

Minutes

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

Wednesday, 15 April 2015

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Committee/Board	Page Ref
COUNCIL MINUTES	
4 February 2015	526 - 529
4 March 2015	530 - 539
18 March 2015	540 – 543
MINUTES OF THE EXECUTIVE BOARD	
12 February 2015	544 - 555
26 February 2015	556 - 565
12 March 2015	566 - 573
26 March 2015	574 – 591
MINUTES OF THE HEALTH AND WELLBEING BOARD	592 - 597
MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD	
Children, Young People and Families	598 - 605
Employment, Learning, Skills and Community	606 - 613
Health	614 - 623
Safer	624 - 631
Environment and Urban Renewal	632 - 645
Corporate Services	646 - 649
Business Efficiency Board	650 - 655
COMMITTEE MINUTES	
Development Control	656 - 675
Regulatory	676 - 681
Appeals Panel	682 - 689
Standards	690 - 693
Mayoral Committee	694 - 695
Appointments Committee	696 - 697

COUNCIL

At a meeting of the Council on Wednesday, 4 February 2015 in the Council Chamber, Runcorn Town Hall

Present: Councillors Osborne, S. Baker, M. Bradshaw, J. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Edge, Fry, Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, Horabin, Howard, Lea, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, 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, J. Stockton, Thompson, Wainwright, Wall, Wallace, Wharton, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors S. Hill, V. Hill, Jones and G. Stockton

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, D. Johnson, D. Parr and A. McIntyre

Also in attendance: None

Action

COU53 COUNCIL MINUTES

The minutes of the meeting held on 10 December 2014, having been circulated, were taken as read and signed as a correct record.

COU54 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- He welcomed newly elected Councillor Wall to her first Council meeting;
- Thanked everybody that had made contributions to the Mayor's charities in lieu of purchasing and sending Christmas cards; and
- Commented on how Mayors from other authorities had reported their high regard for Halton as a Borough when attending many Mayoral engagements.

COU55 LEADER'S REPORT

The Leader made the following announcements:-

- Reported that all aspects of the Mersey

Gateway construction were progressing to schedule. In addition he advised that the Wigg Island Visitor Centre would be opening soon; and

- Expressed his disappointment at the announcement by Tesco Stores to close the Runcorn store. He commented that meetings between representatives of the Borough Council and Tesco Store Managers would be held as a matter of urgency to discuss the decision.

(N.B. Councillor Peter Lloyd Jones declared a Disclosable Other Interest in Minute EXB 115 as a Governor of the Bridgewater NHS Community Services Trust and of the Warrington and Halton Hospitals NHS Foundation Trust; Councillor Martha Lloyd Jones declared a Disclosable Other Interest in Minute EXB 115 as her husband was a Governor as stated above)

COU56 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings from 11 December 2014 and 15 January 2015.

RESOLVED: That the minutes be received.

(N.B. Councillor Peter Lloyd Jones declared a Disclosable Other Interest in Minute HWB 32 and HWB 33 as a Governor of the Bridgewater NHS Community Services Trust and of the Warrington and Halton Hospitals NHS Foundation Trust; Councillor Martha Lloyd Jones declared a Disclosable Other Interest in Minute HWB 32 and HWB 33 as her husband was a Governor as stated above)

COU57 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 14 January 2015.

RESOLVED: That the minutes be received.

COU58 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU59 DRAFT CORPORATE PLAN 2015-2018 (MINUTE EXB 114 REFERS)

Executive Board had considered a report of the

Strategic Director, Policy and Resources, which sought approval for the design and content of the new Corporate Plan.

RESOLVED: That Council

- 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

COU60 MINUTES OF THE POLICY AND PERFORMANCE BOARDS

The Council considered the reports of the following Boards in the period since the meeting of Council on 10 December 2014:-

- Children, Young people and Families;
- Employment, Learning, Skills and Community;
- Health;
- Safer; and
- Corporate Services.

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

- Councillor Dennett wished to bring to Members' attention the outcome of the HMCI Report 2014 on Education Performance in Halton (Minute CYP 43 referred).

COU61 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 10 December 2014:-

- Development Control;
- Regulatory; and
- Appeals Panel.

COU62 NOTICE OF MOTION UNDER STANDING ORDER NUMBER 6

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

Devolution of Powers from Central Government

That Halton Council:-

Welcomes the possible devolution of powers and finance from Central Government to City Regions;

Recognises the need for a new constitutional settlement and supports demands for the transfer of significant legislative, executive and financial power from Whitehall; and

Supports the development of a package of devolution measures from Government to the Liverpool City Region Combined Authority;

Recognises that there is no public support for the early creation of another tier of elected Government and notes that the public would expect devolved budgets and powers to be managed by the existing structure of Local Government, which for this area means the Liverpool City Region Combined Authority;

Does not support a Metro Mayor model for the Liverpool City Region.

However, should such a model be proposed it should not be introduced in Halton unless it has the support of the majority of Halton's residents following a public referendum.

This Council therefore agrees to call upon Government to urgently enter into meaningful negotiation with the Liverpool City Region Combined Authority on a package of measures for devolution.

RESOLVED: That the motion be agreed.

Meeting ended at 7.15 p.m.

COUNCIL

At a meeting of the Council on Wednesday, 4 March 2015 in the Council Chamber, Runcorn Town Hall

Present: Councillors Osborne, S. Baker, J. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Edge, 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, Nelson, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, Thompson, Wainwright, A. Wall, Wallace, Wharton, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors M. Bradshaw, Fry, Lea, Logan, Morley and J. Stockton

Absence declared on Council business: None

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

Also in attendance: One member of the public

Action

COU63 MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcement:-

- All Councillors were invited to support the 'Nightstop' sleepover for homeless persons event on Friday 6 March 2015 from 7.30pm. Nightstop Communities Northwest was one of the Mayor's chosen charities for 2014/15.

COU64 BUDGET 2015/16 (MINUTE EXB 127 REFERS)

The Executive Board had considered a report setting out a recommendation to Council in respect of the Budget, Capital Programme and Council Tax for 2015/16. Since then the Cheshire Fire Authority and the Cheshire Police and Crime Commissioner had set their budgets and council tax precepts and these had been included in the report to full Council.

The report included detail on the following:-

- Medium Term Financial Strategy;
- Budget Consultation;
- Review of the 2014/15 Budget;
- 2015/16 Budget;
- the Local Government Finance Settlement;

- Budget Outlook;
- Halton's Council Tax;
- Parish Precepts;
- Average Council Tax;
- Police Precept;
- Fire Precept;
- Total Council Tax;
- Capital Programme;
- Prudential Code; and
- School Budgets.

The Executive Board had recommended that Council adopt the resolution set out in Appendix A of the report, which included setting the budget at £101.452m and the Band D Council Tax for Halton (before Parish, Police and Fire precepts) of £1,204.01.

Councillor Wharton, Resources Portfolio Holder, thanked all the Officers involved for their support in producing this budget and wished to record his thanks to the Members of the Executive Board, the Budget Working Group and the Chairs of the Policy and Performance Boards for their contribution. In addition he thanked the Leader for his help and support in delivering this budget.

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, J. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Edge, 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, Nelson, Nolan, Osborne, Parker, Philbin, C. Plumpton Walsh, N. Plumpton Walsh, Polhill, Ratcliffe, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, Thompson, Wainwright, Wall, Wallace, Wharton, Woolfall, Wright and Zygadlo.

There were no votes against the motion.

There were no abstentions.

RESOLVED: That

- 1) the policies outlined in this paper be adopted, including the Budget for 2015/16, the savings set out in Appendix B and the Capital Programme set out in Appendix F;
- 2) that it be noted that at the meeting on 10th December 2014 the Council agreed the following:

- (a) The Council Tax Base 2015/16 for the whole Council area is 32,100 (item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the Act)); and
- (b) For dwellings in those parts of its area to which a Parish precept relates, be set out as follows:

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

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

- 3) calculate that the Council Tax requirement for the Council's own purposes for 2015/16 (excluding Parish precepts) is £38,648,721;
- 4) in accordance with the relevant provisions of the Local Government Finance Act 1992 (Sections 31 to 36), the following amounts be now calculated by the Council for the year 2015/16 and agreed as follows:
- (a) £314,972,845 – being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the said Act, taking into account all precepts issued to it by Parish Councils.
- (b) £276,262,017– being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) £38,710,828 – being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (item R in the formula in Section 31A(4) of the Act).
- (d) £1,205.94– being the amount at 3(c) above (item R), all divided by item T (2 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish

precepts).

- (e) £62,107– being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act, each individual Parish precept being:

	£
Hale	16,000
Daresbury	4,000
Moore	4,416
Preston Brook	8,500
Halebank	13,625
Sandymoor	15,566

- (f) £1,204.01 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by item T (2(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

- (g) Part of the Council's Area

	£
Hale	1,228.66
Daresbury	1,230.15
Moore	1,217.81
Preston Brook	1,230.24
Halebank	1,231.93
Sandymoor	1,220.43

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

(h) Part of the Council's Area

Band	Hale	Daresbury	Moore	Preston Brook	Hale bank	Sandy moor	All other Parts of the Council's Area
	£	£	£	£	£	£	£
A	819.10	820.10	811.87	820.16	821.28	813.62	802.67
B	955.62	956.78	947.18	956.85	958.17	949.22	936.45
C	1,092.14	1,093.47	1,082.50	1,093.55	1,095.05	1,084.83	1,070.23
D	1,228.66	1,230.15	1,217.81	1,230.24	1,231.93	1,220.43	1,204.01
E	1,501.70	1,503.52	1,488.44	1,503.63	1,505.69	1,491.64	1,471.57
F	1,774.74	1,776.89	1,759.06	1,777.02	1,779.46	1,762.85	1,739.13
G	2,047.76	2,050.25	2,029.68	2,050.40	2,053.21	2,034.05	2,006.68
H	2,457.32	2,460.30	2,435.62	2,460.48	2,463.86	2,440.86	2,408.02

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

- 5) it is further noted that for the year 2015/16 the Cheshire Police and Crime Commissioner has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings shown below:

	£
A	104.15
B	121.51
C	138.87
D	156.23
E	190.95
F	225.67
G	260.38
H	312.46

- 6) it is further noted that for the year 2015/16 the Fire Authority have stated the following amounts in precepts issued to the Council, in accordance with the Local Government Act 2003 for

each of the categories of dwellings shown below:

	£
A	46.97
B	54.80
C	62.63
D	70.46
E	86.12
F	101.78
G	117.43
H	140.92

- 7) that, having calculated the aggregate in each case of the amounts at 4h, 5 and 6 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2015/16 for each of the categories of dwellings shown below:

B a n d	Hale	Dares bury	Moore	Preston Brook	Hale bank	Sandymoor	All other Parts of the Council' s Area
	£	£	£	£	£	£	£
A	970.22	971.22	962.99	971.28	972.40	964.74	953.79
B	1,131.93	1,133.09	1,123.49	1,133.16	1,134.48	1,125.53	1,112.76
C	1,293.64	1,294.97	1,284.00	1,295.05	1,296.55	1,286.33	1,271.73
D	1,455.35	1,456.84	1,444.50	1,456.93	1,458.62	1,447.12	1,430.70
E	1,778.77	1,780.59	1,765.51	1,780.70	1,782.76	1,768.71	1,748.64
F	2,102.19	2,104.34	2,086.51	2,104.47	2,106.91	2,090.30	2,066.58
G	2,425.57	2,428.06	2,407.49	2,428.21	2,431.02	2,411.86	2,384.49
H	2,910.70	2,913.68	2,889.00	2,913.86	2,917.24	2,894.24	2,861.40

being satisfied that:

- (a) The total amount yielded by its Council Taxes for the said financial year will be sufficient, so far as is practicable, to provide for items mentioned at 4(a) to (c) above; and, to the extent that they are not, to be provided for by any other means.
- (b) Those amounts which relate to a part only of its area will secure, so far as is practicable, that the precept or portion of a precept relating to such part will be provided for only by the amount yielded by such of its Council Taxes as relate to that part.

- 8) the Operational Director, Finance be authorised at any time during the financial year 2015/16 to borrow on behalf of the Council by way of gross bank overdraft such sums as he shall deem necessary for the purposes of this paragraph, but not such that in any event the said overdraft at any time exceeds £10m (£0.5m net) as the Council may temporarily require.

COU65 TREASURY MANAGEMENT STRATEGY STATEMENT 2015/16
(MINUTE EXB 125 REFERS)

The Executive Board had considered a report which proposed the Treasury Management Strategy for 2015/16, appended to the report and which detailed the following:

- Reporting requirements;
- Treasury Management issues;
- Capital Prudential Indicators 2015/16 to 2017/18;
- Borrowing;
- Annual Investment Strategy; and
- Minimum Revenue Provision.

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

Operational
Director
Finance

COU66 2014/15 REVISED CAPITAL PROGRAMME (MINUTE EXB 126
REFERS)

The Executive Board had considered a report of the Operational Director, Finance, on the 2014/15 revised Capital Programme.

The Council's Capital Programme had been revised to reflect a number of changes in spending profiles and funding, as schemes developed. These were detailed in Appendix 1.

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

COU67 PAY POLICY STATEMENT 2015/16

Council considered a report of the Strategic Director, Policy and Resources, which contained details of the Council's recommended Pay Policy Statement for 2015/16 (the Statement).

The Localism Act 2011 required every local authority to prepare a pay policy statement each year, which detailed the Council's approach to a range of issues relating to the pay of its employees.

The report detailed the following information:

- Background to the Pay Structure;

- Senior Management Remuneration;
- Recruitment of Chief Officers;
- Additions to Salaries of Chief Officers;
- Pension Contributions;
- Payments on Termination:
- Publication;
- Lowest Paid Employees: and
- Accountability and Decision Making.

RESOLVED: That the Pay Policy Statement for 2015/16 be adopted.

Strategic
Director -
Policy &
Resources

COU68 NOTICE OF MOTION

The following motion was moved and seconded by Councillors Dave Thompson and Tom McInerney respectively:

Water service charges

Council resolves:

- 1) To write to the Secretary of State for Environment, Food & Rural Affairs expressing the concern of Council at both current charges and proposed further water service charges affecting Halton Council.
- 2) Council asks the Secretary of State to note that surface water highway drainage charges applied by United Utilities to local authorities are already charged at the highest rates in England and Wales. Her attention is drawn to United Utilities proposing to phase-in new and further charges for Council premises and open spaces from April 2016 at a time when this Council has sustained prolonged and unprecedented reductions in budget.
- 3) The Secretary of State is asked to note the significant difference between what Council's within the United Utilities region are charged and what level of water service charges are applied to local authorities by all other water and sewerage companies in other regions.

The following examples are noted:

- This Council pays £13,168 a year, through site area charges on premises that United Utilities class as Band 7, yet the same charging method used in Yorkshire Water would result in a charge of just £377. The higher the charging band the greater the disproportionate level of charging there is between what United Utilities apply to this Council and that charged in other regions.
- Department for Education CFR data shows that in 2012/13, schools in the North West region paid a total of £27 million for water/sewerage, whereas schools in the South East paid £11

million. Both regions roughly have similar numbers of schools and pupils yet an extra £16 million of added charges are applied in our region.

- Halton pays £37.78 in water charges per school child, the comparative costs in the Windsor and Maidenhead LEA area are just £10.22. Both areas have similar numbers of schools and pupils, yet Halton is ranked 4th highest nationally and Windsor has one of the lowest charges in England & Wales.
 - United Utilities have indicated intent to phase in added charges to the six Greater Merseyside local authorities of £2,430,000 from April 2016. No other district outside the North West will face such extensive additional charging.
- 4) Council calls upon the Secretary of State for Environment, Food & Rural Affairs to commission an independent review of the differing scale of charges facing public sector services for water and sewerage services, similar in scope to the 2009 Walker Review of household charging.

She is asked to revise guidance on concessionary schemes that relate to section 43 of the Flood & Water Management Act 2010 to make clear that community assets managed by local authorities can be included within a concessionary scheme.

RESOLVED: That the motion be agreed.

COU69 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.

(N.B. Councillor Margaret Ratcliffe declared a Disclosable Other Interest in the following item of business as she was a serving Magistrate, and left the room during consideration of the item).

COU70 JOHN BRIGGS HOUSE AND THE POLICE & MAGISTRATES SITES
(MINUTE EXB 129 REFERS)

Executive Boards had considered a report of the Strategic Director, Children and Enterprise, on proposals for John Briggs House and the Police and Magistrates Court sites in Widnes.

RESOLVED: That the addition to the Capital Programme of a scheme for the demolition and fencing of the Police and Magistrates Court sites, as set out in the report, be approved.

Strategic
Director -
Children
and
Enterprise

Meeting ended at 7.17 p.m.

COUNCIL

At a meeting of the Council on Wednesday, 18 March 2015 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Cole, Edge, Lea, C. Loftus, Nolan and Wainwright

Absence declared on Council business: Councillor Mark Dennett

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

Also in attendance: One member of the public

	<i>Action</i>
<p>COU71 MERSEY GATEWAY BRIDGE - PROPOSED RIVER MERSEY (MERSEY GATEWAY BRIDGE) (MODIFICATION) ORDER AND PROPOSED MERSEY GATEWAY BRIDGE AND THE A533 (SILVER JUBILEE BRIDGE) ROAD USER CHARGING SCHEME ORDER</p> <p>Council considered a report, and supplemental report, of the Operational Director, Legal and Democratic Services, which sought approval to modify the Mersey Gateway Road User Charging Scheme Order.</p> <p>RESOLVED: That Council</p> <ol style="list-style-type: none"> 1) authorise the Operational Director, Legal and Democratic Services, to make an application to the Secretary of State for Transport under the Transport and Works Act 1992 to modify the River Mersey (Mersey Gateway Bridge) Order 2011, as set out in paragraph 4; 2) authorise the Operational Director, Legal and Democratic Services, to take all necessary steps 	<p>Operational Director, Legal and Democratic Services</p>

to secure the making of the Proposed Order and to arrange for the preparation of all necessary documentation required to support the application for the Proposed Order;

- 3) authorise the Chief Executive to publish a special notice of a further meeting of the Council to take place after the Proposed Order has been applied for, at which the decision to make the application must be confirmed;
- 4) agree to make a Road User Charging Scheme Order (RUCSO) that will apply to the Mersey Gateway Bridge and to the Silver Jubilee Bridge, as set out in paragraph 5;
- 5) agree to delegate authority to the Operational Director, Legal and Democratic Services to decide:
 - (1) whether or not to hold an inquiry into the RUCSO (having regard to whether or not the Secretary of State determines that the application for the Proposed Order should be considered at a public inquiry);
 - (2) if the Secretary of State directs that an inquiry be held into the application for the Proposed Order, whether or not to request that it be conjoined with the inquiry into the RUCSO;
 - (3) whether or not to make the RUCSO once the inquiry has been held, having regard to:
 - (i) the outcome of the application;
 - (ii) the Inspector's recommendations (including whether any amendments to the RUCSO are required); and
 - (iii) whether the decision to make the RUCSO should be referred back to Council for decision, as set out in paragraph 5.
- 6) agree to delegate authority to the Operational Director, Legal and Democratic Services, to finalise the form of the RUCSO, having regard to the Inspector's recommendations, including in particular by amending any plans and by amending the name of the RUCSO to include the appropriate road classification once notified by the Secretary of State; and

- 7) authorise the Operational Director, Legal and Democratic Services to revoke the A533 (Silver Jubilee Bridge) Road User Charging Scheme Order 2008, pursuant to Section 168(2) of the Transport Act 2000.

N.B. Under Section 239 of the Local Government Act 1972, it is a requirement to make the Resolution by a majority of the whole number of Members of the Council, whether present and voting at the meeting or not. This was complied with.

Meeting ended at 6.04 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 12 February 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: A. Scott, M. Reaney, I. Leivesley, G. Meehan, D. Parr, E. Dawson, Dr E. Anwar, J. Keogh, S. Wallace-Bonner and M. Osborne

Also in attendance: None

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

Action

EXB118 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

The Board was advised that a matter had arisen which required immediate attention by the Board (Minute EXB 123 refers), therefore, pursuant to Section 100 B(4) and 100 E and the urgent priority to secure a new location for the Post Office at Runcorn Shopping Centre, the Leader ruled that this item would be considered at this meeting.

EXB119 MINUTES

The Minutes of the meeting held on 15 January 2015 were taken as read and signed as a correct record.

HEALTH AND WELLBEING PORTFOLIO

EXB120 HALTON SUICIDE PREVENTION STRATEGY - KEY DECISION

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 Strategy).

The Board was advised that the Strategy, attached at

Appendix A, was written in partnership and sets out evidence-based actions based upon national policy, research and local insight, to prevent suicide and support those that had been bereaved or affected by suicide in Halton.

It was noted that the Strategy was supported by a detailed action plan, attached at Appendix B, which outlined actions, responsible leads, timescales and outcomes. The plan would be monitored by the Halton Suicide Prevention Partnership and the outcomes reported to the Safer Halton Partnership, the Health and Wellbeing Board and all other relevant bodies.

Reason(s) for Decision

The Suicide Prevention Strategy was a statutory document.

Alternative Options Considered and Rejected

No alternative options considered.

Implementation Date

With immediate effect following approval by Executive Board.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the Strategy outcomes, objectives and actions be supported.

Director of Public Health

EXB121 HEALTHWATCH INDEPENDENT COMPLAINTS
ADVOCACY

The Board considered a report of the Strategic Director, Communities, which sought approval for the joint commissioning of the Healthwatch Independent Complaints Advocacy service with Liverpool City Council.

The provision of an independent advocacy service was a legal requirement and responsibility for commissioning was transferred to local authorities in April 2013. The Board was advised that the contract for the current service would expire on 31 March 2015. The contract provided advocacy to help support people through the NHS complaints process. It was noted that two levels of support were offered, as detailed in the report.

Although the current sub-regional model of delivery was seen as best practice, it was not considered to be delivering value for money. Following discussions with the current provider to deliver a revised model, this was subsequently not seen as best practice. It was reported that Liverpool City Council was leading a tender and procurement exercise for an Independent Advocacy Service, with a draft service specification being consulted upon with the participating authorities. Details of Halton's financial contribution under the proposed model were set out in the report for Members' consideration.

RESOLVED: That the use of Procurement Standing Order 1.3.2 (c) be approved to allow for the joint commissioning of the Healthwatch Independent Complaints Advocacy Service with Liverpool City Council, and confirm that the Standing Orders of Liverpool City Council will apply.

Strategic Director
- Communities

ENVIRONMENTAL SERVICES PORTFOLIO

EXB122 HOUSEHOLD WASTE & RECYCLING COLLECTION POLICY - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which provided a draft updated Household Waste Recycling and Collection Policy (the Policy).

The Board was advised that the draft updated Policy did not introduce any new policies or collection regimes, but had been reviewed to reflect current service provision, policies or other decisions of the Council. It brought up to date the previous policy and reflected innovations which had been introduced, as well as recording minor changes in practice.

The Board noted that the updated draft Policy had been considered by members of the Environment and Urban Renewal Policy and Performance Board at its meeting on 28 January 2015, and had recommended adoption of the Policy, which was attached at Appendix 1.

Reason(s) for Decision

It was important that the Council's Household Waste and Recycling Collection Policies remained fit for purpose in order to support the Council in meeting its waste related objectives, and to ensure that the service continued to be delivered as efficiently and effectively as possible.

Alternative Options Considered and Rejected

The Council had a wide range of options available in relation to its waste collection policies and service standards. The options available were considered by members of the Waste Management Working Party, who were tasked by the Environment and Urban Renewal Policy and Performance Board, to review the Council's policies and service standards relating to the collection of household waste. The work carried out by the Working Party included research into the approaches adopted by other local authorities and took into account local circumstances within Halton.

Implementation Date

12 February 2015.

RESOLVED: That the Household Waste and Recycling Collection Policy, attached at Appendix 1, be approved and adopted.

Strategic Director
- Communities

RESOURCES PORTFOLIO

EXB123 DISCRETIONARY BUSINESS RATES RELIEF REQUEST

The Board considered a report of the Strategic Director, Policy and Resources and the Strategic Director, Children and Enterprise, on requests for discretionary business rates relief.

The Board was reminded that in April 2013, the Government introduced a Business Rates Retention Scheme (the Scheme). The Scheme offered a financial incentive to Councils to promote economic growth and by offering discretionary rate relief for an initial period to businesses to encourage them to relocate or expand their existing business.

It was reported that a request had been submitted for a proposed development at Manor Park, Runcorn by a company wishing to re-locate from Warrington. Details of the request were set out in the report for Members' consideration.

Members considered that a proposed business rate relief should be granted initially for six months. A further six months of relief would only be awarded if the Company were able to provide evidence of satisfactory progress towards the creation of at least ten new sustainable jobs during the

first twelve months of operation from the Manor Park premises.

An additional request for discretionary business rate relief was considered at the meeting, as an urgent item of business. Members were advised that, following an announcement by Tesco Stores to close their premises in Runcorn Shopping Centre, the Post Office facility would have to re-locate within the Centre. Temporary premises had been identified and a request had been received to waive business rates for a six month period. The Post Office was seen as a vital facility for the local community.

Members were advised that the Leader and the Chief Executive, together with the Ward Members, would meet with Tesco to put the case for the retention of the store.

RESOLVED: That

- 1) 100% discretionary business rate relief be granted for Unit 118, River Walk, Halton Lea, for a period of six months;
- 2) 100% discretionary rate relief be granted "in principle" for Unit 7, Christleton Court, Manor Park, Runcorn, initially for a period of six months, based upon the economic and job creation opportunities outlined in the report and subject to the conditions detailed in paragraph 5.2;
- 3) at the end of the first six month period, if satisfactory progress is evidenced towards the creation of at least ten new sustainable jobs within twelve months, a further six months relief be awarded as set out in paragraph 3.14; and
- 4) the Strategic Director, Policy and Resources, in liaison with the Resources Portfolio holder, be authorised to action the initial six months and subsequent six months discretionary business rates relief in respect of Unit 7, Christleton Court, Manor Park, Runcorn, once the premises have been added to the rating list and subject to the conditions detailed in paragraphs 3.14 and 5.2 of the report.

Strategic Director
– Policy and
Resources

EXB124 TREASURY MANAGEMENT 2014/15 3RD QUARTER:
OCTOBER-DECEMBER

The Board considered a report of the Operational

Director, Finance, which updated them on activities undertaken on the money market as required by the Treasury Management Statement.

The report provided supporting information on the economic background, economic forecast, short term rates, longer term rates, temporary borrowing/investments and new borrowing. It was noted that no debt rescheduling had been undertaken during the quarter.

RESOLVED: That the report be noted.

EXB125 TREASURY MANAGEMENT STRATEGY STATEMENT
2015/16

The Board considered a report of the Operational Director, Finance, proposing the Treasury Management Strategy Statement (TMSS) which incorporated the Annual Investment Strategy (AIS) and the Minimum Revenue Provision (MRP) Strategy for 2015/16.

The TMSS was attached to the report and detailed the expected activities of the Treasury function in the forthcoming financial year (2015/16).

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

Members noted that the production of a Minimum Revenue Provision Policy Statement was required and a formal statement for approval was contained within the report at paragraph 2.3, with Appendix A detailing MRP in more detail.

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

Operational
Director - Finance

EXB126 2014/15 QUARTER 3 SPENDING

The Board considered a report of the Operational Director, Finance, which summarised the overall revenue and capital spending position as at 31 December 2014.

In overall terms, revenue expenditure was £0.053m below the budget profile, however, this was only a guide to eventual spending. It was noted that spending on employees was £0.434m below the budget profile as at 31 December 2014.

Members were advised that there continued to be budget pressures on some budgeted income targets, including trade waste income and sales revenue from the Stadium.

With regard to capital spending, it was reported that spending to the 31 December 2014 totalled £20.9m, which was 97% of the planned spending of £21.5m at this stage. However, this represented 60% of the total capital programme of £34.7m (which assumed a 20% slippage between years).

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

RESOLVED: That

- 1) all spending continues to be limited only to the absolutely essential;
- 2) Strategic Directors ensure that overall spending at year-end is within their total operational budget;
- 3) the transfer of the remaining 2014/15 contingency budget to the Children and Families department, as outlined in paragraph 3.7, be approved; and
- 4) Council be recommended to approve the revised capital programme as set out in Appendix 3, attached to the report.

Operational
Director - Finance

EXB127 BUDGET 2015/16

The Board considered a report of the Operational Director, Finance, which outlined a recommendation to Council in respect of the Budget, Capital Programme and Council Tax for 2015/16.

It was noted that, at the time of writing the report, the Cheshire Police and Crime Commissioner and the Cheshire Fire Authority had not set their budgets and Council Tax precepts. However, final figures would be reported to Council when the information was available.

The Government announced the Final Local Government Finance Settlement figure for 2015/16 on 5 February 2014, which was in line with the Provisional Settlement announced on 18 December 2014.

In terms of consultation, it was noted that the Council used various methods to listen to the views of the public and Members' own experiences through their Ward work was an important part of that process. Budget presentations had taken place at all of the Area Forums and details of the comments made were tabled at the meeting. In addition, individual consultations would take place in respect of specific budget proposals and equality impact assessments would be completed where necessary.

The Board was advised that the Medium Term Financial Strategy, approved on 20 November 2014, had identified a funding gap of around £19m in 2015/16, £13m in 2016/17 and £10m in 2017/18. The Strategy had the following objectives:

- Deliver a balanced and sustainable budget;
- Prioritise spending towards the Council's five priority areas;
- Avoid excessive Council Tax rises;
- Achieve significant cashable efficiency gains;
- Protect essential front line services; and
- Deliver improved procurement.

On 10 December 2014, the Council approved initial budget savings of £11.332m for 2015/16, and further proposed savings were shown at Appendix B. The Departmental analysis of the budget was shown in Appendix C and the major reasons for change from the current budget were outlined for Members' information in Appendix D. It was noted that the proposed budget total was £101.188m.

The Board was advised that the proposed budget incorporated the grant figures announced in the Provisional Grant Settlement, and included £440,000 for the New Homes Bonus Grant, payable to local authorities based on the net increase in the number of homes in their area. The grant was payable at this amount for six years.

It was noted that from 1 April 2013, the Local Government funding regime changed significantly with the introduction of the Business Rates Retention Scheme, as outlined in the report.

Further information was provided in respect of the budget outlook, although it was difficult to forecast resources over the following two years given the uncertainties caused by the current economic climate and the Government's continuing austerity measures and the national election in May 2015. The Medium Term Financial Forecast had been updated and was attached at Appendix E. It was noted that the resultant funding gap over the next two years was forecast to be in the region of £31.9m.

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

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

RESOLVED: That Council be recommended to adopt the resolution set out in Appendix A of the report, which included setting the budget at £101.188m, the Council Tax requirement of £38.649m (before Parish, Police and Fire Precepts) and the Band D Council Tax for Halton of £1,204.01.

Operational
Director - Finance

EXB128 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.

RESOURCES PORTFOLIO

EXB129 JOHN BRIGGS HOUSE AND THE POLICE & MAGISTRATES SITES

The Board considered a report of the Strategic Director, Children and Enterprise, on proposals for John Briggs House and the Police and Magistrates Court sites in Widnes.

The report set out details of the proposed occupation of John Briggs House by Cheshire Police and the arrangements for the disposal of the Police Station and Magistrates Court sites, for Members' consideration.

RESOLVED: That

- 1) the disposal of John Briggs House to Cheshire Police and the acquisition of the Police Station and Magistrates Court sites be approved;
- 2) a variation to the Capital Programme of £350,000 be approved, to enable the proposal to proceed;
- 3) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all required documentation to be completed to the

Strategic Director
- Children and
Enterprise

satisfaction of the Operational Director, Legal and Democratic Services; and

- 4) Council be recommended to approve the addition to the Capital Programme, of a scheme for the demolition and fencing of the Police and Magistrates Court sites, as set out in paragraph 3.10 of the report.

MINUTES ISSUED: 16 February 2015

CALL-IN: 23 February 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 23 February 2015

Meeting ended at 2.40 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 26 February 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: A. Scott, M. Reaney, G. Cook, I. Leivesley, D. Parr, E. Dawson, S. McDonald, C. Patino and W Rourke

Also in attendance: None

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

Action

EXB130 MINUTES

The Minutes of the meeting held on 12 February 2015 were taken as read and signed as a correct record.

**CHILDREN, YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB131 THE SCHOOL GOVERNANCE (CONSTITUTION) (ENGLAND) REGULATIONS 2012 AS AMENDED IN 2014

The Board considered a report of the Strategic Director, Children and Enterprise, on the revised arrangements for the appointment process for Local Authority governors to school governing bodies.

The Board was advised that new regulations came into force on 1 September 2014, which required all maintained school governing bodies to be reconstituted under the School Governance (Constitution and Federations) (England) (Amendment) Regulations, by 1 September 2015. It was reported that local authority governors, foundation governors and parent governors were only eligible to be appointed if they had the skills required to contribute to the effective governance and success of the school. In addition, new procedures for the removal of surplus governors had been introduced.

It was noted that the Government was seeking to strengthen the role of governing bodies in setting the strategic direction for schools and academies and in promoting school improvement. The amended regulations required local authority governors to be nominated by the local authority, but appointed by the governing body. The report set out further details of constitution requirements for all maintained schools. In the case of Academy Trusts, it was noted that although there was no requirement for them to have a local authority governor on the Academy governing body, should they decide to appoint one, then the appointment would be made via the agreed procedure for appointment of local authority governors.

Reason(s) for Decision

The decision was required to ensure that there was a clear and transparent process in place regarding the appointment of local authority governors.

Alternative Options Considered and Rejected

One option considered and rejected was to remain with the present appointment process, i.e. Local Authority appointments being made by the political Party Groups, with Local Authority governor positions being broadly allocated to a Party on a proportion based on the political make-up of the Council, with the Group whips co-ordinating this process for their party. However, Lord Nash had confirmed this was unacceptable practice and the law now required that all governors were appointed on the basis of the skills they had to contribute to effective governance, and Local Authorities must make every effort to understand the governing body's requirements in order to identify and nominate suitable candidates. Once appointed, Local Authority governors must govern in the interests of pupils, not to represent or advocate for the political or other interests of the Local Authority.

Implementation Date

The process would commence from the approval of the policy.

RESOLVED: That

- 1) the process and supporting documentation set out in the report regarding the nomination of Local Authority governors to Local Authority maintained

Strategic Director
- Children and
Enterprise

schools and Academies, against criteria determined by a school's governing body be approved; and

- 2) a Members Panel consisting of the Portfolio holder – Children, Young People & Families, the Leader, and the Strategic Director or his nominee be established to put forward Local Authority nominations for schools to consider. This panel will test that individuals meet the criteria for governors for specific schools and will meet termly, or additionally, as agreed by the Panel.

ENVIRONMENTAL SERVICES PORTFOLIO

EXB132 THE WASTE (ENGLAND AND WALES) (AMENDMENT) REGULATIONS 2012 COMPLIANCE ASSESSMENT

The Board considered a report of the Strategic Director, Communities, which advised Members of the requirements of the Waste (England and Wales) (Amendment) Regulations 2012 (the Regulations), and to seek endorsement of the outcome of the assessment of the Council's household waste collection system.

The Board was advised that from 1 January 2015, waste collection authorities must collect waste paper, metal, plastic and glass separately. Some exceptions to this requirement were set out in the report. However, the aim of the Regulations was to maximise the economic opportunities and environmental benefits associated with higher quality recycling.

It was reported that there was no statutory guidance on how to interpret the separate collection requirement or to implement the Regulations. A 'Waste Regulations Route Map' had been produced to act as a framework to guide waste collection organisations in meeting requirements. Further details of the Route Map were set out in the report for Member's information. Using the Route Map, an assessment of the Council's compliance with the Regulations had been carried out, with full details of the assessment attached at Appendix 2.

RESOLVED: That

- 1) the outcome of the assessment of the Council's co-mingled recycling collection system which

Strategic Director
- Communities

demonstrates the Council's compliance with Regulations 12 and 13 of the Waste Regulations (England and Wales) 2011 (Amended 2012), be approved; and

- 2) a re-evaluation of the Council's methodology for the separate collection of paper, glass, plastics and metals be undertaken in three year's time, or at any time should there be any significant change in circumstances, which may affect the Council's position on separate collections.

RESOURCES PORTFOLIO AND ECONOMIC DEVELOPMENT PORTFOLIO

EXB133 DISCRETIONARY NON-DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Policy and Resources and the Strategic Director, Children and Enterprise, which set out criteria to be applied in the consideration of applications for Discretionary Business Rate Relief.

The Board was advised that the Localism Act 2011 amended the provisions of the Local Government Finance Act 1988, such that Councils may grant Discretionary Business Rates Relief to any business ratepayer in any circumstance. The report set out details of the current arrangements where the Council had granted relief to Registered Charities, Community Amateur Sports Clubs (CASC's), and Not-for profit Organisations for Members' information. It was noted that the Council currently granted relief to organisations for a three year period, and it was recommended that this practice continue to provide organisations with some certainty and to assist with their financial planning.

In respect of applications from organisations who are not Registered Charities, Community Amateur Sports Clubs (CASC's), or Not-for profit Organisations, in order to ensure consistency, it was proposed that the criteria, as set out in the report, should be applied in future when considering requests for rate relief. This was intended to provide a policy framework to assist with the consideration of each application, although it was noted that the Board would still consider each request on its merits.

RESOLVED: That

- 1) Discretionary Business Rate Relief of 15% be granted for those registered charities and CASC organisations currently in receipt of such relief, for the period of three years commencing 1 April 2016;
- 2) Discretionary Business Rate Relief of 90% be granted for the not-for-profit organisations currently in receipt of such relief (except for the two referred to in paragraph 5.3 of the report), for the period of three years commencing on 1 April 2016; and
- 3) the criteria set out in Section 6 of the report, be approved as a policy framework to assist with considering future applications for Discretionary Business Rate Relief on the grounds of potential economic development and job creation benefits, whilst still considering each application on its own merits.

Strategic Director
- Policy &
Resources and
Strategic Director
- Children and
Enterprise

RESOURCES PORTFOLIO AND PHYSICAL ENVIRONMENT PORTFOLIO

EXB134 DISPOSAL OF FORMER HALTON VILLAGE HALL

The Board considered a report of the Strategic Director, Children and Enterprise and the Strategic Director, Policy and Resources, on the proposed disposal of the former Halton Village Hall, Runcorn.

The Board was informed that the former Halton Village Hall was declared surplus to requirements and would be brought forward for disposal by the Executive Board at its meeting on 23 September 2013. The property had been gifted in 1903 and held in trust by the then Halton Parish Council (which was the area around Halton Village as opposed to the Borough of Halton). Members were then advised that when the Parish Council ceased to exist, the powers passed to the Borough Council.

It was reported that the last tenant vacated the premises in June 2011. The property was in a poor condition and would be in need of a substantial refurbishment before it could be re-occupied. The Board was advised that the

provisions of the trust were such that if the Council decided not to use the property for the specific purposes (set out in the report), then the property could be disposed of, with the proceeds used for the purposes of the Trust. This was suggested as including an allocation towards education, recreation or religious purposes within Halton Village.

RESOLVED: That

- 1) the property is no longer convenient for the purposes of the Trust and should be brought forward for disposal;
- 2) the sale proceeds used for the purposes of the Trust, be allocated towards education, recreation or religious purposes within Halton Village. Any funds could be managed through the arrangements for Area Forum grant;
- 3) the Operational Director, Economy, Enterprise and Property and the Operational Director, Legal and Democratic Services, be authorised to distribute the proceeds of sale as directed by the Board; and
- 4) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- Children and
Enterprise and
Strategic Director
- Policy and
Resources

**COMMUNITY AND SPORT PORTFOLIO,
ENVIRONMENTAL SERVICES PORTFOLIO AND
PHYSICAL ENVIRONMENT PORTFOLIO**

EXB135 REVIEW OF FEES AND CHARGES

The Board considered a report of the Strategic Director, Communities, on proposals to increase fees and charges for services which came under the control of the Communities Directorate.

The Board was advised that the review of fees and charges had been carried out as part of the budget preparations for 2015/16. It was proposed that existing fees and charges be increased in line with inflation. Members were advised that it was proposed to introduce an individual charge for the use of bowling greens with an Adult and Junior rate of £25 and £12.50 respectively, per annum.

RESOLVED: That the proposed fees and charges, as set out in the report, but with the proposed individual charges for use of bowling greens, be agreed for 2015/16.

Strategic Director
- Communities

EXB136 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 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 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.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB137 3MG INFRASTRUCTURE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on the procurement works of the 3MG HBC Fields development site, and which also sought to amend the Capital Programme allocation.

The report set out the previously approved Regional Growth Fund funding towards the rail sidings project and the appointment of Project Managers by the Board in March 2013. The report sought approval for an amendment to the Capital Programme to increase the allocation for the construction of the rail infrastructure and associated costs.

RESOLVED: That

- 1) Council be recommended to approve a revision in the Capital Programme for £2.3m for the construction of the rail infrastructure to 3MG HBC Fields;
- 2) Council secure a rail operator to manage the rail infrastructure; and
- 3) the Chief Executive, in consultation with the Leader and the Portfolio holders for Physical Environment, Transportation and Resources, be authorised to take such action as he judges necessary to implement the 3MG HBC Field rail infrastructure.

Strategic Director
- Children and
Enterprise

CHILDREN, YOUNG PEOPLE AND FAMILIES PORTFOLIO

EXB138 COMMISSIONING OF A PAN CHESHIRE MISSING FROM HOME AND CARE AND CHILD SEXUAL EXPLOITATION SERVICE

The Board considered a report of the Strategic Director, Children and Enterprise, which sought approval to commence a procurement process for the provision of a Missing from Home and Care and Child Sexual Exploitation Services for children and young people across Cheshire.

The Board was advised that during 2010 and 2011, the Local Safeguarding Children Boards of Cheshire East, Cheshire West and Chester, Halton and Warrington, with Cheshire Constabulary, had collaborated to produce a Pan Cheshire Joint Protocol for children and young people who run away or go missing from home or care. The joint protocol sought to identify and manage the risks to ensure a consistency of approach across borders and agencies. It was noted that during this time, the four local authority commissioners considered the possibility of a Pan Cheshire Missing from Home Service. Halton, as lead authority,

appointed a successful provider in 2012.

In April 2014, the Missing from Home Service was expanded to include the emerging links around Child Sexual Exploitation (CSE). It was reported that the current contract was in place until 30 June 2015. Tender submissions would be evaluated using MEAT principles (Most Economic Advantageous Tender). The Commissioners would seek the delivery of a high quality service, effective in improving the outcomes which safeguard children and young people that were identified as being at risk.

Reason(s) for Decision

Cheshire East, Cheshire West and Chester and Warrington Councils had all agreed to proceed with a joint commission, with Halton being the lead authority.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

The new procurement process would commence in March 2015, with the new service in place by 1 July 2015.

RESOLVED: That the commencement of a procurement exercise for Missing from Home and Care and Child Sexual Exploitation Services for young people across Cheshire be approved.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 3 March 2015

CALL-IN: 10 March 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 10 March 2015

Meeting ended at 2.17 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 12 March 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: A. Scott, M. Reaney, G. Cook, P. McWade, I. Leivesley, G. Meehan, D. Parr and E. Dawson

Also in attendance: Two members of the public

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

Action

EXB139 MINUTES

The Minutes of the meeting held on 26 February 2015 were taken as read and signed as a correct record.

HEALTH AND WELLBEING BOARD

EXB140 REQUEST TO EXTEND CONTRACTS FOR SHELTERED HOUSING SERVICES

The Board considered a report of the Strategic Director, Communities, which requested the suspension of Procurement Standing Orders so as to approve the extension of existing contracts for Sheltered Housing Services.

The Board was advised that existing contracts had been in place since April 2008, and the request for a further extension was to allow the remodelling of services. It was reported that this would provide the opportunity to identify further efficiencies for 2015/16, rather than to conduct a lengthy open tender process at this time.

The Board noted that a list of existing contracts were contained in Appendix 1. Two of those providers were considered to be above the average cost when compared to other local sheltered services. Members were advised that

these would be the first to be reviewed with a view to securing efficiencies; the remaining sheltered services would be reviewed throughout the year.

RESOLVED: That

- 1) acting under Procurement Standing Order 1.8.3(c), the Board agrees to waive Procurement Standing Orders 4.1 and 4.2 for the sheltered housing scheme and community alarm contracts whose values are up to but not exceeding £172,514; and
- 2) an extension of those contracts listed in Appendix 1 to 31 March 2016 be agreed, with an option to extend by one further year if necessary.

Strategic Director
- Communities

EXB141 ADULT SOCIAL CARE CONTRACTS

The Board considered a report of the Strategic Director, Communities, which sought approval to extend the current Adult Social Care contracts provided by external and voluntary sector providers.

The Board was advised that a number of these services supported the prevention agenda and were pivotal to the strategic aims of Adult Social Care. In addition, it was noted that they services were well placed to deliver important outcomes linked to the Care Act.

The contracts, listed in Appendices 1 and 2, represented a number of voluntary organisations that delivered a valuable service across health and social care. From 1 April 2015, each of the services would be managed through the Better Care Fund, to ensure that services were jointly funded and managed.

The report set out the business case for the extension of these contracts, for Members' consideration.

RESOLVED: That

- 1) the use of Procurement Standing Orders 1.8.3 (d) (e) and (f) be approved to waive Procurement Standing Order 4.1 in respect of voluntary sector contracts with a value not exceeding £172,514, as listed in Appendix 1;
- 2) an extension of existing voluntary sector contracts be approved for a period of two years from 1 April

Strategic Director
- Communities

2015 to 31 March 2017 for all contracts listed in Appendix 1; and

- 3) an extension of existing voluntary sector contracts be approved for a period of one year from 1 April 2015 to 31 March 2016 for all contracts listed in Appendix 2.

RESOURCES PORTFOLIO

EXB142 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 3 2014 - 15

The Board considered a report of the Strategic Director, Policy and Resources, on progress against key objectives/milestones and performance targets for the third quarter to 31 December 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 each report contained an update concerning the implementation of mitigation measures for all high risks contained within each of the Directorate Risk Registers.

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

EXB143 PENSIONS DISCRETIONS POLICY

The Board considered a report of the Strategic Director, Policy and Resources, on the Pensions Discretions Policy (the Policy).

The Board was advised that since approving the current Policy in July 2014, the Appointments Committee had approved changes to the Council's Staffing Protocol, specifically in relation to the ability to augment an employee's pensionable service on early retirement.

It was reported that the new Local Government Pension Scheme introduced changes in the calculations of

pensionable service, as detailed in the report.

RESOLVED: That

- 1) the amended Pensions Discretion Statement for 2014/15 be approved and the 2015/16 Statement be adopted; and
- 2) those discretions be exercised by the appropriate Strategic Director, in consultation with the Portfolio holder for Resources and the Operational Director, Finance. (In the case of applications from Strategic Directors/Chief Executive, replace appropriate Strategic Director with Chief Executive/Strategic Director, Policy and Resources respectively).

Strategic Director
- Policy &
Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB144 HALTON YMCA – DIRECT AWARD OF CONTRACT FOR HOUSING SUPPORT

The Board considered a report of the Strategic Director, Communities, which sought approval to grant a Direct Award of a contract to deliver housing support services at Halton YMCA.

The Board was advised that the current contract, awarded in April 2012 for the provision of housing support services to residents at Halton Lodge YMCA, was now in its final year. Following a scrutiny review of homelessness services in 2012, it was noted that a number of service users appeared not to either need or use the level of support on offer. It was reported that vacancy levels averaged around 50% during the last six months, which had led to the service becoming economically unviable.

A new service model which provided a lasting solution had been negotiated with YMCA, whilst at the same time, a partnership arrangement had been developed with Fylde YMCA, as detailed in the report. It was further reported that the Direct Award of a further one year contract to YMCA would result in the Council achieving savings and provide an opportunity to test the effectiveness of the new service model with the existing provider.

RESOLVED: That

- 1) to ensure the stability and continuity of the service, the Board support the grant of a Direct

Strategic Director
- Communities

Award to Halton YMCA for the delivery of Housing Support Services from 1 April 2015 to 31 March 2016;

- 2) the proposed changes to the service specification be noted; and
- 3) the financial efficiencies to be secured through this course of action be noted.

EXB145 ADVERTISING SCREEN - THE HIVE

The Board considered a report of the Strategic Director, Children and Enterprise, on a proposal to locate an LED advertising screen on land at The Hive, Widnes.

The Board was advised that the screen would offer the opportunity to advertise upcoming events at The Hive, as well as being available to the Council and third parties to advertise. Details of the business case were set out in the report.

It was noted that Silver Blades (Ice Rink) had agreed to fund half of the capital cost, with the Council being asked to provide funding for the remaining amount of £50,000. In return, the Council would have advertising rights of 10 minutes per day which could be used to support local events, inform the public of council services or support advertising from third parties. This would generate income for the Council after operating costs had been deducted.

RESOLVED: That

- 1) the location of an LED advertising screen on land at The Hive, Widnes, in partnership with Silver Blades (Ice Rink) be supported on the terms set out in the report;
- 2) a grant to Silver Blades (Ice Rink), as set out in Section 4 of the report, to be funded from the Council's share of advertising income, be approved; and
- 3) detailed terms and conditions, including any permissions required, be agreed with the operational Director, Legal and Democratic Services, and the Operational Director, Finance, in consultation with the Portfolio holder and the Leader.

Strategic Director
- Children and
Enterprise

TRANSPORTATION PORTFOLIO

EXB146 PARTIAL REVOCATION OF EXISTING WAITING & LOADING RESTRICTIONS SCHOOL WAY, WIDNES

The Board considered a report of the Strategic Director, Policy and Resources, on the partial revocation of existing Waiting and Loading Restrictions at School Way, Widnes.

The Board was advised that, at the request of residents and local Councillors and to address parking congestion and associated safety concerns adjacent to Moorfield Primary School, in 2011 various waiting and loading restrictions were introduced on the full length of School Way and the area of its junction with Whalley Grove and Nursery Close. It was reported that all frontage properties were consulted directly on the proposals and no objections were received.

Since the introduction of the restrictions, there had been repeated contacts with adjacent residents and their Ward Councillors requesting minor alterations to the restrictions to permit a degree of local parking. Subsequently, three experimental 'gaps' in the restrictions were introduced.

Members were advised that following the advertisement of the proposal to revoke limited parts of a Traffic Regulation Order relating to School Way, 10 objections were received, details of which were outlined in the report.

In view of the responses it was recommended that just one 'gap' be retained and formalised, that being the one on the south side of School Way adjacent to No 1. School Way. It was also recommended that Cheshire Constabulary be contacted with a view to greater priority being given to this location.

Members were advised that the report had been considered by the Environment and Urban Renewal Policy and Performance Board at its meeting on 28 January 2015, which supported the recommendation.

RESOLVED: That the Board approves the introduction of a Traffic Regulation Order to revoke part of both the Halton Borough Council (Various Roads, Widnes) (Prohibition of Waiting) Order 2011 and the Halton Borough Council (Various Roads, Widnes) (No Loading) Order 2011

Strategic Director
- Policy &
Resources

relating to School Way, Widnes as in Appendix D and that objectors be notified accordingly.

MINUTES ISSUED: 18 March 2015

CALL-IN: 25 March 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 25 March 2015

Meeting ended at 2.27pm

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 26 March 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: A. Scott, M. Reaney, G. Cook, D. Johnson, I. Leivesley, G. Meehan, D. Parr and E. Dawson

Also in attendance: None

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

Action

EXB147 MINUTES

The Minutes of the meeting held on 12 March 2015 were taken as read and signed as a correct record.

LEADER'S PORTFOLIO

EXB148 WEBSITE ADVERTISING OPTIONS

The Board considered a report of the Strategic Director, Policy and Resources, on website advertising options.

The Board was advised that the Council Advertising Network (CAN) provided an opportunity for local authorities to have adverts appear on their websites and intranets to generate income. A list of potential advertisers was set out in the report as an example. It was noted that each month, CAN would supply a list of advertisers for approval with the local authority having powers to veto any adverts that appeared. Income would be generated by the number of times the page on the Council's website was viewed, rather than relying on a user clicking on the adverts themselves.

It was reported that a soft market test exercise was undertaken via The Chest to establish whether CAN was the only organisation which offered this service to local

authorities. The only expression of interest received was from CAN.

RESOLVED: That

- 1) advertising on the Council's website and microsites using the Council Advertising Network be approved;
- 2) in accordance with Procurement Standing Order 1.8.3 (e), Procurement Standing Order 4.1 and 4.2 be waived in respect of the website advertising due to the results of the soft market testing carried out as reported; and
- 3) a review of the project take place after 12 months.

Strategic Director
- Policy &
Resources

CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO

EXB149 SCHOOL ADMISSION ARRANGEMENTS 2016 - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on school admission arrangements for the September 2016 intake.

The Board was advised that in January 2015, Halton had published a statutorily required consultation paper on the proposed admission arrangements and co-ordinated admission schemes for the September 2016 intake.

It was noted that there were no changes proposed for the oversubscription criteria for admission to Local Authority maintained community and voluntary controlled primary schools, and no change to the current oversubscription criteria for admission to Local Authority maintained community secondary schools.

Reason(s) For Decision

The decision was statutorily required and any revision to the proposed arrangements may adversely affect school place planning, as detailed in the report.

Alternative Options Considered and Rejected

Other options considered and rejected included the allocation of places through random allocation (lottery), as

this method could be seen as arbitrary and random.

Implementation Date

The Policy would apply to the September 2016 academic intake.

RESOLVED: That the

- 1) Schools Admissions Policy, Admission Arrangements and Co-ordinated Schemes for admission to primary and secondary schools for the 2016/17 academic year, attached to the report, be approved;

- 2) the Department for Education School Admissions Code be endorsed, and all Halton Schools, including Academy and Free Schools be required to ensure that their admissions criteria are reasonable, clear, objective, procedurally fair and comply with all legislation; and

- 3) the Local Authority writes to the Office of the Schools Adjudicator to express concern regarding the admission arrangements currently operated by Wade Deacon High School.

Strategic Director
- Children and
Enterprise

(N.B. Councillor Jones made a Disclosable Other Interest in the following item of business as he was a Governor of Fairfield Primary School)

EXB150 CAPITAL PROGRAMME 2015-16 - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided a summary of the Capital programmes for 2015/16 for the Children and Enterprise Directorate.

The Board was advised that in February 2015, the Department for Education announced the schools capital grant allocations for 2015/16; details of the funding received were set out in the report. A further table set out details of how the School Condition and Capital Expenditure revenue Account funding would be allocated. It was noted that schools were required to make a contribution to the cost of capital repair works, which was estimated to be in the region

of £40,000 based on current budget costs for the works. A further £95,000 would be carried forward as a contribution to the capital repairs programme for 2015/16.

The report set out details of the details of the re-build of Halebank Church of England Voluntary Controlled Primary School. This project had been included in the Department for Education's Priority School Building Programme. The project would commence on site in June 2015, with completion by April 2016. It was noted that an amount of £20,000 would be required to complete the transfer of equipment and furniture to the new building.

In January 2014, Fairfield Junior School was expanded to allow the integration of the Infants School, to form Fairfield Primary School. It was further reported that a number of improvements would be required to address building and organisational issues at the newly combined primary school.

Reason(s) for Decision

To deliver and implement the capital programmes.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

Capital programmes for 2015/16 would be implemented from 1 April 2015.

RESOLVED: That

- 1) the capital funding available for 2015/16 be noted;
- 2) the proposals to be funded from School Condition Capital Allocation and Capital Expenditure Revenue Account be approved;
- 3) the proposals for Halebank Voluntary Controlled Church of England Primary School be approved;
- 4) the proposals for Fairfield Primary School be approved; and
- 5) Council be recommended to approve the Capital

Strategic Director
- Children and
Enterprise

Programme for 2015/16.

EXB151 14-19 STRATEGIC COMMISSIONING STATEMENT 2015-16

The Board considered a report of the Strategic Director, Children and Enterprise, which sought approval for the 14-19 Strategic Commissioning Statement (the Statement) for 2015/16.

The Board was advised that adoption of the Statement would enable the Borough Council to fulfil its statutory duty to secure sufficient suitable education and training provision to meet the reasonable needs of all young people in the Borough, and enable or assist them to participate in education or training.

It was reported that to support the production of the Statement and to identify key priorities, evidence, data and information was gathered and analysed alongside a review of outcomes of the 2014/15 Statement. The report detailed the three key priority areas for the Borough. It was noted that these priorities and supporting evidence had been individually consulted on with partners in specific task groups, and ratified by the 11-19 Strategic Partnership.

RESOLVED: That the 14-19 Strategic Commissioning Statement 2015/16 be ratified in order to fulfil Halton Borough Council's statutory duty.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB152 HALTON BOROUGH COUNCIL AND NHS HALTON CLINICAL COMMISSIONING GROUP: REVISED JOINT WORKING AGREEMENT

The Board considered a report of the Strategic Director, Communities, which sought approval for the revised Joint Working Agreement between Halton Borough Council (HBC) and the NHS Halton Clinical Commissioning Group (CCG).

The Board was advised that HBC and the CCG currently operate a Joint Working Agreement to achieve strategic objectives of commissioning and providing cost effective personalised quality services for the people of Halton. As part of this agreement, a Pooled Budget arrangement contained the expenditure on delivering care and support services for adults with complex needs.

It was reported that in 2013, the Government announced its intention to further promote integrated working across the health and social care sectors through the development of mandatory pooled budget arrangements, intended to improve the quality of care delivered and to strengthen system capacity and demand management. These new pooled budgets were now known as the Better Care Fund.

In January 2015, Halton's Better Care Fund plan was presented and approved by the Health and Wellbeing Board. It was noted that the Joint Working Agreement had been revised to reflect a number of changes, as set out in the report, although no changes had been made to the legal framework of the agreement.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the revised Joint Working Agreement, attached at Appendix 1, be approved.

Strategic Director
- Communities

EXB153 FEE LEVELS FOR RESIDENTIAL AND NURSING CARE
2015/16 - KEY DECISION

The Board considered a report of the Strategic Director, Communities, on proposed fee levels for Residential and Nursing Care for 2015/16.

The Board was advised that the contractual agreement for a range of care services with residential and nursing care providers had been in place for a considerable time. It was reported that the Council currently spent £18m per annum on residential and nursing home placements. It had been agreed with providers that a review of fees would take place, using external consultants, to provide a level of independence. The brief, developed following a procurement exercise, was detailed in the report, and included the development of a "fair price for care" and a review of fee sustainability in the sector.

Members were advised of the outcome of the consultants' findings and recommendations in the report.

Reason(s) for Decision

The setting of care home fees supports delivery of the priorities of the Council, Halton Clinical Commissioning Group and the Health and Wellbeing Board.

Alternative Options Considered and Rejected

None identified.

Implementation Date

1 April 2015.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the fee levels, as set out in paragraph 3.5 of the report, be agreed.

Strategic Director
- Communities

EXB154 ADULT SOCIAL CARE CONTRACTS

The Board considered a report of the Strategic Director, Communities, which sought approval to extend the current Adult Social Care Contracts.

It was reported that the Council had contracts in place which were due to expire with the following services:

- MIND;
- Halton Carer's Centre; and
- Halton Healthwatch.

In anticipation of the implementation of the Care Act in April 2015, the Council had been working with these service providers to achieve better quality and value for money, improved integration within an evolving system and a service re-design based on outcomes.

It was noted that negotiations with each of the service providers was ongoing, and would result in revised, outcome focused service specifications in place by July 2015.

RESOLVED: That

- 1) the use of Procurement Standing Orders 1.8.3 (e) and (f) to waive Procurement Standing Order 4.1, in respect of the current MIND and Healthwatch contracts be agreed;
- 2) the use of Procurement Standing Orders 1.8.3 (f) to waive Procurement Standing Orders Part 3 in respect of the current Halton Carers Centre contract be agreed; and
- 3) an extension of the existing contracts listed in Appendix 1, for a period of up to one year from 1 April 2015 to 31 March 2016, be agreed.

Strategic Director
- Communities

EXB155 CARE ACT IMPLEMENTATION - KEY DECISION

The Board considered a report of the Strategic Director, Communities, on amendments to two policies following the implementation of the Care Act.

The Board was advised that a number of aspects of the Care Act will come into force from 1 April 2015. The Care Act stated that all local authorities had a duty to provide prevention, information and advice services. It was reported that Halton had a well-established base for prevention services, and that a review had concluded that this approach met the requirements of the Care Act. However, there were two areas identified as needing to be strengthened; these were Information Provision and Advocacy. It was further noted that there was provision for local authorities to charge for prevention services, although given the well-established services within Halton, it was proposed that these remained non-chargeable.

Members were advised that two policies, attached as appendices, required amendment. These were Care Act Assessment and Eligibility and Carers' Assessments and Eligibility.

Reason(s) for Decision

The Care Act was a statutory requirement of all local authorities. The policies submitted with this report were the most significant in terms of Adult Social Care.

Alternative Options Considered and Rejected

No other options were considered as this was a statutory requirement and therefore the policies have to be amended in line with the Act.

Implementation Date

1 April 2015.

RESOLVED: That

- 1) the two amended policies be agreed;
- 2) the recommendation not to charge for carers from 1 April 2015 be agreed, and a review of this decision be undertaken in 12 months' time; and
- 3) the recommendation not to charge for prevention services in Halton be agreed.

Strategic Director
- Communities

TRANSPORTATION PORTFOLIO

EXB156 STREET LIGHTING ENERGY PROCUREMENT

The Board considered a report of the Strategic Director, Policy and Resources, on street lighting energy procurement arrangements.

The Board was advised that since October 2001, the Council's un-metered electricity supply had been procured through Utilities Procurement Group (UPG), a public sector energy procurement specialist. The current contract with Haven Power had already been extended and would expire on 31 March 2015. Tenders were therefore invited on the Council's behalf by UPG, the details of which were set out in the report for information.

Members were advised that the street lighting energy contract needed to be accepted within a very short timescale, due to the rapid changes in prices charged for electricity. Often offers were withdrawn at short notice, hence the need to waive Procurement Standing Orders to enable the offer to be accepted in this instance.

RESOLVED: That

- 1) the new supply contract for un-metered electricity

Strategic Director
- Policy &
Resources

with British Gas be endorsed;

- 2) the waiver of Procurement Standing Orders 2.2 and 2.11 for the purchase of un-metered electricity be endorsed;
- 3) it be recorded that the expenditure is anticipated to be in excess of £1.0 million per annum; and
- 4) Utilities Procurement Group (UPG) continue to be used to manage our street lighting energy provision.

EXB157 HALTON LOCAL FLOOD RISK MANAGEMENT STRATEGY

The Board considered a report of the Strategic Director, Policy and Resources, on the development of Halton's Local Flood Risk Management Strategy (LFRMS).

The Board was advised that the LFRMS was a statutory document required under the Flood and Water Management Act 2010. The Strategy had been prepared in accordance with informal guidance published by the Local Government Association and using a common template that had been developed and agreed in conjunction with our neighbouring LLFA members of the Cheshire Mid-Mersey Regional Sub Group, to ensure a consistent approach to flood risk management across the sub-regional catchment areas. A copy of the Strategy document was attached at Appendix 1.

The LFRMS brought together information from a number of other sources, as detailed in the report and provided a coherent plan to demonstrate Halton's work with partners to manage flood risk.

It was noted that the draft LFRMS had been considered by the Environment and Urban Renewal Policy and Performance Board at its meeting on 28 January 2015.

RESOLVED: That the Local Flood Risk Management Strategy for Halton be approved and adopted in accordance with the Flood and Water Management Act 2010 Section 9.

Strategic Director
- Policy &
Resources

**TRANSPORTATION PORTFOLIO AND RESOURCES
PORTFOLIO**

EXB158 INVEST TO SAVE PROPOSAL - STREET LIGHTING

The Board considered a report of the Strategic Director, Policy and Resources, on the findings of a Street Lighting Asset review and to seek approval of funding for an Invest to Save proposal.

The Board was advised that Halton currently had 19,000 street lights which operated with traditional high sodium lanterns. These need replacing after 4-5 years which incurred additional costs to the highways budget. It was reported that approximately 2000 lanterns had already been switched to LED's (light emitting diode) units, mainly in residential areas. The key benefits were noted as a reduction in energy costs, increased reliability and longevity and enabling the Council to meet its commitments on sustainable practices and reducing carbon emissions.

The report set out an analysis and assessment of three options for conversion of the Borough's street lighting to LED units, as follows:

- A bulk change of residential lights only;
- A bulk change of main roads and through routes only; and
- A bulk change of both residential and main roads and through routes.

Members noted that a risk assessment had been undertaken, as detailed in the report. A number of methods of funding the upfront investment costs had also been considered.

RESOLVED: That

- 1) a programme of work to replace the current conventional street lighting with energy saving Light Emitting Diode (LED) Units be approved;
- 2) Council be recommended to include this £4.7m scheme within the 2015/16 Capital Programme, to be funded as outlined in the report;
- 3) the Strategic Director, Policy and Resources in consultation with the Operational Director,

Strategic Director
- Policy &
Resources

Finance, be authorised to determine the most financial advantageous method of financing the Conversion Programme; and

- 4) subject to resolution 3, the Strategic Director, Policy and Resources, in consultation with the Operational Director, Finance, and the relevant Portfolio holders, be authorised to seek prudential borrowing of up to £4.7m to cover the costs of the LED Conversion Programme.

COMMUNITY SAFETY PORTFOLIO

EXB159 PUBLIC SPACES PROTECTION ORDERS

The Board considered a report of the Strategic Director, Communities, which advised Members of the powers available under Part 4, Chapter 2 of the Anti-social Behaviour Crime and Policing Act 2014.

Members were reminded that, at their meeting on 14 November 2014, they had received a report which outlined new tools and powers to tackle anti-social behaviour. It was reported that it was necessary to put in place the relevant delegations to enable the functions of the Council to be exercised. This would be dealt with by the annual update of the Council's Constitution, considered as a separate item on this agenda. However, in order for Officers to be able to utilise the new powers which related to Public Spaces Protection Orders (PSPO's), ahead of this update, a separate report outlined how the new powers would be implemented.

The Board was advised that making use of PSPO's would enhance the Council's and the Police's ability to prevent, reduce and more swiftly tackle incidents of anti-social behaviour. It was noted that Halton would be the first authority in Cheshire to utilise PSPO's to tackle anti-social behaviour in the manner set out in the report.

RESOLVED: That

- 1) the report be approved;
- 2) pending the review of the Council's Constitution, the Strategic Director, Communities, in consultation with the Portfolio holder, Community Safety, be authorised to exercise

Strategic Director
- Communities

the functions of the Council under Part 4, Chapter 2 (Public Spaces Protection Orders) of the Anti-Social Behaviour Crime and Policing Act 2014; and

- 3) delegated authority be given to the Strategic Director, Communities, in consultation with the Portfolio holder for Community Safety, to set penalty levels and discounts for early payment relating to Fixed Penalty Notices issued for breaches of Public Spaces Protection Orders.

ECONOMIC DEVELOPMENT PORTFOLIO

EXB160 VOLUNTARY SECTOR FUNDING – GRANT ALLOCATION 2015/16

The Board considered a report of the Strategic Director, Communities, on the Voluntary Sector Grant Funding Awards for 2015/16.

The Board was advised that voluntary sector organisations had been invited to submit applications for funding in 2015/16. Applications were assessed and recommendations agreed by a Panel consisting of the Executive Board Portfolio holder with responsibility for the Voluntary Sector and Officers from the Communities Directorate. It was noted that awards were judged against agreed criteria and actual targets negotiated prior to signing a service level agreement. Targets were now linked to both departmental and corporate priorities, which reflected a targeted approach to funding.

The report contained details of the recommended annual allocation for the financial year 2015/16.

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

Strategic Director
- Communities

RESOURCES PORTFOLIO

EXB161 REVIEW OF COUNCIL WIDE FEES AND CHARGES

The Board considered a report of the Strategic Director, Policy and Resources, on the proposed fees and charges for 2015/16 for services provided by the Council.

The Board was advised that a review of fees and

charges had been carried out as part of the budget preparations for 2015/16. Fees and charges for the Communities Directorate were approved by Executive Board on 26 February 2015, and were attached at Appendix B. It was reported that other fees and charges had been set to ensure that the Council recovered costs incurred as a result of providing the service charged for. Details were contained in Appendix A.

The Board was further advised that the cross- Policy and Performance Board Topic Group was conducting a more detailed review of fees and charges, and that their work was likely to influence the setting of figures primarily for the 2016/17 budget.

RESOLVED: That the proposed fees and charges for 2015/16, as set out in Appendices A and B, be approved.

Strategic Director
- Policy &
Resources

EXB162 CALENDAR OF MEETINGS 2015/16

The Board received a report of the Strategic Director, Policy and Resources, which set out the proposed Calendar of Meetings for the 2015/16 Municipal Year, which was appended to the report for information.

RESOLVED: That Council be recommended to approve the Calendar of Meetings for the 2015/2016 Municipal Year, as appended to the report.

Strategic Director
- Policy &
Resources

EXB163 ANNUAL REVIEW OF CONSTITUTION 2015

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

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

The proposals for change had been considered by the Chief Executive and the Executive Board Member for Resources in accordance with Article 16.02. It was reported that, apart from the purely technical changes, the proposed amendments that were considered to be of particular significance were listed as an appendix to the report.

RESOLVED: That Council be recommended to approve the revised Constitution, including the amendments

Strategic Director
- Policy &
Resources

set out in Appendix 1 attached to the report.

EXB164 DIRECTORATE PLANS 2015 - 2018

The Board considered a report of the Strategic Director, Policy and Resources, on the adoption of the Directorate Plans for 2015 - 18.

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

It was noted that Elected Members had engaged in the process primarily through the Policy and Performance Boards. It was reported that the plans could only be finalised once budget decisions had been confirmed.

RESOLVED: That

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

Strategic Director
- Policy &
Resources

EXB165 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 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 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.

PHYSICAL ENVIRONMENT PORTFOLIO AND RESOURCES PORTFOLIO

EXB166 DISPOSAL OF VARIOUS PARCELS OF LAND FOR RESIDENTIAL DEVELOPMENT - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which sought approval to dispose of various parcels of land for residential development.

The Board was advised that development on the parcels of land identified as Castlefields, Lakeside; Latham Avenue (Land adjacent to The Grange School); Land at Grangeway; and Land at The Ridgeway were all subject to planning permission. The report contained detailed information on the proposed disposal and development of each location for Members' consideration.

Reason(s) for Decision

To dispose of surplus land at best value and to meet the housing requirements of the Borough. The do nothing option would mean that the sites remained unused for a further period of time, which would result in continued costs to the Council.

Alternative Options Considered and Rejected

Place the land on the open market for sale; in Officers' opinion negotiated transactions offered the best opportunity of influencing the development outcomes to support regeneration and housing policies.

Implementation Date

Transactions were subject to contract and anticipated

completion dates were October 2015.

RESOLVED: That

- 1) the disposal of the various sites to the named developers, and on the terms as set out in the report and appendices, be approved subject to planning permission and subject to contract;
- 2) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all documentation to be completed to the satisfaction of the operational Director, Legal and Democratic Services; and
- 3) the Operational Director, Economy, Enterprise and Property, be authorised in consultation with the Portfolio holders for Physical Regeneration and for Resources, to agree any appropriate and reasonable variations to the land price which may arise from more detailed ground investigations or Planning.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 31 March 2015

CALL-IN: 9 April 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 9 April 2015

Meeting ended at 2.30pm

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HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 11 March 2015 at Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Philbin and Polhill (Chairman) Philbin, Woolfall and P. Cook; M. Creed; B. Dutton; K. Fallon; G. Ferguson; A. Marr; A. McIntyre; E. O'Meara; D. Parr; M. Pickup; N. Rowe; M. Sedgewick; N. Sharpe; R. Strachan; D. Sweeney; L. Thompson; A. Waller; S. Wallace-Bonner and S. Yeoman

Apologies for Absence: Councillor Wright and S. Banks, D. Johnson and D. Lyon.

Absence declared on Council business: None

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

Action

HWB43 MINUTES OF LAST MEETING

The Minutes of the meeting held on 14th January 2015 having been circulated were signed as a correct record.

HWB44 PRESENTATION - DELIVERING IMPROVED HEALTH AND WELLBEING THROUGH THE WIDNES VIKINGS RUGBY CLUB - JAMES RULE, WIDNES VIKINGS

The Board received a presentation from Mr James Rule, Chief Executive of the Widnes Vikings, which illustrated how the Vikings were working with the local community and schools to promote health and wellbeing. Members were shown a dvd which highlighted some of the work the Club was carrying out in the community to encourage fitness and healthy eating, involving other agencies such as Halton CCG, Halton Borough Council, schools and Halton Housing Trust and included:

- the recent world record attempt for the most number of people exercising in a fitness video;
- raising the profile of prostate cancer;
- fit for Life programme;
- launch of a new rugby shirt for Magic Weekend which will be held in Newcastle to raise money for the

- Bobby Robson Foundation; and
- tackling Cyber bullying.

Mr Rule advised the Board that Widnes Vikings had received recognition for its work with the community by receiving the Super League Club of 2014 award.

Members were advised that a future initiative being explored by the Club included providing health checks at the Stadium for men aged between 40-60 years.

RESOLVED: That the presentation be noted.

HWB45 GENERAL PRACTICE STRATEGY

The Board considered a report of the Chief Officer, NHS Halton CCG, which advised that, NHS England had stated their ambition for general practice services to operate at greater scale and be at the heart of a wider system of integrated out-of-hospital care. This would require a shift of resources from acute to out-of-hospital care. These ambitions were congruent with NHS Halton CCG's 2 Year Operational Plan and 5 Year Strategy and also with the Better Care Fund delivery plan developed with Halton Borough Council.

Members' were advised that NHS Halton CCG had submitted a formal expression of interest to undertake co-commissioning arrangements for general practice services in the borough to NHS England and was awaiting a response. If approval was received, from 1st April 2015, responsibility for the commissioning of general practice services in the borough would be delegated to NHS Halton CCG. It was noted that NHS Halton had worked with general practice and other partners in the borough to develop a Co-Commissioning Strategy for General Practice Services in Halton.

In addition, it was noted that the final draft of the Strategy for General Practice Services in Halton would be presented for ratification to the NHS Halton CCG Governing Body on 5th March 2015. A copy of the strategy had been previously circulated to Members. It was anticipated that the strategy would impact on how general practice services, and/or out of hospital services in the borough, were commissioned and delivered.

The Board discussed the national shortfall of GP's and the work that was being carried out with the Royal College and locally with the Cheshire and Merseyside Local

Workforce Group to address the issue.

It was noted that a presentation entitled 'One Halton' would be brought to a future meeting of the Board.

Chief Officer NHS
Halton CCG

RESOLVED: That the Board note the report and accompanying documentation.

HWB46 HEALTHY HALTON PERFORMANCE REPORT Q3 2014/15 & HEALTH AND WELLBEING PRIORITIES 2015/16

The Board considered a report of the Director of Public Health, which presented the progress of key performance indicators, milestones and targets relating to Health in Quarter 3 of 2014/15. The report also set out information relating to the Annual Review of Health and Wellbeing Strategy priorities. In 2013 the Board agreed the Health and Wellbeing Strategy for 2013-16 which outlined the following five key priority areas:

- prevention and early detection of cancer;
- improved child development;
- reduction in the number of falls in adults;
- reduction in harm from alcohol; and
- prevention and early detection of mental health conditions.

Whilst these priorities were agreed for 2013-16, the Board agreed to conduct a brief Annual Review to ensure that they were still fit for purpose. The first review took place in April 2014 as part of a public consultation event. The event concluded that the five priorities were still relevant and that work should continue under each of the five priority action plans. The Board were requested to consider if the five priorities continued to be fit for purpose for 2015/16.

RESOLVED: That

1. Quarter 3 Priority based report be received; and
2. the Health and Wellbeing Board priorities, as set out in the report, were agreed to be still relevant for 2015/16.

HWB47 BETTER CARE FUND

The Board considered a report of the Halton CCG, which sought approval on the changes to the original targeted reduction in 2015 Non-elective activity as submitted

in the Halton Better Care Fund (BCF) Plan. It was noted that one of the schemes embedded within the BCF which would have provided a significant amount of this reduction was the development of the Urgent Care Centres. However, the delays in opening the Widnes site and analysis of the initial Quarter 4 data suggested that the reduction expected in 2014/15 would not take place and non-elective activity would be similar to 2013/15.

It was noted that the impact of missing the target for 2015 had already been factored into the CCG budget for 2014/15 there was no impact on the 2015/16 budget.

In addition, the Board noted a letter from NHS England which advised that the resubmitted BCF Plan had been classified as 'Approved'.

RESOLVED: That the Board note the positive assurances of BCF (see Appendix 1) and approve the reduced planned reduction in non-elective activity to meet NHSE Governance and Timescales (see Appendix 2).

HWB48 PREGNANCY AND ALCOHOL SOCIAL MARKETING CAMPAIGN

The Board considered a report of the Director of Public Health, which sought to highlight a new social marketing campaign to educate women of the harm that drinking alcohol in pregnancy could cause, in order to reduce alcohol related harm to the unborn baby. It was reported that each year in Halton:

- around 1600 women became pregnant;
- of these women around 1300 (80%) were drinking before pregnancy; and
- of these women around 800 (60%) would give up drinking during pregnancy

Members were advised that current activity in Halton to reduce alcohol consumption during pregnancy included:

- all pregnant women were advised of safe drinking guidelines;
- Halton midwives and health visitors had been trained in the early identification and support of pregnant women who misused alcohol. This included when and how to refer to local treatment services; and
- there was the dedicated Alcohol and Substance Misuse Liaison Midwife who co-ordinated anti- natal care services for pregnant women identified as

misusing alcohol.

In addition the Halton Alcohol Strategy (2014-19) identified the need to improve general awareness and understanding of safe drinking levels during pregnancy. The Action Plan recommended developing an awareness campaign aimed at the general population to increase awareness of the danger of drinking during pregnancy. Following baseline research, the campaign was launched at the end of February, with a big bang outdoor media approach with billboards, supermarket posters at entrances, bus sides and internals.

The campaign also included social media advertising and messaging using the #boozefreebump to use on all social media communications. Further, midwives would use a new information leaflet, to provide more information to pregnant women when they book in with the midwife and at early bird and anti-natal sessions. Posters and fliers would also be distributed to all GP surgeries and in community locations across the borough.

The campaign would be evaluated by further work with the targeted audiences in July 2015; this would be compared to the previous work to establish changes in attitude/behaviour. Alongside this a sample of women would be identified at booking in stage and followed through to birth to establish attitude and behaviour change after exposure to the campaign messages.

RESOLVED: That the Board support the campaign aims:

- To bring about a change in attitude and behaviour, towards drinking alcohol in pregnancy; and
- To reduce the risk to the unborn baby due to drinking alcohol in pregnancy, and subsequently improve child development.

HWB49 HALTON BOROUGH COUNCIL AND NHS HALTON CLINICAL COMMISSIONING GROUP: REVISED JOINT WORKING AGREEMENT

The Board considered a report of the Strategic Director, Communities, which sought approval for the revised Joint Working Agreement between Halton Borough Council (HBC) and NHS Halton Clinical Commissioning Group (CCG), which now incorporated the Better Care Fund for 2015/16. During 2014, partners within Halton worked

collaboratively, within the national guidance and framework to develop Halton's Better Care Fund. It was agreed that the Better Care Fund should be incorporated into the existing pooled budget arrangements between HBC and NHS Halton CCG.

The Board had previously approved Halton's Better Care Fund Plan in January 2015. It was noted that the Joint Working Agreement had now been revised to reflect the following changes:

- the Complex Care Board was renamed the Better Care Board;
- the Executive Commissioning Board was renamed the Better Care Executive Commissioning Board; and
- the budget schedule for 2015/16 had been revised to incorporate the addition of Better Care Fund allocation for 2015/16

RESOLVED: That

1. the contents of the report be noted; and
2. the revised Joint Working Agreement attached to Appendix 1 be approved.

HWB50 MATTERS ARISING

The Board was advised that there had been recent incidents involving members of the public waiting over 50 minutes for an ambulance to arrive in an emergency. It was agreed that on behalf of the Board a letter would be sent to the Ambulance Service expressing concern at the recent delays in providing an ambulance in an emergency.

Cllr Polhill

On behalf of the Board, the Chairman thanked Kate Fallon for her service and wished her well for her future retirement.

Meeting ended at 3.25 p.m.

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, 23 February 2015 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Logan (Vice-Chairman), P. Hignett, Horabin, A. McInerney, June Roberts, A. Wall and Woolfall

Apologies for Absence: Councillor Cassidy

Absence declared on Council business: None

Officers present: S. Clough, A. Scott, T. Coffey, M. Grady, C. Johnson, A. Parkinson, M. West and V.Wright

Also in attendance: Thomas Norris and Mrs C Alonso

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

	<i>Action</i>
CYP46 MINUTES	
The Minutes of the meeting held on 5 January 2015 were taken as read and signed as a correct record.	
CYP47 PUBLIC QUESTION TIME	
The Board was advised that there were no public questions.	
CYP48 SSP MINUTES	
The minutes of the Children's Trust meetings held on 4 November 2014 and 16 December 2014 were attached at Appendix 1 for information.	
RESOLVED: That the minutes be noted.	
CYP49 DIRECTORATE BUSINESS PLAN	
Members were presented with the final draft Children and Enterprise Directorate Business Plan for approval; this was appended to the report.	
It was noted that each Directorate of the Council was required to develop a medium term business plan, in parallel	

with the budget, that was subject to annual review and refresh. It was noted that the plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2015.

The key priorities for development or improvement for the various functional areas reporting to this Policy and Performance Board were considered by the Board at a special meeting held on 16 December 2014. Following this the proposed priorities for the Business Plan 2015-18 were:

- 1) Integrated Commissioning of services to meet the needs of children, young people and families in Halton;
- 2) Effectively supporting the child through the Halton Levels of Need Framework when additional needs arose;
- 3) Improving achievement and opportunities for all, through closing the gap for the most vulnerable children and young people; and
- 4) Driving the economic prosperity of Halton to the benefit of residents and the workforce.

RESOLVED: That the Board

- 1) notes the contents of the report; and
- 2) approves the Children, Young People and Families elements of the Directorate Business Plan.

CYP50 SCHOOL GOVERNANCE

The Board received a report from the Strategic Director, Children and Enterprise, which set out the position with regard to the Governor Support Services, delivered via Cheshire East Council and Cheshire West and Chester Council (CWAC), to support Halton's governors, and confirmed the residual role of the Local Authority.

It was noted that on 26 June 2014, the Council's Executive Board endorsed and approved Halton's School Governance Strategy. This was launched to all Halton's Governors via the Autumn 2014 Director's termly report to Governors, and set out the support available to Halton's governors through its Clerking Service which, was delivered by CWAC, and through its Training and Development Service delivered through Cheshire East Local Authority, to ensure that Halton's governors were equipped to undertake their role as strategic leaders.

The Board was advised that within the Strategy were comprehensive details regarding Governing Body Self-Evaluation and recommendations for each governing body to also undertake an External Review of Governance.

Members were advised that the School Governance Strategy was available on the Council's website along with a dedicated page for School Governors which provided information, support and advice, and links to training modules and much more.

The report continued to present more detailed information on the Training and Development Programme and the responses and feedback following governors' participation in this. Some of this information was presented in tables and charts in the following appendices:

- Appendix A – Overall evaluation summary for Halton training for September 2013/14;
- Appendix B – More detailed summary of the above feedback;
- Appendix C – An evaluation summary from the Annual Governor Conference 2014; and
- Appendix D – An analysis of the CWAC clerking survey.

Following consideration of the report, Members raised the following queries:

How was the schedule of training established?

Training needs were identified in a number of ways, either by request or in response to a specific training need. Members were advised that bespoke and/or individual training could be provided.

Was there any structure for spiritual input (not religious) and how could that be included in training on offer? The spiritual aspect of education was not measured by Ofsted, and we could be missing an important part of a child's education. Requests for training provision in this area should be submitted to Martin West, Divisional Manager, Provision and Performance.

Was there a recognised qualification for clerks to attain? Cheshire West and Chester (CWAC) used the Hampshire model which provided for accreditation for clerks. It was reported that CWAC now provided dedicated clerks.

What's the best way to increase the number of Governors attending training?

The Chair suggested ways of publicising training as an annual event. Other suggestions should be submitted to Martin West (as above) for consideration.

RESOLVED: That the report be received.

CYP51 CHILDREN'S CENTRES

The Board received a report from the Strategic Director, Children and Enterprise, on the performance of Children's Centres, particularly with regard to the reach and engagement of the most vulnerable families.

Members were reminded that the 8 children's centres in Halton were managed in groups of two, with one principal manager and one team of staff working across each pair of centres. Each group of two Centres offered a full spectrum of services across a defined reach area, primarily targeting services at children under 5 and their families, but also offered some services to children up to 11 years old.

It was noted that the core purpose of Sure Start Children's Centres was to improve outcomes for young children and their families, with a particular focus on those in greatest need. They worked to make sure all children were properly prepared for school, regardless of background or family circumstances. They also offered support to parents and parents-to-be with parenting and readiness for work. The Children's Centres acted as hubs within the communities and provided delivery bases for partner agency services, such as health visitors and midwives. They were also a key element in the early identification of children and families who needed additional help and support.

The report discussed the key areas of performance for Children's Centres and how they were structured and managed. Information was also provided on attendance figures and the categories of attendees since 2011/12.

Future challenges of the Children's Centres was also discussed and from Members discussions the following comments were made:-

Can you explain why the report states that it wasn't appropriate or possible for those on child protection plans or who had a Child in Need Plan to engage with facilities at Children's Centres? This is more about those families not being able to access the specialist services they most

needed at a Children's Centre – it was not to say that a Centre could not provide them with their services or to discourage attendance. Very often, early intervention teams carried out home visits.

If Children's Centres did not engage with children until age 2 or 3, how can you provide the help they may need and which they may have 'missed' at a very early age? How successful are we at making contact with those families that were hard to reach? There were a number of professionals that could help – for example, we were working closely with midwives and health visitors, who encouraged families to use facilities. They were often seen as non-threatening (as opposed to a Social Worker). Also the Family Nurse Partnership targeted those first time mothers under age 19.

Two issues with school age children were regularly mentioned by teaching staff – a child's speech and language abilities and their ability to concentrate in class. How could this be improved upon? The speech and language service was currently out for re-commissioning and was a key priority in the Directorate Plan. This could also be a social issue rather than an issue with speech and language and was closely linked with adult learning skills. Children's Centres had a big part to play in a child's stimulation and development.

RESOLVED: That the Board notes the report.

CYP52 INDEPENDENT LIVING SKILLS

The Strategic Director – Children and Enterprise, presented a report which reviewed the provision for teaching and enhancing Independent Living Skills for Young People with Special Educational Needs and Disabilities (SEND) in the Borough.

The Board was reminded that a review of the local provision for Independent Living Skills in the Borough took place in 2013. A report was produced following this that recommended that Inglefields be developed to provide a base for the students in Ashley School 6th form to be given an opportunity to develop skills in this area. The report also recommended that the reviewing of this area of provision be continued.

It was noted that since this last report, the main focus of work for the Division had been to implement the Duty of the Local Authority for SEND Reform under the Children and

Families Act 2014.

Following this, a number of developments that had occurred and which were set out in paragraph 3.4 of the report, were discussed at the meeting. Nominations for involvement by Members of the Board to contribute to the further review were invited; details should be submitted via email to Anita Parkinson, Divisional Manager, Inclusion.

Members also welcomed Thomas Norris to the meeting, who briefed the Board on his experiences of Ashley 6th form and facilities he had been able to use at Inglefield.

Following consideration of the report, Members raised the following queries:

Councillors Hodge and June Roberts had visited Inglefields and considered the facilities on offer to be excellent. However, they had noted a couple of concerns in the kitchen which they asked should be considered from a safety viewpoint. These related to the location of the microwave oven which they considered may be at an inaccessible height for wheelchair users and the opening and proximity to the floor of the main oven door. Officers agreed to review these concerns and carry out a safety inspection with staff at the premises.

The Board wished to place on record their thanks to Thomas Norris for attending the meeting and giving Members an insight into the facilities on offer.

RESOLVED: That

- 1) Members approve the latest developments at Inglefields; and
- 2) Members support the next steps in the review process.

CYP53 SCRUTINY TOPIC GROUP - HOW WE ARE WORKING WITH OUR FAMILIES OF SCHOOLS (VERBAL UPDATE FROM THE CHAIRMAN)

The Chairman, Councillor Mark Dennett, provided Members with an update on the Scrutiny Topic Group '*How we are working with our Families of Schools*'.

It was reported that the Group had met on two occasions and were looking at how Members/the local authority could influence the schools' agenda, address

barriers to learning, the new national primary curriculum standard, establish what was on offer in the Borough and how specialist leadership could be offered to support schools. The Chair made reference to how Officers could adapt the Hartlepool model and the work of the teaching schools alliance.

It was noted that the next meeting of the Group was set for 20 May 2015.

RESOLVED: That the update be noted.

CYP54 ADOPTION SCORECARD

The Board was presented with Halton's position in relation to the Adoption Scorecard, which was published in December 2014 by the Department of Education (DfE).

It was reported that the document covered a three year period to March 2014 and therefore shifted the three year average forward from 2010-13 to 2011-14. The report discussed the threshold indicators and Halton's performance in relation to these and comparisons nationally.

Following consideration of the report, Members raised the following queries:

Was there any requirement for Adopters to be advised not to use e-cigarettes in front of children they had adopted? There was no blanket ban on the use of e-cigarettes as there was with cigarette smoking, which was forbidden in Halton. However, their use was still giving a psychological message to young people about the acceptability of smoking.

RESOLVED: That the Board notes the report.

CYP55 PERFORMANCE MONITORING QUARTER 3 2014-15

The Board received the Performance Management Reports for Quarter 3 of 2014-15 and were requested to consider them and raise any questions or points of clarification required.

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 follows:

- 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 advised to submit any questions they had on performance to the Chair, who would pass them on to the relevant Officers that were unable to be at the meeting.

RESOLVED: That the Policy and Performance Board receive the third quarter performance management reports.

Meeting ended at 8.20 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 Monday, 23 March 2015 in the Karalius Suite, Halton Stadium, Widnes

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

Apologies for Absence: Councillors S. Baker and C. Plumpton Walsh

Absence declared on Council business: None

Officers present: W Rourke, A. Jones, C. Patino, N. Goodwin, S. Saunders, N. Wilcock, M. Patino, J. Boote and J. Doyle

Also in attendance: None

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

	<i>Action</i>
<p>ELS37 MINUTES</p> <p>The Minutes from the meeting held on 7 January 2015, were taken as read and signed as a correct record.</p>	
<p>ELS38 PUBLIC QUESTION TIME</p> <p>The Board was advised that no public questions had been received.</p>	
<p>ELS39 MERSEYLINK EMPLOYMENT AND SKILLS PERFORMANCE UPDATE</p> <p>The Board received a presentation from Mr Neil Wilcock, the Employment and Skills Co-ordinator – Merseylink CJV, of the progress made to date against the Employment and Skills Key Performance Indicators associated with the new Mersey Gateway crossing.</p> <p>The Board was advised that Merseylink was selected in the Summer of 2013 as the consortia to construct the new Mersey Gateway crossing and to maintain the existing Silver Jubilee Bridge.</p>	

It was reported that the final submission of Merseylink's Employment and Skills Delivery Plan included a range of proposed Key Performance Indicators (KPI's). The Divisional Manager Employment, Learning and Skills and the Halton Employment Partnership (HEP) Manager were involved in scoring the Employment and Skills Delivery plans submitted by the bidders. Officers advised that as part of the procurement process, Merseylink consulted at length with HEP on employment and skills issues. This included a number of 'bootcamp' events and attendance at HEP meetings. Merseylink then used the intelligence gathered to inform their Employment and Skills Delivery Plan.

When Merseylink were selected as the preferred bidder, they established an Employment and Skills Governance Board (ESGB), which was chaired by Merseylink's Project Director, and included representation from the Merseylink consortia, the HEP and the MGCB Ltd. It was noted that the meetings took place monthly and updates were received on progress against the Employment and Skills KPI's. Additionally Merseylink had employed a full time Employment and Skills Co-ordinator to support the implementation of the Delivery Plan and act as the interface between HEP and the Merseylink Consortia.

A comprehensive range of employment and skills KPI's within their Employment and Skills Delivery Plan were proposed by Merseylink and detailed in the report.

The following highlights were noted from the presentation:

- To date Merseylink along with HEP had successfully run five pre- employability programmes, one for Administration and Traffic Management and three for General Construction. These courses had supported 55 local people, from this figure a total of 15 people had been offered an opportunity on the project (27%), ten as apprentices and five in general roles;
- Currently there were 224 permanent staff employed on the project, 13% from Halton;
- 75 new staff had been employed since January 2015 with 31% (23) being from Halton and 15% referred through HEP or the National Apprentice Scheme;
- To date Merseylink had employed 14 apprentices within a variety of departments and 73% of these were from either Widnes or Runcorn;

- SME Engagement – A cluster programme had been set up and 7 local businesses attended a workshop in August 2014. Out of the 7 attendees, four had formed a cluster to deliver catering on the project;
- By the end of March 2015, Merseylink would have delivered 18 weeks work experience to students/pupils within the Borough. Currently Merseylink had delivered 37.5 days' worth of work based learning to Halton residents with further opportunities going to Riverside College students;
- Volunteer Programme – To date Merseylink and HEP had delivered approximately 2400 hours of volunteering opportunities which equated to 80% of the KPI;
- One of two visitor centres had opened;
- Timebank – Merseylink had allocated 72 of the overall 100 days during phases one and two and had delivered 27 days by supporting a number of projects from both Runcorn and Widnes; and
- Regeneration – a regeneration fund had been created to support local community projects; such as the Art Initiative and the Heritage Trail.

The points below were noted following Members' queries:

- Apprentices were trained where possible at Riverside College; however when a course was not available, the next nearest educational facility was used, for example St Helens College;
- Riverside College had facilitated the pre-employability courses and Timebank workshops;
- Details of the apprentice data would be available later on in the year as some apprentices had just started in January 2015 so it was too early to determine success rates etc;
- Some apprentice posts had received little or no interest from Halton residents so went outside the Borough; and
- Officers would look into the approach used in schools with regards to promoting apprenticeships and

viewing them as a path to employment.

RESOLVED: That the report is noted and Neil Wilcock be thanked for the informative presentation.

ELS40 CHILDREN & ENTERPRISE DIRECTORATE BUSINESS PLAN

The Board was presented with the final draft of the Children and Enterprise Directorate Business Plan for approval.

It was noted that each Directorate of the Council was required to develop a medium term business plan, in parallel with the budget, that was subject to annual review and refresh.

The key priorities for development or improvement for the various functional areas reporting to this Policy and Performance Board were considered by the Board at its meeting in November 2014. The priorities the Directorate proposed for the Business Plan 2015-18 noted by Members and were as follows:

- Integrated Commissioning of services to meet the needs of children, young people and families in Halton;
- Effectively supporting the child through the Halton Levels of Need Framework when additional needs arose;
- Improving achievement and opportunities for all through closing the gap for the most vulnerable children and young people; and
- Driving the economic prosperity of Halton to the benefit of residents and the workforce.

RESOLVED: That the Board

- 1) Notes the contents of the report; and
- 2) Approves the Employment, Learning and Skills elements of the Directorate Business Plan.

ELS41 COMMUNITY SHOP

The Board was presented with a report from the Strategic Director, Communities, advising them of the Community Shop concept and proposing the exploration of the potential establishment of a Community Shop in Halton.

It was reported that a Community Shop was a social

enterprise model which provided a supermarket and community hub which provided members with access to shopping at 70% less RRP and wrap around mentoring support to tackle financial exclusion.

Members were advised that Community Shop handled over 30,000 tonnes of surplus food product annually, providing retailers and manufacturers with a zero-to-landfill solution. The parent company, Company Shop Ltd, had a proud heritage and longstanding expertise in the execution and delivery of redistributing surplus goods and was well placed to bring Community Shops to the UK in a sustainable and successful way.

Further details of the concept of the Community Shop were provided in the report together with details of the Community Shop Model and the Community Hub, which was an extended service to the Community Shop offering programmes such as CV writing skills, budgeting and debt advice, cookery classes and employability and skills training.

Officers advised the Board of the experiences of the Community Shop in Barnsley, as an example. Further to Members' queries it was noted that people who were eligible for membership were made aware of its existence, in the hope that they would want to join, it was in no way compulsory. The Board agreed to endorse further exploration for a Community Shop in Halton. Members' comments regarding a suitable location, deprivation areas and transport issues were noted and would be taken into consideration when choosing a location for the Community Shop.

RESOLVED: That

- 1) The report be received;
- 2) Members endorse that further exploration be undertaken into the potential for a Community Shop to be established in Halton; and
- 3) A further report is presented to update Members of the Board on progress in this matter.

ELS42 PROPOSED BUSINESS SUPPORT MODEL

The Board received a report from the Strategic Director, Children and Enterprise, which proposed a model/mechanism that accurately determined which businesses, when supported, had the most potential to spur

Halton's economic growth.

Members were advised that the report had been produced in relation to objective number 6 of the 'Growing Economic Prosperity in Halton' PPB report of September 2014. The report explained the basis for the model and stated that it was based on extensive secondary data research and a set of business indicators which had been developed to measure which businesses, when supported, would promote local growth most significantly. The model was a two phase process and consisted of a primary quantitative system, followed by a more qualitative evaluation of Halton's most 'attractive' businesses.

Phase one of the proposed business model would consider business indicators, as listed in the report, in order to provide an initial list of the businesses in the area that would promote growth most significantly if supported by the Council. Each business would have an 'attractiveness for support' rating and then the most promising businesses would then have further qualitative evaluation of 30/50/100 of the top scoring businesses. This would be the proposed second phase of the business support model, further details of the more evaluative approach was provided in the report.

Members discussed the proposed model and noted that it would be prudent to support the businesses that would have the most impact on economic growth in Halton.

RESOLVED: That the proposed business support model is noted and used as part of the wider evidence to inform HBC economic policy and activity.

Councillor P Lloyd Jones declared a Disclosable Other Interest in the following item (under paragraph 4.4) as he was a Board Member of Murdishaw Community Centre.

ELS43 COMMUNITY CENTRES ANNUAL REPORT 2013/14

The Board received the annual report on Community Centres for the operating period 2013-14.

It was reported that Halton's Community Centres Service consisted of five buildings, Castlefields, Ditton, Grangeway, Murdishaw and Upton. The Centres delivered programmes of community activity, varying models of community cafes and service outlets, i.e. children's centres, youth centres and day services. These centres provided a community hub, a central point at the heart of these communities for residents to enjoy activities and receive

services in their neighbourhoods, and were based in the most deprived wards in the Borough.

Members were advised that Community Centres were benchmarked through APSE (the Association of Public Service Excellence) against other Civic, Cultural and Community Venues owned and run by other local authorities. This provided performance data but also trend information over a number of years.

It was noted that the timescales for data submissions, verifications and analysis dictated that benchmarking data was not available from APSE until quarter three of the following operating year, hence the timing of presenting the annual performance information to Members. This however did not affect the reporting through the quarterly performance monitoring reports and any financial, operational or other matters relating to Community Centres that needed to be brought to Members' attention in the relevant operating year, would be done so.

The report continued to discuss how Halton's Community Centres had progressed in recent years and provided profiles on each of them with comparison data from 2008/09. It also discussed the future challenges of the Centres such as increasing capacity, usage and income.

Members raised points relating to increasing the marketing of the Centres to increase income and suggested that this be done collectively. A marketing strategy for the service was being developed to include the five centres incorporating future use of social media. In developing the strategy, packages for social occasions such as private parties would be considered as a potential market segment for the Community Centres.

RESOLVED: That the report be noted.

ELS44 PERFORMANCE MANAGEMENT REPORTS –
QUARTER 3

The Strategic Director, Children and Enterprise, presented the performance management reports for Quarter 3 of 2014-15 and requested the Board to consider them and raise any questions or points of clarification.

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:

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

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.

RESOLVED: That the Board receive the Quarter 3 performance management reports.

Meeting ended at 8.40 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 10 March 2015 at Council Chamber, Runcorn Town Hall

Present: Councillors E. Cargill (Chairman), J. Lowe (Vice-Chairman), Dennett, M. Lloyd Jones, C. Loftus, C. Plumpton Walsh, Wallace and Mr T Baker

Apologies for Absence: Councillor S. Baker, M. Bradshaw, Horabin and Sinnott

Absence declared on Council business: None

Officers present: N. Chase-Caffyn, L. Derbyshire, M. Holt, M. Lynch, H. Moir, D. Nolan and S. Wallace-Bonner

Also in attendance: D Sweeney (Halton CCG) and one member of the public.

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

HEA46 MINUTES

The Minutes of the meeting held 13 January 2015 having been printed and circulated were signed as a correct record.

HEA47 PUBLIC QUESTION TIME

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

Note: (Councillor M Lloyd-Jones declared a Disclosable Other Interest in the following items of business, Minute No's 48, 49, 50, 53, 56 and 57 due to her husband being a Governor for Warrington and Halton Hospital NHS Trust and Bridgewater Community NHS Trust)

HEA48 HEALTH AND WELLBEING MINUTES

The Minutes of the Health and Wellbeing Board of its meeting held on 14 January 2015 were submitted to the Board for information.

RESOLVED: That the minutes be received.

Action

HEA49 PRIORITY BASED REPORT 2014-15 (QUARTER 3)

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 3 of 2014-15.

A verbal update on the performance monitoring targets was given at the meeting, highlighting that the majority would be achieved by the end of the year.

The following comments arose from the discussion:-

- Page 25 – CCC5 – the No Second Night Out scheme which provided an outreach service for hard to reach clients and rough sleepers, clarity was sought on the exit strategy when the contract ended at the end of March 2015. It was agreed that information would be circulated to Members of the Board; and
- Members noted, that subject to contract, the Salvation Army had submitted the winning tender for the provision of the housing support service at the new homeless accommodation scheme in Albert Road, Widnes. The Board discussed housing support provision in Halton and it was agreed that an update on the current position including the provision at Grangeway Court would be circulated to all Members for the Board.

RESOLVED: That the report and comments raised be noted.

HEA50 BUSINESS PLANNING 2015 - 2018

The Board considered a report of the Strategic Director, Communities, which gave Members an update on Business Planning for the period 2015 - 18 and for Members to consider the Directorate priorities, objectives and targets for service areas that fall within the remit of this Board.

The Board was advised that each Directorate of the Council would develop a medium-term business plan, in parallel with the budget, that was subject to annual review and refresh. Key priorities for development or improvement for this Board had been presented to and considered by the Board in autumn 2014.

It was reported that the Draft Directorate Business

Plans had now been developed and were set out in Appendix 1 to the report. It was also reported that Directorate Business Plans would be subject to annual review and refresh in order that they remained fit for purpose.

It was noted that plans could only be finalised when budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2015.

The Board noted the following priorities which had been identified at a previous meeting:-

- Prevention;
- Safeguarding;
- Personalisation of Care and Support;
- Quality Assurance; and
- Access to Care Services (including seven-day working).

The following comments arose from the discussion:-

- The Board noted the additional responsibilities placed on the Members in respect of scrutinising numerous agencies and the possible legal implications arising from the new responsibilities. The importance of training for Members was also noted and it was reported that general training for Members had commenced and awareness training on the new responsibilities could be arranged;
- The Board noted that pest control was on the increase and it was suggested that this was a result of residents in the Borough being unable to afford the charge for pest removal; and
- Clarity was sought on why the Business Plans covered a three year period but would be refreshed on an annual basis. In response, it was reported, that this point would be raised with the Department and a response circulated to Members of the Board.

RESOLVED: That the report be noted and forwarded to the Executive Board for approval.

The Board considered a report of the Chief Officer, NHS Halton CCG, which informed Members that the Strategy had been presented to the NHS Halton CCG Governing Body on 8 January 2015 as a final draft; (Attached as Appendix 1 to the report). It was reported that the final Strategy would be presented for ratification to the NHS Halton CCG Governing Body on 5 March 2015.

The Board was advised that at the time of writing the report, NHS Halton CCG was waiting for the outcome from NHS England of a formal expression of interest to undertake co-commissioning arrangements for general practice services in the borough. This meant that NHS England may, from 1 April 2015, delegate responsibility for the commissioning of general practice services in the borough to NHS Halton CCG. NHS Halton CCG and NHS England agreed that a strong sustainable general practice was required in Halton to support commissioning and service provision. This needed a co-ordinated and engaged approach to deliver, which was why NHS Halton CCG had worked with general practices and other partners in the borough to develop a co-commissioning strategy for general practice services in Halton.

The Board was further advised that out of 64 CCG's which had applied for delegated commissioning, Halton had been successful. It was reported that a considerable amount of work had to be done, but it was good news for Halton and its residents.

The Board noted the excellent news and that the milestones on Page 120 of the report remained on target.

RESOLVED: That the report, associated Appendix and comments raised be noted.

HEA52 CARE ACT IMPLEMENTATION – CURRENT POSITION

The Board considered a report of the Strategic Director, Communities, which gave Members information on current progress towards the implementation of the Care Act in Halton since the last meeting of the Board.

The Board was advised that in May 2014, the Care Bill received Royal Assent and became the Care Act 2014. Some elements would come into effect from April 2015; others would come into effect from April 2016. The changes coming into effect in April 2015 and April 2016 which impacted directly on the Council were set out in the report.

Appendix 1 to the report summarised current progress that had been made for each of the five major areas against the requirement of the Act.

The Board noted that a number of new posts would need to be recruited to deliver the expected increase in the number of assessments (set out in Appendix 1 to the report). The Board also noted the information contained in the report relating to training, communication and ICT.

The following comments arose from the discussion:-

- Clarity was sought on the funding for the additional posts. In response, it was reported that each Local Authority had received funding to implement the Care Act and the additional posts would be funded from that budget, approximately £400k had been allocated against posts. However, it was highlighted that it was highly likely that the allocated funding would be insufficient to implement the Act in its entirety;
- The Board noted the numerous benefits of e-learning for Elected Members. The importance of training and awareness of the implications of the Care Act for Members was also noted. It was reported that detailed work had taken place, looking at assessment criteria's and charging implications for staff. In addition, a considerable amount of training had been accessed at a regional level and this had proved to be very successful. Furthermore, it was reported that various training sessions had also taken place with the voluntary sector on how to work in a different way with the public; and
- The Board discussed the requirements of the Act in relation to the Safeguarding Adults Board (SAB) and it was noted that a meeting was taking place next week with Chester and Cheshire East and it was likely to reflect the Children's model. It was reported that an update on this matter would be reported to the next meeting of the Board.

RESOLVED: That the report and comments raised be noted.

HEA53 BETTER CARE FUND UPDATE

The Board considered a report of the Strategic

Director, Communities, which gave Members an update on the Better Care Fund (BCF). The Plan to the report, was attached as Appendix 1.

The Board was advised that BCF had been announced in June 2013 as part of the 2013 Spending Round. It provided an opportunity to transform local services so that people were provided with better integrated care and support. The BCF was a joint submission between Halton Borough Council (HBC) and the NHS Halton Clinical Commissioning Group (HCCG).

The Board was further advised that during 2015/16 the Fund would be allocated to local areas, where it would be put into pooled budgets under Section 75 joint governance arrangements between HBC and the NHS Halton Clinical Commissioning Group (NHS CCG).

It was reported that consultation had taken place throughout the drafting of the BCF submission with numerous agencies and stakeholders. In addition, it was reported that Halton had submitted their BCF Plan to NHS England and the Local Government Association (LGA) on 12 December 2014. The outcome of the submission had been received on 23rd January 2015 in a letter to the NHS Halton CCG and Halton Borough Council stating that the Plan had been "Approved" and was ready for implementation, with no outstanding conditions

The Board noted that within the BCF there were 17 schemes relating to health and social care and as from 2015/16 the total amount of funding to be released for the BCF was £10,594,000.

RESOLVED: That the report be noted.

HEA54 SAFEGUARDING ADULTS UPDATE

The Board considered a report of the Strategic Director, Communities, which gave Members an update on key issues and the progression of the agenda for safeguarding 'vulnerable adults' (i.e. adults at risk of abuse) in Halton. This report outlined an analysis of financial abuse arising from the use of Direct Payments.

The Board was advised as the personalisation agenda had grown it had expanded to include personal budgets, which were an allocation of funding given to users after a social service assessment of their needs. Users could either take their personal budget as a direct payment, leave

Councils with the responsibility to commission the services or they could have a combination of the two. Since October 2014 this had been further developed to include personal health budgets. This had been a duty placed on Councils since 2009 and was included in the Care Act 2014.

The Board was further advised that in Halton the number of people in receipt of a direct payment had increased from 311 in 2011/12, to 415 to date, representing an increase of 33%. In Halton there were more adults with learning disabilities receiving direct payments than any other client group. Of these people there had been no incidents of reports of financial abuse due to the use of direct payments.

The Board noted the information set out in paragraphs 3.4 – 3.9 of the report.

The Board discussed how Halton's audit regime compared to other Local Authorities and it was suggested by the co-optee, Mr Baker, that there may be a greater take up of Direct Payments if the paperwork on the audit was reduced or a pre payment card system utilised. In response, it was reported that Halton's auditing process was so robust that it negated the need for a pre payment card. However, other, authorities, whose auditing processes were not as robust, were considering the pre payment card option. At the end of the discussion, it was agreed that a meeting take place with Officers and Mr Baker to discuss the matter further.

The Board noted that there was no single risk factor involved with financial abuse and this type of abuse was extremely difficult to rectify. The Board also noted that financial abuse could also be from a member of the family.

RESOLVED: That the report and comments raised be noted.

HEA55 CARE AT HOME SCRUTINY REVIEW 2014/15

The Board considered a report of the Strategic Director, Communities, which presented Members with the report and recommendations of the Care at Home Scrutiny Review 2014/15. The report sought support from the Board to the key findings and recommendations in the report. If supported the report would be presented to the Executive Board for approval.

The Board was advised that the recommendations were set out in paragraph 7 of Appendix 1 attached to the

report.

The Chairman highlighted the excellent work that had been undertaken by the Working Group and indicated that work would need to take place on the end of care life. The Board noted the importance of regular bereavement counselling for carers who had cared for people until the end of their life.

The co-optee, Mr Baker raised concern at the staffing levels of community nurses, indicating that healthcare packages had not been put into place due to staffing shortages. It was agreed that an update report from the CCG would be presented to the next meeting of the Board.

RESOLVED: That

- (1) the comments raised be noted;
- (2) the Board support the recommendations set out in the report;
- (3) the report be presented to the Executive Board for approval; and
- (4) the Board be presented with an update report in Autumn 2015 on the evidence base for predictive and assistive technology tools that could be used as part of the prevention and early intervention agenda, together with the cost/benefits to potential investment.

HEA56 SCRUTINY TOPIC 2014/15 : DISCHARGE FROM HOSPITAL

The Board considered a report of the Strategic Director, Communities, which gave Members details of the Discharge from Hospital Scrutiny topic set out in Appendix 1 to the report. Approval was sought for the topic brief and nominations sought for Members to be part of the Discharge from Hospital Topic Group.

The Board was advised that discharge planning was a routine feature of the Health and Social Care system and consisted of the development of an individualised discharge plan for the patient prior to leaving hospital, with the main aim of improving a patient's outcome.

It was reported that topic would focus on the quality of the discharge planning process and associated pathways to

those Halton residents who had been admitted to the local Acute Trusts for both elective or emergency care. It would also examine the services that were already in place with a view to evaluating their effectiveness in meeting the needs of the local population.

RESOLVED: That

- (1) the report and comments raised be noted;
- (2) the topic brief set out in Appendix 1 to the report be approved; and
- (3) the following Members be nominated onto the Topic Group:

Councillors: J Lowe, M. Lloyd-Jones,
C Plumpton-Walsh and P Wallace.

HEA57 CHAIRMAN'S ANNOUNCEMENT

The Chairman reported that she was attending her last meeting as Chairman of the Board as she would be undertaking Mayoral duties in the next municipal year. She took the opportunity to thank Members and Officers for their contributions to the Board and extended her best wishes for the future.

The Board thanked Councillor E Cargill for the manner in which she had undertaken her duties during her time with the Board.

RESOLVED: That the Board place on record a vote of thanks to Councillor E Cargill for the work undertaken by her during her time as Chairman of the Board.

Meeting ended at 8.00 p.m.

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SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 17 March 2015 at the Karalius Suite, Halton Stadium, Widnes

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

Apologies for Absence: Councillors Lea and Edge

Absence declared on Council business: None

Officers present: M. Andrews, L. Derbyshire, N. Hallmark, C. Patino and J. Williams

Also in attendance: In accordance with Standing Order 33, Councillor D Cargill, Portfolio Holder Community Safety, Chief Superintendent Bill Dutton, Emma Hart and Lorraine Parker (Prevent) and Councillor P Lloyd-Jones

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

SAF43 CHAIRMAN'S ANNOUNCEMENT

Action

The Chairman welcomed and introduced the new Chief Superintendent, Bill Dutton to the meeting. Chief Superintendent Dutton reported that he had transferred from Durham Constabulary and had been in post for 13 days. He reported that his new role was Northern Area Commander and at the end of the summer a slightly different policing model would be introduced, the details of which were to be determined. He highlighted that he would be responsible for overseeing local policing; that in the new structure there would be an increase in numbers; there would be eight Chief Inspectors who would command small geographical units, one of which would be in Runcorn and one in Widnes and that there would be a Police Community Support Officer (PCSO) in every electoral ward. The increase and expansion of the command structure, he reported, represented investment in neighbourhood policing. Chief Superintendent Dutton also indicated that he was very impressed with the level of partnership work and community spirit in the Borough and looked forward to using his experience to build on the good work that had already taken

place in Halton.

The Board took the opportunity to discuss with Chief Superintendent Dutton issues relating to various vehicle crime, special constables and the refurbishment of Runcorn Police Station.

The Chairman of the Board, thanked Chief Superintendent Dutton for his attendance at the meeting.

The Chairman reported that a Working Together Event had been organised by the Chief Constable and the Police and Crime Commissioner in Widnes to give members of the public the opportunity to raise issues and scrutinise the Police Service. However, it was reported that only four members of the public had attended the event. The Chairman highlighted that another event had been arranged in Runcorn at The Brindley on 14 May 2015 commencing at 6.30 pm and he encouraged all Members to attend.

The Chairman reported that the Working Group established to review legal highs had met and a series of meetings had been arranged. However, he reported that the group had made an early recommendation that legal highs should be banned from all Council Buildings and he asked for the Members support. The Board agreed with the recommendation and it was reported that this would be presented to the Executive Board for approval.

RESOLVED: That

- (1) the verbal report be noted; and
- (2) Chief Superintendent Dutton be thanked for his attendance and informative verbal presentation.

SAF44 MINUTES

The Minutes of the meeting held on 20 January 2015 were taken as read and signed as a correct record.

SAF45 PUBLIC QUESTION TIME

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

SAF46 SSP MINUTES

The minutes from the last Safer Halton Partnership (SHP) meeting held on 24 November 2014 were presented

to the Board for information.

It was agreed that the booklet that had been handed out to the Safer Halton Partnership Group which described research relating to the effects of drinking on children would be circulated to all Members of the Board.

RESOLVED: That the minutes be noted.

SAF47 CHANNEL - THE PREVENT STRATEGY

The Board received a presentation from Ms Emma Hart and Lorraine Parker, Prevent, Cheshire Police which:-

- Explained what the role and responsibilities of Prevent;
- Gave a brief discussion around the new and emerging threat;
- Outlined the thematic areas of terrorism – international/domestic/Northern Ireland related;
- Set out the background on Syria and Iraq/Change to UK threat levels/reasons for travel/typical profile/recruitment process/methods of radicalisation;
- Gave examples of ISIS Propaganda;
- Set out the Cheshire Profile – The number of referrals that had been received and two Case studies; and
- Explained familiar vulnerabilities and what to report.

Following the presentation, the Board discussed the various aspects of terrorism and noted the preventative work that was being undertaken. The Board also noted the importance of keeping up to date with current issues relating to terrorism and agreed that an update report be presented to a future meeting.

RESOLVED: That

- (1) the presentation be received and noted;
- (2) Emma Hart and Lorraine Parker, be thanked for their informative presentation; and
- (3) an update report be presented to a future meeting of the Board.

SAF48 PERFORMANCE MONITORING REPORTS QUARTER 3

The Board considered a report of the Strategic Director, Communities, which presented the progress of key performance indicators, milestones and targets relating to Safer in Quarter 3 of 2014-15.

It was reported that the majority of the performance monitoring targets would be achieved by the end of the year.

The following comments arose from the discussion:-

- Page 31 - The Board noted the reasons for the employee costs showing £91,000 under budget profile. Clarity was also sought on whether it was difficult to obtain staff; whether the underspend was as a result of retaining vacancies in order to achieve budget savings and whether the understaffing was having a detrimental affect on the department. It was reported that information on this matter would be circulated to all Members of the Board; and
- Concern was raised at the Leisure Management Contract being over budget. In response, it was reported that this matter was as a result of a technical issue, which was now being addressed by the Finance Director. An options report, which offered significant savings would be presented to the Executive Board in June 2015.

RESOLVED: That the report and comments raised be noted.

(Note: Councillor Sinnott declared a Disclosable Other Interest in the following item of business as her husband is employed in the Community Centre.)

SAF49 BUSINESS PLANS 2015-18

The Board considered a report of the Strategic Director, Policy and Resources, which gave Members an update on Business Planning for the period 2015 - 18 and for Members to consider the Directorate priorities, objectives and targets for service areas that fall within the remit of this Board.

The Board was advised that each Directorate of the Council would develop a medium-term business plan, in parallel with the budget, that was subject to annual review and refresh. Key priorities for development or improvement for this Board had been presented to and considered by the

Board in autumn 2014.

It was reported that the Draft Directorate Business Plans had now been developed and were set out in Appendix 1 to the report. It was also reported that Directorate Business Plans would be subject to annual review and refresh in order that they remained fit for purpose.

It was noted that plans could only be finalised when budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2015.

The Chairman of the Board reported that some of the policies in the document would need to be scrutinised by the Board. He encouraged Members to consider areas that the Board could focus on during the next municipal year.

RESOLVED: That the report be noted and forwarded to the Executive Board for approval.

SAF50 SUBSTANCE MISUSE SERVICE

The Board considered a report of the Strategic Director, Communities, which provided Members with an overview of the work of the Substance Misuse Service (Adults) working with parents and other agencies, to reduce the impact of substance misuse on children.

The Board was advised that Halton Borough Council had commissioned substance misuses services (drug and/or alcohol). The service supported local people who had substance misuse problems. The contract was delivered across the Halton area by Crime Reduction Initiatives (CRI).

The Board was further advised that a key part of that programme was to focus on public health information and the prevention agenda to reduce the number of individuals taking drugs and misusing alcohol ensuring robust and accessible information was provided to the residents of Halton. The aim of the drug and alcohol service was to improve health and social care outcomes and reduce the impact caused by addiction or dependency to drugs and/or alcohol, with a clear drive on improving health inequalities for local people.

It was reported that there was approximately 650 individual's accessing the substance misuse service out of this, approximately 304 had parenting responsibility. Of the

service users with children living at home, 108 had been assessed with drugs as their primary substance and 46 service users as alcohol as their primary substance. In addition, it was reported that all new clients into treatment who had been identified as having contact with children at home were screened via the CART team for current or previous health and social care involvement.

Furthermore, it was reported that CRI Halton had implemented a Hidden Harm Recovery Co-ordinator post for Halton. The change of the role had enabled the service to work more closely with both service users and their families and with relevant partner agencies. The outcome over the past three months had been significant and positive as outlined in the case studies. At present the role was working with opiate clients who were at risk of or already involved with children's social care. This gave the service an opportunity to work with these vulnerable families and look at the different support that could be offered with the aim of reducing the overall level of need and to ensure children and young people were free from significant harm. The role also enabled the service to look at the hidden harm within these families and to look at identifying any additional support which may be required by the service or partner agencies. The service had implemented a Think Family post which was proving to be positive for both the service and partners agencies and the families they were working with.

The following comments arose from the discussion:-

- Clarity was sought on whether there was any indication of drug abuse in local schools and if so how many schools and pupils had been affected by this problem. In response, it was reported that information on this matter would be presented at the next meeting of the Board;
- The Board noted the number of children in Halton whose parents suffered from drug abuse and had been placed in care in order to ensure their safety; and
- The Board noted and congratulated Officers on the excellent work being undertaken in Halton to address drug and alcohol abuse.

RESOLVED: That the report and comments raised be noted.

The Board considered a report of the Strategic Director, Communities, which presented the Annual Report for the Safer Policy and Performance Board for April 2014 - March 2015, attached as Appendix 1 to the report.

The Board was advised that during 2014-15 the Board had looked in detail at many of the Safer priorities. Further details of these were outlined within the Annual Report and set out in Appendix 1 to the report.

The Chairman encouraged Members to consider future areas suitable for a Topic Group during the next municipal year.

The Chairman also took the opportunity to thank Officers and Members for their contribution to the Board during the municipal year.

RESOLVED: That the report and comment raised be noted.

Meeting ended at 8.15 p.m.

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ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 28 January 2015 at the Council Chamber, Runcorn Town Hall

Present: Councillors Woolfall (Chair), Fry (Vice-Chairman), P. Hignett, V. Hill, C. Loftus, MacManus, Morley, Sinnott, G. Stockton, A. Wall and Zygadllo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Noone, G. Ferguson, D. Cunliffe, S. Rimmer and J. Unsworth

Also in attendance: 2 Members of the public

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

EUR30 MINUTES

The Minutes of the meeting held on 19th November 2014 having been circulated were signed as a correct record.

EUR31 PUBLIC QUESTION TIME

It was confirmed that in accordance with Standing Order No.34 (9), the following public questions were submitted to the Board:

Mrs French

'By allowing parking bays in School Way the council/highways department have "contradicted" themselves and are now ignoring their own "Statement of Reasons" for implementing the original Public Order (Public and Legal Notice URN000E9ORES), i.e.

STATEMENT OF REASONS

Parked and stopped vehicles block sightlines for drivers, cyclists and pedestrians with the problem being

Action

compounded by the relative narrowness of School Way. The proposed waiting and loading restrictions will serve to protect sightlines for drivers and pedestrians, prevent congestion, reduce the incidence of confrontation between drivers and guarantee access for emergency and refuse vehicles. I would like answers from the committee at the meeting and would also like to know if all the points raised with regard to my "objections" have been considered?

In response Officers advised the Board that all points with regards to Mrs French's objection have been considered and the proposed amendment was a compromise to try to resolve as many issues as possible.

Mrs French asked the following supplementary question:

'The response has not answered my question, what has changed and why are you considering parking bays?'

In response Officers advised that when the initial Halton Borough Council (Various Roads, Widnes) (Prohibition of Waiting) Order 2011 and the Halton Borough Council (Various Roads, Widnes) (No Loading) Order 2011 relating to School Way, Widnes, was implemented residents of School Way reported that they had experienced parking difficulties and on a trial basis three sections of School Way were identified as areas where the Traffic Regulation Order could be revoked. The temporary revocation on sections of School Way was done without advertisement and this was perceived as incorrect. Subsequently, following complaints the proposed three experimental gaps were advertised to become permanent and following objections received it was now proposed that only one section would be revoked as a compromise to local residents.

Mr French

'What are the reasons for the council providing parking bays in School Way and can they please justify on what grounds they were implemented?'

In response Officers advised the Board that the parking bay was being provided to allow the resident to park near their home as there was limited space on their property

On behalf of Mr French, Mrs French asked the following supplementary question:

'Councillor T McInerney had said that 1 School Way wanted

space to put a caravan on the road when hitching up to go away. However, the drive at 1 School Way has space for 6 cars plus a caravan. Whalley Grove also has satisfactory space for car parking. The proposals would create a chicane effect and also there are health and safety concerns with a School at the bottom of School Way.'

In response Officers advised that it was to be recommended that only one section of Halton Borough Council (Various Roads, Widnes) (Prohibition of Waiting) Order 2011 and the Halton Borough Council (Various Roads, Widnes) (No Loading) Order 2011 relating to School Way, Widnes (adjacent to No.1 School Way) be revoked and there would not be a chicane effect.

Mr Lewis

'Have all the points raised in my letter to the Council and the police etc been considered and will I get written replies to all the comment/suggestion.'

In response Officers advised the Board that all the points raised have been considered and a written response would be provided to all those who had submitted a public question.

EUR32 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.

RESOLVED: That the Minutes be received.

EUR33 SSP MINUTES

The Board received the draft Minutes relating to the Environment and Urban Renewal Specialist Strategic Partnership from 19th June and 18th September 2014. In addition, minutes from the meeting held on 11th December 2014 had also been emailed separately to Members of the Board

RESOLVED: That the Minutes be received.

EUR34 PARTIAL REVOCATION OF EXISTING WAITING & LOADING RESTRICTIONS SCHOOL WAY, WIDNES

The Board considered a report of the Strategic Director, Policy and Resources, which detailed objections

that had been received following public consultation on a proposed Traffic Regulation Order which would revoke parts of both the Halton Borough Council (Various Roads, Widnes) (Prohibition of Waiting) Order 2011 and the Halton Borough Council (Various Roads, Widnes) (No Loading) Order 2011 in School Way, Widnes and to propose a course of action following this consultation.

At the request of residents and local Councillors and to address parking congestion and associated safety concerns adjacent to Moorfield Primary School, in 2011, a continuous 'At Any Time' waiting and Monday to Friday, 8am to 9.30 am and 2.30pm to 3.30pm loading restriction was introduced on the full length of School Way and the area of its junction with Whalley Grove and Nursery Close. All frontage properties were consulted directly on the proposals and no objections were received.

Since the introduction of the restrictions there had been repeated contacts with adjacent residents and their ward councillors via telephone conversations, email and site meetings requesting minor alterations to the restrictions to permit a degree of local parking. Subsequently, three experimental gaps in the restrictions were introduced.

Members were advised that following the advertisement of the proposal to revoke limited parts of a traffic regulation Order relating to School Way, 10 objections were received, details of which were outlined in the report.

In view of the responses it was recommended that just one 'gap' be retained and formalised, that being the one on the south side of School Way adjacent to No1. School Way. It was also recommended that Cheshire Police be contacted with a view to greater priority being given to this location for appropriate enforcement of the restrictions.

A revised recommendation was tabled at the meeting and it was :-

RESOLVED: That the Board supports the introduction of a Traffic Regulation Order to revoke part of both the Halton Borough Council (Various Roads, Widnes) (Prohibition of Waiting) Order 2011 and the Halton Borough Council (Various Roads, Widnes) (No Loading) Order 2011 relating to School Way, Widnes as in Appendix D and that the Executive Board be recommended to approve this proposal.

Strategic Director
Policy and
Resources

Councillor Sinnott declared a Disclosable Other Interest in the following item as her brother worked for a company who would be tendering for the work at Runcorn Hill.

EUR35 PERFORMANCE MONITORING QTR2 2014/15

The Board received a report of the Strategic Director, Policy and Resources, which detailed the second quarter performance management report for 2014/15 on progress against service objectives/milestones and performance targets, and provided information relating to key developments and emerging issues that had arisen in relation to:-

- Development and Investment Services;
- Highways and Transportation, Logistics and Development Services;
- Waste and Environment Improvement and Open Space Services; and
- Housing Strategy.

Arising from the discussion, it was agreed that a report be brought to a future Board meeting on Travellers which would provide information on cost to the Council, number of violations, police involvement and legal officer time.

RESOLVED: That the Board receives the second quarter management report.

Strategic Director
Policy and
Resources

EUR36 HOUSEHOLD WASTE & RECYCLING COLLECTION POLICY

The Board considered a report of the Strategic Director, Communities, which advised Members that the Waste Management Working Party had undertaken a review of the Council's current Household Waste Recycling and Collection Policy. A copy of the revised document had been previously circulated to the Board.

It was noted that the draft updated Policy did not introduce any new policies or collection regimes. However, it had been reviewed to ensure that it reflected current service provision, policies or other decisions of the Council and brought up to date the previous policy to reflect innovations which had already been introduced. The report contained information on alternative bin collection scheme, co-mingled collection of recyclable materials, enforcement and charging for services.

In addition the document set out how the Council sought to ensure that it would continue to provide high quality cost effective services that were applied fairly and consistently to all households. The document also provided information to residents on the level of service that they could expect to receive from the Council. It was noted that waste collection schedules were currently being revised in order that each property in the Borough had the same day each week for waste collection.

It was proposed that a further report would be brought to the Board following the roll out of the alternate waste collection scheme to all suitable properties by summer 2015.

RESOLVED: That

1. the Board endorse the draft updated Household Waste and Recycling Collection Policy document; and
2. a report be presented to the Executive Board recommending the adoption of the draft updated Household Waste and Recycling Collection Policy.

Strategic Director
Communities

EUR37 HALTON LOCAL FLOOD RISK MANAGEMENT STRATEGY

The Board considered a report of the Strategic Director, Policy and Resources, which provided an update on the progress on the development of Halton's Local Flood Risk Management Strategy (LFRMS) which was a statutory document required under the Flood and Water Management Act 2010. The Strategy had been prepared in accordance with informal guidance published by the Local Government Association and using a common template that had been developed and agreed in conjunction with our neighbouring LLFA members of the Cheshire Mid-Mersey Regional Sub Group, to ensure a consistent approach to flood risk management across the sub-regional catchment areas. A copy of the Strategy document had been circulated to Members of the Board.

In accordance with the legislation, a formal consultation on the draft LFRMS was undertaken during November and December 2014. Comments received by the closing date had been incorporated into the LFRMS.

It was noted that the draft LFRMS would be sent to

statutory consultees for their comments. It was proposed that the document be amended subject to the approval of the Operational Director Policy, Planning and Transportation in consultation with the Chair of the Environment and Urban Renewal Policy and Performance Board prior to consideration by the Executive Board.

RESOLVED: That

1. the Local Flood Risk Management Strategy for Halton be noted; and
2. the Executive Board be requested to consider, approve and adopt the LFRMS for Halton.

Strategic Director
Policy and
Resources

Meeting ended at 7.38 p.m.

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ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 25 March 2015 in the Council Chamber, Runcorn Town Hall

Present: Councillors Woolfall (Chair), Fry (Vice-Chairman), P. Hignett, V. Hill, C. Loftus, MacManus, Morley, Sinnott, G. Stockton, A. Wall and Zygadllo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: L. Derbyshire, M. Noone, T. Gibbs, D. Houghton and J. Unsworth

Also in attendance: None

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

Action

EUR38 PUBLIC QUESTION TIME

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

EUR39 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.

Page 8 - EXB 132 - The Board noted that the Council was confident that the system for the collection of household waste was robust enough to maximise the economic opportunities and environmental benefits associated with higher quality recycling, both now and in the future.

RESOLVED: That the Minutes be noted.

EUR40 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 3 OF 2014/15

The Board received a report of the Strategic Director, Policy and Resources, which detailed the third quarter

performance management report for 2014/15 on progress against service objectives/milestones and performance targets, and provided information relating to key developments and emerging issues that had arisen in relation to:-

- Development and Investment Services;
- Highways and Transportation, Logistics and Development Services;
- Waste and Environment Improvement and Open Space Services; and
- Housing Strategy.

Members discussed traveller's sites throughout the Borough and noted that a report outlining the current situation in respect of the cost to the Council, the number of violations, police involvement and legal officer time would be presented to a future meeting of the Board.

Strategic Director,
Policy &
Resources

RESOLVED: That the third quarter management report be noted.

EUR41 BUSINESS PLANNING 2015-2018

The Board considered a report of the Strategic Director, Policy and Resources, which provided Members with an update on Business Planning for the period 2015-18 and were asked to consider the Directorate priorities, objectives and targets for services for this period that fell within the remit of this Policy and Performance Board (PPB).

The Board was advised that each Directorate had developed a medium term business plan, in parallel with the budget that was subject to annual review and refresh. PPB input into the business planning process and the setting of priorities for the Directorate was an important part of this process. Key priorities for development or improvement for the various functional areas reporting to this PPB were presented to and considered by the Board in autumn 2014, from which the Draft Directorate Business Plans had been developed. Given the remit of this Board, Business Plans for the Children and Enterprise, Policy and Resources and the Communities Directorates were presented for consideration.

The Board was further advised that plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2015.

Strategic Director,

RESOLVED: That the Draft Business Plan be noted and forwarded to the Executive Board for approval.

Policy &
Resources

EUR42 GARDEN WASTE COLLECTIONS

The Board received a presentation from the Divisional Manager Waste and Environmental Improvement regarding the Council's garden waste collection service. The presentation:-

- gave Members an overview of the introduction of a charge for the collection of garden waste, which had been introduced as a result of Government budget cuts (£25 on line and £30 via alternative methods);
- highlighted that there was no duty on the Council to provide a Collection Service; the Council had the provision to charge if a service was provided and the service was entirely optional and only those receiving the service would pay;
- highlighted alternative opportunities for dealing with garden waste; and
- explained that the charge would ensure that the service provided was self-financing and would contribute towards meeting the budget savings target.

The Board was advised that a list of frequently asked questions and responses would be circulated to all Members of the Board. It was reported that the finalised list would be published on Halton's website in the near future.

The following points arose from the discussion:-

- It was noted that the additional £5 charge incurred for the charge for non-online payments was to cover administration costs;
- Clarity was sought on whether places of worship or churches would be charged for the service. In response, it was reported that the charge was for household collections only, but confirmation on this matter would be sought;
- The Board noted the safeguards that had been put into place to reduce the risk of theft and the potential to abuse the scheme;

- It was noted that vulnerable residents could apply online at the library, community centres and at Halton Direct Link Centres throughout the Borough;
- It was suggested that the charge may result in an increase in fly tipping in the Borough. In response, it was reported that research had not identified fly tipping as an issue relating to charges, but the scheme would be monitored and reviewed on a regular basis; and
- It was noted that the charge was reasonable and had been put into place to cover operating costs associated with the collection. The scheme would be reviewed on a regular basis and an update report presented to a future meeting of the Board.

RESOLVED: That

- (1) the presentation be received and comments raised noted; and
- (2) Jimmy Unsworth be thanked for his informative presentation.

EUR43 JOINT WASTE LOCAL PLAN - MONITORING REPORT 2013/14

The Board considered a report of the Strategic Director, Policy and Resources, which provided an update on the Joint Waste Local Plan (WLP) for Merseyside and Halton which was formally adopted by Halton with effect from 18th July 2013. The WLP Plan Period was from 2013 to 2027 and formed part of Halton's adopted development plan.

Members considered a copy of the first WLP Monitoring Report which covered the period from adoption to 31st March 2014. The report was prepared by Merseyside Environmental Advisory Service (MEAS) on behalf of the six Liverpool City Region Councils. The first Monitoring Report showed progress with initial WLP implementation against several performance indicators and included information on Duty to Co-operate, as required by the Localism Act 2011, enabling communities and interested parties to be aware of progress across the Plan Area (Merseyside and Halton). Since this was the first WLP Monitoring Report, and in order

to satisfy legislative and policy requirements, evidence gathered during the WLP Preparation Period (set as 2008 to 2013) was also shown within the Monitoring Report.

RESOLVED: That the report be noted.

EUR44 POLICY IMPLICATIONS OF RECENT TRENDS IN THE HIGH STREET/RETAIL SECTOR

The Board considered a report of the Strategic Director, Children and Economy, which provided a summary of the report 'High street and retail sector: recent trends and policy implications' and the policy recommendations for improving town centres. The report had been commissioned by the Department for Business, Innovation and Skills (BIS) and published in December 2014. The aim of the report was to understand how town centres were responding to broader trends in consumer behaviour and preferences and to recommend policy responses to these trends tailored to various types of town centres.

The Board was advised that the report presented a number of remarks and observations which could be considered in the context of improving town centre vitality in Halton. A summary of these observations and their suggested relevance to Halton was set out in the report.

The Board noted the impact of online shopping on town centres throughout the country. The Board also noted that Halton had been pro-active in town centres and improvements had been made within Halton over the last few years.

RESOLVED: That the report be noted.

Meeting ended at 7.35 p.m.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 3 March 2015 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chairman), A. Lowe (Vice-Chairman), E. Cargill, Dennett, S. Hill, A. McInerney, N. Plumpton Walsh, Wainwright and Rowe

Apologies for Absence: Councillor Joe Roberts

Absence declared on Council business: Councillor Chris Loftus

Officers present: M. Reaney, I. Leivesley, E. Dawson, G. Ferguson and C. Patino

Also in attendance: None

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

Action

CS35 MINUTES

The Minutes from the meeting held on 6th January 2015 were taken as read and signed as a correct record.

CS36 PUBLIC QUESTION TIME

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

CS37 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.

CS38 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.

CS39 BUSINESS PLANNING 2015-18

Members were provided with an update on Business Planning for the period 2015-18 and were asked to consider the Directorate priorities, objectives and targets for services for this period that fell within the remit of this Policy and Performance Board (PPB).

It was reported that each Directorate developed a medium term business plan, in parallel with the budget that was subject to annual review and refresh. PPB input into the business planning process and the setting of priorities for the Directorate was an important part of this process. Key priorities for development or improvement for the various functional areas reporting to this PPB were presented to and considered by the Board in autumn 2014, from which the Draft Directorate Business Plans had been developed. Given the remit of this Board, Business Plans for Policy and Resources and the Communities Directorate were presented for consideration.

Members were informed that plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2015.

The Board requested that their appreciation be passed onto staff for their excellent work in sometimes difficult circumstances, which was a result of the reduction in budget the Council had received.

RESOLVED: That the Draft Business Plan be received and forwarded to the Executive Board for approval.

Strategic Director
Corporate and
Policy

CS40 TOPIC GROUPS 2015/16

The Board received a report of the Strategic Director, Policy and Resources, which sought to develop a work programme of topics for the Board to examine in 2015/16.

The Board had previously established a Topic Group which oversaw the operation of the Council's Discretionary Support Scheme. The Group had been highly effective and provided significant guidance to the Executive Board and Officers, in relation to the delivery of the service. In addition, the Board had set up a Topic Group related to the review of Fees and Charges. This was a major piece of work that it was still in its infancy but would require significant Member

and Officer commitment.

It was felt that both Topic Groups were important to continue and would provide a sufficient work programme for Members through the next Municipal Year.

Arising from the discussion, the Board requested the information on the number of persons registered at Halton libraries from outside the borough.

Strategic Director
Communities

RESOLVED: That Members' confirmed their support for the continuation of the Fees and Charges Topic Group and the Discretionary Support Topic Group.

CS41 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 3 OF 2014/15

The Board received a report from the Strategic Director, Policy and Resources, which presented the Performance Monitoring Reports for Quarter 3 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 number of pre-litigation Public Liability & Employers' Liability claims in-house up to the value of £25,000 be forwarded to Members'; and
- a report on Widnes Market Hall be brought to the June meeting of the Board detailing occupancy rates and action that was being taken to address under occupancy and an updated rent arrears figure.

Strategic Director
Policy and
Resource

Strategic Director
Children and
Economy

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

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 25 February 2015 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Joe Roberts (Chair), M. Lloyd Jones (Vice-Chairman), J. Bradshaw, Cole, A. Lowe, McDermott, MacManus, N. Plumpton Walsh and J. Stockton

Apologies for Absence: Councillors Fry and Lea

Absence declared on Council business: None

Officers present: E. Dawson, L. Derbyshire, I. Leivesley and M. Murphy

Also in attendance: Mr M Heap and Ms L Temple-Murray (Grant Thornton)

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

BEB29 MINUTES

The Minutes of the meeting held on 26 November 2014 were taken as read and signed as a correct record.

BEB30 CERTIFICATION LETTER 2013/14

The Board considered a report of the Operational Director, Finance, which contained information from the Council's external auditor, Grant Thornton, following the audit of grant claims and returns for the financial year 2013/14.

The Board was advised that the Council's external auditor was required to certify certain claims and returns submitted by the Council. The certification took place six to nine months after the claim period and represented a final but important part of the process to confirm the Council's entitlement to funding.

It was reported that Grant Thornton had certified three claims and returns for the 2013/14 financial year that related to expenditure of approximately £110m. The report summarised Grant Thornton's overall assessment of the

Action

Council's management arrangements in respect of the certification process. It was noted that there were no significant issues arising from this work which needed to be brought to the attention of the Board.

The Board was further advised that the report provided details of the fees charged by Grant Thornton in respect of the certification work undertaken.

RESOLVED: That the report be noted.

BEB31 GRANT THORNTON REPORT - 'CONTINUING TO DELIVER VALUE TO HALTON BOROUGH COUNCIL'

The Board considered a report of the Strategic Director, Policy and Resources, which presented the report from the Council's external auditors Grant Thornton, titled "Continuing to Deliver Value to Halton Borough Council."

The Board welcomed Mr Mark Heap and Ms Liz Temple-Murray to the meeting, from Grant Thornton. Mr Heap indicated that he was looking forward to continuing and building on the excellent work that had been undertaken by Mr Thomas during the last seven years.

The report summarised the services that Grant Thornton had provided during the year. The Board congratulated all concerned for the excellent report and the quality of work that had been undertaken.

RESOLVED: That the report be noted.

BEB32 INTERNAL AUDIT PLAN - 2015/16

The Board considered a report of the Operational Director, Finance, which sought Members approval for the planned programme of internal audit work for 2015/16.

The Board was advised that a risk-based Audit Plan had been prepared in accordance with relevant professional guidance, i.e. the Public Sector Internal Audit Standards 2013 (PSIAS). The plan set out the proposed internal audit activity for 2015/16.

The Board was further advised that the plan was designed to enable internal audit to deliver an overall opinion on the Council's risk management, control and governance arrangements. In prioritising, the audit coverage account had therefore been taken off the Council's corporate objectives and the overall assurance framework.

It was reported that in preparing the plan consultation had taken place with key officers across the Council, external audit and the Chair of the Business Efficiency Board. The draft Audit Plan for 2015/16 was attached as Appendix 1 to the report and the document provided information on the role of internal audit and the factors that had been taken into account in developing the plan.

Furthermore, it was reported that a total of 1,231 days of audit work had been planned for 2015/16. This level of resource had been based on a forecast staffing establishment of 6.09 FTE staff and was considered sufficient to deliver a robust annual audit opinion. Members requested that information on the cost of this resource be circulated to Members of the Board. In addition, it was reported that performance against the Audit Plan would be kept under review throughout the year and quarterly progress reports would be presented to the Board for consideration.

The Board discussed the planned days regarding sustainable school travel and noted the reasons for this.

RESOLVED: That the proposed Internal Audit Plan for 2015/16 and comments raised be approved.

BEB33 EXTERNAL AUDIT - UPDATE REPORT

The Board considered a report of the Operational Director, Finance, which provided an update from Grant Thornton (External Auditors) regarding the following:-

- the progress made in delivering their responsibilities as the Council's external auditors; and
- a summary of emerging national issues and developments that may be relevant to the work of the Board.

Ms Liz Temple-Murray from Grant Thornton presented the report and various publications were circulated at the meeting.

At the end of the discussion the Board noted the update in respect of the following:-

- the 2014-15 Accounts Audit Plan;
- the interim accounts audit;

- the 2014-15 final accounts audit;
- the value for money conclusion;
- other areas of work – certification work under the Audit Commission Regime; and
- other activity undertaken in respect of claims and returns, tax and VAT.

The Board noted that the All Aboard - Local Government Review 2015 set out on Page 63 had been based on a national survey and reflected the different ways in which Council's operated the democratic process.

RESOLVED: That the report be noted.

BEB34 PROTECTING THE PUBLIC PURSE - FRAUD BRIEFING

The Board considered a report of the Operational Director, Finance, which gave Members a briefing on comparative information on council fraud detection levels based on the Audit Commission's annual detected fraud and corruption survey from 2013/14. It was reported that submission of the survey was a mandatory requirement under Section 48 of the Audit Commission Act 1998.

Grant Thornton, as the Council's external auditor, presented the report and provided confirmation that the submissions made fairly reflected their knowledge of the Council's fraud detection activities.

The report highlighted national fraud risks and requested that Members consider whether the Council's remaining counter-fraud resources and skill sets were adequate after its benefit fraud investigators had left to join the Single Fraud Investigation Service.

It was noted that there were no significant issues arising from the report which needed to be brought to the attention of the Board.

The Board noted the implications of Fraud Investigation Services transferring to the Department for Work and Pensions and the discussions taking place to address the associated risks.

The Board discussed the challenges of fraudulent Council tax discount claims and discussed options to address this issue.

RESOLVED: That the report and comments raised be noted.

Note: (Councillor M Lloyd Jones declared a Disclosable Other Interest in the following item of business as her grandson had a placement as a teacher at Spinney Avenue CE Primary School.)

BEB35 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.

BEB36 INTERNAL AUDIT PROGRESS REPORT

The Board considered a report of the Operational Director, Finance which provided the Members with a summary of internal audit work completed since the last progress report presented to the last meeting of the Board.

RESOLVED: That the progress made in regard to the implementation of previous internal audit recommendations be noted.

Meeting ended at 8.40 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 9 February 2015 in The Boardroom - Municipal Building, Widnes

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

Apologies for Absence: Councillors S. Hill, C. Plumpton Walsh and Wainwright

Absence declared on Council business: None

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

Also in attendance: Councillors K Loftus, A Lowe and Howard and one member of the public

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

	<i>Action</i>
DEV35 MINUTES	
<p>The Minutes of the meeting held on 12 January 2015, having been circulated were taken as read and signed as a correct record.</p>	
DEV36 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE	
<p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p>	
DEV37 - 12/00139/LBC - PROPOSED RENEWAL OF LISTED BUILDING CONSENT 04/01065/LBC FOR PROPOSED PART DEMOLITION, RESTORATION AND CONVERSION OF HALL AND OUTBUILDINGS INTO 22 NO. RESIDENTIAL UNITS AND ERECTION OF 9 NO. HOUSES (31 RESIDENTIAL UNITS IN TOTAL) : 12/00140/FUL - PROPOSED RENEWAL OF PLANNING PERMISSION 04/01064/FUL FOR PROPOSED PART DEMOLITION, RESTORATION AND CONVERSION OF HALL AND OUTBUILDINGS INTO 22 NO. RESIDENTIAL UNITS AND ERECTION OF 9 NO. HOUSES (31 RESIDENTIAL UNITS IN TOTAL) : 12/00141/FUL - PROPOSED ALTERATIONS	

TO MANAGER'S HOUSE AND ERECTION OF NEW ASSOCIATED GARAGE BLOCK.

The Committee was informed that this item had been withdrawn by the applicant on the day of the meeting so would be deferred to another Committee.

DEV38 - 14/00650/FUL - PROPOSED DEVELOPMENT OF BUILDERS YARD INCORPORATING WAREHOUSE AND TRADE COUNTER AT HOWARTH TIMBER, DENNIS ROAD, WIDNES, CHESHIRE, WA8 0YQ

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

Officers advised that two additional conditions were recommended with the ones listed below, relating to landscaping and storage. Members agreed that the application could be approved subject to the addition of these.

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

- 1) Time limit on commencement of development;
- 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) Travel plan (TP16);
- 8) Construction traffic management plan (BE1);
- 9) Condition(s) in relation to details of off-site highways works including making good of existing vehicles access crossings, and bus stop relocation;
- 10) Site investigation (PR14);
- 11) Landscaping (BE1); and
- 12) Control of external storage (BE1).

DEV39 - 14/00633/HBCFUL - PROPOSED CONSTRUCTION OF A NEW CEMETERY, ACCESS ROAD AND JUNCTION WITH PEEL HOUSE LANE AND ASSOCIATED DEVELOPMENT AT FORMER FAIRFIELD HIGH SCHOOL SITE, PEEL HOUSE LANE, WIDNES

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

It was reported that the only outstanding matters were comments from Sport England and it was expected that the holding objection would be withdrawn.

RESOLVED: That the application be delegated to approve subject to:

- a) the Operational Director – Policy, Planning and Transportation, in consultation with the Chairman or Vice Chairman of the Development Control Committee, making the decision once the details have been received, which demonstrated that the land was surplus to requirement to the satisfaction of Sport England; and
- b) the following conditions and any additional conditions required following the submission of further information and subsequent consultation:
 - 1) Time limit – full permission;
 - 2) Approved plans;
 - 3) Implementation of proposed site levels (BE1);
 - 4) Implementation of landscaping and boundary treatments scheme (BE1);
 - 5) Breeding birds protection (GE21);
 - 6) Construction management plan (Highways) (BE1);
 - 7) Precise details of the new access and roundabout (BE1);
 - 8) Provision of parking and servicing (BE1); and
 - 9) Detailed surface water and drainage strategy (PR16).

DEV40 - 14/00665/FUL - PROPOSED DEMOLITION OF EXISTING BUILDINGS AND DEVELOPMENT COMPRISING 18 NO. DWELLINGS, ASSOCIATED ACCESS AND OPEN SPACE AT MANOR FARM, MANOR FARM ROAD, RUNCORN, WA7 1TE

The Committee was advised that this item was deferred to resolve outstanding issues.

DEV41 - 15/00034/P3JPA - PROPOSED CHANGE OF USE FROM FORMER OFFICE BUILDING (USE CLASS B1) TO 448 NO SELF CONTAINED APARTMENTS COMPRISING 54 1 BEDROOM FLATS AND 394 STUDIO FLATS AT EAST LANE HOUSE, EAST LANE, RUNCORN, CHESHIRE

The application was in respect of Part 3 of Class J of the Permitted Development Order (as amended). The issue was whether prior approval of the Authority is required for

the following relevant matters:

- Contamination risks on the site;
- Flooding of the site; and
- Transport and highways impacts of the development.

Officers explained their recommendation to the Committee that prior approval for these was not required. Officers identified transport and highways impact as the relevant matter to be considered.

The Committee was addressed by Councillor K Loftus who objected to the proposal on the grounds that parking for 60 cars was grossly insufficient for a development of this size and the surrounding businesses and the nearby Palacefields Estate would suffer due to the shortage of parking. She also stated that there would be a very significant traffic impact on the surrounding highways. Concerns were also raised over the potential for asbestos contamination and the lack of transport links.

Councillor A Lowe then addressed the Committee also objecting to the prior approval application. He raised concerns over the potential for illegal parking in the area as a result of the low number of parking spaces for residents. He also stated that there would be an impact on the parking provision at the nearby hospital and health centre, as well as the surrounding businesses and surrounding highways. Concerns were also raised over the potential for asbestos contamination.

Members discussed the application and the traffic impact that this development would have on the surrounding highways, Halton Village and Palacefields residential areas and Trident Park, as well as the Hospital, Post Office Sorting Office and Territorial Army (TA) site. They also considered that the low number of proposed parking spaces to be totally inadequate.

One Member moved to refuse the application which was seconded. After further debate an amendment to this was proposed, which was to request further information on the impact of the development on the highways and on the risks of asbestos contamination. The amendment was carried. The Committee were asked what their views were should the reports not be produced within 56 days of the application. It was resolved that a special meeting of the Committee be convened so that any additional information received could be considered before the 56 days elapsed.

RESOLVED: That

- 1) a further reports be requested on the matters highlighted in the debate and the matter be deferred accordingly; and
- 2) a special meeting of the Committee be convened prior to the expiration of the 56 day deadline.

DEV42 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

- 14/00611/PLD** Application for a Certificate of Proposed Lawful Development for conversion of garage to habitable accommodation and relocation of property entrance including canopy over door at 18 Bayswater Close, Runcorn, Cheshire, WA7 1NY.
- 14/00589/FUL** First floor side and rear extensions at 21 Camrose Close, Runcorn, Cheshire, WA7 5NS.
- 14/00601/FUL** Proposed two storey side and rear extension at 12 Sherborne Close, Runcorn, Cheshire, WA7 1QR.
- 14/00635/PLD** Proposed Lawful Development Certificate for pitched roof over existing garage at 38 Tuson Drive, Widnes, Cheshire, WA8 9EZ.

Halebank School Update

A verbal update was given that this application had not been called in by The Secretary of State so the application had been approved.

Meeting ended at 7.20 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 2 March 2015 at Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor C. Plumpton Walsh and J. Stockton

Absence declared on Council business: Councillor Dave Thompson

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

Also in attendance: Councillors K Loftus, N Plumpton Walsh, A Lowe and Howard and 6 members of the public

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

Action

DEV43 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.

DEV44 - 15/00034P3JPA - PROPOSED CHANGE OF USE FROM FORMER OFFICE BUILDING (USE CLASS B1A) TO 448 NO. SELF CONTAINED APARTMENTS COMPRISING 54 1 BEDROOM FLATS AND 394 STUDIO FLATS, AT EAST LANE HOUSE, EAST LANE, RUNCORN, CHESHIRE

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

The Committee noted that this application was deferred at the Committee meeting on Monday 9 February, for additional information to be sought in relation to transport and highway impacts of the development and contamination risks on the site. In this regard it was noted that the applicant had submitted: a Transport Statement; an Asbestos Report; and an updated site plan showing 157

parking spaces.

Officers advised the Committee that after consideration of the additional information, the application was considered acceptable and that prior approval was not needed for:

- Transport and highways impact of the development;
- Contamination risks on the site; and
- Flooding risks on the site.

Members were presented with detailed information relating to transport and highways issues surrounding the site. A presentation was made to show:

- A 2km pedestrian catchment;
- Pedestrian access to bus stops;
- Pedestrian access from the development to bus stops and local taxi rank;
- Evening routes to bus stops;
- A 5km cycle catchment;
- Runcorn Shopping Centre Bus Service Timetable;
- Daytime bus routes and off peak bus routes;
- Railway Station services; and
- Traffic flow comparison information.

Members were advised that despite the site being in a sustainable location, there were a number of minor issues identified:

- The amount of disabled parking spaces;
- The usability of some of the parking spaces;
- That the TRICS data was based on averages of selected sites and therefore may not be fully representative; and
- Future parking management issues.

It was reported that one written representation had been received from Committee Member Councillor Thompson, who was unable to attend the meeting, regarding the revision of parking spaces to 157.

The Committee was addressed by local Ward Councillor K Loftus who opposed the proposal due to concerns regarding the parking allocation. She handed Members recent photographs taken of illegally parked cars around East Lane and Crown Gate areas and urged Members to refuse the proposal.

Local Ward Councillor A Lowe then addressed the Committee adding to those comments made previously and included parking issues already existing around the Hospital overflowing onto Earls Way in Hallwood Park. He also commented that the report did not refer to the fact that Halton Lea Shopping Centre closed at 7pm at night thus cutting off the pedestrian access to the building from there. Additionally, he stated that there were no buses past 7pm at night and that these issues were not addressed in the Applicant's Transport Statement. He requested the Committee to reject the proposal.

One Member of the public, Mr Griffin, then addressed the Committee and referred to the 36 objections to the proposal for the reasons already referred to by Members: traffic chaos, too close to Halton Lea; insufficient parking; dangers from asbestos; and limited type of accommodation offered.

Members discussed the application and the additional information supplied by the applicant. Clarifications were made with regards to comments on the proximity of the site to a conservation area and housing policies, in that these were not material conditions. The issues around parking conditions such as the size of the spaces, the lack of the required number of disabled spaces and the future management issues of the parking spaces remained. Members were not in agreement with the technical assessment on transport and highways impact and expressed a view that a number of issues had not been covered within the assessment. Consequently, on the information available the Committee decided that it would be likely that the transport and highways impact of the proposed development would be severe.

Furthermore, the Committee considered that there was some doubt as to whether the application was valid since the previous lawful office use may have been abandoned.

Members moved to refuse the proposal and this was agreed after a show of hands.

RESOLVED: The statutory procedures did not allow the Committee to request further information within the time available. Consequently:

- 1) Assuming that the application was valid, prior approval was required and is refused because, on the information available, the transport and highways

impact of the proposed development would be likely to be severe; and

- 2) Notwithstanding (1) above, there is doubt that the application was valid since the lawful office use may have been abandoned.

Meeting ended at 6.25 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 9 March 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, T. Gibbs, M. Noone, A. Plant, G. Henry, P. Shearer and J. Farmer

Also in attendance: Three members of the public

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

DEV45 MINUTES

The Minutes of the meeting held on 9 February 2015, having been circulated, were taken as read and signed as a correct record.

DEV46 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.

DEV47 - 14/00613/FUL - PROPOSED DEVELOPMENT OF AN INCINERATOR BOTTOM ASH RECYCLING FACILITY AT JOHNSONS LANE, WIDNES

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

Members were advised that further information had been received with regards to the control of dust. The applicant had submitted a Fugitive Emissions Management

Action

Plan, which demonstrated that through the consideration of risks and implementation of mitigation measures there would be no unacceptable adverse environmental effects arising from fugitive emissions, and no consequential detriment (including airborne dust) reaching any nearby sensitive receptors as a result of the proposed development operations. However, Officers recommended an additional condition for the submission of an amended fugitive emissions management plan that included a monitoring scheme to be agreed and a review mechanism.

Further, it was noted that condition 5 on page 15 of the agenda provided a condition for a management plan to control dust and debris and to prevent it from being tracked into the public highway.

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

1. Time limit on commencement of development;
2. Condition listing approved plans and document – (BE1);
3. Development shall be carried out and operated in accordance with the submitted floor risk assessment (PR16);
4. Development shall be carried out and operated in accordance with the submitted noise risk assessment (PR2);
5. Condition for dust management plan to ensure prevention and control of any mud or debris tracked offsite (PR1);
6. Condition requiring submission of building materials (BE2);
7. Condition requiring the submission of details of drainage condition(s) (BE1);
8. Boundary treatments (BE22);
9. Submission and agreement of finished floor and site levels (BE1);
10. Construction of Traffic Management Plan (BE1);
11. Condition in relation to breeding birds (GE21);
12. Condition requiring the submission of a Construction Management Plan (BE1);
13. Condition requiring the submission of details of secure covered cycle parking (TP6);
14. Condition restricting use to the operation of an Incinerator Bottom Ash Recycling Facility (BE1, WM1 and WM13);
15. Condition limiting stockpile heights to a maximum of 12 m (BE1);
16. Condition stating no substances / material shall be

- burnt on site (PR1);
- 17. Condition controlling hours of operation (BE1); and
- 18. Condition(s) relating to submission of landscaping and habitat mitigation (BE1 and GE1); and
- 19. Amended fugitive emissions management plan.

DEV48 - 14/00658/FUL - PROPOSED CONSTRUCTION OF INDUSTRIAL / STORAGE BUILDING (USE CLASSES B2 AND B8) ASSOCIATED PARKING, SERVICING AREAS, PLANT AND BUNDS, FENCING, LANDSCAPING AND ANCILLARY WORKS ON LAND NORTH OF BOWMANS CHEMICAL WORKS, GORSEY LANE, WIDNES, WA8 0YZ

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

The Committee was advised that with regards to Section 6.3 of the report (Highways), the applicant had now provided acceptable amended plans moving the southern access further north away from the existing office building so as to improve highway visibility. The access had also been widened, and tracking of HGV's provided to demonstrate that it would be acceptable. The Highways Engineer had now confirmed that the proposal was now acceptable.

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

1. Time limit on commencement of development;
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. Construction Traffic Management Plan (BE1);
8. Condition(s) in relation to details of off-site highways works including making good of existing vehicle access crossings, and bus stop relocation;
9. Nesting birds conditions (GE21);
10. Condition to provide details of bird and bug boxes (GE21);
11. Details of secure covered cycle storage (TP6);
12. Condition restricting external storage (E3 and E5); and
13. Condition(s) in relation to contaminated land and remediation (PR14 and CS23).

DEV49 - 14/00665/FUL - PROPOSED DEMOLITION OF EXISTING BUILDINGS AND DEVELOPMENT COMPRISING 18 NO. DWELLINGS, ASSOCIATED ACCESS AND OPEN SPACE AT MANOR FARM, MANOR FARM ROAD, RUNCORN, WA7 1TE

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

The Committee was provided with the following updates since the publication of the agenda:

- Ecology and woodland – Further submissions of the following were received: Preliminary Ecological Appraisal; Bat Scoping Survey and Great Crested Newt Method Statement. The Council's Open Spaces Officer had confirmed that the mitigation measures contained within these reports were acceptable.
- Officers advised that although an ideal buffer between the development and the woodland would be 5m, it was considered, given the previous permission for residential, which did not contain this, and that there was no statutory requirement for any buffer provision, the 2m proposed was considered acceptable. The 2m buffer would be planted with dense spiny native understory mix to maximise the function of the 2m strip. The applicant also provided clarification on the future management of the 2m buffer zone between the site and the wood, which would be a management agreement and was contained within the submitted Landscape Strategy.
- Boundary Treatments – The applicant had provided further drawings which sought to minimise disturbance to existing boundary treatment whilst ensuring that the western end of the site was secure and would result in no significant impact on the privacy of existing residents. Appendix 1 attached to the update list provided drawings and photographs to enable members to understand the arrangement of the boundaries on this part of the site, where it affected in the main, existing residents. It was considered that the applicant had provided a satisfactory form of a mix of boundary treatments which addressed the individual concerns of the existing residents whilst maintaining acceptable visual amenity standards and in doing so complied with

policies BE1, BE2 and BE22 of the Halton UDP. Officers recommended a condition for the maintenance of these approved boundaries throughout the lifetime of the development.

Officers advised that representations had been received from the owners of properties adjacent to the site: numbers 1, 14 and 15 Manor Farm Mews in relation to the treatment of the boundaries. Their comments on the latest amended boundary drawings were summarised for Members.

Mr Tim Sly, the owner of a site opposite the application site, addressed the Committee on behalf of the residents of Manor Farm Mews. He raised concerns around the boundary treatment of the site, the removal of the existing wall and the raising in height of the new wall; concerns that the green screen would be inadequate as a replacement for the wall; responsibility for future maintenance of the green screen; the proximity of the ground works to residents properties; potential for root damage in the future; and loss of privacy for existing residents. Mr Sly also suggested that there would be disruption to local businesses during demolition and that asbestos was in the farmhouse wall; he requested additional conditions with regards to controlling noise and dust. He also queried the Traffic Management Plan for construction traffic at peak times and requested further conditions enforcing the flow of this.

The Committee was then addressed by Alison Freeman, the applicant, who stated that they had worked very closely with the Planning Officer on the boundary treatments. Further she advised that the scheme had been amended to include a 1.5m 'living fence' (green screen). She confirmed that the fence would not touch the boundary of existing residents' properties and that it would be maintained and managed by the applicant as explained in the updates above.

Members discussed the application and were satisfied that the concerns of the residents had been dealt with and were subject to conditions already listed in the report. It was noted that the demolition of the site and related safety matters would be dealt with by the Health and Safety Executive.

An additional condition was requested in relation to tactile crossings and the maintenance of the boundary treatment.

RESOLVED: That the application be approved subject to a Section 106 Agreement for a contribution towards off site open space and the following conditions:

- 1) Time limit – full permission;
- 2) Approved plans (BE1 and BE2);
- 3) Legal agreement with Woodland Trust for tree works in woodland adjacent to the site (BE1 and GE27);
- 4) Submission of existing site levels and proposed site and finished floor levels (BE1);
- 5) Facing materials (BE1 and BE2);
- 6) Landscaping (BE1);
- 7) Boundary Treatments Scheme (BE22);
- 8) Tree protection measures (BE1 and GE27);
- 9) Breeding birds protection (GE21);
- 10) Recording and analysis of farmhouse and buildings (BE1);
- 11) Submission of a revised wildlife mitigation strategy (GE27);
- 12) Removal of Permitted Development Class A and E – Plots 3; 6; and 7 (BE1);
- 13) Hours of construction (BE1);
- 14) Submission of a Construction Management Plan (Highways) (BE1);
- 15) Ground contamination (PR14);
- 16) Provision and retention of parking (BE1);
- 17) Drainage strategy (PR16);
- 18) Submission of details of street lighting (BE1);
- 19) Provision of tactile crossings; and
- 20) Maintenance of the boundary treatment.

DEV50 - 15/00015/FUL - PROPOSED DEVELOPMENT OF 4 NO. THREE BEDROOM HOUSES, 2 NO. TWO BEDROOM BUNGALOWS AND 6 NO. ONE BEDROOM FLATS, ACCESS ROAD, CAR PARKING, CYCLE PARKING AND LANDSCAPING ON LAND AT CROSSWAY, WIDNES

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

Officers referred to the representations made against the proposal, in particular to the 'loss of a public right of way'. It was reported that those referred to were not formally designated as rights of way and therefore did not materially affect the determination of the planning application. However, the designated public right of way to the north connecting eastway to Hale Road was retained.

It was noted that the site was not currently owned by

a registered provider (RSL previously) so in order to secure compliance with Core Strategy Policy CS13, an additional condition securing affordable housing provision was recommended. A condition relating to submission and agreement of cycle shelter details was also recommended.

The Committee was addressed by Mrs Andrea Young, a neighbouring resident who objected to the proposal. She argued that there would be a loss of greenspace; that the proposed flats would overlook the existing houses; and there would be an increase in traffic in the area.

Members considered the application and agreed to approve subject to the conditions listed below.

RESOLVED: That the application be approved subject to:

- a) entering into a Legal Agreement or other agreement for the provision of a financial contribution towards off-site public open space.
- b) conditions relating to the following:
 - 1) Standard 3 year permission (BE1);
 - 2) Condition specifying plans/amended plans (BE1);
 - 3) Materials condition, requiring the submission and approval of the materials to be used (BE2);
 - 4) Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2);
 - 5) Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
 - 6) Submission and agreement of a scheme of ecological enhancement features (GE21);
 - 7) Submission and agreement of a Construction Environmental Management Plan (BE1);
 - 8) Wheel cleansing facilities to be submitted and approved in writing (BE1);
 - 9) Submission and agreement of finished floor and site levels (BE1);
 - 10) Construction and delivery hours to be adhered to throughout the course of the development (BE1);
 - 11) Vehicle access, parking and servicing to be constructed prior to occupation of properties/commencement of use (BE1);
 - 12) Conditions relating to restriction of permitted development rights relating to extensions and outbuildings and boundary fences etc (BE1);

- 13) Site investigation, including mitigation to be submitted and approved in writing (PR14); and
- 14) Securing replacement tree planting in accordance with a scheme to be submitted and agreed (BE1)

c) and, that if the Section S106 Agreement or alternative arrangements were not executed within a reasonable period of time, authority be delegated to the Operation Director – Policy, Planning and Transportation, in consultation with the Chairman or Vice Chairman of the Committee to refuse the application on the grounds that it failed to comply with Policy S25 (Planning Obligations).

Councillor Cole declared a Disclosable Other Interest in the following item as he is a Board Member of Halton Housing Trust. To avoid any allegation of bias he did not take part in the debate and did not vote on the item.

DEV51 - 15/00028/FUL - PROPOSED DEMOLITION OF EXISTING PCT BUILDING AND DEVELOPMENT OF 10 NO. DWELLINGS CONSISTING OF 6 NO. TWO BEDROOM HOUSES AND 4 NO. ONE BEDROOM FLATS AT CASTLEFIELDS PCT BUILDING, CHESTER CLOSE, CASTLEFIELDS, RUNCORN

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

Officers presented the Committee with an update since the publication of the agenda. One letter of representation had been received commenting on the disruption of the building works and potential for anti-social behaviour and damage to cars. A telephone call had also been received requesting that the construction access be moved to an adjoining close, to minimise noise and dust. It was not considered that refusal of planning permission or additional conditions could be justified on these grounds.

It was noted that the site was not yet owned by the applicant so to secure compliance with Core Strategy Policy CS13, an additional condition was recommended to secure affordable housing provision.

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

- 1) Standard 3 year permission (BE1);
- 2) Condition specifying plans/amended plans (BE1);

- 3) Submission of a detailed asbestos report and demolition method statement prior to demolition (BE1);
- 4) Submission of report of on-site inspection for bats carried out prior to/during demolition (GE21);
- 5) Materials condition, requiring the submission and approval of the materials to be used (BE2);
- 6) Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2);
- 7) Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
- 8) Submission and agreement of a scheme of ecological enhancement features (GE21);
- 9) Submission and agreement of a Construction Environment Management Plan (BE1);
- 10) Wheel cleansing facilities to be submitted and approved in writing (BE1);
- 11) Submission and agreement of finished floor and site levels (BE1);
- 12) Construction and delivery hours to be adhered to throughout the course of the development (BE1);
- 13) Vehicle access, parking and servicing to be constructed prior to occupation of properties/commencement of use (BE1);
- 14) Conditions relating to the agreement and implement of bin and cycle parking provision (BE1/TP6);
- 15) Conditions relating to restriction of permitted development rights relating to extensions and outbuildings and boundary fences etc (BE1);
- 16) Site investigation, including mitigation to be submitted and approved in writing (PR14);
- 17) Conditions relating to tree protection during construction (BE1); and
- 18) Grampian style condition securing replacement tree planting in accordance with a scheme to be submitted and agreed (BE1).

Meeting ended at 7.10 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 11 March 2015 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: None

Absence declared on Council business: Councillor Lea

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

Also in attendance: 9 Members of the public.

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

Action

REG11 MINUTES

The Minutes of the meeting held on 17th December 2014 and 14th January 2015 having been circulated were signed as a correct record.

REG12 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it 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.

REG13 TAXI LICENSING MATTER

Case No. 690

The Single Status Drivers Licence be suspended for a period of five months.

Strategic Director
Policy and
Resources

Councillor Howard was in attendance for the following two items.

REG14 PART I

REG15 TAXI LICENSING MATTER

The Committee was advised that PCS (Events) Limited of 1 Fair Oak Lane, Whitehouse, Runcorn operated solely as a Chauffeur Service and were required to licence their vehicles as Private Hire Vehicles and their drivers as Single Status Drivers. Although PCS had not made an application for a vehicle or drivers licence to the Council, PCS had requested that they be permitted to:

1. Use black cars as Private Hire Vehicles;
2. Have a Plate Exemption/Gold Plate;
3. Have vehicles which have manufacturers tinted glass;
4. Have restricted Private Hire Vehicle Drivers Licence for chauffeur drivers (with modified knowledge test and exemption from the DSA driving assessment).

Following introduction by the Chairman, the Council's legal representative outlined the issues in the Committee item. On behalf of PCS, Mr Wilson, Mr Murphy, Mr Arslanian

and Mr Woodrow were in attendance. Mr Wilson addressed the Committee in support of the proposed variation from the Council's policies and conditions in relation to Single Status Drivers Licences and Private Hire Vehicle Licences.

A summary of the requests, together with comments, were set out in the report. In addition, extracts from the Council's Private Hire Vehicles conditions were also included in the report. A correction to paragraph 1.5 of appendix A in the report was noted by the Committee.

The requests were made to establish the principles which would apply as and when applications for licences were made relating to the applicant's business.

RESOLVED: That

- (1) in view of the detailed case put forward by the applicant it would be reasonable to make the following exemptions to the Council's standard licences and licence conditions;
- (2) in respect of applications to licence the applicant's vehicles for private hire, vehicle conditions exemptions would as requested apply (as described in the agenda) to (i) the gold plate request; (ii) the vehicle colour request (limited to 10% of the applicant's fleet which currently extended to approximately 140 vehicles); and (iii) the tinted glass request;
- (3) in respect of applications to licence the applicant's drivers, they would be subject to restricted driver licences (i.e. be limited as indicated in the agenda instead of being standard single status driver licences) and would be exempted from Part 1 of the Council's Taxi Knowledge Test and also the DSA driving assessment; and
- (4) the Council's Licensing Manager be authorised to process and issue licences reflecting the above decisions of principle and to determine all consequential matters relating to the wording of licences which may be granted.

Strategic Director
Policy and
Resources

Councillors Fry and Wallace declared a Disclosable Other Interest in the following item as they were a customer of Executive Travel. Also Councillor Wall declared a Disclosable Other Interest in the following item as a representative of Executive Travel was known to her. They

took no part in the discussion and left the room whilst a decision was made.

REG16 TAXI LICENSING MATTER

The Committee was advised that Executive Travel NW Limited of Halton Memorial Services, Appleton Village, Widnes operated an airport transfer service and were required to licence their vehicles as Private Hire Vehicles and their drivers as Single Status Drivers (SSD). Executive Travel had submitted a request that the following two of the pre-conditions for a SSD licence do not apply to their drivers:

1. the requirement to take a Taxi Knowledge Test; and
2. the DSA driving test.

Following introduction by the Chairman, the Council's legal representative outlined the application. On behalf of Executive Travel, Mr Coogan, Mr Fillingham, Ms Glover and Councillor Philbin were in attendance and Councillor Philbin addressed the Committee in support of the proposed variation from the Council's policies and conditions in relation to SSD Licence.

Having observed the decision of the Committee on the previous agenda item Councillor Philbin confirmed that the application be amended to request an exemption from Part I of the Council's Taxi Knowledge Test rather than the whole of the Test.

Members noted that Executive Travel had been operating within Halton for over 25 years and over the last 10 years had operated under the VOSA Public Service Vehicle Scheme. The Company did not undertake any journeys smaller than Widnes to Liverpool Airport and had no wish to encroach on any taxi trade within the borough. Members also considered information supplied by Executive Travel detailing arrivals and departures the Company undertook during the period 5th November 2014 to February 2015.

The requests were made to establish the principles which would apply as and when applications for licences were made relating to the applicant's business (a number of which had already been submitted).

RESOLVED: That

- (1) In view of the detailed case put forward by the applicant it would be reasonable to make the

Strategic Director
Policy and
Resources

following exemptions to the Council's standard SSD licences and licence conditions;

- (2) In respect of applications to licence the applicant's drivers, they would be subject to restricted driver licences (i.e. be restricted as indicated in the agenda instead of being standard single status driver licences) and would be exempted from Part 1 of the Council's Taxi Knowledge Test and also the DSA driving assessment; and
- (3) The Council's Licensing Manager be authorised to process and issue licences reflecting the above decisions of principle and to determine all consequential matters relating to the wording of licences which may be granted.

Meeting ended at 8.10 p.m.

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APPEALS PANEL

At a meeting of the Appeals Panel held on 17 February 2015 in Halton Stadium, Widnes.

Present: Councillors Angela McInerney (Chairman) and Kath Loftus

Apologies for absence: Councillor Wainwright

Absence declared on Council business: None

Officers present: K Lunt

Also Present: Appellants (Minutes 26,28,30 and 31 refers)

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

Action

**AP24 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.

AP25 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 258

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

RESOLVED: That DHP be awarded for the period 5/1/15 to 31/3/15.

AP26 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 251

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

RESOLVED: That the DHP award be increased for the period 6/10/14 to 4/1/15 in line with the award made for the period 5/1/15 to 31/3/15.

AP27 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 252

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 17 October 2014 be upheld and the appeal be dismissed.

AP 28 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 253

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

RESOLVED: That the decision of the Local Authority dated 19/1/15 be upheld and the appeal be dismissed.

AP 29 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 254

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 10 December 2014 be upheld and the appeal be dismissed.

AP 30 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 255

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

RESOLVED: That the decision of the Local Authority dated 3 December 2014 be upheld and the appeal be dismissed.

AP 31 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 256

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

RESOLVED: That an additional payment be awarded for the period 22/12/14 to 31/3/15.

AP32 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 257

The Panel was advised that this appeal had been withdrawn at the request of the appellant and adjourned to the next meeting of the Panel.

Meeting ended at 12.50 p.m.

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APPEALS PANEL

At a meeting of the Appeals Panel held on 20 March 2015 in Halton Stadium, Widnes.

Present: Councillors Wainwright (Chairman), Angela McInerney and June Roberts

Apologies for absence: None

Absence declared on Council business: None

Officers present: K Lunt

Also Present: Appellants (Minutes 35,37,38 refers) and Councillor Wall (Minute 38 refers)

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

Action

**AP33 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.

AP34 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 257

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 11 December 2014 be upheld and the appeal be dismissed.

AP35 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 259

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

RESOLVED: That DHP be awarded for 24 weeks commencing 5 January 2015.

AP36 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 260

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 5 January 2015 be upheld and the appeal be dismissed.

AP 37 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 261

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

RESOLVED: That the decision of the Local Authority dated 11 February 2015 be upheld and the appeal be dismissed.

AP 38 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 262

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

RESOLVED: That DHP be awarded for 24 weeks from 26 January 2015 to 12 July 2015.

AP 39 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 263

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 26 January 2015 be upheld and the appeal be dismissed.

AP 40 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 264

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 12 February 2015 be upheld and the appeal be dismissed.

Meeting ended at 13.50 p.m.

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STANDARDS COMMITTEE

At a meeting of the Standards Committee held on Wednesday, 11 February 2015 The Boardroom - Municipal Building, Widnes

Present: Councillors P. Lloyd Jones (Chairman), Cole, J. Lowe, McDermott, Parker and Mr A . Luxton (Co-optee)

Apologies for Absence: Councillor M. Bradshaw, Mrs Anita Morris (Co-optee) and Mrs D Howard (Independent Person)

Absence declared on Council business: Councillor Kevan Wainwright

Officers present: M. Reaney and A. Scott

Also in attendance: Professor D Norman and Mr R Radley (Independent Persons)

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

Action

STC1 MINUTES

The minutes of the meeting held on 8 April 2014, having been circulated, were signed as a correct record.

STC2 STANDARDS COMMITTEE ANNUAL REPORT

The Committee considered a report of the Operational Director, Legal and Democratic Services /Monitoring Officer, which summarised the work of the Committee in the last Municipal Year.

The Committee noted that the major changes to the Standards regime following the implementation of the Localism Act 2011 had become embedded during the municipal year. The Standards Committee was made up of nine Elected Members and two co-opted Independent Members - Mr Tony Luxton and Mrs Anita Morris. It was reported that the positions for the two co-opted Parish Council Members had remained vacant throughout the year.

It was further noted that the Council had appointed three Independent Persons under the provisions of the Localism Act, and all were invited to each meeting of the Committee. The Committee met on two occasions during the year.

The Leader and Chief Executive had attended the April meeting to discuss standards issues from their perspective. It was also an opportunity for them to demonstrate their commitment to the work of the Committee and to the upholding of the highest possible standards of conduct in Halton.

Members then discussed areas of work in which the Committee could be involved, and which came within the remit of the Committee.

RESOLVED: That

- 1) the report be noted and referred to Council for information;
- 2) an invitation be extended again to the Parish Councils for nominations to the two vacant positions on the Standards Committee; and
- 3) the Committee receive a report on the Council's Whistleblowing Policy as far as it relates to the remit of the Committee.

Operational
Director, Legal
and Democratic
Services /
Monitoring Officer

STC3 STANDARDS COMMITTEE UPDATE

The Operational Director, Legal and Democratic Services /Monitoring Officer provided the Committee with an update on issues which had arisen in other parts of the country, which provided an insight into the kind of issues faced and the manner in which they had proceeded.

Details on recent cases were given from the following locations:-

- Hounslow;
- Middlesbrough;
- Warminster (Wiltshire);
- Wigan;
- Leigh (Lancashire);
- Ashfield (Nottinghamshire); and
- East Hampshire.

RESOLVED: That the report be noted.

STC4 RECENT DEVELOPMENTS

The Operational Director, Legal and Democratic Services /Monitoring Officer provided a verbal update on

three recent complaints which he had received.

It was reported that only one of these had necessitated consultation with an appointed Independent Person, in this case Mrs Howard. Both had concluded that further investigation would not be required.

In addition, he reported that since July 2014, he had been working for Cheshire West and Chester Council as their Interim Monitoring Officer, covering a period of maternity leave. This had given him the opportunity to observe operational issues within another local authority. Although he considered the arrangements worked well within Halton, given the small number of complaints against Members that were received, he would consider a review of the Member's Code of Conduct and arrangements for dealing with complaints as a piece of work which the Committee would be consulted upon later in the year.

RESOLVED: That the verbal update be received.

Meeting ended at 3.02 p.m.

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MAYORAL COMMITTEE

At a meeting of the Mayoral Committee on Wednesday, 25 March 2015 in the Bridgewater Room - Municipal Building, Widnes

Present: Councillors Osborne (Chairman), Gilligan and Morley

Apologies for Absence: Councillors Ratcliffe and Wright

Absence declared on Council business: None

Also Present: I. Leivesley, A. Scott and C. Lawley

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

Action

MYR1 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

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

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

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

MYR2 ARRANGEMENTS FOR THE APPOINTMENT OF MAYOR AND DEPUTY MAYOR FOR 2015/16

The Committee received a report of the Strategic Director, Policy and Resources, which requested the Committee to make a recommendation to the Full Council with regard to the appointment of the Mayor and Deputy Mayor for the 2015/16 municipal year.

As per the Council's Mayoral Selection Guidelines it was recommended that Councillor Ellen Cargill be appointed as Mayor and Councillor Ged Philbin be appointed as the Deputy Mayor for the 2015/16 municipal year.

RESOLVED: That it be recommended to Council:

- 1) that Councillor Ellen Cargill be appointed as the Mayor for the 2015/16 municipal year; and
- 2) that Councillor Ged Philbin be appointed as the Deputy Mayor for the 2015/16 municipal year.

Strategic Director
- Policy &
Resources

Meeting ended at 11.10 am

APPOINTMENTS COMMITTEE

At a meeting of the Appointments Committee held on Wednesday, 4 February 2015 in the Marketing Suite, Municipal Building

Present: Councillors Polhill, Wharton, Gilligan, J. Bradshaw and Ratcliffe

Apologies for Absence: None

Absence declared on Council business: None

Officers present: D. Parr and J Gray

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

	<i>Action</i>
<p>APC1 REVISED TERMS FOR THE STAFFING PROTOCOL</p> <p>The Committee considered a report to seek approval for the removal of augmentation (added years) for voluntary early retirement in the interest of efficiency of the service; and approval for revised terms for voluntary redundancy for the period January 2015 – March 2016, as contained in the Staffing Protocol.</p> <p>After due consideration it was:-</p> <p>RESOLVED: That Appointments Committee approve</p> <p>1) the introduction of revised discretionary terms for voluntary redundancy for the period 1 January 2015 – 31 March 2016; and</p> <p>2) the removal of augmentation (added years) for voluntary early retirement in the interest of efficiency of the service.</p>	<p>Strategic Director - Policy & Resources</p>
<p>APC2 CHANGES TO TERMS AND CONDITIONS OF SERVICE - BUDGET SAVINGS</p> <p>The Committee considered a report on negotiations regarding terms and conditions of employment for staff for 2015/16.</p> <p>After due consideration it was:-</p> <p>RESOLVED That Appointments Committee approve and agree the changes to terms and conditions of service for</p>	<p>Strategic Director - Policy & Resources</p>

staff as set out in the report.

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Meeting ended at 11.05 a.m.