

Minutes

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

**Wednesday, 8 February
2012**

Minutes & Reports

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COUNCIL

At a meeting of the Council on Wednesday, 14 December 2011 in the Council Chamber, Runcorn Town Hall

Present: Councillors Morley, Austin, Baker, Balmer, M. Bradshaw, J. Bradshaw, Browne, D. Cargill, E. Cargill, Carlin, A.Cole, Dennett, Edge, Fraser, Fry, J. Gerrard, Gilligan, Harris, Hignett, Hodge, Hodgkinson, Howard, Jones, Leadbetter, M Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, A. Lowe, J. Lowe, Macmanus, McDermott, A.McInerney, T. McInerney, Nelson, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N.Plumpton Walsh, M. Ratcliffe, Redhead, Roberts, Rowe, Shepherd, Stockton, Swain, Thompson, Wallace, Wharton, Wright and Zygadlo

Apologies for Absence: Councillors Horabin and Wainwright

Absence declared on Council business: None

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

Also in attendance: The Mayoress, Mrs Sheila Glynn

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COU52 MINUTE'S SILENCE

The Mayor reported on the sad passing of former Mayor and Honorary Alderman, Olive Smith. He expressed the Council's deepest sympathy at this time.

The funeral would take place on Friday, 16 December 2011, at 12.30 pm in St Paul's Church, Widnes. This would be followed by a reception for family and friends at The Village Club, Widnes from 1.30pm.

The Mayor also reported the sad passing of Ethel Parr, a former Mayoress of Halton, whose memorial service was held on 24 November 2011 at Heath Methodist Church, Runcorn.

The Council stood in silence for one minute as a mark of respect.

COU53 COUNCIL MINUTES

The minutes of the Council meeting held on 19 October 2011, having been printed and circulated, were

taken as read and signed as a correct record.

COU54 LEADER'S REPORT

The Leader reported on the following issues:

- the Localism Act received Royal Assent on 15 November 2011. Members would receive a briefing in the New Year;
- the budget continued to present a challenge for the authority and a number of proposed budget savings had been identified and brought to this meeting for approval. The Leader wished to thank all Members and staff for their support during this difficult process; and
- changes affecting benefits payments would have an impact for many Halton residents. A briefing seminar would be arranged in the New Year to inform Members on how these changes may affect the approximately 15,000 households in the Borough that claimed benefits.

COU55 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings from 13 October 2011, 3 November 2011, 17 November 2011 and 1 December 2011.

In seconding the minutes for the meeting on 1 December 2011, Councillor Wharton wished to place on record his thanks to staff in achieving an unqualified audit opinion from the District Auditor on the Council's financial statement and achieving value for money in the use of resources.

RESOLVED: That the minutes be received.

COU56 MINUTES OF THE EXECUTIVE BOARD SUB COMMITTEE

The Council considered the minutes of the Executive Board Sub Committee meetings from 13 October 2011, 3 November 2011, 17 November 2011 and 1 December 2011.

RESOLVED: That the minutes be received.

COU57 MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD

The Council considered the minutes of the Mersey Gateway Executive Board meeting from 17 November 2011.

RESOLVED: That the minutes be received.

COU58 QUESTIONS ASKED UNDER STANDING ORDER 8

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

(N.B. Councillor Hignett declared a personal and prejudicial interest in the following item of business, as he was employed by Community Integrated Care and left the room during consideration of the item)

COU59 2011/12 HALF YEAR SPENDING (MINUTE EXB 60 REFERS)

The Executive Board had considered a report of the Operational Director, Finance on 2011/12 Half Year Spending.

A summary of spending against the revenue budget up to 30 September 2011 was attached to the report at Appendix 1. In overall terms, the revenue expenditure was above the budget profile, although this was only a guide to eventual spending.

Action Plan was approved which aimed to restrict spending by year end within its bottom-line operational budget. The required actions had been put in place and would continue to be applied during the remainder of the year.

The report contained a number of budget proposals for 2012/13. Members noted that a number of these proposals could be implemented immediately, to achieve a part-year saving for 2011/12, to assist in keeping the overall spending in line with budget.

The report also outlined details of a revision to the capital spending programme and monitoring of the Council's balance sheet.

RESOLVED:

- 1) all spending continues to be limited to the absolute essential;

Operational
Director - Finance

- 2) Directorates continue to closely control spending on agency staff and additional hours (including overtime) so that spending in these areas reduced in each succeeding quarter;
- 3) Strategic Directors ensure overall spending at year-end was within their total operational budget;
- 4) the revised capital programme as set out in Appendix 2 be approved; and
- 5) implementation of the 2012/13 budget proposals listed in paragraph 3.13 of the report, subject to the inclusion of the amended figures reported, be approved.

COU60 BASIC NEED CAPITAL ALLOCATION 2011-12 - KEY DECISION (MINUTE EXB 61 REFERS)

The Executive Board considered a report of the Strategic Director, Children and Enterprise on the Basic Need Capital Allocation 2011-12.

The Government had announced the schools capital grant allocations for 2011/12, which included an allocation of £1,689,618 for Basic Need. In July 2011, Executive Board approved the development of capital projects to address basic need at Windmill Hill Primary School, Weston Primary School, Lunts Heath Primary School and St Bede's Catholic Infant and Junior Schools.

Funding had been allocated in recognition of the significant pressures faced by local authorities in the provision of additional school places, particularly in the primary sector. The additional pressure on primary places was due to rising birth rates and changed migration patterns.

The report summarised the current position for each of the schools listed in terms of building projects, together with indicative costs. The work proposed would allow the Council to continue to meet its requirement to enhance the learning environment in schools and provide sufficient accommodation for increased pupil numbers

RESOLVED: That

- 1) the proposals to be funded from the Basic Need

Strategic Director
- Children and
Enterprise

Capital allocation be approved; and

2) the submission of the projects be approved.

COU61 TREASURY MANAGEMENT 2011/12: MID-YEAR REVIEW (MINUTE ES51 REFERS)

The Executive Board Sub Committee considered a report of the Operational Director, Finance which reviewed activities on the Treasury Management 2011/12 Mid Year Review, in accordance with the Council's Treasury Management Policy Statement.

As a consequence of delays in the capital programme and in particular the Mersey Gateway project, more investments were being held with UK - backed LloydsTSB and the Royal Bank of Scotland. With potential further delays likely, combined with advance borrowing where beneficial, it was recommended to increase the counterparty limits of LloydsTSB and Royal Bank of Scotland.

RESOLVED: That the revised Prudential Indicators and the increase in counterparty limits for Lloyds/TSB and Royal Bank of Scotland be approved.

Operational
Director - Finance

COU62 DETERMINATION OF THE COUNCIL TAX BASE (MINUTE EXB 75 REFERS)

The Executive Board had 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 2012, and calculate and advise the Parish Councils, if requested, of their relevant tax bases.

The Tax Base was the measure used for calculating the council tax and was used by both the billing authority (the Council) and the major precepting authorities (the Cheshire Fire Authority and the Cheshire Police Authority), in the calculation of their council tax requirements. It was arrived at in accordance with a prescribed formula representing the estimated full year number of chargeable dwellings in the Borough expressed in terms of the equivalent of Band "D" dwellings. Taking account of all the relevant information and applying a 99% collection rate, the calculation for 2012/13 gave a tax base figure of 38,200 for

the Borough as a whole.

RESOLVED: That

- 1) the 2012/13 Council Tax Base be set at 38,200 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police Authority, and the Environment Agency be so notified; and
- 2) the Council Tax Base for each of the Parishes be set as follows:

Parish	Tax Base
Hale	729
Halebank	590
Daresbury	146
Moore	345
Preston Brook	347
Sandymoor	985

(N.B. Councillor Peter Lloyd Jones declared a personal interest in the Health Policy and Performance Board minutes, as a Non-Executive Director of Halton and St Helens PCT)

COU63 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 the Council on 19 October 2011:-

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

In receiving the minutes, the following comments/observations were made:

- Councillor Jones' attendance had been omitted from the minutes of the Employment, Learning, Skills and Community Policy and Performance Board meeting of 14 November 2011;
- Councillor E Cargill (Chairman of the Health Policy and Performance Board) updated Members on the meetings that had taken place

Operational
 Director - Finance

on the Cardiovascular Review and thanked them for their work;

- Councillor Osborne (Chairman of the Safer Policy and Performance Board) encouraged all Members to complete the online questionnaire which related to the Community Safety Review referred to in minute SAF27 – Safer Policy and Performance Board 15 November 2011; and
- Councillor McDermott highlighted the tenth anniversary of the establishing of Area Forums, and the importance of safeguarding future budgets. Councillor A Lowe, (Chairman of the Corporate Policy and Performance Board), advised Members that a Working Party would consider future budget implications and would report back to the Board.

COU64 COMMITTEE MINUTES

The Council considered the reports of the work of the following Committees in the period since the meeting of the Council on 19 October 2011:-

Development Control
Appeals Panel
Appointments Committee

In receiving the minutes, the following comments/observations were made:

- Councillor C Loftus requested an update on the response from Ineos Chlor. Councillor Nolan, (Chairman of the Development Control Committee) advised that the company had indicated a response would be received in the New Year, and that it would not be appropriate to take the item back to the Committee without this information.

Meeting ended at 7.00 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 15 December 2011 in The Board Room - Municipal Building, Widnes

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, I. Leivesley, G. Meehan, D. Parr, B. Dodd and R. Barnett

Also in attendance: Councillor J. Bradshaw

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

Action

EXB77 MINUTES

The Minutes of the meeting held on 1 December 2011 were taken as read and signed as a correct record.

(NB: Councillor Nelson declared a personal interest in the following item of business as the Chair of Governors at The Grange School.)

**CHILDREN, YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB78 SANDYMOOR FREE SCHOOL PROPOSAL - KEY
DECISION

The Board received a report of the Strategic Director, Children and Enterprise on the proposed development of a Free School at Sandymoor.

The Board was advised that an application to establish a non-denominational, 11-18 age mixed Secondary School at Sandymoor was submitted to the Department for Education in May 2011. The school would open in 2012 and have a maximum intake of 900 places.

The Secretary of State had approved the application to proceed to the next stage of the process. Statutory consultation would take place from January 2012 for ten weeks, seeking the views of the Local Authority, schools and other stakeholders.

The Board noted that the Secretary of State had the duty to consider the impact of any new school on existing schools in the area. Appendix A, attached to the report provided a summary of the impact the Free School would have on the current provision in Halton. The Free School was likely to have an adverse impact on other Halton schools. The report contained details of the financial implications for Members' consideration.

The Board further considered representations in writing from Councillor John Bradshaw with regard to the matters raised in the report.

Reason(s) for Decision

The report seeks to gain the views of Executive Board to the proposal to establish a Free School on Sandymoor so that a response can be made to the statutory consultation.

Alternative Options Considered and Rejected

Not applicable

Implementation Date

The Free School are looking to open in September 2012.

RESOLVED: That

- 1) the Council respond to the Sandymoor Free School Proposals as set out in the Appendix attached to the report; and
- 2) should the Sandymoor Free School proposals progress, the Council shall sell services to the Free School on a full recovery cost basis.

Strategic Director
- Children and
Enterprise

(NB: Councillor Harris declared a personal interest in the following item of business as a Governor of All Saints Church of England Primary School)

EXB79 UPTON ROCKS- KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise on the reserved school site at Upton Rocks.

The Board was advised that land at Upton Rocks had been reserved for a number of years for the development of a new school, should it have been needed. In Widnes the Published Admission Number was for 736 pupils per year. With the Basic Need capital development at two Widnes schools (Lunts Heath Primary and St Bede's Catholic Infant and Junior), infant capacity would increase to 756 places, once the work had been completed.

Members noted that there was no additional need for a school to be developed in Widnes, as sufficient capacity would be achieved, which included anticipated increases predicted to peak by 2015, and considered the request to release the site for development.

Reason(s) for Decision

The report seeks permission to release the reserved Primary school site to allow further development and improved access.

Alternative Options Considered and Rejected

Consideration was given to retaining the reserved site. However Primary pupil numbers were insufficient to justify any new development.

Implementation Date

The proposed release date was January 2012.

RESOLVED: That the reserved school site at Upton Rocks be released.

Strategic Director
- Children and
Enterprise

EXB80 COMMISSIONING SUPPORT FOR CHESHIRE WEST AND CHESTER

The Board considered a report of the Strategic Director, Children and Enterprise which provided a summary of the commissioning support to be offered to Cheshire West and Chester (CWAC) Commissioning Team.

The Board was advised that CWAC had formally

approached the authority to request dedicated commissioning support for their team. Following discussions between the respective lead officers, two areas of work were proposed. The first was a support package which would focus on areas to assist with the introduction of foundations which would ensure a collective understanding of commissioning.

The second area of work would explore the development of a shared service for commissioning between the two authorities with Halton as the Lead. This approach would strengthen the approach to commissioning and provide efficiencies for both authorities.

The Board noted that there would need to be an estimated 20-30 days of support required, which would generate an income of between £10,000 and £15,000.

RESOLVED: That

- 1) the commissioning support arrangements be approved;
- 2) the proposed charge of £500 per person per day be approved; and
- 3) work can commence on exploring the development of a shared commissioning service across the two authorities.

Strategic Director
- Children and
Enterprise

RESOURCES PORTFOLIO

(N.B. Councillors Wharton, Nelson and T McInerney declared a personal interest in the following item of business as members of the Local Government Pension Scheme)

EXB81 LOCAL GOVERNMENT PENSION SCHEME - POLICY DISCRETIONS AND STATEMENTS

The Board considered a report of the Strategic Director, Policy and Resources, on the Local Government Pension Scheme (LGPS) Policy Discretions and Statements.

The Board was advised that Halton employees (other than teachers), had an option to join the Cheshire Pension Fund, which was part of the LGPS. The scheme allowed for employers to exercise certain discretions and to publish those discretions in an annual scheme. The Council was required to publish an annual statement setting out which

discretions it intended to adopt.

The Board noted that the Policy formed an integral element of the Council's overall approach to the management of its employees, and that it had been negotiated with the Trade Unions.

RESOLVED: That the LGPS Pensions Policy Discretions and Statements, contained in the attached scheme be approved, as in the case of augmentation, further detailed in the Staffing Protocol.

Strategic Director
- Policy &
Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB82 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it 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.

EXB83 ST MICHAEL'S GOLF COURSE, WIDNES- CHANGE TO CAPITAL PROGRAMME - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on amendments to the Capital Programme to ensure completion of Phase 2 of the St Michael's Golf Course remediation programme.

The Board was advised that it was important to complete the Phase 2 works, to reduce the estimated yearly leachate disposal costs and to ensure the site could be restored for future use (yet to be determined).

Reason(s) for Decision

The decision related to a significant investment to conclude the remediation of the former St. Michael's Golf Course. Once the remediation was completed, this would allow the Council to progress with the development of options for the future use of the site.

Alternative Options Considered and Rejected

An alternative would be to continue with the current leachate disposal arrangements. However, this was costing the Council £3,000 per week and was, therefore, unsustainable financially.

Implementation Date

Implementation of the amendment to the capital programme would be 1st March 2012. Completion of the remediation would be July 2012.

RESOLVED: That Council be recommended to amend the Capital Programme accordingly.

Operational
Director - Finance

EXB84 ST MICHAEL'S GOLF COURSE, WIDNES - REMEDIATION (NORTHERN SECTION) AND FUTURE SITE OPTIONS - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise which provided an update on the progress of the remediation of the northern section of St Michael's Golf Course.

The Board noted the options appraisal attached to the report for Phase 3 - reinstatement of the site for public use.

Reason(s) for Decision

The decision related to an opportunity to bring back into use the former St. Michael's Golf Course. Entering into a commercial partnership was the only viable way of achieving this aim.

Alternative Options Considered and Rejected

A detailed options appraisal was contained in section 3.3 of the report.

Implementation Date

Implementation would be determined during the three month period of negotiation outlined in section 3.3.6 of the report.

RESOLVED: That

- 1) progress on the remediation of the site be noted; and
- 2) approval be given to enter into detailed negotiations with the interested party for a 9 hole golf course, driving range and associated facilities.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 20 December 2011

CALL-IN: 4 January 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 4 January 2012.

Meeting ended at 12.10 p.m.

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EXECUTIVE BOARD

*At a meeting of the Executive Board on Thursday, 12 January 2012 in The Board Room
- Municipal Building, Widnes*

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: None

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

EXB85 MINUTES

The Minutes of the meeting held on 15 December 2011 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB86 HALTON SAFEGUARDING CHILDREN BOARD ANNUAL
REPORT

The Board considered a report of the Chair of Halton Safeguarding Children and the Strategic Director, Children and Enterprise, on the Halton Safeguarding Children Board Annual Report 2010/11.

The Board was advised that the Apprenticeships, Skills, Children and Learning Act 2009 set out a statutory requirement for Local Safeguarding Children Boards (LSCBs), to produce and publish an Annual Report on the effectiveness of safeguarding in the local area.

The report highlighted the considerable amount of work undertaken by Halton LSCB and the developments that

Action

had taken place over the past twelve months.

Five priority areas were identified, managed through its Business Plan. The Board noted that these were in line with the core functions of the LSCB and included:

- Maintaining structures to enable the Board to fulfil its statutory duty and respond to local and national change;
- Policies and procedures;
- Development of a safer workforce;
- Scrutiny;
- Communicating and raising awareness;
- Functions relating to child deaths; and
- Serious Case Reviews

RESOLVED: That the Halton Safeguarding Children Board Annual Report 2010/11 be endorsed.

EXB87 STRATEGIC COMMISSIONING STATEMENT FOR 14-19 EDUCATION AND TRAINING- KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the Strategic Commissioning Statement for 14-19 education and training.

The Board was advised that the 14-19 Strategic Commissioning Statement would enable the authority to carry out its statutory duty under the Education Act 1996, to secure sufficient suitable education and training opportunities to meet the reasonable needs of all young people in the area. The Statement provided an overview of provision and needs in the area.

The Board noted that to inform the production of the Statement, and to identify key priorities for 14-19 year olds in Halton, a detailed review had been undertaken and analysed, which resulted in the six priorities detailed in the report. These priorities had been consulted on with partners in specific task groups across the 14-19 partnership, and ratified by the 14-19 Strategic Partnership and the Children's Trust Commissioning Partnership.

Reason(s) for Decision

To ratify the 14-19 Strategic Commissioning Statement to ensure that Halton Borough Council fulfilled its statutory duties under Sections 15ZA and 19A of the Education Act 1996 (as inserted by the ASCL Act 2009).

Alternative Options Considered and Rejected

The 14-19 Strategic Commissioning Statement provided a strategic overview of provision and needs in the area. An alternative option would be not to have produced a 14-19 Strategic Commissioning Statement for the Borough. This was rejected as the Borough would not have had a strategic overview of the provision in order to secure sufficient suitable education and training opportunities to meet the reasonable needs of all young people in their area.

Implementation Date

With immediate effect following the January 2012 Executive Board.

RESOLVED: That the 14-19 Strategic Commissioning Statement 2012-13 be endorsed.

EXB88 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it 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.

EXB89 INFORMATION ADVICE & GUIDANCE SERVICES (CONNEXIONS) UPDATE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which updated Members on the progress on procurement options for securing information, advice and guidance (IAG) services for young people for 2012/13, and the contractual implications between the six Liverpool City Region Authorities and the Greater Merseyside Connexions Partnership Limited (GMCP).

The report contained details of the arrangements to secure service delivery, details of the service specification offered by GMCP and an evaluation of the offer. In addition, the Board received an update on the current position on contractual arrangements with the other five authorities within the Liverpool City Region.

Reason(s) for Decision

Local Authorities' statutory responsibilities had changed.

Alternative Options Considered and Rejected

Consideration was given to continuing with the current service level. This would exceed the budget available, would not represent value for money or reflect the change in Local Authorities' statutory responsibilities.

Implementation Date

The revised IAG and tracking service must be in place by April 2012.

RESOLVED: That

- 1) negotiations to secure a one year agreement with GMCP within each local authorities' available budget be noted;

Strategic Director
- Children and
Enterprise

- 2) the update on the final GMCP position at the end of December 2011, tabled alongside this report be noted;
- 3) notice be served on GMCP on 31st January 2012 if agreement cannot be reached with a majority of authorities;
- 4) the parallel procurement process be continued; and
- 5) responsibility for procuring IAG provision be delegated to the Director of Children's Services (or other designated budget holder) in consultation with the Lead Member for Children's Services.

MINUTES ISSUED: 17 January 2012

CALL-IN: 24 January 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 24 January 2012.

Meeting ended at 2.33 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 26 January 2012 in The Boardroom - Municipal Building, Widnes

Present: Councillors Polhill (Chairman), D. Cargill, Harris, Jones, T. McInerney, Nelson, Stockton, Wharton and Wright

Apologies for Absence: Councillor Swain

Absence declared on Council business: None

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

Also in attendance: None

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

EXB90 MINUTES

The Minutes of the meeting held on 12 January 2012 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB91 TACKLING 'TROUBLED FAMILIES' - INITIAL PLANS

The Board considered a report of the Strategic Director, Children and Enterprise, which outlined Government proposals for tackling troubled families and the Council's initial plans for delivering this new initiative in Halton.

The Board was advised that the Government had made £450 million available in a cross-government drive to turn around the lives of 120,000 troubled families. The money would be made available to local authorities to fund a national network of Troubled Family 'Trouble Shooters' and family intervention projects.

The Board noted that the criteria for defining a family

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as 'troubled', was still under development, but information available so far would suggest such a family would have the following characteristics:

- Not be in work;
- Children not attending school; and
- Children involved in crime and/or anti social behaviour

The 375 families calculated for Halton were based on an analysis from the 2005 Family and Children Survey, using the child welfare index and indicators of multiple deprivation, which were detailed in the report. An analysis would be undertaken to convert this indicative estimate into verified figures of 'real' troubled families in Halton.

It was further noted that this analysis would need to be involve multiple agencies and be informed by Government criteria currently under formulation. Details of the Council's initial response, discussed by the Board, were contained in the report.

RESOLVED: That

- 1) the Government's initiative for troubled families be noted;.
- 2) the Council's initial response to troubled families listed in paragraph 4 of the report be endorsed;
- 3) the Lead Member for Children, Young People and Families be authorised to lead the initiative on behalf of the Council; and
- 4) a further report be brought to the Board, once consultation had been undertaken with key partners on the delivery of the 'Troubled Families' programme, and after the initial analysis of the 375 troubled families calculated by Government as living in Halton.

Strategic Director
- Children and
Enterprise

HEALTH AND ADULTS PORTFOLIO

EXB92 PUBLIC HEALTH RESPONSIBILITIES AND TRANSITION GUIDANCE

The Board considered a report of the Strategic Director, Communities, which updated Members on new guidance published on the future public health

responsibilities of Local Authorities.

The White Paper "Liberating the NHS" outlined Government plans for the health system, and to transfer responsibilities to new organisations from April 2013. A further suite of guidance was published in December 2011, in the form of a series of factsheets, which provided an updated list of services the local authority would commission. In addition, the factsheets provided a significant amount of information on the requirements for health protection and healthcare public health, which were described in the report.

The Board was advised that there had been some changes to the proposed list of commissioning responsibilities, and a list of services transferring to local authorities was attached at Appendix 1. The report also outlined a number of local authority mandated services which included:

- Sexual health services
- Population healthcare advice
- Health check programme
- Health protection plans
- National child measurement programme
- Accountability

It was further noted that the post of the Director of Public Health would become a statutory chief officer, with statutory duties and be the lead officer for, and be consulted on, a range of health issues. In addition, the report also outlined the additional responsibilities of the Directors of Adults and Children's Services respectively.

The Board noted the timetable for action as set out in the report.

RESOLVED: That the report be noted and a transition plan be submitted for approval by the Executive Board in March 2012.

Strategic Director
- Communities

EXB93 NHS SUPPORT FOR SOCIAL CARE

The Board considered a report of the Strategic Director, Communities, on recent announcements on the NHS Support for Social Care.

The report updated the Board on changes to funding announced for 2011/12 and 2012/13 for Post Discharge Services and Enablement and Specific PCT Allocations for

Social Care. The current position was that the Department for Health (DfH) had indicated that funding for the Specific Allocations for Social Care would be extended to 2013/14. It was noted that the two year programme to 2012/13 would require review in the light of this announcement, and the proposed revised funding allocation was attached at Appendix 2 to the report.

It was further noted that the DfH had announced one further one-off allocation of funding for the PCTs, for immediate transfer to Local Authorities for investment in social care services which also benefit the health system. This was in recognition that during the winter period, health services, and in particular hospitals, experienced significant pressure. The allocation for Halton was £397,000 and would enable local services to discharge patients from hospital more quickly and provide effective ongoing support for people in their own homes. Details of the proposed allocation were attached at Appendix 1 to the report.

RESOLVED: That

- 1) the report be noted;
- 2) the Communities Directorate be authorised to continue with the agreement with NHS Halton and St Helens on behalf of Halton Borough Council; and
- 3) the revised funding allocation detailed in Appendices 1 and 2 be approved.

Strategic Director
- Communities

ECONOMIC DEVELOPMENT PORTFOLIO

EXB94 PROGRESS REPORT ON APPRENTICESHIPS IN THE BOROUGH

The Board received a report of the Strategic Director, Children and Enterprise, providing an update on apprenticeships in Halton.

It was noted that within Halton there were 98 different apprenticeship providers, supporting Halton residents with their Apprenticeship Frameworks. The creation of new or additional apprenticeships in the Borough had previously been supported financially by the Working Neighbourhoods Fund (WNF) which had been abolished. An Apprenticeship Business Grant was available to support employers in recruiting a new or additional apprentice, and as part of the Government's plan for growth, a number of new initiatives

were announced at the end of 2011, as detailed in the report.

The Board was advised that apprenticeships had long term benefits for the Council as an employer, in engendering a talented and able workforce. The report set out some suggestions for how the Council could lead and assist the local economy on the apprenticeships agenda. With this in mind, it was proposed that the Council should support the apprenticeships scheme and incorporate the aims, objectives, target numbers, monitoring and reviewing of the scheme into its forthcoming Corporate People Plan.

RESOLVED: That

- 1) the recommendations for apprenticeships outlined in the report be noted;
- 2) the recommendations be incorporated into the Council's Corporate People Plan; and
- 3) the Board receive updates on apprenticeships on a six monthly basis.

Strategic Director
- Children and
Enterprise

RESOURCES PORTFOLIO

EXB95 RISK MANAGEMENT - KEY DECISION

The Board considered a report of the Strategic Director, Policy and Resources on the Risk Management Policy (the Policy) and Strategic Risk Register (the Register) for 2012.

The Board was advised that the purpose of the Policy and the Register was to ensure that the Council maximised its opportunities whilst minimising and controlling risks in delivering its priorities. The Policy described the framework the Council operated under Risk Management, which was linked to its performance management arrangements.

The Policy and the Register, attached to the report, had been reviewed and updated, with the process simplified in accordance with the Corporate Risk Management Policy, without losing any of the benefits of the old processes. The risks had been grouped in order of priority of risks under eight headings listed in the report. It was noted that briefings had taken place with Directorate Senior Management Teams, as part of the review process.

RESOLVED: That

- 1) the Policy and Register be approved; and
- 2) the Business Efficiency Board be asked to review the adequacy of arrangements for identifying and managing business risks, in accordance with the Council's Constitution.

Strategic Director
- Policy &
Resources

MINUTES ISSUED: 27 January 2012

CALL-IN: 3 February 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 3 February 2012.

Meeting ended at 2.45 p.m.

EXECUTIVE BOARD SUB COMMITTEE

*At a meeting of the Executive Board Sub Committee on Thursday, 15 December 2011
in The Board Room - Municipal Building, Widnes*

Present: Councillors Wharton (Chairman) and Nelson

Apologies for Absence: Councillor Harris

Absence declared on Council business: None

Officers present: G. Ferguson, G. Meehan, A. McNamara and R. Barnett

Also in attendance: None

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

	<i>Action</i>
ES63 MINUTES	
<p>The Minutes of the meeting held on 1st December 2011 were taken as read and signed as a correct record.</p>	
<p>CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO</p>	
ES64 FOSTER CARE ALLOWANCES 2012-13	
<p>The Sub-Committee considered a report of the Strategic Director, Children and Enterprise which sought agreement to the proposed revised level of allowances to be paid to Foster Carers in 2012–13.</p> <p>As part of the department's Placement Strategy for Children in Care, the level of allowance paid to Halton Foster Carers was increased in September 2010. This was done for a number of reasons, but was ultimately aimed at increasing the number of Foster Carers available within the Borough and supporting their retention. Improved finance was just one component of the investment in the service which also included an improved range of support to carers, more training opportunities and improved engagement in service developments.</p>	

It was noted that whilst the number of carers remained a challenge, the quality of the pool of carers available was now better than in previous years and was better able to meet the needs of our children. It therefore remained important that the allowances paid to carers were appropriate, competitive and attractive. In addition, it was important that the allowances paid to carers were increased to reflect actual costs incurred by them and it was therefore proposed that all allowances were increased by 4% (rounded down to the nearest pound).

Members were advised that the proposal to raise allowances by 4% would cost approximately £64,541. However, the failure to recruit and retain carers may result in the purchase of expensive Independent Fostering Agencies placements, where just one placement would cost on average £44,000.

RESOLVED: That the recommended level of increase in allowances is agreed.

Strategic Director
Children and
Enterprise

HEALTH AND ADULTS PORTFOLIO

ES65 PROCUREMENT OF CARE AND SUPPORT SERVICES FOR EXTRA CARE HOUSING

The Sub-Committee was advised that tenders were to be invited for the provision of day time care and support services in three Extra Care housing schemes. The estimated value of the tender would be in excess of £1m. The two new Extra Care housing schemes which were being developed were as follows:-

47 units by Halton Housing Trust at Liverpool Road in Ditton – should be ready in Summer 2012;

90 units by Cosmopolitan Housing Association at the Boardwalk, West Bank – should be ready early 2014.

Additionally, there was an existing Riverside Scheme of 40 units at Dorset Gardens in Palacefields where day time care and support services currently provided by the Council would also need to be tendered. Members were advised that there would be TUPE implications for some of the staff working at Dorset Gardens.

It was proposed that one provider would be sought to provide services across the three sites in order to secure maximum efficiency and economies of scale and a contract

period of five years was to be offered. The estimated value of the contract over the five years was £3.8m.

It was noted that tender submissions would be evaluated on both price and quality using a 70% price and 30% quality ratio.

RESOLVED: That the Board note that a procurement process was to be undertaken for the services set out in the report.

ES66 SUBSTANCE MISUSE SERVICES

The Sub Committee had previously resolved to authorise the Operational Director Commissioning to enter into a contract with Crime Reduction Initiatives, who through an open tender process had been assessed as being the most economically advantageous and effective organisation to deliver the new substance misuse service. The Committee also resolved that in the light of exceptional circumstances procurement Standing Orders be waived, and the Operational Director, Commissioning be authorised to extend the following contracts direct and without competition for the current providers; ARCH Initiatives, Addaction and 5 Boroughs NHS Foundation Trust, in order to ensure continuous care and support to those currently in receipt of drug treatment. Contracts were extended up to December 31st 2011.

Following the award of the new contract to Crime Reduction Initiatives, clarification on a number of issues relating to the contractual process and the transfers of service had meant that the process had taken longer to conclude. In order to ensure that the transfer to the new substance misuse service was both clinically safe and complied with TUPE regulations, authority was sought for the Strategic Director Communities, in conjunction with the portfolio holder for Safer Halton, to extend the contracts of 5 Boroughs Partnership NHS Foundation Trust, Addaction & Arch Initiatives on a month by month basis until 31st March 2012.

In addition, it was noted that the substance misuse service were currently delivered from Ashley House in Widnes. The property was leased by 5 Boroughs Partnership NHS Foundation Trust from a private landlord and had been subject to considerable investment by the Commissioners over the preceding years. The Asset Management Group had supported a proposal whereby the lease for Ashley House was transferred to the Council from

5 Boroughs Partnership NHS Foundation Trust, at the conclusion of their contract. Under the proposed new arrangements, the Council would sub-lease Ashley House to the new incoming substance misuse service provider, Crime Reduction Initiatives, until March 2015, thereby ensuring a seamless continuity of service.

It was noted that if the lease was extended beyond its current term of March 2015, there would be a requirement to reinstate the premises to its previous function. The estimated cost of this based on a desk top exercise was £152,000. Contingency arrangements had been made for this sum in the current budget.

RESOLVED: That

(1) in the light of exceptional circumstances set out in the report for the purpose of Standing Orders 1.8.2b, Procurement Standing Orders 2.0.1 and 2.1 to 2.6 be waived, and the Strategic Director Communities be authorised to extend the following contracts direct and without competition for the current providers; ARCH Initiatives, Addaction and 5 Boroughs Partnership NHS Foundation Trust, in order to ensure continuous care and support to those currently in receipt of drug and alcohol treatment;

(2) the contract extensions authorised in (1) be, on a month by month basis, over the period commencing 1st January 2012 and extending to 31st March 2012;

(3) the Strategic Director Communities, in consultation with the Portfolio Holder for Community Safety, be authorised to take such action as was necessary, to effect a smooth transition to the new substance misuse service; and

(4) the recommendation of the Asset Management Group be endorsed and the assignment of the lease from the 5 Boroughs Partnership NHS Foundation Trust for Ashley House until March 2015 be approved.

Strategic Director
Communities

MINUTES ISSUED: 16th December 2011

CALL IN: 23rd December 2011

**Any matter decided by the Executive Board Sub Committee may
be called in no later than 23rd December 2011**

Meeting ended at 10.25 a.m.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 12 January 2012 in The Board Room - Municipal Building, Widnes

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, G. Ferguson, A. McNamara, G. Hazlehurst, S. Clough, E. Taylor and S. Murtagh

Also in attendance: None

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

Action

ES67 MINUTES

The Minutes of the meeting held on 15th December 2011 were taken as read and signed as a correct record.

TRANSPORTATION PORTFOLIO

ES68 TENDER FOR THE PROVISION OF COMMERCIAL VEHICLE AND PLANT SPARES AND COMPONENTS

The Sub-Committee considered a report on the process for the tender for the provision of Commercial Vehicle and Plants Components Contract. The existing contract would end on 31st March 2012. It was proposed that the new contract would be for a three year period with the potential for up to a two year extension subject to satisfactory performance and pricing agreement. It was noted that the contract would be awarded to the most economically advantageous tender through assessment of weighted scoring as follows:-

Overall price (40%), Quality (25%), Sustainability (10%) and (for shortlisted companies only) Supplier Presentation and Panel Questions (25%).

It was anticipated that based on previous expenditure the annual value of the contract in total was likely to be in the region of £335,000 therefore making the value of a five year contract (including potential extensions) in the order of £1,675,000.

It was noted that the tender had been advertised via "The Chest" e-procurement vehicle and had been subject to publication in the OJEU. However, due to the specialist nature of the service, and particularly the diversity of the components and spares to be provided, the pre-qualification stage of the tender had only identified three tenderers as demonstrating the necessary competence and financial stability to tender. Despite the lower than expected number of tenderers, officers were confident that there were sufficient tenderers to generate the necessary level of competition to ensure the Council would receive competitive offers.

Members noted that in accordance with Standing Orders, as there were less than five tenders to be submitted a report would be submitted to a future meeting of the Board to approve the successful tenderer.

RESOLVED: That Members note that a procurement process will be entered into with the purpose of securing the supply and management of Commercial Vehicle and Plant Spares and Components for use in the maintenance and repair to the Council's operational vehicle fleet, plant and equipment.

CHILDREN, YOUNG PEOPLE AND FAMILIES PORTFOLIO

ES69 PURCHASE OF U-EXPLORE SOFTWARE LICENCES FOR RE-SALE TO SCHOOLS AND PROVIDERS

The Sub-Committee considered a report which sought approval for the purchase of U-Explore software licences for re-sale to Schools and providers. U-Explore was a unique innovative, on-line teaching and learning resource that was accessible 24/7 by learners, teachers and parents. It would support schools to deliver their new duty to secure access to independent and impartial careers guidance for pupils in years 9 to 11. The duty would come into effect from September 2012, however, it was proposed that U-Explore would be implemented from January 2012 to support the transition following the end of the current Connexions contract on 31st March 2012.

It was noted that the software was web-based and was therefore accessible from anywhere by learners of all abilities. In addition, U-Explore was exceptional in that Council would own all the search details and management information and would be able to analyse the jobs and sector areas of interest of young people. This would inform the direction of careers guidance and the planning and commissioning of educational services in the future.

Members were advised that the local authorities within the Liverpool City Region were working in partnership with a collective proposal to implement U-Explore across the City Region. This had already brought economies of scale to the price of an annual U-Explore licence which had reduced from £1800 to £1000 and which would, in this first year, be sold onto schools in Halton for £1200.

It was proposed that the Council purchase a Halton Commercial Licence for U-Explore. This would provide the opportunity to explore further the potential of U-Explore as an income generator. Gaining the commercial licence would ensure that any provider wanting to use U-Explore in the Borough would have to purchase the system through the Council bringing with it the prospect of a future income stream.

RESOLVED: That

1. the Operational Director for Children, Organisation and Provision be authorised to award the contract for 10 U-Explore software licences to the contractor U-Explore Limited for the sum of £11,000; and
2. in light of the exceptional circumstances namely there being only one possible supplier of the service and in accordance with Procurement SO 1.8.2 Standing Orders 3.1 – 3.7 and 3.9 be waived on this occasion. In view of U-Explore being the only supplier of the service and agreement within the Liverpool City Region to collectively implement this software package which will support schools in delivering their new Careers Education, Information Advice and Guidance responsibilities under the duties of the Education Act 2011.

Strategic Director
Children and
Enterprise

HEALTH AND ADULTS PORTFOLIO

ES70 FLOATING SUPPORT SERVICES TENDER

The Sub-Committee considered a report which outlined all the necessary steps carried out in relation to the

open tendering and commissioning of floating support services. The Floating Support tender opportunity was advertised via Halton's e-procurement system, Due North (The Chest) on 19th October with a close date of 11th November 2011. Tenders were accepted for individual or multiple lots, and providers were invited to give details of any discounts they would offer if successful in winning more than one lot. It was noted that tender documentation was assessed based on 60% price and 40% quality. Six organisations were invited to the presentation stage and one provider organisation declined to attend.

The tender was initially divided into four lots and it was noted that Plus Dane scored highest for Lots 1, 3 and 4. Although they were not the lowest priced for lots 3 and 4, they were offering the most economically advantageous tender as they were able to support more service users for each service. In respect of Lot 2, it was proposed to award the contract to Plus Dane as they had offered a discount if they were successful in winning multiple lots, therefore reducing the tender price.

RESOLVED: That in accordance with Standing Order 2.11b, the Operational Director Commissioning and Complex Care be authorised to enter into a contract with Plus Dane, who through an open tender process had been assessed as being the most economically advantageous and effective organisation to deliver floating support services. The contract would be awarded for a period of one year with the option to extend for 1 year plus one year.

Strategic Director
Communities

ES71 DOMESTIC ABUSE SERVICE TENDER

The Sub-Committee was advised on the outcome of the tender process carried out to secure provision of a domestic abuse service in Halton.

The tender opportunity was advertised via Halton's e-procurement system, Due North (The Chest) on 17th October 2011, with a closing date of 10th November 2011. It was noted that 33 organisations registered an interest on line for the tender opportunity but only two submissions were received. Of the two submissions received only one organisation submitted a tender and one organisation declined to tender. The completed tender was received from the existing support provider, Halton and District Women's Aid. It was agreed to terminate the tender process due to lack of competition. A number of actions were agreed to be completed prior to the re-tender of this service and included:-

- benchmarking of costs to ensure a competitive indicative budget has been set for the service;
- options paper to be prepared to identify alternative funding which may be secured from partner agencies;
- consideration to be given to alternative service delivery models, and proposals for the development and implementation within Halton, including cost implications; and
- feedback to be obtained from the organisations who registered an interest but did not tender.

In order to align the existing Refuge Accommodation service with the Domestic Abuse Support Service, a further extension was sought to ensure continuity of service provision and to give the opportunity to explore alternative models of service delivery prior to commencement of a further procurement exercise.

It was proposed to extend the existing service arrangements until 31st March 2013 to enable service commissioners to review service delivery and give consideration to alternative methods of service delivery. It was also proposed that the contract be offered at the reduced contract price proposed within the recent tender.

RESOLVED: That

- 1) in the exceptional circumstances set out in the report (namely the termination of the Domestic Abuse Tender) for the purposes of Procurement Standing Order 1.8.2, procurement Standing Orders 3.1 – 3.7 be waived on this occasion because compliance with these Standing Orders was not practicable following the termination of the tender process due to lack of competition. It was requested the existing Supporting People contract be extended to March 2013 subject to variation as agreed by the Operational Director Commissioning and Complex Care at an estimated price of £231,542; and
- 2) the Strategic Director, Communities, in conjunction with the Portfolio Holder for Health and Adults be authorised to take such action as necessary to implement the above recommendation.

Strategic Director
Communities

ES72 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it 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

ES73 SHORT BREAKS FOR DISABLED PEOPLE, YOUNG PEOPLE AND THEIR FAMILIES

The Sub-Committee considered a report which outlined the tendering process undertaken regarding contracts for short breaks for disabled children, young people and their families. The short breaks tender was split into three stages which were pre-qualification questionnaire, invitation to tender, followed by presentations and questioning. In addition to these three stages, consultation involving children, young people and families was gathered

from the Powerful Voices Conference and at a recent Young People's Direct consultation led by Halton Speak Out. This information influenced some of the basis of the quality questions as well as the presentation subject and the further questioning.

It was noted that the tender for the short breaks service was split into four lots and the outcome of the full tendering process detailing the four individual contracts awarded was outlined in the report.

RESOLVED: That the report be noted.

MINUTES ISSUED: 18th January 2012

CALL IN: 25th January 2012

Any matter decided by the Executive Board Sub Committee may be called in no later than 25th January 2012

Meeting ended at 10.32 a.m.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 26 January 2012 in The Boardroom - Municipal Building, Widnes

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, D. Cunliffe, A. McNamara and S. Rimmer

Also in attendance: None

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

Action

ES74 MINUTES

The Minutes of the meeting held on 12th January 2012 were taken as read and signed as a correct record.

RESOURCES PORTFOLIO

ES75 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Sub-Committee received a report of the Strategic Director, Policy and Resources which sought Members' consideration of an application for discretionary rate relief, under the provisions of the Local Government Finance Act 1988.

The Sub-Committee was advised that under the provisions of Section 47 of the Local Government Finance Act 1988, the Authority was allowed to grant discretionary rate relief to organisations that were either a Charity or a non-profit making organisation. This relief may also be awarded to community amateur sport clubs. A summary of the applications was outlined within the report and a list of the associated figures was included.

RESOLVED: That

(1) under the provisions of Section 47, Local Government Finance Act 1988, discretionary rate relief be granted to the following organisations at the percentage indicated, for the period from 1st April 2011 or the commencement of liability, whichever was the later, to 31st March 2013:

Age Concern Mid Mersey	20%
Four Estates Limited	20%
Halton Credit Union Limited	100%
Halton Haven Hospice	20%
Halton Speak Out	20%
RSPCA, Warrington, Halton and St. Helens Branch	20%

(2) in respect of the following organisations, it was also recommended that they should be granted discretionary rate relief for the backdated element of the charge from 1st April 2010 of the commencement or liability, whichever is the later:

Four Estates Limited	20%
Halton Credit Union Limited	100%

TRANSPORTATION PORTFOLIO

ES76 ENHANCEMENT OF VARIABLE MESSAGE SIGNS

The Sub-Committee considered a report which sought approval to award a contract for the supply, installation and commissioning of three Variable Message Signs to enhance the existing system. It was proposed to install additional signs at the following locations:

- A561 Speke Boulevard (outside former Metal Box Factory) (Liverpool City Council have agreed to a sign at this location);
- A5300 Knowsley Expressway (subject to identifying a suitable power supply) (Knowsley Council have agreed to a sign at this location); and
- B5419 Kingsway, Widnes (near Simms Cross School)

It was reported that the cost of purchasing the three signs was £47,501. Whilst the provision of electricity supplies and traffic management for the installation of the signs was in the region of £3,000.

RESOLVED: That

(1) Procurement Standing Orders 4.1 to 4.3 be waived to obtain equipment that uses the same communication systems as our existing signs to ensure compatibility; and

(2) the quotation from Siemens Traffic Controls for the supply, installation and commissioning of 3 Variable Message Signs for £47,501.00, be accepted.

Strategic Director
Policy and
Resources

ES77 OBJECTIONS TO PROPOSED TRAFFIC REGULATION ORDERS, WESTON POINT, RUNCORN

The Sub-Committee was advised that a previous meeting of the Environment and Urban Renewal Policy and Performance Board on 15th June 2011 considered a petition concerning heavy industrial traffic on South Parade, Weston Point, Runcorn. A number of recommendations were approved that included:

- proposals to review existing direction signs and re-signed routes to industrial sites;
- to introduce a time limited weight restriction on South Parade and Sandy Lane; and
- the review of existing waiting restrictions in the area.

Members were advised that despite revised signing in the area and the best efforts of local businesses to direct their traffic away from South Parade, complaints continued from residents relating to heavy industrial traffic using South Parade. In order to address this issue and in an attempt to respond to the concerns of residents and local Councillors, proposed Traffic Regulation Orders were advertised to:

- impose prescribed movements on vehicles exiting private entrances on Picow Farm Road (between the Weston Point Expressway and Sandy Lane);
- to impose an overnight 7.5 tonne vehicle weight restriction on the full adopted length of South Parade, parts of Sandy Lane and Lydiate Lane and other adjacent roads; and
- to amend existing waiting restrictions on various roads.

The full details of these Traffic Regulation Order proposals, together with the objections received from

Councillor Hodgkinson, Ineos Enterprises, Ineos ChlorVinyls and a 28 name petition were set out in detail in the report.

Following consideration of the objections/suggestions received it was proposed that the Traffic Regulation Orders should proceed, although a deferment of the Prescribed Route Order was recommended.

RESOLVED: That

- (1) notice be given of the Council's intention to create those vehicle weight restriction and waiting restriction Traffic Regulation Orders as set out in the report;
- (2) the prescribed Movement Order not be implemented at this stage, subject to the agreement of the adjacent properties to amend their exit to prevent HGVs from making the advertised prohibited movements; and
- (3) objectors be notified accordingly.

Strategic Director
Policy and
Resources

ES78 PROCUREMENT OF HIGHWAY IMPROVEMENT AND MAINTENANCE CONTRACT

The Sub-Committee received a report of the Strategic Director, Policy and Resources which provided information on proposals to enter into a Contract the value of which was likely to exceed £1,000,000. It was noted that works associated with improvement and maintenance of the highway network were currently delivered through two separate term contracts with Lambros (Paving Contractors) Limited and Amey LG Limited respectively.

The Highway Improvement Term Contract with Lambros was due to conclude in July 2012 and the Highway Maintenance Term Contract with Amey was due to end on the 31st March 2013. The Highway Development and the Bridge and Highway Maintenance Divisions had identified that the two existing contracts shared a number of common features and there was potential to procure a combined contract which could, through economies of scale, increase value for money in works delivery. It had also been recognised that the opportunity to engage current forms of contracts and to rationalise works ordering and payment processes would enhance efficiency and increase the ability to drive down costs.

Based upon current capital and revenue budgets, the

value of works delivered through a new combined contract would be in the order of £3.5m per year. However, it had to be recognised that future reductions in capital grant and requirements to identify savings from revenue budgets would have implications. In conjunction with the Procurement Centre of Excellence, opportunities for collaborative procurement with neighbouring authorities, either using a contract already in place or by involving partner authorities in the drafting, tender and evaluation and administration of a potential shared/cross boundary contract would continue to be investigated.

RESOLVED: That the intention to procure a contract for delivery of works associated with improving and maintaining the highway network in Halton be noted.

ES79 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it 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.

HEALTH AND ADULTS PORTFOLIO

ES80 EXTENSION OF CONTRACTS TO PROVIDE HOUSING SUPPORT IN ACCOMMODATION BASED SERVICES

The Sub-Committee considered a report which sought approval to extend three existing Housing Support Contracts for Belvedere, Halton Goals and Orchard House Hostels. The existing contractual arrangements were due to expire at the end of March 2012. It was noted that an open tender process had been carried out and subsequently one bid was received for each of the services. For this reason it had been decided to review the best way forward to secure better prices and increase competition, which may include re-tendering and/or reconfiguring service provision. Therefore an extension of each contract on existing terms and conditions up to 31st October 2012 was requested.

RESOLVED: That

(1) in the light of the circumstances set out in the report, for the purpose of Standing Order 1.8.2B, Procurement Standing Orders 2.0.1 and 2.1.-2.6 be waived, and the Operational Director, Commissioning and Complex Care be authorised to extend the contracts direct and without competition for the services provided by CIC at those premises; and

(2) the contract extensions be for a period of 1st April 2012 to 31st October 2012.

Strategic Director
Communities

MINUTES ISSUED: 27th January 2012

CALL IN: 3rd February 2012

Any matter decided by the Executive Board Sub Committee may be called in no later than 3rd February 2012

Meeting ended at 10.37 a.m.

MERSEY GATEWAY EXECUTIVE BOARD

At a meeting of the Mersey Gateway Executive Board on Thursday, 26 January 2012 in the Boardroom - Municipal Building, Widnes

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, S. Nicholson, M. Noone and A. Jones

Also in Attendance: (Observers) Councillors Browne, Jones, McDermott and T McInerney

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

Action

MGEB12 MINUTES

The Minutes of the meeting held on 17 November 2011 were taken as read and signed as a correct record.

MGEB13 GOVERNANCE AND FINANCIAL APPROVALS

The Board considered a report of the Chief Executive which outlined recent actions that had been taken by the Mersey Gateway Team in conjunction with senior officers in respect of financial and governance arrangements. The actions and procedure set out in the report had been exercised in accordance with the governance arrangements agreed with the Members, whereby certain authority had been delegated to the Chief Executive in consultation with the Leader.

The Board was advised that Appendix One to the report gave details of the approval process for Mersey Gateway advance works.

RESOLVED: That

- 1) the approval procedure for Advance Works as outlined at Appendix One to the report be approved;

- 2) the Chief Executive's use of the Emergency Procedures in waiving of Standing Orders Part 4 (1.8.1 Forms of Tendering) in respect of the use of a Marine Site Investigation tender be noted;
- 3) the appointment of Rock Infrastructure Ltd to provide commercial advice to the team and the waiver to Standing Orders paragraph 1.8.2.c be noted;
- 4) the Chief Executive's action to award the contract for Private Sector Adviser – Finance and Commercial – to the contractor Daniel Hennessey on terms to be agreed, taken within his delegated powers, and that in light of the exceptional circumstances (namely need to independent external advice clear of conflict of interest with any potential bidder and in accordance with Procurement SO 1.8.2.c) the competition requirements of Standing Orders Part 4 be waived on this occasion in view of Propriety and Security, be noted; and
- 5) the Chief Executive's action to award the contract for Private Sector Adviser – Infrastructure and Technical – to the contractor Rod Holmes on terms to be agreed, taken within his delegated powers, and that in light of the exceptional circumstances (namely need to independent external advice clear of conflict of interest with any potential bidder and in accordance with Procurement SO 1.8.2.c) the competition requirements of Standing Orders Part 4 be waived on this occasion in view of Propriety and Security, be noted.

MGEB14 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 disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

MGEB15 MERSEY GATEWAY BRIDGE - THE MARKET RESPONSE TO THE PREQUALIFICATION INVITATION

The Board considered a report of the Chief Executive which advised Members that procurement had commenced with the prequalification process aimed at selecting three bidding groups that had provided evidence to demonstrate that they were the most suitably qualified candidates to compete for the Mersey Gateway Bridge contract. The private sector had been invited to express an interest in the project by a Contract Notice which appeared in the Official Journal of the European Community on 24 October 2011. Interested parties were required to forward their submissions in the form of a completed Prequalification Questionnaire, to be returned to the Council by noon on 14 December 2011. The report provided an initial account of the organisations that had sought to prequalify and explained the evaluation process.

RESOLVED: That

- 1) the level of market interest confirmed in the response to the prequalification invitation being above expectations be noted; and
- 2) the evaluation of the prequalification submissions taking place be noted.

MINUTES ISSUED: 27 January 2011

CALL-IN: 3 February 2011

Any matter decided by the Mersey Gateway Executive Board may be called in no later than 5.00pm on 3 February 2011.

Meeting ended at 4.15 p.m.

3MG EXECUTIVE SUB BOARD

At a meeting of the 3MG Executive Sub Board on Thursday, 12 January 2012 in the The Board Room - Municipal Building, Widnes

Present: Councillors T. McInerney (Chairman), Nelson and Stockton

Apologies for Absence: None

Absence declared on Council business: None

Officers present: L. Derbyshire, B. Dodd, J. Hayes, S. McDonald, M. Reaney and W Rourke

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

Action

ESB4 MINUTES

The Minutes of the meeting held on 30 June 2011 were taken as a correct record and signed.

ESB5 REGIONAL GROWTH FUND (RGF) GRANT

The Board considered a report which sought authority to draw down the first instalment of grant funding following a legal agreement with the Government's Business, Innovation and Skills (BIS) Office for £9m Regional Growth Fund (RGF) grant.

The Board was advised that the Executive Board on 9 December 2004 (EXB162) adopted the Ditton Strategic Rail Freight Park Masterplan, now known as 3MG (the Mersey Multimodal Gateway). The Business Innovation and Skills office had offered a Regional Growth Fund allocation of £4.5m towards the remediation works to be carried out by the Stobart Group and £4.5m towards the provision of additional rail sidings to serve HBC Field and the wider 3MG area.

The Board was further advised that the Council had adopted the 3MG Masterplan in December 2004. The 3MG programme had been included in the Council's Corporate Plan, the Halton Partnership and Halton Borough Council

Urban Renewal Strategy and Action Plan, and supported the Council's Urban Renewal corporate priority. In addition, it was reported that the Regional Growth Fund grant funding was essential to facilitate the delivery of 3MG.

Furthermore, it was reported that the Business Innovation and Skills Office had offered £9m Regional Growth Funding to progress 3MG. These funds were offered on condition that the Council entered into an agreement.

The funding offer, however, placed the balance of risk with the Accountable Body, in this case Halton Borough Council (HBC). Although some of the risks had been negotiated away, the most prominent risks for the Council remained as follows:-

- The Council must comply fully with the offer letter which included external verification of the claims;
- There was a specific clawback provision which would require the council to repay grant if the job target was not met. However, in turn, Halton would also enter into a clawback agreement with The Stobart Group to underwrite and share the risk in the event that the jobs or investments did not materialise or was reduced; and
- The responsibility for State Aid compliance rested with HBC. For this reason Halton would take advice regarding the potential implications of European Commission rules and regulations and implement appropriate procedures to monitor the project as it developed.

In conclusion, it was reported that these risks were similar to those previously accepted by Members in connection with other projects such as the Widnes Waterfront.

RESOLVED: That

- (1) Authority be given to the Operational Director for Economy, Enterprise & Property to negotiate funding drawdown arrangements with the Office for Business, Innovation and Skills to make the first claim from a £9m grant to undertake land remediation of 100 acres of brown field land; and provide rail infrastructure to open up HBC Field in order to prepare the 3MG site for private sector occupation and

Operational Director – Economy, Enterprise & Property

development; and

- (2) The Council enters into a clawback arrangement with the Stobart Group to share the risk.

ESB6 MARSH BROOK

The Board considered a report which sought authority to enter into a contract with the Stobart Group in respect of the future flood risk management of Marsh Brook.

The Board was advised that the Council had been working in partnership with the Stobart Group since 2007 in order to bring forward development of 200 acres of brownfield land within Stobart's ownership. The development of this land was an integral part of the 3MG Masterplan and the aspiration to create up to 5000 new jobs at 3MG.

The Board was further advised that site development, comprising of a 528,000 sq ft distribution warehouse had been undertaken during 2009. Site preparation works had included the improvement of Marsh Brook, the realignment of the channel and the construction of a new outfall culvert to the River Mersey. The existing culvert, which was sited on land occupied by the Trans Pennine Trail and owned by the Council, had become blocked and as riparian owner, the Council had been responsible for its maintenance. However, to enable the Development to proceed, the culvert construction work had been planned to be undertaken and paid for by the Stobart Group.

It was reported that during the infrastructure design stage, the Stobart Group and their Consultants had liaised on their proposals to improve Marsh Brook with the Environment Agency (EA), who were the Regulatory Authority for such matters. However, due to the demanding time constraints in delivering the development, work had commenced prior to receiving formal Land Drainage Act Consent from the EA. Furthermore, unforeseen issues and difficult site conditions during construction necessitated amendments to the proposals that were originally submitted to the EA.

Furthermore, it was reported that in order to keep to the development programme, the Marsh Brook improvement works had been completed without EA Consent. These works subsequently proved to be not acceptable to the EA in terms of obstructing flow and maintaining a natural gradient

along the Brook.

As a consequence in March 2010 the EA served notice on Westlink Holdings (the registered land owners who were a subsidiary of the Stobart Group) to rectify the unconsented works. Unfortunately, matters had not been resolved and there was an ongoing legal dispute between the two parties.

In addition, it was reported that the Council had liaised with both parties, who were seeking to reach agreement, in an attempt to find an acceptable and amicable solution. The EA had indicated that they would be prepared to accept the current arrangement of Marsh Brook and would not proceed with their prosecution if an approved maintenance plan for Marsh Brook was put in place for a period of 30 years and the Council agreed to underwrite the flood management responsibility, which it would have a statutory obligation for from April 2012. Therefore, it was reported that the EA had agreed to cease the legal challenge.

It was reported that the Council guarantee would only be activated following default by Westlink and the Stobart Group, or their successors in title in respect of the flood risk management aspect of Marsh Brook. This agreement would be for 30 years and the Council would be paid in advance the estimated maintenance costs of £164,000. This money would be held by the Council on a reducing scale for the 30 years and a proportion of it would be refunded annually to the Stobart Group for every year the Council had not had to intervene and undertake the maintenance.

In conclusion, it was reported that it was imperative that the next phase of Stobart Park commenced at the earliest opportunity as job creation was key to the ongoing success of 3MG and resolving this existing dispute would pave the way for the next phase of the development.

RESOLVED: That Authority be given to the Operational Director for Legal & Democratic Services to enter into a legally binding contract with the Stobart Group and other interested parties in respect of future flood risk management of Marsh Brook.

Operational
Director – Legal &
Democratic
Services

MINUTES ISSUED: 12 JANUARY 2012

CALL IN: 19 JANUARY 2012

Any matter decided by the 3MG Executive Board may be called in no later than 19 January 2012

Meeting ended at 3.10 p.m.

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**CHILDREN, YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE
BOARD**

At a meeting of the Children, Young People and Families Policy and Performance Board on Thursday, 5 January 2012 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), M. Bradshaw, A. Cole, Fraser, Fry, Hodge, K. Loftus, J. Lowe, N. Plumpton Walsh and L. Lawler

Apologies for Absence: Councillors Horabin and P. Lloyd Jones

Absence declared on Council business: None

Officers present: G. Bennett, H. Coen, M. Grady, A. McIntyre, N. Mannion, G. Meehan, N. Moorhouse, S. Nyakatawa and M. Simpson

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

Action

CYP36 MINUTES

The Minutes of the meeting held on 31st October 2011 were taken as read and signed as a correct record.

CYP37 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

CYP38 EXECUTIVE BOARD MINUTES

The Board received a report which contained the minutes relating to the Children, Young People and Families portfolio which had been considered by Executive Board and Executive Board Sub-Committee since the last meeting of the PPB.

In relation to EXB69 Members discussed Traded Services and noted that there were problems with the web site and were informed that this was just during the early stage and did not prevent schools from accessing services they required. It was further noted that an update on Traded

Services and Shared Services would be brought to a future meeting.

RESOLVED: That

- 1) the minutes be noted; and
- 2) an update report on Traded Services and Shared Services be brought to a future meeting.

Strategic Director
- Children and
Enterprise

CYP39 SSP MINUTES

The minutes of Halton's Children's Trust meeting held on 18th October and 29th November 2011 were submitted to the Board for consideration.

RESOLVED: That the minutes be noted.

CYP40 HALTON CHILD AND FAMILY POVERTY STRATEGY 2011-13

The Board considered a report of the Strategic Director, Policy and Resources which sought endorsement of the Halton Child and Poverty Strategy for 2011-2013.

The Board was advised that the Child Poverty Act 2010, placed a statutory duty upon the Government to eradicate child poverty by 2020.

It was noted that the Act defined a child living in poverty as when the household income was below 60% of the national median figure.

Specific duties imposed upon local authorities and designated partners by the Act included:

- To co-operate to mitigate the effects of child poverty;
- To prepare a local child poverty needs assessment and strategy; and
- Child poverty to be taken into account when preparing or revising the Sustainable Community Strategy.

It was reported that the European Union's working definition of poverty, had been adopted by authorities in the Liverpool City Region:-

"Persons, families and groups of persons, whose resources (material, cultural and social) are so limited as to exclude them from the minimum acceptable way of life in the Member State to which they belong".

It was further noted that this definition recognised that poverty was not just about income but about effective exclusion from ordinary living patterns, customs and activities such as income poverty, service poverty and participation poverty. In addition, it was reported that this had a negative impact on experience of education and training and affected the transition to independence.

The report set out a summary of key elements of the strategy and implications for children young people and families in Halton in addition to next steps and implications for other Council priorities. The adopted Halton Child and Family Poverty Strategy was appended to the report for information.

<http://www3.halton.gov.uk/healthandsocialcare/childrenandfamilycare/>

Members were advised that the strategy was for two years as more recent data would become available over that time to enable a fresh needs assessment to be done.

The Board discussed partnership working with local Registered Social Landlords (RSLs), and were informed that through the Halton Housing Partnership, this topic was on their agenda. All local partners including RSLs would be asked to provide updates on work carried out to help tackle the issues of child and family poverty over the past six months.

Members requested an updated strategy be brought the Board in a year's time.

RESOLVED: That

- 1) the Halton Child and Family Poverty Strategy, 2011 – 2013 be formally endorsed; and
- 2) an updated strategy be brought to the Board in a year's time.

CYP41 BUSINESS PLANNING 2012-15 - UPDATE

The Board considered a report of the Strategic Director, Policy and Resources which provided an update on business planning for the period 2012 – 15 and set out the directorate priorities, objectives and targets for services for this period that fell within the remit of the Board.

The Board was advised that each Directorate was required to develop a medium term business plan, in parallel with the budget that was subject to annual review and refresh. The Policy and Performance Board had had input into the business planning process and the setting of priorities for the directorate which was an important part of this process. The Board was advised that key priorities for

development or improvement in 2012-15 were proposed to be as follows:-

- Commissioning;
- Early Help and Support;
- Narrowing the Gap; and
- Employment and Growth.

It was further reported that in addition the three cross-cutting priorities, workforce planning and development, low carbon economy and resources were also proposed. Members were advised that these were now reflected in the draft plans.

It was further reported that example Business Critical issues within the four overarching priorities were provided and the linkages across priorities that showed cross-working were set out in the report for consideration.

Members were advised that any comments additional to those made following the PPB meeting should be made to the relevant Operational Director by 18th January 2011, to allow inclusion in the draft Business Plan. Appended to the report for information was a short summary of how issues raised at the briefing meeting on December 14th were covered within the document and within the work of the Directorate.

RESOLVED: That

- 1) the report and comments made be noted; and
- 2) Members of the Board pass any detailed comments that they may have on the information in the report to the relevant Operational Director by 18th January 2012.

(NB: Councillor Fry declared a personal interest in the following item due to being the Chair of Halton Autistic Family Support)

CYP42 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 2 OF 2011/12 REPORT

The Board received a report of the Strategic Director Policy and Resources on the performance monitoring report for quarter 2, 2011/2012.

Members were requested to consider and raise any questions or points of clarification in respect of the Performance Management reports on progress against

service plan objectives and performance targets, performance trends – comparisons and factors affecting the services etc. for:

- Children and Families Services Department;
- Children's Organisation Provision; and
- Learning and Achievement.

In particular the following points were noted:

- in relation to the financial out turn in performance Members asked if this would be shown in Quarter 3. In response it was noted that this would be taken back to the accountants in the Finance Team and a response would be provided;
- there had been a reduction in referrals for child protection plans;
- the title of the children in care council had changed to "Speak Up" providing greater ownership of their council enabling them to take a more flexible approach;
- application for the bursary fund for young people had been made as simple as possible and each individual organisation was monitoring it;
- an update on the bursary scheme and support for young people post 16 to 18 would be presented to the February meeting of the Board;
- a database was to be created which would collect data of young people receiving free school meals, special educational needs, mental health issues, lone parents and young carers / children in care in order to establish vulnerability indicators across the factors; and
- the Summer Blitz had seen massive numbers of young people taking part and there had been a 39% reduction in Anti-Social Behaviour amongst young people.

RESOLVED: That the report and comments made be noted.

Meeting ended at 8.15 p.m.

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

At a meeting of the Employment, Learning, Skills and Community Policy and Performance Board on Wednesday, 11 January 2012 in the Boardroom - Municipal Building, Widnes

Present: Councillors Edge (Chairman), P. Lloyd Jones (Vice-Chairman), Carlin, Horabin, Howard, Macmanus, Parker, C. Plumpton Walsh, Roberts and Zygodllo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: I. Atherton, N. Goodwin, T. Leather, W Rourke and M. Simpson

Also in attendance: Councillor Jones in accordance with Standing Order No. 33

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

	<i>Action</i>
<p>ELS28 MINUTES</p> <p>The Minutes from the meeting held on 14th November 2011, were taken as read and signed as a correct record.</p>	
<p>ELS29 PUBLIC QUESTION TIME</p> <p>The Board was advised that no public questions had been received.</p>	
<p>ELS30 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the minutes of the meeting of the Executive Board relevant to the Employment Learning and Skills and Community Portfolio since the last meeting of the Board.</p> <p>RESOLVED: That the minutes be noted.</p>	
<p>ELS31 SSP MINUTES</p> <p>The Board received the minutes of the Employment Learning and Skills Specialist Strategic Partnership Meeting</p>	

from the 31st October 2011.

Arising from the minutes Members discussed enhanced partnership working and suggested an update report be provided in future of progress made in terms of what individual partners were doing. The Board also discussed the Local Sustainable Transport Fund bid in relation to help provided for transport for students.

RESOLVED: That

- 1) the minutes be noted; and
- 2) an update report regarding enhanced partnership working be brought to a future meeting.

ELS32 QUARTERLY POLICY UPDATE

The Board considered a report of the Strategic Director, Policy and Resources which set out recent national policy and announcements relevant to Employment, Learning and Skills.

It was reported that a steady flow of policy announcements, consultation exercises, reports and ministerial statements were issued by Government Departments and Agencies that had varying degrees of relevant issues on the Employment Learning and Skills agenda related topics.

The report set out brief summaries of key announcements to the Board for information, along with observations of local relevance where appropriate. This provided the opportunity for Board Members to consider whether to initiate more detailed scrutiny and/or reports to a future meeting. Recent key policy announcements were detailed in the report as follows:-

- Youth Charter;
- Review of the Skills Funding Agency;
- Further Education and Skills Reform Plan etc.;
- Growing Places Fund;
- Connecting Europe Facility; and
- Regional Growth Fund.

Arising from the report members noted the following:

- There was provisional indicative funding of £12.9m for the Liverpool City Region from the Growing Places fund and there was a criteria based on deliverability

- outcomes for the distribution of funds; and
- Various funds where available for individuals or private firms to set up businesses and council staff could assist in making a bid for those funds or help could be provided through Halton People into Jobs through the wider package provided.

RESOLVED: That the report be noted.

(Councillor Lloyd Jones declared a personal interest in the following item due to being a Director of the Murdishaw Community Centre Board)

ELS33 COMMUNITY CENTRES

The Board received a report of the Strategic Director, Communities which provided the Annual Report on Community Centres for the period up to 31st March 2011.

It was reported that Community Centres' services consisted of five buildings – detailed in the report - which had programmes of community activities, varying models of community cafes and service outlets i.e. children's centre, youth centre and day services. These centres provided a community hub, a central point at the heart of these communities for residents to enjoy chosen activities and receive services in their neighbourhoods.

The report set out the performance for community centres which contributed to a whole area approach to health and wellbeing. It was noted that community centre's service demonstrated continuous improvement through its performance monitoring and contributions to the Council's efficiency programme.

Community centres were benchmarked as part of the APSE (Association of Public Service Excellence) against other Civic, Cultural and Community Venues owned and run by other local authorities.

The Board received a presentation from Ian Atherton – Community Centres Manager which provided Members with performance data, including trend information over a number of years. It was further noted that all of Halton's Community Centres had progressed positively overall on their indicators earning them nomination for APSE national awards for improved performance. The presentation set out graphs representing service performance information over a five year period for Halton's Community Centres. These included –

- Net Cost per User excluding Centre Establishment Charges;
- Total Income Per User;
- Operational Recovery;
- Staffing Costs as a Percentage of Total Costs;
- Visits per Household-Catchment Area;
- Net Cost per Household Catchment Area
- Staff Absence; and
- Quality Assurance and Community Consultation.

Members were advised of other performance indicators that informed the Council that a centre was performing well. Four graphs were appended to the report showing the annual improvement across performance indicators for Murdishaw Community Centre.

It was reported that a detailed piece of work would be carried out in the near future, analysing the usage of community centres against post codes to reflect demographics of the local community which would enable APSE to be provided with a further breakdown of data.

The report also set out highlights of centre activity for 2010/11 at Murdishaw, Grangeway, Upton, Ditton and Castlefields Community. Members were also advised of the wider service delivery and future challenges.

Members were further advised of an energy efficiency programme that was carried out at 2 centres. It was reported that the gas and electricity consumption was reduced by around 20% across these centres. It was further reported that at Murdishaw Community Centre there was a 39% reduction in gas and a 3.5% reduction in electricity for 2011/12. Members discussed the implementation of the efficiency programme across all other community centres and wider areas of the council to make further savings.

RESOLVED: That the report be noted.

ELS34 COMMUNITY SERVICES

The Board considered a report of the Strategic Director, Communities which provided an annual report on the Community Development Service for the period up to 31st March 2011.

It was reported that Community Development supported the creation, development and sustainability of independent local community groups. This generated the

capacity for effective and inclusive community engagement with Council departments and services thus enabling the delivery of many hundreds of community initiatives to tackle strategic objectives and community needs. It was noted that the Community Development team had both a strategic and neighbourhood role in co-ordinating partnership support to respond to community concerns and create cohesive neighbourhoods which were participative and vibrant with a strong sense of community connectedness.

It was further noted that locality working was introduced to the service in April 2010 linked to the expiry of neighbourhood management initiative. This mechanism involved Community Development supporting an increased role for partners and community involvement in the Area Forums.

The report set out details of the Community Development Team, the budget for Community Development, details of performance framework, grass roots delivery and information for each Area Forum of projects that had been carried out. The report also set out details of starter grants and Community Development grants, Voluntary Youth grants and total expenditure to date.

It was further reported that successful intergenerational projects had been carried out. The Team were looking to further develop community services and were hosting a learning exchange seminar in March 2012.

RESOLVED: That the report be noted.

ELS35 INWARD INVESTMENT AND BUSINESS DEVELOPMENT
PROGRESS REPORT

The Board received a report of the Strategic Director, Children and Enterprise which provided progress on the work of the Business Development Team (BDT) within the Economy, Enterprise and Property Department. It was noted that the primary aim of the team was to encourage investment into the Borough and to support companies already based in the Borough to expand and grow.

The report also provided information on the positive measures the team was taking to support Halton's businesses during the economic down turn. Members were advised of recent announcements regarding "employer facing" initiatives and set out proposals for how the team would respond to these announcements. A summary of the announcements was appended to the report for information.

The report set out the core activities of the BDT, the global economic context, conversions, the number of enquiries which were translated into actual investment projects, activities to generate more enquiries, activities to support recent business start-ups, the Business Improvement District (BID) programme, visitor economy, outputs and areas the BDT would focus upon in the coming year.

RESOLVED: That

- 1) the Board note the work of the BDT; and
- 2) the Board acknowledge that a response to recent announcements will need to be built into departmental work priorities.

(NB: Councillor Lloyd Jones declared a personal interest in the following item due to being a governor at Bollingbroke Academy.)

ELS36 PERFORMANCE MONITORING QUARTER 2

The Board considered a report of the Strategic Director, Policy and Resources on the Performance Management Reports for Quarter 2 of 2011/12. Members were requested to consider and raise any questions or points of clarification in respect of the Performance Management Report against service plan objectives and performance targets, performance trends, comparisons and factors affecting the service for:-

- Enterprise and Employment in Adult Learning and Skills Development; and
- Community Services namely, Library Services and other Culture and Leisure Services.

Arising from discussion of the data Members noted the number of learners at college had reduced as a consequence of the withdrawal of Education Maintenance Allowance and the importance of partnership working with the 5 Borough Trust when dealing with the long term unemployed in relation to mental health issues and provision of clinical support.

RESOLVED: That the Quarterly Monitoring Report and comments raised be noted.

ELS37 BUSINESS PLANNING 2012-15

The Board received a report of the Strategic Director Policy and Resources which provided an update on Business Planning for the period 2012 – 15 and set out the Directorate priorities, objectives and targets for services for this period that fell with the remit of the Board.

The Board was advised that each Directorate was required to develop a medium term business plan, in parallel with the budget that was subject to annual review and refresh. The Policy and Performance Board had had input into the business planning process and the setting of priorities for the Directorate which was an important part of this process. The Board was advised that the key priorities for development or improvement in 2010-15 were proposed to be as follows:-

- Welfare Reform and the Single Programme;
- Interface with private sector and employer facing services;
- Sector development;
- Arts and culture development, including the role of libraries;
- Low carbon economy; and
- Apprenticeships.

Members were advised that any comments should be made to the relevant Operational Director by 18th January 2011 to allow inclusion in the draft Business Plan.

The Board discussed increased levels of debt which could be linked to mental health, alcohol issues and worklessness and whether Halton monitored levels of debt in the Borough. Members also felt that money management should be taught at secondary schools and colleges.

RESOLVED: That

- 1) the report and comments made be noted; and
- 2) Members of the Board pass any detailed comments that they may have on the information in the report to the relevant Operational Director by 18th January 2012.

Meeting ended at 9.00 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 10 January 2012 at Council Chamber, Runcorn Town Hall

Present: Councillors E. Cargill (Chairman), J. Lowe (Vice-Chairman), Austin, Baker, Dennett, Horabin, M Lloyd Jones, C. Loftus, Macmanus, C. Plumpton Walsh and Zygadlo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: H. Coen, L. Derbyshire, M. Holt, P. McWade, H. Moir, M. Saville and L Wilson

Also in attendance: Ashley Baldwin, Mr J Chiocchi, Pauline McGrath, Mr Sam Oliver and Teresa Pattern, (5 Boroughs Partnership), E O'Meara (Primary Care Trust), Dr Anne Tennant (Halton CCG), Mel Pickup (CX Warrington & St Helens NHS Foundation Trust) and 1 member of the public.

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

	<i>Action</i>
HEA40 MINUTES	
<p>The Minutes of the meeting held on 8 November 2011 having been printed and circulated were signed as a correct record.</p>	
HEA41 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
HEA42 SSP MINUTES	
<p>The Minutes of the Health Strategic Partnership Board of its meeting held on 13 October 2011 were submitted to the Board for consideration.</p>	
<p>RESOLVED: That the minutes be noted.</p>	

HEA43 SHADOW HEALTH & WELLBEING BOARD MINUTES

The Minutes of the Shadow Health and Wellbeing Board of its meeting held on 5 December 2011 were submitted to the Board for consideration.

RESOLVED: That the minutes be noted.

(Note: Councillor M Lloyd Jones declared a Personal Interest in the following item of business due to her husband being a Non Executive Director of Halton and St Helens Primary Care Trust.)

HEA44 WARRINGTON & HALTON HOSPITALS NHS FOUNDATION TRUST (PRESENTATION)

The Board received a presentation from Mel Pickup, Chief Executive, Warrington and Halton NHS Foundation Trust which:-

- Outlined the following developments that had taken place in 2011/12:-
 - A new political landscape – The Health Social Care Bill - the NHS Architecture had been reconfigured, the demise of the PCT's – advent of Clinical Commissioning Groups, PCT Clusters and SHA Clusters;
 - The economic pressures – a £13m improvement programme;
 - Business as usual – high quality, safe healthcare, targets and regulatory compliance;
 - Clinical and service developments – Elective work moves to Halton, the Vascular Services Review; Urgent Care Centre, the Repatriation of Cardiac Interventions and the accreditation of Endoscopy Services;
- Set out future developments in Warrington and Halton in 2012/13 as follows:-
 - A continuing emphasis on quality and safety as outlined in the quality report;
 - Preparing for the economic challenges ahead – doing things differently;

- Change programmes coming into place – rostering, remodelling of admin functions for greater efficiency;
- A continued investment in new and improved services;
- Working with GP commissioners;
- Highlighted the following key issues:-
 - The vascular services review outcome;
 - Musculoskeletal services development;
 - Halton campus development and the ISTC building;
 - Improvements to car parking, catering and other patient services; and
 - The development of community based outpatient services; and
- Set out the following conclusions:-
 - The changes were some of the most challenging times in NHS history;
 - A magnitude of financial savings would be required and would force difficult choices to be made;
 - There would be no compromise on service quality and safety;
 - Partner bodies were equally challenged – The Health Summit and Health and Wellbeing Board; and
 - Collaboration would need to take place with other health care providers.

The Chairman of the Board reported that they did not agree with the proposals for the vascular services review and that there should be three centres of excellence not two. In addition, she reported that a joint Overview and Scrutiny Board had been established with Warrington and St Helens to consider the proposals and the first meeting would take

place at 2 pm on 23 January 2012 in Warrington Town Hall. She indicated Manchester was establishing three centres and had a similar population. They and other areas had used a different criteria (75 not 100) and the same criteria should have been used.

The following comments arose from the discussion:-

- It was noted that endoscopy services would operate from the Warrington site as the Halton site did not meet the criteria. However, it was also noted that work on an elected basis, where clinically possible, would be undertaken at Halton Hospital as it was a much better environment for the patient;
- It was suggested that Halton Hospital could have been utilised more during the refurbishment of Warrington Hospital to minimise the disruption to patients;
- Clarity was sought on future services at Halton Hospital. In response, it was reported that Halton wards had more space, but in the current economic climate, any additional new build would not be viable. However, with the increasing pressures on the Warrington site, consideration was being given to transferring as many services to Halton as possible, providing it was safe to do so. This was being led by clinicians and it was hoped that more medical patients would be treated at Halton Hospital;
- Clarity was sought on how more use could be made of Halton Hospital and it be a made a more viable option and what the Members could do to support this process. It was also suggested that the target for waiting lists were being reduced because if a patient failed to attend, they would be taken off the waiting list and would have to start the referral process again via their GP. In response, it was reported that the target for waiting lists was being achieved and the time people had to wait had significantly reduced in comparison to a few years ago. It was reported that the hospital were also working closely with GP Commissioners to enable them to become the preferred health provider in the future;
- It was noted that if an operation was not funded by the NHS as it did not meet the criteria, the patient

could choose to pay for it. It was also noted that the patient would not be offered private facilities and would therefore be charged at the NHS tariff rate which was lower than the private sector as the patient would be treated as an NHS patient.

RESOLVED: That

- (1) the presentation and comments raised be noted; and
- (2) Mel Pickup be thanked for her attendance and informative presentation.

HEA45 RE-DESIGN OF THE ADULT ACUTE CARE PATHWAY AND THE LATER LIFE AND MEMORY SERVICES

The Board considered a report of the Strategic Director, Communities which gave information of the 5 Boroughs Partnership NHS Foundation Trust proposals to re-design the Adult Acute Care Pathway and the Later Life and Memory services for older people.

The Board was advised that during 2010/2011, 5 Boroughs Partnership NHS Foundation Trust, with the support of Commissioners, had examined the Acute Care Pathway. This process had been led in its initial stages by an expert group of 5 Boroughs clinicians and senior managers, mental health commissioners, social care leads and the GP Clinical Lead for Mental Health. This group reviewed current service configuration, utilisation, care pathways, service pressures and other demands to inform potential adjustments to care pathways across adult and older people services. The intention was to enable improvements in access, quality of care, recovery rates and increased avoidance of acute care bed use and out of area treatments.

The Board was further advised that the Acute Care Pathway re-design related to adult mental health services only. It would include services for older people with a functional illness who access adult services, but did not include services for older people and frail elderly people with mental illness.

It was reported that by re-designing acute care for adults and older people, there was a potential for a reduction in the need for beds across the 5 Boroughs Partnership localities. This may result in a need for estate rationalisation. The proposals, if agreed would lead to a joint Warrington

and Halton Assessment Team and Home Treatment, alongside six Recovery Services, which were set out in the report.

It was also reported that the Later Life and Memory Service re-design related to older adults mental health services. The model included a proposal to develop a single point of access, which would provide cognitive and functional screening for patients. It was envisaged that this function would considerably reduce the waiting time from referral to service delivery and greatly improve patient experience.

In this respect, the Board received a presentation from Trust Assistant Directors, Pauline McGrath and Sam Oliver which:-

- Explained the reasons for change of the Later Life and Memory Services (LLAMS);
- Outlined the LLAMS current services;
- Set out LLAMS proposed services in Halton in the future;
- Highlighted why the changes to LLAMS would benefit the residents of Halton;
- Set out the LLAMS current and proposed structure;
- Detailed the conclusions to the proposals – that it would be clinically led, local project groups would involve all local key players, there would be user and carer involvement throughout and GP and Commissioners were now fully signed up; and
- Detailed the business activities to support the change.

In conclusion, it was reported that it had been agreed that there was some additional evidence required to support the model's assertion that Community services would be of sufficient quality to deliver the required levels at the same time as reducing the bed levels. Therefore the 5 Boroughs Partnership would be carrying out a pilot of the changes in Wigan commencing in January 2012.

The following comments arose from the discussion:-

- Concern was raised that patients would have to travel to Wigan and Warrington to access these services. Concern was also raised re the proposal to reduce the number of beds. In response, it was reported that currently 70% of services were provided in the community. The average time an individual spent as an 'in patient' was 24 days. It was reported that families wanted treatment and to go home as soon as possible. The proposals would provide daily contact in the home and intervention would be at a much earlier stage, which would result in few hospital placements and therefore fewer beds would be required in the future. The scheme was being piloted in Wigan and would be closely monitored and scrutinised. In addition, it was highlighted that a further report on the outcome of the pilot and proposals for a way forward would be presented to a future meeting of the Board;
- It was suggested that there was still a stigma related to mental health and people could become isolated in the community because of this. In addition, there were young carers in the Borough who would require a break from their caring duties;
- Concern was raised that a lot of older people had no family in the Borough. In response, it was reported that older people would be part of an assessment whereby relevant questions would be asked. It was reported that a lot of work was being undertaken with carers. There was also some very complex people accessing the service who were stressed and who required suitable/appropriate interventions. In addition, it was reported that the Community Mental Health Team were very proactive with service users who required transport. These users were transported to their venues. It was also reported that a lot of people over 65 years of age functioned very well but had anxiety issues and were suffering from depression and needed to be signposting to the correct service;
- Clarity was sought on the reduction of medication in patients with mental health problems. In response, it was reported that because of the restraints medication could put on people and the side effects of such medication, the Government had developed Mental Health policies reducing the use of such medication. However, it was reported that over the last few years with early intervention, patients with

dementia had successfully used medication when appropriate;

- The importance of a good initial assessment, treatment and diagnosis for mental health problems was noted. It was also noted that there would be a 24 hour assessment service;
- It was noted that home treatment was a low qualified clinician who visited a patient 2/3/4 times a day and supported that individual in the home. It was also noted that there were no proposals to close The Brooker Centre or St Johns and they would continue to be used for community services. It was also anticipated that these services would be improved and would remain to provide local services to local residents in Halton to keep patients out of the hospital;
- It was noted that GPs were not trained to recognise dementia and this could lead to it being undiagnosed;
- It was noted that there was a significant number of people with dementia and it was anticipated that 1 in 10/15 people over the age of 65 would have dementia as the population ages. Research was being undertaken and discussions taking place to ensure that the service would meet the need of Halton residents in 2/3 years time. In addition, it was reported that 2/3rds of older people drank alcohol in excess and there was a conference taking place on 27 January 2012, to discuss how the service would deal with this increase;
- It was reported that as a result of the Mersey Gateway, there was a predicted increase in employment and housing developments in the area over the next two years and clarity was sought on whether this had been taken into account. In response, it was reported that the service would need to be flexible enough to deal with the demand and be a 'needs led service'; and
- Clarity was sought on patient choice and the number of people accessing services in Halton from outside the Borough and the impact it would have on the residents of Halton. In response, it was reported that there was flexibility and sensitivities relating to patient choice. It was also reported that

there would be incentives to place local people in local services and protocols drawn up. However, there were some people who preferred to access services outside of their Borough.

RESOLVED: That

- (1) the report and comments made be noted;
- (2) the presentation be received; and
- (3) Pauline McGrath, Sam Oliver, John Chiocchi, Eileen O'Meara, Theresa Patten, Ashley Baldwin and Dr Anne Tennant be thanked for their attendance and informative presentation.

HEA46 ADULT SOCIAL CARE ANNUAL REPORT

The Board considered a report of the Strategic Director, Communities which presented the Adult Social Care Local Account.

The Board was advised that in past years all Local Authorities had a duty to report Adult Social Care performance to the Care Quality Commission (CQC) on an annual basis. The annual performance assessment consisted of both performance data and a contextual document which centred on seven outcome areas – detailing achievements in the current year and priorities for the forthcoming year.

The Board was further advised that CQC's focus had recently changed to an increasingly regulatory role. In light of this, the role of the Department of Health (DoH) had strengthened in relation to the performance management of Councils.

It was reported that to replace the CQC annual performance assessment, the DoH now required Councils to produce a 'Local Account' which reflected annual performance in Adult Social Care, where local residents were the audience, as opposed to a regulatory body. This represented a shift in terms of accountability whereby Councils would become increasingly accountable to their local population, rather than to Central Government.

In addition, it was reported that, in order to reduce the possibility for confusion, it had been agreed that the 'Local Account' be named as the 'Adult Social Care Annual Report'. This followed discussions with other Local

Authorities who had steered away from naming the document as a 'Local Account', in case the intended audience may not know what a 'Local Account' was. It was perceived that 'Adult Social Care Annual Report' may be more self-explanatory.

It was reported that Appendix 2 to the report set out how the Adult Social Care Annual Report would be published. It would be circulated to all partners and published electronically in line with other Local Authorities.

The Board congratulated Officers on the excellent structure and design of the report.

RESOLVED: That the report be noted.

HEA47 HEALTH & WELLBEING STRATEGY

The Board considered a report of the Strategic Director, Communities which informed Members of the requirement to produce a local Joint Health and Wellbeing Strategy and the process involved.

The Board was advised that one of the functions of the new Health and Wellbeing Board (HWB) was to produce a Joint Health and Wellbeing Strategy. It was reported that the strategy should provide the overarching framework within which commissioning plans for the NHS, Social Care, Public Health and other services which the HWB had agreed were relevant, would be developed.

The Board was further advised that HWB would be required to produce the strategy as part of its statutory responsibilities. In addition, it was reported that the HWB Board would be able to consider whether the commissioning arrangements for social care, public health and the NHS, developed by the local authority and Clinical Commissioning Group respectively, were in line with the Joint Health and Well Being Strategy; and if not, the HWB Board would be able to write formally to the NHS Commissioning Board & the Clinical Commissioning Group or Local Authority leadership.

It was reported that in developing the strategy a range of views would need to be gathered from a wide range of partner organisations especially given the scope and remit of the strategy. It would also be essential to develop ways of involving members of the public in the preparation of the strategy. Members would also have a vital role to play in helping to develop the strategy in conjunction with identifying

the priorities for action.

In conclusion, it was reported that at a local level Halton had recently updated its Joint Strategic Needs Assessment for Health and Wellbeing and was currently in the process of developing locality needs analyses. Both of these would be used to underpin the Joint Health and Wellbeing Strategy. In addition, some initial scoping work had begun in terms of gathering the evidence base, determining the outline of the strategy and collating best practice (where available) from other areas.

The Board noted the Strategy would be required by the end of July 2012. It was suggested and agreed that the document 'Peeling the Onion' be circulated to all Members of the Board.

RESOLVED: That the report and comment raised be noted.

HEA48 SAFEGUARDING ADULTS

The Board considered a report of the Strategic Director, Communities which gave Members an update on the key issues and progression of the agenda for Safeguarding Vulnerable Adults.

The Board was advised that discussion had began, aimed at developing a pilot project in Halton based on the 'Safe Around Town' scheme which was currently running in St Helens. The scheme's purpose was to provide a safe sanctuary for people with learning disabilities in St Helens town centre.

The working group were considering widening the proposed scope of the scheme in Halton to include vulnerable people of all ages and needs in the wider community rather than limiting it to shopping areas.

Halton Speak Out also had a lead role in the project and it was hoped that collaboration could also be achieved with other voluntary groups, community centres and employers.

The report highlighted that a range of issues surrounding dignity had been developed and were attached at Appendix 1 to the report. A report would also be presented to the Safer Policy and Performance Board on 17 January 2012.

The Board noted the various activities that had taken place and were set out in paragraphs 3.2 to 3.7 of the report.

RESOLVED: That the contents of the report be noted.

HEA49 PERFORMANCE MONITORING REPORTS

The Board considered a report of the Strategic Director, Policy and Resources regarding the Quarter Monitoring Reports for the second quarter of 2011/12 to September 2011. The report detailed progress against service objectives / milestones and performance targets and described factors affecting the service for:

- Prevention and Assessment; and
- Commissioning & Complex Care.

The Board received and noted a number of questions relating to the performance monitoring reports. It was reported that the questions and responses would be appended to the minutes.

A Member of the Board thanked Officers for the performance on CCC9 – that the Authority had sustained a zero repeat homelessness status.

RESOLVED: That the reports, questions and responses be noted.

HEA50 POSITIVE BEHAVIOUR SUPPORT SERVICE

The Board considered a report of the Strategic Director, Communities which gave Members information on the work of the Positive Behaviour Support Service (PBSS).

The Board was advised that the report set out the development, current activities and future direction for the Positive Behaviour Support Service (PBSS). This was a new service with the primary purpose of supporting and improving the lives of children and adults with learning disabilities and/or autism, and who exhibit 'challenging behaviour'. It was reported that such behaviour could include: stereotypical behaviour, self-injury, disengagement or aggression.

The Board was further advised that the consequence of such behaviour could place carers and parents under considerable stress and there tended to be limited opportunities for an ordinary life for the individuals

concerned. The PBSS had been established to counter such consequences. It was reported that the service was staffed by Board Certified Behaviour Analysts, who held an internationally recognised qualification requiring intensive training and continuous supervision.

It was reported that recruitment for the team had commenced in late 2010 and the full team of 13 had been established in November 2011. The service was funded by St Helens Council (Adults), Knowsley Metropolitan Borough Council, NHS St Helens and Halton Primary Care Trust and Halton Borough Council. The service worked with children and adults in four areas, early intervention, crisis prevention and management, technical support and placement development. Examples of case studies were set out in the report.

In conclusion it was reported that a key issue was related to future funding in that the Primary Care Trust would cease to exist and alternative funding was being explored.

The Board noted the excellent work that was being undertaken by the team.

RESOLVED: That the report be noted.

HEA51 STANDING ORDER 51

The Board was reminded that Standing Order 51 of the Council's constitution stated that meetings should not continue beyond 9 pm

RESOLVED: That Standing Order 51 be waived to allow the meeting to continue beyond 9 pm.

HEA52 HEALTH POLICY AND PERFORMANCE BOARD WORK PROGRAMME 2012/13

The Board considered a report of the Strategic Director, Communities which represented the first step in developing a work programme of Topics for the Board to examine during 2012/13.

The Board was advised that the autism review was near completion and a report would be presented to the 6 March 2012 meeting. It was reported that the Homelessness review would not be completed until March 2012 and a report would be presented to the Board in June 2012.

After discussion, the Board agreed that a Topic

Group be established on Falls Prevention. Members were encouraged to email their interest in becoming part of this group to the committee officer as soon as possible. In addition, it was agreed that a topic brief would be presented to the next meeting of the Board.

RESOLVED: That

- (1) a Falls Prevention Topic Group be established;
- (2) Members indicate their interest in becoming part of this Topic Group via email to the Committee Officer; and
- (3) A Topic Brief be presented to the next meeting of the Board.

Strategic Director
- Communities

Meeting ended at 9.35 pm

HEALTH PPB – 10 JANUARY 2012

PERFORMANCE MONITORING QUESTIONS AND RESPONSES

Questions submitted by Councillor MacManus

Prevention and Assessment Services

- 1 Page 191 – Milestone to develop Air Quality Action Plan – Is this a new milestone, it does not appear in the Q1 performance report?

Response

The Environmental, Public Health & Health Protection Division transferred into the Prevention & Assessment Department in April 2011. This Division previously reported for performance monitoring purposes to the Environment & Urban Renewal PPB.

This has now been reported to Elected Members of Health PPB in Quarter 2. This could be additionally reported to Members of the Environment and Urban Renewal PPB, if Members so wish in future?

- 2 Page 192 – First Milestone. Milestone says recommendations of QIPP Review to be implemented by September 2011. Commentary says ‘work continues’ – Have the recommendations been fully implemented?

Response

Yes final report due to Mersey Cluster shortly

- 3 Page 192 – Third Milestone – Initial scoping done in April 2011 – What progress since then?

Response

In order to transform social care in line with Putting People First and fully implement Self Directed Support (SDS) the current way in which services are delivered in adult social care is being reviewed. The new model of working incorporates HHLS. A Reconfiguration Board and supportive working groups have been established in order to drive this agenda forward.

- 4 Page 198 – PA7 - Are the values percentages?

Response

The values stated are per 10,000 population not percentages

5 Page 198 – PA10 – Is there any data now available?

Response

The data is not available at this point in time. An updated figure will be reported in the Quarter 3 report at the Health PPB on 6th March 2012.

6 Page 201 – PA26 – Why is the direction of travel downward if the commentary says the service is meeting targets?

Response

The Performance is marginally worse (357) compared to the same period Qtr2 2010/11, as 376 smokers quit last year. The Direction of travel indicator is thus red. The Department though expects to met the targets set for the year.

7 Appendix 3 – Measures PA8 and PA28 are not reported on this time. Reason please. PA18 has been added this time – again reason please?

Response

These have been reported to Safer PPB only in Qtr2.

For PA18 – Local Air Pollution Control audits carried out, please refer to response for question 1 as stated above, now included for Health PPB in Quarter 2.

8 Page 206 – Commentary on Accounts:-

(a) 'In Older People the increase this financial year is 8%' – No explanation of why this is included in the commentary, is it an increase in numbers or spend? The percentage on its own does not help explain the adverse variance.

Response

8% increase relates to an increase in numbers at the end of September 2011. Further details will be reported in Quarter 3.

(b) The Recovery Plan – details needed. Remedial action was referred to in the September PPB report, Page 27. Do the November monthly accounts show if it is having an impact? What are the variances at the end of November?

Response

- i) **Recovery plan has been implemented to support an overall reduction in the predicted overspend of the community care budget. In addition individual team plans have been put in place, to support the Care Management Teams to realise the target reduction in spend. Work is ongoing and it is proposed that this process would need to be continued over the next couple of years to ensure that budgets are brought back in line with available budget.**
- ii) **Community Care projected overspend has reduced by £530k since Q2.**
- iii) **A full analysis is being prepared for Q3 and will be available next week.**
- (c) In the September report the annual budget was £21,390k. In this report it is £220,00k – What is the reason for this?

Response

Corporate Finance confirmed, information on budget virements will be collated as soon as possible.

- 9 I am looking for updates on 3 items in the Key Developments reported at the September PPB as follows:-
- (a) Page 30 – Housing Options for Disabled Adults – A feasibility study was underway – Has it been completed, if so what were the results?

Response

Work on the feasibility study is ongoing and officers aim to present a report to Communities Senior Management Team by May 2012.

- (b) Page 31 – Housing Solution Service – The Homeless Strategy Action Plan had a recommendation to develop a Strategic Partnership Group. What progress has been made?

Response

At the Homelessness Forum held in September 2011, Members agreed that the format of the Commissioning Framework for Homelessness Prevention in Halton needed to change. It was agreed that a Strategic Partnership Group would be established, supported by two sub groups. The sub groups, Temporary Accommodation and Evidence and Good Practice are established and have been involved in discussions to agree

the membership of the Strategic Partnership Group. The first meeting of the Partnership Group is due to be held at the end of January 2012.

- (c) Page 32 – Older People’s Mental Health Service – Pathways into social care were to be considered in Q2. What progress has been made?

Response

This is now part of workstream related to 5Borough’s reconfiguration. The Council is fully involved in the process.

Commissioning and Complex Care

- 10 Page 213 – First milestone – What is the updated position?

Response

Funding identified for advisors, links also to 5borough's proposals for older people's mental health services. Dementia care advisors are to be in place by March 2012.

- 11 Page 213 – Second Milestone – At the PPB in September it was reported that the Council had agreed funding to March 2012 – What is the position post March?

Response

The Joint partnership bid was unsuccessful. Halton Carers Centre (HCC) have now submitted a single bid to the Big Lottery. Meanwhile work is being done with the PCT re:- joint partnership agreement to fund HCC

- 12 Page 216 – First Milestone – Has any contact been made with other Local Authorities?

Response

In November, along with a number of other local authorities, Halton was contacted by Liverpool to see if we would be interested in developing a cross boundary HealthWatch. We are in contact with Liverpool on an on-going basis as even though each LA has to have its own HealthWatch service and representation on the HWB Board, if we were to have a 'shared' host, or back office/support arrangement that may well provide some savings.

The Department for Health have announced (3.1.12) that the implementation date for Local HealthWatch has been put back to April 2013, from October 2012, subject to Parliamentary approval. The implementation date for HealthWatch England, the body that will provide leadership, advice and support to local HealthWatch organisations, remains the same – October 2012.

Prior to this announcement, Halton had already made contingency plans to ensure that the existing LINK Host contract was secure until such time that Local Health Watch was established, anticipating that the implementation date may be set back until April 2013. Executive Board Sub Group approved the extension of the LINK Host contract for up to an additional 12 months (from April 2012- March 2013) in November 2011.

- 13 Page 221 – Second Milestone – Will the target for carer’s breaks be a performance indicator in future PPB reports?

Response

No – The new Communities Directorate Business Plan from April 2012 no longer has carers breaks as a specific milestone within it and therefore will not be subject to reporting back to PPB.

- 14 Page 221 – Third Milestone – How do we find hidden carers?

Response

Examples of actions by the Council to identify hidden carers:-

- **On-going publicity, face to face events during carers week and carers rights day**
- **Electronic signage in Halton Hospital, currently also exploring use within GP surgeries**
- **Newspaper advertisements**
- **Leaflet distribution**
- **Via the GP Liaison Worker**
- **Radio programmes/advertising – raising the profile of carers.**

- 15 Page 222 – Last Milestone – What were the results of the mystery shopping project?

Response

The mystery shopping consultation took place in conjunction with the review of the contact centre. There were a total of 4 focus groups and in excess of 50 people who participated and the recommendations for changes to the service were made and agreed through Senior Management Team. These changes included the reduction of opening hours and relocation of the service.

16	Page 230 – CCC22 -	Actual	Target
		2010/11	2011/12
	Reported at Q1	2773	2309
	Reported at Q2	2809	2916

What is the reason for these changes?

Response

Updated information became available between Q1 and Q2 from NHS Halton & St Helens, through work undertaken by the Health Strategic Partnership. The target for 2011/12 was set in 2010/11 using previously reported data available at that time. Targets were thus revised for

2011/12. Reducing Alcohol related hospital admissions is a key priority for the Council and PCT and included in the Sustainable Community Strategy for Health and Safer SSPs.

- 17 Page 233 – Accounts – The budget has changed from that reported in Q1. From £17495k to £18105k. What is the reason for this?
(Comment – remedial action from Q1 seems to be working from £(29)k to £119k underspend)

Response

Corporate Finance confirmed information on budget virements will be collated as soon as possible.

- 18 Page 234 – Income from Community Centres – How much is this comparing to budget now? How much is budgeted for 2011/12?

Response

The income target to date is £141k, actual income to date is £158k.

The full-year income target is £276k. There are a lot of year-end recharges (which are correctly included in the budget), which account for the significant difference between the target to date (as at 31 December), and the full-year target.

- 19 In the report at September PPB there was a milestone to continue to negotiate with housing providers, Page 42. It does not appear in the report this time. What progress has been made since then?

Response

This has been reported to the Environment & Urban Renewal PPB in Quarter 2 falling within the remit of this PPB as regards Housing Strategy. Should Members wish this to be reported to Health PPB this can be included for quarter 3.

Commentary Update

With support from Halton Borough Council, Registered Providers in Halton have successfully secured funding through the Homes and Communities Agency to develop two new and additional extra care housing schemes.

The first scheme is Naughton Fields on Liverpool Road, Ditton and is due for completion in July 2012. This is being developed by Halton Housing Trust and will consist of 47 units. The second scheme is at the Boardwalks, West Bank and is being developed by Cosmopolitan Housing Association and will incorporate 90 units and will be complete by early 2014.

20 There are a number of measures with no data because of changes of recording carer services in the Carefirst database system.

In Prevention & Assessment there are three: PA15, PA16 and PA29.
In Commissioning there are four: CCC4, CCC6, CCC14 and CCC15.

When the CCS ones were reported at Q1 all had a downward direction of travel. What are the changes in the recording? When will values for these measures be available?

Response

All of the above measures were affected by a system change to the way Service Package details are recorded in the Carefirst system (to match the way service packages are billed in the Agresso system).

As a result of the change, some data cleansing was required following the change. Some of the data cleansing has been completed and this means that estimated data will be available for reporting all of these measures in Q3. It is envisaged that all data cleansing will be completed to enable reporting of actual data for all of these measures in Q4.

SAFER POLICY AND PERFORMANCE BOARD

*At a meeting of the Safer Policy and Performance Board on Tuesday, 17 January 2012
at the Council Chamber, Runcorn Town Hall*

Present: Councillors Osborne (Chairman), Wallace (Vice-Chairman), A.Cole, Edge, Fraser, J. Gerrard, M Lloyd Jones, M. Ratcliffe, N.Plumpton Walsh, Shepherd, Thompson and Mr Hodson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Andrews, H Coen, L. Derbyshire, D. Houghton, A. McNamara, P. McWade, H. Moir and T. Ryan

Also in attendance: In accordance with Standing Order 33 – Councillor D Cargill – Portfolio Holder Community Safety.

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

	<i>Action</i>
SAF29 MINUTES	
<p>The Minutes of the meeting held on 15 November 2011 were taken as read and signed as a correct record.</p>	
SAF30 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
SAF31 PERFORMANCE MONITORING REPORTS	
<p>The Board considered a report of the Strategic Director, Policy and Resources regarding the Second Quarter Monitoring Reports of 2011/12, to September 2011. The report detailed progress against service objectives / milestones and performance targets and described factors affecting the service for:-</p> <ul style="list-style-type: none"> • Communities Directorate – Community Safety, Drug & Alcohol Action Teams, Domestic Violence and Environmental Health (Extracts); and 	

- Area Partner indicators from the Police, Fire and Probation Services were stated, where available.

RESOLVED: That the report be noted.

SAF32 DOMESTIC ABUSE AND SEXUAL VIOLENCE

The Board considered a report of the Strategic Director, Communities which gave Members an update in relation to the activities being supported across the Borough in response to domestic abuse and sexual violence.

The Board was advised that domestic violence was a serious and high-volume crime. It was a pattern of controlling and abusive behavior, held together by the threat and use of violence. It was reported that domestic violence was widespread, approximately every minute in England and Wales, the police received a call for assistance. In addition, one in four women and one in six men had experienced domestic violence.

The Board was further advised that domestic violence killed and at least two women were murdered by their current or former partner every week in the UK. The estimated cost of domestic violence in England and Wales in 2008 was £18 billion.

Furthermore, it was reported that Halton Domestic Abuse Forum (HDAF) Strategic Group had been established to provide overall direction, control management and guidance for the response to Domestic Abuse and Sexual Violence within Halton. It acted as a multi-agency Partnership Board of lead officers and key representatives, which undertook strategic decisions aimed at tackling domestic abuse and sexual violence in their widest forms and provided support to all victims within our area. In addition, it was reported that the Forum was responsible for determining and implementing policy, coordinating activity between agencies, and facilitating training. It evaluated the responses locally for victims, children living in households where domestic violence was a feature and also considered provision for perpetrators.

The report summarised that Halton had an active approach to preventing future abuse and reducing risks to victims and involved victims and survivors in service improvement. The report highlighted that there had been a slight increase in the number of domestic abuse incidents being reported to Cheshire Police of five cases compared to the same period last year. In addition, the Crown

Prosecution Service; Pre charge cases were down by 28% compared to the same period last year and the number of defendants was also down on Quarter Two last year (133) by 57%. In addition, it was reported that successful prosecutions were also considerably better than that recorded in the same period last year.

The Board noted the success of the Halton Survivors of Domestic Abuse and Sexual Violence Conference in support of 'The White Ribbon Campaign', which had been opened by Derek Twigg MP and closed by Councillor Shaun Osborne.

The Chairman reported that the conference had been a great success and he took the opportunity to place on record the Board's gratitude to local community groups who had actively been engaged in addressing this issue over the last few years. He reported that the main cause of domestic abuse in Halton was as a result of alcohol abuse.

The Board noted the number of repeat offenders (mainly because of alcohol abuse) in the Borough and the link with domestic violence incidents. It was also noted that alcohol abuse needed to be addressed in a targeted way.

The Board also noted that males were less likely to report incidents of domestic violence than females and that this was a national issue.

RESOLVED: That the report and comments raised be noted.

SAF33 SANCTUARY SCHEME POLICY

The Board considered a report of the Strategic Director, Communities which gave Members information on the development of the Halton Sanctuary Scheme Policy and presented the draft report.

The Board was advised that a holistic Domestic Abuse Support Service had been commissioned in December 2009, and included the provision of a Sanctuary scheme for victims of Domestic Abuse across all tenure within Halton.

The Board was further advised that the Sanctuary Scheme provided enhanced security for victims of domestic abuse through the installation of Sanctuary measures following a property risk assessment.

It was reported that at the Housing Partnership meeting held in April 2011, discussions had taken place regarding proposals for efficiencies which may be made and areas where gaps in service provision may be met by partner agencies. In addition, it was reported that efficiencies were proposed from the Sanctuary element of the Domestic Abuse Support Service. The proposals included focussing the commissioned service on the provision of Sanctuary measures for people living within private sector housing, and for Registered Social Landlords (RSL's) to be responsible for the installation of Sanctuary measures within their properties.

Furthermore, it was reported that Halton Borough Council was currently working with RSL's to develop and implement Halton's Sanctuary Policy which would ensure a consistent approach was taken to the assessment of need and standards of Sanctuary measures provided.

It was reported that the draft policy attached at Appendix A to the report had been circulated to the Housing Partnership for comment.

In conclusion, it was reported that a further report would be presented to the Board at its meeting on 13 March 2012. The report would detail statistics including a breakdown of the cost, type and number of sanctuary measures and the number of service users resident in the Borough after Sanctuary measures had been installed.

The Chairman welcomed the report and took the opportunity to thank Officers and RSL's for the excellent work that had been undertaken to date. He indicated that the scheme was very flexible and could be as little as giving advice to installing CCTV in a property.

The Board noted the Sanctuary Model set out on page 37 of the report and the Sanctuary Measures available set out on Pages 40 /41 of the report.

RESOLVED: That the report and comments raised be noted.

SAF34 DIGNITY & HUMAN RIGHTS

The Board considered a report of the Strategic Director, Communities which provided Members with an update on Halton's involvement in the Equality and Human Rights Commission formal inquiry into older people and human rights in home care.

The Board was advised that the Commission had launched the inquiry to investigate the extent to which the current legislative, regulatory and quality control systems provided sufficient human rights protection for older people requiring or receiving home care.

The Board was further advised that Stage 1, held in March 2011, the Equality and Human Rights Commission had written to request Halton's participation in this inquiry citing their legal powers for our involvement under section 16 of the Equality Act 2006 and included their Terms of Reference set out in Appendix 1 to the report. The initial stage involved completion of an online survey which included various areas of human rights.

It was reported that Stage 2 held in April 2011, the Commission had sought further documentary evidence towards the inquiry to support Halton's response and conducted an extensive interview with Halton's Dignity Co-ordinator and the Divisional Manager for Independent Living Services.

Furthermore, it was reported that Stage 3 held in May 2011, the Commission had written to the Chief Executive stating how impressed they had been with Halton's integration of the dignity and human rights based approach and sought permission to conduct interviews to gather further evidence towards the inquiry. In preparation for the interviews the Commission had provided an Interview Framework detailing the thematic areas of evidence they wished to explore, with a particular emphasis on the integration of human rights, set out in Appendix 2 of the report. It was reported that the Commission had conducted the interviews during June/July 2011 which included the numerous roles.

On completion of the interviews, the Commission had informed the Dignity Co-ordinator that Halton had been selected as an exemplar of best practice and sought permission for the Council to be named within their published report due to be issued in November 2011. In November, prior to the report being published, the Commission had contacted the Dignity Co-ordinator to advise that Halton was in fact the only local authority to be 'officially' named within their published report in terms of best practice. Although evidence had been sought from many other local authorities no others had 'ticked all the boxes'. The Commission's 'Close to Home' report had been published on 23 November 2011.

The Chairman highlighted that Halton were the only authority in the country to have a dedicated Dignity Co-ordinator to ensure that the residents of Halton had access to the best service possible.

RESOLVED: That the report be noted.

SAF35 SAFEGUARDING ADULTS

The Board considered a report of the Strategic Director, Communities which gave Members an update on the key issues and progression of the agenda for Safeguarding Vulnerable Adults.

The Board was advised that discussion had began, aimed at developing a pilot project in Halton based on the 'Safe Around Town' scheme which was currently running in St Helens. The scheme's purpose was to provide a safe sanctuary for people with learning disabilities in St Helens town centre.

The working group were considering widening the proposed scope of the scheme in Halton to include vulnerable people of all ages and needs in the wider community rather than limiting it to shopping areas.

Halton Speak Out also had a lead role in the project and it was hoped that collaboration could also be achieved with other voluntary groups, community centres and employers.

The Board noted the various activities that had taken place and were set out in paragraphs 3.2 to 3.7 of the report.

The following comments arose from the discussion:-

- It was requested that any training that was available could be offered to Members of the Board;
- It was noted that training was designed / customised to the needs of the participants;
- It was noted that the logo that was being added to all Council literature and the strap-line 'Help us Help You' would encourage people to give the Council feedback rather than 'complaints' and improve the services;
- It was suggested that literature from the Council in respect of a family member in a home was mainly to

enquire about financial matters and did not incorporate any contact details on how to raise concerns over care provided by the 'care provider'. In response, it was reported that this matter would be looked into and the logo and strap-line had only recently been developed;

- it was noted that all agencies were joining together in a positive way to address safeguarding issues; and
- The newly developed Safeguarding Adults Induction Workbook for all staff and volunteers was noted.

RESOLVED: That the contents of the report and comments raised be noted.

SAF36 COMMUNITY SAFETY REVIEW

The Board received a verbal update report on the outcome from the review of community safety.

The Board was advised that Halton Community Safety team was a combined Police and Council partnership team that reported to the Safer Halton Partnership and had been traditionally funded over recent years through some mainstream funding from Police, Partners and the Council but primarily by Government grants given on a year to year basis. The team had grown over a period of years but due to financial cuts had been slightly reduced in size during the last financial year. The current economic climate and cessation of Government grants for the next financial year dictated that the team could not continue in its present format without an injection of funding to address the anticipated shortfall.

The Board was further advised that rather than simply reduce the team in size again it had been agreed to review the current and future activities and structure of the team in order to be ready for 2012-13. The review was being jointly led by the Police and the Council. To help inform this review, the views of members and other stakeholders had been sought.

It was reported that the review had been completed and a number of options had been identified. The options were being considered by the Safer Halton Partnership Chairman and they would be presented to the next meeting of the Board.

It was reported that the review had been very thorough and had been a worthwhile process. There had been significant funding cuts to various organisations, the Council and Cheshire Police and this had impacted on the team and the service. It was also reported that services provided had been very successful and the review sought to build on that success. In addition, it was reported that the new Police Crime Commissioners would be responsible for funding for such services by 2013 and would commission these services to any interested party ie the Local Authority or a private organisation. It was therefore vitally important that the service delivered was robust and represented value for money.

Furthermore, it was highlighted that some Local Authorities were adopting Halton practices and the review placed the team in an excellent position to undertake services on behalf of other authorities and to generate some funding.

The Chairman reported that it would no longer be the responsibility of the Board to scrutinise the Police, this would be undertaken by the new Police and Crime Panels. It was also reported that the Chief and Deputy Chief Constable had been invited to attend the next meeting to discuss the role and responsibilities of the Board in order to prepare and understand how the Police and Crime Panels might operate in the future. He reported that there would be at least two Elected Members from Halton Borough Council on the Panel and it was anticipated that there would be 10/12 members on the Panel, although this could be extended to 17 members if necessary. In addition, he reported that the Board would need to undertake a considerable amount of work over the next twelve months and there may need to be additional meetings arranged in the future. The Board would need to consider and identify priorities in order to submit a bid for funding to the Police and Crime Commissioner.

The Board noted that Police Authorities had opposed the Police Reform and Social Responsibility Bill. However, it was now legislation and a lot more information was required on how the Police and Crime Commissioner would operate.

The Chairman requested that a report on Persistent and Prolific Offenders be presented to the next meeting of the Board.

RESOLVED: That

(1) the report and comments raised be noted; and

- (2) a report on Persistent and Prolific Offenders be presented to the next meeting of the Board.

Strategic Director
- Communities

SAF37 PREVENTION FROM EXCLUSION POLICY, PROCEDURE

The Board considered a report of the Strategic Director, Communities which presented Members with the revised Prevention from Exclusion from building based services and withdrawal of service from individuals' homes Policy, Procedure and Practice 2011.

The Board was advised Adults with Learning Disabilities have had an Exclusion Policy since April 2005. During 2006 the Policy had been reviewed by the Safeguarding Adults Board (previously the Adult Protection Board) and it had been decided that it could be adapted and extended to apply to all service user groups across internal day, residential and home care services.

The Board was further advised that the purpose of the review had been to establish if the procedures detailed in the policy were effective and fit for purpose and to identify any changes that needed to be included to ensure the policy's relevance.

The Board noted the main amendments to the policy set out in paragraphs 3.4 to 3.4.8 of the report. In addition, it was also noted that the procedure would be reviewed on a regular basis and presented to the Board when appropriate.

RESOLVED: That the report be noted.

SAF38 BUSINESS PLANNING 2012-15

The Board considered a report of the Strategic Director, Policy and Resources which provided Members with an update on Business Planning for the period 2012-15 and the Directorate priorities, objectives and targets for services for this period that fell within the remit of the Board.

The Board was advised that each Directorate was required to develop a medium term business plan, in parallel with the budget, that was subject to annual review and refresh. Draft Service Objectives and Performance Indicators and targets had been developed by each department and the information had been included in the Appendices to the report. These objectives and measures would form the basis of the quarterly performance monitoring received by the Board during the future year.

It was reported that the key priorities for development or improvement in 2012-15, proposed by Officers of the Council were as follows:

- Safeguarding & Dignity;
- Review of the Community Safety Team; and
- Review of Domestic Violence Services

These priorities had been discussed by Members on 15 November 2011, and had now been reflected in the draft plans. It was reported that comments could also be made to the relevant Operational Director by no later than 18 January 2012 to allow inclusion in the draft business plan.

Furthermore, it was reported that the draft Directorate Business Plan would be revised following Member comments during January and would be presented to the Executive Board for approval on 9 February 2012, at the same time as the draft budget. This would ensure that decisions on Business Planning were linked to resource allocation. All Directorate plans would be considered by full Council at the 7 March 2012 meeting.

In conclusion, it was reported that It should be noted that plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2012.

The Chairman encouraged Members of the Board to send in their comments / suggestions to the Operational Director, by no later than tomorrow, 18 January 2012.

RESOLVED: That

- (1) The report and comments made be noted; and
- (2) Members of the Board pass any detailed comments that they may have on the information in the report to the relevant Operational Director by 18 January 2012.

Meeting ended at 8.28 p.m.

ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 4 January 2012 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Hignett (Chairman), J. Gerrard (Vice-Chairman), Baker, J. Bradshaw, E. Cargill, Hodgkinson, A.McInerney, Nolan, Thompson, Wainwright and Zygadlo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Noone, G. Ferguson, J. Unsworth, D. Cunliffe, W Rourke and S Eccles

Also in attendance: Councillors N Plumpton Walsh and C Plumpton Walsh. In accordance with Standing Order 31 Councillor Stockton.

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

EUR30 MINUTES

The Minutes of the meeting held on 23rd November 2011 having been printed and circulated were signed as a correct record.

EUR31 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR32 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the Minutes be received.

Action

EUR33 SSP MINUTES

The Board received the draft Minutes of the Urban Renewal Specialist Strategic Partnership meeting held on 1st November 2011.

RESOLVED: That the draft Minutes be noted.

EUR34 PERFORMANCE MANAGEMENT 2ND QUARTER

The Board received a report of the Chief Executive which detailed the second quarter performance management reports on progress against service plan objectives and performance targets, performance trends/comparisons and factors affecting the services for –

- Economy, Enterprise and Property (Development and Investment);
- Policy, Planning and Transportation (Highways and Transportation, Logistics and Transport Management, and Building Control and Contaminated Land);
- Environment and Regulatory Services (Waste and Environmental Improvement and Open Spaces); and
- Commissioning and Complex Care (Housing Strategy).

In receiving the second quarterly monitoring reports, Councillor Hodgkinson submitted the following questions:

Question 1

I note that a major Gateway campaign at Runcorn Station with Virgin Trains was planned. The Borough has a station with hourly trains to Euston in a time of less than two hours. However, I always find there is chaos in the station forecourt and approach road whenever Virgin trains arrive or leave. Would Officers ask Virgin Trains to permit vehicles collecting passengers coming from the London direction to park in the little used west car park for up to say 15 minutes without payment? This would provide more space in the station forecourt for dropping off passengers and reduced congestion. Liverpool Airport offers this facility within the gated area.

Response

We have put your question to Virgin Trains and their response was that customers can use their car parks for free for 20 minutes and there are signs up to this effect. If this is the case, it is possible people are either not reading/seeing

these signs or do not wish to take advantage of the 'offer' preferring the convenience of parking as close as possible to the station buildings.

Question 2

The Planning Application targets are not being met. As the Development Control Committee Member, I want to ensure that development issues are adequately examined, as we have to live with the consequences. However, are any non-controversial development approvals being delayed due to lack of staff and could this have implications for employment in the Borough? If this is the case, have we looked at the possibility of taking on temporary staff or using planning consultants?

Response

The speed of planning application processing continues to be impacted due to an increase in the application workload per officer, primarily from the more major applications such as the Mersey Gateway, Ineos and 3MG. Pressure is also exerted by tasks outside of the application process that NI 157 specifically measures. For example, pre-application enquiries, Section 106 negotiation, Condition monitoring, enforcement activity, defending appeals, and other general enquiries. As a result, performance has been compressed while system capacity is fully consumed. Currently, the Development Control (DC) Team operates with 4.3 FTE (1 Team Leader, 2.3 DC Planners, 1 Enforcement Officer). To make best use of these scarce resources the more straight forward applications (householder applications e.g. extensions) are partially dealt with by consultants (St Helen's Council) on a per application basis with HBC retaining control over the granting of consent. This allows the Council's permanent staff to deal with the more complex and contentious applications where local experience and an in-depth understanding of Council policy and practice is vital to the delivery of sound, transparent and justified planning decisions in the best interests of our Borough. This service area has a carefully balanced budget and operates from a net zero budget position where costs are fully covered from application fees. The challenge that arises with the use of temporary staff and consultants is balancing expeditious decision making against operating what is essentially an expedient and zero cost service that does not impact negatively on the Council's overall budgetary position.

Question 3

The number of third party compensation claims due to alleged highway/footway defects have increased. A few years ago, the Council decided that it would have a regular inspection system followed by action to repair defects to demonstrate in Court that all reasonable efforts were being made to check highways, footways and repair defects. Has the Council reduced this activity due to spending constraints or are many of the claims simply spurious?

Response

Our inspection regime under S58 of the Highways Act has not changed. Indeed we are looking to increase what we inspect in light of the Gullikson ruling which made the Council as Highway Authority responsible for footpaths/footways that were once deemed to be the responsibility of housing associations or trusts. Our current regime is:

Town Centres – Inspected monthly

All other Roads and Footpaths – Inspected quarterly

Expressways and Busways that have no pedestrian access – Inspected from vehicle quarterly

Gullikson footpaths and some cycleways – Inspected 6 monthly.

A commitment was given to check the number of claims but whilst they appear to be higher than anticipated, we continue to have a very good record in defending such claims due to the above regime. (The number was subsequently checked and found to be correct). Based on the figure of 72 we are suggesting that the annual target will not be met but this may not be the case. We obviously have no control over the number of claims made and an increase could be due to a number of factors including our additional responsibilities for footpaths and insurance companies encouraging people to submit claims. The number of claims can and does fluctuate over time. We will have a better idea at year end.

It was agreed that a copy of the above questions and responses be circulated to members of the Board.

An update on the progress of the draft Runcorn Town Centre action plan was requested by a member of the Board. In response, it was noted that Savills had been appointed to progress development options within the Town Centre and take them to the market place. It was agreed

that an interim update report, including the level of interest generated in the market place, be brought to the next meeting of the Board.

RESOLVED: That the 2nd Quarter Performance Management Report be received.

EUR35 MERSEY GATEWAY AND TOURISM POTENTIAL

The Board considered a report which outlined the potential for tourism relating to the construction of the Mersey Gateway. A scoping paper had been developed to consider the potential impact the construction of the Mersey Gateway could have on tourism in the Borough. If benefits were to be maximised, it was important to plan proactively rather than be reactive to opportunities as they arose. The report considered the potential tourism benefits and possible activities through a number of case studies of construction related projects. Key elements of a response could include –

- viewing Points;
- virtual Viewing Platform;
- marketing and Promotion;
- contractor Involvement
- employment and Skills; and
- local Heritage Context.

It was anticipated that working in Partnership with local tourism operators and importantly a future concessionaire would be an important aspect. Following discussions at the local tourism network a number of hotels and tourist operators had expressed an interest in working together and a number had volunteered to be part of a Delivery Group.

It was noted that objectives associated with the project would need to be clarified early on. Suggested objectives for consideration included:

- raise the profile of Halton;
- promote the visitor economy and the businesses contained therein;
- support existing visitor destinations;
- promotion of Halton and broader investment opportunities;
- capitalise on the broader historical and heritage assets associated with the crossing of the Mersey; and
- create safe, accessible and managed viewing areas

for visitors and the local community.

Arising from the discussion the following suggestions were put forward as potential for tourism: bridge climbing, extreme sports, a viewing point at the Catalyst Museum, updates at local cinemas and a visitors centre. Members were, however, reminded that under the Transport and Works Act, general pedestrian traffic will not be allowed on the Mersey Gateway and hence this could restrict the type of tourist activities allowed on the bridge itself.

RESOLVED: That the Executive Board be requested to consider the potential for tourism activity related to the construction of the Mersey Gateway.

Strategic Director
Children and
Enterprise

EUR36 ABANDONED SHOPPING TROLLEYS

The Board received an update report on the progress made in respect of reducing the nuisance caused by Abandoned Shopping Trolleys in the Borough. The Board had previously endorsed a draft Abandoned Shopping Trolley policy and made recommendations in respect of its adoption (Minute 51 refers). The draft policy was subsequently approved by full Council on 20th April 2011 and came into force on 1st August 2011.

It was reported that legislation allowed local authorities to enter into agreements with local retailers, in which the retailers undertook to collect all abandoned trolleys notified within a specified period of time. Officers had identified 22 retailers in Halton who provided shopping trolleys for use by customers. To date, 16 retailers had signed up to the voluntary protocol and responses were awaited from the remaining 6 retailers, who had each been contacted by officers and sent a copy of the protocol for consideration. It was noted that between 1st August and 30th November 2011 the following activity had taken place:

- 160 trolleys had been identified as being abandoned across the Borough;
- 129 were collected by the responsible store within the timescales required by the voluntary protocol;
- 31 trolleys were collected by the Council, either as a result of responsible store not having signed up to the protocol or, where they had, failed to recover the trolley within the required timescales; and
- The Council had invoiced the responsible stores a total of £1,345 for the recovery of the 31 abandoned trolleys.

In Runcorn, Tesco and Asda stores experienced the highest number of trolleys being removed and abandoned by customers. Both stores were working pro-actively to help tackle this problem and in addition to signing the voluntary protocol, Asda had employed Trolleywise a national company, to collect abandoned trolleys on their behalf. Since the beginning of September the company had recovered 83 abandoned shopping trolleys over and above those reported to the store by the Council.

In addition, Tesco employed Trolley Collection Service (TCS), a regional company to collect abandoned trolleys on their behalf. Since the beginning of September TCS had recovered 300 abandoned shopping trolleys over and above those reported to the store by the Council. Tesco had also implemented a civil recovery scheme aimed at customers who removed trolleys. They had also fitted coin locks to their trolleys in an attempt to reduce the removal from Halton Lea Shopping Centre.

Arising from the discussion it was agreed that Asda and Tesco would be contacted to enquire if a contact number for the Contractors collecting trolleys could be given to Councillors and members of the public.

RESOLVED: That the report be noted.

EUR37 FLOOD RISK MANAGEMENT GOVERNANCE AND PROGRESS REPORT

The Sub-Committee considered a report of the Strategic Director Policy and Resources which informed Members on Flood Risk Management and provided an update on the following:

- the introduction of new duties under the Flood and Water Management Act (2010);
- the production of Halton's Surface Water Management Plan (SWMP) and current activity in flood risk management; and
- the opportunities to engage through Member representation and involvement in new regional sub group arrangements.

It was noted that as portfolio holder with responsibility for flood risk management, Councillor John Stockton had been nominated to attend the Cheshire and Mid Mersey Flood Risk Partnership Sub Group. The Sub Group had subsequently nominated two members to the North West Regional Flood and Coastal Committee (NWRFCC), these

being Alison Bacon (St. Helens) and Councillor Linda Dirir (Warrington).

With regard the Flood and Water Management Act which became law in April 2010 and was being implemented using a phased approach, to date there had been five commencement orders, each introducing specific provisions of the Act. The key provisions as they affected Halton as a lead Local Flood Authority were summarised in the report together with the expected timetable for the introduction of the remaining sections of the Act.

In addition, Members received a short presentation detailing the progress on the production of Halton's Surface Water Management Plan. By utilising the grant funding awarded for the project, work on the study had progressed through to the "Options" stage. A comprehensive report, detailing the flood risk assessments, results and findings and the conclusions drawn from the study had been produced.

The presentation outlined the process employed during the study together with its outputs and conclusions. It also outlined a series of maps which had been produced, using fresh hydraulic modelling of surface water for the whole Borough and illustrating flood depth, flood velocity and flood hazard. The report concluded that surface water flooding in the Borough of Halton was characterised by a large number of discreet, small areas of flooding, spread across the Borough. There was no single large area of potential flooding. Some of the flood areas were coincident with or adjacent to property and this would have an impact upon the community in those areas. Sections of essential transport infrastructure had also been identified as vulnerable to surface water flooding.

It was noted that a methodology had been developed to identify the impact of flooding on property and infrastructure in order to highlight hot spots where surface water flooding could be expected to have the most significant impact. It was agreed that all Members would be sent a copy of the relevant hot spots.

With regard to current activities the following had been implemented:

- a total of £207,750 had been awarded this year for property level flood protection covering areas of Widnes that were vulnerable to surface water flooding. A contribution towards the cost of these

projects was being made from Halton's Capital Programme budget allocation for 2011/12;

- additional improvements to surface water drainage were being implemented at Morley Road, Prescott Road and Foxcote to resolve localised flooding problems;
- the Environment Agency had awarded £21,000 of funding for survey work on production of a feasibility report into repair of the existing shoreline protection armouring at Pickerings Pasture, Widnes;
- the Environment Agency had also provided £1m towards the cost of flood defence works at Keckwick Brook to reduce flood risk to properties in Sandymoor; and
- DEFRA had awarded £35,000 towards a scheme to strengthen Wharford Farm reservoir embankment which was now complete.

RESOLVED: That

- (1) the proposed arrangements for local member representation on the NW RFCC be noted; and
- (2) the progress made in the development of Halton's SWMP and the work currently underway to address flood risk across the Borough be welcomed.

(NB: Councillor Wainwright declared a Personal Interest in the following item of business as he was Chair of Halton Transport Ltd).

EUR38 LOCAL SUSTAINABLE TRANSPORT FUND

The Board considered a report of the Strategic Director Policy and Resources which informed Members on the Local Strategic Transport Fund (LSTF) and sought approval for the approach that the Council was taking in regards to preparation of bids for this fund.

It was noted that the Government was providing £560m for the LSTF to challenge local authorities outside London to bid for funding to support packages of transport intervention that supported economic growth and reduce carbon emissions in their communities as well as delivering cleaner environments and improved air quality, enhanced

safety and reduced congestion. The fund would include a mix of £350m revenue and £210m capital funding over four years between 2011/12 to 2014/15.

Members were advised that two types of bids could be made, a small project bid of up to £5m and a large project bid of over £5m and up to £50m. The bidding guidance stated that only one bid would be accepted from each local authority, however collaborative proposals would also be considered by the DfT.

It was envisaged that Halton's bid would be in the order of £4.8m and would focus on sustainable transport to employment areas. This would address the Government's transport priorities of economic growth and carbon reduction. The bid was entitled "Routes to Prosperity" and complements the Merseyside bid. It covered the following broad areas actions and initiatives:-

- working with partners to improve access to employment;
- promoting smarter transport choices and encouraging behavioural change; and
- sustainable transport infrastructure measures to include enhanced provision for walking, cycling and public transport.

Halton's bid would cover the financial years 2012/13 to 2014/15 and would be made in tranche 2 (February 2012).

In addition, it was proposed that a joint bid with St. Helens and Warrington, with St. Helens taking the lead on bid preparation, would be submitted. The bid was entitled "Mid Mersey Sustainable Cross Boundary Links" and aimed to be similar to the Halton bid but focussed on more strategic travel to employment sites. The bid would be in the order of £3.2m plus local contributions.

RESOLVED: That

1. the suggested approach for the Halton LSTF bid be approved; and
2. the suggested approach for the joint Mid-Mersey bid be approved.

(NB: Councillor Hignett declared a Personal Interest in the following item of business as he was an employee of CIC).

EUR39 MINUTES FROM WASTE TOPIC GROUP

The Board considered a copy of the notes of a meeting of the Waste Topic Group which took place on 16th November 2011. The Topic Group had discussed the recent introduction of a bin charging policy. The current policy allowed a charge to be waived where it would cause significant hardship. However, the Topic Group was advised that on occasions, due to particular circumstances surrounding the loss of a bin, discretion to waive the charge could be considered.

The Waste Topic Group had recommended that delegated officers and Members have the discretion to waive bin charges in other exceptional circumstances.

RESOLVED: Members of the Board supported that the delegated Officers and Members have the discretion to waive bin charges in other exceptional circumstances.

Strategic Director
Communities

EUR40 BUSINESS PLANNING 2012-15

The Board considered a report of the Strategic Director, Policy and Resources which provided Members with an update on Business Planning for the period 2012-15 and the Directorate priorities, objectives and targets for the services for this period that fell within the remit of the Board.

The Board was advised that each Directorate was required to develop a medium term business plan, in parallel with the budget, that was subject to annual review and refresh. Draft service plan objectives and performance indicators and targets had been developed by each Department and the information had been included in the appendices to the report. These objectives and measures would form the basis of the Quarterly Performance Monitoring received by the Board during the future year. It was reported that the Key Priorities for development or improvement in 2012-15, were discussed by Members at the previous meeting on 23rd November 2011, and had now been reflected in the draft plans. It was reported that comments could also be made to the relevant Operational Director by no later than 18th January 2012 to allow inclusion in the draft Business Plan.

Furthermore, it was reported that the draft Directorate Business Plan would be revised following Member comments during January and would be presented to the Executive Board for approval on 9th February 2012, at the same time as the draft budget, this would ensure that

decisions on Business Planning were linked to resource allocations. All Directorate Plans would be considered by full Council on 7th March 2012.

In conclusion, it was reported that it should be noted that plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2012.

RESOLVED: That

1. the report be noted; and
2. Members of the Board pass any detailed comments that they may have on the information in the report to the relevant Operational Director by 18th January 2012.

Meeting ended at 8.20 p.m.

CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 3 January 2012 in the Civic Suite, Town Hall, Runcorn

Present: Councillors A. Lowe (Chairman), Roberts (Vice-Chairman), Browne, Dennett, Gilligan, C. Loftus, N.Plumpton Walsh and Wainwright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, B. Dodd, H. Coen, E. Dawson and A. Scott

Also in attendance: None

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

Action

CS26 MINUTES

The Minutes from the meeting held on 1 November 2011 were taken as read and signed as a correct record.

CS27 PUBLIC QUESTION TIME

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

CS28 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.

Members raised queries relating to the outcome of the consultation and review process on the Parliamentary Boundary Review.

RESOLVED: That the Minutes be noted.

CS29 SSP MINUTES

The Minutes of the Halton Strategic Partnership meeting held on 21 September 2011 were submitted to the Board for information.

Members discussed the following issues:

- Voluntary Sector Update and the Big Society;
- Terms of Reference for the Shadow Health and Wellbeing Board;
- The use of data provided by the Halton Resident's Survey;
- The Sub-Regional Update report on regional working and recent initiatives; and
- The success of inward investment initiatives. All Members of the Board wished to place on record their thanks to staff involved in such initiatives in the Borough.

RESOLVED: That the minutes be noted.

CS30 LOCALISATION OF COUNCIL TAX SUPPORT

The Board received a report from the Operational Director Finance, informing Members of the proposals being made as part of the Government's Local Government Resources Review in relation to the 'Localism of Council Tax Support'.

It was reported that following the Comprehensive Spending review 2010, the Government announced that it would localise support for Council Tax from 2012-14, thus reducing expenditure by 10%. On 17 February 2011 the Government published the Welfare Reform Bill, containing provisions for the abolition of Council Tax Benefit from April 2013, paving the way for new localised schemes.

It was noted that the draft response to the consultation document '*Localising Support for Council Tax in England*' had already been circulated to Members.

The report went on to layout the proposed scheme that the Council would adopt following implementation of the localisation of council tax support and explained some of the implications that would result from such a scheme which related to Halton.

RESOLVED: That a further report be brought to the Board to assess and make recommendations on the

Operational
Director - Finance

following:

- 1) the financial impact to claimants and the Council of the proposals; and
- 2) an outline local scheme for Halton for subsequent recommendation to the Council.

CS31 LOCAL GOVERNMENT RESOURCE REVIEW PROPOSALS FOR BUSINESS RATES RETENTION

The Board received a report from the Operational Director, Finance, which informed Members of the Government's proposals for Business Rates Retention as part of the Local Government Resources Review, and the potential financial implications for the Council.

The Board was advised that the Government's Local Government Resource Review would make fundamental changes to the funding of local government and would have a significant impact upon the future resources available to the Council. Government had undertaken a consultation which ended on 24th October 2011 in relation to the proposals for Business Rates Retention as part of the Resource Review. It was noted that the consultation also set out how Tax Increment Financing (TIF) and the New Homes Bonus might work within the proposed Business Rates Retention system. Halton's response to the consultation was approved by the Executive Board on 13th October 2011 and Halton also contributed to a joint response by the Liverpool City Region.

It was reported that in 2011-12 Business Rates contributed 76% of the total national Formula Grant provided to councils, with the balance met by Revenue Support Grant. Business rates were currently collected by councils and paid over into a national pool from which they were redistributed as part of formula grant on a per capita basis.

Under the Government's proposals, from 2013-14, formula grant would be fully funded from Business Rates with the removal of revenue support grant. The report outlined the financial risks for Halton associated with the proposed changes.

RESOLVED: That

- 1) the report and potential financial implications for the Council, be noted; and

Operational
Director - Finance

- 2) the Board be kept up to date with developments.

CS32 BUSINESS PLANS 2012 / 15

The Board received a report from the Strategic Director, Policy and Resources which provided an update on Business Planning for the period 2012-15 and also requested them to consider the Directorate priorities, objectives and targets for services for this period that fell within the remit of this Policy and Performance Board.

The Board was reminded that each Directorate of the Council was required to develop medium term business plans in parallel with the budget that were subject to annual review and refresh. It was noted that key priorities for development or improvement in 2012-15 were agreed by Members on 1 November 2011 for the various functional areas reporting to this Policy and Performance Board.

Given the remit of the Corporate Policy and Performance Board since the reconfiguration of Directorates in 2011, Business Plans for Policy and Resources and Children and Enterprise Directorate, in respect of Property Services, and the Communities Directorate in respect of Catering, Stadium and Registration Services, were now available for consideration by the Policy and Performance Board so therefore, business plans for all three Directorates were presented to this Board for comments.

Members were advised that it was proposed that the draft Directorate Business Plans would be revised following Member comments during January and would go to Executive Board for approval on 9th February 2012, at the same time as the draft budget, thus ensuring that decisions on Business Planning were linked to resource allocation. Following this, all Directorate plans would be considered by full Council at the 7th March 2012 meeting.

It was noted that plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2012.

RESOLVED: That

- 1) any objectives and targets for the next three years that the Board wished to see included in the Business plans be identified; and

- 2) any detailed comments that Board Members may have be passed to the relevant Operational Director by 18th January 2012.

CS33 ANNUAL REPORT FOR ADULT SOCIAL CARE, CHILDREN AND YOUNG PEOPLE AND CORPORATE COMPLAINTS 2010/11

The Board was presented with a report which provided an analysis on complaints processed under all three of the Council's Complaints Procedures during 2010-11.

Members were advised that the Council presently had a statutory responsibility to administer complaints in relation to Children and Young People and Adult Social Care. Additionally, the Council also administered a procedure to deal with corporate complaints whereby the public could seek redress if they believed Council departments had failed to deliver a satisfactory level of service.

The report went on to explain the stages of each Directorate's complaint procedure, attached in Appendix 1. Further, the report provided data relating to complaints trend analysis 2010-11, which included information on the nature and outcome of complaints.

RESOLVED: That the contents of the report be noted.

CS34 PERFORMANCE MANAGEMENT REPORT - QUARTER 2 2011/12

The performance management reports were presented to the Board by the Strategic Director, Policy and Resources. The Board was requested to consider and raise any questions or points of clarification in respect of performance management reports for the second quarter of 2011-12.

The report detailed progress against service objectives/milestones and performance targets, and described factors affecting the service for:

- Policy and Performance;
- Financial Services;
- Legal and Democratic Services;
- ICT and Support Services;
- Learning and Development;
- Property Services; and

- Catering, Stadium and Registration Services.

RESOLVED: That the second quarter performance management reports be noted.

CS35 SICKNESS ABSENCE - 2ND QUARTER 2011/12

The Sickness Absence 2nd Quarter 2011-12 report was presented to the Board providing information to Members on the number of working days lost in the 2nd quarter 2011-12, outlining trends and patterns of sickness and also provided comparative data from 2nd quarter 2011-12.

It was noted that due to the restructure in April 2011, it was not possible to make comparisons across directorates for the 2nd quarter 2011-12 and the same quarter 2010-11, as directorates had changed. Comparisons could however still be made across the Authority as a whole.

RESOLVED: That the content of the report be noted.

Meeting ended at 8.00 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 5 December 2011 at Civic Suite, Town Hall, Runcorn

Present: Councillors Thompson (Vice-Chairman), Balmer, J. Bradshaw, A.Cole, Gilligan, Hignett, Hodgkinson, Leadbetter and T McInerney

Apologies for Absence: Councillors Nolan and Osborne

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, G. Henry and J. Farmer

Also in attendance: Councillor MacManus and 5 members of the public.

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

	<i>Action</i>
DEV31 MINUTES	
<p>The Minutes of the meeting held on 7 November 2011, having been printed and circulated, were taken as read and signed as a correct record subject to the following amendment:</p> <p>It was noted that Councillor Hignett's absence was '<i>Declared on Council Business</i>' and not as an '<i>Apology for Absence</i>'.</p>	
DEV32 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE	
<p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p> <p><i>Councillor Balmer declared an interest in the following item in order to avoid any allegation of bias, as he had previously attended a residents meeting concerning the proposal. He took no part in the debate and did not vote on the application.</i></p>	
DEV33 - 11/00184/FUL - PROPOSED ERECTION OF 143 NEW DWELLINGS WITH ASSOCIATED GARAGES, PARKING,	

HARD AND SOFT LANDSCAPING, WITH ON-SITE PROVISION OF OPEN SPACE AND GREEN LINK ON LAND BOUNDED BY WILMERE LANE/CRANSHAW LANE AND LUNTS HEATH ROAD, WIDNES

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

It was reported that a further amended plan had been received relating to the reorientation of plot 95, to minimise potential overlooking of adjoining land and to secure final amendments to the internal highway layout. These amendments were considered minor technical improvements to the scheme and not considered to raise any significant issues not previously addressed.

The Committee was advised that six further letters of representation had been received raising similar issues that were already addressed in the report. One reference had been made to a *'fault line on the proposed site'* which had resulted in previous refusals of planning permission. However it was noted that no evidence was presented regarding this fault line and no records were available for the earlier refusal of planning permission in this regard. An objection had been received from the adjacent land owner who had claimed the hedge boundary was his, which was disputed by the applicant. Details would be included in an additional condition.

Furthermore, the legalities of the right to provide access to Cranshaw Lane by Green Link had been raised. It was noted that the applicant had demonstrated control up to the boundary of the site with Cranshaw Lane which was dedicated as bridleway. Legal advice suggested that such highway connection could therefore be legally made.

It was also reported that an additional Grampian style condition was requested relating to off site highway / junction improvements to the junctions off Lunts Heath Road and Wilmere Lane to provide necessary flexibility if to be provided under Section 278 of the Highways Act, in lieu of a financial contribution by means of Section 106.

It was also recommended by officers that the entering into of the Legal Agreement (Condition a), should include a requirement to enter into a further agreement under Section 25 or Section 38 Highways Act 1980 as appropriate, and that Condition number 6 be deleted and replaced with the submission of a structure Management Plan instead.

The Committee was then addressed by Mr Harper who wished to object to the application. He questioned whether it was appropriate to approve another application for a development which was on Phase 3 land, as there had been several already approved in recent years and in the same area of Widnes, some of which were not selling. He further stated that one access road to the site would be insufficient and questioned the standard of the design of the roads in comparison with the other developments.

Councillor MacManus then addressed the Committee objecting to the proposal and spoke of the potential for the overstretching of GP and School services for local people, should the development be approved. Further he cited that there would be an increased flow of traffic in the area and requested that the Committee defer the application so that the above issues could be looked at further.

In response to the above comments officers stated that since 2005 the Council had an obligation to build 500 new dwellings per annum and to date a shortfall existed. In these circumstances therefore, it was considered appropriate to release this site for development. Further it was stated that new road improvements had been added to the scheme and a 30 mph speed limit had been introduced on Lunts Heath Road, which had already resulted in a reduction of accidents. Also, it was commented that this development would have a relatively small impact on the volume of traffic in an area that was already busy.

In response to the availability of local services, it was commented that this was not a reason for refusal of a planning application, as it was a matter for the agencies concerned to deal with, as was the non-sale of new houses for a developer to deal with.

RESOLVED: That the application be approved subject to:

- a) The entering into of a Legal Agreement for the provision of a financial contribution towards off-site public open space, greenway links (including a requirement to enter into a further agreement under Section 25 or Section 38 Highways Act 1980 as appropriate), public transport / bus stops and highway junction works;
- b) Conditions relating to the following:
 - 1) Condition specifying amended plans (BE1);
 - 2) Requiring that no development shall begin until

- written details and agreement of construction vehicle access routes and construction car parking and management plan (BE1);
- 3) Materials condition, requiring the submission and approval of the materials to be used (BE2);
 - 4) Landscaping condition, requiring the submission of both hard and soft landscaping to include tree and hedgerow planting (BE2);
 - 5) Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
 - 6) Details of a construction management plan to be submitted including details of wheel cleansing;
 - 7) Construction and delivery hours to be adhered to throughout the course of the development (BE 1);
 - 8) Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/commencement of use (BE1);
 - 9) Submission and agreement of finished floor and site levels (BE1);
 - 10) Condition restricting permitted development rights relating to frontage boundary fences (BE1);
 - 11) Condition restricting permitted development rights relating to addition of windows/dormers (BE1);
 - 12) Condition restricting permitted development rights relating to extensions and outbuildings for plots 19, 22, 27, 28, 35, 36, 41, 86-88, 109,120,123-126 (BE1);
 - 13) Site investigation, including mitigation to be submitted and approved in writing (PR1);
 - 14) Submission and agreement of a scheme of biodiversity features including landscape planting, log piles, bat and bird boxes (BE1 and GE21);
 - 15) Conditions relating to tree and hedgerow protection during construction including special/construction working methods for driveways beneath trees (BE1);
 - 16) Submission and agreement of detailed construction of surface water detention pond (BE1);
 - 17) Survey for ground nesting birds to be submitted and approved (BE1 and GE21);
 - 18) Grampian conditions relating to off-site highway works to Lunts Heath Road entrance and to provide 3m wide cycle/footway to site frontage with Wilmere Lane up to junction with Lunts Heath Road (TP6 and TP9);
 - 19) Requiring properties be supplied with appropriate bins and recycling bins prior to occupation (BE1);
 - 20) Grampian conditions relating to off-site works replacement highway tree planting (BE1);

- 21) Specify house type in relation to plot 109 (BE1);
- 22) Requiring submission, agreement and implementation of detailed method statement for removal or long term management / eradication of Japanese knotweed (BE1);
- 23) Requiring the development be carried out in accordance with the approved PRA and appropriate mitigation measures (PR16); and
- 24) Submission, agreement and implementation of a surface water regulation scheme (PR16);
- 25) Phasing of the greenway; and
- 26) Details of the landscaping to be submitted and approved.

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

DEV34 - 11/00395/FUL - PROPOSED CREATION OF ONE NEW BUILDING (B1(B) USAGE) WITH ASSOCIATED EXTERNAL WORKS AT THE HEATH BUSINESS AND TECHNICAL PARK, THE HEATH

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

It was reported that an additional condition, relating to the provision of a scheme for the preservation of the Great Crested Newt, would be included.

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

1. Time limit (BE1);
2. Specifying approved use (E3);
3. Tree protection conditions (BE1);
4. Routing for construction traffic (BE1);
5. Travel plan update (TP16);
6. Submission and agreement of materials (BE1);
7. Submission and agreement of external lighting details (GE21);
8. Construction management plan (BE1);
9. Requiring that the development be carried out in accordance with recommendations of the submitted

Ecological Assessment with regards to a watching brief for Great Crested Newts (GE21).

DEV35 MISCELLANEOUS ITEMS

The following applications had been withdrawn :-

08/00035/FUL Proposed two storey rear extension at Dale Engineering (adjacent To Plasmoor Site), Tanhouse Lane, Widnes.

The following application had gone to appeal:-

11/00161/TEL Prior notification of proposed telecommunications development including 15m dual user replica telegraph pole, equipment cabinet and electricity meter pillar at Corner Of Deacon Road And Appleton Village, Widnes Cheshire.

Planning Appeal Decisions:-

11/00100/OUT Proposed erection of one dwelling on at Land behind 33 Lilac Avenue, Widnes, Cheshire.

DISMISSED

10/00366/COU Proposed conversion and alterations to form 6 No. one and two bedroom apartments at The Tunnel Top Public House, Northwich Road, Runcorn, Cheshire.

DISMISSED

Application for an award of costs had been

REFUSED

Meeting ended at 7.15 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 9 January 2012 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson, Balmer, A.Cole, Gilligan, Hignett, Hodgkinson, T. McInerney and Osborne

Apologies for Absence: Councillors J. Bradshaw and Leadbetter

Absence declared on Council business: None

Officers present: J. Tully, T. Gibbs, M. Noone, A. Plant, R. Wakefield, R. Cooper and A. Scott

Also in attendance: None

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

DEV36 MINUTES

The Minutes of the meeting held on 5 December 2011, having been printed and circulated, were taken as read and signed as a correct record.

DEV37 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.

DEV38 - 11/00197/FUL - PROPOSED RESIDENTIAL DEVELOPMENT CONSISTING OF 7 NO. THREE STOREY DWELLINGS, 3 NO. 2.5 STOREY DWELLINGS AND 2 NO. TWO STOREY DWELLINGS WITH ASSOCIATED ACCESS AND PARKING AT LAND OPPOSITE MOTHERWELL CLOSE, LANARK GARDENS, WIDNES, CHESHIRE

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

Action

It was reported that the owner/developer would be required to enter into a Section 106 Agreement for the dedication of the land required for highway works and any associated highways agreement. The Committee commented on the width of the existing carriageways and the volume of traffic through the estate.

RESOLVED: That the application be approved subject to the following conditions listed below:-

1. Standard condition relating to time limit for commencement;
2. Condition listing all plans / amended plans (BE1);
3. Wheel wash condition required for construction phase (B1);
4. Condition(s) in relation to submission of details of hard and soft landscaping including planting scheme (BE2);
5. Condition requesting submission and approval of materials (BE2);
6. Condition in relation to boundary treatment details (BE2);
7. Condition relating to the provision of bins prior to occupation (BE2);
8. Condition that the development is carried out in accordance with the submitted ecological reports and mitigation measures (GE21 and GE25);
9. Condition that no clearance works shall be carried out during bird nesting season (GE21);
10. Condition for the provision of bat bird boxes;
11. Four Environment Agency conditions relating to submission of details of surface water runoff (BE1 and PR16);
12. Condition in relation to the submission and agreement of a construction traffic management plan (BE1);
13. Construction hours to be adhered to throughout the course of the development (BE1);
14. Condition(s) removing permitted development rights for Schedule 2, part 1 class A, B, E, F of GPDP; and
15. Condition removing permitted development rights for fencing (Schedule 2, part of GPDO).

DEV39 - 11/00372/FUL - PROPOSED EXTENSION TO EXISTING BUILDING AND RETENTION OF EXISTING USE AS WASTE TRANSFER FACILITY AT WASTECARE UK LTD, UNIT 1 GARALEENA PARK, GORSEY LANE, WIDNES, CHESHIRE, WA8 0RN

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

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

1. Standard condition relating to timescale and duration of the permission;
2. Condition listing all plans and amended plans (BE1);
3. Condition to retain vehicle access, service and parking areas (BE1);
4. Condition restricting location, heights and type of external storage (BE1);
5. Condition that materials used match the existing building (BE1);
6. No materials or substances shall be burnt at the site (BE2);
7. Three conditions relating to further ground investigations, risk assessment, remediation and verification (PR14); and
8. All processing of materials shall be undertaken within the building (BE1).

Meeting ended at 6.45 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 16 January 2012 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Philbin (Chairman), K. Loftus (Vice-Chairman), Browne, Fraser, Fry, Howard, A. Lowe, McDermott and M. Ratcliffe

Apologies for Absence: Councillors Wainwright and Wallace

Absence declared on Council business: None

Officers present: G. Ferguson, L. Davies, K. Cleary, J. Tully, J. Findlow, Y. Sung and S. Rimmer

Also in attendance: P Ramsden - Warrington Borough Council and the following representatives of Cheshire Police: Sgt Robbins, Chief Inspector Raistrick, PC Mace and I. Seville.

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

REG31 MINUTES

The minutes of the meeting held on 7th December 2011 were taken as read and signed as a correct record.

REG32 CREAMFIELDS EVENT 2011

The Committee considered a report from the responsible authorities on issues arising from carrying out the Creamfields Event 2011.

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 six events.

It was noted that reports on the event had been received from Cheshire Police, Halton Borough Council Environmental Health – Noise Control and Health and Safety Department and Warrington Borough Council Environmental Health Department.

Action

PC Mace, Sgt Robbins, Chief Inspector Raistrick and Ian Seville of Cheshire Police attended the meeting and summarised the views of Cheshire Constabulary in providing the planning and operation of the Creamfields 2011 event.

Ms Yeemay Sung of Halton Borough Council's Environmental Health Department and Mr P Ramsden of Warrington Borough Council's Environment and Public Protection Services attended and gave an update on the Environmental Health aspects of the event including noise, health and safety, food safety and standards

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

REG33 LEGAL SERVICES LICENSING FUNCTIONS

The Committee received a report which updated Members on the changes made to the Legal Services Licensing Functions currently on the Council's internet.

It was noted that at the Committee meeting on 18th September 2006 Members were advised of a document relating to the various licences dealt with by Legal Services and resolved that the information as outlined be published on the Council's website.

It was further noted that this document was updated and presented to Members each year and had now been further updated again to reflect more recent changes.

The amended version of the Legal Services Licensing Functions was presented to Members for consideration and would be published on the Council's web site.

RESOLVED: That

1. the amended information contained in the Legal Services Licensing Functions be noted; and
2. although the Committee will continue to receive training on relevant areas, Members were invited to identify areas of interest to be included in future training.

REG34 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.

REG35 TAXI CASE

Case No. 686

The Single Status Drivers licence be revoked.

Chief Executive

Meeting ended at 8.20 p.m.

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APPEALS PANEL

At a meeting of the Appeals Panel held on 12 December 2011 in the Stobart Stadium, Widnes

Present: Councillors Wainwright (Chairman), K Loftus and E Cargill

Apologies for absence: None.

Absence declared on Council business: None.

Officers present: K Lunt

In attendance: None.

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

Action

**AP17 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.

AP18 HOUSING DISCRETIONARY AWARD APPEAL Case no 216

The Panel considered information submitted in respect of the above appeal and heard representations from the presenting officer.

RESOLVED: That the Housing Discretionary Payment Appeal be declined and the decision of the Benefits Manager be upheld.

AP18 HOUSING DISCRETIONARY AWARD APPEAL Case no 218

The Panel considered information submitted in respect of the above appeal and heard representations from the presenting officer.

RESOLVED: That the Housing Discretionary Payment Appeal be declined and the decision of the Benefits Manager be upheld.

Meeting ended at 10.10 a.m.

APPEALS PANEL

At a meeting of the Appeals Panel held on 24 January 2012 Stobart Stadium, Lowerhouse Lane, Widnes.

Present: Councillors Parker (Chairman), K. Loftus and A. McInerney

Apologies for absence: None.

Absence declared on Council business: None.

Officers present: J. Briggs and M. Simpson

In attendance: Appellant.

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

Action

**AP19 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.

AP20 TRANSPORT CONTRACT APPEAL HEARING

The Panel considered information submitted in respect of the above appeal and heard representations from the appellant and the presenting officer.

RESOLVED: That the Transport Contract 21001 Appeal be declined.

Meeting ended at 10.30am