journals and the media. A copy of the press release was attached as Appendix 1 to the report.

It was reported that the letter to the three Bidders had set out the expected timetable for commencing the tendering process. The ITPD was planned to be issued to Bidders during the week of 12 March 2012, to be discussed at a Dialogue Commencement meeting with each Bidder during the following week. Over the coming year, Dialogue meetings were envisaged to be held at the Stadium with the occasional meeting held in the offices of DLAP in Manchester or London. On average it was expected that the Authority would meet with each Bidder once every three weeks. The ITPD set out the Council's agenda covering a schedule of meetings up to November 2012. The Project organisation to progress the Dialogue process was attached at Appendix 2 to the report.

Furthermore, instructions to Bidders, as part of the ITPD, included measures to ensure that communication between the Council and Bidders were classified as commercial in confidence, to ensure competition was protected so that the Council received bids that maximised the potential to secure value for money. The integrity of the competition relies on the security of information and discussions during an extended procurement process. The governance arrangements agreed with the Board envisaged the confidential nature of issues arising during Dialogue and were reflected in the Chief Executive being given delegated authority to deliver procurement in consultation with the Leader. This delegation provided the project team with access to a streamlined chain of authority where decisions could be taken expeditiously in circumstances that maintained confidentiality. The regular meetings of the MGEB, at every two months would enable reports on progress to be made to keep the Board up to date with key issues that arose in the Dialogue process. Alongside these arrangements, the portfolio holder Cllr Stockton also held

regular meetings with the Project Director.

In conclusion, it was reported that the high level procurement programme was attached at Appendix 3 to the report. The projections were in line with advice given to members previously and progress would be monitored against this programme.

RESOLVED: That the Board note that:

- (1) the six candidates who participated in prequalification have been advised of the selection result and meetings with each group have taken place to provide feedback on performance; and
- (2) the documentation required to support the formal Invitation to Participate in Dialogue (ITPD) has been completed and issued to the three Bidders.

Chief Executive

MGE B21 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- 1) Whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and
- 2) Whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in disclosing the information,

members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

MGEB22MERSEY GATEWAY BRIDGE - ITPD EXECUTIVE SUMMARY

The Board considered a report of the Chief Executive which informed Members that the Invitation To Participate in Dialogue (ITPD) required a document to be issued to Bidders providing instructions, information and guidance to support the competitive dialogue process. The report provided an executive summary of the ITPD document and highlighted the key issues covered.

The Board stressed the importance of securing an acceptable toll discount scheme. Officers advised that the arrangements being taken forward required Bidders to submit their Revenue Collection Business Plans which would include proposals for toll discount schemes. Details of the tolling schemes proposed by Bidders would be reported to the Board later in the year. Bidders tolling proposals would be compatible with the funding agreement between the Council and Government which in the base case limits the cost of a discount scheme to 10 percent of expected toll revenue. The Board would be able to take into account the proposals emerging from Bidders submissions when considering its priorities for toll discounts within the funding constraints in place.

RESOLVED: That it be noted, that the summary of the ITPD document and the substantive proposals had been agreed with the Chief Executive, in consultation with the Leader.

Chief Executive

MINUTES ISSUED: 20th March 2012

CALL-IN: 27th March 2012

Any matter decided by the Mersey Gateway Executive Board may be called in no later than 5.00pm on 27th March 2012

Meeting ended at 3.50 pm.

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SHADOW HEALTH AND WELLBEING BOARD

*At a meeting of the Shadow Health and Wellbeing Board on Monday, 5 December 2011
in The Board Room - Municipal Building, Widnes*

Present: Councillors Polhill (Chairman), Hignett, Wright, and P.Cooke,
D. Johnson, D. Parr, W Rourke, D Edwards, Dr K.Fallon, Dr M. Forrest,
Dr D.Lyon, A. McIntyre, M. Pickup, C. Richards, N.Rowe, N. Sharpe,
R. Strachan, D. Sweeney, A Scott and S. Yeoman

Apologies for Absence: Councillor Swain and J. Lunt, G. Meehan, A. Marr,
I.Stewardson, L.Williams and A. Williamson

Absence declared on Council business: None

**ITEM DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

Action

HWB1 BOARD INTRODUCTIONS

The Chairman welcomed everyone to the first meeting of the Shadow Board. Each member introduced themselves and a pack of pen portraits were circulated for information.

HWB2 BACKGROUND AND CONTEXT

The Chief Executive, David Parr, provided an overview of the aims of the Shadow Board for the next 12 months as developing a model for an established Health and Wellbeing Board by April 2013.

The Board was advised that it was intended that the Shadow Board would be responsible for guiding and overseeing the implementation of the ambitions outlined in the Health White Papers, "Healthy Lives, Healthy People", and "Equity and Excellence – Liberating the NHS", as well as providing the strategic direction for the Health priority in Halton.

It was agreed that membership of the Shadow Board would be regularly reviewed and updated depending on how the health agenda developed during this shadow period.

HWB3 TERMS OF REFERENCE

The Board considered a report on the proposed Draft Terms of Reference.

The Board would be responsible for overseeing and implementing the ambitions set out in the Health White Papers, “Equity and Excellence – Liberating the NHS”, and “Healthy Lives – Healthy People”, the health strategy for England, as well as providing the strategic direction for the Health priority in Halton.

The Board discussed the importance of producing the strategy to underpin the Joint Strategic Needs Assessment.

The suggested terms of reference detailed in the report included:

- Principle responsibilities
- Other responsibilities
- Membership
- Frequency of Meetings
- Chairmanship
- Arrangements for a quorum at meetings
- Decision making powers
- Distribution of Minutes
- Arrangements for Review

RESOLVED: That, subject to meetings being held monthly, the Draft Terms of Reference be adopted.

D Johnson

HWB4 ACCOUNTABILITY

The Board considered the document ‘Operating Principles for Health and Wellbeing Boards’.

The document contained a set of operating principles intended to help the Board consider how to create effective partnerships across local government, local communities and the NHS. These principles were listed as :

- 1) to provide collective leadership to improve health and wellbeing across the local authority area, enable shared decision-making and ownership of decisions in an open and transparent way;
- 2) To achieve democratic legitimacy and accountability, and empower local people to take part in decision-making;
- 3) To address health inequalities by ensuring quality, consistency and comprehensive health and local government services are commissioned and delivered in the area; and

- 4) To identify key priorities for health and local government commissioning and develop clear plans for how commissioners can make best use of their combined resources to improve local health and wellbeing outcomes in the short, medium and long term.

RESOLVED: That the Operating Principles be adopted.

D Johnson

HWB5 STRUCTURES

The Board considered a document which outlined the current organisation structure of the Halton Strategic Partnership and the proposed structure of the Health and Wellbeing Board (HWB).

The current structure of the Strategic Partnership Board showed linkages to Halton's existing Locality Area Forums. The Board discussed how their involvement in the health agenda could be enhanced.

The proposed structure of the HWB included three sub groups which were intended to be the vehicle for development of the work to be presented to the main Shadow Board. The three sub groups would be :-

- Health Strategy Group
- Commissioning Sub Group
- Public Health Commissioning Sub Group
- Executive Officer Group

D Johnson

RESOLVED That the proposed structure for the Shadow Health and Wellbeing Board be agreed.

HWB6 REFRESH OF JOINT STRATEGIC NEEDS ASSESSMENT

Dympna Edwards provided an update on the Joint Strategic Needs Assessment (JSNA) Executive Summary 2010/11.

The JSNA was a means by which the Primary Care Trusts and Local Authorities described the future of health and wellbeing needs of the local populations and the strategic direction of service delivery to meet those needs.

It was noted that the JSNA would be used to inform commissioning decisions and be the main evidence driver for the Health and Wellbeing Board (HWB) which would

operate in Halton. Using the findings of the JSNA, a high level strategy would be developed as part of the new responsibility of the HWB.

RESOLVED: That the report be noted.

HWB7 KEY REPORTS

The Board received a verbal report from the Strategic Director, Communities, which explained the linkages between a number of statutory reports and the work of the Shadow Health and Wellbeing Board.

RESOLVED: That the Shadow Board receive a brief overview presentation of the following plans at the next meeting:

- Adults
- Children and Young People
- Clinical Commissioning Group
- Hospital and Community Trusts
- 5 Borough Service Providers
- LINKS

HWB8 HEALTH AND WELLBEING STRATEGY

The Board considered a report of the Strategic Director, Communities, on the requirement of the Health and Wellbeing Board (HWB) to produce a local HWB Strategy.

The report outlined the functions of HWB's, the requirements to produce a strategy as part of its statutory responsibilities, the relationship between the Strategy and Section 75 arrangements, the co-production of the strategy and the gathering of views from the partner agencies, and the scoping exercise for the HWB strategy. It was agreed that a weighting system was required to determine the priorities.

RESOLVED: That the report be noted and a further detailed report be presented to the next meeting.

D Edwards

HWB9 HEALTH ACTION ZONES

The Board considered a report of the Strategic Director, Communities which advised on the outcomes of the Health Summit in June 2011.

The Board noted that implementing changes outlined in the NHS proposals would mean greater integration with

the Council, taking greater responsibility for health improvement, well-being and associated public health services in Halton.

One of the key ideas arising from the health summit was the proposal to establish 7 health zones in Halton, to mirror the existing Area Forum boundaries. Each zone would adopt a healthy lifestyle approach and encourage local businesses, schools, colleges, GP Practices, restaurants and takeaways to apply the relevant standards to become part of the zone.

In addition, the Board considered the possibility of developing a fully integrated, scaled up and systematic wellness model, in line with the Marmott Review and the NST for Health Inequalities. A diagram of this was attached at Appendix 3.

RESOLVED: That the areas detailed in Appendix 2 be agreed and re-named Healthy Lifestyle Zones.

D Johnson

HWB10 COMMUNICATION AND MARKETING

The Board considered the need for a communications strategy, which embraced a number of methods of communication both for GP's and external users. Members viewed an e-portal system demonstrated by Simon Riley and Emma Danton from Halton's ICT Service.

Board members were encouraged to submit comments or suggestions on how they would like the website to be developed, to the project co-ordinator, Emma Danton by email : emma.danton@halton.gov.uk.

RESOLVED: That the presentation be noted and work on a communications strategy be commenced.

D Johnson

HWB11 NEXT STEPS

David Parr outlined the next steps for the Shadow Board from the actions arising at the meeting. These were agreed as:-

- Agree to review membership of the Board at regular intervals
- Identify Lead Officers, membership and workloads for the Health Strategy Group, the Commissioning Sub Group and the Public Health Commissioning Sub Group
- Review the JSNA strategy and decide on priorities

- Develop a communications strategy and develop an e-portal facility
- Presentations on partnership plans to be prepared for the next meeting (maximum of 5 minutes)
- A note of this meeting to be made available on the e-portal and shared by email to all members
- The Healthy Lifestyle Zones be developed and shared with GP's and the Local Authority

HWB12 DATE AND TIME OF NEXT MEETING

Board Members agreed that it would be appropriate to convene monthly meetings of the Shadow Board rather than quarterly meetings, the first meeting to commence on 22 February 2012.

RESOLVED: that the following meeting dates for 2012 be confirmed at 2.00pm in the Karalius Suite, Halton Stadium, Widnes:

22 February
21 March
25 April
23 May
20 June
18 July
12 September
10 October
14 November
12 December

Meeting ended at 11.00 a.m.

SHADOW HEALTH AND WELLBEING BOARD

At a meeting of the Shadow Health and Wellbeing Board on Wednesday, 22 February 2012 at Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Polhill (Chairman) and Wright, W Rourke, A. McIntyre, S. Banks, P. Cooke, Dr K Fallon, D Johnson, J Lunt, D Lyon, E O'Meara, D Parr, M. Pickup, M. Roberts, N Rowe, N Sharpe, I Stewardson, D. Sweeney, G Ferguson and A. Williamson

Apologies for Absence: Councillors Hignett, Swain and C Hughes, Dr Richards, Dr Lyon, A Yeomans and J. Wilson.

Absence declared on Council business: None

**ITEM DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

Action

HWB13 MINUTES

The Minutes of the meeting held on 5 December 2011 were taken as read and signed as a correct record.

HWB14 PRESENTATIONS FROM PARTNER AGENCIES ON THEIR ORGANISATIONAL PRIORITIES

(1) Dwayne Johnson – Community Directorate

The presentation outlined the aims of the Community Directorate which included:-

- To address health inequalities and outcomes;
- Assess local need and sure availability and delivery of services;
- Protect/safeguarding;
- Professional Leadership;
- Managing culture change;
- To promote local access/partnership working;
- To provide an integrated approach to supporting local communities; and
- To promote social inclusion.

It was noted that the key priorities remained those contained within the National Health Service Act 2006, Section 75 Agreements between the NHS and the Council. The 2006 Act enabled the NHS and local authorities to work together, with pooled funds, lead commissioning, and integrated provision. The outcomes of the Act were to

design and deliver services around the needs of users and patients without worrying about organisational boundaries, eliminating gaps and duplications.

(2) Ann McIntyre/Jane Lunt – Children and Young People’s Plan 2011 – 14

The presentation gave a broad outline of the Halton Children’s Trust Joint Strategic Plan for 2011 – 14 which included all services for children and young people aged 0 – 19, young people leaving care aged 20 and over and young people with disabilities or learning difficulties up to the age of 25. The plan set out the Children’s Trust vision for improving children’s health and wellbeing. Further the plan focussed on vulnerable groups to ensure that they achieved the same outcomes as all children and young people in Halton and the role of the Halton Safeguarding Children Board. The Plan also set out the following overarching priorities for the Trust which aimed to improve outcomes for children and young people as follows:-

- through embedding integrated processes to deliver early health and support;
- through effective joint commissioning;
- by targeting services effectively.

The Board was advised that the Plan supported the Trusts Early Help and Support Programme which was driven by a National agenda – Munro Allen and Tickle. It was noted that the focus of Family Intervention Programme at level 3 had achieved total savings in three years of £4.2m.

(3) Dr. Kate Fallon – Bridgewater Community Healthcare NHS Trust

The presentation gave an outline of:-

- The services provided by the Trust and the footprint of areas receiving those services;
- The Trusts mission, vision and the challenge faced by the Trust;
- The Trust’s aim of achieving foundation status and the consultation process.

The presentation also outlined the anticipated changes within the NHS in 2016/17, where GPs would be at the centre of commissioning services, and its potential impact on a new commissioning landscape. Dr. Fallon expressed her appreciation at the establishment of this Board and its partnership approach.

(4) Nick Rowe – 5 Borough's Partnership NHS Foundation Trust

The Board received a presentation on the role of the Specialist Mental Health and Learning Disability Trust, which provided secondary care services for adults, older people, CAMS, LD and Forensic. To date, approximately 3,360 Halton residents had access to this service. The Board noted that the priorities of the Trust for 2012 and beyond was to:

- to focus on providing accessible, high quality, community services to support service users in their own homes and communities for as long as possible to promote quality of life;
- ensure fit-for-purpose accommodation, delivering the full range of specialist assessment and treatment, was provided for in-patient assessment;
- to develop and maintain close partnership working within the local health economy with a number of agencies including the local authority, commissioning bodies, neighbouring acute hospitals and community trusts, independent sector, NHS Stakeholder bodies, patient, service user and carer bodies.

(5) Ian Stewardson – St. Helens and Knowsley Teaching Hospitals NHS Trust

The Board received a presentation on the future aspirations of the Trust to become a five star patient care organisation providing the following:-

- a welcoming, safe infection-free environment;
- best practice, high quality evidence based care;
- respectful, open inclusive communication;
- Efficient patient centred reliable systems;
- planned, personalised embedded pathway.

The long-term priorities of the Trust were for the Hospital to continue to play a major part in a high quality health and social care system that was financially and clinically sound. In order to proceed with these priorities a long term strategy needed to be agreed with the Merseyside cluster.

It was reported that the Trust would be receiving additional Government funding in the near future.

(6) Mel Pickup – Warrington and Halton Hospitals NHS Foundation Trust

The presentation provided an outline on the future aspiration of the Trust to be a vibrant, sustainable health care organisation and to be the provider of choice across Warrington and Halton for planned and emergency care and chronic disease management. It was noted that the Trust aimed to provide:

- Good core surgical services;
- Strong well reputed clinical teams;
- Orthopaedic/spinal growth – out of area referrals;
- Shared facilities/sites;
- Long-term condition management and working with community providers to deliver out of hospital care;
- Paediatric outreach; and
- Self-funding/private work.

Mel Pickup outlined to the Board the potential future pressures faced by the Trust which included future savings, whilst meeting public expectations with regard to quality standards and achieving Government performance targets.

(7) Simon Banks – Halton Clinical Commissioning Group

The presentation outlined the emerging vision for the group with the focus on the following key themes:

- Preventing People from Dying Prematurely;
- Enhancing quality of life for people with long-term conditions;
- Helping people to recover from episodes of ill-health or following injury;
- Ensuring people have a positive experience of care;
- Treating and caring for people in a safe environment and protecting them from avoidable harm;
- Improving health and wellbeing;
- Delivering care closer to home; and
- Promoting self-care, independent and community resilience.

In addition the presentation outlined the key priorities for the Trust and the Board noted that a public consultation event would begin on the 28th February until June 2012.

(8) Eileen O’Meara – Public Health NHS Merseyside

The presentation outlined the vision and priorities for public health for 2009-2013 which included:

- Improving the health of our local population;
- Supporting a healthy start in life;
- Reducing poor health resulting from preventable causes;
- Encouraging people to be tested for diseases quickly; and
- Ensuring that where people have existing chronic ill-health they receive effective and efficient care and support.

It was noted that there had been delays in the commissioning priorities for public health due to the recession, tender controls and vacancy management.

Arising from the discussion, the low number of people with disabilities accessing the health checks in Halton was highlighted, the figure was below those in St. Helens accessing this service. In response, it was noted that GPs were on board in ensuring those people with disabilities were accessing the health checks which were available to them.

(9) Paul Cooke – LINKs

The Board received a presentation on the role of the Local Involvement Network (LINKs) in the community and its priorities. It was noted that the LINKs Service was an independent organisation and, to date, 950 people accessed this service.

RESOLVED: That the presentations be noted.

HWB15 PUBLIC HEALTH TRANSITION - VERBAL UPDATE

The Board received a verbal update on the Public Health transition progress to date. It was noted that by 16th March a transition plan had to be produced. The Transition Plan would be approved by the Council's Executive Board and by the relevant body within the NHS. In addition, a shadow structure needed to be in place and a commissioning plan agreed. A Director of Public Health for Halton post had been advertised and interviews would be held in March 2012. It was agreed that the Transition Plan would be e-mailed to all Board Members for comment with the request that any feedback be sent by e-mail before the deadline date of March 16th.

RESOLVED: That the report be noted.

HWB16 HEALTH AND WELLBEING STRATEGY

The Board considered a report of the Strategic Director, Communities which provided an update on the development of the Joint Health and Wellbeing Strategy. A Joint Health and Wellbeing Strategy Group led by the Director of Public Health had been set up and had held its first meeting in January 2012. It had agreed Terms of Reference, membership, a time line and project plan. It had also developed a draft outline framework and began to populate it with information. This had been presented to the Health Strategy Sub-Group.

It was reported that since the last meeting a narrative document, 'Joint Strategic Needs Assessments and Joint Health and Wellbeing Strategies' explained was published which set out the context of strategies and joint health and wellbeing strategies for Health and Wellbeing Board Members. In addition, the Department of Health had produced a draft guidance on Health and Wellbeing strategies which was currently open for consultation. The guidance would then be refined before publishing the final statutory guidance after Royal Assent, before Summer Recess 2012.

The Board was advised that at a local level, work was currently underway to ensure that Halton's existing Joint Strategic Needs assessment were fit for purpose (according to existing guidance). A key needs document had been developed which would be reviewed by commissioners. This document would assist the Health and Wellbeing Board in being able to identify the priorities that would underpin the Health and Wellbeing Strategy within the required life course approach. A copy of the Joint Strategic Needs Assessment had been previously circulated to Members of the Board.

Agreement on the Health and Wellbeing Strategy and alignment of a number of Clinical Commissioning Groups (CCG) priorities against these must be reached by early June 2012 to enable CCG to sign off commissioning intentions by the end of June. Consultation had started on determining the local priorities, with an event with Halton CCG planned for 28th February which would seek to gain the views of local stakeholders on the key priorities for the CCG and Health and Wellbeing Strategy.

It was also noted that a Public Health Transition event

had taken place on 7th February attended by Elected Members and staff from both the Local Authority and Public Health. This event provided the opportunity to discuss key Health priorities. In addition to this press releases had been prepared for a number of local publications, newsletters and bulletins and there would also be the opportunity to leave comments on line.

It was recognised that as part of the consultation it was a priority to consult young people on the Health and Wellbeing Strategy.

RESOLVED: That the report be noted.

HWB17 HEALTH AND WELLBEING SERVICE PARTNERSHIP PROPOSAL

The Board considered a copy of the Health and Wellbeing Service Partnership Proposal between Halton Borough Council and Bridgewater Community Health Services.

The service areas covered by the proposal were those which were currently delivered by the Health Improvement Team (Bridgewater) and Surestart to Later Life/Community Bridgebuilders and Early Intervention and Prevention Services (HBC). The proposal would initially incorporate those services detailed, however, there were a number of options within this approach to further develop the partnership approach within the following services, sexual health, falls, oral/dental health promotion.

In order to ensure a successful transition and on-going positive working there were a range of key interfaces/pathways of care within which the Health and Wellbeing Service had a key role.

It was proposed to develop a mix of professional teams of front line workers from the services detailed in the report with a focus on single line management and integrated service provision. Operational policies for the teams would be developed as part of the transition process and would be agreed as part of the implementation plan. New management arrangements would need to be put in place. Once the model and the partnership agreement arrangements had been agreed, further work would be required to develop an implementation plan and project group, this would include:-

- Budgets

- Re-design options
- Governance
- Accountability
- Staff establishment
- Policy and procedures
- Roles and responsibilities.

Decisions on the proposals and subsequent partnership arrangements would be taken at the joint meeting between Halton Borough Council and Bridgewater Executive Team on 31st January 2012. Formal agreement and an implementation plan would be signed off by the 31st March 2012. It was proposed that the new operational arrangements would be in place by 31st March 2013.

The Board was advised that high level outcomes were expected to be realised as a consequence of the integrated service which included:

- Improved access to community services, promotion, prevention, enablement, independence and well-being;
- Improved ability to deliver innovative services focused on the communities we serve;
- Ability to reflect and deliver local requirements to meet service users' needs with clarity in local accountability.
- Improved access to high quality training and development for staff;
- Improved efficiency and cost effectiveness;
- Increased functionality through integrated teams offering a wide range of flexible responses and skills.

In addition the proposed model would act as a catalyst for more integrated working, to develop a joint vision, build relationships and focus on the identified priorities.

RESOLVED: That

- (1) the proposal to establish joint working arrangements be noted;
- (2) the operational accountability framework be noted;
- (3) the development of any required formal agreements be authorised;
- (4) the development of an implementation plan be

authorised.

HWB18 LAUNCH OF HEALTH AREAS

The Board discussed the development of Health areas in Halton which would be based upon the current Area Forum footprint. The Health areas would be used to deliver the Health and Wellbeing Strategy for Halton, adopting a Community Development led approach and working closely with Public Health. Once the Health Areas approach had been agreed by Elected Members, a branding exercise would take place to ensure the most appropriate name was chosen for the Areas. A Health Areas Working Group would also be established.

It was proposed that consultation with Area Forums and the wider community would be carried out in the near future. A further update report would be brought back to the next meeting of the Board.

RESOLVED: That the report be noted.

HWB19 DEVELOPMENT OF A HEALTH & WELLBEING BOARD WEBSITE

The Board received an update on the development of a Health and Wellbeing Board website. Members of the Board had been invited to attend a web development workshop on the 7th February 2012. The workshop discussed the aims of the website, content, the intended audience and what functionality was required. Issues raised at the workshop included, governance, security and legal implications and branding of the website.

It was proposed that a further report would be presented to the next meeting.

RESOLVED: That the contents of the report be noted.

HWB20 FEEDBACK FROM HEALTH AND WELLBEING BOARD SUB GROUPS (CHAIRS)

The Board considered feedback from Health and Wellbeing Board Sub-Group – Commissioning. Terms of Reference for the Sub-Group had been agreed and work was on-going to establish a picture of the current position and an aspiration of commissioning in 12 months' time.

RESOLVED: That the report be noted.

HWB21 HEALTHWATCH UPDATE

The Board considered a report of the Strategic Director, Communities, which provided an update on the recent Government announcements regarding the establishment of local Healthwatch organisations and an outline of Halton's current position. Following feedback from local authorities and local involvement networks, the Department for Health had announced that the implementation date for local Healthwatch had been put back to April 2013, subject to Parliamentary approval. The implementation date for Healthwatch England, the body that would provide leadership, advice and support to local Healthwatch organisations, remained the same – October 2012.

It was recognised that the new start date would allow time for additional engagement with LINK members, members of the public and stakeholders as to how local Healthwatch could operate in Halton, which could then be considered in the development of the contract specification. In addition the extension to the transition period meant that the tender specification would not now need to be finalised until Summer 2012 allowing greater time to ensure that Halton could learn from the pathfinder areas and utilise further guidance from the Department of Health and Healthwatch England.

It was noted that new funding of £3.2m had been made available in 2012/13 for start-up costs in establishing local Healthwatch and included costs such as staff recruitment/training, office set up costs, and branding; a funding would be allocated as part of the Department of Health Learning Disabilities and Health Reform Grant in 2012/13.

It was noted that as a consequence of the new start date, the Halton LINK host contract had been extended up to an additional 12 months, March 2013. Further developments in Halton included:

- Halton LINK had been working with the Council and key stakeholders to prepare for the transition and had established a Transition Sub-Group of the LINK Board;
- the Council's Healthwatch Project Group had met with a representative from the Council's Legal Team to establish advice on developing a specification for an appropriate body corporate;

- Members of the Project Group would also meeting with colleagues from Merseyside local authorities to explore cross-boundary procurement of the Local Healthwatch support functions

RESOLVED: That the report be noted.

HWB22 DATE AND TIME OF NEXT MEETING

It was noted that the next meeting would be held on Wednesday 21st March 2012 at 2pm in the Karalius Suite, Stobart Stadium, Widnes.

Meeting ended at 4.00 p.m.

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SHADOW HEALTH AND WELLBEING BOARD

At a meeting of the Shadow Health and Wellbeing Board on Wednesday, 21 March 2012 at Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Hignett, Polhill (Chairman) and Wright and P Cooke, E Danton, K Fallon, M Forrest, D Lyon, D Johnson, E O'Meara, A McIntyre, D Parr, M Pickup, B Raistrick, M Roberts, N Sharpe, D Sweeney, G Ferguson and J Wilson.

Apologies for Absence: S. Banks, S. Barber, D. Edwards, N. Rowe, R. Strachan, A. Williamson, W Rourke and S. Yeoman.

Absence declared on Council business: None

**ITEM DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

Action

HWB23 MINUTES

The Minutes of the meeting held on 22nd February 2012 were taken as read and signed as a correct record.

HWB24 HEALTH AREAS UPDATE

The Board received an update report on the progress of locality health areas in Halton. A working group had been identified to progress this area of work and an inaugural meeting had taken place on 15th March 2012. A draft terms of reference detailing membership and an action plan had been produced and circulated to Members of the Board. It was reported that the initial priority for the Group was to develop an overarching brand for health and wellbeing in Halton to raise awareness and build ownership of the health and wellbeing agenda. It was anticipated that a favoured option for a brand and a communication and marketing plan would be developed in 12 weeks' time.

The Board was advised that the Area Forums which met three times each Municipal Year would provide a platform for Councillor and Community engagement and embed this agenda as core business. A presentation would be made at the June/July meetings to set the context, consult and outline future arrangements.

Members commented that representatives from the faith groups should be considered for membership of the locality health areas working group.

RESOLVED: That the report be noted.

HWB25 PUBLIC HEALTH TRANSITION UPDATE

The Board considered a joint report of the Strategic Director, Communities and the Interim Director, Public Health on the Public Health Transition plan.

The Board was advised that the current NHS reform programme set out proposals for the development of a new public health system. A key element of the proposals was the transfer of local public health leadership and commissioning from the Primary Care Trusts (PCTs) to local Councils. The key elements of the new public health system were summarised in the report.

Health and Wellbeing Boards, as a statutory Council committee, would provide the forum to bring together clinical commissioning groups, health and social care practitioners, public health and elected members with patient and public champions, to join up the public health agenda with the wider work of the NHS, social care and children's services.

The report provided details of the approach to be taken by Halton and the joint role the Borough Council had with Merseyside PCT cluster in co-developing the new local arrangements for public health. The public health transition assurance framework was attached at Appendix 1 and had been approved by Executive Board on 15th March 2012. It was noted that funding and responsibilities would formally transfer on the 1st April 2013, although would run in shadow from 2012/13.

The Board noted that from 2013/14 Councils would receive a ring fenced Public Health grant. In addition, the Government had announced £5.2b funding for the whole public health system of which £2.2b would be allocated to local authorities. Details were awaited of the distribution formula on which the allocations would be based. However initial indications were that Halton appeared to be underfunded.

As well as the transfer of public health responsibilities there would also be a transfer of public health staff for PCTs to local authorities. At present the Public Health Team work across Halton and St. Helens. It had been agreed that in order to support each area to discharge their public health duties two Public Health Teams would be created, one for Halton and one for St. Helens, each with a Director of Public

Health. It was anticipated that the Director of Public Health post would be in place by 30th March 2012.

It was noted that staff from the CCG would move into Runcorn Town Hall in May/June 2012. Arising from the discussion it was agreed that a report detailing an audit of NHS assets in Halton would be brought to the next meeting.

RESOLVED: That the plan to transfer public health functions to the Council be approved.

D Johnson

HWB26 HEALTH AND WELLBEING BOARD WEBSITE

The Board received a presentation on the Health and Well Being Board website proposals. A workshop had been held to gather requirements for the website and the following had been requested.

- A website for the Health and Well Being Board and Officers Group that would assist with the management of the group;
- An area for sharing documents;
- A chat room; and
- A shared calendar.

Following a demonstration of the prototype site it was suggested that consideration be given to developing discreet areas, colour coding, an area to confirm attendance at future Health and Well Being Board meetings, an area to attach Health and Well Being Board agenda and minutes within the calendar and a facility to post details of other Health meetings within the calendar area.

RESOLVED: That the site be approved subject to consideration of the comments made.

HWB27 FEEDBACK FROM HEALTH AND WELLBEING BOARD SUB GROUP MEETINGS

The Board received an update report for each of the Health and Well Being Board Sub-Groups that sit under the main Board. With regard to the Health Strategy Group the Group had met on the 9th February and the following progress was reported:

- The JSNA and area health profiles were nearly complete;
- Consultation and engagement has started; and
- The group was developing a framework for prioritisation.

In respect of the Commissioning Group, the first meeting had been held on the 20th February. The Group discussed a number of key items including terms of reference, the Integrated Model for Commissioning, an update from the Clinical Commissioning Group and the One Plan.

The minutes from the meeting of the Health Strategy Group and the Commissioning Group had been previously circulated to the Board for information.

It was reported that the Public Health Commissioning Sub Group had met this week and considered draft Terms of Reference and transfer of contracts to the Local Authority.

RESOLVED: That the report be noted.

HWB28 HEALTH & SOCIAL CARE BILL UPDATE

The Board considered a report of the Strategic Director – Communities, which provided an update on the progress of the Health and Social Care Bill. The Health and Social Care Bill had passed through the House of Lords and was on track to progress through the Parliamentary system. As part of the Bill the Strategic Health Authorities and Primary Care Trusts would be abolished and the NHS Commissioning Board would take on its full responsibilities from the 1st April 2012. In addition, Clinical Commissioning Groups (CCGs) would be developed to cover England. The Government aimed to have the CCGs fully authorised by April 2013. The CCGs would be responsible for commissioning the majority of healthcare for their local population. It was expected that the CCGs would put arrangements in place to identify their substantive appointments from April 2012.

It was envisaged that the NHS Commissioning Board would temporarily host commissioning support services that grew from PCT clusters from April 2013 where those services demonstrated, through business review, that they would be viable. It was proposed that all these services would move to freestanding models by April 2016. Early indications suggested that there may be 25 to 30 NHS Commissioning Support services. It was anticipated that each Commissioning Support Service would have developed governance arrangements that would allow it to operate at arm's length from the PCT cluster by March 2012.

With regard to Public Health England (PHE), this was

to be established on 1st April 2013 as an Executive Agency of the Department of Health. Its overall mission would be to protect and improve the health and wellbeing of the population and to reduce inequalities in health and wellbeing outcomes. Further work to finalise the organisation design of PHE including the number and location of staff and offices would be conducted by the end of April 2012.

With regard to Local Government and Public Health Services, the expected date for any transfer of Public Health Staff from the NHS to Local Government was 1st April 2013. The provisions included a new duty on County Councils, London Borough Councils and Unitary Authorities, to take steps to improve the health of their local population. Local Authorities may fulfil their new health improvement duty through commissioning public health services and through working with clinical commissioning groups and representatives of the NHS Commissioning Board to integrate services.

In addition, Health Education England would be established as a Special Health Authority in June 2012 with a view to commencing operations from October 2012 and taking on full responsibilities by 1st April 2013.

As part of the Bill NHS Property Services Limited would be established and would be a property company wholly owned by the Department of Health. The principal function of the company would be to hold and manage part of the estate that was currently owned by PCTs. Due to the complexities of the Estate, it was envisaged that properties and staff may transfer from PCTs in a number of waves between September 2012 and March 2013.

It was reported that the Department of Health would reduce its staff from 2,400 to around 1,000. This would include staff leaving to join other new NHS organisations. It was also noted that the Government had tabled amendments to the Bill to enable local authorities to have flexibility and choice over the organisational form of local Healthwatch.

The Board requested that their appreciation to Louise Wilson for the thorough report be noted.

RESOLVED: That the report be noted.

HWB29 COMPREHENSIVE CANCER CENTRE FOR CHESHIRE AND MERSEYSIDE

The Board considered a report of the Strategic Director, Communities which sought to provide information on the work that had been taking place in Cheshire and Merseyside to consider and bring forward proposals for the development of World Class Cancer Services in Cheshire and Merseyside through the establishment of a new Cancer Centre in Liverpool and the development of services across this area.

The Board was advised that the report requested Members support for the delivery of a wide-range of communication and involvement exercise designed to share the proposals with a wide range of stakeholders across Cheshire and Merseyside and further afield where appropriate.

Mel Pickup, Chief Executive of Warrington and Halton NHS Foundation Trust, gave a verbal update at the meeting. It was report that in Autumn 2010, Price Waterhouse Coopers (PWC) had been engaged by Liverpool PCT to undertake a high level affordability study to review the cost and affordability of building a new comprehensive Cancer Centre co-located with a redeveloped Royal Liverpool Hospital. The final report had been published in March 2011. The study reviewed two options – A standalone Cancer Centre and a Cancer Centre with an element of shared services with the RLBUH. The capital cost of both options based 80 in-patient beds, was £116.5m and £105.2m respectively (both excluding VAT).

The Board was further advised that both Trust Boards had worked together to consider and bring forward an affordable proposal which incorporated:

- A new build Clatterbridge Cancer Centre adjacent to the proposed new build Royal Liverpool Hospital (RLH);
- A separate dedicated entrance for the Cancer Centre;
- The majority of cancer inpatient services provided by Clatterbridge Cancer Centre, to be accommodated within the RLH scheme with flexibility within the cancer centre to provide additional, flexible inpatient/day care services;
- Radiotherapy, chemotherapy, dedicated imaging and outpatient services to be provided within the Cancer Centre;
- Appropriate, dedicated patient and staff access links between the Cancer Centre and RLH buildings with required clinical adjacencies conducive to effective and efficient delivery of patient care and clinical trials;

- A dedicated adjacent free parking facility for cancer patients;
- Clinical Trials Unit to be provided in collaboration with RLH and the University assuming essential laboratory support of the Cancer Centre;
- Cytotoxic pharmacy to remain on site; and
- A satellite facility to remain on the CCO Wirral site comprising ambulatory, radiotherapy and chemotherapy, outpatients services proton therapy.

In making the above recommendations it was recognised that certain patients would have to travel further for certain elements of their care. However, it was important to emphasise that radiotherapy and chemotherapy services would continue to be provided on the original Clatterbridge site. Outpatient chemotherapy services and radiotherapy services for patients with more common cancers such as breast, prostate and lung would also continue to be provided on the site for local patients. Only those patients who required more complex treatment, or required inpatient facilities, would be required to travel to the new centre in Liverpool.

It was estimated that the Cancer Centre could open with, or shortly after, the new Royal Liverpool Hospital in 2017. This would involve the completion and approval of outline and full business cases by the Board of CCO and monitor assessment of each and the completion of formal public consultation.

RESOLVED: That the report be noted.

HWB30 DATE OF NEXT MEETING

It was noted that the next meeting would be held on Wednesday 23rd April 2012 at 2pm in the Karalius Suite, Stobart Stadium, Widnes.

Meeting ended at 3.25 p.m.

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**CHILDREN YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE
BOARD**

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 20 February 2012 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), M. Bradshaw, A.Cole, Fraser, Fry, Hodge, P. Lloyd Jones, K. Loftus, J. Lowe, N.Plumpton Walsh and Miss L. Lawler

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Bennett, V. Buchanan, S. Clough, H. Coen, A. McIntyre, G. Meehan, S. Nyakatawa, M. Simpson and E. Taylor

Also in attendance: C. Pollard

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

Action

CYP43 MINUTES

The Minutes of the meeting held on 5th January 2012 were taken as read and signed as a correct record.

CYP44 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

CYP45 EXECUTIVE BOARD MINUTES

The Board received a report which contained the minutes relating to the Children and Young People and Families portfolio which had been considered by Executive Board and Executive Board Sub-Committees since the last meeting of the PPB.

In relation to ES64 Members queried the number of children who were in Independent Fostering Agencies. It was reported this information would be sought and subsequently it had been reported that there were 5 children in Independent Fostering Agencies which had reduced from 11 compared to last year.

Board Members also discussed the Free School

referred to in EXB78 and were informed that the land that was the proposed for the Free School was already reserved for a Primary School. Members raised concerns regarding children attending secondary schools out of the Borough. In response it was noted that the number of pupils accessing out of Borough secondary provision had significantly reduced. Members were advised that the current figures of children accessing out of Borough provision would be circulated for information. The Board requested that the reports relating to EXB78 and from February's Executive Board EXB98 be circulated for information.

RESOLVED: That

- 1) the minutes be noted;
- 2) current figures of children accessing out of Borough secondary education be circulated; and
- 3) reports from EXB78 and EXB98 be circulated to Board Members for information.

Strategic Director
- Children and
Enterprise

CYP46 SSP MINUTES

The minutes of the Halton Children's Trust meeting held on 10th January 2012 were submitted to the Board for consideration.

RESOLVED: That the minutes be noted.

CYP47 CHANGES TO SUPPORT YOUNG PEOPLE IN EDUCATION AND TRAINING

The Board considered a report of the Strategic Director, Children, Young People and Enterprise which informed Members of the changes to arrangements for supporting young people in education and training.

It was reported that there had been a number of infrastructure changes affecting financial and other support mechanisms available to young people in Halton since 2010. The report set out a brief statement on changes affecting 14 – 25 year olds, including information of any new arrangements that had been established in Halton.

The Board was informed that in response to the changes, the Council had completed an overview of provision for 14-19 year olds (and up to 25 for those with a learning difficulty or disability), which would enable the Borough to take account of the changes and shape

provision by identifying gaps, supporting new provision and developing the market. Priorities had been identified and were outlined in the report for information.

It was noted that the 14 -19 Strategic Commissioning Statement was coherent with the purpose of positive activities for young people supporting them with their health, lifestyle and career aspirations and enabled them to achieve their full potential in their transition into adulthood.

The changes to support for young people were outlined in the report for information and headed as follows:

- Education Maintenance Allowance (EMA)
- 16 – 19 Bursary Scheme
- Hardship Funding
- Aimhigher
- Higher Education Provision
- Riverside College
- Work Related Working
- Information Advice and Guidance; and
- Apprenticeships.

Arising from the report the Board discussed the early breakfast provision in colleges, teaching standards in Riverside College and clarity was sought regarding level 3 apprenticeships and monitoring and evaluation of apprenticeships.

It was further noted that a report would be brought to a future meeting in relation to how the changes have affected services and the progress of Not in Education or Training (NEET).

RESOLVED: That

- 1) the report be endorsed;
- 2) a report regarding how the changes have affected services be brought to a future meeting.

Strategic Director
- Children and
Enterprise

CYP48 CHILDREN IN NEED CONTACT, REFERRAL AND ASSESSMENT ANALYSIS

The Board received a report of the Strategic Director, Children and Enterprise which provided Members with the opportunity to scrutinise referral and assessment activity and provided an update on issues impacting on current performance within the Children in Need (CiN) Service. The

report focussed on the performance in relation to the first two quarters of 2011/12.

The Board was informed of the importance of Members having a good understanding of the performance for Children In Need Contact, Referral and Assessment analysis and were satisfied that adequate strategies were in place to ensure that the children of Halton were safeguarded. Ofsted inspections of Contact, Referral and Assessment processes in other local authorities had criticised the failure to scrutinise safeguarding practices and the poor understanding of issues impacting on performance.

It was further reported that Children's Social Care was made up of a number of services. The CiN Service provided contact referral and assessment services to Children in need and those in need of protection, including those children with a disability who required a social worker. The Permanence Team provided services to children in care who had a plan of permanence and the Young People's team provided services to care leavers and Children in Need who were 16+. The Fostering Team and Adoption Team undertook family finding and recruitment of carers.

The report provided information on the following services:-

- Referrals;
- Contacts;
- Completion of Assessments;
- Inspection of Contact Assessment and Referral;
- Caseloads and Social Work Capacity;
- Management Capacity;
- Child Protection Plans and S47 Inquiries;
- Work Flow;
- Performance/Data; and
- Summary.

Appended to the Report for information was the terms of reference for the Halton Safeguarding Children's Board. In addition to supporting data tables for contacts referrals, initial assessments and core assessments and a Children in Need population.

Members were further advised of a 2 day unannounced inspection of Front Door Services by Ofsted, the results of which were positive and a number of strengths had been identified. There were 11 areas that met statutory requirements and some areas where flagged for further development. It was reported that an action plan had been

devised to address these issues.

Arising from the report Members discussed the variety of caseloads for social workers, teething problems with the Care First 6 system going live and the capacity of the server and recruitment and retention of managers.

RESOLVED: That

- 1) the Board continues to scrutinise and support the work of the Children's Trust in relation to the development of Team around the family and early help services; and
- 2) an update report on end of year performance be presented to the Board in six months time including action taken and impact in reducing Social Workers' Caseloads.

Strategic Director
- Children and
Enterprise

(NB: Cllr Fry declared a personal interest in the following item due to being the Chair of Halton Autistic Family Support)

CYP49 MULTI-AGENCY TRANSITION PROTOCOL

The Board considered the report of the Strategic Director, Children and Enterprise which set out the revised Transition Protocol and provided the Board with the opportunity to comment on the protocol.

It was reported that the Strategic Transition Group oversaw the implementation of the Multi- Agency Transition Strategy for Young People aged 14 – 25. The Board endorsed the strategy on 21st February 2010. It was reported that the Strategy set out the domains in the transition from Children's to Adults Services what the Council was doing already and how the Council could improve.

It was further reported that the implementation of the Transition strategy was supported by an Action Plan and an important aspect of which was the need to revise the transition Protocol. The Protocol set out in more detail the critical milestones in transition and the procedure to be followed by all of the key agencies. The protocol also clarified the wider operational governance arrangements.

RESOLVED: That the revised Transition Protocol be endorsed.

CYP50 YOUNG CARERS SCRUTINY TOPIC

The Board considered a report of the Strategic Director, Children and Enterprise which provided an update on the progress made regarding young carers since the topic last came to the Board on the 31st October 2011.

It was reported that the topic for young carers had been a subject of scrutiny between September 2010 and July 2011. This had been chosen as young carers were a vulnerable group given their family circumstances, and they could be defined as “children in need” as defined within the Children Act 1989, especially when their caring role inhibited the experience and usual development of childhood.

Members were advised that the scrutiny process consisted of Members and Officers within Children and Families Services, and findings of the scrutiny process were highlighted within the report brought to the Board in October and included information regarding:-

- Current staffing arrangements and structures regarding young carers;
- Commissioned services for young carers;
- Governance arrangements;
- Performance issues; and
- Partnership arrangements between Children’s and Communities Directorates.

The Scrutiny Group process had highlighted a number of positive factors, which were set out in the report for information, and the process also raised a number of areas for further development; being service provision, strategy and participation.

The report also detailed the progress made to date, a young carers model up to 18 years and the draft Young Carers Strategy for Halton January 2012 to 2014.

Members suggested that the implementation plan and strategy be taken to Area Forums to expand the consultation process and endorsed the plan and the strategy. It was also noted that an update report would be brought back to the Board in 12 months time.

RESOLVED: That

- 1) the contents of the report, strategy and action plan are noted;

Strategic Director
- Children and

- 2) the new Young Carers Strategy and action plan be endorsed as a piece of work that reflected the issues raised during the scrutiny process and views of young carers; and
- 3) the issue of young carers be brought back to the Board in 12 months to review progress and any further developments.

Enterprise

CYP51 SUSTAINABLE COMMUNITY STRATEGY MID-YEAR PROGRESS REPORT

The Board considered a report of the Strategic Director, Policy and Resources which provided information on the progress in achieving targets contained within the 2011 – 2016 Sustainable Community Strategy for Halton.

It was reported that the SCS for Halton was the central document for the Council and its partners which provided an evidence-based framework through which actions and shared performance targets had been developed and communicated.

It was further noted that the previous SCS included targets which were also part of the Local Area Agreement (LAA) and that the coalition Government announced the ending of government performance management of local authorities through LAAs. However, the Council and its partners needed to maintain some form of effective performance management framework in order to measure progress towards the Council's own objectives for the improvement of the quality of life in Halton and to meet the Government's expectation that the Council would publish performance information.

Members were advised that although this strategy was until 2016, it would be re-visited regularly and updates and amendments required would be added to the strategy, as continuing changes within the public sector emerged.

It was further noted that selected measures and targets for Children and Young People in the Halton Community Priority were summarised and attached to the report at Appendix 1. It was noted that Officers used a Halton corporate template, designed for the purpose of bringing together all relevant items of performance information in relation to national, regional and statistical neighbours.

The Board also considered a mid-year progress

report from 1st April to 30th September 2011 which detailed how performance had improved against the same period of time from last year as shown in Appendix 2. Members were advised that there were a few key challenges arising from the mid-year progress report, which would be taken forward with partners.

Arising from discussion of the data, Members noted the terminology used in relation to improved identification of Special Educational Needs at School Action and School Action Plus and how the descriptions were used. (Measure CYP12) The Board also suggested that examples alongside the descriptions for this measure would assist with easier understanding of the document. In response, it was noted that this could be changed.

RESOLVED: That

- 1) the report be noted; and
- 2) the wording and terminology used in the improved identification of Special Educational Needs be simplified.

Strategic Director
- Children and
Enterprise

(NB: Councillor Dennett declared a personal interest in the following item due to being a Member of the Pupil Referral Unit Management Board.)

CYP52 PERFORMANCE MONITORING REPORT FOR QUARTER 3

The Board received a report of the Strategic Director Policy and Resources on the performance monitoring report for quarter 3, 2011/2012.

Members were requested to consider and raise any questions or points of clarification in respect of the Performance Management reports on progress against service plan objectives and performance targets, performance trends – comparisons and factors affecting the services etc. for:

- Children and Families Services Department;
- Children's Organisation Provision; and
- Learning and Achievement.

In particular the following points were noted:

- In relation to the current progress when annual figures were reported, Members suggested this be

highlighted in the report;

- With reference to the online forum where parents posted comments with regards to their school, Members raised concerns around the possible negativity that could be portrayed of that school. In response, it was noted that Ofsted would ensure that checks and balances were put in place to prevent the system being abused and the data would only be available to view once a large enough sample had been collected. Therefore, data could not be accessed until it had reached a certain level of responses. This would aim to get a more representative sample across the school.
- With regard to performance indicator NI063 – Stability of placements of Children in Care: Length of placement. Members queried whether the stability of the placements of children who were adopted were included in this figure, as when children were adopted this was a positive result. Under the Statutory definition, it was noted that all moves counted in a negative manner (except adoption which was excluded) even though for the child it may be a positive move e.g. moving from a children's home into foster care. Information would be circulated stating which children had moved to adoption rather than moving to other placements than what was planned.
- For the DWP/ESF work around troubled families, Members noted that the contract had been awarded to Reed in Partnership who would deal with the families with less severe problems and the Council would deal with the more troubled families.

RESOLVED: That the third quarter performance management reports be noted.

Meeting ended at 8.50 p.m.

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**EMPLOYMENT, LEARNING, SKILLS AND COMMUNITY POLICY AND
PERFORMANCE BOARD**

At a meeting of the Employment, Learning, Skills and Community Policy and Performance Board on Monday, 26 March 2012 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Edge (Chairman), P. Lloyd Jones (Vice-Chairman), Howard, Macmanus, Parker, C. Plumpton Walsh, Roberts, Rowe and Zygodillo

Apologies for Absence: Councillor Carlin and Horabin

Absence declared on Council business: None

Officers present: J. Briggs, W Rourke and M. Simpson

Also in attendance: Councillor Jones in accordance with Standing Order 33

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

Action

ELS38 MINUTES

The Minutes from the meeting held on 11th January 2012, were taken as read and signed as a correct record.

ELS39 PUBLIC QUESTION TIME

The Board was advised that no public questions had been received.

ELS40 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meeting of the Executive Board relevant to the Employment Learning and Skills and Community portfolio since the last meeting of the Board.

In relation to EXB94, Members requested that bi-annual update reports be brought to the Employment, Learning, Skills and Community Board also.

RESOLVED: That the Minutes be noted.

ELS41 SSP MINUTES

The Board received the Minutes of the Employment Learning and Skills Specialist Strategic Partnership Meeting from 13th February 2012.

RESOLVED: That the Minutes be noted.

ELS42 MERSEY GATEWAY AND TOURISM POTENTIAL

The Board considered a report of the Strategic Director, Children and Enterprise which outlined the potential for tourism relating to the construction of the Mersey Gateway.

It was noted that with the progress now being made on the construction of the Mersey Gateway, a scoping paper which was appended to the report for information, had been developed to consider the potential impact it could have on tourism in the Borough. It was reported that if benefits were to be maximised, it was important to plan proactively rather than be reactive to opportunities as they arose. Members were advised that by bringing the report to the Board early it would enable a considered approach to be developed in the future in partnership with local tourism operators and the future concessionaire.

The report set out the potential tourism benefits and possible activities through a number of case studies of construction related projects. Key elements of a response as detailed in the report were set out as follows:-

- Viewing Points;
- Virtual Viewing Platform;
- Marketing and Promotion;
- Contractor Involvement;
- Employment and Skills; and
- Local Heritage Context.

It was further noted that working in partnership would be very important and there a number of hotels and tourist operators already interested in working together and a number had volunteered to be part of a delivery group.

Arising from discussion of the report the following points were noted:

- market research could be carried out in order to establish the market among customers and their needs;
- links could be made with Norton Priory as it was reported that the earliest Mersey Crossing was made from there; and
- plans were being investigated for a joint project with the Liner Port of Liverpool.

RESOLVED: That the Board note the potential for tourism activity related to the construction of the Mersey Gateway.

ELS43 THE HALTON EMPLOYMENT PARTNERSHIP (HEP) AND TESCO EXTRA STORES RECRUITMENT PROJECT

The Board received a report of the Strategic Director, Children and Enterprise which provided an update on the HEP/Tesco Extra Store recruitment project which the Halton Employment Partnership was currently supporting with the aim of supporting local unemployed people into jobs at the new Widnes store.

It was reported that the HEP was approached in May 2011 to meet with the Regeneration Partnership Manager of Tesco Stores Limited and Job Centre Plus to discuss the recruitment of staff to the Widnes Tesco store set to open in March 2012. It was further noted that since HEP had a commitment of assisting local people into local jobs and to support inward investors, it was agreed that HEP would support Tesco with their Regeneration Partnership programme of pre-employment training and recruitment.

Members were advised that five planning meetings had taken place between June and November between Tesco Stores and HEP and discussions covered many aspects of the Regeneration Programme and from this a delivery programme was agreed between partners which was set out in the report for information.

The report further set out promotion of the Tesco programme, the opening of a hotline, Tesco Open Days, Interview Skills Workshops, Interviews, Induction Day and Pre-Employment Training.

A further update was presented to Members as more information had been gathered since the report had been written. In particular it was noted that 100 local people were invited to attend a pre-employment course and 94 of these had been offered a contract to work in the Store. It was further noted that the new Tesco Superstore opened on 26 March 2012 and positive feedback was read out to Members in relation to the excellent staff performance on their first day of employment in the store.

The Board requested an update be brought back to a future meeting providing details of how many staff from the scheme were still employed by Tesco in 6 months time.

RESOLVED: That

- (1) the report be noted;
- (2) the Board recognise HEP as the key agent for the delivery and implementation of large recruitment projects within the Borough; and
- (3) an update report be brought back to a future meeting providing details of staff retention at the new Tesco Site.

Strategic Director
- Children and
Enterprise

ELS44 QUARTERLY POLICY UPDATE

The Board considered a report of the Strategic Director, Policy and Resources which informed Members of recent national policy announcements relevant to employment, learning and skills.

It was reported that a steady flow of policy announcements, consultation exercises, reports and ministerial statements were issued by Government departments and agencies that had varying degrees of relevance to issues on the employment, learning and skills agenda and related topics.

The report set out brief summaries of key announcements to the Board for information along with observations of local relevance, where appropriate. This provided the opportunity for board Members to consider whether to initiate more detailed scrutiny and/or reports to future meetings. The report set out the following:-

- Regional Growth Fund;
- Unlocking Growth in Cities;
- Building Engagement, Building Futures BIS/DWP;
- Young People's Learning Agency (YPLA) 16 – 19 Statement;
- UK Commission for Employment and Skills announced preferred providers for the delivery of standards and frameworks;
- National Audit Office Report into the launch of the Work Programme; and
- Action to safeguard and improve the quality and standards of apprenticeships.

RESOLVED: That the report be noted.

(NB: Councillor Parker declared a personal interest in the following item due to being the Chair of the Appeals Panel which considered a case against Halton Community Transport).

ELS45 POLICY AND PERFORMANCE BOARD WORK PROGRAMME 2011/12

The Board received a report of the Strategic Director, Children and Enterprise which set out scrutiny of Halton Community Transport as part of the 2011/12 work programme.

Members were advised that for the Halton Community Transport Working Group which was now under consideration, a report had also been presented to the Environment and Urban Renewal Policy and Performance Board on 14th March 2012. It was reported that the Scrutiny Topic Group would review Halton Community Transport's operations and determine whether it was providing the service and value for money that the Council would expect.

In addition, due to the immediate need to establish the Group (as budget savings proposals for 2012/13 were being recommended) nominations from Members had been sought. Those subsequently nominated were Councillors Hignett, Gerrard, A. Lowe, Edge, Nolan, Zygadlo and E. Cargill. The Group had already met on several occasions prior to this meeting and a topic brief had been prepared and was appended to the report for information.

Members were advised that discussions had taken place as to whether the Council could provide the same level of service more cost effectively. However, it had been determined that this would not be possible. Members discussed whether the Social Services' fleet of vehicles were able to provide the service and fully cater for the disabled needs that the Council had to provide to the public and, again, it had been determined that it was more cost-effective to use Halton Community Transport.

The Board also raised the issue of communication to service users in relation to charges and any changes that could take place. The Board agreed to endorse the topic brief appended to the report.

RESOLVED: That the work of Halton Community Transport (HCT) Working Group and the topic brief be endorsed.

ELS46 SUSTAINABLE COMMUNITY STRATEGY
PERFORMANCE FRAMEWORK 2011-16 AND MID YEAR
PROGRESS REPORT

The Board considered a report of the Strategic Director, Policy and Resources which provided information on the progress in achieving targets within the 2011 – 2016 Sustainable Community Strategy for Halton.

The Board was advised that selected measures and targets for Employment Learning Skills and Community priority were summarised in Appendix 1 to the report, using the Halton corporate template, designed for the purpose of bringing together all relevant items of performance information.

Arising from discussion of the report, Members commented on the data in Appendix 1 for business, births and deaths in that the information was only provided for 2009. In response it was noted that the data was produced two years in arrears as this was how performance information was produced for that performance indicator.

In relation to the reduction of the proportion of people with no qualifications, it was queried whether the figure for 2010/11 being 12.8% was an actual statistic or an estimation. In response it was noted that this answer would be sought and provided to Members of the Board. In addition, Members noted the employment statistics for when one employer recruits 1,000 jobs this statistic would only show as one employer and whether an additional indicator would be added to indicate the number of jobs created. It was noted that this would be investigated further.

RESOLVED: That the report and comments made be noted.

ELS47 PERFORMANCE MONITORING REPORTS FOR
QUARTER 3 OF 2011/12

The Board considered a report of the Strategic Director, Policy and Resources which set out the Quarterly Monitoring Reports for the third quarter of 2011/12 to December 2011. The report detailed progress against service objectives/milestones and performance targets and describes factors affecting the service for:-

- Economy Enterprise and Property extracts for Employment Learning and Skills; and
- Community Service namely Library Services and

other Culture and Leisure Services.

The Board discussed Appendix 1 and the relationship that Halton Borough Council had with Blue Orchid as HBC was unsuccessful in its bid to secure the new Enterprise Allowance Contract. However, it was noted that there was a recognised need of demand from an area within the Borough.

RESOLVED: That the quarterly monitoring report be noted.

Meeting ended at 8.20 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 6 March 2012 at Council Chamber, Runcorn Town Hall

Present: Councillors E. Cargill (Chairman), J. Lowe (Vice-Chairman), Austin, Baker, Dennett, Horabin, M Lloyd Jones, C. Loftus, Macmanus, C. Plumpton Walsh and Zygadlo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: L. Derbyshire, J. Hatton, J. Hunt, A. Lewis, A. McNamara, S. Wallace-Bonner and P. McWade

Also in attendance: Leoni Beavers – NHS Merseyside / Liverpool PCT, Dr Kate Fallon and Mr Harry Holden – Bridgewater NHS Trust and Eileen O'Meara – Primary Care Trust

In accordance with Standing Order 33, Councillor Wright Portfolio Holder – Health and Adults

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

HEA53 COUNCILLOR JOHN SWAIN

The Board stood in silence as a mark of respect for the sad passing of Councillor John Swain.

HEA54 MINUTES

The Minutes of the meeting held on 10 January 2012 having been printed and circulated were signed as a correct record.

HEA55 PUBLIC QUESTION TIME

The Board was advised that no public questions had been received.

HEA56 HEALTH & WELL BEING BOARD MINUTES

Action

The Board was advised that there were no minutes available relating to the Health and Social Care Portfolio which had been considered by the Health & Well Being Board since the last meeting of the Board.

HEA57 PRESENTATION: HEALTH & WELLBEING STRATEGY

The Board considered a report of the Strategic Director, Communities which provided Members with an update on the Joint Health and Wellbeing Strategy.

The Board was advised that the Strategy provided the overarching framework within which commissioning plans for the NHS, Social Care, Public Health and other services which the Health and Wellbeing Board (HWBB) had agreed were relevant for development.

The Board was further advised that Halton HWBB had set up a Joint Health and Wellbeing Strategy group which was led by the Director of Public Health. This group had held its first meeting in January 2012. It had agreed the Terms of Reference, membership, a timeline and project plan. It had also developed a draft outline framework and had started to populate it with information. This had been presented to the Health Strategy sub group.

The key points outlined in the guidance and set out in paragraph 3.6 of the report was noted.

It was reported that it was essential that all members of the HWBB, Council Members, Clinical Commissioning Groups, Policy and Performance Boards and members of the public were engaged in setting health priorities. Priorities, it was highlighted should be based on information from the JSNA with a clear audit trail.

In addition, it was reported that agreement on the Health and Well Being Strategy priorities and alignment of a number of CCG priorities against these must be reached by early June 2012 to enable Clinical Commissioning Groups (CCG) to sign off commissioning intentions by the end of June.

Clarity was sought on what consultation had been undertaken with young people aged 19+. In response, it was reported that there were lots of different opportunities for people to engage in the consultation process. An interactive event had been organised at the Stobart Stadium, Widnes, (date to be determined), the Youth

Parliament would be consulted, a website was available and there would be numerous press releases highlighting the consultation activities

It was suggested that data on health should include the impact of working and the working environment as well as lifestyles. It was highlighted that unemployment and shift patterns could be stressful and this was a contributing factor on an individuals health.

RESOLVED: That the report and comments raised be noted.

HEA58 BRIDGEWATER COMMUNITY HEALTHCARE NHS TRUST

The Board received a report and presentation from Dr Kate Fallon, Chief Executive Bridgewater NHS Trust regarding their application to become a Foundation Trust. Mr Harry Holden, Chairman of Bridgewater Community Healthcare NHS Trust was also in attendance at the meeting. The consultation document was appended to the report.

The Board was advised that Bridgewater provided healthcare services in Ashton, Leigh and Wigan, Halton and St Helens, Trafford, Warrington and Community Dental Services in all of the above areas plus Bolton, Stockport, Tameside and Glossop and West Cheshire.

The Board was further advised that Bridgewater was currently seeking views from patients and the public on its plans for becoming a Foundation Trust. The Foundation Trust would have unique governance arrangements which included members (public, patients and staff) and governors (elected by members or nominated by partner organisations).

The presentation:-

- Explained the range of services that the NHS was responsible for and highlighted that it was about people and the population and that the services would be delivered locally;
- Outlined the Bridgewater footprint;
- Set out their mission and vision and the challenges that they currently faced in respect of significant social deprivation and the numerous

health issues in the Borough such as heart disease, obesity, diabetes and smoking etc;

- Reflected on the changes and challenges in 2006/07 and 2010/11 in strengthening care closer to home;
- Looked forward to the changes and challenges in the future 2016/17 and highlighted the reasons for becoming a Foundation Trust;
- Outlined the integrated services around practice populations;
- Explained that they were working in partnerships with patients and providers to deliver best value, high quality integrated care, delivering systems savings, providing more care out of hospital, delivering specialist services to vulnerable people and delivering universal services to improve the well-being of populations; and
- highlighted the potential mutual benefits from partnership and the rationale for seeking Foundation status.

A booklet, 'Your community healthcare services, your chance to get involved' was circulated at the meeting.

The following comments arose from the discussion:-

- It was highlighted that Runcorn had been omitted from the consultation document. In response, an apology was given and the Board were informed that this matter would be rectified;
- The role and structure of the Council of Governors was noted. It was also noted that there would be Public, Staff and Partner-appointed Governors elected;
- It was noted that the NHS were not a profit making organisation and any profits made would be re-invested back into the services;
- It was noted that as a result of the health reforms, private companies would be looking to provide some of the services in the future. However, it was also noted that there was a

likelihood that as they were a business they would want to 'cherry pick' services and only deliver services that would be profitable; and

- Clarity was sought on whether there would be consultation events in Widnes and Runcorn. In response, it was reported that consultation would take place with Runcorn and Widnes residents.

RESOLVED: That

- (1) The presentation and comments raised be noted; and
- (2) Dr Kate Fallon be thanked for her informative presentation.

(Note: Councillor M Lloyd Jones declared and Personal Interest in the following item of business due to her husband being a member of Halton Clinical Commissioning Group and a lay advisor to NHS Merseyside and Halton / St Helens Primary Care Trust).

HEA59 COMPREHENSIVE CANCER CENTRE FOR CHESHIRE & MERSEYSIDE

The Board considered a report of the Strategic Director, Communities which sought to provide information on the work that had been taking place in Cheshire and Merseyside to consider and bring forward proposals for the development of World Class Cancer Services in Cheshire and Merseyside through the establishment of a new Cancer Centre in Liverpool and the further development of services across the area.

The Board was advised that the report was requesting Members support for the delivery of a wide-ranging communication and involvement exercise designed to share the proposals with a wide range of stakeholders across Cheshire and Merseyside and further afield where appropriate.

Leoni Beavers, MD Liverpool Primary Care gave a verbal update at the meeting. It was reported that in autumn 2010, Pricewaterhouse Coopers (PwC) had been engaged by Liverpool PCT to undertake a high level affordability study to review the cost and affordability of building a new comprehensive Cancer Centre co-located with a redeveloped at Royal Liverpool Hospital. The final report had been published in March 2011. The study had reviewed

two options – a Standalone Cancer Centre and a Cancer Centre with an element of shared services with the RLBUH. The capital cost of both options (based on 80 inpatient beds) was £116.5m and £105.2m respectively (both excluding VAT).

The Board was further advised that both Trust Boards had worked together to consider and bring forward an affordable proposal which incorporated:-

- A new build Clatterbridge Cancer Centre adjacent to the proposed new build Royal Liverpool Hospital (RLH);
- A separate dedicated entrance for the Cancer Centre;
- The majority of cancer inpatient services provided by Clatterbridge Cancer Centre, to be accommodated within the RLH scheme with flexibility within the cancer centre to provide additional, flexible inpatient/day care services;
- Radiotherapy, chemotherapy, dedicated imaging and outpatient services to be provided within the Cancer Centre;
- Appropriate, dedicated patient and staff access links between the Cancer Centre and RLH buildings with required clinical adjacencies conducive to effective and efficient delivery of patient care and clinical trials;
- A dedicated adjacent free car parking facility for cancer patients;
- A Clinical Trials unit to be provided in collaboration with RLH and the University assuming essential laboratory support of the Cancer Centre;
- Cytotoxic pharmacy to remain on the CCO Wirral site; and
- A satellite facility to remain on the CCO Wirral site comprising of ambulatory, radiotherapy and chemotherapy, outpatients services and proton therapy.

In making the above recommendations it was

recognised that certain patients would have to travel further for certain elements of their care. However, it was emphasised that radiotherapy and chemotherapy services would continue to be provided on the original Clatterbridge site. Outpatient chemotherapy services and radiotherapy services for patients with more common cancers such as breast, prostate and lung would also continue to be provided on the site for local patients. Only those patients who required more complex treatment, or required inpatient facilities, would be required to travel to the new centre in Liverpool.

The impact assessment was circulated prior to the meeting for information.

It was reported that when the Business Case had been approved in approximately 6 – 12 months time there would be a formal consultation process.

The following comments arose from the discussion:-

- Concern was raised that placing all the specialist centres on one location could create difficulties. In addition, it was reported that a meeting of the Joint Health Overview and Scrutiny Board had taken place today to consider the vascular proposals. Senior highways officers from the three authorities had confirmed that they had not been consulted about the proposals. It was reported that this was not acceptable;
- Concern was raised at the future of Halton and Warrington Hospitals as services were being removed and centralised in another location. There was a fear that they would become 'minor' hospitals and this would result in closure;
- It was highlighted that the points being raised to encourage people to support the cancer proposals were the same arguments the three authorities were using to reject the vascular services proposals;
- It was suggested that the Board receive a report on the 'bigger picture' in respect of services in the future and the consequences of all the proposed changes. In response, it was reported that the Board could request the Clusters to report on what the proposed changes would mean for Halton. However, it was highlighted

that what was currently provided at Halton Hospital re local cancer services would remain unchanged. Services that currently went to Clatterbridge would be re-located to the Royal in Liverpool for the reasons set out in the report. In addition, it was reported that it needed to be the best journey possible for most people and then any issues/difficulties would be considered;

- It was noted that the centre would be the equivalent of 'Christies Hospital' in the area;
- The Board supported the idea of centres of excellence. However, it was highlighted that because of the location, Halton was vulnerable and a specialism / centre should be sited in the local area. Concern was also raised that private patients may be allowed to buy a better service and go to the top of the waiting list. In response, it was reported that the Clinical Commissioning Groups (CCGs) were emerging and GP's worked closely with the community and they were best placed to balance clinical need and what was best for patients. It was highlighted that CCGs would not allow residents to receive a worse service which would include going to the top of the waiting list;
- It was reported that Merseyside was not attracting funding for cancer services like other parts of the country because of the way they were currently being provided and would not do so until improvements were implemented;
- Concern was raised that currently 13 hospitals provided cancer treatment and this would be removed. It was suggested that the same could happen with chemotherapy treatment in the future. In response, it was reported that the only change in services would be at Clatterbridge Hospital;
- It was noted that there were so many changes emerging in a short timescale as a result of the health reforms that it was impossible to understand the wider picture and the significant implications for residents of the Borough. It was suggested that the Board consider arranging a Special meeting to try to ascertain an overview of the impact of the changes for the residents of

Halton. In response, it was reported that this would be difficult as the CCGs were not as yet accountable for the investment of services and the wider picture was unclear at the present time;

- It was noted that premature deaths from cancer was reducing due to screening, early diagnosis and more effective treatments. However, it was also noted that in deprived communities, cancer tended to be presented very late because of a wide range of complex issues; and
- Concern was raised that the whole of the health service was being compromised, People were losing their jobs in the Primary Care Trust and the service would still need to be delivered. It was noted that the cancer proposals and the changes to the Primary Care Trust had been developed before 2008. However, it was reported that the Members concerns would be raised with the Clusters.

RESOLVED: That

- (1) The report and comments made be noted; and
- (2) Leoni Beavers be thanked for her attendance at the meeting.

HEA60 SUSTAINABLE COMMUNITY STRATEGY
PERFORMANCE FRAMEWORK 2011 – 16 AND MID-
YEAR PROGRESS REPORT 2011/12

The Board considered a report of the Strategic Director, Policy and Resources which provided information on the progress in achieving targets contained within the 2011- 2016 Sustainable Community Strategy for Halton.

The Board was advised that selected measures and targets for Health in Halton's strategic community priorities were summarised in Appendix 1 to the report, using the Halton Corporate template, designed for the purpose of bringing together all relevant items of performance information. The template also provided a clear evidence based rationale for measure selection, which would further evidence and support value for money judgements by the Audit Commission and ensure outward accountability.

The Board noted the performance indicators relating to

obesity and alcohol related admissions and the steps being taken to address these issues.

Clarity was sought on Page 83 – the mortality rates and why the trend line increased for 2011/12. It was reported that a written response would be circulated to all Members of the Board.

RESOLVED: That the report and comment raised be noted.

HEA61 PERFORMANCE MONITORING REPORTS - QUARTER 3

The Board considered a report of the Strategic Director, Policy and Resources regarding the Quarter Monitoring Reports for the third quarter of 2011/12 to December 2011. The report detailed progress against service objectives / milestones and performance targets and described factors affecting the service for:

- Prevention and Assessment; and
- Commissioning & Complex Care.

The Board received and noted a number of questions relating to the performance monitoring reports. It was reported that the questions and responses would be appended to the minutes.

Information was requested on the numerous items with amber question marks, on whether performance indicators would be achieved or not by year end i.e. Page 120, paragraph 5.2 and Page 136, paragraphs 5.1 and 5.2. It was reported that a written response would be circulated to all Members of the Board.

Information on the details of the objectives on Page 136, paragraphs 4.1 and 4.2 – progress against 'key and other' objectives / milestones was requested. It was reported that this information would be circulated to all Members of the Board.

RESOLVED: That the report, questions and comments received be noted.

HEA62 SAFEGUARDING ADULTS

The Board considered a report of the Strategic Director, Communities which gave the Members an update on key issues and progression of the agenda for

safeguarding 'vulnerable adults' (i.e. adults at risk of abuse) in Halton.

The Board was advised that the Safeguarding Adults Board's priorities, structure, reporting arrangements, membership and work plan had been reviewed, taking into account the establishment of the Health and Well-Being Board in shadow form, and the need to look creatively at mechanisms for engaging as partner agencies and individuals at a time of reducing resources and major change. The revised work plan would demonstrate a greater focus on prevention, aim to strengthen links with Dignity and Domestic Abuse agendas, and examine Safeguarding provision in self-directed support and Personalisation.

The Board noted the various activities that had taken place and were set out in paragraphs 3.2 to 3.6 of the report.

The Chairman, Councillor E Cargill informed the Members that Julie Hunt was leaving the Authority and was consequently attending her last meeting of the Board. She took the opportunity to thank Julie for the support she had given to the Board during her time in Halton.

RESOLVED: That

- (1) the report and comment raised be noted; and
- (2) the Board place on record a vote of thanks to Julie Hunt for the work undertaken by her during her time with the Council and also gave their best wishes to her for the future.

HEA63 DRAFT SPORTS STRATEGY

The Board considered a report of the Strategic Director, Communities which sought Members views on the Draft Sports Strategy. The report had been referred by the Employment, Learning, Skills and Community Policy and Performance Board.

The Board was advised that this year a key objective of the Council was to produce a new sports strategy for Halton. Consultation, which was essential for the success of the strategy, had already begun with sports forums and others with an interest in sport.

An outline draft copy of the Halton Sports Strategy 2012 -15 was attached at Appendix 1 to the report.

The Board was further advised that the strategy took into account Government policy, the Sport England Strategy, National policies from other relevant bodies; relevant regional policies, sports specific policies and local plans, strategies and priorities.

It was reported that the strategy identified the following six key themes:-

- Increase Participation and Widening Access;
- Club Development;
- Coach Education and Volunteering;
- Sporting Excellence;
- Finance and Funding for Sport; and
- Sports Facilities.

It would be underpinned by the need for Partnership working with local and national key partners and active promotion and publicity to raise the profile of sport.

It was also reported that a key outcome was to increase participation in which Halton had made excellent progress. This had been evidenced within the strategy. Many successes, set out in paragraph 3.5 of the report and initiatives of Halton Borough Council had contributed to the rise in performance since 2005.

In conclusion, it was reported that the council had maximised external funding that was available for Sport. The ability to secure grants and work with partners, to assist with future delivery, would be essential. In addition, it was reported that investment in School Sport had also significantly reduced since the Government's withdrawal of funding to the School Sports Partnership. As a consequence of this, provision and policy for School sport was solely within the Children and Enterprise Directorate and would be reported independently by that Directorate.

The following comments arose from the discussion:-

- Clarity was sought on what Runcorn Football Club did in the community. It was reported that this information would be circulated to all Members of the Board.
- Clarity was sought on whether all different types of sports would be developed i.e. cricket and how much funding would be committed to such sports. It was reported that there was already a

lot of facilities for football and rugby. Furthermore, it was reported that in 2005 the Authority had received lottery and Council funding in which artificial pitches and training facilities had been established. There were so many different sports and the Authority was committed to ensuring that everybody had the opportunity to play their preferred sport;

- The comprehensive school sports programme was noted. In addition, it was also noted that the Government had cut funding for sport and after a very high profile campaign some funding had been re-established for sports in schools. However, there remained a very large deficit in this area and the Authority were trying to link school sports and clubs; and
- It was suggested that the Leisure Card could be more widely advertised, particularly as free swimming was no longer an option and this was having an impact on people in deprived areas. It was reported that juniors and people over 18 years of age could obtain a discounted swimming rate which equated to the same price as the Leisure Card.

RESOLVED: That the report and comments raised be noted.

(Note: Councillor M Dennett declared and Personal Interest in the following item of business due being a Halton Housing Trust Board Member).

HEA64 DRAFT TENANCY STRATEGY

The Board considered a report of the Strategic Director, Communities which sought Members views on Halton's Tenancy Strategy as a draft document for further consultation.

The Board was advised under the terms of the Localism Act local authorities had to develop a Tenancy Strategy setting out recommendations for the type of tenancies that should be offered in the local area, the length of those tenancies (if fixed term tenancies were proposed) and the circumstances in which they should be offered and renewed.

The Board was further advised that the timescale for

local authorities to develop their tenancy strategies was proposed to be within 12 months following enactment of the Localism Act (November 2011). Consequently, Registered Providers (RPs) were able to start offering the new tenancies seven months before the local authority must develop an approach recommending whether and, if so, how they were used. For this reason, officers had started to develop a Tenancy Strategy, on the understanding that it may need to be revised as a result of any guidance published following enactment of the Act.

It was reported that Officers had met with RPs in September 2011 to discuss their respective positions with regard to the use of fixed term tenancies. It was clear that RPs were at different stages in terms of developing their own approaches, some more advanced than others, and in some respects were looking to the Council for a steer.

After much discussion, including the role of Affordable Rents and the proposed Welfare Reforms in the equation, it was agreed that RPs would provide examples, together with copies of early drafts of any Board reports on affordable rent and tenancy policies. The Council would then endeavour to pull together common themes with a view to developing a permissive rather than a prescribing strategy e.g. describing circumstances where it may be appropriate to use flexible tenancies.

In addition, it was reported that a Strategy had been drafted which allowed RPs to make use of the new fixed term tenancies should they wish to do so whilst at the same time making it clear that the Council's preference was to maintain the status quo. The Strategy, set out in Appendix A to the report, set the parameters for their use. The minimum term for fixed term tenancies was proposed to be five years (in line with current Government thinking) but RPs could extend this period if they wished.

The Board noted the details of the Strategy set out in paragraphs 3.3.3 to 3.3.7 of the report.

The following comments arose from the discussion:-

- It was noted that there was a lack of 1 and 2 bedroom properties to rent in the area. In addition, it was also noted that a lot of the ageing population were currently living in 3 / 4 bedroom properties and were not in a financial position to downsize. It was highlighted that any housing that was built should offer affordable

rent;

- It was noted that there was no funding for new developments and alternative options would have to be explored to increase the number of 1 / 2 bedroom properties in the area;
- It was noted that Halton Housing Trusts rent had increased and it was now costing £95 per week to rent a three bedroom house, which was almost equivalent to a mortgage payment;
- Concern was raised that Housing Benefit would be paid directly to the applicant in the future which could lead to rent arrears; and
- It was suggested that conditions could be placed on future planning applications for the development of houses to ensure that they had a number of 1 and 2 bedroom houses and offered affordable rent.

RESOLVED: That the report and comments be noted.

HEA65 SCRUTINY REVIEW OF AUTISM

The Board considered a report of the Strategic Director, Communities which presented the draft Scrutiny Review of Autism report for endorsement and to be subsequently referred to the Executive Board for approval.

The Board was advised that the scrutiny review and resulting report attached as Appendix 1 had been commissioned by the Board. A scrutiny review working group had been established comprising of:-

- Six Members from the Board;
- A Principal Policy Officer from the People and Communities Policy team;
- A Practice Manager for Autism;
- Principal and Practice Managers from the Positive Behaviour Support Service (PBSS); and
- An Operational Director (Complex and Commissioning).

The Board was further advised that the review had

been conducted in the following ways:-

- Monthly meetings of the scrutiny review topic group;
- Presentations by various key members of staff;
- Provision of information;
- A Carer consultation;
- A Site visit to Day Services; and
- A National Autistic Society speaker.

The Board was further advised that it had been a very successful review and sixteen realistic recommendations would be considered by the Executive Board for approval. In addition, it was reported that Shopmobility in Runcorn was very successful and they were currently developing a shop in Widnes which would create more employment opportunities for people with autism. The source funding for the new batteries for the shopmobility scooters had also been secured and purchased.

It was reported that the Leader of the Council and the Chief Executive had commissioned the National Autistic Society to review adults and young people and this had been completed and the report was imminent. It was suggested that the National Autism Review be presented to the Executive Board at the same time as the topic review.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) the report be presented to the Executive Board for approval at the same time as the National Autistic Review.

HEA66 FALLS PREVENTION TOPIC BRIEF

The Board considered a report of the Strategic Director, Communities which presented details of the Falls Prevention Scrutiny topic, attached as Appendix A to the report.

The Board was advised that falls were a leading cause of mortality due to injury amongst older people aged 65 years of age and over. They also contributed to the life

expectancy gap between Halton and England. It was reported that people who had been admitted to hospital following a fall were at an increased risk of falling again in the next 12 months, experiencing loss of confidence and fear of falling, and of losing their independence through entering a residential care home.

The Board was further advised that nationally the number of people aged over 65 was due to rise by a third by 2025, which was associated with the increased incidents of falls of 2% per year. It was reported that in Halton the number of people aged 85 plus was projected to increase, and this was the most vulnerable age group.

Furthermore, it was reported that it was good practice to periodically assess the effectiveness of services provided and the report sought approval to carry out a scrutiny review of the Falls Prevention Service. In addition, the report, subject to agreement by the Board to accept the topic brief; sought nominations from members to form a Member led scrutiny working group

RESOLVED: That

- (1) The report be noted;
- (2) The Topic Brief set out in Appendix A to the report be approved: and
- (3) The following Members be nominated to form part of the working group:-

S Baker;
E Cargill;
Horabin;
J Lowe;
M Lloyd-Jones; and
Zygodllo.

Meeting ended at 9.00 p.m.

HEALTH PPB –6 MARCH 2012

PERFORMANCE MONITORING QUESTIONS AND RESPONSES

Prevention and Assessment Services

1. Page130, Financial Statement
Community Care costs are showing an adverse variance of £1482K, up £564 from Q2.
In response to my question 8 at the last PPB I was told that the projected overspend has reduced.

What has happened in Q3?

Response

The overspend on the Community Care budget within the Prevention and Assessments Dept as at Q2 was £912k net. This is the overspend for 2 quarters only, if expenditure & income remained the same during the following 3 months the overspend would have risen to approx £1,368k net.

The overspend reported at Q3 was £927k net which is a reduction in net terms of £441k against Q2.

The reduction in the forecast overspend of £530k reported in the response to Members questions on 10th January 2012 was based on full year projections with figures available as at the end of November. The actual overspend reported as at Q3 was actual income & expenditure incurred to the end of December.

NB: The projected overspend does not account for any new clients who may require Adult Social Care Services during Q4 (January to March 2012), or clients already receiving Adult Social Care services who may have died during Q4 (January to March 2012) i.e. turnover of client base.

2. Page 131, Commentary
In the 3rd paragraph which starts by saying the Community Care budget is currently £927K overspent.
The total of this overspend is £1482K on P130.

Where does the 927 value come from?

Response

For quarter 3, £1,482k is the gross overspend and £927k is the net overspend on Community care budget for the Prevention and Assessment Department only.

Commissioning and Complex Care

3. Page 144, 2nd item
The supporting commentary is the same as in Q2, is this intentional?

Response

At the time of reporting in quarter it was anticipated that further activities would be undertaken in quarter 4. However, in the light of the issue you have raised additional information, has been obtained from the service, providing a fuller explanation of the current position. This is shown below:

Gateway to be developed and implemented in line with Choice Based Lettings and the introduction of a new homelessness system. It was proposed to use a single system, Abris, to provide a common database for everyone requiring housing and/or support services and a draft report has been prepared detailing the proposed structure and costing of the Gateway service. However, an alternative IT system is being introduced in a neighbouring local authority and Halton may benefit financially by working in partnership with them. A meeting and IT demonstration has been arranged for 16th March 2012 and a recommendation will be made giving consideration to the functionality and cost of the alternative system.

4. Page 147, CCC9
Direction of travel was green in Q2 and is now amber.
As the values are unchanged from Q2 why has the direction of travel changed?

Response

This measure relates to the proportion of households who were accepted as statutory homeless, who were accepted by the same Local Authority within the last two years. At September 2010 the proportion of people considered statutory homeless was 1%, who had been accepted by the local authority within the past two years. This had reduced to zero by September 2011 - hence a green upward direction of travel indicator was used as performance had improved compared to the same period in the previous year.

For Quarter 3, comparing Dec 2011 with December 2010, the Authority has sustained a zero repeat homelessness status. An amber direction of travel indicator was used to show that performance is the same as compared to the same period last year.

By refocusing the work of the Housing Solutions team, who proactively work with external agencies to ensure that the required support plans are in place to assist and empower clients to sustain tenancies, repeat homeless presentations have been reduced to zero.

Both reports

5. General question. In Q2 a number of measures could not be reported due to changes in the Carefirst database.

In response to my question 20 at the last PPB I was told that actuals would be reported in Q4 for:

- In Prevention & Assessment there are three: PA15, PA16, PA29.
- In Commissioning there are four: CCC4, CCC6, CCC14, CCC15.

Is this still the case?

Response

This is still the case and will be reported to Elected Members in June 2012, when the year end position is reported.

All of the above measures were affected by a system change to the way Service Package details are recorded in the Carefirst system (to match the way service packages are billed in the Agresso system).

As a result of the change, some data cleansing was required following the change. Data has been estimated in quarter 3 (based on the proportion of data which had already been cleansed by the end of quarter 3), which are reported on by exception. The Department is still working towards the cleansing of the remaining data with the Social Care IT Development team to enable reporting of actual data for quarter 4.

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 13 March 2012 at the Council Box, Stobart Stadium

Present: Councillors Osborne (Chairman), Wallace (Vice-Chairman), A.Cole, Edge, Fraser, J. Gerrard, M Lloyd Jones, N.Plumpton Walsh, M. Ratcliffe, Shepherd and Thompson and Mr Hodson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Andrews, H. Coen, L. Derbyshire, J. Hunt, A. McIntyre, P. McWade, H. Moir, S. Semoff and J. Sutton

Also in attendance: Standing Order 33, Councillor Jones Portfolio Holder – Economic Development. Councillor C Loftus

**ITEM DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

	<i>Action</i>
SAF39 COUNCILLOR DAVE LEADBETTER	
The Board stood in silence as a mark of respect for the sad passing of Councillor Dave Leadbetter.	
SAF40 MINUTES	
The Minutes of the meeting held on 17 January 2012 were taken as read and signed as a correct record.	
SAF41 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
SAF42 SSP MINUTES	
The minutes from the last Safer Halton Partnership (SHP) meeting held on 15 November 2011 were presented to the Board for information.	

RESOLVED: That the report be noted.

SAF43 HATE CRIME AWARENESS RAISING AND DVD

Due to technical difficulties, this item was deferred for consideration at the next meeting of the Board.

SAF44 PERFORMANCE MONITORING REPORTS - QUARTER 3

The Board considered a report of the Strategic Director, Policy and Resources regarding the Quarter Monitoring Reports for the third quarter of 2011/12 to December 2011. The report detailed progress against service objectives / milestones and performance targets and described factors affecting the service for:

- Communities Directorate – Community Safety, Drug & Alcohol Action Teams, Domestic Violence and Environmental Health (Extracts); and
- Area Partner indicators from the Police, Fire and Probation Services were stated, where available.

The following points arose from the discussion:-

- P28 - It was noted that there had been a slight increase in the number of the repeat incidents of domestic violence, including the number of incidents involving children than the same period last year. It was also noted that repeat offenders were a contributing factor in the increase of this performance indicator;
- PA12 – the Board noted that a number of HBC staff had received Adult Safeguarding Training, including e-learning in 2011/12;
- It was noted that Hate Crime was reported under 'other' performance indicators. Clarity was sought on whether such crimes led to prosecution in court. In response, it was reported that not all incidents would result in prosecution;
- Page 5 – Communities Directorate – Priority 5 - Clarity was sought on the funding for the projects. In response, it was reported that the projects had been previously funded by the Working Neighbourhood Fund which had ceased at the end of March last year. However, the projects had been re-prioritised and funding carried over to

enable them to be funded for an additional year. The Chairman reported that the Council were looking to mainstream some of the projects.

RESOLVED: That the report and comments raised be noted.

SAF45 SUSTAINABLE COMMUNITY STRATEGY
PERFORMANCE FRAMEWORK 2011 – 16 AND MID-
YEAR PROGRESS REPORT 2011/12

The Board considered a report of the Strategic Director, Policy and Resources which provided information on the progress in achieving targets contained within the 2011- 2016 Sustainable Community Strategy for Halton.

The Board was advised that selected measures and targets for Health in Halton's strategic community priorities were summarised in Appendix 1 to the report, using the Halton Corporate template, designed for the purpose of bringing together all relevant items of performance information. The template also provided a clear evidence based rationale for measure selection, which would further evidence and support value for money judgements by the Audit Commission and ensure outward accountability.

The Chairman welcomed the report and indicated that it was easy to understand and that Members requests had been taken into account.

In respect of Page 33, concern was raised regarding Partnership funding in the future. The excellent preventative work that had been undertaken with the use of the tasking vehicle was noted. The Board noted that the Community Safety Review was looking to identify funding to continue this service.

RESOLVED: That the report and comments raised be noted.

SAF46 TACKLING 'TROUBLED FAMILIES' - INITIAL PLANS

The Board considered a report of the Strategic Director, Children and Enterprise which outlined the Government's proposals for tackling troubled families and the Council's initial plans for delivering this new initiative in Halton.

The Board was advised that the Government had announced that almost £450 million had been made

available in a cross-government drive to turn around the lives of 120,000 troubled families. The money was being made available to local authorities to fund a national network of Troubled Family 'Trouble-Shooters' and family intervention projects. The trouble-shooters would oversee the programme of action in their area.

The Board was further advised that a new Troubled Families Team based within the Department of Communities and Local Government, headed by Louise Casey, had been established to join up efforts across Whitehall, provide expert help to local areas, and drive forward the strategy. It reported directly to Eric Pickles, the Secretary of State.

It was reported that it was estimated that troubled families cost the taxpayer an estimated £9 billion per year, equivalent to £75,000 per family. The initiative was intended to cut the costs of this to the state.

Furthermore, it was reported that It appeared that the troubled families programme would build on existing work, rather than some new, separate initiative being bolted on. In Halton this meant augmenting the 'Team Around The Family' approach in Widnes and Runcorn. In addition, it was reported that all agencies, central and local, would need to work closely together to get over some of the hurdles in delivering more co-ordinated and effective services.

It was reported that it would be challenging for Halton to achieve the target by 2015 and success would depend on all public services in Halton and Government departments working closely together. Local partners, such as health and the police would also need to contribute.

In addition, it was reported that the Criteria for defining a family as 'troubled' was still under development and the 375 families calculated for Halton had been based on an analysis from the 2005 Family and Children survey using the child welfare index and indicators of multiple deprivation,

The Board noted the Council's initial response to the initiative set out in paragraphs 4.1 to 4.6 of the report.

The following comments arose from the discussion:-

- It was noted that the troubled families programme would be integrated into the community safety activities;

- Concern was raised at the 375 families for Halton which had been based on an analysis from the 2005 Family and Children survey using the child welfare index and indicators of multiple deprivation. It was suggested that these indicators were stereotypical and represented a situation rather than a behaviour. In reply, it was reported that not all of the 120,000 would be categorised as 'Troubled Families' as some issues would result in additional support and some would be signposted to other support including, Halton People into Jobs and the Reed Partnership DWP/ESF Project working with families with multiple problems;
- It was suggested that the initiative 'Tackling Troubled Families' had been based on out of date data and the name itself represented a master label and this could create problems;
- After considerable discussion, the Board agreed that the initiative 'Tackling Troubled Families' was inappropriate and should be locally to 'Tackling Local Problems';
- The Board noted the urgency of identifying families with multiple problems as soon as possible. In reply, it was reported, that work was already taking place to identify the actual number of people in the Borough with multiple problems; and
- The Board noted the importance of receiving the definition of 'Troubled Families' from the Government and that this had been delayed and was now anticipated in April 2012.

RESOLVED: That

- (1) The report and comments be noted;
- (2) The Council's initial response to troubled families listed in paragraph 4 of the report be supported with the initiative being named 'Tackling Local Problems';
- (3) The Board receive a further report once consultation has been undertaken with key partners on the delivery of the 'Troubled Families' programme, and after the initial analysis of the 375 troubled families calculated by Government as living in Halton; and

- (4) the data outlining the families with multiple problems be undertaken as a matter of urgency.

SAF47 DOMESTIC ABUSE AND SEXUAL VIOLENCE

The Board considered a report of the Strategic Director, Communities which gave the Members an update on the activities being supported across the Borough in response to domestic abuse and sexual violence.

The Board was advised of the four groups that formed The Halton Domestic Abuse Forum (HDAF) and the role and responsibilities they had in addressing domestic abuse and sexual violence in the Borough. The Board noted the role and composition of the Halton Survivors Group.

The Board was further advised that domestic abuse and sexual violence were issues that affected young people. Ensuring that young people were able to identify abuse and have the knowledge and information available to them to enable them to make and identify healthy relationships was central to raising expectations both in males and females. It was reported that Cronton 6th Form College had delivered a Domestic Abuse and Sexual Violence awareness raising event whereby 125 young people had attended. Marketing information with local service access provision had been circulated and the College had expressed a willingness to continue to work with and support the HDAF.

It was reported that the Cheshire Sexual Assault Referral Centre was holding an opening event on Thursday 29 March 2012 at Northwich Memorial Hall, Chesterway, Norwich, Cheshire CW9 5QJ, and Members were encouraged to attend. It was also reported that the details of the event would be circulated to all Members of the Council.

The Board also received a verbal update on the Sanctuary Scheme and it was reported that this information would be circulated to all Members of the Board.

The Board noted the importance of retaining the sanctuary scheme. The Board also noted the activities / actions being taken to address domestic abuse and sexual violence set out in paragraphs 3.4 to 3.10.5 of the report.

RESOLVED: That the report and comments raised be noted.

SAF48 SCRUTINY REVIEW OF ANTI SOCIAL BEHAVIOUR IN THE PRIVATE RENTED SECTOR

The Board considered a report of the Strategic Director, Communities which outlined the outcomes from the scrutiny review and sought comments on the report attached as Appendix 1.

The Board was advised that the topic group had been formed in response to a number of issues identified by Members relating to the private rented sector including poor property conditions, anti-social behaviour caused by private tenants and absentee landlords who were reluctant to take action against tenants who caused problems. The group had been chaired by Councillor Pamela Wallace.

The Board was advised that Members of the topic group had made their recommendations and these were outlined within the Action Plan contained in Appendix 4 of the report along with further details of the project and outcomes from meetings.

It was reported that the recommendations would have staffing implications and there may need to be funding identified for these additional resources. The report presented to the Board meeting in June would identify such costs. In response, it was highlighted that if additional funding was required, Members would need to be informed in time for it to be considered as part of the budgetary process.

The Chairman of the topic group, Councillor Wallace, took the opportunity to thank Officers for their support and excellent work they had undertaken during the review.

The Chairman suggested that a summary document be produced which would include contact names and telephone numbers and that it be circulated to all Members of the Council. It was also highlighted that some of the properties in the Borough were being used as 'safe houses' and would need to be protected.

The Chairman also suggested that due to financial pressures, an interim solution could be that landlords give the Authority details of all their properties so that they could be inspected randomly.

Clarity was sought on how many of the 5030 properties were privately owned and were being let out and how many

were being let to an agency. In reply it was reported that this information would be circulated to Members of the Board. In addition, it was reported that the Government were addressing Housing Tenancy Fraud and there had been a recent campaign to encourage members of the public to report potential tenancy fraud in Halton. This had resulted in eleven cases being reported, half of which did not warrant further action.

The Board noted that the electoral register was available to check who was registered at an address and this could be used more frequently to identify sub letting issues.

The Board noted the issues set out in paragraphs 3.2.1 to 3.2.4 of the report.

The Topic Group agreed the following recommendations for the Board to support:-

1. Recommend that the Council uses its discretion to charge 90% Council Tax on properties that have been needlessly left empty for over 6 months and that the Council support proposals contained in the Government's consultation on technical reforms of Council Tax to increase this amount to 100% and charge an additional empty homes premium;
2. It was agreed that a targeted project management approach to the issue be piloted in West Bank and Halton Lodge, which would feature the following:
3. An information event for landlords and tenants involving all relevant services with exhibition space;
4. Inviting landlords in the areas to register their contact details with the Council;
5. Promote the benefits of joining the Landlord Accreditation Scheme;
6. Provide advice to landlords on how to deal with anti social tenants;
7. Introduce a Healthy Homes approach in these areas making links with relevant organisations with front line staff perhaps through re-instigation of the Safer Homes Group;
8. Make full use of relevant enforcement powers in

these areas to tackle poor condition;

9. Undertake an external inspection of properties in these areas to identify empty properties and establish whether Council Tax or Housing Benefit fraud is an issue;
10. Pilot an approach which accredits the property rather than the landlord in these areas;
11. Explore the possibility of bringing in additional staffing resources to assist with the above either through re-organisation of existing staff, secondment from another organisation, funding bids to external agencies or through use of volunteers or graduate work experience schemes;
12. Undertake a survey of known private landlords throughout the Borough to gain a better understanding of the types of properties they own, their motivations for being a private landlord, their intentions for the future and to provide an opportunity to promote their responsibilities as a landlord and Council services that are available to assist;
13. Work with the Cheshire Fire and Rescue Service to support their call for a change in legislation that would require all private landlords to install hard wired smoke detectors in their properties; and
14. Via the Council's intranet and Cheshire Police's Looking Glass system, encourage staff whose jobs involve outside visits to report empty properties so that they can be verified against Council Tax details and potential fraud identified.

RESOLVED: That

- (1) The report and comments raised be noted;
- (2) The recommendations and Action Plan set out in Appendix 1 to the report be supported;
- (3) A further report detailing cost implications be presented to the Board in June; and
- (4) After consideration by the Board in June it be presented to the Executive Board for consideration.

SAF49 SAFEGUARDING ADULTS

The Board considered a report of the Strategic Director, Communities which gave the Members an update on key issues and progression of the agenda for safeguarding 'vulnerable adults' (i.e. adults at risk of abuse) in Halton.

The Board was advised that the Safeguarding Adults Board's priorities, structure, reporting arrangements, membership and work plan had been reviewed, taking into account the establishment of the Health and Well-Being Board in shadow form, and the need to look creatively at mechanisms for engaging as partner agencies and individuals at a time of reducing resources and major change. The revised work plan would demonstrate a greater focus on prevention, aim to strengthen links with Dignity and Domestic Abuse agendas, and examine Safeguarding provision in self-directed support and Personalisation.

The Board noted the various activities that had taken place and were set out in paragraphs 3.2 to 3.6 of the report.

The Chairman highlighted the Safeguarding e-learning and encouraged Members of the Board to undertake the course. He highlighted, that it was critical that the Council did not solely rely on the Care Quality Commission to ensure that the residents of Halton were safe in residential homes. He indicated that in the future, Members in Halton would be undertaking visits. The Board also requested that they receive advance warning of any safeguarding issues in the Borough at the earliest opportunity.

The Board noted the current changes in the CQC and that the Head of CQC had resigned recently as a result of the public losing confidence in the service. The Board requested that a representative from the regional CQC be invited to the next meeting of the Board to give the Members an update on their service and how it would affect the residents of Halton.

The Chairman, Councillor Osborne informed the Members that Julie Hunt was leaving the Authority and was attending her last meeting. He took the opportunity to thank Julie for the support she had given to the Board during her time in Halton.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) the Board place on record a vote of thanks to Julie Hunt for the work undertaken by her during her time with the Council and also gave their best wishes to her for the future.

SAF50 COMMUNITY SAFETY REVIEW

The Board considered a report of the Strategic Director, Communities which gave the Members an update on the Community Safety Review process and the outcomes from the consultation with key stakeholders.

The Board was advised that the purpose of the review was to:-

- Prioritise community safety outcomes for 2012-13;
- Define the role of the Multi-Agency Team;
- Identify the demands;
- Identify the activities that provide value;
- Identify those roles and activities that enable or deliver;
- Identify how other partner organisations, third sector and the general public could assist, support and deliver outcomes; and
- Review the financial structures and funding streams to identify options for 2011/12 and beyond.

The Board was advised that the community safety review had commenced November 2011 and numerous pieces of work had been used to inform the position statement. In addition, the following areas had been considered:-

- Challenge what we do. Can it be done differently?
- Review of other Community Safety Teams staffing, roles and functions;
- Consultation (Voluntary / Partners / Councillors);
- Future priorities - Government policy changes i.e. PCC/ JSNA for 12/13;

- Build on what works well/ successes of the team to date;
- We want to be high performing and well placed for when the Police and Crime Commissioner comes into post; and
- Sustainable – less reliant on temporary funding sources.

It was reported that the review had put forward a number of options for consideration by the Safer Halton Partnership Chairs. In response, the Chairs had requested some additional work and information, which was currently being compiled. The aim was to complete the review by the end of February 2012.

Furthermore, it was reported that the findings from the consultation were attached at Appendix 1 to the report. Sixty four responses had been received, identifying priorities for action and suggesting how to improve partnership working. The many suggestions from stakeholders to improve partnership working were currently being analysed to influence the review and were therefore not included in the report, but were available on request.

The Chairman reported that it was vital that the final report was presented to the June meeting and if possible it be circulated to Members as soon as it was available. He indicated that this would enable the proposals to be considered as part of the budgetary process. In reply, the Lead Officer gave an undertaking to circulate the final report to Members before the June meeting of the Board.

RESOLVED: That the report and comments raised be noted.

SAF51 POLICE & CRIME COMMISSIONERS AND POLICE & CRIME PANELS

The Board considered a report of the Chief Executive on the introduction of Police and Crime Commissioners and a Police and Crime Panel.

The Board was advised that the Police Reform and Social Responsibility Act 2011 introduced a new regime for policing and community safety in England. From November 2012, Police Authorities would be replaced by a Police and Crime Commissioner (PCC). In addition, a new Police and

Crime Panel (Panel) would be established to scrutinise the activities of the PCC. The introduction of the PCC and the Panel would change the relationship with the Council and the Community Safety Partnerships and other partners in crime reduction, crime detection and the criminal justice system.

The report informed Members of the preparations underway for the transition from the Police Authority to a PCC. It was noted that a Transition Group had been established, David Parr had been nominated and accepted as the Police Area Returning Officer (PARO) for the Cheshire Police Force area and Warrington Borough Council had been nominated as the host authority for the Police and Crime Panel. In addition, the report provided details of the Election arrangements taking place in November 2012, the powers and scrutiny role of the Panel, Partnership and Commissioning arrangements and the preparations already underway for the PCC and the Panel in Halton.

The Chairman reported that he and the Vice Chair had recently met with the Chief Constable and he had indicated that he would like to attend a future meeting of the Board. He added that the Chief Constable had recognised the uniqueness of Halton and would like to continue the working relationship with the Council after the Police Crime Commissioner had been recruited. In addition, he reported that the Police Crime Panel would only scrutinise the Police Commissioner and there would be no public access to the meetings.

The Board noted that there would be a 5 year Crime Plan which would be developed by the Chief Constable and the Police Crime Commissioner.

It was agreed that the helpful guidance notes for Members information, listed in section 3.1 of the report be circulated to all Members of the Board.

It was reported that the funding streams set out on Page 120 of the report paragraph 7.3 would be going to the Police Crime Commissioner from 2013/14 and it would be spent at their discretion.

The Board noted that to date there had been no indications of candidates for the Police Crime Commissioner role. However, it was also noted that nominations could be received as late as 19 days prior to the elections.

The Board noted that it was imperative that the Welcome Pack was established and ready for the new Police Crime Commissioner so that they would be aware of the following:-

- The current operating arrangement in Halton;
- The community safety architecture in Halton;
- The key players and partners involved directly and indirectly in crime and community safety in Halton; and
- The current crime and community safety priorities for Halton based on the Joint Strategic Needs Assessment, research and data.

The Board noted the importance of adequate representation on the Police Crime Panel.

RESOLVED: That the report and comments raised be noted.

SAF52 COUNCILLOR JOHN SWAIN

The Board stood in silence as a mark of respect for the sad passing of Councillor John Swain.

Meeting ended at 8.45 p.m.

ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 14 March 2012 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Hignett (Chairman), J. Gerrard (Vice-Chairman), Baker, J. Bradshaw, E. Cargill, Hodgkinson, A. McInerney, Nolan, Thompson, Wainwright and Zygadlo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Noone, G. Ferguson, I Boyd, D. Cunliffe, G. Hazlehurst, S. Rimmer, W. Salisbury and J. Sutton

Also in attendance: In accordance with Standing Order 31 Councillor Stockton.

**ITEM DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

	<i>Action</i>
<p>EUR41 COUNCILLORS JOHN SWAIN AND DAVE LEADBETTER</p> <p>The Board stood in silence as a mark of respect for the sad passing of Councillors Dave Leadbetter and John Swain.</p>	
<p>EUR42 MINUTES</p> <p>The Minutes of the meeting held on 4th January 2012 having been printed and circulated were signed as a correct record.</p>	
<p>EUR43 PUBLIC QUESTION TIME</p> <p>It was confirmed that no public questions had been received.</p>	
<p>EUR44 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the Minutes of the meetings of the Executive Board and Executive Board Sub Committee relevant to the Environment and Urban Renewal Policy and Performance Board.</p>	

RESOLVED: That the Minutes be received.

EUR45 PERFORMANCE MANAGEMENT REPORTS FOR
QUARTER 3 OF 2011/12

The Board received a report of the Chief Executive which detailed the third quarter performance management reports on progress against service plan objectives and performance targets, performance trends/comparisons and factors affecting the services for:-

- Economy, Enterprise and Property (Development and Investment);
- Policy, Planning and Transportation Logistics and Transport Management and Building Control and Contaminated Land);
- Environment and Regulatory (Waste and Environmental Improvement and Open Spaces); and
- Commissioning and Complex Care (Housing Strategy)

In receiving the second quarterly monitoring reports, Councillor Hodgkinson submitted the following questions:

1. **Page 58 Major Maintenance on SJB.** I would like to know about the major maintenance work needed for the SJB, which would require it to be closed with Department for Transport agreement for 6-9 months when Mersey Gateway is open to traffic.

In response Officers advised that:

We are considering requesting the DfT to defer an element of the SJB Complex Major Maintenance Scheme grant funding they have awarded us (£18.6m over 5 years commencing 2011/12) to allow us to paint the high level elements of the SJB under a total closure.

We will have completed the side spans and lower arch areas but there are hugely expensive logistical difficulties associated with removing existing and applying new coatings at high level over 4 lanes of busy traffic on which we cannot apply lane restrictions. It becomes a much more cost effective solution if we can tackle this work under a total closure

as it opens up the use of long reach mobile platforms for some of the steelwork and conventional scaffolding for the remainder. If we get the thumbs up from DfT it will maximise the amount of grant we can hand back to them in addition to the funding we can hand back for maintenance of the structures which have a limited future as they are part of a delinking proposal.

The idea was that there will be a period of time after opening of the MG when the modifications to the approaches and cross section of the SJB would be carried out under full closure and it would make sense to carry out the deferred maintenance work at the same time. Unfortunately the timing of this may be an issue as it would probably be in financial year 2016/17 (or 17/18?) whereas our 5 year Grant period expires in 15/16.

If this were to be accepted it would make sense for HBC to carry out the modifications to the approaches and cross section of the SJB outside the DBFO possibly as a hybrid contract including the high level painting, with a total SJB closure over a period of 6 to 9 months. However, one other sticking point is that there is no certainty that HBC would have the funding to complete this MG related work although we will make a case to DfT for substituting surplus bridge maintenance funding

2. **Page 61 PPT LI 31** Do the number of local bus journeys originating in the Borough reflect the total up to the end of the third quarter, as in the previous performance indicator, or simply those for the third quarter? It is a steep drop in both cases.

In response Officers advised that:

The figure of 1.287m journeys relate to Quarter 3 only. Unfortunately this was an oversight as figures are normally reported on a cumulative basis for the period in question. As we have also now received confirmation from one bus operator as to the accuracy of data originally provided we can confirm that the cumulative

total up to the Q3 period end is 4.510m journeys.

As reported the bus industry is facing its most difficult period with an increase in operating costs and a 20% reduction in Bus Service Operators Grant (BSOG) commencing in April 2012. In advance of this operators are presently seeking to balance operating costs and profit margins and this has resulted in some routes already being affected. Additionally the need for the Council to make continued efficiency savings has impacted upon the local bus budget which has had consequences upon the level of subsidy for services operated on behalf of the Council.

However Officers will continue to work closely with operators to ensure that as far as is possible any negative impact can be minimised

3. **Pages 82& 83** Halton targets beyond 2010/11 are 700kg for residual household waste per household and 40% for percentage of household waste recycled and composted. It seems that these targets will be exceeded in 2011/12 which is a good performance. Will the targets for the later years be revised? If there is a slowdown in moving to fortnightly black bin collections, this improvement will not be maintained and resentment over the fortnightly black bin collections in participating wards will increase.
4. **Page 99** What action is being taken to ensure that residents of Halton know that the level of waste produced by Halton households is one of the highest in the country?

In response to questions 3 and 4 Officers advised that:

Future recycling and waste production targets will be reviewed and, when being set, will reflect the waste and recycling collection service provision at that time. However, regardless of what targets are set, the intention will be to maximise recycling performance and exceed targets where possible. The Alternate Bin Collection scheme will continue to be rolled

out to suitable properties across Halton.

Over the past fortnight, the scheme has been extended to households within the Beechwood and Broadheath wards and plans are being drawn up to deliver the scheme in other areas of the borough. The introduction of the scheme to other areas will ensure on-going increases in recycling performance and a reduction in waste sent to landfill.

The Waste Division is planning a comprehensive publicity campaign, through the local press, to highlight issues around waste. A particular focus of the campaign will be the high levels of waste produced by households in Halton. The campaign will aim to encourage residents to think more about the waste they produce, to reduce it and then recycle as much of what they produce as possible. An initial meeting has been held with a local newspaper to scope out the publicity campaign, which is due to commence in April.

In addition, Councillor Thompson requested further information on:

- DIS LI07 – locations of the jobs that have been created i.e. their geographical location/distribution;
- where apprenticeships have been created geographically; and
- how each Housing Association had allocated the 'dowries' received as part of the transfer from Warrington and Runcorn Development Corporation.

RESOLVED: That the third quarter performance management reports be received.

EUR46 SUSTAINABLE COMMUNITY STRATEGY
PERFORMANCE FRAMEWORK 2011 - 16 AND MID-
YEAR PROGRESS REPORT 2011/12.

The Board considered a report of the Strategic Director, Policy and Resources which provided information on the progress in achieving targets contained within the 2011 – 2016 Sustainable Community Strategy for Halton.

The Board was advised that selected measures and targets for Environment and Regeneration Community priority were summarised in Appendix 1 to the report, using

the Halton Corporate template, designed for the purpose of bringing together all relevant items of performance information. The template also provided a clear evidence based rationale for measure selection, which would further evidence and support value for money judgements by the Audit Commission and ensure outward accountability.

Members were advised that although this strategy was until 2012, it would be revisited regularly and updates and amendments required would be added to the strategy.

In addition, the Board also considered a mid-year progress report from 1st April to 30th September 2011 which detailed how performance had improved against the same period of time from last year and a projection of expected levels of performance to the year end.

RESOLVED: That the report be noted.

EUR47 PETITION REQUESTING THE BUILDING OF A CAR PARK, PARKING SPACES AND ROAD WIDENING, GORSEWOOD ROAD AND ST MARTINS LANE, MURDISHAW, RUNCORN

The Board was advised that a petition had been received requesting a car park be built, extra parking spaces be provided and road widening take place at Gorsewood Road/St. Martins Lane, Murdishaw in the area of the central "square" adjacent to the Health Centre, St. Martins R.C. Primary School and Gorsewood Primary School. The petition was signed by 351 persons and contained a drawing prepared by the lead petitioner setting out the areas in question.

Members were advised that at school opening and closing times the Gorsewood Road/St. Martins Lane route, which gave access to the Health Centre and two primary schools adjacent to the central Gorsewood Road "square", did become extremely busy and traffic had to proceed through the route at low speeds. It was noted that there were inadequate parking spaces available for the number of drivers wishing to reach the schools. However, over the five years 2006 to 2010, there were no reported road traffic accidents resulting in injury on Gorsewood Road or St. Martins Lane. It was also noted that the Council promoted sustainable modes of transport to schools and continued to seek ways of increasing the proportion of children who chose to walk, cycle and use public transport. Increasing the volume of parking available and otherwise facilitating car transport to schools would be contrary to this approach.

In response to the request for construction of a new parking area it was noted that the area in question was not in the ownership of the Council but was owned by Liverpool Housing Trust. The Trust had been sent a copy of the petition and other associated information to enable them to consider the request. A verbal response had been received indicating the Trust was not in a position to finance construction of a new car park.

Further, in response to the request for an extension of existing car parking to provide extra spaces, it was noted that the areas were not in the ownership of the Council but were owned by Liverpool Housing Trust or Halton and St. Helens Primary Care Trust. Both organisations had been sent copies of the petition and a verbal response had been received indicating neither was in a position to finance construction of new parking spaces.

A similar response had been received from Halton and St. Helens Primary Care Trust in response to the request for carriageway widening. However, the Trust had agreed to cut back vegetation on the corner to improve sight lines across the corner.

Whilst the central square at the junction with St. Martin's Lane and Gorsewood Road did become extremely congested at school opening and closing times, it was not felt that the carriageway needed widening as the current traffic system operated acceptably with the intended narrowness of the route serving to restrict the vehicle speeds. The option of making Gorsewood Road/St. Martins Lane route one-way had been investigated and consultation had been undertaken with Cheshire Police and Ward Councillors. The proposals did not prove acceptable because it would have caused inconvenience to a large number of residents, could create congestion at the Gorsewood Road/Murdishaw Avenue or St. Martins Lane/Aldersgate Avenue junctions and removal of the likelihood of oncoming traffic would have led to an increase in traffic speeds.

Arising from the discussion the Board requested that:

- Officers write again to the landowners LHT and Halton and St Helens PCT to obtain a written response to the petitioners requests;
- Officers contact the Police regarding the issues raised by the petitioners;

- Officers contact school Headteachers/Governors to ensure they continue to support School Travel Plans and the action plans contained within them area carried through and updated as necessary.

RESOLVED: That

- (1) the petitioners' request for car park to be built, extra car parking spaces to be provided and for road widening to take place at Gorsewood Road/St. Martins Lane, Murdishaw in the area of the central "square" adjacent to the Murdishaw Health Centre be refused, as the areas in question were not in the ownership of the Council; and
- (2) the lead petitioner be informed accordingly.

EUR48 DRAFT TENANCY STRATEGY

The Board was advised that under the term of the Localism Act local authorities must develop a Tenancy strategy setting out recommendations for the type of tenancies that should offered in the local area, the length of those tenancies (if fixed tenancies were proposed) and the circumstances in which they should be offered and renewed. In developing their own tenancy policies Registered Providers (RPs) were to have due regard to the local authority's Tenancy Strategy, however, they do not have to adhere to the recommendations of the Local Authority Strategy.

The timescale for local authorities to develop their tenancy strategies was to the proposed within 12 months following enactment of the Localism Act (November 2011). A copy of Halton's draft Tenancy Strategy was circulated to Members prior to the meeting.

Following a meeting with RPs in September 2011 it was agreed that RPs would provide examples, together with copies of early drafts of any Board's reports on affordable rent. The Council would then pull together common themes with a view to developing a permissive rather than prescribing strategy e.g. describing the circumstances where it may be appropriate to use flexible tenancies.

Members were advised that the draft Strategy for Halton permitted RPs to make use of the new fixed term tenancies should they wish to do so, whilst at the same time

making it clear that the Council's preference was to maintain the status quo. The Strategy outlined the parameters for their use. The maximum term for fixed tenancies proposed was to be five years but RPs could extend this period if they wished. The Strategy document also recommended:

- Where fixed term tenancies were not suitable;
- Cases where the Council expected fixed term tenancies to be renewed upon review; and
- Circumstances where the tenancy may not be renewed.

It was also noted that Tenancy strategies were not intended to be a means of enforcing tenancy agreements and, therefore, the strategy stated that it did not expect RPs to use fixed term tenancies as an enforcement tool, for example refusing to renew a tenancy on the grounds of rent arrears or anti-social behaviour. Existing legal remedies and possession proceeding as appropriate should be pursued to tackle these issues. In all circumstances, it was recommended that the RP arrange for more suitable accommodation to be offered to the household within its own or another RP stock.

The draft Strategy would be subject to further consultation with existing Social Housing Tenants and prospective tenants who were on the Council's and other RP's waiting lists. It was expected that the consultation period would be from 26th March to 23rd April 2012 and that the strategy would be submitted to the Executive Board in June 2012.

RESOLVED: That the draft Tenancy Strategy be noted.

EUR49 SUSTAINABLE DRAINAGE SYSTEMS (SUDS) DEFRA CONSULTATION

The Board considered a report of the Strategic Director Policy and Resources which advised on the planned implementation of the Sustainable Drainage System (SUDs) provisions of the Flood and Water Management Act 2010. The report also outlined the response to the Defra consultation prepared jointly with partners from the Cheshire and Mid Mersey regional sub-group of Lead Local Flood Authorities.

Members enquired if benefits could be achieved from joint working between Officers working on SUDs and those from Greenspace. It was agreed that this would be looked

into.

RESOLVED: That

- (1) the key points relating to the proposals for the implementation of the Sustainable Drainage Systems (SUDS) provisions of the Flood and Water Management Act 2010 and the main issues that have currently been identified with these proposals be noted; and
- (2) the joint response of the Cheshire and Mid Mersey Regional Sub-Group to the Defra consultation be endorsed.

EUR50 POLICY & PERFORMANCE BOARD WORK PROGRAMME
2011/2012

The Board considered a report which requested the establishment of a Scrutiny Topic Group to review Halton Community Transport operations and determine whether it was providing the service and value for money that the Council would expect. As part of the budget savings for 2011/12, the grant that the Council awarded to Halton Community Transport was reduced by £40,000. A further saving was being considered for 2012/13 financial year. It was recommended that because of the cross cutting nature of the topic, the work of the Group should also be endorsed by both the Environment and Urban Renewal Policy and Performance Board and the Employment Learning and Skills Policy and Performance Board.

In addition, due to the immediate need to establish the Group (as budget savings proposals for 2012/13 were being recommended), nominations from Members had been sought. Those subsequently nominated were Councillors Hignett, Gerrard, A. Lowe, Edge, Nolan, Zygadlo and E. Cargill. The Group had already met on more than one occasion before this meeting and a verbal update on progress was provided at the meeting.

RESOLVED: That the work of the Halton Community Transport (HCT) Working Group and the Topic Brief be endorsed.

EUR51 HALTON HEALTHY HOMES NETWORK

The Board received a presentation regarding the Halton Healthy Homes Network which was launched in February 2012 with the help of funding from the Department

of Health under their Warmer Homes, Healthy People programme. The aim of the network was to increase awareness of the health implications of poor housing and fuel poverty so that front line staff from the Council and partner organisations and community advocates were able to identify those at risk and signpost them to organisations who could offer appropriate assistance. The presentation contained an overview of the following:-

- Housing conditions and fuel poverty in Halton;
- The health implications of poor housing and fuel poverty;
- The assistance that was available to help tackle poor housing and fuel poverty;
- The challenges faced by the Council and partners in tackling the issues; and
- Progress to date in implementing a Healthy Homes Network approach.

It was noted that the Halton Healthy Homes network had been launched and to date had 80 members. It was suggested that Estate Agents should be approached to become involved in Halton Healthy Homes network.

RESOLVED: That the presentation be noted.

NB: Councillors Gerrard, Hodgkinson and Wainwright declared a Personal Interest in the following item of business as a Non-Executive Board Member of Halton Borough Transport).

EUR52 PETITION ON 3A BUS WITHDRAWAL

The Board was advised that a petition had been received from residents of Halton Brook following notice of consultation on the potential withdrawal of bus service No: 3A which operated on a Saturday only. The petition had been signed by 83 residents. The bus service currently operated on an hourly basis in conjunction with the 3C service to provide a combined 30 minute service. It was noted that if the 3A were withdrawn, the 3C would still be available on an hourly frequency.

Members were advised that the petition suggested that those objecting to the potential withdrawal of the service were pensioners who, although understood about Government cutbacks and the Council's need to respond to them, had suffered a reduction in their disposable income. They felt that having to pay for taxis to go about their daily lives on a Saturday would reduce this income even further.

At present the 3A Saturday service was supported under a Deminimis agreement at a cost of £3518 per annum to Halton Borough Council. A Diminimis payment was one that a Council could make to an operator to divert or extend an existing service. Under the Service Subsidy (Agreements) (Tendering) (England) Regulations 2004, a Deminimus subsidy may only be paid for a maximum of five years per service. In the case of service 3A, this period had now been reached.

The funding for this particular service had been identified as a cost saving contribution for the next financial 2012/113.

It was reported that the operator, Arriva North West, may operate the service on a fully commercial basis, although the Council had yet to receive confirmation that this would be the case.

Arising from the discussion Councillor Wainwright requested that Officers write to Halton Borough Transport to enquire if they would be prepared to operate the 3A bus service.

RESOLVED: That

- (1) the petition be noted; and
- (2) Officers continue to discuss the potential for the 3A service to be operated on a commercial basis, without subsidy, by the current provider; and
- (4) Ward Members be informed of the outcome of the Board's consideration of the petition.

NB: Councillors Gerrard, Hodgkinson and Wainwright declared a Personal Interest in the following item of business as a Non-Executive Board Member of Halton Borough Transport).

EUR53 RECEIPT OF PETITION - POTENTIAL WITHDRAWAL OF 26 BUS SERVICE (SATURDAY AND JOURNEYS AT 1504, 1534 AND 1604 MONDAY TO FRIDAY)

The Board was advised that a petition had been received from West Bank residents following notice of consultation on the potential withdrawal of bus service No: 26 (Saturday and journeys at 1504, 1534 and 1604 Monday to Friday). The petition had been signed by 329 residents. If the service was withdrawn, passengers in the West Bank

area could access alternative services at the Irwell Street bus stop on the A533 Silver Jubilee Bridge. The petition suggested that those objecting to the potential withdrawal of the service were residents who felt that the walk through the subway to access the alternative services was unacceptable.

It was noted that the majority of the No: 26 service Monday to Friday, was operated on a commercial basis by Halton Transport. However, the schedule operated on Saturday and the journeys at 15.04, 15.34 and 16.04 were supported under a Deminimis agreement at a cost of £21,391 per annum to Halton Borough Council. A deminimis payment was one that the Council could make to an operator to divert or extend an existing service.

Under the Service Subsidy (Agreements) (Tendering) (England) Regulation 2004, a Deminimis subsidy may only be paid for a maximum of five years per service. In the case of the service 26, this period had now been reached.

In addition, the funding for this particular service had been identified as a cost saving contribution for the next financial year 2012/13. Members were advised that the operator, Halton Transport, may operate the service on a fully commercial basis, although the Council had not yet received confirmation that this would be the case.

RESOLVED: That

- (1) the petition be noted;
- (2) Officers continue to discuss the potential for the 26 service to be operated on a commercial basis, without subsidy, by the current operator; and
- (3) the local ward members be informed of the outcome of the Board's consideration of the petition.

Meeting ended at 8.15 p.m.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 21 February 2012 in the Civic Suite, Town Hall, Runcorn

Present: Councillors A. Lowe (Chairman), Roberts (Vice-Chairman), Browne, Dennett, C. Loftus, A. McInerney, N. Plumpton Walsh, Redhead and Wainwright

Apologies for Absence: Councillor Philbin

Absence declared on Council business: None

Officers present: M. Reaney, A. Jones, I. Leivesley, C. Patino, B. Hilton, H. Coen and J. Gallagher

Also in attendance: Councillor Wharton – In accordance with Standing Order number 33 as Portfolio Holder for Resources

**ITEM DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

Action

CS36 MINUTES

The Minutes from the meeting held on 3 January 2012 were taken as read and signed as a correct record, subject to noting that Councillor A McInerney had submitted her apologies in advance of the meeting.

CS37 PUBLIC QUESTION TIME

The Board was advised that no public questions had been received.

CS38 EXECUTIVE BOARD MINUTES

The Minutes of the Executive Board and the Executive Board Sub Committee relating to the work of the Corporate Policy and Performance Board since its last meeting were submitted for information.

RESOLVED: That the Minutes be noted.

CS39 PEOPLE PLAN 2012-2015

The Board was presented with a report from the Strategic Director, Policy and Resources, which presented

background and supporting information relating to the development of *The People Plan 2012-15* which was appended to the report (Appendix A).

It was stated that *The People Plan* had been developed by the Organisational Development Group, which was chaired by the Strategic Director – Policy and Resources and included membership from the three Directorates and the Trade Unions. It was also stated that the Council would face significant changes over this period and would continue to do so for the life of this next plan. It was important therefore for the Council to have a plan that was flexible and able to respond to changing circumstances.

The Board received a presentation of *The People Plan* from John Gallagher – Policy and Strategy, and Brian Hilton – Learning and Development. It was reported that the Plan had been developed taking into consideration two extensive pieces of work: *The Staff Survey (2011)* and the *Workforce Profile (2011)* and their presentations provided Members with the findings of both, as well as details of where the Learning and Development strategy fell in line with *The People Plan*.

The views of Members were sought on the contents of the Plan and approval was sought for its onward transition to the Executive Board for approval and adoption.

Members raised queries and discussed the staff survey results, the talent pool strategy, succession planning, Employee Development Reviews (EDR's) and issues around the demographic profile of the workforce in the Council. Members were also provided with examples of staff that had progressed through the system, with the help of training.

Members requested that annual updates of the Plan be submitted to the Board and agreed that the Plan could be submitted to the Executive Board for approval and adoption.

RESOLVED: That the Corporate Services Policy and Performance Board:

1. supports the implementation of the Council's People Plan 2012-2015; and
2. agree that the Executive Board be recommended to approve and adopt the People Plan 2012-2015.

CS40 PERFORMANCE MANAGEMENT REPORT FOR
QUARTER 3 - 2011-12

The performance management reports for quarter three of 2011-12 were presented to the Board by the Strategic Director, Policy and Resources.

The reports detailed progress against service objectives/milestones and performance targets, and described factors affecting the service for:

- Policy and Performance;
- Financial Services;
- Legal and Democratic Services;
- ICT and Support Services;
- HR, Learning and Development;
- Property Services; and
- Catering, Stadium and Registration Services.

The Board was requested to consider and raise any questions or points of clarification in respect of these reports. Members queried the extensiveness of the reports and asked whether or not they could be summarised and focus only on targets that were not being achieved as well as highlighting targets that were achieved.

Members were reminded that there would be a new reporting system in place next year (2012-13), a report and examples of this had been presented at the Corporate PPB on 6 September 2011 (Minute number 17 refers).

RESOLVED: That the second quarter performance management reports be noted.

CS41 SUSTAINABLE COMMUNITY STRATEGY
PERFORMANCE FRAMEWORK 2011-16 & MID YEAR
PROGRESS REPORT 2011-12

The Board considered a report from the Strategic Director, Policy and Resources, which provided information on the progress in achieving targets contained within the 2011-2016 Sustainable Community Strategy (SCS) for Halton.

It was reported that the SCS was a central document for the Council and its partners that provided an evidenced based framework through which actions and shared performance targets could be developed and communicated.

It was noted that in October 2010 the coalition Government announced the end of Government performance management of local authorities through Local Area Agreements (LAAs). Nevertheless, the Council and its partners needed to maintain some form of effective performance management framework to (a) measure progress towards our own objectives for the improvement of the quality of life in Halton; and (b) to meet the Government's expectation that we would publish performance information. Following extensive research and analysis and consultation with all stakeholder groups including Elected Members, partners and the local community and representative groups, a new SCS (2011-26) was approved by the Council on 20 April 2011.

It was commented that the SCS was a 'living' document which would provide sufficient flexibility to evolve as continuing changes within the public sector continued to emerge; it would also be subject to annual review. The Board was advised that further details for each community priority were available on the Intranet.

The *Mid Year Progress Report (1 April – 30 September 2011)* was appended to the report in Appendix 3, together with Appendix 1: *Summary Table of Measures selected for each of the Five Community Priorities*, and Appendix 2a to 2e: *Further detail for each Community Priority*.

RESOLVED: That the SCS Performance Framework 2011-16 and Mid-Year Progress Report 2011-12 be noted.

Meeting ended at 8.12 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 29 February 2012 at the Civic Suite, Town Hall, Runcorn

Present: Councillors M Lloyd Jones (Vice-Chairman), Balmer, Browne, Howard, A. Lowe, McDermott, Philbin, Roberts and Rowe

Apologies for Absence: Councillors Leadbetter

Absence declared on Council business: None

Officers present: T. Dean, B. Dodd, I. Leivesley, M. Murphy, M. Simpson and C. Williams

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

	<i>Action</i>
<p>BEB22 MINUTES</p> <p>The Minutes of the meeting held on 9 November 2011 were taken as read and signed as a correct record.</p>	
<p>BEB23 ANNUAL REPORT ON GRANTS</p> <p>The Board considered a report of Audit Commission on its audit of the Council's 2010/11 grant claims. The report detailed the Commission's findings on seven grant claims.</p> <p>The Board was advised of the main conclusions of the report and were advised that the Audit Commission was able to fully certify all seven of the Council's claims and returns and no issues had been identified in relation to the control environment for claims and returns that required reporting to the grant paying departments.</p> <p>It was further noted that across all claims the Audit Commission received excellent support and cooperation from Council officers. The Council's 2010/11 grant claims were prepared to a very high standard.</p> <p>RESOLVED: That the Audit Commission's report presented at Appendix 1 be received.</p>	

BEB24 INTERNAL AUDIT PLAN FOR 2012/13

The Board considered a report of the Operational Director, Finance which provided details of the proposed Internal Audit Plan for 2012/13. The Plan outlined the likely programme of work to be completed by the Internal Audit during the year.

It was reported that the Code of Practice for Internal Audit in Local Government required that the annual Audit Plan was considered and approved by the Council's Audit Committee.

The report outlined the likely programme for the year ahead and how the Council's internal audit resources would be utilised during the year. Members were advised that the plan was based on a resource input of 6.52 FTE auditors and comprised 1,239 planned audit days.

It was further noted that a risk based approach had been adopted to prioritise coverage as audit resources were not sufficient to provide assurance over all areas. The chosen areas were set out in the report. It was noted that more work would be carried out within schools over the next year and funding had been secured from the schools forum to do so.

Members were advised that if there were any minor changes to be made during the year to the Plan, the Operational Director – Finance would make the necessary amendments. However any significant changes would be brought to the Board for consideration.

Arising from discussion of the report Members discussed working for Academies, whether they bought back services from the Council and the need for Academy schools to appoint an external auditor.

The Board wished to place on record its thanks to the Divisional Manager, Audit and Operational Finance and the Audit Team for the excellent work they carry out.

RESOLVED: That the proposed Internal Audit Plan for 2012/13 be approved.

Operational
Director - Finance

BEB25 2011/12 EXTERNAL AUDIT PLAN

The Board received the Audit Commission's 2011/12 Audit Plan. The plan was based on the Audit Commission's risk-based approach to audit planning.

It was reported that the audit risks included in the plan had been identified through a variety of audit processes. Additional risks had been considered that were relevant to the audit of the accounting statements and were listed as follows:

- Mersey Gateway Project;
- financial pressures;
- heritage assets;
- valuation of property, plant and equipment;
- accounting treatment of schools; and
- upgrade to the general ledger system (Agresso).

The report further set out the audit testing strategy and the planned approach to the value for money conclusion. Appendices to the report detailed the key milestones and deadlines, audit independence quality and objectivity requirements and the audit fee.

RESOLVED: That the 2011/12 Audit Plan be approved.

BEB26 AUDIT COMMITTEE UPDATE

The Board received a report from the Audit Commission which set out its progress in delivering the Council's 2011/12 audit. The report also highlighted a number of current national issues and publications for Members' information.

The report set out external audit's progress on their financial statements and value for money conclusion work. Other issues highlighted for information included the Audit Commission's national report on the 2010/11 accounts, 2011/12 final account workshops, managing workforce costs, joining up health and social care and CIPFA's prudential code for Capital Finance.

Members were further advised of the Government response to consultation, the future of local public audit, an update on the externalisation of the Audit Practice, fire and rescue national framework and local government finance Bill.

Arising from discussion of the report Members considered the proposed new audit committee arrangements and the effect they would have on the Business Efficiency Board. In response it was noted that the guidance had not been issued as yet from Government, however the latest indication was that the original proposal to include independent audit appointment panel with a majority of independent members be established to advise audit committees on the appointment of auditors. Once more detail had been received on this matter Board Members would be advised.

The Board wished to place on record its thanks to Collette Williams and Mike Thomas for their assistance and work carried out over the year, and in previous years.

RESOLVED: That the Audit Committee Update be received.

BEB27 RISK MANAGEMENT

The Board received a report of the Strategic Director, Policy and Resources which sought Member's views on the effectiveness of the Council's Risk Management Policy and its Strategic Risk Register which had been subject to review.

The report set out the purpose of the Risk Management Policy and the Strategic Risk Register as maximising opportunities and minimizing risk and the main corporate risks which had been identified and grouped in order of priority.

It was noted that the Risk Register was reviewed every six months and would be brought back to the Board bi-annually.

Members discussed the reduction in personnel as a result of efficiency savings and the effect this could have on other members of staff in terms of prioritising workloads and managing risks.

Members requested that a training session be arranged to provide them with the skills to be able to evaluate the robustness of the Policy.

RESOLVED: That

- 1) the Policy and Register be noted; and
- 2) a training session be organised to provide Members with the skills to be able to evaluate the robustness of

Strategic Director
- Policy &
Resources

the Policy.

BEB28 PART II

**SCHEDULE 12A OF THE LOCAL GOVERNMENT
ACT 1972 AND THE LOCAL GOVERNMENT
(ACCESS TO INFORMATION) ACT 1985**

In this case the Board has a discretion to exclude the press and public and, in view of the nature of the business to be transacted, it is RECOMMENDED that under Section 100A(4) of the Local Government Act 1972, having been satisfied that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

BEB29 INTERNAL AUDIT PROGRESS REPORT - QUARTER 3
(2011/12)

The Board considered a report of the Operational Director, Finance which provided a summary of internal audit work carried out for the period October to December 2011.

The report set out key issues and recommendations arising from the audits, details of other work completed by Internal Audit in the Quarter and the results of the work undertaken following the implementation of previous Internal Audit recommendations. The Board considered the progress made against the Audit Plan and executive summaries of reports issued during Quarter 3.

RESOLVED: That the Internal Audit work completed for Quarter 3 be noted.

Meeting ended at 7.20 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 13 February 2012 at Civic Suite, Town Hall, Runcorn

Present: Councillors Thompson (Vice-Chairman, in the Chair), Balmer, J. Bradshaw, A. Cole, Hignett, Hodgkinson and T. McInerney

Apologies for Absence: Councillors Nolan, Gilligan and Leadbetter

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, J. Farmer, R. Cooper and G. Hawkesford

Also in attendance: 9 Members of the Public

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE COMMITTEE**

DEV40 MINUTES

The Minutes of the meeting held on 9 January 2012, having been printed and circulated, were taken as read and signed as a correct record.

DEV41 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.

DEV42 - 11/00231/OUT - OUTLINE APPLICATION FOR THE ERECTION OF RETAIL WAREHOUSING (USE CLASS A1) INCLUDING SURFACE LEVEL CAR PARKING, NEW VEHICLE AND PEDESTRIAN ACCESS AND HIGHWAY WORKS (WITH APPEARANCE, LANDSCAPING, LAYOUT AND SCALE MATTERS RESERVED) AT TANHOUSE YARD, TANHOUSE LANE, WIDNES, CHESHIRE

The consultation procedure undertaken was outlined in the report together with background information in respect of the site.

Action

Officers reported that since the publishing of the agenda a letter had been received from Frost Planning dated 8 February, this was appended to the amendments list. It raised various queries which had been responded to by officers and noted on the amendments list.

It was reported that a further representation had been received from Morbaine (on 9 February) objecting to the application on the grounds that in their opinion the highway implications of the development had not been properly addressed, this letter was also appended to the amendments list.

It was noted that further clarification had been provided in relation to Conditions 16, 17, 18, 19, 20 and 21 and that clarification had been provided on the hours of opening to the public and restrictions relating to delivery hours, as recommended by the Environmental Health Officer.

The Committee was addressed by Mr Nick Sewell, of New River Retail, who objected to the application on the grounds that it would affect the health and vitality of the Town Centre and would entice existing tenants to move from the Town Centre. Mr Sewell also stated that his organisation was planning to invest further in Widnes Town Centre and that this application would undermine his proposals.

Members debated the modifications proposed to the gyratory system, a map of which was tabled by officers for reference. It was noted that a financial contribution would be made by the applicant for the modifications needed to the system. Members' consensus was that competition was healthy for the Borough and that the positives of this development outweighed the negatives.

RESOLVED: That delegated authority is given to the Operational Director Policy, Planning and Transportation, in consultation with the Chair and Vice Chair, to approve subject to points (a) and (b) below (legal agreement and conditions) and the application not being called in by the Secretary of State.

- a) The entering into of a Legal Agreement for the provision of a financial contribution towards the gyratory improvements, town centre connectivity, town centre management, local bus transport improvements and entering into highways agreements as necessary, including access rights for

construction/maintenance of the proposed road bridge and road link. If the S106 Agreement or alternative arrangement was not executed within a reasonable period of time, authority be delegated to the Operational Director – Policy, Planning and Transportation in consultation with the Chairman or Vice Chairman of the Committee, to refuse the application on the grounds that it failed to comply with Policy S25 (Planning Obligations).

b) And the following conditions:

1. Standard Outline conditions for time limits and reserved matters (BE1);
2. No development shall begin until written details of a construction management plan, including routing of traffic has been approved in writing (BE1);
3. Materials condition, requiring the submission and approval of the materials to be used (BE2);
4. Landscaping conditions, requiring the submission of both hard and soft landscaping (BE2);
5. Condition for the submission of details of boundary treatments to be submitted and approved in writing (BE2);
6. Prior to commencement the submission of details of any retaining walls to be submitted and approved in writing (BE2);
7. Prior to commencement wheel cleansing facilities to be submitted and approved in writing (BE1);
8. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
9. Conditions relating to the agreement and implementation of bin stores provision (BE1);
10. Conditions relating to the agreement and implementation of cycle storage provision (TP6);
11. Conditions relating to the agreement and implementation of electric car charging points;
12. Submission and agreement of finished floor and site levels (BE1);
13. Six Environment Agency conditions in relation to the provision of a surface water regulation system; a scheme for the management of overland flow; a scheme to treat and remove suspended solids from surface water run-off during construction; a scheme to dispose of foul and surface water and installation of oil separators; and conditions for ground contamination and remediation, verification and monitoring (PR14, PR16);
14. Prior to occupation design of off-site highway works to Page Lane to be agreed, works to be

carried out before occupation.

15. Prior to occupation submission of a travel plan including routing of delivery vehicles (TP16);
16. Condition(s) restricting a maximum of overall gross internal floor space of 15,455 sqm and no further additional mezzanine extensions above this maximum gross internal floor space without consent;
17. Condition restricting the floorspace approved shall be for the retail use (A1) of non-food or comparison goods only with not less than 30% of the floorspace (GIA) being restricted for the sale of bulky goods;
18. Condition(s) restricting hours of opening to the public between 0700 and 2100 hours and; delivery hours be restricted between 0700 and 2100 hours; and
19. Restriction for minimal average floor space of units to 929 sqm.

DEV43 - 11/00368/OUT - OUTLINE APPLICATION (WITH APPEARANCE, LANDSCAPING, LAYOUT AND SCALE MATTERS RESERVED) FOR DEMOLITION OF ALL EXISTING STRUCTURES AND THE CONSTRUCTION OF A NEW NON-FOOD RETAIL DEVELOPMENT (A1 USE CLASS), WITH ASSOCIATED ACCESS, PARKING AND SERVICING FACILITIES AT FRANK ARMITT AND ADJOINING UNITS, VICTORIA STREET, WIDNES, CHESHIRE, WA8 7UE

The consultation procedure undertaken was outlined in the report together with background information in respect of the site.

It was reported that Frost Planning, the agent for Vector Investments had submitted further objections to the application in a letter dated 8 February, which was appended to the amendments list.

It was noted that clarification had been provided to the applicant in relation to Conditions 16, 17, 18, 19, 20 and 21 and that clarification had been provided on the hours of opening to the public and restrictions relating to delivery hours, as recommended by the Environmental Health Officer.

The Committee was addressed by Mr Nick Sewell, of New River Retail, who objected to the application on the grounds that it would affect the health, vitality and integrity of the Town Centre and entice existing tenants to move from

the Town Centre. Mr Sewell also stated that his organisation was planning to invest further in Widnes Town Centre and that this application would undermine his proposals.

Mr Gary Brooks then addressed the Committee on behalf of the applicant in support of the application, stating that an investment of £20m would create 100 construction jobs and 200 jobs thereafter. He further stated that the development would claw back some £18m from competitors such as Speke Retail Park, as the site was well located for local people and would attract custom from surrounding towns, therefore providing a boost to the local economy.

Members debated the application and were of the consensus that a local retail park would be good for residents and that competition would be good for the Borough.

RESOLVED: That delegated authority is given to the Operational Director Policy, Planning and Transportation, in consultation with the Chair and Vice Chair, to approve subject to points (a) and (b) below (legal agreement and conditions) and the application not being called in by the Secretary of State.

- a) The entering into of a Legal Agreement for the provision of a financial contribution towards the gyratory improvements as necessary. If the S106 Agreement or alternative arrangement was not executed within a reasonable period of time, authority be delegated to the Operational Director – Policy, Planning and Transportation in consultation with the Chairman or Vice Chairman of the Committee, to refuse the application on the grounds that it failed to comply with Policy S25 (Planning Obligations).
- b) Conditions relating to the following:
 - 1. Standard Outline conditions for time limits and reserved matters (BE1);
 - 2. No development shall begin until written details of a construction management plan including the routing of vehicles has been approved in writing (BE1):
 - 3. Materials condition, requiring the submission and approval of the materials to be used (BE2);
 - 4. Landscaping conditions, requiring the submission of both hard and soft landscaping (BE2);
 - 5. Condition for the submission of details of

- boundary treatments to be submitted and approved in writing (BE2);
6. Prior to commencement the submission of details of any retaining walls to be submitted and approved in writing (BE1);
 7. Prior to commencement, wheel cleansing facilities to be submitted and approved in writing (BE1);
 8. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
 9. Conditions relating to the agreement and implementation of bin stores provision (BE1);
 10. Conditions relating to the agreement and implementation of cycle storage provision (TP6);
 11. Conditions relating to the agreement and implementation of electric car charging points;
 12. Submission and agreement of finished floor and site levels (BE1);
 13. Six Environment Agency conditions in relation to the provision of a surface water regulation system: a scheme for the identification and provision of safe route (s) into and out of the site; scheme to ensure finished floor levels are set no lower than 10.79 above Ordnance Datum (AOD); a scheme for the provision of compensatory flood storage on /or in vicinity of the site to a 1 in 100 year standard; a scheme for contaminated land site investigations, risk assessment, remediation and validation; and approval of any piling or any other foundation design (PR14, PR16);
 14. Prior to commencement condition for off-site highways improvements;
 15. Condition restricting maximum of overall gross internal floor space of 2880 sqm;
 16. Use restriction to retail (A1) non-food or comparison goods only;
 17. Restriction for no additional mezzanine extensions above the maximum gross internal floor space of 2880 sqm without consent;
 18. Restriction for minimum average floor space of individual units to 929 sqm;
 19. Prior to the occupation of the units the provision of a travel plan including routing of deliveries (TP16); and
 20. Condition restricting hours of deliveries to be between 0700 and 2300 hours (to clarify no restrictions on opening hours to the public) (BE1).

DEV44 - 11/00396/EIA - PROPOSED NEW BUILDING TO HOUSE A THIRD ALUMINA FIBRE PRODUCTION LINE, ELECTRICAL SWITCH ROOM AND PROCESS PLANT AT SAFFIL LTD, TANHOUSE LANE, WIDNES, CHESHIRE, WA8 0RY

The consultation procedure undertaken was outlined in the report together with background information in respect of the site.

RESOLVED: That the application be approved subject to the following conditions:

1. Time limit for the commencement of development; (in accordance with the Town & Country Planning Act 1990);
2. List of approved plans, amended plans and documents (BE1, BE2);
3. Prior to the commencement of development submission and approval of external materials (BE2);
4. Prior to the commencement provision and use of wheel cleansing facilities during course of construction to be submitted and approved (BE1);
5. Condition(s) in relation to the submission of a ground investigations and remediation strategy to be submitted to and approved by contaminated land and environment agency (PR14, PR15);
6. Condition for verification report (PR14, PR15);
7. No development shall begin until the provision of pre-development site levels and proposed finished floor levels and adjacent land levels (BE1);
8. Prior to occupation of the buildings laying out of approved vehicle access, service and parking areas and to be retained as such (BE1);
9. Prior to commencement condition relating to the disposal of foul and surface water (PR5);
10. Prior to commencement provision of a surface water management scheme to be submitted and approved (BE1);
11. Prior to the occupation of building details of external lighting shall be submitted and approved in writing. This should include details Lux levels and light spill diagrams (BE1 and PR4); and
12. Condition that no demolition or site clearance works are carried out during bird nesting season – 1 March to 31 August (GE21).

DEV45 MISCELLANEOUS ITEMS

The following applications had been withdrawn:-

11/00364/AGR	Application for prior notification of agricultural or forestry development for proposed building at Daresbury Fruit Farm, Newton Lane, Daresbury, Warrington.
11/00378/FUL	Proposed new vehicle access onto busway at Unit 1 Zip56, Aston Fields Road, Runcorn, Cheshire.
11/00379/ADV	Proposed signage to promote sale of new houses under development at Bellway Homes Development, Hanging Birches Farm, Norlands Lane, Widnes.
11/00380/ADV	Proposed signage to promote sale of new homes at Bellway Homes Development, Derby Road, Widnes.
12/00014/TPO	Proposed works to 2 no. Ash trees including removal of deadwood, crown lifting to 5 metres and crown reduction, on the street side only, of overhang where suitable growth points are available at 83 Prescott Road Widnes.
11/00186/COND	Application pursuant to condition 57 (permission granted by Secretary of State) asking Halton Borough Council for agreement in writing, to increase the quantity of refuse derived fuel delivered to the energy from waste power station by road from 85,000 tonnes to 480,000 tonnes per annum at INEOS Chlor Ltd

Energy From Waste Generating
Station South Parade Runcorn.

The following applications had gone to appeal: - NONE

Planning Appeal Decisions: - NONE

The Localism Act 2011:-

Information was provided which clarified the rules on predetermination advice accompanying the *Localism Act 2011*.

Relocation of Planning Team:-

A number of Members of the Committee commented on the difficulties experienced recently when trying to contact Planning Officers following the relocation of staff from Rutland House to the Municipal Buildings. It was agreed that the operational Director – Policy, Planning and Transportation, would discuss the concerns of Members with the Strategic Director, Policy and Resources.

Meeting ended at 7.20 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 12 March 2012 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), Balmer, J. Bradshaw, A.Cole, Gilligan, Hignett, Hodgkinson, T. McInerney and Osborne

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, J. Farmer and P. Shearer

Also in attendance: 4 Members of the public

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE COMMITTEE**

Action

Members took part in a minutes silence prior to the start of the meeting in memory of Councillor Dave Leadbetter who passed away recently.

On behalf of the Development Control Committee, the Chairman remembered and gave thanks to Councillor Leadbetter for his dedication and contribution to the role he played on the Committee, and said that he would be greatly missed.

DEV46 MINUTES

The Minutes of the meeting held on 13 February 2012, having been printed and circulated, were taken as read and signed as a correct record, subject to noting that Councillor Osborne was present at the meeting.

DEV47 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.

DEV48 - 11/00466/FUL - PROPOSED CREATION OF NEW ACCESS AT CONSTANCE INDUSTRIAL ESTATE, WATERLOO ROAD, WIDNES, CHESHIRE, WA8 0PR

The consultation procedure undertaken was outlined in the report together with background information in respect of the site.

RESOLVED: That the application be approved subject to conditions relating to the following:

1. Standard time limits for implementation;
2. The applicant entering into a suitable legal agreement for the compensation for loss of trees; and
3. Conditions for tree/root protection measures.

DEV49 - 12/00001/FULEIA, 12/00002/FULEIA AND 12/00003/FULEIA -

PROPOSED WORKS TO TIE INTO THE EXISTING HIGHWAY NETWORK AT the A562 SPEKE ROAD AND THE A533 QUEENSWAY IN WIDNES, AND NEW WORKS IN SOUTH WIDNES ARISING FROM THE PROVISION OF THE MERSEY GATEWAY BRIDGE;

PROPOSED WORKS TO PROVIDE A NEW CABLE STAY MAXIMUM 3 TOWER BRIDGE TO CARRY A DUAL THREE LANE ROAD OVER THE RIVER MERSEY IN HALTON KNOWN AS THE MERSEY GATEWAY BRIDGE TO TIE IN TO THE WIDNES APPROACH WORKS TO THE NORTH OF THE ST HELENS CANAL IN SOUTH WIDNES AND THE RUNCORN/CENTRAL EXPRESSWAY WORKS TO THE SOUTH OF THE MANCHESTER SHIP CANAL; AND

PROPOSED WORKS TO THE EXISTING HIGHWAY NETWORK (SPECIFICALLY PARTS OF CENTRAL EXPRESSWAY, LODGE LANE JUNCTION AND WESTON LINK JUNCTION) ARISING FROM THE PROVISION OF THE MERSEY GATEWAY BRIDGE AND NEW WORKS TO TIE IN TO THE NEW BRIDGE TO THE NORTH OF BRIDGEWATER JUNCTION.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site.

Members discussed matters relating to the applications, in particular the fact that the Light Rail Transit (LTR) would be less likely under the modifications, which raised concerns, especially when looking to the future of the

Borough. In response it was noted that the Council remained committed to accommodating a river crossing for light rail in the future and that it may be possible for a light rail service to be developed on the existing Silver Jubilee Bridge (SJB), as structural investigations had shown that this would be feasible.

The consensus was that Members' supported the applications subject to the Conditions contained in the report.

RESOLVED: That the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair, be given delegated authority to approve all three applications subject to the awaited confirmation regarding the obligations of the Habitat Regulations and to add and vary any necessary conditions and to agree any final wording.

Subject as above:

- 1) 12/00001/FULEIA – be approved subject to Conditions (1) to (27) as detailed in the report starting on page 51 (final wording to be delegated to the Operational Director – Policy, Planning and Transportation).
- 2) 12/00002/FULEIA – be approved subject to Conditions (1) to (42) as detailed in the report starting on page 58 (final wording to be delegated to the Operational Director – Policy, Planning and Transportation).
- 3) 12/00003/FULEIA – be approved subject to Conditions (1) to (30) as detailed in the report starting on page 69 (final wording to be delegated to the Operational Director – Policy, Planning and Transportation).

DEV50 MISCELLANEOUS ITEMS

The following applications had been withdrawn :-

11/00288/FUL	Proposed change of use of office and erection of indoor and outdoor tennis courts with associated lighting to form tennis facility at Commonsides Farm, Daresbury Lane, Daresbury, Warrington, Cheshire, WA4 4DE.
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The following applications have gone to appeal:- None

Planning Appeal Decisions:-

11/00161/TEL

Prior notification of proposed telecommunications development including 15m dual user replica telegraph pole, equipment cabinet and electricity meter pillar at corner of Deacon Road and Appleton Village, Widnes Cheshire.

ALLOWED

Meeting ended at 7.12 p.m.

STANDARDS COMMITTEE

At a meeting of the Standards Committee Wednesday, 22 February 2012 Committee Room 1, Runcorn Town Hall

Present: Mr A. Luxton (Vice Chairman) Mr R. Garner, Mrs A. Morris, and
Councillors: Browne, Parker, Redhead and Wainwright

Apologies for Absence: Mr B. Badrock, Councillor Swain and Parish Councillors
Mr B. Allen, Canon D. Felix

Absence declared on Council business: None

Officers present: M. Reaney and A. Scott

Also in attendance: None

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE COMMITTEE**

STC11 MINUTES

The minutes of the meeting held on 7 September 2011, having been printed and circulated, were signed as a correct record.

STC12 LOCALISM ACT 2011- IMPLICATIONS FOR STANDARDS

The Monitoring Officer gave a presentation on the future of Standards under the Localism Act 2011.

The Localism Act 2011 included new provisions on Standards and the issue of pre-determination by Elected Members. Each authority had a duty to promote and maintain high standards of conduct by its Members and co-opted Members of the Authority, which included Parish Councils. It was noted that each Authority must adopt a Code dealing with the conduct expected of its Members and co-opted Members when they were acting in that capacity.

The Code must embrace a set of seven principles, referred to as:

Action

- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Selflessness
- Leadership

and must provide for the registration and disclosure of both pecuniary and non pecuniary interests as well as a new category of disclosable pecuniary interests. Further Regulations and Guidance were awaited before the implementation date of 1 July 2012.

Members were advised that, although no longer a statutory function, Halton Borough Council was likely to delegate Standards functions to a Standards Committee, which would be a Committee of the local authority and the recommendation was likely to be that it be made up of nine Elected Members and up to 4 non voting co-optees – two Independent and two Parish Council Members.

The Act also required advertisement for and appointment of a new category of Independent Person to be involved in the consideration of complaints.

Members had the opportunity to discuss the proposals and to ask questions.

RESOLVED: That the verbal presentation be noted.

STC13 VOTE OF THANKS

The Vice Chairman noted that there were no further meetings scheduled for the Committee and wished to place on record his thanks to all Members for their past contribution and work of the Committee.

It was agreed that a letter of thanks be sent on the Chairman's behalf to all Members involved.

Monitoring Officer

Meeting ended at 4.20 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 7 December 2011 in the Council Chamber, Runcorn Town Hall

Present: Councillors Philbin (Chairman), K. Loftus (Vice-Chairman), Fraser, Fry, Howard, A. Lowe, M. Ratcliffe and Wallace

Apologies for Absence: Councillors Browne, McDermott and Wainwright

Absence declared on Council business: None

Officers present: G. Ferguson, L. Davies and K. Cleary

Also in attendance: 4 Members of the public

**ITEMS DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE COMMITTEE**

Action

**ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY
THE COMMITTEE AS LICENSING COMMITTEE UNDER
THE LICENSING ACT 2003**

REG30 APPLICATION FOR A PREMISES LICENCE - LONDIS 35
HIGH STREET HALE VILLAGE LIVERPOOL

The Committee met to consider an application which had been made under Section 17 of the Licensing Act 2003 for the grant of a premises licence.

The hearing was held in accordance with the Licensing Act 2003 and the Licensing Act 2003 (Hearings) Regulations 2005.

The meeting was held as a hearing relating to an application for a premises licence made by Khalid Nagi in respect of Londis 35 High Street Hale Village Liverpool L24 4AE. The applicant requested the following licensable activities:-

- The supply of alcohol off the premises between the hours of 07.30 to 23.00 each day
- The hours the premises are open to the public 07.30

to 23.00 each day.

The chairman introduced the members of the Committee and the Council's officers who were present.

The Council's legal adviser, Lisa Davies, summarised the procedure to be followed and outlined the nature of the application.

At the beginning of the hearing it was confirmed that the applicant had accepted the conditions proposed by the Police in their representations (as set out in the Committee item) and consequently the Police had not attended the hearing.

At the hearing, the Committee were addressed by the applicant's representative Stewart Gibson of GP Retail Services. Mr Gibson advised the Committee that his client Mr Nagi voluntarily agreed to reduce the hours for the supply of alcohol and the hours the premises are open to the public from 07.30 to 23.00 each day to 07.30 to 21.00 each day. The applicant Khalid Nagi answered questions from the members.

Mr G S Wright and Miss L M Clarkson addressed the Committee as interested parties.

The Committee asked a number of questions of the parties and retired to consider the matter.

RESOLVED: That having considered the application in accordance with section 4 Licensing Act 2003 and all other relevant considerations the application be granted subject to the Police conditions as set out in the Committee item and the voluntary reduction to the hours for the supply of alcohol and the hours the premises are open to the public from 07.30 to 23.00 to 07.30 to 21.00 each day

The reason for the determination was that the Committee felt that the application was consistent with the Licensing Objectives.

Time that the licence shall take effect: Immediately

Following the announcement of the Committee decision the Chairman of the Committee advised the local residents who attended the hearing of the review process which is part of the Licensing Act 2003 and is evidence based. Local residents (as interested parties) could commence a review of the premises licence however any evidence must be specific to the premises and demonstrate that the use of the

premises for licensable activities undermines one or more of the four licensing objectives.

Meeting ended at 7.45 p.m.

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APPEALS PANEL

At a meeting of the Appeals Panel held on 10 February 2012 at Stobart Stadium, Lowerhouse Lane, Widnes.

Present: Councillors Wainwright (Chairman), Osborne and K Loftus

Apologies for absence: None.

Absence declared on Council business: None.

Officers present: A Scott, S. Bellard, S Riley, M Carr and D Ramsbottom

In attendance: Appellant and Trade Union supporter.

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE PANEL**

Action

**AP21 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND LOCAL GOVERNMENT (ACCESS TO INFORMATION)
ACT 1985**

The Panel considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Panel during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Sub-Section 4 of

Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972.

AP22 DISCIPLINARY APPEAL HEARING

The Panel considered information submitted in respect of the above appeal and heard representations from the appellant, the appellants' Trade Union representative and the presenting officer and his witnesses.

RESOLVED: That the disciplinary appeal hearing be upheld.

Meeting ended at 3.30 p.m.

APPEALS PANEL

At a meeting of the Appeals Panel held on 14 March 2012 in the Stobart Stadium, Widnes

Present: Councillors Wainwright (Chairman), A McInerney and Parker

Apologies for absence: None.

Absence declared on Council business: None.

Officers present: C Featherstone

In attendance: None.

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE PANEL**

Action

**AP23 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND LOCAL GOVERNMENT (ACCESS TO INFORMATION)
ACT 1985**

The Panel considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Panel during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was

likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972.

AP24 HOUSING DISCRETIONARY AWARD APPEAL Case no 219

The Panel considered information submitted in respect of the above appeal and heard representations from the presenting officer. The appellant had advised that they were unable to attend due to illness, but were satisfied that the appeal could take place in their absence.

RESOLVED: That the Housing Discretionary Payment Appeal be declined and the decision of the Benefits Manager be upheld.

Meeting ended at 2.00pm.

APPEALS PANEL

At a meeting of the Appeals Panel held on 22 March 2012 at Stobart Stadium, Lowerhouse Lane, Widnes.

Present: Councillors Wainwright (Chairman), Edge and A McInerney

Apologies for absence: None.

Absence declared on Council business: None.

Officers present: A Scott, K Bate and S Wallace- Bonner

In attendance: Appellant

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE PANEL**

Action

**AP25 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND LOCAL GOVERNMENT (ACCESS TO INFORMATION)
ACT 1985**

The Panel considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Panel during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was

likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972.

AP26 GRIEVANCE APPEAL HEARING

The Panel considered information submitted in respect of the above appeal and heard representations from the appellant and the presenting officer.

RESOLVED: That the grievance appeal hearing be dismissed.

Meeting ended at 11.45 a.m.

MAYORAL COMMITTEE

At a meeting of the Mayoral Committee on Wednesday, 21 March 2012 at Bridgewater Room - Municipal Building, Widnes

Present: Councillors Morley (Chairman), Gilligan, Hignett, Hodgkinson and Morley

Apologies for Absence: Councillor Browne

Absence declared on Council business: None

Officers present: I Leivesley, A Scott and C Lawley

**ITEM DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE COMMITTEE**

Action

MYR3 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Committee during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 1 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of

the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 1 of Schedule 12A of the Local Government Act 1972.

MYR4 ARRANGEMENTS FOR THE APPOINTMENT OF MAYOR AND DEPUTY MAYOR FOR 2012/13

The Committee received a report of the Strategic Director – Policy and Resources, which requested the Committee to make a recommendation to the Full Council with regard to the appointment of the Mayor and Deputy Mayor for the 2012/13 municipal year.

As per the Council's Mayoral Selection Guidelines it was recommended that Councillor T McInerney be appointed as Mayor and Councillor M Ratcliffe be appointed as the Deputy Mayor for the 2012/13 municipal year.

RESOLVED: That it be recommended to Council:

- 1) that Councillor T McInerney be appointed as the Mayor for the 2012/13 municipal year; and
- 2) that Councillor M Ratcliffe be appointed as the Deputy Mayor for the 2012/13 municipal year.

Strategic Director
- Policy &
Resources

Meeting ended at 10.10 a.m.