

Minutes

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

**Wednesday, 4 February
2015**

Minutes

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COUNCIL

At a meeting of the Council on Wednesday, 10 December 2014 in the Council Chamber, Runcorn Town Hall

Present: Councillors Osborne, S. Baker, M. Bradshaw, J. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Fry, Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, A. Lowe, J. Lowe, MacManus, McDermott, A. McInerney, T. McInerney, Morley, Nelson, Nolan, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, Thompson, Wainwright, Wallace, Wharton, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors Edge, Lea, Logan and J. Stockton

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, D. Johnson, I. Leivesley, G. Meehan, D. Parr, E. Dawson and G. Ferguson

Also in attendance: Two members of the public

*Action***COU37 COUNCIL MINUTES**

The minutes of the meeting held on 15 October 2014, having been circulated, were taken as read and signed as a correct record.

COU38 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- He had attended the Freedom of the Borough march by Troops from the 1st Battalion the Mercian Regiment (Cheshire) on 1 December 2014, as they paraded through Widnes and Runcorn town centres;
- The Mayor thanked everyone involved in the arrangements for the Town Hall Open Day on 6 December 2014. He reported that £1,006.34 had been raised for his three Mayoral charities.

COU39 LEADER'S REPORT

The Leader made the following announcements:-

- The recent Ofsted inspection of services for children in need of help and protection, children looked after and care leavers had now been completed. He advised that their report would be available in the New Year;
- The HMCI Ofsted Annual report showed Key Stage 4 GCSE performance of pupils on Free School Meals in Halton was ranked 10th out of 150 local authorities in England and first out of the 23 North West Local Authorities.

Councillor Philbin, Portfolio holder for Children, Young People and Families, wished to add his thanks to all staff involved in supporting the Ofsted inspection already mentioned.

COU40 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings from 16 October 2014, 6 November 2014 and 20 November 2014.

RESOLVED: that the minutes be received.

COU41 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting of 12 November 2014.

RESOLVED: that the minutes be received.

COU42 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU43 INITIAL BUDGET PROPOSALS 2015/16 - KEY DECISION (MINUTE EXB 90 REFERS)

Executive Board had considered a report of the Operational Director, Finance, on initial revenue budget proposals for 2015/16.

Members were advised that, under Standing Order 16(3), a recorded vote was required on all matters that

related to decisions on the Budget.

The following Members voted FOR the motion:

Councillors S. Baker, M. Bradshaw, J. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Fry, Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, A. Lowe, J. Lowe, MacManus, McDermott, A. McInerney, T. McInerney, Morley, Nelson, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, Thompson, Wainwright, Wallace, Wharton, Woolfall, Wright and Zygadlo.

There were no votes against the motion.

There were no abstentions.

RESOLVED: That the initial budget proposals for 2015/16 as set out in Appendix 1 attached to the report, be approved.

Operational
Director - Finance

COU44 DETERMINATION OF THE 2015/16 COUNCIL TAX BASE - KEY DECISION (MINUTE EXB 87 REFERS)

Executive Board considered a report of the Operational Director, Finance, on the requirement for the Council to determine a 'Tax Base' for its area and the tax base for each of the Parishes.

Members were advised that, under Standing Order 16(3), a recorded vote was required on all matters that related to decisions on the setting of Council Tax.

The following Members voted FOR the motion:

Councillors S. Baker, M. Bradshaw, J. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Fry, Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, A. Lowe, J. Lowe, MacManus, McDermott, A. McInerney, T. McInerney, Morley, Nelson, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, Thompson, Wainwright, Wallace, Wharton, Woolfall, Wright and Zygadlo.

There were no votes against the motion.

There were no abstentions.

RESOLVED: That Council approve

- 1) the 2015/16 Council Tax Base be set at 32,100 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner and the Environment Agency be so notified; and
- 2) the Council Tax Base for each of the Parishes as follows:

Parish	Tax Base
Hale	649
Halebank	488
Daresbury	153
Moore	320
Preston Brook	324
Sandymoor	948

Operational
Director - Finance

COU45 2014/15 REVISED CAPITAL PROGRAMME (MINUTE EXB 91 REFERS)

Executive Board had considered a report of the Operational Director, Finance, which reported on the 2014/15 Half Year Spending as at 30 September 2014.

RESOLVED: That the revisions to the Council's 2014/15 Capital Programme set out in paragraph 3.2 of the report, be approved.

Operational
Director - Finance

COU46 APPOINTMENT OF CO-OPTEE TO CHILDREN YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE BOARD

Council were asked to consider the appointment of a voting co-optee to the Children, Young People and Families Policy and Performance Board.

RESOLVED: That Miss Elizabeth Lawler be re-appointed as a voting co-optee on the Children, Young People and Families Policy and Performance Board for a period of four years.

Strategic Director
- Children and
Enterprise

COU47 CHANGE OF COMMITTEE/ BOARD MEMBERSHIP

Council were asked to note that, in accordance with Standing Order 30 (4), the Leader had notified a change in Committee/Board membership.

RESOLVED: That Council note the following changes in Committee/Board membership:-

Chief Executive

Health Policy and Performance Board

Councillor Carol Plumpton Walsh to replace Councillor John Gerrard.

Children, Young People and Families Policy and Performance Board

Councillor Carol Plumpton Walsh to stand down from this Board.

(N.B. The following Councillors declared a Disclosable Other Interest in Minute BEB28 of the Business Efficiency Board for the reasons stated:

Councillor Martha Lloyd Jones as a Governor of St Edwards Catholic Primary School; Councillor Joe Roberts as a Governor of St Michael's Catholic Primary School at the time of the audit although he no longer held that position.)

COU48 MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD

The Council considered the reports of the following Boards in the period since the meeting of Council on 15 October 2014:-

- Children, Young People and Families;
- Employment, Learning, Skills and Community;
- Health;
- Safer;
- Environment and Urban Renewal;
- Corporate; and
- Business Efficiency.

In considering the minutes, the following comments and observations were made:-

- SAF 29 – Councillor Thompson reported that 20% of all emergency call-outs from the RNLI station at New Brighton were to incidents within the Borough;
- SAF 31 – Councillor Thompson advised that an agreement had been reached with a number of retailers in the Borough to print an awareness message on till receipts regarding help available

for those subjected to domestic abuse;

- BEB 25 – Councillor Joe Roberts reported that in the Annual Update on Fraud and Corruption report, there were very few incidents recorded of fraud within the Borough. Also he reported that responsibility for the National Fraud Initiative would transfer to the Department for Works and Pensions in 2015.

COU49 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 15 October 2014:-

- Development;
- Regulatory; and
- Appeals Panel.

In considering the minutes, the following comments and observations were made:-

- Councillor Wainwright reported on the large increase in the number of Discretionary Housing Appeals which the Appeal Panel had dealt with since April 2014. His view was that this was a direct consequence of changes in Welfare Reforms.

COU50 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Council considered:

- (1) whether Members of the press and public should be excluded from the meeting of 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 outweighs 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.

COU51 PEELHOUSE LANE - NEW WIDNES CEMETERY - KEY DECISION (MINUTE EXB 101 REFERS)

Executive Board had considered a report of the Strategic Director, Communities, which updated Members on the timetable for the construction of the new Widnes Cemetery at Peelhouse Lane.

RESOLVED: That

- 1) the progress made to date be noted and the timeline for the tender and construction process detailed in Appendix A be approved;
- 2) the proposal to tender works for the construction of a new cemetery be approved;
- 3) the addition of the £2.8m project to the Council's Capital Programme be approved; and
- 4) the new name of the cemetery - Peel House Cemetery - be approved.

Strategic Director
- Communities

COU52 WARRINGTON ROAD TRAVELLER SITE (MINUTE EXB 103 REFERS)

Executive Board considered a report of the Strategic Director, Policy and Resources, which provided an update on the delivery of the new permanent Traveller site at Warrington Road.

RESOLVED: That

- 1) the revised scheme costings, set out in Section 5 of the report be agreed, subject to formally agreeing the required additional funding contributions from the Homes and Communities Agency, and a developer's planning obligation (S106) contribution;
- 2) the estimated amount of the new permanent Warrington Road site within the Council's Capital Programme be increased, in line with the final estimated cost identified following the value engineering process; and
- 3) the Strategic Director, Policy and Resources, be granted delegated authority, in consultation with the Portfolio holder for Physical Environment, to consider how any residual gap in funding might be met.

Strategic Director
- Policy &
Resources

Meeting ended at 7.13 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 11 December 2014 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chairman), Harris, R. Hignett, Jones, T. McInerney, Nelson, Philbin, Wharton and Wright

Apologies for Absence: Councillor D. Cargill

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, D. Johnson, I. Leivesley, G. Meehan, D. Parr, E. Dawson and M. Allen

Also in attendance: One member of the press

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

Action

EXB104 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 112 refers), therefore, pursuant to Section 100 B(4) and 100 E and as the exclusivity period was due to expire, if the Council were to proceed to sell the land to the named developer, a decision was required before the end of 2014 to allow an early completion.

EXB105 MINUTES

The Minutes of the meeting held on 20 November 2014 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB106 CONTRACTED SERVICES FOR MISSING FROM HOME AND CARE AND CHILD SEXUAL EXPLOITATION SERVICES FOR YOUNG PEOPLE ACROSS CHESHIRE – WAIVER OF TENDERING STANDING ORDERS

The Board considered a report of the Strategic Director, Children and Enterprise, requesting an extension of the existing contract with Catch 22 for the provision of Missing from Home or Care and Child Sexual Exploitation services to children and young people across the four Local Authorities in Cheshire.

The Board was advised that since 2008, Halton had commissioned a Missing from Home and Care service to fulfil its statutory responsibilities for children and young people that went missing. During 2010/11, the Local Safeguarding Children Boards (LSCB's), along with Cheshire Constabulary, had produced a Pan-Cheshire Joint Protocol for Children and Young People, which identified and managed the risks for all runaways, which ensured a consistent approach across borders and agencies.

Following from this, all four Cheshire local authorities commissioned a joint Pan-Cheshire Missing from Home Service. Halton, as the lead authority, appointed Catch 22 as the service provider in 2012. It was reported that from April 2014, the Service was expanded to include the emerging links around Child Sexual Exploitation (CSE) and both elements of the service supported vulnerable children, young people and their families as well as assisting with local and national requirements.

Members were advised that in accordance with Government policy, all Cheshire local authorities were engaged in the process of significant re-organisation to support the requirements around CSE. It was recommended that existing arrangements continued through this transition period so as to ensure that continuous care and support could be offered to vulnerable children, young people and their families. It was further noted that Cheshire East, Cheshire West and Chester and Warrington Councils had all agreed to an extension with the same provider.

RESOLVED: That

- 1) in light of the exceptional circumstances set out in the report, Procurement Standing Orders 3.1 to 3.7 be waived by virtue of Procurement Standing Order 1.8.3, in order to extend the existing contract with Catch 22 for the provision of the Missing from Home or Care and Child Sexual Exploitation Services to children and young people across four Local Authorities in Cheshire, in order to ensure continuous care and support; and

Strategic Director
- Children and
Enterprise

- 2) the Strategic Director, Children and Enterprise, in conjunction with the Portfolio holder for Children, Young People and Families, be authorised to enter into the above contract for up to a maximum of six months from April 2015.

RESOURCES PORTFOLIO

EXB107 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Policy and Resources, on four applications for discretionary non-domestic rate relief.

The Board was advised that, from 1 April 2013, there had been significant changes in the funding of non-domestic rate relief exemptions, following the introduction of the Business Rates Retention Scheme. This meant that the Council now funded 49% of any award of mandatory or discretionary rate relief granted, whereas previously all mandatory relief awards were met in full by the Government.

The report set out the details and values for each request for Members' consideration. Appendix 1 contained information on the costs of each application to the Council Taxpayer.

RESOLVED: That

- 1) Discretionary Rate Relief be granted to the following organisations at the percentage indicated, for the period from 1 April 2014 (or commencement of liability, whichever is the later) to 31 March 2016:-

Halton and St Helens VCA	20%
Lane Tennis Club Ltd	20%

- 2) in respect of the following organisation, Discretionary Rate relief be granted for the backdated element at the percentage indicated, for the period 1 April 2010 (or commencement of liability whichever is the later):-

Lane Tennis Club Ltd	20%
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- 3) under the provisions of Section 47, Local Government Finance Act 1988, the following application for Discretionary Rate Relief be

Strategic Director
- Policy &
Resources

refused:-

Brook Young People 20%

and

- 4) the request for Discretionary Rate Relief from Wellbeing Enterprises CIC be refused as the Council has not to date provided discretionary relief to Community Interest Companies and given the Council's current financial position would not wish to add CICs to the category of organisations it provides discretionary relief to, particularly as it would be shortly embarking on a review of all existing discretionary reliefs given.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB108 TOWN CENTRES POLICIES AND GUIDELINES

The Board considered a report of the Strategic Director, Children and Enterprise, which set out details of proposed Policies and Guidelines for Town Centres.

The Board was advised that earlier in the year, Town Centre 'walk arounds' took place which identified a number of 'Street Activity' issues. It was reported that 'street activity' was currently controlled and managed by several Council departments, and an audit of such activities and issues had been undertaken. A framework for the effective management of town centre issues had been prepared.

It was noted that staff needed clear guidance on powers available to them, so as to ensure the right staff dealt with the right issues. In addition, it was proposed that consideration be given to PCSO's fulfilling additional enforcement duties relating to the management of relevant Town Centres' legislation and/or policies.

The report set out details of policies and guidelines for Members' consideration on the following issues:-

- the management of Highway 'A' Boards;
- the management of the Sale/Display of Goods and Services on the Highway;
- the monitoring and control of pedlar activity

and busking in the town centres; and

- the arrangements for organising retail-led events such as craft fairs and Christmas markets.

RESOLVED: That

- 1) the updated Highway 'A' Boards Policy be approved;
- 2) an updated policy which includes the Sale/Display of Goods and Services on the Highway and arrangements for al fresco dining be approved;
- 3) the development of further work with Cheshire Police be agreed, to enable PCSO's to enforce additional legislation and policies pertaining to:-
 - Highway 'A' Boards;
 - Sale/Display of Goods on the Highway;
 - Al fresco dining;
 - Pedlar activity; and
 - Busking.
- 4) the arrangements for the monitoring and control of pedlar activity and busking in the Town Centres be noted; and
- 5) the arrangements for dealing with requests for retail-led events be noted.

Strategic Director
- Children and
Enterprise

EXB109 ORCHARD HOUSE HOUSING SUPPORT SERVICE AND SERVICE USER INVOLVEMENT SERVICE

The Board considered a report of the Strategic Director, Communities, which sought approval to decommission two services currently funded by the Council's Supporting People budget.

The report set out the details of two housing support services that were proposed for decommissioning. It was reported that currently, these services were provided by the independent sector and funded by the Council's Supporting

People Grant. They were Orchard House, a six bed supported housing scheme for single homeless young people, and Service User Involvement – a service to empower vulnerable Service Users and promote engagement at all levels.

RESOLVED: That

- 1) the decommissioning of the Orchard House Service when the current contract expires on 31 March 2015 be agreed;
- 2) acting in accordance with Procurement Standing Order 1.8.3, Procurement Standing Order 4.1 be waived and delegated authority be granted to the Strategic Director, Communities, to extend the current Orchard House contract for up to two months in the event that the opening of the new Albert Road hostel is delayed;
- 3) the decommissioning of the Service User Involvement Service be agreed; and
- 4) acting in accordance with Procurement Standing Order 1.8.3, Procurement Standing Order 4.1 be waived to extend the current Service User Involvement Contract to 30 June 2015.

Strategic Director
- Communities

COMMUNITY AND SPORT PORTFOLIO

EXB110 EFFICIENCY REVIEW OF HALTON LIBRARY SERVICE: CONSULTATION ON MOBILE LIBRARY PROVISION

The Board considered a report of the Strategic Director, Communities, which set out the findings of the public consultation on the future of the mobile library service in Halton.

The Board was advised that, within the scope of the Efficiency Review of Library Services, two key criteria had to be met. These were noted as being that all four of the Borough's libraries remained open and that any new arrangements should still be able to deliver the strategic objectives contained within the Council's adopted Libraries Strategy. It was reported that those objectives, set out in the report, could be met without the current mobile library provision.

The Council had previously indicated that it was minded to cease the mobile library provision. However, further public consultation was undertaken over a three week period in October 2014. Members noted that the mobile library service operated from one vehicle across the Borough, stopping at 125 locations on a three week cycle. The report set out details of the number of respondents, their views on the Service and the average cost of a book issued from the mobile library. A further analysis of the responses received was attached at Appendix 1.

Based upon the consultation findings, it was reported that there were a number of actions which the Council could take, as part of the Efficiency Review, to offer provision to some of the service users which currently accessed library facilities through the mobile service. Appendix 2 contained the steps that would need to be considered to achieve this.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the Board approves the withdrawal of the mobile library service.

Strategic Director
- Communities

EXB111 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 outweighed 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 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.

COMMUNITY AND SPORT PORTFOLIO AND RESOURCES PORTFOLIO

EXB112 UPDATE ON THE DISPOSAL OF LAND FOR HOUSING DEVELOPMENT AT LIVERPOOL ROAD WIDNES

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on the proposed disposal of development land at Liverpool Road, Widnes.

The Board was reminded that it had approved a proposal for the disposal of the site in September 2013. It was reported that in July 2014, the Board had approved the disposal of land to a named developer following an open market sale process.

Details of a revised offer, heads of terms and a site plan were attached to the report for Members' consideration.

RESOLVED: That

- 1) the disposal of the site to the company named in the report at the value specified, subject to planning permission and subject to contract, be approved; and
- 2) the operational Director, Economy, Enterprise and Property, be authorised to arrange all required documentation, to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 15 December 2014

CALL-IN: 22 December 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 22 December 2014

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Meeting ended at 11.45 a.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 15 January 2015 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Cook, E. Dawson, L. Derbyshire, D. Johnson, I. Leivesley, G. Meehan, E. O'Meara and M. Reaney

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

EXB113 MINUTES

The Minutes of the meeting held on 11 December 2014 were taken as read and signed as a correct record.

LEADER'S PORTFOLIO

EXB114 DRAFT CORPORATE PLAN 2015-2018

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval for the design and content of the new Corporate Plan.

The Board was advised that the Corporate Plan set out the Council's vision and values as well as its contribution to the delivery of the Sustainable Community Strategy (SCS) 2011-16. It was noted that the current Corporate Plan would end in April 2016, and a new approach was proposed so that the new plan would be a clear and simple reference document which set out the Council's overall aims, vision and values, but with the operational details and performance issues contained within the Directorate Business Plans and Performance Framework. The Board was advised that this approach would improve clarity of the Plans' purpose,

Action

reduce duplication with other strategic documents and communicate the core purpose and values of the organisation.

The draft Corporate Plan, attached at Appendix 1, was based around five strategic themes which contributed to the Borough's five strategic priorities, as set out in the report. There was also an additional Council theme incorporated – Corporate Effectiveness and Business Efficiency – which underpinned and supported the achievement of the five strategic themes. Members noted that the draft plan identified a new set of corporate values called 'The Halton Way'. These included co-operative working, managing demand, locality and business approaches, and set out the operating culture of the Council. It was reported that this was based on both current ways of working as well as the increasing need for the Council to respond to future challenges and opportunities so as to manage demand and build more resilient communities.

RESOLVED: That Council be recommended to

- 1) approve the draft 2015-18 Corporate Plan; and
- 2) support the production of an annual report each year based on the Corporate Plan, highlighting the Council's key achievements and issues.

Strategic Director
- Policy &
Resources

HEALTH AND WELLBEING PORTFOLIO

EXB115 COMMUNITY FOOD WORKER SERVICE

The Board considered a report of the Director of Public Health, which sought approval to bring the Community Food Worker Service in-house, to sit within the Health Improvement Service.

The Board was advised that the Community Food Worker Service was currently delivered by Warrington and Halton Hospitals NHS Foundation Trust, as part of the specialist weight management contract. This contract was due to expire in August 2015. The Community Food Workers raised awareness and trained other staff in the health benefits of healthy eating. This training then cascades to other people. The Board noted that the service formed a valuable component of the Borough's weight management interventions, making a vital contribution to reducing obesity levels in the Borough.

It was reported that a service review, undertaken in

2013, found that the Community Food Workers were an integral part of the Health Improvement Team's service delivery and were co-located within the Council's Health Improvement Team which had recently transferred to Runcorn Town Hall from Bridgewater NHS Trust. The budget for equipment, food and other supplies was located within Halton Borough Council. The service review recommended that the number of Community Food Workers be reduced to three full time equivalents, each supporting different areas of the Health Improvement Team's work, as detailed in the report. It was therefore recommended that the service be brought in-house from 1 September 2015 when the existing contract expired.

The Board was further advised that discussions were ongoing on the extent and implications of how staff would be transferred.

RESOLVED: That the Community Food Worker Service be brought in-house with effect from 1 September 2015.

Director of Public Health

RESOURCES PORTFOLIO

EXB116 DIRECTORATE OVERVIEW REPORTS - QUARTER 2

The Board considered a report of the Strategic Director, Policy and Resources, on progress against key objectives/milestones and performance targets for the second quarter to 30 September 2014.

The Board was advised that the Directorate Performance Overview Report provided a strategic summary of key issues arising from performance in the relevant quarter for each Directorate, being aligned to Council priorities or functional areas. The Board noted that such information was key to the Council's performance management arrangements, with the Board having a key role in monitoring performance and strengthening accountability.

It was reported that Directorate Risk Registers had been reviewed and refreshed in conjunction with the development of Directorate Business Plans 2014-17; monitoring of high risks was reported this period.

RESOLVED: That the report and progress and performance information be noted.

TRANSPORTATION PORTFOLIO

EXB117 MERSEY GATEWAY PROJECT - OFFICER DELEGATION

The Board considered a report of the Strategic Director, Policy and Resources, on revised Officer Delegation for the Mersey Gateway Project.

The Board was reminded that at its meeting on 19 October 2011, the Council had resolved to accept the conditional funding offer in relation to the Mersey Gateway Project. One of the further resolutions was to “delegate to the Chief Executive in consultation with the Leader of the Council, the Portfolio Holder for Resources and the Portfolio Holder for Transportation, the power to take all reasonable steps necessary to achieve the delivery of the Mersey Gateway Project”.

Since then, it was noted that matters had moved on, and the Leader of the Council and the Portfolio Holder for Resources were both members of the Mersey Gateway Crossings Board. Furthermore, the Council’s Chief Executive had also been appointed as Chief Executive for the Crossings Board. In order to avoid any possible conflict of interest arising, it was now suggested that the Officer Delegation be amended to give the power to the Strategic Director, Policy and Resources, in consultation with the Portfolio Holder for Transportation. This would only be in so far as Officer Delegations were concerned. Where a matter required a decision from Executive Board, then a report would be taken to Members in the usual way. However, Members noted that there would be a number of routine matters which would not require the attention of Executive Board, and it was those to which the report related.

RESOLVED: That Officer delegation be given to the Strategic Director, Policy and Resources, in consultation with the Portfolio Holder for Transportation, to take all reasonable steps necessary to achieve the delivery of the Mersey Gateway Project.

Strategic Director
- Policy &
Resources

MINUTES ISSUED: 20 January 2015

CALL-IN: 27 January 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 27 January 2015

Meeting ended at 2.05 p.m.

HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 14 January 2015 at Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Polhill (Chairman), Philbin, Woolfall and Wright and S. Banks, M. Cleworth, M. Creed, K. Fallon, G Ferguson, S. Henshaw, D. Lyon, A. McIntyre, E. O'Meara, M. Pickup, N. Rowe, I. Stewardson, R. Strachan, D. Sweeney and J. Wilson.

Apologies for Absence: S. Boycott, D. Parr, N. Sharpe, A. Waller and S. Yeoman

Absence declared on Council business: None

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

Action

HWB32 MINUTES OF LAST MEETING

The Minutes of the meeting held on 11th November 2014 having been circulated were signed as a correct record. Under Minute HWB23 Integrated Sexual Health Service it was noted that the tender had been led by Warrington and Halton Hospitals NHS Foundation Trust in partnership with St Helens and Knowsley Teaching Hospitals NHS Trust.

HWB33 FAMILY NURSE PARTNERSHIP - PRESENTATION

The Board received a presentation from Julie Rosser which provided background information on the role of the Family Nurse Partnership (FNP) in Halton, including its aims and anticipated outcomes.

FNP was a preventative programme aimed at improving the life chances of the most disadvantaged children and families in society. The main aims of the programme were to work with first time mums under 19 years of age as follows:

- to improve pregnancy outcomes, so that the baby had the best start in life;
- to improve the child's health and development by

- developing parenting knowledge and skills; and
- to improve parents' economic self-sufficiency, by helping them to achieve their aspirations (such as employment or returning to education).

Members were advised that there was a Government commitment to increase the number of FNP places in England at any one time to 16,000 by 2015. Local Authorities would take on responsibility for commissioning FNP in 2015.

It was noted that in Halton, FNP had been commissioned by NHS England. Four nurses had now been recruited and started seeing patients in November 2014. The provider organisation was Bridgewater Community Healthcare NHS Foundation Trust, who was licensed to deliver the programme.

It was also noted that a Halton FNP Board had been established which included representatives from NHS England, CCG, Bridgewater, Public Health and Partner Organisations.

RESOLVED: That the report and presentation be noted.

HWB34 DEVELOPING A NHS HALTON CCG RESPONSE TO THE NHS FIVE YEAR FORWARD VIEW

The Board considered a report of the NHS Halton Clinical Commissioning Group (CCG) which informed Members that on the 23rd October 2014, NHS England, in partnership with five other national organisations involved in setting the strategic direction and regulatory framework for the NHS, had published Five Year Forward View. The purpose of the Five Year Forward View was to:

- articulate why change was required, what that change might look like and how it could be achieved;
- describe various models of care which could be provided in the future, defining the actions required at local and national level to support delivery;
- recognise the challenges and outlined potential solutions to the big questions facing health and care services in England; and
- define the framework for further detailed planning about how the NHS needed to evolve over the next five years.

The Board was advised that on the 4th December

2014 NHS Halton CCG had commenced a two month dialogue with local people and partners in regard to a Halton response to Five Year Forward View. Strategic decisions would need to be made by NHS Halton CCG Governing Body, particularly in regard to new models of care.

As a result, a template had been produced which took the key statements made of actions suggested in the Five Year Forward View to apply a “Halton lens” to enable comparisons to be made. Contributions to this document were invited from all partners and a final document would be returned to the CCG Governing Body on 5th February 2015. The Governing Body were invited to contribute to the development of this document as strategic decisions would need to be made following the Five Year Forward View, particularly in regard to new models of care.

RESOLVED: That the Board be invited to review and contribute to the document produced by NHS Halton CCG.

HWB35 HALTON SUICIDE PREVENTION STRATEGY 2015-2020

The Board considered a report of the Director of Public Health, which presented the final draft of the Halton Suicide Prevention Strategy 2015-20. The Halton Suicide Prevention Strategy had been written in partnership and set out evidence-based actions, based upon national policy, research and local insight, to prevent suicide and support those bereaved or affected by suicide in Halton. The Strategy was supported by a detailed action plan outlining actions, responsible leads, timescales and outcomes to be achieved.

It was noted that the plan would be monitored by the Halton Suicide Prevention Partnership and outcomes reported to the Safer Halton Partnership, Health and Wellbeing Board and all other relevant bodies. Members were also advised on the vision, areas for action, outcomes and objectives of the Suicide Prevention Strategy.

The Board highlighted the importance of signposting individuals to access services to prevent suicide or to support those affected by suicide and if there were sufficient levels of signposting available in Halton. It was suggested that beer mats could also be made available with contact details of suicide prevention services.

RESOLVED: That

- (1) the contents of the report be noted; and

Director of Public

- (2) the Strategy outcomes, objectives and actions be supported.

HWB36 DEVELOPING A NHS HALTON CCG RESPONSE TO NEXT STEPS TOWARDS PRIMARY CARE CO-COMMISSIONING

The Board was advised that on the 10th November 2014 NHS England, in partnership with NHS Clinical Commissioners, as representatives of the English Clinical Commissioning Groups (CCGs), published Next Steps Towards Primary Care Co-commissioning. The document aimed to provide clarity and transparency around co-commissioning options, providing CCGs and area teams with the information and tools they needed to choose and implement the right form of co-commissioning for their local health economy. NHS Halton CCG needed to decide by the 9th January 2015, the level of primary care co-commissioning the organisation wished to undertake with NHS England. It was noted that there were three primary care co-commissioning models CCGs could take forward:-

- Greater involvement in primary care decision-making;
- Joint commissioning arrangements; and
- Delegated commissioning arrangements.

Members were advised that at the NHS Halton CCG Governing Body meeting on the 4th December 2014, it was recommended that an expression of interest would be submitted for the organisation to assume delegated commissioning for 2015/16. Comments from member practices and key partners were invited by 19th December 2014 and the document had been submitted on 9th January 2015, following approval by the NHS Governing Body on 8th January 2015.

It was noted that NHS England recognised that it would be challenging for some CCGs to implement co-commissioning arrangements, especially delegated arrangements, without an increase in running costs. Whilst there would be no increase in running costs in 2015/16, NHS England would keep this situation under review.

It was highlighted that the area teams and the CCGs would agree the full membership of their joint committees and that a Local Authority representative would have the right to join the joint committee.

RESOLVED: That the Board review the report and

verbal update from NHS Halton CCG.

HWB37 MATERNITY SERVICES

The Board considered a report of the NHS Halton Clinical Commissioning Group (CCG) which informed Members that Cheshire and Merseyside CCGs had agreed to undertake a review of maternity services across the sub-region. The review was being undertaken with the support of provider organisations and the Cheshire and Merseyside Strategic Clinical Network (SCN). It was reported that the involvement of the SCN was crucial as it ensured that the clinicians were engaged in and leading this work.

It was noted that work was currently under way to develop a baseline understanding of the nature and shape of maternity services in Cheshire and Merseyside. Using all available data this was specifically looking at:-

- Clinical outcomes;
- Patient experience and choice;
- Education and training of the current and future workforce;
- Co-dependencies with other services including neonatal intensive care, co-surgical support, critical care, A & E and other specialist services;
- Safeguarding;
- Capacity and size of current provision;
- Current and future demographics and geographical access;
- Epidemiology of the population; and
- Current commissioning and financial arrangements.

The Board was further advised that the next phase of the work would involve developing options for improvement, using evidence of national and international best practice. Any options for change would be subject to engagement and consultation with patients and the public in Cheshire and Merseyside.

RESOLVED: That the report and comments raised be noted.

HWB38 PHARMACEUTICAL NEEDS ASSESSMENT

The Board considered a report of the Director of Public Health, which provided a final version of the Pharmaceutical Needs Assessment (PNA) and briefing on the results of the statutory 60-day consultation. The PNA

was a statutory document that stated the pharmacy needs of the local population. This included dispensing services as well as public health and other services that pharmacies may provide. It was used as the framework for making decisions when granting new contracts, and approving changes to existing contracts as well as for commissioning pharmacy services. At its meeting on the 17th September 2014 the Board authorised the commencement of the statutory 60 day consultation which was part of the process of developing the PNA.

It was reported that following the consultation process, 6 responses were received. One response referred to the previous 2011 PNA and was so omitted from the responses detailed in the report. It was noted that, overall, the respondents were very positive and the majority agreed with the findings. Full details of comments made and the Steering Group response to each were outlined to Members of the Board.

Members were advised that the PNA must be published no later than 1st April 2015 and the Steering Group would meet, periodically and as needed to produce supplementary statements during the lifetime of the PNA.

RESOLVED: That –

- (1) the PNA be approved for publication; and
- (2) the Steering Group be delegated to deal with production of supplementary statements needed throughout the lifetime of the PNA.

Director of Public Health

HWB39 GENERAL PRACTICE STRATEGY

The Board received a report from the Chief Officer of NHS Halton CCG which provided an update and next steps on the progress with the development of the General Practice Strategy and other key agendas that influenced the Strategy. The Strategy had been developed through local discussion, feedback and research. The draft summary document had been shared with practices and partners and formed the basis of a discussion at the Service Development Committee in November. There were four key elements to the General Practice Strategy:-

- Case for Change: setting out the range of National and Local Drivers that collectively resulted in the conclusion that general practice in its current guise was not sustainable in Halton. This was evidence-

based and where available, local data had been used;

- Principles: ten principles that were considered fundamental to the future design, configuration, commissioning and delivery of local General Practice;
- Service model: It was proposed that a new model was established with services centred around people in the community, ensuring everyone's needs were met through an integrated health and social care delivery model;
- Community Hubs: The model would see services and teams aligned to a community "hub". The aim was for each hub to contain approximately 20,000 to 25,000 residents, therefore, across Halton, there would be between 6 to 8 hubs.

It was proposed that the final strategy would be circulated to Board Members and presented to the CCG Governing Body in March 2015.

S. Banks

RESOLVED: That the report and timescales be noted.

HWB40 PRIME MINISTER'S CHALLENGE FUND

The Board considered a report of the Chief Officer, NHS Halton CCG, which provided an update on Wave Two of the Prime Minister's Challenge Fund: Improving Access to General Practice and on the submission being co-ordinated by NHS Halton CCG.

In October 2013, the Prime Minister announced a new £50m Challenge Fund to help improve access to General Practice and stimulate innovative ways of providing Primary Care Services. Twenty pilot schemes were selected that would benefit over 7 million patients across more than 1,100 practices. On the 30th September 2014, the Prime Minister announced a new second wave of access pilots, with further funding of £100m for 2015/16. The Government asked NHS England to lead the process of inviting practices to submit innovative bids and oversee the new pilots.

NHS England invited applications from practices or groups of practices that wished to test new models for providing general practice services, with potential benefits not only for patients accessing general practice, but also with benefits to the wider NHS. NHS Halton was working on

an application with local practices, partners and CCG staff and would be liaising closely with the Merseyside Area Team over the coming weeks to get their input and consideration to ensure the application was as robust as possible.

The deadline for Wave Two applications was the 16th January 2015 and the successful Wave Two Pilots would be announced in February 2015 with pilot mobilisation from March 2015 onwards.

RESOLVED: That

- (1) the contents of the report and timescales be noted; and
- (2) the Board considers any risks not identified and potential mitigations.

HWB41 CHILDREN IN CARE ANNUAL REPORT

The Board considered a report of the Strategic Director, Children and Enterprise, which presented the Annual Report on the Health of Children in Care (CIC) for the period 1st April 2013 to 31st March 2014.

The Children in Care Annual Report looked at health issues of CIC in Halton and CIC from other Local Authorities who lived in Halton.

Members were advised that when a child or young person came into care they had a health assessment by the Community Paediatrician. Once they had seen the doctor, the children and young people would each have a nurse who would see them later in the year for health checks and help with their Health Care Plan. The CIC would also see all Care Leavers for a health check before they left care.

The report concluded that there had been considerable improvement in children receiving a timely service to ensure that their health needs were identified and addressed. However, there was still room for improvement and healthcare partners needed to continue to work together, to ensure that CIC were offered a service of the highest quality to meet each child/young person's needs.

RESOLVED: That the report be noted.

HWB42 MEETING DATES 2015/16

The following dates of Health and Wellbeing Board Meetings in 2015/16 were noted:

2015

11 March

13 May

8 July

16 September

4 Nov

2016

13 Jan

9 March

All meetings will be held on a Wednesday at 2 pm in the Karalius Suite, Stobart Stadium, Widnes.

RESOLVED: That the meeting dates be noted.

Meeting ended at 3.20 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, 5 January 2015 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Logan (Vice-Chairman), Cassidy, P. Hignett, Horabin, K. Loftus, A. McInerney, June Roberts, J. Stockton, A. Wall, Woolfall and E. Lawler (Co-optee)

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. McIntyre, G. Meehan, A. Jones, S. Clough, S. Bell and G. Bennett

Also in attendance: None

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

CYP35 MINUTES

The Minutes of the meeting held on 20 October 2014 were taken as read and signed as a correct record.

CYP36 PUBLIC QUESTION TIME

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

CYP37 EXECUTIVE BOARD MINUTES

The minutes relating to the Children, Young People and Families Portfolio which had been considered by the Executive Board since the last meeting of the Board, were attached at Appendix 1 for information.

RESOLVED: That the minutes be noted.

CYP38 SSP MINUTES

The minutes of the Halton Children's Trust Meetings held on 29 September 2014 were submitted to the Board for information.

Action

RESOLVED: That the minutes be noted.

CYP39 UPDATE ON EMOTIONAL WELLBEING AND MENTAL HEALTH SUPPORT FOR CHILDREN AND YOUNG PEOPLE IN HALTON

The Board received a report from the Strategic Director Children and Enterprise, which gave a summary of the current position in relation to the support currently available and plans for the future support for children with emotional wellbeing and mental health issues in Halton.

It also described how the children's agenda fitted with the wider mental health agenda for adults and older people and the governance process in place.

It was reported that Halton had an all age Mental Health Strategy 2014-2019, which was developed and signed off by a variety of committees and bodies last year. To support delivery of the objectives identified within the Strategy an Action Plan had also been developed. It was commented that as the Action Plan was comprehensive, a variety of groups and individuals would be required to work together to deliver all aspects of the plan. To ensure delivery of the plan a revised governance process had been established, a structure chart of this was attached to the report at Appendix 1.

It was also reported that the Mental Health Oversight Group (Chaired by Councillor Mark Dennett) would meet quarterly and would hold all the groups tasked with delivery of elements of the plan to account via regular updates on progress. It was noted that the Young People's Emotional Health and Wellbeing Partnership Board (YPEHWPB) was tasked with delivering the children and young people's elements of the plan. The *'Mental Health Delivery Plan (CYP)'* was attached at appendix 2.

The report went on to provide Members with an update on the current developments in the following areas:

- Emotional wellbeing for children's service (Tiers Guide referred to in appendix 3);
- Emotional wellbeing service for children in care;
- Self-Harm;
- Child in need project;
- Tier 3 CAMHS;
- Services at A & E; and
- Hidden harm service.

Members raised the following queries following consideration of the report:

Considering the austerity measures currently in place, was the Council in a position to provide these services? The mental health budget in Halton was £23m across both the health and social care economies for children, young people and adults and was allocated through careful targeting and identification of need, to ensure the most effective use of money.

What was the Council doing for the birth to 5 years old age group? The Board heard that Health Visitors were available to support families and could offer a host of assessments, referrals and targeted support to parents. Post Natal Depression (PND) and attachment issues were also discussed, as were the role of Children's Centres and the Early Years Curriculum, and a wide variety of early intervention and support services. It was noted that the commissioning responsibility for the Health Visiting Service was due to transfer to the Council in October 2015, which would then provide an opportunity to review local provision.

How far was this information disseminated in schools as we often see students being excluded for behavioural issues as schools do not know how to deal with them? A review of the approach to addressing behaviour within Halton was currently being undertaken, the review would involve schools and settings. A revised Behaviour Strategy would then be cascaded to all schools.

Incidents in gaps in after care from health visitors following birth had been common, could this be improved? The Healthy Child Programme was in place to provide a series of structured interventions throughout the life of the child although more work needed to be done to ensure that checks at 2 ½ years were made locally. There was also a new Family Nurse Partnership service in Halton which would work with new teenage parents. The Council was looking at a commission a parent volunteer service, which would provide support and practical assistance to families under stress through home visiting over extended periods of time.

What support was being provided to pre-schools and nurseries to alleviate 'attachment issues' in children? This was addressed in the Early Years Curriculum which was followed by them. A team of Early Years Consultant Teachers provided training and support for settings, including child development, around the specific needs of 2 year olds.

The Chairman wished to reiterate that mental health support for children, young people and adults was a Halton issue and needed to be dealt with by all agencies working together so that individuals and families of all ages were supported.

RESOLVED: That the Board supports the report.

CYP40 HALTON PARTICIPATION STRATEGY POST MARCH 2014, YOUNG PERSON STRAND

The Board received a report which informed of the progress in support of the Local Authority's statutory duties in relation to raising the Participation age. Information was also provided to Members on the progress in working alongside other Greater Merseyside Local Authorities to jointly commission services for economy of scale.

It was reported that in 2013 local authorities became legally responsible for promoting participation in education and training and for making arrangements to identify those not participating under the Raising of the Participation Age (RPA) legislations. This meant that young people were given the opportunity, provision and support they needed to learn and participate after age 16.

Members were informed that on 27 June 2013, the Information, Advice and Guidance paper that was presented to the Executive Board of the Council outlined the end of the Information Advice and Guidance contract with Greater Merseyside Connexions Partnership (GMCP) from April 2014, and the intention to revise the approach to delivering education and training to meet the Local Authority's (LA's) statutory duties in relation to Raising the Participation Age. In order to meet the LA's statutory duties the 14-19 Team were implementing a Participation Strategy, Young Person Strand, to sit alongside the Halton Borough Council 14-19 Commissioning Statement (this was attached as Annex 1 to the report).

It was noted that delivery of the Participation Strategy began in April 2014 to follow on from the end of the Information, Advice and Guidance contract with GMCP and to meet the new statutory duties. The Strategy aimed to progress young people to participate in education or training and comprises the following elements:

- Young People Tracking Service;
- Young People Case Workers; and
- Commissioned Information, Advice and Guidance

(IAG) Services.

The report continued to provide Members with information on the implementation of the Participation Strategy to date and Officers' distributed up to date NEET information to that presented in paragraph 3.12 of the report.

Members stated that they would find information on employers providing work experience for young people with SEN post 16 useful and it was suggested to use percentage trends for comparisons over the months and years for future reports.

RESOLVED: That the Board notes implementation of the Halton Participation Strategy (Young Person Strand) to date.

CYP41 CLOSING THE ATTAINMENT GAP AND CHILD POVERTY

The Strategic Director, Children and Enterprise, presented an overview of the performance of Schools based in the *Income Deprivation Affecting Children Index (IDACI)* and the impact schools were having on improving educational outcomes for disadvantaged pupils.

Members were reminded that Pupil Premium was specific additional funding provided to support the education of pupils known to be eligible for Free School Meals (FSM), pupils who had been eligible for FSM at any point in the last 6 years (known as the 'Ever 6' free school meal measure), children who had been looked after continuously for a period of 6 months and children whose parents were currently serving in the armed forces. The Government believed that the Pupil Premium was the best way to address the current underlying inequalities between children eligible for FSM and their peers by ensuring that funding to tackle disadvantage reached the pupils who needed it most.

A breakdown of the 2014-2015 financial year allocations for the Pupil Premium Grant was provided in the report. An analysis of the 2014 Key Stage 2 results was also provided (Table 1), with an evaluation of the impact in closing the achievement gaps between pupils in receipt of FSM and their peers, based on FSM Ever 6 measures.

Also presented was the range of attainment gaps for Mathematics, Reading and Writing (MRW) across Key Stage 2 (in Table 2); and the IDACI and attainment gap analysis by school location, as shown on the maps in Appendices 1 and 2 (Runcorn and Widnes).

Members discussed how best practice could be shared across Halton's schools and were advised of a current project involving a number of schools with a specific focus upon strategies to close the gap. The plan was to share outcomes of this research more widely and encourage more schools to engage in the project work.

RESOLVED: That the report be noted and Members advise on further actions required to close the attainment gaps in schools.

CYP42 PERFORMANCE MONITORING - QUARTER 2 2014/15

The Board received the performance management reports for quarter 2 of 2014/15 (July – September 2014) and was requested to consider and raise any questions or points of clarification in relation to these.

It was noted that the key priorities for development or improvement in 2014-17 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Board, as detailed below:

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

The report detailed progress against service objectives and milestones and performance targets and provided information relating to key developments and emerging issues that had arisen during the period.

Members were also referred to Appendix 1 of the report which contained a progress update concerning the implementation of all Directorate high risk mitigation measures that were relevant to the remit of this Board.

RESOLVED: That the second quarter performance management reports be received.

CYP43 HER MAJESTY'S CHIEF INSPECTOR'S 2014 ANNUAL REPORT

The Board received a report which shared the headlines from Her Majesty's Chief Inspector's (HMCI) Annual Report, which was recently published.

Members were advised that the HMCI report was published annually in December. The report looked at the performance of schools nationally and across the nine

regions in England and used key performance indicators in order to assess how well local authorities were performing in their regions and nationally.

Members noted that in this year's report, Halton was singled out for its improved performance in several areas and as follows:

- The work with system leaders (school to school support) was effective and improving;
- The percentage of primary school pupils attending good or outstanding schools was 86% and above the national average;
- The percentage of secondary aged pupils attending good or outstanding schools had gone up by 20 percentage points; and
- The proportion of disadvantaged pupils (pupils on Free School Meals (FSM) achieving 5+ A*- C including English and Mathematics at GCSE was the highest in the North West and in the top 10 nationally.

Members noted the Inspectors' report in relation to Halton's performance and references made to Halton as above, and suggested that these be shared with our schools.

RESOLVED: That the Board

- 1) notes Halton's performance compared to the North West region and national averages; and
- 2) endorses and supports our work with our schools as detailed in Halton's Learning and Achievement Strategy.

CYP44 ITEMS CONTAINING "EXEMPT" INFORMATION FALLING WITHIN 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 Section 100A (4) 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 that 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 Section 100A(4) 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.

CYP45 CATEGORISATION OF SCHOOLS AND SUPPORT PROVIDED

The Board received a report that provided information on the latest position on school categories across the Borough. It outlined the levels of support and challenge available for all schools, with additional targeted support for those schools judged as requiring improvement or inadequate by Ofsted, within the context of Halton's Learning and Achievement Strategy.

RESOLVED: That

- 1) Members note the schools in adverse Ofsted categories and the level of support available to secure improvements; and
- 2) Members note the school categorisation process and support actions being taken to minimise the risks of schools going into inadequate Ofsted categories.

Meeting ended at 8.15 p.m.

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

At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Wednesday, 7 January 2015 in the The Board Room - Municipal Building, Widnes

Present: Councillors Edge (Chairman), MacManus (Vice-Chairman), Howard, P. Lloyd Jones, Parker, Ratcliffe and Joe Roberts

Apologies for Absence: Councillors S. Baker and Logan

Absence declared on Council business: None

Officers present: W Rourke, A. Jones, C. Dinsdale, P. Garnett, D. Houghton, C. Patino and J. Unsworth

Also in attendance: Councillor E Jones in accordance with Standing Order number 33.

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

Action

ELS29 MINUTES

The Minutes from the meeting held on 10 November 2014, were taken as read and signed as a correct record.

ELS30 PUBLIC QUESTION TIME

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

ELS31 EXECUTIVE BOARD MINUTES

The Board considered the minutes of the meeting of the Executive Board relevant to the Employment, Learning and Skills, and Communities Portfolio, since the last meeting of the Board.

REDOLVED: That the minutes be noted.

ELS32 PRESENTATION UNIVERSAL CREDIT

The Board received a presentation from the Council's Revenue and Benefits and Customer Services Division on

the introduction of the Universal Credit Scheme.

Members were advised that Universal Credit was a single payment for people who were looking for work or were on low incomes. It was introduced in 2013 on a pilot basis but went live in Halton on 17 November 2014 and replaced the following payments:

- Income based Jobseeker's Allowance;
- Income related Employment and Support Allowance;
- Income Support;
- Child Tax Credits;
- Working Tax Credits; and
- Housing Benefit.

Officers advised that applications for Universal Credit (UC) were made online and that the Council provided support to assist claimants with this in the Halton Direct Links (HDL's).

Assistance was also provided to claimants with Personal Budgeting Support (PBS) which assisted with the three key changes: a single household payment; being paid monthly; and rent being paid directly to the claimant, and advised on the problems that may occur because of these, such as debt management, household budgeting, tenancy issues etc. Support was also provided to the UC Service Centre on housing issues.

The following points of clarification were noted following Members' questions:

- Welfare Rights was now an in-house service;
- The HDL staff who assisted claimants with form filling-in were trained by the DWP staff; and
- People without bank accounts were referred to the DWP for assistance;
- Members requested a copy of the Officer's presentation which would be sent to them.

RESOLVED: That the presentation and action points be noted.

Councillor Peter Lloyd Jones declared a Discloseable Other Interest in the following item as he was a Board Member of Murdishaw Centre.

ELS33 COMMUNITY DEVELOPMENT - ANNUAL REPORT

The Strategic Director – Communities, presented the annual report on the Community Development service delivery for the period 1 April 2013 to 31 March 2014.

The report explained that Community Development supported the creation, development and sustainability of independent local community groups, which in turn generated the capacity for effective and inclusive community engagement with Council departments and services, thus enabling the delivery on many hundreds of community initiatives to tackle strategic objectives and community needs.

It was noted that Ward Members received quarterly briefings and annual reports on Community Development activities across the Borough. The report went on to provide some examples of neighbourhood activity within each of the 7 Local Area Forum areas:

- Broadheath, Ditton, Hough Green and Hale;
- Appleton, Kingsway and Riverside;
- Birchfield, Farnworth and Halton View;
- Grange, Heath, Halton Brook and Mersey;
- Halton Castle, Norton North and South and Windmill Hill;
- Beechwood and Halton Lea; and
- Daresbury.

Members were also advised that a service evaluation was carried out annually by the Council's Customer Intelligence Unit with a 45% return rate. Out of these it was noted that 100% of the respondents would recommend the service to other groups. Snapshots of responses received were included in the report.

It was reported that the Community Development service also administered grants for Starter, Community Development and Voluntary Youth grants as discussed in the report, and a breakdown of expenditure was presented in tables.

The key supporting role of the Community Development service was noted by Members, particularly with regards to the Health and Wellbeing agenda and Local Area Forum support. The strategic approach to community engagement in Halton at partnership level was welcomed and Members wished to convey their thanks to the Team.

RESOLVED: That the report be noted.

ELS34 SCRUTINY TOPIC GROUP ITEMS

The Board received a report from the Strategic Director, Children and Enterprise, which proposed the establishment of two topic groups as follows:

- Topic Group 1 – to evaluate Halton’s Inward Investment Service within the context of an emerging Liverpool City Region Inward Investment model.
- Topic Group 2 – to consider potential income generation and efficiency savings relating to budgets set aside for Employment, Learning and Skills.

An explanation of the remits and scopes of the proposed Topic Groups was provided in the report for Members’ consideration.

Councillor Jones – Portfolio holder for Economic Development, advised the Board that the Council’s Employment, Learning and Skills (ELS) Division had experienced several reviews by the Council’s Efficiency Board. The last one had concluded in January 2014 resulting in a major restructure of the Division. Furthermore, with the exception of the Divisional Manager post, the functions and services provided by the Division were solely externally funded.

After taking Councillor Jones’ and other comments by Board Members into consideration, Members agreed that it may be more appropriate to focus on income generation and the deployment of the organisation’s resources. However, a Member pointed out that there was a potential to duplicate the income generation area, as this was currently being reviewed by the Corporate Policy and Performance Board, under the ‘Fees and Charges’ topic group, which had already been established.

Given the uncertainty surrounding the intended role and remit of the second Topic Group, it was suggested that in the first instance, Officers would provide an analysis of the types of income and funding that could be drawn down by the ELS Division in the coming months. This would be presented at the next PPB meeting and Members could then decide whether or not to progress Topic Group 2. In the meantime Members agreed that the Groups could be set up and chaired as follows:

- Topic Group 1 – Councillor Sue Edge; and
- Topic Group 2 – Councillor Andrew MacManus

Members would be emailed for their preference of which group they would like to join.

RESOLVED: That the Board:

- 1) agrees to the establishment of the Topic Group 1 mentioned above;
- 2) agrees that further information on income and funding of the ELS Division to be provided at the next meeting;
- 3) agrees, in the interim, to the appointment of the Chairmen as mentioned above and Members to confirm their group preference via email on which to join; and
- 4) agrees that any interim reports would be presented to the Employment, Learning and Skills, and Communities PPB, no later than June 2015.

Strategic Director
- Children and
Enterprise

ELS35 CITIES, GROWTH AND POVERTY – JOSEPH ROWNTREE FOUNDATION

The Board received a report from the Strategic Director – Children and Enterprise, which provided an overview of the key findings from the recent Joseph Rowntree Foundation Report '*Cities, Growth and Poverty: Evidence Review*' which examined the relationship between economic growth and poverty.

The report stated that there was a consensus that cities were important for economic growth. The Government was devolving powers to the largest and fastest growing urban areas and providing incentives to encourage growth. A set of 'City Deals' had been agreed and the prospective Single Local Growth Fund would give cities more control over local spending in areas such as skills, transport and European development funds.

It was reported that many cities also had high levels of poverty, placing considerable strain on public services, for which local authorities and other agencies faced an increasing demand at a time of unprecedented funding cuts.

The key findings from the Joseph Rowntree Foundation Report were presented in the Officer's report

and links to the document were provided for further reading.

RESOLVED: That the report be noted.

ELS36 PERFORMANCE MONITORING REPORTS - QUARTER 2
2014/15

The Board was presented with the performance management reports for quarter 2 of 2014/15 and were requested to consider and raise any questions or points of clarification in respect of these.

It was noted that key priorities for development or improvement in 2014-17 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Board as follows:

- Enterprise, Employment and Skills; and
- Community and Environment.

The reports detailed progress against service objectives and milestones, and performance targets and provided information relating to key developments and emerging issues that had arisen during the period. In addition, Appendix 1 of the report contained a progress update concerning the implementation of all Directorate high-risk mitigation measures that were relevant to the remit of this Board.

Arising from Members' queries, the following was noted:

- The conversion rate of Inward Investment Enquiries was welcomed; Members requested to know how this compared nationally;
- With regards to the Inward Investment Enquiries that chose not to 'convert', Members enquired if there was any feedback from them. Officers would advise at the next meeting;
- The success of the provision of Universal Free School Meals (UFSM) since the introduction of free meals for all reception, year 1 and year 2 children was welcomed; it was commented that the new school set ups would contribute towards improving profitability;
- Officers would submit a more detailed report to the Board in the future regarding the school meals

provision;

- Following the Library review, the Council was hopeful that no compulsory redundancies would be made; and
- The efforts made by the Stadium regarding advising Club members of the opening of the new Club were welcomed.

RESOLVED: That the second quarter performance management reports be received.

Strategic Director
- Children and
Enterprise

Meeting ended at 8.00 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 13 January 2015 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor Wallace

Absence declared on Council business: None

Officers present: L. Derbyshire, M. Holt, E. O'Meara, S. Wallace-Bonner and L Wilson

Also in attendance: Mr P Cooke, Mr R Page and Ms S Ellison (Healthwatch Halton), Mr S Banks and Mr D Sweeney (Halton CCG), Ms M Pickup (Warrington & Halton Hospital) and three members of the public.

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

	<i>Action</i>
HEA33 MINUTES	
<p>The Minutes of the meeting held on 4 November 2014 having been printed and circulated were signed as a correct record.</p>	
HEA34 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
HEA35 HEALTH AND WELLBEING MINUTES	
<p>The Minutes of the Health and Wellbeing Board of its meeting held on 12 November 2014 were submitted to the Board for information.</p> <p>RESOLVED: That the minutes be received.</p>	

(Note: Councillor M Lloyd-Jones declared a Disclosable Other Interest in the following item of business as her husband was a Governor of

Warrington & Halton Hospital Board).

HEA36 CREATING TOMORROW'S HEALTHCARE TODAY – WARRINGTON AND HALTON HOSPITALS NHS FOUNDATION TRUST FIVE YEAR STRATEGY

The Board considered a report of the Strategic Director, Communities, which outlined Warrington and Halton Hospitals NHS Foundation Trust five years Strategy, 'Creating Tomorrow's Healthcare Today'. The Chief Executive of the Trust attended the meeting to present the report and a presentation.

The Board was advised that over the last five years massive changes had been made to NHS services at Warrington and Halton Hospitals - modernising hospitals, investing in staff and, most importantly, delivering quality and safety improvements for the local population. Creating tomorrow's healthcare today was a way of setting out the strategy for the next five years. It set out the overall vision for the hospitals. It detailed the plans that would be delivered and other improvements in line with the local and national picture and changes taking place in the wider NHS.

It was reported that the strategy had been the result of work with NHS governors, Members and the public over the last few months as well as being informed by commissioning intentions and national mapping work across the health and social care sector.

The presentation Creating Tomorrow's Healthcare Today:-

- Outlined the national and local forces affecting healthcare and the commissioner response;
- Set out the Vision;
- Detailed the route to sustainability over five years;
- Gave details of the transformational and modernisation programmes;
- Highlighted that quality would be improved today to ensure they were here tomorrow;
- Explained the estate and facilities, creating a new environment for tomorrow's healthcare needs;
- Highlighted that technology was being developed

to support future healthcare requirements;

- Gave details of the workforce – investing in staff and skills to enable the workforce to be ready for the future; and
- Set out a summary of tomorrow's healthcare today in respect of quality, people and sustainability.

The following comments arose from the discussion:-

- Members raised concern at the proposals for car parking charges at the Urgent Care Centre on the hospital site which would be used by Runcorn residents. It was reported there were no car parking charges in Halton and Members requested that this matter be reconsidered with a view to removing the charges. It was also suggested that if removing the charges was not an option on this particular site then alternative sites should be considered i.e Halton Lea Shopping Centre. It was also highlighted that charges would result in cars being parked in residential areas to avoid the charges. In reply, it was reported that negotiations were taking place and a meeting had been arranged next week to find a solution to this issue;
- It was noted that the Strategy would bring care closer to home for patients by supporting the local health community in providing care for patients in Warrington, Halton and neighbouring areas. This would be achieved by looking at different models of provision; the use of technology and enabling the capitalisation of the knowledge and skills of staff;
- It was noted that the vision was to develop a health delivery model which would keep people in their environment, mobilising expertise so that they would not require a stay in hospital; and
- It was noted that although additional car parking had been provided for the Walk In Centre, there were still significant problems for residents in that area with cars parking outside their homes and in front of their drives. Concern was raised that a bigger footfall also created health and safety issues for young people using the park in that

area.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) Mel Pickup be thanked for her informative presentation.

HEA37 GP ACCESS & OUT OF HOURS PROVISION

The Board considered a report of the Strategic Director, Communities, which detailed the Healthwatch report on GP Access and Out of Hours Provision.

The Board was advised that Healthwatch Halton was the consumer champion for health and social care in Halton. Its purpose was to understand the needs, experiences and concerns of people who used health and social care services and to ensure their voices were heard and responded to.

The Board was further advised that from the launch of Healthwatch in April 2013 one of the main issues raised by local people were the difficulties accessing local GP services. Having made a note of the findings from the local feedback and from national surveys it had been decided that a Healthwatch Task and Finish group should be set up to look at 'Access to GP Services and Out of Hours GP Provision' across Halton.

A public survey had been launched by Healthwatch Halton at the end of March 2014 to the end of June 2014. In total 491 surveys had been completed with received responses covering all GP practices in Halton. A number of recommendations had been put forward in the report which had been produced by the Healthwatch Halton Task & Finish group. The report attached as Appendix 1, had been sent to Halton CCG for a formal response to the recommendations, and the response was due in January 2015.

Mr Paul Cooke, Mr Roy Page, Mr Dave Wilson and Ms Susan Ellison, Healthwatch Halton, attended the meeting and presented the report and the recommendations.

It was reported that the Clinical Commissioning Group (CCG) had endorsed the recommendations and an action plan had been developed. It was also reported that Healthwatch Halton would be working with the CCG on this

matter. In addition, the Healthwatch Halton "Have your voice heard today" leaflet was circulated at the meeting.

The Board welcomed the report, supported the recommendations and thanked Healthwatch Halton for the excellent work they had undertaken to date.

The following comments arose from the discussion:-

- It was suggested that an information campaign be established to raise awareness of the numerous services that were available i.e. online repeat prescriptions and prescriptions that could be ordered to pick up at a local pharmacy;
- It was suggested that GP practices could be tested on a regular basis by a scheme similar to the mystery shopper which would enable the practice to monitor the services they were delivering;
- It was reported that the survey had highlighted patients' resistance to new ways of providing health services by GP's and the Board noted the challenges this presented;
- The inconsistency of delivery of customer care in GP practices was noted. It was reported that GP's were working towards a consistent approach and a report on this would be presented to a future meeting of the Board;
- Page 67 – Recommendation 6 – ensuring information on the new centres was made widely available across the Borough and in both local hospital A&E, Whiston and Warrington in time for their opening - it was suggested that a presentation could be undertaken at the Council's Area Forum. It was agreed that this be presented to the next Area Forum pre agenda's for consideration; and
- The importance of good communication and understanding of systems of health care that were in place for patients was noted.

RESOLVED: That

- (1) the report and comments raised be noted; and

- (2) Mr P Cooke, Mr R Page, Mr D Wilson and Ms S Ellison be thanked for their informative verbal presentation.

HEA38 PERFORMANCE MANAGEMENT REPORT 2014-15
QUARTER 2

The Board considered a report of the Strategic Director, Communities, which presented the progress of key performance indicators, milestones and targets relating to Health in Quarter 2 of 2014-15. Appendix 1 to the report contained a progress update regarding the implementation of all Directorate high-risk mitigation measures that were relevant to the remit of the Board.

The Lead Officer of the Board gave a verbal update on the performance monitoring targets highlighting that the majority would be achieved by the end of the year.

The Board noted the ICT issue in respect of the Adult Social Care target regarding Safeguarding.

The following comments arose from the discussion:-

- Information was requested on Personal Budgets and how they could be assessed and monitored. In reply, it was reported that this task was undertaken externally, with the Council having an administration role with two reports being received to date. It was reported that the reports had been very positive and that they could be presented to the next meeting of the Board;
- An update was requested on the Widnes Homeless Hostel and it was reported that this information would be circulated to Members of the Board;
- PA1 – Integrated provision of frontline services – the additional resources that had been released from central government to support increased demand during the winter period was welcomed and it was commented that it would be beneficial for these resources to be available all the time. The Board had a discussion on the provision of residential and nursing care, private vs previous Council provision;

- PH 01 – reduce obesity rates in the local population, March 2015 – it was agreed that the review, when completed, would be presented to the Board for consideration; and
- The Board noted the significant success of operation emblem and that it had reduced the number of Section 136 interventions by 90% to date and made a saving of approximately £320,000 - £360,000. The Board also noted that the next stage would be to commission the service for a longer period and that Cheshire had also adopted the project enabling consistency across Cheshire.

RESOLVED: That the report and comments raised be noted.

HEA39 SUSTAINABLE COMMUNITY STRATEGY PROGRESS REPORT APRIL- SEPTEMBER 2014

The Board considered a report of the Director of Public Health which provided a summary of progress on the health and wellbeing priority for Halton's Sustainable Community Strategy (SCS) from April – September 2014.

The Board was advised that the current SCS for Halton was from 2011- 2026 and addressed five key priorities for the Council and its partners as follows:-

- A Healthy Halton;
- Employment, Learning and Skills in Halton;
- A Safer Halton;
- Children and Young People in Halton; and
- Environment and Regeneration in Halton.

The Board was advised that Appendix 1 to the report set out progress for April 2014- September 2014 for the Healthy Halton priority.

The Board welcomed the improved breastfeeding rate and the under 18 conception rates and that in Halton obesity in Year 6 children was reducing year on year, which was the opposite of the national trend. However, the Board also noted the challenges in respect of increased obesity in children of reception age and the number of children who were not ready for school.

RESOLVED: That the report and comments raised be noted.

(Note: Councillor Sinnott declared a Disclosable Other Interest in the following item of business as a Trustee of Halton Disability Partnership).

HEA40 UPDATE ON THE CARE ACT

The Board considered a report of the Strategic Director, Communities, which informed Members of the changes involved with the new Care Act and on local progress.

The Board was advised that the changes coming into effect in April 2015 which impact directly on the Council included:-

- A duty to provide prevention, information and advice services;
- A national minimum threshold for eligibility for both service users and carers;
- The entitlement for carers to assessment, support services and review equal to that of the service user;
- The right for people who pay for their own care to receive advice and support planning; and
- A universal system for deferred payments for residential care.

The Board was further advised that the changes coming into effect from April 2016 which impact directly on the Council included:-

- A cap on the costs that people have to pay to meet their eligible needs;-
- A 'care account' giving people with eligible social care needs an annual statement of their progress towards reaching the cap, whether their care was organised by the local authority or not; and
- Extending the financial support provided by the local authority by raising the means test threshold for people with eligible needs.

It was reported that to oversee the implementation of

the Care Act in Halton, an overarching Care Act Strategic Group chaired by the Operational Director, Prevention and Assessment, had been established. The strategic group in turn would oversee six sub-groups each working to their own implementation plan that included working towards completion of reviewing relevant documents, policies, considering training and workforce development, charging and cost implications as well as understanding and identifying potential risks. A brief summary of each of the subgroups was included in the report.

Furthermore, it was reported that to support the implementation a grant of £125,000 had been provided and had been used in the following three ways:-

- A full-time policy officer had been recruited;
- A full-time post in finance to support all financial implementation of the changes in the Care Act; and
- £25K to support joint working with Liverpool City region.

The Board were reminded of the Members' seminar on the Care Act that would be taking place on Thursday 15 January 2015 at 5.30 pm. It was reported that all Members of the Council would receive a copy of the slides. It was also reported that a follow up event was being considered and an update report would be presented to the next meeting of the Board.

The Board noted that two regional groups had been established and noted the updates from the sub-groups contained within the report.

Clarity was sought on whether additional staff had been recruited to deal with the additional workload. In response, it was reported that a Policy Officer had been recruited and some existing Policy Officers had been allocated additional work. The Board noted that the full time posts were temporary secondment posts for a period of 12 months. A report outlining the resource requirements would be presented to the Executive Board. However, it was highlighted that funding received would not be sufficient to address the changes, and the Council would do whatever it could to communicate and support people within the budget.

RESOLVED: That the report and comments raised be

noted.

HEA41 MENTAL HEALTH CHAMPION QUARTERLY REPORT

The Board considered a report of the Strategic Director, Communities, which provided Members with an update on mental health related activity undertaken by the Council and NHS Halton Clinical Commissioning Group (CCG).

The Board was advised of activities in the following areas:-

- Award Winning Innovation – Haltons Wellbeing Practice approach had gained national interest winning a National Association of Primary Care (NAPC) award;
- Mental Health in GP Practices – Training was being provided to clinicians to enable them to manage mental health within their practice;
- Mental Health Wellbeing Nurse – Halton CCG had commissioned a Mental Health Wellbeing Nurse Team to work primarily with the most vulnerable patients with complex issues;
- Halton CCG Service Provision – Appendix 1 to the report set out a summary of some of the service provision across the age ranges;
- New Governance Structure – A revised Governance Structure had been established to ensure robust oversight of delivery of mental health;
- Dementia Friendly Communities – The Council and Halton and the CCG had established a Halton Dementia Action Alliance (Halton DAA) in October 2014;
- Admiral Nurses for Dementia - The Halton Dementia Partnership Board had recently met with the Chief Admiral Nurse in England (Oct 2014) to explore the potential for investment in the Admiral Nurse service in Halton. A Business Case for investment was being developed;
- In Patient Redesign Project – 5 Borough Partnership Community Foundation Trust had developed a revised improved clinical model for

inpatient services;

- Emotional Wellbeing Services for Children - NHS Halton GCG and Public Health in the Local Authority had worked together to deliver a revised specification for a Tier 2 level service to support young people with emerging emotional wellbeing and lower level mental health issues. The service was currently out to tender on The Chest and interviews for bidders would be held on 6th February 2015;
- System Resilience Funding - NHS Halton CCG had secured £81k of additional funding from a recent bid for additional system resilience funding for mental health specifically;
- The Mental Health Crisis Care Concordat - The Mental Health Crisis Care Concordat had been published by Central Government in late 2013. Locally, Halton had been working closely with partners across the Cheshire footprint. A declaration had been developed and agreed across the partners, and an action plan was being developed. Regular meetings were also taking place to monitor progress;
- Operation Emblem/Street Triage - Operation Emblem had been piloted across Halton and Warrington for 12 months and had been commissioned by NHS Halton and Warrington CCGs. The pilot had been very successful and reduced Section 136 by approximately 90% across the two Boroughs;
- Liaison Psychiatry Service - The extended Liaison Psychiatry Service had been launched within Warrington and Halton Hospitals NHS Foundation Trust in August 2014;
- IAPT – Halton Psychological Therapies Service - The Halton Psychological Therapies service was now provided by the 5 Boroughs Partnership NHS Foundation Trust and went live on 1st August 2014;
- Mental Health Services Reviews - It had been highlighted that there may be a need to review the service provided around mental health, and understand the current pathways, and patient

experience. A small task group had been established and preliminary work had commenced;

- Suicide Prevention Strategy - The final draft of the Suicide Prevention Strategy would shortly be presented for Board level approval; and
- Support 4 Change - In September 2014, additional funding from NHS England had been successfully sought/awarded to expand the Support 4 Change service to cover Halton and Warrington.

The Mental Health Champion, Councillor Dennett reported that the first meeting of the Mental Health Oversight Group had taken place today. He reported that there were a considerable number of operational groups across the Borough dealing with various aspects of mental health and which were managed by various organisations. The Mental Health Oversight Group, he reported, would be taking a strategic approach to mental health issues. The Group had also considered the Elderly Adults and Children's Delivery Plans. In addition, he added that part of his role was to promote mental health services and that the Oversight Group would meet on a quarterly basis and would report back to the Board periodically. It was reported that Healthwatch Halton would also be part of the Oversight Group.

Clarity was sought on how much money was wasted on numerous providers undertaking memory tests and not actually resolving the problem. In reply, it was reported that an early diagnosis was vital and after a memory test and blood tests, very often patients were left without a diagnosis, which meant that they slipped through the gap and were not supported. However, it was reported, that these patients would now be dealt with by the Memory Service and this would resolve this problem. GP's, it was reported were also better at recognising mental health problems and as a result the diagnosis rates had increased.

RESOLVED: That the report and comments raised be noted.

HEA42 DEVELOPING A HALTON RESPONSE TO THE NHS FIVE YEAR FORWARD VIEW

The Board considered a report of Halton's CCG which informed Members that on 23 October 2014 NHS England, in partnership with five other national organisations involved in setting the strategic direction and regulatory framework for the NHS, had published *Five Year Forward View*.

The Board was advised that on 4 December 2014 NHS Halton Clinical Commissioning Group (CCG) had commenced a two month dialogue with local people and partners in regard to a Halton response to *Five Year Forward View*. Strategic decisions would need to be made by NHS Halton CCG Governing Body following the publication, particularly in regard to new models of care.

The Board was further advised that the purpose of the *Five Year Forward View* was to articulate why change was required, what that change might look like and how it could be achieved. It described various models of care which could be provided in the future, defining the actions required at local and national level to support delivery. Everyone would need to play their part – system leaders, NHS staff, patients and the public – to realise the potential benefits to all. It covered areas such as disease prevention; new, flexible models of service delivery tailored to local populations and needs; integration between services; and consistent leadership across the health and care system.

The Board noted the importance of integration between services provided by the Council, the NHS, GPs and CCG's etc. The Board also noted that there was a need to engage with the public to raise awareness of their responsibilities in taking care of their health rather than relying on the NHS.

RESOLVED: That the report and comments raised be noted.

HEA43 DEVELOPING A NHS HALTON CCG RESPONSE TO NEXT STEPS TOWARDS PRIMARY CARE CO-COMMISSIONING

The Board considered a report of Halton's CCG which aimed to provide clarity and transparency around co-commissioning options, providing CCG's and area teams with information and tools they need to choose and implement the right form of co-commissioning for their local health economy. NHS Halton CCG was required to decide by 9 January 2015, the level of primary care co-commissioning the organisation wished to undertake with NHS England.

The Board noted the Joint Commissioning model and the details set out in paragraphs 4.2 of the report. It was highlighted that the area teams and the CCG's would agree the full membership of their joint committees and that a local Healthwatch Halton representative and a Local Authority

representative would have the right to join the joint committee. The Board discussed the Membership of the Committee and Sub-Committee and it was noted that Councillors who were not a member of the Health PPB could be a member of the Sub Committee.

The Board was advised that the document had been submitted on 9 January 2015 and the Strategy would be presented to the Board in March 2015.

RESOLVED: That the report and comments raised be noted.

HEA44 STANDING ORDER 51

The Board was reminded that Standing Order 51 of the Council's constitution stated that meetings should not continue beyond 9 pm

RESOLVED: That Standing Order 51 be waived to allow the meeting to continue beyond 9 pm.

HEA45 MATERNITY SERVICES

The Board considered a report of the Halton's CCG which informed Members of work that was progressing across Cheshire and Merseyside to sustain and develop maternity services.

The Board was advised that Cheshire and Merseyside Clinical Commissioning Groups (CCGs) had agreed to undertake a review of maternity services across the sub-region. This review was being undertaken with the support of provider organisations and the Cheshire and Merseyside Strategic Clinical Network (SCN). It was reported that the involvement of the SCN was crucial as it ensured that clinicians were engaged in and leading this work.

It was reported that work was currently underway to develop a baseline understanding of the nature and shape of maternity services in Cheshire and Merseyside. Using all available data this was specifically looking at:-

- Clinical outcomes;
- Patient experience and choice;
- Education and training of the current and future workforce;
- Co-dependencies with other services including neonatal intensive care, co-surgical support, critical care, A&E and other specialist services

- Safeguarding;
- Capacity and size of current provision;
- Current and future demographics and geographical access;
- Epidemiology of the population; and
- Current commissioning and financial arrangements.

The Board was further advised that the next phase of the work would involve developing options for improvement, using evidence of national and international best practice. Any options for change would be subject to engagement and consultation with patients and the public in Cheshire and Merseyside.

The importance of getting the pathway correct for the child and mother was noted. It was also noted that there were a lot of public health messages regarding anti-natal services but more was required to identify post natal depression and support young single women with their new born child.

The Board raised concern that historically after giving birth the mother would stay in hospital for a week and receive support from health visitors when they returned home, whereas now they were discharged after four hours with no aftercare. In reply, it was reported that standards of care across pathways would be considered and creative ways to address these issues would be identified.

The Board welcomed the report and acknowledged that the new services would enable children to be born in the Borough rather than in Warrington or Whiston Hospital.

After discussion, it was agreed that an update report be presented to a future meeting of the Board.

RESOLVED: That the report and comments raised be noted.

Meeting ended at 9.15 p.m.

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SAFER POLICY AND PERFORMANCE BOARD

*At a meeting of the Safer Policy and Performance Board on Tuesday, 20 January 2015
at the Council Chamber, Runcorn Town Hall*

Present: Councillors Thompson (Chairman), Edge, Gerrard, V. Hill,
M. Lloyd Jones, Ratcliffe, Sinnott and Zygadllo

Apologies for Absence: Councillors Lea, Gilligan and Nolan

Absence declared on Council business: None

Officers present: M. Andrews, E. Anwar, N. Chase-Caffyn, L. Derbyshire,
N. Hallmark, C. Patino and J. Williams

Also in attendance: Mr M Shone (Cheshire Fire and Rescue Services),
Councillor P Lloyd-Jones and in accordance with Standing Order 33, Councillor
D Cargill, Portfolio Holder, Community Safety.

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

Action

SAF32 CHAIRMANS ANNOUNCEMENT

It was reported that a New Partnership Inspector had been appointed Paul Hughes and it was hoped that he could attend this evening, but due to an incident was unable to do so. It was also reported that he would attend the next meeting of the Board.

Councillor P Lloyd-Jones in his role as substitute for the Police and Crime Panel gave the Board an update on the last meeting of the Panel.

The Chairman invited Members of the Board to a walk about to observe the night time economy. It was reported that four/five members would undertake a visit around Runcorn at 12/1.00 am in order to observe the night time economy. The following Councillors were nominated: Thompson, Edge, Ratcliffe and Zygadllo.

The Chairman reported that the Leader had indicated that Members from the Board could be nominated as substitutes to attend the Informal Police Meetings when the

Chair and Vice Chair were not available. The following Councillors were nominated as substitutes:- Ratcliffe, Sinnott and Zygadlo.

The Board took the opportunity to congratulate Mike Andrews on his recent promotion which he would undertake two days a week.

The Chairman reminded Members of the Board and Officers that the next meeting would be held at Halton Stadium.

RESOLVED: That the verbal report be noted.

SAF33 MINUTES

The Minutes of the meeting held on 11 November 2014 were taken as read and signed as a correct record.

SAF34 PUBLIC QUESTION TIME

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

SAF35 SSP MINUTES

The minutes from the last Safer Halton Partnership (SHP) meeting held on 15 September 2014 were presented to the Board for information.

RESOLVED: That the minutes be noted.

(Note: Councillor Edge declared a Disclosable Other Interest in the following item of business as she has undertaken work for the Fire and Rescue Service).

SAF36 CHESHIRE FIRE AND RESCUE SERVICE SAFETY EDUCATION CENTRE

The Board received a presentation from Mr Mark Shone, Safety Centre Manager, Cheshire Fire and Rescue Service on the development of a new Safety Education Centre.

The Board was advised that Cheshire Fire and Rescue Service had been successful in securing a grant from the Department for Communities and Local Government. The grant would contribute to the establishment of a Safety Education Centre.

The Board was further advised that the Centre would have a purpose-built facility dedicated to public safety. Visitors would learn how to stay safe, well and independent by experiencing a range of hazards in four realistic learning zones that simulated the environments in which injury and harm were most likely to occur.

The presentation gave Members information on:-

- The Safety Centre Movement;
- The progress and rationale of the project in Cheshire;
- The Programme Design;
- The Centre Design; and
- How the focus was on collaboration.

The Board noted the significant number of red and amber indicators for Halton in respect of the Public Health England Health Profiles 2014. The Board agreed that the centre would be an excellent facility but also felt that it would have been more advantageous for it to have been located closer to Halton. It was also agreed that an update report be presented to a future meeting of the Board.

RESOLVED: That

- (1) the presentation be received and comments raised noted; and
- (2) Mr Mark Shone be thanked for his informative presentation.

SAF37 PERFORMANCE MANAGEMENT REPORT 2014-15 - QUARTER 2

The Board considered a report of the Strategic Director, Communities which outlined the progress of key performance indicators, milestones and targets relating to Safer in Quarter 2 of 2014-15. Appendix 1 to the report contained a progress update regarding the implementation of all Directorate high-risk mitigation measures that were relevant to the remit of the Board

Further information was sought on permits – the preliminary work for implementing a Permit Scheme for street works. It was reported that information on this would circulated to all Members of the Board.

RESOLVED: That that the report and comment raised be noted.

SAF38 SPECIALIST COMMUNITY SUBSTANCE MISUSE SERVICES REMODELLING

The Board considered a report of the Strategic Director, Communities, which provided the Members with an update on plans for the remodelling of the Halton Specialist Community Substance Misuse Service.

The Board was advised that Halton Borough Council commission substance misuse services (drug and/or alcohol), which support local people who had substance misuse problems. The contract that delivered across the Halton area by Crime Reduction Initiatives (CRI) would be remodelled throughout 2015 establishing two new venues, and continuing to develop community venues and outreach with partners.

The Board was further advised that a key part of that programme would be to focus on public health information and prevention agenda to reduce the number of individuals taking drugs and misusing alcohol and ensuring robust and accessible information was provided to the residents of Halton. It was reported that there were appropriately 650 people accessing Halton's Drug and Alcohol service at any one time, with some 7,500 people in Halton who had taken illicit drugs in the last 12 months. CRI had delivered services to Halton residents since February 2012, performance had increased during their contract period and Halton continued to improve the performance against national targets.

It was reported that the lease at Ashley House was due to end in March 2015. Due to the unique nature of the building, alongside an increase in maintenance costs, it had been prudent to review usage and explore other local options. Therefore, Halton's Runcorn service would be opened in January/February 2015 followed in March 2015 with the relocation to Aston Dane House, Widnes. All partners would be relocating to continue the effective joint working. The move would provide an opportunity to redesign the substance misuse service and to build upon the recovery model established across Halton. The establishments would also be used to support the development of service user led enterprises, which in turn would promote independence and service user resilience.

Furthermore, it was reported that the lease would be the responsibility of the provider. Any future procurement/contract award from the Local Authority for

Specialist Community Substance Misuse Services would tie the transfer of the lease to the incoming provider to maximise investment and maintain service continuity.

RESOLVED: That the report be noted.

SAF39 NOVEL/NEW PSYCHOACTIVE SUBSTANCES (NPS)-
'LEGAL HIGHS'

The Board considered a report of the Strategic Director, Communities, which provided Members with an overview of Novel/New Psychoactive Substances (NPS) also known as 'Legal Highs'.

The Board was advised that overall drug use had reduced in the UK. However, a significant recent development had been an increase in the range of new and easily available novel psychoactive substances (NPS), also known as "legal highs". These chemical substances were newly created, and hence, were not automatically controlled under legislation.

The Board was further advised that these drugs had been designed to evade drug laws, were widely available and had the potential to pose serious risks to public health and safety and could even be fatal. The emergence of NPS and the pace at which they had developed was a concern to policymakers, law enforcement personnel and healthcare professionals locally, nationally and across Europe and beyond.

It was reported that in the UK NPS could be purchased on the internet, via dealers on the streets and in clubs and pubs, and in shops. Test purchasing had found that NPS could contain legal substances, illegal substances, or a mixture of both. It was also reported that the number of NPS available was constantly changing and growing. A record number of 81 substances had been identified for the first time in Europe in 2013 - an increase on previous years.

Furthermore, it was reported that the marketing and sale of NPS was often designed specifically to avoid legislation under the Medicines Act 1968. They were often sold in brightly coloured packaging under a variety of brand names with "not for human consumption" clearly stated. They may variously be described as "plant food", "fish food", "room odouriser" or other terms with labelling commonly stating that they were "research chemicals". Generally safety data was not provided.

Across the UK, the number of people seeking treatment for NPS use had increased significantly. In Halton local treatment data suggested that the reported use of NPS was low, although these figures only reflected those who had presented for treatment or support not actual community prevalence.

Nationally the number of deaths involving NPS was low compared with the number of deaths from heroin/morphine, methadone and cocaine poisoning. However, over the past few years there had been an increasing trend in the number of deaths linked to NPS use. Such deaths across the UK increased from 29 in 2011 to 52 in 2012, to 60 in 2013. It was also reported that the link to the BBC website regarding information on legal highs being banned in Lincolnshire would be circulated to all Members of the Board.

The Board noted the significant dangers to people using legal highs and that the number of people who had died had doubled during the last few years. The Board acknowledged that it was an emerging issue and noted the difficulties and challenges they presented as they were classed as 'legal' and therefore the Police were unable to address the situation. The Board also noted that Northern Ireland had banned the use of legal highs.

After considerable discussion, the Board agreed to set up a Working Group to look at what Halton could do to raise awareness of the dangers of legal highs and what practical approaches could be used to discourage the use of these substances. The Board also supported the recommendations for a local response to NPS.

The Board requested that the report be circulated to all Members of the Council to raise awareness of the issues relating to legal highs. It was also suggested that Halton's MP be contacted so that the issue could be raised in Parliament, with a view to legislation being formulated to illegalise such substances.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) a Working Group be established and the following Councillors be nominated onto the Group:- Councillors Thompson (Chair), M Lloyd Jones, Ratcliffe and Zygadlo.

(Note: Councillor Zygaddlo declared a Disclosable Other Interest in the following item of business as he was a member of the Working Group).

SAF40 HALTON SUICIDE PREVENTION STRATEGY 2015-20

The Board considered a report of the Director of Public Health, which presented the final draft of the Halton Suicide Prevention Strategy 2015-20.

The Board noted the impact that suicide had on families and took the opportunity to place on record their support for the Strategy.

RESOLVED: That

- (1) the report be noted; and
- (2) the Strategy recommendations and actions be supported.

SAF41 CHESHIRE CONSTABULARY PCSO BLUE LAMP REPORT

The Board received a verbal update report on the work of the Halton based Police Community Support Officers (PCSOs).

The Board was advised that PCSOs had been introduced under the Policing Reform Act of 2002 to increase the police presence on the streets, provide reassurance to the public and free up the time of regular police officers. Now fundamentally embedded within neighbourhood teams, the focus of PCSOs had been on engagement rather than enforcement.

The Board was further advised that PCSOs in Cheshire work at the heart of Neighbourhood Policing Teams, providing a visible and reassuring presence on the streets, working with the community to help tackle the menace of anti-social behaviour. It was reported that PCSOs roles differed according to the needs of the local community, but they usually patrolled a beat and interacted with the public, while also offering assistance to police officers at crime scenes and major events.

It was reported that the Blue Lamp reports would be circulated to Members of the Board and that any comments could be sent to Mike Andrews directly.

RESOLVED: That the verbal update be noted.

SAF42 CONTINUATION OF SAFE IN TOWN SCHEME

The Board considered a report of the Strategic Director, Communities, which updated Members on the ongoing work to ensure the scheme's sustainability.

The Board was advised that it had been agreed to run a six month pilot scheme called Safe in Town. This had been based on similar schemes operating in other parts of the country, and was to provide a safe haven for people who may feel vulnerable for whatever reason.

The Board was also advised that when an individual entered a shop which had the Safe in Town sticker in the window, and declared themselves part of the scheme by showing a laminated card, staff members would phone a dedicated number on their behalf, and a family member or carer would come out and collect them. The Halton scheme had widened the range of beneficiaries and included adults and young people (14+) who had a learning or physical disability, and anyone over 60 years of age.

It was reported that the initial pilot had been overseen by a Steering Group consisting of a variety of interested Partners. Following the achievements of the pilot, successful funding applications were made to the Police and Crime Commissioner (PCC) and Halton's Clinical Commissioning Group (CCG) for a total match funding pot of £10,000. This was due to finish on the 31st March 2015. This had enabled 10 hours of staff time to be dedicated to the project, along with an allocation for branded merchandise.

Furthermore, it was reported that the scheme had now been in place since September 2012, and the report gave a breakdown of beneficiaries and premises that had signed up to the project as of the end of November 2014. It was anticipated that by the end of the current funding (March 2015) the numbers would have increased, with targeted activity to sign up more local shops, non-commercial premises and in particularly health centres and GP surgeries.

The Board noted the financial costs set out in the report and that the Steering Group had anticipated that the continuation of the project would remain approximately the same, with perhaps a small reduction related to sundaries

and promotional material. The Board also noted that currently there were no financial costs and/or implications for the Council except a small amount of staff time from the Partnership Officer. Previously costs for the pilot had been met by Halton Strategic Partnership funds.

The Board noted the positive comments in relation to the project. The Board also noted that there had been a more positive response in Runcorn than Widnes and that the next phase of the scheme would address this issue.

The Board discussed the next phase of the scheme and it was suggested and agreed that Council buildings should be an integral part of the scheme. The Board also took the opportunity to place on record their support for the scheme.

RESOLVED: That the report and comments raised be noted.

Meeting ended at 8.10 p.m.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 6 January 2015 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chairman), A. Lowe (Vice-Chairman), Joe Roberts, E. Cargill, Dennett, S. Hill, C. Loftus, A. McInerney and N. Plumpton Walsh

Apologies for Absence: Councillors Wainwright and Rowe

Absence declared on Council business: None

Officers present: I. Leivesley, E. Dawson, G. Ferguson, S. Davies, N. Goodwin, P. McCann and R. Shacklady

Also in attendance: None

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

	<i>Action</i>
CS26 MINUTES	
The Minutes from the meeting held on 21 st October 2014 were taken as read and signed as a correct record.	
CS27 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
CS28 EXECUTIVE BOARD MINUTES	
The Board was presented with the Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board since the last meeting of the Board.	
RESOLVED: That the minutes be noted.	
CS29 SSP MINUTES	
The Minutes relating to the Corporate Services Portfolio which had been considered by the Halton Strategic Partnership were presented to the Board for information.	

RESOLVED: That the Minutes be noted.

CS30 CODE OF PRACTICE - DATA TRANSPARENCY

The Board was advised that in September 2011, as part of its local accountability agenda, Government published a Code of Recommended Practice for Local Authorities on Data Transparency. The Code identified a series of data sets that authorities were, as a minimum, encouraged to publish in order to promote local accountability.

In Autumn 2012 the Government undertook a consultation exercise in which it was suggested that the original Code would be substantially revised with its basic requirements becoming mandatory and its scope extended. Following the publication of the government's response to this consultation the DCLG finalised and published the Local Government Transparency Code. The Code set out specific data sets that were both required to be published and recommended for publication on a quarterly and annual basis.

Subsequently following this publication, the Code was further revised by DCLG in October 2014 and specified that authorities were required to publish quarterly data by 31st December 2014 and annual data by 2nd February 2015. The Code also stated that the requirements had been made mandatory. Although compliance with the code would not be monitored by the Information Commissioners Office (ICO), the ICO would react to complaints being received from interested parties under existing frameworks.

Members were advised on the number of data sets that must be published or were recommended for publication and specific Officer resource implications.

RESOLVED: That

1. the authority's new statutory obligation to publish prescribed information in accordance with the Code and consider that which is recommended be noted; and
2. the authority's additional resource requirements be noted.

CS31 DISCRETIONARY SUPPORT SCHEME

The Board considered a report of the Strategic

Director, Policy and Resources, which provided an update regarding the operation of the Council's Discretionary Support Scheme. The Discretionary Social Scheme Topic Group met on 20th November 2014 to review progress with the Scheme. The Board noted:

- at the end of Quarter 2 in 2014/15 £171,000 had been paid out of the Discretionary Support Scheme;
- details regarding the applications to the Scheme so far during 2014/15, numbers of awards and reasons for rejection;
- that feedback had been received from Citizens Advice Bureau and a detailed response had been agreed with the Chairman and forwarded to them;
- proposed changes for the Scheme which were required to take account of the introduction of Universal Credit, to clarify the position regarding the number of awards permitted each year and to enable the Scheme to assist customers who were in full time education and where they had no alternative support.

It was reported that for 2015/16 £584,000 had been allocated to the Council towards the Discretionary Support Scheme. However the Council had also received an equivalent reduction in its general grant, which effectively meant there was no funding for the Scheme in 2016/17.

Members were advised that due to underspend in the Discretionary Support Scheme in previous years, the Council could continue to support the Scheme in 2016/17. A report on the options for the future provision of the Discretionary Support Scheme in Halton would be brought to a future meeting of the Board.

Arising from the discussion, the Board thanked those members of staff within the Benefits Team who had continued to administer the Discretionary Support Scheme during the Christmas period.

RESOLVED: That

1. progress with the operation of the Council's Discretionary Support Scheme be noted; and
2. in accordance with the Executive Board minute EXB122 (2012) (and the delegation contained therein), it is recommended that the proposed amendments to the Scheme outlined in Appendix B, be approved; and

Strategic Director
Policy and
Resources

3. a report on the options for the future of the Discretionary Support Scheme in Halton be brought to a future meeting of the Board.

CS32 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 2 OF 2014/15

The Board received a report from the Strategic Director, Policy and Resources, which presented the Performance Monitoring Reports for Quarter 2 of 2014/15.

The reports related to the following functional areas which reported to the Board and detailed progress against service objectives and milestones, and performance targets and provided information relating to key developments and emerging issues that had arisen during the period:

- Finance;
- Human Resources and Organisational Development;
- ICT and Administrative Support;
- Legal and Democracy;
- Policy and Performance;
- Property Services; and
- Catering, Stadium and Registration Services.

Arising from the reports it was commented that the Fees and Charges Topic Group would be meeting again shortly and that any short term opportunities to increase income should be taken.

RESOLVED: That the second quarter performance monitoring reports be received and noted.

CS33 EXTERNAL FUNDING TEAM UPDATE

The Board received a report of the Strategic Director, Children and Enterprise, which provided an overview of the remit of the External Funding Team and external funding secured. The Team had a Council-wide remit and also a role in supporting partners in the voluntary/community and private sectors where appropriate. The Board noted the key funding streams the Team advised on, the roles within the Team, funding statistics and the current pipeline project list. For 2014-15 the Team had secured £3.4m of funding to date.

Arising from the discussion the Board congratulated the External Funding Team on their work and securing £3.4m of external funding.

RESOLVED: That the report be noted.

CS34 LOCAL AREA FORUMS 2013/14

A report was presented to the Board by the Strategic Director, Communities, which informed Members of the project delivery of the Local Area Forums for the financial period 1 April 2013 and 31 March 2014.

Members were advised that Local Area Forums were set up in 2001 to take policy development into communities, bridging the gap between key agencies working within the Borough. Each Local Area Forum (LAF) was led by the respective local Councillors and supported by a Senior Officer from the Council. Other partner organisations such as the Police, Fire Service, Housing Associations, youth and voluntary sector bodies also attended LAF's to keep the community informed of local developments and to respond to local concerns.

It was reported that in 2013-14, £600,000 was allocated to the Area Forums which was allocated on a per capita basis across the seven LAF's that covered the Borough, details of each area's funding was provided in the report. The local communities were then invited to attend their local forum to provide ideas for neighbourhood projects that would enhance their local area. These ideas were then progressed with the help of Community Development Officers who presented them to the respective Forum Members for consideration.

The report provided information on the areas of expenditure of the LAF's as a whole, these were categorised into key areas: Landscapes; Safety; Youth Facilities; Improved Parks; Pedestrian Access; Security and Community. Additionally, breakdowns were provided of the individual expenditure for each of the seven Area Forums, using the above categories.

It was highlighted that the Area Forum budget had enabled the leverage of other grants and, through joint working, had secured access to funds from agencies such as Biffa, Wren, Housing Associations, Awards for All, Lottery and Health. This meant that an additional amount of £592,202 had been levered in to support projects providing a budget total of £1.1m. In other words for every £1 of Area Forum funding, a further amount of £1.10 of funding was provided. It was noted that a significant amount of money was levered in during this reporting year for the Halton Carers Centre.

Finally the report provided Members with examples of case studies which demonstrated the positive impacts that Area Forum projects had in Halton's communities.

Members thanked officers for the detailed report and congratulated the Community Development Team on their work.

RESOLVED: That the report be received.

Meeting ended at 7.30 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 1 December 2014 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Morley (Vice-Chairman), Cole, R. Hignett, S. Hill, June Roberts, Rowe, J. Stockton, Thompson, Woolfall and Zygadlo

Apologies for Absence: Councillors C. Plumpton Walsh and Wainwright

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, J. Eaton, A. Brennan and R. Wakefield

Also in attendance: Five members of the public

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

Action

DEV25 MINUTES

The Minutes of the meeting held on 3 November 2014, having been circulated, were taken as read and signed as a correct record.

DEV26 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.

To avoid any allegation of bias Councillor R Hignett declared a Discloseable Other Interest in the following item as his daughter lived near the proposed site. He took no part in the debate and did not vote on the item.

DEV27 - 14/00543/FUL - PROPOSED ERECTION OF 16 NO 2.5 STOREY TOWNHOUSES ON LAND TO THE SOUTH WEST OF 123 PERCIVAL LANE, RUNCORN

The consultation procedure undertaken was outlined in the report together with background information in respect of the site.

The Committee was advised that one additional representation had been received raising concerns over the site's proximity to the railway line and therefore its suitability for housing.

It was reported that the Highways Department had no objection to the proposed development subject to the conditions set out in the report. The comments made in the update list regarding the drainage issues would be addressed in a Drainage Strategy condition.

It was also reported that Network Rail had made some observations to ensure that the proposal did not impact on the safety, performance, integrity or operation of the railway. They had suggested therefore that the following conditions be attached to secure the submission of relevant details and subsequent implementation:

1. Surface water and foul water drainage scheme;
2. Details of ground levels, earthworks and excavations; and
3. Suitable trespass proof fence to railway.

In response it was noted that there was already a condition suggested which would secure the submission of a drainage strategy; details of earthworks and excavations could be incorporated into the suggested site levels condition; and the trespass proof fencing could be dealt with through the suggested landscaping and boundary treatments condition.

Officers also advised that amended Site Layout Plans had been received in order to provide clarity over the width of the footway to the front of the properties.

An amended Construction Management Plan had also been received. The Highway Officer confirmed that this arrangement was acceptable and the condition suggested in the Committee Report would secure the implementation of this plan throughout the construction period.

It was reported that the Environmental Protection Officer had no objection to the proposed development; however some further noise investigation was required to ensure that the mitigation measures currently proposed were acceptable. This would be secured through the noise mitigation condition.

Members agreed to approve the application subject to

the conditions below and the incorporation of the additional items mentioned above.

RESOLVED: That the application be approved subject to the following conditions:

1. Time limit – full permission;
2. Approved plans;
3. Site levels (Policy BE1);
4. Facing materials (Policies BE1 and BE2);
5. Landscaping and boundary treatments scheme (Policy BE1);
6. Breeding birds protection (Policy GE21);
7. Removal of permitted development – all dwellings (Policy BE1);
8. Hours of construction (Policy BE1);
9. Implementation of the Construction Management Plan (Highways) (Policy BE1);
10. Provision of affordable housing (Policy CS13);
11. Noise mitigation measures (Policy PR2);
12. Ground contamination (Policy PR14);
13. Pedestrian visibility splay (Policy BE1);
14. Pedestrian and retention of parking (Policy BE1);
15. Closure of existing access points on Percival Lane and 2m wide footway provision with dropped crossings (Policy BE1); and
16. Drainage strategy (Policy PR16).

To avoid any allegation of bias Councillor R Hignett declared a Discloseable Other Interest in the following application as he had met with the applicant regarding the site. He took no part in the debate and did not vote on the item.

DEV28 - 14/00563/FUL - PROPOSED CONSTRUCTION OF 18 UNITS COMPRISING 10 NO. TWO BEDROOM FLATS AND 8 NO. TWO BEDROOM HOUSES WITH ASSOCIATED INFRASTRUCTURE AND LANDSCAPING ON THE FORMER JOLLY BREWER SITE, THE RIDGEWAY, MURDISHAW, RUNCORN, CHESHIRE

The consultation procedure undertaken was outlined in the report together with background information in respect of the site.

Since the publication of the agenda it was reported that Cheshire Constabulary had responded to advice that they fully supported the design and access statement for the 18 new homes, as stated on the update list. Additionally, Cheshire Wildlife Trust raised no objection to the proposal on condition that the development was undertaken in

accordance with the recommendations of the submitted survey and the additional 3 conditions:

1. Bird nesting season protection;
2. Incorporation of 5 bird and 5 bat boxes; and
3. Tree and shrub planting to a level which satisfied the Council and provided mitigation for the development.

It was noted that the material to be used for the bin storage areas was to be confirmed. However this would be known prior to commencement and Officers would ensure that it complied with materials stipulated in the planning policy.

Members agreed to approve the application subject to the following conditions and the addition of the three conditions listed above.

RESOLVED: That the application be approved subject to the following conditions:

1. Time limit – full permission;
2. Approved and amended plans;
3. No development to begin until the detailed design of all retaining walls, including design and structural calculations, to be used to support the proposed car parking area and other locations adjacent to the public highway, have been approved (Policies BE1, TC9, TP12, CS5);
4. No development to begin until the car park has been provided, in accordance with the layout drawing and details approved, to the satisfaction of the Local Planning Authority (Policies BE1, TC9, TP12, CS5);
5. Site levels (Policy BE1);
6. Materials to be agreed before development begins (Policies BE1 and BE2);
7. Landscaping scheme to be approved before development begins (Policy BE1);
8. Implementation of Tree Protection Scheme before development begins (Policy BE1);
9. Submission of all boundary details before development begins (Policy BE22);
10. Submission of bin store details before development begins (Policy BE2);
11. Submission of cycle store details before development begins (Policy TP7);
12. Breeding birds protection (Policy GE21);
13. Provision of all hard standing areas to be of porous material (PR16);
14. Hours of construction and material deliveries (Policy

- BE1);
15. Submission of and implementation of Construction Management Plan (Highways) (Policy CS13);
 16. Provision of affordable housing throughout development lifetime (Policy CS13);
 17. Ground contamination (Policy PR14);
 18. Off-site highway works (Policy BE1);
 19. Provision and retention of parking for residential development (Policy BE1);
 20. Drainage conditions x 2 (Policy PR16);
 21. Biodiversity enhancements (Policy GE21);
 22. Removal of permitted development Classes A and E (Policy BE2);
 23. All future hard surfaces provided to be of porous material (PR16).
 24. Bird nesting season protection;
 25. Incorporation of 5 bird and 5 bat boxes; and
 26. Tree and shrub planting to a level which satisfied the Council and provided mitigation for the development.

DEV29 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

14/00469/TEL

Prior notification of proposed upgrade to existing telecommunications base station including replacement of existing 15 metre pole by 17 metre pole, removal and replacement of 2 no existing equipment cabinets and the addition of 1 no cabinet on land to the south west of the junction between the busway and Norton Lane, Runcorn, Cheshire.

14/00471/PDE

Proposed single storey extensions comprising side extension projecting to the rear by 8 metres and separate rear extension projecting to the rear by 8 metres, the extensions have a maximum height of 5 metres and eaves heights of 2.5 metres at Morphany Hall Farm, Morphany Lane, Daresbury, Cheshire, WA4 4JR.

14/00479/FUL

Proposed single storey side extension and double storey side and rear extension at 42 Morton Road, Runcorn, Cheshire, WA7 6PN.

The following Appeals had been received / were in progress:

14/00275/FUL – (APP/D650/D/14/2225856)

Proposed two storey rear extension, addition of chimney and

window to right hand side of property at 24 Glastonbury Close, Sandymoor, Runcorn.

The appeal was allowed on 5 November 2014 and planning permission is granted for a first floor rear extension, addition of chimney and window. This was after the original application was refused due to its impact on the immediate neighbour at 26 Glastonbury Close.

13/00278/FUL – (APP/D0650/V/14/2212165)

Proposed redevelopment of existing high school comprising new school building, provision of new tennis courts, relocation of playing fields, new car parking and associated hard and soft landscaping and demolition of the existing school buildings at The Heath Specialist Technology College.

The Secretary of State has called the application in for his consideration. This will now be heard by a public inquiry likely to be in the New Year.

14/00308/TPO – (APP/TPO/D0650/4146)

Proposed work to trees as follows: T1 Sycamore, fell; T3 Birch, fell; T4 Oak, fell – all at 2 Derby Road, Widnes, WA8 9JX.

The application was refused based on the comments from the Council's Open Spaces Department. The applicant failed to demonstrate that the Sycamore, Birch and Oak covered by Tree Preservation Order warrant felling. The applicant had appealed the decision and the current appeal was still awaiting decision from the inspectorate.

14/00345/FUL – (APP/D0650/D/14/2225230)

Proposed two storey side and rear extension at 12 Betchworth Crescent, Runcorn.

The application was refused as the proposal failed to provide two car parking spaces within the curtilage of 12 Betchworth Crescent. By virtue of its location and height, the proposed first floor rear extension was deemed to have an overbearing impact on the rear of the property at 14 Betchworth Crescent. Due to its size, the extension would cause significant overshadowing and loss of light to both immediate neighbours. The applicant had appealed the decision and the current appeal is still awaiting decision from the Inspectorate.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 12 January 2015 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Morley (Vice-Chairman), Cole, R. Hignett, S. Hill, June Roberts, Rowe, J. Stockton, Thompson, Wainwright, Woolfall and Zygadlo

Apologies for Absence: Councillor C. Plumpton Walsh

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, M. Noone, A. Plant, Evans, G. Henry and J. Farmer

Also in attendance: Councillors C Loftus and Logan and 12 Members of the public

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

Action

DEV30 MINUTES

The Minutes of the meeting held on 1 December 2014, having been circulated, were taken as read and signed as a correct record.

DEV31 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.

DEV32 - 14/00555FUL - PROPOSED REDEVELOPMENT OF EXISTING SCHOOL, COMPRISING DEMOLITION OF EXISTING BUILDINGS (EXCEPT NURSERY BUILDING) AND ERECTION OF NEW SINGLE STOREY SCHOOL BUILDING, CAR PARKING, LANDSCAPING, PLAY AREAS AND ANCILLARY WORKS AT HALEBANK SCHOOL, HEATHVIEW ROAD, HALEBANK, WIDNES, WA8 8UZ

Prior to the item being introduced by the Case Officer, the Council's Solicitor provided a preamble summarising the reasons for the differences between the printed agenda and the updated information to be given to the Committee.

The updated information was provided to the Committee as presented in the Update List and included comments from the Highways Officer and Sport England, who raised no objections. It was noted that the Hazardous Substance Consent had now been approved and the proposal was no longer considered to be a departure from policies PR12 and CS23. One point of clarification was also made under paragraph heading *Hazard Matters* on page 26. The application was then summarised.

The Committee was then addressed by Mr Tom Lamshead, a representative of the applicant. He explained to the Committee that Halebank School was included in the Priority School Building Programme (PSBP) which consisted of schools most in need of urgent repair. He advised that the consultation and design processes were complete and the school now had an opportunity to be rebuilt using Education Funding Agency (EFA) funding. He urged the Committee to approve the application so the School could be included in the Programme with the other North West Schools.

Sara Humber, the PSBP Project Leader for the (EFA), then addressed the Committee, further stating the case for the rebuilding of the School. Subject to planning permission she advised that it was hoped that the School would be completed by Easter 2016. She advised the Committee that Halebank School was the only School in a small community and was therefore extremely important to them; this was evident by the huge response to the consultation. No objections had been received from residents or local business and the Headteacher was also fully in support of the rebuild.

Members debated the application and clarification was provided regarding comments made by the Health and Safety Executive (HSE) in the Officer's report. Members agreed that the application could be approved subject to the conditions below.

RESOLVED: That delegated authority is given to the Operational Director – Planning, Policy and Transportation, in consultation with the Chairman or Vice Chairman to determine appropriate conditions based on the list below and those outlined to the Committee and to approve the Application, subject to the Application not being called in by the Secretary of State.

1. Time limits condition;
2. Approved plans (BE1);

3. Materials (BE2);
4. Drainage condition(s) (BE1);
5. Boundary Treatments (BE22);
6. Submission and Agreement of finished floor and site levels (BE1);
7. Prior to commencement bin storage facilities to be submitted and agreed (BE1);
8. Vehicle access, parking and servicing to be constructed prior to occupation of properties/commencement of use (BE1);
9. Condition(s) relating to full details of hard and soft landscaping, including planting scheme, maintenance, and replacement planting (BE1);
10. Condition for details of any external plant or flues (BE1 and BE2);
11. The hours of demolition/construction of building on site shall be restricted to 0700 hours to 1800 hours Monday to Friday, 0730 hours to 1400 hours on Saturday with no work at any other time including Sundays and Public Holidays (BE1 and BE2);
12. No trees, shrubs or hedges within the site which are shown as being retained on the approved plans shall be felled, uprooted, wilfully damaged or destroyed, or removed without the prior written consent of the Local Planning Authority (BE1 and BE2);
13. Any trees, shrubs or hedges removed without such consent, or which die or become severely damaged or seriously diseased within 5 years from the completion of the development hereby permitted shall be replaced (BE1 and BE2);
14. No works shall begin at the site until full details of the wheel wash facilities have been submitted to and approved in writing by the Local Planning Authority (BE1 and BE2);
15. Hedge or tree removal shall be undertaken outside the bird nesting season where this is not possible (GE21);
16. Prior to the installation of any external lighting full design details shall be submitted to and approved in writing by the Local Planning Authority;
17. The development shall be carried out in accordance with the mitigation measures outlined in the submitted ecological surveys (GE21);
18. The development shall be carried out in accordance with the proposed construction management/phasing plans submitted with the application unless otherwise agreed in writing by the Local Planning Authority;
19. Travel Plan shall be updated and reviewed in accordance with current guidelines with appropriate new targets and measures set, it should be regularly

monitored in accordance with the timescales set out in the plan with the results being submitted to the Local Planning Authority;

20. Full design details of the cycle parking shall be submitted to and approved in writing; and

21. Condition requiring the implementation of off-site highway improvements.

DEV33 - 14/00574/FUL - PROPOSED DEMOLITION OF EXISTING GARAGE AND CREATION OF FLAGGED BEER GARDEN WITH PICKET FENCE BORDER AT THE BEECHWOOD HOTEL, BEECHWOOD AVENUE, RUNCORN

The consultation procedure undertaken was outlined in the report together with background information in respect of the site.

Officers wished to highlight that planning permission was not required for the use of the area for a beer garden as this area was already within the curtilage of the public house. Furthermore public houses had permitted development rights for the creation of the hard standing provided that it drained to a permeable area. This application was made therefore as the hard standing was proposed to drain to existing drains on the site.

The Committee received representations from Beechwood Ward Councillors Geoff Logan and Chris Loftus, who objected to the proposal on behalf of local residents, the Primary School Headteacher and Governors. They raised concerns regarding the location of the proposed beer garden and its proximity to the School and the potential for safeguarding issues. They requested that an external body, such as The Safeguarding Board, be consulted regarding the application.

Members discussed the application and Ward Councillors' comments but were advised that these comments did not constitute material considerations and therefore could not be used to refuse the application.

RESOLVED: That the application be approved subject to the condition mentioned below.

1. Time Limit – full permission.

DEV34 - 14/00575/FUL - PROPOSED ERECTION OF 106 DWELLINGS AND ASSOCIATED INFRASTRUCTURE AT SANDYMOOR SOUTH, PHASE 1, LAND OFF WALSINGHAM DRIVE, SANDYMOOR, RUNCORN,

CHESHIRE, WA7 1QD

The consultation procedure undertaken was outlined in the report together with background information in respect of the site.

Members were advised that since publication of the agenda, National Grid had confirmed that they raised no objections to the scheme and Cheshire Wildlife Trust had responded with recommendations for further conditions and a legal agreement. In response it was noted that a number of these had been addressed through the previous permissions and the ongoing ecological works currently being undertaken. The remainder of their recommendations would be included in the conditions.

Information was also submitted via the Update List which related to the receipt of amended plans which showed an appropriate footpath and cycleway link from the existing Ride to the route of the proposed less formal Ride extension via a bridge structure. Further, the provision of appropriate levels of filtration of surface water prior to discharge had been addressed through the inclusion of bypass interceptors within the drainage scheme to separate contaminants prior to discharge to watercourse. These items would be secured by planning conditions.

Members agreed that authority be delegated to the Operational Director – Policy, Planning and Transportation, to approve the scheme subject to the listed conditions and inclusion of the additional conditions as above.

RESOLVED: That the application be approved subject to the following conditions:

1. Standard 3 year permission (BE1);
2. Specifying Approved and Amended Plans (BE1);
3. Requiring submission and agreement of a detailed Construction Environmental Management Plan including wheel cleansing facilities and construction vehicle access routes, construction parking and management plan to be submitted and approved in writing (BE1);
4. Materials condition, requiring the submission and approval of the materials to be used (BE2);
5. Landscaping condition, requiring both hard and soft landscaping, including replacement tree and hedgerow planting, to be carried out in accordance with details (BE2);
6. Requiring boundary treatment including retaining

- walls to be carried out in accordance with details (BE2);
7. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
 8. Restricting permitted development rights for conversion of garages to habitable rooms for house types 408, 411 and 486 (TP12);
 9. Vehicle access, parking and servicing to be constructed prior to occupation of properties/ commencement of use (BE1);
 10. Condition restricting permitted development rights relating to frontage boundary fences etc (BE1);
 11. Requiring submission and agreement of an updated ground gas risk assessment, a remediation strategy detailing the required ground gas protection measures and a verification report upon completion of the remedial works (PR14);
 12. Submission and agreement of details of on-site biodiversity action plan for measures to be incorporated in the scheme to encourage wildlife including dwellings to be fitted with bat boxes / bricks, positioned on an appropriate aspect of the building (GE21);
 13. Conditions relating to tree and hedgerow protection during construction (BE1);
 14. Submission and agreement of detailed construction of surface water detention ponds (BE1);
 15. Requiring drainage to be carried out in accordance with details approved (BE2);
 16. Requiring site and finished floor levels to be carried out in accordance with details approved. (BE1) Requiring the development be carried out in accordance with the approved Ecological Constraints Report and appropriate mitigation measures (GE21);
 17. Requiring the development be carried out in accordance with the approved FRA and appropriate mitigation measures (PR16); and
 18. Requiring submission and agreement of substation details (BE1).

Meeting ended at 7.35 p.m.

REGULATORY SUB COMMITTEE

At a meeting of the Regulatory Sub Committee on Wednesday, 17 December 2014 in the Marketing Suite, Municipal Building

Present: Councillors K. Loftus (Chairman), Wallace (Vice-Chairman) and P. Hignett

Apologies for Absence: None

Absence declared on Council business: None

Officers present: K. Cleary and J. Tully

Also in attendance: One Member of the press

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

REG7 APPLICATION TO TRANSFER PREMISES LICENCE
CARLO'S PIZZA 13 HIGH STREET RUNCORN

Action

The hearing was opened at 2.00 p.m. The Council's Licensing Solicitor advised the Sub-Committee that the applicant's Solicitor had requested an adjournment of the hearing. The request was considered and the adjournment was granted by the Sub Committee. The hearing was adjourned to Wednesday 14 January 2015 at 6.30 p.m. in the Council Chamber Halton Borough Council Town Hall Heath Road Runcorn WA7 5TD.

Meeting ended at 2.05 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 14 January 2015 in the Council Chamber, Runcorn Town Hall

Present: Councillors K. Loftus (Chairman), Fry, P. Hignett, Howard, Lea, A. Lowe, McDermott, G. Stockton and A. Wall

Apologies for Absence: Councillors Wallace and Nelson

Absence declared on Council business: None

Officers present: G. Ferguson, K. Cleary and J. Tully

Also in attendance: 3 representatives from Cheshire Police, 1 representative from the UK Border Agency Immigration, B Seabury, 5 Members of the public.

ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY THE COMMITTEE

		<i>Action</i>
REG8	MINUTES The Minutes of the meeting held on 17 th November 2014 having been circulated were signed as a correct record.	
REG9	APPLICATION FOR THE REVIEW OF THE PREMISES LICENCE RELATING TO CARLO'S PIZZA 13 HIGH STREET RUNCORN The Committee was advised that Cheshire Constabulary had submitted an application under section 51 Licensing Act 2003 to review the Premises Licence at Carlo's Pizza, 13 High Street, Runcorn. The Premises Licence permits Late Night Refreshment between the hours of: <ul style="list-style-type: none">• 23.00 and 01.00 Monday to Wednesday• 23.00 and 01.30 Thursday• 23.00 and 03.00 Friday and Saturday• 23.00 and 01.30 Sunday The Premises Licence holder was Khaled Asheba. However, on 14 th November 2014 an application was	

received to transfer the premise licence to Murat Kuzu who was in attendance. It was noted that on 27th November 2014 Cheshire Police objected to the transfer application and subsequently a hearing to determine the application was arranged for 17th December. However, at the request of the applicant the hearing was adjourned.

Following introduction by the Chairman, the Council's legal representative outlined the procedures to be followed. The Committee heard representations from:

1. The applicant who were represented by Ian Seville, Cheshire Police Licensing Officer.
2. Verbal statements from witnesses:
PC Chris Carney;
Chris Eccleshall – UK Border Agency Immigration Officer;
DC Sarah Evans.
3. Written statements from witnesses:
Muhammed Soyturk;
Muhammed Darioglu; and
Murat Kuzu.
4. Murat Kuzu, who was represented by Mr Douglas (Douglas Licensing) and June Clarke (JMC).

Written witness statements had also previously been circulated to the Committee members and the Premises Licence Holder.

Members were advised that the review was requested by Cheshire Constabulary due to:

- the 13th of November 2014, Officers from Cheshire Police, together with Officers from the Immigration Service, visited the premises of Carlo's Pizza, 13, High Street, Runcorn;
- during the course of this visit one male person was identified as an illegal immigrant of Turkish origin. A second immigrant was also identified who was a 14 year old male who records stated should have been in the care of his uncle in London. His official status was now that he had Discretionary Leave to Remain until the 22nd of February 2016, after entering the country illegally;
- further to this, a number of breaches of the Licensing Act 2003 and Conditions on the Premises Licence were identified; and

- the 14 year old boy admitted to staying at the upstairs of the premises which, when searched, revealed evidence of up to eight persons living there. It was also evident from their outward appearance that both persons had been working there.

The relevant law relating to preventing illegal working was clearly set out in Sections 15 to 25 of the Immigration, Asylum and Nationality Act of 2006. Specific offences were set out in section 21 of the Act. The actions taken at the premises were in direct contravention of the above legislation and with regard to the Licensing Act 2003, were contrary to the Prevention of Crime and Disorder Licensing Objective. In addition the presence of a 14 year boy who should not have been there was not supporting the Protection of Children From Harm Licensing Objective.

At the conclusion of the hearing the Committee retired to consider the matter. Full details of the findings of the Committee would be set out in the statutory notice of determination.

The Committee considered that it was appropriate to take the following step in respect of the premises licence.

RESOLVED: That the Premises Licence be suspended for three months.

Strategic Director
Policy and
Resources

REG10 APPLICATION TO TRANSFER PREMISES LICENCE
CARLO'S PIZZA 13 HIGH STREET RUNCORN

Immediately following the previous hearing the Committee proceeded to the second hearing relating to the premises. The Committee was advised that Cheshire Constabulary had submitted a notice under Section 42(6) Licensing Act 2003 made in response to an application to transfer the Premises Licence at Carlo's Pizza, 13 High Street, Runcorn.

An application was received from Murat Kuzu on 14th November 2014 under section 42 Licensing Act 2003 for the transfer of Premises License in relation to the above property. The application was previously opened and adjourned at the request of the applicant by the Regulatory Sub Committee at its meeting on 17th December 2014.

In accordance with the 2003 Act the Police were the

only responsible body which could object to the application. The Police were satisfied that the exceptional circumstances of the case were such that if granted the transfer would undermine the crime prevention objective. The notice received by the Police which set out their grounds of objection for the transfer of the licence was included in the report. In addition, written witness statements on behalf of the applicant and representatives of Cheshire Police and the Immigration Service had previously been circulated to the Committee members and all parties.

Following introduction by the Chairman, the Council's legal representative outlined the procedures to be followed. The Committee heard representations from:

1. The applicant who was represented by Mr Douglas (Douglas Licensing) and Ms Clarke (JMC); and
2. Mr Saville representing Cheshire Police.

At the conclusion of the hearing the Committee retired to consider the matter. Full details of the findings of the Committee would be set out in the statutory notice of determination.

RESOLVED: That the application for the transfer of the Premises Licence be approved.

Strategic Director
Policy and
Resources

Meeting ended at 10.30 p.m.

APPEALS PANEL

At a meeting of the Appeals Panel held on 10 December 2014 in Halton Stadium, Widnes.

Present: Councillors Wainwright (Chairman), Stan Hill and Angela McInerney

Apologies for absence: None

Absence declared on Council business: None

Officers present: K Lunt

Also Present: One appellant (Minute 22 refers)

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

Action

**AP15 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 Board during consideration of the following item of business in accordance with Section 100A (4) 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 that 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 Section 100A(4) 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.

AP16 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 243

The Panel considered information submitted in respect of the above appeal and heard representations from the presenting officer.

RESOLVED: That the decision of the Local Authority dated 16 October 2014 be upheld and the appeal be dismissed.

AP17 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 244

The Panel was advised that this appeal had been withdrawn.

AP18 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 245

The Panel was advised that this appeal had been withdrawn.

AP19 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 246

The Panel considered information submitted in respect of the above appeal and heard representations from the presenting officer.

RESOLVED: That the decision of the Local Authority dated 9 October 2014 be upheld and the appeal be dismissed.

AP 20 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 247

The Panel considered information submitted in respect of the above appeal and heard representations from the presenting officer.

RESOLVED: That the decision of the Local Authority be upheld and the appeal be dismissed.

AP 21 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 248

The Panel considered information submitted in respect of the above appeal and heard representations from the presenting officer.

RESOLVED: That the decision of the Local Authority dated 15 October 2014 be upheld and the appeal be dismissed.

AP 22 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 249

The Panel considered information submitted in respect of the above appeal and heard representations from the presenting officer and the appellant.

RESOLVED: That DHP of £46.92 be awarded for the period 6 October 2014 to 31 March 2015.

AP 23 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 250

The Panel considered information submitted in respect of the above appeal and heard representations from the presenting officer.

RESOLVED: That the decision of the Local Authority be upheld and the appeal be dismissed.

Meeting ended at 10.30 a.m.

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