

Minutes

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

Wednesday, 18 July 2012

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COMMITTEE/BOARD	PAGE REF
COUNCIL MINUTES	1 - 6
MINUTES OF THE EXECUTIVE BOARD	
24 May 2012	7 - 26
14 June 2012	27 - 38
28 June 2012	39 - 44
MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD	45 - 48
MINUTES OF THE SHADOW HEALTH AND WELLBEING BOARD	
25 April 2012	49 - 58
20 June 2012	59 - 66
MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD	
Children, Young People and Families - yellow pages	67 - 74
Employment, Learning, Skills and Community - cream pages	75 - 82
Health - blue pages	83 - 100
Safer - pink pages	101 - 112
Environment and Urban Renewal - green pages	113 - 122
Corporate Services - salmon pages	123 - 128
Business Efficiency Board - white pages	129 - 134
COMMITTEE MINUTES	
Development Control - pink pages	135 - 146
Appeals Panel - white pages	147 - 148
Appointments Committee - salmon pages	149 - 150
Regulatory Committee - blue pages	151 - 154

COUNCIL

At a meeting of the Council on Friday, 18 May 2012 in the Council Chamber, Runcorn Town Hall

Present: Councillors Morley, Baker, M. Bradshaw, J. Bradshaw, D. Cargill, E. Cargill, L. Cassidy, A.Cole, Dennett, Edge, Fraser, Fry, Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Hodge, Horabin, Jones, Lea, M Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, Macmanus, A.McInerney, T. McInerney, Nelson, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N. +Plumpton Walsh, Ratcliffe, Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wainwright, Wallace, Wharton, Woolfall, Wright and Zygadllo

Apologies for Absence: Councillors Howard and McDermott

Absence declared on Council business: None

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

Also in attendance: None

Action

COU1 MINUTE'S SILENCE

The Mayor reported on the sad passing of Mrs Elsie Hughes, former Mayoress of Halton.

Her funeral arrangements were announced as follows:

Funeral service on Tuesday 29th May 2012, at 1.30pm at St Basil & All Saints Church Hough Green Road, Widnes, WA8 4SZ, followed at 2.30pm - Widnes Cemetery, Birchfield Road, Widnes.

The Council stood for a minute's silence as a mark of respect.

COU2 ELECTION OF MAYOR AND DEPUTY MAYOR

Moved by Councillor Parker and seconded by Councillor Wharton

RESOLVED: That Councillor Tom McInerney be elected Mayor of the Borough for the Municipal Year

2012/13.

Moved by Councillor Rowe and seconded by Councillor Gareth Stockton.

RESOLVED: That Councillor Margaret Ratcliffe be elected Deputy Mayor of the Borough for the Municipal Year 2012/13.

THE MAYOR (COUNCILLOR TOM MCINERNEY) IN THE CHAIR

COU3 COUNCIL MINUTES

The minutes of the Ordinary Meeting of the Council held on 18 April 2012, having been printed and circulated, were taken as read and signed as a correct record.

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

COU4 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

1. that the charities he would support during his term of office would be:
 - Lets Go Club
 - Widnes and Runcorn Cancer Support Group.
2. the Mayor's Chaplain for 2012/13 would be Reverend Ray Jones

COU5 BOROUGH COUNCIL ELECTION RESULTS 3 MAY 2012

Details of the Borough Council election results held on 3 May 2012 were submitted for information.

RESOLVED: That the election results be noted.

COU6 EXECUTIVE BOARD (SELECTION COMMITTEE) 15 MAY 2012

The following recommendations of the Executive Board were moved by the Mayor and seconded by the Deputy Mayor.

COU7 LEADER AND DEPUTY LEADER OF THE COUNCIL

RESOLVED: That

- 1) Councillor Polhill be appointed Leader of the Council; and
- 2) Councillor Wharton be appointed Deputy Leader of the Council for the Municipal Year 2012/2013.

COU8 BOARDS, COMMITTEES, APPEAL PANEL AND WORKING PARTY

RESOLVED: That the Boards, Committees, Appeals Panel and Working Party be constituted with the membership as shown for the Municipal Year 2012/13:

Executive Board (10)

Councillors Polhill, (Chairman), D. Cargill, Harris, R. Hignett, Jones, Nelson, Philbin, J. Stockton, Wharton and Wright.

Mersey Gateway Executive Board (5)

Councillors Polhill (Chairman), Wharton, R. Hignett, Jones and J. Stockton

Shadow Health & Wellbeing Board

Councillors Polhill, Philbin, Gerrard and Wright

Corporate Policy and Performance Board (11)

Councillors Gilligan (Chairman), Roberts (Vice Chair)
E.Cargill, Dennett, S Hill, C. Loftus, A.Lowe, A.McInerney,
N.Plumpton Walsh, G.Stockton, and Wainwright.

Health Policy and Performance Board (11)

Councillors E.Cargill (Chairman), J.Lowe (Vice Chair),
Baker, Dennett, V.Hill, Hodge, Horabin, C Loftus, Sinnott,
Wallace and Zygadlo

Environment and Urban Renewal Policy and Performance Board (11)

Councillors Gerrard (Chairman), Morley (Vice Chair),
J.Bradshaw, Fraser, P.Hignett, MacManus, Parker, Sinnott,
Thompson, Woolfall and Zygadlo.

Employment, Learning, Skills and Community Policy and Performance Board (11)

Councillors Edge (Chairman), C.Plumpton Walsh (Vice Chair),
Cassidy, Howard, P.Lloyd Jones, Logan, MacManus,
Parker, Roberts, Rowe, and Zygadlo.

Children, Young People and Families Policy and Performance Board (11)

Councillors Dennett (Chairman), Horabin (Vice Chairman), E.Cargill, Cassidy, Fraser, P.Hignett, Hodge, K.Loftus, Logan, C. Plumpton Walsh and Woolfall

Safer Policy and Performance Board (11)

Councillors Osborne (Chairman), N.Plumpton Walsh (Vice Chair), Edge, Gerrard, Gilligan, V.Hill, Lea, M.Lloyd Jones, Ratcliffe, Nolan, and Sinnott.

Development Control Committee (11)

Councillors Nolan (Chairman), Thompson (Vice Chairman), Baker, R.Hignett, S.Hill, C.Loftus, A.McInerney, Morley, Osborne, C.Plumpton Walsh and Rowe.

Business Efficiency Board (11)

Councillors A.Lowe (Chairman), M.Lloyd Jones (Vice Chair), Cole, Fry, Lea, McDermott, MacManus, N.Plumpton Walsh, Ratcliffe, Roberts and Wainwright.

Standards Committee (9)

Councillors P.Lloyd Jones (Chairman) M.Bradshaw, Cole, Gerrard, J.Lowe, McDermott, Parker, Wainwright and Woolfall.

Appeals Panel (20)

Councillors Wainwright (Chairman), A.McInerney (Vice Chairman), M.Bradshaw, Cassidy, Cole, Edge, Fry, Gilligan, S.Hill, V.Hill, Howard, M.Lloyd Jones, P.Lloyd Jones, K. Loftus, Logan, Parker, M. Ratcliffe, Wallace and Woolfall.

Regulatory Committee (11)

Councillors K. Loftus (Chairman), Wallace (Vice-Chairman), Fraser, Fry, P.Hignett, Howard, Lea, A. Lowe, McDermott, Nelson and G.Stockton

Local Development Framework Working Party (15)

Councillors R.Hignett (Chairman), J.Bradshaw, Cole, Gerrard, MacManus, Morley, Nolan, Parker, Ratcliffe, C.Plumpton Walsh, Roberts, Thompson, Wainwright, Woolfall and Zygadlo

Mayoral Committee (5)

The incumbent Mayor (Councillor T.McInerney) and Councillors M.Bradshaw, Morley, Gilligan and Wright

Appointments Committee (6)

Councillors Polhill, and Wharton (plus relevant PPB Chairs x 2) and Opposition Group Leaders (Ratcliffe and

J. Bradshaw)

COU9 APPOINTMENT OF SCRUTINY CO-ORDINATOR

RESOLVED: That Councillor Tony McDermott be appointed Scrutiny Co-ordinator for the forthcoming Municipal Year.

COU10 APPOINTMENT OF CO-OPTES TO THE HEALTH POLICY AND PERFORMANCE BOARD AND THE SAFER POLICY AND PERFORMANCE BOARD

RESOLVED: That the following appointments be confirmed:-

- 1) Mr John Chiocchi as the LINK representative on the Health Policy and Performance Board for the 2012/13 Municipal year; and
- 2) Mr Bob Hodson as the Police Authority representative on the Safer Policy and Performance Board until November 2012.

COU11 APPOINTMENTS TO OUTSIDE BODIES

The Council considered a report of the Strategic Director – Policy and Resources regarding the appointment of Members to serve on various outside bodies. A document was tabled showing recommendations put forward.

RESOLVED: That, subject to Councillor Ellen Cargill being appointed to serve on Norton Priory Museum Trust, representatives be appointed to outside bodies in accordance with the tabled report.

COU12 RE- ADOPTION OF MEMBERS' CODE OF CONDUCT

RESOLVED: That the Members' Code of Conduct be re-adopted.

COU13 EXECUTIVE BOARD PORTFOLIOS

The Leader confirmed that the Executive Board would consist of the following portfolio holders for the forthcoming year:

Children, Young People and Families– Councillor Philbin
Health and Adults – Councillor Wright
Transportation– Councillor John Stockton
Community Safety– Councillor Dave Cargill
Economic Development – Councillor Jones
Resources – Councillor Wharton
Environmental Sustainability – Councillor Nelson
Neighbourhood, Leisure and Sport – Councillor Harris.
Physical Environment – Councillor Ron Hignett

RESOLVED: That the portfolios be noted.

COU14 CIVIC SUNDAY

The Mayor announced his intention to attend a Civic Service at St Paul's C of E Church, Victoria Square, Widnes on Sunday 8 July 2012 at 9.30am.

Meeting ended at 7.05 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 24 May 2012 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chairman), D. Cargill, Harris, R. Hignett, Jones, Nelson, Philbin, J. Stockton, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: None

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

EXB4 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

The Board was advised that one matter had arisen which required immediate attention by the Board (Minute EXB21 refers). Therefore, pursuant to Section 100 B (4) and 100 E, and due to the need to progress talks with another party, the Chairman ruled that the item be considered as a matter of urgency.

EXB5 MINUTES

The Minutes of the meeting held on 15 May 2012 were taken as read and signed as a correct record.

LEADER'S PORTFOLIO

EXB6 LIVERPOOL CITY REGION DEAL

The Board considered a report of the Chief Executive which provided an update on the development and timescale of the Liverpool City Region deal.

Action

The Board was advised that in December 2011, the Government published a document “Unlocking Growth in Cities”, which encouraged core cities and their surrounding economic areas to agree a bespoke set of Deals. This would identify additional powers devolved to local areas in return for additional performance. These additional powers and responsibilities were designed to remove blockages in a range of different areas and to deliver significant transformational change. In return, the City Region would commit to deliver a range of enabling actions in support of the ‘asks’.

In January 2012, Liverpool City Council agreed a specific City Council deal with Government which contained additional responsibilities and funding. In addition, Liverpool City Council agreed to adopt a Mayoral Governance system. The Board was advised that the specific ‘Mayoral’ City Deal should be seen alongside the wider City Region Deal, with all partners and local authorities playing a full part in the wider City Region deal.

The report provided Members with an update on the progress to date; particular attention was drawn to the following elements which it was considered would be part of the final set of ‘asks’:-

- International Trade Exposition
- Superport
- Transport
- Knowledge, Economy and Science
- Low Carbon Economy
- Skills
- Business Investment Hub and
- Funding

The list of proposed ‘asks’ and ‘offers’ were attached at Appendix 1, and it was noted that this was still in the process of being refined through negotiation with Government.

RESOLVED: That the Board, having reviewed the asks and offers to Government as currently drafted,

- 1) welcomes the progress on agreeing a Liverpool City Region Deal with Government;
- 2) notes the timescales to negotiate and agree a City Deal; and
- 3) gives the Chief Executive, in conjunction with

Chief Executive

the Leader, delegated powers to conclude a City Deal with Government on behalf of the Council.

EXB7 TO CONSIDER THE RECOMMENDATIONS OF THE NATIONAL AUTISTIC SOCIETY'S REVIEW OF AUTISM PROVISION IN HALTON - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the review of progress against the National Autistic Society (NAS) Report 2008 for Halton Borough Council.

The Board was advised that, in 2008, NAS was commissioned to undertake a review of provision within the Borough for children and adults with Autistic Spectrum Conditions. The recommendations from this report and the associated action plans were monitored through internal processes. However, after three years, Halton Borough Council commissioned an independent and objective strategic review of progress.

The Board was reminded that at its meeting in November 2011, it had agreed a set of objectives for this review. The NAS was commissioned to carry out the review which started in December 2011 and took place over four visits to Halton. It was reported that overall, the review team concluded that Halton Borough Council had made good progress against the majority of the 2008 recommendations. A development plan had been prepared which addressed the 17 recommendations from the 2012 NAS review, which was attached to the report.

Reason for decision

The NAS report recommended the re-designing of Ashley School as an ASD specific 11-19 school in order to meet the continuum needs locally. The re-designation of Ashley School would ensure that local provision met the needs of pupils with ASC. This would ensure that pupils stay within their communities. The cost of out of Borough provision would also be reduced with significant saving to the Council.

Alternative Options Considered and Rejected

The only other option available was for pupils to be educated out of Borough away from their families, peers and communities at a significant cost to the Council.

Implementation Date

Formal consultations would commence as soon as the proposal had been approved by Executive Board. A formal public consultation process and time line would be drawn up. The re-designation should be completed during the 2012/13 academic year.

RESOLVED: That

- 1) the NAS report be endorsed and the recommendations in the attached Development Plan be approved; and
- 2) approval be given for formal consultation on the re-designation of Ashley Special School as an 11-19 school for pupils with ASC.

Chief Executive

PHYSICAL ENVIRONMENT PORTFOLIO

EXB8 3MG FUNDING AND INFRASTRUCTURE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on the Growing Places Fund and sought approval to accept the impending written offer from the Liverpool City Region Local Enterprise Partnership, to seek authority to utilise the Growing Places Fund and the Regional Growth Fund grant for the provision of infrastructure associated with HBC Field.

The Board was advised that the Regional Growth Fund (RGF) allocation towards the remediation works and provision of rail sidings to serve the HBC Field and wider 3MG area, was reported to the 3MG Executive Sub-Board on 12 January 2012. Since then, the final offer letter had been received which included the provision of the link road and associated costs.

In addition, the Council had successfully bid for the Growing Place Funds (GPF) and had secured £5.4m of funding for the 3MG access road. Members were advised that, although there was no formal clawback agreement imposed on the Council, it must budget for repayment at some time in the future, subject to either the HBC Field being developed or by December 2015, whichever was the sooner.

The report provided details of the most prominent risks that remained for the Council, together with the associated costs, which were in addition to the direct road

construction contract and were approximately £1.8m. The Board noted that these costs were deemed necessary, in order to bring forward the road construction and could be funded through RGF and GPF.

Reason for Decision

The Council to enter into a Funding Agreement with the Liverpool City Region Local Enterprise Partnership and its accountable body to utilise the Growing Places Funding allocated for 3MG, specifically the provision of infrastructure associated with HBC Field.

Alternative Options Considered and Rejected

Officers have reviewed the various mechanisms to bringing forward the development of HBC Field and the Growing Places Funding was the option recommended as it provided the necessary funding and was interest free until December 2015.

The Council had considered alternative ways of progressing the infrastructure associated with HBC Field, including working with a developer. However, the opportunity of the Growing Places Fund, in conjunction with the previous secured Regional Growth Fund allowed the Council to lead this aspect of the development.

Implementation Date

The funding agreement would be implemented as soon as practicable and before July 2012.

RESOLVED: That the Board

- 1) accepts the offer of £5.4m of Growing Places Funding (GPF) from the Liverpool City Region Local Enterprise Partnership.
- 2) authorises the use of the £5.4m GPF for the provision of infrastructure associated with HBC Field.
- 3) authorises the use of £4.5m of the Regional Growth Fund (RGF) grant for the provision of infrastructure associated with HBC Field in line with the final offer letter dated 8 March 2012.

Strategic Director
- Children and
Enterprise

EXB9 CONSTRUCTION OF ACCESS ROAD TO 3MG DEVELOPMENT - WAIVER OF PROCUREMENT STANDING ORDERS - KEY DECISION

The Board considered a report of the Strategic Director, Policy and Resources, on the construction of the western access road to the 3MG HBC Field development and a waiver of Procurement Standing Orders.

The report provided details of the previous approval of the preliminary design of the access road, the preliminary estimates and tender submissions, and the business case for the waiver of Procurement Standing Orders.

Reason for Decision

Continuing progress on the provision of infrastructure to support the 3MG HBC Field development would enable the draw-down of Regional Growth Fund and Growing Places Fund allocated to the 3MG Programme that had been identified for this purpose. Construction of the western access road removed elements of risk to programme delivery, enhanced the value of the site and its attractiveness to potential developers / customers and took advantage of the competitive tender submission for the construction of the road from Balfour Beatty Civil Engineering Ltd (BBCEL).

Alternative Options Considered and Rejected

The contract for the construction of the western access road could be re-tendered. However, this would incur additional procurement costs, including tenderer pre-qualification and selection, preparation of tender documentation, management of the tender process and tender evaluation and award. The process was estimated to add approximately £75,000 to the cost of the scheme and would take around 20 weeks from inviting expressions of interest to award of Contract. The existing tender from BBCEL was considered to offer excellent value for money and there was no guarantee that a new tender process would result in lower prices.

The original plan was for the transport infrastructure relating to the development of HBC Field to be delivered through a Development Agreement with Pro Logis UK (PUK), the Council's development partner. For the reasons stated in paragraph 3.1.4 of the report to the Executive Board, PUK were not in a position to let a contract for the road construction. Therefore if the Council accepted and wished

to continue to make progress as set out in Paragraph 9.0 of the report, it was not an option to wait for a pre-let agreement to be signed with a customer.

The scope of works tendered in July by PUK included the whole of the western access road and bridge (as designed by Atkins) from Newstead Road into the proposed HBC Fields development site. This was on the basis of a potential customers' requirements. The contract could be retendered on this same scope of works, however, the value of the scheme would be above the public procurement thresholds and would require re-tendering with the consequent additional costs and delays as set out in paragraph 10.1.

In addition to the reasons for rejection described in paragraph 10.3, the scope of the scheme for the construction of the western access road had been modified from that originally tendered by PUK, because at this stage we did not know whether the site would eventually be developed for single or multiple occupiers. This retained a degree of flexibility in the future layout of the road south of the railway lane.

Implementation Date

Subject to Board approval, the advance site investigations and further design work would commence in early June 2012. It was anticipated that contract award would follow confirmation of amended design approvals in July 2012.

RESOLVED: That

- 1) the Board approves the project as described in the Preliminary estimates section of the report;
- 2) the Operational Director Policy, Planning and Transportation be authorised to award the contract for the construction of the 3MG Access Road to the Contractor Balfour Beatty Civil Engineering Ltd. in the sum of £4,330,784; and that in the light of the exceptional circumstances, namely that:
 - (i) Compliance with Standing Orders would result in a clear financial detriment to the Council; and
 - (ii) Compliance with Standing Orders would result in the Council having to forego a clear financial benefit; and

Chief Executive

(iii) Compliance with Standing Orders would result in the Council having to forego a clear commercial benefit;

and in accordance with Procurement Standing Order 1.8.3, Procurement Standing Orders 2.2 – 2.12 and 2.14 be waived on this occasion.

- 3) the Operational Director Policy, Planning and Transportation be authorised to award a contract for advance site investigation works (comprising sampling and testing) to the contractor Balfour Beatty Civil Engineering Ltd. in the estimated sum of £15,000 and that in the light of the exceptional circumstances, namely that:

(i) Compliance with Standing Orders is not practicable because the Council's requirements can only be delivered by a particular supplier;

and in accordance with Procurement Standing Order 1.8.3(e), Procurement Standing Order 4.1 be waived on this occasion.

- 4) the Operational Director Policy, Planning and Transportation be authorised to award the contract for further scheme design work to Atkins (Engineering and Design Consultants) in the estimated sum of £95,000 and that in the light of the exceptional circumstances, namely that:

(i) Compliance with Standing Orders is not practicable because the Council's requirements can only be delivered by a particular supplier;

and in accordance with Procurement Standing Order 1.8.3(e), Procurement Standing Order 4.1 be waived on this occasion.

- 5) the Chief Executive, in consultation with the Leader and the following Portfolio holders; Physical Environment, Transportation and Resources, be authorised to take such action as he judges necessary to implement the construction access road to 3MG.

EXB10 AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT - APPROVAL FOR A PERIOD OF PUBLIC CONSULTATION - KEY DECISION

The Board considered a report of the Strategic Director, Policy and Resources, on the publication of the consultation draft for the Affordable Housing Supplementary Planning Document (SPD) for a six week period of public consultation.

The Board was advised that, in planning terms, 'affordable housing' referred to a particular type of housing tenure, delivered by a Registered Provider and secured in perpetuity. National planning policy supported affordable housing being sought through the planning system on private housing sites as a form of 'planning gain'.

It was noted that the Unitary Development Plan was set to introduce a policy requiring the provision of affordable housing on market housing sites delivering ten or more residential units. The Affordable Housing SPD would provide greater certainty and clarity for all parties involved in the delivery of affordable housing in Halton through the planning system. The report outlined the development of an affordable housing policy within the Core Strategy for Members' consideration.

Reason for Decision

These were as set out in Section 3 of the report, Supporting Information.

Alternative Options Considered and Rejected

No alternative options had been considered at this stage.

Implementation Date

The SPD would be effective from the date of adoption by Executive Board and would be a material consideration in the determination of planning applications from this point. It was hoped that the SPD would be adopted at the same time as the Halton Core Strategy later this year.

RESOLVED: That

- 1) the consultation draft Affordable Housing SPD, attached at Appendix A to the report, be approved for the purposes of public consultation for a six week period; and

Strategic Director
- Policy &
Resources

- 2) any minor drafting amendments which may be made to the consultation draft Affordable Housing SPD prior to public consultation, be delegated to the Operational Director, Policy, Planning and Transportation, in consultation with the Executive Board Member for Physical Environment.

EXB11 ADOPTION OF THE DESIGN OF RESIDENTIAL DEVELOPMENT SUPPLEMENTARY PLANNING DOCUMENT

The Board considered a report of the Strategic Director, Policy and Resources, on the adoption of the Design of Residential Development Supplementary Planning Document (SPD), as part of the Local Development Framework.

The Executive Board was advised that, at its meeting in November 2011, approval had been given to undertake a period of consultation on the Design of Residential Development SPD document. The public consultation, carried out between January and March 2012, generated representations from 11 parties, which were detailed in the Statement of Consultation, attached at Appendix B. All comments had been fully considered and they had informed the final version of the SPD which was the proposed adopted version, attached at Appendix A.

In addition, the Board was advised that since the closure of consultation, the Government had published the National Planning Policy Framework, which replaced the previous Planning Policy Statements and Planning Policy Guidance. The SPD had been updated to include up to date policy references.

The Board was further advised that once adopted, the SPD would form part of Halton's Local Development Framework, and would be a material consideration for the determination of all appropriate residential development applications and as such, provide greater detail and certainty to the Council to control and guide residential development across the Borough.

Reason for Decision

These were as set out in Section 3 of the report, Supporting Information.

Alternative Options Considered and Rejected

No alternative options had been considered at this stage.

Implementation Date

The SPD would be effective from the date of adoption by Executive Board and would be used to provide guidance to supplement the existing adopted Halton Unitary Development Plan policies and those in the Council's emerging Core Strategy.

RESOLVED: That

- 1) the Design of Residential Development SPD (Appendix A) be adopted as a Local Development Document and the procedures for adoption, as set out in the Town and Country Planning (Local Planning) 2012 (England) Regulations be carried out;
- 2) the results of the two periods of public consultation, as set out in the Statement of Consultation (Appendix B) be noted; and
- 3) any further editorial and technical changes that do not materially affect the content or intended purpose of the SPD be agreed by the Operational Director: Policy, Planning and Transportation in consultation with the Portfolio Holder for the Physical Environment if necessary, before the document is published.

Strategic Director
- Policy &
Resources

LEADER'S PORTFOLIO

EXB12 PROCUREMENT OF CORPORATE PRINT CONTRACT FRAMEWORK AGREEMENT - PRELIMINARY ESTIMATES REPORT

The Board considered a report of the Strategic Director, Policy and Resources, which advised on the procurement of the Corporate Print Contract framework agreement - preliminary estimates report.

The Board was advised that the existing contract for externalised print services would expire on 20 June 2012. Tenderers would be invited under a formal process to apply for contracts for specified lots under the new Corporate Print Contract Framework Agreement.

The report provided Members with an outline of the current service, changes to the context of the current Framework Agreement and details of the method of procurement. It was noted that, as Halton was a member of the Merseyside Procurement Partnership, it was intended to let the contract as an open Framework Agreement, in collaboration with Knowsley Borough Council and Merseyside Fire and Rescue Service. The contract would also be available to other members of the group, as detailed in the report.

RESOLVED: That the Executive Board noted

- 1) that in accordance with both Procurement Standing Orders 6.0 – EU Public Contract Regulations 2006 and Standing Orders 6.7 – Restricted Tender Procedure, is to be undertaken. The award criteria will be based on the Most Economically Advantageous Tender (MEAT); and
- 2) that the contract would be a Framework Agreement, for which Halton (in collaboration with Knowsley Borough Council and Merseyside Fire & Rescue Service) will be the lead authority of the restricted tender process on behalf of the Merseyside Procurement Partnership.

Strategic Director
- Policy &
Resources

HEALTH AND ADULTS PORTFOLIO

EXB13 REVIEW OF FEES AND CHARGES – COMMUNITY WARDEN SERVICE AND TELECARE SERVICE

The Board considered a report of the Strategic Director, Communities, on proposed increases in fees and charges for the Community Warden and Telecare Service.

The Board was advised that a Telecare Strategy was approved at Executive Board on 1 July 2010. The number of people in receipt had increased to 2,106 as at April 2012, and Telecare continued to develop rapidly, as the range of equipment had increased, and it was noted that this was likely to continue as a further range of equipment would come onto the market.

The proposed new charges for 2012-13 would introduce a charge per person, and not be based purely on the property. It was noted that the level of charges would remain but then associated charges per person would be

introduced based on:-

- Single occupancy
- Dual occupancy
- Multiple occupancy

Attached to the report was Appendix 1, which contained details of the proposed revised charges and the number of people currently receiving the service.

RESOLVED: That the proposed fees and charges, as outlined in the report and Appendix 1 be agreed.

Strategic Director
- Communities

EXB14 CONTRIBUTION TO LOCAL ENERGY PROJECTS PLUS
ADVICE LINE

The Board considered a report of the Strategic Director, Communities, advising on the award of a contract to Energy Projects Plus for the delivery of a local energy advice line.

The Board was advised that since 1995, a locally based telephone advice service – Energy Projects Plus – had been delivered to residents across Merseyside and Cheshire. From 2008-12 the service had been fully funded by central Government, through the Energy Saving Trust.

Central Government had reviewed its approach to meeting the legally binding targets for the reduction of carbon emissions and fuel poverty in the UK, and was implementing changes to funding measures. As part of this amended approach, Members noted that the locally based advice service would change to a Green Deal advice line, operated from London. The report advised that the advice line would have no knowledge of specific local schemes, their availability and operation.

It was further noted that Energy Projects Plus had discussed with local authorities in Merseyside and Cheshire, the value placed on local advice provision and had strong support for the retention of the service, should sufficient funding be secured. The report provided details of the business case for Members' information.

RESOLVED: That

- 1) In accordance with Procurement Standing Order 1.8.2. (e), Standing Orders 4.1 and 4.2 be waived in respect of Energy Projects Plus Local Advice Line; and

Strategic Director
- Communities

- 2) the Operational Director (Prevention and Assessment) be authorised to award a contract to Energy Projects Plus to deliver a local energy advice line.

ENVIRONMENTAL SUSTAINABILITY PORTFOLIO

EXB15 WASTE TREATMENT SERVICES TENDER

The Board considered a report of the Strategic Director, Communities seeking approval to carry out a tender exercise to test the current market on the appointment of a contractor to provide waste treatment services.

The Board was advised that the Council currently had contractual arrangements in place for the re-use, recycling, composting or disposal of municipal waste produced in Halton. These contracts had been either directly procured by the Council or secured in partnership with the Merseyside Recycling and Waste Authority (MRWA).

The Council, in partnership with MRWA, were involved in the procurement of a Resource Recovery Contract (RRC) for the diversion of residual waste from landfill from 2015. Increasing costs associated with waste disposal (as a result of the Landfill Tax), meant that a continued reliance on landfill would impose an increasing and significant financial burden on the Council's budgets over the coming years.

The report outlined details of costs associated with the Landfill Tax over the next three years. The Board noted that it was intended to test the current market in order to establish whether there were more cost effective alternatives to the current landfill disposal arrangements.

RESOLVED: That

- 1) the tender procedure outlined in the report be approved; and
- 2) on completion of the tender exercise, a further report be presented to Executive Board in accordance with Part 2 of the current Procurement Standing Orders.

Strategic Director
- Communities

RESOURCES PORTFOLIO

EXB16 TREASURY MANAGEMENT 2011/12 4TH QUARTER: JANUARY - MARCH

The Board received a report of the Operational Director, Finance on the Treasury Management 2011/12 4th Quarter (January to March) which updated them on activities undertaken on the money market as required by the Treasury Management Policy.

The report provided supporting information on the economic forecast, short term investment rates, longer term investment rates, temporary borrowing/investments and new borrowing. The Board noted that during the final quarter of 2011/12, the Council had temporarily breached its Operational Boundary when acquiring further borrowing for the Mersey Gateway, However, this was a short term breach and was eliminated during the first quarter of 2012/13, and there had been no other breaches of approved limits within the Annual Investment Strategy for the quarter ended 30 March 2012.

RESOLVED: That the report be noted.

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

EXB17 VARIATION OF THE NON-STATUTORY FEES AND SETTING OF NEW FEES FOR SERVICES OFFERED BY HALTON REGISTRATION SERVICE FOR 2013/2014

The Board considered a report of the Strategic Director, Communities, which sought approval to vary the non-statutory fees offered by Halton Registration Service for 2013/14.

The Board was advised that the Marriage Act 1995 and the Civil Partnership Act 2005 allowed local authorities to set fees for the attendance of a Superintendent Registrar and Registrar at a ceremony in an approved premise. The Executive Board Sub Committee had previously agreed to review the charges for non-statutory registration services outside of the usual time periods.

The Board noted that in determining the proposed fee structure for 2013/14, comparisons had been made based on information available from Cheshire East and Cheshire West and Chester Councils. This information was attached at Appendix 1 for Members' consideration.

RESOLVED: That the variations and setting of fees offered by Halton Registration Service, as set out in Appendix 1, be approved.

Strategic Director
- Communities

TRANSPORTATION PORTFOLIO

EXB18 PASSENGER TRANSPORT TENDER

The Board considered a report of the Strategic Director, Policy and Resources, on Passenger Transport Tenders.

The Board was advised that the Transport Co-ordination Section were responsible for a range of passenger transport contracts and arrangements for vulnerable children and adults on behalf of both the Children and Enterprise and the Communities Directorates. Where possible, this was provided by the Council's in-house fleet provision, but supplemented by contracted services by external transport providers. These included licensed taxi operators and minibus/coach companies.

The Board noted that each Directorate was responsible for the provision of transport for any vulnerable passenger that needed, and was entitled to, assisted transport to educational requirements and to adult day care facilities and community venues. Transport Co-ordination Services were responsible for the procuring of the most cost effective and practical means of transport, depending on the needs of each passenger.

Appendix 1 attached to the report provided information on the contracts that would be published via The Chest, in compliance with the EU Public Procurement Regulations 2006, in line with Standing Orders part 6.0 and 6.7.

RESOLVED: That the Board note and support the advertising of transport tenders for services on behalf of the Children and Enterprise and Communities Directorates, required from September 2012.

Strategic Director
- Policy &
Resources

EXB19 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 paragraphs 1,2,3 and 5 of Schedule 12A of the Local Government Act 1972.

EXB20 CONTRACT AWARD FOR THE PROVISION OF COMMERCIAL VEHICLE AND PLANT SPARES AND COMPONENTS

The Board considered a report of the Strategic Director, Policy and Resources, on the award of a contract for the provision of Commercial Vehicles and Plant Spares and Components.

The Board was advised that the current contract for the supply and management of commercial vehicle and plant spares and components would end on 31 May 2012. The evaluation of tenders had been undertaken using the Most Economically Advantageous Tender (MEAT) principles and the report contained details of the evaluation matrix and those companies that submitted a tender, together with the prices as submitted.

It was noted that the new 3 year contract would be awarded from 1 June 2012, and would provide a greater level of flexibility, as it did not commit the Council to any exclusive arrangements. The contract would also have the potential for up to two separate extensions, each of one year

duration, subject to satisfactory performance and pricing.

RESOLVED: That Carberry Park and Bootle Brake and Clutch Ltd be awarded the contract for the supply and management of Commercial Vehicle and Plant Spares and Components for a period of three years from June 2012 to May 2015, with potential for up to two, one year extensions to cover the period to May 2017.

Strategic Director
- Policy &
Resources

(N.B Councillor Jones declared a personal and prejudicial interest in the following item of business as a Governor of Wade Deacon High School, and left the meeting during consideration of the item)

EXB21 WADE DEACON ACADEMY CONVERSION

The Board considered an urgent report on the proposed conversion by Wade Deacon High School to Academy status.

The Operational Director, Children's Organisation and Provision, gave a verbal report to the Board which outlined the relevant issues associated with the conversion, as they would impact on the Council.

This included:

- Service Level Agreements
- Human Resources (Staff Dismissal, TUPE, Payroll)
- Insurance
- Finance
- Health and Safety
- Legal
- Property
- BSF-specific issues and contracts

RESOLVED: That

- 1) the Council does not support the conversion of Wade Deacon to Academy Status because:
 - a) there are serious reservations that it will compromise the strategic approach to the education of children and young people in Halton; and
 - b) there are serious financial consequences to other schools within the Borough, the Council, local employment and the viability of a number of services currently provided by the Council;

Strategic Director,
Children and
Enterprise

- 2) the Council note that the Secretary of State has now approved and sent an Academy Order to the Council and the Council has no alternative other than to progress the conversion; and
- 3) the Strategic Director, Children and Enterprise be authorised, in consultation with the Leader, the Portfolio holder for Children, Young People and Families, the Chief Executive, the Operational Director, Finance and the Operational Director, Legal and Democratic Services, to take all relevant steps to safeguard the interests of the Council and wider school community in negotiating the transfer arrangements.

MINUTES ISSUED: 29 May 2012

CALL-IN: 7 June 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 7 June 2012

Meeting ended at 3.30pm

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 14 June 2012 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chairman), D. Cargill, Harris, R. Hignett, Jones, Nelson, Philbin, J. Stockton, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, D. Johnson, I. Leivesley, D. Parr, B. Dodd, A. Cross, C. Johnson, W Rourke and C. Taylor

Also in attendance: One member of the public

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

Action

EXB22 MINUTES

The Minutes of the meeting held on 24 May 2012 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB23 HALTON ADOPTION SCORECARD

The Board considered a report of the Strategic Director, Children and Enterprise, which set out Halton's position on the Adoption Scorecard 2012.

The Board was advised that, in October 2011, the Children in Care and Adoption performance tables were published and the Department for Education (DfE) announced their intention to use data from this as a means to focus on improving performance. It was noted that the Scorecard was supported by a set of performance thresholds which set out the Government's expectations of Local Authorities on two of the main timeliness indicators, as detailed in the report.

Halton's Scorecard, covering the three-year period

2008-2011 was attached at Appendix 1. Members noted that Halton had met its thresholds for both timeliness indicators, which were:

- The average time between a child entering care and moving in with its adoptive family; and
- The average time between a local authority receiving court authority to place a child and the Local Authority deciding on a match to an adoptive family.

RESOLVED: That

- 1) the Adoption Scorecard be received;
- 2) it be noted that Halton had met both its timeliness threshold indicators, as set by the Department for Education; and
- 3) a further report be submitted to the Children, Young People and Families Policy and Performance Board, detailing how the Scorecard and other changes will affect the Adoption Service.

Strategic Director
- Children and
Enterprise

EXB24 A THREE LOCAL AUTHORITY YOUTH OFFENDING SERVICE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise on the issues relating to the potential establishment of a three way Youth Offending Service (YOS) for Warrington, Halton and Cheshire West and Chester.

Members were advised that currently, there were two Youth Justice Teams covering Cheshire, both considered to be high performing by the Youth Justice Board. The Chief Executives of the four Cheshire authorities commissioned a feasibility study on the options for greater collaboration and efficiencies with a possible merger of each of their Youth Justice Services. A Project Board was established to develop proposals for a single YOS scenario that would provide all statutory partners with an analysis of how a single entity would improve performance, increase efficiencies and sustain localism.

It was noted that the basis for the establishment of the YOS was set out in the Crime and Disorder Act 1998. National consultation on the future of the Youth Justice Board had resulted in a decision to retain a national body

with reduced functions and activity, and retaining a role in the monitoring of the work of local services against three National Indicators, detailed in the report.

The report outlined the model for a three Local Authority YOS and the options which had been considered. The proposed model and staffing structure had been developed to protect and enhance the delivery of Youth Offending Services to young people by maintaining all operational activity at the local level in Halton, Warrington and Cheshire West and Chester. This local work would be managed by dedicated senior managers with a lead role in each Local Authority, to provide a consistent approach and knowledge of crime and youth justice issues in each local area.

Reasons For Decision

The move to a three Local Authority YOS would secure and safeguard the high quality services for young people, embrace sub regional collaboration and deliver financial efficiencies.

Alternative Options Considered and Rejected

Consideration was given to a four Local Authority YOS including Cheshire East. Cheshire East had agreed separate arrangements.

Implementation Date

September 2012.

RESOLVED: That

- 1) Halton's engagement with, and delivery of, the three Local Authority Youth Offending Service be approved; and
- 2) delegated authority be given to the Strategic Director, Children and Enterprise, to manage the development and delivery of the three Local Authority Youth Offending Services, in consultation with the Portfolio Holder for Children, Young People and Families, the Section 151 Officer and the Operational Director, Legal and Democratic Services.

Strategic Director
- Children and
Enterprise

**HEALTH AND ADULTS PORTFOLIO AND CHILDREN
YOUNG PEOPLE AND FAMILIES PORTFOLIO**

EXB25 AUTISM STRATEGY AND AUTISM SCRUTINY REVIEW
FINAL REPORT

The Board considered a report of the Strategic Director, Communities, on the Autism Strategy 2012-2016 and the Autism Scrutiny Review final report.

The Board was advised that in December 2010, statutory guidance was published, "Implementing Fulfilling and Rewarding Lives" for local authorities and NHS Organisations to support the implementation of the Autism Strategy. In response to this, an Autism Strategy was developed, supported by Halton Borough Council, NHS Merseyside and Five Boroughs Partnership NHS Trust for Halton. The Strategy built upon work already undertaken across children's and adult services, health services and the Five Borough's, and resulted in a number of agreed action points. It was noted that the recent National Autistic Society review of the Council's services had been instrumental in shaping the Autistic Strategy.

In addition, a Member-led Scrutiny Review (the Review) was commissioned by the Health Policy and Performance Board, to look at the Council's baseline information in supporting people with autism spectrum conditions, living in Halton.

The Review report made a series of recommendations which had now been collated into an Action Plan. It was noted that the Review had played a key role in shaping the Autism Strategy, in particular, the section on Education and Employment.

RESOLVED: That

- 1) the Autism Strategy, attached at Appendix 1, be approved; and
- 2) the contents of the Autism Scrutiny Review be noted and the recommendations in the associated Action Plan (attached at Appendix 2), be approved.

Strategic Director
- Communities

PHYSICAL ENVIRONMENT PORTFOLIO

EXB26 PORTAS PILOT AND HIGH STREET INNOVATION FUND- KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the Portas Pilot and High Street Innovation Fund.

The Board was reminded that Council had made a bid to Government in March 2012 for Runcorn Town Centre to be nominated as a Portas Pilot Town Centre. The concept of forming a Town Team to improve town centre locations was included within the 28 recommendations contained in the Portas Review. Government had agreed to fund twelve pilots, with a maximum allocation of £100,000 per town team.

The Board was advised that Halton's bid for Runcorn focused on making Runcorn Town Centre a unique destination by developing a mixed use leisure, business, retail and cultural offer, with an emphasis on longer term legacy and the attraction of visitors 'for the future'.

Since the report was written, it was noted that Halton's bid for nomination had been unsuccessful.

It was further noted that as part of the Government's response to the Portas Review, it had also agreed to establish a £10million fund to support councils, and that Halton had been allocated £100,000 to work collaboratively with landlords to encourage them to contribute to supporting new occupiers.

Reasons for Decision

The reason was based on an opportunity to link the High Street Innovation Fund to other regeneration activity taking place in Runcorn Town Centre.

Alternative Options Considered and Rejected

To allocate resources across other parts of the Borough, but, given this was a small amount of revenue funding, this could dilute any potential impact the funding might have. Therefore, it was proposed to concentrate the resource on one distinctive area – Runcorn Town Centre.

Implementation Date

The High Street Innovation Fund allocation was imminent. A Town Team would need to be set and the anticipated start date would be September 2012.

RESOLVED: That

- 1) the submission of a bid for Portas Pilot funding be noted;
- 2) the establishment of a Town Team for Runcorn be approved;
- 3) the total allocation of the High Street Innovation Fund to Runcorn Town Centre be approved; and
- 4) the Runcorn Town Team be invited to prepare a funding plan, outlining how the High Street Innovation Fund could be spent.

Strategic Director
- Children and
Enterprise

EXB27 HALTON CORE STRATEGY - POST SUBMISSION CHANGES - KEY DECISION

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval to consult on the changes required to be made to the Halton Core Strategy.

The Board was reminded that, in July 2011, Council approved the Halton Core Strategy Revised Proposed Submission Document to the Secretary of State, to commence the examination into the soundness of the document. The examination by the Planning Inspector (the Inspector) appointed, has to date consisted of public hearing sessions in November and December 2011. The main issues discussed at the sessions were set by the Inspector prior to their commencement and were listed in the report. It was noted that discussions centred around total housing provision, the proposed housing split between Runcorn and Widnes and the interrelated issue of the potential need for a Green Belt Review to ensure sufficient housing land existed.

The Board was advised that the Inspector wrote to the Council in January 2012, recommending that two key (main change) modifications be made, to enable the plan to be capable of being found 'sound'. These changes were:

- To enshrine the percentage split in housing provision between Runcorn and Widnes/Hale, into a policy

requirement within the document; and

- To include a reference to an early partial review of Green Belt boundaries, to serve the needs of Widnes/Hale.

The amendments had now been incorporated into a revised version of the Core Strategy, which was attached at Appendix B to the report. In addition to the changes which arose from the hearing sessions, the National Planning Policy Framework (NPPF) was published on 27 March 2012. The Inspector had requested that a further modification be made to the Core Strategy to incorporate a policy concerning the “presumption in favour of sustainable development”, which would provide a link between the plan and the NPPF, detailing how the presumption would be applied in Halton.

The report outlined the next steps in terms of public consultation, how representations would be considered and the Inspector’s final report.

RESOLVED: That Council be recommended to

- 1) approve the changes to be made to the Halton Core Strategy (attached at Appendix B), for the purposes of a six week period of public consultation;
- 2) agree that further minor editorial amendments as required, be made to the Halton Core Strategy by the Operational Director, Policy, Planning and Transportation, in consultation with the Portfolio Holder, Physical Environment and the Leader of the Council, before commencing the period of public consultation; and
- 3) agree that the Core Strategy be brought back to Council later in 2012, for formal adoption as part of the Development Plan for Halton.

Strategic Director
- Policy &
Resources

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

EXB28 REVIEW OF THE ARTS STRATEGY

The Board considered a report of the Strategic Director, Communities, on the review and update of the Borough Arts Strategy (the Strategy).

The Board was advised that in 2008, the Council

commissioned a consultant to produce an arts strategy, which set out where service improvements could be made, and which linked work in the arts to the Council's wider corporate objectives. In addition, it strengthened cross sector working and assisted in business planning.

In developing the Strategy, the council aspired to achieve the following:

- A recognition of the value of arts and culture right across the work of the Council;
- The importance of arts and culture as a key driver of the quality of life acknowledged in corporate strategies;
- Support for and encouragement of high quality arts activities which had integrity, and in which imagination, originality and innovation were valued; and
- Encourage the community to take part in and experience high quality arts activity and to share in the social, educational and economic benefits arts could offer.

As part of a review of the Strategy, a revised version had been prepared and was appended to the report; the Board was advised that this would be subject to public consultation.

RESOLVED: That

- 1) work to review and refresh the Borough Arts Strategy be carried out in-house; and
- 2) public consultation to support the review, be undertaken.

Strategic Director
- Communities

EXB29 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely

that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it is likely that, in view of the nature of the business, exempt information will be disclosed, being information defined in Section 100 (1) and paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972.

CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO

(N.B Councillor Jones declared a personal and prejudicial interest in the following item of business as a Governor of Wade Deacon High School, and left the meeting during consideration of the item)

EXB30 FAIRFIELD HIGH SCHOOL SITE AND LAND

The Board considered a joint report of the Strategic Directors of Children and Enterprise and Policy and Resources, which provided an update on the former Fairfield High School site and land.

The report informed Members on the key issues relating to the potential future development of the site, and suggested some guiding principles for how the site could be developed.

RESOLVED: That

- 1) the Strategic Director, Children and Enterprise, be authorised to apply to the Secretary of State for approval to re-designate the site for non-educational use;

Strategic Director
- Children and
Enterprise

- 2) the development of a 'whole site' approach to the development of the school site be approved; and
- 3) the guiding principles for the future development of the site as contained in sections 3.14 – 3.19 of the report be agreed.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB31 RUNCORN TOWN CENTRE REGENERATION

The Board considered a report of the Chief Executive, which provided a summary of the bids received for the regeneration of key sites in Runcorn Town Centre.

In 2011, the Council produced an action plan for Runcorn Town Centre which identified key sites with potential for development. Expressions of interest were invited early in 2012, with the sites split into three phases, as detailed in the report.

The report provided Members with details of the bids that were received together with a summary and comparison for Members' consideration.

RESOLVED: That Council be recommended to

- 1) enter into detailed negotiations with Consolidated Property Group (CPG) for a binding development agreement, for the immediate redevelopment of the former Crossville Site and to explore further development of the Direct Link and temporary car park sites;
- 2) invite further discussions with the Neptune Partnership, to explore ways of engaging them and their partners to support the medium to longer term regeneration of the wider Runcorn Town Centre area, possibly including the Direct Link and temporary car park sites, depending on the outcome of further negotiations with CPG; and
- 3) recycle any capital receipts from land transactions generated from within the Runcorn Town Centre area, into further regeneration of Runcorn Town Centre.

Chief Executive

MINUTES ISSUED: 19 June 2012

CALL-IN: 26 June 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 26 June 2012

Meeting ended at 2.30 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 28 June 2012 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chairman), D. Cargill, Harris, R. Hignett, Jones, Philbin, J. Stockton and Wright

Apologies for Absence: Councillor Nelson

Absence declared on Council business: Councillor Wharton

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

Also in attendance: None

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

EXB32 MINUTES

The Minutes of the meeting held on 14 June 2012 were taken as read and signed as a correct record.

EXB33 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

The Board was advised that a matter had arisen which required immediate attention by the Board (Minute EXB 37 refers). Therefore, pursuant to Section 100 B (4) and 100 E, and due to immediate action being required, the Chairman ruled that the item be considered as a matter of urgency.

**HEALTH AND ADULTS PORTFOLIO AND CHILDREN
YOUNG PEOPLE AND FAMILIES PORTFOLIO**

EXB34 HEALTH & WELLBEING SERVICE

The Board considered a report of the Strategic Director, Communities on the Health and Wellbeing Service Partnership Agreement and the associated Implementation

Action

Action Plan.

The Government's vision for a new integrated and professional public health system was set out in the document 'Healthy Lives Healthy People: Our Strategy for Public Health'. Members were advised that the new system would embody localism with new responsibilities and resources for local government to improve the health and wellbeing of their population within a broad framework set by the Government.

A response to these Government plans had been developed for Halton and was contained in the document 'Health and Wellbeing Service – Partnership Agreement 1 July 2012 – 31 March 2013', (the Agreement), which was attached to the report at Appendix 1.

It was noted that the Agreement set out a phased approach to implementation, as detailed in the report, and provide an opportunity to review the current approach to the delivery of Health Improvement Services, delivered by both health and local authority providers.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the Partnership Agreement and associated Action Plan be supported and the Board agree that the constituent Partners sign-off the Agreement.

Strategic Director
- Communities

RESOURCES PORTFOLIO

EXB35 2011/2012 FINANCIAL OUTTURN

The Board considered a report of the Operational Director, Finance, on the final revenue and capital spending position for 2011/12.

The Board was advised that the final accounts for 2011/12 were complete; the revenue spending position for each Department, which would be subject to external audit, was attached to the report at Appendix 1. In September 2011, Executive Board had agreed an Action Plan, as a response to the uncertainty on future funding and potential cost pressures in areas such as Community Care. It was noted that the overall net underspend for the year of £198,000 reflected the successful implementation of the Action Plan, aided in part by early implementation of 2012/13 savings approved by Council in December 2012.

The report provided details on the key budget variances (which were in addition to the overall net underspend) in the following services:

- Children and Families
- Economy, Enterprise and Property
- Policy, Planning and Transportation
- Finance
- ICT and Support Services
- Prevention and Assessment
- Commissioning and Complex Care
- Community and Environment and
- Corporate and Democracy

Members were advised that the Council's Reserves and Balances had been reviewed in accordance with the Reserves and Balances Strategy. The Council's General Balances stood at £7, 565,000, which, given the financial climate, was considered to be at a reasonable level.

With regard to Capital Spending, details of spending against 2011/12 Capital Programme were attached at Appendix 2. It was noted that spending was £7.9m below the revised capital programme of £60.8m, which represented 87% delivery of the revised capital programme. It was reported that the main areas of significant slippage were in respect of Castlefields Regeneration, Extra Care Housing, Wade Deacon High School, Education programme (General), Windmill Hill Primary School (basic need), Lunts Heath Primary School (basic need) and St Bede's Infant and Junior Schools (basic need) schemes.

RESOLVED: That the report be noted.

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

EXB36 WIDNES RECREATION CLUB DEVELOPMENT - KEY DECISION

The Board considered a report of the Strategic Director, Communities, on proposals for the re-development of the Widnes Recreation Club site in Widnes.

The report provided a brief history of the site since 1996, when ICI divested responsibility of the site. In December 2010, the Council resolved to enter into discussions with Widnes Sport Ltd as the new prospective tenants. It was noted that a number of proposals had been discussed which had been tested against national planning

constraints, affordability and viability criteria.

The site had historically provided an important community sports facility and pitches for the community and Members were advised that in developing the site, multi-sport use had been the prime consideration. In addition, the proposal would see the site regenerated as a major sporting and community facility and would continue to provide playing fields for public use with the addition of a number of artificial pitches. The design details were attached at Appendix 1, and the report provided details on the current and proposed sports facilities.

Reason(s) for Decision

These facilities would provide a range of sports facilities, improving the existing site and provision, and it was therefore in the community's interest to develop the area.

Alternative Options Considered and Rejected

These were subject of a previous report to Executive Board on 8 April 2010.

Implementation Date

To be determined.

RESOLVED: That

- 1) the proposal be supported in principle;
- 2) the remains of the club house building on site be demolished as soon as terms can be agreed with our insurers and in line with Standing Orders and Financial Regulations;
- 3) the Strategic Director, Communities, be given delegated authority, in consultation with the Portfolio holder for Neighbourhood, Leisure and Sport and the Leader of the Council, to take all necessary steps to progress the proposal; and
- 4) before a final decision or any binding commitment on the project is made, a further report be submitted to Executive Board, containing details of the development agreement and business plan and the associated financial implications.

Strategic Director
- Communities

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

**EXB37 CONTRACTED SERVICES FOR EARLY HELP AND
SUPPORT PROVISION - WAIVER OF TENDERING
STANDING ORDERS**

The Board considered an urgent item of business, reported by the Strategic Director, Children and Enterprise requesting the waiver of Standing Orders for the tender of the Contracted Services for Early Help and Support Provision.

The Board was advised that the Early Help and Support Provision contract, which encompassed three priority service areas, had a budget of £67,000. The current provider, Kings Cross Project had been approached to offer a six month extension, during which time the contract would be re-advertised on the Council's e-tendering system, 'The Chest'. The report detailed the temporary arrangements which resulted in the offer of a three month extension which the Council accepted.

The report advised that, following the closure of the tendering process, to ensure continuation of the three priority services, the preferred option would be to waive Standing Orders in order to grant the contract to a service nominated by the Council for a limited period while a further quotation process was progressed.

Members were advised at the meeting that, since the report was prepared, Officers had received confirmation of an agreement with Bridgewater Community Healthcare NHS Trust for them to provide the service for a period of 9 months, effective from 1 July 2012.

RESOLVED: That

- 1) in the light of the exceptional circumstances set out in the report, Procurement Standing Order 4.1 be waived on this occasion, in order to grant the contract for Early Help and Support Provision to a service nominated by the Council for a limited period in order that delivery of a priority service is not disrupted while the contract is subject to the Advanced Request for Quotation process; and
- 2) that the period of the grant of contract does not exceed nine months.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 3 July 2012

CALL-IN: 10 July 2012

Any matter decided by the Executive Board may be called in no later than 5.00pm on 10 July 2012

Meeting ended at 2.25 p.m.

MERSEY GATEWAY EXECUTIVE BOARD

At a meeting of the Mersey Gateway Executive Board on Thursday, 14 June 2012 in the The Board Room - Municipal Building, Widnes

Present: Councillors Polhill (Chairman), R. Hignett, Jones, J. Stockton and Wharton

Apologies for Absence: None

Absence declared on Council business: None

Officers present: L. Derbyshire, B. Dodd, S. Nicholson, M. Noone, D. Parr, M. Reaney and M. Swindell

Other Apologies: Councillor McDermott (Observer)

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

Action

MGEB1 MINUTES

The Minutes of the meeting held on 15 March 2012 were taken as read and signed as a correct record.

MGEB2 MERSEY GATEWAY BRIDGE – PROCUREMENT PROGRESS

The Board considered a report of the Chief Executive which advised the Members of the progress made in implementing the agreed procurement process.

The Board was advised that the competitive dialogue procurement process had commenced on the 16th March 2012 with the issue of the Invitation to Participate in Dialogue (ITPD) documentation to the three Bidders. The completed drafts for the Project Agreement and the Demand Management Participation Agreement which together would form the contracts that the Council intend to award at Financial Close had been issued on 20th April 2012.

The Board was further advised that to support the procurement and ensure Bidders could make an appropriate assessment of price and risk, the project team had established an archive of information relevant to the bidding

process. Around 4,000 documents had been collated and issued to Bidders in an electronic format.

It was reported that the initial engagement with Bidders had taken place at the end of March 2012. At the commencement of Dialogue the aim had been to consolidate the Bidder's understanding of the project and the requirements. By the end of May the project team had dealt with over 200 clarifications providing a response to each within the two week response target. There have also been 10 data room updates.

In addition, it was reported that the project team had been reorganised to deal with the Competitive Dialogue Phase set out in Figure 1 of the report.

It was also reported that the Core Dialogue Teams were following a structured programme of meetings with each Bidder leading to a series of Bidder submissions. The first stage of the Dialogue programme extended over 35 weeks leading to Bidders submitting their Draft Final Tenders in mid November 2012. The Dialogue process combined with the Council out-put based specifications was intended to allow Bidders to develop innovative schemes and finance that would drive value for money in the submissions that were received in November. It was already evident in the early submissions discussed in Dialogue, that Bidders were striving to offer the Council best value by taking every opportunity to innovate drawing on the extensive experience present in each of the prequalified groups.

The report provided a summary timetable covering the key milestones in the procurement process. The project team remained on target to deliver financial close in the Autumn of 2013.

RESOLVED: That the Board note that the Competitive Dialogue process had commenced and all three Bidders were actively developing their draft Final Submissions in accordance with the Council programme.

Chief Executive

MGEB3 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.

MGEB4 MERSEY GATEWAY: PROJECT BUDGET

The Board considered a report of the Chief Executive which advised the Members on the current budget position relating to the Mersey Gateway Bridge Project dealing with the following sub budgets:-

- The Council Project Development Budget;
- The Land Acquisition and Advanced Works Budget; and
- The Project Finance Budget.

RESOLVED: That

- (1) the Advanced Works and Land Assembly Budget is showing an under spend against the levels forecast in the budget;
- (2) the development budget is under pressure due to

Chief Executive

the higher cost incurred in establishing the new planning permissions and in preparing procurement guidance and draft contract documents;

- (3) the discussions with the Council Auditors have identified a higher component of the development budget to be funded by revenue than that envisaged in the current budget provisions; and
- (4) mitigation plans are in place to be implemented in consultation with the Department for Transport, to contain overall expenditure within the agreed budgets.

MINUTES ISSUED: 19 June 2012

CALL-IN: 26 June 2012

Any matter decided by the Mersey Gateway Executive Board may be called in no later than 5.00pm on 26 June 2012

Meeting ended at 4.05 p.m.

SHADOW HEALTH AND WELLBEING BOARD

At a meeting of the Shadow Health and Wellbeing Board on Wednesday, 25 April 2012 at Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Hignett, Polhill (Chairman), Wright, S Banks, K. Fallon, Dr M. Forrest, D. Johnson, Dr D Lyon, A McIntyre, S. McAtear, E O'Meara, D. Parr, N Rowe, N. Sharpe, R Steadman, D. Sweeney, A. Williamson and J. Wilson and S Yeoman.

Apologies for Absence: D Edwards; J. Lunt; M Pickup and C Richards

Absence declared on Council business: None

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

Action

HWB31 MINUTES OF LAST MEETING

The minutes of the meeting held on 21st March 2012 were taken as read and signed as a correct record. Arising from the minutes the following was reported:

- The Health and Wellbeing Board web site would be launched on Friday 27th April 2012;
- Eileen O'Meara had been appointed to the post of Director of Public Health;
- Halton and St Helen's local authorities were disappointed with their allocation of public health funding and were progressing this further, with the support of the cluster; and
- The transfer of PCT staff between Halton and St Helens was ongoing.

HWB32 HEALTH AREAS

The Board received an update report on the progress of developing a brand/logo for locality health areas.

A draft questionnaire had been developed to consult with staff, members and residents. However, following a meeting of the Health Areas group it was agreed to amend the questionnaire. The revised questionnaire would aim to address what people think is good about Halton and why?

In addition, the Community Development Team would be delivering targeted consultation, a minimum of 50 residents from each of the seven area forum areas. Members would be consulted and a questionnaire would be available on the staff intranet. Thematic analysis would be drawn from the responses and key themes would be considered within the working group.

Members were advised that it was proposed that the branding options would be presented to focus groups, which would include young people, for further feedback. It was also proposed to carry out 350 brief interviews. The options and feedback would be presented to the Shadow Health and Wellbeing Board and Chief Officers Team. It was envisaged that this process would take until July 2012.

RESOLVED: That the report be noted.

HWB33 JOINT STRATEGIC NEEDS ASSESSMENT

The Board was advised that the Health and Social Care Bill (the Bill received Royal Assent and became the Health and Social Care Act 2012 on the 27th March 2012) proposed a central role for Joint Strategic Needs Assessments to bring together partners from across the NHS, Local Government and the Voluntary Sector to analyse current and future health needs of populations. It was proposed that clinical commissioning groups and local authorities would have a statutory responsibility to produce a JSNA as well as a joint health and well-being strategy to inform and guide the commissioning of health, well-being and social care services in a local authority area.

At the first meeting of the Health Strategy Group it was agreed that the JSNA data update and priorities identified in the last full refresh of the JSNA (2011) should be pulled into a document mapped across the life course. It was also agreed that it was important to reflect borough level health and wider determinants data and also ward level information. In order to reflect the need to have a view of the health and wider priorities at a ward level as well as borough level the key finding of each area forum profile was summarised in the report.

It was noted that a meeting to evaluate the usefulness of the JSNA and its onward development was held on the 3rd April 2012 between the JSNA Lead Officers and Commissioners. A Commissioning Priorities refresh was agreed at the meeting. Commissioners were currently

providing updates. To date, there were only minor amends which suggested overall commissioning priorities in the full JSNA remained relevant. This review process would be completed by the end of April.

It was suggested that there were several issues that needed further exploration and discussion in relation to onward development of the JSNA. These included:-

- Cross cutting issues: how to better capture the needs of specific groups within particular “topic” focused chapters and people with multiple/complex needs.
- Improving the use of qualitative information within the JSNA such as service users feedback and evaluations;
- Engagement and listening methodologies to involve local people in the JSNA development; and
- Expansion and in-depth explanation of issues around disabilities, the inclusion of an analysis of the environmental health needs of the borough and exploration of the need for additional pieces of work.
- How cost cutting issues will be addressed;
- It was important that it was recognised that health in the borough was improving and people’s perceptions of their wellbeing were positive.

In response to the enquiry regarding the priorities of the JSNA, the Board was advised that the Health and Wellbeing Strategy document would contain a prioritisation framework. A copy of the framework would be presented to the next meeting.

It was also suggested that the following should be considered as part of the review process:

- The JSNA for crime could be linked;
- On pg 24 positives about Halton should be included;
- Issues around social housing could be considered.

RESOLVED: That the report be noted.

HWB34 DEVELOPMENT OF A HEALTH & WELLBEING STRATEGY

The Board received an update report on the development of a Joint Health and Wellbeing Strategy. The final Health and Wellbeing Strategy guidance was expected later this year but as Health and Wellbeing Strategies were

expected to inform Clinical Commissioning Groups (CCGs) Commissioning Plans (due by the end of June 2012), Halton had begun to draft an outline strategy and populate with information already known. A copy of the draft outline strategy had been previously circulated to Members of the Board.

In order to determine local priorities for the Health and Wellbeing Strategy, a public consultation event with Halton CCGs took place on the 28th February and a further event was planned for 30th May. In addition, a number of articles had appeared in the local press and local publications inviting people to have their say.

Further consultation was due to take place during Spring/Summer months with Area Forums as part of the development of Health Areas in Halton. This consultation would not only seek to inform and involve local people in the development of Health Areas but would also encourage communities to become involved in shaping the priorities for their area thus providing a local focus.

Members were advised that a prioritisation framework had been developed to help shape the priorities that would go into the strategy. This would enable the Health and Wellbeing Board to develop appropriate action plans with short, medium and long term outcomes.

RESOLVED: That the report be noted.

HWB35 SUMMARY OF NATIONAL ALCOHOL STRATEGY 2012

The Board considered a report which outlined the key features and local implications of the new National Alcohol Strategy published in March 2012. The Government strategy set out that the cause of alcohol related crime and hospital admissions were a combination of irresponsibility, ignorance and poor habits – whether by individuals, parents or businesses. It stated that the problem had developed for the following reasons:-

- Cheap alcohol was too readily available and there were increasing numbers of people drinking excessively at home, including many who do so before a night out.
- Changes to the Licensing Act had not engendered a “café culture” as intended; and
- There had not been enough challenge to individuals that drink and cause harm to others and of businesses that tolerate and even encourage this

behaviour.

In addition, the Strategy set out the required outcomes and how this strategy would aim to tackle irresponsible drinking including the following four objectives.

- End the availability of cheap alcohol and irresponsible promotions;
- Ensure that local areas were able to tackle local problems, reduce alcohol-fuelled violent crime on our streets and tackle health inequalities by giving tools and powers to local agencies to challenge people that continue to act in an unacceptable way;
- Secure industry's support in changing individual drinking behaviour;
- Support individuals to make informed choices about healthier and responsible drinking, so it was no longer considered acceptable to drink excessively.

The Strategy also highlighted the provision of recovery orientated treatment, especially for dependent drinkers and a whole family based approach within treatment services. The Strategy also outlined the development of an alcohol Intervention Pathway Outcome framework in prisons, to inform the commissioning of a range of effective interventions in all types of prison. It also proposed to increase the flexibility of the Alcohol Treatment Requirement imposed by the Court as part of a community sentence.

Members were advised that the central themes of the strategy were "challenge and responsibility" in an attempt to reverse a culture in which excessive drinking was a social norm. Responsibility was shared across Government, industry, the community, parents and individuals but there was a repeated emphasis on the need for effective partnership work locally to reduce and prevent alcohol related harm and an assertion that local communities were best placed to tackle local issues. A rebalancing of the Licensing Act would empower communities to affect change.

It was noted that the Strategy had a strong focus on young adult drinkers in the night time economy which may distract people from the realisation that it was the habitual, often UK adults which, if not addressed, would have serious implication for the health of the nation. In addition, the economic recession was not commented upon nor the additional burden that poverty could place on services. Whilst pooled treatment budget remained ring fenced the wrap around support services (e.g. housing, employment)

could be subject to cuts. There was also no mention of military veterans or the services they may need in future. It was also noted that no new funding had been identified despite significant investment being required in alcohol treatment and interventions if the aspirations of the strategy were to be fully realised.

The Board was advised that the implications for the Health and Wellbeing Board were that:-

- The local strategic aims had now been refreshed and a copy of the revised Alcohol Strategy had been previously circulated to Members of the Board;
- No new funding had been identified, significant investment would be required in alcohol treatment and interventions if the aspirations of the strategy were to be fully realised;
- Priorities to tackle alcohol related harm needed to be included within the local Joint Strategic Needs Assessment and the Health and Wellbeing Strategy and there was an expectation that the Health and Wellbeing Board would be able to promote integration of health and social care services with health related services like criminal justice services, education or housing;
- There was a need to consider the links with the Police and Crime Commissioner from November 2012 and ensure that commissioning priorities and activities were fully aligned in relation to alcohol related harm; and
- Proactive visible policing was vital to managing the night time economy and a potential to explore funding via the new late night levy.

Arising from the discussion the following comments were made:

- The importance of early intervention and alcohol harm reduction;
- GP's in general practice secondary tertiary services;
- Alcohol was a considerable problem in terms of hospital admissions;
- The potential role of the Council's 'Troubled Families Team' and assisting those receiving alcohol treatment services; and
- Potential joint working initiative between GP's and the 'Troubled Families Team'.

It was agreed that a meeting would be arranged to discuss alcohol harm reductions in Halton.

D Parr

RESOLVED: That the Shadow health and Wellbeing Board:

1. note the report; and
2. approve in principle the recommendations for 2012-15 (Appendix A) as the basis of a refreshed Alcohol Strategy for Halton.

HWB36 "THE CASE FOR TOMORROW: FACING THE BEYOND" – A JOINT DISCUSSION DOCUMENT ON THE FUTURE OF SERVICES FOR OLDER PEOPLE

The Board was advised that the Association of Directors Adult Social Services (ADASS) had reviewed its policy for Older People's Services and produced a discussion document on future services. The ADASS had reviewed progress over the last ten years and identified new challenges that needed to be addressed and what was needed to achieve better services for older people. This included actions that Government and partners need to take and these were summarised in a final action list.

It was noted that there were six areas where the ADASS believed the Government needed to work with local partners to create an environment which would enable them to deliver the kind of service which older people want and need and which would be sustainable in the longer term. They included:

- Incentivise community services;
- Reduce barriers to integration;
- Make sure choice and control can work;
- Protect quality and supply in the market;
- Invest more in social care; and
- Help change assumptions about old age.

Members were advised on how Health and Wellbeing Boards could address a range of areas within the ADASS action list including:

- A wider focus on outcomes in key conditions experienced by older people. This could be considered when reviewing the Joint Strategic Needs Assessment;
- A review of total expenditure to evaluate the benefit of a combined public purse in different forms of provision. This work could be undertaken as part of the review of pooled budgets; and

- A review of housing so that a better understanding of what housing can deliver. This could be considered as part of the review of the local housing strategy and evaluating the type/nature of accommodation and future accommodation needs.

RESOLVED: That the report be noted.

HWB37 HALTON HEALTH ESTATES UPDATE

The Board received an update on the Halton position with regard to the disposal of unused Health estate assets. A paper had been received at the March NHS Merseyside Board which gained agreement for the disposal of access estate. Details of those buildings and lands specific to Halton were highlighted in the report. NHS Merseyside awaited guidance from the Strategic Health Authority on the land and building highlighted in the report.

With regard to PCTs, the Strategic Health Authority continued to guide the remaining PCTs on their safe and legal disposal of unused assets.

It was recognised in the NHS Merseyside report that the sale of building and land would accrue revenue for the NHS and could be potentially beneficial for both the Local Authority and NHS body.

RESOLVED: That the Shadow Health and Wellbeing Board:

1. note the report;
2. agree that Mike Hill, John Garret from NHS Merseyside align with Wesley Rourke at Halton Borough Council, to utilise the specialist knowledge and work in partnership to a quick, safe and locally agreed disposal of sites identified; and
3. agree that the Employment, Economic Regeneration and Business Team will update the Shadow Health and Wellbeing Board on the on-going developments.

HWB38 CONCORDAT FOR HEALTH AND WELLBEING IN WARRINGTON AND HALTON

The Board received a copy of the draft Concordat for Health and Wellbeing in Warrington and Halton. The

Concordat established a set of principles for partnership working between Warrington and Halton. Arising from the discussion it was agreed that the Strategic Director, Communities would amend the document and email to Members of the Board for approval. Any issues raised by Members on the amended Concordat would be submitted to the next Board meeting.

RESOLVED: That in the light of the comments made, the Strategic Director, Communities amend the Concordat document and email to Members of the Board for approval

HWB39 DATE OF NEXT MEETING

It was noted that the next meeting would be held on Wednesday, 23rd May 2012 at 12.30 in the Karalius Suite, Stobart Stadium, Widnes.

Meeting ended at 3.55 p.m.

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SHADOW HEALTH AND WELLBEING BOARD

At a meeting of the Shadow Health and Wellbeing Board on Wednesday, 20 June 2012 at Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Polhill (Chairman), Philbin and Wright and S. Banks, S. Barber, H. Coen, D Hebden, D. Johnson, D. Parr, P. Cooke, Dr M. Forrest, A. McIntyre, E O'Meara, M. Pickup, N. Sharpe, D. Sweeney, A. Williamson, J. Wilson and S. Yeomans.

Apologies for Absence: J Lunt, G. Meehan, N. Rowe and Dr Richards

Absence declared on Council business: None

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

Action

HWB1 MINUTES OF LAST MEETING

The Minutes of the meeting held on 25th April 2012 were taken as read and signed as a correct record. P. Cooke reported that he had submitted apologies for the meeting.

HWB2 HEALTH PRIORITIES

The Board considered a report which sought their views on the Health and Wellbeing priorities which would form part of the Joint Strategic Health and Wellbeing Strategy. Agreement on the strategy priorities must be reached by early June 2012 to enable Commissioning Consortia Groups (CCG) to sign off commissioning intentions against these by the end of June. The strategy document would be completed and signed off by Autumn 2012.

Members were advised that priorities should be based on information from the Joint Strategic Needs Assessment (JSNA) and supplemented by information from other sources including, locality profiles, members of the public, Council Members, CCGs, Hospital Trusts, the third sector and local research. It was essential that all members of the HWBB, Council Members, CCGs, Policy and

Performance Boards and members of the public were engaged in setting health priorities. A range of consultation exercises had taken place through local community groups, forums and local publications and an extensive public consultation event took place on 30th May 2012. Following the public consultation exercise, priorities would be collated and presented to the Board.

As part of the consultation on the health priorities the Board divided into four groups to discuss the prioritisation framework and to decide upon the priorities that could be included in the strategy.

Each group presented their findings and commented on the health priorities that they had scored the highest against the prioritisation framework. Following feedback from each group it was suggested that the following had emerged as the Board's Health priorities:

- Cardio Vascular disease;
- Alcohol;
- Mental Health;
- Cancer;
- Accidents/falls;
- Child Development.

RESOLVED: That the Board propose the following list of health priorities be included within the Joint Strategic Health and Wellbeing Strategy:

- Cardio Vascular disease;
- Alcohol;
- Mental Health;
- Cancer;
- Accidents/falls;
- Child Development.

HWB3 HALTON CLINICAL COMMISSIONING GROUP –
PROGRESS ON AUTHORISATION

The Board considered a report which advised on the progress of Halton Clinical Commissioning Group (CCG) towards authorisation as a statutory organisation as established by the Health and Social Care Act 2012.

It was reported that on the 24th May 2012 the NHS Commissioning Board Authority published the proposed configuration, member practices and indicative running costs allowances, and the complete list of authorisation waves, for 212 proposed CCGs for England. The proposal for Halton

CCG included:

- Halton CCG had expected an allocation of around £2.3m for running costs, however, the NHS CBA calculation had reduced this to £2.98m;
- Halton CCG would be in the third authorisation waive in October 2012;
- A 360° Stakeholder Survey would be undertaken by Halton CCG, (Ipsos MORI had been selected by the NHS CBA to conduct the survey);
- The Chair of the Health and Wellbeing Board, Sally Yeoman and Jim Wilson were nominated to take part in the 360° Stakeholder Survey;
- Halton CCG had recently advertised for applicants for seven Governing Body positions. It would hold meetings on the third Thursday of each month (except August) throughout 2012/13.

RESOLVED: That

1. the progress being made towards authorisation by Halton CCG be noted; and
2. the Chair of the Shadow Health and Wellbeing Board, Sally Yeoman and Jim Wilson be nominated to participate in a 360° Stakeholder Survey as part of the authorisation process for Halton CCG.

HWB4 COMMUNITY WELLBEING MODEL IN GENERAL PRACTICE

The Board considered a report of the Strategic Director, Communities which outlined the Community Wellbeing Model (CWP) in General Practice.

A CWP model looked beyond traditional disease models in healthcare in order to include the factors that had been shown to generate health and wellbeing with individuals and communities. Improved wellbeing not only led to the prevention of disease but outcomes beyond this which included improved physical health, stronger social cohesion and engagement, better educational attainment, improved recovery from illness, stronger relationships and improved quality of life.

It was proposed that the CWP Model be rolled out to

two practices initially as a pilot phase. The investment required to roll out the CWP Model to two practices had been calculated at £125,000 of which £75,000 had already been allocated by Halton Council and NHS Halton and St. Helens. The additional £50,000 was to be requested from the Sub-Committee.

The report outlined five overarching principles of the CWP Model. A central component of the model would be the creation of an integrated network between general practice and local agencies that promoted and protected individual and community wellbeing – especially those that provided psychosocial support to patients, and those that connected patients to wider assets in the community that were associated with positive health and wellbeing outcomes. Agencies involved included public health teams, the 3rd sector, housing trusts, the local authority and voluntary and community led groups.

In addition to the establishment of an integrated network, the CWP Implementation Plan detailed five priority areas for action in the general practice setting, which if implemented fully would further enhance the capacity of general practice to support individuals and communities to achieve improved health and wellbeing outcomes. The five priority areas for action included:-

- The practice environment;
- Provision of wellbeing activities;
- Skills and competencies of staff;
- Stakeholder engagement; and
- Marketing and Communication.

The CWP Working Group were currently engaged in a wider consultation to gather views and opinions as to what they believe a Community Wellbeing Practice ought to deliver. Further, Halton and NHS Halton and St. Helens had agreed a Service Level Agreement with a 3rd Sector provider – The Wellbeing Project CIC; to work alongside clinicians and senior managers to research and develop the CWP model. The Wellbeing Project would also project manage the implementation of the CWP initiative as details in its Service Level Agreement specification.

It was noted that a cross sector working group had been established to develop detailed plans and it was envisaged that this group would co-ordinate the roll out of the initiative to GP practices. A letter was circulated to all 17 GP practices which provided an outline of the CWP model and expressions of interest were sought. Consequently, 7

practices had registered an interest. Quarterly reports would be prepared by the CWP Working Group and these would be submitted to the CCG Sub-Committee as well as the monitoring systems in Halton Council and NHS Halton and St. Helens.

RESOLVED: That the report be noted.

HWB5 HEALTH & WELLBEING SERVICE

The Board considered a report of the Strategic Director, Communities on the Health and Wellbeing Service Partnership Agreement and the associated Implementation Action Plan.

The Government's vision for a new integrated and professional Public Health System was set out in the document Healthy Lives Healthy People: Our Strategy for Public Health. Members were advised that the new system would embody localism with new responsibilities and resources for Local Government to improve the health and wellbeing of their population within a broad framework set by the Government.

A response to these Government plans had been developed for Halton and was contained in the document Health and Wellbeing Service – Partnership Agreement 1st July 2012 – 31st March 2013 (The Agreement) which was attached to the report at Appendix 1.

It was noted that the Agreement set out a phased approach to implementation, as detailed in the report, and provided an opportunity to review the current approach to the delivery of health and improvement services, delivered by both health and local authority providers.

RESOLVED: That

1. the report be noted; and
2. the Partnership Agreement and associated Action Plan be supported and Board agree that the constituent partners sign off the Agreement.

HWB6 THE PRIORY HOSPITAL, WIDNES

The Board considered a report of the Operational Director of Integrated Commissioning Halton, on the current issues associated with the Priory Hospital, Widnes. The Priory Hospital, Widnes was a 72 bedded low/medium

secure hospital offering individualised care, treatment and rehabilitation for men and women aged 18 plus who were detained under the Mental Health Act (1983) or with a degenerative brain disorder. The hospital accepted referrals from a wide variety of public sector organisations throughout the UK, including special hospitals, psychiatric hospitals, prisons, courts, social services, NHS Mental Health Trusts, GPs, the Police and others.

As the host authority, the Council and the then PCT instigated an arm's length partnership. To further support the Priory the NHS Safeguarding Protocol was extended. This would mean that any safeguarding incidents would be investigated by the Forensic Social Worker within the Priory and quarterly updates could be fed back to the Halton Safeguarding Board. This would allow the flow of information and also the ability of the Council to support any major incidents or specific themes, but not to be the accountable investigating body. However, this was still under debate as the Care Quality Commission believe the Council accountable to investigate each safeguarding referral.

Members were advised that over the last 12 months 24 cases of safeguarding had been raised, the majority in the last 3 months, local media interest and numerous whistle blowing incidents had given rise to concern over the day to day running of the priory. The Council wrote on several occasions to the CQC stating their concerns. The Priory was asked to put a self-imposed suspension on any new referrals whilst the investigation was on-going. The self imposed suspension was implemented further supported by an unannounced visit from the CQC were more concerns had been raised.

It was noted that a meeting was held on 29th May between representatives of the Council, North West Specialised Commissioning and the CQC. The CQC reported that their formal investigatory visits and had found ten areas of concern, five of those (including safeguarding) warranted the need for a formal notice. Consequently, if the Priory did not meet their actions and timescales set out in the report, (still to be circulated) then the CQC enforce the next step in the process. However, when pressed CQC stated that although the Priory posed real concern they did not feel that any patient was in any imminent danger.

It was reported that following the meeting, actions were put in place and it was agreed Halton would meet with the Welsh Commissioning Body to inform them of the recent concerns. The feedback from the commissioners was

concerning as they described the review as shambolic and something they had never witnessed before. As a result, of the above concerns a number of immediate actions had taken place:-

- NWSCT had removed all their 5 patients out of the priory;
- The Midland Commissioner was awaiting confirmation for another placement to remove their patient.
- Following the Welsh meeting with the Priory they had removed 1 patient and were looking to recommend the move of the remaining patients.

Members were advised that Scott Massey and Sue Rothwell, Principal Managers within the Council for Mental Health had both indicated their concerns. They had witnessed little indication that a robust safeguarding system was in place and this was compounded by staff anxiety, lack of managerial support and clinical direction.

RESOLVED: That the Board notes the contents of the report and support the next steps outlined.

HWB7 SUSTAINABLE COMMUNITY STRATEGY YEAR END PROGRESS REPORT 2011/12.

The Board considered a report of the Strategic Director, Policy and Resources, which provided information on the progress in achieving targets contained within the 2011/2016 Sustainable Community Strategy (SCS) for Halton.

Members were advised that selected measures and targets for health and wellbeing priorities were summarised in Appendix 1 to the report and provided an update to the 2011/12 year end position, which included a summary of all indicators within the new SCS and additional information for those specific indicators and targets that fell within the remit of this Board.

RESOLVED: That the report be noted.

HWB8 CHILDREN & YOUNG PEOPLE'S PLAN ANNUAL REVIEW 2012

The Board considered a report of the Operational Director, Children's Organisation and Provision, which highlighted the 2012 Annual Review of the Halton Children

and Young People's Plan 2011-14. The Review had been formally approved by the Halton Children's Trust Board in May 2012. The Review was a good practice exercise to reflect on the work undertaken by Halton Children's Trust over the last 12 months and to ensure the Plan remained fit for purpose. The annual review was a short summary document that provided a supplement to the Children and Young People Plan (a copy of the document was attached as an appendix to the report).

RESOLVED: That

- (1) the contents of the report be noted;
- (2) the Annual Review document be endorsed;
- (3) the Board looks to utilise the Review to further strengthen links between the Board and Halton Children's Trust; and
- (4) a more detailed presentation on the Children and Young People's Plan be presented to a future meeting.

HWB9 FEEDBACK FROM HEALTH AND WELLBEING BOARD SUB GROUPS

The Board received an update report on the work of the three Sub-Groups that support the work of the main Board and the minutes of their meetings on 16 May, 17 May and 22 May were included for information.

It was reported that it had been suggested that the Partnership Commissioning Sub-Group and Public Health Commissioning Sub-Group be merged and Eileen O'Meara would chair the newly formed Sub-Group.

RESOLVED: That

1. the report be noted; and
2. the proposal that the Partnership Commissioning Sub-Group and Public Health Commissioning Sub-Group be merged be agreed.

Meeting ended at 4.15 p.m.

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

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 21 May 2012 in the Council Chamber, Runcorn Town Hall

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), E. Cargill, Cassidy, Fraser, P. Hignett, Hodge, K. Loftus, G. Logan, C. Plumpton Walsh, B. Woolfall and L. Lawler

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Bennett, M. Simpson, A. McIntyre, G. Meehan, N. Moorhouse, S. Nyakatawa, K. Hall, C. Johnson, C. Taylor and L Wilson

Also in attendance: Councillor Philbin in accordance with Standing Order 33

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

	<i>Action</i>
<p>CYP1 MINUTES</p> <p>The Minutes of the meeting held on 20 February 2012, were taken as read and signed as a correct record.</p>	
<p>CYP2 PUBLIC QUESTION TIME</p> <p>It was reported that no public questions had been received.</p>	
<p>CYP3 EXECUTIVE BOARD MINUTES</p> <p>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 Committees since the last meeting of the PPB.</p> <p>In relation to EXB98 Members requested an update on the status of the Free School site. In response it was noted that the development of the site had not started yet as planning permission had to be sought then a funding</p>	

agreement had to be signed. In relation to places being offered it was noted that the Council was unaware of any children who had been offered places by the Free School.

RESOLVED: That the minutes be noted.

CYP4 CHAIR'S ANNUAL REPORT

The Board considered a report of the Strategic Director, Children and Enterprise which provided Members with an annual report outlining the work carried out by the Board and Officers in 2011 to March 2012. The Chair wished to note on record his thanks to Members and Officers for all their co-operation and hard work carried out throughout the year.

Strategic Director
- Children and
Enterprise

RESOLVED: That the Annual Report be received and be recommended to Full Council.

CYP5 JOINT SCRUTINY REVIEW OF PROVISION OF APPRENTICESHIPS IN THE BOROUGH

The Board received a report of the Strategic Director, Children and Enterprise which provided a draft report on the Joint Scrutiny of Apprenticeships which sought approval and recommended that it be referred to Executive Board.

Members were advised that the draft report, which was circulated at the meeting, was commissioned jointly by the Children, Young People and Families and the Employment, Learning and Skills PPB's. A scrutiny review Topic Group was established comprising of six Members (3 from each Board), and was chaired by Councillor Edge.

It was noted that there had been a significant resurgence in the Apprenticeship model in recent years, with the current Coalition Government providing enhanced financial incentives to employers, and especially Small Medium Enterprise's (SME's) to encourage them to offer apprenticeships.

It was further noted that the review focussed on the following:

- the implementation for an Apprenticeship programme for the Council;
- monitoring and review of the programme;
- engagement with the private sector;
- the roles and responsibilities of partners to drive the

Apprenticeships agenda in Halton.

The report also set out the number of means in which the review was conducted, findings and other implications.

The draft scrutiny review of provision of apprenticeships in the Borough set out;

- reasons why the scrutiny review was commissioned;
- methodology summary;
- findings – Halton picture and national picture;
- challenges;
- National Apprenticeship Service;
- Borough Council's People Plan;
- Waste Management's apprenticeship pilot; and
- overall conclusion

In addition, the draft review contained an Apprenticeship Scrutiny Review Action Plan, a Topic Brief, methodology detail and 8 recommendations for action and further improvement.

The Board suggested that the Action Plan be tied to the recommendations.

Members queried the percentage of people who completed an apprenticeship that went on to full time employment. In reply it was noted that a response would be provided.

The Board discussed companies that took part in the consultation and what their views were.

Members were asked to forward any comments to the Chair by email before Wednesday 30 May 2012.

RESOLVED: That

- 1) the draft report on the Joint Scrutiny Review of Apprenticeships be approved and forwarded to Executive Board; and
- 2) Members forward any comments to the Chair by email before Wednesday 30 May 2012

Strategic Director
- Children and
Enterprise

CYP6 ADOPTION SCORECARD

The Board considered a report of the Strategic

Director, Children and Enterprise which set out Halton's position in relation to the Adoption Scorecard that was due to be published by Department for Education (DfE) in May 2012. It was reported that the need for the Scorecard arose from the DfE's "An Action Plan for Adoption: Tackling Delay", which set out proposals for tackling the current delay in the adoption programme and outlined plans to accelerate the whole adoption process in order for more children to benefit from adoption.

Each Local Authority (LA) had been sent a copy of their scorecard which covered the three year period 2008-2011, the Scorecard was attached at Appendix 1 for information.

It was noted that the Scorecard was supported by a set of performance thresholds that set out the Government's expectations of LA's on two of the main timelines indicators, the introduction of these would be a staged process as detailed in the report.

Catherine Johnson – Principal Performance and Improvement Officer, gave a presentation to accompany the report which set out the following:

- Halton had on average 125 children in care at any one time;
- 63 individuals were brought into the care system during the last 12 months, and approximately the same number left care;
- demographics of children in care;
- 10 children were adopted during the last year; and
- a detailed explanation of the adoption Scorecard.

Members were advised that Halton was among the top performers for the two main timeliness indicators and 17 out of 23 Local Authorities in the North West did not pass the test.

Arising from discussion of the report, Members noted the number of children in care from other Local Authorities living in the Borough, the large delay caused by the time it takes for Courts to complete legal proceedings and the response to adoption breakdowns.

It was noted that a further report would be submitted to the Board detailing how the Scorecard and other changes would affect the Adoption Service.

RESOLVED: That

- 1) the Adoption Scorecard be received;
- 2) Members note that Halton has met both timeliness threshold indicators set by DfE; and
- 3) a further report be submitted to the Board detailing how the Scorecard and other changes will affect the Adoption Service.

Strategic Director
- Children and
Enterprise

CYP7 PERFORMANCE MONITORING REPORT FOR QUARTER
4

The Board received a report of the Strategic Director Policy and Resources on the performance monitoring report for quarter 4 for 2011/12.

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 for:

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

Lead Officers presented key developments and emerging issues for their areas.

In particular the following points were noted:

- there were new inspection frameworks for child protection, adoption, fostering and residential care, which meant significant changes from the previous inspection framework;
- teenage conceptions were still high, however there had been a huge investment with the youth service and young addaction. There had been engagement with various bodies who had scrutinised the Council's performance and were of the view that the steps taken to reduce teenage pregnancy were correct and the cultural issues needed to be addressed. More scrutiny would take place in the area and improved engagement with secondary schools;
- peer challenge was being developed for Children's Services with a focus on Narrowing the Gap, with a particular emphasis on attainment at Key Stage 2 for

pupils in receipt of free school meals. Members requested the results from the Peer Challenge be brought to a future meeting;

- the take-up of three and four year old Free Entitlement had increased to 98%;
- two organisations had been awarded to deliver Positive Youth Provision and a consultation took place with 150 young people to help develop the newly re-shaped service;

Members queried how many schools would fall into the “requires improvement” category under the new Ofsted grading’s and whether the subjects achieved by students under the English Baccalaureate would enable them to prepare for a work environment. In response it was noted that the new grading’s for Ofsted were not in place yet but this information could be collected and brought to a future meeting and GCSE subjects offered in secondary schools were meeting the needs of young people.

RESOLVED: That the fourth quarter management reports and comments made be noted.

CYP8 SUSTAINABLE COMMUNITY STRATEGY , YEAR END PROGRESS REPORT 2011/12

The Board considered a report of the Strategic Director, Policy and Resources which provided information on the progress in achieving targets contained within the 2011-2016 Sustainable Community Strategy (SCS) for Halton.

It was reported that the SCS for Halton was the central document for the Council and its partners which provided an evidence-based framework through which actions and shared performance targets had been developed and communicated.

Appended to the report for information was a report on progress to the 2011-12 year end position which included a summary of all indicators within the new SCS strategy and additional information for those specific indicators and targets that fell within the remit of this PPB.

Arising from discussion of the report Members noted the following:

- in relation to substance misuse particularly alcohol it was felt that more measures needed to be taken to

prevent under age young people from drinking in licenced premises in Runcorn Old Town;

- in response it was noted that a meeting was scheduled to map out problem areas and this would be investigated further. The V-rooms bus and addaction were working with young people to provide them with a sense of the dangers of substance misuse and were engaging with young people who were involved in risk taking behaviour;
- it was further noted that random tests were carried out and often the problem was parents or other adults purchasing alcohol for children; and
- in regard to childhood obesity Members were of the view that there needed to be a positive way of relaying information to parents and ensure that the information was kept confidential.

RESOLVED: That the report 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, 30 May 2012 in the The Board Room - Municipal Building, Widnes

Present: Councillors Edge (Chairman), C. Plumpton Walsh (Vice-Chairman), Cassidy, Howard, P. Lloyd Jones, G. Logan, Macmanus, Parker, Roberts and Rowe

Apologies for Absence: Councillor Zygadlo

Absence declared on Council business: None

Officers present: J. Briggs, H. Coen, N. Mannion, C. Patino, M. Simpson and W Rourke

Also in attendance: Councillor Jones in accordance with Standing Order 33

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

		<i>Action</i>
ELS1	MINUTES	
	The Minutes from the meeting held on 26 March 2012, were taken as read and signed as a correct record.	
ELS2	PUBLIC QUESTION TIME	
	It was reported that no public questions had been received.	
ELS3	EXECUTIVE BOARD MINUTES	
	The Board considered the Minutes of the meeting of the Executive Board relevant to the Employment, Learning, Skills and Community since the last meeting of the Board.	
	In relation to EXB123 Members discussed the areas for improvement, mainly the need for focus on greater access to work experience and trials. It was also queried whether it was more difficult to find work experience for people. It was noted that an update would be brought to a	

future meeting.

RESOLVED: That

- 1) the Minutes be noted; and
- 2) an update regarding improving access to work experience be brought to a future meeting.

Strategic Director
- Children and
Enterprise

ELS4 ANNUAL REPORT

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an Annual Report of the work carried out by the Employment, Learning, Skills and Community Policy and Performance Board for 2011/12. The report set out the work carried out and recommendations made for work programmes throughout the Municipal Year April 2011 to March 2012.

The Chair wished to note on record her thanks to Members and Officers for their continued support and hard work throughout 2011/12.

RESOLVED: That the Annual Report and comments raised be noted.

ELS5 BARRIERS TO EMPLOYMENT (FROM AN EMPLOYERS PERSPECTIVE)

The Board received a report of the Strategic Director, Children and Enterprise which set out the scrutiny topic on barriers to employment from an employers perspective.

It was reported that the topic built on the previous topic regarding barriers to employment from an employee perspective. It was noted that there were a number of barriers or key considerations cited by employers when they were considering recruiting staff. The three skills or attributes were found to be of greatest importance to local employers where communication, numeracy and literacy.

RESOLVED: That the Board support the recommendations contained in pages 13-18 of the report, namely;

- 1) to continue the Recruitment and Training 'offer' to inward investors provided through the Halton Employment Partnership and seek funding for a dedicated resource to provide this coordinated support on a medium term basis;

Strategic Director
- Children and
Enterprise

- 2) to seek Government support to help Halton support people from disadvantaged groups and areas within Halton to access jobs and training opportunities arising in the construction industry;
- 3) to support the development of a wider system of vocational qualifications focused on the STAM agenda;
- 4) to support the development of the Fab Lab concept; and
- 5) to ask Government to re-visit the Apprenticeship Eligibility rules.

ELS6 JOINT SCRUTINY REVIEW OF PROVISION OF APPRENTICESHIPS IN THE BOROUGH

The Board received a report of the Strategic Director, Children and Enterprise which provided a draft report on the Joint Scrutiny of Apprenticeships which sought approval and recommended that it be referred to Executive Board.

Members were advised that the draft report was commissioned jointly by the Children, Young People and Families and the Employment, Learning and Skills PPB's. A scrutiny review Topic Group was established comprising of six Members (3 from each Board), and was chaired by Councillor Edge.

It was noted that there had been a significant resurgence in the Apprenticeship model in recent years, with the current Coalition Government providing enhanced financial incentives to employers, and especially Small Medium Enterprise's (SME's) to encourage them to offer apprenticeships.

It was further noted that the review focussed on the following:

- the implementation for an Apprenticeship programme for the Council;
- monitoring and review of the programme;
- engagement with the private sector;
- the roles and responsibilities of partners to drive the Apprenticeships agenda in Halton.

The report also set out the number of means in which the review was conducted, findings and other implications.

The draft scrutiny review of provision of apprenticeships in the Borough set out;

- reason why the scrutiny review was commissioned;
- methodology summary;
- findings – Halton picture and national picture;
- challenges;
- National Apprenticeship Service;
- Borough Council's People Plan;
- Waste Management's apprenticeship pilot; and
- overall conclusion

In addition the draft review contained an Apprenticeship Scrutiny Review Action Plan, a Topic Brief, methodology detail and 8 recommendations for action and further improvement.

Chris Patino – Divisional Manager, Community and Environment, advised Members that as per results from the People Plan it was apparent that the workforce profile in Halton for under 25's was low. An event was held in order to help recruit apprenticeship posts within the Council. 70 people under 25 attended the away day and were invited to complete application forms, 40 of which were received. From this 40 interviews were held and 11 apprenticeship positions were offered and have been accepted.

It was further noted that 6 posts were created within Waste and Recycling and 5 posts were created in Open Spaces, all 11 posts were for a 2 year scheme achieving entry level 1 and 2. Members were advised that apprenticeships could be interchanged between each area or even possibly across other directorates in order to provide them with more scope.

In relation to apprenticeship starts across the Borough, it was noted that so far this year there was a 10-15% increase across all ages. Members queried the level of non-completions amongst apprentices. In response it was noted that an answer would be sought.

RESOLVED: That the Board approve the draft report on the Joint Scrutiny Review of Apprenticeships and forward it to the Executive Board for consideration.

(NB: Councillor Parker declared a personal interest in the following item due to being Chair of an Appeal regarding Halton Community Transport)

ELS7 HALTON COMMUNITY TRANSPORT - OUTCOMES FROM SCRUTINY TOPIC

The Board considered a report of the Strategic Director, Children and Enterprise which informed Members of the outcome from a series of meetings in connection with the Halton Community Transport (HCT) scrutiny topic group.

It was reported that the HCT topic group was set up to review the operations of, and services provided by HCT including identification of funding streams contributed towards HCT's overall operations and service delivery. Another focus of the group was to consider the potential social inclusion benefits that the services operated by HCT provided to its users and the impacts on those users should the service discontinue. A terms of reference was devised at the first meeting of the group and was appended to the report for information.

It was further noted that a series of four meetings had been held as part of the group and a brief explanation of discussions from the meetings was set out in the report.

Members considered the key recommendations set out in 3.3 of the report and raised concerns regarding the recommendation around fitting vehicle scheduling system and tracking devices and the costs this would incur.

The Board also sought clarification on the future of the Dial a Ride service and the significant effect on the service should further grant deductions occur.

Members agreed that the recommendations from the group be put forward with the exception of fitting of vehicle scheduling system and tracking devices as The Board requested further discussions take place around this issue and the cost to do this.

RESOLVED: That

- 1) the content of the report be acknowledged;
- 2) the recommendations set out in 3.3 of the report be agreed with exception to 3.3.4 (vehicle scheduling systems and tracking devices); and
- 3) further discussions take place with Halton Community Transport with regard to the cost of vehicle scheduling systems and tracking devices.

Strategic Director
- Children and
Enterprise

ELS8 QUARTERLY POLICY UPDATE

The Board considered a report of the Strategic Director, Policy and Resources, which informed Members of recent national policy 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 relevance to issues on the employment, learning and skills agenda and 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 future meetings. The report set out the following:-

- 2012 Chancellor's Budget;
- National Planning Policy Framework (NPPF);
- The Youth Contract;
- Launch of National Careers Service;
- Community Learning Trust Pilots;
- European Union Update; and
- Government Response to the Portas Review.

RESOLVED: That the report be noted.

ELS9 PERFORMANCE MONITORING QUARTER 4

The Board received a report of the Strategic Director, Policy and Resources which set out the Quarterly Monitoring Reports for the fourth quarter of 2011/12 to March 2012. The report detailed progress against service objectives / milestones and performance targets and describes factors affecting the service for:-

- Economy Enterprise and Property extracts for Employment Learning and Skills; and
- Community Service, namely Library Services and other Culture and Leisure Services.

Members discussed the opening of the new library in Runcorn Old Town and the new system used across all libraries for checking out and returning books. It was noted that there still were staff based behind counters.

The Board discussed the short term contract offered by the new Tesco Store and queried how many had been laid off from the numbers recruited from the Halton Employment Partnership (HEP). In response it was noted that this information would be investigated and reported to Members.

RESOLVED: That the quarterly monitoring report and comments made be noted.

ELS10 SUSTAINABLE COMMUNITY STRATEGY - YEAR END PROGRESS

The Board considered a report of the Strategic Director, Policy and Resources, which provided information on the progress in achieving targets contained within the 2011-2016 Sustainable Community Strategy (SCS) for Halton.

Members were advised that selected measures and targets for Employment, Learning, Skills and Community priority were summarised in Appendix 1 to the report, using the Halton corporate template, designed for the purpose of bringing together all relevant items of performance information.

It was further noted following extensive research and analysis and consultation with all stakeholder groups including Elected Members, partners, the local community and representative groups, a new SCS was approved by Council in April 2011.

Arising from discussion of the report Members discussed the following:-

- reduction in opening hours of the Libraries and the impact it had had on usage and noted new initiatives;
- the development in Halebank, legal challenges and investment into the Borough;
- the reduction in percentage of people with no qualifications from 2006 to 2010 was remarkable;
- support would be provided by the Council to Halton residents accessing welfare and debt advice at a casework level; and
- whether information regarding the three bids for Art projects within the Borough could be brought to a future meeting.

RESOLVED: That the report and comments made be

noted.

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Meeting ended at 8.55 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 29 May 2012 at Council Chamber, Runcorn Town Hall

Present: Councillors E. Cargill (Chairman), J. Lowe (Vice-Chairman), Dennett, V. Hill, Hodge, Horabin, C. Loftus, P. Sinnott, Wallace, Zygadllo and Mr J Chiocchi

Apologies for Absence: Councillor Baker

Absence declared on Council business: None

Officers present: L. Derbyshire, H. Coen, M. Holt, A. McNamara, H. Moir, D. Sweeney, M. Swift, S. Wallace Bonner and L Wilson

Also in attendance: Simon Banks - Halton Clinical Commissioning Group and Derek Rothwell – NHS Merseyside

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

	<i>Action</i>
HEA1 MINUTES	
<p>The Minutes of the meeting held on 6 March 2012 having been printed and circulated were signed as a correct record.</p>	
HEA2 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
HEA3 HEALTH & WELLBEING SHADOW BOARD MINUTES	
<p>The Minutes of the Shadow Health and Wellbeing Board of its meetings held on 22 February 2012, 21 March 2012 and 29 May 2012, were submitted to the Board for consideration.</p> <p>RESOLVED: That the minutes be noted.</p>	
HEA4 PERFORMANCE MONITORING REPORTS	
<p>The Board considered a report of the Strategic</p>	

Director, Policy and Resources regarding the Quarter Monitoring Reports for the fourth quarter of 2011/12 to March 2012. 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.

Following discussion with the Chair, the Board received an Overview report which identified the key issues arising from the performance in Quarter 4. Members also received extract reports electronically from Democratic Services (as previously presented to the Boards) for these two Departments covering all areas within the remit of this Board.

The following questions arose from the discussion:-

- Page 26 – Commissioning – Clarity was sought on the types of service Plus Dane provided. In response, it was reported that it was a tendered service for floating support and they provided low level needs support such as accommodation, to service users suffering from domestic violence, mental health issues and also provided range of services that enabled the individual to stay in their home. In reply it was suggested that the Board monitor the service;
- Page 37 – Third paragraph – It was noted that the Independent Sector Provider of the Community Enablement Service – Gleneig, supporting adults with learning disabilities had been given three months notice to end the contract in June 2012. The service would not be re-commissioned and alternative support was being identified for the small number of people currently accessing the service. The Board also noted that the reason for the de-commissioning was that the demand for the service was much lower than had been anticipated;
- Page 28 - The Board noted and welcomed the nutrition pilot; and

Page 30 – Service User Evaluation – Following on from Members question and response in Appendix 1 to the report, clarity was sought on

the response rate of the survey and how the Local Authority would be aware of any problems with a low response rate. In reply, it was reported that the national Adult Social Care Survey was very detailed and had been undertaken by every Local Authority in the country on behalf of the Department of Health. The expected completion rate of the survey was 40- 50%, which was very good in the North West. In addition, it was reported that the Local Authority had approached residential and nursing homes to explain the purpose of the survey who then provided assistance in completing the questionnaire if required. The Board agreed that a report on the survey be presented to the next meeting.

The Board was further advised that a number of questions had been submitted prior to the meeting. The questions and responses were circulated at the meeting and are attached to the minutes as Appendix 1.

RESOLVED: That

- (1) the report and questions raised be noted;
- (2) the Board receive a report on the Survey Users Evaluation at the next meeting on 11 September 2012.

HEA5 COMMUNITY WELLBEING MODEL IN GENERAL PRACTICE

The Board considered a report of the Strategic Director, Communities which outlined the community wellbeing model in general practice.

The Board was advised that The English Review 'Fair Society, Healthy Lives' had brought together the best available global evidence on health inequalities. That evidence highlighted that health inequalities arose from social inequalities in the conditions in which people were born, grew, lived, worked and their age. The review highlighted that action to address health inequalities would require action across all the social determinants of health by central and local government, the NHS, the third and private sectors and community groups.

The Board was further advised that the report presented a new way of operating general practice in the

Borough and the proposal was to look beyond disease management and that the new model would pursue health and wellbeing. It was reported that being healthy was feeling good and functioning well and if a person was not ill, it didn't necessarily mean that they were healthy.

The Board received a presentation from Mr Mark Swift, Managing Director of the Well-Being Project and Mr Dave Sweeney, Operational Director of Integration which:-

- Gave an explanation of Well-Being and highlighted the benefits;
- Outlined the results of research regarding well-being;
- Set out the role, function and fundamental principles of the Community Wellbeing Practice;
- Highlighted how the well-being practice promoted, protected and supported individuals and the community;
- Set out the Wellbeing Practice Model; and
- Detailed where more information could be obtained.

The following points arose from the discussion:-

- Clarity was sought on how individuals would be encouraged to take better care of themselves and how the project would be rolled out to the 17 practices. In response, it was reported that officers had been employed to engage with the community and deliver the message. Existing resources in surgeries etc would also be utilised to ensure that hard to reach groups in the working population were engaged in the process. It was also reported, that it was anticipated that at the end of 2/3 years fifteen of the seventeen practices would have been engaged in the project;
- It was noted that engaging the community was vital to the success of the project. It was also noted that a lot of individuals in the community, under the current economic climate were already stressed and required a significant amount of support and it would be a challenge to motivate them in order to enable them to engage in the

project;

- It was noted that many people wanted to make a difference and health and wellbeing involved everyone. It was also noted that it was the first time such an approach had been taken;
- It was agreed that information on the seven practices taking part in the project would be circulated to all Members of the Board;
- The importance of the project having stability and an exit strategy was noted;
- It was noted that people in the community would be equipped with the skills / knowledge that would help them through difficult times. It was also noted that funding would be available for the project;
- It was suggested that the Board receive a regular update report on progress that was being made;
- It was highlighted that through the Commissioning Group, GPs had committed a considerable amount of their time to enable the project to succeed and that evidence suggested that a happy patient resulted in a happier GP and Practice etc. It was noted that in the short term it would increase a GPs workload, but in the long term it would result in there being less work for the GP; and
- It was suggested that the Board should form part of the Reference Group.

RESOLVED: That

- (1) the presentation and comments raised be noted;
- (2) Mr Swift and Mr Sweeney be thanked for their informative presentation; and
- (3) the Board receive regular update reports on the progress of the Community Wellbeing Practice Model.

Director, Communities which presented the Annual Report for the Health Policy and Performance Board for April 2011-March 2012 attached as Appendix 1 to the report.

It was reported that during 2011 -12 the Board had looked in detail at many of Halton's Health and Social Care priorities. Further details of these were outlined within the Annual Report set out in Appendix 1 to the report.

The Chairman took the opportunity to thank Officers and Members for their contribution to the Board and Working Groups during the last municipal year.

RESOLVED: That the report be noted.

HEA7 SUSTAINABLE COMMUNITY STRATEGY YEAR END PROGRESS REPORT

The Board considered a report of the Strategic Director, Policy and Resources which provided information on the progress in achieving targets contained within the 2011- 2016 Sustainable Community Strategy for Halton.

The Board was advised that the Sustainable Community Strategy for Halton, and the performance measures and targets contained within it would remain central to the delivery of community outcomes. It was therefore important that progress was monitored and that Members were satisfied that adequate plans were in place to ensure that the Council and its partners achieved the improvement targets that had been agreed.

The Board was also advised that Appendix 1 to the report outlined the progress to the 2011-12 year end position which included a summary of all indicators within the new Sustainable Community Strategy and additional information for those specific indicators and targets that fell within the remit of the Board.

The following points arose from the discussion:-

- Clarity was sought on whether bowel cancer screening could be offered to anyone over the age of 55 rather than 60 – 74 year olds. In response, it was reported that a written update would be circulated to Members of the Board; and
- It was noted that the Sustainable Community Strategy was a 'living' document and it was suggested that discussions take place with the

Shadow Health and Wellbeing Board regarding indicators that could be included in the Strategy in respect of community wellbeing in general practice. In response, it was reported that this would be discussed and built into the Strategy.

RESOLVED: That the report and comments raised be noted.

HEA8 SAFEGUARDING UNIT

The Board considered a report of the Strategic Director, Communities which outlined details relating to the establishment of a 12 month pilot for an Integrated Adults Safeguarding Unit within Halton.

The Board was advised that the Unit would provide a hub and spoke model which was a multi-agency efficient, flexible and responsive service to the local population. The Unit would lead on adults safeguarding and dignity work across the health and social care economy. The Board noted the unit structure and the advantages of having a new unit.

The Board was further advised that the costs associated with the new Adults Safeguarding Unit were £284,596 per annum. The unit would be funded 50/50 across Health and Social Care. The 50% Health contribution (£142,298) had already been committed by NHS Merseyside/CCG. In terms of associated Council funding, appropriate funds were already in the budget and it had therefore not been necessary to invest any additional resources to establish the Unit.

It was reported that the Unit would comprise of the following posts:-

- Principal Manager (Safeguarding);
- Safeguarding / Dignity Officer;
- 2 x Social Workers;
- 2 x Registered General Nurses; and
- 1 BCBA (Board Certified Behaviour Analyst).

It was also reported that there were a number of issues that were in the process of being resolved as part of the establishment of the Safeguarding Unit, including:-

- HR Processes;
- Referral pathways;

- Policies & Procedures;
- IT processes;
- Accommodation Issues;
- Marketing & Communications; and
- Home Office clarification (re: Priory).

Furthermore, it was reported that the Unit's Principal Manager had been appointed and work continued on the development/delivery of the implementation plan for the Unit. Following the 12 month pilot, an evaluation of the effectiveness of the Unit would take place to ensure that it provided an efficient and effective service to Health & Social Care Economy.

The following comments arose from the discussion:-

- Clarity was sought on the safeguarding issues. In response, it was reported that support would be given to identify issues i.e. dignity;
- It was noted that the posts identified above were from existing staff, with the exception of the BCBA who was being funded via the Clinical Commissioning Group; and
- The Board welcomed the report as it strengthened safeguarding in the Borough.

RESOLVED: That the report and comments raised be noted.

HEA9 INTIMATE RELATIONSHIPS AND SEXUAL HEALTH NEEDS FOR ADULTS POLICY, PROCEDURE AND PRACTICE

The Board considered a report of the Strategic Director, Communities which detailed the revised Intimate Relationships and Sexual Health Needs for Adults Policy, Procedure and Practice, for information.

The Board was advised that the original policy "Sexual Health Policy, Strategy and Guidelines" had been developed in 2003, with subsequent reviews undertaken in 2009 and 2010.

The Board was further advised that following this consultation, the amendments made to the policy included:

- More detail added to the Mental Capacity Act sections to provide clarity and include reference to Independent Mental Capacity Advocates; and

- Legal references checked and updated were necessary following consultation with Legal Services.

It was reported that the policy would be reviewed again in 2014.

A Member of the Board sought clarity on Page 90 Paragraph 3.8 – what was being done / action taken in Children's Services regarding 'consent'. In response, it was reported that information on this matter would be circulated to Members of the Board;

RESOLVED: That the report, comment raised and associated documents be noted.

HEA10 POSITIVE BEHAVIOUR SUPPORT SERVICE POLICY, PROCEDURE AND PRACTICE

The Board considered a report of the Strategic Director, Communities which gave details of the Positive Behaviour Policy, Procedure and Practice document for information.

The Board was advised that the Positive Behaviour Support Service (PBSS) was aimed at those service users who had a learning disability and who also presented with behaviour that challenges services. The service was available to service users of all ages and there was a specialist children and adult's arm of the service.

The Board was further advised that The PBSS existed to :-

- Support mainstream services working with people with learning disabilities, whose behaviour was a significant challenge;
- Work directly with people whose behaviour presented the greatest level; and
- Become a model of excellence at the forefront of evidence-based practice in this service area.

It was reported that Halton Borough Council was the service provider of the PBSS. A number of stakeholders had also provided funding in order to access the service.

It was also reported that the policy, procedure and

practice document had been developed in order to provide information and guidance to stakeholders on how to access the service, who would be eligible to receive support from the PBSS and how referrals and assessments would be dealt with by the team.

Clarity was sought on the timescales regarding Page 140 – paragraph 2.7 – last paragraph relating to Please note that during such periods when a team is working to full capacity, a response may not be received for a significant amount of time. In response, it was reported that this information would be circulated to Members of the Board.

RESOLVED: That the report be noted.

HEA11 CLOSE TO HOME – AN INQUIRY INTO OLDER PEOPLE AND HUMAN RIGHTS IN HOME CARE

The Board considered a report of the Strategic Director, Communities which gave a summary of the findings and recommendations from the Equality and Human Rights Commission's inquiry into Older People and Human Rights in Home Care. The report also provided details of a self – assessment conducted within Halton Borough Council (HBC), against the recommendations generated from the inquiry.

The Board was advised that as a result of wanting to find out whether the human rights of older people wanting or receiving care in their own homes was being fully promoted and protected, the Equality and Human Rights Commission had undertaken a systematic inquiry into the issue and the results of the inquiry had been published in November 2011. A link to the inquiry was provided in the report.

The Board was further advised that the inquiry concluded that of the 500,000 older people who received essential care in their own home paid for wholly or partly by their local authority, for too many, this care delivered behind closed doors was not supporting the dignity, autonomy and family life which their human rights should guarantee.

Halton Borough Council had contributed to the inquiry and were highlighted a couple of times within the report by the Commission as having best practice within this area, for example via use of the 'Dignity Challenge' approach.

It was reported that there were a total of 25 recommendations within the report. In addition, as a result of the inquiry it had been decided to undertake an 'in house'

self-assessment exercise against the recommendations made by the Commission. Contributions were made to the assessment from Quality Assurance, Commissioning, Safeguarding, Dignity, Direct Payments and Policy and the resulting self- assessment was attached at Appendix 1 to the report.

A report and the appended self-assessment had been presented to the Safeguarding Adults Board on 5 April 2012. The Board acknowledged that most of the recommendations were already in place within Halton and it was confirmed that the associated action plan would be monitored through the Dignity Network.

The Board noted that Elected Members undertook visits to some care homes and it was agreed that a report be presented to the Board on the outcome of these visits.

RESOLVED: That

- (1) the report and comment raised be noted; and
- (2) the completed HBC self-assessment document, resulting actions and progress to date as set out in Appendix 1 to the report be noted.

HEA12 ANY QUALIFIED PROVIDER PROCESS

The Board considered a report of the Strategic Director, Communities which outlined details relating to the Any Qualified Provider (AQP) process within NHS Merseyside and details of three associated service specifications for :-

- Podiatry;
- Muscular-skeletal services for neck and back pain; and
- Adult Hearing Aids.

The report also sought feedback on the three service specifications attached at Appendix 1 to the report.

In addition, the Board received a presentation from Mr Derek Rothwell, NHS Merseyside which:-

- Explained the rationale on why they wished to extend a patient's choice of provider and how it might improve services;

- Highlighted that AQP was one model of competition and the key principles of any qualified provider;
- Set out the key actions for extending patient choice for April 2012;
- Explained and set out the services and that it would be a phased, managed roll out;
- Explained what would happen to services that were not on the current national list;
- Detailed the governing principles of qualification for a provider; and
- Set out a summary / timetable of expectations.

The following comments arose from the discussion:-

- Clarity was sought on how the providers would be inspected and monitored to ensure they remained at the acceptable level? In response, it was reported that a contract was in place with the providers, who were monitored and visits were undertaken;
- It was highlighted that there would be no guarantee of business. A Plan would be provided and the service advertised. It was noted that it would take time for GP's and the community to be aware of the extended patient choices and that it was anticipated that only 20% of the services would be via other providers;
- It was noted that the services would be evaluated by a patient survey; and
- Concern was raised that it could result in there being more providers than people available for the service. This could have a knock on effect on the NHS service and it could result in there being only private provision available. In response, it was reported that market research had shown that there was only a small number of people providing such services in the area.

RESOLVED: That

- (1) the report, presentation and comments raised be noted;
- (2) the three service specifications attached at Appendix 1 to the report be noted; and
- (3) Mr Derek Rothwell be thanked for his attendance and informative presentation.

HEA13 RECONFIGURATION OF CARE MANAGEMENT SERVICES

The Board considered a report of the Strategic Director, Communities, which informed the Members of changes to the delivery of Adult Social Care in Halton by the reconfiguring of assessment and care management services and a newly enhanced service for developing improved Safeguarding arrangements.

The Board was advised that the model would have the potential to facilitate integrated care partnerships with health partners locally. In addition, it was reported that as there was an increasing requirement for joint working between health and social care to be facilitated to ensure the population's health inequalities and needs were being addressed. Growing research, data and evidence supported the establishment of multi-professional health and social care teams to address the needs of high risk people within the community. As shown in Appendix 1 to the report, the reconfiguration provided an opportunity to develop a new model of service delivery, that built on the strengths of the existing system.

The Board noted that there were two teams, one in Runcorn and one in Widnes and that only an initial assessment took place via the telephone i.e. the individual's needs were ascertained.

RESOLVED: That the report and comment raised be noted.

HEA14 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.

HEA15 INTERGENERATIONAL STRATEGY

The Board considered a report of the Strategic Director, Communities which presented the draft copy of the Halton Intergenerational Framework and Action Plan.

The Board was advised the framework aimed to begin the process of developing and implementing a co-ordinated approach towards intergenerational activity in the Borough. It was reported that there was already a range of examples of intergenerational work in Halton within the framework, however, this had often been carried out in isolation and not as an overall strategic approach.

The Board was further advised that interest in intergenerational practice and what it could achieve was growing amongst practitioners and policymakers. In 2009, the Government allocated £5.5 million to promoting intergenerational practices and although Halton was unsuccessful in the bidding process it opened a number of opportunities that had successfully developed since then. The Halloween projects, Halton Community Radio event, Moorfields Bowling club, Hallwood Park Canal Boat project were a selection of the many projects that had already been well supported and the aim of the document was to do more.

April 2010 saw Halton host the first Intergenerational conference that was attended by 200 members of the public of all ages. Activities on the day were wide-ranging, but, the lasting message that came from the day was that people in Halton no matter what age wanted to be involved.

The action plan would initially look at the setting up of an intergenerational group who would have responsibility for the implementation of the action plan, including the mapping of existing activity, financial planning and identification of gaps.

It was reported that by working across directorates and organisations it was envisaged that the implementation group would be able to deliver a coherent and clear range of services, supported by Community Development. This would provide a strong foundation to help communication, breaking stereotypes and joint working across the age groups.

The following comments arose from the discussion:-

- The Board noted the Grange Community Forum Initiative which had cooked a meal for people to mark the opening of the kitchen;

- The importance of promoting activities and a wider engagement of people being involved was noted. The challenges facing the Council in ensuring people were involved was also noted;
- The benefits and value of younger and older people making films of their own experiences and sharing them with the wider community was noted; and
- It was noted that a lot of voluntary groups received area forum funding to undertake such projects. It was also noted that in the current economic climate, and the uncertainty of budgets, exit strategies would have to be considered.

RESOLVED: That the report, Strategy and comments raised be noted.

HEA16 GYPSY & TRAVELLER SITES PITCH ALLOCATIONS POLICY, PROCEDURE & PRACTICE

The Board considered a report of the Strategic Director, Communities which presented the Members with the revised policy, procedure and practice for the allocation of pitches on the Council's Gypsy & Traveller sites, which included the permanent site, known as Riverview, located in Widnes and the transit site located in Astmoor, Runcorn.

The Board was advised that a revised Policy, Procedure & Practice (PPP) had been developed with regard to the Gypsy & Traveller Site Management Good Practice Guide published by Communities & Local Government (CLG) in July 2009. A number of officers had contributed to the development of the revised PPP, including, the Gypsy & Traveller Liaison Officer, the Principal Manager Housing Solutions and the Divisional Manager Policy & Development Services.

The Board was further advised that the revised PPP complemented the service provided to Halton's Gypsy & Traveller community by the Gypsy & Traveller Liaison Officers, the Site Wardens and the Gypsy & Traveller Education Consultant. These members of staff also worked closely with the Gypsy & Traveller Police Liaison Officer and partners from the health sector.

It was reported that the overall result of this co-ordinated service was that Halton's Gypsy & Traveller

residents had the same opportunity as the settled community to access health, education and other services.

The Board noted that the Widnes site was an excellent facility.

RESOLVED: That

- (1) the report and comment raised be noted; and
- (2) the Policy, Procedure & Practice (PPP) attached as Appendix 1 to the report be supported.

Meeting ended at 9.30 p.m.

HEALTH PPB –29 MAY 2012

PERFORMANCE MONITORING QUESTIONS AND RESPONSES

The following questions have been submitted:-

1 Page 30 – Service User Evaluation

We have information saying approximately 750 questionnaires were sent out, about the social care survey but no information how many were received back to base their evaluations on? Because we have to be very careful with statistics, we could have different people having different experiences, and those with positive ones are more likely to respond, that is not saying that it is a bad thing, but I think we need to encapsulate the other side as well, what can be done to improve people's lives.

Response

We sent out 752 questionnaires and we received 343 completed questionnaires. This equates to a 45.6% response rate.

2 Page 41 – Paragraph 7.3

What was the reason from the other GP practices not to register interest? Because GP's are first point of contact around 'wellbeing'?

Response

The 8 practices that have come forward are merely first wave, these we class are the practices more involved with wellbeing with more scope to progress. In short the inspired. Following the first wave we will then widen out across all 17 practices with an aim to influence 14 out of the 17 practices. Taking into account a few single handed etc.

3 Page 68 – Bowel Cancer

If Bowel cancer is one of the most commonest cancers and screening is from 60 to 74 (saves a small number of lives) should screening be carried out at an earlier age?

Response

The current programme age range is chosen based on research about effectiveness and harm in bowel screening. In order to have an effective screening programme we need to screen the age group most likely to develop bowel cancer i.e. those aged 60 to 74. Bowel cancer is unlikely in a younger age group. We don't screen people in other age groups as all screening

programmes carry a risk of giving the wrong results. This causes harm to people in terms of worry and distress. Therefore we only screen where the cancer is most common and it is worth the risk of sometimes giving the wrong result. If a patient has been diagnosed as having cancer they are called back for further checks to make absolutely sure the diagnosis is right. This is done by a consultant with specialist expertise in that field.

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 26 June 2012 at the Council Chamber, Runcorn Town Hall

Present: Councillors Osborne (Chairman), N.Plumpton Walsh (Vice-Chairman), Edge, Gerrard, Gilligan, Lea, M Lloyd Jones, Ratcliffe and Sinnott

Apologies for Absence: Councillors V. Hill and Nolan

Absence declared on Council business: None

Officers present: H. Coen, P. McWade, M. Andrews, Burrows, A. Jones, H. Moir and S.Semoff

Also in attendance: Mr B Hodson (Co-optee), Councillor J Stockon and Councillor D Cargill (in accordance with Standing Order Number 33 as Portfolio Holder)

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

	<i>Action</i>
SAF1 MINUTES	
The Minutes of the meeting held on 13 March 2012 were taken as read and signed as a correct record.	
SAF2 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
SAF3 SSP MINUTES	
The minutes from the last Safer Halton Partnership (SHP) meeting held on 15 February 2012 were presented to the Board for information.	
RESOLVED: That the minutes be noted.	
SAF4 HATE CRIME AWARENESS RAISING AND DVD	
The Board considered a report of the Strategic Director – Communities, which informed the Members that	

following the adoption of Halton's Hate Crime Reduction Strategy in June 2011, a series of Awareness Raising Sessions had been taking place across Partner organisations.

The Board was advised that Liverpool City Council and Knowsley Metropolitan Borough Council had collaborated with Lancashire County Council and produced a DVD which they had shared across the North West region as a training resource. This was now included as part of the raising awareness sessions taking place in Halton, and as it was real victims and their stories; it was deemed a much more effective way of showing how hate crime had such a devastating effect on people's lives. Members viewed the DVD which also highlighted the importance of a multi-agency approach to combatting the problems of hate crime.

A list of raising awareness sessions that had already been completed, and those planned for the future was attached as *Appendix A* to the report.

Following the presentation and Members queries, the following was noted:

- Advertising material and flyers were currently being produced by the Council and Cheshire Police for distribution in the Borough;
- The most reported type of hate crime in the Borough was race hate;
- Disability hate crime was under reported nationally, not just in Halton;
- Work was being progressed within the Policy and Education teams to encourage the reporting of hate crime and bullying within schools.

On behalf of the Safer Policy and Performance Board, the Chairman offered the Board's support to the advertising campaign and to the progression of hate crime policies in schools.

RESOLVED: That

- 1) the report and presentation be noted; and
- 2) the Safer Policy and Performance Board supports the progression of hate crime and bullying policies in schools.

SAF5 POLICE AND CRIME COMMISSIONER (PCC) UPDATE

The Board considered a report of the Strategic Director – Communities, which gave Members an update on the progress on the introduction of Police and Crime Commissioners (PCCs).

The Board was advised that PCCs would be elected for four years and would be required to publish a Police and Crime Plan. This would set out the police and crime objectives of the force area. Chief constables would remain responsible for operational matters, although PCCs would have the authority to hire and, if necessary, dismiss the chief constable. The PCC's would aim to cut crime and deliver an effective and efficient police service within the force area.

The report detailed the role of the PCCs and highlighted that they would be scrutinised by Police and Crime Panels, which would be formed of a minimum of 10 representatives from the local authorities in the force area. The duties of the Panel would include:-

- requiring the PCC to respond to any concerns they had;
- making recommendations on the crime plan and annual reports;
- confirming or vetoing the PCC's appointment of chief constable and the level of local tax (the precept level).

The Board was further advised of the timetable for the Police and Crime Plan, the Candidates Briefing, Partnership working – Health and Criminal Justice Sectors, the PCC transition programme update and the preparations for the PCC and Panel in Halton.

The Chairman announced that Councillor John Stockton had been named as the Labour Candidate for the PCC in Cheshire. Councillor Stockton was then invited to address the Board and gave a brief explanation of the functions of the PCC once the transition from the Police Authority had taken effect on 22 November 2012. Following Members queries he confirmed that a press strategy was being developed which would include a TV launch, and would be aimed at encouraging the public to vote on Election Day (15 November 2012).

The Chairman thanked Councillor Stockton and the Board conveyed their best wishes to him for the upcoming election.

RESOLVED: That the report and comments raised be noted.

SAF6 SUSTAINABLE COMMUNITY STRATEGY YEAR END PROGRESS REPORT

The Board considered a report of the Strategic Director – Policy and Resources, which provided information on the progress in achieving targets contained within the 2011- 2016 Sustainable Community Strategy for Halton.

The Board was advised that the Sustainable Community Strategy for Halton, and the performance measures and targets contained within it would remain central to the delivery of community outcomes. It was therefore important that progress was monitored and that Members were satisfied that adequate plans were in place to ensure that the Council and its partners achieved the improvement targets that had been agreed.

The Board was also advised that Appendix 1 to the report outlined the progress to the 2011-12 year end position which included a summary of all indicators within the new Sustainable Community Strategy and additional information for those specific indicators and targets that fell within the remit of the Board.

It was noted that a glossary of common acronyms relating to the Safer PPB and often used within the reporting mechanisms would be sent to Members for information.

RESOLVED: That the report and comments raised be noted.

SAF7 PERFORMANCE MONITORING REPORTS

The Board considered a report of the Strategic Director - Policy and Resources, regarding the Quarterly Monitoring Reports for the fourth quarter of 2011/12, January to March 2012. The report detailed progress against service objectives / milestones and performance targets and described factors affecting the service for:

- Communities Directorate – Community Safety, Drug and Alcohol Action Teams, Domestic Violence and Environmental Health (Extracts); and
- Area Partner indicators from the Police, Fire and Probation Services are stated where available.

RESOLVED: That the report and comments raised be noted.

SAF8 SAFEGUARDING UNIT

The Board considered a report of the Strategic Director – Communities, which outlined details relating to the establishment of a 12 month pilot for an Integrated Adults Safeguarding Unit within Halton.

The Board was advised that the Unit would provide a hub and spoke model which was multi-agency efficient, flexible and responsive service to the local population. The Unit would lead on adults safeguarding and dignity work across the health and social care economy. The Board noted the unit structure and the advantages of having a new unit.

The Board was further advised that the costs associated with the new Adults Safeguarding Unit were £284,596 per annum. The unit would be funded 50/50 across Health and Social Care. The 50% Health contribution (£142,298) had already been committed by NHS Merseyside/CCG. In terms of associated Council funding, appropriate funds were already in the budget and it had therefore not been necessary to invest any additional resources to establish the Unit.

It was reported that there were a number of issues that were in the process of being resolved as part of the establishment of the Safeguarding Unit, including:-

- HR Processes;
- Referral pathways;
- Policies & Procedures;
- IT processes;
- Accommodation Issues;
- Marketing & Communications; and
- Home Office clarification (re: Priory).

It was also reported that the Unit's Principal Manager had been appointed and work continued on the development/delivery of the implementation plan for the Unit. Following the 12 month pilot, an evaluation of the effectiveness of the Unit would take place to ensure that it provided an efficient and effective service to Health and Social Care Economy.

The Chairman and Board agreed that this was an important issue and that they would look forward to seeing the progress made over the next year.

RESOLVED: That the report and comments raised be noted.

SAF9 DOMESTIC ABUSE AND SEXUAL VIOLENCE

The Board considered a report of the Strategic Director, Communities which updated the Members on the activities being supported across the Borough by Halton Domestic Abuse Forum (HDAF) in response to domestic abuse and sexual violence.

The Board was advised that tackling Domestic Abuse and Sexual Violence was vital to building stronger, safer and healthier communities. It was recognised that Domestic Abuse and Sexual Violence could occur in many forms and could be experienced differently by different groups. It was widely evidenced that these issues not only impacted on the victim, their families and children but also the wider community with the associated emotional and financial costs. Therefore, as a multi-agency partnership, the aim was to tackle Domestic Abuse and Sexual Violence in their widest forms and provide support to all victims within the Halton area.

The Board was further advised that the HDAF had supported the successful delivery of an extensive two week marketing and communication campaign.

It was reported that the Halton Sanctuary Scheme was an initiative which aimed to make it possible for victims of domestic violence and abuse to remain in their homes and feel safe. The Halton Sanctuary Policy produced by the Halton Domestic Abuse Forum (HDAF) and Housing Partnership in association with specialist providers set out how victims of domestic violence and abuse could access the sanctuary scheme; the process and standards to enable additional security measures to be installed in the victim's home. In line with the Sanctuary Policy, Registered Social Landlords (RSLs) were responsible for determining and installing Sanctuary features on the properties they maintained. Training sessions had been offered by HDAF to the frontline workers who would be responsible for completing Sanctuary works. This was a partnership training event with staff from Halton Borough Council working closely with Cheshire Police and Halton Domestic Abuse Service.

It was reported that the development days had been positively received and represented a good example of partnership working and its inherent benefits. The information provided was well received and feedback of the development day had been extremely encouraging. In addition, HDAF had committed to providing more multi-agency training days in the future relating to Sanctuary, should the need arise.

The Board noted the information set out in paragraphs 3.1- 3.9 of the report on the domestic abuse and sexual violence support services that were available in Halton and the role they played in addressing the issue. Furthermore they expressed their support for the Sanctuary Scheme and for the good work of the Women's Aid Refuge and agreed that tackling domestic abuse within Halton would remain a key priority.

RESOLVED: That the report and comments raised be noted.

SAF10 SAFETY OF COSMETIC TREATMENTS

The Board considered a report of the Strategic Director – Communities, which informed the Members of the current regulatory arrangements to control the safety and hygiene of cosmetic treatments in the Borough.

The Board was advised that the report focussed on cosmetic treatments that posed a risk of infection or physical injury to the client, e.g. tattooing, body piercing, Botox injections and teeth whitening.

The report provided a brief description of each treatment and detailed the treatments and the health risks and controls associated with each of the following treatments: Tattooing; Cosmetic Piercing; Electrolysis; and Acupuncture.

It was noted that the above treatments were generally well controlled by the Authority's Environmental Health Department when they were carried out in commercial premises, however, problems did arise when unlicensed activities were carried out in domestic homes, such as illegal tattooing. The report went on to provide more information to Members on illegal practices within the Borough.

The Board agreed that the information contained within this report would be valuable for all Members and

suggested that it be circulated via the Information Bulletin.

RESOLVED: That

- 1) the report and comments raised be noted; and
- 2) a summary of the report be forwarded to all Members for information.

Strategic Director
- Communities

SAF11 ANNUAL REPORT 2011/12

The Board considered a report of the Strategic Director – Communities, which presented the Annual Report for the Safer Policy and Performance Board for April 2011-March 2012, attached as *Appendix 1* to the report.

It was reported that during 2011-12 the Board had looked in detail at many of the *Safer* priorities. Further details of these were outlined within the Annual Report set out in *Appendix 1* to the report.

RESOLVED: That the report be noted.

SAF12 COMMUNITY SAFETY REVIEW

The Board considered a report of the Strategic Director – Communities, which informed the Members of the outcome from the review of Community Safety Team (CST).

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 2012/13 and beyond, 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 had been 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 Community Safety Review would also put us in a good position when the Police and Crime Commissioner (PCC) is elected for Cheshire. The PCC would be accountable for how crime was tackled in the Police Force area.

It was also reported that the survey of Members and partners identified the following priorities:

- Safeguarding Young People;
- Crime Reduction;
- Reducing Anti-Social Behaviour;
- Reducing Alcohol Harm and Disorder;
- Reducing vulnerability of being a victim of hate crime and domestic abuse;
- Reducing the Re-Offending rate of Repeat Offenders; and
- Community engagement, Consultation and Participation

The review had therefore prioritised these work streams and the front line staff (e.g. PCSOs) that delivered the required outcomes.

In addition, it was reported that the funding for the team had been realigned to ensure sustainability for financial years 2012/13 – 2013/14. The effect of this was that some posts had been deleted (e.g. HBC administrative posts that have been held vacant), and other posts had been refocused on core activities. Furthermore, the role of the CST Manager had been redefined and would now:-

- Line manage a strengthened ASB service;
- Oversee but not manage other work streams;
- Undertake a central role in partnership working; and
- Identify priorities and report on performance.

It was hoped that the reconfigured CST would continue to deliver the above priorities and the Board was optimistic that the PCC would recognise the efficiency of the team and provide support and funding in the future.

RESOLVED: That the report and comments raised be noted.

SAF13 SUMMARY OF NATIONAL ALCOHOL STRATEGY 2012

The Board considered a report of the Strategic Director, Communities, which informed the Members of the

key features and local implications of the new National Alcohol Strategy published March 2012.

The Board was advised that the Prime Minister had introduced the Alcohol Strategy (the full strategy could be found at <http://www.homeoffice.gov.uk>) as an undisguised 'clamp-down' on binge drinking which he described as accounting for half of all alcohol consumed in the UK and as being responsible for a 'scourge of violence'. The strategy was described as a radical change in the approach which sought to turn the tide against irresponsible drinking. It was recognised that this would not happen overnight, however it was stated that immediate action was required as alcohol related harm costs society £21 billion annually.

The Board was referred to the *Summary of the National Alcohol Strategy 2012*, found at *Appendix A*. Members noted the comments on the Strategy set out in paragraphs 3.3 – 3.12. Additionally the basis for a proposed local strategy had been developed and was attached in *Appendix B*, the main aims of the strategy were noted:

1. Facilitate Behaviour and Culture Change;
2. Enlist the support of the local communities (including the business community) to tackle our key priorities;
3. Combine the efforts of the key partners and stakeholders to targeted help for those with greatest need; and
4. Support frontline professionals to identify alcohol problems early, offer an intervention and be supported by a robust care pathway.

The Board agreed that this was an extremely important issue and would remain a major part of the Safer Halton Policy and Performance Board's agenda. It was also recognised that alcohol abuse contributed to many other issues such as domestic abuse and child abuse.

On behalf of the Board the Chairman offered support to the development of a joint alcohol strategy for the Borough.

RESOLVED: That

- 1) the report and comments raised be noted; and
- 2) the Safer Policy and Performance Board supports the development of a joint alcohol strategy for Halton.

SAF14 THE TENANCY STRATEGY AND SHARED SERVICES
(YOT) UPDATE

The Board received a verbal update on the Tenancy Strategy and the Shared Services report (YOT).

The Board was advised that Halton, Warrington and Cheshire West and Chester had agreed to a shared service for the Youth Offending Team (YOT) and that this was considered at the Executive Board on 14 June 2012.

Also, a draft strategy was nearing completion for the private rental sector and this *Tenant Strategy* would be presented to the Executive Board on 28 June 2012 for consideration.

RESOLVED: That the verbal update be noted.

Meeting ended at 8.40 p.m.

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ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 13 June 2012 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Gerrard (Chairman), Morley (Vice-Chairman), J. Bradshaw, Fraser, P. Hignett, Macmanus, Parker, Sinnott, Thompson, Woolfall and Zygadllo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Noone, G. Ferguson, I Boyd, T. Gibbs, J. Unsworth and P. Wright

Also in attendance: In accordance with Standing Order 31 Councillor J. Stockton

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

	<i>Action</i>
<p>EUR1 MINUTES</p> <p>The Minutes of the meeting held on 14th March 2012 having been printed and circulated were signed as a correct record.</p>	
<p>EUR2 PUBLIC QUESTION TIME</p> <p>It was confirmed that no public questions had been received.</p>	
<p>EUR3 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the Minutes of the meetings of the Executive Board and Executive Board Sub Committee relevant to the Environment and Urban Renewal Policy and Performance Board.</p> <p>Arising from the discussion it was agreed that a comparison between the private sector and the Council with regard to pest control charges would be circulated to Members.</p> <p>RESOLVED: That the Minutes be received.</p>	Strategic Director Communities

EUR4 ANNUAL REPORT ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

The Board considered a copy of the Annual Report from the Chair of the Environment and Urban Renewal Policy and Performance Board 2011/12. The full Board met five times during the year and the report set out the work carried out and recommendations made throughout the Municipal Year April 2011 to March 2012. The Board had previously agreed to set up working parties to scrutinise:

- i. the new Household Waste Collection Policy and Waste collection operations;
- ii. to look at cemeteries; and
- iii. Halton Community Transport.

Members queried if the Council's bid to the Government for the Local Strategic Transport Fund had been successful. It was reported that the Council's bid had been unsuccessful and a letter had been sent to the Department of Transport to seek feedback.

The Chair wished to note on record his thanks to Members and Officers for their continued support and hard work throughout 2011/12.

RESOLVED: That the Annual Report be accepted and the work of any agreed Topic Working Groups be supported in 2012/13.

NB: Councillor Parker declared a Personal Interest in the following item of business as he recently sat as a Member of an Appeal Panel involving HCT.

EUR5 HALTON COMMUNITY TRANSPORT SCRUTINY TOPIC GROUP

The Board was advised that the Halton Community Transport (HCT) Scrutiny Topic Group was set up to review the operations of, and services provided by, HCT including identification of funding streams which contributed toward HCT's overall operations and service delivery. Another focus of the Group was to consider the potential social inclusion benefits that the services operated by HCT provided to its users and the impact on these users should services discontinue.

It was reported that four meetings of the Group had

taken place and a brief explanation of the discussions at each of these meetings was outlined to Members. Following the meetings and the information provided, the Topic Group agreed the following recommendations in order to strengthen HCT's operations:-

- Procedures to be put in place for restricting the number of hours to be worked by voluntary drivers. As volunteer drivers were not governed by the working time directive comprehensive paper records were required to be held as confirmation that excess hours were not being worked by volunteers. Volunteers should work to the same conditions (maximum allowed hours) as contracted/paid drivers;
- Mileage log sheets should be issued on each vehicle and completed by drivers prior to and at the end of each shift;
- Vehicle daily "walk around" check sheets should be issued and retained on each vehicle. Drivers should complete a check sheet prior to taking any vehicle out at the start of a shift. Each vehicle should be issued with a pad of numbered sheets to be used;
- Vehicle scheduling system and vehicle tracking devices to be installed and used on all vehicles operating Council funded services. This would ensure that routes are scheduled to maximum effect in terms of route planning and maximising passenger usage, it would also ensure that vehicles are tracked in real-time in order that each vehicle location would be known at all times; and
- An attempt should be made to establish a continual funding stream for the key accessible transport services provided by HCT and that no further funding reductions were faced by this organisation in respect of these services.

Members noted that as a result of the Comprehensive Spending Review and current austerity measures, the Council's budget for supported local bus services had faced reductions resulting in increasingly difficult yet unavoidable decisions on scaling back or discontinuing certain subsidised bus services. The Council had recently submitted a Local Sustainable Transport Fund bid to the Department for Transport. This bid was focussed on Economic Growth and Carbon Reduction (promoting sustainable travel modes and changing travel behaviours). The bid would, if

successful, have been worth £4.4m to the Council over three years (£8m including partner contributions) and HCT were a strong partner within this bid. However, as stated previously the Council had recently been informed that this bid was unsuccessful and this was likely to have implications for the provision of sustainable transport measures in the Borough.

Members were advised that the Core grant provided to HCT from the Council for the provision of the Dial-A-Ride daytime and evening transport in 2010/11 was £122,360, this amount was reduced £82,630 for 2011/12 with a further proposed 10% reduction for 2012/13 bringing the core grant down to £74,370. A detailed discussion had taken place within the Working Party to identify how the funded services could be provided at less cost. The outcome of this discussion was that an alternative service could not be provided at similar cost. The Group also commented that the service would not be able to continue following any further grant reduction. A further reduction in funding for the existing specialised door to door transport services would inevitably result in the current range of services being reduced or even being withdrawn entirely.

Arising from the discussion the Board agreed that the Chairman write to the Executive Board on their behalf to express their support for HCT and the services it provided and to recommend that no further reduction in funding for the existing specialised door to door transport services be implemented.

RESOLVED: That

1. the report and review work undertaken by the Topic Group be noted;
2. the conclusions reached be used to guide future relationships with HCT; and
3. on behalf of the Board, the Chairman, write to the Executive Board to express their support for HCT and the services it provided and to recommend that no further reduction in funding for the existing specialised door to door transport services be implemented.

Strategic Director
Policy and
Resources

EUR6 PERFORMANCE MANAGEMENT REPORTS FOR
QUARTER 4 OF 2011/12

The Board received a report of the Strategic Director of Policy and Resources which detailed the Fourth Quarter

Management Report on progress against service plan targets 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, Road Safety, Logistics and Transport Management, Planning, Building Control and Contaminated Land);
- Environment and Regulatory Services (Waste and Environmental Improvement and Open Spaces);
- Commissioning and Complex Care (Housing Strategy).

In receiving the Fourth Quarterly Monitoring Reports, the following issues were raised:

- Under CELI23 (Satisfaction with Standard of Cleanliness and Maintenance of Parks and Green Spaces) the figure taken from Greenstat Survey was slightly down on the previous quarter, how was the survey information sought? In response, Members were advised that the information was gathered through on-line data but the Council also carried out a number of face to face interviews with users. Further information would be circulated to Members on the exact number of surveys conducted.
- PPTLI07 (Processing of Planning Applications as Measured against Targets for Major, Minor and Other Applications) the percentage had dropped significantly and Members asked for clarification. In response, Members were advised that the numbers of planning applications processed had been impacted due to an increase in the applications workload, for example, major applications for INEOS, 3MG and Widnes Town Centre/Widnes Waterfront and capacity levels. In addition, there had also been a reduction in Officer numbers. It was reported that the situation would be kept under review.
- Further information would be sent to Members clarifying the presence of hydrosene at the Bayer site.

Strategic Director
Communities

Strategic Director
Policy and
Resources

The Board had previously set up a Cemeteries Working Group to consider options for creating a new cemetery for Widnes as the current one at Birchfield Road had approximately six years of capacity left within it. The Group was to look at the most suitable location, most suitable design and make recommendations to the Board. In addition, the Group were also asked to consider current cemetery rules, making recommendations for how they might be amended and applied in the new cemetery. The Group also considered issues surrounding memorials in the existing cemeteries and how they may be managed in the future.

The Working Group met on three occasions and Members were advised that an opportunity had arisen, through the closure of Fairfield High School in 2010, to use part of that site, the playing fields area for a new cemetery. The site was owned by the Council so money would not need to be spent on buying land. In addition, the site was located close to the existing cemetery and close to Widnes Town Centre. It was also well served by public transport. A draft design of the proposed new cemetery had been previously circulated to Members. The cost of creating a cemetery on this site would be in the region of £1.5m (although there could be additional costs relating to highway works). The Working Group concluded that the option of creating a new Cemetery at Peel House Lane, on part of the former Fairfield High School site was a sensible option and that it should be recommended to the Executive Board that a cemetery be built there and that funding be identified before capacity ran out at Widnes Cemetery.

The Working Group also made the following recommendations:

- a new cemetery should be something to be proud of. It should have an imposing entrance feature;
- it should have enough car parking space;
- all graves should be within lawned sections with memorial stones mounted on concrete as in the newer sections of the existing cemetery;
- the cemetery should be multi-denominational;
- there should be space for green burials;
- there should be a designated baby section;
- the first phase should be done in such a way that the cemetery does not give the appearance of being only half finished;
- traffic calming would have to be considered on approach roads;

- consideration be given to landscape screening for local residents;
- consideration be given to a name and that the name Peel House Cemetery was favoured by Members.

In addition the Working Group recommended that the Executive Board make it policy that the Council was able to remove dangerous memorials using existing legislation and it would do so subject to notice being given. In addition, that a new set of Cemetery Rules be written for the new Widnes Cemetery and the Runcorn extension and that they contain images to better explain what is expected from deed holders and visitors to the cemeteries.

Members discussed the proposal by Wade Deacon to become an Academy School and the effect this would have on the proposals for the Fairfield site and also the speed bumps currently on Peel House Lane. Members also queried the proposals for the remainder of the Fairfield site and were advised that the Asset Management Group were currently looking at the remainder of the site.

RESOLVED: That

1. the recommendations of the Cemeteries Working Group be endorsed; and
2. a report be presented to the Executive Board recommending the adoption of the recommendations of the Cemeteries Working Group.

Strategic Director
Communities

EUR8 SUSTAINABLE COMMUNITY STRATEGY YEAR END
PROGRESS REPORT 2011/12

The Board considered a report of the Strategic Director, Policy and Resources, which provided information on the progress in achieving targets contained with the 2011-2016 Sustainable Community Strategy (SCS) for Halton.

Members were advised that selected measures and targets for Environment and Urban Renewal priorities were summarised in Appendix 1 to the report and provided an update to the 2011/12 year end position, which included a summary of all indicators within the new SCS and additional information for those specific indicators and targets that fell within the remit of this Board.

RESOLVED: That the report be noted.

EUR9 POLICY AND PERFORMANCE BOARD WORK PROGRAMME

The Board received the report of the Strategic Director, Policy and Resources, which sought to develop a Work Programme of topics for the Board to examine in 2012/13.

The Board had previously re-established the Waste Management Topic Group to review the waste collection operations and the new Household Waste Collection policy. Due to the nature of this policy the work of this Topic Group would remain on-going and future reports may be brought to the Board for consideration. However, there had been recent changes in Membership of the Policy and Performance Board and it was proposed that the following Members be nominated for the Household Waste Collection Topic Group:

Councillors Gerrard, J. Bradshaw, Thompson, and Zygadlo.

Arising from the discussion it was also agreed that the Cemeteries Working Group would remain dormant at this present time.

In addition, Members agreed that a Working Party would be set up to look at trees and a Topic Brief would be prepared. The following nominations were received for this Topic Group:

Councillors Thompson, Sinnott, Parker, MacManus, Fraser, Zygadlo and P. Hignett.

RESOLVED: That

1. a Topic Brief be prepared for a Trees Working Party with the following Membership: Councillors Thompson, Sinnott, Parker, MacManus, Fraser, Zygadlo and P. Hignett;
2. The Cemeteries Working Party would remain dormant at the present time; and
3. A Waste Management Working Party be established for 2011/12 with the following membership: Councillors Gerrard, Zygadlo, J. Bradshaw and Thompson.

Strategic Director
Communities

Strategic Director
Communities

EUR10 CONSULTATION ON WITHDRAWAL OF SUBSIDISED

LOCAL BUS SERVICES

The Board considered a report of the Strategic Director Policy and Resources, which provided feedback on the results of the recent consultation exercise on the proposed withdrawal of subsidised bus services in 2012/13. The report also provided information on public transport issues facing the Council and Bus Operators in the near future.

RESOLVED: That

1. the factors contributing to the proposal to remove funding support for those particular bus services listed in Appendix 2, as set out in the report, be noted;
2. the findings of the consultation exercise on the proposed withdrawal of support for these services, as summarised in Appendix 3, and the outcome of this Board's consideration of two petitions that objected to the withdrawal of two of these services on 14th March 2012, be noted;
3. the potential implications of the proposed changes to service provision in 2012/13, as well as the impacts of cuts made in 2011/12, and the issues facing the local bus industry in the coming months be noted; and
4. the proposal to reduce the budget for Supported Bus Services by £70,000 in 2012/13, to reflect the proposed cuts to services listed in Appendix 2, be noted.

Strategic Director
Policy and
Resources

EUR11 LOCAL DEVELOPMENT SCHEME - UPDATE

The Board considered a report of the Strategic Director Policy and Resources, which provided Members with proposed updates to the Local Development Scheme (LDS). The LDS was the timetable for production of Halton's Local Development Framework (LDF)/Local Plan. It identified and described the Development Plan Documents (DPDs) and gave target dates for production. These documents that comprised the LDF/Local Plan set out how the Borough would develop over the next 15 years and formed the basis for all decisions under the Town and Country Planning Acts.

RESOLVED: That the provisional Local Development Scheme appended to the report (Appendix 1) and the

LDF/Local Plan documents highlighted in the LDS be noted.

EUR12 NOMINATIONS OF MEMBERS TO THE CONSULTATION REVIEW PANEL

The Board considered a report of the Strategic Director, Policy and Resources which requested nomination of two Members to represent the Board on the Consultation Review Panel.

RESOLVED: That the Chair and Vice Chair of the Environment and Urban Renewal Policy and Performance Board sit on the Consultation Review Panel as may be required from time to time.

EUR13 NOMINATIONS OF MEMBERS TO THE HALTON PUBLIC TRANSPORT ADVISORY PANEL - MUNICIPAL YEAR 2012-13

The Board considered a report of the Strategic Director, Policy and Resources, which requested Members to agree nominations to sit on the Council's Public Transport Advisory Panel for the Municipal Year 2012/13.

RESOLVED: That

1. the nominations for Halton Public Transport Advisory Panel for 2012/13 be as follows: Councillors Gerrard, Morley, J. Stockton, J Bradshaw and Woofall; and
2. the key issues discussed by the Panel during the Municipal Year 2011/12 be noted.

Meeting ended at 8.22 p.m.

CORPORATE POLICY AND PERFORMANCE BOARD

*At a meeting of the Corporate Policy and Performance Board on Tuesday, 22 May 2012
in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Gilligan (Chairman) , Roberts (Vice-Chairman), E. Cargill, Dennett, S. Hill, C. Loftus, A. Lowe, A.McInerney, N.Plumpton Walsh and G. Stockton

Apologies for Absence: Councillor Wainwright

Absence declared on Council business: None

Officers present: M. Reaney, A. Jones, I. Leivesley, T. Dean and L Pennington-Ramsden

Also in attendance: None

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

Action

CS1 MINUTES

The Minutes from the meeting held on 21 February 2012 were taken as read and signed as a correct record.

CS2 PUBLIC QUESTION TIME

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

CS3 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the Minutes be noted.

CS4 SSP MINUTES

The Minutes of the Halton Strategic Partnership meeting held on 7 December 2011 were submitted to the Board for information.

It was reported that the work of the Halton Strategic Partnership Board was being scrutinised by a working party

lead by Councillor Roberts. A report containing the findings would be submitted to the next Corporate Policy and Performance Board for Members' consideration and possible recommendation for submission to the Executive Board.

RESOLVED: That the minutes be noted.

CS5 ANNUAL REPORT

The Board received the annual report of the Corporate Services Policy and Performance Board for 2011/12 for consideration.

Councillor A Lowe, the previous year's Chairman, conveyed his thanks to Members for their valuable contribution to the work of the Board.

RESOLVED: That the annual report for 2011/12 be approved.

CS6 SUSTAINABLE COMMUNITY STRATEGY YEAR END PROGRESS REPORT 2011-12

The Board received a report from the Strategic Director – Policy and Resources, which provided information on the progress in achieving targets contained within the 2011-2016 Sustainable Community Strategy (SCS) for Halton.

It was reported that the SCS provided an evidenced based framework through which actions and shared performance targets could be developed and communicated.

It was noted that the previous SCS included targets which were also part of the Local Area Agreement (LAA). In October 2010 the coalition Government announced the end of Government performance management of local authorities through LAA's. It was agreed however that the Council and its partners needed to maintain some form of effective performance management framework, to a) measure progress towards the Council's own objectives for the improvement of the quality of life in Halton, and b) meet the Government's expectation that we would publish performance information. Following extensive research, analysis and consultation with all stakeholder groups a new SCS for 2011-2016 was approved by the Council on 20 April 2012.

Members were encouraged to use the link provided on point 3.9 of the document which provided further detail for each community priority with specific indicators and targets reported to the respective Policy and Performance Board.

RESOLVED: That the report be noted.

CS7 CORPORATE ACCIDENT / INCIDENT REPORT - APRIL 2011 TO 31 MARCH 2012

The Board received a report from the Strategic Director – Policy and Resources, which provided information on the corporate accident statistics and associated trends for the year April 2011 to March 2012.

Additionally, The Lofstedt Report on Health and Safety – *'Reclaiming health and safety for all: An independent review of health and safety legislation'* was attached at Appendix A.

In summary the Board was advised that there had been a reduction in 'over 3 day' and significant accidents when compared to last year, and there had been an increase in violent incidents. Incident trends had been identified and were included in the recommendations.

Members discussed the findings and the following was noted:

- a) Members raised concerns over the matter of the service user who was responsible for the majority of violent incidents towards staff. The Strategic Director – Policy and Resources, would raise these with the relevant manager within the Communities Directorate.
- b) Schools needed to be encouraged to provide more information;
- c) Councillor N Plumpton Walsh wished to thank the Risk and Emergency Planning Team for their prompt actions and real time communication with Ward Councillors during a recent *lock down* incident in one of the schools;

RESOLVED: That the report be noted.

CS8 PERFORMANCE MANAGEMENT REPORTS - QUARTER 4 OF 2011/12

The Strategic Director – Policy and Resources, submitted the performance management reports for quarter four of 2011-12, for consideration by the Board.

It was reported that 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;
- Human Resources and Learning and Development;
- Property Services; and
- Catering, Stadium and Registration Services

Following consideration of the reports the following points were noted:

- The improved rate of Council tax collection by direct debits at 70.94% by the end of March 2012 was the highest ever rate to date;
- Members offered their thanks to the Democratic Services team for their professional conduct during the Local Elections. It was also stated that the Chief Executive's appointment as the Returning Officer for the Police and Crime Commissioner's elections in Cheshire, was a reflection on Halton's excellent reputation in the area;
- Legal Services were also recognised for securing the renewal of the Lexel and ISO accreditation; it was also noted that at a time when resources were being reduced within the Council, the legal team would undoubtedly face challenges and pressures with future workloads;
- The new Castlefields Square and Runcorn Library received positive feedback from Members; and
- Information regarding the lack of take up of free school meals in Primary schools to those who were eligible would be sought.

RESOLVED: That the fourth quarter performance management reports be received and comments made be noted.

Meeting ended at 7.45 p.m.

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 23 May 2012 at the Civic Suite, Town Hall, Runcorn

Present: Councillors A. Lowe (Chairman), M Lloyd Jones (Vice-Chairman), A.Cole, Fry, D. Lea, McDermott, Macmanus, N.Plumpton Walsh, Roberts and M. Ratcliffe

Apologies for Absence: Councillor Wainwright

Absence declared on Council business: None

Officers present: B. Dodd, I. Leivesley, M. Murphy and M. Simpson

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

BEB1 MINUTES

The Minutes of the meeting held on 29 February 2012 were taken as read and signed as a correct record, subject to it being noted that Councillor MacManus submitted apologies.

BEB2 BUSINESS EFFICIENCY BOARD - WORKPLAN 2012/13

The Board considered a report of the Strategic Director, Policy and Resources which provided the indicative core workplan for the Business Efficiency Board (BEB), for 2012/13.

It was reported that the powers and duties of the BEB were set out in the Constitution and the workplan outlined areas for consideration by the Board at each of its meetings over the financial year to help ensure that it met its responsibilities.

It was noted that the workplan had been prepared taking into account a practical spread of issues across the year allowing for specific items that were determined by statutory or other prescribed timescales.

Action

Members were advised that the areas identified in the workplan were those known and anticipated at the current time. It was further noted that it was possible that issues that arose may require additional reports to be added or the timing of reports be changed.

The workplan set out the following:

- Internal Audit;
- Financial Reporting;
- External Audit;
- Governance;
- Risk Management;
- Anti-Fraud & Corruption;
- Other Audit Committee matters;
- Procurement; and
- Efficiency.

Members discussed the appointment of Grant Thornton as the Council's auditors for the next five years and that it was expected that staff from the Audit Commission would be transferred under TUPE arrangements to Grant Thornton. It was further noted that as the inspection regime had ceased the fees had been reduced for next year by 40% as the Council was only being charged for the external audit of the Council.

RESOLVED: That the Business Efficiency Board considers and approves its workplan for 2012/13.

BEB3 CHANGES TO THE BOARD'S POWERS AND DUTIES

The Board received a report of the Strategic Director, Policy and Resources which set out the proposed arrangements to meet the Board's additional responsibility in relation to the Council's contractual arrangements.

It was reported that as a result of feedback from a Member's Seminar it was requested Members have greater involvement in procurement. As part of the annual review of the Council's Constitution it had been agreed by Council on 18 April 2012 that the following new responsibility be added to the Board's powers and duties, which were set out in the report for information.

It was agreed that a half day training day be organised to prepare Board Members for this task and to agree the details of this process.

RESOLVED: That

- 1) the report be noted; and
- 2) a training day be organised to prepare Members for scrutinising the procurement process.

Strategic Director
- Policy &
Resources

BEB4 EFFICIENCY PROGRAMME UPDATE

The Board considered a report of the Strategic Director, Policy and Resources which set out progress made to date with the Efficiency Programme.

It was reported that Wave 4 of the Efficiency Programme had commenced and new workstreams were now in progress.

The report detailed updates on various reviews of the Operational Fleet & Client Transport (Wave 2), Transactional / Non-Transactional: Process (Wave 2), Income and Charging (Wave 3), Contact Centre (Wave 3), Business Development and Regeneration (Wave 3), Development Services (Wave 3), Adult's and Children's Social Care and Commissioning (Wave 3), Community Services (Wave 3), Traded Services Workstream (Wave 3), Waste Management (Wave 3); Policy and Strategy, Performance and Improvement, Communications and Marketing (Wave 4) and Review of Child Protection (Children in Need Service) (Wave 4).

Arising from discussion of the report Members queried the review of the Invoice Payment Process and when it was to be implemented. In response it was noted that it was being piloted at the moment, with a view to being rolled out across the Council in the next month or two. The Board also queried why the Traded Services Workstream was reported as not progressing any further. In reply it was noted that the piece of work for Traded Services had been completed.

Members queried where the savings of £125,000 across the three areas listed on page 12 of the report came from. It was noted that this would be investigated and a response would be provided.

The Board wished to note on record their thanks to the Efficiency Programme Team.

RESOLVED: That the report and comments made be

noted.

BEB5 INTERNAL AUDIT ANNUAL REPORT - 2011/12

The Board received a report of the Operational Director, Finance, which set out the Head of Internal Audit's annual opinion of the adequacy and effectiveness of the Council's control environment and the findings of the review of the effectiveness of the Council's internal audit. It was noted that the 'control environment' was the collective term used to describe the Council's risk management, control and governance process.

It was reported that the Accounts and Audit Regulations 2011 provided a requirement for local authorities to conduct a review of its effectiveness of its internal audit at least once each year. The review provided Members with a basis for determining the extent to which reliance could be placed on the internal audit opinion.

Members were advised the 2011/12 audit opinion was based on the 1,150 audit days which had been delivered during the year, which was 91% of the total days planned for the year. The shortfall in the number of days delivered was due to a staff vacancy.

It was reported that only one area audited in the year received a limited assurance opinion, 19 areas received substantial assurance opinions and 31 areas received adequate assurance opinions. In addition, a summary of the 20 'follow up' audits completed in 2011/12 was set out in the report for information.

It was further reported that in the opinion of the Head of Internal Audit, the Council continued to maintain an effective control environment and there were no outstanding significant control issues identified through the work of the Internal Audit that required disclosure in the Council's 2011/12 Annual Governance Statement.

The Board discussed the Council's duty to ensure schools were managed properly, however it was noted that Free Schools and Academies operated outside local authority control and had to follow financial management practices as advised by Government.

Members were informed of the process followed in reviewing the effectiveness of the Council's internal audit arrangements. This included advising members on the feedback obtained from questionnaires completed by

service managers at the end of each audit. This revealed that 80% of respondents stated that they were 'very satisfied' and 20% of respondents stated that they were satisfied.

The Board wished to note on record their thanks to the Internal Audit Team.

RESOLVED: That the Board:

- 1) notes the Head of Internal Audit's opinion on the Council's control environment; and
- 2) endorses the conclusion that the Council's internal audit arrangements are effective.

BEB6 INTERNAL AUDIT PROGRESS REPORT - QUARTER 4 (2011/12)

The Board considered a report of the Operational Director, Finance, which set out a summary of internal audit work for the period January to March 2012.

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

RESOLVED: That the internal audit work completed for quarter 4 be noted.

Meeting ended at 7.25 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 14 May 2012 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), Cole, Gilligan, R Hignett, T McInerney and Osborne

Apologies for Absence: Councillors J. Bradshaw

Absence declared on Council business: None

Officers present: A. Jones, L. Davies, M. Noone, R. Cooper, J. Farmer and G. Henry

Also in attendance: Councillors C Loftus, Rowe and S Hill

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

Action

DEV59 MINUTES

The Minutes of the meeting held on 17 April 2012, having been printed and circulated, were taken as read and signed as a correct record.

The Chairman gave thanks to Councillors J Bradshaw, Cole, T McInerney and Gilligan who would be leaving this year and thanked them for their valuable contributions on the Committee over the past year.

DEV60 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.

DEV61 - 11/000429/FUL - PROPOSAL PART DEMOLITION OF EXISTING BUILDING AND CHANGE OF USE OF SITE TO METAL RECYCLING FACILITY, INCLUDING CONSTRUCTION OF TWO STOREY OFFICE BUILDING, SITING OF WEIGH BRIDGE AND ASSOCIATED CABIN, ERECTION OF VARIOUS TIMBER AND STEEL 6M, 7M AND 8M HIGH BOUNDARY TREATMENTS, SITING OF

EXTERNAL PLANT AND MACHINERY AND ASSOCIATED WORKS AT LAND AT EVERITE ROAD, WIDNES, CHESHIRE, WA8 8PT

This application had been withdrawn by the applicant prior to the meeting.

DEV62 - 12/00026/FUL - PROPOSED DEMOLITION OF EXISTING STORES AND CONSTRUCTION OF NEW STORES AT PDM WIDNES, DESOTO ROAD, WIDNES

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

This application had been deferred from last month's Committee meeting to allow further information to be provided relating to storage and plant capacity.

It was reported that since the deferral, planning officers and the Council's Environmental Health Officer (EHO) had visited the site and met the applicant who had provided further information on the storage and plant capacity as requested. This information was provided to Members and three samples of materials to be stored at the site were made available for Members to inspect. The Council's EHO had confirmed that they had no objection to the proposals.

Members were updated regarding building number four - a bat survey had now been undertaken and it was confirmed that there was no significant bat activity. The Habitat Regulations screening had also been undertaken and identified no likely significant effects subject to the demolition of the buildings being carried out in the summer months. Officers were still awaiting a response from Natural England. To allow for this response and to avoid any delays, officers requested delegated authority be given to issue a decision, subject to the conditions stated below.

RESOLVED: That delegated authority be given to approve the application following receipt of a satisfactory response from Natural England and subject to the conditions relating to the following:

1. Materials condition, requiring the submission and approval of the materials to be used (BE2);
2. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2);

3. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
4. Construction Management Plan including wheel cleansing facilities to be submitted and approved in writing (BE1);
5. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
6. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/commencement of use (BE1);
7. Submission and agreement of finished floor and site levels (BE1);
8. Site investigation, including mitigation to be submitted and approved in writing (PR14);
9. Restriction of external lighting (PR4);
10. Securing provision of high speed access doors (BE1);
11. Submission and agreement of boundary treatments (BE22);
12. Requiring development be carried out in accordance with the submitted bat survey (GE21);
13. Submission and agreement of a scheme of habitat creation including nest/roost boxes on buildings for birds and bats (GE21);
14. Restricting use to storage in accordance with the approved plans (BE1); and
15. Requiring submission and agreement of development phasing plan and plan for development/construction phase storage (PR1 and PR3).

DEV63 - 12/00142/OUT - OUTLINE APPLICATION (WITH ALL MATTERS RESERVED) FOR UP TO 35 NO. TWO AND THREE STOREY RESIDENTIAL DWELLINGS 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.

Members were advised that since the report was published a flood risk assessment had been submitted to the Environment Agency who had confirmed that they had no objections, subject to conditions relating to surface water runoff and overland flow being added.

It was noted that one further representation had been received from a resident on Falkirk Avenue who was concerned that the proposal would block their driveway. The objection was not upheld for the reasons explained by officers.

It was noted that further conditions would be added in relation to the provision of existing and final levels, delivery hours during construction and one relating to replacement planting for five years. As the completion of ecological surveys was outstanding, officers requested delegated authority to issue the decision upon completion of these and upon receipt of open space funding.

RESOLVED: That delegated authority be given to officers to approve the application following completion of outstanding ecological surveys, finalising negotiations in relation to financial contributions in lieu of onsite open space provision, and finalising the following list of conditions:

1. Standard condition relating to time limit for commencement;
2. Standard outline planning permission condition(s);
3. Condition listing all plans/amended plans (BE1);
4. Wheel wash condition required for construction phase (BE1);
5. Condition(s) in relation to submission of details of hard and soft landscaping including planting scheme (BE1);
6. Condition requesting submission and approval of materials (BE2);
7. Condition in relation to boundary treatment details (BE2);
8. Condition relating to the provision of bins prior to occupation (BE2);
9. Condition that the development is carried out in accordance with the submitted ecological reports and mitigation measures (GE21 and GE25);
10. Condition that no clearance works shall be carried out during bird nesting season (GE21);
11. Condition in relation to the submission and agreement of a construction traffic management plan (BE1);
12. Construction hours to be adhered to throughout the course of the development (BE1);
13. Condition in relation to approval of existing and final levels (BE1);
14. Condition in relation to delivery hours during construction (BE1);
15. Condition in relation to approval of scheme for surface water runoff (PR16);
16. Condition in relation to approval of detail of overland flow (PR16); and
17. Condition in relation to replacement planting for five years (BE1).

DEV64 MISCELLANEOUS ITEMS

The following applications had been withdrawn:-

- | | |
|-----------------|---|
| 11/00287/COU | Proposed change of use from social club to office accommodation and related storage at Derwent Road Social Club, Derwent Road, Widnes. |
| 12/00090/ADV | Proposed non-illuminated free standing sign at Entrance to P E Jones Heathlands Site, Norlands Lane, Widnes. |
| 12/00084/FULTEL | Proposed shared telecommunications base station comprising a 20 metre high lattice tower, associated antennas and 2 no. radio equipment cabinets within a secure fenced compound and ancillary development at Land at Bootle Containers Ltd, Ditton Road, Widnes. |

Meeting ended at 6.48 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 11 June 2012 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), Baker, R. Hignett, S. Hill, C. Loftus, A.McInerney, Osborne, C. Plumpton Walsh and Rowe

Apologies for Absence: Councillor Morley

Absence declared on Council business: None

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

Also in attendance: Councillor J Bradshaw, Councillor M Bradshaw and six members of the public

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

		<i>Action</i>
DEV1	MINUTES The Minutes of the meetings held on 14 May 2012, having been printed and circulated, were taken as read and signed as a correct record.	
DEV2	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.	
DEV3	- 12/00067/FUL - PROPOSED ERECTION OF 17 DETACHED DWELLINGS AS AN AMENDMENT TO THE PREVIOUS PLANNING PERMISSIONS 06/00938/FUL AND 07/00931/FUL (INCREASING TOTAL NUMBER OF DWELLINGS TO 103) AT ASCOT GARDENS (SITE H3), QUEENSBURY WAY, WIDNES 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) Condition specifying approved plans (BE1);
- 2) Requiring the development be carried out in accordance with the approved materials, hard and soft landscaping levels and boundary treatments plans (BE2);
- 3) Wheel cleansing facilities to be submitted and approved in writing and used throughout construction (BE1);
- 4) Construction and delivery hours to be adhered to throughout the course of the development (BE1);
- 5) Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/commencement of use (BE1);
- 6) Conditions relating to restriction of permitted development rights relating to garage conversions and frontage boundary fences etc (BE1);
- 7) Site investigation, including mitigation to be submitted and approved in writing (PR14); and
- 8) Protection of drainage ditches during construction (BE1).

(N.B. Councillor Ron Hignett declared a personal and prejudicial interest in the following item of business as he had orally accepted an invitation to be a school Governor at Ormiston Bolingbroke, and took no part in the decision making)

DEV4 - 12/00127/EDU - ORMISTON BOLINGBROKE ACADEMY - PROPOSED EXTENSION AND REFURBISHMENT OF EXISTING SECONDARY SCHOOL, REMODELLING OF EXISTING CAR PARK AND ASSOCIATED LANDSCAPING AT ORMISTON BOLINGBROKE ACADEMY, BARNFIELD AVENUE, RUNCORN, CHESHIRE, WA7 6EP

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 time limits condition (BE1);
- 2) Condition listing approved detail and plans (BE1 and BE2);
- 3) No development shall begin until written details of a construction management plan have been approved in writing (BE1);

- 4) Materials condition, requiring the submission and approval of the materials to be used (BE2);
- 5) Landscaping condition(s), requiring the hard and soft landscaping to be carried out in accordance with approved details (BE1 and BE2);
- 6) Condition for replacement tree and hedgerow planting if lost within 5 years (BE2);
- 7) Wheel cleaning facilities to be submitted and approved in writing (BE1);
- 8) Condition that construction and delivery hours to be adhered to throughout the course of the development (BE1);
- 9) Environment Agency conditions for surface water runoff scheme and an overland flow control scheme, ground contamination and remediation, verification and monitoring (PR5 and PR16);
- 10) Condition stating that no clearance or tree work to be carried out during bird nesting season (GE2);
- 11) Condition that the development be carried out in accordance with the mitigation measures outlined in the ecological reports (GE21);
- 12) Condition for travel plan, implementation and monitoring (TP16).

DEV5 - 12/00166/FUL - PROPOSED FOUR PUMP AUTOMATED PETROL FILLING STATION ON THE EXISTING CAR PARK AT WIDES ROAD, WIDNES

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

The Committee report outlined details of previous planning permissions granted for this site, which included the previously approved application in 2002 for a food store and petrol filling station and associated service areas, car parking and landscaping at this location. Members were advised that the petrol filling station element had not been implemented but remained an extant permission, and could therefore still be implemented.

The current scheme, subject of the application, did not seek to increase the scale or the size of the petrol filling station to that which had already been granted permission. It was also noted that implementation of the scheme would not prejudice the future improvement to the bus way nor would it have any greater impact on the amenity of local residents than that already approved.

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

- 1) Standard time limits (BE1);
- 2) Plans condition (BE1 and BE2);
- 3) Condition for the submission of full lighting details including light spillage details (PR4);
- 4) Condition restricting the opening times of the petrol filling station to between 0800 hours and 2200 hours (BE1 and PR2);
- 5) Condition restricting deliveries to the petrol filling station to between 0800 hours and 1800 hours (BE1 and PR2);
- 6) Condition for a construction traffic management plan (BE1);
- 7) Condition restricting hours of construction (BE1 and PR2); and
- 8) Condition restricting the hours of construction deliveries (BE1 and PR2).

(N.B. Councillor Stan Hill declared a personal interest in the following item of business as his employer had objected to the proposal to the Secretary of State and did not take part in the decision making)

DEV6 - 12/00176/FUL - PROPOSED ERECTION OF TEMPORARY BUILDINGS, LAYING OUT OF CAR PARKING, HARD SURFACING, ERECTION OF BOUNDARY FENCING AND ANCILLARY DEVELOPMENT IN CONNECTION WITH PROPOSED USE FOR TEMPORARY SCHOOL PREMISES (USE CLASS D1) ON LAND ADJACENT TO SANDYMOOR COMMUNITY CENTRE, PITTS HEATH LANE, SANDYMOOR, RUNCORN

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

Members noted that the proposal was for a temporary (ie two year period) school building to be prepared and opened in September 2012. It was reported that the temporary school was likely to attract up to 170 pupils and 12 staff during the first two years of opening.

The Committee received an update on the number of representations which had been received since the agenda had been prepared.

The Committee also received an update on highways issues as follows:

- The one-way crescent leading to Otterburn Street is unadopted and would be used for vehicular drop-off;
- Depending on the level of journeys by car, there could be some drop-off overspill onto Pitts Heath Lane, which could cause vehicles to overtake on a bend with limited forward visibility;
- The applicant would be required to prepare a traffic management scheme/travel plan to maintain the safe use of Pitts Heath Lane by all users and;
- A condition for amendment to the plan was proposed to ensure that the proposed footpath entrance along Otterburn Street fully linked with the adjoining network near to the playground and that the proposed drop-off area was adequately marked;
- For the permanent school site, the impact on traffic flows would need careful consideration and Section 106 funding towards offsite infrastructure improvements were likely to be required.

Mr Euan Kellie addressed the Committee on behalf of the Sandymoor Free School. He made the following points:

- The proposal would create employment;
- On this site, all building works would be temporary and reversible, buildings would be single storey and provide a buffer to the north;
- The site would have security, appropriate landscaping, disabled access ramp, parking and lighting;
- The biodiversity of the adjoining site had also been considered in the preparation of the proposal;
- The development accords with the Development Plan and National Planning Policy Framework.

Members expressed concern about (1) the lack of written information before the Committee on transportation issues and (2) the lack of information regarding

contingencies if there were to be slippage in the two-year timetable for re-location to the permanent site. It was moved and seconded that a decision on the application be deferred pending receipt of this information.

Before taking the vote on this motion the Committee was advised as follows:

- (1) Proper regard should be had to the time constraints relating to the proposed development;
- (2) Consideration should be given as to the appropriateness of granting delegated authority to determine the application;
- (3) Consideration be given as to whether the outstanding matters were such as to make it inappropriate to determine the application without a deferral;
- (4) Clarity and precision were required in specifying the issues which the Committee wished to be advised on should the application be deferred;
- (5) These matters required special consideration in view of the costs warning contained in the letter from the Secretary of State in August 2011 which was referred to in the agenda. The Committee duly considered these matters.

RESOLVED: That the application be deferred to the next meeting of the Committee for the following information to be prepared:

- 1) a full written detailed transportation report on the application; and
- 2) information on contingencies if there is slippage in the two-year timetable for re-location to the permanent site. This information to include not just information on transportation issues but also to include information on contingencies for dealing with additional year groups, should there be slippage.

Meeting ended at 7.05 p.m.

APPEALS PANEL

At a meeting of the Appeals Panel held on 30 May 2012 in the Stobart Stadium, Widnes

Present: Councillors Wainwright (Chairman), Parker and Wallace

Apologies for absence: None

Absence declared on Council business: None

Officers present: P Preston, A Scott and two witnesses

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

Action

**AP1 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.

AP2 HOUSING HOMELESSNESS APPEAL

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

RESOLVED: That the appeal be dismissed.

Meeting ended at 11.40am.

APPOINTMENTS COMMITTEE

At a meeting of the Appointments Committee held on Thursday, 31 May 2012 at the Stobart Stadium, Widnes

Present: Councillors Polhill (Chairman), Wharton, J. Bradshaw, Gilligan and A. Lowe

Apologies for Absence: Councillor M. Ratcliffe

Absence declared on Council business: None

Officers present: D. Parr and I. Leivesley

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

	<i>Action</i>
<p>APC1 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985</p> <p>The Committee considered:</p> <p>(1) whether Members of the press and public should be excluded from the meeting of the Committee during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2, 3 and 4 of Schedule 12A of the Local Government Act 1972; and</p> <p>(2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.</p>	

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 and 2 of Schedule 12A of the Local Government Act 1972.

APC2 APPOINTMENT TO OPERATIONAL DIRECTOR POST

The Committee interviewed two candidates for the post and –

RESOLVED: That Mr Ed Dawson be appointed to the post of Operational Director – Finance, with effect from 30 July 2012, commencing on Spinal Column Point 150.

Meeting ended at 11.45 a.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Friday, 29 June 2012 in the Council Chamber, Town Hall, Runcorn

Present: Councillors K. Loftus (Chairman), Wallace (Vice-Chairman), Fry, P. Hignett, Howard, D. Lea, A. Lowe, McDermott and G. Stockton

Apologies for Absence: Councillors Fraser and Nelson

Absence declared on Council business: None

Officers present: J Tully and K Cleary

Also in attendance: 4 Members of the public

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

REG1 APPLICATION TO VARY A PREMISES LICENCE - WELLINGTON PRESCOT ROAD WIDNES

Action

ITEMS DEALT WITH UNDER DUITES EXERCISABLE BY THE COMMITTEE AS LICENSING COMMITTEE UNDER THE LICENSING ACT 2003

The Committee met to consider an application which had been made under Section 34 of the Licensing Act 2003 to vary a premises licence.

The hearing was held in accordance with the Licensing Act 2003 and the Licensing Act 2003 (Hearings) Regulations 2005.

The Chairman introduced the members of the Committee and the Council's officers who were present.

The Council's legal adviser, John Tully, summarised the procedure to be followed and outlined the nature of the application.

Whilst outlining the application Mr Tully advised the Committee that the following elements of the variation application were not the subject of the determination at the hearing and were automatically granted

- Internal Alterations to the premises as specified in the application.
No representations received to this element of the application.
- Removal of Condition - No further extensions to the hours for regulated entertainment supply of alcohol or opening shall be permitted
Outdated condition.
- Removal of Controlled Dancing condition
Duplication of legislation - Local Government (Miscellaneous Provisions) Act 1982 – Sex Entertainment Premises.
- Removal of Special Effects conditions
Duplication of Health & Safety legislation
- Removal of all ‘Pre – Existing Conditions’ at ‘G’
This condition was imposed when the Licensing Act 2003 first came into force to deal with the fact that the Licensing Authority did not receive details of licences issued under the Licensing Act 1964. It therefore dealt with grandfather rights and is now defunct.

Mr Tully also advised the Committee that the discrepancy outlined in the agenda item regarding the hours the premises were open to the public had been resolved and the hours being applied for were confirmed as:-

11.00 to 01.30 Monday to Saturday and
11.00 to 00.30 Sunday

At the hearing, the Committee were addressed by the applicant’s Legal Representative John Coen of Ford & Warren Solicitors who was accompanied Ian Hailstone the current DPS of the premises.

John Connor accompanied by John Fairhurst had both submitted relevant representations and addressed the members as “other persons”. The members also took into consideration the relevant representations submitted by other persons who did not attend the hearing.

The Committee asked a number of questions of the parties and retired to consider the matter.

RESOLVED that having considered the application in accordance with section 4 Licensing Act 2003 and all

other relevant considerations the Committee decided that the application be granted subject to the following:

For the categories Live Music, Recorded Music, Dancing, Similar and the Sale of Alcohol the hours shall be varied as follows:-

Monday to Saturday	11.00 to 01.00
Sunday	11.00 to 00.00

For the category hours the premises are open to the public the hours shall be varied as follows:-

Monday to Saturday	11.00 to 01.30
Sunday	11.00 to 00.30

The use of the outside of the area shall cease at 23.20 except at the rear of the premises where smoking only will be allowed.

Following the decision on the variation of hours the following miscellaneous conditions are removed from the Premises Licence:

The non-standard hours for the categories Live Music, Recorded Music, Dancing and Similar shall be:-

1. Extended until midnight every Friday, Saturday, Sunday and Monday for each May bank Holiday, Spring Whitsun Bank Holiday and every August Bank Holiday
2. Extended until midnight every Thursday, Friday, Saturday, Sunday and Monday for the Easter Bank Holiday weekend.
3. Extended until midnight every Christmas Eve and Boxing Day.

The reason for the determination was that the Committee felt that the application was consistent with the Licensing Objectives.

Time that the variations shall take effect: Forthwith

Following the announcement of the Committee decision the Chairman of the Committee advised the residents who attended the hearing of the review process which is part of the Licensing Act 2003 and is evidence based. Residents could commence a review of the Premises Licence however any evidence must be specific to the Premises and

demonstrate that the use of the Premises for licensable activities undermines one or more of the four licensing objectives. The residents were also advised to contact the Police and the Councils Environmental Health Department to report incidents at the Premises.

Meeting ended at 8.06 p.m.