

Minutes

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

**Wednesday, 7 December
2016**

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COUNCIL

At a meeting of the Council on Wednesday, 12 October 2016 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Joe Roberts and G. Stockton

Absence declared on Council business: None

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

Also in attendance: None

*Action***COU34 COUNCIL MINUTES**

The minutes of the meetings of Council held on 13 July 2016 and 14 September 2016, having been circulated, were taken as read and signed as a correct record.

COU35 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- He had attended the presentation of the Queen's Award for Enterprise to LPW Technologies in Manor Park, Runcorn; the Company unveiled their plans for future manufacturing opportunities in the North West, which included substantial investment in the area and plans for new facilities and significant job creation in the Borough; and
- He congratulated everyone involved with the successful Vintage Car Rally at Victoria Park, Widnes, with over 80,000 visitors attending the two day event.

COU36 LEADER'S REPORT

The Leader made the following announcements:-

- He congratulated LPW Technologies in Runcorn, on being presented with the Queen's Award for Enterprise; and
- He had attended the ground-breaking ceremony of the new Alstom Technology and Training Academy in Widnes, which would create hundreds of high quality jobs and training opportunities in the Borough.

COU37 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 14 July 2016 and 15 September 2016.

RESOLVED: That the minutes be received.

COU38 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 6 July 2016.

RESOLVED: That the minutes be received.

COU39 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU40 GOVERNANCE ARRANGEMENTS FOR THE LIVERPOOL CITY REGION MAYORAL MODEL - KEY DECISION

The Council considered a report of the Chief Executive which outlined the final legal and governance requirements to establish the Liverpool City Region Combined Authority Mayoral Model, with the devolved powers and functions agreed as part of the Devolution Deal in November 2015.

RESOLVED: That this Council

- 1) notes the next steps required for the implementation of the Liverpool City Region Devolution Agreement;
- 2) delegates authority to the Chief Executive, in consultation with the Leader, and members of the Executive Board, to agree the detailed terms of the Orders, and take all necessary steps required to implement the Liverpool City Region Devolution Agreement (attached at Appendix 2);

Chief Executive

- 3) in the event of any material changes being proposed in the Orders from that agreed in the Liverpool City Region Devolution Agreement (attached at Appendix 2), these matters shall be referred back to Council for further consideration by Council before any final Orders are agreed;
- 4) note and reaffirm the governance principles, previously agreed by the Council and the Liverpool City Region Combined Authority in November 2015, (attached at Appendix 5), that will form the basis of the revised Liverpool City Region Combined Authority Constitution; and
- 5) agree the scrutiny principles (as attached at Appendix 4), and note that these will be incorporated into the revised Liverpool City Region Combined Authority Constitution.

(N.B. Councillor M Lloyd Jones declared a Disclosable Other Interest in the following item as she was a Governor at St Edwards Catholic Primary School, Runcorn)

COU41 2016/17 REVISED CAPITAL PROGRAMME (MINUTE EXB 36 REFERS)

The Council considered a report of the Operational Director, Finance, which sought approval to a number of revisions to the Council's 2016/17 Capital Programme.

RESOLVED: That the revisions to the Council's 2016/17 Capital Programme, as set out in paragraph 3.2 of the report, be approved.

Operational
Director - Finance

COU42 MERSEY GATEWAY BRIDGE - BYELAWS PURSUANT TO THE RIVER MERSEY (MERSEY GATEWAY BRIDGE) ORDER 2011 (AS AMENDED)

The Council considered a report of the Operational Director, Legal and Democratic Services, which sought approval to make a new set of byelaws to regulate the use and operation of the Mersey Gateway Bridge crossing, which included the liability for the payment of tolls to use the new bridge.

RESOLVED: That Council

- 1) approve and make the byelaws in the form appended to the report at Appendices 1 and 2;

Operational
Director - Legal
and Democratic
Services

- 2) confirm that the stakeholder engagement exercise carried out by Mersey Gateway Crossings Board in relation to the byelaws and described in paragraphs 3.4 to 3.5 inclusive, is sufficient and no further consultation is required;
- 3) authorise the Operational Director, Legal and Democratic Services, to take all necessary steps under Article 40 of the 2011 Order (including publication of the notice of making), that must be carried out before the byelaws are submitted to the Secretary of State for Transport for confirmation; and
- 4) if no objections to the byelaws are received within 28 days of the notice of making being published, the Operational Director, Legal and Democratic Services be authorised to submit the byelaws to the Secretary of State for Transport for confirmation; or
- 5) if objections to the byelaws are received, direct that the Operational Director, Legal and Democratic Services, brings a further report to Council to consider the objections received.

(N.B. Councillor J Lowe and Councillor A Lowe declared a Disclosable Other Interest in minute ELS 17 – Employment, Learning and Skills and Community PPB – as their daughter-in-law was employed by an organisation in receipt of Area Forum funding)

COU43 MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD

The Council considered the reports of the following Boards in the period since the meeting of Council on 13 July 2016:-

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

- Business Efficiency Board.

COU44 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 13 July 2016:-

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

Meeting ended at 6.47 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 20 October 2016 in The Boardroom, Municipal Building, Widnes

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, G. Cook, D. Parr, T. Coffey, M. Reaney, E. Dawson and S. Wallace-Bonner

Also in attendance: Richard Strachan, Chair, Halton Local Safeguarding Children Board (Minute EXB 45)

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

EXB44 MINUTES

The Minutes of the meeting held on 15 September 2016 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB45 HALTON LOCAL SAFEGUARDING CHILDREN BOARD (LSCB) ANNUAL SAFEGUARDING REPORT - KEY DECISION

The Board considered a report of the Independent Chair, Halton Safeguarding Children Board, on the Halton Local Safeguarding Children Board (LSCB) Annual Report 2015/16.

Richard Strachan, Chair of the LSCB, attended the meeting and described how organisations and individuals across all sectors were working together to safeguard children and young people. The Annual Report provided a rigorous and transparent assessment of the performance and effectiveness of local services to safeguard and promote the welfare of children and young people. The

Action

report included lessons from learning and improvement activity within the reporting period including Serious Case Reviews, Practice Learning Reviews and Child Death Reviews and audits. In addition, it listed contributions made to the LSCB by partners and details of its expenditure.

It was noted that since November 2013, the LSCB had become subject to review of their effectiveness with a review by Ofsted in 2014, alongside the inspection of services for children in need of help and protection, looked after children and care leavers.

Details of the content of the report were set out for Members' information. However, it was reported that the Children and Social Work Bill would abolish LSCBs; the expectation was that key safeguarding partners, such as the Local Authority, the Police and the Clinical Commissioning Group, would establish arrangements to ensure the effectiveness of safeguarding children processes and practice.

Reason(s) for Decision

The Local Safeguarding Children's Board Annual report was a statutory report and provided an overview and scrutiny of the effectiveness of multi-agency partners' safeguarding arrangements. Members were requested to note the report.

Alternative Options Considered and Rejected

None as this was a required annual report.

Implementation Date

September 2016.

Mr Strachan was thanked for attending the meeting.

RESOLVED: That the contents of the report and associated Annual Report, attached at Appendix 1, be noted.

HEALTH AND WELLBEING PORTFOLIO

EXB46 TELEHEALTHCARE STRATEGY

The Board considered a report of the Director of Adult Social Services, which provided an update on the Telehealthcare Strategy.

The Board was advised that the use of remote monitoring enabled people to lead more independent lives and to live at home or in extra care housing schemes, as opposed to residential accommodation. It was reported that Telehealthcare allowed health care to be delivered in a radically different way utilising innovative digital technologies, as detailed in the report.

The Action Plan contained within the Strategy at Appendix 1, was considered to be central and would operate on six different work-streams at minimal cost and also set out significant challenges and solutions.

It was reported that the study over a one-year period would involve 14 individuals across seven conditions and would help to accurately estimate the cost of implementing Telehealthcare. Future developments could see the expansion of the service, working with partner organisations to pilot and cost new technology as it developed.

RESOLVED: That the Telehealthcare Strategy be approved.

Director of Adult
Social Services

TRANSPORTATION PORTFOLIO

EXB47 LOCAL BUS CONTRACT TENDERS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, regarding the procurement of a new Local Bus Contract Framework (the Framework).

The Board was advised that the Framework was a mechanism which allowed the Council to identify public transport operators, who were capable of delivering local bus transport contracts, on its behalf. The framework provided a platform to advertise long and short-term contracts over a reduced advertising period. It was noted that to become part of the Framework, providers were required to demonstrate their capabilities to deliver contracts by completing a Pre-Qualifying Questionnaire which contained a series of quality, financial and experienced based questions relating to the contract requirements.

The Board was advised that the supported local bus framework provided in excess of 370,000 passenger journeys across the Borough, with twenty-four local bus contracts currently operating. The current Framework was due to expire in March 2017, which required the procurement of a new Framework to cover the period April

2017 to March 2019.

RESOLVED: That

- 1) the Local Bus Framework be acknowledged and the requirement to procure a new framework be supported; and
- 2) the Board supports the tendering of local supported bus contracts.

Strategic Director
- Enterprise,
Community &
Resources

EXB48 AUTHORISATION FOR USE OF THE SCAPE FRAMEWORK FOR PROCUREMENT OF SCHEMES FOR THE MAINTENANCE AND ADAPTATION OF HIGHWAY STRUCTURES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided a summary of the development of schemes for maintenance and other works to the Silver Jubilee Bridge and other highway structures.

The Board was informed that SCAPE was a public-sector owned built environment specialist with a suite of OJEU compliant frameworks for multiple areas of work. It was reported that the Council had an Access Agreement which had been utilised successfully for the procurement of Bridge and Structures Maintenance works. In June 2016, the Board was advised of the Chief Executive's authorisation for the entering into of a contract with Balvac, through the SCAPE framework, for the procurement of the Liverpool City Region, Silver Jubilee (SJB) Complex Major Maintenance Project.

It was noted that major maintenance works on the SJB complex had been planned as part of the integration of the new highway layout for the Mersey Gateway Scheme. This would be effective once the Permission To Use (PTU) had been granted for the new Mersey Gateway Infrastructure, currently anticipated for Autumn 2017. The report set out further details of maintenance works to be undertaken, post PTU on the SJB and on the two footbridges at East Lane, Runcorn, which provided access to the Runcorn Shopping Centre.

RESOLVED: That

- 1) the use of the SCAPE framework for development of the SJB steel arch superstructure painting

Strategic Director
- Enterprise,
Community &
Resources

scheme to Project Order stage be approved;

- 2) the use of the SCAPE framework for development of the SJB deck re-configuration scheme to Project Order stage be approved; and
- 3) the use of the SCAPE framework for procurement of works to replace the structural deck systems of the two footbridges on East Lane, Runcorn be approved.

ECONOMIC DEVELOPMENT PORTFOLIO

EXB49 APPRENTICESHIP POLICY/APPRENTICESHIP LEVY AND PUBLIC SECTOR TARGET

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which contained a draft Apprenticeship Policy and an overview of the proposed Apprenticeship Levy and Public Sector Target.

The Board was advised that the attached draft policy aimed to ensure a uniform and consistent approach across the Authority when employing apprentices. In addition it would bring together various disciplines within the Council, such as Policy, Human Resources, Employment, Learning and Skills, ensuring a co-ordinated approach.

It was reported that apprenticeships could often inject freshness and new ideas into the organisation, which helps to reduce potential skills shortages in growth areas and could contribute to the Council's wider employment and regeneration priorities. The report outlined specific links to national, regional and local drivers and it was noted that the Government was committed to achieving three million apprenticeship starts by Summer 2020. To achieve this, an Apprenticeship Levy would be introduced from April 2017, with employers in the public and private sectors with wage bills over £3m, required to contribute 0.5% of that pay bill into a levy.

It was reported that calculations based on the Government target would equate to about 55 apprentices for Halton annually, although the Apprenticeship target was to be viewed as aspirational rather than as a statutory target. Further, any revenue cost associated with the employment of apprentices had to be borne by the Council, as it was noted that only training costs could be recouped from Government.

RESOLVED: That

- 1) the Apprenticeships Policy, attached at Appendix 1 to the report, and its implications, be supported;
- 2) the implications of the Apprenticeships Levy and Public Sector Target be noted;
- 3) a designated fund be established to support the creation of twenty apprentices per year;
- 4) the schools element of the levy be recovered via the Schools Forum;
- 5) £200,000 be included in the Medium Term Financial Forecast to create an Apprenticeship Fund; and
- 6) a progress report be brought to the Board in six months' time.

Strategic Director
- Enterprise,
Community &
Resources

RESOURCES PORTFOLIO

EXB50 DIRECTORATE PERFORMANCE OVERVIEW REPORTS QUARTER 1

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on progress against key objectives/milestones and performance targets for the first quarter 2016/17.

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. Performance management would continue to be important in the demonstration of value for money and outward accountability.

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

EXB51 POLICY CHANGES RELATING TO TAXI LICENSING CONDITIONS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, regarding policy changes in respect of Taxi Licensing Conditions.

The Board was advised that the policy changes recommended by the Regulatory Committee were the culmination of a consultation exercise via the Taxi Consultative Group. The Regulatory Committee at its meeting on 5 October 2016, had recommended the adoption of the policy changes which related to both hackney carriage and private hire conditions. It was noted that a number of the proposed policy changes were set out in Appendix B, attached to the Regulatory Committee report.

RESOLVED: That

- 1) the policy changes amending existing conditions relating to hackney carriage and private hire licensing as recommended by the Regulatory Committee at its meeting on 5 October 2016, be adopted as Council Policy;
- 2) the adoption shall take effect on 24 October 2016; and
- 3) to reflect the decision of the Council at its meeting held on 14 September 2016 (which related to the adoption and re-adoption of Part II Local Government (Miscellaneous Provisions) Act 1976), all existing policies of the Council relating to public and private hire (as amended by the changes made in resolution 1), shall be adopted and re-adopted on 24 October 2016.

Strategic Director
- Enterprise,
Community &
Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB52 LIVERPOOL CITY REGION: STATEMENT OF CO-OPERATION ON LOCAL PLANNING

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought to adopt the Liverpool City Region (LCR) Statement of Co-operation (SoC) on Town Planning matters.

The Board was advised that the Localism Act 2011 placed a legal duty on Local Planning Authorities to engage

constructively, actively and on an on-going basis to maximise the effectiveness of Local Plan preparation and strategic cross-boundary land use planning matters.

The SoC, attached at Appendix 1, provided evidence that this statutory co-operation had been undertaken. It was reported that the SoC had been drafted by all six LCR authorities plus West Lancashire District Council and approved by the Combined Authority's Housing and Spatial Planning Board. It was noted that the SoC was required to progress the LCR Single Spatial Framework and was required for each district in preparation of their respective Local Plans. To ensure it remained relevant, the SoC would be updated annually.

RESOLVED: That the Liverpool City Region Statement of Co-operation, attached to the report at Appendix 1, be adopted.

Strategic Director
- Enterprise,
Community &
Resources

EXB53 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 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.

HEALTH AND WELLBEING PORTFOLIO

EXB54 DOMICILIARY CARE CONTRACTS - KEY DECISION

The Board considered a report of the Director of Adult Social Services, regarding the current capacity issues facing the Domiciliary Care market within the Borough.

The Board was advised that domiciliary care was commissioned for older people in the Borough that required a range of support and assistance. It was reported that in April 2016, Halton agreed an uplift to the contract of 4.2%, to the current hourly rates, as set out in Appendix 1. The proposed increase in hourly rate, as detailed in the report, was for six of the nine providers, so as to support and stabilise the domiciliary care market. It was noted that as all existing contracts were scheduled to expire in July 2017, a new procurement exercise would be undertaken prior to this deadline.

Reason(s) For Decision

The Executive Board was required to approve the uplift in the rate paid to providers to ensure the Authority met its statutory duties under the Care Act.

Alternative Options Considered and Rejected

None identified.

Implementation Date

31 October 2016.

RESOLVED: That

- 1) the contents of the report are noted;
- 2) Members approve the increase in the hourly rate for six of the nine providers to £12.50 per hour until July 2017. The remaining three providers already exceed this hourly rate; and

Director of Adult
Social Services

- 3) approval be given for the £200,000 required, to be met from the Council's contingency funding.

MINUTES ISSUED: 24 October 2016

CALL-IN: 31 October 2016

Any matter decided by the Executive Board may be called in no later than 5.00pm on 31 October 2016

Meeting ended at 2.45 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 17 November 2016 in The Boardroom, Municipal Building, Widnes

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, G. Cook, D. Parr, I. Leivesley, M. Vasic, M. Reaney, E. Dawson, E. O'Meara and S. Wallace-Bonner

Also in attendance: None

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

Action

EXB55 MINUTES

The Minutes of the meeting held on 20 October 2016 were taken as read and signed as a correct record.

RESOURCES PORTFOLIO

EXB56 ANNUAL EXTERNAL AUDIT LETTER 2015/16

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which presented the Annual Audit Letter 2015/16.

The Board was advised that the Annual Audit Letter (the Letter) summarised the findings from the 2015/16 external audit completed by Grant Thornton, the Council's external auditors. The Letter included messages arising from the audit of the financial statements and the results of the work undertaken in assessing the Council's arrangements to secure value for money in the use of its resources.

Georgia Jones, Audit Manager for the external auditor, Grant Thornton UK LLP, attended the meeting and reported that an unqualified opinion had been issued on the Council's financial statements. The Letter also provided an unqualified conclusion that the Council had adequate arrangements to secure economy, efficiency and effectiveness in the use of its resources. It was noted that

the planned audit for 2016/17 of the Highways Network Asset would be deferred for 12 months.

The Board wished to place on record their thanks to all Officers that had assisted in the preparation of the audit.

RESOLVED: That the Annual Audit Letter for 2015/16 be approved.

CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO

EXB57 CLOSURE OF WESTFIELD PRIMARY SCHOOL RESOURCE PROVISION BASE FOR PUPILS WITH HEARING IMPAIRMENT AND SPECIFIC LEARNING DIFFICULTIES - KEY DECISION

The Board considered a report of the Strategic Director, People, on the proposed closure of the Resource Base for pupils with Hearing Impairment and Specific Learning Difficulties at Westfield Primary School (the Resource Base).

At its meeting on 15 September 2016, Executive Board had agreed to a statutory consultation on the proposal to close the Resource Base. It was reported that at the close of the consultation, seven responses had been received, summarised at Appendix C. A response from the National Deaf Children's Society was attached at Appendix D.

The report set out details of guidance for Members on the decision making process, now that formal consultation was complete. It was noted that the Children, Young People and Families Policy and Performance Board had considered the proposals and the majority of its Members had supported the recommendation to close the Resource Base, with the continuation of funding to support the completion of the primary education for the three children at the School.

Reason(s) for Decision

To provide a more inclusive offer for pupils with Hearing Impairment, giving them the opportunity to be educated with support alongside their peers.

Alternative Options Considered and Rejected

Retaining the current provision. This was rejected as it was less inclusive and more costly.

Implementation Date

31 December 2016.

RESOLVED: That

- 1) the Resource Base Provision at Westfield Primary School closes with effect from 31 December 2016;
- 2) the Local Authority continues to provide support to the three pupils in the Resource Base at Westfield Primary School until they finish their primary education at the School; and
- 3) funding previously allocated to fund the Resource Base Provision is ring fenced and re-invested into Hearing Impaired Provision and the recruitment of additional central staff both teaching and non-teaching.

Strategic Director
- People

HEALTH AND WELLBEING PORTFOLIO

EXB58 PUBLIC HEALTH ANNUAL REPORT: ASSESSING NEEDS AND TAKING ACTION - KEY DECISION

The Board considered a report of the Director of Public Health, on the development of the Public Health Annual Report (PHAR) 2015/16 for Halton.

The Board was advised that the PHAR was the Director of Public Health's independent expert assessment of the health of the local population. It was reported that for 2015/16 the PHAR would focus on the work of the Public Health Evidence and Intelligence Team and would highlight some key pieces of work and how they would be used by Halton Borough Council and its partner organisations.

It was reported that the PHAR would use a life-course approach around three chapters of Starting Well, Living Well and Ageing Well. The report provided a summary of the content of each Chapter. The PHAR would be used to inform commissioning plans and collaborative action for the NHS, Social Care, Public Health and other key partners, as appropriate.

Reason(s) for Decision

The Public Health Annual Report was a statutory document.

Alternative Options Considered and Rejected

No alternative options were considered.

Implementation Date

With immediate effect following approval by Executive Board.

RESOLVED: That the theme and development of the Public Health Annual Report 2015/16 be noted.

Director of Public Health

RESOURCES PORTFOLIO

EXB59 BOUNDARY REVIEW 2018 - INITIAL PROPOSALS FOR NEW PARLIAMENTARY CONSTITUENCY BOUNDARIES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the initial proposals for new Parliamentary Constituency Boundaries.

The report advised Members that the Boundary Commission for England was conducting a review of Parliamentary Constituency Boundaries, based on rules that required a reduction in the number of constituencies in the UK. It was reported that the rules stipulated that for the whole of the UK, there should be 600 Parliamentary constituencies, and that within England, there would be a reduction in number from the current 533 to 501. Each constituency must have an electorate range of between 71,031 and 78,507.

The report set out the timetable for the review, with consultations on the initial proposals as they relate to Halton, closing on 5 December 2016. A four week "secondary consultation" period was expected to take place in Spring 2017 when all responses that had been made would be published.

The document contained a link to the Boundary Commission website so as to obtain details of the initial proposals and the link to an interactive consultation website for views to be submitted in writing.

RESOLVED: That Members note the Boundary Review process.

Strategic Director
- Enterprise,
Community &
Resources

EXB60 TREASURY MANAGEMENT HALF YEAR POSITION 2016-17

The Board considered a report of the Operational Director, Finance, which updated Members on the activities undertaken on the money market, as required by the Treasury Management Policy.

The report provided supporting information on the economic background, interest rate forecast, short term borrowing rates, longer term borrowing rates, borrowing/investments, budget monitoring, new long term borrowing, policy guidelines and treasury management indicators. It was noted that no debt rescheduling had been undertaken during the quarter.

RESOLVED: That the report be noted.

EXB61 2016/17 QUARTER 2 SPENDING

The Board considered a report of the Operational Director, Finance, which reported on the 2016/17 Quarter 2 Spending as at 30 September 2016.

A summary of spending against the revenue budget up to 30 September 2016 was attached to the report at Appendix 1. This provided individual statements for each department. The Board was advised that, in overall terms, revenue expenditure was £0.442m above the budget profile, although this profile was only a guide to expected spending. However, historically, as the spend in the first half year tended to be lower, accelerating towards year end, there was a significant risk that the Council may overspend its budget for the year.

The report contained details of the main budget pressure within the Children and Families Department, and in particular, out of Borough residential placements and fostering. It was reported that the cost of out of Borough residential placements continued to grow, with spend for the year to date up 19% compared to the same period last year.

The report also outlined details of a shortfall in income in the Community and Environment Department; spending on employees; staff turnover targets; expenditure on general supplies and services and the Council Tax collection rate for the first quarter for 2016/17. The Capital

Spending Programme had been revised to reflect a number of changes in spending profiles as schemes developed and these were detailed in Appendix 3.

RESOLVED: That

- 1) all spending continues to be limited to the absolutely essential;
- 2) Strategic Directors take all reasonable steps to ensure overall spending is contained within their total operational budget by year-end; and
- 3) Council be recommended to approve the revised Capital Programme, as set out in Appendix 3, attached to the report.

Operational
Director - Finance

EXB62 DETERMINATION OF COUNCIL TAX BASE 2017/18 - KEY DECISION

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

The Council was required to notify the figure for the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner and the Environment Agency by 31 January 2017. In addition, the Council was required to calculate and advise the Parish Councils of their relevant Tax Bases.

The Board was advised that the Tax Base was the measure used for calculating the council tax and was used by both the billing authority (the Council) and the major precepting authorities (Cheshire Fire Authority and the Cheshire Police and Crime Commissioner), in the calculation of their council tax requirements. It was arrived at in accordance with a prescribed formula representing the estimated full year number of chargeable dwellings in the Borough expressed in terms of the equivalent Band "D" dwellings. Taking account of all the relevant information and applying a 97% collection rate, the calculation for 2017/18 gave a base figure of 33,818 for the Borough as a whole.

It was noted that since 2013/14 onwards, the tax base calculation included an element for the Council Tax Reduction Scheme (the replacement for Council Tax Benefit).

RESOLVED: That Council be recommended to approve

Operational
Director - Finance

- 1) the Council Tax Base for 2017/18 be set at 33,818 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner and the Environment Agency be so notified; and
- 2) the Council Tax Base for each of the Parishes be as follows:

Parish	Tax Base
Hale	662
Halebank	522
Daresbury	174
Moore	328
Preston Brook	332
Sandymoor	1,020

EXB63 MEDIUM TERM FINANCIAL STRATEGY 2017/20 - KEY DECISION

The Board considered a report of the Operational Director, Finance, on the Medium Term Financial Strategy (MTFS) for the period 2017/18 to 2019/20.

The Board was advised that the MTFS set out a three year projection of resources and spending based on information currently available.

The projections in the forecast showed there was a need to make a significant level of savings over the next three years. This was the effect of the projections of public spending through to 2020 which resulted from the 2015 Comprehensive Spending Review. The Strategy took account of:

- The Budget, announced in March 2016 and the Autumn Statement 2016 announced by the Chancellor of the Exchequer on 25 November 2015;
- The Comprehensive Spending Review 2015;
- Technical consultation on the future of New Homes Bonus dated December 2015; and

- The announcement on schools revenue funding for 2017/18.

The Strategy provided initial guidance to the Council on its financial position into the medium term. Revenue savings of approximately £11.7m, £11.7m and £9.2m would be required over the next three years. It was noted that as a result, £33m would need to be removed from the Council's budget which represented 21.6% of the gross expenditure budget.

The Board was advised that the MTFS had a number of objectives, as listed in the report. The Council would need to consider these objectives when balancing its budget over the next three years. The report also set out the Council's budget strategy, with budget savings proposals and areas identified for further savings. The report also contained details of the Council's Capital Strategy for the management of assets such as land and buildings in Council ownership and occupation.

Reason(s) for Decision

To seek approval for the Council's Medium Term Financial Strategy for 2017/18 to 2019/20.

Alternative Options Considered and Rejected

The alternative option of not maintaining a Medium Term Financial Strategy had been considered. However, this would not follow good financial management practice, as the Medium Term Financial Strategy was a key element in informing the Council's financial planning and budget setting processes.

Implementation Date

The Medium Term Financial Strategy would be implemented from 1 April 2017.

RESOLVED: That

- 1) the Medium Term Financial Strategy be approved;
- 2) the 2017/18 base budget be prepared on the basis of the underlying assumptions set out in the Strategy;
- 3) the Budget Strategy and the Capital Strategy be

Operational
Director - Finance

approved;

- 4) the Reserves and Balances Strategy be approved;
- 5) the award of Council Tax Support for 2017/18 remains at the 2016/17 level of 21.55%; and
- 6) the Council's 2017/18 Council Tax Support Grant is not shared with the Parish Councils.

EXB64 INITIAL BUDGET PROPOSALS 2017/18

The Board considered a report of the Operational Director, Finance, which presented revenue budget proposals for 2017/18.

The Board was advised that the Medium Term Financial Strategy forecast revenue budget funding gaps of nearly £33m over the next three years, assuming no increase in Council Tax. It was noted that budget savings proposals were being developed by the Budget Working Group.

Appendix 1 presented the first set of proposals totalling £7.9m proposals and it was proposed to implement these immediately in order to achieve a part-year saving in 2016/17. This would assist in keeping the Council's overall spending in line with budget. In addition, a number of the proposals would take time to implement and therefore commencing this process as soon as possible would assist with ensuring they were fully implemented from 1 April 2017.

It was reported that a second set of budget saving proposals currently under consideration by the Budget Working Group, would be recommended to Council on 8 March 2017, in order to deliver a balanced budget for 2017/18.

RESOLVED: That Council be recommended to approve the budget proposals for 2017/18 as set out in Appendix 1, attached to the report.

Operational
Director - Finance

PHYSICAL ENVIRONMENT PORTFOLIO

EXB65 ENVIRONMENTAL FUND MANAGEMENT BOARD

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval for delegated authority to determine future requests by the Environmental Fund Management Board,

and to endorse their first set of proposals.

The Board was advised that planning permission was granted for the Runcorn Energy From Waste Plant in September 2008. The Plant was subject to a legal agreement, containing a provision that the owner agreed to pay the Council a lump sum payment annually for every tonne of fuel received and processed. In addition, the agreement also stated that the Council would convene a Management Board to be charged with the task of identifying environmental matters proposed within the Borough of Halton.

The report set out a number of projects supported by the Management Board, and sought Executive Board endorsement of the initial seven projects it supported. In addition, delegated authority was sought to streamline the process for future schemes, by allowing the Operational Director, Policy, Planning and Transportation, to authorise expenditure, in consultation with the members of the Management Board, and to report such decisions through the Development Control Committee agenda.

RESOLVED: That Executive Board agrees

1) The initial projects, outlined below, that have been approved by the Management Board:-

- £160,000 – towards improvements at Runcorn Hill Park;
- £2,500 – for clearance of Dukesfield Garage on behalf of the Runcorn Locks Restoration Society;
- £193,746 – 5 Year contribution towards the community payback team to provide additional cleaning or environmental maintenance and support community clean-up initiatives;
- £12,000 – to close the layby on the Weston Point Expressway following complaints from residents;
- £24,000 – 2 year programme to support the Community Garden in Runcorn Town Centre;
- £7,239.60 – the creation of a running/walking route around Runcorn Hill Park, this includes

Strategic Director
- Enterprise,
Community &
Resources

boards and signing; and

- £27,600 – Air Quality Monitoring for a 12 month period.

- 2) that the Operational Director, Policy, Planning and Transportation, be given delegated authority in consultation with the members of the Management Board, to authorise future expenditure; and
- 3) decisions made via this delegation be published in the “Miscellaneous Issues” report contained in future Development Control Committee agendas.

EXB66 TENANCY STRATEGY 2016 - 2019

The Board considered a report of the Director of Adult Social Services, on the Liverpool City Region (LCR) Tenancy Strategy (the Strategy).

The Board was advised that it was a statutory requirement for local authorities to publish a Tenancy Strategy. Halton first published its Strategy in 2013, and there was a need to regularly keep it under review. It was reported that other LCR authorities were in a similar position and it was therefore considered appropriate to produce a single Sub Regional Tenancy Strategy.

The Strategy had been informed and developed through consultation with all LCR local authorities, the Sub Regional Property Pool Plus Steering Group and all registered providers with housing stock in the LCR. Open public consultation took place in July 2016. Details of the outcome of consultation were set out in the report. It was noted that the proposed LCR Tenancy Strategy built on the existing local authority strategies by maintaining a presumption in favour of lifetime tenancies. The Strategy had received agreement from the LCR Spatial Planning Co-ordination Group in August 2016. Once approved, the Strategy would be subject to annual review and amended to reflect economic and legislative changes. An annual update report would be submitted to each of the Sub Regional Authorities.

RESOLVED: That

- 1) the report be noted; and
- 2) the Liverpool City Region Tenancy Strategy

Director of Adult
Social Services

2016/19 be approved, subject to the unanimous agreement of each Liverpool City Region Local Authority, through their corresponding approval processes.

EXB67 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 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.

HEALTH AND WELLBEING PORTFOLIO

EXB68 THE PROCUREMENT OF DOMICILIARY CARE - KEY DECISION

The Board considered a report of the Director of Adult Social Services, which sought approval to commission Domiciliary Care at the end of the current contract from 1

July 2017.

The report set out a number of Options for the provision of domiciliary care from July 2017 in Halton for Members' consideration, alongside a business case for procurement. It was noted that the current budget for domiciliary care was circa £4.3 to £4.5m per annum which was not fixed but was subject to fluctuation depending on capacity and assessed needs.

Reason(s) for Decision

To ensure business continuity and maintain support and care for service users accessing domiciliary care.

Alternative Options Considered and Rejected

All Options were outlined in the report under section 3.4.

Implementation Date

The procurement process would commence from December 2016 with a contract commencement date of 1 July 2017.

RESOLVED: That

- 1) the Options outlined in paragraph 4.0 of the report be noted; and
- 2) the Board approves Option 1.

Director of Adult
Social Services

MINUTES ISSUED: 21 November 2016

CALL-IN: 28 November 2016

Any matter decided by the Executive Board may be called in no later than 5.00pm on 28 November 2016

Meeting ended at 2.42 p.m.

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HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 12 October 2016 at Bridge Suite, Halton Select Security Stadium

Present: Councillors Polhill (Chair), T. McInerney, Woolfall and Wright and S. Banks, R. Brisley, S. Constable, G. Ferguson, T. Hill, M. Holt, S. Johnson-Griffiths, M. Larkin, A. Marr, A. McIntyre, D. Nolan, D. Parr, R. Patel, C. Samosa, S. Semoff, R. Strachan, T. Tierney, H. Teshome, S. Wallace Bonner and S. Yeoman

Apologies for Absence: Colin Scales, Chief Inspector Fairclough, Marie Sedgewick and Eileen O'Meara

Absence declared on Council business: None

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

HWB11 MINUTES OF LAST MEETING

The Minutes of the meeting held on 6th July 2016 having been circulated were signed as a correct record.

HWB12 PRESENTATION BY JBA CONSULTING: VULNERABLE COMMUNITIES CLIMATE CHANGE AND HEALTH EFFECTS

The Board received a presentation from Rachel Brisley on behalf of JBA Consulting which outlined the company background and current and future climate risks in the UK and in Halton. The presentation also contained information on vulnerable communities and climate change and potential action to address those issues.

On behalf of the Board the Chair thanked Rachel Brisley for her presentation.

RESOLVED: That the presentation be noted.

HWB13 ADULT HEALTH AND SOCIAL CARE – ACCOUNTABLE COMMISSIONING SYSTEM

Action

The Board considered a report of the Director of Adult Social Services, which presented a Project Initiation Document (PID), which outlined a proposal and associated mechanisms of how the further alignment of systems and services across Health and Social Care Services would improve the quality and efficiency of services provided to Adults in Halton.

In Halton, Adult Services had a long history of collaboration and integration. In April 2013 a Joint Working Agreement and associated pooled budget arrangements were introduced between the Council and NHS Halton Clinical Commissioning Group (CCG). Examples of successful Joint Working/Integration in respect of Adult Services were outlined in the report. As the management of the pooled budget had been extremely successful, improving outcomes for individuals, in addition to moving from a position of overspend for both Halton Clinical Commissioning Group and the Council to financial balance, the Council and NHS Halton CCG had entered into a new Joint Working Agreement which ran until 31st March 2019.

It was noted that both organisations believed it was an appropriate time to review current arrangements in place in respect of joint working and aligned organisational structures, leadership and governance arrangements across Adult Social Care and Health, in order to deliver more effectively on the desired outcomes for the residents of Halton. Consequently, a PID had been produced which outlined the aim of the project, rationale expected outcomes and process to be undertaken. A Project Board had also been established to take this forward and had met on a number of occasions. It was anticipated that the model, which would be developed as part of this project, would provide the necessary infrastructures for a sound basis to build upon when moving forward on the integration of front line services and the commissioning of services to support community hubs.

RESOLVED: That the report be noted.

HWB14 TRANSFORMING DOMICILIARY CARE

The Board considered a report of the Director of Adult Social Services, which presented proposed developments in relation to Domiciliary Care delivered through the Council. A review of the current Domiciliary Sector in the Borough had commenced which had led to understanding the key principles at the centre of an outcome based domiciliary

service which included:-

- Moving away from a one size fits all approach;
- Adopting a preventative model;
- Keep people independent;
- Improve quality of life;
- Increase community participation; and
- Improve Health and Wellbeing.

As part of the review there had been engagement with people who use the service and carers. Details on the views expressed were outlined in the report. In addition, an initial meeting with providers, the voluntary sector, social work teams, GPs and CCG colleagues had also been held.

It was clear from the feedback that there was a need for change, too many pressures on times, limited capacity, poor recruitment, financial pressures and waiting lists were concerns.

It was reported that one of the opportunities for new ways of working was a bid to the National Lottery for a Social Impact Bond. The National Lottery had opened up a new funding initiative aimed at Local Authorities developing changes within existing service provision to realise significant improvements in outcomes, both for an individual and financial for health and social care. The application was in three stages and, to date, the Council's bid had been successful at stages 1 and 2 and a full application would be submitted on the 22nd September 2016.

RESOLVED: That the report be noted.

HWB15 SYRIAN REFUGEE RESETTLEMENT HEALTH AND WELLBEING NEEDS ASSESSMENT

The Board considered a report of the Director of Public Health, which provided information on the findings and recommendations of a prospective Health and Wellbeing Needs Assessment for the Syrian Refugee Resettlement Programme. The UK Government had committed to resettling 20,000 Syrian refugees over the next five years. The Syrian refugees would be part of the Vulnerable Persons Resettlement Programme and had five years humanitarian protection.

Across the North West, local authorities, including Halton Borough Council, had committed to supporting the Syrian Refugee Resettlement Programme. Liverpool City Council was co-ordinating the Resettlement Programme of

510 refugees on behalf of other local authorities in Merseyside. It was expected that Halton would host 100 of these refugees. The Local Authority would deliver housing provision, initial reception arrangements, casework and orientation support with English for Speakers of Other Language classes, in line with Central Government's Statement of Requirements.

A multi-agency forum had been established with stakeholders in Halton to assess, plan and implement local delivery for the Syrian Resettlement Programme.

The report outlined key issues from the prospective Health and Wellbeing Needs Assessment and also recommendations in respect of housing, health, education and training, employment and language, culture and social connections.

RESOLVED: That

(1) the report be noted; and

(2) the recommendations contained in Section 3.3. be supported.

HWB16 HALTON AFFORDABLE WARMTH STRATEGY 2016/20

The Board considered a report of the Director of Public Health, which provided a background to a new Affordable Warmth Strategy. The Strategy outlined Halton's approach to tackle fuel poverty and living in cold homes over the next five years. It would build upon a wide range of support that the Council and partners already provided for households to address fuel poverty and living in cold homes.

It was reported that in collaboration with other agencies, a vision, objectives, required actions and outcomes to further reduce the harms from living in cold homes in Halton had been agreed. A copy of the Halton Affordable Warmth Strategy 2016/20 had previously been circulated to Members of the Board.

RESOLVED: That

(1) the Affordable Warmth Strategy be approved; and

(2) the implementation of the Action Plan be supported.

HWB17 HEALTH AND WELLBEING BOARD STRATEGY

The Board received an update report on the development of the new One Halton Health and Wellbeing Strategy 2017/2022. The new strategy was being developed using a partnership approach and a multi-agency Health and Wellbeing Steering Group had been established to oversee its development. The Steering Group had used available evidence of health needs to identify issues of particular significance for the Borough. They included:-

- Continue to improve levels of early child development;
- The generally well, focussing on physical activity, healthy eating and alcohol reduction;
- Long term conditions, focussing on heart disease;
- Prevention and early detection of mental health problems and improved access to treatment;
- Ageing well, including falls prevention; and
- Prevention and early detection of cancers and improved access to treatments.

It was reported that success in delivering against the strategy could only be achieved by working in partnership with local people. Therefore, consultation with a wide range of Halton residents to ensure that the principles and priorities were reflective of the experience and needs of the local communities would take place. In addition, consultation would be undertaken by the voluntary sector, Health Watch and One Halton Portfolio Directors using pre-existing networks and forums for engagement. The final version of the One Halton Health and Wellbeing Strategy would be presented to the Board for approval in January 2017.

RESOLVED: That the Board supports the development of the new Strategy.

HWB18 HALTON STRATEGIC PARTNERSHIP RESTRUCTURING

The Board considered an update on the work that had taken place to restructure the Halton Strategic Partnership. On the 2nd March 2016 the Halton Strategic Partnership held a consultation event, attended by over 70 delegates from across the partnership, to discuss a proposed restructuring of the various strategic boards that sat under the partnership banner.

As there was a statutory requirement to have a Health and Wellbeing Board it was considered to merge the Halton Strategic Partnership with the Health and Wellbeing Board under the banner of the Health and Wellbeing Board.

However, it was recognised that it would be important to ensure that within the new expanded role of the Health and Wellbeing Board that it still remained focussed on the wider elements of health and its formal statutory role.

The new structure also saw several of the other Boards being dissolved or combined, with a new Economic Prosperity Board being created whose remit would include some of the areas of responsibility covered by the Liverpool City Region Combined Authority and thus providing a partnership forum for feeding into the wider LCR agendas. A copy of the proposed new partnership arrangements had previously been circulated to the Board

RESOLVED: The report be noted and the revised arrangements be supported.

Meeting ended at 2.50 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, 31 October 2016 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chair), Logan (Vice-Chair), Cassidy, Edge, P. Hignett, Horabin, P. Lloyd Jones, Rowe and J. Stockton

Apologies for Absence: Councillors C. Gerrard and Parker

Absence declared on Council business: None

Officers present: A. Scott, J. Farrell, A. Parkinson, D. Roberts, M. Vasic and S. Williams

Also in attendance: None

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

Action

CYP21 MINUTES

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

CYP22 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

CYP23 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the minutes be noted.

CYP24 CHILDREN AND YOUNG PEOPLE'S EMOTIONAL HEALTH AND WELLBEING

The Head of Children and Families Mental Health Commissioning, NHS Halton CCG, had submitted a report on Children and Young People's Emotional Health and

Wellbeing.

Unfortunately, it was not possible for a representative to attend to present the report or to deal with Members' queries. Therefore, the Chair asked that any questions which Members may have should be sent to him by email, and he would ensure that a response was provided.

RESOLVED: That Members' questions should be submitted to the Chair for a response in due course.

CYP25 ANNUAL REPORT - COMMENTS, COMPLIMENTS & COMPLAINTS RELATING TO CHILDREN'S SOCIAL CARE SERVICES - 1 APRIL 2015 TO 31 MARCH 2016

The Board received the Annual Report for Comments, Complaints and Compliments relating to Children's Social Care Services from 1 April 2015 to 31 March 2016.

The report provided detailed data such as information on the numbers of complaints; who the complaints were made by; how complaints were made; the types of statutory complaints made; the recurring themes of complaints and outcomes at various stages.

The report also provided Members with details of compliments received, positive feedback and actual comments made by service users.

Members made the following observations:

Was there any evidence to suggest any commonality in complaints received?

No; there were robust procedures in place to investigate complaints and to try to resolve them at Stage 1.

How do you 'recruit' Independent Persons for Stage 3 Review Panels?

These are people who work on a commissioned basis and who may work for a number of neighbouring authorities in a similar capacity.

Is there any in-house training provided for agency Social Workers?

The number of agency Social Workers has reduced significantly, following a recruitment drive. At May 2016,

there were only five agency workers across the teams. Children's Social Care Service do provide in-house training for staff.

RESOLVED: That

- 1) The report be acknowledged as evidence as to how feedback from service users is used to improve service delivery; and
- 2) The mechanism by which the Local Authority is kept informed about the operation of its complaints procedure for Children's Social Care be noted.

CYP26 COMPLIMENTS (SERVICE USER FEEDBACK) RELATING TO PEOPLE DIRECTORATE, CHILDREN'S SERVICES - 1 APRIL 2015 TO 31 MARCH 2016

The Board received a report from the Customer Care Manager, which provided feedback on compliments made by clients and positive feedback from workers and professionals relating to Children's Services in the People Directorate.

The information was presented as an overall figure for the whole Directorate, then given as a breakdown by Operational Directorates; Children and Families; Education, Inclusion and Provision; and Economy, Enterprise and Property. Areas within these Directorates were then broken down, to include detailed commentary of compliments received and comparisons made to previous year's data.

Members made the following observations:

How were examples of good practice shared with other teams/service providers?

Examples of good practice, and those which were observed through compliments received, were identified by managers and passed through to the Customer Care Manager for dissemination.

The Chair wished to place on record his thanks to all staff for their hard work in providing the many services within the Directorate.

RESOLVED: That the report be noted.

CYP27 SUMMARY OF 2016 PROVISIONAL UNVALIDATED ATTAINMENT AND PROGRESS OUTCOMES

The Board received a summary of changes to this year's school assessment process on the provisional outcomes for Halton's Children and Young People and their performance in comparison to unvalidated National data and North West Regional data.

A verbal update was provided on data relating to:-

- Early Years Foundation Stage;
- Year One Phonics Testing;
- Key Stage One results;
- Key Stage Two;
- Attainment Floor Standards;
- Coasting Schools;
- Data by Gender and results for those described as 'Disadvantaged';
- Progress between Key Stages One and Two; and
- A level, BTEC and Vocational Qualifications.

Members made the following observations:

What does Phonics de-coding involve? How does Halton compare nationally?

Phonics screening was introduced in 2012; Halton had seen an increase in the number of children reaching the expected standard, (76% in Halton) against a national average of 81%. De-coding testing was carried out on a one to one basis by teachers known to the pupil who were asked to read a list of 40 real and pseudo-words.

What difficulties had teachers experienced in the introduction of the new National Curriculum at Key Stage 2? How have these changes affected performance?

The new National Curriculum was introduced in 2014, so pupils have only had two years to study a new four year programme. It is also a new assessment process so cannot be compared with previous year's results. However, when analysed at a North West level, Halton pupils had declined in percentage terms in achieving the expected standard in Reading, Writing and Maths, as was also evident in other North West Local Authorities and nationally. Halton LA was working with school improvement colleagues in neighbouring authorities to share best practice and learn from other region's best practice, whilst reviewing

assessment processes under this new system.

It is possible that standards have not altered, but the way in which they are measured has?

Data comparisons were difficult in the immediate period following changes to curriculum, until sufficient time had elapsed for meaningful, reliable data to be produced. It is also a new more challenging curriculum with a different method of assessment so cannot be compared with previous results. (as also noted by the DFE).

RESOLVED: That the report be noted.

CYP28 THE ANNUAL HEAD TEACHER REPORT ON THE EDUCATIONAL OUTCOMES OF CHILDREN IN CARE 2015/2016

The Board received a report which updated them on the educational outcomes for Halton's Children in Care for 2015-16.

It was reported that Halton had a small number of children in care within each key stage cohort. Members noted therefore that comparisons with the general population and year on year performance were very difficult, as each child in care had a high statistical significance; making both the gap and trend analysis volatile.

Officers advised that changes to the assessment process were made in 2015-16, and as a result summer assessment results could not be compared with previous years' results. It was noted that this year's results would be reported against a new 'Attainment 8 and Progress 8' measure.

The report provided comparisons on the performance of Halton children who had been in care for 12 months or more, to that of their non-care peers, within each key stage.

Arising from discussion, Members made the following comments:

Do we provide / offer one to one support whenever possible?

Yes, through a variety of means, such as use of pupil premium plus funding to offer additional tuition/mentors, as well as support at home and outside of the school environment.

How were those Designated Teachers trained in meeting the demands of those children with attachment difficulties?

Halton Virtual School had delivered a range of training sessions for Designated Teachers in this regard. In addition, a specialist consultant had been commissioned to support individual schools which had experienced a high level of pupils with emotional and behavioural difficulties, due to their attachment issues.

Are there any examples where Pupil Premium Plus was not accessed and why?

Sometimes Schools could 'absorb' the impact of costs and didn't need to apply for such funding. However, if there was evidence that standards weren't being achieved or maintained, this would be looked at and if it was felt appropriate, then such funding would be applied for.

A lot of progress has been made in this area. How do we monitor the knowledge acquired by the Designated Teachers?

Designated Teachers have a statutory responsibility to produce an annual report which the school's Governing Body should receive.

RESOLVED: That the report be noted.

CYP29 UPDATE ON THE PROPOSAL TO CLOSE WESTFIELD PRIMARY SCHOOL RESOURCE BASE FOR PUPILS WITH HEARING IMPAIRMENT & SPECIFIC LEARNING DIFFICULTIES

The Board received a report from the Divisional Manger, Inclusion, that outlined the consultation process undertaken and the issues raised on the proposal to close Westfield Primary School Resource Provision Base, for pupils with hearing impairment and specific learning difficulties.

It was noted that the first phase of the consultation commenced on 22 June 2016 and closed on 20 July 2016; the key issues raised during this consultation were listed in the report and the responses were included in Appendix A of the report.

Following this, the responses were considered at

Executive Board, who gave approval for a four week statutory consultation to be undertaken. Details of the consultation, which commenced on 21 September 2016 until 19 October 2016, were attached at Appendix B to the report.

It was noted that following the closure of the statutory consultation, a further report would be prepared and submitted to Executive Board on 17 November 2016 for a decision on the proposal.

Members made the following observations:

What plans would be put in place for the children at the school to complete their education?

Funding for teaching staff would continue at the school to support the three children attending after the proposed closure in December 2016. No 'new' children would be admitted after this time.

Would schools need to make 'reasonable adjustments' for those children with complex needs, whilst attending mainstream schools?

The majority of families would prefer their child to be educated in a mainstream setting. By reinvesting the resources saved from the closure of the Base at Westfield School, we could support those children at an appropriate level in a mainstream setting.

RESOLVED: That the response received from the first phase of the statutory consultation be noted.

Meeting ended at 8.30 p.m.

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**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, 21 November 2016 in the Civic Suite, Town Hall, Runcorn

Present: Councillors MacManus (Chair), Edge (Vice-Chair), Cassidy, Logan, J. Lowe, Rowe and Wallace

Apologies for Absence: Councillor S. Baker, J Gerrard and June Roberts

Absence declared on Council business: None

Officers present: W. Rourke, A. Jones, A. Bowen, J. Griffiths and R. Owen

Also in attendance: Alison Hoolihan and Helen Osborne - Libraries

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

	<i>Action</i>
<p>ELS21 MINUTES</p> <p>The Minutes from the meeting held on 26 September 2016, were taken as read and signed as a correct record.</p>	
<p>ELS22 PUBLIC QUESTION TIME</p> <p>The Board was advised that no public questions had been received.</p>	
<p>ELS23 EXECUTIVE BOARD MINUTES</p> <p>The Executive Board minutes relevant to the Employment, Learning and Skills, and Community PPB were submitted to the Board for information.</p>	
<p>ELS24 YOUTH EMPLOYMENT GATEWAY</p> <p>The Strategic Director – Enterprise, Community and Resources, presented a report to the Board that provided an overview of the Youth Employment Gateway Project currently being delivered by Employment, Learning and Skills Division.</p>	

Members were advised that the Liverpool City Region (LCR) Youth Employment Gateway (YEG) project was an innovative programme for people aged between 18 and 24 years and who had been in receipt of Job Seekers Allowance (JSA) or Universal Credit (UC) for between 8 weeks and 9 months. The Programme provided all participants with a range of services, each aimed at moving them one step closer to their employment aspirations and ambitions.

The overview included achievements to date, income and expenditure and future strategy of the Programme.

Members praised the Programme and its success since its implementation. The following points were made following Members queries and comments:

- It was encouraging that clients were part of the Programme because they wanted to be; unlike a mandatory programme where people were forced to go to maintain benefit payments for example;
- The reasons for clients not achieving 26 continuous weeks of work were various; such as short term contracts; agency work or just that the job was not suitable for the client. In such cases the client would return to the advisor for further advice;
- Programme staff maintained contact with other agencies as sometimes clients needed to be referred to other services;
- It was suggested that one of the YEG clients be invited to share their experience with the Board, at a future meeting.

RESOLVED: That the report be noted.

ELS25 HALTON GROWTH HUB

The Board received a report and accompanying presentation which informed of the development, delivery and current performance of the Growth Hub initiative in Halton.

The report explained that the creation of Growth Hubs was a Government initiative intended to provide clarity, consistency and simplification across the business support agenda; increase migration business support from the public to the private sector and provide gateway support that was

information, guidance and brokerage to the business community. They were therefore not intended to be suppliers of business support but rather the interface between the business community and increasingly, commercial business support providers.

The report went on to discuss the Liverpool City Region (LCR) Growth Hub and Halton's approach to a local growth hub. The performance of Halton's Growth Hub to date was presented to the Board by Halton's dedicated Growth Hub Broker, Rachael Owen. Included in the presentation were examples of the work undertaken with companies such as *Clovemead*, *G-tec Ltd*, *Genlab* and *Apec Taxis*.

The following additional points were made following Members questions:

- People claiming Job Seekers Allowance who wanted to start their own business were eligible to apply to the Loan Fund, where they could borrow up to £25k at 6%;
- There were some projections made for future business growth in Halton, this data had been shared with Halton People into Jobs (HPIJ);
- A market needs assessment was needed to assess the available properties for businesses looking to move to Halton;
- The criteria for businesses accessing the Growth Hub service was that they must be in Halton or be planning to move to Halton to set up business;
- It was good to have a central source of information, which was convenient for businesses to access; and
- The Halton and Warrington Business Fair had been held and the stand was well visited.

RESOLVED: That Members note the performance of the Growth Hub in Halton to date.

ELS26 SCRUTINY TOPIC GROUP - CULTURE

The Strategic Director – Enterprise, Community and Resources, presented a report that put forward for consideration, the establishment of a topic group to evaluate Halton's cultural offer within the context of the Liverpool City

Region's (LCR) Cultural Devolution agenda.

It was noted that the LCR Combined Authority was developing a collaborative City Region approach to culture following the City Region Devolution Deal in November 2015.

The report advised of the 'Creative Conversion Group' that was created in February 2016 and provided details of the joint action plan that had been developed producing nine key areas, which were detailed in the report.

Appended to the report was a draft document containing the scrutiny review's aims, objectives and proposed methodology, for Members' consideration. Members agreed to establish this topic group and Councillors McManus, Wallace, Lowe, Edge, Logan and Rowe agreed to join the group. The initial invitation and papers for the first meeting would be sent to all Members.

REOLVED: That

- 1) Members agree to the establishment of a topic group to focus on Halton's cultural offer and its interface with the wider LCR;
- 2) the Board Members listed above agree to join the group; and
- 3) interim reports be presented to the Board no later than March 2017 and a final report be produced by June 2017.

Operational Director -
Economy, Enterprise
& Property

ELS27 UPDATE ON THE EUROPEAN SOCIAL FUND WAYS TO WORK PROJECT

The Board received an update on the Combined Authority ESF Ways to Work contract. It was noted that the 'Ways to Work' project was co-funded by the European Union (EU) and was being delivered across the Liverpool City Region (LCR) by all six local authorities.

It was reported that the project had commenced in January 2016 and would end in December 2018. It had a total value of £42m over 3 years and Halton's allocation was worth £3.3m. Officers advised that the Ways to Work project was one of a suite of projects currently being funded through the EU and further information on this was provided in Appendix 1 of the report.

Officers advised of the aims of the project and the activity to date, as presented in Table 1. The setting of targets was also discussed and Members were informed of the marketing plans in place for the project.

Members noted the numbers of ILM (Intermediate Labour Market) placements currently, as shown in Table 2 and the fact that interest in these was growing. The following was also noted after Members' comments:

- The Project was important for people not only to get qualifications but for raising their morale and general wellbeing;
- Although European Funding was secured up to 2019; there was no indication where future funding would come from to continue the Project;
- The potential £3.3m worth of investment into the Borough was dependant on achieving outputs and results. A pro rata approach was taken with regards to payments, which could always be clawed back; and
- Members requested a breakdown of Wards that residents were from who were accessing the Project; this would be sent once available.

RESOLVED: That Members welcome the progress made to date and support the growth and development of the Ways to Work project.

Operational Director -
Economy, Enterprise
& Property

ELS28 LIBRARY SERVICES ANNUAL REPORT

The Board received a presentation from the Library Strategy and Development Manager, Julie Griffiths, on the Library Service activity over the last 12 months which had focussed on increasing usage of the service across the community.

She advised Members of activities which had supported the delivery of the Library Service Strategy:

- Reading – the e-book challenge, e-platform and comics plus.
- Activities – such as Shakespeare week, Fun Palace, BBC's love to read competition and the new activities introduced: Wellbeing Wednesdays; Saturday Stories; and Homework Club. They also held a Lego

Club and the Summer Reading Challenge which was held every summer.

- Learning and Science – learning through technology such as coding and micro bits, (an example of which was passed around the room).

The Libraries Area Managers were introduced to Members, Alison Hoolihan in Runcorn and Helen Osborne in Widnes.

Following the presentation and Members questions, the following additional points were made:

- The take up of learning through technologies was very good and it was noted that coding was being introduced into the schools curriculum;
- Staff were trained to assist with customers who had dementia and had been accredited for this;
- The take up of reading e-books was good, with 400 people signed up so far; and
- Young people were encouraged to engage with the libraries through contact with the schools and the Library Service employed a Children and Families Officer, who was also responsible for communicating and promoting the Service.

RESOLVED: That the report be noted.

Meeting ended at 8.12 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 15 November 2016 at Council Chamber, Runcorn Town Hall

Present: Councillors J. Lowe (Chair), S. Baker, M. Bradshaw, E. Cargill, Dennett, C. Gerrard, M. Lloyd Jones, Osborne, Parker and Sinnott

Apologies for Absence: None

Absence declared on Council business: None

Officers present: S. Shepherd, S. Wallace-Bonner, A. Jones, D. Nolan, L Wilson and M. Vasic

Also in attendance: D. Sweeney, Dr M. O'Connor, L. Thompson-Greatrex, L. McHale – NHS Halton CCG and A. Ryan – 5 Boroughs Partnership NHS Trust

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

HEA20 MINUTES

The Minutes of the meeting held on 20 September 2016 having been circulated were signed as a correct record.

HEA21 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

HEA22 HEALTH AND WELLBEING MINUTES

The Health and Wellbeing Board minutes dated 6 July 2016 were submitted to the Board for information.

With reference to minute HWB8 – Well North Programme – the Chair requested a report be submitted to this Board with an update.

Action

Councillor Charlotte Gerrard declared a Disclosable Other

Interest in the following item as her stepmother works for 5 Boroughs Partnership.

HEA23 IMPROVING ACCESS TO PSYCHOLOGICAL THERAPIES

The Board received a report from the Director of Adult Services, and an accompanying presentation from Angela Ryan, Assistant Director for Halton 5 Borough Partnership NHS Foundation Trust and Sheila McHale, Head of Children and Families, Adult Mental Health, NHS Halton CCG, that provided an update in respect of Improving Access to Psychological Therapies (IAPT) delivery and development of the service in Halton.

The presentation included information such as the conditions that were treated; the numbers of people in Halton experiencing these disorders; their recovery rates; and patient feedback. Members requested a copy of the presentation which would be emailed following the meeting.

It was noted that the onward plan for the IAPT was to increase productivity; maintain and improve clinical quality; and maintain high levels of client satisfaction.

Following the presentation Members' queries provided the following additional points of clarification or information:

- Clients were monitored closely as they progressed through Steps 2 and 3 of IAPT services and would be referred to Step 4 if no recovery was made;
- Re-referrals did occur and although they were re-admitted to the service, other interventions could be looked at and provided alongside the IAPT to support the client;
- Comparisons with other areas were requested – these could be provided for the other two Boroughs, as the service was only offered in 3 out of the 5 Boroughs;
- E-therapy was now provided to clients through 'Silvercloud' and was being accessed by people of all ages. Clients decide themselves to go on the review and the information they provided was constantly analysed. This service had only been offered since August so an analysis was still to be made; this would be shared with the Board once available;

- Each Cognitive Behaviour Therapy (CBT) trainee worked alongside a supervisor in a team for 3 months; they also had to pass their exams to qualify, these would be at the end of this year.

RESOLVED: That the Board notes the report and comments made.

Director of Adult
Social Services

HEA24 TELEHEALTHCARE STRATEGY

The Board received an update on the Telehealthcare Strategy, which was attached to the report as an appendix.

By way of introduction Members were advised that the development of technology was affecting and extending the way care could be delivered in the health and social care arena. As the population was ageing there was a significant strain on healthcare resources, with an increasing number of people affected by long term chronic conditions.

The report discussed the unsustainability of the situation and the potential use of hi-tech home healthcare solutions which would support people to live at home or in extra care housing schemes.

Members commented that this type of technology would provide people with long term health conditions the security of knowing that they would be remotely monitored in their own homes. It was noted that patients' health issues differed and therefore individuals could access certain parts on the Telehealthcare service to suit their illness. It was commented that there were pockets of deprivation that existed in Halton and this may hinder the availability of the technology to some people.

RESOLVED: That the Board notes the contents of the report and Telehealthcare Strategy.

Councillor M Lloyd Jones declared a Disclosable Other Interest in the following item as her husband was a Governor of Warrington and Halton Hospital.

HEA25 STROKE UPDATE

The Director of Transformation NHS Halton CCG and Dr Mike O'Connor – Clinical Lead for Long Term Conditions NHS Halton CCG, updated the Board on Stroke Reconfiguration in Mid Mersey.

Members were provided with some background

information on the situation at Warrington and Halton Hospitals over the past 3 years, with regards to stroke patients. The report also discussed the National Stroke Direction and explained that there was a national shortage of stroke consultants, speech and language therapists and clinical psychologists.

Members were advised that Mid Mersey had created a Stroke Board, with representation from CCG's, primary care, local authorities and acute providers. This Board had agreed the vision that St Helens and Knowsley Trust (SHKT) would be a single stroke provider of acute services and that in a phased approach, all Warrington and Halton Hospital acute stroke patients would be transferred to SHKT for the first 72 hours of care, and then repatriated either through Early Supported Discharge (ESD) teams or back to the acute trust for longer more complex patients.

Dr O'Connor explained the Sentinel Stroke National Audit Programme (SSNAP) ratings; mimic strokes; and how an 'A' rated hospital was important when recruiting consultants in the stroke field. It was commented that with regards to the 16 extra beds needed for SHKT, the Stroke Board would be meeting to discuss the process of obtaining these.

RESOLVED: That

- 1) Members understood the current clinical discussions and solutions to ensure Halton patients received high quality stroke services;
- 2) agreed with the development of Telemedicine service across both sites for out of hours provision;
- 3) a Quality Impact Assessment be undertaken by Warrington Trust; and
- 4) Early Supported Discharge (ESD) and community provision across the patch be reviewed and uplifted as part of the discharge process and repatriation process from Whiston Hospital.

HEA26 WINDMILL HILL GENERAL MEDICAL SERVICES

The Director of Adult Services provided an update to the Board on the commissioning of a general practice service at Windmill Hill from April 2017.

It was reported that before a final decision could be

made on the options for Windmill Hill Medical Centre being presented to the Board in June, the CCG's Primary Care Commissioning Committee (PCCC) requested that the following actions be undertaken: an Equality Impact Assessment (EIA); patient engagement; and market testing. The results of these actions were discussed in the report and the Chair of the PCCC subsequently approved the recommendation to procure a branch surgery at the Windmill Hill site; to carry out a mini procurement amongst existing providers in Halton; and to disperse the smaller element of the contract at the Widnes site.

Members were reassured that Runcorn patients would see no difference in the service they received and would continue as is; Widnes patients would be dispersed to practices in Widnes and extra support would be provided for any patients that had a particular concern with this.

RESOLVED: That the Board noted the update on the contracting of general medical services at Windmill Hill.

Councillor J Lowe declared a Disclosable Other Interest in the following item as her son's partner works for a Care Home in Halton; and Councillor Osborne declared a Disclosable Other Interest in the following item as his wife was an employee of Halton Borough Council.

The Chair was taken by the Vice Chair, Councillor Osborne, for the following item at the request of the Chair, Councillor J Lowe.

HEA27 DOMICILIARY AND CARE HOMES QUALITY REPORT

The Board received an update on the quality of provision within the care home and domiciliary care market in Halton.

It was reported that it was a key priority for Halton Borough Council to ensure the provision of a range of good quality services to support adults requiring support in the Borough. The Care Act had put this on a statutory footing through new duties regarding the promotion of effective and efficient operation of the care market in which there must be a choice of diverse high quality services that promoted wellbeing.

It was noted that in Halton there were 27 registered care homes that provided 788 beds operated by 16 different providers. The capacity within the care homes ranged from homes with 66 beds to small independent providers with 6 beds. There were 9 domiciliary care providers within this

number supporting 610 service users across the Borough.

The report went on to discuss quality monitoring and assurance and the quarter one position. Additionally, appended to the report were the key challenges within care homes in Halton, which were noted by Members.

Following the update and Members' queries, the following points were made:

- The category of the care home mentioned by Councillor Parker which was in his Ward would be confirmed;
- With regard to the CQC's definition of 'harm' this was usually relating to falls and missing of a dose of medication;
- With regard to the CQC's definition of 'other' this was varied and could relate to for example environmental issues, safety procedures, fire certificates etc;
- Care home providers were encouraged to report any incident no matter how small.

RESOLVED: That the Board notes the report and the challenges identified in Appendix 1.

Councillor Sinnott declared a Disclosable Other Interest in the following item as she was a Trustee of Halton Disability Partnership who is commissioned to deliver support to the take up of Direct Payments.

HEA28 PERFORMANCE MANAGEMENT REPORTS QUARTER 2 2016/17

The Board received the Performance Management Reports for Quarter 2 of 2016-17. Members were advised that the report introduced, through the submission of a structured thematic performance report, the progress of key performance indicators, milestones and targets relating to Health in Quarter 2, which included a description of factors which were affecting the service.

Members were requested to consider the progress and performance information and raise any questions or points for clarification, and highlight any areas of interest or concern for reporting at future meetings of the Board.

Members queried the annual review of the Homeless Strategy in June 2017 as commented on page 54 of the report and it was confirmed that a paper would come to this

Board with an update on the February 2017 agenda.

RESOLVED: That the Board receives the Quarter 2
Priority Based report.

Meeting ended at 7.55 p.m.

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SAFER POLICY AND PERFORMANCE BOARD

*At a meeting of the Safer Policy and Performance Board on Tuesday, 8 November 2016
at the Council Chamber, Runcorn Town Hall*

Present: Councillors Thompson (Chair), N. Plumpton Walsh (Vice-Chair), Abbott, S. Baker, V. Hill, P. Lloyd Jones, K. Loftus, Osborne and Zygadlo

Apologies for Absence: Councillors Edge and J Gerrard

Absence declared on Council business: None

Officers present: J. Unsworth, M. Andrews, G. Ferguson, C. Patino and P. Thompson

Also in attendance: Councillors Nelson and D. Cargill and L. McVay, Cheshire Fire and Rescue Service and J. Wilson, Community Safety Team

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

SAF17 CHAIRMAN'S ANNOUNCEMENTS

Action

The Chair announced that Topic Group visits to the Cheshire Custody Suite were planned on 30th November and 1st December 2016. The Community Safety Manager would email Members with details so that they could respond with their interest.

RESOLVED: That the announcements be noted.

SAF18 MINUTES

The Minutes of the meeting held on 13th September 2016 were taken as read and signed as a correct record.

SAF19 PUBLIC QUESTION TIME

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

SAF20 CCTV PROVISION IN HALTON

The Board received an update report on Halton's current provision of public space CCTV, mobile camera

system, public address function and an update of the Commissioner of Surveillance Code of Practice. The public space CCTV was based in the Council's CCTV suite and Officers currently provided a 24 hour, 7 days per week service, monitoring the Council's CCTV cameras. They were also in direct contact with Cheshire Constabulary by monitoring the police airwaves radio system. The system could provide live images to the police central control room as well as recordings and statements in the form of evidence packs. They were also responsible for monitoring the town link (retailers) two-way radio system and the Night net system (night time economy).

Arising from the discussion, the Board agreed that Officers should investigate the opportunity of purchasing an additional Striker camera and explore the possibility of how this may be funded.

RESOLVED: That

1. the report be noted; and
2. Officers investigate the opportunity of purchasing an additional Striker camera and explore the possibility of how this may be funded.

Strategic Director
Enterprise.
Community and
Resources

SAF21 CHESHIRE FIRE AND RESCUE ANNUAL REPORT

The Board considered a report from Cheshire Fire and Rescue Service presenting the Annual Report for Halton 2016 and an update on Integrated Risk Management Plan for 2017-18 (IRMP). Consultation on the draft IRMP for 2017/18 was underway and would continue until the 3rd January 2017. During this time the Service would consult with the public, key partners and stakeholders and members of staff.

Proposals within the second emergency response review and wider draft plan included:-

- Cheshire Fire Authority's proposal to increase its share of Council Tax by 1.99% in 2017/18;
- To review the duty systems at Birchwood, Macclesfield, Penketh and Wilmslow fire stations;
- Move from three hydraulic platforms to two across the Service;
- Introduction of an additional fire engine at Crewe and Ellesmere Port fire stations, staffed during weekdays;
- Rolling out the pilot programme to respond to cardiac arrests alongside North West Ambulance Service;

- Delivering “Safe and Well” visits to 40,000 households to provide health information as well as fire safety advice;
- A new policy to reduce the number of attendances to false alarms caused by automatic fire alarm systems; and
- Promoting the need to install sprinkler systems in new schools.

On behalf of Cheshire Fire and Rescue Service, Lynsey McVay attended the meeting and outlined her role, the Service performance in Halton during the past three years, type of incidents attended and areas the Service would focus on for 2016/17.

Arising from the discussion, the Board requested additional information on the number of Fire Service inspections at the East Lane buildings in Runcorn.

RESOLVED: That the Board

1. note the range of fire safety and prevention programmes aimed at keeping Halton safe;
2. record our continuing appreciation for the work of Cheshire Fire and Rescue Service; and
3. receive the Annual Report 2016.

SAF22 COUNTERFEIT/ILLCIT GOODS AND TRADING STANDARDS

The Board received a presentation from Mr Thompson, Trading Standards Officer, which identified the issues related to counterfeit/illicit goods and illustrated the work of trading standards when dealing with criminality across Halton. The report highlighted:-

- Illicit (smuggled) goods i.e. tobacco imported into the UK illegally and thereby breaching taxation legislation;
- Legislative Duty to Enforce;
- What were counterfeit and illicit goods;
- Information on the Victims of counterfeit/illicit goods;
- The types of counterfeiters involved, essentially a three tier system in place which included local criminals, regional criminals and serious organised crime groups (UK/international); and
- The role of Halton Trading Standards and recent cases in the Halton area.

On behalf of the Board the Chair, thanked Mr Thompson for his informative presentation and the success the Team had achieved in 2016.

RESOLVED: That the report be noted.

SAF23 WHITE RIBBON CAMPAIGN

The Board considered a report which provided details on the White Ribbon Campaign and outlined the process for the Council to seek corporate status for the Borough. The principles of the award were that local authorities should express a commitment to involving men in Anti-Violence Against Women and Girls (VAWG) and produce a preliminary action plan on how this commitment would be achieved. The action plan should be aimed at reducing incidents of violence against women such as discrimination, harassment or victimisation and fostering good community relations. It should also have a specific White Ribbon emphasis of increasing male participation in anti-VAW events and strategies as well as raising awareness and the profiles of these issues amongst men.

It was reported that the White Ribbon Campaign Team would work with the Authority on the development of an action plan, providing feedback and suggestions as necessary. It was proposed that the Community Safety Manager, supported by the local Domestic Abuse Co-ordinator, would be appointed to act as a liaison point with the White Ribbon Campaign and to oversee its implementation.

RESOLVED: That the report be noted.

SAF24 MISCHIEF NIGHT AND BONFIRE NIGHT

The Board received an update on activities and initiatives delivered to reduce incidents of anti-social behaviour and unauthorised fires on mischief night and in the period up to bonfire night in 2016. The Board noted that the bonfire removal initiative was carried out by a local contractor and they responded to 11 requests from the Council and Police Officers. It was anticipated that due to Bonfire night falling on a weekend, and with good weather conditions, there would be a high level of calls/incidents; however this was not the case.

On behalf of the Board the Chair, congratulated all those involved in Operation Treacle for their significant work

and the success they had achieved in 2016.

RESOLVED: That the presentation be received.

Meeting ended at 8.40 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, 16 November 2016 at the Council Chamber, Runcorn Town Hall*

Present: Councillors Woolfall (Chair), Fry (Vice-Chair), V. Hill, Howard,
Joe Roberts, Sinnott, J. Stockton, Wall and Zygadllo

Apologies for Absence: Councillors Morley and Nolan

Absence declared on Council business: None

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

Also in attendance: Councillors J. Bradshaw, M. Bradshaw and Inspector B.
Brown

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

Action

EUR10 MINUTES

The Minutes of the meeting held on 29th June 2016,
having been circulated were signed as a correct record.

EUR11 PUBLIC QUESTION TIME

It was confirmed that no public questions had been
received.

EUR12 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.

EUR13 WASTE MANAGEMENT MATTERS

The Board received an update from the Divisional
Manager, Waste and Improvement, which provided
information on Garden Waste collections, fly tipping in the
Borough and the introduction of the pilot Food Waste

collection service.

In respect of the pilot Food Waste collection service, since its introduction in the summer, the Pilot Food Waste collection service had been extended on two occasions. The service now covered 2,347 homes in the Hale, Ditton, Heath and Beechwood Wards.

It was reported that there had been a positive response to the service with participation in some areas reaching upwards of 85%. Officers would be carrying out direct engagement with householders to gather feedback on the scheme and to help further increase participation levels.

The pilot service was subject to scrutiny by the Waste Topic Group and a report on the scheme would be presented to Members in the new year which may contain recommendations to the Executive Board in respect of its potential expansion to other areas.

With regard to garden waste:

- the chargeable collection service had 16,872 households subscribed to date; this number was up by 1,600 compared to 2015/16;
- take-up of the service had risen from 37% in 2015/16 to 40% this year; and
- income so far this year was £448,000, which had increased by £40,000 compared to the previous year. Income received was sufficient to cover all service operating costs.

In respect of Green and Blue bins, it was noted that Members of the Topic Group have been asked to review the Council's Policy on charging for green and blue bins.

Members of the Board were also advised on efforts to reduce incidents of fly-tipping and tackle those responsible, which included:

- On-going investigations into all reported incidents of fly-tipping;
- Working closely with Housing Associations and delivering joint initiatives;
- Targeted campaigns in areas identified as experiencing high levels of fly-tipping and other forms of environmental nuisance;
- The planned delivery of a campaign to remind householders of their legal responsibilities when paying individuals to remove rubbish from their

homes;

- Joint patrols with Police Officers in areas were causing unacceptable levels of nuisance due to fly-tipping rubbish and not complying with the Council's Waste Collection Policy; and
- The issuing of Fixed Penalty Notices for fly-tipping offences. Members of the Waste Topic Group were asked to consider the Council's approach to the use of Fixed Penalty Notices for the fly-tipping offences, such as suggested Penalty Notice levels; with a report to be presented to the next meeting of the Board.

RESOLVED: That the update report be noted.

EUR14 ANNUAL ROAD TRAFFIC COLLISION & CASUALTY REPORT

The Board was advised that Appendix A to the report set out full details of the numbers of road traffic collision and casualty numbers in the year 2015, and compared these figures with those from previous years. These results were very encouraging, with significant decreases in the numbers of people being slightly injured (SLI) and those killed/seriously injured (KSI) compared to the figures for recent years. Within the KSI total, both the number of adults and children decreased but the latter figure was known to be volatile in Halton and could fluctuate from year to year.

A summary for 2015 was set out in the report. It was noted that whilst nationally, road casualties decreased by 4% in 2015, as set out in the Department for Transport 2015 Comprehensive Annual Report on Road Casualties, it remained to be seen if the decreases seen locally were a result of a downward trend or a temporary drop. However, in terms of casualty reduction in 2015 Halton was one of the best performing Local Authorities, both regionally and nationally.

RESOLVED: That the overall progress made on casualty reduction in Halton over the past decade be noted and welcomed.

EUR15 INTRODUCTION OF WAITING RESTRICTIONS TO PREVENT PARKING ADJACENT TO MOORE PRIMARY SCHOOL

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which advised on the consultation process with regard to the

proposal to introduce waiting restrictions on Lindfield Close, Runcorn Road and Beechmoore near to Moore Primary School, in order to address parking congestion.

It was noted that in March 2014, a resident had raised the issue of parking congestion in the area of Moore Primary School, associated with parents'/carers' vehicles being parked on nearby junctions and Runcorn Road, blocking both sightlines and desire lines for drivers and pedestrians alike. Subsequently, in July 2015, Cheshire Police requested the introduction of waiting restrictions in the same areas to help resolve these problems.

Consequently, in November 2015, a consultation process on waiting restrictions was carried out which included Ward Councillors, Moore Parish Council and the frontage properties. This proposal included leaving the existing double white line system in place in order to prevent overtaking on a length of road where forward visibility is limited because of the railway bridge parapet. Objections to the proposal were received from a resident whose property did not directly front onto the proposed restriction, Moore Primary School and Moore Parish Council, details of those objections and Officer responses were outlined in the report. In addition, it was reported that an Officer from the Council and representatives from Cheshire Police had attended Moore Parish Council meetings to discuss the proposals.

On behalf of local residents, Councillor J Bradshaw addressed the Board and made the following comments:

- The existing problem occurs in this area for a short period during school drop off and pick up;
- It is a similar situation outside other schools in the Borough and similar waiting restrictions were not proposed;
- Waiting restrictions will transfer parking onto nearby streets;
- The impact on residents where the waiting restrictions were proposed, in particular parking for visitors;
- The proposals were in response to a complaint from one resident; and
- Moore Primary School currently put cones in this area during drop off and pick up times and a decision on waiting restrictions should be delayed to assess its effectiveness.

In response, Inspector Brown addressed the Board on behalf of Cheshire Police. He commented that:

- Cheshire Police had issued parking tickets but this had not deterred people from parking cars on the existing double white lines. Also PCSO's cannot be outside Moore Primary School each day;
- The Police could not support the proposal to put out cones as these should only be used for short term solutions, use should not exceed seven days and it is not an enforceable option; and
- The main concern of Cheshire Police is the safety of the school children.

RESOLVED: That the proposal to make an Order to introduce "At Any Time" waiting restrictions on parts of Lindfield Close, Runcorn Road and Beechmoore in Moore as shown in Appendix 'A' and defined in Appendix 'C' be supported and that the report be submitted to the Executive Board for its consideration.

Strategic Director
Enterprise
Communities
and Resources

Meeting ended at 7.30 p.m.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 1 November 2016 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chair), A. Lowe (Vice-Chair), Abbott, E. Cargill, Howard, A. McInerney, Joe Roberts, G. Stockton and Wainwright

Apologies for Absence: Councillor N. Plumpton Walsh

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, G. Ferguson, S. Davies, T. Dean and J. Hughes

Also in attendance: Under Standing Order No 33, Councillor R. Hignett

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

	<i>Action</i>
CS16 MINUTES	
<p>The Minutes from the meeting held on 6th September 2016 were taken as read and signed as a correct record.</p>	
CS17 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
CS18 EXECUTIVE BOARD MINUTES	
<p>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.</p> <p>Under Minute No CS14, it was agreed that additional information would be circulated to Members on the current situation at East Lane with regard to Council Tax/Business rate collection.</p> <p style="text-align: center;">RESOLVED: That the minutes be noted.</p>	
CS19 INTERIM CORPORATE ACCIDENT/INCIDENT REPORT	

1.4.16-1.9.16

Tony Dean, Principal Health and Safety Advisor, presented the Committee with the Corporate Health, Safety and Welfare Policy and the Corporate Accident/ Incident report from 1 April to 1 September 2016. The interim health and safety report on the performance of health and safety management in relation to Key Performance Indicators for the current financial year was appended.

The report highlighted:

1. national and local health and safety information together with identified trends;
2. that there had been a year by year decrease in the number of accidents resulting in 'days lost', with 10 this year and 13 for the same period last year;
3. this decrease was primarily due to the reduction in the number of manual handling accidents, in particular involving Social Care staff, and also slips and trips accidents, which took place whilst working outdoors;
4. there had been a significant decrease in the number of physical violent incidents on both Council and school staff; and
5. although there has been a slight decline in the use of the Lone Working Monitoring system, new equipment was now available that was easier to carry and raise an alarm and also, new processes implemented that were intended to expedite registration and training.

RESOLVED: That the report be noted.

CS20 EXTERNAL FUNDING UPDATE

The Board considered a report of the Strategic Director Enterprise, Community and Resources, which provided an update on the work of the Regeneration Non Town Centres (RNTC) Team in securing funding resources into Halton. The report highlighted:

- success rate of applications and reasons for unsuccessful bids;
- an overview of major funding streams, including an update on the European Structural and Investment Fund (ESIF);
- the cost of the team against the level of funding secured;
- effect on the Council's core budget, if any, of securing

- external funding; and
- a preliminary assessment of the likely implications for the Borough of the recent EU referendum decision.

Arising from the discussion, it was agreed that the following information would be circulated to Members:

- On page 33, clarification on the criteria for deciding 'significant company'; and
- a document on the pressures facing local authorities due to post referendum implications and Government funding reductions.

RESOLVED: That the report be noted and a further update report be submitted to a future meeting of the Board.

CS21 PROPERTY SERVICES UPDATE

The Board received a report from the Strategic Director Enterprise, Community and Resources, which provided an update on initiatives and actions which Property Services had delivered during the last 12 months. In addition, the report identified future work priorities.

In respect of carbon emission reductions, clarification was sought on the street lighting figure and it was agreed that further information would be circulated to Members.

With regard to Markets, the Board discussed the annual surplus, arrears collection, signage and promotion of the Markets and street markets. It was agreed that a further update report would be brought back to the Board in six months.

RESOLVED: That

1. the report be noted; and
2. the progress being made on a wide range of land and property related initiatives and actions be welcomed.

Meeting ended at 8.40 p.m.

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 23 November 2016 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: E. Dawson, I. Leivesley, M. Murphy, A. Scott and L. Cox

Also in attendance: Georgia Jones, Grant Thornton External Auditors and one member of the public

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

BEB15 MINUTES

The Minutes of the meeting held on 28 September 2016 were taken as read and signed as a correct record.

BEB16 EXTERNAL AUDIT UPDATE REPORT

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which provided an update from Grant Thornton (External Auditors), regarding:

- Progress made in delivering their responsibilities as the Council's External Auditors; and
- A summary of emerging national issues and developments that could be relevant to the work of the Board.

It was noted that from 2017/18, local authorities would need to publish their audited financial statements by 31 July each year, which was earlier than the current deadline of 30 September.

Georgia Jones, Audit Manager from Grant Thornton, attended the meeting to present the report and then dealt with Members' questions.

Action

RESOLVED: That the report be noted.

BEB17 PROCUREMENT STRATEGY 2016-19 - PROGRESS REVIEW

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on progress with delivery of the Council's Procurement Strategy 2016-2019 (the Strategy), as at 31 October 2016.

The Strategy was approved by the Board in June 2016 and operated as a strategic function across the whole organisation to deliver cash savings and cost reductions. It was noted that the Strategy followed a format commended by the Local Government Association's National Procurement Strategy for Local Government in England 2014, and was underpinned by four key areas:-

- Making savings;
- Supporting Local Economies;
- Leadership; and
- Modernising Procurement.

Members were advised that the Public Services (Social Value) Act 2012 required public authorities to have regard to economic, social and environmental wellbeing in connection with public service contracts. Halton had embraced this requirement by placing Social Value into all of its procurement activities, where relevant and proportionate. It was reported that over the past few months, Halton had been involved in the development of the National Social Value Toolkit, alongside the Cabinet Office and a number of public sector bodies, which was launched on 13 September 2016.

As this would be the final meeting before Lorraine Cox, Divisional Manager, Procurement, left the authority to take up her new post, the Board wished to place on record their thanks for her work in Halton over the past ten years, and wished her well for the future.

RESOLVED: That progress with the Council's Procurement Strategy 2016-19, as set out in the report, be noted.

BEB18 PROCUREMENT STRATEGY - EXTERNAL AUDITOR

The Board considered a report of the Operational

Director, Finance, regarding the appointment of external auditors.

The Board was advised that the Council's current external auditor was Grant Thornton. Following the closure of the Audit Commission, such contract was managed by the Public Sector Audit Appointments Limited (PSAA), a not for profit company, limited by guarantee, and established by the Local Government Association.

It was reported that these transitional arrangements for external audit would expire at the end of the 2017/18 accounts, and the Council would then assume responsibility for the local appointment of its auditor. However, it was noted that the Council could opt into arrangements to have its auditor appointed on its behalf.

The report set out options for the local appointment of external auditors. It was noted that the Council had until December 2017 to make an appointment, but in practical terms contract negotiation needed to commence in Spring 2017 to meet that deadline.

RESOLVED: That Council be recommended to opt into the sector-led procurement of external auditors that will be undertaken by Public Sector Audit Appointments Limited (PSAA).

Operational
Director - Finance

BEB19 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.

BEB20 INTERNAL AUDIT PROGRESS REPORT

The Board considered a report of the Operational Director, Finance, which provided Members with a summary of internal audit work completed since the last progress report in June 2016. The report also provided details of progress against the 2016/17 Audit Plan.

It was noted that a total of twelve Internal Audit reports had been finalised since the last progress report. An overall assurance opinion was provided for each engagement. In addition, the report detailed follow-up processes which monitored whether management actions had been effectively implemented on previous audit recommendations.

RESOLVED: That

- 1) the update on progress against the 2016/17 Internal Audit Plan be received;
- 2) the completed Internal Audit reports be noted; and
- 3) the progress made in regard to the implementation of previous Internal Audit recommendations be noted.

Meeting ended at 7.15 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 3 October 2016 at The Board Room - Municipal Building, Widnes

Present: Councillors Nolan (Chair), Cole, Gilligan, R. Hignett, C. Plumpton Walsh, June Roberts, Thompson, Woolfall and Zygadlo

Apologies for Absence: Councillors Morley and J. Bradshaw

Absence declared on Council business: None

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

Also in attendance: None

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

	<i>Action</i>
DEV16 MINUTES	
<p>The Minutes of the meeting held on 1 August 2016, having been circulated, were taken as read and signed as a correct record.</p>	
DEV17 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>	
DEV18 - 16/00369/P3JPA - PROPOSED CHANGE OF USE FROM B1 OFFICES TO 34 RESIDENTIAL STUDIO FLATS AT MIDWOOD HOUSE, TRAVIS STREET, WIDNES	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	
<p>The Committee was reminded that the application was not a full planning application, and that a change of use from Class B1(a) offices to Class C3 (dwellinghouses) was permitted development under Part 3, Class O, of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as Amended).</p>	

The report set out a number of instances where this change of use was not permitted development and it was noted that none of the instances outlined in the report applied to this proposal. It was therefore permitted by Class O, subject to the condition that before beginning the development, the developer shall apply to the Local Planning Authority (LPA) for a determination as to whether the prior approval of the LPA would be required with regards to the following four considerations:

1. Transport and highways impacts of the development;
2. Contamination risks on the site;
3. Flooding risks on the site; and
4. Impact of noise from commercial premises on the intended occupiers of the development.

Taking into account the responses set out in the Officer's report the Committee agreed that the proposal was acceptable and prior approval was not required. It was noted that development under Class O was permitted subject to the condition that it must be completed within a period of 3 years, starting with the prior approval date.

RESOLVED: That prior approval for the change of use from Class B1(a) offices to Class C3 (dwellinghouses) was not required.

DEV19 - REVIEW OF NEW LOCAL WILDLIFE SITES IN THE BOROUGH

The Committee received a report from the Strategic Director – Enterprise, Community and Resources, requesting them to approve the addition of two newly identified Local Wildlife Sites (LWS) at Gigg Lane and Keckwick Brook Corridor; approve the removal of one LWS at Runcorn East Railway Station; and approve boundary amendments to two LWS's (Haystack Lodge and Haddocks Wood Pasture), on the Local Wildlife Sites List. Members noted that such approval would be for development control purposes only since formal adoption was for the development plan procedure. However, this approval would assist the Committee in determining applications pending formal adoption of the LWS.

It was reported that the LWS List formed part of the evidence base that informed Development Management decisions, and supported the production of the Delivery and Allocations Local Plan that would replace the remaining policies from the Unitary Development Plan.

The report provided supporting and background information around the *Natural Environment and Rural Communities Act 2006*, which placed a duty on all public authorities in England and Wales to have regard, in the exercise of their functions, to the purpose of conserving biodiversity. It also explained the procedures for Local Wildlife Site selection; and for the adoption and removal of Local Wildlife Sites. The Committee was also provided with maps, descriptions and survey information on the areas, attached at Appendix 1 to the report.

Officers advised Members of the addition of one sentence to paragraph 3.12 as follows, "*However formal approval for forward planning proposals is not affected and will continue to be applied*".

RESOLVED: That for Development Control purposes the Committee approves:

- 1) the addition of new Local Wildlife Sites at:
 - Gigg Lane; and
 - Keckwick Brook Corridor;
- 2) the deletion of a Local Wildlife Site at Runcorn East Railway Station; and
- 3) boundary changes to:
 - Haystack Lodge; and
 - Haddocks Wood Pasture Local Wildlife Site.

Meeting ended at 6.45 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 7 November 2016 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chair), J. Bradshaw, Cole, Gilligan, R. Hignett, C. Plumpton Walsh, June Roberts, Thompson, Woolfall and Zygadlo

Apologies for Absence: Councillor Morley

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, M. Noone, A. Plant, A. Brennan and J. Eaton and P. Peak

Also in attendance: 14 members of the public

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

Action

DEV20 MINUTES

The Minutes of the meeting held on 3 October 2016, having been circulated, were taken as read and signed as a correct record.

DEV21 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.

To avoid any allegation of bias, Councillor R Hignett took no part in the following item as he had presented the items previously to Executive Board, as the relevant Portfolio holder.

DEV22 - 16/00317/OUT - OUTLINE APPLICATION, WITH ALL MATTERS RESERVED, FOR RESIDENTIAL DEVELOPMENT OF UP TO 62 DWELLINGS WITH LANDSCAPING, CAR PARKING AND ECOLOGY AREA ON FORMER PLAYING FIELDS AND CAR PARK AT PICOW FARM ROAD, RUNCORN

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

Members received information in relation to the scheme from the Council's Highway's Officer who presented the results of parking surveys undertaken at various times of the day on Picow Farm Road. In summary it was noted that the net loss of spaces would be between 2 and 3 and it was felt that the displaced vehicles would park further down the Road or within the site itself.

Officers advised that they would recommend that the developer commissioned a scheme of double yellow lines to protect the junction and that they would also request them to fund a scheme of H-bar markings for the frontages of driveways of both new and existing properties.

The Committee was addressed by Mrs Bennison, who objected to the proposal on behalf of local residents. She argued that the site was dedicated greenspace and should remain so as there were no other greenspace areas within 5 sq miles of this site; the nearest one being Runcorn Common. She stated that the site should be available for local children to play on. Further she explained that the scheme would affect the existing property values on Picow Farm Road; that there would be a loss of light; and that they would be overlooked from the new development. She urged the Committee to listen to the residents of the area and keep the site for the community.

Mr Gee, acting as agent on the application, then addressed the Committee, responding to some of the claims of the objectors. He commented that the report discussed, on pages 15, 16 and 17, why the site had not been used for 8 years and the reasons for this were provided. He further stated that the site was highly accessible for future residents due to the location and that it would bring in new families to the area who would contribute to the local economy. With regards to parking, he was aware of the present situation of rail users parking along Picow Farm Road, however the scheme would provide sufficient parking for residents so the situation would not be exacerbated.

Members discussed the application and one Member raised concerns over the existing parking situation on Picow Farm Road from the railway customers and the fact that they thought this development would actually exacerbate the situation. The Committee also discussed the Environmental Health issues relating to noise in paragraph 4.4 of the report.

After taking the Officer's report and presentation into consideration, and hearing the representations made by the speakers, the Committee voted and the majority agreed to

approve the application, subject to the conditions listed below.

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

- 1) Time limit – outline permission;
- 2) Submission of reserved matters;
- 3) Development parameters;
- 4) Site levels (BE1);
- 5) Facing materials to be agreed (BE1 and BE2);
- 6) Breeding birds protection (GE21);
- 7) Tree protection (BE1);
- 8) Hours of construction (BE1);
- 9) Construction management plan (Highways) (BE1);
- 10) Off-site highway works (BE1);
- 11) Implementation of mitigation (Section 4.7 of the Amphibian survey) (GE21);
- 12) Reasonable avoidance measures – hedgehogs (GE21);
- 13) Habitat management plan (GE21);
- 14) Site waste management plan (WM8);
- 15) Japanese Knotweed method statement;
- 16) Invasive species validation report;
- 17) Bat friendly lighting scheme (GE21);
- 18) Foul water (PR16);
- 19) Surface water regulatory scheme (PR16);
- 20) Investigation of suitability of infiltration (PR16);
- 21) Final discharge rates (PR16);
- 22) Models showing overland flow routes (PR16);
- 23) Ground contamination (Phase 2 site investigation, remediation strategy, validation report) (PR14);
- 24) Noise mitigation measures (PR2); and
- 25) Electric vehicle charging points (CS19).

To avoid any allegation of bias Councillor R Hignett took no part in the following item as he had presented the items previously to Executive Board, as the relevant Portfolio holder.

DEV23 - 16/000338/FUL - PROPOSED DEVELOPMENT, CONSTRUCTED IN TWO PHASES, OF WAREHOUSING INCLUDING INTERNAL THREE STOREY OFFICE AND LABORATORY ELEMENT (USE CLSSSES B2/B8) WITH ASSOCIATED ACCESS, INFRASTRUCTURE AND LANDSCAPING ON LAND TO SOUTH OF DENNIS ROAD, VENTRUEFIELDS TRADE PARK, WIDNES

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

Officers advised that since the publication of the agenda one more objection had been received from a neighbouring property on Turnstone Business Park relating to the potential for vibration from HGV's using the site impacting upon their testing operations. It was reported that the objector was located in an area where HGV movements were already frequent. Further information relating to vibration levels was passed to the Committee Members for inspection.

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

- 1) Standard 3 year expiry;
- 2) Materials condition;
- 3) Travel plan shall be submitted to and approved in writing by the Local Planning Authority (LPA);
- 4) Prior to the occupation of the premises hereby approved a scheme detailing all off-site highway works shall be laid out and surfaced to the satisfaction of the LPA;
- 5) Travel plan, including secure cycle storage, shall be submitted to and approved in writing by the LPA prior to occupation;
- 6) Submission and approval of contaminated land report;
- 7) Construction management plan;
- 8) Drainage condition; and
- 9) Existing and proposed levels condition.

DEV24 - 16/00462/P3PPA - PROPOSED CHANGE OF USE FROM B8 WAREHOUSE TO 13 RESIDENTIAL APARTMENTS AT 89 HIGH STREET, RUNCORN

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

The Committee was reminded that the application was not a full planning application, and that a change of use from Class B8 (storage or distribution centre) to Class C3 (dwellinghouses) was permitted development under Part 3, Class P, of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as Amended).

The report set out a number of instances where this change of use was not permitted development by Class P. It was noted that none of these instances applied to this proposal, so it was therefore permitted subject to the

condition that before beginning the development, the developer shall apply to the Local Planning Authority (LPA) for a determination as to whether the prior approval of the LPA would be required with regards to the 6 considerations (a, b, c, d, e and f) as set out in the report.

The Officer's report advised that, based on these 6 considerations, it was determined that the proposal was acceptable and prior approval was not required. The Committee agreed with the Officer's recommendations.

RESOLVED: That development under Class P is permitted subject to the condition that the use of the building falling within Class C3 (dwellinghouses) is begun before 15 April 2018.

DEV25 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

15/00569/COU Proposed conversion of existing sandstone barn/storage building attached to existing dwelling, including extension of the barn, to form 1 no. residential dwelling at 5 Weston Road, Runcorn, Cheshire, WA7 4JU.

15/00570/LBC Application for Listed Building Consent for proposed conversion of existing sandstone barn/storage building, attached to existing dwelling, including extension of the barn, to form 1 no. residential dwelling at 5 Weston Road, Runcorn, Cheshire, WA7 4JU.

16/00245/PLD Application for a certificate of proposed Lawful Development for creation of single storey extension to replace existing single storey extension on the same footprint at 14 Bentinck Street, Runcorn, Cheshire, WA7 1EH.

08/00042/FUL Proposed rear conservatory at 9 Nicholas Road, Widnes, Cheshire, WA8 8ST.

16/00290/NMA Proposed Non Material Amendment to Planning Permission 08/00310/FUL to amend single storey rear extension roof from single slope to centre pitch and

amend positioning of window and door openings to rear extension at 14 Burnsall Drive, Widnes, Cheshire, WA8 4SE.

16/00239/FUL Proposed two storey side extension (addition of first floor extension to north east elevation) at 22 New Barnet, Widnes, Cheshire, WA8 9GR.

16/00335/PLD Application for a Certificate of Proposed Lawful Development for single storey side extension at 30 Aston Green, Runcorn, Cheshire, WA7 3BP.

The following applications had gone to appeal:

15/00108/S73 Proposed removal of condition 1 from Planning Permission APP/D0650/C/10/2126943 to allow the permanent retention of a mixed use for the keeping of horses and a residential gypsy caravan site and the variation of condition 5 to allow the stationing of 12 caravans at any time (of which no more than one shall be a static caravan or mobile home) at land to the South West of Junction between Newton Lane and Chester Road, Daresbury, Cheshire.

15/00300/FUL Proposed erection of 1 no. two storey dwelling with associated car parking and landscaping at Land Adjacent To 2 Chelsea Cottages, Chester Road, Preston Brook, Runcorn, Cheshire, WA7 3AT.

16/00035/FUL Proposed single storey front extension at 119 Cradley, Widnes, Cheshire, WA8 7PN.

16/00163/FUL Proposed construction of 1 no. detached bungalow suitable for occupation by disabled person(s) (DDA Compliant) with associated landscaping and access on part of rear garden at 117 Birchfield Road, Widnes, Cheshire, WA8 7TG.

- 16/00121/FUL** Proposed two storey front extension at 24 Seaton Park, Runcorn, Cheshire, WA7 1XA.
- 15/00115/COU** Proposed Change of Use to residential caravan site for up to 8 caravans including the laying of hardstanding and erection of three amenity blocks at Former Ivy House, Marsh Lane, off Brindley Road, Runcorn, Cheshire, WA7 1NS.
- 15/00005/FUL** Proposed construction of a single storey side extension and single storey rear extension at 117 Birchfield Road, Widnes, Cheshire, WA8 7TG.

The following Appeal Decisions had been made:

Dismissed:

- 15/00300/FUL** Proposed erection of 1 no. two storey dwelling with associated car parking and landscaping at land adjacent to 2 Chelsea Cottages, Chester Road, Preston Brook, Runcorn, Cheshire, WA7 3AT.
- 16/00035/FUL** Proposed single storey front extension at 119 Cradley, Widnes, Cheshire, WA8 7PN.
- 12/00428/S73** Proposed removal of condition 1 from Planning Permission APP/D0650/C/10/2126943 to allow the permanent retention of a mixed use for the keeping of horses and a residential gypsy caravan site at land to the South West of Junction between Newton Lane and Chester Road, Daresbury, Warrington, Cheshire.

Meeting ended at 7.10 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 5 October 2016 in the Council Chamber, Runcorn Town Hall

Present: Councillors K. Loftus (Chair), Wallace (Vice-Chair), P. Hignett, McDermott, A. McInerney, Nelson, Parker, G. Stockton, Wainwright and Wall

Apologies for Absence: Councillor Fry

Absence declared on Council business: None

Officers present: K. Cleary, J. Tully and N. Wheeler

Also in attendance: 2 Members of the public

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

Action

REG12 MINUTES

The Minutes of the meeting held on 1st June 2016 having been circulated were signed as a correct record.

REG13 EXECUTIVE TRAVEL

The Committee considered a request from Executive Travel NW Limited to be exempted for all of their licensed vehicles from having to display the Council issued door signs. The reasons justifying the application were set out in the agenda report and Mr J Coogan attended on behalf of the company to amplify those reasons and answer questions from the Committee.

RESOLVED: That the application be approved.

Cllr Wallace did not take part in the debate or vote on the above item to avoid any allegation of bias.

REG14 TAXI LICENSING CONDITIONS

The Committee considered a report on miscellaneous policy changes which had gone through a consultation process via the Taxi Consultative Group. These involved changes in existing policy to both hackney carriage and private hire conditions. The proposed and potential policy

changes were listed at Appendix B of the report and in the body of the report. The policy change was approved by the Committee and recommended for adoption by the Executive Board.

RESOLVED: That

1. The Committee endorses all of the proposals set out in:
 - I. Appendix B of the report (as amended at the meeting).
 - II. The definition changes set out at paragraph 4.5 of the report (as amended at the meeting).
 - III. The following changes to vehicle age conditions – for standard vehicles add two years to maximum age (and for the avoidance of doubt with the deletion of MPV style vehicles as a separate category they will be treated as fully wheelchair accessible vehicles for the purposes of age limits).
2. The Executive Board be recommended to adopt the above proposals and that the adoption take effect on 24th October 2016;
3. Having been advised of the decision of the Council on 14th September 2016 to adopt and readopt Part II Local Government (Miscellaneous Provisions) Act 1976 (which will come into effect on 24th October 2016), the Committee requests the Executive Board to adopt and readopt all existing policies of the Council relating to public and private hire (as amended by the changes set out in the report) to take effect on 24th October 2016; and
4. Pending the decision of the Executive Board the Operational Director, Legal and Democratic Services, be authorised to take decisions in respect of individual applications as if the policy changes recommended by the Committee were already in force.

Meeting ended at 7.40 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Tuesday, 25 October 2016 in the Council Chamber, Runcorn Town Hall

Present: Councillors K. Loftus (Chair), Wallace (Vice-Chair), P. Hignett, McDermott, A. McInerney, Nelson, Parker, Wainwright and Wall

Apologies for Absence: Councillor Fry

Absence declared on Council business: None

Officers present: K. Cleary, J. Tully and Wheeler

Also in attendance: None

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

Action

REG15 MINUTES

The Minutes of the meetings held on 6th and 18th July 2016 having been circulated were signed as a correct record.

REG16 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 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 item of business, in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2, 3 and 7 of Schedule 12A of the Local Government Act 1972.

REG17 TAXI LICENSING MATTER

Case no. 694

This item involved consideration of whether the licence holder was a fit and proper person to continue to hold a single status drivers' licence following allegations of misconduct.

RESOLVED: That the single status licence be suspended for three months.

NOTE: To avoid any allegation of bias Councillor Parker declared that he was related to the advocate acting for the licence holder and took no part in the determination of the above item.

REG18 TAXI LICENSING MATTER

Case No. 695

This item involved an application for a single status driving licence following the revocation of a previous licence.

RESOLVED: That the application be refused.

Meeting ended at 8.35 p.m.