

Minutes & Reports

For Presentation to the Council
at the meeting to be held on

**Wednesday, 11 February
2009**

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COUNCIL

At a meeting of the Council on Wednesday, 17 December 2008 in the Council Chamber, Runcorn Town Hall

Present: Councillors Loftus (Chairman), Austin, Balmer, M. Bradshaw, Browne, Shepherd, Hodgkinson, P. Blackmore, S. Blackmore, J. Bradshaw, Bryant, D. Cargill, E. Cargill, Dennett, Drakeley, Edge, Findon, Fraser, Gerrard, Gilligan, Harris, Higginson, Hignett, Horabin, Howard, D. Inch, Jones, Lloyd Jones, A. Lowe, J. Lowe, McDermott, McInerney, Murray, Nelson, Nolan, Norddahl, Osborne, Parker, Philbin, Polhill, E. Ratcliffe, M. Ratcliffe, Redhead, Rowan, Rowe, Stockton, Swain, Swift, Thompson, Wainwright, Wallace, Worrall and Wright

Apologies for Absence: Councillors Leadbetter, Morley and Wharton

Absence declared on Council business: None

Officers present: L. Cairns, L. Derbyshire, D. Johnson, I. Leivesley, A. McNamara, G. Meehan, D. Parr, M. Reaney, D. Tregoe and J. Whittaker

Also in attendance: None

Action

COU49 COUNCIL MINUTES

The minutes of the Council meeting held on 22nd October 2008, having been printed and circulated, were taken as read and signed as a correct record.

RESOLVED: That the minutes of the meeting be confirmed and adopted.

COU50 THE MAYOR'S ANNOUNCEMENTS

The Mayor announced that she had been presented with a petition from Halton and District Women's Aid regarding the White Ribbon Campaign. The petition contained 600 signatures from people wishing to put an end to violence against women.

COU51 LEADER'S REPORT

The Leader reported on the following issues:

- There had already been a number of local indicators

of the current economic climate, for example the number of Council Tax benefit claimants had risen and mortgage repossessions were occurring. The Citizens' Advice Bureau had been inundated with requests for financial advice and the Council had now undertaken to pay all invoices within 10 days of receipt. In addition, the Authority was responding to the North West Development Agency's offer of firm assistance to fund gaps that were the difference between schemes being saved and lost. Opportunities to access venture capital funds were also being investigated.

- The Department for Transport had reaffirmed the Mersey Gateway's programme entry with grant and associated PFI credits.
- There had been accolades for the Children and Young People Service with education achievements and "Safeguarding Children" both being awarded outstanding status. The Children and Young People Portfolio Holder and all officers and Members concerned were congratulated. However, it was noted that there was no room for complacency and so a report on Haringey had been commissioned in order that further improvements could be made wherever possible.

(NB Councillor Harris declared a personal interest in relation to Minute No. EXB70 in the following item of business due to being a Governor of Bankfield School.)

COU52 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board from meetings held on 9th and 16th October, and 6th, 13th and 20th November 2008.

In respect of minute number EXB69 from the meeting held on 6th November (Special Education Needs Review – Key Decision), concerns were expressed about the impact of reducing or removing special education needs units. In response, the Children and Young People Portfolio Holder advised that the review had taken place to ensure that provision was appropriate to need. In addition, it was confirmed that schools were being consulted on primary and secondary provision.

RESOLVED: That the minutes be received.

(NB Councillors Jones and Nolan declared personal interests in ES49 in the following item of business due to being on the NPMT Board. Councillor Swain declared a personal interest in the same item for the same reason and also due to being the Trust President.)

COU53 MINUTES OF THE EXECUTIVE BOARD SUB-COMMITTEE

The Council considered the Minutes of the Executive Board Sub-Committee from meetings held on 16th October and 6th November 2008.

RESOLVED: That the Minutes be received.

COU54 3MG EXECUTIVE SUB-BOARD

The Council considered the Minutes of the 3MG Executive Sub-Board held on 16th October 2008.

RESOLVED: That the Minutes be received.

COU55 MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD

The Council considered the Minutes of the Mersey Gateway Executive Board from the meeting held on 20th November 2008.

RESOLVED: That the Minutes be received.

COU56 QUESTIONS ASKED UNDER STANDING ORDER NO. 8

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

COU57 PROTOCOL FOR MEMBERS' ACCESS TO PART 2 ITEMS - EXECUTIVE BOARD 20TH NOVEMBER 2008 (MINUTE NO. EXB73 REFERS)

The Executive Board had considered a report proposing an amendment to the Constitution dealing with Members' access to Part 2 items.

In addition, it was requested that, where there were urgent items of business, the relevant Chair and Board/Committee use their discretion in determining whether or not the Councillor wishing to remain at the meeting had a "need to know" as the Councillor would not in this instance have had the opportunity to demonstrate this previously.

RESOLVED: That the following amendment to the Constitution as set out below be approved:

“For the avoidance of doubt, Councillors who are not Members of a particular committee/sub-committee/board have no automatic right to remain in a meeting of a committee/sub-committee/board once a resolution has been passed under Section 100 (A) (4) of the Local Government Act 1972 excluding the press and public from the Meeting. A Councillor would only be entitled to remain in the Meeting if he or she had been able to establish a “need to know” as described above, to the satisfaction of the committee/sub-committee/board. In these circumstances, a Councillor who is not a Member of the committee/sub-committee/board wishing to remain in a meeting following a passing of the appropriate resolution shall demonstrate the “need to know” on a report by report basis to the Chief Executive no later than the day preceding the Meeting or as soon as possible. The Chief Executive will then consult the relevant Chair. This will enable due consideration to be given to the request, in order that appropriate advice may be given to the committee/sub-committee/board to assist them in making the decision.”

COU58 DETERMINATION OF COUNCIL TAX BASE - EXECUTIVE BOARD 4TH DECEMBER 2008

The Executive Board had considered a report regarding the determination of the “Tax Base” for the area and the tax base for each of the Parishes. It was noted that the Council was required to notify the figure to the Cheshire Fire Authority, the Cheshire Police Authority and the Environment Agency by 31st January 2009. The Council was also required to calculate and advise, if requested, the Parish Councils of their relevant tax bases.

The Leader undertook to respond in writing to Councillor Findon’s question regarding how much the tax base had increased by over the last year.

RESOLVED: That

- (1) the 2009/10 Council Tax Base be set at 38,200 for the Borough, and the Cheshire Fire Authority, the Cheshire Police Authority, and the Environment Agency be so notified; and
- (2) the Council Tax Base for each of the Parishes be set as follows:

Parish	Tax Base
Hale	729
Halebank	569
Daresbury	141
Moore	345
Preston Brook	347
Sandymoor	913

COU59 CASTLEFIELDS WARD - CHANGE OF NAME

Council considered a report of the Chief Executive outlining the results of a consultation exercise on the change of name of the Castlefields Ward.

Following the Council meeting on 13th August 2008, a Working Party of Members had been established as agreed in order to consider whether to change the name of the Castlefields Ward.

Under the Local Government and Public Involvement in Health Act 2007 there was a provision for a Local Authority to change the name of an electoral area following consultation with interested parties. The consultation process that had been undertaken was outlined within the report for Members' information and it was subsequently recommended that the name of Castlefields Ward be changed to "Halton Castle Ward".

RESOLVED: That the name of Castlefields Ward be changed to "Halton Castle Ward".

COU60 CALL-IN - WASTE MANAGEMENT COMMUNICATIONS CAMPAIGN - EXECUTIVE BOARD SUB-COMMITTEE 16TH OCTOBER 2008 (MINUTE NO. ES41REFERS)

The following call-in had been received in accordance with Standing Order No. 9:

"Need to justify suspending standing orders for a communications campaign on re-cycling when the money could be spent on improving existing recycling facilities."

The call-in was moved and seconded by Councillors P. Blackmore and Hodgkinson respectively.

In considering the call-in, concerns were expressed relating to:

- the expenditure of £140,000 when the Council

- already employed trained officers;
- the need for the extension of the existing recycling schemes to take priority over a communication campaign; and
- the overall amount being spent by the Council on consultants when, in this instance in particular, it was considered that in-house resources could be utilised.

In response to these concerns, the following was advised:

- it had previously been acknowledged that, due to design, it was difficult to introduce recycling schemes to some areas, however steps were being taken to address this;
- according to professional advice, the campaign was much needed and efforts to increase recycling, and the resulting savings that could be achieved, had been delayed by the call-in process;
- there had been an increase during the summer months in the required recycling targets and the aim of the campaign was to achieve financial benefits;
- a large part of the campaign would involve door-to-door canvassing which, if undertaken in-house, would result in the need for the employment of a number of short term staff: this was the principal reason that the work could not be carried out internally within existing resources;
- in-house staff would be involved in the campaign in relation to communications and marketing; and
- there was a commitment to provide every household in the Borough with the opportunity to recycle and there had already been heavy investment to facilitate this.

The Council considered a motion to reject resolution ES41 of the Executive Board Sub-Committee from the meeting held on 16th October 2008 in relation to the Waste Management Communications Campaign. The motion was put to the vote and rejected and so it was:

RESOLVED: That resolution ES41 of the Executive Board Sub-Committee meeting held on 16th October 2008 be affirmed.

COU61 CALL-IN - TRAVELLER TRANSIT SITE - PITCH CHARGES
- EXECUTIVE BOARD SUB-COMMITTEE 16TH
OCTOBER 2008 (MINUTE NO. ES42 REFERS)

The following call-in had been received in accordance

with Standing Order No. 9:

“The intention of the Council for this site to be “cost neutral” is unlikely to be achieved. The pitch price should be increased and a pitch charge should be levied against all caravans that occupy a pitch in order that revenue is greater than expenditure thereby avoiding the need to ask Halton residents to subsidise this site. The present manner of allocating pitches may mean that the extended powers given to the Police when this Transit site opens will be diminished if pitches on this Transit site are un-available. To rectify this problem all pitches should be occupied for no more than two weeks and the pitches when initially allocated should be on a staggered basis to help pitches to become available more frequently.”

The call-in was moved and seconded by Councillors Murray and Findon respectively.

In considering the call-in the following comments were made in relation to:

- the need to ensure the correct charges were set for the site from the outset in order to negate the need for Council subsidies;
- how charges were to be implemented and the apparent differing interpretations of this between various Members and officers;
- how charges should be made and the amount the charge should be – ie £12 per caravan;
- the need for clarification in relation to how many pitches the manager and his family would occupy and whether these four pitches equated to potentially eight paying families, for which the additional charges would be lost;
- the potential impact that increased charges could have and the advantages of having spaces on the site due to the legalities of police only being able to move other encampments elsewhere in the Borough if there were places available there; and
- the need to reduce the amount of time families were able to stay on the site.

In response the following was advised:

- since the site had been established on a pilot basis there had been only 14 encampments in two years and the Borough had seen a resultant saving of £117,000;
- based upon full occupancy a charge of £11 per night

would result in the operational costs of the site being cost neutral;

- if the site were full the police could use existing powers to move travellers on – a written protocol was in place to this effect;
- the site manager would receive a free pitch – his extended family would occupy a further three pitches for which charges would be paid in accordance with the scheme outlined;
- the general period of occupation of pitches would be 6 weeks although this could be extended to 13 weeks in certain circumstances due to individual needs;
- had the site been opened in September at the time of the original Executive Board Sub-Committee decision, the Council would already have been in receipt of £4700. However, the call-in had resulted in costs to the Council of £1500 to secure the site.

The Council considered a motion to reject resolution ES42 of the Executive Board Sub-Committee from the meeting held on 16th October 2008 in relation to the Traveller Transit Site – Pitch Charges with a request that the Sub-Committee consider the concerns outlined. The motion was put to the vote and rejected and so it was:

RESOLVED: That resolution ES42 of the Executive Board Sub-Committee meeting held on 16th October 2008 be affirmed.

COU62 CHANGES TO BOARD MEMBERSHIP

It was noted that the following changes to Board Membership had been made in accordance with Standing Order No. 30(4):

Councillor Higginson filled the vacancy on the Healthy Halton Policy and Performance Board; and

Councillor Inch replaced Councillor Higginson on the Business Efficiency Board.

COU63 OUTSIDE BODY APPOINTMENTS

It was noted that the following outside body appointments had been confirmed since the last meeting of the Council:

North West Local Government Association – Councillor Hodgkinson
Custody Suite – Councillor M. Ratcliffe

Widnes Educational Foundation – Councillor Findon
National Society for Clean Air – Councillor Findon
Merseyside Steering Committee – Councillor Findon

COU64 MINUTES OF POLICY & PERFORMANCE BOARDS AND
THE BUSINESS EFFICIENCY BOARD

The Council considered the reports on the work of the following Boards in the period since the meeting of the Council on 22nd October 2008:

Children and Young People
Employment, Learning and Skills
Healthy Halton
Safer Halton
Urban Renewal
Corporate Services
Business Efficiency Board

In receiving the Minutes, relevant staff were thanked for their daily professionalism in relation to social services, which had resulted in an “outstanding” assessment.

In addition, the Chairman of the Urban Renewal Policy and Performance Board extended his thanks to Mr S O’Connor for attending the meeting of the Board on 19th November (Minute No. URB76 refers).

Also in relation to these minutes (Minute No. URB79), Councillor Balmer outlined his concerns in relation to the charge to pensioners to attend day centres and stated that this should be removed.

(NB Councillor Balmer declared a personal interest in the following item of business in relation to development and highways close to Runcorn Dock Road.)

COU65 COMMITTEE MINUTES

The Council considered the reports on the work of the following Committees in the period since the meeting of the Council on 22nd October 2008:

Development Control
Standards
Regulatory

Meeting ended at 8.05 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 4 December 2008 in the Marketing Suite, Municipal Building

Present: Councillors McDermott (Chairman), D. Cargill, Gerrard, Harris, McInerney, Nelson, Polhill, Swain, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: L. Cairns, B. Dodd, D. Johnson, G. Meehan, D. Parr, M. Reaney and D. Tregoe

Also in attendance: Councillor Hodgkinson

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

EXB78 MINUTES

The Minutes of the meetings held on 13th and 20th November 2008 were taken as read and agreed as a correct record.

CHILDREN AND YOUNG PEOPLE PORTFOLIO

EXB79 PROPOSALS FOR A GREATER MERSEYSIDE SUB-REGIONAL GROUPING TO PLAN AND COMMISSION 16-18 LEARNING AND COMMISSIONING ARRANGEMENTS - KEY DECISION

The Board considered a report of the Strategic Director – Children and Young People outlining a recommendation relating to a Sub Regional Grouping within which Halton Council could discharge its future statutory responsibilities for planning and commissioning 16-18 learning. This was part of the transfer of responsibilities from the Learning and Skills Council (LSC) in April 2010.

It was noted that the Government had announced its intention to route funding for 16-18 year old learning through Councils following the winding up of the LSC. The LSC

Action

would be replaced in 2010 by two new agencies: the Young People's Learning Agency (YPLA) and the Skills Funding Agency (SFA). The changes were subject to legislation and were outlined in the White Paper "Raising Expectations". Part of the transitional arrangements were to establish sub-regional groupings of councils that would co-ordinate commissioning for 16-18 learning across the appropriate area.

Locally, these new responsibilities would be co-ordinated under the auspices of Halton's 14-19 Strategic Partnership. This Partnership brought all stakeholders together to plan 14-19 learning in the Borough and would ensure that the full breadth of provision to meet the 2013 entitlement was in place for Halton's learners.

The Board was advised that significant preparatory work was required to ensure that the Council was ready to assume the lead commissioning role for 16-18 learning in 2010. Details were outlined for Members' consideration, together with the basis of the recommendation for a Greater Merseyside Sub Regional Grouping for 16-18. It was noted that the other Council areas forming this proposal were Knowsley, Liverpool, Sefton, St Helens and the Wirral.

There were three proposed models to undertake the strategic commissioning through the sub regional grouping, each of which were outlined in the report. Model three had strong support from the 14-19 strategic managers to the Directors of Children's Services, and was Halton's preferred model at this stage, as local authorities would remain in control of their local planning and commissioning but, through sub regional collaboration, would be accountable for meeting Multi Area Agreement priorities. This would ensure that both employers' and learner demands were met and that provision was procured locally to meet learner needs. However, the final decision would sit with the YPLA.

The Board was advised that the issue of capacity, in terms of capital to carry out the required development work, had been raised with Government Office North West. Representations had been made for additional support and it was hoped that this would be forthcoming either as staff or resource.

Reason(s) for Decision

To comply with Machinery of Government requirements as part of the transfer of LSC responsibilities to Councils.

Alternative Options Considered and Rejected

An alternative option was to form a sub group with Cheshire Councils. However, given the emphasis of working within the City Region for the reasons outlined in paragraph 3.4 of the report, this option was not put forward although key strategic linkages would be maintained with any Cheshire grouping, particularly with Warrington Council.

Implementation Date

April 2010.

RESOLVED: That

- (1) Halton's membership of a Greater Merseyside Sub Regional Group for 16-18 learning be approved in order to comply with the Council's responsibilities arising from the transfer of Learning and Skills Council (LSC) duties for 16-18 learning to the Council in 2010;
- (2) to maximise the benefits to all learners, the Greater Merseyside Group be requested to ensure that there is co-ordination of strategic planning for 16-18 learners with all neighbouring authorities; and
- (3) "Model Three" be approved for Sub-Regional Commissioning, where local authorities come together to share 14-19 plans but procure providers from within their own Council areas.

Strategic Director-
Children & Young
People

CORPORATE SERVICES PORTFOLIO

EXB80 DETERMINATION OF COUNCIL TAX BASE

The Board considered a report of the Operational Director – Financial Services regarding the "Tax Base" for the area and the tax base for each of the Parishes. It was noted that the Council was required to notify the figure to the Cheshire Fire Authority, the Cheshire Police Authority and the Environment Agency by 31st January 2009. In addition, the Council was required to calculate and advise, if requested, the Parish Councils of their relevant tax bases.

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 (the Cheshire Fire Authority and the Cheshire Police Authority) 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 of Band “D” dwellings. Taking account of all the relevant information and applying a 99% collection rate, the calculation for 2009/2010 gave a tax base figure of 38,200 for the Borough as a whole.

The Board noted that the collection rate of 99% was what was currently achieved and was amongst the best in the region. However, there was a risk that this would reduce given the current economic climate.

RESOLVED: That Council be recommended that

- (1) the 2009/10 Council Tax Base be set at 38,200 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police Authority, and the Environment Agency be so notified; and
- (2) the Council Tax Base for each of the Parishes be set as follows:

Parish	Tax Base
Hale	729
Halebank	569
Daresbury	141
Moore	345
Preston Brook	347
Sandymoor	913

Operational Director -
Financial Services

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

EXB81 THE 'HEART OF HALTON' PLAQUE SCHEME

The Board considered a report of the Strategic Director – Environment outlining the deliberations of the Urban Renewal Policy and Performance Board (PPB) relating to the development of a new tourism initiative entitled “The Heart of Halton”.

The aim of the scheme was to seek to identify and celebrate Halton’s achievers, people, important buildings and activities that took place with local historical societies, groups and the public invited to submit suggestions.

To complement plaques, online Web based maps

would be developed highlighting the location of the plaques and what they signified. This would be supported from time to time with leaflets or other publications.

It was noted that the PPB had considered the costs and scale of the project at its meeting of 17th September 2008. The Board agreed that this was a worthy proposal subject to budget pressures although further information was required as to how the scheme would work in practice.

RESOLVED: That

- (1) the Urban Renewal Policy and Performance Board be requested to examine this proposal in further detail, providing information in relation to the process and criteria; and
- (2) subject to the above and to the 2009/10 budget process, the development of a "Heart of Halton" plaque scheme be approved.

Strategic Director
- Environment

QUALITY AND PERFORMANCE PORTFOLIO

EXB82 NEIGHBOURHOOD MANAGEMENT

The Board considered a report of the Strategic Director – Corporate and Policy regarding the development of neighbourhood management in Halton up to and beyond the end of Government funding in March 2010.

Members noted that neighbourhood management was designed to help close the gap between the most deprived neighbourhoods and the rest of the Borough with regards to health, education, employment and crime. It sought to take a different approach to those taken previously with the aim of working with residents and partners in order to change service delivery mechanisms to reflect the requirements of the local community.

Since 2006, Halton had received government funding to develop neighbourhood management in those areas of the Borough that fell within the 3% most deprived under the 2005 Index of Multiple Deprivation. Although the funding had been for one area, the Council had been able to stretch it across three: Central Widnes; Hallwood Park and Palacefields; and Castlefields and Windmill Hill. Since April 2008, this funding had been part of Halton's Area Based Grant allocation, which continued until March 2010.

Further information relating to Government funding

and guidance; the evaluation of the national neighbourhood management pathfinder programme; achievements so far; and future development were outlined within the report for Members' consideration. It was noted that the Neighbourhood Management Board had reviewed progress at an awayday in July 2008 and a full progress report had been presented to the Corporate Services Policy and Performance Board in September 2008.

The Executive Board was requested to confirm the Council's support for the continuation of neighbourhood management for the duration of the current funding, and to support the key areas of future work agreed by the partnership outlined in the report. This work would form the basis for subsequent consideration of the future for neighbourhood arrangements in Halton after April 2010. In terms of Area Forums, it was noted that these performed a different and complementary function and it was recommended that these be retained with their funding arrangements unaltered.

In considering the report, the following issues were discussed/noted:

- the role of Members in relation to neighbourhood management;
- the work already being carried out by the Council in hard-to-reach areas and the need for other agencies to co-ordinate a similar approach;
- the fact that those Wards not covered by neighbourhood management would not benefit directly from this funding despite having pockets of deprivation. However, it was noted that it had previously been decided that the funding on offer by the Government be taken up and utilised and, if the Council decided that it was worth rolling the initiative out throughout the Borough, the implications be considered at that time. In the meantime, a number of projects that had originated in neighbourhood management areas, such as the men's health programme, had been successfully implemented across the Borough.

RESOLVED: That

- (1) the Halton Neighbourhood Management Partnership develop a detailed business case for Neighbourhood Management after 2010 and the Corporate Services

Strategic Director
- Corporate and
Policy

Policy and Performance Board review this;

- (2) the Council supports the continuation of present Neighbourhood Management arrangements at least until March 2010; and
- (3) it is confirmed that the Council will retain and fund Area Forums under any future arrangements.

MINUTES ISSUED: 11th December 2008

CALL IN: 18th December 2008

Any matter decided by the Executive Board may be called in no later than 18th December 2008

Meeting ended at 2.30 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 18 December 2008 in the Marketing Suite, Municipal Building

Present: Councillors McDermott (Chairman), D. Cargill, Gerrard, Harris, McInerney, Nelson, Polhill, Swain, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Cook, L. Derbyshire, B. Dodd, M. Reaney, D. Johnson, I. Leivesley, G. Meehan, D. Parr and D. Tregoe

Also Present: Councillor Hodgkinson

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

Action

EXB83 MINUTES

The Minutes of the meeting held on 4th December 2008 were taken as read and signed as correct record.

CHILDREN AND YOUNG PEOPLE PORTFOLIO

EXB84 HALTON YOUTH SERVICE - FUTURE COMMISSIONING ARRANGEMENTS - KEY DECISION

The Board considered a report of the Strategic Director – Children and Young People outlining proposals to secure improved outcomes for young people through the future commissioning arrangements of Halton Youth Service.

It was noted that, in June 2002, the Executive Board had agreed that:

- the principle of the Youth Service transferring to Greater Merseyside Connexions Partnership; and
- that a first stage transfer would take place from September 2002 with staff seconded to the Connexions service. The second stage for transfer was to take place from April 2003.

In March 2003, the Board further approved the Partnership Agreement for the management of the Youth Service by Greater Merseyside Connexions Partnership. This had proven to be successful with the Youth Service now demonstrating improved performance against National Performance Indicators. However, the contracted period for the commissioning of the Youth Service ended on 31st March 2009.

In 2006, the Government launched "Youth Matters", a key policy directive which promoted a vision of integrated support structures and services for teenagers which promoted and sought to secure access to positive activities and high quality information, advice and guidance. This would be delivered within a framework of integrated and targeted youth support with local flexibility for service re-design.

As a consequence of youth matters, local authorities were responsible and accountable for Youth Policy in their area and were taking responsibility for integrated planning and commissioning of the full range of services for teenagers from universal activities through to more specialist and targeted support. This would, over time, enable universal and targeted services to work closely together to provide integrated support for young people and to improve outcomes for them.

In addition, Youth Matters also made it clear that the support and guidance services provided by Connexions should now "go local" so that they could be more fully included and integrated with a whole range of services for young people and their parents and carers. It was intended that the "localisation" of Connexions services would be achieved through the development of an integrated Youth Support strategy at the local level, which would enable a greater coherence of service to young people and their parents/carers and provide greater efficiency in the way services were procured and delivered locally.

The guidance contained in Youth Matters had subsequently been confirmed in legislation through the Education and Inspections Act 2007 and would be further embedded in the forthcoming Education and Skills Act.

More recently, the publication of PSA Delivery agreements and, in particular, PSA 14 focused upon the objective to "increase the number of children and young people on the path to success". Mechanisms for securing progress against the objectives contained in PSA14 included

delivery of high quality opportunities and activities for young people to secure their engagement in positive activities and to include diversionary activities to prevent them engaging in “at risk” or anti-social behaviours in the community. Traditionally, this had been delivered through youth clubs but additionally was increasingly now being secured through more creative routes.

In April 2008, Ofsted had undertaken a joint area review of services to children and young people in the Borough. This inspection included further investigations in the areas of Health and Integrated Youth Support, particularly focused upon the impact of this provision on young peoples’ involvement in planning and delivery of local services, their engagement in youth work and in addressing the level of young people not in education, employment or training (NEET). The major strengths highlighted by the inspection were outlined within the report for Members’ information together with important weaknesses. Whilst focussing upon many positive developments, the report emphasised the need to locally progress to “determining a single management structure” and also to “review job tasks and identify a model best practice in order that skills and experiences of both personal advisers and youth workers operating in a broader range of settings could be more effectively utilised”.

Consideration needed to be given to the future commissioning of Halton Youth Service within the context of Youth Matters, PSA14 and the future commissioning arrangements for Connexions services. Steps were being taken to commission Connexions services across the City Region in partnership with five other Merseyside Local Authorities. At this stage, Halton Borough Council was the only local authority to have taken steps previously to commission external providers to deliver its Youth Service. As a consequence, it was not appropriate to include the commissioning of Halton’s Youth Service within the specification drawn up for the Connexions service. However, it was evidence that within the developing integrated Youth Support arrangements currently being drawn up that there would need to be a closer alignment if not integration of the Youth Service and Connexions workforce to secure maximum benefit of service support to young people. As a consequence, it was proposed that the commissioning of Halton Youth Service was aligned with the process of commissioning of Connexions service and was secured within the framework of a single City Region commission with an additional local dimension specific to Halton. This would ensure the delivery of Connexions services and

Halton Youth Service by a single provider.

Reason For Decision

Arrangements for the future delivery of service to young people would affect all young people aged 13 – 19 in the Borough. It would also include the targeting of specialist services to vulnerable young people to enable them to access their universal entitlement.

Alternative Options Considered And Rejected

None.

Implementation Date

It was intended that the new contractual arrangements would take effect from 1st October 2009.

RESOLVED: That

- (1) steps be taken to secure future commissioning of Halton Youth Service;
- (2) existing arrangements for commissioning Halton Youth Service from Greater Merseyside Connexions Partnership Limited be extended to 30th September 2009;
- (3) commissioning of Halton Youth Service be separate but aligned with the commissioning of Connexions Service; and
- (4) the timescale for the contract should align with that of the Connexions Services and should cover the period 30th September 2009 to 31st March 2012 with an option of an extension to the contract for a further period of up to three years, with the contract accommodating an appropriate break clause in the event of poor performance or reduced financial capacity to commission this service to level previously agreed.

Strategic Director
– Children &
Young People

EXB85 CONNEXIONS TRANSITION - KEY DECISION

The Board considered a report of the Strategic Director – Children and Young People providing information on the arrangements for the future commissioning of “Connexions Services”

It was advised that, "Youth Matters" required by April 2008 responsibility for commissioning Information, Advice and Guidance (IAG) and the funding that went with it be devolved to local authorities working through children's trusts, schools and colleges. Local authorities were expected to lead a genuinely collaborative approach and develop new arrangements for delivering IAG that clearly met the needs of young people in the area. These arrangements would be planned and implemented in a way that not only supported the delivery of the 14 – 19 learning entitlement but were integrated into a wider set of Youth Support Services for teenagers and their parents.

Local Authorities were responsible and accountable for Youth Policy in their area and were taking responsibility for integrated planning and commissioning of the full range of services for teenagers from universal activities through to more specialist and targeted support. This would enable, over time, universal and targeted services to work closely together to provide integrated support for young people and to improve outcomes for them.

"Youth Matters" also made it clear that the support and guidance provided by Connexions should now "go local" so that they could be more fully included and integrated with the whole range of services for young people and their parents and carers. It was intended that the "localisation" of Connexions services would be achieved through the development of an integration Youth Support Strategy at a local level, which would enable a greater coherence of service to young people and their parents/ carers and provide greater efficiency in the way services were procured and delivered locally. More recently, the publication of PSA delivery agreements, and in particular PSA 14, focused upon the objective to "increase the number of children and young people on the path to success".

On 25th March 2008 the Secretary of State for Children, Schools and Families wrote to local authorities notifying them of interim arrangements for the delivery of Connexions services and assessments for young people with learning difficulties from 1st April 2008. The Education and Skills Bill, currently before Parliament, proposed that legal responsibilities be brought into line by effecting transfer to local authorities of the statutory responsibility of Connexions services. Further details were outlined within the report for Members' consideration together with a number of arrangements that had previously agreed by the Board in November 2007 in preparation for implementation. Progress towards these arrangements had been overseen by a

Transition Steering Group comprising of the Chief Executives of Halton, Liverpool and St. Helens; the Directors of Children's Services at Knowsley, Sefton and the Wirral; and the Chairman being the Chief Executive of Halton Borough Council.

In 2008 legal advice received by the participating local authorities indicated that the commissioning of Greater Mersey Connexions Partnership could only occur for 2008/09 and that EU Procurement Regulations would need to be followed from 2009 onwards. As a consequence, work had been underway to secure the commissioning of Connexions services from 2009 – 2011. To assist in this work support had been secured from the Merseyside Efficiency Improvement Partnership (MEIP) which was funding consultants to advise on the details of the specification and procurement process. That work was nearing completion and the next stage would lead into procurement through a process of open competitive dialogue. Additional resources were being sought from the MEIP to fund the project management costs associated with this work.

For the period 1st April 2008 until 31st March 2009, arrangements had been in place for Wirral Metropolitan Borough Council to be the contract holding authority with Greater Merseyside Connexions Partnership Limited on behalf of the six Merseyside Local Authorities. From the period of the new contract it was proposed that Halton Borough Council becomes the contract holding authority on behalf of the six Merseyside Local Authorities. Contracts would be held with the respective five local authorities to ensure prompt payment on a monthly basis to Halton BC for their share of the contractual commitments with the provider of Connexions Services. A model for this arrangement was already in place with Wirral MBC.

Halton's role in becoming the contract holding authority on behalf of the six participating local authorities would be undertaken on a cost neutral basis. Any costs incurred would be recharged to the participating six local authorities.

The currently contract was worth approximately £17.5m and was funded from the Local Area Agreement (LAA) single pot allocations of which had been confirmed until 30th March 2011.

Consideration had been given to the length of any new proposed contract and whether it should be limited by the period of the current funding round and it was proposed that,

due to the scale of the contract, and the extensive preparations undertaken across the six local authorities, letting the new contract for the remaining period of ABG would represent poor value for money. It was therefore proposed that the new contract to be let should run from the period 30th September 2009 until 31st March 2012 with a further proposed option of extension from for up to three years. Contractually, an appropriate break clause would be included in the contract enabling it to be reduced or ceased subject to appropriate consideration of factors relating to performance or financial sustainability.

No changes in status would occur to the pension arrangements for staff as a result of Halton BC becoming the contracting authority with the provider. Wirral MBC would remain as the administering body for the Merseyside Pension Fund to which current employees of Greater Merseyside Connexions Partnership Limited contributed.

Reasons For Decision

Arrangements for the future delivery of services to young people would affect all young people aged 13 – 19 in the Borough. It would also include the targeting of specialist services to all vulnerable young people to enable them access their universal entitlement.

Alternative Options Considered And Rejected

None.

Implementation Date

It was intended that the new contractual arrangements would take effect from 1st October 2009.

RESOLVED: That

- (1) the existing contract with Greater Merseyside Connexions Partnership be amended to cover the period to 30th September 2009, pending the completion of procurement processes;
- (2) the new contract for Connexions Services should cover the period 30th September 2009 to 31st March 2012 with an option of an extension to the contract for a further period of up to three years, but for the contract to accommodate an appropriate break clause in the event of poor performance or reduced

Strategic Director
– Children &
Young People

financial capacity to commission the service to the level previously agreed;

- (3) Halton Borough Council be the lead authority for procurement of the new arrangements on behalf of the six participating local authorities; and
- (4) Halton Borough Council become the contract holding authority on behalf of the six participating local authorities from the City Region for the new contract when awarded with the appropriate cross authority commitments.

COMMUNITY PORTFOLIO

EXB86 HOUSING STRATEGY 2008-2011

The Board considered a report of the Strategic Director – Health and Community seeking approval of the draft Housing Strategy 2008/11.

It was noted that the statutory guidance “Creating Strong and Prosperous Communities”, published by Government in July 2008, encouraged local authorities to take full and proper account of housing as part of the strategic vision for the area and put greater emphasis on housing’s contribution to creating sustainable communities through a local authorities Sustainable Community Strategy.

The guidance gave local authorities greater discretion about how, when and in what format they documented their Housing Strategy representing a move away from the more prescriptive “fit for purpose” criteria against which strategies were previously assessed. Whatever format was chosen, strategies were expected to:

- Fully reflect the wider vision of the Authority and its partners;
- Reflect a clear and evidenced approach; and
- Provide a strong focus on how partners would deliver their commitments.

The draft Housing Strategy attached at Appendix A to the report had been the subject of consultation with a wide range of stakeholders, which were outlined within the report for Members’ information. Of particular importance was the

feedback received from Government Office North West (GONW), which gave advanced warning of emerging guidance specifically the need to demonstrate how the Housing Strategy would deliver on the priorities contained within the Sustainable Communities Strategy. The priorities within the revised Housing Strategy had consequently been reorganised to mirror those of the Community Strategy to clearly illustrate the strategic alignment between the two documents.

A list of the objectives relating to the Council's priorities were outlined within the report for Members' consideration. These had been developed to meet housing needs as evidenced by the Halton Housing Needs Survey 2006 to meet specific Government targets such as the Decent Homes Standard and the introduction of choice based lettings and to reflect emerging Government priorities such as the Housing / Worklessness agenda, reducing overcrowding and increasing knowledge and understanding of local housing markets. Although it was intended that the Strategy remained valid through to 2011, the pace of change in the housing market and the economy at present was such that it may prove necessary to review the document earlier.

RESOLVED: That the Housing Strategy 2008 to 2011 be approved.

Strategic Director
– Health and
Community

HEALTH AND SOCIAL CARE PORTFOLIO

EXB87 INDEPENDENT LIVING SERVICES

The Board considered a report of the Strategic Director – Health and Community regarding issues surrounding the Independent Living Services.

It was noted that Halton had high levels of disability and a population profile that was aging relatively more than the UK as a whole. One of the key areas of work that was essential to support people remained living either in their own homes or a more suitable house was the ability to make improvements or adaptations to the properties. The report described the improvement in the amount of work being delivered by the Halton Home Improvement and Independent Living Service and the current expenditure.

The tenure of people also affected the sorts of services they could access. Registered Social Landlords had a considerable waiting list for adaptation work and the type of tenure should not determine whether people got the adaptations they needed. The Council had provided

additional funding to improve this. There were many factors that indicated the level and type of work required. Some of the changes made in the service over the last year as well as economic factors meant the Council needed to respond differently. These factors and solutions were outlined within the report covering issues surrounding service transformation; contingency plans; anticipated total expenditure in 2008/09; and further developments in services.

It was noted that the Disabled Facilities grants was a mandatory grant for adaptations to the homes of disabled people. For a number of reasons, as outlined in the report, it appeared that demand for major adaptations in the private housing sector may be levelling out at the present time. However, it was likely that this would create sufficient demand to fully spend the Disabled Facilities grants allocation funded by the Government together with some Council match funding. It was unlikely however that all of the growth funding provided this year would be used for Disabled Facilities grants but some contingencies linked to the major adaptations process had been identified. This factor had previously been reported to the Executive on 10th April 2008 and it was acknowledged that this funding would probably need to be phased over a two-year period.

Investment in the provision of adaptations enable people to continue to live at home, reduce the level of personal care support required and avoided emission to residential care. National research had also demonstrated the value of the provision of adaptations in reducing risk of falls and consequent hospital admissions and in supporting prompt hospital discharge. It was noted that Halton remained one of only two Councils in England not to have reported any delayed discharges since the guidelines had been introduced.

It was noted that the recommendations within the report were part of comprehensive plans to modernise the adaptations service. They represented innovative and efficient ways of using resources and would ultimately improve provision for service users in Halton. Failure to implement at least some of these contingencies could result in budget underspend and lead to delays in service provision.

RESOLVED: That

- (1) the contingency plans outlined in the report be approved; and

Strategic Director
– Health and
Community

- (2) the planned carry forward into the 2009/10 budget, as described in 3.8.1 within the report, be approved.

LEADERS PORTFOLIO

EXB88 ECONOMIC DOWNTURN

The Board considered the report of the Strategic Director – Corporate and Policy regarding implications of the economic downturn for Halton and for the Borough Council.

It was noted that the economic downturn started as a credit crunch in the banking sector which rapidly affected housing markets and was now beginning to affect the wider economy. Details of the impact on the sub-region were outlined within the report for Members' information. It was noted that the downturn had had direct consequences for residents within increased unemployment and re-possession of houses. Anecdotal evidence suggested that the newly unemployed were widely distributed across the Borough which had not always been the case in the past. It had been speculated that this may be the result of residents who commuted out of the Borough to the regional financial centres losing their jobs.

According to Oxford Economics Vulnerability Index (July 2008) Halton was one of the least vulnerable areas in the North West whereas Chester and Macclesfield featured in the top ten most vulnerable districts in England. This was largely because of the impact on financial services and the position could change as the recession bit in other sectors. It was too early for the impact to have been fully felt in Halton, and there was a time lag before data was published for the relevant period. However, there was an emerging picture and details were outlined in detail within the report together with specific implications for Council services and other public services.

A pre-budget report had set the context for a number of initiatives across the region. In terms of Halton, responses included:

- Help for the unemployed/potentially redundant;
- Help to businesses;
- Help to stimulate the economy;

- Help with housing;
- Helping with debts and maximising income; and
- Help with keeping warm.

It was noted that a strategic overview of the Council's response was required and it may become necessary to consider deploying resources differently to support the Authority's response. It was therefore recommended that a Task Group of senior Members and Officers be set up to consider the options, some of which were outlined within the report, with a view to reporting back to the Executive Board early in the new year. This Group may wish to consult with partner agencies as part of its deliberations.

RESOLVED: That

- (1) the report be noted; and
- (2) a Task Group of Members and Officers be established to co-ordinate a response.

Strategic Director
– Corporate &
Policy

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

EXB89 COUNCIL RESPONSE TO THE PUBLIC CONSULTATION ON THE MERSEYSIDE JOINT WASTE DEVELOPMENT PLAN DOCUMENT SPATIAL STRATEGY AND SITES (SSS) REPORT - KEY DECISION

The Board considered a report of the Strategic Director – Environment which advised Members that the Council was involved in producing a Joint Waste Development Plan (DPD) for the Merseyside sub-region. Production had now reached the stage where the sites and strategy underpinning the policies contained in the Waste DPD would be subject to public scrutiny. The Spatial Strategy and government policy (PPS10) required that waste must be dealt with in a sustainable way.

The Board was advised that during the period of 17 November 2008 to 9 January 2009, now extended to 16 January 2009, the Spatial Strategy and Sites (SSS) Report had been placed on public consultation. As a consultee, the Council had prepared a formal response to the consultation.

RESOLVED: That the content of the report as the formal response of Halton Borough Council to the public consultation on the Halton Council, Liverpool City Council,

Strategic Director
- Environment

Knowsley Council, Sefton Council. St Helens Council and Wirral Council Joint Waste Development Plan Document Spatial Strategy and Sites Report be approved.

MINUTES ISSUED: 29 December 2008

CALL IN: 5 January 2009

Any matter decided by the Executive Board may be called in no later than 5 January 2009

Meeting ended at 12.40 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 15 January 2009 in the Marketing Suite, Municipal Building

Present: Councillors Polhill (Vice-Chair, in the Chair), D. Cargill, Gerrard, Harris, McInerney, Nelson and Wharton

Apologies for Absence: None

Absence declared on Council business: Councillors McDermott, Swain and Wright

Officers present: L. Cairns, G. Cook, B. Dodd, D. Johnson, I. Leivesley, G. Meehan, D. Parr, M. Reaney and D. Tregoe

Also in attendance: Councillor Redhead

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

	<i>Action</i>
<p>EXB90 MINUTES</p> <p>The Minutes of the meeting held on 18th December 2008, having been printed and circulated, were taken as read and agreed as a correct record.</p> <p>CHILDREN AND YOUNG PEOPLE PORTFOLIO</p> <p>EXB91 OFSTED ANNUAL PERFORMANCE ASSESSMENT (APA) OF SERVICES TO CHILDREN AND YOUNG PEOPLE IN HALTON - KEY DECISION</p> <p>The Board considered a report of the Strategic Director – Children and Young People regarding the outcome of the statutory Annual Performance Assessment (APA) of Children’s Services in Halton undertaken by OFSTED. The APA had been published on 17th December 2008 and was attached to the report at Appendix 1 for Members’ information. The APA drew on evidence from fieldwork undertaken by OFSTED including School Inspections; the Joint Area Review conducted in 2008; the Children and Young People’s Plan; and other inspectorates’ findings, along with the Council’s own self-assessment.</p>	

The assessment had graded the Council in seven key areas ranging from 4 (outstanding) to 1 (inadequate). The gradings that the Council had received were outlined for the Board's consideration together with the findings of the inspectors in relation to:

- being healthy;
- staying safe;
- enjoying and achieving;
- making a positive contribution;
- achieving economic well-being; and
- capacity to improve/service management.

In conclusion, Halton's performance had been particularly impressive in that four grades of "outstanding" had been achieved in Safeguarding; Enjoying and Achieving; Making a Positive Contribution; and Capacity to Improve. The Board noted that Halton was the only Council in the North West to achieve this. However, given recent events of Haringey and specifically the circumstances surrounding the death of Baby P, it was noted that the Council continued to develop its services ensuring that they remained fit for purpose, particularly in the field of child protection. With this in mind, at the request of the Chief Executive, work was underway to review services for vulnerable children and young people and their families and how the Council continued to best meet their needs and a report was to be submitted to the Executive Board with recommendations for further improvements in working practices in due course.

It was noted that the Strategic Director – Children and Young People and the Children and Young People Portfolio Holder were also accountable for some services that they did not directly run, such as those impacting on children and young people's mortality rates. In relation to this, the Board was advised that the Primary Care Trust had agreed to carry out all its commissioning within the framework of the Children's Trust that Councillor McInerney chaired.

The Portfolio Holder, Members and relevant staff were thanked for their hard work, professionalism and commitment in securing a massive improvement in Children's Services throughout the Borough.

Reason for Decision

Statutory reporting process.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

Immediate.

RESOLVED: That the performance ratings arising from the Annual Performance Assessment of services to Children and Young People in Halton undertaken by OFSTED be noted.

CORPORATE SERVICES PORTFOLIO

EXB92 ASSET MANAGEMENT PLAN

The Board considered a report of the Strategic Director – Corporate and Policy seeking approval to the 2008 – 2011 Asset Management Plan.

It was noted that formal Asset Management processes had been in place in the Council since 2002 and this plan revised and updated that plan to meet with current local and national requirements. The plan was a robust method of managing the Council's land and property assets to meet the needs of both the community at large and to assist and support directorates to deliver the Council's priorities.

Best practice suggested that an Executive Board Member should be specifically identified to take the Corporate Lead on Asset Management issues and it was recommended that this be the relevant Portfolio Holder; however, the plan had also been considered and supported in its present form by the Corporate Asset Management Working Group and the Corporate Services Policy and Performance Board.

Members considered the content of the Plan and, in particular, noted that there was an intention to maintain a balance of 70% programmed maintenance to 30% response maintenance on the Council's operational state, which was a reasonable balance. In addition, in relation to the transfer of assets to the third sector, criteria were to be developed in order to test the effectiveness of this when requests were received from the third sector. The Corporate Services Policy and Performance Board was currently working on a proposed test which would be submitted to the Executive Board in due course.

It was noted that the plan was a technical document and it was therefore intended that a summary be produced to highlight the major issues within it. In addition, it was proposed that the Corporate Services Policy and Performance Board receive six monthly reports on the plan, which would support audit requirements.

RESOLVED: That

- (1) the 2008 – 2011 Asset Management Plan and its appendices be formally adopted;
- (2) the Corporate Services Portfolio Holder be formally designated as the Council's Lead Member for Asset Management issues; and
- (3) the Corporate Services Policy and Performance Board receive six monthly reports on the Asset Management Plan.

Strategic Director
- Corporate and
Policy

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

EXB93 TO SEEK NOMINATIONS TO SERVE ON THE INEOS LOCAL LIAISON FORUM

The Board considered a report of the Strategic Director – Environment regarding the requirement for Members to serve on the Ineos Local Liaison Forum.

It was noted that, prior to commencing development on the Energy from Waste CHP Plant, which had been consented to by the Department for Business Enterprise and Regulatory Reform, there was a requirement to satisfy the terms of the associated planning obligation. The Ineos Local Liaison Forum (LLF) was required by virtue of the terms of the Section 106 Agreement entered into between Halton Borough Council and INEOS Chlor Limited. The purpose of the Forum would be to act as conduit between INEOS ChlorVinyls, Halton Borough Council and community stakeholders from those areas located nearest to the Energy from Waste CHP plant in order to keep residents fully informed during construction of the plant and to respond to any queries raised. INEOS ChlorVinyls had agreed to extend the duration of the Forum to cover operation of the plant for as long as it was deemed beneficial.

The proposed membership of the LLF was outlined within the report for Members' consideration. In particular, it

was noted that four Elected Members from Halton Borough Council were required. It was intended that the Forum be established in Spring 2009 meeting bi-monthly and that the Council review the purpose and need for the Forum periodically.

The Board was advised that, subject to agreement of the principal of four elected Members being nominated, this matter could then be dealt with under delegated powers to the Chief Executive in consultation with the Leader. It was intended that two Members would be from the leading group and two Members would be from the opposition.

RESOLVED: That four elected Members be nominated to serve on the Forum.

Strategic Director
- Corporate and
Policy Chief
Executive

QUALITY AND PERFORMANCE PORTFOLIO

EXB94 CUSTOMER SERVICE EXCELLENCE

The Board considered a report of the Strategic Director – Health and Community outlining progress to consider and develop the Government’s Customer Service Excellence Standards.

It was noted that, earlier in the year, the Cabinet Office had launched its approach to improving standards within Customer Services. The aim of Government was for “public services to be efficient, effective, excellent, equitable and empower – with the citizen always and everywhere at the heart of public service provision”. Standards and a toolkit had therefore been prepared and Local Authorities were expected to achieve accreditation through a nationally recognised process, in some ways replacing the Charter Mark. The Council had to adopt and achieve accreditation for Contact Centres during 2009 or demonstrate progress to achieve accreditation. Thereafter, it was expected that all services with a customer focus should be accredited. Potentially, this could mean a significant number of teams and services within the Council.

The Corporate Services Policy and Performance Board Working Group had already addressed a range of issues surrounding customer care and complaints and had tasked the Strategic Director – Health and Community with producing a plan to address the standards. A small officer working group had therefore been established to examine the issues and the progress made to date in terms of both Customer Service Excellence and Customer Services Strategy were outlined for the Board’s consideration.

The final draft of the Council's Customer Services Strategy was attached to the report. Members noted the Strategy and, in particular, the opportunities for sharing information with partners; for example, the Fire Service had produced a booklet for Iranian families in the area, which had been well received. It was confirmed that the opportunity for the Council producing a similar booklet would be investigated.

Strategic Director
- Health and
Community

RESOLVED: That

- (1) the process to achieve accreditation as outlined within the report be supported; and
- (2) the Customer Services Strategy be approved.

MINUTES ISSUED: 23rd January 2009

CALL IN: 30th January 2009

Any matter decided by the Executive Board may be called in no later than 30th January 2009

Meeting ended at 2.25 p.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 4 December 2008 in the Marketing Suite, Municipal Building

Present: Councillors Wharton (Chairman) and Nelson

Apologies for Absence: Councillor Harris

Absence declared on Council business: None

Officers present: M. Reaney, M. Noone, C. Halpin, S. Riley and P. Watts

Also in attendance: None

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

Action

ES51 MINUTES

The minutes of the meeting held on 6 November 2008 were taken as read and signed as a correct record subject to the following paragraph being added to ES46:

It was noted that the recommendation relating to the Tenants and Residents Organisations of England was that they receive 50% discretionary rate relief. However, due to the national focus of the organisation, and in the current economic climate of budgetary constraints on the Council, the Board agreed that this figure should be reduced to 20%.

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

ES52 AWARD OF HBC BRIDGE MAINTENANCE PARTNERSHIP CONTRACT

The Sub Committee received a report of the Strategic Director, Environment to expedite the award of the HBC Bridge Maintenance Partnership Contract and thereby increase ability to satisfy the works delivery programme by delegating authority to accept the tender ranked highest following formal rigorous evaluation.

Strategic Director
- Environment

The Sub Committee was informed that the term of the contract would be for an initial four-year period plus a potential 2-year extension with an estimated value of works of £12m.

It was noted that pre qualification questionnaires were returned in July 2008 by 16 organisations. These submissions were evaluated against a detailed scoring matrix and the 6 highest submissions were shortlisted. Details of these organisations were set out in the report.

It was further noted that all 6 organisations returned tenders by the deadline of 15 October 2008. A detailed and rigorous evaluation of the returns had been undertaken with HBC's framework consultants Mott MacDonald. The contract award would be based upon the most advantageous overall tender in terms of quality and price. The report outlined how the quality and prices scores would be determined.

Members were further advised that, following completion of the evaluation, a detailed Tender Report had been issued to the Council's Internal Audit team for approval. However the response from the Audit Team was not expected prior to the deadline for the next meeting of the Sub Committee.

It was noted that, following Internal Audit approval of the Tender report, the HBC Bridge Maintenance Partnership would be awarded to the tenderer who had returned the submission evaluated as yielding the highest overall score.

In this respect the report requested the delegation of authority to accept the tender to the Strategic Director, Environment in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal.

Members were advised that if agreed this would enable the Council to inform the successful tenderer in early December of its intention to award the contract and therefore would enable the Council to formally establish the Bridge Maintenance Partnership as quickly as possible and that this in turn would allow early mobilisation of resources and enable the Council to satisfy the planned programme of works in 2009. The Sub Committee supported this way forward subject to Internal Audit approval of the tender report.

RESOLVED: That:

- (1) the Strategic Director, Environment in consultation with the Executive Board Member for Planning, Transportation Regeneration and Renewal be authorised to award the HBC Bridge Maintenance Partnership Contract to the tenderer submitting the tender return which through a rigorous formal evaluation process is deemed to be the most advantageous; and
- (2) the circumstances of the award be reported to a future Executive Board Sub Committee for information.

ES53 RENEWAL OF SERVICE LEVEL AGREEMENT WITH MERSEYSIDE ENVIRONMENTAL ADVISORY SERVICE FOR THE PROVISION OF TECHNICAL ADVICE

The Sub Committee received a report of the Strategic Director, Environment which sought renewal of a service level agreement between Halton Borough Council and the Merseyside Environmental Advisory Service (MEAS) for the provision of technical advice in connection with planning matters for a period from 1 April 2008 to 31 March 2009.

Strategic Director
- Environment

Members were informed that MEAS provided a range of specialist advisory services to subscribing authorities and these were outlined in detail within the report. It was noted that MEAS had been established for a number of years and worked with a number of local authorities within the northwest region, details of which were contained within the report.

The Sub Committee had previously agreed a service level agreement with MEAS for 2006/7 and 2007/8. A new contract for the period 1 April 2008 to 31 March 2009 for the provision of environmental services and technical advice had been received.

Furthermore Members were advised of the services the agreement would secure, which were outlined in detail in the report and that MEAS intended to move to a three-year agreement in future.

It was noted that the cost of this service was £15,943 and that MEAS would provide a substantive review of this agreement on the basis of performance to Halton by the end of March 2009.

RESOLVED: That the Service Level Agreement between Halton Borough Council and the Merseyside Environmental Advisory Service is agreed for 1 April 2008 to 31 March 2009 at a cost of £15,943.

CORPORATE SERVICES PORTFOLIO

ES54 2008/09 ICT CAPITAL INVESTMENT PROGRAMME

The Board received a report of the Strategic Director, Corporate and Policy, which set out progress against the proposed ICT Capital Programme for 2008/9.

Strategic Director
- Corporate and
Policy

Members were advised that in line with the Council's ICT Strategy the capital programme focused on 4 key areas: local area networks, hardware replacement, infrastructure, and updating user software and facilities.

The report set out progress to date against these 4 key areas and particularly noted the much stricter security measures that would need to be put in place before April 2009 along with work being undertaken on PC replacement, server virtualisation and renewing site licences.

Members welcomed the report and agreed that quarterly reports on progress be presented to the Sub Committee, along with the inclusion of financial information on the maintenance programme.

RESOLVED: That

- (1) the ICT Capital Programme, as set out in the report be approved; and
- (2) Quarterly progress reports be submitted to the Sub Committee and include financial information on the maintenance programme.

MINUTES ISSUED: 12 December 2008

CALL IN: 19 December 2008

Any matter decided by the Executive Board Sub Committee may be called in no later than 19 December 2008

Meeting ended at 11.00 a.m.

EXECUTIVE BOARD SUB COMMITTEE

*At a meeting of the Executive Board Sub Committee on Thursday, 18 December 2008
in the Marketing Suite, Municipal Building*

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, M. Curtis, C. Halpin, A. McNamara, A. Pannell,
P. Watts, S. Williams and A. Williamson

Also in attendance: Councillor Hodgkinson

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

ES55 MINUTES

The Minutes of the meeting held on 4th December 2008 were taken as read and signed as a correct record.

ES56 PLANNING AND RISK SUPPLEMENTARY PLANNING DOCUMENT: APPROVAL FOR STATUTORY PERIOD OF PUBLIC CONSULTATIONS

The Sub Committee received a report of the Strategic Director, Environment which sought approval for the publication of the draft Supplementary Planning Document (SPD) on Planning and Risk for the purposes of statutory public consultation in January and February 2009.

The report outlined the need for the Planning and Risk SPD, the stakeholder consultation stage, the scoping stage, sustainability appraisal and the final stage after the public consultation, along with the need for delegated authority to enable editorial and technical amendments.

RESOLVED: That

Action

- 1) the draft Supplementary Planning Document (SPD) Planning & Risk be approved for the purposes of statutory public consultation;
- 2) the comments received at the stakeholder consultation stage, as set out in the Statement of Consultation and responses to them be noted;
- 3) further editorial and technical amendments that do not materially affect the content of the SPD be agreed by the Operational Director - Environmental and Regulatory Services in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal, as necessary, before the document is published for public consultation; and
- 4) the results of the public consultation exercise and consequent recommended modifications to the draft SPD be reported back to the Executive Board for resolution to adopt as a Supplementary Planning Document.

Strategic Director
- Environment

ES57 FORECAST FINAL CONTRACT COST - WARRINGTON ROAD TRAVELLER TRANSIT SITE

The Sub Committee received a report of the Strategic Directors, Environment and Health & Community which informed Members of an increase in costs of delivery of 57% on the tender price of Warrington Road Transit Site.

The Sub Committee was advised that the total costs could nevertheless be contained within the Council's housing capital programme by using an unspent contingency.

The Sub Committee discussed in detail where additional spend had taken place and the reasons behind this. In doing so the Sub Committee noted the business environment that utility companies operated within and the effect this could have on project costs.

Furthermore the Sub Committee noted that an internal audit of the project was taking place and agreed that the results of this would be reported to a future meeting of the Sub Committee.

RESOLVED: That

- (1) the report be noted; and

Strategic Director-

- (2) the internal audit report be submitted to a future meeting of the Sub Committee.

ES58 REQUEST TO WAIVE STANDING ORDERS RELATING TO CONTRACTS EXCEEDING £50,000 BUT LESS THAN £1,000,000

The Board received a report of the Strategic Director, Health and Community which sought the waiving of procurement Standing Orders 3.1 – 3.9 which placed requirements on the Council when tendering for contracts with a value greater than £50,000 but not exceeding £1,000,000.

It was noted that the report related to two existing service users who were being fully supported by the same agency, European Wellcare. They had indicated that they would like to live in the same property. The report therefore proposed that clients A and B live together and that European Wellcare's existing contract for supported living services be expanded to include delivery of care and support to both clients.

Members were advised that the establishment of this shared supported housing service would provide value for money, and as the individuals had expressed a preference for this, the waiver was sought. It was noted that compliance with the tendering requirements listed above was not practicable for reasons of urgency in order to limit the disruption to vulnerable clients and ensure the safety of these clients.

Furthermore Members were advised that the proposed expanded service would have an estimated cost of £106,300 and would continue until it was re-tendered in 2010. In addition it was anticipated that a select list framework agreement would be completed by the end of the next financial year and that a further report would be submitted to the Sub Committee in relation to this.

The Sub Committee noted the standard of care provided from European Wellcare and that waiving Standing Orders would enable a continuity of provision for the service users.

RESOLVED: That

- (1) in the exceptional circumstances set out below, for the purposes of standing order 1.6, procurement standing orders 3.1-3.9 be waived on this occasion on the basis that the current provider offers value for money and is performing well in meeting the needs of vulnerable service users with a learning disability; and
- (2) delegated powers be approved to enable the Strategic Director, Health and Community, in conjunction with the Portfolio Holder for Health and Community, to expand an existing 2 year contract with European Wellcare for the provision of supported living services, to the value set out in 3.8 and 6.2 of this report.

Strategic Director
- Health and
Community

ES59 REVIEW OF DIRECT PAYMENTS POLICY & PROCEDURE

The Sub Committee received a report of the Strategic Director, Health and Community which updated the Board on the consultation events held across the Borough and which sought approval of the proposed changes to the draft Direct Payments Policy and Procedure for Adult Social Care.

The Sub Committee noted that the Healthy Halton Policy and Performance Board (HHPPB) had previously been consulted on the draft plan prior to public consultation and it was agreed that the results of the public consultation should be reported to the HHPPB prior to the Sub Committee's decision.

RESOLVED: That

- (1) the report be deferred in order that the results of the public consultation be submitted to the Healthy Halton PPB for scrutiny; and
- (2) the report, once comments from Healthy Halton PPB have been incorporated, be re-submitted to the Board.

Strategic Director
- Health and
Community

ES60 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Sub Committee considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Sub Committee during consideration of the

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

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

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

ES61 DOMICILIARY AND PERSONAL CARE TENDER APRIL 2008- MARCH 2011 - AWARD OF TENDER

The Sub Committee received a report of the Strategic Director, Health and Community which informed Members of the outcome of the tender process for the award of contracts to deliver domiciliary and personal care services within the Borough.

Members noted that the final report on the outcome of the tender process had been circulated extremely late and therefore it was:

RESOLVED: That the meeting be adjourned and reconvened on Tuesday 22nd December 2008 at 9.30am in order to allow Members time to read the final report. (Venue to be confirmed).

MINUTES ISSUED: 24 December 2008

CALL IN: 6 January 2009

**Any matter decided by the Executive Board Sub Committee
may be called in no later than 6th January 2009**

Meeting ended at 11.42 a.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Tuesday, 23 December 2008 in the Conference Room 1, Municipal Building

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, C. Halpin and A. McNamara

Also in attendance: None

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

Action

ES62 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Sub Committee considered:

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

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

information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

ES63 DOMICILIARY AND PERSONAL CARE TENDER APRIL 2008-MARCH 2011 - AWARD OF TENDER, 18/12/2008 EXECUTIVE BOARD SUB COMMITTEE

The Sub Committee considered a report of the Strategic Director, Health and Community which sought approval of the award of contracts for the domiciliary and personal care services within the Borough.

It was noted that the report had been considered at the Executive Board Sub Committee meeting on 18th December 2008, however, the meeting had been adjourned to allow Members time to give full consideration to the final report.

Members requested that performance reports be submitted to the Healthy Halton Policy and Performance Board (PPB) on an annual basis.

RESOLVED: That

- (1) the Strategic Director Health and Community be authorised to award the 3 year contract (with an option to extend for a further 1 year), in conjunction with the Portfolio Holder for Health and Social Care;
- (2) the Strategic Director Health and Community, in conjunction with the Portfolio Holder for Health and Social Care, be authorised to extend the existing Domiciliary and Personal Care contracts to 27th April 2009; and
- (3) that annual reports be submitted to the Healthy Halton PPB on performance against the contract.

MINUTES ISSUED: 24 December 2008

CALL IN: 6 January 2009

Any matter decided by the Executive Board Sub Committee may be called in no later than 6th January 2009

Meeting ended at 10.15 a.m.

Strategic
Director -
Health and
Community

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 15 January 2009 in the Marketing Suite, Municipal Building

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, H. Cockcroft, R. Dart, D. Hall, C. Halpin and P. Reilly-Cooper

Also in attendance: None

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

ES64 MINUTES

The Minutes of the meetings held on 4th, 18th and 23rd December 2008 were taken as read and signed as a correct record.

ES65 LIBRARY SERVICE – RFID CONTRACT

The Sub Committee received a report of the Strategic Director, Health and Community which informed Members of the decision taken by the Operational Director, Culture and Leisure to award the contract for the supply of Radio Frequency Identification (RFID) equipment for the Halton Lea Library lottery project to the non lowest priced tenderer. In accordance with Standing Order 3.2 the Sub Committee was advised of the circumstances surrounding this decision.

It was noted that the Lottery funded refurbishment of Halton Lea Library provided the opportunity to introduce RFID technology to the building. This would allow for the installation of RFID self-issue and return machines, tags for all items of stock and stock management equipment. The tender covered all of these items as well as maintenance costs for a 5-year period.

Action

Members were advised that RFID technology had proven benefits and was transforming the way libraries operated both in terms of efficiencies and frontline customer service. Examples in other local authorities show that 75% of transactions could be achieved through RFID self-service machines rather than via staffed terminals. This had opened up the possibility of extended opening hours and providing added value services.

It was anticipated that a high level of self-service could be achieved at Halton Lea Library. This would allow a more effective deployment of staff throughout the building and would free up time to provide an improved level of customer service by staff being able to fully support customers in their use of the library. The routine tasks of issuing/returning would be replaced in favour of added value services that were currently limited or not possible, for example formal and informal learning opportunities through ICT, homework clubs, community history and outreach work.

RFID also provided a range of stock management techniques and options, increasing efficiency with the use of a hand held reader identifying stock lists and books quickly and effectively.

It was noted that the tender attracted three responses, the 5 year project costs were:

▪ 3M	-	£72,507
▪ Intellident	-	£71,474
▪ 2CQR	-	£84,225

It was further noted that the selection criteria was 60% quality/40% cost. The contract was awarded to 3M on the grounds that they were the only company to offer:

- a fully integrated solution for issuing audio-visual materials. Their RFID machine can issue, desensitise and unlock audio cases; and
- a self-service machine with the ability to offer change rather than exact payment. To optimise customer service it was felt that it was essential to be able to offer change for transactions involving any payments.

RESOLVED: That the decision of the Operational Director, Culture and Leisure to award the RFID contract to the “non lowest priced” tenderer be supported.

ES66 DISCRETIONARY RATE RELIEF

The Sub Committee received a report of the Strategic Director, Corporate and Policy which sought Members consideration of three applications for discretionary rate relief, under the provisions of the Local Government Finance Act 1988.

The Sub Committee was advised that under the provisions of Section 47 of the Local Government Finance Act 1988, the Authority was allowed to grant discretionary rate relief to organisations that were either a charity or a non-profit making organisation. This relief may also be awarded to Community Amateur Sports Clubs. A summary of the applications was outlined within the report and a list of the associated figures was attached in Appendix 1.

RESOLVED: That

- (1) Under the provisions of Section 47, Local Government Finance Act 1988, discretionary rate relief be granted to the following organisation at the percentage indicated, for the period from 1st April 2008 or the commencement of liability, whichever is the later, to 31st March 2009:

1st Weston & Weston Point Scouts	20%
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- (2) Under the provisions of Section 47, Local Government Finance Act 1988, the following application for discretionary rate relief be refused:

Rathbone Training	20%
The Social Partnership Ltd	20%

ES67 JOINT WORKING WITH THE LEARNING & SKILLS COUNCIL (NATIONAL DISSEMINATION POST 16 TRANSPORT INFORMATION)

The Sub Committee received a report of the Strategic Director, Environment which informed Members of the joint working being undertaken by the Environment Directorate in partnership with the national Learning and Skills Council (LSC) to disseminate and develop best practice nationally, in terms of post 16 education transport provision for learners.

Members were advised that Halton Borough Council recently received Beacon Council status for the work it was

doing to improve accessibility by transport for local residents to a wide range of everyday facilities.

It was noted that the Council had been identified by the LSC as an Authority which had fostered an effective multi-agency partnership to deliver transport services for post 16 learners.

It was further noted that, building on this success, in 2007 the national Learning and Skills Council approached Halton Borough Council with a request that the Authority jointly work with the LSC to disseminate 'best practice' on post 16 learner transport nationally.

During 2008/9, the LSC had agreed to the payment of an additional £25,000 to enable Halton Borough Council to assist it deliver a number of dissemination activities at a national level, details of which were outlined in the appendix to the report.

It was noted that the work was progressing well, with final preparations being made to jointly host with the LSC a series of nine regional conferences in March 2009. In addition the Sub Committee was updated on issues of particular interest currently, as outlined in the report.

RESOLVED: That

- (1) the decision of the Operational Director (Highways, Transportation and Logistics) to enter into a contract with the Learning and Skills Council to disseminate good practice on post 16 education transport provision be supported; and
- (2) the programme of ongoing partnership working with the Learning and Skills Council be endorsed.

ES68 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Sub Committee considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Sub Committee during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed,

being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and

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

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

ES69 LAND AT WATERLOO ROAD WIDNES

The Sub Committee received a report of the Strategic Director, Corporate and Policy which reported the details of a covenant placed on land at Waterloo Road, previously sold by the Council for which a request had been made for it to be removed.

It was noted that the matter would normally be dealt with under delegated powers, however, as one of the parties involved an Elected Member it was felt necessary to report the matter to the Sub Committee.

RESOLVED: That the request to lift the restrictive covenant on land at Waterloo Road be noted and the Strategic Director, Corporate and Policy be authorised to conclude the matter in the best interests of the Council.

Strategic Director
- Corporate and
Policy

MINUTES ISSUED: 26th January 2009

CALL IN: 3rd February 2009

Any matter decided by the Executive Board Sub Committee may be called in no later than 3rd February 2009

Meeting ended at 10.40 a.m.

CHILDREN AND YOUNG PEOPLE POLICY AND PERFORMANCE BOARD

At a meeting of the Children and Young People Policy and Performance Board on Wednesday, 26 November 2008 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), Browne, Fraser, Gilligan, J. Lowe, Parker, Stockton and Mr. C. Chorley

Apologies for Absence: Councillors Drakeley, Higginson and M. Ratcliffe

Absence declared on Council business: None

Officers present: L. Butcher, L. Derbyshire, A. McIntyre, G. Meehan, J. Pearce and A. Villiers

In attendance: Councillor McInerney

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

	<i>Action</i>
<p>CYP25 STRATEGIES FOR PLANNING, MONITORING AND EVALUATING OUTCOMES</p> <p>The Chairman of the Board, Councillor Dennett advised the Members that the two agenda items would be considered together and reported as one item.</p> <p>RESOLVED: That the process for the meeting be noted.</p>	
<p>CYP26 SERVICE PLANS 2009-12</p> <p>The Board considered two reports of the Strategic Director, Children and Young People which</p> <ol style="list-style-type: none"> (1) provided a framework to consider and discuss Members involvement in the planning, monitoring and evaluation of the priorities for the Children and Young People's Directorate; and (2) gave Members an opportunity to contribute to the development of Service plans at the beginning of the planning process. 	

In this respect, the Board received a presentation which:-

- Set out the pieces of the jigsaw puzzle in respect of the Children and Young People's Directorate;
- Explained the process for service planning, how priorities were set, the legislation and national guidance, the strategic vision and political direction, performance management and recommendations from external scrutiny;
- The key challenges within the various services as follows:-

Universal and Learning Services

Narrowing the Gap for Vulnerable Groups;
Improve Outcomes at Foundation Stage;
Improve Outcomes at Primary Level;
Improve Outcomes at Secondary Level; and
Improve Outcomes Post 16.

Preventative Services

Strengthen processes enabling earlier intervention to address needs in children and families;
Reduce NEET (Not in Education, Employment or Training) and improve the employability of our young people;
Reduce teen conception rates; and
Reduce levels of anti-social behaviour.

Specialist Services

Employment opportunities for Care Leavers;
Placement choice for Children In Care (CiC);
Increasing numbers of Children in Need (CiN);
and
Safeguarding processes.

Business Support and Commissioning Services

Resource Management;
Workforce Development;
Joint Intelligence and Commissioning; and
Transforming Learning.

At the end of the presentation each Member of the Board indicated their three priority areas for development or

improvement for inclusion in the draft plans. The Operational Directors would develop the draft plans for consideration by the Board at a Special Meeting to be arranged in January/February 2009.

The Board was advised that the Primary Care Trust had guaranteed maintaining the same level of support and funding in future years to Children's Services.

Haltons Children's Trust Performance Model was highlighted and explained to the Board. The model set out the two separate levels of accountability, population and performance. It was highlighted that the focus of the Board would be in the lower half of the model, performance.

The Chairman indicated that a small performance management group (approximately five Members of the Board) could be established to meet on a regular basis to look at performance management. The group would feedback to the Board and any issues/concerns could also be considered at a Special Meeting in order to focus the debate. Nominations for the group would be invited in the new year.

It was suggested that the 88 performance indicators that were relevant to the remit of the Board be compiled and split into population and performance and circulated to Members.

RESOLVED: That

- (1) the progress to date on the strategies for planning, monitoring and evaluating outcomes and the cycle of strategic processes be noted:
- (2) that a Special Meeting be arranged in January / February 2009 to consider the draft service plans; and
- (3) the 88 performance indicators that are relevant to the remit of the Board be split into population and performance and circulated to Members.

Meeting ended at 8.25 p.m.

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CHILDREN AND YOUNG PEOPLE POLICY AND PERFORMANCE BOARD

At a meeting of the Children and Young People Policy and Performance Board on Monday, 5 January 2009 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), Drakeley, Fraser, Gilligan, J. Lowe, Parker and Stockton

Apologies for Absence: Councillors Browne, Higginson, M. Ratcliffe and Mr. C. Chorley

Absence declared on Council business: None

Officers present: L. Butcher, L. Cairns, J. Kirk, G. Meehan, J. Pearce and A. Villiers

Also in attendance: Councillor McInerney and Dr Milsom

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

	<i>Action</i>
<p>CYP27 MINUTES</p> <p>The minutes of the meeting held on 3rd November 2008, having been printed and circulated, were taken as read and signed as a correct record.</p>	
<p>CYP28 PUBLIC QUESTION TIME</p> <p>It was confirmed that no public questions had been received.</p>	
<p>CYP29 EXECUTIVE BOARD MINUTES</p> <p>The minutes of the Executive Board and Executive Board Sub-Committee relating to the work of the Children and Young People Policy and Performance Board were submitted for information.</p> <p>In respect of EXB70 – Building Schools for the Future (BSF) Strategy for Change (Part 2) and BSF Funding – Key Decision – it was confirmed that there was no manifesto commitment towards BSF capital spend from any future changed government. However, as the Council was in Wave</p>	

6, the outline business case had to be submitted by April, following which it would be difficult to withdraw funding as contractual processes would have commenced.

RESOLVED: That the minutes be noted.

CYP30 QUESTION AND ANSWER SESSION - COUNCILLOR MCINERNEY

Councillor McInerney – Portfolio Holder for Children and Young People, attended the meeting to respond to questions put forward by the Board. The following update was provided:

- the Council had received five grades relating to the Annual Performance Assessment (APA) and the Ofsted report, four of which had been “outstanding”, one “good” and one “adequate”;
- Safeguarding had received a finding of “outstanding”; however, in light of Haringey, the Authority was not being complacent and work was ongoing by officers and Members to ensure need was being met;
- the Strategic Director – Children and Young People was commended for his commitment to the safety of children and young people in the Borough;
- this year’s GCSE grade A to C results had been the best the Borough had achieved;
- despite the impact of job evaluation and the need to make efficiency savings across the Authority, including the Children and Young People Directorate, staff had demonstrated their professionalism in terms of work undertaken on the Joint Area Review (JAR); and
- work was ongoing in relation to children’s health issues.

In addition, Councillor McInerney made the following points in response to queries from Members of the Board:

- communication between officers and Members was important to ensure decisions were made in the best interests of the service;
- it was important that the Council had a good working relationship with the Local Strategic Partnership in order to ensure that all sources of funding were put to best use;
- as Chair of the Children’s Trust Board, Councillor McInerney was in a position to influence other agencies to the benefit of children and young people in the area;

- a successful 2009 would be where existing achievements were maintained and improved wherever possible at a steady pace; and
- officers and Members were currently being encouraged to look at the Primary Strategy.

The Chairman thanked Councillor McInerney for attending the meeting.

(NB Councillor Stockton declared a personal interest in the following item of business due to being a governor of the Grange school.)

CYP31 DISCUSSION ON SEN DEVELOPMENTS

The Board considered a report of the Strategic Director – Corporate and Policy regarding SEN (Special Educational Needs) developments. An informal meeting had been held prior to this meeting of the Board where an update had been provided in relation to secondary schools and Members had been given an opportunity to feed in to the consultation process. It was noted that SEN relating to primary schools had yet to go out to consultation.

CYP32 ORAL HEALTH SCRUTINY

The Board considered a report of the Strategic Director – Children and Young People outlining the findings of the scrutiny topic on oral health of children and young people in Halton, which had been carried out following a resolution of the Board on 27th November 2007 that oral health should provide the focus for scrutiny during 2008. This topic was in line with the Council's Annual Performance Assessment of Services for Children and Young People in Halton where it was recommended that the Local Authority should "accelerate plans to improve oral health".

The Oral Health Scrutiny Group had been a joint scrutiny topic comprising Members from both the Healthy Halton, and the Children and Young People, Policy and Performance Boards. The aim of the group had been to:

- receive and consider evidence presented on the state of children's oral health in the Borough;
- consider the information in relation to statistical neighbours and national and regional benchmarks; and
- consider future strategies for securing improvement.

The Group had met on a number of occasions and considered evidence presented by Dr. K. Milsom, Consultant

in Dental Public Health, regarding the state of dental health experienced by children and young people in the Borough. Members interrogated the evidence presented and a summary of the Group's findings was outlined within the report for the Board's consideration.

It was noted that detailed dental health data on the adult population was not readily available; however, the Decennial Adult Dental Health surveys repeatedly confirmed that the North West had the worst dental health in England, and Halton and St. Helens PCT had developed its Dental Commissioning Strategy accordingly. This strategy had been accepted by the PCT Board in March 2008 and funding had been provided to ensure that key dental health objectives identified within the strategy were addressed. In 2008-9 the PCT had elected to focus on two priority issues:

- improving child dental health and reducing dental health inequality; and
- improving access to primary dental care

and further information was outlined within the report in relation to this.

Dr Milsom attended the meeting to respond to Members' queries and the following points were noted:

- dental decay was a disease of deprivation;
- the average child in Halton at age 5 had 2 decayed teeth;
- effective tooth brushing could reduce gum disease but had very little impact on tooth decay;
- this was the first time the PCT was actively addressing this issue;
- fluoride was a naturally occurring mineral which, providing it was consumed at an appropriate level, could reduce tooth decay – the PCT was looking at a number of strategies to use fluoride to reduce children's tooth decay in the area;
- there was evidence that painting the biting surfaces of teeth with fluoride varnish twice/three times per year could result in a reduction of 30%-40% in prevalence of tooth decay;
- the PCT was purchasing the varnish and paying dentists to carry out the work in their surgeries and the impact of this would be measured over the next three years;
- there was a trial currently ongoing in Lancashire where this work was being done in the school setting. If this was successful, a similar proposal would be a

priority for Halton in order to reach all children as 30% of children in Halton did not attend a dentist regularly – results were expected early in the year;

- in the meantime, fluoride toothpaste was to be issued to all children aged three and over in the area;
- research had shown that excessive use of fluoride could cause white spots on teeth, although this would not happen if used after the age of three as, by this time, the front teeth had calcified;
- once a dentist had made a prescription for the varnish, the painting of teeth could be carried out by a therapist or a dental nurse and so was extremely cost effective;
- the Government was looking at amending the Dental Act in order that dentists could make a class decision in this respect, eg the decision could be made collectively for the whole of Halton;
- the World Health Organisation made it clear that any dental professional who saw neglect had a duty of care to refer the matter to the appropriate services and so dentists who viewed a child with very bad teeth would draw this to the attention of the school and subsequently to the parent;
- the PCT was committed to spending money to increase the number of dentists in the area;
- all dentists were to be invited to work hours to suit the needs of patients;
- it was intended that, by the end of the year, there would be a substantial increase in the number of dentists in the area reducing any access problem to zero;
- recommendation 2.4 within the report was intended to assist homeless young people;
- simple pain relief and care could be obtained from the dental access centre at Halton Lea;
- the centre had been the subject of an extensive review and there was work ongoing looking at its role – developments arising from this work were expected within the next six months; and
- the Strategic Health Authority was looking at the fluoridisation of water, which had been successful elsewhere in the country, although this could only be implemented following a comprehensive consultation process.

The Chairman thanked Dr Milsom for attending the meeting.

RESOLVED: That

- (1) the draft Topic Report be endorsed;
- (2) the Executive Board be requested to approve the recommendations contained in 3 to 5 below and report back to the March meeting of the Policy and Performance Board on its conclusion;
- (3) Halton and St. Helens PCT should, subject to parental consent and outcomes of the "Lancashire Trial", support the administering of fluoride varnish to children, to take place in school settings;
- (4) Halton and St. Helens PCT should take steps to support the take-up of dental services by vulnerable young people who may not have regular access to dental services or be registered with a dentist; and
- (5) the Children and Young People's Policy and Performance Board should keep under review the implementation of the Oral Health Strategy.

Strategic Director-
Children & Young
People

CYP33 CHILDREN & YOUNG PEOPLE'S POLICY AND PERFORMANCE BOARD WORK PROGRAMME 2009/10

The Board considered a report of the Strategic Director – Children and Young People regarding the development of a work programme of topics for the Board to examine in 2009/10. Whilst the Board ultimately determined its own topics, suggestions to be considered could also come from a variety of other sources including Members of the Council's Executive, other non executive Members, officers, the public, partner and other organisations, performance data and inspections.

An example topic selection checklist was attached at Annex 1 to the report for the Board's information, which led the user through a reasoning process to identify why a topic should be explored and whether it made sense to examine it through the Overview and Scrutiny process.

It was noted that there were two topics in the current year's programme – oral health and access to services for homeless younger people. Action already taken to address the entry of young people into the Youth Justice, which had been intended as a Topic in the current year, had been a success and so it was suggested that no further work be undertaken in this area at the current time.

In terms of new topics, the Chairman proposed that the Board focus on health, in consultation with the Healthy

Halton Policy and Performance Board, and further consideration be given to this at the next meeting of the Board.

RESOLVED: That

- (1) the "First time entrants to the criminal justice system" Topic be deleted from the current year's work programme in the light of already improved figures; and
- (2) the Topic of "Health" be the focus of the Board's 2009/10 work programme and this be given further consideration at the next meeting of the Board.

Strategic Director-
Children & Young
People

CYP34 JOINT STRATEGIC NEEDS ASSESSMENT - HEALTH

The Board considered a report of the Strategic Director – Health and Community outlining the summary of the findings of the first Joint Strategic Needs Assessment (JSNA) Health, a copy of which was attached at appendix 1 to the report.

It was noted that the Directors of Adult Social Services, Public Health and Children and Young People (CYP) Services in every Local Authority and Primary Care Trust (PCT) had a statutory duty from April 2008 to work together to develop a JSNA for their area. The production of the first JSNA had focused on refining, improving and bringing together the information already available that highlighted overall population needs. This information was from national and local sources and included a wealth of information collected directly from services across Halton. The information had been used to take a longer term view of population trends and the likely impact on demand over the next years and decades.

In order to deliver the first stage of the JSNA, a number of different information sources had been used. The quality of sources varied and some population, condition and trends information was more robust and well researched than others. Needs assessments and, in particular, trend forecasting was not an exact science and so the aim had been to keep messages very strategic at this stage.

The JSNA was intended to identify "the big picture" in terms of the health and wellbeing needs and inequalities within the local population. It was not intended to describe how the needs would be addressed, demonstrate outcomes or showcase services. The aim was that the information

contained in the JSNA would encourage partner agencies to use the findings to inform a number of Local Authority and PCT strategies, client group commissioning plans, local area agreements etc. It had already been used within Halton to feed into Ambition for Health and the Joint Commissioning Plan. The development of the JSNA was an ongoing piece of work which would add to the Authority's commissioning "intelligence".

Information relating to the approval process for the JSNA within the PCT and the associated consultation process to be undertaken was outlined within the report for the Board's information. Members considered the content of the JSNA and noted that it was a statutory document intended to outline a picture of need in the area; however, it was agreed that more information should be provided in relation to how it was to be used and the "next steps". In addition, it was noted that the work to produce the document had been thorough, which was required in order that funding could be focused, however it was considered that too much data information was provided under "Key Issues and Findings" on page 5 of the JSNA.

RESOLVED: That the contents of the report be noted and the comments made above be fed into the consultation process.

Strategic Director-
Children & Young
People

CYP35 DATE OF NEXT MEETING

It was noted that a Special Meeting of the Board was to be held at 5.15 p.m. on Thursday 22nd January 2009 at Runcorn Town Hall in order to consider the Service Plans and the Local Area Agreement Performance Report.

Meeting ended at 8.22 p.m.

EMPLOYMENT, LEARNING AND SKILLS POLICY AND PERFORMANCE BOARD

At a meeting of the Employment, Learning and Skills Policy and Performance Board on Wednesday, 14 January 2009 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Jones (Chairman), Austin, M. Bradshaw, Edge, Findon, Howard, Parker, Rowe, Stockton and Worrall

Apologies for Absence: Councillor Fraser

Absence declared on Council business: None

Officers present: G. Collins, N. Goodwin, J. Hatton, A. McNamara, M. Simpson, P. Sinnott and A. Villiers

Also in attendance: None

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

ELS31 MINUTES

The Minutes of the meeting held on 17 November 2008, were taken as read and signed as a correct record.

ELS32 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

ELS33 SSP MINUTES

The Board received the Minutes of the Employment Learning and Skills Specialist Strategic Partnership meeting held on 27 November 2008, which outlined the following:

- local employment issues;
- HBC procurement;
- construction employment integrator project;
- credit crunch / redundancies;
- budget;
- riverside college; and

Action

- sub group and LSP reports

Members noted the economic crisis and considered ways in which the Council could support businesses. It was advised that a joint Officer and Member group had been set up to look at best practice guidance for businesses in terms of what Local Authorities could and couldn't do.

The Board discussed the tender process and the possibility of adding in to the scoring mechanism extra points for contracts awarded to local businesses and the option of using vacant and underused properties to improve job opportunities in the construction trade.

In addition the Board suggested that clarity be provided in relation to Learning and Skills Council's money in terms of how it was dispersed.

RESOLVED: That

- 1) The SSP Minutes be noted; and
- 2) The possibility of using vacant and underused buildings to improve job opportunities in the construction trade be investigated.

Chief Executive

ELS34 ELS PPB WORK PROGRAMME 2009/10

The Board received a report of the Strategic Director Environment which outlined the first step in developing a work programme of Topics for the Board to examine in 2009/10.

Members considered topics as detailed below which would be prioritised and finalised at the next Policy and Performance Board (PPB) meeting:

- workforce and skills for science and technology focusing on Daresbury (this would be a joint group with the Urban Renewal PPB);
- financial inclusion including employment and debt support through the economic climate;
- libraries and the possible increase of mobile libraries including examination of options such as libraries in schools and satellite libraries; and
- identification of potential and encouragement of elite

sports performance in the borough.

It was reported that should Members have any further suggestions regarding topic groups they were to email proposals to the lead officer before the 12 February 2009.

RESOLVED: That

- 1) The list of suggested topic group options above be noted and taken into account at the March meeting of the PPB; and
- 2) Members forward any further suggestions to the lead officer before the 12 February 2009.

Strategic Director
- Environment

ELS35 FREE SWIMMING

The Board considered a report of the Strategic Director – Health and Community which set out the Governments Policy initiative to provide free swimming to all those aged 60 and over and to all those aged 16 and under for two years starting on 1 April 2009.

It was advised that the initiative was launched last summer in order to improve participation, health, impact on childhood obesity and to help meet the Governments commitment to get two million people more active by 2012.

It was reported that free swimming would be offered in Halton in Kingsway Leisure Centre, Brookvale Recreation Centre and Runcorn Swimming Pool. The allocations of annual grants for each strand of the policy and the implementation of the scheme were outlined in the report for Members consideration.

The Board discussed various issues such as the possibility of over crowding, the need for parental consent for children under the age of 16, the use of a swipe card system and the possibility of implementing a talent identification scheme.

Members also requested that a report outlining the effect the scheme would have on current users as well as additional usage gained from the scheme be brought back to the Board after the first year of implementation.

RESOLVED: That

- 1) the report be noted;
- 2) a report detailing the effect of the scheme on current users in addition to increased usage gained from the scheme, be brought back to the Board after the first year of implementation; and
- 3) the possibility of a talent identification scheme be investigated.

Strategic Director
- Health and
Community

ELS36 CHILD POVERTY IN HALTON

The Board received a report which outlined the need to initiate the development of a child poverty action plan. It was reported that in March 1999 the Prime Minister committed the Government to end child poverty by 2020, and to halve it by 2010. Numerous announcements and initiatives had been made since that time and the Government announced PSA Delivery Agreement 9, ending child poverty.

Statistics from the national child poverty toolkit which demonstrated how child poverty had changed since 1999 was also outlined for the Board. Detailed in the report was the progress Halton had made in reducing child poverty.

It was reported that data showed that whilst much had been achieved and child poverty had reduced in the Borough, there was still a considerable amount of children living in poverty (as defined by households with less than 60% of the median income).

The Board considered whether a topic group be established to consider various issues such as longevity and life chances and the proposals that could be made from that work.

Members were advised that the next step was to support the development of a Merseyside Child Poverty Strategy and when this had advanced Halton would need to develop its local action plan. Once the action plan had been finalised it would be brought to Board for Members consideration.

RESOLVED: That

- 1) the progress made on child poverty be noted; and
- 2) the finalised action plan for the Child Poverty Strategy be brought a future meeting for Members consideration

Strategic Director-
Children & Young
People

ELS37 MID YEAR MONITORING REPORT FOR VOLUNTARY SECTOR CORE FUNDING 2008-09

The Board considered a report of the Strategic Director - Health and Community which provided details of the mid year monitoring report for Voluntary Sector Core Funding.

It was advised that 12 organisations had received funding from the Council, details of which were outlined in the report for consideration. Organisations awarded over £5,000 were subject to a Service Level Agreement and provided quarterly monitoring. Organisations who received under £5,000 provided 6 monthly figures. It was reported that a case study would be provided for each quarter and would be included in future monitoring reports.

Members were informed of a luncheon planned for the Voluntary Sector Agencies, it was reported that the invitation could be extended to Members of the Employment Learning Skills Board so they could liaise with the agencies and maybe arrange a visit in the future.

RESOLVED: That the report be noted

Strategic Director
- Health and
Community

ELS38 COMMUNITY DEVELOPMENT ANNUAL REPORT 2007-08

The Board considered a report of the Strategic Director – Health and Community which updated the Members of the deliver of Community Development in 2007/08.

It was reported that the Community Development team provided direct support to 90 community organisations in 2007/08. It was noted that this support enabled capacity building for groups to plan a key role in delivery of 72 community led initiatives. Members were advised that 2,084 active volunteers had participated in supporting community groups, delivering initiatives and providing community events, an increase in 945 from the previous year.

It was noted that a half yearly service user evaluation for the period 1 April to 30 September 2008 had been undertaken and 78 groups who had used the service were invited to comment with 54 returning completed evaluation forms, a response rate of 69%. Key points from the evaluation were outlined in the report for Members consideration.

Members felt that it would be useful if in the future to have figures of how many people were in each community group that benefited from allocated funds.

RESOLVED: That

- 1) The service performance and future developments of service delivery be noted; and
- 2) Statistics of how many people in each voluntary group who received awards be distributed to Members of the Board.

Strategic Director
- Health and
Community

ELS39 JOINT STRATEGIC NEEDS ASSESSMENT - HEALTH

The Board received a report of the Strategic Director, Health and Community which provided a summary of the findings of the first Joint Strategic Needs Assessment (JSNA) Health.

It was noted that Directors of Adult Social Services, Public Health and Children and Young People's (CYP) Services in every Local Authority and Primary Care Trust (PCT) had a statutory duty from April 2008 to work together to develop a JSNA for their area.

For the production of the first JSNA Halton focused on refining, improving and bringing together the information we already had available that highlights overall population needs. This information was from national and local sources and included a wealth of information we had collected directly from services across Halton. This information was used to take a longer-term view of population trends and the likely impact on demand over the next years and decades.

Members were advised that the JSNA was intended to identify 'the big picture' in terms of the health and wellbeing needs and inequalities within the local population. It was not intended to describe how we would address the needs, demonstrate outcomes or showcase our services. The aim was that the information contained in the JSNA would encourage partner agencies to use the findings to

inform a number of local authority and PCT strategies, Client Group Commissioning Plans, Local Area Agreements etc. It had already been used within Halton, to feed into Ambition for Health and the Joint Commissioning Plan.

The development of the JSNA was not a single, one off exercise but was an ongoing piece of work, which would add to our commissioning 'intelligence'. As we continue to develop our JSNA we would: -

- Build upon service user and care views
- Include information about service usage
- Ensure we have information at a locality level as well as overall trends.

It was further noted that the approval process for the JSNA within the PCT was currently being reviewed. It was anticipated that it would go to the PCTs Management Team and then the Trust Board, once the St Helens JSNA was ready.

Members were advised of the consultation process undertaken and it was noted that a key element of the consultation process was the production of an accessible public document on the local priorities detailing how the JSNA would feed into commissioning plans for the future and the evidence based investment decisions taken. This had been achieved through the development of the summary of findings document, which was available as an appendix to the report.

It was proposed that the consultation process be in 4 stages, as follows:

- 1) Professionals
- 2) Members via all Policy & Performance Boards (January 2009)
- 3) Key stakeholders
- 4) General public

At each stage, the document would be revised and updated accordingly.

Members noted that deprived wards still needed improvement and support, social housing was in good condition and some private housing was in poor condition which was reflected in the more affluent wards and there was a high proportion of adults that had low educational attainment that reflected on other needs in the Borough.

The Board suggested that each area could be looked at individually in terms of the health impact on the Borough, as each Policy and Performance Board would have an impact on specific areas it was proposed that issues could be looked at to discover what progress could be made as a Council.

Members queried where the statistics had originated from and requested that the main organisations used could be added to the document.

Members commended the work undertaken in producing the report.

RESOLVED: That

- 1) the report be noted;
- 2) each Policy and Performance Board look at specific areas individually within their remit, in order to address health issues in the Borough; and
- 3) the main organisations used to obtain data be provided to Board Members and added to the document.

Strategic Director
- Health and
Community

STANDING ORDER 51

The Board was reminded that Standing Order 51 of the Council's Constitution stated that meetings should not continue beyond 9.00 pm.

RESOLVED: That Standing Order 51 be waived.

ELS40 LOCAL AREA AGREEMENT PERFORMANCE REPORT

The Board received a report of the Strategic Director Corporate and Policy which provided progress towards meeting Local Area Agreement (LAA) targets at the first six months of the Agreement.

Members were advised that the latest data had been received and there was an amendment to the base line data which had gone down. There was a change in the way it was calculated and a mechanism was being developed to reflect all business start ups.

RESOLVED: That the report be noted.

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Meeting ended at 9.13 p.m.

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HEALTHY HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Healthy Halton Policy and Performance Board held on Tuesday, 13 January 2009 at Civic Suite, Town Hall, Runcorn

Present: Councillors E. Cargill (Chairman), J. Lowe (Vice-Chairman), Austin, Lloyd Jones, E. Ratcliffe, Swift and Wallace

Apologies for Absence: Councillor Gilligan, Higginson, Horabin and Philbin

Absence declared on Council business: None

Officers present: A. Villiers, A. Williamson, C. Halpin, L. Butcher, S. Eastwood, D. Hall, A. McNamara, L. Smith and L Wilson

Also in attendance: Councillors S. Blackmore and Gerrard (in accordance with Standing Order 33)

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

	<i>Action</i>
HEA39 MINUTES	
<p>The minutes of the meeting held on 11th November 2008 were taken as read and signed as a correct record.</p>	
HEA40 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
HEA41 EXECUTIVE BOARD MINUTES	
<p>The Board considered the Minutes of the meetings of the Executive Board Sub Committee relevant to the Healthy Halton Policy and Performance Board.</p> <p>RESOLVED: That the minutes be noted.</p>	
<p>(NB: Councillor Lloyd Jones declared a personal interest in the following item due to her husband being a Non-Executive Director of Halton and St Helens PCT).</p>	
HEA42 ORAL HEALTH	

The Board received a report of the Strategic Director, Corporate and Policy which reported the findings of the Scrutiny Topic on Oral Health in Children and Young People in Halton.

The Board noted that on the 27th November 2007 the Children and Young People's Policy and Performance Board agreed that children and young people's oral health should provide the focus for scrutiny during 2008. The Council's Annual Performance Assessment of services for children and young people Halton reported that "The local authority's performance on oral health was weaker than national averages and remained an area of development". It recommended that the local authority should "accelerate plans to improve oral health".

The Oral Health Scrutiny Group was a joint scrutiny topic comprising of Members from both the Health and Children and Young People's Policy Performance Boards.

The Scrutiny Group met on a few occasions and considered evidence presented by Dr. K Milsom, Consultant in Dental Public Health, regarding the state of dental health experienced by children and young people in the Borough. Members interrogated the evidence presented. A summary of the Group's findings was outlined within the report.

Dr. Milsom attended the meeting and gave Members an update on commitment of the PCT to improve children's teeth in the Borough. Against these findings Halton and St Helens PCT had developed a dental commissioning strategy.

The dental commissioning strategy was accepted by the PCT Board in March 2008 and funding was provided to ensure that key dental health objectives identified within the strategy were addressed. In 2008-9 the PCT elected to focus on the priority issues of improving child dental health and reducing dental health inequality and improving access to primary dental care.

Arising from Members' comments it was noted that the timeframe for beginning the roll out of fluoride varnish in schools was expected to be 3 months, once the pilot in East Lancashire had been assessed as successful and that this would also be reliant on consent from schools and parents.

RESOLVED: That

- (1) the draft Topic Report be endorsed.
- (2) the Executive Board be requested to approve the recommendations contained in 3 – 5 below and report back to the March meeting of the PPB on their conclusion.
- (3) Halton and St Helen's PCT should, subject to parental consent and outcomes of the 'Lancashire Trial', support the administering of fluoride varnish to children, to take place in school settings;
- (4) Halton and St Helen's PCT should take steps to support the take up of dental services by vulnerable young people who may not have regular access to dental services or be registered with a dentist; and
- (5) Children and Young People's Policy and Performance Board should keep under review the implementation of the Oral Health Strategy.

HEA43 PERSONALISATION

The Board received a presentation from the Divisional Manager, Personalisation which outlined the progress to date in the implementation of Personalisation.

Members were advised that the Government approach to personalisation could be summarised as “the way in which services were tailored to the needs and preferences of citizens. The overall vision was that the state should empower citizens to shape their own lives and the services they receive”. This approach was one element of a wider cross-government strategy on independent living, due for publication early in 2009.

It was noted that the Government was clear that everyone who received social care support in any setting, regardless of their level of need, would have choice and control over how this support was delivered. The intention was that people would be able to live their own lives as they wish, confident that services were of high quality, were safe and promote their own individual requirements for independence, well-being and dignity.

Members were advised that this meant a common assessment of individual social care needs, emphasising the importance of self-assessment. The role of social workers would focus on advocacy and brokerage rather than assessment and gate keeping. This move was from the

model of care, where the individual received the care determined by a professional, to one that had person-centred planning at its heart, with the individual firmly at the centre in identifying what was personally important to deliver their outcomes.

It was noted that at the core of self-directed services was a change in process that intended to give those people involved new incentives and power to shape services and get better value for money.

The Board was advised on progress to date, in particular that the Government had provided a Social Care Reform Grant to support the implementation of Personalisation. A Divisional Manager – Personalisation had been appointed and the Directorate had commissioned external support (including the Personal Social Services Research Unit) to develop the work.

In addition the work on finance was only at a preliminary stage and would require close working with the Corporate Financial Services Team.

In order to facilitate the changes a project implementation document had been developed which proposed the project management structure. A “Transforming Adult Social Care Change Board” (TASC) would be established to oversee the Strategic planning and implementation of personalisation in Adult Social Care.

The Board also noted that there were new targets that would accompany the Government’s directives, but there was a clear expectation that by March 2011 significant change would have taken place.

It was further advised that CSCI were already tracking progress on implementation. The National Indicator Set, had a new Performance Indicator for (2009/10), which was defined as the number of adults, older people and carers receiving self-directed support in the year to 31st March as a percentage of clients receiving community based services and carers receiving carer specific services. Halton would be targeting 30% of service users and carers.

Members were offered a half day seminar to look at personalisation in more depth and it was agreed that this would be useful for all Members of the Council.

RESOLVED: That

- (1) the report be noted; and
- (2) all Members of the Council be invited to the seminar on Personalisation.

(NB: Councillor Lloyd Jones declared a personal interest in the following item due to her husband being a Non-Executive Director of Halton and St Helens PCT).

HEA44 JOINT STRATEGIC NEEDS ASSESSMENT - HEALTH

The Board received a report of the Strategic Director, Health and Community which provided a summary of the findings of the first Joint Strategic Needs Assessment (JSNA) Health.

It was noted that Directors of Adult Social Services, Public Health and Children and Young People's (CYP) Services in every Local Authority and Primary Care Trust (PCT) had a statutory duty from April 2008 to work together to develop a JSNA for their area.

For the production of the first JSNA Halton focused on refining, improving and bringing together the information we already had available, which highlighted overall population needs. This information was from national and local sources and included a wealth of information we had collected directly from services across Halton. This information was used to take a longer-term view of population trends and the likely impact on demand over the next years and decades.

Members were advised that the JSNA was intended to identify 'the big picture' in terms of the health and wellbeing needs and inequalities within the local population. It was not intended to describe how we would address the needs, demonstrate outcomes or showcase our services. The aim was that the information contained in the JSNA would encourage partner agencies to use the findings to inform a number of local authority and PCT strategies, Client Group Commissioning Plans, Local Area Agreements etc. It had already been used within Halton, to feed into Ambition for Health and the Joint Commissioning Plan.

The development of the JSNA was not a single, one off exercise but was an ongoing piece of work, which would add to our commissioning 'intelligence'. As we continue to develop our JSNA we would: -

- Build upon service user and care views

- Include information about service usage
- Ensure we have information at a locality level as well as overall trends.

It was further noted that the approval process for the JSNA within the PCT was currently being reviewed. It was anticipated that it would go to the PCT's Management Team and then the Trust Board, once the St Helens JSNA was ready.

Members were advised of the consultation process undertaken and it was noted that a key element of the consultation process was the production of an accessible public document on the local priorities detailing how the JSNA would feed into commissioning plans for the future and the evidence based investment decisions taken. This had been achieved through the development of the summary of findings document, which was available as an appendix to the report.

It was proposed that the consultation process be in 4 stages, as set out in the report.

At each stage, the document would be revised and updated accordingly.

Arising from the discussion it was noted that the document was important in terms of showing where priorities and funding should be focused and that it would enable targeted interventions in deprived areas.

RESOLVED: That the report be noted.

(NB: Councillor Lloyd Jones declared a personal interest in the following item due to her husband being a Non-Executive Director of Halton and St Helens PCT).

HEA45 MENTAL HEALTH SINGLE POINT OF ACCESS

The Board received a report of the Strategic Director, Health and Community which described the development of the new Single Point of Access for Mental Health Services across Halton and St Helens, as a part of a wider "Together for Wellness" service. It also considered the structure of the service and the holistic approach to recovery and responding to mental health needs that the service was intended to deliver.

It was noted that in April 2007, the 5 Boroughs Partnership implemented a large process of service

redesign, prompted by the document "Change for the Better".

As part of the redesign, a new single point of access (SPA) service was established in Halton within the 5 Boroughs Partnership, staffed entirely by Health Service employees. Under this model, all mental health referrals were sent directly to the SPA upon which they were screened and sent to the most appropriate service within the 5 Boroughs.

Members were advised that overall, the SPA service within the 5 Borough's Partnership fulfilled its aims. It had become clear that this service only dealt with people with the most complex mental health problems, however, there were many more people in primary care services and known to the Local Authority who would benefit from the service.

As a result, the service had undergone a detailed review by the Halton and St Helens PCT and a new model of delivery had been developed to meet the needs of the wider community.

The report set out the proposed model, how social care would have an input and the financial implications of the new delivery model.

The Board welcomed the report and its findings, along with the investment and its expected benefits to the Borough.

RESOLVED: That the report be noted.

(NB: Councillor Lloyd Jones declared a personal interest in the following item due to her husband being a Non-Executive Director of Halton and St Helens PCT).

HEA46 SAFER HALTON PARTNERSHIP DRUG TREATMENT PLAN 2009/10

The Board received a report of the Strategic Director, Health and Community which advised Members of the needs analysis that supported the drug treatment plan for 2009/10.

It was noted that as part of the needs assessment, drug strategic partnerships had to complete a summary of the needs assessment work that had been undertaken and set key priorities for the coming financial year. Each partnership was required to submit a strategic overview to

the National Treatment Agency by 16th January 2009, as part of the adult drug treatment plan submission.

Members were advised that a multi-agency panel would review the plan and feedback would be provided to Partnerships in February. The Final plans were due to be submitted to the National Treatment Agency for approval and sign off by the end of March 2009.

The elements that the treatment plan would need to cover and the key findings of the Needs Assessment were outlined in the report.

Members were provided with the Executive Summary for the Drug Treatment Plan for 2009/10 which set out how prevalent drug use was, the types of drugs used, the treatment system, equality and diversity issues and hospital episode statistics, along with the results of the work force skills audit, links with Community Safety, service user and carers satisfaction rates and instances of hidden harm.

Arising from Members comments and concerns the following points were noted:

- the high number of children affected by drug and alcohol misuse;
- the profile of drug users in the Borough; and
- the possible linkages between drug misuse and developing mental health problems

RESOLVED: That the report be noted.

HEA47 HALTON ACCESSIBLE TRANSPORT REVIEW UPDATE

The Board received a report of the Strategic Director, Environment which sought to inform Members of the emerging key findings of the Halton Accessibility Study and highlighted a range of issues, which had been identified by the consultants undertaking the Study, which were proposed to form the basis of a consultation exercise with key stakeholder groups.

It was noted that the Council had provided core grant funding to Halton Community Transport (HCT) for several years for the provision of a range of accessible transport services for local residents.

Members were advised that in addition to the services provided by HCT, the Council's own 'in house' passenger transport fleet provided accessible door to door transport,

mainly for vulnerable adults and young people.

It was further noted that a best value review of accessibility was carried out in 2006 and had introduced a number of improvements, as outlined in the report.

The Council had been jointly awarded beacon status for 2008/9 for transport accessibility, with Merseyside Authorities. Following on from the review, a Halton Accessible Transport Study was commissioned in May 2008 with the purpose of critically evaluating the current and potential future demand for accessible transport across the Borough.

Members were further advised that the Study was being carried out in 5 key stages, each of which was outlined in more detail in the report. In addition the key findings to date were set out in the appendix to the report.

In order to develop an Improvement Action Plan for the delivery of future accessible transport services, the consultants were proposing to hold a key stakeholder consultation event on the 3rd February 2009 at the Stobart Stadium, Halton. At this event the consultants would be proposing to consult on several alternative 'models' of future accessible transport delivery, based on a number of 'scenarios', set out in the report.

Arising from Members' comments and concerns the following were noted:

- that there was a lack of provision for people with sight impairments;
- that there was strong support for the door2door service;
- there was a lack of provision of transport to and from Children's Centres;
- there was a lack of provision of transport to Ashley House;
- discounted rates would be available to wider groups under the new Transport Act, particularly young people.

RESOLVED: That the scenarios as set out in the report be used as a basis for consultation at the key stakeholder event planned for 3rd February 2009.

The Board received a report of the Strategic Director, Health and Community which sought Members views on the review of the Direct Payment Policy and Procedure.

It was noted that the Board had received a report on 10th June 2008 on proposals for some changes to the Direct Payment Policy and Procedure. Since then further consultation had taken place across the Borough on proposed amendments to the policy.

The Executive Board Sub Committee was presented with the proposed amendments on 18th December 2008 and requested that this Board scrutinise the amendments.

Members discussed the advantages and disadvantages of each of the Options prior to giving their support.

RESOLVED: That the Executive Board Sub Committee be recommended to approve Option 3.

HEA49 STANDING ORDER 51

The Board was reminded that Standing Order 51 of the Council's Constitution stated that meetings should not continue beyond 9.00pm.

RESOLVED: That Standing Order 51 be waived for 10 minutes.

HEA50 CARE STANDARDS COMMISSION PERFORMANCE RATING

The Board received a report of the Strategic Director, Health and Community which advised Members of the increase in performance rating of the Health and Community Directorate and informed of the impending changes in the way performance of Social Care services would be assessed commencing in 2008/9.

It was noted that the Health and Community Directorate had its performance rated annually by the Care Standards Commission (CSCI). The rating was linked to how well the Directorate provides social care services to both adults and older people. It was noted that the rating received would link into the Council's overall Comprehensive Performance Assessment.

Members were advised of the outcomes and domains

that would be judged as part of the assessment and the 2007/8 performance rating as being 3 star which was announced on 27 November 2008. In addition the report set out the key strengths, as identified in the assessment and previous ratings since 2001.

It was further noted that the Government had recently announced a new National Indicator set of 198 indicators that the Council would be judged against in 2008/9. In addition to this, new indicators for both health and social care were expected to be announced by the Care Standards Commission.

The Board congratulated all staff involved in achieving the excellent result.

RESOLVED: That

- (1) the improved performance be noted; and
- (2) the Board note the performance assessment framework is undergoing a period of continuous change and that the framework will change again in 2009/10.

HEA51 ANNUAL HEALTH CHECK

The Board received a report of the Strategic Director, Health and Community which described the process for responding to annual health checks in 2008/9.

Members were advised that each NHS Trust receives an overall performance rating in two parts; quality of services and financial management. The Health and Social Care Act 2001 enables Overview and Scrutiny Committee's to consider factors which impact on the health of local people and to call the NHS to account on behalf of local communities. The Annual Healthcheck represented a key opportunity for health scrutiny, as it enabled the performance of local Trusts to be commented upon.

It was noted that, as with previous years, it had been suggested that a working group be established to receive a presentation on progress to meeting the core standards, from each of the local Trusts followed by a formal presentation at the scheduled meeting of the Board in March 2009.

Members were further advised that this would be the final report that the Healthcare Commission would produce,

as it was being merged into the new Quality Care Commission - which would commence work in April 2009.

RESOLVED: That

- (1) the report be noted;
- (2) the approach set out in 3.9 and 3.10 of the report be undertaken; a working group be established to review in detail the Annual Healthchecks from each of the local NHS Trusts, prior to formal consultation at the March meeting of the Board.

HEA52 HEALTHY HALTON POLICY & PERFORMANCE BOARD
WORK PROGRAMME 2009-10

The Board received a report of the Strategic Director, Corporate and Policy which sought Members consideration of developing a work programme for 2009/10.

Two initial topics, namely employment opportunities for disabled people and disabled facilities grant were out forward as suggested topics for the 2009/10 Work Programme.

RESOLVED: That

- (1) the initial suggestions for Topics to be included in the Board's 2009/10 work programme be considered; and
- (2) a decision be made at the Board's 10th March 2009 meeting on a work programme of 2 or 3 Topics to be examined in 2009/10.

Meeting ended at 9.10 p.m.

SAFER HALTON POLICY AND PERFORMANCE BOARD

At a Special meeting of the Safer Halton Policy and Performance Board on Tuesday, 20 January 2009 at the Council Chamber, Town Hall, Runcorn

Present: Councillors Osborne (Chairman), Stockton (Vice-Chairman), M. Bradshaw, Lloyd Jones, Morley, Redhead, Rowan, Shepherd and Thompson

Apologies for Absence: Councillor M. Ratcliffe

Absence declared on Council business: None

Officers present: A. Jones, M. Noone, H. Cockcroft, J. Downes, C. Halpin and A. Villiers

Also in attendance: None

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

SAF32 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Action

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 Part 1 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

SAF33 CEMETERY PROVISION FOR 2015 AND BEYOND

The Board considered a report presenting a cost benefit analysis of the main options available to the Council to address the issue of the lack of new grave space available in the Council's three existing cemeteries post 2014, namely Halton, Runcorn and Widnes.

Members discussed the various options outlined and the implications of each and it was noted that Options 3 and 4 were the most popular by consensus.

RESOLVED: That a report be presented to the Council's Executive Board noting the comments made by Members on the above proposals.

Strategic Director
- Health and
Community

Meeting ended at 7.15 p.m.

SAFER HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Halton Policy and Performance Board on Tuesday, 20 January 2009 at the Council Chamber, Town Hall, Runcorn

Present: Councillors Osborne (Chairman), Stockton (Vice-Chairman), M. Bradshaw, Lloyd Jones, Morley, Redhead, Rowan, Shepherd and Thompson

Apologies for Absence: Councillor M. Ratcliffe

Absence declared on Council business: None

Officers present: M. Noone, H. Cockcroft, J. Downes, J. Hatton, R. Mackenzie, A. McNamara, J. Unsworth, A. Villiers, S. Eastwood, C. Halpin and A. Jones

Also in attendance: Councillor Wallace

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

Action

SAF34 MINUTES

The Minutes of the meeting held on 18 November 2008 were taken as read and signed as a correct record.

SAF35 PUBLIC QUESTION TIME

The Board considered any questions submitted by the Public in accordance with Standing Order 34(9). It was confirmed that no public questions had been received.

SAF36 SAFER HALTON PARTNERSHIP MINUTES

The minutes from the last Safer Halton Partnership (SHP) meeting held on Tuesday 11 November 2008 were presented to the Board for information.

It was noted that if the SHP minutes were to be presented at future meetings of the Safer Halton PPB, then a relevant Officer should attend to present the report.

RESOLVED: That the Minutes be noted.

SAF37 PRESENTATION - ROAD CASUALTY REDUCTION

PROGRAMME

The Board received a report from the Strategic Director Environment, on road traffic casualty and collision reduction work in the Borough.

In 2000 Halton's casualty rates for people killed or seriously injured (KSI), children killed or seriously injured (CKSI) and slight casualty rates (SLI) were well above the national average, at 1.5, 2.3 and 1.2 respectively. During Halton's first five year Local Transport Plan (LTP1), 2001/2 to 2005/6, an extensive programme of work combining conventional traffic engineering solutions with educational, training and publicity measures was undertaken.

This programme had proved to be successful in reducing all casualty rates for KSI, CKSI and SLI rates to 1.2, 1.9 and 1.1 times the national average respectively. It was noted that the more resilient problem areas would benefit more from education, training and publicity measures which address driver behaviour and attitude, rather than investing in further engineering interventions alone.

The Board then received a presentation from the Road Safety Officer on the work of the Road Safety Unit, which outlined the following:

- a comparison of the casualty rates for Halton with national average;
- estimated costs associated with an injury crash;
- progress made through engineering;
- local safety schemes undertaken, costs involved but savings achieved show a significant rate of return;
- future plans of the Road Safety Unit;
- introducing CSRP (Cheshire Safer Roads Partnership) partners; and
- current initiatives: child car seat checking service, pedestrian training, the 'Crucial Crew' event, Bikeability cycle training for children and adults, Drive Alive, Roots, Crash Investigation Pack, Megadrive, Fitkit, Pass Plus, Red Routes in Halton and planned future initiatives.

RESOLVED: That

- 1) the Strategic Director - Environment and his team be thanked and praised for their work on the Road Casualty Reduction Programme;

Strategic Director
- Environment

- 2) the current programme of road traffic casualty reduction work be endorsed by the Board; and
- 3) the Board be kept apprised of the work being undertaken on the Casualty Reduction Programme and the financial commitments to it.

SAF38 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

The Board was advised that a matter had arisen which required immediate attention by the Board (Minute No 39 refers). Therefore, pursuant to Section 100 B (4) and 100 E and due to resulting financial implications, the Chairman ruled that the item be considered as a matter of urgency.

SAF39 WASTE MANAGEMENT SCRUTINY TOPICS

Members were asked to consider replacing an existing topic area, specifically the 'Containerisation of Waste' with one that would include that and other existing topic areas, as well as capturing a wider report on waste collection policies for the 2009/10 period.

RESOLVED: That the Board agree to the above scrutiny topic for the year 2009/10.

SAF40 PETITION FOR THE INSTALLATION OF ALLEYGATES BETWEEN HALE ROAD AND DEANSWAY, WIDNES

The Board considered a report from the Strategic Director, Environment advising members of the receipt of a petition containing 19 signatures, and the proposed course of action.

The petition was first presented at the last Board meeting on 18 November 2008 by a local Councillor on behalf of the residents of Hale Road and immediate surrounding areas. The petition was accompanied by a list of over 100 occurrences of crime and anti social behaviour incidents by youths.

In an effort to document the incidents required to support the Gating Order, the residents had been issued with diary sheets to complete. Out of these, only one set had been received back so far. In response, it was commented that the residents had been too afraid to comment for fear of retribution from the youths. They would

however, be encouraged further to provide the information to strengthen the case.

All Members were in support of the Gating Order option and agreed that this should be pursued.

RESOLVED: That

- 1) the residents be encouraged to submit diary sheets so that the nature, details, dates and times of the listed incidents can be recorded in a manner suitable as supporting evidence for the consideration in the possible making of a Gating Order; and
- 2) the Operational Director (Highways, Transportation and Logistics) proceed with the advertising of a Gating Order in line with his delegated powers, subject to the consideration of the evidence submitted.

Strategic Director
- Environment

(NB. Councillor Lloyd Jones declared a personal interest in the following item due to her husband being a Non-Executive Director of Halton and St Helens PCT).

SAF41 DRUG TREATMENT PLAN 2009/10

The Board considered a report from the Strategic Director, Health and Community, advising the Members of the findings of the needs analysis that supported the drug treatment plan for 2009/10 and also advised the Board of the strategic priorities for the 2009/10 treatment plan.

Members were advised that a multi-agency panel would review the plan and feedback would be provided to Partnerships in February. The final plans were due to be submitted to the National Treatment Agency for approval and sign off by the end of March 2009.

Members were provided with the Executive Summary for the Drugs Treatment Plan 2009/10 which set out how prevalent drug use was, the types of drugs used, the treatment system, equality and diversity issues and hospital episode statistics, along with the results of the work force skills audit, links with community safety, service user and carers satisfaction rates and instances of hidden harm.

The Board praised the Officers on their efforts with the Drug Treatment Plan and offered their assistance where possible.

RESOLVED: That the report be noted.

SAF42 INCIDENTS OF OBJECTS BEING THROWN FROM FOOTBRIDGES IN THE BOROUGH

The Board considered a report from the Strategic Director Environment, to enable Members to consider the issues associated with incidents in the Borough involving objects being thrown from footbridges onto the live highway.

Out of a total of 49 footbridges in the Borough, 29 spanned the public highway or busway network. Out of these 29 only two have anti vandal enclosures fitted. The majority of incidents where objects had been thrown from footbridges were on the Halton Brook, Halton Lodge (Central Expressway) and Asda area of Runcorn.

From the discussions it was noted that:-

- the cost for a standard enclosure would cost in the region of £40,000;
- with regards to the incident summary and frequency charts submitted with the report, these do not account for unreported incidents, which should be considered;
- caging the footbridges would instil public confidence when driving on the expressways;

RESOLVED: That

- 1) the Officers be thanked for their detailed report, and
- 2) the Board supports the investigation of potential funding sources that would enable a proposed programme of works to enclose defined footbridges to be based on an agreed set of priorities endorsed by the Board.

Strategic Director
- Environment

SAF43 LOCAL AREA AGREEMENT PERFORMANCE REPORT

The Board considered a report from the Strategic Director Corporate and Policy, which reported on the progress towards meeting Local Area Agreement targets at the end of the first six months of the Agreement.

As the Agreement was signed in June 2008, the report reflected very early stages in the Agreement's life. However, the report enabled members to review the current progress so far and check that appropriate delivery plans

were in place.

RESOLVED: That the report be noted.

(NB. Councillor Lloyd Jones declared a personal interest in the following item due to her husband being a Non-Executive Director of Halton and St Helens PCT).

SAF44 JOINT STRATEGIC NEEDS ASSESSMENT (JSNA) - HEALTH

The Board considered a report from the Strategic Director, Health and Community, which presented a summary of the findings of the first JSNA Health, which identified the health and well being of residents in Halton.

The report was a combined effort from the Directors of Adult Social Services, Public Health and Children and Young People's Services in every Local Authority and Primary Care Trust (PCT). They had focused on refining, improving and bringing together information from national and local sources that was already available, which highlight overall population needs.

The JSNA is intended to identify a bigger picture in terms of the health and wellbeing needs and inequalities within the local population. It was not intended to describe how we will address the needs, demonstrate outcomes or showcase our services. The aim is that the information contained in the JSNA will encourage partner agencies to use the findings to inform a number of local authority and PCT strategies, Client Group commissioning Plans, Local Area Agreements etc. The JSNA would continue to develop, as it was a working document gathering intelligence over time.

A Member requested that consideration be given to the enforcement aspect of the smoking ban and a report be submitted to a future meeting.

RESOLVED: That

- 1) the Board endorse the report and make further recommendations where relevant;
- 2) the Strategic Director Health and Community be thanked for their report; and
- 3) a report be submitted to a future meeting on the enforcement of the smoking ban.

Strategic Director
- Health and
Community

SAF45 SAFER HALTON POLICY AND PERFORMANCE BOARD
WORK PROGRAMME 2009/10

The Board considered a report from the Strategic Director, Health and Community, initiating the first step in developing a work programme of Topics for the Board to examine in 2009/10.

Following discussions amongst Members the following topics were suggested:

- Waste Management Scrutiny Topics (as set out in minute No 8)
- Joint Strategic Needs Assessment – panel to be set up
- Enclosure of Footbridges – Cllr Stockton to lead
- Community Safety – anti social behaviour
- Domestic abuse and violence relating to alcohol

RESOLVED: That

- 1) the initial suggestions for topics to be included in the Board's 2009/10 work programme as mentioned above be noted; and
- 2) a decision be made at the next Board meeting on 17 March 2009 on a work programme of 2 or 3 topics to be examined in 2009/10.

Strategic Director
- Health and
Community

Meeting ended at 9.00 p.m.

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URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Urban Renewal Policy and Performance Board held on Wednesday, 21 January 2009 at Civic Suite, Town Hall, Runcorn

Present: Councillors Hignett (Chairman), Morley (Vice-Chairman), Balmer, P. Blackmore, E. Cargill, Hodgkinson, Leadbetter, Nolan and Thompson

Apologies for Absence: Councillor Rowe

Absence declared on Council business: Councillor Murray

Officers present: G. Collins, A. McNamara, M. Noone, M. Simpson, D. Sutton, A. Villiers, P. Watts and P. Wright

Also in attendance: Councillor Polhill in accordance with Standing Order 33 and Ms Lynn Smith – Norton Priory Museum

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

	<i>Action</i>
<p>URB82 MINUTES</p> <p>The Minutes of the meeting held on 19th November 2008, were taken as read and signed as a correct record.</p>	
<p>URB83 PUBLIC QUESTION TIME</p> <p>It was confirmed that no public questions had been received.</p>	
<p>URB84 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the Minutes of the meetings of the Executive Board and Executive Board Sub Committee relevant to the Urban Renewal Policy and Performance Board.</p> <p>RESOLVED: That the Minutes be received.</p>	
<p><i>(NB: Councillor Nolan declared a personal interest in the following item due to being a member of the trustee board for Norton Priory</i></p>	

Museum Trust.)

(Councillor Morley declared a personal interest in the following item due to his son being an employee of Norton Priory Museum.)

URB85 PRESENTATION - NORTON PRIORY

Members received a presentation from Lynn Smith – Acting Director of Norton Priory Museum which outlined the research that had been carried out over the past five years. The presentation detailed the following:

- a brief history;
- a unique site – one of the largest excavated monastic sites in Europe;
- regionally significant twelfth century undercroft;
- internationally important St. Christopher statue;
- finest Norman arch in Cheshire;
- Halton Castle;
- award winning museum service;
- award winning staff and volunteers;
- details of other listed buildings and acres of site, woodlands, meadowland, developed planting and unique sculptured trail;
- Halton's portfolio of Heritage Projects;
- matched with the aims and objectives of the Local Area Agreement for Halton;
- progress towards the Trust's vision;
- Conservation Management Plan (CMP);
- CMP key recommendations;
- their recommendations from CMP;
- the site today;
- where do we want to be, our vision and mission; and
- progress to date.

The Chairman thanked Ms Smith for an informative presentation.

Members noted that work carried out at Norton Priory was excellent and suggested that the Museum could reach out to further audiences by way of linking together and having more collaboration with other museums such as Catalyst. It was also noted that Norton Priory gave local residents a sense of place and history a more joined up thinking work would be beneficial. It was also suggested that there was potential for Norton Priory Museum to become a resource for certain places and a body for information. Members also discussed the mooring opportunities at the Museum.

Members wished Norton Priory Museum well in future endeavours.

Ms Lynn Smith noted that Members were welcome to have a look around Norton Priory Museum at any time.

RESOLVED: That the presentation be noted.

URB86 PETITION RELATING TO TRAFFIC CONDITIONS IN DALE STREET, RUNCORN

The Board received a report from the Strategic Director – Environment which provided details of a petition relating to traffic conditions in Dale Street, Runcorn.

It was noted that a 26 signature petition requesting engineering work to be carried out in Dale Street, Runcorn to create a turning area within the cul-de-sac head and to improve drainage within the same un-adopted road area had been received. It was advised that the majority of Dale Street was adopted highway, though the area fronting numbers 33, 35, 26 and 28 plus the adjacent area used for turning was not adopted highway. The un-adopted area was not surfaced to adoption standards and was in a state of severe neglect and subject to flooding due to the lack of drainage facilities. It was noted that the eastern perimeter of the area was supported by a retaining wall of unknown condition which backed onto the gardens of nearby properties in Hawthorn Avenue. It was reported that if the ownership of the road could be established, this would put the onus on whoever owned the road. However, this would be difficult as ownership was believed to be unregistered.

It was further advised that “H” bar markings had been implemented in front of the alleygates, which would effectively provide two turning heads provided people respected the markings and did not park on them. A letter drop would be carried out at the end of the week to advise residents.

Members discussed the Highway Code, in that vehicles were not permitted to park within 25 metres of a junction. It was suggested that residents be reminded of this in the leaflet drop scheduled for the end of the week.

RESOLVED: That

- (1) the request for engineering works to be carried out be declined as the land in question was not an

adopted highway and responsibility for maintaining or improving the area rested with the owners (currently unknown);

Strategic Director
- Environment

- (2) the necessary steps be taken to establish ownership of the un-adopted road area (including the retaining wall) and once this was done, the owners be contacted with a view to expressing the Council's concerns over various aspects of the area's condition;
- (3) once ownership is established, all matters associated with the un-adopted area be referred to the local Area Forum for consideration;
- (4) Officer action in implementing the 'H' bar markings to assist turning traffic and the future introduction of parking restrictions at the Dale Street/Norman Road junction be endorsed; and
- (5) the petitioners be informed accordingly.

URB87 APSE PERFORMANCE NETWORKS YEAR 10 ANNUAL REPORT

Members considered a report of the Strategic Director, Environment which detailed how the Landscape Services Division and The Parks and Countryside Service performed during Year 10 of the APSE Performance Network's Benchmarking process in relation to Parks, Open Spaces and Horticultural Services.

It was reported that Councils were grouped into Families so that they could be compared on a more equal basis. Halton currently sat with Family Group H2 which included other local authorities with similar characteristics. Based on the year 10 data submitted Halton was nominated for "Best performing Council" and "Most Improved Performer" in relation to its delivery of Parks, Open Spaces and Horticultural Services. It was a finalist for the former and won the latter for the second year in succession. Detailed within the report was a table which showed how Halton's Landscape Services had compared with other local authorities in year 10.

The Board discussed the bid for contract for landscaping in the New Town of Runcorn which was unsuccessful. It was reported that the Council was awaiting feedback from the meeting which had made the decision on the contract. It was advised that when feedback was

received a report would be presented to the Board.

Members noted that the Halton score for playgrounds per thousand children was below the average score. In response it was noted that there used to be a lot of playgrounds of 'low' quality. However, improvements had been made to the existing playgrounds making them 'high' quality and the upcoming Playbuilder programme would have a positive effect on this statistic in the future.

The Board wished to note their thanks and congratulations to the staff involved in gaining the achievements made to date.

RESOLVED: That

- 1) the APSE Performance Networks report be noted; and
- 2) feedback from the meeting which made the decision on contract work in relation to the New Town in Runcorn be brought to a future meeting.

Strategic Director
- Environment

URB88 HALTON ACCESSIBLE TRANSPORT REVIEW UPDATE
URBAN RENEWAL PPB FINAL (PC)

The Board received a report of the Strategic Director, Environment which highlighted the emerging key findings of the Halton Accessibility Study. It was advised that this Study was being funded by the Halton Strategic Partnership (Healthy Halton SSP) and the report highlighted a range of issues identified by the consultants undertaking the Study, which were proposed to form the basis of a consultation exercise with key stakeholder groups planned for the 3rd February 2009.

It was reported that the Council had provided core grant funding to Halton Community Transport (HCT) for several years to provide a range of accessible transport services for local residents, details of which were outlined in the report.

It was reported that the current value of the core grant funding to HCT during the current financial year was £121,610. Residents using these HCT services were also eligible to use their concessionary travel passes to travel free after 9.30 am Monday to Friday and all day Saturday and Sunday.

It was reported that in addition to services provided by HCT, the Council's "in house" passenger transport fleet provided accessible door to door transport, mainly for vulnerable adults and young people.

In addition, it was noted that Halton Borough Council carried out a comprehensive Best Value review of transport/ accessibility arrangements in 2006. This introduced a number of improvements which were detailed in the report for Members' consideration.

Members were advised that the Council had been jointly awarded with the Merseyside Authorities Beacon Council status in 2008/09 for transport accessibility.

It was further noted that following on from the Best Value Review a Halton Accessible Transport Study was commissioned in May 2008. This was to evaluate the current and potential future demand for accessible transport across the Borough up to the year 2015/16. Members were further advised that a study was being carried out in five key stages each of which was detailed in the report. It was noted the first three stages had now been completed and results of which were detailed as an appendix to the report.

It was advised that in order to develop an Improvement Action Plan for the delivery of future accessible transport services, consultants were holding a key stakeholder consultation event on 3rd February 2009 at the Stobart Stadium, Halton. At this event the consultants were proposing to consult on several alternative models of future accessible transport delivery based on scenarios which were detailed within the report.

Members were asked to endorse the scenarios to be taken forward. In addition, Members were invited to attend the event on the 3rd February 2009.

RESOLVED: That the options as set out in paragraph 3.10 be used as a basis for consultation at the key stakeholder event planned for the 3rd February 2009.

Strategic Director
- Environment

URB89 ADOPTED REGIONAL SPATIAL STRATEGY FOR THE NORTH WEST

Members considered a report of the Strategic Director, Environment which detailed the consequences of the adoption of the Regional Spatial Strategy for the North West for Halton.

Members were advised that a report was brought before the Urban Renewal Policy and Performance Board on the 17th September 2008. Resolution URB69 of the Urban Renewal minutes subsequent to that meeting resolved that a further report be produced detailing the implications of the adopted Regional Spatial Strategy (RSS) for Halton. RSS was subsequently adopted on 30th September 2008 and a six week period whereby the document could be subjected to legal challenge expired after the 11th November 2008. Therefore this report was now required.

It was noted that the RSS had taken over four years to draft but had some deficiencies in its policy content, so that it was presently subject to an early review. This covered matters of regional car parking standards and accommodation for travelling show people, gypsies and travellers. In addition, as explained in the report of the 17th September 2008 the new Regional leaders Forum, 4NW was required to produce a Single Regional Strategy (SRS). It was advised that this would deal with matters including housing policy, housing market areas, waste policies (specifically regionally significant waste management facilities) and broad locations for renewable energy. It was noted that presently the two separate processes of progressing of the Partial Review and the SRS were running concurrently.

A summary of the main policy implications from the RSS were detailed as an appendix to the report for Members' consideration. This briefing note was presented to the Local Development Frame Working Party on 30th October 2008 and was subsequently circulated to all Members by e-mail.

The Board raised concerns in relation to considering the health and well-being of residents. It was noted that any health assessment being carried out should be done so independently and that the Council should have some say in who is selected to carry out the assessment. In response, it was noted that the Council would ensure that a thorough impact assessment would be carried out.

RESOLVED: That

- (1) the report be noted; and
- (2) the Board be updated periodically regarding future policy formulation at the regional level.

Strategic Director
- Environment

URB90 POLICY & PERFORMANCE BOARD WORK PROGRAMME
2009/10

The Board received a report of the Strategic Director, Environment which requested that Members consider progress on the 2008/09 Topic Reports and the possible 2009/10 work programme.

It was reported that the Logistics Skills Topic Group would produce a final report, which would be presented to the next Board. As Science and Innovation was one of the largest growing sectors in the Borough, the same model which had been used for this Topic Group could be applied to a similar joint Topic Group between the Urban Renewal PPB and the Employment Learning and Skills PPB to look at science skills, with a focus on Daresbury. The Town Centre Management Report would also be presented to the Board in March. Members were advised that the work of the De-linking of the Silver Jubilee Bridge Topic Group was likely to continue beyond the current Council year. Additionally, all Members of the Board were invited to attend all meetings of the Local Development Frame Working Party in the coming year, with a crucial element of the LDF to be completed.

Members were advised that following the Board's selection of Topics for 2009/10, the Terms of Reference for these groups would be agreed by the Chair and Vice Chair of the PPB in conjunction with the Operational Director for Major Projects.

RESOLVED: That the following Topic Groups for 2009/10 be agreed:

- 1) a joint Topic Group between the Urban Renewal PPB and the Employment Learning and Skills PPB looking at science skills with a focus on Daresbury in the Terms of Reference;
- 2) continuation of the De-linking of the Silver Jubilee Bridge Group; and the LDF Working Party; and
- 3) the Terms of Reference of the Topic Groups are to be agreed by the Chair and Vice Chair of the PPB in conjunction with the Operational Director for Major Projects.

Strategic Director
- Environment

URB91 JOINT STRATEGIC NEEDS ASSESSMENT - HEALTH

The Board received a report from the Strategic Director – Health and Community which provided a summary of the findings of the first Joint Strategic Needs Assessment (JSNA) Health.

It was noted that Directors of Adults' Social Services, Public Health and Children and Young People's (CYP) Services in every Local Authority and Primary Care Trust (PCT) had a statutory duty from April 2008 to work together to develop a JSNA for their area.

For the production of the first JSNA Halton focused on refining, improving and bringing together the information we had available which highlighted overall population needs. This information was from national and local sources and included a wealth of information we had collected directly from services across Halton. This information was used to take a longer term view of population trends and the likely impact on demand over the next years and decades.

Members were advised that JSNA was intended to identify the big picture in terms of the health and well-being needs and equalities within the local population. It was not intended to describe how we would address the needs, demonstrate outcomes or showcase our services. The aim was that the information contained in the JSNA would encourage partner agencies to use the findings to inform a number of local authority and PCT strategies, Client Group Commissioning Plans, Local Area Agreement etc. It had already been used within Halton to feed into Ambition for Health and the Joint Commissioning Plan.

The development of the JSNA was not a single, one-off exercise but was an ongoing piece of work, which would add to our commissioning "intelligence". As we continued to develop our JSNA we would:-

- Build upon service user and care views
- Include information about service usage
- Ensure we have information at a local level as well as overall trends.

It was further noted that the approval process for the JSNA within the PCT was currently being reviewed. It was anticipated that would go to the PCTs Management Team and then the Trust Board, once the St. Helens JSNA was ready.

Members were advised of the consultation process undertaken and it was noted that a key element of this was the production of an accessible public document on the local priorities detailing how the JSNA would feed into commissioning plans for the future and the evidence based investment decisions taken. This had been achieved through the development of the summary of findings documents, which was available as an Appendix to the report.

It was proposed that the consultation process be in four states as follows:

- 1) Professionals
- 2) Members via all Policy and Performance Board (January 2009)
- 3) Key stakeholders
- 4) General public

At each stage the document would be revised and updated accordingly.

Members queried whether the high cancer rate was due to the industrial environment of Halton. In response, it was noted that the Public Health groups had determined that the cancer rates were due largely to lifestyle factors. It was noted that although the Borough had seen an improvement Halton's poor position was due to the rest of the country improving at a greater level.

RESOLVED: That the content of the report be accepted.

URB92 LOCAL AREA AGREEMENT PERFORMANCE BOARD

Members received a report from the Strategic Director, Corporate and Policy which detailed progress towards meeting Local Area Agreement (LAA) targets over the first six months of the agreement. It was reported that the revised Local Area Agreement was signed off by the Secretary of State in June 2008. The purpose of the LAA was to agree a set of targets for Halton Borough Council and its local partners. Named partners had a duty to cooperate in striving to achieve these targets.

Detailed within the report was an appendix covering the indicators which fell within the responsibilities of the Urban Renewal Policy and Performance Board.

Members were advised that given that the agreement

was only signed in June 2008, the first progress report reflected a very early stage in the Agreement's life.

RESOLVED: That the report be accepted.

URB93 SERVICE PLAN REPORT

Members received a report of the Strategic Director, Environment covering the relevant services Service Plans which enabled Members to consider objectives and targets for services over the next three years.

It was reported that Members had access to the Service Plans over the past few weeks and were still able to make comment regarding Service Plans to the relevant Operational Director before the 31st January 2009.

Members queried the delay with work at the Canal Quarter in Runcorn. In response it was reported that this was due to the nature of some of the site investigations which require monitoring for 12 months.

The Board also discussed the parking situation at Runcorn Railway Station. In reply it was noted that several options had been considered by officers, elected Members, residents and the police but had been rejected because of the potential impact on residents. This issue was still unsolved but would continue to be actively investigated.

RESOLVED: That the Board Members should pass any detailed comments which they may have on individual draft Service Plans to the relevant Operational Director by 31st January 2009.

Strategic Director
- Environment

URB94 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 Part 1 of Schedule 12A of the Local Government Act 1972; and

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

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

URB95 HALE PARK RESTORATION

Members considered a report of the Strategic Director – Environment which outlined the progress made to date with the Hale Park Restoration scheme.

RESOLVED: That

- 1) that progress on the restoration scheme is welcomed;
- 2) the PPB recommends to the Executive Board Sub Committee that the Council enter in to a lease or other instrument with the Hale Estate for the land necessary for the main path through Hale Park and related accommodation works and that the lease / instrument be on such terms as the Strategic Director

Strategic Director
- Environment

Corporate and Policy approves; and

- 3) the PPB recommends to the Executive Board Sub Committee that Council exchanges the land identified on the plan attached to the report and referred to in paragraph 3.8.

Meeting ended at 8.16 p.m.

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CORPORATE SERVICES POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Services Policy and Performance Board on Tuesday, 6 January 2009 in the Civic Suite, Town Hall, Runcorn.

Present: Councillors Gilligan (Chairman), A. Lowe (Vice-Chairman), J. Bradshaw, E. Cargill, Dennett, Nolan and Norddahl

Apologies for Absence: Councillors Browne, Edge, D. Inch and Wainwright

Absence declared on Council business: None.

Officers present: M. Reaney, B. Dodd, I. Leivesley, R. Mackenzie, C. Patino, M. Simpson, A. Villiers and J. Yates

Also in attendance: Councillor Sue Blackmore

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

CS26 MINUTES

The Minutes from the meeting held on 4 November 2008 were taken as read and signed as a correct record.

CS27 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

CS28 EXECUTIVE BOARD MINUTES

The Minutes of the Executive Board and the Executive Sub-Committee relating to the work of the Corporate Services Policy and Performance Board since its last meeting were submitted for information.

In relation to EXB74 Members queried what stage the implementation of the Efficiency Programme was at. In response it was noted that work was almost complete regarding a programme of activity that would be brought to Members for decision.

RESOLVED: That the minutes be noted.

Action

CS29 SSP MINUTES

The minutes from the meeting of the Halton Strategic Partnership Board on 19 November 2008 were submitted for information.

In relation to Minute number 28 – Children in Care, Members queried what work was being carried out with regards to the corporate parenting. In response it was noted that a monitoring report went to the Children and Young People Policy and Performance Board on a regular basis and could be brought to this Board on a semi-regular basis.

Members requested a Special meeting be held in order to receive an update regarding Neighbourhood Management.

RESOLVED: That the Halton Strategic Partnership minutes be noted and a Special Policy and Performance Board be arranged in February on Neighbourhood Management.

Strategic Director
- Corporate and
Policy

CS30 SERVICE PLANS

The Board considered a report which detailed the Service Plans for the next three years in the following areas:

- Financial services;
- IT service;
- Policy and performance;
- Property services;
- Hospitality and stadium services; and
- Legal, Organisational Development and Human Resources.

Members held a wide ranging discussion and in particular noted the impact of job evaluation, Contact Point, the provision of school meals and the smart card system to obtain them, and the change in legislation for the adoptions panel.

The Board commended the work of the Policy and Performance Team for the work achieved to date.

Arising from the discussion Members felt the need to set up a working group in order to look at how to tackle targets within the service plans. It was agreed that the following Members would form this group:

Councillor Mark Dennett;
Councillor Alan Lowe; and
Councillor Bob Gilligan.

It was agreed that detailed comments regarding any individual draft Service Plans be reported to the relevant Operational Director by 31st January 2009.

RESOLVED: That

- 1) Board Members pass any detailed comments regarding draft Service Plans to the relevant Operational Director by 31 January 2009; and
- 2) A working group be established to scrutinise and feedback any comments upon proposed service plan targets.

Strategic Director
- Corporate and
Policy

CS31 TRANSFER OF ASSETS

The Board received the final report of this Topic group, which sought approval of the draft Asset Transfer Policy. It was reported that as part of the 2008/9 Work Programme a topic group was formed to develop a policy for recommendation to the Executive Board as to how the Council might approach the issue of transferring assets to the third sector.

The report detailed the draft Strategy and Policy Statement which was intended to provide both guidance and a process to follow if such transfers were deemed appropriate.

It was noted that prospective applicants would need to produce a business case to the Council before consideration was given to requests for assets. In addition decisions taken would have to balance the specific outcomes expected from the project against the overall aims of the Council.

RESOLVED: That the draft Policy be endorsed and the Executive Board be requested to consider and adopt it as Council Policy.

Strategic Director
- Corporate and
Policy

CS32 WORK PROGRAMME 2009/10

The Board received a report of the Strategic Director Corporate and Policy which was the first step in developing a work programme of Topics for the Board to examine in

2009/10.

Members suggested two options for work Topic Groups. One relating to Carbon Management and the other relating to Building Schools for the Future (BSF). Members were asked to provide the Operational Director Legal, Organisation Development and Human Resources with further suggestions in order for a future programme to be considered at the next meeting.

RESOLVED: That Members provide the Operational Director Legal, Organisation Development and Human Resources with suggestions of other possible topics for inclusion in the 2009/10 work programme, for consideration and agreement at the February meeting of the Board.

Strategic Director
- Corporate and
Policy

CS33 THE 0303 TELEPHONE NUMBER

The Board considered a report of the Strategic Director, Corporate and Policy which outlined the rationale behind the introduction of the new public telephone number (0303 333 4300) for contacting the Council.

The Board was advised of a campaign driven by the Cabinet Office to reduce the number of telephone numbers that the public have to ring in order to get a service from an organisation. It was reported that introducing the new 0303 number enabled the Council to promote a single number for customers to call for all services. It was advised that the 03 number could be used from any phone whether that be a land line or a mobile and be charged at the same rate nation wide.

RESOLVED: That the report be noted.

CS34 CUSTOMER CARE TOPIC

The Board received a progress report regarding the Scrutiny Review of Customer Services. On 3 June 2008 the Corporate Services Policy and Performance Board recommended that a Customer Complaints Review be followed up by a Scrutiny Review of Customer Focus.

Two strands to the Scrutiny topic were outlined as follows:

- to explore how best to implement the new Customer Excellence Standard, produced by Cabinet Office in February this year, to help drive improvement and consistency throughout the organisation; and

- to develop an overarching Customer Care Strategy that would set out key areas the Council needed to focus on in order to secure improved outcomes to its focus.

Detailed in the report was the progress made to date, the scope and purpose of the review, the new Customer Service Excellence Standard, progress of work of the officer group and next steps.

It was noted that a pilot assessment of customer services in Halton Direct Link and Revenues would be carried out.

RESOLVED: That the Corporate Services PPB endorse the plans for taking the review forward.

Strategic Director
- Corporate and
Policy

CS35 JOINT STRATEGIC NEEDS ASSESSMENT - HEALTH

The Board considered a report of the Strategic Director Health and Community, which presented the findings of the first Joint Strategic Needs Assessment (JSNA) – Health.

It was reported that a JSNA had been carried out as a statutory requirement to produce a statement of facts about health related needs in the Borough. Various agencies had worked together to complete this document. It was reported that the information was sought from national and local sources and included a wealth of information, which was collected directly from services across Halton.

Members were advised that the JSNA was intended to identify “the big picture” in terms of health and well being needs and inequalities within the local population. It was advised that this was not intended to describe how the Council would address the needs, demonstrate outcomes or showcase services, but was to be used more as a source document to inform service commissioning.

The report outlined the consultation process that would be carried out and detailed the approval process within the PCT.

RESOLVED: The Joint Strategic Needs Assessment be noted.

CS36 CARBON STRATEGY IMPLEMENTATION PLAN -

PROGRESS REPORT

The Board considered a report of the Strategic Director – Environment, which detailed the progress on the implementation of activities contained in the Carbon Management Strategy and Implementation Plan.

Members were advised that the aim of the programme, set out in the Implementation Plan, was to establish a baseline from which future emissions could be measured in order to set the Council on a path of changing current practices over the short to medium/long term to ensure that carbon emission was considered in decision making processes.

It was reported that as part of the overall Strategy the Council had committed to implement a range of measures that would lead to cost and emission reductions. Current projects aimed to reduce emissions by 20% over the 5 year life time which would result in significant cost and carbon savings by 2012/13.

Members were informed of a range of measures that had been implemented to date and the savings that had been made. These included energy efficient measures at the Stobart Stadium and Runcorn Town Hall, the implementation of Multi Functional Devices, the introduction of an Employee Energy Awareness Campaign, the implementation of powerperfactors in various Council premises, the purchase of electricity from combined heat and power sources, the introduction of bio-fuels in the vehicle fleet and a reduction in the number of IT servers.

The Board enquired about potential savings in emissions from reducing / switching off street lighting. It was noted that this was being actively looked into as part of the development of the Plan.

It was intended to review the Plan annually and as part of this process further opportunities around IT Procurement and street lighting would be explored.

RESOLVED: That

- 1) The progress on implementing activities in the Carbon Strategy be noted; and
- 2) The Strategy be reviewed in early 2009.

Strategic Director
- Corporate and
Policy

The Board received a report on progress towards meeting Local Area Agreement targets at the end of the first six months of the Agreement. The target indicator descriptions, current performance and a brief commentary for each was outlined in the report for consideration.

RESOLVED: That the information be noted.

Meeting ended at 8.07 p.m.

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 7 January 2009 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Leadbetter (Chairman), Lloyd Jones (Vice-Chairman), D. Inch, Jones, A. Lowe, Murray, Norddahl, Philbin and Worrall

Apologies for Absence: Councillors Osborne and Swift

Absence declared on Council business: None

Officers present: I. Leivesley, M. Murphy and L. Cairns

Also in attendance: None

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

Action

BEB14 MINUTES

The minutes of the meeting held on 12th November 2008, having been printed and circulated, were taken as read and signed as a correct record.

BEB15 LOCAL CODE OF CORPORATE GOVERNANCE

The Board considered a report of the Strategic Director – Corporate and Policy regarding the Council's draft Local Code of Corporate Governance.

It was noted that CIPFA (the Chartered Institute of Public Finance and Accountancy) and SOLACE (the Society of Local Authority Chief Executives and Senior Managers) had published an updated governance framework for local authorities entitled "Delivering Good Governance in Local Government". The draft Local Code of Corporate Governance attached to the report had been developed in response to that publication.

Good governance was defined as "the way in which an organisation ensured that it was doing the right things, in the right way, for the right people, in a timely, inclusive, open, honest and accountable manner". Whilst adoption of a

local code of corporate governance was not a statutory requirement, it was considered to represent best practice. The purpose of the Code was to provide a public statement showing how the Council complied with the principles of good governance.

The Council's governance arrangements had been assessed against the principles set out in the Framework document by the Corporate Governance Group whose membership was outlined within the report for the Board's information. The review had informed the production of the draft Local Code of Corporate Governance.

Members were advised that the Standards Committee had also considered this report, looking at areas related to its remit, and were happy with the content.

In considering the draft Code, the following points were discussed/noted:

- further clarification was requested in relation to the constitution of the Older Persons' Engagement Network;
- the Financial Services Department was congratulated on its actions in relation to avoiding potential difficulties, for example the Council had not been affected by the Icelandic Banks incident;
- the Internal Audit Section undertook the external assessment role in relation to the Financial Management Standard in schools for the schools that were under the Local Authority's control. Schools not within the Council's control would have to make their own arrangements in terms of arranging an external assessment; and
- the Executive Board had set up a small group to look at the impact of the current financial situation on the Council, examining issues such as the collection of Council Tax. It was noted that a fine balance had to be struck between collecting outstanding debts and assisting those in need of benefits and welfare.

RESOLVED: That the Council be recommended to agree that the draft Local Code of Corporate Governance be adopted and included in the Council's Constitution.

Strategic Director
- Corporate and
Policy

Strategic Director
- Corporate and
Policy

The Board considered a report of the Strategic Director – Corporate and Policy providing an update on matters relating to the Comprehensive Area Assessment (CAA).

It was noted that the CAA looked at how well local services were working together to improve the quality of life for local people and would make independent information available to people about their local services, helping them to make informed choices and influenced decisions. CAA was to be introduced in April 2009 with first reports to be published in November 2009. It was advised that there were a number of trials taking place across the country at present.

Whilst the final CAA assessment framework was still being worked on by the Audit Commission, matters were starting to become clearer around how results would be presented and, therefore, some of the potential implications for the Borough, the Council and its partners. The Strategic Director – Corporate and Policy gave a presentation providing an update on the areas that would be assessed, the timetable for production and consultation on the CAA, and how the final version would be communicated to the general public on line. Members noted the tight timescale involved from initial production to publication.

Having viewed a prototype of a CAA Assessment currently available on the Audit Commission’s website, the Board noted possible implications and perceptions in terms of the communication of issues beyond the Authority’s control. Members also expressed their concern about the potential short-term view that could result from this method of measurement, which would not necessarily fit with the need for long-term stability. In addition, clarification was sought on the consequences of receiving a “red flag” for a service area.

Strategic Director
- Corporate and
Policy

The Board was advised that final guidance in respect of the CAA was expected in time for the next meeting and a report would be provided at that time outlining any further significant changes. Members requested that a seminar be held before November regarding the implications of CAA.

Strategic Director
- Corporate and
Policy

RESOLVED: That the report be noted.

BEB17 EFFICIENCY REPORT

The Board considered a report of the Strategic Director – Corporate and Policy providing an update on matters relating to the development and implementation of

the Council's Efficiency Programme.

It was noted that preparatory work had been taking place to ensure that delivery of the programme commenced in the New Year. This was important to ensure that initial savings for the programme were realised in 2009/10 and that substantial savings were realised in 2010/11 and beyond.

The Executive Board had requested that regular progress reports be made to the Business Efficiency Board and it was advised that, by the next meeting, all working papers and programme documents would be available and would be submitted for consideration.

RESOLVED: That the report be noted and regular update reports be brought to this Board.

Strategic Director
- Corporate and
Policy

Meeting ended at 7.40 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 8 December 2008 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), P. Blackmore, S. Blackmore, J. Bradshaw, Hignett, Hodgkinson, Leadbetter, Morley, Osborne and Polhill

Apologies for Absence: None

Absence declared on Council business: None

Officers present: P. Watts, L. Cairns, A. Jones, K. Sparks, A. Plant, J. Tully, J. Farmer, E. Latham and J. White

Also in attendance: None

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

DEV57 MINUTES

Action

The Minutes of the meeting held on 10 November 2008, having been printed and circulated, were taken as read and signed as a correct record, subject to the following changes in Dev 52:

- 1) 'additional safety measures with it being a school'

be changed to:

'additional safety measures with it being near a residential area and on the school access route';
and

- 2) 'In response it was noted that safety measures would be met due to Construction Design Management (CDM) regulations'

be changed to:

'In response it was noted that safety measures would be complied with due to Construction Design Management (CDM) regulations'

DEV58 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.

DEV59 - PLAN NO. 08/00459/FUL - PROPOSED 74 NO. NEW DWELLINGS FOR RENT AND SHARED OWNERSHIP COMPRISING A MIX OF APARTMENTS, BUNGALOWS AND 2, 3 AND 4 BED HOUSES.

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

It was noted that 3 letters of representation had been received as mentioned in the report.

Further to the report and discussions the following issues were raised:

- the reference made to car ownership in the social housing sector;
- emergency vehicle, waste collection and recycling vehicle access, as Barnfield Avenue only had one access road;
- safety concerns due to the proximity of the busway and the railway;
- the relationship with the Woodland Trust; and
- whether the scheme was compliant in terms of minimum privacy distances and garden provision.

In response it was noted that the maximum standard in relation to car parking was two cars per dwelling. However, the Registered Social Landlords (RSL's) had requested that policies be applied at the lower standard to reflect the needs of their tenants. In this instance, the allocation was 1.5 per household and Officers were looking at revisions to the layout to maximise this.

With regards to waste and recycling vehicle access, the department concerned has been liaised with. In

addition, discussions were ongoing with the developer regarding traffic restrictions along Barnfield Avenue and it was agreed that the possibility of extending these into the estate be raised.

It was confirmed that a boundary condition has been applied with regards to the busway, which would be discharged, in relation to the comments made by the Committee. In addition, discussions with the Woodland Trust had confirmed that there was only agreement in relation to specific trees. Therefore, the layout would be amended to ensure they were all properly protected and enhanced the development.

RESOLVED: That authority be delegated to the Operational Director – Environmental and Regulatory Services, in consultation with the Chairman, to determine the application or resubmission there of and attach any appropriate conditions and a legal agreement.

(NB. Councillor Leadbetter declared that he was a Councillor from the same Ward as the applicant to avoid any allegations of pre-determination or bias).

DEV60 - PLAN NO. 08/00534/COU - APPLICATION FOR PROPOSED CHANGE OF USE OF VACANT LAND TO RESIDENTIAL GARDEN AND ERECTION OF BOUNDARY FENCE

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

It was noted that since the report one petition had been received and three additional objections had been received. Additional comments have been received from the original objector who feels that Halton Housing Trust have not fully consulted the local community or taken into account past requests about selling the land for extra parking. The objector has also confirmed that the petition is not in any way an act of maliciousness to the applicant.

In relation to concerns expressed regarding the fence and the height of the kerb, it was advised that, providing the fence was behind the cobbled strips, any problems should be avoided. It was agreed that it be clarified with the applicant that the fence must be located at the rear of the cobbles, by way of a condition.

RESOLVED: That Plan No. 08/00534/COU be approved subject to the following conditions:

1. Standard condition relating to timescale and duration of the permission;
2. Within three months of its installation, the timber fence panels shall be painted dark brown to match the existing building and maintained to the satisfaction of the Local Planning Authority (BE2).
3. Prior to commencement of development, site investigation, including mitigation to be submitted and approved in writing. (PR14).
4. Additional location that the fencing shall be located behind the existing cobbles adjoining the boundary of the parking area.

DEV61 - PLAN NO. 08/00537/COU - APPLICATION FOR PROPOSED CHANGE OF USE FROM RETAIL TO HOT FOOD TAKEAWAY

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

It was noted that two objections had been received from the public and one from the Environmental Health Officer, details of which were provided in the report. Since writing the report, additional comments have been received from the objector re-iterating their grounds of objection with regard to litter and anti-social behaviour problems and that there are already enough takeaway premises in the area.

Following the discussions that took place, it was noted that further to the objection from the Environmental Health Officer on the grounds of the property's size, the applicant would have to demonstrate the suitability of the premises for food preparation and proposed methods preventing cross contamination. Furthermore, condition 7 required that details of internal floor layouts and plans be provided. The Committee requested that this condition be strengthened to make it clear that, if the applicant could not comply with this condition, the use should not commence.

In relation to the potential to refuse the application due to health implication, it was noted that relevant policies must first be in place. This was not an option in this instance at the present time. However, existing policies were being reviewed in order to tighten up this area to drive forward to the health agenda.

The Committee was also advised that, from 16 December 2008, a new litter prevention policy would be in force whereby enforcement notices could be served resulting in an immediate £30 fine. Areas that were considered to be hotspots would be patrolled.

Finally, Members requested that a further condition be added limiting the opening hours to 1700 hours to 2355 hours every day.

RESOLVED: That Plan No. 08/00537/COU be approved subject to the following conditions:

1. Standard condition relating to timescale and duration of the permission,
2. Prior to commencement, details of the provision of filtration, including odour filters to suppress odour produced by cooking and food preparation shall be submitted and approved (BE1 and PR3),
3. Prior to commencement, details of the location and noise levels emitted by the fan and motor of the extract system prior to its installation shall be submitted and approved (BE1 and PR2),
4. The extract system should extend at least 1.5m above the eaves of the building and/or the nearest openable window (TC11 and PR3),
5. The extract shall not be impeded by use of a 'Chinaman's hat' or cowl (TC11 and PR3),
6. Details of the provision of a receptacle for use by customers of the premises for the deposit of discarded food wrapping to be submitted to and approved in writing and maintained thereafter (TC11),
7. Details of internal floor layouts and plans are submitted for approval,
8. Opening hours limited to 1700 hours to 2355 hours every day.

DEV62 MISCELLANEOUS ITEMS

It was noted that the following applications had been withdrawn: -

08/00479/OUT Outline application (with landscape matters reserved) for proposed erection of 15 No. dwellings, provision of access and associated works at Eight Towers, Weates Close, Widnes, Cheshire

08/00506/FUL Proposed two storey side extension at 13 Deirdre Avenue, Widnes, Cheshire, WA8 6PA

The following applications had been returned: -

08/00495/FUL Proposed conservatory to rear of 9 Millwood, Runcorn, Cheshire, WA7 6UN

08/00512/FUL Proposed single storey side extension at Hideaway, 5 Cheshyres Lane, Runcorn, Cheshire, WA7 4LG

08/00545/FUL Proposed single storey rear extension at 23 Kensington Close, Widnes, Cheshire, WA8 3BA

It was reported that appeals had been lodged following the Council's refusal of the following application:-

A decision had been received as follows:-

08/00294/FUL Proposed two-storey side extension at 35 Whernside, Widnes

In addition the Committee was advised that, following the Inspector's decision in relation to Bennetts Lane, that Class C2 use could include medium to secure facilities, the Council was considering whether or not there were grounds for further appeal.

RESOLVED: That the information be noted.

Meeting ended at 7.10 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 12 January 2009 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), P. Blackmore, S. Blackmore, J. Bradshaw, Hignett, Hodgkinson, Leadbetter, Morley and Osborne

Apologies for Absence: Councillors Polhill

Absence declared on Council business: None

Officers present: P. Watts, M. Simpson, A. Jones, R. Cooper, A. Pannell, A. Plant, P. Shearer, J. Tully and R. Wakefield

Also in attendance: Two members of the public

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

	<i>Action</i>
DEV63 MINUTES	
The Minutes of the meeting held on 8 December 2008, having been printed and circulated, were taken as read and signed as a correct record.	
DEV64 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.	
DEV65 - 08/00579/COU - PROPOSED CHANGE OF USE OF COMMERCIAL PROPERTY INTO 4 NO DWELLINGS AND 1 NO RETAIL UNIT WITH 1 NO FLAT OVER	
The consultation procedure undertaken was outlined in the report together with background information in respect of the site.	

It was noted that further plans and amendments, shown as Revision B, had been submitted to improve the internal access to the bin storage areas for the 1st floor flat above the retail unit and the retail unit itself. Both these and the first unit on Foster Street share the same internal bin storage area, which would improve the overall development.

No further comments had been received.

It was noted that statements on car ownership of future occupiers should not be made. Following a query with regards to the intended type of retail the unit would be, it was confirmed that this would be general retail.

RESOLVED: That plan No 08/00579/COU be approved subject to the following conditions:

1. Condition specifying amended plans (BE1)
2. Materials condition, requiring the submission and approval of the materials to be used (BE2)
3. Window details to be submitted prior to commencement (BE1)
4. Wheel cleansing facilities to be submitted and approved in writing prior to commencement. (BE1)
5. Travel Plan to be submitted prior to occupation.
6. Construction and delivery hours to be adhered to throughout the course of the development. (BE1)
7. Provision of detailed bin storage/provision of bins for the whole development prior to commencement (BE1 and BE2)
8. Provision and implementation of cycle parking provision prior to commencement (TP6); and
9. Conditions relating to restriction of permitted development rights relating to windows (BE1)

DEV66 - 08/00586/FUL - PROPOSED WASTE TRANSFER STATION

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

It was noted that one objection had been received from nearby occupiers as mentioned in the report. Since the report was written the following responses had been received; The Manchester Ship Canal Company (Peel Holdings) had no objection, United Utilities had no objection, English Heritage had no objection.

Following consultation with Environmental Health, additional conditions are recommended, which are listed from No's 18 to 23 below.

RESOLVED: That application 08/00586/FUL be approved subject to the following conditions:

1. Condition relating to time limits
2. Condition for amended plans (BE1 and BE2)
3. Materials condition, requiring the submission and approval of the materials to be used (BE2)
4. Wheel cleansing facilities during construction to be submitted and approved in writing prior to commencement. (BE1)
5. Permanent wheel cleansing facilities during construction to be submitted and approved in writing prior to commencement. (BE1, MW7)
6. Condition relating to scheme and programme for dust suppression (PR1, MW7)
7. Provision and implementation of cycle parking provision prior to commencement (TP6)
8. Condition relating to parking, servicing and turning area to be laid out in accordance with plans (BE1, BE2)
9. Conditions relating to landscaping and final site levels
10. Condition to restricting external storage, and site operations (BE1, MW7 and E3)
11. Condition requiring further site investigations (PR14)
12. Conditions relating to disposal of foul and surface water drainage (BE1)
13. Condition relating to treatment of surface water run-off (BE1)
14. Condition relating to details and installation of oil and fuel interceptors (BE1, MW7)
15. Condition relating to scheme for roof drainage.
16. Conditions relating to the implementation of the tree survey report recommendations (BE1, BE2)
17. Grampian condition for off site highways work to realign the kerb line at the access on Brindley Road (BE1, BE2)
18. Condition that all waste to be stored indoors or undercover on hard surfaced ground, no sorting or operating outside (BE1, MW7)
19. Condition restricting location and heights of stored skips
20. Condition to specify the type of waste to be stored (as given in application)
21. Condition to ensure site is kept tidy and no wind blown litter/dust (BE1, MW7)
22. Condition ensuring all plant, equipment and other

machinery used in connection with the operations and maintenance of the development should be equipped with effective silencing (BE1, MW7); and
23. Condition for details of boundary treatments.

DEV67 - 08/00608/FUL - PROPOSED EXTERNAL ALTERATIONS TO PLANNING APPROVAL 05/00903/FUL

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

It was noted that this application had been previously refused in September 2008 due to a proposed change of use of the site, and nothing to do with the design or physical impact of the application. It was noted that the proposed alterations would not cause any adverse visual impacts upon the surrounding area.

RESOLVED: That application No 08/00608/FUL be approved subject to the following conditions:

- 1 Relation to submitted and approved plans:-
0832 AB-EX-001 (Site Plan);
0832 AB-L-001 (Location Plan – As Built);
0867 AB-A-001 (Building A as built);
0867 AB-B-001 (Building B as built);
0867 AB-C-001 (Building C as built);
0867 AB-D-001 (Building D as built);
0867 AB-E-001 (Building E as built)
Schedule of Amendments (Policy BE1 and BE2)
- 2 Permission relates to the use of the site as approved by the decision of the Secretary of State reference APP/D0650/X/08/2068530 (Policy BE1)

DEV68 - 08/00593/HBCFUL, 08/00594/HBCFUL, 08/00595/HBCFUL, 08/00584/HBCFUL AND 08/00609/HBCFUL

PROPOSED ERECTION OF 2M HIGH ALLEYGATES BETWEEN No 10-12 WAVERTREE AVE AND 9-11 SQUIRES AVE, WIDNES, No 21-23 SQUIRES AVE AND 22-24 WAVERTREE AVE, WIDNES, No 52 AND 53 BRUNNER ROAD, AND 34 AND 36 WAVERTREE AVE, WIDNES, CHESHIRE.

THE ERECTION OF TYPE 3 VEHICULAR ACCESS

GATES (TO BLOCK ENTRY TO ALLEY WHICH IS PARELLEL TO OLLIER STREET AND THOMAS STREET) TOGETHER WITH FENCING AND TYPE 3 GATES TO BLOCK OFF THE ALLEY RUNNING BETWEEN OLLIER STREET AND THOMAS STREET.

PROPOSED ERECTION OF 2 No TYPE 1 PEDESTRIAN ALLEY GATES TO BLOCK OFF ALLEY BETWEEN HADDON DRIVE AND TIVERTON CLOSE.

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

RESOLVED: That application No's 08/00593/HBCFUL, 8/00594/HBCFUL, 08/00595/HBCFUL, 08/00584/HBCFUL and 08/00609/HBCFUL be approved subject to the following conditions:-

1. Standards time limit for implementation, and
2. Requiring colour coating Dark Green BE22.

DEV69 MISCELLANEOUS ITEMS

It was noted that the following applications had been appealed:-

An appeal was lodged following the Council's refusal of the following application:

08/00219/FUL Proposed detached garage at Land to the West of 54 Lunts Heath Road Widnes

A decision has been received as follows: -

07/00510/ELD Application for a Certificate of Lawfulness for proposed use of site as a secure residential care and treatment facility at Bennetts Lane Widnes Cheshire

This appeal was allowed

The application for the Certificate of Lawfulness was refused

in August 2007. The application was submitted following the Council's conclusion that the original application for the site did not allow for the facility to be used as a secure residential care and treatment facility. The Council asserted that the proposed use was a new proposed use for the development, that the new proposed use is a Class C2A use and that the proposed Class C2A use would be a change of use from the permitted Class C2 use. The Inspector considered that it is reasonable that C2 uses would include elements of security that would not make them secure institutions under C2A. The Inspector concluded that the development at Bennetts Lane is significantly less than that which would be required for it to become, for instance, a prison or detention centre. The Inspector found as a matter of fact and degree the proposed use is not a Class C2A use but a Class C2 use for the provision of residential accommodation and care to people in need of care. Therefore the proposed use, given the approved planning permission, is lawful.

It was noted that the following application has been withdrawn: -

08/00519/FUL Retrospective application for retention of
2 No. first floor balconies to rear
elevation at 7 Cannonbury Close
Runcorn Cheshire

RESOLVED: That the information be noted.

Meeting ended at 6.48 p.m.

STANDARDS COMMITTEE

At a meeting of the Standards Committee on Wednesday, 7 January 2009 in Committee Room 1, Runcorn Town Hall

Present: B. Badrock (Chairman), Crawford, D. Felix, R. Garner, T. Luxton, and Councillors Parker, Redhead and Wharton

Apologies for Absence: Councillor Balmer

Absence declared on Council business: None

Officers present: M. Reaney, A. Jones and M. Simpson

Also in attendance: None

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

STC14 MINUTES

The minutes of the meeting held on 19 November 2008 having been printed and circulated, were signed as a correct record.

STC15 ACTION LIST

The Committee considered the Action List in detail and noted/agreed the following:

- Action No. 1 – Further training to be carried out in Warrington on 12 January 2009 and a further session was requested by the Parish Clerk,
- Action No. 17 - Although all members had attended the conference before, two seats would be requested for the 2009 event.
- Contact be made with the Standards Board for England to discuss ideas for further publicity for Halton Standards Committee; and

Action

- Old Action List items should be removed to make way for new items.

STC16 STANDARDS BOARD INFORMATION ROUND-UP

The Committee considered a report of the Strategic Director – Corporate and Policy, which updated the Members with the latest news from the Standards Board.

The Bulletin, although informative, was considered too long by some members.

RESOLVED: That the report be noted.

STC17 LOCAL CODE OF CORPORATE GOVERNANCE

The Committee considered a report from the Strategic Director – Corporate and Policy, requesting that the Committee review the draft Local Code of Corporate Governance and recommend it be referred to the Council for adoption and inclusion in the Council's constitution.

Members praised the contents of the report and Appendix 1 and were happy with the relevance of the report to the Committee.

A query was made with regards to the Standards Committee reporting statistics and it was confirmed that an annual report on the work of the Standards Committee would be produced, which would contain this information.

Following a comment on Member training courses, it was confirmed that those who had not been able to attend courses on the Code of Conduct in 2008, would be invited to attend at further sessions.

RESOLVED: That the Committee recommends that the Standards Committee draft Local Code of Corporate Governance be referred to the Council for adoption and inclusion in the Council's constitution.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 21 January 2009 in the Council Chamber, Runcorn Town Hall

Present: Councillors Wallace (Vice-Chair, in the Chair), Bryant, Drakeley, Howard, D. Inch, A. Lowe, Murray, E. Ratcliffe, Wainwright and Wharton

Apologies for Absence: Councillor Philbin

Absence declared on Council business: None

Officers present: L. Capper, K. Cleary and J. Tully

Also in attendance: J. Clark, I. Seville and three witnesses

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

REG1 APPLICATION TO VARY A PREMISES LICENCE - RUI'S
85 - 87 VICTORIA ROAD WIDNES

Action

The Committee met to consider an application to vary the premises licence at Rui's 85-87 Victoria Road Widnes

The applicant Stephen De Cruz was represented by June Clarke of JMC Licensing Consultants. The Police who made representation to the application were represented by Ian Seville Police Licensing Officer.

An application had been made to extend the hours for regulated entertainment and the supply of alcohol by 30 minutes on each day (to 03.30 up from 03.00). The application also included an extension for the premises to be open to the public by 30 minutes (to 04.00 up from 03.30). The categories of regulated entertainment were F – Recorded Music I – Making Music and J – Dancing.

The application also contained requests to remove and vary a number of conditions. Since no representations had been made in respect of these matters those conditions had been removed and varied prior to the hearing and did not form part of the hearing.

At the hearing June Clarke called Stephen De Cruz and Andre Robinson (head doorman at the premises) to give evidence.

Ian Seville called Chief Inspector Martin Cleworth to give evidence. Chief Inspector Cleworth produced statistical information relating to crime and disorder in the Widnes Town Centre Area.

The procedure to be followed was explained and the parties put their cases in accordance with it. The Committee asked a number of questions of the parties and retired to consider the matter.

RESOLVED: That having considered the application in accordance with section 4 Licensing Act 2003 and all other relevant considerations (including but not limited to those set out in Section 35 of the Licensing Act 2003) the Committee decided that the application be rejected.

The reason for the determination was that the Committee felt that granting the application would lead to more crime and disorder and consequently have a detrimental effect on the Licensing Objective of the Prevention of Crime and Disorder. The evidence provided by the Police on this matter was accepted by the Committee. Neither the applicant nor the Police provided information to the Committee which might have lead to modifying the conditions of the licence or rejecting the application in part.

Meeting ended at 9.06 p.m.