

Minutes & Reports

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

**Wednesday, 15 December
2010**

Minutes & Reports

For Presentation to the Council
At the meeting to be held on
Wednesday, 15 December 2010

Committee/Board	Page Ref
COUNCIL MINUTES 20 October 2010	315 - 324
MINUTES OF THE EXECUTIVE BOARD	
14 October 2010	325 - 328
4 November 2010	329 - 332
18 November 2010	333 - 338
2 December 2010	339 - 346
MINUTES OF THE EXECUTIVE BOARD SUB COMMITTEE	
14 October 2010	347 - 350
4 November 2010	351 - 354
18 November 2010	355 - 358
2 December 2010	359 - 366
MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD	
18 November 2010	367 - 370
MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD	
Children, Young People and Families - yellow pages	371 - 378
Employment, Learning, Skills and Community -cream pages	379 - 382
Health - blue pages	383 - 392
Safer - pink pages	393 - 398
Environment and Urban Renewal - green pages	399 - 412
Corporate Services - salmon pages	413 - 418
Business Efficiency Board - white pages	419 - 422
COMMITTEE MINUTES	
Development Control - pink pages	423 - 430
Standards - white pages	431 - 434
Regulatory - blue pages	435 - 438
Appeals Panel - white pages	439 - 440
Appointments Committee - salmon pages	441 - 444

This page is intentionally left blank

COUNCIL

At a meeting of the Council on Wednesday, 20 October 2010 in the Bridge Suite, Stobart Stadium, Widnes

Present: Councillors Wright, Austin, P. Blackmore, M. Bradshaw, J. Bradshaw, Browne, Bryant, D. Cargill, E. Cargill, Carlin, Dennett, Edge, Findon, Fry, A. Gerrard, J. Gerrard, Gilligan, Harris, Hignett, Hodge, Hodgkinson, Inch, Jones, M Lloyd Jones, P. Lloyd Jones, Loftus, A. Lowe, J. Lowe, Macmanus, McDermott, McInerney, Morley, Murray, Nelson, Nolan, Norddahl, Osborne, Parker, Philbin, Polhill, M. Ratcliffe, Redhead, Roberts, Rowe, Shepherd, Stockton, Swain, Thompson, Wainwright, Wallace and Wharton

Apologies for Absence: Councillors Balmer, Horabin, Howard, Leadbetter and E. Ratcliffe

Absence declared on Council business: None

Officers present: M. Reaney, C. Lawley, I. Leivesley, D. Parr, D. Tregua, G. Meehan, D. Johnson, A. Scott, G. Cook and A. Jones

Also in attendance: Five members of the public and one member of the press

*Action***COU33 COUNCIL MINUTES**

The minutes of the Council meetings held on 21 July 2010 and 1 September 2010, having been printed and circulated, were taken as read and signed as a correct record.

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

COU34 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:

- She had been presented with a medal celebrating 150 years of the Cadets (1860 to 2010), in recognition of her contribution to the celebrations in their anniversary year;
- The Borough Council had achieved a place as finalist in the MJ Achievement Awards 2010 for their work in reducing Health Inequalities;
- A glass plaque had been awarded by Inside

Property North West 2010 for the Strategic Alliance Award for Widnes Regeneration;

- A glass plaque had been presented by the Swedish delegation on the occasion of their recent visit to Halton Lodge Primary School on 4 October 2010;
- A thank you card had been received from Hough Green Scouts and Guides in recognition of the provision of the Summer Holiday Playscheme; and
- A thank you card had been received from the Free To Be Youth Club in Ditton Community Centre.

COU35 LEADER'S REPORT

The Leader reported on the following issues:

The main points from the Chancellor's statement, announced as part of the Comprehensive Spending Review, as they affected Halton as follows:

- The Government "would provide money" for the Mersey Gateway project;
- There would be an increase in money for schools, including a pupil premium;
- Extra money for Social Care (transferred from the Health budget) would be available;
- Sure Start would be frozen in cash terms;
- There would be a 4% annual reduction in Police spending and a total reduction of 13% in the Fire service;
- Council tax benefit would be cut by 10%;
- Ring fencing of grants to local authorities would end;
- There would be a worse than expected 7.1% annual cut in Council budgets;
- The grant settlement was expected by early December which would contain the grant figures for the Council.

The Leader wished to place on record his thanks to all those involved in the Mersey Gateway project, and in particular to Councillor McDermott in recognition of his leadership on the project which had received support from all political groups, the private sector and partners in the wider North West Region.

COU36 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board from meetings held on 15 July 2010, 9 September 2010 and 23 September 2010.

RESOLVED: That the minutes be received.

(Councillor Parker declared a Personal Interest in Minute ES 27 in that he was a Governor of St John Fisher Primary School)

COU37 MINUTES OF THE EXECUTIVE BOARD SUB COMMITTEE

The Council considered the minutes of the Executive Board Sub-Committee from meetings held on 22 July 2010, 9 September 2010 and 23 September 2010.

RESOLVED: That the minutes be received.

COU38 MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD

The Council considered the minutes of the Mersey Gateway Executive Board from 23 September 2010.

RESOLVED: That the minutes be received.

COU39 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU40 REVIEW OF THE COUNCIL'S GOVERNANCE ARRANGEMENTS (MINUTE EXB 51 REFERS)

The Executive Board had considered a report of the Strategic Director, Resources which outlined the outcome of the consultation exercise in respect of the Council's Governance arrangements.

RESOLVED:That

(1) the outcome of the consultation exercise be

noted; and

- (2) the Leader with Cabinet model of Governance be recommended and adopted with effect from May 2011 and the proposals, as detailed in the report, be published.

COU41 REVIEW OF THE CONSTITUTION 2010/11(MINUTE EXB 52 REFERS)

The Executive Board had considered a report of the Strategic Director, Resources, on a revised Call-in procedure and rules of debate for inclusion in the Constitution.

Councillor Murray referred to the cross party Working Group that had considered the revised Call-in procedure and advised Members that the decision taken had not been unanimous.

RESOLVED: That the revised Call-in procedure and rules of debate as detailed in the Appendix attached to the report be approved.

COU42 REVIEW OF CHILDREN AND YOUNG PEOPLE PLAN - KEY DECISION (MINUTE EXB 34 REFERS)

The Executive Board had considered a report of the Strategic Director, Children and Young People on the review undertaken of Halton's Children and Young People's Plan (CYPP) 2009-11.

Halton's second CYPP had been published in 2009, to provide strategic direction for all services within the Children's Trust in Halton. It represented Halton's local vision and aspirations for children and young people in the Borough, and determined how the Children's Trust Board would work together to commission services to address locally identified needs and better integrate provision.

A multi agency task and finish group was established in April 2010 to produce the Review. The report set out developments in a number of key areas over the past twelve months and highlighted the many achievements over the same period, together with an overview of a number of areas where more work was needed in order to achieve the stated objectives by March 2011.

RESOLVED: That

- i) the Children & Young People's Plan Review 2010 be endorsed; and
- ii) the actions detailed in Section 11 of the Children & Young People's Plan Review 2010, and summarised in 3.9 of the report be approved and be taken into consideration in terms of meeting the Children & Young People's Plan 2009-11.

COU43 APPOINTMENT OF DIOCESAN REPRESENTATIVE TO CHILDREN, YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE BOARD (MINUTE EXB 43 REFERS)

The Executive Board had considered a report of the Strategic Director, Children and Young People on the appointment of a representative from the Diocese of Shrewsbury and the Archdiocese of Liverpool of a voting co-optee on the Children, Young People and Families Policy and Performance Board.

RESOLVED: That the appointment of a Diocesan representative for Shrewsbury and Liverpool, as a voting co-optee on the Children, Young People and Families Policy and Performance Board for a period of four years be approved.

COU44 APPOINTMENT OF COUNCILLOR REPRESENTATIVE TO AN OUTSIDE BODY

The Council considered the nomination of Councillor Tom McInerney as the Council's representative on the North Western Fisheries Conservation Authority Outside Body.

RESOLVED: That Councillor Tom McInerney be appointed as the Council's representative on the North Western Fisheries Conservation Authority Outside Body with immediate effect.

(Councillor P Lloyd Jones declared a Personal Interest in all minutes of the Policy and Performance Boards as he was a non Executive Director of Halton and St Helens Primary Care Trust, a Governor of Bolingbroke Academy School, Fairfield Junior School and St Bertelines C of E Primary School)

COU45 MINUTES OF THE POLICY AND PERFORMANCE
BOARDS AND THE BUSINESS EFFICIENCY BOARD

The Council considered the reports on the work of the following Boards in the period since the meeting of Council on 21 July 2010:-

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

In receiving the minutes, the following comments were made:

- The recent 'Outstanding' Ofsted Inspections at Bankfield and The Heath Schools were noted;
- Congratulations be recorded for the work carried out by the Head and Officers in the Pupil Referral Unit;

COU46 COMMITTEE MINUTES

The Council considered the reports on the work of the following Committees in the period since the meeting of the Council on 21 July 2010:-

Development Control
Standards
Regulatory
Appeals

In receiving the minutes of the Regulatory Committee on 17 August 2010, it was noted that Councillor Wallace was in attendance, and that this be noted at the next Regulatory Committee meeting.

COU47 COMMITTEE MEMBERSHIP

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

- Councillor Wainwright had replaced Councillor Wharton on the Standards Committee
- Councillor Redhead had replaced Councillor

Blackmore on Development Control

- Councillor Bryant had replaced Councillor Redhead on the Appeals Committee
- Councillor Carlin had stood down from the Health Policy and Performance Board
- Councillor Hodge had stood down from the Safer Policy and Performance Board

Meeting ended at 7.20 p.m.

This page is intentionally left blank

COUNCIL

At a Special meeting of the Council on Wednesday, 20 October 2010 in the Bridge Suite, Stobart Stadium, Widnes

Present: Councillors Wright, Austin, P. Blackmore, M. Bradshaw, J. Bradshaw, Browne, Bryant, D. Cargill, E. Cargill, C. Carlin, Dennett, Edge, Findon, M. Fry, Gerrard, J. Gerrard, Gilligan, Harris, Hignett, M. Hodge, Hodgkinson, D. Inch, Jones, M Lloyd Jones, P. Lloyd Jones, Loftus, A. Lowe, J. Lowe, A. Macmanus, McDermott, McInerney, Morley, Murray, Nelson, Nolan, Norddahl, Osborne, Parker, Philbin, Polhill, M. Ratcliffe, Redhead, J. Roberts, Rowe, Shepherd, Stockton, Swain, Thompson, Wainwright, Wallace and Wharton

Apologies for Absence: Councillors Balmer, Horabin, Howard, Leadbetter and E. Ratcliffe

Absence declared on Council business: None

Officers present: M. Reaney, D. Johnson, I. Leivesley, D. Parr, D. Tregear, G. Cook, G. Meehan, C. Lawley, A. Scott and A. Jones

Also in attendance: Seven members of the public and one representative from the press

Action

COU48 HALEBANK VILLAGE GREEN APPLICATION

The Council considered a report of the Operational Director, Legal and Democratic Services on the determination of the application that land at Halebank be designated village green.

Members were advised that there had been two applications for Village Green status for the same plot of Council-owned land in Halebank. Both applications were made by Mrs Florence Hurley. The Council was both owner of the affected land and the registration authority under the Commons Act 2006. It was noted that registration authority decisions were matters reserved to the Council. The first Application had been determined in October 2007 and the Second Application was now to be determined.

RESOLVED: That, having regard to the first Application dated 20 September 2006, representations received, the Inspector's report dating from Summer 2007, observations on the representations and the information

contained in the report, the Second Application made under the Commons Act 2006 by Mrs Florence Hurley and dated 3 June 2007 be determined as follows:-

1) in respect of the land at Halebank hatched blue on the attached plan be not designated as village green for the purposes of Part 1 of the Commons Act 2006 on the grounds of lack of evidence of qualifying usage specific to that area; and that

2) in respect of the land at Halebank hatched red on the attached plan which had previously been dedicated by the Council as Landowner, that red-hatched land be now designated as village green for the purposes of Part 1 of the Commons Act 2006 for the purposes of games, exercise and dog walking.

Meeting ended at 7.25 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 14 October 2010 in the Marketing Suite, Municipal Building

Present: Councillors Polhill (Chairman), A. Gerrard, Harris, Jones, McInerney, Nelson, Stockton, Swain and Wharton

Apologies for Absence: None

Absence declared on Council business: Councillor D. Cargill

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

Also in attendance: Councillor Redhead and Steph Darlington

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

EXB55 MINUTES

The Minutes of the meeting on 23 September 2010 were taken as read and signed as a correct record.

TRANSPORTATION PORTFOLIO

EXB56 HALTON'S LOCAL TRANSPORT PLAN (LTP3) STRATEGY AND IMPLEMENTATION - KEY DECISION

The Board received a report of the Strategic Director, Environment and Economy on the Strategy and Implementation of Halton's Local Transport Plan (LTP3), approval for a period of consultation.

The Board were reminded that Local Transport Plans (LTPs) were initially introduced by the Transport Act 2000, which set a statutory requirement for local transport authorities to produce a LTP every five years and keep it under review. Since then, the Local Transport Act 2008 had been introduced, which retained the statutory requirement to produce and review LTPs and supporting policies, but changed aspects of the statutory framework including giving local authorities the flexibility to review and update the LTP

Action

as they considered appropriate.

Halton Borough Council as a Unitary Authority, was the transport authority for the area of Halton and as such was required to produce a LTP. The current LTP (LTP2) would run until March 2011, with the third LTP (LTP3) due to commence in April 2011. Members were advised that LTP3 would be in two parts; the first would set out a long term strategy to 2026 and the second would consist of a short term (3 year) Implementation Plan, setting out in detail how the strategy would be delivered. Separating strategy and implementation allowed the two parts of the LTP to be renewed (when necessary) on different timescales.

Although Halton would produce an individual LTP3, it had been recognised that working in partnership with the Merseyside Integrated Transport Authority (Merseytravel) or ITA, which was statutorily obliged to produce the LTP on behalf of itself and the Merseyside Districts, would be beneficial for the sub-region. As a result, Halton and Merseyside had synchronised the preparation of their evidence bases and there was impetus to produce a similar long term vision and strategy across the sub-region. However, the production of Halton's rolling implementation plan would be separate from Merseyside's and would be based on Halton's specific characteristics.

RESOLVED: That

- 1) the LTP3 Strategy and Implementation document be approved for the purposes of a seven week period of consultation; and
- 2) further editorial and technical amendments that do not materially affect the LTP3 Strategy and Implementation document be agreed by the Operational Director – Highways, Transportation and Logistics in consultation with the Executive Board Member for Transportation as necessary, before the document is published for consultation.

Strategic Director
- Environment
and Economy

RESOURCES PORTFOLIO

EXB57 CONTROL OF SEX ESTABLISHMENTS

The Board received a report of the Strategic Director, Resources, on the adoption of controls relating to sex establishments.

The Board were reminded that before 1982, there was no control over the operation of sex establishments (defined as sex shops and sex cinemas). In 1983, the Council adopted the provisions of the Local Government (Miscellaneous Provisions) Act 1982, and confirmed its policies and procedures in 2000 after consideration by the Council's Licensing Review Body.

The Policing and Crime Act 2009 had introduced new controls into the 1982 Act, which related to sex entertainment venues. The approach adopted by the Council to 'controlled dancing' under the old public entertainment licensing system as well as under the Licensing Act 2003 was analogous to proposed controls relating to sex entertainment venues. Controlled dancing referred to lap-dancing, striptease or any similar dancing. Details were set out at Appendix 3 attached to the report. Similar controls were proposed for sex entertainment venues.

RESOLVED: That Council be recommended to

- 1) adopt Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009 – Control of Sex Establishments; and
- 2) adopt the consequential amendments to the Council's Constitution as set out in Appendix 2 attached to the report.

Operational
Director- Legal
and Democratic
Services

MINUTES ISSUED: 20 October 2010

CALL-IN: 27 October 2010

Any matter decided by the Executive Board may be called in no later than 5.00pm on 27 October 2010

Meeting ended at 2.15 p.m.

This page is intentionally left blank

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 4 November 2010 in the Marketing Suite, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: Councillor Stockton

Officers present: M. Reaney, G. Cook, D. Johnson, I. Leivesley, D. Parr, D. Tregaea, B. Dodd, S. Nyakatawa and A. Scott

Also in attendance: Councillors Redhead, Bryant, C. Carlin and Wainwright and one member of the public

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

	<i>Action</i>
<p>EXB58 MINUTES</p> <p>The Minutes of the meeting on 14 October 2010 were taken as read and signed as correct record.</p> <p>LEADER'S PORTFOLIO</p> <p>EXB59 PUBLIC CONSULTATION ON THE SUSTAINABLE COMMUNITY STRATEGY 2011-2026</p> <p>The Board received a report of the Strategic Director, Resources, on the public consultation on the Sustainable Community Strategy 2011-2026.</p> <p>The Board were advised that Local authorities and their partners had a statutory duty to develop a Sustainable Community Strategy (SCS) which set out the strategic direction and long term vision for the economic, social and environmental well being of an area. The targets in Halton's existing strategy would run until 31 March 2011, and so Halton Strategic Partnership must produce a new SCS for adoption by the Council by April 2011.</p>	

It was noted that the SCS was a long term plan that would guide Halton's Strategic Partnership over the next 15 years and it was important to remain aspirational in outlook. In the short term, the financial climate and uncertainty over the impact of the Comprehensive Spending Review on available budget may constrain the Council's ability to deliver change on the ground. This uncertainty would be dealt with via a 5 year delivery plan that would be prepared once the budgetary position became clear.

An extensive consultation plan had been prepared, and a number of methods would be employed with the aim of ensuring that the SCS and other documents reached as many interested parties as possible. Examples of consultation methods to be employed were outlined in the report.

RESOLVED: That

- (1) the draft Halton Sustainable Community Strategy 2011-2026 be approved for the purposes of an eight-week period of public consultation;
- (2) further editorial and technical amendments that do not materially affect the content of the Sustainable Community Strategy 2011-2026 document be agreed by the Operational Director – Policy and Performance in consultation with the Leader of the Council, as necessary, before the document is published for public consultation; and
- (3) the results of the statutory public consultation exercise on the Sustainable Community Strategy document be reported back to the Executive Board following the consultation period.

TRANSPORTATION PORTFOLIO

EXB60 PROPOSED POLICY FOR VEHICLE ACCESS CROSSINGS OVER FOOTWAYS AND VERGES

The Board received a report of the Strategic Director, Environment and Economy on the proposed policy for Vehicle Access Crossings over Footways and Verges.

The Board were reminded that the existing policy was approved on 16 November 2000, and whilst it had been in use for ten years, its scope was limited largely to issues

relating to enforcement of unsafe and non-approved access crossings and did not include more detailed procedural matters in connection with the construction of new access crossings.

The Urban Renewal Policy and Performance Board considered a proposed revised policy at its meeting on 25 November 2009, and endorsed the recommendation to refer the policy to the Executive Board for approval.

RESOLVED: That

(1) the revised policy and procedure for the construction and enforcement of vehicle crossings over footways and verges which covers:

- (a) criteria for acceptance;
- (b) the application procedure;
- (c) the incorporation of crossings into structural maintenance programmes;
- (d) the procedure for enforcement of non-approved crossings;

as set out in Appendix 1 attached to the report be approved;

(2) for the avoidance of doubt, and subject to the provisions of Section 184(9) of the Highways Act 1980, the Council shall construct any or all access crossings within the Borough and recharge the costs to the frontage property owner; and

(3) complaints and notifications regarding illegal access crossings continue to be prioritised for enforcement on the basis of risk to highway users, with those in an unacceptable position or with hazards such as channel ramps being given priority.

Strategic Director
- Environment
and Economy

PHYSICAL ENVIRONMENT PORTFOLIO

EXB61 RUNCORN MARKETS

The Board received a report of the Strategic Director,

Environment and Economy on the future of Runcorn Markets.

The report outlined the history of the incentives offered to encourage and retain occupancy levels since the new Runcorn Market Hall opened in 2005, together with further action taken to encourage more market activity with the establishment of a Street Market in May 2009.

The Board were advised that this item had been previously considered by the Market's Working Party and the Corporate Policy and Performance Board, both of which had unanimously supported the proposal to close the Market. A number of options were included in the report for Members' consideration.

A letter from Mr Perriton, Field Support Manager of the National Market Traders' Federation was read out at the meeting.

RESOLVED: That

1. the closure of Runcorn Market be approved, with effect from 31st January 2011 in the light of the recent Internal Audit Report (July 2010) and general budget constraints announced in the Spending Review; and
2. the development of proposals to relocate tenants as detailed in paragraph 3.12 of the report be supported, and that early discussions take place with existing traders to consider possible options.

Strategic Director
- Environment
and Economy

MINUTES ISSUED: 10 November 2010

CALL-IN: 17 November 2010

Any matter decided by the Executive Board may be called in no later than 5.00pm on 17 November 2010

Meeting ended at 2.25 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 18 November 2010 in the Marketing Suite, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: None

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

EXB62 MINUTES

The Minutes of 4 November 2010 were taken as read and signed as a correct record.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB63 HALTON CORE STRATEGY PROPOSED SUBMISSION DOCUMENT FOR PUBLIC CONSULTATION - KEY DECISION

The Board received a report of the Strategic Director, Environment and Economy on the Halton Core Strategy Proposed Submission Document for Public Consultation.

The Board were advised that the Core Strategy was the main document in the Local Development Framework (LDF) which formed the statutory development plan for Halton. The Strategy had been prepared against a backdrop of significant changes to the planning system. At the national level, the forthcoming Localism Bill was expected to include provisions affecting planning, whilst planning policy statements and guidance (PPSS and PPGS) were expected to be replaced by national planning statements.

Action

The Board were reminded that the consultation was the last formal public consultation process which was designed to test the soundness of the plan. Such tests for soundness included whether the plan was justified and the most appropriate in the circumstances, whether it was flexible, effective and could be delivered as well as whether it was consistent with national policy and complied with all legal requirements.

The proposed submission document was attached at Appendix A to the report, and would be subject to an eight week consultation period commencing 29 November 2010.

RESOLVED: That

- (1) the Halton Core Strategy Proposed Submission Draft be approved as 'sound';
- (2) the Proposed Submission Draft be approved for the purposes of 'Publication' for an eight week period of public consultation under Regulation 27 of the Town and Country Planning (Local Development) (England) Regulations 2004;
- (3) the following supporting documents be approved for a concurrent period of public consultation;
 - Sustainability Appraisal (Appendix B)
 - Infrastructure Plan (Appendix C)
 - Statement of Consultation (Appendix D)
 - Habitats Regulations Assessment (Appendix E)
 - Equality Impact Assessment (Appendix F);
- (4) further editorial and technical amendments that do not materially affect the content of the Halton Core Strategy Proposed Submission document or the supporting documents be agreed by the Operational Director - Environmental and Regulatory Services in consultation with the Executive Board Member for Physical Environment as necessary, before they are published for public consultation; and
- (5) the results of the statutory public consultation exercise on the Halton Core Strategy Pre-Submission document be reported back to the

Strategic Director
- Environment
and Economy

Executive Board following the consultation period, prior to seeking approval of Full Council for Submission to the Secretary of State.

RESOURCES PORTFOLIO

EXB64 LICENSING ACT 2003 STATEMENT OF LICENSING POLICY

The Board received a report of the Chief Executive on the adoption of a Statement of Licensing Policy.

A consultation exercise was authorised at the meeting of the Executive Board on 9 September 2010 (Minute EXB 37 refers) to review the Council's Statement of Licensing Policy. The consultation period ended on 15 October 2010 and the consultation draft of the Statement of Licensing Policy was attached at Appendix 1 to the report.

The Board were advised that only one response had been received from Cheshire Constabulary in support of its own proposed Cumulative Impact Policy as described in the report. The rules relating to Cumulative Impact Policies were set out in statutory guidance issued under section 182 of the Licensing Act 2003 and attached at Appendix 3 to the report for Members' information. Cheshire Constabulary had submitted a request to include a Cumulative Impact Special Policy in respect of the Victoria Square Area in Widnes.

The Board were reminded that the Council was under a duty to have an adopted Statement of Licensing Policy in place by 7 January 2011 together with a newspaper advertisement confirming the adoption prior to that date. Once adopted, the policy would remain in place for a three year period unless amended before that time. Any changes in legislation or in the Statutory Guidance would also override the policy.

RESOLVED: That Council be recommended to

- 1) adopt the Statement of Licensing Policy as attached to the report; and
- 2) defer consideration of the Cumulative Impact Special Policy as proposed by Cheshire Constabulary.

Operational
Director - Legal
and Democratic
Services

EXB65 MEDIUM TERM FINANCIAL STRATEGY

The Board received a report of the Operational Director, Finance on the Medium Term Financial Strategy.

The Board were advised that the Medium Term Financial Forecast (MTFF) set out a three-year projection of resources and spending based on information currently available following the Comprehensive Spending Review. However, as there was information yet to be received any revisions would need to be made as new information became available.

The projections in the forecast clearly showed there was need to make a significant level of savings over the next three years, and provided initial guidance to the Council on its financial position into the medium term.

The MTFF showed that in order to balance the budget there was a requirement to make significant cost savings of up to £20m in 2011/12 and £16m and £12m for the following two years respectively. In making these savings the Council would need to have in mind the objectives of the Medium Term Financial Strategy (MTFS) as set out in the report.

The Board were reminded that the MTFS represented the “finance guidelines” that formed part of the medium term corporate planning process. These guidelines identified the financial constraints that 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.

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 be considered by the Executive Board on the budget.

Operational
Director - Finance

MINUTES ISSUED: 22 November 2010

CALL-IN: 29 November 2010

Any matter decided by the Executive Board may be called in no later than 29 November 2010

Meeting ended at 2.20 p.m.

This page is intentionally left blank

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 2 December 2010 in the Bridge Suite, Stobart Stadium, Widnes

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, G. Cook, D. Johnson, I. Leivesley, G. Meehan, D. Parr, D. Tregaea, B. Dodd and S. Duncan

Also in attendance: Councillors E. Cargill, Austin and P. Cooke (Co-optee), 2 members of the public and 12 HBC staff

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

	<i>Action</i>
EXB66 MINUTES	
<p>The Minutes of the meeting held on 18 November 2010 were taken as read and signed as a correct record.</p>	
<p>HEALTH AND ADULTS PORTFOLIO</p>	
EXB67 SERVICE INSPECTION OF ADULT SOCIAL CARE - SEPTEMBER 2010- PRESENTATION	
<p>The Board received a report of the Strategic Director, Adults and Community which provided details of the outcome of the Service Inspection of Adult Social Care which had been carried out by the Care Quality Commission (CQC).</p>	
<p>The Board were reminded that the CQC was an independent regulator of health and social care in England and regulated care provided by the NHS, local authorities, private companies and voluntary organisations. The report covered the background and methodology to inspection.</p>	
<p>The Board received a presentation from Sue Talbot,</p>	

CQC Lead Inspector. It was noted that CQC judged performance of Councils using four grades. The CQC concluded that Halton was performing excellently in delivering adult social care in 'safeguarding adults' and 'supporting increased choice and control for older people' and was performing well in 'supporting improved health and wellbeing of older people'. In addition, CQC rated Halton's capacity to improve its performance as excellent.

The Chairman wished to place on record his thanks to Sue Talbot and her team, and the Executive Board Members and staff involved in helping to deliver an excellent outcome for the Adult Social Care service.

RESOLVED: That

- (1) the presentation from Susan Talbot, CQC Lead Inspector be received; and
- (2) the contents of the report and associated appendices be noted and agreed.

RESOURCES PORTFOLIO

EXB68 ANNUAL AUDIT LETTER

The Board received a report of the Strategic Director, Resources on the Annual Audit Letter 2009/10.

The Board was advised that the Annual Audit Letter summarised the findings from the 2009/10 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.

Mike Thomas, District Auditor attended the meeting and reported that the Council had achieved an unqualified audit opinion on the Council's financial statements in line with the statutory deadlines. 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 that the Council had satisfactory arrangements to secure economy, efficiency and effectiveness in its use of resources during 2009/10.

RESOLVED: That the Annual Audit Letter be approved.

EXB69 DETERMINATION OF THE COUNCIL TAX BASE 2011/12 - KEY DECISION

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

The Council was required to notify the figure to the Cheshire Fire Authority, the Cheshire Police Authority and the Environment Agency by 31st January 2011. 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 2011/12 gave a tax base figure of 38,200 for the Borough as a whole.

Reason(s) For Decision

The 'Tax Base' is 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.

Alternative Options Considered and Rejected

None.

Implementation Date

The Council was required to set the Council Tax Base by 31st January each year.

RESOLVED: That Council be recommended that

- (1) the 2011/12 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:

Operational
Director - Finance

Parish	Tax Base
Hale	733
Halebank	600
Daresbury	147
Moore	343
Preston Brook	345
Sandymoor	973

EXB70 REVIEW OF THE COUNCIL'S GOVERNANCE ARRANGEMENTS

The Board received a report on the completion of the final stage in the process of adopting the Council's new model of governance in accordance with the Local Government and Public Involvement in Health Act 2007.

The Board were reminded that Section 62 of the Local Government and Public Involvement in Health Act 2007 amended the provision of the Local Government Act 2000, compelling local authorities to adopt one of two new governance models – either a 'new style' Leader and cabinet executive or a Mayor and cabinet executive

Following a formal public consultation process, the Council at its meeting on 20 October 2010 agreed proposals outlining the Leader and Cabinet Executive as its preferred governance model, which were attached at Appendix 1. Members also considered the option to incorporate a provision in the Constitution to allow for the removal of the Leader by resolution prior to the expiry of his or her term of office. Since then, the proposals had been published on the Council's website as required. There had been no representations following this process.

In accordance with the Act, the Council was now required to resolve formally that the new model of governance, as set out in the proposals, be adopted with

effect from the third day after the ordinary election of Councillors in May 2011.

RESOLVED: That Council be recommended to

- 1) adopt the Leader with Cabinet model of governance, as contained in the proposals attached as Appendix 1 to the report, with effect from the third day after the ordinary election of Councillors in May 2011; and
- 2) a provision be incorporated in the Constitution allowing for the removal of the Leader by resolution.

Strategic Director
- Resources

EXB71 MEMBERSHIP OF OUTSIDE BODIES

The Board received a report of the Strategic Director, Resources which advised them of changes to membership of Outside Bodies.

The list of Outside Bodies 2010/11 was submitted to and approved by full Council on 21 July 2010. Since then a review of the list had revealed a number of additional Bodies on which the Council had representation, but which did not appear on the approved list. In addition, one re-naming had taken place and two appointments had been amended.

RESOLVED : That Council

- 1) be recommended to approve the appointments to the additional Outside Bodies listed in Appendix A attached to the report, for the remainder of the 2010/11 municipal year with the amendment of Councillor Thompson as the representative on the Mersey Gateway Environment Trust;
- 2) be asked to note the re-naming of the North Cheshire Hospital Trust as the Warrington and Halton Hospitals NHS Foundation Trust and confirm that Councillor Kath Loftus continue as the Council's representative on that Outside Body; and
- 3) be asked to note that Councillor Harris had been nominated to replace Councillor Marie Wright as the representative on the North West Regional Housing Board and the Liverpool City Region Housing and Spatial Planning Board.

Strategic Director
- Resources

**CHILDREN, YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB72 PLAYBUILDER PROJECT - YEAR 3 PROPOSALS

The Board received a report of the Strategic Director, Children and Young People which considered the revised proposals for the Year 3 Playbuilder Projects in the light of the reduced but now confirmed capital allocation to be spent by 31 March 2011.

Members were reminded that on 8 April 2010 the Board considered and agreed proposals for the 9 play projects to be delivered with Playbuilder Capital in 2010/11. On the 15 July 2010 Halton received correspondence from the Department for Education advising that "with immediate effect and until further notice, all local authorities should avoid incurring any new contracted liabilities in relation to their play capital grants" However, at this point Halton had incurred costs of £7804.

On the 20 October 2010 Halton received further correspondence advising of the revised allocation for this financial year. The reduced capital allocation (from £437,885 to £273,610) and the significantly reduced time frame in which to deliver projects (all spend to be achieved by 31 March 2011) inevitably led to a re-consideration of the original project plan which was detailed in the report.

RESOLVED: That the revised proposals for Year 3 Playbuilder Projects in Halton as detailed in the report, be agreed.

EXB73 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.

(NB: The following Councillors declared a personal interest in the following item of business for the reasons stated:

Councillor Nelson as Chair of Governors and Councillor Stockton as a Governor both at the Grange School; Councillor Jones as a Governor at Wade Deacon School)

EXB74 BSF TENDER - APPROVAL OF PREFERRED BIDDER-KEY DECISION

The Board received a report of the Strategic Director, Children and Young People on the outcome of the tender evaluations together with an update on the changes to the Halton BSF Programme since 5 July 2010.

The report outlined the tender process since it commenced on 17 August 2009, together with the evaluation of financial, ICT and legal aspects resulting in the selection of the of the selected bidder.

Reason(s) For Decision

This report sought to gain the approval of the Board to appoint the Local Transformational Partnership (LTP) as the Selected Bidder for the Halton Building Schools for the Future Programme.

By appointing the Selected Bidder, the programme team would be able to work with the selected bidder up to Financial Close in April 2011 and then to commence work on The Grange and Wade Deacon shortly afterwards.

Alternative Options Considered And Rejected

The alternative of appointing the other bidder (Halton and Warrington Learning Partnership) had been considered and rejected as it was felt that LTP offered more Value for Money.

The alternative of not proceeding with any appointment had also been considered and rejected as it was strongly believed that a delay to appoint would lead to a loss or significant reduction in the capital funds being made available to Halton for these projects.

Implementation Date

The Selected Bidder would be formally announced on 3rd December 2010 to allow Financial Close to be achieved on 4th April 2011.

RESOLVED: That

- 1) the decision to appoint the Local Transformational Partnership (LTP) as the Selected Bidder for the Halton Building Schools for the Future Programme be approved; and
- 2) the Board permit the Fairfield School site to be managed on an interim and revocable basis as part of the Wade Deacon "campus" from 1st September 2010 to continue to 1st April 2014 or such date as the Chief Executive may prescribe, in consultation with the Leader.

Strategic Director
- Children &
Young People

MINUTES ISSUED: 6 December 2010

CALL-IN: 13 December 2010

Any matter decided by the Executive Board may be called in no later than 5.00pm on 13 December 2010

Meeting ended at 2.55 p.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 14 October 2010 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, G. Ferguson and J. Hatton

Also in attendance: Councillor Redhead

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

	<i>Action</i>
ES40 MINUTES	
<p>The Minutes of the meeting held on 23rd September 2010 were taken as read and signed as a correct record.</p>	
ES41 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985	
<p>The Board considered:</p>	
<p>(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</p>	
<p>(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</p>	

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.

ENVIRONMENTAL SUSTAINABILITY

ES42 BEREAVEMENT SERVICES

The Board considered a report of the Strategic Director, Adults and Community which outlined revisions to the Council's policy on memorial safety testing in the light of new guidance issued by The Ministry of Justice. In addition, the report also assessed a partnership approach with Knowsley Metropolitan Borough Council for the use of Widnes crematorium by Knowsley residents.

Members were also updated on the progress in developing new cemetery space in Halton.

In the meantime, due to a decline in burial space, it was recommended that to provide continuity of burial space, the pre-purchasing of graves be temporarily suspended pending the establishment of new cemetery space in both Runcorn and Widnes.

It was further noted that in order to offer a new funeral service Bereavement Services were seeking to liaise with local funeral directors with the aim of offering a low cost, but dignified funeral service to local residents. This would enable families to have a simple, no frills, funeral package for an all inclusive price (to be negotiated).

RESOLVED: That Members of the Committee

1. approve:

- The revised draft memorial safety policy;
- the principle of a partnership agreement with

- Knowsley for the provision of cremation services;
 - the principle of a temporary suspension of the policy allowing the pre purchase of graves;
 - the principle of offering a fixed price funeral option to Halton residents.
2. note the progress on the establishment of new cemetery space; and
 3. further reports be submitted to the Executive Board Sub Committee providing detail on the temporary suspension of the pre purchasing of graves policy and the fixed price funeral option to Halton residents.

MINUTES ISSUED: 21st October 2010

CALL IN: 28th October 2010

Any matter decided by the Executive Board Sub Committee may be called in no later than 28th October 2010

Meeting ended at 10.25 a.m.

This page is intentionally left blank

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 4 November 2010 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, G. Ferguson, B. Dodd and D. Cunliffe

Also in attendance: None

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

	<i>Action</i>
ES43 MINUTES	
<p>The Minutes of the meeting held on 14th October 2010 were taken as read and signed as a correct record.</p>	
<p>TRANSPORTATION PORTFOLIO</p>	
ES44 PROPOSED WAIVER OF STANDING ORDERS (PROCUREMENT 3.1 - 3.6) FOR A SINGLE COMPANY QUOTE/TENDER CONTRACT	
<p>The Sub Committee considered a report which sought a waiver of tendering Procurement Standing Orders to allow the Operational Director (Highways, Transportation and Logistics) to enter into a Contract for survey, maintenance and improvement works on Public Rights of Way with Groundwork Merseyside without tendering.</p>	
<p>It was noted that Groundwork Merseyside (formally Mersey Valley Partnership) had worked closely with the Council for a number of years and had carried out a significant amount of work on the Public Rights of Way network. This approach had been beneficial to the Council and Groundwork also brought added value for the following reasons:</p>	

- their knowledge and expertise in the detailed design and management of works on site, the Rights of Way network and landowners;
- enabling of volunteers (900 person hours in the last financial year) and those on Supported Employment and Future Jobs Fund Schemes;
- leverage of additional funding;
- a whole package of identifying (via the SLA) and delivering work, saving Council officer time in design, management and dealing with legal issues with little intervention from officers;
- significant experience in the type of works required; and
- partnership approach.

Members noted that Officers had considered two alternative options. Firstly, the existing terms contracts had been examined but these did not have sufficient scope of works for all minor works to Public Rights of Way. Secondly quotations could be sought through the Due North system. However, detailed designs and specifications would need to be produced in advance for each type of work and the administrative aspects of Public Rights of Way maintenance and improvements. This would place a demand on officer time and costs and produce delays.

RESOLVED: That

- 1) the Operational Director (Highways, Transportation and Logistics) be authorised to award a contract for survey, maintenance and improvement works on Public Rights of Way (PROW) to the contractor GROUNDWORK MERSEYSIDE covering the financial years 2010/11 and 2011/12 for a period from 4th November 2010 to 4th November 2011, to be funded from the approved capital and revenue budgets for PROW maintenance and improvements for these years, and
- 2) that in light of the exceptional circumstances, namely the combination of functions that Groundwork bring to the service as referred to in this report, and in accordance with Procurement SO 1.8.2, Standing Orders 3.1-3.6 be waived on this occasion.

Strategic Director
Environment and
Economy

RESOURCES PORTFOLIO

ES45 TREASURY MANAGEMENT 2010/11 2ND QTR JULY - SEPT

The Sub-Committee received a report from the Operational Director – Financial Services on the Treasury Management 2010/11 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, and the economic forecast provided by 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, with the exception of the Approved Counterparty List. A deposit was placed with Natwest, the Council's own bank, which exceeded the deposit limit by £1.6 million for 1 day in July.

RESOLVED: That the report be noted.

MINUTES ISSUED: 9th November 2010

CALL IN: 15th November 2010

Any matter decided by the Executive Board Sub Committee may be called in no later than 15th November 2010.

Meeting ended at 10.30 a.m.

This page is intentionally left blank

EXECUTIVE BOARD SUB COMMITTEE

*At a meeting of the Executive Board Sub Committee on Thursday, 18 November 2010
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, G. Ferguson, B. Dodd, S. Eastwood and J. Hatton

Also in attendance: None

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

	<i>Action</i>
ES46 MINUTES	
<p>The Minutes of the meeting held on 4th November 2010 were taken as read and signed as a correct record.</p>	
<p>RESOURCES PORTFOLIO</p>	
ES47 2010-11 HALF YEAR SPENDING	
<p>The Sub-Committee considered a report which summarised the overall revenue and capital spending position as at 30th September 2010.</p> <p>In overall terms, revenue expenditure was below the budget profile by £3m, however, this was only a guide to eventual spending. It was noted that the Comprehensive Spending Review could mean that the funding gap was now predicted to increase over the next three years. As a consequence, the likelihood of early retirements and redundancies was increased, and some could take place in this financial year. These costs had not been included in the budget and would lead to the Council overspending its budget and thereby reducing balances.</p> <p>In order to avoid this, Management Team had agreed that Directorates would take steps to limit spending this year</p>	

by £500,000 each. As a result, £2m would become available to fund any redundancy costs and also increase any savings generated in this way.

Members noted that capital spending to 30th September 2010 totalled £14.4m, which was 86% of the planned spending of £16.6m at this stage. However, this only represented 32% of the total revised capital programme of £44.4m (which assumed a 20% slippage between years). Members were advised that the main areas of programme slippage to date were in respect of Upton All Saints Primary School and Mersey Gateway Advance Land Acquisitions.

It was reported that the key reserves and balances had been reviewed and were considered prudent and appropriate at this stage of the financial year.

RESOLVED: That the report be noted.

ENVIRONMENTAL SUSTAINABILITY PORTFOLIO

ES48 BEREAVEMENT SERVICES – PRE PURCHASE OF GRAVES

The Sub-Committee had previously considered a report which sought approval to temporarily suspend the right to pre-purchase graves pending the establishment of new grave space (Minute No ES42 refers). Both Widnes and Runcorn Cemeteries had approximately 6 years of burial space remaining. As the burial space was seen to reduce, an increasing number of comments and enquiries were being made to the Bereavement Services staff about the diminishing grave space. There was a concern that as grave space was seen to decline there could be an acceleration in the pre-purchasing of graves that would further reduce the remaining years left at each site.

Members considered a report which recommended that in order to provide continuity of burial space, the pre purchasing of graves should be temporarily suspended pending the establishment of new cemetery space in both Runcorn and Widnes. It was proposed that the change would be managed as follows:-

- all funeral directors would be written to informing them of the temporary suspension of pre purchasing graves;
- a notice would be displayed in the Cemetery Office informing the public of the position;

- any person enquiring about the pre-purchasing of a grave would have their names put on a waiting list until suspension had been lifted. The allocation of pre-purchased graves would then be prioritised according to their position on the list; and
- a notice would be displayed in the Register Office and staff briefed on how to deal with any enquiries should they arise.

RESOLVED: That in consultation with the portfolio holder, the temporary suspension of the policy allowing the pre-purchase of graves be approved.

Strategic Director
Adults and
Community

HEALTH AND ADULTS PORTFOLIO

ES49 SIX MONTH EXTENSION TO CURRENT DRUG SERVICE CONTRACTS

In March 2010 the Sub-Committee delegated authority to the Operational Director Culture and Leisure Services to extend the contracts of ARCH Initiatives, Trust the Process Counselling and Addaction for one year until March 2011. It was anticipated that an open tendering process would have been undertaken during 2010/11 with the outcome of awarding a single contract to one provider of drug services from April 2011.

In July 2010 the Executive Board agreed proposals to establish a multi-area approach to the commissioning of alcohol and substance misuse services with St. Helens Council. However, since then there had been a number of significant national developments that had caused a review of this decision. The abolition of Primary Care Trusts, the rising emphasis on localism and the uncertainty over future levels of funding meant that a rapid appraisal of potential options needed to be undertaken. Consequently, the time left following the completion of this urgent review would be insufficient to undertake a tender process and to award contracts commencing on 1st April 2011.

Therefore, to prevent any gaps in service provision it was necessary to extend the current contract for a further 6 months allowing the Local Authority and partners to develop a service specification that reflected the changed national policy and structures. An open tendering exercise would be undertaken with a new service in place on 1st September 2011. The Council, in partnership with Halton and St. Helens

PCT would lead on an open competitive tendering process in 2011.

RESOLVED: That:

(1) It is recommended that the Operational Director (Prevention and Commissioning) be authorised to award the following existing contracts direct and without tendering –

Strategic Director
Adults and
Community

- (a) Open Access to the contractor ARCH initiatives in the sum of £86,000;
- (b) Drug Intervention Programme and Outreach services to the contractor AddAction in the sum of £150,000;
- (c) Abstinence and Recovery Service services to the contractor Trust the Process Counselling in the sum of £100,000; and
- (d) Community Prescribing Services to the contractor 5 Boroughs Partnership NHS Foundation Trust in sum of £212,000;

(2) the contract extensions be for a period up to 1st April 2011 to 31st August 2011; and

(3) in the light of the exceptional circumstances that Procurement Standing Orders be waived for purposes of Standing Order 1.8.2, namely that emerging national policies relating to the changes in structure of the NHS and the National Treatment Agency necessitate reappraisal of future service provision options.

MINUTES ISSUED: 24 November 2010

CALL IN: 30 November 2010

Any matter decided by the Executive Board Sub Committee may be called in no later than 30th November 2010.

Meeting ended at 10.20 a.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 2 December 2010 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, G. Ferguson, H. Cockcroft, A. McIntyre, S. Williams, L. Smith, J. Hatton, L Gladwyn and H. Moir

Also in attendance: None

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

	<i>Action</i>
ES50 MINUTES	
<p>The Minutes of the meeting held on 18th November 2010 were taken as read and signed as a correct record.</p>	
<p>HEALTH AND ADULTS PORTFOLIO</p>	
ES51 SECTION 75 AGREEMENT BEST INTEREST ASSESSORS	
<p>The Sub-Committee received a report of the Strategic Director, Adults and Community which outlined the role and function of Best Interests Assessors under the Deprivation of Liberty Safeguards. The report put forward a proposed agreement for the delivery of this service across Halton, St. Helens Borough Council and NHS Halton and St. Helens (the PCT) under Section 75 National Health Service Act 2006. The agreement put in place a clear structure for the delivery of the BIA function across the organisations, with fully identified governance, accountability and reporting arrangements.</p>	
<p>RESOLVED: That approval be given to the proposal to enter into an agreement for the delivery of Best Interest Assessors across Halton, St. Helens Borough Council and</p>	
	<p>Strategic Director - Adults and Community</p>

the PCT.

ES52 BROKERAGE PILOT

The Sub-Committee considered a report which outlined a proposed Merseyside brokerage pilot scheme. Although each local authority within Knowsley, St. Helens, Liverpool and Halton would introduce their own brokerage provider, their quality assurance and contract frameworks would be similar and would meet the aims of the pilot.

In Halton it was proposed that Halton Speak Out would provide the brokerage and individual support planned service. Halton Speak Out had experience of conducting individual support plans to disabled people and had previously worked with service users to broker services. There was also evidence that the organisation had access to relevant local knowledge and networks that would be required.

After completion of the pilot, each local authority would compare their own pilots to determine the future brokerage and support models and consider whether it was feasible to integrate their services across the four boroughs.

RESOLVED:

(1) the Operational Director, Prevention and Commissioning be authorised to award the contract for Support Brokerage in the sum of £20,000 to Halton Speak Out;

Strategic Director
- Adults and
Community

(2) on this occasion, in the light of the following exceptional circumstances namely that the Authority:

- Undertakes a pilot up to twelve months across Merseyside in conjunction with Liverpool City Council, St. Helens Metropolitan Borough Council and Knowsley Metropolitan Borough to consider options for the delivery of a Merseyside brokerage service; and
- Considers that there is a need to undertake a trial period of appraisal to enable it to identify the best basis for going out to tender in 2012;

(3) in accordance with Procurement Standing Order 1.8.2 (f) (where compliance with Standing Orders would be inconsistent with partnership or special external funding

arrangements) and also to allow a trial period of appraisal Procurement Standing Orders 3.1, 3.3 – 3.6 and 4.1, be waived on this occasion; and

- (4) a further report on the outcomes of the pilot scheme be submitted to a future meeting of the Sub Committee.

ES53 SHOPMOBILITY

The Sub-Committee considered a report on the future arrangements for the provision of a Shopmobility service in Halton. On the 1st April 2009 Warrington Disability Partnership (WDP) were appointed to run a Shopmobility service from Halton Lea on behalf of the Council. A grant of £33,670 was paid by the Council to WDP for a period of 12 months. This was renewed for a further 12 months on the 1st April 2010 at a cost of £34,015.

The Shopmobility service at Halton Lea provided accessible transport in the form of motorised scooters and wheelchairs to enable those who suffer from mobility problems to access the main shopping areas. The current service only operated at Halton Lea through a small yearly membership charge (£17) with free usage, thereafter, for 12 months. Day members paid a small visitor charge of £4.00. The Widnes Shopping Mobility Service ceased in 2008.

With regard to future arrangements, ideally, there should be one Shopmobility in each town centre. However, cost, location and accessibility were key considerations.

It was proposed that in order to consider continuing the service in Halton Lea the Council would enter a process of determining the extent and capacity of community organisations, including an in-house option through day services to undertake the work. A draft Service Specification for Shopmobility in Halton was attached to the report. In addition, a tender process for the provision of a Shopmobility service at Halton Lea would commence, however the tender would be at no cost to the Council.

RESOLVED: That the Sub-Committee –

- (1) agree to proceed with a tender process for the provision of a Shopmobility service at Halton Lea, Runcorn; and

Strategic Director
- Adults and
Community

(2) agree to receive a further report on the outcomes at a future Board meeting.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

ES54 C-RMZ (MY PLACE)

The Sub-Committee received a report which outlined the arrangements for meeting the revenue costs associated with CRMZ, the new centre for Youth Services. It was proposed that revenue costs would be covered by partners' contributions, grant sources and the reallocation of contract. However the change in the financial climate had meant the cessation of a number of grants and many of the partners found themselves in a challenging financial position which had impacted significantly on the level of revenue funding available. Therefore, a revised funding profile had been put together identifying the revenue available to support the project up to 31st March 2012. In the next twelve months work would take place to explore funding options to ensure the provision remained sustainable.

Although the building would remain the property of the Council, day to day management of the building, in the first year, would take place through the Centre and Partnership Co-ordinator in a position which would be recruited to by Action for Children. Following advice from Property Services and Action for Children it had been agreed that a service level agreement would be developed to cover the building users and the revenue costs. This service level agreement would run in parallel to the Action for Children as the service level agreement for Youth Service provision in Halton and would cover the period until the 31st March 2012.

Members noted that the estimated cost per annum for Action for Children was £55,995 plus a charge for refuse removal. This included payment of gas, electricity, metered water and water rates, refuse disposal, cleaning and hygiene costs, contents insurance, telephone costs and non-domestic rates. It was anticipated that in future other agencies could deliver services from the building and, as such, would be required to contribute to the costs of the services on a pro rata basis determined by the space they occupied and their usage of the building.

The Council would be liable for all other costs associated with the building including maintenance, service

contracts and insurance. The initial costs for maintenance had been estimated at £20,000 per annum.

RESOLVED: That

- (1) the proposed building arrangements are approved; and
- (2) no charge be made by the Council for the rental of the building.

Strategic Director
- Children and
Young People

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

The Board considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption 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 Schedule 12A of the Local Government Act 1972.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

ES55 BSF

The Sub-Committee considered a report which

requested a waiver of Procurement Standing Orders to permit the extension of the contract of the BSF Programme Director until 31st March 2013. In addition, the report provided an update on the reduced revised costs of each of the external consultants working on the BSF Programme.

RESOLVED: That

(1) the Operational Director of Children's Organisation and Provision be authorised to award the contract for the management of the BSF Sample School Projects in the reduced sum of £118,125 and in the light of the exceptional circumstances outlined in the report and in accordance with Procurement Standing Orders 1.6, Standing Orders and 3.1 to 3.6 be waived on this occasion;

Strategic Director
- Children and
Young People

(2) the Operational Director be authorised to use this resource flexibly from 2011 to 2013 to ensure the maximum value for money in the utilisation of the application of the contract; and

(3) the reduction in the costs of the BSF external consultants be noted.

RESOURCES PORTFOLIO

(NB: Councillor Nelson declared a Personal Interest in the following item of business as he is a Council representative on Halton Housing Trust and he left the room during its consideration.)

ES56 LAND DISPOSAL – LIVERPOOL RD, WIDNES

The Sub-Committee considered a report which sought approval to dispose of an area of land to Halton Housing Trust (HHT) to enable the development of an Extra Care Housing Scheme for Older People. The HHT proposal was for a scheme on a Council owned site in Liverpool Road, Widnes.

RESOLVED: That subject to Homes and Communities Agency grant funding being secured by HHT to develop an Extra Care Housing Scheme, the area of land shown in the Appendix to the report, be sold to HHT on the terms reported.

Strategic Director
- Adults and
Community

(NB: Councillor Nelson declared a Personal Interest in the following item of business as a family member is on the Halton Hornets committee and he left the room during its consideration.)

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

ES57 WIDNES RECREATION CLUB

The Sub-Committee considered a report on the progress on the development and management of the Widnes Recreation Club site. At a previous meeting of the Executive Board, it approved a process to market test for expressions of interest to develop the site and gave delegated authority to the Strategic Director and portfolio holder to move to letting a lease.

Following an advert placed to attract expressions of interest, three completed pre qualification questionnaires were received and two of the expressions of interest moved to the second stage of submitting proposals for the management and development of the premises. Both submitted proposals but only one addressed the issues the Council wished to see addressed in the descriptive document.

RESOLVED: That

(1) the Board endorse the progress on the development and management of the Widnes Recreation Club site;

(2) the Operational Director of Community Services be authorised to enter into negotiations with Widnes Sports Limited for the development and lease of the Widnes Recreation Club site;

(3) the Strategic Director, Adults and Community, in conjunction with the portfolio holders for Environment, Leisure and Sport, and Corporate Services be authorised to develop detailed proposals for the development and lease of the site; and

(4) the Board resolved that this decision required immediate action due to the deterioration of the site therefore this decision be excluded from the call-in procedure.

Strategic Director
- Adults and
Community

HEALTH AND ADULTS PORTFOLIO

ES58 AWARD OF CONTRACT FOR SERVICES TO THE DEAF COMMUNITY AND THOSE WITH ACQUIRED DEAFNESS

The Sub-Committee considered a report of the Strategic Director, Adults and Community regarding the

tendering process for services to the deaf community and those with acquired deafness. It was reported that 18 organisations had expressed an interest and pre-qualification questionnaires and invitations to tender were issued to all. Subsequently, three organisations submitted tenders. All three tenders were evaluated on the basis of price (40%) and quality (60%).

RESOLVED:

- (1) in accordance with Standing Order 3.2, the Operational Director, Prevention and Commissioning be authorised to enter into a contract for services to the deaf community and those with acquired deafness with Deafness Resource Centre who through open tender and rigorous evaluation processes, were deemed to be the most economically advantageous tender. The contract period would be for three years from the 1st April 2011 at a total cost of £174,000;
- (2) the Operational Director, Prevention and Commissioning, in consultation with the portfolio holder for Health be given delegated powers to extend the contract beyond 31st March 2014 for a period of up to two years should this service continue to be the most economically advantageous; and
- (3) a further report on the outcomes of the contract be submitted to a future meeting of the Sub Committee.

Strategic Director
- Adults and
Community

MINUTES ISSUED: 6th December 2010

CALL IN (with the exception of Minute No: ES57 above): 13th December 2010

Any matter (with the exception of Minute No: ES57 above) decided by the Executive Board Sub Committee may be called in no later than 5.00pm on 13th December 2010

Meeting ended at 10.55 a.m.

MERSEY GATEWAY EXECUTIVE BOARD

*At a meeting of the Mersey Gateway Executive Board on Thursday, 18 November 2010
in the Marketing Suite, Municipal Building*

Present: Councillors Polhill (Chairman), Stockton and Wharton

Apologies for Absence: None

Absence declared on Council business: None

Officers present: B. Dodd, D. Parr, M. Reaney, D. Tregea, S. Nicholson,
M. Noone, P. Oldfield and A. Scott

Also in attendance: Councillor Redhead

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

	<i>Action</i>
MGEB7 MINUTES	
<p>The Minutes of the meeting held on 23 September 2010 were taken as read and signed as a correct record.</p>	
MGEB8 MERSEY GATEWAY ENVIRONMENT TRUST	
<p>The Board received a report of the Strategic Director, Environment and Economy on Councillor Membership on the Mersey Gateway Environment Trust.</p> <p>The Mersey Gateway Environment Trust (the Trust) was the long-term vehicle for the nature conservation mitigation plan to deliver lasting benefits associated with the Mersey Gateway and related initiatives. At the meeting of the Environment and Urban Renewal Policy and Performance Board on 15 September 2010, it was resolved to ask the Mersey Gateway Executive Board to consider increasing the Council membership on the Trust to three.</p> <p>The report provided supporting information and background on the establishment of the Trust and its current membership for Members' consideration.</p>	

RESOLVED: That

- 1) the request to increase councillor Membership of the Mersey Gateway Environment Trust be not approved and the Environment and Urban Renewal Policy and Performance Board be invited to nominate a replacement for Councillor Polhill as the Council's representative on the Trust; and
- 2) an annual report on progress on the establishment and activities of the Trust be presented to the Environment and Urban Renewal Policy and Performance Board.

Strategic Director
- Environment
and Economy

MGEB9 THE OUTCOME OF THE GOVERNMENT'S SPENDING REVIEW

The Board received a report of the Strategic Director, Environment and Economy on the outcome of the Government's Spending Review as it affected the Mersey Gateway preparation and funding.

The Board were advised that the Coalition Government had decided to protect the construction of Mersey Gateway as part of its policy towards supporting economic growth. The Spending Review announcement had established that Mersey Gateway had strong policy and funding support from the Coalition Government and had been allocated top priority as one of ten schemes in the 'Supported Programme'. It was reported that funding had been confirmed at a meeting with Department for Transport (DfT) officials on 11 November 2010, and further discussions would take place during November and December on preferred funding mechanisms for the next stage of the project, leading to a final agreement proposal by the end of January 2011.

Members were advised that the project plan would be amended based on the approvals to commence procurement early next year and this would be presented to the next meeting of the Board along with funding details following further discussions with DfT officials.

The Chairman wished to place on record his congratulations to all staff involved in the project.

RESOLVED: That

- (1) the actions required to settle a funding agreement with Government be noted: and
- (2) the Chief Executive, in consultation with the Leader, be authorised to take all necessary actions to progress the Mersey Gateway Project.

Chief Executive

MINUTES ISSUED: 22 November 2010

CALL-IN: 29 November 2010

Any matter decided by the Mersey Gateway Executive Board may be called in no later than 5.00pm on 29 November 2010

Meeting ended at 3.15 p.m.

This page is intentionally left blank

CHILDREN, YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE BOARD

At a meeting of the Children, Young People and Families Policy and Performance Board on Monday, 1 November 2010 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), Browne, Findon, Fry, Gilligan, P. Lloyd Jones, Loftus, J. Lowe M. Ratcliffe and Ms L. Lawler

Apologies for Absence: Councillors Hodge, Officers: N. Moorhouse, G Meehan.

Absence declared on Council business: None

Officers present: G. Bennett, M. Simpson, A. Villiers, A. McIntyre, C. Taylor, S. Nyakatawa, M. Grady and S. Williams

Also in attendance: Cllr Swain in accordance with Standing Order 33, Prof Milsom and 2 members of public

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

	<i>Action</i>
CYP24 MINUTES	
The Minutes of the meeting held on 6 November 2010 were taken as read and signed as a correct record.	
CYP25 PUBLIC QUESTION TIME	
It was reported that no public questions had been received.	
CYP26 EXECUTIVE BOARD MINUTES	
The Board received a report which contained the minutes relating to the Children and Young People Portfolio which had been considered by the Executive Board since the last meeting of the PPB.	
RESOLVED: That the minutes be noted.	
CYP27 ORAL HEALTH TOPIC - PRESENTATION - FEEDBACK	

AND RECENT DEVELOPMENTS

The Board received a presentation from Professor Keith Milsom, which provided an update, on the Oral Health Scrutiny Topic undertaken previously by the PPB. The key recommendations from the review were outlined in the report for information.

The presentation set out the following:

- Dentistry was currently allocated 2.5% of the NHS budget
- Improving levels of dental health in adolescents (England had the best statistics in Europe);
- Dental health inequalities in the child population by regions in England, (the northwest had the worst dental health in England)
- Percentage of 5 year olds with 1 or more decayed, missing or filled teeth;
- Dental attendance amongst the child population in Halton and St Helens as of June 2010
- Child dental health in Halton;
- The PCT introduced a public health prevention programme for children which provided;
 1. The equivalent of 11 new dentists had been commissioned in Halton and St Helens since 2008;
 2. 33,000 aged 3 – 11 receive toothpaste and toothbrush through the post twice yearly;
 3. All children that attend the dentist are offered fluoride varnish application.
- There had been a reduction in tooth decay of 17% amongst 5 year olds;
- Fluoride varnish reduces tooth decay by 33%-46% when applied by a dentist in the dental surgery, however a Random Controlled Trial had recently been carried out where fluoride varnish was carried out in schools, and research findings were currently being written up prior to publication; and
- A survey of dental health of 3-4 year olds in Halton would be completed by April – May 2011, the data would help focus dental resources; and

Professor Milsom thanked and commended HBC staff in the Children and Young People's directorate for the excellent support his team had received in facilitating the survey of 3-4 years olds dental health.

Arising from the presentation the following points were raised:

- The possibility of providing 3 or 4 tubes of toothpaste per year to children aged 3 -11;
- The dental health survey of 3-4 year olds should ideally also include those in child minder settings;
- Effect of high impact visual campaigns and the re-instatement of them;
- 6 months was the ideal age to start taking children to the dentist;
- Students could participate in devising advertising campaigns as part of a project for them to carry out; and
- Where budgets permitted the Board noted their support for the work Professor Milsom and his team were undertaking.

RESOLVED: That

- 1) the presentation be noted;
- 2) the Board consider the findings from the Lancashire Schools study; and
- 3) where budgets permitted the Board support the work carried out by Professor Milsom and his team.

Strategic Director
- Children &
Young People

CYP28 SUMMARY OF EDUCATION ATTAINMENT AND PROGRESS 2010

The Board considered a report of the Strategic Director, Children and Young People which provided an update on Halton's 2010 school performance data, including progress data where available for Early Years Foundation Stage Profile and Key Stages 1 to 4.

It was reported that the results were yet to be validated and could change slightly over the next few weeks.

The main headlines for Halton were summarised in the report for information. It was reported that Halton's attainment at the expected level 2b+ was broadly in line with national levels across reading, writing and maths for Key Stage 1. Performance at Key Stage 2 levels also showed an improvement. Although the achievement gap between those children receiving Free School Meals (FSM) and other children had narrowed, this needed to be reduced further.

Performance could not be reported for Key Stage 3 as this was teacher assessment only and was assessed during year 9. Summary level information was hoped to be available at a later date and would be circulated accordingly.

In relation to Key Stage 4 the percentage of students gaining 5+A* including English and Maths had increased to 50% which was a rise of 5% from last year's results. Again as in Key Stage 2, the achievement gap between FSM and other pupils needed to be reduced further.

The Board was informed of challenges particularly in the higher levels of maths such as level 3 in Key Stage 1 and level 5 in Key Stage 2 which had decreased slightly since last year. This area would be targeted. In addition for Key Stage 2, it was felt there was too large a disparity between improvement in reading and in writing, and this would be investigated further.

Arising from the discussion the Board discussed the following:

- the possibility of NEET using technology such as SKYPE and Facebook to aid learning from the home using a virtual environment rather than having to attend a college;
- the impact of the dissolution of educational maintenance allowance;
- multi-agency approach for tackling the vulnerable groups and increase in parental engagement to encourage learning at home; and
- schools testing regimes with regards to children with dyslexia.

RESOLVED: That the Board note the attainment of children in Halton schools for the 2009/2010 academic year.

CYP29 CHILDREN IN CARE ATTAINMENT AND ATTENDANCE 2009-10

The Board received a report of the Strategic Director, Children and Young People which outlined the attainment and attendance analysis of Children in Care for the academic year 2009-2010.

It was reported that the children in care cohort was extremely small for example there were only 11 children in Key Stage 2, which makes the overall statistics appear quite low, when in fact 64% of children in care achieved their level 2 progression.

It was further noted that the National Strategy Team did not allow the Local Authority to set targets based on actual intelligence of the cohort.

Members were informed of the wide range of strategies to address the underachievement of children in care as follows:

- one to one support in the home;
- direct work sessions focussing on literacy and numeracy skills, delivered by the Education Support Service;
- holiday activities;
- support children with homework to help them catch up with gaps in learning through being absent from school;
- subject specialist work during the build up to Key Stage tests;
- provision of a skills based programme for employability skills; and
- Letter Box Club (a numeracy and literacy pack which carers can complete with children).

The Board suggested that this report be rolled out to all Members, either by way of a seminar or a briefing before Council, to remind them of their responsibilities as corporate parents.

It was further noted that attainment and attendance data was currently collated and held by the Virtual School Head for Children in Care. The Directorate was to look at this as part of overall arrangements for data collection, with a view to the information being held and managed within the Resources Directorate.

RESOLVED: That

- 1) the PPB note the information provided within the report;
- 2) children in Care performance and data be held and managed within the Resources Directorate; and
- 3) a seminar or briefing be held to remind Members of their responsibilities as corporate parents for Children in Care.

Strategic Director
- Children &
Young People

CYP30 IMPACT OF THE DISSOLUTION OF QUANGOS AND AGENCIES ON SERVICE DELIVERY

The Board considered a report which provided an update on the potential impact on service delivery within children and young people's services as a consequence of the recent announcement of the Non-Departmental Public

Bodies that would be dissolved following a review by the Coalition Government.

The report also set out the list of other 'QUANGOs' that related directly to children and young people's services that had either been retained or remained under consideration before a final decision was made. Bodies which have been abolished would have their functions performed by the Civil Service.

The overall breakdown of which organisations had been abolished was set out in the report for information. Those being abolished included the Audit Commission, Standards Board for England and the Regional Development Agencies.

Members discussed the Schools Food Trust and the impact this would have on school meals, it was noted that school meals were subsidised by grants from the School Food Trust, however colleagues in the Catering Section would be contacted with plans for the future of school meals.

RESOLVED: That the Board consider the potential implications on service delivery in Halton caused by the dissolution of the 'QUANGOs' outlined in section 3.6.

CYP31 DIRECTORATE PLANS 10-11 FINAL

The Board received a report of the Strategic Director, Resources which provide an opportunity for Members to contribute to the development of Directorate Business Plans for the coming financial year.

It was reported that each directorate of the Council was required to develop a medium-term business plan, in parallel with the budget, that was subject to annual review and refreshment. The process of developing such plans for the period 2011-2014 was just beginning.

Members were invited to identify a small number of priorities for development or improvement that they would like to see reflected within those plans.

The timeframe for plan preparation, development and endorsement was set out in the report for information.

RESOLVED: That Members contact the Chair with any priority suggestions.

CYP32 ANNUAL REPORT COMMENTS, COMPLAINTS AND

COMPLIMENTS RELATING TO CHILD CARE SERVICES
2009-10

The Board received a report of the Strategic Director, Children, Young People and Families which provided an analysis on complaints processed under the Children's Act 1989, Representation's Procedure.

It was reported that there were 3 categories to the representation process as follows:

1. Statutory Complaint – the complaint was eligible as stated in the Representations Procedure to make a formal complaint;
2. Representation – where a complaint was not eligible under the Representations Procedure to make a formal complaint but their comments were noted and responded to; and
3. Compliment – positive feedback.

Members were advised that the formal complaints procedure had a process of four stages which were outlined in the report for information.

It was reported there were 23 Statutory complaints, 17 representations and 14 compliments made to the Local Authority in 2009/2010, details of which were set out in the report for consideration.

It was further noted that training had been commissioned from the Local Government Ombudsman (LGO) Office for Principal and Practice Managers within the Children's Social Care Division. The training focussed on carrying out an investigation of a complaint and the expectations of the LGO. It was reported that there was a 93% attendance and feedback received was excellent. The Board was advised that training for the Children and Families department would continue and would be provided by the Customer Care Manager.

RESOLVED: That the information be noted as the mechanism by which the Local Authority is kept informed about the operation of its complaints procedure.

CYP33 SSP MINUTES

The minutes from the Halton Children's Trust meeting held on 7th September 2010 were presented to the Board for information.

In receiving the minutes Members raised concerns in relation to high teenage pregnancy rates and whether information could be sought from other countries, in relation to good practices.

In response it was noted that there was a national support team which carried out research, however officers would investigate evidence of achieving good practice in other European countries. Teenage pregnancy continued to be a key priority as the figures had risen slightly this year.

Members also discussed second conceptions, terminations, the mobile outreach bus and counselling, and suggested that a report be brought to a future meeting to provide data and on update on the strategies for tackling teenage pregnancy in the borough.

RESOLVED: That

- 1) the minutes be noted; and
- 2) a report be brought to a future meeting providing data and strategies around tackling teenage pregnancies in the borough.

Strategic Director
- Children &
Young People

Meeting ended at 8.30 p.m.

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

At a meeting of the Employment, Learning, Skills and Community Policy and Performance Board on Monday, 15 November 2010 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Edge (Chairman), P. Lloyd Jones (Vice-Chairman), Austin, Carlin, Findon, Horabin, Howard, Macmanus, Parker, Roberts and Rowe

Apologies for Absence: None

Absence declared on Council business: None

Officers present: J. Hatton, W Rourke, M. Simpson and A. Villiers

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

	<i>Action</i>
<p>ELS23 MINUTES</p> <p>The Minutes from the meeting held on 20 September 2010, were taken as read and signed as a correct record.</p>	
<p>ELS24 PUBLIC QUESTION TIME</p> <p>It was reported that no public questions had been received.</p>	
<p>ELS25 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the minutes of the meeting of the Executive Board relevant to the Community Portfolio.</p> <p>In receiving the minutes the Board requested that an update on the Scrutiny Review of Employment Practices for People with Learning or Physical Disabilities or Mental Health Issues, be brought back to a future meeting.</p> <p>RESOLVED: That</p> <p>1) the minutes be noted;</p>	
	Strategic Director

- 2) and an update on Scrutiny Review of Employment Practices for People with Learning or Physical Disabilities or Mental Health Issues, be brought to a future meeting.

ELS26 SSP MINUTES

The Board considered the minutes from the Specialist Strategic Partnership (SSP) held on 13 September 2010.

RESOLVED: That the SSP minutes be noted.

NB: Councillor Carlin declared a personal and prejudicial interest in the following item and took no part in the discussion, due to being and employee of Halton Voluntary Action.

ELS27 ANNUAL REPORT FOR VOLUNTARY SECTOR FUNDING

The Board received a report of the Strategic Director, Adults and Community which outlined the Annual Report for Voluntary Sector Funding 2009/10. Members were advised, as per the changes made to the Constitution in May 2010, the responsibility for the voluntary sector was now under the remit of the Corporate Policy and Performance Board (PPB). However as the information in the report related to the time when the Employment Learning and Skills PPB was responsible for the voluntary sector, the Annual report was presented to the Board.

The report provided performance information on the eleven organisations which had been funded that year. It was reported that a total of £260,451 had been allocated that year which helped to lever in an additional £1.9m for those organisations.

Members raised concerns regarding the likelihood of being able to provide funding next year. In response it was noted that the Council would not know how much funding would be available until the budget had settled and Officers were informed of the size of the grant allocation.

The Board noted the increase in demand for the services of some voluntary sector organisations and suggested that this factor be taken into account by the Council when making decisions on allocation of funding. Members requested that this suggestion be forwarded to the Corporate Policy and Performance Board.

RESOLVED: That

- 1) the report be received; and
- 2) the suggestion that increases in demand for particular services and the volume of activity be taken into account in allocating funding for voluntary sector organisations, and that this be considered by the Corporate Policy and Performance Board.

Strategic Director
- Adult and
Community

ELS28 COMPREHENSIVE SPENDING REVIEW AND
EMPLOYMENT LEARNING & SKILLS

The Board considered a report of the Strategic Director, Environment and Economy which set out the policy developments relating to the Employment Learning and Skills agenda and informed the Board's scrutiny topic "Deficit Policies and the Impact of the Recession".

It was reported that the Government had decided to end all employability and welfare reform programmes and replace them with a new 'Single Programme'. This would be large contracts organised on a regional basis with contracts predicted to be between £10m and £50m.

It was further noted that there would be little to no prescription for how services would be designed as it would be left to the view of potential 'investors'.

Members were advised there were 48 organisations in the North West who had expressed an interest in bidding for the framework and Department for Work and Pensions expected to invite between 3 and 8 organisations to bid for the NW framework, although the geography had not yet been confirmed.

The report also set out new programmes such as Work Choices, Get Britain Working, Work Clubs and Work together, along with The Future of Jobcentre Plus, Work Experience, Service Academies and Work for Yourself.

Members were advised of the Local Growth White Paper which set out the Government's role in empowering locally driven growth, encouraging business investment and promoting economic detail. It was noted that a more detailed briefing would be presented to a future meeting of the Board.

Arising from the discussion, Members noted the amount of long term unemployed people in the Borough and

suggested more resources be utilised to tackle the large number of people with mental health issues who were currently out of work. It was further noted that this could be considered further during the topic group meetings.

RESOLVED: That the report be noted.

ELS29 UPDATE ON CONSTRUCTION EMPLOYMENT INTEGRATOR MODEL - 'CONSTRUCTION HALTON'

The Board received a report of the Strategic Director, Environment and Economy which provided an update on the implementation of the Construction Employment Integrator model (now re-named as Construction Halton). The report also detailed the action plan that set out the next phase of the project to March 2011.

It was reported that the Mersey Gateway Project, Building Schools for Future and 3MG highway infrastructure had been identified as offering significant training, employment and supply chain opportunities.

Construction Halton was focussed on facilitating a range of measures to deliver community benefits from construction related work, in the form of employment, apprenticeships, training and work experience opportunities. The aims of Construction Halton were set out in the report for information.

The report also set out progress to date, initial findings and next steps. Appended to the report were the construction employment integrator functions, Construction Halton Action Plan plus the risk assessment.

The Board discussed the continuation of training and apprenticeships once projects were completed, possibilities of actually producing construction materials in the Borough and the necessity for providing transferrable skills which can be utilised now and when the construction business increases in the future.

RESOLVED: That the report be noted.

Meeting ended at 8.15 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 9 November 2010 at Civic Suite, Town Hall, Runcorn

Present: Councillors E. Cargill (Chairman), Austin, M. Bradshaw, Dennett, Fry, Horabin, M Lloyd Jones, E. Ratcliffe and P. Cooke

Apologies for Absence: Councillor J. Lowe, Gilligan and Gerrard

Absence declared on Council business: None

Officers present: A. Villiers, A. Williamson, J. Gibbon, S. Wallace-Bonner, L Gladwyn, A. Jones and L. Hammad

Also in attendance: None

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

HEA26 MINUTES

The Minutes of the meeting held on 14 September 2010 having been printed and circulated were signed as a correct record.

HEA27 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

HEA28 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the minutes be noted.

Action

HEA29 SSP MINUTES

The Minutes of the Health Strategic Partnership Board of its meeting held on 29 July 2010 were submitted to the Board for consideration

RESOLVED: That the minutes be noted.

(Councillor Martha Lloyd-Jones declared a Personal Interest in the following item due to her husband being a Non Executive Director of Halton & St Helens Primary Care Trust).

HEA30 PRESENTATION: CONSULTATION ON THE SERVICE REDESIGN OF DENTAL SERVICES

The Board received a presentation from Mr Alan Rice - Operational Director for Primary and Community Care, Mrs Sheila McHale - Senior Dental Commissioning Manager and Professor Keith Milsom - Consultant in Dental Public Health which informed Members of a proposal to redesign dental services in Halton and St Helens.

The Board was advised that Halton and St Helens NHS were seeking to redesign existing services to meet the needs of the local population while at the same time providing better value for money.

The presentation:-

- Outlined the background to the proposal;
- Explained Dental Access Centres (DACs);
- Set out the benefits of a new model of dental care and when the proposed change would happen;
- Detailed the review of the Out of Hours Service, the consultation with current providers, the proposed single alternative model for the PCT and the secured agreement for change from the PCT;
- Explained that the proposal was to harmonise the services across the PCT, having a single contact number for people to access the service, a telephone advice dentist service 7 evenings a week and a face to face clinical provision at weekends and bank holidays;

- Set out the proposed changes to the current Out of Hours dental service; and
- Explained the child only contracts in respect of NHS child only - contracts value £50k that were associated with private practice, that National guidance was to stand down these contracts, that a negotiated agreement with both providers would be decommissioned from 31.3.2011, that alternative provision would be available and relevant stakeholder engagement would be undertaken.

Following queries from the Members, it was confirmed that with regards to publicity, there was a communications strategy being produced at present and that posters, flyers etc would be distributed to raise awareness. It was agreed that there was a wrong perception of the availability of dentists in Halton and that this would need to be overcome, hopefully through the communications strategy.

The presenters confirmed that once the DAC's had been closed, patients' calls would be diverted to the new facilities. It was hoped that the new dental contract would encourage new patients to visit the dentist and that there would be an improvement on the current figure of 62% who visit presently. The presenters agreed to share the details of dentists who were currently accepting new patients with Members so that they could advise their constituents. Members requested an update be provided in a year's time to hear the progress of the new facilities.

RESOLVED: That

- 1) The presentation and comments made be noted; and
- 2) The speakers be thanked for their informative presentation and be invited to return in a year's time with an update of the service.

HEA31 JOINT CARERS COMMISSIONING STRATEGY 2009/12

The Board considered a report of the Strategic Director, Adults and Community which presented the Joint Carers Commissioning Strategy 2009/12 which had recently been updated / refreshed.

The Board was advised that the initial Commissioning Strategy had been presented to the Board in September

2009. The attached version had been updated and included outcomes and results from targets set within the Strategy's original action plan and set out the achievements over the last 12 months.

The Board was further advised that the main objectives of the Strategy were to continue to develop a process for the joint commissioning of services across Halton and to continue to assist in the identification of hidden carers and improve information and access to support services. It was reported that a balance would need to be maintained between commissioning and the work that continued to take place in supporting voluntary sector organisations e.g. Parkinson's Society, Connect etc to develop their services. In addition, some support and information had already been offered to the third sector, in order that they could prepare appropriately for the anticipated changes with funding streams, to encourage and advise them to access alternative support, draft funding bids and collate evidence to demonstrate service need.

It was also reported that the LIT Sub Groups and the multi agency Carers Strategy Group would continue to undertake the monitoring of the implementation of the Commissioning Strategy and associated action plan for the immediate future.

Members congratulated those involved in the preparation of the strategy which was well received. It was noted that the Carers Grant funding was only available until the end of March 2011 and that future funding would need to be considered, once the implications of the Comprehensive Spending Review were known.

RESOLVED: That the report and comments made be noted.

HEA32 HALTON & ST. HELENS SOCIAL SERVICES
EMERGENCY DUTY TEAM REVIEW

The Board considered a report of the Strategic Director – Adults and Community which gave Members an update on the performance and delivery of the Emergency Duty Team (EDT) service across St Helens and Halton Councils, for the period September 2009 to September 2010.

The Board was advised that following approval by both St Helens and Halton Executive Boards, a joint

Emergency Duty Team had become operational in October 2007 under a three year Partnership Arrangement. The EDT provided an emergency social care service for adults and children who were deemed vulnerable and are at immediate risk or required immediate statutory support. The EDT was based in Halton Borough Council's Contact Centre at Catalyst House, Widnes. The team would be moving to Halton Borough Council's Municipal Buildings, Widnes in March/April 2011. The EDT operated outside of normal working hours.

The Board was also advised that under the terms of the Partnership Agreement, all staff were directly employed by St Helens Council, whilst all infrastructure for the service was supplied by Halton Borough Council.

It was reported that the budget for 2010/11 for the service was £424,072 which comprised of the following contributions:-

- Halton Borough Council £210,786;
- St Helens Borough Council £210,786;
- St Helens Homeless Service £ 10,500; and
- Halton Homeless Service £ 10,500

In addition, the Board was advised of the Governance and Partnership Agreement and key operational issues in respect of staffing and the impact on the budget during sickness and absence, IT systems and procedures, publicity and information, and the importance of the location of the service.

In conclusion, it was reported that the service provided an emergency service to the most vulnerable people in both Boroughs. The service could only provide emergency cover but without the service some people would be at a high risk. It was therefore not an option for either Council not to have in place an arrangement for out of hours social work provision.

Councillor Dennett requested that a copy of this report be shared with the Children and Young Peoples' Board.

RESOLVED: That the report and comments made be noted.

(Councillor Martha Lloyd-Jones declared a Personal Interest in the following item due to her husband being a Non Executive Director of Halton & St Helens Primary Care Trust).

HEA33 INTEGRATED HOSPITAL DISCHARGE TEAMS

The Board considered a report of the Strategic Director, Adults and Community which informed Members of the outcomes of the project to develop and implement Integrated Hospital Discharge Teams across both Warrington and Whiston Acute Trusts.

The Board was advised that most people spend a very short period of their lives in hospital; their discharge followed a fairly predictable pattern and they usually returned home. For those people already in the care system, or for those who would need ongoing support when they leave hospital, discharge processes should ensure continuity of the right care in the right place the first time. However, it was highlighted that achieving a safe and timely discharge from hospital was a complex activity. The pressure to discharge or transfer patients and release beds, together with a trend towards shorter lengths of stay, meant that there was less time for assessment and discharge or transfer planning. Effective discharge and transfer planning was essential.

The Board was further advised that a couple of areas of concern had been highlighted in relation to the safe and timely discharge of patients from both of our acute hospitals. Therefore a project group had been established, in 2009, across the wider partnership, including Halton Council, Warrington & Halton Hospitals NHS Foundation Trust ("WHHFT"), Whiston Hospital, NHS Halton & St Helens, NHS Warrington, St Helens Council and Warrington Council, Knowsley Council and Knowsley PCT.

The group, had been asked to review the current systems and processes in relation to Hospital discharges with the overall aim of identifying ways to ensure safe, timely and high quality discharges of patients with complex needs, whilst reducing average length of stay, excess bed days, re-admissions within 28 days and discharges direct to long term care.

It was reported that work carried out by the project team suggested that the current process was complex, that the existing system for supported discharge was highly complicated in that numerous teams and individuals could be involved in the process, and that Ward staff had to deal with very different systems across the different Boroughs. In addition, as the length of stay reduced and throughput increased, it became increasingly challenging for ward staff

to navigate the discharge process in a timely manner. In addition, there was also duplication and hand offs and performance issues.

The proposal from the project group was that an Integrated Discharge Team be developed in each Hospital. The team would consist of employees from each of the partners organisations; Warrington and Whiston Hospitals, NHS Halton and St Helens, St Helens Council, Knowsley Council, Knowsley PCT, Warrington Council, Warrington PCT and Halton Council.

This team would operate as a single point of referral for all patients within the Hospital, irrespective of which Borough they were resident in, the persons discharge would then be planned irrespective of whether it was a health or social care discharge.

The integrated team would comprise of discharge workers, discharge team specialists and support staff, all working under a senior team manager. Staff would be drawn in from both Health and Social Care (within existing resources) to create a multidisciplinary team. The Staff within the existing teams would be integrated to form this single team. However they would not be requested to change employers, a management agreement would be drawn up and signed off by all the partners.

Following discussion Members requested that this item be reported again in 12 months' time.

RESOLVED: That

- 1) the report and comments made be noted; and
- 2) the Board receives an update on the Integrated Hospital Discharge Teams in 12 months' time.

HEA34 CUSTOMER CARE END OF YEAR REPORT FOR ADULT SOCIAL CARE

The Board considered a report of the Strategic Director, Adults and Community which provided an analysis on complaints processed under the statutory Social Services Complaints Procedure for Adults during 2009/10.

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

on getting the response to a complaint right 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.

It was reported that the new complaint process was working well and under the new system there had been a reduction in the number of complaints moving to formal independent investigations from 5 down to 3.

The Board was advised that the new procedures had replaced the old process and the new complaints process had effectively removed the old Stage 3 Review Panel stage, although procedures were flexible enough to use whatever was most appropriate for individual cases.

The table in the report showed how the number of complaints closed over previous years - 46 statutory complaints were closed during 2009/10. This equated to 9 fewer complaints than last year.

The Board was further advised that the analysis of the complaints and comments that had been received enabled the Authority to reflect on the lessons that could be learned, and informed the development of services provided and commissioned. In addition, comments, compliments and complaints provided essential information to help shape and develop services. They complemented the wide range of consultation exercises that the Directorate undertook (including postal and telephone surveys, open forums, consultation days, participation in service developments and representation of users and carers on strategic boards).

The Board noted the improvements that had been made during the last year to improve complaint handling.

Members commented that it would be useful if examples were given where complaints had been dealt with that had successful outcomes. They were pleased to note that the number of compliments that had been recorded had increased by 10 on the previous year, making a total of 98, which had exceeded the number of complaints received.

RESOLVED: That the report and comments made be noted.

HEA35 SERVICES FOR DEAF AND DEAFBLIND

The Board considered a report of the Strategic Director, Adults and Community which gave details on the decision to tender the provision of statutory assessments of need for Halton residents who were deaf, deafblind or hearing impaired.

The Board was advised that the attached report and Appendix 1 to the report had been presented to the Executive Board Sub Committee on 22 July 2010 and subsequently the Board approved the following recommendations:

- a) to note the contents of the report and the findings from consultation summarised in Appendices 1 and 2;
- b) support implementation of Option 3 as detailed in 3.8.3; and
- c) waive Standing Orders 4.1 and 4.3 in the light of the exceptional circumstances, namely that service provision needed to be maintained whilst a tendering process was undertaken, and authorise the Operational Director Planning and Commissioning, in consultation with the relevant portfolio holder, to award a contract to Deafness Support Network as detailed in 3.8.4.

The Board was further advised that effectively the Executive Board Sub Committee had agreed that to ensure there was no gap in statutory services and meeting assessed need the existing contract with DSN be extended for a further six months to 31st March 2011 at a cost of £37,438.

RESOLVED: That the contents of the report, as agreed by the Executive Board Sub Committee on 22 July 2010 and comments made be noted.

Meeting ended at 8.05 p.m.

This page is intentionally left blank

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 16 November 2010 at the Council Box, Halton Stadium

Present: Councillors Osborne (Chairman), Wallace (Vice-Chairman), M. Bradshaw, J. Gerrard, Shepherd, Thompson and Mr Hodson

Apologies for Absence: Councillor Edge, M Lloyd Jones, Morley and M. Ratcliffe

Absence declared on Council business: None

Officers present: H. Cockcroft, A. Villiers, S. Semoff, M. Andrews, S Burrows and G. Ferguson

Also in attendance: In accordance with SO33 Councillor D. Cargill and also C Walsh PCT, C Irving Our Life, and J Pride HSE.

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

	<i>Action</i>
SAF22 MINUTES	
<p>The Minutes of the meeting held on 21st September 2010 were taken as read and signed as a correct record.</p>	
SAF23 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions have been received.</p>	
SAF24 SSP MINUTES	
<p>The minutes from the last Safer Halton Partnership (SHP) Meeting held on the 7 September 2010 were presented to the Board for information.</p> <p>Arising from the discussion it was agreed that the report on Minute No SHP16 would be circulated to Members of the Board.</p> <p>RESOLVED: That the minutes be noted.</p>	

SAF25 PRESENTATION: OUR LIFE

The Board received a presentation from Callum Irving, a representative from 'Our Life' who outlined their work in the area to reduce alcohol consumption. Our Life was a social enterprise established by NHS North West to give local people an opportunity to get involved in tackling health inequalities and to campaign for better wellbeing and health in the region. They have also recently researched the super cheap alcohol sales in the North West and the North West opinion on the Code of Practice for Alcohol Retailers.

Members noted that:

- Halton was 8th highest Local Authority area for alcohol harm;
- Halton was 9th highest out of 20 PCT's for hospital admissions due to alcohol harm; and
- Public attitudes towards alcohol included: 80% were aware of low alcohol pricing, 45% avoided town centres in the evening, 71% were concerned about drunken behaviour of others.

The presentation outlined the results of a recent study by Sheffield University into minimum alcohol pricing policy and its anticipated impact such as reductions in harmful drinkers, fewer alcohol related deaths, fewer violent crimes and budget savings.

It was also noted that at present the prospects for national legislation were poor and local bylaws appeared to be the driver for introducing minimum alcohol pricing regionally. Members were advised that currently it was important to keep discussions on minimum alcohol pricing ongoing locally, to build momentum, to join up with adjacent local authorities and to obtain the support of local MP's.

RESOLVED: That

1. on behalf of the Board the Chairman write to the two local Members of Parliament to ask them both to support a minimum rate of £0.50 per unit on alcohol;
2. the Executive Board be requested to consider making a supporting statement on a minimum price for alcohol;
3. discussions take place with adjacent local

authority organisations such as AGMA, Cheshire and Merseyside; and

4. the Executive Board be requested to consider supporting a bylaw for a minimum price rate for alcohol.

SAF26 PRESENTATION: HEALTH & SAFETY EXECUTIVE

The Board received a presentation from John Pride, North West Partnership Manager for the Health and Safety Executive (HSE's), which provided an update on the HSE's work in the borough. Members were advised on:

- divisional structure of the HSE and how the service was regulated;
- HSE's role in regulating businesses in the borough and the two current key areas of focus (LPG and Asbestos); and
- how health and safety activities were split between the HSE and Local Authorities and examples of joined up working.

On behalf of the Board the Chairman thanked Mr Pride for his detailed presentation.

RESOLVED: That the presentation be received.

SAF27 PRIVATE LANDLORD POWERS TO TACKLE ANTI SOCIAL BEHAVIOUR

The Board considered a report on responsibilities of private landlords to tackle anti social behaviour in their properties. As a general rule landlords were not responsible for the actions of their tenants as long as they had not authorised the anti-social behaviour. Despite having the power to seek a court order when tenants exhibit anti-social behaviour, private landlords were free to decide whether or not to take action against their tenants.

It was noted that the question of liability had been considered in a number of cases and it was established that no claim could be sustained in nuisance where the nuisance was caused by an extraordinary use of the premises concerned, for example tenants being noisy or using drugs on the premises. The report outlined several examples of case law involving private landlords.

Members were advised that the main way in which private landlords could control the behaviour of their tenants

was through the terms and conditions of the tenancy agreement. Terms could be inserted into tenancy agreements to impose standards of behaviour for tenants and to prohibit unacceptable behaviour. In the event of a breach the landlord would be entitled to seek possession of the property or seek an injunction to prevent any further breach. Most landlords included in their tenancy agreements a general clause to prohibit nuisance behaviour; others included specific terms covering pets, violence and offensive language.

The report also contained details on the remedies for anti social behaviour in properties which were available to private landlords and neighbours, local authorities' powers, Anti Social Behaviour Orders, Injunctions and Anti Social Behaviour Closure Orders.

RESOLVED: That

1. the report be noted; and
2. the topic group set up by the Board to consider Private Landlords be requested to progress an action plan for anti social behaviour in private tenancies and a Private Landlords tenancy pack.

SAF28 DRAFT HATE CRIME STRATEGY

The Board considered a copy of the draft Hate Crime Strategy and action plan developed by the Safer Halton Partnership. The Partnership was required to produce a hate crime action plan by December 2010, as set out in the Cross Government Hate Crime Action Plan. It was noted that an action plan for Halton was still being developed and a partnership "Equalities Event" would be held on 29th November, at which partners would be asked to help identify actions to address a reduction in Hate Crime across Halton. Arising from the discussion Members of the Board were invited to attend the Equalities Event, details would be circulated.

Members were advised the Safer Halton Partnership used the Home Office/Association of Chief Police Officers (ACPO) definition of hate crimes and hate incidents.

Members noted that the strategy aimed to address the following areas of hate crimes and incidents:

- Race hate – crimes/incidents motivated by ethnic origin, nationality, asylum seeker status.
- Faith hate – crimes/incidents motivated by

religious belief or lack of religious belief.

- Homophobic hate– crimes/incidents motivated by sexual orientation.
- Transphobic hate– crimes/incidents motivated by gender identity.
- Disability related hate– crimes/incidents motivated by disability or ability, including learning difficulties.

RESOLVED: That the Hate Crime Strategy be noted.

Meeting ended at 8.10 p.m.

This page is intentionally left blank

ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 24 November 2011 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Hignett (Chairman), Morley (Vice-Chairman), Balmer, E. Cargill, J. Gerrard, Nolan, Rowe, Thompson and Wainwright

Apologies for Absence: Councillor P. Blackmore and Hodgkinson

Absence declared on Council business: None

Officers present: D. Cunliffe, L. Derbyshire, M Noone, W Rourke, J Unsworth and A. Villiers

Also in attendance: In Accordance with Standing Order 31, Councillor Stockton, Portfolio Holder - Transportation.

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

Action

EUR24 MINUTES

The Minutes of the meeting held on 15 September 2010 having been printed and circulated were signed as a correct record.

In respect of Minute No: EUR 20 – Mersey Gateway Environmental Trust - it was reported that the Mersey Gateway Executive Board had not approved the increase of Councillor Membership on the Trust to three. It had been recommended that the E & UR PPB nominate a member of the PPB to replace Councillor Polhill on the Trust. It was agreed that Councillor Thompson be nominated as the representative for the Mersey Gateway Environmental Trust.

EUR25 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR26 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meetings of the Executive Board and Executive Board Sub Committee relevant to the Environment, Urban Renewal Policy and

Performance Board.

RESOLVED: That the Minutes be received.

EUR27 SSP MINUTES

The Board received the Minutes of the Urban Renewal Specialist Strategic Partnership meetings held on 12 May and 7 September 2010.

RESOLVED: That the Minutes be noted.

EUR28 PETITION FOR IMPROVED LIGHTING IN THE COPSE, PALACEFIELDS, RUNCORN

The Board considered a report of the Strategic Director, Environment and Economy which informed Members of a petition that had been received from a group of residents who lived at 1 to 8 The Copse, requesting that the Council provide lighting on the access way to their houses. The petition stated that there were potholes in the access way, but they were not requesting that these be repaired as it was the responsibility of the residents to maintain this area.

The Board was advised that the houses within The Copse had been built in the 1970's during the period when Runcorn Development Corporation was controlling and developing this area of Runcorn. The access to these houses was via an unsurfaced access way off the surfaced road. The access way served eight properties and was about 4.0m wide.

The Board was further advised that checks had been carried out and the land was not within the ownership of the Council. Furthermore, the Authority had checked with the Land Registry and had determined that the actual ownership of the access way was with the eight property owners.

It was reported that as the land was not in the ownership of the Council and not part of the adopted highway, lighting could not be provided at a public expense. However, if the residents wished to install lighting themselves then the Council could carry out the works on a rechargeable basis. Also future maintenance (including energy charges) would be the responsibility of the residents and this could also be carried out on a rechargeable basis.

Arising from the discussion it was suggested that the

residents may be able to access external funding or submit an application for area forum funding for the installation of a flood lighting unit on their properties. However, it was reported that the installation of a flood lighting unit on properties would not meet the criteria for area forum funding.

RESOLVED: That

- (1) the petition be noted and the residents be informed that the area is not part of the adopted highway and therefore the Authority would not be able to provide lighting on the access way to their properties; and
- (2) it be recommended that residents consider the installation of a flood lighting unit on their properties to help address this matter.

Strategic Director
– Environment &
Economy

EUR29 CONSTRUCTION HALTON

The Board considered a report of the Strategic Director, Environment and Economy which gave Members an update on the implementation of the Construction Employment Integrator Model (now re-named Construction Halton). The report also set out the action plan for the next phase of the Project to March 2011.

It was reported that the forecast scale of development and other construction related activity in the Borough offered significant potential for moving people from benefits into work. The Mersey Gateway Project, Building Schools for the Future Programme and 3MG highway infrastructure works had been identified as offering significant training and employment and supply chain opportunities.

The Board was advised that the aim of Construction Halton was to provide a mechanism that would ensure people from disadvantaged groups and areas within Halton were able to access jobs and training opportunities arising in the construction industry and promote growth of local Small and Medium Enterprises (SME's) through supply chain linkages.

It was reported that this would be achieved by using procurement processes and planned engagement with employers and contractors to ensure that recruitment and training provision was more relevant and demand led, provided tailored pre-recruitment support and routeways and encouraged and assisted Halton based SME's.

The report advised the Members on the progress to date and the initial findings and work that was being undertaken.

Since the initial workshop in 2009 a further workshop had taken place in September 2010 which had reviewed and considered the next steps.

The Board was advised that the action plan (set out in Appendix II to the report) set out the next steps for implementing the project and identified the lead officers that had been tasked with taking the various actions forward. In summary the action plan focussed on:-

- establishing the infrastructure to deliver the project;
- securing a skills forecasting tool;
- establishing a Section 106 Protocol;
- developing and implementing a communication plan;
- rolling out the Due North registration process to local businesses;
- continued research into targeted recruitment and training best practice;
- gaining exemption for local labour clauses in the 1988 Local Government Act;
- assessing the impact of the De centralisation and Localism Bill; and
- assessing the extent to which sustainability is embedded into the Council's procurement processes and policies, in relation to the geographical location of the supply chain.

Arising from the discussion, clarity was sought on whether the Authority had considered setting up a construction programme for people with learning difficulties. In addition, whether the Authority were able to ensure that the developers preferred list of contractors included local people/companies. In response it was reported that the Authority had not as yet considered establishing a construction programme for people with learning difficulties. In respect of the preferred list of contractors, it was reported that this was part of a wider consideration when working with employers and the employment charter ensuring employers

recruited local residents. In addition, it was reported that this suggestion would be considered.

It was recognised that Construction Halton was an excellent scheme. However, the implications of the WNF funding ceasing in March 2011 and the impact the uncertainty of future funding could have on the scheme was noted.

RESOLVED: That the report, action plan and comments be noted.

EUR30 REWARDS FOR RECYCLING PRESENTATION

The Board received a presentation from Jimmy Unsworth, Divisional Manager, Waste and Environmental Improvement which provided Members with information on the Rewards for Recycling Scheme.

The presentation:-

- Set out the Council's current waste disposal costs of £2.56m per year of which £1.92m tax which would significantly increase year on year;
- Explained that recycling costs less than disposal and highlighted the multi material re-cycling service in Halton;
- Emphasised that any system the Council implemented would only be successful in achieving targets with residents co-operation;
- Outlined the Recycle Rewards Scheme in Halton;
- Explained the background to the Recycle Bank scheme in Halton – the pilot scheme to 10,000 households in October 2009, the extension to 37,000 more households in August 2010 and the planned roll out to all properties in 2011;
- Set out the challenges that the Council faced when introducing the scheme;
- Explained how the RecycleBank Account was activated, the range of rewards and the levels of rewards redemptions;
- Set out the scheme outcomes and the positive feedback from residents; and

- Outlined the successes to date and the next steps.

The Board was advised that in October 2009 the Council became only the second local authority in the UK to introduce the Recycle Bank 'Rewards for Recycling Scheme' and the first to introduce the scheme to an established kerbside multi-material recycling service.

The Board was further advised that the scheme had been originally introduced as a pilot to 10,000 homes in seven areas of the Borough in October 2009 and, following the success of the pilot, had been extended to a further 36,000 households in August 2010.

Arising from the discussion it was noted that work was being undertaken to consider the provision of a Green Waste Recycling Scheme for properties that cannot accommodate wheeled bins. It was also noted that a default 'opt in' option for activating accounts for the scheme could not be considered as it would breach privacy laws and therefore the scheme had to be operated on a voluntary basis. The excellent work that had been undertaken by Officers and the success of the scheme to date was noted.

The benefits of having the scheme and in particular the significant savings that could be made via recycling as opposed to landfill was noted. It was recognised that the focus had been on encouraging residents in all areas of the Borough to participate in the scheme and recycle more household materials. The next steps would be to identify who was not participating in the scheme and identify the reasons in order to reduce landfill costs in the future.

It was also recognised that there was approximately 110 local businesses and 10 national businesses participating in the scheme currently. It had been disappointing that more national companies had not agreed to participate in the scheme as the wider the rewards the more successful the scheme would be. It was noted that market traders may be approached to participate in the scheme.

RESOLVED: That

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

- (3) Officers be congratulated for their success and excellent achievements to date on the Rewards for Recycling Scheme.

EUR31 SURFACE WATER MANAGEMENT PLAN - PROGRESS REPORT

The Board considered a report of the Strategic Director, Environment and Economy which informed the Members of the process being followed and progress made in relation to the preparation of a Surface Water Management Plan for Widnes.

The report advised that at its meeting on 16th June, the Board had considered a report on Flood Risk Management and the various plans and funding arrangements which supported the introduction of the Flood and Water Management Act 2010. The Board had been informed that Halton had been granted £100,000 for the development of a Surface Water Management Plan (SWMP) for Widnes, which was ranked 156th in Defra's list of settlements in England susceptible to surface water flooding, and that work was underway to establish partnerships and to identify the scope of the SWMP study. The finished plan would describe the causes and effects of surface water flooding and set out the most cost effective way of managing surface water flood risk for the long term.

The report further advised that in accordance with Defra's guidance on the preparation of SWMPs, a Partnership had been formed between Halton Council (as Lead Local Flood Authority - LLFA), the Environment Agency and United Utilities (as the water and sewerage company for the area). Each partner had agreed to engage actively in the SWMP process, working together in co-operation and sharing information with all partners openly. Furthermore, initial meetings had taken place with partners to scope and plan the study and to identify and agree the exchange of information necessary to carry out risk assessments. It was noted that a significant amount of work had already been undertaken to map flood risk in Halton as part of the Strategic Flood Risk Assessment Level 2.

It was reported that Halton together with its partners had agreed the objectives of the Study, and these were circulated at the meeting as Appendix 2. There was also an additional recommendation circulated at the meeting to adopt these objectives. It was also reported that DEFRA had confirmed that the study would now include the whole of Halton and not just the Widnes area.

In addition, Halton's successful 'Early Action Bid' for funding to produce the SWMP had identified the surcharging of sewer systems under storm and tidal conditions as a source of flooding at various locations. It was expected that the study and plan to address such problems and to help to inform drainage strategies for major new developments in Widnes, including:

- Widnes Waterfront;
- the Mersey Gateway Regeneration Strategy for southern Widnes; and
- the Housing growth Point area of north Widnes.

United Utilities had also stated that they wished to reach an agreement with local authorities to produce a strategy to deal with highway drainage and gully connections.

The Members were informed of the key and local objectives which had been discussed at the Partnership meeting on 10th November 2010.

In conclusion, it was reported that Defra's capital budget had been reduced by 34% over the course of the CSR period. As yet there were no details available about where cuts would be targeted, although the Government had indicated that improving flood protection remained a priority. The Authority were waiting for further information on what funding would be available to Halton in the future to undertake the new duties and responsibilities under the Flood and Water Management Act, and to develop and implement options identified within the SWMP to mitigate the effects of flooding.

Arising from the discussion, it was suggested that future planning applications could be put on hold until the study had been completed and there was an opportunity for developers to consider providing joint funding in order to establish sustainable drainage on their development sites. In response, it was reported that Planning Conditions ensured that developers dealt with surface water drainage in order to mitigate the risk of flooding and surface water. The study, it was reported would eventually consider how developers could work together to provide sustainable drainage systems.

It was noted that road gullies on the highway were

cleansed on an annual basis. However, the challenges and resource implications, especially at this time of year with the significant leaf fall was also noted. The study, it was reported would identify vulnerable problematic areas and enable the Authority to target these areas.

RESOLVED: That

- (1) the continuing work undertaken by Officers, the Council's Consultants and Partners (Environment Agency and United Utilities) in the development of a Surface Water Management Plan (SWMP) and comments made be noted;
- (2) further reports be presented to the Board as work on the study and plan progress; and
- (3) that the objectives for Halton's SWMP Study as detailed in Appendix 2, as circulated at the meeting, be approved and adopted.

Strategic Director
– Environment &
Economy

EUR32 LOCAL TRANSPORT PLAN PROGRESS REPORT

The Board considered a report of the Strategic Director, Environment and Economy which advised the Members of the progress that had been made during 2009/10 on implementing the capital programme of schemes to support the strategies and policies contained within Halton's second Local Transport Plan (LTP2).

The Board was advised that in March 2006, Halton had submitted its second LTP to the Department for Transport (DfT) for approval. This covered the five year period from 2006/07 to 2010/11.

The Board was further advised that the report summarised the programme of works and initiatives undertaken in 2009/10 and also described the progress that had been made against the performance indicators contained within LTP2.

It was reported that in Table 1 – the summary of the LTP Maintenance Expenditure 2009/10 had been £6.9m. However, this had been as a result of a special £14.3m Primary Route Network Grant over three years primarily for use on the Silver Jubilee Bridge and normal maintenance expenditure would be just over £2m. In addition, the £1.8m 2009/10 Integrated Transport Expenditure had been reduced because of Government cuts and was now only

£1.3m and this would impact on what could be achieved in LTP2. The reduction in funding would also impact on our Performance Indicators and what could be achieved in respect of targets.

It was noted that the feasibility work on car parking in the Borough had been completed and there had been a number of conclusions in respect of applying for civil parking enforcement powers. The study had shown that in order for a Parking Enforcement operation to be self financing this could only be achieved by introducing charges for parking on car parks and on some street locations. Before this could be undertaken however, the Authority would have to review every waiting restriction in the Borough at a cost of approximately £50,000. In the present economic climate, the Authority was not in a position to fund such a review. Members had also indicated that they did not wish to introduce car parking charges as it would significantly impact on the success of any regeneration of the Borough. A report detailing the feasibility study and the conclusions would be presented to a future meeting of the Board.

It was also noted that the Authority were working towards establishing a parking partnership with local businesses to develop a set of principles regarding parking operations and regulation.

Members of the Board welcomed the future report and that the conclusions had supported the continued Members view that car parking charges should not be introduced in the Borough.

Clarity was sought on whether the Government charged every Authority who had car parks on the assumption that they were obtaining money from charges. In response, it was reported clarity would be sought on this matter and circulated to Members of the Board.

In respect of Page 63 – target 1.5 – a Member of the Board requested clarity on how many of the 580 park and ride spaces were at Runcorn Mainline Station? how many were in use on a typical weekday? and how many monthly parking tickets had been sold? In response it was reported that there were 558 car parking spaces. However, as the car park was owned by Virgin Rail, Officers were unable to provide the information on the usage and how many tickets had been sold. It was reported that this information would be requested from Virgin Rail and, if made available, would be sent to the Member directly.

Strategic Director
– Environment
and Economy

Strategic Director
– Environment &
Economy

It was suggested that de-linking would probably resolve the problems on Holloway but as this was not in the near future clarity was sought on whether there were any alternative solutions to help the residents in that area. In response it was reported that any enforcement powers would need to be self sufficient and that the Police Community Support Officers (PCSO's) had the powers to give out Fixed Penalty Notices but chose not to and this could help address this problem. Numerous letters had also been sent to the Police to request that PCSO's issued fixed penalty notices in this area but to date no response had been received. It was suggested that PCSO's could only issue advice notices and not Fixed Penalty Notices and clarity on this matter was requested. In response, it was reported that this information would be circulated to Members of the Board.

Strategic Director
– Environment &
Economy

RESOLVED: That the progress made during 2009/10 and comments made be noted.

EUR33 ANNUAL ROAD TRAFFIC COLLISION AND CASUALTY REPORT

The Board considered a report of the Strategic Director, Environment and Economy which gave details of road traffic collision and casualty numbers within the Borough in the year 2009 and recommended a continuance of road traffic collision reduction work.

The Board was advised that Appendix A to the report set out the full details of the numbers of traffic collisions and casualties in the year 2009, and compared these figures with those from previous years. These results were exceptionally good. The report also gave details of progress towards various national targets for casualty reductions and highlighted concerns regarding the resources available to continue this work at its present level in the future.

The Board was further advised of the following:-

- There had been 291 road collisions involving personal injury in Halton, producing 415 casualties, both totals being the lowest in over 20 years;
- 39 of the casualties were classed as serious, and there were 2 deaths. The total of 41 serious injuries or deaths had been the lowest in over 20 years;
- The child serious injury and fatality total of 4 represented a large, if probably unsustainable,

reduction from the total of 11 in 2008;

- The number of people of all ages being slightly injured fell from 435 in 2008 to just 374; and
- The casualty numbers in the three key nationally set target areas remained well below the 2010 final target levels.

It was reported that overall, the results confirmed the success of casualty reduction work, funded through Halton's second Local Transport Plan and the Cheshire Safer Roads Partnership, supported by targeted enforcement and local road safety education, training, publicity and traffic management initiatives.

In addition, although the 2009 total of just 4 casualties in the children killed or seriously injured category is an excellent and welcome result, as can be seen in Appendix 'A', there was considerable numeric volatility in this category and this yearly total was unlikely to be routinely repeated or bettered. However, a recent child safety audit and intensive accident data analysis work would be used to inform all future work in this area with the aim of producing consistently low casualty numbers in this category.

All schools in Halton now had School Travel Plans in place, but because of the scheduled withdrawal of Government grant support for this service at the end of the current financial year, these documents with their safety-based implementation plans were unlikely to be carried through without another funding source being identified. Not having identified funding to continue the service had already had an impact as two members of staff had sought alternative employment because of the uncertainty of their future.

In conclusion, it was reported that at the sites now being treated, collision patterns were extremely hard to establish and greater reliance had to be placed on Police advice and consultation to achieve further accident reductions. This approach was being successfully combined with a greater emphasis on road safety, education, training and publicity. However, the effectiveness of any casualty reduction approach could only be assessed over three and preferably five years to ensure that trends were firmly established and firm conclusions could be drawn.

It was noted that sixty people were employed as part of the Cheshire Safer Roads Partnership, two thirds of which

were police officers. This represented a potentially significant cost to the police force if the Partnership could not continue and consideration was being given to whether there would be a Partnership in the future if new funding was not identified.

It was also noted that more people were alive today because of the measures that the Authority had put in place and if new funding was not identified the successes to date would be reduced and more people in the Borough would be at risk.

Arising from the discussion, clarity was sought on who receives the revenue Cheshire Safer Road Partnership collected from fines. It was reported that a response would be sought and circulated to all Members of the Board.

Strategic Director
– Environment &
Economy

The comments raised by a Member of the Board via email, regarding the success of the reduction in Halton's road accidents, the loss of funding for accident reduction and future funding and the impact on national targets was circulated at the meeting be noted.

RESOLVED: That

- (1) the overall progress made on casualty reduction in Halton and comments made be noted;
- (2) an ongoing programme of road traffic collision reduction schemes and road safety education, training and publicity be endorsed subject to resource availability;
- (3) concerns with regard to the achievement of further casualty prevention, as a result of resource reductions be noted; and
- (4) the Board congratulated everyone concerned in the success in reducing Halton's road accidents to date.

Meeting ended at 8.25 p.m.

This page is intentionally left blank

CORPORATE POLICY AND PERFORMANCE BOARD

At a special meeting of the Corporate Policy and Performance Board on Tuesday, 19 October 2010 in the Marketing Suite, Municipal Building

Present: Councillors A. Lowe (Chairman), J. Roberts (Vice-Chairman), Browne, Dennett, Gilligan, D. Inch, Loftus, Norddahl, Philbin and Wainwright

Apologies for Absence: Councillor Nolan

Absence declared on Council business: None

Officers present: M. Reaney, W Rourke and A. Jones

Also in attendance: Councillors Eddie Jones & Tom McInerney

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

CS23 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Action

The Board considered:

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

CS24 RUNCORN MARKETS

The Board received a report from the Strategic Director, Environment and Economy, concerning the future viability of Runcorn Markets.

During the debate, Members raised points which it was agreed would be drawn to the attention of the Executive Board. Having considered the report the Board unanimously voted to support the recommendations.

The Chairman wished to thank Councillor Kevin Wainwright and the Working Party members for their input over the past year.

RESOLVED: That the Policy and Performance Board recommends that:-

- 1) The Executive Board considers the closure of Runcorn Market;
- 2) The Executive Board considers the implications of any future proposals on tenants as detailed in 3.13 of the report; and
- 3) The Executive Board considers the future use of the building as detailed in 3.12 of the report.

Meeting ended at 6.45 p.m.

CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 2 November 2010 in the Civic Suite, Town Hall, Runcorn

Present: Councillors A. Lowe (Chairman), J. Roberts (Vice-Chairman), Browne, Dennett, Gilligan, D. Inch, Loftus, Norddahl and Philbin

Apologies for Absence: Councillors Nolan and Wainwright

Absence declared on Council business: None

Officers present: M. Reaney, R. Mackenzie, A. Villiers, S. Webster and A. Jones

Also in attendance: Councillor M Ratcliffe

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

Action

CS25 MINUTES

The Minutes from the meeting held on 7 September 2010 were taken as read and signed as a correct record.

CS26 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

CS27 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the minutes be noted.

CS28 SSP MINUTES

The Minutes from the last Halton Strategic Partnership Board would not be agreed until its next meeting being held on 1st December 2010, so these would be

reported on the next Corporate Policy and Performance Board Agenda.

RESOLVED: That the report be noted.

CS29 LOCALITY WORKING UPDATE

The Board received a report from the Strategic Director Adults and Community, which updated Members on progress on implementing new approaches to locality working.

The report explained that locality working was an approach to how the Council worked with its partners in responding to local concerns, delivering services and key objectives within localities. The approach was built on the area forum mechanism to engage with communities and the voluntary sector. This approach to locality working was agreed by the Executive Board 8 April 2010.

The report went on to provide information in detail of the progress that had been made so far, for all Area Forums, namely;

1. Broadheath, Ditton, Hale and Hough Green;
2. Appleton, Kingsway and Riverside;
3. Birchfield, Farnworth and Halton View;
4. Grange, Halton Brook, Heath and Mersey;
5. Halton Castle, Norton North, North South and Windmill Hill;
6. Beechwood and Halton Lea; and
7. Daresbury.

RESOLVED: That the progress report on implementing new approaches to locality working be noted.

CS30 BUSINESS PLANNING 2011 - 2014

The Board received a report from the Strategic Director, Resources, which offered an opportunity to contribute to the development of Directorate Business Plans for the coming financial year.

The report explained that each Directorate of the Council was required to develop a medium term business plan, in parallel with the budget, that was subject to annual review and refresh. The process of developing such plans for the period 2011-2014 was just beginning, hence the invitation for Members to participate.

Members commented that in the current financial climate, it would be difficult for them to make any contributions to the business plans as the future was so uncertain. In response, it was understood that this would be a difficult task however; Members were invited to forward any items they may have to the Operational Director – Legal and Democratic Services, for inclusion.

RESOLVED: That Members indicate to the Operational Director – Legal and Democratic Services, priority areas for service development and improvement over the next 3 years.

CS31 STAFF ACCIDENT/VIOLENT INCIDENT STATISTICS

The Board received a report from the Strategic Director, Resources, concerning the corporate accident statistics with associated trends for 1 April 2009 to 10 September 2010. Attached to the report was benchmarking information on accidents and costs with other Authorities.

It was noted that there had been a continuous trend in the reduction of reported accidents, especially those resulting in 'major' injuries. Compared to the other Local Authorities in the benchmarking exercise whose expenditure per employee exceeded £20+, Halton provided the lowest costing health and safety service at £8.62 per employee. Putting these two pieces of information together provided a very positive result for the Council.

Reference was also made to the 'Lord Young' report that had been recently published which revealed the growth of the compensation culture within Britain, and recommended restrictions on the 'no win, no fee' type of companies, who represented health and safety in an adverse way. In addition it proposed a common sense approach to Health and Safety. This approach was already in place in Halton.

It was noted that the success in the reduction of accidents was down to team efforts from all Council staff, Members and Trade Unions, who had embraced their own health and safety responsibilities as well as the teams and departments they were in. It was also noted that good health and safety practice saved the Council money in the long run as a result of reduction in accidents, claims, and the need to employ temporary cover for key absences.

RESOLVED: That the report be noted.

CS32 ANNUAL COMPLAINTS REPORT

The Board received the Annual Complaints Report for Corporate Complaints, Adult Social Care Complaints and Children and Young People Complaints for the period 1 April 2009 to 31 March 2010, from the Strategic Director, Resources.

The report provided an analysis on complaints processed under all three of the Council's Complaints Procedure during 2009/10.

It also informed the Board about the proposed introduction of a Vexatious Complaints Policy, which would help the Council effectively manage a minority of complaints deemed to be of a vexatious nature. This draft policy was attached as appendix 2 for consideration.

Following discussion it was confirmed that legal advice would always be available to officers if needed during a complaints investigation, and that the corporate caution list was regularly monitored and updated.

RESOLVED: That

- 1) The report be accepted; and
- 2) The Board agreed that the draft Vexatious Complaints Policy be reported to the Executive Board for consideration and approval.

Meeting ended at 7.20 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 10 November 2010 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Leadbetter (Chairman), M Lloyd Jones (Vice-Chairman), Howard, Macmanus, Murray, Norddahl, Philbin and Roberts

Apologies for Absence: Councillors A. Lowe and McDermott

Absence declared on Council business: Councillor Inch

Officers present: M. Simpson, B. Dodd, E. Dawson and M. Murphy

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

Action

BEB18 MINUTES

The Minutes of the meeting held on 29 September 2010 were taken as read and signed as a correct record.

BEB19 PROGRESS WITH THE IMPLEMENTATION OF INTERNATIONAL FINANCIAL REPORTING STANDARDS (IFRS)

The Board considered a report of the Operational Director, Financial Services which provided an update on the progress with the implementation of International Financial Reporting Standards (IFRS).

It was reported that in order to prepare the 2010/11 year-end accounts it was necessary to restate the 2009/10 accounts in order to provide comparative figures and also restate the 2008/09 balance sheet to provide opening balances.

The report set out the progress with key areas of IFRS work, the restatement of the 2009/10 accounts, the accounting treatment of leases, asset valuation, employee benefits, group accounts and private finance initiative schemes and service concessions.

The Board was advised that it had been agreed that during December the Audit Commission would review the process to ensure work was on track.

RESOLVED: That the report be noted.

BEB20 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.

BEB21 INTERNAL AUDIT PROGRESS REPORT - QTR 2 (2010/11)

The Board considered a report of the Operational Director, Finance which provided a summary of Internal

Audit work for the period July to September 2010.

The report set out the internal audit reports finalised since the last progress report, key issues and recommendations arising from the audits completed, details of other work undertaken by Internal Audit in the quarter and the results of the work undertaken following the implementation of previous Internal Audit recommendations.

RESOLVED: That the Internal Audit work completed in quarter 2 be noted.

Meeting ended at 7.15 p.m.

This page is intentionally left blank

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 8 November 2010 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), J. Bradshaw, E. Cargill, Hignett, Hodgkinson, Leadbetter, McInerney and Redhead

Apologies for Absence: Councillor Morley

Absence declared on Council business: None

Officers present: J. Tully, G. Henry, A. Plant, J. Farmer, P. Shearer and A. Jones

Also in attendance: 25 Members of the Public

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

Action

DEV27 MINUTES

The Minutes of the meeting held on 13th September 2010, having been printed and circulated, were taken as read and signed as a correct record.

DEV28 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.

NB. Councillor Dave Thompson did not partake in the following discussion/item due to him being absent from part of the officer's presentation.

DEV29 - 10/00109/COU - PROPOSED CHANGE OF USE OF AGRICULTURAL LAND TO CREATE A BIKE TRAIL, CONVERSION/REDEVELOPMENT OF EXISTING BUILDINGS (TO FORM RECEPTION/CAFE, BIKE PREP STATION, SECURE STORAGE/WORKSHOP, TOILET FACILITIES AND OFFICE) TOGETHER WITH CAR PARKING, NEW VEHICULAR/PEDESTRIAN ACCESS AND

ANCILLARY DEVELOPMENT AT HILL TOP FARM,
WINDMILL LANE, PRESTON-ON-THE-HILL, RUNCORN

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

Jane Sampson addressed the Committee and spoke against the application in her capacity as a resident, on behalf of the residents of Preston-on-the-Hill.

Residents concerns included noise from increased traffic from visitors to the facility and from the bike trail itself; damage to the character of the village; damage to wild life; inappropriate use of 'Grade 3A' agricultural land; the narrowness of Hill Top Road in relation to its proposed use and that the project was not in keeping with a character assessment carried out by Halton Borough Council in 2009. A petition of 60 signatures had been submitted previously to the planning department against the application.

Mr Stuart Rutter, the applicant, addressed the Committee and spoke in favour of the application.

In response to the noise concerns, he stated that the bike trail would use electric bikes which do not make any noise. He stated that during an 8 month consultation period, no requests had been received from residents to trial the bikes. He confirmed that parking for the facility would be away from the village and that the whole site would be screened with trees so it would not be seen from the village. He summarised by commenting that the facility would provide a high quality outdoor activity, which had the support of the relevant Government bodies in England.

In response to the quality of the agricultural land being developed, it was commented that there was no evidence of it being 'Grade 3A'. Officers confirmed that the potential of tyre and traffic noise had been investigated by Environmental Health Officers who had raised no objections. The access road 'Hill Top Road', leading to the parking area, had also been to consultation with the highway engineers, who had raised no objections.

Councillor Bradshaw raised his concerns over the proposed development, particularly with the narrowness of the access road to the site and the potential for residents to experience parking problems. In response it was noted that in the future the Highways Department would see if the road could be widened to allow more space for residents parking

and ease the passing traffic accessing the site.

Councillor Bradshaw wished to record his objections to the application.

RESOLVED: That the application is approved subject to the following:

- a) The adjoining site owner entering into a Section 106 Agreement relating to securing sight lines across land not within the ownership of the applicant;
- b) The applicant entering into a Section 106 Agreement relating to (1) securing sight lines across his land and (2) restricting the type of vehicles to be used on the land;
- c) Conditions relating to the following:
 1. Submission and agreement of a timetable and phasing plan relating to the proposed demolition of buildings and implementation of planting and landscape works including pond creation. (BE1);
 2. Submission and agreement of a construction environmental management plan and plan for the control of routeing and access/ egress of all construction traffic. (BE1);
 3. Wheel cleansing facilities to be submitted and approved in writing. (BE1);
 4. Securing a scheme of archaeological works. (BE6);
 5. Materials condition, requiring the submission and approval of the materials to be used. (BE2);
 6. Landscaping condition, requiring the submission of detailed hard and soft landscaping to include tree planting. (BE2);
 7. Boundary treatments to be submitted and approved in writing. (BE2);
 8. Construction and delivery hours to be adhered to throughout the course of the development. (BE1);
 9. Submission and agreement of detailed construction of ponds. (GE21);
 10. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/ commencement of use. (BE1);
 11. Requiring provision and maintenance of access visibility splay. (BE1);
 12. Conditions relating to the agreement and implementation of bin stores cycle parking provision. (GE15 and TP6);

13. Submission and agreement of finished floor and site levels. (BE1);
14. Conditions relating to tree protection during construction (BE1);
15. Restricting external lighting. (PR4);
16. Restricting external working and storage. (E5);
17. Submission and agreement of ecology/ habitat enhancement features including bird/ bat boxes. (GE21);
18. Submission and agreement of a woodland and pond management plan. (GE21);
19. Restricting all riders to those on a pre-booked basis and prohibiting race events. (BE1);
20. Restricting all bikes to those which are electric powered only and noise emissions with the exception of those for track maintenance unless otherwise agreed. (PR2);
21. Restricting width and areas for track creation/ layout including location, construction methods and height of any jumps or other obstacles. (PR2);
22. Restricting use of tannoy or public address systems. (PR2);
23. Restricting use of facilities building to floor space and uses as detailed. (GE5);
24. Submission and agreement of detailed dust suppression methodology. (BE1);
25. Submission and agreement of a detailed travel plan including visitor transfer. (TP16);
26. Restricting hours of use. (BE1); and
27. Restricting maximum numbers of bikes on the track to 25 at any time. (BE1)

- d) That if the S106 Agreement(s) or alternative arrangement is not executed within a reasonable period of time, authority be delegated to the Operational Director – Environmental and Regulatory Services in consultation with the Chairman or Vice Chairman of the Committee to refuse the application on the grounds that it fails to comply with Policy S25 (Planning Obligations).

DEV30 - 10/00320/FUL - PROPOSED DEMOLITION OF EXISTING BUILDING AND CONSTRUCTION OF 14 NO. NEW AFFORDABLE DWELLINGS WITH ASSOCIATED ACCESS ROAD AT WIDNES TIMBER, FOUNDRY LANE, WIDNES

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

Since the publication of the report amended plans had been received in relation to car parking restrictions and one additional condition had been received relating to the submission of retaining wall details.

RESOLVED: That the application be approved subject to the following conditions and a S106 in relation to HGV and relief route.

1. Requiring the development to be carried out in accordance with the approved;
2. Materials condition, requiring the submission and approval of the materials to be used. (BE2);
3. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting. (BE2);
4. Boundary treatments including retaining walls to be submitted and approved in writing. (BE2);
5. Wheel cleansing facilities to be submitted and approved in writing. (BE1);
6. Submission and agreement of finished floor and site levels. (BE1);
7. Construction and delivery hours to be adhered to throughout the course of the development. (BE1);
8. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/ commencement of use. (BE1);
9. conditions relating to restriction of permitted development rights relating to extensions and outbuildings and boundary fences etc. (BE1);
10. Site investigation, including mitigation to be submitted and approved in writing. (PR14);
11. Noise survey and mitigation to be submitted (BE1);
12. Management plans for shared areas to be submitted and approved.
13. Adequate visibility splays to be maintained (BE1);
14. Proposal to be carried out in accordance with the submitted flood risk assessment; and
15. Cycle parking to be provided in accordance with details submitted. (BE1)

Additional conditions are as follows:

16. Condition relating to submission of retaining wall details; and
17. Amended plans.

DEV31 - 10/00366/COU - PROPOSED CONVERSION & ALTERATIONS TO FORM 6 NO. ONE AND TWO BEDROOM APARTMENTS AT THE TUNNEL TOP PUBLIC HOUSE, NORTHWICH ROAD, RUNCORN, WA7 6PE

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

Since the report was published there had been a number of amendments to the application:-

- The submission of a Structural Report examining the health and capacity of the building in order for its conversion without significant demolition and rebuild. It concluded that the property was considered to be structurally sound and suitable for conversion;
- The Council had been asked for comments in relation to the current planning application with Cheshire West & Chester Council;
- Shell UK had no comments to make on the application;
- Dutton Parish Council had raised an objection on the basis that the public house should be preserved as a valuable community resource used by ramblers using canals and cyclists; opposed to more living accommodation within the village, particularly on this part of the road; and the position of the proposed entrance; and
- Five further objections from residents had been received relating to: misleading information within the submitted Design and Access Statement in relation to the regularity of bus service and value of its proximity to the village; Bowling Pavillion was used as a venue hire and a sports bar; no liaison with the local community to find ways to protect the future use of the public house; it was a viable business; the increase in traffic; issues and difficulties with viewing application information; the loss of a valuable stopping point by boaters; loss of public house within walking distance of Preston Brook; impact on Apec Taxi Association which cites that the public house generates £10,000 p.a. of business for them each year and access to the Borough periphery for work; the loss of another public house in Runcorn area which generates income for this firm.

Mr Lynas addressed the Committee speaking against the application as a resident of Dutton.

He commented that the public house was the social hub of the village supporting its own social and sports clubs. It also acted as village hall as it was used as a venue for family celebrations and events. He further commented that the pub had recently been taken over by new management and it was hoped that the financial situation would soon improve. He also commented that the application was contrary to Policy Planning Statement (PPS) 7 – Sustainable Development in Rural Areas.

Following Members debate and comments made with reference to various planning policies including PPS 7, it was decided to defer the application, so that Members could receive more information with regards to this, and therefore be better informed so that a decision could be reached.

RESOLVED: That the application be deferred to the next meeting, for further information and clarification on relevant Planning Policies.

DEV32 MISCELLANEOUS ITEMS

The following applications had been withdrawn:-

10/00299/FUL	Proposed two storey extension to rear of 15 Whitby Road, Runcorn Cheshire
--------------	---

The following applications had gone to appeal:-

10/00310/FUL	Proposed conservatory to side of 11 Sefton Avenue, Widnes, Cheshire
--------------	---

10/00077/COU	Proposed conversion of existing dwelling into 2 No. residential dwellings at 161 Greenway Road, Widnes
--------------	--

10/00279/FUL	Proposed development of 18 No. courtyard houses, detached garages, private access road and
--------------	--

private open space at Former
Dawson's Dance Centre, Lunts
Heath Road, Widnes, Cheshire

Planning Appeal Decisions:-

09/00404/OUT

Outline application (with
appearance, landscaping,
layout and scale matters
reserved) for residential
development (up to 5 No.
dwellings) on Land to rear of 8
Moughland Lane, Runcorn –
DISMISSED

09/00459/FUL

Proposed first floor side
extension and single storey rear
extension at 7 Lessingham Road,
Widnes, Cheshire – **SPLIT
DECISION – DISMISSED IN
RELATION TO FIRST FLOOR
SIDE EXTENSION**

Meeting ended at 7.38 p.m.

STANDARDS COMMITTEE

At a meeting of the Standards Committee Wednesday, 10 November 2010 Committee Room 1, Runcorn Town Hall

Present: Mr B. Badrock (Chairman) , Parish Councillor Mr B Allen, Mr R. Garner, Mr A. Luxton, and Councillors Parker, Redhead and Swain

Apologies for Absence: Parish Councillor D. Felix, Mrs A. Morris, and Councillors Murray and Wainwright

Absence declared on Council business: None

Officers present: M. Reaney and A. Scott

Also in attendance: None

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

STC13 MINUTES

The minutes of the meeting held on 8 September 2010, having been printed and circulated, were signed as a correct record.

STC14 DUAL -HATTED MEMBERS AND THE CODE OF CONDUCT

The Committee received a report of the Strategic Director, Resources on Dual-Hatted Members and the Code of Conduct.

Standards for England had recently published an online guide for Dual-Hatted Members, defined as Members who served on two or more relevant authorities, for instance a Member who was both a District and Parish Council Member. The guide particularly focused on when such Members must declare interests and also dealt with the question of pre-determination.

The Committee discussed the potential conflict of interests for such Members and the issue of pre-

Action

determination or bias where Members sat on different bodies which determined matters such as planning applications or other regulatory issues. The Monitoring Officer was asked to identify the existence of any Dual-Hatted Members within the Authority and to forward to them the link for the online guide with an explanatory note.

Monitoring Officer

Of particular interest were scenarios set out within the on-line version of the guidance; Members were advised that these could be completed as individuals or as a group.

RESOLVED: That the report be noted.

STC15 PRESS RELEASE- COMMUNITIES MINISTER

The Committee received a report of the Strategic Director, Resources which advised them of a recent press release from the Communities Minister, Andrew Stunell, which set out his views on the future of the Standards regime.

In the press release, Mr. Stunell indicated that serious misconduct for personal gain would become a criminal offence, and pointed out that the Government would legislate to ensure that, whilst abusing a position for personal gain would result in criminal sanctions, ineffective or irresponsible behaviour would be a matter for the electorate rather than Standards for England. The Committee were advised that a newly empowered Local Government Ombudsman would investigate incompetence on behalf of local people. However, Mr Stunnell also said that the Government would legislate to make it clear that Councillors could campaign and vote freely on their issues.

The Committee discussed the procedures that were in place for handling complaints and Ombudsman investigations within Halton Borough Council. The Monitoring Officer agreed to provide the Committee with a copy of the Ombudsman's Annual Letter.

Monitoring Officer

RESOLVED: That the report be noted.

STC16 STANDARDS FOR ENGLAND - ROUNDUP

The Committee received a report of the Strategic Director, Resources on a Standards for England roundup.

At the September meeting of the Committee, the Monitoring Officer reported verbally on the headlines from

the Standards for England Bulletin No. 48, attached as an Appendix to the report.

The primary thrust of the Bulletin was the future of Standards for England and the Standards Framework. Standards for England set out how they proposed to carry out business pending further legislation on their future. In addition, guidance had been issued on the acceptance of complaints by Standards for England, the abolition of the need for quarterly monitoring returns and the process for the re-appointment of Independent Members

RESOLVED: That the report be noted.

STC17 RECENT CASE SUMMARIES FROM STANDARDS FOR ENGLAND

The Committee received a report of the Strategic Director, Resources on recent case summaries from Standards for England.

The Committee noted and discussed the contents of cases from West Devon Borough Council and Portsmouth City Council.

RESOLVED: That the report be noted.

STC18 DRAFT ACTION LIST

The Committee's Action List was attached for information.

In considering the Action List, the Committee noted that the development of the actions would be dictated by legislation relating to the future of the Standards regime, as well as the impact of financial constraints on local authority budgets.

RESOLVED: That the report be noted.

Meeting ended at 3.35 p.m.

This page is intentionally left blank

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 22 November 2010 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Philbin (Chairman), Loftus (Vice-Chairman), Bryant, Fry, Howard, Inch, A. Lowe, McDermott, Murray, E. Ratcliffe and Wallace

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Ferguson, K. Cleary, J. Tully, I. Mason, Y. Sung, L. Capper and S. Rimmer

Also in attendance: Superintendent Nick Pender, Nicola Linder Cheshire Police, and P Ramsden Warrington Borough Council

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

	<i>Action</i>
REG6 MINUTES	
<p>The minutes of the meeting held on 14th June, 14th July and 17th August 2010 were taken as read and signed as a correct record.</p>	
REG7 CREAMFIELDS EVENT 2010	
<p>The Committee considered a report from the responsible authorities on issues arising from carrying out the Creamfields Event 2010.</p> <p>Members were advised that the purpose of the report was to present the facts from the viewpoint of the responsible authorities who had now dealt with the five events.</p> <p>It was noted that reports on the event had been received from Cheshire Police, Halton Borough Council Environmental Health – Noise Control and Halton Borough Council Environmental Health – Health and Safety Department. Also in attendance was Mr Ramsden who</p>	

presented an oral report on behalf of Warrington Borough Council Environmental Health Department.

Superintendent Pender and Nicola Linder of Cheshire Police attended the meeting and summarised the views of Cheshire Constabulary in providing the planning and operation of the Creamfields 2010 Music Festival.

Ms Yeemay Sung of Halton Borough Council's Environmental Health Department gave an update on the Environmental Health aspects of the festival including noise, health and safety, food safety and standards. On behalf of Halton Borough Council's Highways Department Stephen Rimmer provided an update on Highways matters.

RESOLVED: That the reports from the responsible authorities be noted.

REG8 EQUALITY ACT 2010 - TAXI AND PRIVATE HIRE PROVISIONS

The Committee considered a report on the relevant provisions contained in the Equality Act 2010. The Equality Act consolidates and amends most of the existing legislation relating to disability and included a part which related to taxis and private hire vehicles. Some of these provisions came into effect in October 2010 but would have no impact until regulations have been made to provide detailed rules to augment the principles which were set out in the Act.

RESOLVED: That the report be noted.

REG9 TAXI LICENSING MATTER

CASE NO. 681

That the driver receive a written reprimand and be advised that if he were to be brought back before the Regulatory Committee in respect of any disciplinary matter the events considered by the Committee on this occasion would be taken into consideration.

REG10 TAXI LICENSING MATTER

CASE NO. 682

That the driver receive a written reprimand and be advised that if he were to be brought back before the Regulatory Committee in respect of any disciplinary matter

the events considered by the Committee on this occasion
would be taken into consideration.

Meeting ended at 9.50 p.m.

This page is intentionally left blank

APPEALS PANEL

At a meeting of the Appeals Panel held on 24 November 2010 at Stobart Stadium, Lowerhouse Lane, Widnes.

Present: Councillors Wainwright (Chairman), Balmer and Gerrard.

Apologies for absence: None.

Absence declared on Council business: None.

Officers present: J Briggs, J Evans and M. Simpson.

In attendance: Appellant and representative.

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

Action

**AP12 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND LOCAL GOVERNMENT (ACCESS TO INFORMATION)
ACT 1985**

The Panel considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Panel 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 paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption 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 paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972.

AP13 TRANSPORT CONTRACT APPEAL HEARING

The Panel considered information submitted in respect of the above appeal and heard representations from the appellant, his representative, presenting officer and a witness.

RESOLVED: That the Transport Contract Appeal be upheld.

Meeting ended at 11.45am

APPOINTMENTS COMMITTEE

At a meeting of the Appointments Committee held on Monday, 29 November 2010 at the Marketing Suite, Municipal Building

Present: Councillors Polhill (Chairman), Murray, Redhead, Wharton, A. Lowe and Hignett

Apologies for Absence: None

Absence declared on Council business: None

Officers present: D. Parr, I. Leivesley and J Burgess

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

APC10 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Action

The Committee 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.

APC11 EMPLOYEE TERMS AND CONDITIONS

The Committee considered a report of the Strategic Director, Resources which outlined the process being followed in relation to reviewing employee terms and conditions arising out of the Comprehensive Spending Review and the preparation of the Council Budget for 2011/12 and beyond. Any changes would be subject to consultations with the Trade Unions through the Council's established processes.

RESOLVED:That

- (1) the actions taken to date by the Chief Executive, as Head of Paid Service, to review, renegotiate and conclude new Terms and Conditions for employees of Halton Council be noted and endorsed:
- (2) delegated authority be given to the Chief Executive as Head of the Paid Service, in consultation with the Leader and Deputy Leader, to review, renegotiate and conclude new Terms and Conditions for all employees of Halton Council as part of the 2011/12 and medium term budget process; and
- (3) the Leader, in consultation with the Deputy Leader, be authorised to renegotiate and conclude a new salary and remuneration package for the Chief Executive.

APC12 REVISED COUNCIL MANAGEMENT STRUCTURE AND VOLUNTARY EARLY RETIREMENTS

The Committee received a report of the Chief Executive which proposed the voluntary early retirement of five senior managers, the deletion of their posts from the establishment and also proposed a revised Council

Management Structure arising from granting those retirements and other associated staffing changes being addressed through existing delegations. The new structures will be subject to a period of consultation with the Trade Unions.

RESOLVED: That

- (1) the posts listed below be deleted from the establishment;
 - a) Strategic Director, Environment & Economy;
 - b) Operational Director, Environment & Regulatory Services;
 - c) Operational Director, Policy & Performance;
 - d) Operational Director, Prevention & Commissioning; and
 - e) Operational Director, Community
- (2) delegated authority be given to the Chief Executive, in consultation with the Executive Board Member for Resources, to resolve any voluntary early retirement/voluntary redundancy situations that arise in accordance with the Staffing Protocol;
- (3) as a result of the above approvals, the revised management structures attached at Appendix 3 be approved as the new structure for the Council, and the Chief Executive, in consultation with The Leader and Deputy Leader, be authorised to make any appointments within that revised structure; and
- (4) the Chief Executive be authorised to open negotiations with the trade unions regarding revised terms for voluntary early retirement/voluntary redundancy for 2011/12 and the results of these negotiations be brought back to this Committee for approval.

Meeting ended at 12.55 p.m.

This page is intentionally left blank