

Minutes & Reports

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

**Wednesday, 16 December
2009**

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COUNCIL

At a meeting of the Council on Wednesday, 21 October 2009 in the Council Chamber, Runcorn Town Hall

Present: Councillors Loftus, Austin, Balmer, M. Bradshaw, Browne, Shepherd, Hodgkinson, P. Blackmore, J. Bradshaw, Bryant, D. Cargill, E. Cargill, Dennett, Drakeley, Edge, Fraser, Gilligan, Harris, Hignett, Horabin, Howard, Jones, Leadbetter, Lloyd Jones, A. Lowe, J. Lowe, McDermott, Morley, Murray, Nelson, Nolan, Norddahl, Osborne, Parker, Philbin, Polhill, Redhead, Rowan, Stockton, Swain, Swift, Thompson, Wainwright, Wallace, Wharton, Worrall and Wright

Apologies for Absence: Councillors S. Blackmore, Findon, Gerrard, Higginson, D. Inch, E. Ratcliffe, M. Ratcliffe and Rowe

Absence declared on Council business: Councillor Tom McInerney

Officers present: M. Reaney, A. Scott, A. McIntyre, D. Johnson, I. Leivesley, L. Derbyshire, D. Parr and D. Tregoe

Also in attendance: None

*Action***COU29 COUNCIL MINUTES**

The minutes of the Council meeting held on 22 July 2009, having been printed and circulated were taken as read and signed as a correct record.

COU30 APOLOGIES FOR ABSENCE

The Mayor wished to pass on the good wishes of the Council to all those Members absent from the meeting due to ill health.

COU31 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- On his recent visit to China, a large ceramic plate had been presented to the Mayor. The plate measured 31cm in diameter and was bronze in colour and had a working clock with fabric design;
- A glass paperweight made by Teign Valley Glass and engraved with "1989-2009 H.M.S Black Swan Association" was presented to the

Mayor by the H.M.S Black Swan Association at their last reunion in Halton on 13 September 2009; and

- A leather bound copy of the book “An Undistinguished Naval Officer” by Lt Cdr Miles Chapman M.B.E. was presented to the Mayor at the last reunion of the H.M.S Black Swan Association in Halton on 13 September 2009.

COU32 LEADER'S REPORT

The Leader reported on the following issues:-

- Sadly, Mr Ian Tewson, a former Member of the Borough Council, had recently died. The Council stood for a minutes' silence as a mark of respect ;
- The Executive Board attended a very productive Away Day on 19th October 2009. A summary of the topics discussed and the outcomes from the day would be circulated to all Members for information;
- As part of the ongoing Efficiency Review, staff had received a letter inviting expressions of interest for voluntary redundancy, voluntary early retirement and statutory redundancy;
- Work was underway on the preparation of the 2010/11 Budget and consideration would be given to any potential changes in policy as a result of next year's General Election;
- **The statutory Councillor Call for Action procedure and the key role a Councillor would play in being a representative and advocate for their local community and helping to resolve local issues;**
- A Joint Venture Company had recently been established at the successful Daresbury Science and Innovation Park, to develop the Park's future and bring together businesses, universities, research organisations and industrial partners;
- The outcome of the Comprehensive Performance Assessment would be reported to Members before the December Council meeting;
- The Mersey Gateway project would be debated in Parliament on 22 October 2009 with an announcement on the final decision expected early in 2010;
- Details of a proposal by the Ministry of Justice

to close Widnes Magistrates Court had been received. Comments on the proposals would be invited from Members and all relevant External Partners before the end of November 2009;

- Funding for refurbishment of St Michael's Municipal Golf Course had been awarded by DEFRA; and
- Halton's recycle bank facility had recently been launched and the rewards programme reinforced the Council's commitment to giving residents choice and access to quality services.

COU33 MINUTES OF THE EXECUTIVE BOARD

The Council considered the Minutes of the Executive Board meetings held on 9th September 2009 and 24th September 2009.

RESOLVED: That the Minutes be received.

COU34 MINUTES OF THE EXECUTIVE BOARD SUB COMMITTEE

The Council considered the Minutes of the Executive Board Sub Committee meetings held on 10th September 2009 and 24th September 2009.

RESOLVED: That the Minutes be received.

COU35 MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD

The Council considered the Minutes of the Mersey Gateway Executive Board meeting held on 24th September 2009.

RESOLVED: That the Minutes be received.

COU36 MINUTES OF THE 3MG EXECUTIVE SUB BOARD

The Council considered the Minutes of the 3MG Executive Board meeting held on 24th September 2009.

RESOLVED: That the Minutes be received.

COU37 QUESTIONS ASKED UNDER STANDING ORDER NO.8

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

COU38 MATTERS REQUIRING A DECISION OF THE COUNCIL

(Councillor R Hignett declared a personal and prejudicial interest in respect of minute numbers 39 and 40 in the following items of business due to being employed by CLC and left the room during consideration of these items.)

COU39 HEALTH & COMMUNITY CAPITAL PROGRAMME
OUTTURN 2008/09 & CAPITAL PROGRAMME 2009/10
(MINUTE NO: EXB 39 REFERS)

The Executive Board considered a report of the Strategic Director- Health and Community which informed the Board of the 2008/09 Capital Programme Outturn and the 2009/10 Capital Programme.

In April 2009 a report set out the forecast outturn for the Health and Community capital programme for 2008/9 and the reasons for monies being carried forward to 2009/10, together with a proposed programme of schemes for 2009/10. Due to the delay in announcing the housing grant allocations from the Government Office, the report highlighted that assumptions had been made about the level of resources likely to be available in 2009/10.

The Board was advised that the allocation for the housing programme had been announced as £2.911m, an increase of £2.289m over the 2008/9 allocation. After several years of declining grant in Halton, this level of funding considerably exceeded what was expected and was due to the introduction of a revised funding distribution formula which more closely reflected the priorities in the recently revised Regional Housing Strategy.

Given that the housing programme had been supported by corporate capital growth in recent years when the housing grant was reducing, and the current pressures on the Council in terms of capital, it was proposed that the approved carry forward of £0.736m be vired to support the corporate capital programme.

It was noted that there would be a requirement for some resources to be set aside to fund Halton's share of ICT and Software costs for the development and introduction of a sub-regional Choice Based Lettings Scheme, but the amount involved would not be clear until much later in the financial year. A provisional sum of £50,000 had therefore been included in the programme.

This still left £1.329m of the new housing allocation unallocated. There were a number of potential calls on this fund, but the main priority in the Housing and Supporting People Strategies was to secure the development of additional extra care housing schemes for the growing population of older people in the Borough.

The Board was advised that a further priority was the Registered Social Landlord (RSL) Partnership Agreement. This partnership between HBC and the RSL's began in July 2008. In 2008/9 the Council identified £467k to be used to fund, on a 50:50 basis, home adaptations within RSL properties.

In 2009/10 the Council had allocated £450k to the Partnership Agreement. To date £410k had been paid, committed to schemes agreed and it was anticipated that the RSL's could carry out further adaptations to a value £400k requiring additional partnership funding of £200k, from the Council, to be match funded by £200k from the RSL.

RESOLVED: That Council approved the following

- (1) the recommendation in paragraph 3.3 of the report; and**
- (2) the Capital Programme for 2009/10, as set out in Appendix 1 to the report.

COU40 AMENDMENT TO CAPITAL PROGRAMME TO REFLECT GROWTH FUND CAPITAL AWARD

The Executive Board considered a report of the Strategic Director – Environment which informed Members of the award of capital funding from the Department for Communities and Local Government (DCLG) Growth Fund and requested an amendment to the Halton Capital Programme to facilitate internal accountancy procedures and comply with the Council's Constitution.

Growth Point Status had been awarded jointly with Halton, St Helens and Warrington in July 2008 by the DCLG. Halton, acting as the "responsible authority", led on the formation of a Growth Point Partnership Board and on the production and submission of bids for funding from the Community Infrastructure Fund (CIF2) and the Growth Fund.

The Mid Mersey Programme of Development had achieved an allocation of approximately £4.2million.

However, in July 2009, the DCLG informed all Growth Points that there would be a reduction in capital grant in the next financial year. This would result in a revised total allocation of £3.2 million.

The report outlined the initial priorities for capital funding during 2009/10 which included Affordable Housing Subsidy and General Capital Improvement fund projects.

RESOLVED: That

- (1) the funding allocation from the DCLG Growth Fund be noted; and
- (2) the Capital Programme be amended to reflect the Growth Fund award and facilitate Halton's position as the 'Responsible Authority' for the Growth Point Partnership.

COU41 THE ROLE OF THE LEAD MEMBER AND HALTON SAFEGUARDING CHILDREN BOARD AND ADULT SAFEGUARDING BOARD

The Council considered a joint report of the Strategic Director – Children and Young People – and the Strategic Director Health and Community – on the role of the Lead Member and Halton Safeguarding Children Board and Adult Safeguarding Board.

The Department for Children, Schools and Families had recently issued revised Guidance on *The Roles and Responsibilities of the Lead Member for Children's Services and the Director of Children's Services*. This replaced the 2005 Guidance.

The Document included guidance on the role of the Lead Member in relation to Local Safeguarding Children Boards and highlighted the implications for Halton Safeguarding Children Board including proposed action to comply with the revised statutory guidance.

The *Every Child Matters* Green Paper (2003) launched a programme of systematic change to improve well being for every child. While it was the responsibility of all Local Authority Leaders and Chief Executives to ensure that arrangements were in place to provide Political and Professional leadership and accountability for delivering the programme, these arrangements would be in the main provided by the Director for Children's Services and the Lead Member for Children's Services who between them

should provide a clear and unambiguous top line of accountability for children's well-being.

The revised Guidance outlined that Lead Members needed to be well-informed about safeguarding practice in their area, to receive regular updates from the Director of Children's Services, and to receive ongoing training to help them scrutinise and challenge safeguarding service delivery to children and young people. The Guidance stated that the Lead Member should be a "participant observer" of the Local Safeguarding Children Board. In practice, this meant routinely attending meetings as an observer and receiving all its written reports. Lead Members should engage in discussions, ask questions and seek clarity, but not be part of the decision making process. This would provide the Lead Member with the independence to challenge when necessary from a well-informed position.

At the same time, the Council was the lead for Adult Safeguarding and had emphasised the importance of ensuring the safety of vulnerable adults. Although the Adult Safeguarding Board had a shorter history than the Safeguarding Children Board its work was of equal importance. This would be further enhanced by applying the same principle of Member attendance to the main Board meetings.

RESOLVED: That Council endorse the following

- (1) the Portfolio Holder, Children & Young People as Lead Member for Children's Services routinely attends HSCB Main Board meetings as a "participant observer" and receives all its written reports in order to comply with Statutory Guidance; and
- (2) the Portfolio Holder, Health & Social Care as Lead Member for Adult's Services routinely attends the Adult Safeguarding Main Board Meetings.

COU42 INDEPENDENT REMUNERATION PANEL

The Council received a report of the Strategic Director – Corporate and Policy, regarding the establishment of an Independent Remuneration Panel to review the Council Scheme of Member Allowances.

The Council's Scheme of Members Allowances would expire on 31st March 2010. Before a new Scheme could be

put in place, the relevant Regulations required that the Council must appoint and take advice from an Independent Remuneration Panel (the Panel).

The Regulations required that the Panel consist of three or more members, none of whom were either Members of the Authority or who were disqualified from being Members of the Authority.

The Panel would report their recommendations to the Full Council meeting before the end of the 2009/10 financial year.

RESOLVED: That the Chief Executive be authorised to take all necessary steps to establish an Independent Remuneration Panel to review the Council Scheme of Member Allowances.

COU43 REVIEW OF WARRINGTON ROAD TRANSIT SITE - EXECUTIVE BOARD SUB COMMITTEE 24 SEPTEMBER 2009 - (MINUTE NUMBER: ES25 REFERS)

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

“That the decision by the Executive Board Sub Committee at their meeting on 24 September 2009 not to fully implement the motion passed at the Urban Renewal PPB on 17 June 2009 ignores the fact that the site is consistently losing money and this loss requires addressing immediately. It also ignores the fact that advice given to Councils by the National Labour Government states that such sites pay for themselves through rents etc. An expectation that local residents of Halton should subsidise this site rather than those who use this site pay for it is unfair and unreasonable. The Borough Council should clearly state now that no Halton resident will subsidise this site.”

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

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

- the level of charges and when they would be reviewed;
- occupancy levels and the fact that the budget forecast was based on 60% occupancy;
- the costs to the Council of operating the site;
- the wider savings already achieved through not

having to take action against illegal encampments.

The Council considered a motion to reject resolution ES25 of the Executive Board Sub-Committee from the meeting held on 24 September 2009 in relation to the Review of Warrington Road 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 ES25 of the Executive Board Sub-Committee meeting held on 24 September 2009 be affirmed.

(Councillor Loftus declared a personal and prejudicial interest in respect of minute number CYP 19 and CYP 20 (Children and Young People Policy and Performance Board) in the following item of business due to being employed by Riverside College)

COU44 MINUTES OF POLICY AND PERFORMANCE BOARDS AND BUSINESS EFFICIENCY BOARD

The Council considered the reports on the work of the following Boards in the period since the meeting of Council on 22 July 2009:

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

COU45 COMMITTEE MINUTES

The Council considered the report of the following Committees in the period since the meeting held on 22nd July 2009:

- Appointments
- Development Control
- Standards
- Regulatory

COU46 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Council considered:

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

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

COU47 ACCOMMODATION (MINUTE NO: EXB43 REFERS)

The Executive Board considered a report of the Strategic Director - Corporate and Policy, which sought approval to a number of accommodation proposals aimed at ensuring that Catalyst House was vacated by 1 April 2011, to facilitate the construction of the Mersey Gateway.

RESOLVED: That

- (1) the approach outlined in the report to vacate Catalyst House by 1 April 2011 be approved; and
- (2) the Capital Programme be varied to allow the prudential borrowing of £3m to fund the commencement of the refurbishment of the Municipal Buildings.

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Meeting ended at 8.05 p.m.

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EXECUTIVE BOARD

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

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

Apologies for Absence: Councillor Gerrard

Absence declared on Council business: none

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

Also in attendance: Councillor Hodgkinson

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

Action

EXB44 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 50 refers), therefore, pursuant to Section 100 B(4) and 100 E and due to the need to allow the maximum time for a considered response by Members as early as possible in the consultation process, the Chairman ruled that the item be considered as a matter of urgency.

EXB45 MINUTES

The Minutes of 24 September 2009 were taken as read and signed as a correct record.

HEALTH AND SOCIAL CARE PORTFOLIO

EXB46 OLDER PEOPLE'S JOINT COMMISSIONING STRATEGY - KEY DECISION

The Board received a report from the Strategic Director, Health and Community, which set out the draft

Joint Commissioning Strategy for Older People for 2009-2014.

The new strategy updated the plans for Older People's Services and identified the commissioning priorities and key actions for the next five years. The main themes of the strategy reflected the various consultation exercises which had been undertaken with a range of commissioning staff, voluntary sector representatives, independent providers and service users and carers and one to one meetings, together with the outcome of scrutiny by the Council's Health Policy and Performance Board.

In the local context, a thorough analysis had been undertaken as part of the Commissioning Strategy and strategies identified to address a range of mental health, major illness and quality of life issues. The Council had already considered a range of strategies that would address some of these issues, including Extra Care Housing and Reablement Services. The Commissioning Strategy would now bring together the different strands into one coherent document.

The Board were advised that this was a joint Commissioning Strategy with NHS Halton and St Helens, with funding supported for the main major illnesses through the Primary Care Trust (PCT); the remaining areas would be contained within existing budget allocations set by the Council and the PCT.

RESOLVED: That the Board approve the Older People's Commissioning Strategy 2009-2014.

CORPORATE SERVICES PORTFOLIO

EXB47 PROPERTY SERVICES – REVIEW AND WAY FORWARD

The Board received a report of the Strategic Director, Corporate and Policy, on the Property Services Review and The Way Forward.

As part of the Council's Efficiency Review, KPMG had identified potential savings to the Council by changing the way it delivered its Property Services. Specialist input from the Chartered Institute of Public Finance and Accountancy Property (CIPFA) was commissioned. Their recommendation was to outsource the operational elements of Property Services, but retain an in-house strategic function along with a client/contract role.

The report identified the need for an adequately resourced in-house team to carry out the retained functions and to effectively manage the outsourced elements, with a suitably qualified Client Contract Manager appointed to ensure delivery of a value for money service. In addition, a number of procurement options were outlined together with the implications for staff in the Property Department in each option.

RESOLVED: That the Board approve the following actions:-

- (1) a 'soft' market test exercise of the whole Service be undertaken, as outlined in the report;
- (2) expert advice be engaged to ensure any future delivery model provided the best value to the Council; and
- (3) work to commence on identifying and developing an in-house strategic/client management function to manage both the transition and any new contract arrangements.

Strategic Director
- Corporate and
Policy

COMMUNITY PORTFOLIO

EXB48 HOUSING GROWTH POINT CAPITAL PROGRAMME

The Board received a report of the Strategic Director, Environment, on the Amendment to the Capital Programme to reflect the Growth Fund Capital Award.

The Board were reminded that Growth Point Status had been awarded jointly with Halton, St Helens and Warrington in July 2008 by the Department for Communities and Local Government (DCLG). Halton, acting as the "responsible authority", led on the formation of a Growth Point Partnership Board and on the production and submission of bids for funding from the Community Infrastructure Fund (CIF2) and the Growth Fund.

The Mid Mersey Programme of Development had achieved an allocation of approximately £4.2million. However, in July 2009, the DCLG informed all Growth Points that there would be a reduction in capital grant in the next financial year. This would result in a revised total allocation of £3.2 million.

The report outlined the initial priorities for capital funding during 2009/10 which included Affordable Housing

Subsidy and General Capital Improvement fund projects.

RESOLVED: That the Board

- (1) note the funding allocation from the DCLG's Growth Fund; and
- (2) recommend that Council amend the Capital Programme to reflect the Growth Fund award and facilitate Halton's position as the 'Responsible Authority' for the Growth Point Partnership.

Strategic Director
- Environment

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

EXB49 REVIEW OF REGIONAL SPATIAL STRATEGY

The Board received a report of the Strategic Director, Environment, on the Regional Spatial Strategy Partial Review Consultation Response.

4NW (formerly the North West Regional Assembly) had been tasked to prepare, monitor and review the Regional Spatial Strategy (RSS) in partnership with others. The RSS was a regional plan that had to be taken into account when decisions were made about planning applications. It provided a spatial framework for development in the region and for other regional strategies and promoted sustainable development in the North West.

Members were advised that a partial review of the RSS was underway, due to the need to complete unfinished policy work within the RSS in response to recommendations of the RSS Examination in Public Panel. The Partial Review covered three key subject areas:

- New Draft Policy L6 – Gypsies and Travellers
- New Draft Policy L7 – Travelling Show People
- Revised Policy RT2 – Car Parking Standards

and consultation was open until 19 October 2009.

Draft Policy L6 specifically dealt with the scale and distribution of Gypsy and Traveller pitch provision across the North West Region. The policy made a distinction between permanent and transit pitches. In Halton, an additional 45 permanent and 5 transit pitches would be required by 2016; however ten new transit pitches recently provided at the Warrington Road site would meet and exceed the allocated apportionment under the draft policy.

Draft Policy L7 dealt with accommodation for Travelling Show People. At the present time, Members were advised that there was no provision or demand from these communities in Halton and the draft policy target figure did not require any future provision to be made.

Draft Policy RT2 dealt with the revision of an existing RSS policy and as such there was only an opportunity to comment on the specific minor revisions rather than the policy as a whole.

RESOLVED: That the Board

- (1) agree the content of the report as the formal response to the consultation on the North West Plan Partial Review;
- (2) recommend that Council strongly objects to the proposals in draft policy L6 for Halton to provide 45 additional pitches for Gypsies and Travellers by 2016, rising to 58 by 2021;
- (3) recommend that Council supports draft policy L7 detailing the Scale and Distribution of Travelling Show People Plot Provision; and
- (4) recommend that Council generally supports the principles of the proposed revisions to Regional Parking Standards (Policy RT2) and suggests some minor amendments to the draft text in the interests of policy clarity.

Strategic Director
- Environment

CORPORATE SERVICES PORTFOLIO

EXB50 PROPOSED CLOSURE OF WIDNES MAGISTRATES' COURT

The Board received an urgent item of business regarding a consultation document from the Ministry of Justice on their proposed closure of the Widnes Magistrates' Court. The Board noted that the formal consultation period would end on 5 January 2010.

The Chief Executive informed the Board that, although the consultation document had been received on 14 October 2009, there had not been sufficient time for Members to be briefed prior to it being reported in the press.

The document circulated at the meeting contained an

Executive Summary of the proposals of the Ministry of Justice. It stated that in order to achieve a more efficient service delivery to the public, it was proposed to permanently close the under-used court and continue with the arrangements to list cases at Runcorn Law Courts. The principal reasons for the proposal were given as:

- The court was under- utilised and dealt with a limited workload; and
- The building was no longer suitable for the provision of court services

The document went on to explain that the court facilities in Widnes were no longer cost effective and that significant savings and better value for money could be achieved by transferring all services to Runcorn.

Mark Reaney, Operational Director was nominated as the co-ordinator for the Borough Council's response to the Ministry of Justice.

RESOLVED: That

- (1) the consultation document be sent to all Council Members and relevant External Partners inviting comments or views on the proposal by 30 November 2009;
- (2) the Chief Executive be asked to present a report to Executive Board in December 2009 with a summary of comments and a recommendation for the Council's response to the Ministry of Justice; and
- (3) the Chief Executive be asked to meet with the Court Service to discuss the proposal and the possible future use of the building.

Chief Executive

MINUTES ISSUED: 22 October 2009

CALL IN: 29 October 2009

Any matter decided by the Executive Board may be called in no later than 29 October 2009.

Meeting ended at 2.40 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 5 November 2009 in the Marketing Suite, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: Councillor Wright

Officers present: M. Reaney, M. Noone, B. Dodd, I. Leivesley, G. Meehan, D. Parr, C. Taylor, S. Wallace-Bonner and A. Scott

Also in attendance: Councillor Hodgkinson

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

EXB51 MINUTES

The Minutes of 15 October 2009 were taken as read and signed as a correct record.

EXB52 PLACEMENT STRATEGY FOR CHILDREN IN CARE - KEY DECISION

The Board received a report from the Strategic Director, Children and Young People which set out the background to the Placement Strategy Review.

As of 9 October 2009, Halton had 158 Children in Care. The overall trend showed a reduction in the Looked After population from a high in 2004 of 169. In December 2004, a detailed analysis of the Children in Care population identified some trends and useful information, which was outlined in the report.

In recent years, there had been significant difficulty in recruiting sufficient foster carers to meet both the demand for placements and to provide a choice of placement. An additional 20 carers would be needed to provide for the

Action

current Children in Care population. The Ofsted Inspection in October 2009 identified that Halton, as a fostering provider, was unable to meet the standard required of sufficient number of foster carers to allow for placement choice.

The report outlined a number of proposed actions that would address the shortfall in the number of foster carers; this included increased levels of allowance, building capacity of the Foster Service team to provide placement support, an increase in the range of essential support services available to children and carers and use of a revised and more intensive marketing campaign to recruit more carers.

Members noted that an Invest to Save approach to developing foster care provision had been successfully taken by St Helen's Council; their number of foster care places had risen from 59 to 103 in three years, which meant a significant reduction in the number of expensive purchased placements and improved retention of their existing carers.

The Board wished to place on record their thanks to Christine Taylor for her hard work in developing the strategy.

RESOLVED: That

- (1) the Executive Board endorse the approach identified in the Placement Strategy and the further work required to develop it; and
- (2) support be given to an Invest to Save Bid.

Strategic Director-Children & Young People

EXB53 JOINT CARERS COMMISSIONING STRATEGY 2009-12

The Board received a report of the Strategic Director, Health and Community, on the Joint Carers Commissioning Strategy 2009/12.

The Strategy built upon the aims, objectives and activities outlined in the 2008/9 Carers Strategy, including an action plan, to support services in Halton move toward a more focused way of commissioning services for Carers over the next three years. It had been developed as a result of research carried out in terms of other local authority plans and ongoing consultations and contributions from stakeholders.

The Board were advised that the format of the commissioning strategy followed a similar one adopted with

other Joint Commissioning Strategies within the Directorate and took account of the contents of the National Carers Strategy which had been published in June 2008.

The objectives of the Commissioning Strategy were to move towards a process for the commissioning of services, to continue to assist in the identification of hidden carers and improve information and access to support services. The Board were advised that the Care Quality Commission closely monitors the Council's performance on carer's services and had judged that Halton delivered a good service. The introduction of the Strategy would assist in maintaining that judgement.

RESOLVED: That the Board approve the Joint Carers Commissioning Strategy 2009/12 and associated action plan.

Strategic Director
- Health and
Community

EXB54 HALTON BOROUGH COUNCIL - VOLUNTEER STRATEGY

The Board received a report of the Strategic Director, Health and Community on the Council Volunteer Strategy.

The Strategy would promote volunteering within Halton Borough Council as an activity quite distinct from paid employment, and in certain situations, volunteers would work alongside other volunteers towards carefully defined goals. In other cases, they may work alongside paid staff providing an additional value to the work of Council employees. Volunteers would represent an additional resource that could bring a fresh perspective, focus and stamina to a department, office or group. In addition volunteers may provide a means of accessibility for service users who otherwise would feel or remain excluded from local or Council activity.

Members were reminded that, as part of the development of the Strategy, a 'Building Common Ground' workshop was held that involved staff across the Council and both statutory and voluntary sectors. The workshop looked at the vision for volunteering that they felt Halton should adopt and the way in which an effective volunteering service could be created and ways to improve current activities.

Halton Voluntary Action (HVA) had been commissioned to undertake a six month project to identify ways to increase volunteering activity within the Adult Social

Care Service. It was noted that the cost of the project had been funded from within existing Health and Community Directorate Resources.

RESOLVED: That the Board approve the Halton Borough Council Volunteer Strategy as attached to the report.

Strategic Director
- Health and
Community

EXB55 PROPOSED AIR QUALITY MANAGEMENT AREAS, WIDNES TOWN CENTRE

The Board received a report of the Strategic Director, Environment, on the proposed Air Quality Management Areas (AQMA) in Widnes Town Centre.

Members were advised that Part IV of the Environment Act (1995) required local authorities to regularly review and assess air quality in their areas. The Expert Panel on Air Quality set objective levels (targets) for seven pollutants that local authorities were responsible for monitoring against. Where potential exceedances were identified, the local authority must declare an AQMA area and prepare an action plan setting out measures to improve air quality in that area.

The report contained details of the proposed AQMA's in Widnes and an outline of the proposed AQMA Action Plan which would develop in more detail as the consultation process evolved. It was noted that within the proposed Action Plan area, a review of the contributory factors and traffic patterns would be undertaken to determine if traffic, which was the major contributory factor to elevated levels of pollution, could be diverted away from the AQMA and thus improve air quality. It was noted that the Action Plan was not limited to a specific area.

RESOLVED : That

- (1) the Air Quality Management Areas be declared;
- (2) the Operational Director – Environmental and Regulatory Services, be authorised to determine the precise details of public consultation; and
- (3) the results of the consultation exercise and the fully developed details of the proposed Action Plans be reported back to Executive Board.

Strategic Director
- Environment

MINUTES ISSUED: 11 November 2009

CALL IN: 18 November 2009

Any matter decided by the Executive Board may be called in no later than 18 November 2009.

Meeting ended at 2.20 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 19 November 2009 in the Marketing Suite, Municipal Building

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

Apologies for Absence: Councillor Harris

Absence declared on Council business: Councillor McDermott

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

Also in attendance: Councillor Redhead

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

EXB56 MINUTES

Action

The Minutes of 5 November 2009 were taken as read and signed as a correct record.

EXB57 GAMBLING ACT 2005 POLICY STATEMENT OF GAMBLING POLICY

The Board received a report which set out the Gambling Act 2005 Statement of Gambling Policy.

The Board were advised that, under Section 349 of the Gambling Act 2005, the Council were required to adopt a three-year licensing policy. At its meeting on 9 September 2009, the Board approved a draft Statement of Gambling Policy for consultation. A public consultation exercise was undertaken and one response received from the British Beer and Pub Association. Details of the response were attached to the report at Appendix 1.

It was noted that no changes were made to the draft statement as a result of the consultation exercise, and that once adopted, the Statement of Gambling Policy would be used by applicants and the Regulatory Committee in

accordance with the Gambling Act 2005.

RESOLVED: That Council be recommended to adopt the Statement of Gambling Policy as attached to the report.

Chief Executive

EXB58 HALTON 2000 SURVEY ON THE COUNCIL'S BUDGET

The Board received a report of the Strategic Director, Corporate and Policy, on the results of the recent Halton 2000 Survey.

In October 2009, members of Halton's Citizen's Panel were sent a questionnaire asking them for their opinions on a range of Council services. The response rate was 53.5% and a summary of the results were attached to the report.

The survey was aimed at gauging public opinion of the Council's spending on services. The first part of the survey asked about the top five priorities in relation to Council spending and preferences of spending and saving money in relation to those priorities identified within the Community Strategy. The top five priority spending areas selected by respondents were:

- Health Services
- The level of crime
- Education provision
- Job prospects
- Affordable decent housing

The second part of the survey invited opinions on Council Tax payments in relation to service standards and introducing/increasing charges for certain Council provided services. The Board noted that nearly 63% of respondents had shown support for the Council to increase its charges which included such services as pest control and the removal of bulky waste.

The survey also asked a question on the preferred methods of consultation on future Council budgets, the format of information available and the method of receiving information on the budget. The three preferred methods identified by respondents on how the Council spent its money were:

- Via the Council Tax leaflet
- Via 'Inside Halton'
- Via the local press

RESOLVED: That

- (1) Executive Board note the results of the survey;
and
- (2) the results be taken into account when
considering the 2010/11 Budget proposals.

Strategic Director
- Corporate and
Policy

EXB59 MEDIUM TERM FINANCIAL STRATEGY

The Board received a report of the Operational Director, Financial Services, on the Medium Term Financial Strategy for 2010/11 to 2012/13.

The Medium Term Financial Forecast (MTFF) set out a three year projection of resources and represented the “finance guidelines” which formed part of the medium term corporate planning process. The guidelines identified the financial constraints the Council would face in delivering its key objectives and were an important influence on the development of the Corporate Plan and Service Plans and Strategies.

Members were advised that, due to uncertainty about the level of public sector spending, the projections should be treated with a considerable degree of caution, although they did provide initial guidance to the Council on its financial position in the medium term.

The objectives of the Council’s Medium Term Financial Strategy were outlined in the report. In setting the revenue and capital budgets, the Council had regard to its priority areas as set out in the Council’s Corporate Plan and in Halton’s Sustainable Community Strategy. The MTFF showed that within the budget strategy, the spending required to maintain existing policies and programmes was expected to increase at a faster rate than available resources. As a result, additional spending on new or improved services would have to be kept to an absolute minimum, and in order to balance the budget, the Forecast showed that significant cost savings of at least £6m would be needed in each of the next three years.

The MTFF showed that there were sufficient resources to cover the cost of the current Capital Programme although it was unlikely that the Council would receive significant levels of capital receipts; as such the opportunity for additional capital spending would be severely limited and new spending would be limited to schemes with funding attached.

The Board were reminded of the outcome of the Halton 2000 Citizens Panel Survey on the Council's Budget (minute EXB58 refers), the results of which would be taken into account in the preparation of the 2010/11 Budget proposals.

RESOLVED: That

- (1) the Medium Term Financial Forecast be noted;
- (2) the base Budget be prepared on the basis of the underlying assumptions set out in the Forecast;
- (3) the Budget Strategy and Capital Strategy be approved;
- (4) the Reserves and Balances Strategy be approved; and
- (5) further reports on the Budget be considered by the Executive Board.

Operational
Director -
Financial Services

Councillor S Nelson declared a personal interest in the following item of business as he was the Chair of Governors at Grange Junior School.

EXB60 PRIMARY SEN UNIT REVIEW - KEY DECISION

The Board received a report of the Strategic Director, Children and Young People, on the proposals for formal consultation for Special Educational Needs (SEN) in Primary Schools.

The Local Education Authority (LEA) had undertaken a review of SEN provision within the Borough. The Council was committed to providing a range of SEN services to meet the individual needs of children and their families. The diverse range of provision in the Borough had meant that schools could cater for individual needs and were able to personalise the curriculum for certain individuals. This broad range of services placed the Council in a strong position to meet both current and emerging needs.

The report detailed the review stages of Primary SEN provision, with an analysis of the responses to informal consultation carried out in June 2009. The reasons for the Primary SEN review were listed in the report and details of the present SEN unit provision in Primary mainstream schools in the Borough was attached at Appendix 1.

The Board noted that the LEA would ensure that Pathways for learning for SEN pupils would be personalised for the child and their family, and this would involve the current Primary SEN unit being re-designed to provide flexible provision within the appropriate setting. There would be joint working with other areas of Children's Services, for example Health and Social Care, providing a wrap around provision for children and their families.

Reasons For Decision

To formally consult on Section 4 of the report.

There were surplus places within Primary mainstream SEN units.

Mainstream Primary SEN Units were not matching the present and future requirements of the Borough.

Alternative options considered and rejected

To leave provision as it was. This would potentially leave the Council vulnerable to challenge on the basis of need and value for money.

Implementation date:

The proposals for Primary SEN resourced provision must be implemented by September 2011 to be in line with the implementation of the agreed Secondary resourced provision.

RESOLVED: That Executive Board

- (1) endorse the proposals and recommendations contained in the report; and
- (2) gives approval to proceed to statutory consultation on the proposals on 7 January 2010, and report back to Executive Board on 4 March 2010.

Strategic Director-
Children & Young
People

MINUTES ISSUED: 24 November 2009

CALL IN: 1 December 2009

Any matter decided by the Executive Board may be called in no later than 1 December 2009.

|

Meeting ended at 2.28 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 3 December 2009 in the Marketing Suite, Municipal Building

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

Apologies for Absence: Councillor Harris

Absence declared on Council business: None

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

Also in attendance: Councillor Hodgkinson and M Thomas (District Audit)

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

EXB61 MINUTES

Action

The Minutes of the meeting held on 19 November 2009 were taken as read and signed as a correct record.

EXB62 ANNUAL AUDIT LETTER

The Board considered a report of the Strategic Director, Corporate and Policy on the Annual Audit Letter 2008/09.

The Board was advised that the Annual Audit Letter summarised the findings from the 2008/09 audit completed by the Council's External auditors. The Letter included messages arising from the audit of the financial statements and the results of the work that had been undertaken in assessing the Council's arrangements to secure value for money in the use of its resources.

Mr M Thomas, District Auditor attended the meeting and reported that the Council had achieved a very good report in challenging times. In respect of the use of resources which determined how well the Council managed and used their financial resources it had been concluded

that the KLOE (key lines of enquiry) scores reflected a Council that was performing consistently above the minimum standards specified by the Audit Commission, a Level 2 performance.

RESOLVED: That the Annual Audit Letter be approved.

Strategic Director
– Corporate &
Policy

EXB63 DETERMINATION OF COUNCIL TAX BASE - KEY DECISION

The Board considered a report of the Strategic Director, Corporate and Policy 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 2010. In addition, the Council was required to calculate and advise, if requested, the Parish Councils of their relevant tax bases.

The Board was advised that the Tax Base was the measure used for calculating the council tax and was used by both the billing authority (the Council) and the major precepting authorities (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 2010/11 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.

RESOLVED: That Council be recommended that

- (1) the 2010/11 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:

Strategic Director
– Corporate &
Policy

Parish	Tax Base
Hale	729
Halebank	594
Daresbury	142
Moore	343
Preston Brook	352
Sandymoor	938

EXB64 PROPOSED CLOSURE OF WIDNES MAGISTRATES COURT - RESULTS OF CONSULTATION

The Board considered a report of the Chief Executive which contained a summary of responses received following the consultation exercise on the proposed closure of Widnes Magistrates Court.

The Board noted that the Ministry of Justice had consulted the Borough Council on their proposals to close Widnes Magistrates Court. The period of formal consultation would end on 5 January 2010. At its meeting on 15 October 2009, Executive Board resolved the following:

- The Consultation Document be sent to all Council Members and relevant external partners inviting comments or views on the proposal by 30 November 2009;
- The Chief Executive be asked to present a Report to the Executive Board in December 2009 with a summary of comments and a recommendation for the Council's response to the Ministry of Justice; and
- The Chief Executive be requested to meet with the Court Service to discuss the proposal and the possible future use of the building.

The Board was advised that the Leader and Chief Executive had met with the Court Service Staff on 10 November 2009; they expressed the view that, should the proposal to close take effect, they would wish to see the site utilised for the benefit of the Community.

The report had been prepared prior to the end of the consultation deadline and contained the comments that had been received from Members. It was noted that no additional comments had been received since the draft response had been prepared.

RESOLVED: That the Chief Executive, in consultation with the Portfolio Holder for Corporate Services be authorised to finalise and despatch the Council's response to the consultation.

Chief Executive

(NB: Councillor Wharton declared a Personal Interest in the following item due to being a Member of the Halton Transport Board and remained in the meeting during consideration of the item.)

EXB65 CHANGES TO THE CONSTITUTION

The Board considered a report of the Strategic Director, Corporate and Policy, on proposed changes to the constitution in respect of the exercise of powers in relation to Halton Transport.

Under the Council's constitution all matters relating to Halton Transport were reserved to the Council, and the exercise of voting rights as a major shareholder was delegated to the Chief Executive.

The Board was advised that Halton Transport wanted to make a fuel hedging arrangement for which the bank required a guarantee from the Council. Under the Constitution, this decision would be reserved to Council, and given the calendar of meetings, any delay in such a decision could result in a financial loss to Halton Transport.

The proposed change in wording was as follows:

"To exercise voting rights on behalf of the Council where the Council is the shareholder of a company and to take action up to £250,000 which may be considered appropriate from time to time."

RESOLVED: That Council be recommended to amend the Constitution, as set out above.

Strategic Director
– Corporate &
Policy

EXB66 CORPORATE PLAN MID- TERM REVIEW

The Board considered a report of the Strategic Director, Corporate and Policy on the Council's Corporate Plan mid-term review.

The purpose of the Corporate Plan was to outline key actions that the Council would undertake during the five year period 2006 to 2011. It also contributed to the Borough's Sustainable Community Strategy (SCS) and Local Area Agreement outcomes.

The Board was advised that, as implementation of the Plan was half way through the five year period, it would be appropriate to consider and reflect on changes that had taken place since the Plan had been written in 2006.

The principle amendments to the Plan were outlined in the report and included

- The need to reflect the updated shared partnership vision, priorities, objectives and targets adopted in July 2009 as part of the mid term review of the Sustainable Community Strategy; and
- How the Council would contribute to achieving these shared priorities and objectives.

RESOLVED: That

- (1) the Corporate Plan mid-term review be noted; and
- (2) the Executive Board recommend that the Council approve the mid term review of the Corporate Plan.

Strategic Director
– Corporate &
Policy

EXB67 PROVISION OF YOUTH WORK TARGETED YOUTH SUPPORT SERVICES IN HALTON - KEY DECISION

The Board considered a report of the Strategic Director, Children and Young People on the provision of youth work and targeted youth support services in Halton.

The Borough Council's Youth Service had been delivered by the Greater Manchester Connexions Partnership since 2002/03. Since then a number of new pieces of legislation and guidance had been produced and in December 2008, Executive Board approved proposals for the future commissioning of the Youth Service.

As the contract was in excess of £1million, a stringent tendering process had been undertaken as defined by EU Procurement regulations. The report gave details of the specification. Members were advised that a comprehensive and effective Youth Service would be an important aspect to ensure the Council could make a real difference to young people across the range of indicators, as described in the National Indicator Set for Children's Services and Local Authorities PSA 14.

In carrying out the selection process, the views and

wishes of young people had been represented; a panel of young people were able to challenge and question providers as part of the interview process.

Reason(s) for Decision:

To comply with recommendations as contained in Youth Matters and Youth Matters Next Steps.

To continue to address specific issues for young people in Halton such as to increase the numbers of young people who were engaged in education, employment or training and to reduce the numbers of under 18 conceptions.

The service would also ensure young people in Halton received services and support that encouraged and promoted their self esteem and self confidence and provided them with the skills, knowledge, choices and opportunities that would help them in making the tricky transition into adulthood and to become the future Halton needed as it moved further into the 21st century.

Alternative Options Considered and Rejected:

None

Implementation Date:

1 February 2010

RESOLVED: That Executive Board appoint Action For Children as the approved supplier of Youth Work and Targeted Youth Support Services in Halton.

Strategic Director
– Children &
Young People

EXB68 REDESIGN OF DAY SERVICES FOR PEOPLE WITH PHYSICAL & SENSORY DISABILITIES AND OLDER PEOPLE WITH ADDITIONAL NEEDS- KEY DECISION

The Board considered a report of the Strategic Director, Health and Community on the redesign of day services for people with physical and sensory disabilities and older people with additional needs.

The Board noted that approval had been given in June 2009 for a consultation exercise to be carried out with all stakeholders on the decommissioning of Bridgewater Day Centre as a base for day services and for the further development of day service activities in the community.

Extensive consultation had been carried out and a

summary of responses from each of the service users, carers, day service staff, trade unions and other interested bodies and individuals, as well as consultation with the Healthy Halton Policy and Performance Board, had been included in the report. Comments were positive about the changes and the refocus of the service.

Reasons for Decision

Bridgewater Day Centre currently had no service users attending due to the success of the initiative to link day service users to community facilities. It was therefore inefficient, impractical and contrary to the philosophy of social inclusion to continue to run the day centre.

Alternative Options considered and Rejected:

The option to return to providing traditional building based day services was rejected due to the success of the community based model and the outcome of the consultation with users, carers and other stakeholders, as detailed in the report.

Implementation Date:

January 2010

RESOLVED: That

- (1) In response to the consultation with stakeholders, day activities in the community be further developed to more fully utilise local resources;
- (2) Bridgewater Day Centre be decommissioned as a base for the delivery of traditional Day Services for Adults with Physical and Sensory Disabilities by 1 January 2010; and
- (3) Following the decommissioning of Bridgewater Day Centre, the Strategic Director for Health and Community report the progress and further service developments to the Healthy Halton Policy and Performance Board.

Strategic Director
– Health &
Community

EXB69 DUAL DIAGNOSIS STRATEGY

The Board considered a report of the Strategic Director, Health and Community on the development of a Joint Dual Diagnosis Commissioning Strategy 2009-2012 for

Halton and St Helens.

The Strategy documented the current services already in place for people with both substance misuse and mental health problems, with a view to identifying and analysing the gaps in services and any blockages to delivering a more integrated care pathway.

The Board was advised that a number of consultation meetings with all stakeholders in both mental health and substance misuse services had been undertaken early in 2009. In addition, a number of one to one interviews with key stakeholders were undertaken to gain views on current services and how services could be improved.

The Strategy recommended more integrated working, earlier identification and treatment in primary care and an increase in skills and knowledge for staff to enable them to provide care to people with dual diagnosis problems. It was designed to improve the care experience and reduce waiting times between services.

RESOLVED: That the Joint Dual Diagnosis Commissioning Strategy be endorsed.

Strategic Director
– Health &
Community

EXB70 CORPORATE EQUALITIES SCHEME

The Board considered a report of the Strategic Director, Health and Community on the development of a new updated Corporate Equalities Scheme.

The Board was advised that the Single Equity Scheme attached at Appendix 1 to the report had been developed following a review of the existing scheme as was required every three years, Appendix 2, to the report identified a number of achievements since the last scheme had been devised.

The Board was further advised that the Single Equality Scheme had been structured around the performance principles established within the Equality Framework for Local Government (EFLG), introduced earlier in 2009. It provided a competency framework against which the authority could measure its achievements and develop future actions that would focus on what needed to be done in delivering positive equality outcomes for the community.

The draft scheme had been widely circulated for consultation and promoted in local newspapers and on the Council's Intranet. A small number of minor amendments

were required and agreed.

RESOLVED: That the new Corporate Equalities Scheme as amended be endorsed.

Strategic Director
– Health &
Community

EXB71 LOCALITY WORKING

The Board considered a report of the Strategic Director, Corporate and Policy on a recommendation from the Corporate Services Policy and Performance Board on Locality Working.

The Board was advised that on 8 September 2009, the Corporate Services Policy and Performance Board resolved : -

“that the Executive Board be recommended to accept Option 1 – complete closedown, and a working party be set up with the Business Efficiency Board to consider the future of locality working in Halton”

RESOLVED: That

- (1) Executive Board support the creation of a Working Group to consider how locality working should operate and be funded in Halton when Neighbourhood Management funding ceases to be available from Central Government; and
- (2) the Working Group receive evidence from a wide range of partners across Halton and report their findings to the Local Strategic Partnership and Executive Board.

Strategic Director
– Corporate &
Policy

(NB: Councillors Nelson, Swain and Wright declared a Personal Interest in the following item due to being a Board Members of Halton Housing Trust and remained in the meeting during consideration of the item.)

EXB72 LAND AT HOUGHTON STREET, WIDNES

The Board considered a report of the Strategic Director, Corporate and Policy, on the disposal of land at Houghton Street, Widnes, to Halton Housing Trust.

The Board was advised that Halton Housing Trust had approached the Council with a view to purchasing land retained by the Borough Council following the LSVT Transfer in 2005. A valuation of the site had been obtained

and Halton Housing Trust had a scheme to build nine social rent properties on the site. The sale of the land would be subject to planning permission being granted.

RESOLVED; That

- (1) the report be noted; and
- (2) the land at Houghton Street be sold to Halton Housing Trust on the terms contained in the report.

Strategic Director
– Corporate &
Policy

EXB73 PILOT DELIVERY OF CHILDREN'S HEALTH SERVICES FROM WARRINGTON ROAD CHILDREN'S CENTRE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Young People, on the Pilot Health Visiting Service Partnership Project at Warrington Road Children's Centre.

The Board was advised that the DCSF Children's Trusts guidance (2008) required Local Partners, through inter-agency arrangements, to integrate frontline delivery organised around the child, young person and family, rather than professional boundaries.

The proposed Pilot Project, which would be overseen by the Halton Children's Trust (PCT's), would meet five of the essential elements of Children's Trust arrangements; these were outlined in the report. The project would involve a re-design of the Primary Care Trust's Halton Health Visiting Service to provide a new geographical approach to service delivery; this would be based at Warrington Road Children's Centre.

A Pilot Project Steering Group would be established to agree principal areas of partnership working, and subject to approval, would commence work between January and March 2010. If successful, the PCT would consider rolling out the Health Visiting Service in this format across the Borough.

Reasons for Decision

- The project had the potential to influence the development of integrated services in Halton that offered support and early intervention for families;
- The PCT's aspiration for the future delivery of

Universal Health Services was across a children's centre footprint; and

- The proposed pilot would test out how this way of working in Halton could be rolled out.

Alternative Options considered and Rejected:

The alternative would mean that the Authority remained working as separate organisations. Given the need to constantly improve efficiency and the safety of children, this needed to change.

Implementation Date:

January to March 2010.

RESOLVED: That

- (1) the report be noted; and
- (2) the Pilot Health Visiting Project at Warrington Road Children's Centre be supported.

Strategic Director
– Children &
Young People

(NB: Councillor Swain declared a Personal Interest in the following item due to being a Governor of Halton High School and remained in the meeting during consideration of the item.)

EXB74 SCHOOL ORGANISATION - CONSULTATION ON THE CLOSURE OF HALTON HIGH - KEY DECISION

The Board considered a report of the Strategic Director Children and Young People, on the consultation arrangements on the proposed closure of Halton High School on 31 August 2010.

The Board was advised that, during consultation on future secondary provision, it had been agreed that Halton High School would be developed as an Academy. This meant that the school would need to be discontinued and the school organisation process completed so that the Funding Agreement could be signed off in February 2010.

The Board was further advised that the consultation had commenced on 5 November 2009 and closed on Monday 30 November 2009. The consultation proposal had been widely advertised with details sent to parents of pupils at Halton High, a range of other stakeholders including trade unions, and Halton Schools. Copies of the proposal were also placed in the local Children's Centres and the library

and the meetings had been advertised in the local press, placed on the Building Schools for the Future (BSF) website and on the electronic children and young people's circular.

In addition four consultation events had been held in Halton High School on 12 November 2009 for staff, governors and the public. A further consultation event had been held at Castlefield's Community Centre on 4 November 2009.

It was reported that the notes of the meetings had been placed on the website and a copy had been provided to the school and the sponsor for their information.

In conclusion, it was highlighted that the proposal had been well received and there had been no opposition. In addition, the Authority received four feedback forms supporting the proposal, one of which was from the Chair of Governors of Halton High School.

Reasons for Decision

To provide more choice and diversity and retain pupils within the Borough.

Alternative Options considered and Rejected:

Not applicable.

Implementation Date:

The decision needed to be made on 3 December 2009 so that statutory consultation could commence on 10 December 2009.

RESOLVED: That

- (1) the commencement of the Statutory Consultation to close Halton High School on 31 August 2010 to allow the development of an Academy be approved, subject to consideration of any further representations received prior to the end of the consultation period; and
- (2) this decision be excluded from the call-in procedure, as immediate action was required so that the Statutory Consultation could commence on 10 December 2009.

Strategic Director
– Children &
Young People

1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION)

The Board considered:

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

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

EXB76 RE-COMMISSIONING OF THE YOUNG CARERS AND CARE LEAVERS SERVICE

The Board considered a report of the Strategic Director Children and Young People, on the re-commissioning of the Young Carers and Care Leavers Service.

The Board was advised that under the Children (Leaving Care) Act 2000, there was a legal requirement for the Local Authority to appoint a Personal Advisor to each young person who had been looked after for at least 13 weeks since the age of 14 and who was now 16/17 and either currently being looked after or who had left care since becoming 16.

The Board was further advised that in order to avoid young people leaving care failing it was essential that the Personal Advisor Service was highly effective. It was reported that the proposed action to reconfigure the Personal Advisor Service would achieve this aim.

RESOLVED: That the proposed action on the reconfiguration of the services for Personal Advisor for Care Leavers and Young Carers Service, as outlined in the report, be endorsed.

MINUTES ISSUED: 7 December 2009

CALL IN (with the exception of Minute No: EXB74 above): 15 December 2009

Any matter (with the exception of Minute No: EXB74 above) decided by the Executive Board may be called in no later than 15 December 2009

Strategic Director
– Children &
Young People

Meeting ended at 3.20 p.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 15 October 2009 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, G. Ferguson, A. Cross, B. Dodd, J. Unsworth and Tully

Also in attendance: None

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

Action

ES26 MINUTES

The Minutes of the meeting held on 24th September 2009 were taken as read and signed as a correct record.

**PLANNING, TRANSPORTATION, REGENERATION AND
RENEWAL PORTFOLIO**

ES27 LANDFILL ALLOWANCE TRADING SCHEME (LATS)

The Sub-Committee considered a report which set out the implications of the Landfill Allowances and Trading Scheme (LATS) on the Council, and the Authority's current and predicted LATS position until 2013/14.

At a previous meeting of the Sub-Committee it was resolved that delegated powers to trade for Landfill Allowances were given to the Operational Director, Financial Services, in consultation with the Strategic Director, Environment and the Portfolio holders for Environment, Leisure and Sport and Corporate Services, and that authority be granted to purchase or sell LATS permits, provided that the sum value of all such transactions (disregarding whether purchases or sales) in any financial

years did not exceed £100,000 and subject to adequate budgetary provision having been made (Minute ES54/2006).

The Sub-Committee was advised that estimates indicated that the financial requirement for future years exceeded the value in the previous resolution. Therefore, additional approvals were now required for future purchases.

In order to avoid future potential fines, Halton could now purchase landfill allowances to cover predicted shortfalls for the year 2010/11 onwards. Based upon current market offers following a request for three written quotations, allowances were currently available at £9 per tonne for 2010/11 and 2011/12 and £10.80 for 2012/13 if purchased in advance. Alternatively, payment could be made each April at these prices plus an RPI increase for each year.

Currently, allowances were not available for 2013/14 due to internal approvals not being available until 2010, therefore the figures shown for 2013/14 were estimates. This offer also provided flexibility with the options of immediate purchase or spreading costs over several years.

Members were advised that only one other quotation was received from another authority that were working to an indicative price level of £13.50 for 2010/11 and 2011/12 rising to £17.50 for 2012/13 and 2013/14.

It was noted that it was DEFRA's view that if landfill allowances were traded for cash, public procurement rules were not engaged because there was no acquisition of supplies or services. Although it was DEFRA's view that it would not be necessary for the Council to go out to tender for the purchase of allowances, in order to deal with the implications of the Council's Standing Orders, the Sub Committee was requested to consider waiver of Standing Order 3.1, which required that three competitive tenders be sought for contracts between £50k and £1m.

Whilst there was no certainty about future prices, which might go up or down, it was believed that the current offer represented good value for money and it was recommended that the Council now secure contractual arrangements for the purchase LATS permits for the period 2010/11 to 2013/14.

RESOLVED: That for the purposes of LATS, the Operational Director – Financial Services, in consultation with the Strategic Director – Environmental and the Portfolio Holders for Environment, Leisure and Sport and Corporate

Strategic Director
Environment/
Operational
Director Financial

Services, be authorised to;

Services

(1) secure contractual arrangements with other local authorities for the purchasing of permits to enable Halton to meet LATS targets; and

(2) trade up to the value of £125,000 for 2011/12, £175,000 for 2012/2013 and up to £250,000 for 2013/2014 subject to budgetary provision;

(3) Procurement Standing Order 3.1 be waived for the purposes of the exercise of the delegated power; and

(4) further reports be received on LATS as necessary.

ES28 HOUSING GROWTH POINT – INITIAL PROGRESS

The Sub-Committee had been previously advised that Halton, together with St. Helens and Warrington had submitted expressions of interest in being awarded Growth Point Status. The Department Communities Local Government (DCLG) had subsequently awarded funding for a period of two years of £4.2m. However, in July 2009 DCLG informed all Growth Points that in order to fund the Government's Housing Pledge, there would be a reduction in Capital Grant to Growth Points in the next financial year. For Mid-Mersey this would mean a reduction in notified grant of £999,289 giving a revised total allocation of funding to our Growth Point of £3.2m.

In order to direct the development and delivery of the Growth Point Programme, a Partnership Board had been established under the banner Mid-Mersey Growth Point Partnership Board. The Board comprised of five voting members and two non-voting representatives as follows:

St. Helens Council; Councillor Brian Spencer (Chair)
Halton BC; Councillor Marie Wright
Warrington BC; Councillor Bob Barr
Environment Agency; Area Manager (North)
RSL Representative; Peter Styche (Helena HA)
Homes and Community Agency (non-voting adviser)
GONW (Housing Policy Section) (non-voting adviser)

The Board had met five times to date to approve the submission of the Community Infrastructure Fund bid, the Growth Fund bid, in the form of a programme development and to agree priorities for future action following the announcement of Growth Fund allocations.

The Board had agreed the initial priorities for revenue and capital funding during 2009/10 and details were outlined in the report.

Beyond getting the right structures in place to move the programme of development forward, the Partnership Board focus was on housing delivery, particularly in the current and expected economic climate. The following initiatives were being progressed:

- Helena Housing had been asked to develop its suggested model for an affordable housing subsidy, including the potential to recycle grant monies for re-use by the Board;
- RSLs had been invited to come forward with proposals to deliver new additional social housing;
- fuller information on sites where development could take place and or continue within the Growth Point was being sought, alongside information on where sites were stalled or stopped;
- a Housing Thematic Group had been set up;
- a stakeholder group of RSLs had been established under the Chairmanship of the Board RSL representative along with a stakeholder group of housebuilders;
- the commissioning of a new Strategic Housing Market Assessment for the Growth Point had been agreed by the Board;
- a Green Infrastructure Thematic Group was in place and a framework developed to fit with the LDF;
- a Thematic Group for Transport Infrastructure had been established and work was already underway enabling the successful scheme supported by the CIF to start early next year;
- DFT Strategic Studies budget funding had been achieved for support towards feasibility studies looking at sustainable transport measures across the Growth Point that supports housing;
- the draft Phase 1 Water Cycle Scoping Study had been undertaken; and

- a Growth Point Manager, Richard Tully, had been appointed.

RECOMMENDED: That the Sub Committee

(1) note the grant of Growth Point Status and funding allocation from DCLG;

(2) endorse the contents of the submitted Programme of Development (PoD);

(3) support the establishment, structure and ongoing work of the Mid-Mersey Growth Point Partnership Board; and

(4) support the initial funding priorities identified by the Growth Point Partnership Board and authorise the release of revenue and capital expenditure in accordance with the priorities as determined by the Growth Point Partnership Board.

Strategic Director
Environment

MINUTES ISSUED: 2nd November 2009

CALL IN: 10 November 2009

Any matter decided by the Executive Board Sub Committee may be called in no later than 10 November 2009.

Meeting ended at 10.37 a.m.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 5 November 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, B. Dodd, S. Riley, D. Sutton and G. Ferguson

Also in attendance: N/A

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

Action

ES29 MINUTES

The Minutes of the meeting held on 15 October 2009 were taken as read and signed as a correct record.

**PLANNING, TRANSPORTATION, REGENERATION AND
RENEWAL PORTFOLIO**

ES30 CLG GRANT – EXTRA SUPPORT FOR TOWN CENTRES

In August 2009 the Secretary of State for Communities and Local Government announced, £3m funding package to support town centres in the current economic downturn. Halton Borough Council was now in receipt of £52,632 from this Grant to support town centres. Guidance on how local authorities could support town centres was provided in the “Looking After Our Town Centres” document. One of the key issues addressed in this, that led to the grant was the re-use of empty units in town centres.

There were already a number of on-going initiatives to regenerate and support the town centres in Halton. It was suggested that the CLG Grant should be used to augment, develop and compliment ongoing activities. It was also

proposed that the grant be split between Runcorn and Widnes according to need. Given the commitment of Working Neighbourhood Fund spend in Widnes and the relative vacancy rates in the two town centres, it was proposed that the grant be split approximately 40% for Widnes and 60% for Runcorn, with a number of the proposed Town Centre Management Schemes covering both town centres. An element of over-programming was recommended to ensure the full spend within the financial year.

As the CLG grant was a relatively small pot of funding, it was proposed that the following principle be adopted of no more than 10% of the grant to be spent on any single individual scheme, unless there was exceptional merit to that scheme.

The report detailed Town Centre Management proposals for the allocation of DCLG grant for both Runcorn and Widnes Town Centres.

RESOLVED: That the Sub-Committee agrees the approach to implementing a support programme for Runcorn and Widnes Town Centres, funded by this new DCLG grant.

Strategic Director
Environment

CORPORATE SERVICES PORTFOLIO

ES31 ICT CAPITAL SPEND PROFILE 6 MONTH REVIEW

The Sub-Committee considered a report which outlined the spending profile for the current ICT infrastructure requirements for 2009/2010. The April to September 2009 spend profile required a clear focus upon the completion of the technical aspect related to the Code of Connection requirement for the Authority. The vast majority of this work had now been undertaken.

Phase 2 of the 2009/10 ICT Infrastructure capital programme would be aimed at the removal of Citrix 3, the Authority's aging desktop devices, and the upgrade of the new Citrix Remote Access Solution 4. Complementing this project it was proposed the Authority brought the Children and Young People's Licensing arrangements for all Desktop Microsoft Software applications in line with the Corporate Microsoft Enterprise Agreement allowing greater flexibility during the upgrade process and delivering further savings upon the already heavily discounted licensing within this environment.

Additional infrastructure projects included the replacement of the back up Libraries device and replacement of the main Watch Guard Firewall. Replacement of the air conditioning devices would also be included.

RESOLVED: That the Sub-Committee approve the spend profile.

ES32 TREASURY MANAGEMENT 2009/10 2ND QUARTER

The Sub-Committee received a report from the Operational Director – Financial Services on the Treasury Management 2009/10 2nd Quarter (July to September) which updated the Sub-Committee on activities undertaken on the Money Market as required by the Treasury Management Policy (TMP). The Operational Director reported on the current economic background based upon information supplied by the Council's treasury management advisors, Sector.

The report provided supporting information on the short-term rates, longer-term rates, temporary borrowing/investments, longer-term borrowing/investments and policy guidelines. It was noted that all the policy guidelines in the TMP had been complied with.

RESOLVED: That the report be noted.

ES33 WAIVER OF STANDING ORDERS TO ENABLE PROCUREMENT OF CCTV MONITORING SERVICES

This item was deferred until the next meeting.

MINUTES ISSUED: 11th November 2009

CALL IN: 19th November 2009

Any matter decided by the Executive Board Sub Committee may be called in no later than 19th November 2009.

Meeting ended at 11.05 a.m.

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EXECUTIVE BOARD SUB COMMITTEE

*At a meeting of the Executive Board Sub Committee on Thursday, 19 November 2009
in the Marketing Suite, Municipal Building*

Present: Councillors Wharton (Chairman) and Nelson

Apologies for Absence: Councillor Harris

Absence declared on Council business: N/A

Officers present: G. Ferguson, M Bennett, P. Cornthwaite, A. McNamara and R. Barnett

Also in attendance: Councillor Hodgkinson

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

Action

ES34 MINUTES

The Minutes of the meeting held on 5th November 2009 were taken as read and signed as a correct record.

**PLANNING, TRANSPORTATION, REGENERATION AND
RENEWAL PORTFOLIO**

**ES35 CONFIRMATION OF AWARD OF CONTRACT FOR
REPLACEMENT OF CARTERHOUSE SWING BRIDGE**

The Sub-Committee considered a report of the Strategic Executive Director, Environment regarding the tendering process for the replacement of the existing bridge at the location of the original Carterhouse Swing Bridge, spanning the Sankey Canal at the south end of Tanhouse Lane in Widnes.

In accordance with Procurement Standing Order 2.5, tenders were invited from a list of contractors drawn from Constructionline database. As a result, three tenders were received. Following scrutiny one of the tenders was deemed invalid as it did not price all elements of the work. Evaluation of the remaining two tenders was based upon a 40-60 ratio

in terms of quality and price respectively, resulting in the following ranking –

- 1) Cheetham Hill Construction
- 2) Eric Wright Civil Engineering

Cheetham Hill's target cost for the works was £288,305.00.

Funding had been confirmed for the work through NWDA and Capital Priorities Fund.

RESOLVED: That the circumstances of the award of the Carterhouse Swing Bridge replacement contract to Cheetham Hill Construction Limited, be noted.

ES36 LAND AT HOUGHTON STREET, WIDNES

This item was withdrawn with the intention that it would be submitted to a future Executive Board meeting.

ES37 WAIVER OF STANDING ORDERS TO ENABLE PROCUREMENT OF CCTV MONITORING SERVICES

The Sub-Committee was advised that following implementation of the Housing Stock transfer and associated staff changes in October 2005, Remploy Managed Services was awarded the Town Centres and Local Areas CCTV Monitoring Contract. A new three-year contract was negotiated in November 2006 to incorporate 24/7 days a week monitoring. Since that time, the monitoring service had developed a more pro-active approach to CCTV surveillance. The Remploy Team had worked hard over the past four years to improve relationships with all the partners including Cheshire Police, Cheshire Fire Service and the Pub Watch and Shop Watch organisations in the Borough.

Feedback from Cheshire Police and other partners indicated that the reputation of Halton Town Centres and Local Areas CCTV programme had been raised and the service was now seen as a key tool in the fight against crime in Halton.

It was noted that Remploy Management Services was a public body employing people with disabilities. Therefore, apart from the operational benefits of employing Remploy there were social gains to be made in employing the organisation. In the past the organisation had received large grants from the Government for employing people with disabilities. This had helped to reduce its charges and, as a

result, the contract costs offered to Halton four years ago were much lower than offered by other companies. These grants had now been substantially reduced and, as a result, the contract costs that Remploy could offer to its customers had increased.

The contract costs for 24 hour, 7 day monitoring was currently £97,215.24 but was due to end in November 2009. Remploy had confirmed that should the contract be renewed, costs would increase to £109,510.64.

Should the contract be tendered, TUPE conditions would apply and based on informal discussions with other local authorities, it was unlikely that competing contractors would be able to offer a lower tender price than that offered by Remploy, should staff choose to transfer.

The Committee noted that a review of CCTV provision in Halton was to be undertaken. The review findings would assist the future tendering process for the procurement of CCTV monitoring services.

RESOLVED: That in the light of the exceptional circumstances namely the associated social gains, Standing Orders 3.1 to 3.7 and 3.9 are waived to procure a two-year extension to existing CCTV Monitoring Services contract with Remploy Managed Services, the terms of which would be agreed with the Strategic Director for Environment, in consultation with the Portfolio Holder for Planning, Transportation, Regeneration and Renewal.

Strategic Director
Environment

HEALTH AND COMMUNITY PORTFOLIO

ES38 REQUEST TO EXTEND CONTRACTS FOR SUPPORTED LIVING SERVICES FOR ADULTS WITH LEARNING DISABILITIES AND MENTAL HEALTH NEEDS

The Sub-Committee considered a report of the Strategic Director, Health and Community which requested a suspension of Procurement Standing Orders 2.1 to 2.13 to extend existing contracts for care/support relating to learning disabled adults and adults with mental health needs to 31st March 2011, to allow for a complete review of service-users needs and the quality and cost-effectiveness of services ahead of any future market testing. The extension would allow sufficient time to:

- complete reviews of services transferred from the PCT

and work with the providers to configure cost effective, quality support to meet individual needs;

- complete research to develop an appropriate model for procurement of care and support from 1st April 2011, which complied with relevant Standing Orders whilst embracing and adhering to the principles of personalisation;
- implement actions to minimise the effects of the Turnbull judgement;
- set up a select list of preferred providers; and
- incorporate the Council's in-house Learning Disability Services into a preferred providers select list.

RESOLVED: That

(1) in the exceptional circumstances set out in the report, for the purpose of Standing Order 1.6 Procurement Standing Orders 2.1 to 2.13 be waived on this occasion on the basis that compliance at this time would be financially detrimental to the Council. In addition, the existing contracts for care and support relating to learning disabled adults and adults with mental health needs be extended to 31st March 2011. The contracted rate to be in line with that previously agreed by the Board, plus any inflationary uplift in line with that approved by the Council in setting the 2010/11 budget;

(2) delegated powers be approved to enable the Strategic Director, Health and Community, in conjunction with the Portfolio Holder for Health to award contracts for services provided by Alternative Futures and Community Integrated Care, recently transferred from the PCT under the Department of Health Directive. The contracted rate initially to be in line with the existing rate paid by the PCT and to then be reviewed following actions outlined in 3.1.10 of this report, plus any inflationary uplift in line with that approved by the Council in setting the 2010/11 budget;

(3) subsequent to the expiry of contracts under 2.0 (i), (ii), and 3.1.1 and 3.1.6 of this report, services would be procured either by the individual through their personal budget/direct payment or through 'spot purchase' contract arrangements via a select list of preferred providers. The latter will be subject to a competitive tendering process and subject to Procurement Standing Orders; and

Strategic Director
Health and
Community

(4) the Strategic Director, Health and Community, in conjunction with the Portfolio Holder for Health, be authorised to take such action as necessary to implement the above recommendations.

ES39 REQUEST TO EXTEND CONTRACTS FOR RESIDENTIAL CARE FOR ADULTS WITH LEARNING DISABILITIES AND MENTAL HEALTH NEEDS

The Sub-Committee considered a report of the Strategic Director – Health and Community, which requested a suspension of relevant Procurement Standing Orders 3.1 to 3.7 and 3.9 to extend existing contracts for residential care at Wide Cove, Smithy Forge, Leahurst and Woodcrofts until 31st March 2011 to allow sufficient time to carry out complete extensive consultation with service users, carers and stakeholders and to complete an options appraisal regarding future use of the services.

The report also sought approval of delegated powers to the Strategic Director, Health and Community, in conjunction with the Portfolio Holder for Health, to award interim contracts to 31st March 2011 to existing providers of residential care services transferred from the PCT and to take such action as may be necessary to implement the recommendations.

The Sub-Committee, at its meeting on 19th March 2009, had previously agreed to extend contracts for residential care at Wide Cove and Smithy Forge in order to allow time to reconfigure the accommodation and support to offer independent living arrangements and more opportunity to participate in community life. Significant progress had been made since in developing the residents' life skills and empowering them to take control of their own lives. However, it was clear that the original timescale to establish independent living by 31st March 2010 was over-ambitious and could only be met by Council Officers determining how people should be supported to live their lives; an approach that did not fit with the transformation of adult social care and personalisation of services.

In addition, on the 19th March 2009 the Sub-Committee agreed to extend contracts for residential care at Leahurst and Woodcrofts.

However, due to progress on reviewing the current and future provision of mental health services being ongoing, including consultation with service users to assess their views, the Sub-Committee was requested to extend the

Contract for residential care at Leahurst, Wide Cove, Smithy Forge and Woodcrofts for a further year to March 2011.

RESOLVED: That

(1) in the exceptional circumstances set out in the report, for the purpose of Standing Order 1.6 Procurement Standing Orders 3.1 to 3.7 and 3.9 be waived on this occasion on the basis that the review of the residential services offered in Wide Cove, Smithy Forge, Leahurst and Woodcrofts Residential Homes should be completed to consider the changing needs of learning disabled adults and people with severe and enduring mental health problems. In addition, the existing contract for these services be extended to 31st March 2011 in line with the contracted rate previously agreed by the Board, plus any inflationary uplift in line with that approved by Council in setting the 2010/11 budget;

(2) delegated powers be approved to enable the Strategic Director, Health and Community, in conjunction with the Portfolio Holder for Health to award contracts to residential care services offered in Glenwood, Holmdale and Bankfield, provided by Community Integrated Care (CIC), recently transferred from the PCT under the Department of Health Directive. The contracted rate initially to be in line with existing rates paid by the PCT and to then be reviewed following actions outlined in the report, plus any inflationary uplift in line with that approved by the Council in setting the 2010/11 budget;

(3) the Strategic Director, Health and Community, in conjunction with the Portfolio Holder for Health, be authorised to take such action as necessary, to implement the above recommendations;

(4) a further report be brought to the Sub Committee in September 2010.

Strategic Director
Health and
Community

MINUTES ISSUED: 27th November 2009

CALL IN: 7th December 2009

Any matter decided by the Executive Board Sub Committee may be called in no later than 7th December 2009.

Meeting ended at 10.38 a.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 3 December 2009 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, G. Ferguson, R. Dart, B. Dodd, A. McNamara and P. Searing

Also in attendance: None

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

Action

ES40 MINUTES

The Minutes of the meeting held on 5th November 2009 were taken as read and signed as a correct record.

CORPORATE SERVICES PORTFOLIO

ES41 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Board received a report of the Strategic Director, Corporate and Policy requesting members to consider two applications for discretionary non-domestic rate relief, under the provisions of the Local Government Finance Act 1988.

The report 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.

RESOLVED: That

(1) under the provisions of Section 47, the Local Government Finance Act 1988, discretionary rate relief be granted to the following organisation at the percentage

indicated, for the period from 1st April 2009 or the commencement of liability, whichever is the later, to 31st March 2013:

Halton Access to Media	100%
Halton YMCA Limited	20%

ES42 2009-10 HALF YEAR SPENDING

The Sub-Committee considered a report which summarised the overall revenue and capital spending position as at 30th September 2009.

In overall terms, revenue expenditure was below the budget profile. However, this was only a guide to eventual spending. It was noted that spending on employees was also below the budget profile which was primarily due to the delay in settling the 2009 Pay Award. The Budget included 2.5% for the pay award, which had now been settled at just over 1% in total and the new rates were paid in October along with the arrears of pay. As a result, budgets would be revised to reflect the actual pay award. However, this would be partly offset by the additional 0.3% awarded in respect of the 2008 Pay Award following arbitration, which was 0.25% higher than budget.

Following the Pay and Grading Review appeals for the Health and Community Directorate have been completed resulting in a total additional cost in the year £280,000. This comprised £141,000 relating to one off back pay costs which had been met from reserves and £139,000 for on-going additional annual costs which would need to be contained within existing Directorate budgets. In addition, it was noted that electricity costs were expected to be below budget following the commencement of a new contract in October 2009.

With regard to income, this was currently below budget profile in a number of areas, some of which may be reflected by the economic downturn and, at this stage, appeared likely to be below budget by year end. It was expected that the shortfalls would continue into next year. At this stage, it did not appear that the shortfalls in income were having an adverse effect upon the Council's overall net budget. However, this would be due to delays in spending and would need to be kept under close scrutiny by Directorates during the second half of the year.

In respect of capital spending, it was noted that spending to 30th September 2009 totalled £10.7m which was

69% of the planned spending of £15.4m at this stage. However, this only represented 29% of the total capital programme of £37.5m (which assumes a 20% slippage between years). The main areas of programme slippage to date were in respect of Mersey Gateway advance land acquisition and Bridge maintenance.

Although historically capital expenditure was significantly higher in the latter part of the financial year, it was important that project managers maintained pressure to keep projects and spending on schedule and, in particular, to ensure that all external funding was maximised.

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

RESOLVED: That

(1) the report be noted;

(2) budget managers continue to closely monitor and control spending and income levels, to ensure that overall spending remained in line with budget by year end.

ES43 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

during consideration of the following 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.

COMMUNITY PORTFOLIO

ES44 AWARD OF CONTRACT FOR THE PROVISION OF A DOMESTIC ABUSE SERVICE

The Sub-Committee considered a report regarding the tendering process for the provision of Domestic Abuse Services in Halton.

In accordance with the Council's Standing Orders in relation to procurement, expressions of interest were invited through adverts in various publications. As a result, 25 provider organisations expressed an interest and were sent a pre-qualification questionnaire.

Following evaluation of the questionnaires 13 Invitation to Tender documents were sent out, of which nine tenders were submitted by the deadline of 24th July 2009. All the tenders received were evaluated on price and quality. Following this evaluation process three provider organisations were invited to deliver presentations. As a result, Halton and District Women's Aid received the highest score, they submitted the lowest tender price and were of the highest quality.

RESOLVED: That the Sub-Committee agree the award of the Contract in the sum of £227,594 and a budget of £35,460 for the Sanctuary Scheme (parts and labour) for the whole life of a 2.4 year contract to Halton and District Women's Aid for the provision of Domestic Abuse Services, subject to approval of the 2010/2011 budget.

CORPORATE SERVICES PORTFOLIO

ES45 MANAGEMENT OF MOOR LANE AND WATERLOO BUSINESS GENERATION CENTRES

The Sub-Committee considered a report of the Strategic Director, Corporate and Policy which sought approval to revert the management of Moor Lane and Waterloo Business Centres from Halton Chamber of Commerce to the Council. The Waterloo Centre was to be closed on the 31st March 2011 to facilitate the construction of the new bridge. The Centre currently had 75% occupancy

rate. However, this would reduce in the coming months due to the Mersey Gateway requirement. The Mersey Gateway Team was currently giving support to the remaining businesses to find them new accommodation which would hasten the closure of Waterloo Centre.

It was noted that if this course of action was taken this would have an implication for the Chamber and their staff and would probably mean the transfer of one or more members of staff into the Council under the TUPE Regulations.

The current cost for management fees and the handyman were in the order of £49,000 per annum. It was anticipated that any additional costs to the Council would be covered by no longer paying the £49,000 fee to the Chamber.

RESOLVED: That the Sub Committee approve the following subject to there being no additional cost to the Council:

(1) the Council terminates the contract with the Chamber of Commerce for the management of the two business centres;

(2) three months' Notice of Termination be given to the Chamber of Commerce, in accordance with the contract; and

(3) the Corporate Services portfolio holder be kept up to date on developments

MINUTES ISSUED: 7th December 2009

CALL IN: 15th December 2009

Any matter decided by the Executive Board Sub Committee may be called in no later than 15th December 2009.

Meeting ended at 10.36 a.m.

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MERSEY GATEWAY EXECUTIVE BOARD

*At a meeting of the Mersey Gateway Executive Board on Thursday, 19 November 2009
in the Marketing Suite, Municipal Building*

Present: Councillors Polhill (Chairman) and Wharton

Apologies for Absence: Councillor McDermott

Absence declared on Council business: None

Officers present: L. Derbyshire, B. Dodd, D. Parr, M. Reaney, M. Noone and D. Tregea

Also In Attendance: Councillors Findon and Redhead

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

Action

MGEB6 MINUTES

The Minutes of the meeting held on 24 September 2009 were taken as read and signed as a correct record.

**MGEB7 GENERAL PROGRESS TOWARDS COMMENCING
PROCUREMENT**

The Board considered a report of the Strategic Director, Environment which advised Members of the general progress made towards securing the authority required to commence the procurement process.

The Board was advised at the meeting of the last Mersey Gateway Executive Board on 24 September, that the formal procurement process for a Mersey Gateway concession contract could only commence once the Council had secured the planning decision by the Secretaries of State and for Ministers to grant Conditional Funding Approval.

The Board was further advised that the timing of an announcement of the planning decision by the Secretaries of State was linked to when the Department for Transport received the Inspector's Public Inquiry Report. Although the Authority had been advised that the Inspector's Report was expected to be with the Department towards the end of

November, the Minister had recently advised that this was now expected in mid-December. The Minister gave this information in his response to an oral question in Parliament raised by Derek Twigg MP. The response by Transport Minister Sadiq Khan was as follows:-

“The Inspector’s report following the recent public inquiry is not expected to be received until the middle of December and its recommendations will need to be considered carefully before the Secretary of State can announce the decisions. A further decision on funding will be taken after that.”

In addition, the Minister’s reference to a further decision on funding related to their consideration of the Conditional Funding Approval submission. The Minister in his response also acknowledged the hard work of the Council and our representations received which explained the benefits of an expeditious decision. The Minister reaffirmed that the timescale for a decision was linked to when the Department expected to receive the Public Inquiry Inspector’s report and pointed out the scheme’s complexities. The Minister did however assure Mr Twigg that he had taken on board the points made and the sense of urgency that he had expressed.

It was reported that it was encouraging to receive the positive comments from the Minister but the legal due process leading up to planning decision would determine the timescales to a great extent. There was still an opportunity to announce the decision before the end of March 2010 but the recent delay had put this outcome at greater risk.

It was also reported that the second requirement prior to commencing the procurement process was to secure Conditional Funding Approval from DfT Ministers and work towards this aim was progressing as planned. The first draft of the Outline Business Case was due to be discussed with the DfT Major Projects Team at the progress meeting on 19 November 2009.

The Board noted the recent work that had been undertaken on the bridge by National Grid and the impact of the lane closures on the Borough in respect of traffic. It was also noted that the problem had been exacerbated because of weather conditions and an accident on the motorway. It was reported that the lane had been closed to ensure the safety of the workforce and to allow access to the work.

RESOLVED: That the progress made and the outlook

for commencing procurement next year be noted.

MGEB8 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

MGEB9 LAND ASSEMBLY STRATEGY

The Board considered a report of the Strategic Director, Environment which advised Members that at its meeting on 24th September 2009, the Board considered a Report (MGEB5 – Land Assembly and Agreements with Third Parties) and resolved to note the agreements in place for the advanced acquisition of land, and the obligations of the Council in respect of those agreements.

The Board was further advised of the strategy which the Mersey Gateway Team proposed to adopt in order to

assemble all the land required to construct and operate the proposed Mersey Gateway scheme in accordance with statutory procedure where some land was expected to be acquired by compulsion.

RESOLVED: That the land assembly strategy to be adopted by the Mersey Gateway Team in order to assemble all the land required to construct and operate the proposed Mersey Gateway scheme and to deliver the project to the required timescale be noted.

Strategic Director
- Environment

MINUTES ISSUED: 25th November 2009

CALL IN: 2 December 2009

Any matter decided by the Executive Board may be called in no later than 2 December 2009

Meeting ended at 3.20 p.m.

3MG EXECUTIVE SUB BOARD

At a meeting of the 3MG Executive Sub Board on Thursday, 15 October 2009 in the Marketing Suite, Municipal Building

Present: Councillors Polhill (Chairman), Nelson and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: L. Derbyshire, S. McDonald, M. Noone, M. Reaney, D. Sutton, and L. Risk

Also in attendance: None

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

		<i>Action</i>
ESB3	MINUTES	
	The Minutes of the meeting held on 24 September 2009 were taken as a correct record and signed.	
ESB4	SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985	
	The Sub-Board considered:	
	(1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972; and	
	(2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the	

public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

ESB5 NEWSTEAD FARM, LOWER ROAD, KNOWSLEY

The Board considered a report of the Strategic Director, Corporate & Policy which sought approval of the terms for the termination of part of the agricultural holding in Newstead Farm, Lower Road, Halewood.

RESOLVED: That the terms for the termination of part of the agricultural holding at Newstead Farm, Lower Road, Halewood be approved.

Strategic Director
– Corporate &
Policy

Meeting ended at 3.10 p.m.

MINUTES ISSUED: 16 October 2009

CALL IN: 23 October 2009

Any matter decided by the 3MG Executive Board may be called in no later than 23 October 2009

CHILDREN AND YOUNG PEOPLE POLICY AND PERFORMANCE BOARD

At a meeting of the Children and Young People Policy and Performance Board on Monday, 2 November 2009 in the Civic Suite, Town Hall, Runcorn.

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), Browne, Drakeley, Gilligan, Higginson, Loftus, J. Lowe, Parker, M. Ratcliffe, Stockton and J. Dipnall

Apologies for Absence: None

Absence declared on Council business: None

Officers present: J. Kirk, C. Halpin, S. Clough, T. Crane, A. McIntyre, N. Moorhouse, A. Villiers, P. Greenall and C. Johnson

Also in attendance:None

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

Action

CYP22 MINUTES

The Minutes of the meeting held on 7th September 2009 were taken as read and signed as a correct record.

RESOLVED: That the Minutes be noted.

CYP23 PUBLIC QUESTION TIME

It was noted that no public questions had been received.

(NB: Councillor Stockton declared a personal interest in the following item of business due to being a Governor at the Grange School).

CYP24 EXECUTIVE BOARD MINUTES

The Board considered a report which contained the Minutes relating to the Children and Young People Portfolio which had been considered by the Executive Board and Executive Board Sub-Committee since the last meeting.

RESOLVED: That the Minutes be noted.

CYP25 SSP MINUTES

The Board received the Minutes of the Halton Children's Trusts Specialist Strategic Partnership held on 8th September 2009.

RESOLVED: That the Minutes be noted.

CYP26 SUMMARY OF EDUCATIONAL ATTAINMENT 2009

The Board received a report of the Strategic Director, Children and Young People which reported on 2009 performance data for Foundation Stage Profile and Key Stages 1 – 5.

The Board received a presentation from Judith Kirk, Operational Director – Universal Learning Services and Paul Greenall, SIP Manager which set out:

- the Foundation Stage Profile;
- key stage 1 assessments;
- key stage 2 assessments;
- key stage 3 assessments;
- key stage 4 assessments;
- key stage 5 assessments;
- the implications of these results;
- the actions being undertaken in relation to these results;
- priorities at Key Stage 3, Key Stage 4 and overall;
- special School priorities; and
- overall achievement.

Arising from Members' comments and questions the following was noted:

- that there was an important role for parents to play in educating their children and the initiatives that were in place to support this;
- how the inclusion agenda was progressing and the support being received from schools and parents; and
- that there was a need for more early intervention and one-to-one work as it was felt that not enough children were being reached at present.

RESOLVED: That the attainment and achievement of young people in Halton Schools for 2008-09 Academic Year be noted.

(NB: Councillor Loftus declared a personal interest in the following item of business due to being an employee of Riverside College).

CYP27 POST 16 DEVELOPMENT

The Board received a report of the Strategic Director, Children and Young People, which reported on progress towards meeting the 2013 entitlement including Local Authority new responsibilities for post 16 provision from 2010.

The Board received a presentation from Simon Clough, 14-19 Strategy Manager, on planning for entitlement on the 2nd November. In 2013 the Local Authority (LA) would have a statutory duty to provide a comprehensive curriculum and entitlement to 14-19 year old Halton residents. Schools would also have a statutory duty to secure their Key Stage Four (KS4) students access to the first 14 diploma lines. If provision was not available in Halton, the Council would be obliged to promote and enable access to provision out of borough.

The transfer of responsibility for 16-19 provision to local authorities was an essential element of the Government's long-term strategy and placed all 0-19 commissioning under the leadership of local authorities enabling local decision-making. In 2013, all young people aged 17 would be required by law to remain in education and training, this would rise to age 18 in 2015.

The presentation set out:

- Self-assessment toolkit in 14 – 19 partnerships;
- The journey so far;
- First Class Learning;
- World Class opportunities;
- The 14 – 19 Education Plan;
- Partner Agencies involvement;
- How Commissioning would operate;
- Priorities for post 16 education;
- New Pathways;
- A Model for Delivery; and
- Curriculum Planning.

Arising from Members' comments and questions the following points were noted:

- in relation to how financial systems would operate with multi-site learning taking place, it was noted that

an hourly rate would be applied to courses and would follow the learner;

- that there were concerns regarding transportation difficulties, which could inhibit some pupils accessing courses at different sites. The Board was advised that work was still ongoing on how transport would be provided;
- that there were currently 70 expressions of interest from the construction industry alone in support of diplomas; and
- accountability for the services provided for 14-19 education would fall within the Local Authorities remit.

RESOLVED: That the LA New Responsibilities for Planning and Commissioning of 14 – 19 Provision to meet the 2013 entitlement be noted.

CYP28 QUARTER 2 2009-10 PERFORMANCE UPDATE

The Board received a report of the Strategic Director, Children and Young People which provided the Quarter 2 Children's Trust Report Card. The card was circulated to the Board and gave details of the performance for the Quarter 2 period, 1st July 2009 to the 30th September 2009.

Arising from Members' comments and questions the following was noted:

- that there was a lack of breast feeding facilities in public areas and the impact this could be having on breast feeding rates in the Borough; and
- complaints being received about the lack of notifications for immunisations and it was agreed that this would be fed back to the service development partnership;

It was noted that Councillor Dennett would contact Members of the Board in the near future in relation to topic group representation.

It was further noted that the performance report for Quarter 2 would be submitted to the next scheduled meeting of the Board.

RESOLVED: That the progress against the priorities set out in the Children and Young People Plan through the Quarter 2 Children's Trust Report Card be noted.

CYP29 QUESTION AND ANSWER SESSION

The Chairman of the Board, Councillor Dennett welcomed Councillor McInerney, the Portfolio Holder – Children and Young People to the meeting and invited Members to take part in a question and answer session with the portfolio holder.

Councillor McInerney highlighted some of the excellent achievements and activities that had taken place within the Children and Young People's Directorate during the last twelve months. He gave the Board Members a verbal update on the following service areas:-

- the BSF programme;
- the Fostering and Adoption service;
- educational attainment;
- the transfer of post 16 education to the authority;
- improvements to children's disability services;
- the launch of the Children in Care council;
- primary re-organisation;
- recent Ofsted results and the implications of these;

Councillor McInerney also highlighted that the Council was continuing to face financial difficulties and the work being undertaken to ensure that there would be minimum disruption to front line services.

It was noted that a report on increasing fees for fostering and adoption services would be considered by the Executive Board on 5 November and the Board expressed its support to the increase.

RESOLVED: That

- (1) the update be received; and
- (2) the Executive Board be informed of the Board's support for Placement Strategy for Children in Care report.

CYP30 BUSINESS PLANNING

RESOLVED: That the item be deferred to the next meeting of the Board.

Meeting ended at 9.03 p.m.

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EMPLOYMENT, LEARNING AND SKILLS POLICY AND PERFORMANCE BOARD

At a meeting of the Employment, Learning and Skills Policy and Performance Board on Monday, 16 November 2009 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor Edge

Absence declared on Council business: None

Officers present: M. Simpson, H. Cockcroft, G. Collins, G. Fitzpatrick, N. Goodwin, J. Hatton, A. Page and A. Villiers

Also in attendance: None

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

Action

ELS25 MINUTES

The Minutes from the meeting held on 21st September 2009, having printed and circulated were taken as read and signed as a correct record.

ELS26 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

ELS27 EXECUTIVE BOARD MINUTES

It was reported that there were no minutes from the Executive Board or Executive Board Sub-Committee that were relevant to the Employment Learning and Skills PPB since the last meeting.

ELS28 SSP MINUTES

The Board considered the minutes from the Employment Learning and Skills Specialist Strategic Partnership meeting held on 24th September 2009.

In relation to performance issues, the Board felt it important that more funding be allocated to basic skills in education due to the fact that 20,000 people in the Borough required basic skills in education. In response it was noted that there had been a recent press release detailing additional Working Neighbourhood Fund monies which would be fed through the Job Centre Plus. More details would be circulated once received.

The Board discussed the quality of service that was being delivered through Job Centre Plus and Members felt they would like to see value for money they were receiving and requested that a report be brought back to the Board. It was agreed that an officer from Job Centre Plus could come to a future PPB meeting to present that information.

Members noted literacy targets for teenage parents and felt they should be given the opportunity to improve their skills and be provided with better access to family learning services.

It was reported that the last bullet on 9.1 of the draft SSP minutes should have read that the wrap around service in Halton should be provided by TNG but it was currently being provided by Job Centre Plus. The Board was informed that the minutes would be amended.

RESOLVED: That

- 1) the minutes be noted;
- 2) a recommendation be forwarded to the Executive Board requiring additional funding into Basic Skills for Education activities; and
- 3) an officer from Job Centre Plus be invited to a future PPB meeting to inform Members of the work carried out in relation to basic skills training and support being delivered or commissioned by Job Centre Plus, related costs, aims and objectives key performance trends and outcomes being achieved.

Strategic Director
- Health and
Community

ELS29 ANNUAL REPORT FOR VOLUNTARY SECTOR FUNDING

The Board received a report of the Strategic Director, Health and Community which outlined the Annual Report for Voluntary Sector Funding. The report provided performance information on the 12 organisations Core Grant supported in 2008/09, which were detailed in the report for information.

It was advised that any organisation that received over £5,000 in funding was subject to a Service Level Agreement and quarterly monitoring reports.

Tabled at the meeting was a selection of case studies from various agencies such as Cheshire Asbestos Support Group, Cheshire Halton and Warrington REC, Cheshire Victim Support, Halton Citizens Advice Bureau, Halton Talking Newspapers, Halton Voluntary Action, Rape and Sexual Support Centre, Relate, Vision Support and W. and R. Cancer Support.

Arising from the discussion of the report Members requested that, in future, the amount of funding provided in previous years be supplied in order to compare figures over the years.

The Board queried whether there were any organisations that were not able to spend their capital funding, just the interest. In response, it was noted that this information would be sought and reported back to Members.

The Board wished to commend the work carried out by Voluntary Sector Funding for the year 2008/09.

RESOLVED: That

- 1) the report be received; and
- 2) the continuation of funding at the current level for Voluntary Sector funding be supported.

Strategic Director
- Health and
Community

ELS30 APPRENTICESHIPS

The Board received a report of the Strategic Director, Environment which provided an update on the progress on the Apprenticeships Programme.

Members were informed that in January 2009 the ELS SSP launched a new Apprenticeship Programme APT4U. The aim of this project was to generate 100 new apprenticeships in businesses by offering an incentive of £2,000. It was noted when employers agreed to take on an apprentice, they received a payment of £250 to start then once the apprentice was signed on, another £250 was awarded and then £75 per week was funded for a period of 20 weeks.

It was noted that at the time of writing the report, 68 new apprenticeship opportunities had been established with local businesses across a wide range of occupations. This figure had now risen to 76. Members were advised that the Council was well on its way to achieving the target of 100 apprenticeships by 2011. The wide range of occupations that had employed new apprentices were as follows: Engineering, Admin, Child Care, Construction, Horticulture, Catering, Pharmacy Assistant and Dental Surgery.

It was reported that five Care Leavers had been offered apprenticeships. The Board was informed that a report had been sent to Management Team which explored apprenticeships being provided in the Council and made a number of recommendations to offer apprenticeships to existing employees under the age of 25.

The Board held a wide-ranging discussion and considered that the Apprenticeship Scheme would benefit from mainstream funding. It was agreed that the Board would make a recommendation to Executive Board to seek mainstream funding to advance this Apprenticeship Programme.

Members suggested that money out of the additional Working Neighbourhood Fund that was expected be used to increase the current Apprenticeship figure to 100. In response, it was noted that this would be investigated.

In addition to Care Leavers the Board felt that Young Carers should be included in the Apprenticeship Scheme in future. It was agreed that this would be accommodated.

RESOLVED: That

- 1) the Board note the development of the Apprenticeship Programme;
- 2) Young Carers be included in future Apprenticeship Schemes; and
- 3) a recommendation be made to Executive Board requesting that mainstream funding be implemented in order to advance the Apprenticeship Programme post 2011.

Strategic Director
- Health and
Community

ELS31 FREE SWIMMING

The Board considered a report of the Strategic Director, Health and Community which provided an update

on the Government's Free Swimming Initiative in Halton.

It was reported that free swimming had been offered since April 2009 at all general swimming times on pool timetables at Kingsway Leisure Centre, Brookvale Recreation Centre and Runcorn Swimming Pool to all those aged 60 and over and all those aged 16 and under.

Outlined in the report were the figures based on 2007 mid-year population of the number of junior cards issued and the number of over 60s cards issued. It was reported that 25% of junior (eligible under the age of 16) cards had been issued and approximately 5% of all adults aged 60 years had registered on the scheme.

The Board considered maps which plotted the registrations that had been produced and displayed how take up for the scheme was spread across the Borough with a number of participants residing in Runcorn registering at Kingsway Leisure Centre. It was further noted that this was probably attributed to the learning pool provision at Kingsway Leisure Centre.

It was further reported that all the money allocated would not be utilised, therefore the remaining monies could be spent on promoting swimming. It was reported that more swimming lessons would be provided out of school hours for Year 6 children who could not swim. In addition, lessons and confidence building sessions would be provided for the over 60s.

Members discussed the Building Schools for the Future in relation to Brookvale School and swimming pool and wished to be kept informed of the status of the future of the pool and the Leisure Centre. It was also suggested that the free swimming scheme be promoted further by advertising free swimming sessions in health centres.

RESOLVED: That

- 1) the report be noted; and
- 2) Members be updated on the status of the future of Brookvale Pool and Leisure Centre; and
- 3) free swimming schemes be advertised in health centres across the Borough.

Strategic Director
- Health and
Community

The board received a report of the Strategic Director, Environment which provided a briefing on progress of enterprise activities in Halton. Members were advised that the Halton Enterprise Board was a private sector led sub-group of the Employment Learning and Skills Strategic Partnership.

The Board was made up of local business men and women who had agreed to lead on the enterprise development agenda and were prepared to act as a sounding board on behalf of the Partnership for employment and skills related issues.

Outlined in the report was the Enterprising Halton performance for 2008/9, the progress as at 30th September 2009/10, Business Survivability Audit, Enterprising Halton Challenge Competition 2009, Enterprise Fair September 2009, Enterprising Halton Promotional DVD, Jobcentre Plus Self Employment Credit, Women's Business Network, NWDA Intensive Business Start-up Programme and Chamber Procurement Support.

The Board watched the Enterprising Halton promotional DVD which showed interviews of businesses who had used the service, grants that had been obtained and support that was provided. The overall theme that the Enterprise Board encouraged businesses to grow and prosper.

It was reported that at a recent event businesses were complimentary of the service delivery by Halton Enterprise Board.

Members discussed various issues such as the after care support provided being crucial and that more help should be provided from Halton Council's Property Services in terms of Business Rates. The Board suggested that somebody from Property Services attend a future meeting in order to discuss support they provide to local businesses in relation to premises in the Borough.

RESOLVED:

- 1) that the progress made on the Enterprise Programme be noted; and
- 2) an officer from Property Services be invited to a future PPB meeting to inform Members of the support they provide to local businesses.

Strategic Director
- Health and
Community

ELS33 ENTERPRISE GAME - PRESENTATION / UPDATE

The Board received a presentation from Andy Page, the Manager of Education Business Partnership and Pat Smedley.

The presentation outlined the following:

- The Enterprise Game was owned by schools and the Council;
- The game involves pupils and teachers and helps players to learn basic business terms and ideas about the local labour market;
- The game addresses the required schools agenda “Every Child Matters” economic wellbeing as it covers 3 of the 4 key concepts and 3 of the 4 key processes of the 2008 programmes of study;
- 3,000 board games had been produced and had all been sold. 76% of sales were from the North West;
- Other local authorities such as Hampshire and Jersey Council had purchased this board game;
- Various editions of the board game were available such as the standard edition, customised edition, a Castlefields edition and a Maritime version had recently been produced;
- The game was a platform for learning raised the profiles of local businesses; and
- The aim was to have a game available in every school over the next two years.

Arising from the presentation, the Board felt that this could be linked to career development and the board game could be further developed by way of making it more of an ideas game where pupils came up with ideas for future businesses and making products and ideas.

RESOLVED: That the presentation be noted.

ELS34 SERVICE PLANS

The Board received a report of the Strategic Director,

Health and Community which offered a timely opportunity for Members to contribute to the development of Business Plans for the coming financial year.

It was reported that each Department had been required to develop a medium term business plan, in parallel with the budget that was subject to annual review and refresh. The process of developing service plans for the period of 2010 to 2012 was just beginning. The Board agreed to schedule a meeting in the near future to discuss service plans.

RESOLVED: That a meeting be scheduled in the near future for the Board to undertake priority areas for service development or improvement over the next three years.

Strategic Director
- Health and
Community

Meeting ended at 9.50 p.m.

HEALTHY HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Healthy Halton Policy and Performance Board held on Tuesday, 10 November 2009 in the Council Chamber, Town Hall, Runcorn

Present: Councillors E. Cargill (Chairman), J. Lowe (Vice-Chairman), Austin, Gilligan, Horabin, Lloyd Jones, Philbin, Swift, Wallace and P. Cooke

Apologies for Absence: Councillor Higginson and E. Ratcliffe

Absence declared on Council business: None

Officers present: L. Derbyshire, D. Bowie, S. Wallace-Bonner, A. Williamson, A. Villiers, E. Crisp, J. Dunn, J. Gibbon, E. Lavan, D. Nolan and D. Tanner

Also in attendance: Councillor Gerard, Portfolio Holder, Health and Community and Councillor Bryant

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

Action

HEA26 MINUTES

The Minutes of the meetings held 3 September 2009 and 15 September 2009 and having been printed and circulated were signed as a correct record.

HEA27 PUBLIC QUESTION TIME

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

HEA28 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meetings of the Executive Board and Executive Board Sub Committee relevant to the Healthy Halton Policy and Performance Board.

In respect of EXB24 – Norton Priory Business Case, the Board noted the success of the scheme, particularly during the economic downturn.

RESOLVED: That the minutes be noted.

HEA29 SSP MINUTES

The Minutes of the meeting of the Halton Health Partnership Board from 9 July 2009 were submitted for information.

RESOLVED: That the Halton Health Partnership Board Minutes be noted.

(NB: Councillor Lloyd Jones declared a personal interest in Minute No's: 30, 31, 32, 34 and 36 below due to her husband being a Non-Executive Director of Halton and St Helen's Primary Care Trust).

HEA30 TRANSFORMING COMMUNITY SERVICES

The Board considered a report of the Strategic Director, Health and Community which presented the Community Services Programme.

The Board was advised that the Draft Community Services Commissioning Strategy contained a number of important pointers to the future commissioning intentions of the Primary Care Trust (PCT) as follows:-

- A focus on delivering outcomes rather than organisational form;
- A focus on Patient Pathways rather than services or organisations;
- A subsequent desire to see greater integration (either functional or organisational) along those pathways;
- The development of local clinical networks to support the development and delivery of best practice; and
- A greater focus on partnerships in commissioning and service delivery.

The Board was further advised that these themes had been developed further in the individual sections for each of the seven core service groups, which also contained the high level, outcome based specifications and some detailed commissioning intentions for existing schemes

In this respect, the Board received a presentation from Mr Dave Tanner, Primary Care Trust which:-

- Explained the change in context in respect of the

financial situation, the Quality, Innovation, Prevention and Productivity (QIPP);

- Outlined the different way of describing Community Services, the patient/person approach under seven core service groups;
- Gave a general update on the programme in respect of the revised SHA Requirements, separation Declaration, the market analysis, progress on the strategy and the infrastructure (Estates) workstream in partnership with the Council;
- Set out the Community Services Commissioning Strategy Plan;
- Gave examples of outcomes for people with Long Term Conditions;
- Outlined the overarching Principles within the Strategy;
- Gave an example of one of the models of care re long term conditions; and
- Outlined the next steps in the Transforming Community Services Programme.

The following points arose from the discussion:-

- Clarity was sought on the period of consultation;

In reply, it was reported that there had been no formal consultation on the strategy, but during the implementation phase appropriate consultation would be undertaken.

- Clarity was sought on the process for benchmarking the services;

In reply, it was reported that the Department of Health were setting up national target outcomes and measures that when available would be used to benchmark the service. In the interim, performance outcomes had been refined which would measure the benefits of the improved service.

- The importance of ICT, and having the right people with the right skills in the job was noted. The Board

also noted that the pilot had been successful in increasing clinicians face to face patient time by 35 – 70% as a result of reducing their paperwork; and

- The importance of signposting patients to appropriate pathways after hospital discharge was noted. It was also noted that patients would have a care co-ordinator and a personalised care plan when they were discharged from hospital.

RESOLVED: That

- (1) the presentation be received;
- (2) Mr Dave Tanner be thanked for his informative presentation; and
- (3) The content of the report and comments made be noted.

HEA31 HALTON HEALTH CAMPUS

The Board considered a report of the Strategic Director, Health and Community which gave information on the progress of Halton Health Campus.

In this respect the Board received a presentation from Eugene Lavan, Director of Strategic Development, Halton and St Helens Primary Care Trust and Chris Knights, Director of Business Development, Warrington and Halton NHS Foundation Trust which:-

- Explained the background to the project and that it was set up in five stages, Project Mobilisation, the current site mobilisation, strategic principles for change, the case for change (all completed) and the Outline Business Case (to be confirmed);
- Highlighted that since the project had been set up two key changes had taken place, the hospital was near to full capacity and there had been a major economic down turn which had resulted in the NHS and its partners reviewing major commitments. However, it had been agreed by the project group that its focus should be more on improving the health of Halton people and what services they needed rather than on buildings and services which had to be on the hospital site;
- Outlined the current position and the key themes

from Phase 4;

- Explained themes, 1, 2 and 4 – the health improving hospital, detecting illness earlier and improving rehabilitation and rehabilitation and that a five tier system would be developed;
- Demonstrated the five tier pyramid and what Tier Five (Local Authority and Third Sector) might look like and the principles and range of services that would be provided;
- Detailed the issues for discussion and the outcomes for the services;
- Set out the data in respect of Theme Three, Developing Planned Care Services, the Outpatient attendance at Halton Hospital, day case and elective activity at Halton Hospital from 2006/7 and the activity in the minor injuries unit at Halton Hospital from 2006/7;
- Highlighted the recent developments – the new Renal Unit, the CANTREAT cancer unit, the CT Scanner and the Intermediate Care Unit; and
- Set out the future strategy.

The following points arose from the discussion:-

- Clarity was sought on how the hospital site would develop itself as an early detection and screening centre with possible on-site leisure and lifestyle services. It was also suggested that voluntary sector organisations could provide advice/courses on healthy cooking and this would contribute to the healthy lifestyle agenda. In addition, the intergeneration gap could be addressed via such courses.

It was reported that patients, when attending outpatient appointments would be given the opportunity to access the health screening service on the Warrington site and if it was identified that further investigation was required this information would be fed back to the GP for action. It was also reported that patients would be encouraged to use the lifestyle services and the challenge was to ensure the services were accessible.

- It was noted that the Renal Unit was excellent. In addition, it was noted that in the current economic climate, directing people to the gym in respect of the healthy lifestyle agenda would prove challenging as services has already been cut. It was suggested that the removal of car parking fees would be beneficial to people and clarity was sought on whether a parking ticket purchased at Halton Hospital could be used on the Warrington site.

It was reported that there were a range of issues relating to access and how to increase footfall and centralise services. All such issues were being considered. In addition, it was reported that car parking tickets purchased in Halton would not be valid on the Warrington site.

- Clarity was sought on how people without a motor vehicle would be targeted for the Health screening services as they were very often the most vulnerable people in the community.

It was reported that a significant number of health screening sessions would be accessed via the GP who would invite patients to have health screening checks. The hospital sites would also give outpatients the opportunity to have health screening checks. There would also be a range of options for local people to access such services i.e. in the Pharmacy, via the Roving Teams, the Widnes mobile bus which would give people the opportunity to be checked on the bus.

- The importance of 'following up' on lifestyle rehabilitation programmes was noted;
- It was noted that the mobile bus could be developed as a drop in service with the option to book appointments if required. It was also noted that it could be possible for a community to arrange for the bus to visit their particular street on a specific date; and
- It was noted that the Health Campus launch would be sometime in 2010. It was also noted that the project group, once established, would present the Board with a progress report.

RESOLVED: That

- (1) the presentation be received;
- (2) Eugene Lavan and Chris Knights be thanked for their informative presentation; and
- (3) The update on Halton Health Campus be noted.

HEA32 STROKE STRATEGY

The Board considered a report of the Strategic Director, Health and Community which briefed the Members on the current status of services for people who are at risk of suffering a stroke and for those who had suffered a stroke.

The Board was advised that people who have had a stroke were a high priority for Halton and St Helens NHS and as a result the draft Stroke Commissioning Plan (attached to the report at Appendix 1) had been developed but required further consultation.

The Board was further advised that there were currently approximately 280 people in Halton who had suffered a stroke and across Halton approximately 2600 on the stroke register.

It was reported that the plan had been developed by the Halton and St Helens Stroke Strategy Implementation Group and the group comprised of a wide stakeholder membership. The group had identified a number of priorities for early implementation of the local stroke plan as follows:-

- Extend Thrombolysis for stroke;
- Reduce the incidence of stroke through a prevention and targeted early intervention and social marketing/public awareness raising;
- Extend access for patients experiencing symptoms of TIA/Stroke to high quality rapid access assessment and treatment services;
- The development of community stroke rehabilitation to include early supported discharge, communication support and psychological support; and
- Develop and improve peer support for individuals recovering and resuming their lives after stroke.

The following points arose from the discussion:-

- It was noted that the thrombolysis for stroke service and CT scans were only available on Monday – Friday – 9 am – 5 pm. Clarity was sought on how this compared to other areas;

It was reported that this information would be circulated to all Members of the Board. It was also reported that it was hoped that local hospitals in Halton would provide a thrombolysis for stroke service and this had been addressed in the Business Plan which would be considered by the Primary Care Trust.

- It was noted that some stroke services were accessed via the GP and some on hospital discharge. The importance of the pathway to support people who have had a stroke was also noted;
- The excellent stroke awareness campaign (FAST) in the media recently was noted. In addition, it was reported that there would be a further national campaign in the near future;
- The importance of people accessing the right lifesaving treatment and the measures that would need to be taken to contribute to saving lives was noted; and
- Clarity was sought on whether there would be an Acute Stroke Unit available in Halton.

It was reported that there were Acute Stroke Units in Warrington, Knowsley and St Helens hospitals and people could access a service there. However, there were no plans to have such a unit in Halton.

RESOLVED: That the information contained in the draft Stroke Commissioning Plan be noted.

HEA33 STANDING ORDER 51

The Board was reminded that Standing Order No. 51 of the Council's Constitution stated that meetings should not continue beyond 9.00 pm.

RESOLVED: That Standing Order No. 51 be waived.

HEA34 PRESENTATION: INTERMEDIATE CARE

The Board received a presentation from Sue Wallace Bonner, Health and Community and Damian Nolan, Clinical Facilitator, Primary Care Trust (PCT), on the current service provision, review and improvements in Halton Intermediate Care Services. The presentation:-

- Set out the definition for Intermediate Care;
- Gave an overview of the development of Intermediate care and the key issues in relation to Partnership working, funding, the range of services, the number of people receiving a service and the outcomes;
- Detailed the service review that was undertaken in 2008 and the outcome of the review;
- Highlighted and detailed the Gold Standard Service;
- Explained the process leading to the Business Case - the gap analysis that had been undertaken;
- Detailed the service development from the findings of the gap analysis, i.e. the age criteria has been reduced to 18+, an assessment team had been established, a 22 bed unit had been established on the Halton site and a performance management framework had been put in place;
- Highlighted future plans i.e. an out of hours service, Halton Hospital Unit – community admissions and bedding in changes; and
- Explained the initial outcomes in respect of referrals, the increase in services available and service user feedback.

Arising from the presentation it was suggested that there would need to be an exit strategy added to the Gold Standard Service to ensure a seamless service. The importance of bridging the generation gap and the possible use of mentoring was noted.

An Information Pack was tabled and circulated at the meeting.

The Board took the opportunity to thank everyone concerned for the excellent work that had been undertaken in the last twelve months.

RESOLVED: That

- (1) the presentation be received;
- (2) Sue Wallace Bonner and Damian Nolan be thanked for their informative presentation; and
- (3) the comments raised be noted.

HEA35 SOCIAL CARE IN PRACTICE SERVICE

The Board considered a report of the Strategic Director, Health and Community which gave information on the progress and developments made in the Social Care in Practice (SCIP) pilot.

The Board was advised that the Social Care in Practice (SCIP) service had been commissioned by Runcorn PBC Consortium to establish formal links between primary care and social services, so that people with long-term conditions and decreased functional ability could access social care assessments and have a personalised care plan devised to support them within their own home / community wherever possible. It was also envisaged that earlier interventions and signposting to other services and agencies would support primary care patients more effectively and reduce the need for more intensive health interventions.

The Board was further advised that it was also anticipated that the proposal would not only facilitate enhanced quality of life for those older people with access to social care in general practice, but would also increase understanding within health and social care of each other's culture, services, access and priorities, including safeguarding issues.

The next steps of the process were reported as follows:-

- A PBC consultant had been identified by the PBC to support the further development of the project. David Bowie (Acting Practice Manager SCIP) would also contribute to the PBC work stream;
- Qualitative data collection/collation would be developed to evidence the outcomes of the project

for the target group;

- Further work would be required to proactively identify people who were at risk of hospital admission.
- A new referral form had been developed to provide easier access to the service. It would also further identify the long-term conditions of people being referred and evidence that people with complex conditions were being targeted. It had not been taken up by all the surgeries but workers were still able to capture the information that had been requested from the surgeries; and
- To further develop the evaluation framework to provide sufficient information to support decision making on the sustainability of the service.

RESOLVED: That the report be noted.

HEA36 DUAL DIAGNOSIS STRATEGY

The Board considered a report of the Strategic Director, Health and Community which gave information on the development of a Joint Dual Diagnosis Commissioning Strategy 2009 – 2012 for Halton and St Helens.

The Board was advised that the strategy documents for the current services were already in place for people with both substance misuse and mental health problems, with a view to identifying and analysing the gaps in services and any blockages to delivering a more integrated care pathway.

The Board was further advised that early in 2009, Mental Health Strategies conducted a number of consultation meetings with all stakeholders in both mental health and substance misuse services. They also arranged a number of one to one interviews to gain views on current services and to discuss how services could be improved.

In response to the analysis and consultation, the Dual Diagnosis Commissioning Strategy stated that the commissioning intentions over the next 3 years in improving services for people with a dual diagnosis of substance misuse and mental health problems. It identified the actions and resources required to improve services, in line with Dual Diagnosis Good Practice Guide (Department of Health, 2002).

The Strategy recommended a more integrated working between substance misuse and mental health services, with earlier identification and treatment of dual diagnosis problems in primary care and an increase in skills and knowledge in both mental health and substance misuse staff, to enable them to provide care to people with dual diagnosis problems

RESOLVED: That the report be noted.

HEA37 SHAPING THE FUTURE OF CARE TOGETHER (GREEN PAPER)

The Board considered a report of the Strategic Director, Health and Community which presented a summary of the Green Paper's key points and potential impact on the Authority and the Authority's response to the consultation questions.

The Board was further advised that the Green Paper listed six things that people would be able to expect from a National Care Services as follows:-

- The right support to help people stay independent and well for as long as possible and not deteriorate. Those leaving hospital should have a right to 6 weeks re-enablement;
- Wherever you live in England, the assessments and the funding should be equal;
- All services would work together smoothly and be joined up, particularly when needs were assessed;
- The system would be simplified to enable people to find their way round it;
- Care and support would be based on people's individual circumstances and need; and
- Money would be spent wisely and everyone who qualifies would receive some financial support.

The Board was also informed that there were five funding options spelled out for the National Care Service, Pay for Yourself, Partnership, Insurance, Comprehensive and Funded from general taxation.

RESOLVED: That

- (1) the report be noted; and
- (2) the Chairman, in consultation with the Lead Officer collate the comments on the Green Paper made by Members at the briefing meeting for consideration when preparing the Authority's response to the consultation questions.

Strategic Director
– Health &
Community

HEA38 ANNUAL REPORT FOR SAFEGUARDING

The Board considered a report of the Strategic Director, Health and Community which presented the Annual Report of Halton's Safeguarding Adults Board for the year 2008/09 and briefed Members on key issues and progression of the agenda for safeguarding vulnerable adults.

The Board was advised that The Annual Report outlined the strategic framework and operation of the multi-agency arrangements for safeguarding adults in Halton who were vulnerable to abuse. The report provided details of work that had been undertaken from April 2008 to March 2009 and summarised priorities and planned activity for the year April 2009 to March 2010.

The Board was also advised that the report was available on Halton Borough Council's website and had been sent to lead officers and senior managers in partner agencies in all sectors.

It was reported that there would be an inspection on Adult Safeguarding in the next financial year. A Working Group had been set up to ensure a successful inspection. The Authority would receive three months notice of the inspection and it was anticipated anytime after April 2010.

RESOLVED: That the content of the Annual Report of the Safeguarding Adults Board 2008/09 be noted.

HEA39 CUSTOMER CARE 2008/09 YEAR END REPORT

The Board considered a report of the Strategic Director, Health and Community which provided an analysis on complaints processed under the statutory Social Services Complaints Procedure for Adults during 2008/09.

The Board was advised that the aim of the Social Care complaints regulations were for people to have their complaints resolved swiftly, and wherever possible, by the

people who provided the service.

The Board was further advised that from 1 April 2009 a new Department of Health complaints process was introduced for dealing with complaints within both Health and Social Care services.

It was reported that there was more emphasis placed on getting the response to a complaint right the first time by; understanding the complaint, selecting the most appropriate method of investigation and response, setting out a plan of how to respond to the complaint and keeping the complainant informed throughout.

The Board was also advised that for the purpose of the report the old 2008/09 complaints process had been applied. This complaints procedure had a process of up to 3 stages as follows:-

- Stage 1: Aimed to resolve the problem as quickly as possible (within 10 working days, or 20 if complex) at the point of service delivery;
- Stage 2: If people were unhappy with the response at stage 1 they could ask for the complaint to be investigated by someone independent of the service area involved; and
- Stage 3: If still dissatisfied, people could ask for a Review Board to consider whether the local authority dealt with the complaint adequately.

RESOLVED: That the proposals for the development of the complaints procedures (nationally and locally) be noted.

HEA40 PREPARATION FOR SERVICE PLANS 2010

The Board considered a report of the Strategic Director, Health and Community which gave Members the opportunity to contribute to the development of Business Plans for the coming financial year.

The Board was advised that the Directorate expected that next year would be both challenging and busy, particularly in the light of the impact of the Efficiency Review. The following areas would be a priority for the Directorate during the next twelve months and Members of the Board were requested to email Audrey Williamson a list of their priorities within the next month for consideration by the Senior Management Team:-

- Transformation/Personalisation;
- Long-Term Conditions;
- Autistic Spectrum Disorder Strategy;
- Re-tendering of Contracts, particularly for Mental Health and Learning Disability services;
- Valuing People Now;
- Extra Care;
- Inter-generation Activities;
- Preparation for Inspection on Adult Safeguarding; and
- Increased involvement of service users/carers.

It was also reported that there would be a great deal of work following the Efficiency Review to ensure that the restructure was a success and good performance was maintained.

RESOLVED: That

- (1) the report and areas of priority for the Directorate be noted; and
- (2) Members of the Board email Audrey Williamson, their priorities within the next month.

Strategic Director
– Health &
Community

Meeting ended at 9.35 p.m.

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SAFER HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Halton Policy and Performance Board on Tuesday, 17 November 2009 at the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor Rowan

Absence declared on Council business: None

Officers present: M. Andrews, H. Cockcroft, L. Derbyshire, J. Hunt, J. Unsworth and A. Villiers

Also in attendance: None

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

Action

SAF24 MINUTES

The Minutes of the meeting held on 22 September 2009 were taken as read and signed as a correct record.

SAF25 PUBLIC QUESTION TIME

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

SAF26 SSP MINUTES

The minutes from the last Safer Halton Partnership (SHP) meeting held on Tuesday, 17 November 2009 were presented to the Board for information.

It was agreed that the Board would receive a copy of the Safer Halton Partnership Agenda and minutes for information

RESOLVED: That

(1) the minutes be noted; and

- (2) that the Board receive a copy of the Safer Halton Partnership Agenda and minutes for information.

SAF27 MINUTES OF THE WORKING GROUPS

The Board received the Safer Community Working Party minutes of its 16 September 2009 and 3 November 2009 meetings for information.

Minutes of 3 November meeting.

The Board was advised that there was no hotline for reporting Anti-Social Behaviour (ASB) and it was likely to become a Home Office requirement for all Local Authorities.

It was suggested that Halton Direct Link (HDL) could fulfil this function, either with the current HDL number or a dedicated ASB number. The hotline would identify the ASB hotspots in the authority which would result in resources being deployed more effectively.

The Board was further advised that the ASN Phase 2 issues and stats had been deferred to the next meeting,

It was reported that Members had requested a glossary of abbreviations for the Performance Monitoring Indicators. In addition, it was highlighted that the indicators only represented reported crime not actual crime and that the issue in relation to the perception of crime would need to be addressed.

It was noted that a new Joint Commissioning Board which had been set up by the Council and the Primary Care Trust were establishing a programme to prevent and deter alcohol and drug addiction and related mental health problems in the Borough. The programme would also address the medical, social and economic issues relating to alcohol and drug addiction.

It was agreed that the Board would receive and update on the issues relating to smoking at the next meeting.

Bereavement Working Party

The Board was advised that funeral charges had been revised as a result of meeting with clergy and undertakers. It was reported that previously part of the price for a funeral had been based on the height of the individual concerned

and could cost an additional £75. However, the Working Group had suggested that £1 could be added to every funeral to avoid such costs and ensure a more consistent and fair pricing regime.

The Board was also invited to the next meeting of the group on 4 December 2009. In addition, it was reported that in January 2010, the membership would be reviewed. All Members were encouraged to attend the meeting as it was important to continue to manage and operate the service as effectively as possible.

RESOLVED: That the minutes and comments made be noted.

SAF28 SERVICE PLANS 2010/11

The Board considered a report of the Strategic Director, Health and Community which gave Members the opportunity to contribute to the development of Business Plans for the coming financial year.

The Board was advised that a list of priority areas had been circulated at the previous meeting and Members were invited to identify 3-5 priority areas.

RESOLVED: That the Board recommend the following priority areas for their current service development over the next three years:-

- Alcohol and its Influences (to include Anti Social Behaviour, Domestic Violence and Crime);
- Continue with the Bereavement Working Party in respect of ongoing issues;
- Waste (to include Recycling, Enforcement and Litter);
- Smoking (to include Trading Standards, Issues relating to cold calling, loan sharks, bogus calling and No Smoking Enforcement); and
- Noise Nuisance (to include Air Pollution and Smell Pollution).

Strategic Director
– Health &
Community

SAF29 SAFEGUARDING ADULTS BOARD

The Board considered a report of the Strategic Director, Health and Community which presented the Annual

Report of Halton's Safeguarding Adults Board, for the year 2008/09 and briefed the Members on the key issues and progression of the agenda for Safeguarding Vulnerable Adults.

The Board was advised of the strategic framework and operation of the multi-agency arrangements for safeguarding adults in Halton who were vulnerable to abuse. The report provided details of work undertaken from April 2008 to March 2009 and summarised priorities and planned activity for the year April 2009 to March 2010.

The Board was further advised that an additional Detective Inspector post had been created in the northern Public Protection Unit of Cheshire Constabulary, thereby providing a dedicated DI for Halton instead of covering both the Warrington and Halton areas. A dedicated vulnerable adults officer had also been appointed at Detective Constable level.

It was also reported that a Dignity Co-ordinator had been appointed and that Dwayne Johnson, Strategic Director, Health and Community had been appointed as Chairman of the Safeguarding Adults Board.

The following points arose from the discussion:-

- The Board suggested that they receive a copy of the Minutes of the Safeguarding Adults Board;
- It was noted that Councillor Gerrard had been appointed to the Board and Members were informed to contact Councillor Gerard with any items that they wished to be considered on the agenda;
- It was noted that regulated and contracted agencies/people that provided any support services to vulnerable adults would be subject to a CRB Check and be subject to regular inspections. It was also noted that agencies that were providing services on behalf of the Council to support vulnerable people would be subject to a contract, with a detailed specification and the Contract Officer would undertake regular inspections and measure the services against the contract;
- The issues relating to safeguarding in respect of the Direct Payment/Individual Budgets Scheme were noted. In particular, that the Authority emphasised

and provided guidance and support to people wishing to participate in the scheme to ensure their safety. However, it was noted that it was an individuals choice whether they took such advice and liability for any problems The Council advises people in receipt of Direct Payments and Individual Budgets to obtain CRB disclosures regarding the individuals providing their support and offers to pay the required fee for obtaining the disclosures;

- Clarity was sought on the CRB check in relation to foreign nationals;

It was reported that this information would be circulated to all Members of the Board.

- It was noted that the attendance of the Basic Awareness Course and total training course attendance had improved significantly in comparison to previous years;
- In relation to a plan for provision of a Handyperson scheme to enable minor repairs to be carried out by vetted staff, clarity was sought on whether this was a duplication of service as Age Concern currently provided this service; and

It was reported that information on this matter would be circulated to all Members of the Board.

- the further development of data collection in respect of reporting and analysis arrangements to implement national reporting requirements and to better inform quality monitoring and service development was noted.

RESOLVED: That the Board note the key issues outlined in the Annual Report of the Safeguarding Adults Board 2008/09 and the accompanying update report.

SAF30 ENVIRONMENTAL ENFORCEMENT POLICY RECOMMENDATIONS

The Board considered a report of the Strategic Director, Environment which provided a draft Environmental and Regulatory Services Enforcement Policy document for comment and endorsement.

The Board was advised that the draft document replaced the current Enforcement Policy that was originally

approved in 2001. In addition, it was reported that there was a key risk that future enforcement actions taken by the Council may be contested if the authority could not demonstrate that it had an up to date enforcement policy that recognised the principles of enforcement in the Cabinet Office Enforcement Concordat and the statutory BERR Regulations Compliance Code.

In respect of Simple Cautions, clarity was sought on the timescale of cautions remaining active. It was reported that this matter would be discussed with the Legal Department and the information be circulated to Members of the Board.

The Board agreed that it was important to receive the developments of the supporting documents as soon as possible. It was suggested that the redrafted policy be presented to the next meeting of the Board for consideration.

RESOLVED: That

- (1) the draft Environmental and Regulatory Services Enforcement Policy document be endorsed;
- (2) the report be presented to the Executive Board recommending the adoption of the Environmental and Regulatory Services Enforcement Policy;
- (3) the redrafted Policy be presented to the next meeting of the Board; and
- (4) the supporting documents be presented to the Board as soon as possible.

Strategic Director
- Environment

(NB: Councillors M Ratcliffe and Councillor Redhead declared a personal interest in the following item of business due to being a Fire Service Employee and a Fire Authority Member).

SAF31 UPDATE ON THE PROGRESS OF THE LOCKABLE WHEELIE BIN PROJECT

The Board received a verbal report from the Head of Service, Waste Management on the progress in respect of the Lockable Wheeled Bin Project.

The Board was advised that as a result of incidents with wheelie bins being stolen and set on fire in Halton Park

and Halton Lodge and in partnership with Cheshire Fire and Rescue Service the Authority had established a lockable wheeled bin project. The project in which lockable wheeled bins had been provided to 100 residents in that area at a cost of £4,000. The project had been very successful.

The Board was further advised that the bins had specially designed keys that could only be opened by the key holder or by the collection service. In addition ten problematic properties had been identified and the Council had given them advice on removing waste from their gardens and monitored their progress. Smoke alarms had also been installed. As a result of the project, there had been no incidents of stolen bins or bins that had been set on fire since June 2009 and the Cheshire Fire and Police Service had also received an Excellence Award as a result of the success of the project.

It was reported that the Area Forum had supported the pilot scheme. The scheme, however, would cost too much to roll out across the Borough. It was, therefore suggested that the Council explore the possibility of work in partnership with companies to look at providing the bins at a reduced rate.

In addition, it was suggested that this matter could be addressed via the Business Efficiency Board as part of the procurement procedure,

RESOLVED: That

- (1) the verbal update and comments made be noted;
- (2) officers explore the possibility of partnership working with private companies to provide the bins at a reduced rate so that the scheme could be considered in other areas of the Borough; and
- (3) Officers approach the Business Efficiency Board to request that they consider this scheme as part of the procurement procedure.

Strategic Director
- Environment

Meeting ended at 8.15 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, 25 November 2009 at Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillors Morley and Murray

Absence declared on Council business:None

Officers present: M. Noone, C. Halpin, G. Collins, M. Curtis, J. Farmer, A. McNamara, D. Owen, P. Watts and L Ramsbottom

Also in attendance: Councillors Polhill, Nelson and Stockton and 2 members of the public

ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

Action

URB31 MINUTES

The Minutes of the meeting held on 16th September 2009 having been printed and circulated were signed as a correct record.

URB32 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

URB33 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meetings of the Executive Board and Executive Board Sub Committee, 3MG Executive Sub-Board and Mersey Gateway Executive Board.

RESOLVED: That the Minutes be received.

URB34 SSP MINUTES

The Board was advised that the last meeting of the

SSP on the 21st July 2009 had been cancelled. Therefore there were no minutes to consider at this meeting.

URB35 SERVICE PLANS 2010-13

The Board received a report of the Strategic Director, Environment which gave Members the opportunity to contribute to the development of Service Plans at the beginning of the planning process.

It was noted that three-year departmental service plans were reviewed and rolled forward annually. The plans were developed in parallel with the budget. The process of developing service plans for 2010-13 was just beginning and at this stage members were advised of priority areas over the coming three years by Operational Directors from the following departments:

- Highways, Transportation and Logistics;
- Environmental and Regulatory Services;
- Economic Regeneration; and
- Major Projects.

The Board was advised that once Members had identified their priorities from the information provided, Operational Directors would then develop draft plans which would be available for consideration early in the New Year. It was noted that plans could only be finalised once budget decisions had been confirmed in March.

RESOLVED: That

- (1) a list of priority areas for each department be circulated to Members for consideration; and
- (2) Members of the Board email Derek Sutton with their priorities.

Strategic Director
- Environment

URB36 BIODIVERSITY INITIATIVES

The Board received a report of the Strategic Director, Environment which informed Members of a number of new important initiatives implemented in research projects undertaken in Halton in connection with its natural environment.

The Board was advised that the report summarised those developments and set out proposals to hold a seminar, designed to inform Elected Members, Council Officer and other stakeholders about the developments and

their importance for the area's biodiversity.

It was noted that in addition to the regular exchange of biodiversity information and sharing of expertise, between the Mersey Gateway Team and Land Services, there were a number of new initiatives that had been either implemented, concerning biodiversity in Halton, as set out in the report.

It was further noted that to ensure Members, Officers and Partner organisations were made aware of these recent developments, it was proposed to hold a half-day seminar, for about 40 delegates, targeted at people and organisations that had an interest in the Borough's Biodiversity Programme.

The Board was advised that the agenda for the 3 hour event would include presentations on the Artery of Life, the Mersey Gateway Nature Reserve proposals and the research by Professor Norman and Dr. James, followed by three or four specific studies by Salford University students.

The Board was further advised that a charitable trust was being established and would be a fixed cost item included as part of the Mersey Gateway Procurement package.

It was noted that Members of the Board had not had an opportunity to scrutinise whether establishing a charitable trust would be more beneficial than the Council managing the essential mitigation scheme on the Reserve. It was therefore agreed that a letter be sent on behalf of the Board to the Strategic Director, Environment requesting further information and the justification for the establishment of a charitable trust in relation to the Mersey Gateway Nature Reserve.

RESOLVED: That

- (1) the date of the Biodiversity Initiatives Seminar be noted; and
- (2) a letter be sent to the Strategic Director, Environment on behalf of the Board requesting further information and the justification for the establishment of a charitable trust in relation to the Mersey Gateway Nature Reserve.

Strategic Director
- Environment

URB37 RECEIPT OF PETITION - LEVEL OF PUBLIC
TRANSPORT PROVISION ON HALTON ROAD

The Board received a report a report of the Strategic Director, Environment which informed Members of a petition that had been received from residents of Halton Road and surrounding areas regarding the levels of public transport operating via Halton Road.

It was noted that the petition was received on 21st September 2009 by 106 residents requesting that the Council look again at improving the bus service along Halton Road, since the last review and at the decision not to continue subsidising the service.

The Board was provided with details of the timetable for the currently operating 52 bus service. Unfortunately, it was noted that there no direct commercial alternative bus services operating via Halton Road to help address this issue.

The Board was advised that the 52 service was subsidised by the Council and was operated under a local bus contract agreement by Anthony's Travel. The cost of the contract currently stood at £20,840 per annum and was subsidised due to there being no alternative commercial service operating via Halton Road.

It was estimated that the cost of extending the 52 service on a Monday to Saturday daytime would be in the region of £14,000 per year which would have to be funded from the Council's Bus Support allocation.

It was recognised that the existing service did not adequately meet the needs of the residents in providing access to Runcorn Town Centre. However, there was considerable pressure on the Council's Bus Support allocation therefore the extended service would operate for a period of 6 months to enable an assessment to be made of the benefits.

It was further proposed at the end of this 6 month trial period that the Operational Director (Highways, Transportation and Logistics), in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal, evaluate the assessment of costs and benefits and make a decision on whether to continue with the extension of the service, based on passenger numbers and availability of funding.

Councillor Stockton addressed the Board on behalf of local residents in support of the extension to the 52 service.

Arising from Members comments and questions it was noted that

- bus services in the Borough were reviewed as part of an annual process undertaken by Officers and where gaps were identified the Council's Bus Support Allocation was utilised to provide services as much as possible;
- the Council operated a Public Transport Advisory Panel (PTAP) which had representation from local residents, members of the Board and local bus service providers;
- although the PTAP met regularly and influenced bus service providers, there was no direct responsibility on providers to support loss making services.

RESOLVED: That

Strategic Director
- Environment

- (1) support be given to extending the 52 bus service so that the last journey departing from Runcorn High Street would be 18.10 (Monday to Saturday) for a period of six months to enable an assessment to be made of the benefits;
- (2) following an assessment of the benefits of the extended service, the Operational Director (Highways, Transportation and Logistics) in consultation with the Executive Board Member Planning, Transportation, Regeneration and Renewal make a decision on whether to continue to operate the extension to the service; and
- (3) Organisers of the petition be advised of this decision.

URB38 RECEIPT OF PETITION - WITHDRAWAL OF SUNDAY EVENING COMMERCIAL SERVICE X1 OPERATED BY ARRIVA NORTH WEST

The Board received a report of the Strategic Director, Environment which informed Members of the petition that had been received from the residents of Murdishaw and surrounding areas following the withdrawal of the commercially operated Arriva Northwest X1 service from Liverpool City Centre, on Sunday evenings from 19.00 hours.

It was noted that the petition had been received on 25th August 2009, signed by 37 residents concerning the withdrawal of the commercial Arriva Northwest X1 service

from Liverpool City Centre on Sunday evenings. The basis of their concerns that there were a number of elderly people, who on occasions liked to go into Liverpool for shopping, theatre and other purposes but were unable to return home after 19.00 hours, without the added expense of a taxi fare.

It was further noted that Arriva Northwest operated the commercial service X1 Monday – Friday on a half-hourly frequency from 06.00 hours until 19.00 hours and then hourly until 22.00 hours, with the last journey leaving Liverpool at 23.15 hours. The Sunday service operated on an hourly frequency commencing at 10.00 hours with the last journey leaving Liverpool at 17.00 hours. The current level of service had been in operation since 6th May 2007.

The Board were advised that there were in fact two alternative public transport service available, should a return journey to Runcorn be required on a Sunday. It was, however, accepted that these services would take longer to return to Runcorn than the X1 service. The alternative services available were outlined in the report.

The Board was further advised that Arriva Northwest had indicated that the service after 19.00 hours on a Sunday evenings was not commercially viable and would, therefore, only be reinstated with a financial contribution from the Council.

It was estimated that the annual cost of extending the X1 service on a Sunday evening to 22.00 hours would be in the region of £18,000. The Council currently had a budget to provide socially necessary services which could not be operated on a commercial basis. Unfortunately, this budget was under severe pressure and, given that there were alternative facilities available, it was felt that it would be inappropriate to fund the extension.

RESOLVED: That

- (1) given the existing alternative services available, an extension to the X1 should not be supported using Council funding; and
- (2) the organisers of the petition be advised of this decision.

Strategic Director
- Environment

URB39 PROPOSED POLICY FOR VEHICLE ACCESS
CROSSINGS OVER FOOTWAYS AND VERGES

The Board received a report of the Strategic Director,

Environment which sought endorsement of a revised enforcement policy for the illegal crossing of vehicles over footways and verges and to establish a clear policy for the construction of access crossings. The aim was to minimise the problems encountered in enforcement using the existing policy and problems experienced in recovering the costs of constructing access crossings from offenders.

The Board was advised that vehicle access across a footway required a properly constructed access crossing to prevent the footway or any utility apparatus lying under the footway suffering damage as a consequence. The practice of vehicles repeatedly crossing footways which had not been strengthened not only caused damage to the surface and to any equipment beneath it, but also in many cases poses a hazard to pedestrians and other lawful users of the footway.

The Board was further advised that it was also the custom of some property owners to deposit objects such as planks of wood, metal ramps and even concrete in the drainage channel to aid access. These practices could cause serious injury to members of the public and damage to the vehicles that the public may be travelling in or on and may result in claims for compensation being brought against the Council.

The report set out the sections of the policy and explained the issues to be considered and proposed courses of action for each of the following:

- criteria for acceptance of a crossing;
- application Procedure;
- incorporation of crossings into the Council's Footway Structural Maintenance Programme (including a refund mechanism); and
- enforcement and recovery of costs.

RESOLVED: That the Board supports the following recommendations and forwards its comments to the Executive Board for consideration:

- (1) that access crossings only be permitted and constructed in accordance with the criteria set out in 3.2.1 of the report.
- (2) the application procedure be adopted as set out in paragraph 3.3.2 of the report.
- (3) should a programme structural footway maintenance scheme be carried out by the Council within two

Strategic Director
- Environment

years of an owner/tenant having paid for a crossing, then a partial or full refund would be offered in accordance with Appendix 7. This would be available, if requested, up to 12 months after the completion of the maintenance works. A crossing would also be offered, where appropriate, at a reduced cost or free of charge (depending on the scope of the works), if structural maintenance works were to be carried out as set out in paragraph 3.4.1 of this report.

- (4) the enforcement procedure set out in the report to Policy and Performance Board (Planning, Transportation and Development) on 11th October 2000 be amended as set out in paragraph 3.5 of the report.
- (5) for the avoidance of doubt, and in accordance with Section 184 of the Highways Act 1980, it was agreed that the Council should construct any, or all access crossings within the Borough, and seek to recharge the costs to the frontage property owner; and
- (6) the revised policy and procedure for the construction and enforcement of crossings over footways and verges be supported.

(NB: Councillor Hignett declared a personal and prejudicial interest in the following item due to being employed by Community Integrated Care and left the meeting during consideration of the item)

COUNCILLOR NOLAN IN THE CHAIR

URB40 FINAL REPORT FROM THE TOPIC TEAM ON THE SCRUTINY REVIEW OF SUPPORTED HOUSING

The Board received a report of the Strategic Director, Health and Community, which presented the final report and recommendations from the Topic Team following the scrutiny review of supported housing.

The Scrutiny Topic Team, following a number of delays, as set out in the report, was reconvened in April 2008 and a final series of meetings and visits was held with the Topic Team in September/October 2009 to approve the content of the final report and recommendations which were attached to the report.

The Board was further advised that each of the three areas recommendations had been outlined in the report:

- Commissioning and procurement;
- Performance and Governance; and
- Communication and Engagement.

RESOLVED: That

- (1) the Urban Renewal PPB considers the scrutiny report and comments on the content and recommendations, as summarised in section 4 of the covering report; and
- (2) the scrutiny report, subject to any amendments arising from the above, be presented to the Executive Board for decision as soon as is reasonably practicable.

Strategic Director
– Health &
Community

Meeting ended at 8.10 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, 3 November 2009 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillors Edge and Nolan

Absence declared on Council business: None

Officers present: M. Reaney, G. Ferguson, T. Dean, I. Leivesley, R. Mackenzie and S. Riley

Also in attendance: None

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

		<i>Action</i>
CS23	MINUTES	
	The Minutes from the meeting held on 8 th September 2009 were taken as read and signed as a correct record.	
CS24	PUBLIC QUESTION TIME	
	It was reported that no public questions had been received.	
CS25	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.	
	Councillor Lowe requested further information regarding the position of temporary and agency staff in respect of the efficiency review. It was agreed that the Strategic Director Corporate and Policy would write to Councillor Lowe with the information requested.	Strategic Director Corporate and Policy
	Arising from the discussion the Chairman requested	

that the Board's satisfaction be noted for the cooperation of the RSL's on the Council adaptations policy.

RESOLVED: That the minutes be noted.

CS26 SSP MINUTES

The Minutes relating to the Corporate Services Portfolio which had been considered by the Halton Strategic Partnership Board were submitted to the Board for consideration.

RESOLVED: That the minutes be noted.

CS27 SICKNESS MONITORING

The Board considered a report on the number of working days lost in the first quarter of 2009/10 (1st April to 30th June 2009), outlining trends and patterns of sickness.

The report provided detailed information on the total number of working days lost within each directorate, the average number of days lost per employee and the length of absences due to sickness absence. In addition, Members were advised on sickness absence within schools for both school based and directorate staff. The Human Resources Section was currently delivering training to schools in managing attendance and the Assistant Personnel/Welfare Officer was working closely with schools to support them in resolving absence related issues in line with school policy.

With regard to sickness absence monitoring this was being carried out and regular reports would be brought forward. Also regular meetings would take place with Risk Management to discuss the problem areas as they arose and the Assistant Personnel/Welfare Officers continued to support managers across the Authority in managing attendance.

RESOLVED: That the report be noted.

CS28 ACCIDENT STATISTICS

The Board considered a report which outlined the corporate accidents and incidents during the first 6 months of the current financial year (April to September 2009). There had been a reduction in reported incidents compared with the previous two years, especially accidents resulting in over 3 days absence from work. The report provided a detailed breakdown by type of incident and by directorate.

It was noted that if any serious accidents occurred a report be brought back to this Board.

RESOLVED: That the report be noted.

CS29 BUSINESS PLANNING 2010 – 13

The Board received a report of the Strategic Director, Corporate and Policy which gave Members the opportunity to contribute to the development of Business Plans for the coming financial year. The Strategic Director reported that the main challenges for the Authority over the next three years were the ongoing efficiency review and balancing Council budgets.

It was noted that each Department had been required to develop a medium-term business plan, in parallel with the budget, that was subject to annual review and refresh. Given the changes to departmental structures that were presently emerging, it was proposed that this year, four Directorate Plans would be produced rather than 19 Departmental Service Plans. This would provide a means of setting objectives for newly configured service departments. At this stage, Members were invited to identify a small number of areas for development or improvement that they would like to see reflected within those plans. Strategic Directors would then develop draft plans which would be available for consideration by Policy and Performance Boards early in the New Year.

It was further noted that Service Objectives and Performance Indicators and targets would be developed by each Department and this information would be included within Appendices to the Directorate Plan. Additionally, relevant departments would still be required to provide Quarterly Performance Monitoring Reports in their existing format during the coming 2010/11 financial year. Plans could only be finalised once budget decisions had been confirmed in March.

RESOLVED: That the priority areas identified for development or improvement over the next three years be noted.

Meeting ended at 7.45 p.m.

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 11 November 2009 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillors Murray and Norddahl

Absence declared on Council business: None

Officers present: M. Murphy, C. Halpin and B. Dodd

Also in attendance: None

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

Action

BEB14 MINUTES

The Minutes of the meeting held on 30th September 2009 having been printed and circulated were agreed as a correct record.

BEB15 PROCUREMENT STRATEGY 2009-2012

The Board received a report of the Strategic Director, Corporate and Policy which sought approval of the revised Procurement Strategy.

The Board was advised that the procurement of goods and services by Local Government had undergone major changes in recent years and Halton had responded well to the changing environment. The Council last adopted a three-year procurement strategy in 2006 and this updated strategy aimed to build on the successes of the last three years and develop excellent procurement practices that contributed to strategic priorities and achieved value for money and efficiency savings.

It was noted that it was a focused document, with clearly defined and measurable objectives with appropriate timescales. The Strategy was one that could be easily

understood both internally and externally and the draft Strategy had been distributed both internally and to a number of external organisations (Halton and St. Helens PCT, Halton Chamber of Commerce, Halton Voluntary Action and Enterprising Halton) for comment.

Members were advised of two further developments in relation to the Strategy. Firstly that the Council had signed up to 'Due North' which was procurement website for the North West region. Secondly that Halton Chamber of Commerce had secured grant funding for a dedicated coordinator within the Chamber to ensure that Members were aware of upcoming tenders.

Arising from Members comments and concerns the following was noted:

- that an exercise had been undertaken to assess the percentage of local companies undertaking work on behalf of the Council and it was requested that this information be sent to Members of the Board;
- that although within Halton there was a high percentage of local companies undertaking work on behalf of the Council, statutory legal obligations meant that the majority of Council tenders had to be open to a wider area than Halton, with some being tendered for from across Europe;
- that Members be sent a copy of the standard Merseyside document detailed on page 22 of the report;
- that Halton had taken steps to pay invoices from small businesses within 10 working days rather than the normal 30 days, to help during the economic downturn.

RESOLVED: That the procurement strategy be approved.

Strategic Director
– Corporate &
Policy

BEB16 EFFICIENCY PROGRAMME UPDATE

The Board received a report of the Strategic Director, Corporate and Policy, which detailed progress made to date with the Efficiency Programme, and outlined the next steps to be taken.

The Board was advised that the Efficiency Programme was an overarching programme consisting of a

number of workstreams. These workstreams were selected in Summer 2008, in partnership with KPMG and a Programme Business Case was approved.

Members were advised of the objectives of the Efficiency Programme, the scope of the Efficiency Programme, the staffing protocols in place, progress and the next steps on each workstream, as set out in the report.

Arising from Member's comments and concerns the following was noted:

- how performance would be measured between departments through service level agreements;
- what recruitment policies would be in place to ensure that new future recruitment was inline with the efficiency review objectives and it was noted that more detail in relation to this would be part of the next report to the Board;
- that there had been discussions regarding the possibility of amalgamating administration services into one across the Council and Members requested an update on this.

RESOLVED: That

- (1) the report be noted;
- (2) further update reports be brought back to the Board; and
- (3) an update on amalgamating administration systems across the Council be requested.

Strategic Director
– Corporate &
Policy

BEB17 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following 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.

BEB18 INTERNAL AUDIT QUARTERLY PERFORMANCE UPDATE

The Board considered the report of the Strategic Director, Corporate & Policy which provided a summary of Internal Audit work for the period from July to September 2009.

The report set out the Internal Audit reports finalised since the last progress report, key issues and recommendations arising from the audits completed and the results of the work undertaken following up the implementation of previous Internal Audit recommendations.

The Board was advised that the Internal Audit Plan 2009/10 was approved by the Business Efficiency Board on 25th February 2009. The plan provided for 1,514 of audit work to be completed. At the mid-point in the year Internal Audit had delivered 759 audit days (50.1% of the total planned days for the year) and currently was on target to deliver the full planned number of days by year-end.

The Board requested additional information in relation to two of the audits completed since the last meeting and it was agreed that the information would be provided.

The Board was also advised that an interactive e-learning training package that was being rolled out to all Members and employees to raise awareness of the risk of

fraud and corruption. Completion of the course would help staff and Members to become aware of their individual responsibilities in terms of preventing and identifying fraud and reporting any concerns they might have. The course also provided links to the policies and procedures the Council had established to counter fraud and corruption.

RESOLVED: That

- (1) the Internal Audit work completed in quarter 2 be noted; and
- (2) additional information requested in relation to two of the audits be circulated to the Board.

Strategic Director
– Corporate &
Policy

Meeting ended at 7.18 p.m.

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DEVELOPMENT CONTROL COMMITTEE

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

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

Apologies for Absence: Councillors S. Blackmore, J. Bradshaw and Osborne

Absence declared on Council business: None

Officers present: P. Watts, R. Cooper, M. Simpson, R. Wakefield and J. Tully

Also in attendance: 8 members of public

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

Action

DEV39 MINUTES

The Minutes of the meeting held on 14 September 2009, having been printed and circulated, were taken as read and signed as a correct record.

DEV40 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.

DEV41 - 09/00320/HBCFUL - PROPOSED CONSTRUCTION OF A NEW SINGLE STOREY PRIMARY SCHOOL AND INTEGRATED CHILDREN'S CENTRE INCLUDING PLAY FIELDS, ASSOCIATED PARKING, NEW SERVICE ROAD AND DEMOLITION OF EXISTING SCHOOL BUILDINGS AT ALL SAINTS C OF E JUNIOR SCHOOL, WIDNES.

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

It was reported that the Environment Agency was

satisfied with the Flood Risk Assessment that had been submitted with the application. Eight representations had been received from local residents raising concerns which were outlined in the report for information. The Committee was advised that one further objection had been received since the report had been written which raised the same concerns addressed in the report.

The Committee was advised that amended plans had been received that noted the following: replacing the large window on the east facing elevation of the sports hall with two smaller windows and inserting a doorway on the south elevation. It was reported that the internal layouts/floor plans had been amended to take into account comments from the environmental health department.

It was reported that Sport England had requested a additional conditions in relation to provision of full details and design of the pitch area layout and details of drainage of the pitches. The Committee was further advised of an additional condition regarding an update of the travel plan.

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

1. Standard condition timescales for development commencement.
2. Prior to commencement approval of materials (Policy BE2).
3. Prior to commencement of development, a scheme for the provision and implementation of a surface water regulation system to be submitted for approval. (Policy PR16)
4. Details relating to off-site highway works involving dropped crossings and tactile paving to be submitted and approved. (Policy TP7)
5. Before site works commence protective fencing to be erected to protect trees to be retained. (Policy BE1)
6. Conditions relating to work to be carried out in accordance with the submitted tree report. (Policy BE1)
7. Prior to commencement wheel wash details to be submitted and approved. (Policy BE1)
8. Conditions relating to final details of vehicle access, parking, servicing etc to be constructed prior to occupation of the school / commencement of use (Policy BE1).
9. Condition relating to submission and approval of landscaping scheme (BE1, BE2)
10. Condition relating to the submission and approval of

Strategic Director
- Environment

any external lighting (BE1, BE2)

11. Planting plan shall be implemented as soon as practical after completion of the development. (Policy BE1)
12. Restricted hours of construction (Policy BE1)
13. Restricted hours of delivery (Policy BE1)
14. No trees shown to be retained shall be damaged in any way as a result of the development (Policy BE1).

Additional conditions were agreed as follows:

15. Provision of full details of design of pitch area layout;
16. Details of drainage systems;
17. Provision of updated travel plan;
18. Standard Ground investigations remediation condition.

DEV42 - 09/00335/HBCFUL - PROPOSED REDEVELOPMENT OF SPORTS GROUND TO PROVIDE NEW FOOTBALL GROUND INCLUDING COVERED STAND, FLOODLIGHTING, TRAINING BOXES (DUGOUTS), SECURITY FENCING, TOILET FACILITIES AND USE OF EXISTING BUILDING AS CLUB HOUSE AND CHANGING FACILITIES AT HALTON SPORTS GROUND, RUNCORN.

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

The Committee was advised that Sport England had submitted a formal letter dated 21 September 2009, raising no objection. However, one further condition was requested for provision of details of design of pitch area layout to ensure it would be in accordance with sport England technical design guidance 'Natural Turf for Sport'.

Members discussed the proposal, and the potential increase in traffic flows should the numbers of spectators increase. It was suggested that Chairmen of Development Control and Urban Renewal could meet together with relevant Officers to study the areas' car parking needs and public transport options.

RESOLVED: That

- a) The Chairmen of Urban Renewal and Development Control meet together with Officers in order to agree a scope to address the traffic flow concerns in the surrounding area to Halton Sports; and

Strategic Director
- Environment

b) the application be approved subject to the following conditions:

1. Standard condition relating to commencement of development (BE1)
2. Condition(s) relating to the details of car parking (TP12)
3. Condition relation to fencing / boundary treatment (BE22); and

An additional condition was agreed as follows:

4. Provision of full details of design of pitch area layout;

DEV43 - 09/00370/HBCFUL - PROPOSED RE-SITING OF VEHICULAR ACCESS GATE FROM REAR TO SIDE OF 22 HARRIS STREET AND ERECTION OF PEDESTRIAN GATE TO REAR OF 29 ST AMBROSE ROAD, WIDNES.

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

It was reported that United Utilities had confirmed that they raised no objections in principle to the application.

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

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

DEV44 MATTER RELATING TO ADJOINING AUTHORITY CONSULTATION

The Committee considered a report of the Strategic Director – Environment which detailed the proposed Strategic Rail Freight Interchange (SRFI) that was situated on land on both sides of the M6 motorway between Winwick Road, West Coast Main line Liverpool – Manchester railway line and Winwick Lane including the former Parkside Colliery. It was reported that the site lay within the jurisdiction of St Helens (Merseyside) and Warrington (Cheshire) (the majority within St Helens).

It was reported that the Council had previously been consulted on the above proposal and the amendments to

the application appeared to have addressed the issues relating to the adequacy of rail capacity for the site.

RESOLVED: That St Helens MBC is advised that no objection is raised to the principle of an intermodal facility at Parkside but that the discrepancies outlined should be addressed.

DEV45 MISCELLANEOUS ITEMS

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

09/00123/FUL Proposed rear conservatory at 288
Liverpool Road Widnes

09/00177/FUL Retrospective application for retention
of boundary fence to side of 12
Buckingham Avenue Widnes

The Committee was advised that the the following applications had been withdrawn: -

07/00866/FUL Proposed front boundary fence at 12
Clifton Court Runcorn

09/00263/OUT Outline application (with all matters
reserved) for proposed
refurbishment/conversion of existing
property to 2 No. dwellings, construction
of additional 3 No. dwellings and
associated access at 67 Main Street
Runcorn

09/00306/FUL Proposed new roof on dwelling to form
loft conversion with rear dormer at 32
Foxley Heath Widnes

09/00318/ELD Application for Certificate of Lawfulness
for change of use of dwelling into 2 No.
flats at 47 Mersey Road Widnes

It was reported that the following petitions had been received:

A petition containing 14 signatures was received on 6th July 2009 objecting to a proposed 7 No. parking bays (within communal grassed area) on Anchor Close, Runcorn (Ref 09/00212/FUL). The grounds of objection included that the proposal would spoil the ambiance of the close; it would be an open invitation for young people to use car park as a football pitch; that money should be spent on other needs to properties; that there is already parking provision in the Close; and that the proposals are a waste of tax payers' money. – The application was approved as the proposal was deemed to be compliant with the Council's Policies.

The Council had received 392 letters of objection, of which 304 are letters that are standardised, and 78 letters of support relating to application 09/00351/COU Proposed change of use from retail (Class A1) to hot food takeaway (Class A5) with new flue and rear fire door at Occasions, Ascot Avenue, Runcorn – the application has been refused.

AVAILABILITY OF OFFICER ADVICE-PLANNING MATTERS

The Committee was advised that the purpose of the report was to advise Members on changes proposed to the level of service currently given to members of the public seeking advice on planning matters.

It was reported that due to the recent reduction in the size of the planning team service could only be provided between 9.00am – 1.00pm, which was in line with practice delivered with many other Planning Authorities. It was noted that this change would enable the relevant officers to concentrate on the processing of planning applications.

Members agreed that this change in the system made sense.

Meeting ended at 6.40 p.m.

STANDARDS COMMITTEE

At a meeting of the Standards Committee Wednesday, 11 November 2009 Committee Room 1, Runcorn Town Hall

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

Apologies for Absence: Councillors Balmer and Wharton

Absence declared on Council business: None

Officers present: M. Reaney and G. Ferguson

Also in attendance: None

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

	<i>Action</i>
STC14 MINUTES	
The minutes of the meeting held on 9 th September 2009, having been printed and circulated, were signed as a correct record. The Committee thanked officers for including a copy of the minutes as part of the agenda.	
STC15 ASSESSMENT MADE CLEAR - TRAINING DVD	
The Committee watched the new training DVD issued by the Standards Board for England entitled "Assessment made clear", to help Standards Committee members assess complaints about elected or co-opted members.	Operational Director Legal, Organisational Development and Human Resource
RESOLVED: That the DVD be made available to those Members not present.	
STC16 STANDARDS FOR ENGLAND ROUND UP	
The Committee received a report of the Strategic Director, Corporate and Policy which brought Members up to date on the latest news from the Standards Board. Since the last meeting of the Committee the Standards Board had released Bulletin 45 which was appended to the report for	

information.

It was noted that the revised Code of Conduct for Members would be ready in late Autumn 2009. A further report on the revised Code of Conduct for Members would be brought to the Committee in due course.

RESOLVED: That the report be noted.

STC17 DRAFT ACTION LIST

The Committee's Action List was attached for consideration and amendment as necessary. It was agreed that item 2 Develop mind mapping sessions be deleted from the list.

RESOLVED: That Item 2 Develop mind mapping sessions be deleted from the list.

STC18 STANDARDS FOR ENGLAND ANNUAL ASSEMBLY - VERBAL REPORT

The Committee considered a verbal report of the Operational Director –legal, Organisational Development and Human Resource regarding the Standards Board for England Annual Assembly, which had been attended by the Councillor Wharton, the Operational Director Legal, Organisational Development and Human Resources and Mr Garner in his capacity of Independent Member of Cheshire Fire Authority's Standards Committee.

It was reported that those attending the assembly had attended sessions on investigating complaints, local assessment, other action, and predetermination and bias. The future of the Standard Board for England was also discussed.

RESOLVED: That the report be noted.

Meeting ended at 4.05 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 23 November 2009 in the Council Chamber, Runcorn Town Hall

Present: Councillors Philbin (Chairman), Wallace (Vice-Chairman), Bryant, Drakeley, Howard, D. Inch, A. Lowe, E. Ratcliffe and Nelson

Apologies for Absence: Councillors Murray and Wainwright

Absence declared on Council business: None

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

Also in attendance: None

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

		<i>Action</i>
REG1	MINUTES	
	The minutes of the meetings held on 24 th August, 22 nd September and 1 st October 2009 were taken as read and signed as a correct record.	
REG2	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 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 1 of Schedule 12A of the Local Government Act 1972.

REG3 TAXI LICENSING REPORT

The Committee met to consider if the applicant (Case no 680) was a fit and proper person to hold a SSD Licence.

Members took into account the information provided by the Licensing Section and the applicant.

RESOLVED: That the applicant's licence application be allowed to proceed and if granted the Single Status Drivers Licence will be limited for 12 months.

Meeting ended at 7.36 p.m.