

Minutes

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

Wednesday, 9 April 2014

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COUNCIL

At a meeting of the Council on Wednesday, 5 February 2014 in the Council Chamber, Runcorn Town Hall

Present: Councillors Ratcliffe, Baker, M. Bradshaw, J. Bradshaw, D. Cargill, E. Cargill, Cole, Dennett, Edge, Fry, J. Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, Jones, Lea, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, MacManus, McDermott, A. McInerney, T. McInerney, Morley, Nelson, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Wainwright, Wallace, Wharton, B. Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors Cassidy, Fraser, S. Hill, V. Hill, Hodge, Horabin, Howard, Nolan and Thompson

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, G. Cook, I. Leivesley, G. Meehan, D. Parr, S. Wallace-Bonner and G. Ferguson

Also in attendance: Three members of the public

Action

COU67 RIVERSIDE COLLEGE

Council received a presentation from Mary Murphy, Principal of Riverside College, on the work at Cronton Sixth Form College and the Kingsway Centre, Widnes, and their recent educational achievements.

She then answered Members' questions before being thanked for her informative presentation.

COU68 COUNCIL MINUTES

The minutes of the meeting of Council held on 11 December 2013, 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.

COU69 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- Runcorn East Railway Station had been given a 'Best Kept Station in Halton' award, at the Cheshire Best Kept Station Awards ceremony in January. The Mayor thanked Kerry Ramsbottom for her work in supporting the nomination;
- Government Minister for the Civil Society, Nick Hurd, had attended an event at the Canal Boat Adventures Project; he visited some of the young people that had graduated through the National and International Citizen Service; and
- The Mayor had attended the Holocaust Memorial Day Service in Liverpool Town Hall, along with a number of civic representatives and church leaders from around Merseyside. Chanita Rodney, who had travelled to England alone as a child on the last Kindertransport out of Germany, addressed attendees at the service.

COU70 LEADER'S REPORT

The Leader made the following announcements:-

- Arrangements were in place to erect a plaque at Cronton Sixth Form College, celebrating the life and work of the late John Collins RL, Honorary Freeman of the Borough; and
- The Merseylink contractor employed to remove trees from sites along the route of the Mersey Gateway Bridge in the Beechwood area of Runcorn, had been asked to replace those removed in error. Councillor Chris Loftus thanked the Leader for the swift action which had been taken, when residents had complained about their removal.

COU71 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings from 12 December 2013, 9 January 2014 and 23 January 2014.

RESOLVED: That the minutes be received.

COU72 MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD

The Council considered the minutes of the Mersey Gateway Executive Board meeting on 23 January 2014.

RESOLVED: That the minutes be received.

COU73 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting 15 January 2014.

RESOLVED: That the minutes be received.

COU74 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU75 TREASURY MANAGEMENT 2013/14 MID YEAR REVIEW (MINUTE EXB 128 REFERS)

Executive Board had considered a report of the Operational Director, Finance, which provided an update about activities undertaken at the mid-year point of the 2013/14 Treasury Management Policy.

RESOLVED: That Council approve the revised Prudential Indicators and Counterparty List, as set out in Appendix 1 and 2 respectively.

Operational
Director - Finance

COU76 AMENDMENT OF COUNCIL CONSTITUTION - TRADING STANDARD SERVICE (MINUTE EXB 132 REFERS)

Executive Board had considered a report of the Strategic Director, Policy and Resources, which sought approval to amend the scheme of delegation in the Council's Constitution to facilitate the transfer of the Trading Standards Service from Warrington Borough Council.

RESOLVED: That Council approve the amendments to the Council's Constitution as set out in Appendix 1.

Strategic Director
- Policy &
Resources

COU77 APPOINTMENT OF A CO-OPTEE ON HEALTH POLICY

AND PERFORMANCE BOARD

Council considered the appointment of a Co-optee to the Health Policy and Performance Board.

RESOLVED: That Mr Tom Baker be appointed as the Healthwatch Halton Co-optee on the Health Policy and Performance Board with immediate effect for the remainder of the 2013/14 Municipal Year.

Chief Executive

(N.B. Councillor Dennett declared a Disclosable Other Interest in item CYP36, on the Children, Young People and Families Policy and Performance Board, as he was Chair of the Managing Committee of the Bridge School (PRU))

COU78 MINUTES OF THE POLICY AND PERFORMANCE BOARDS

The Council considered the reports of the following Boards in the period since the meeting of Council on 11 December 2013:-

- Children, Young People and Families;
- Employment, Learning and Skills;
- Health;
- Safer;
- Environment and Urban Renewal; and
- Corporate.

In considering the minutes, Councillor Gilligan made the following observations on the Corporate Policy and Performance Board minutes as follows:

- CS31 Business Rates Pooling – training on the details of this item would be included in the Local Government Finance training course for Members in March 2014;
- CS32 Member Development Group minutes – a Mentoring Workshop would be held on 13 March 2014; and
- CS33 – Local Area Forums – the amount of ‘match funding’ which had been obtained during 2012/13 was noted as excellent. Also, the Business Efficiency Board would include Area Forum funding as part of its audit work programme for 2014/15;
- CS35 Markets Update - a further report on arrears

had been requested.

He also congratulated all those involved in the award of the title 'Best Small Outdoor Market' for Widnes Outdoor Market.

Councillor Wainwright, Chair of the National Association of British Market Authorities, received the award and wished to extend his congratulations to the Markets staff and all those associated with the Widnes Outdoor Market.

COU79 COMMITTEE MINUTES

The Council considered the reports on the work of following Committees in the period since the meeting of Council on 11 December 2013:-

- Development Control; and
- Appeals Panel.

COU80 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Council considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information,

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

(N.B. The following Councillors declared a Disclosable Other Interest in the following item of business as they were Directors of Halton Borough Transport Limited and left the room during consideration of the item: Councillors MacManus, Morley, Wainwright, Wallace, Wharton and Woolfall.)

COU81 HALTON BOROUGH TRANSPORT LIMITED

Council considered a report of the Operational Director, Finance, on Halton Borough Transport Limited.

RESOLVED: That the recommendation, as set out in the report, be approved.

Meeting ended at 7.30 p.m.

COUNCIL

At a meeting of the Council on Wednesday, 5 March 2014 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors M. Bradshaw, J. Bradshaw, Fraser, Gilligan, Hodge, Horabin, McDermott, Morley and Nolan

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, G. Cook, D. Johnson, I. Leivesley, D. Parr, E. Dawson, S. Baker and W Rourke

Also in attendance: Three members of the public

Action

COU82 MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:

- She had the pleasure of opening a new school library at Our Lady's School, Palacefields, Runcorn;
- She had attended the launch of the New Centre of Excellence at Riverside College, which had also been attended by the Duke of Westminster;
- She wished to thank all those that had attended the Civic Ball at Halton Stadium. This had also been attended by the Lord Mayors of Chester and Liverpool, and six other Mayors from neighbouring authorities;
- She had attended the Pink Ball, which raised funds for breast cancer charities, and was held in memory of the late Maureen King; and
- She announced the introduction of a new Mayor's Award, which was similar to the Duke of Edinburgh Award Scheme, which encouraged children aged 10-13 to become involved in a range of activities. The Grange School and West Runcorn Youth Club had agreed to pilot the Award.

COU83 TREASURY MANAGEMENT STATEMENT 2014/15
(MINUTE EXB 144 REFERS)

The Executive Board had considered a report which proposed the Treasury Management Strategy for 2014/15, appended to the report and which detailed the following:

- Treasury limits in force which would limit the treasury risk and activities of the Council;
- The current treasury position;
- Prospects for interest rates;
- The borrowing strategy;
- Policy on borrowing in advance of need;
- The annual investment strategy;
- Debt rescheduling;
- Minimum Revenue Provision policy statement;
- Creditworthiness policy;
- Policy on use of external service providers;
- Treasury Indicators; and
- Adopting the CIPFA Code of Practice

RESOLVED: That the policies, strategies, statements and prudential and treasury indicators outlined in the report, be adopted.

Operational
Director - Finance

COU84 BUDGET 2014/15 (MINUTE EXB 145 REFERS)

The Executive Board had considered a report setting out a recommendation to Council in respect of the Budget, Capital Programme and Council Tax for 2014/15. Since then the Cheshire Fire Authority and the Cheshire Police and Crime Commissioner had set their budgets and council tax precepts and these had been included in the report to full Council.

The report included detail on the following:-

- Medium Term Financial Strategy;
- Budget Consultation
- Review of the 2013/14 Budget;
- 2014/15 Budget;
- the Local Government Finance Settlement;
- Budget Outlook;
- Halton's Council Tax;
- Parish Precepts;
- Average Council Tax;
- Police Precept;
- Fire Precept;
- Total Council Tax;
- Capital Programme;

- Prudential Code; and
- School Budgets.

The Executive Board had recommended that Council adopt the resolution set out in Appendix A of the report, which included setting the budget at £108.243m and the Band D Council Tax for Halton (before Parish, Police and Fire precepts) of £1,181.56.

Councillor Wharton, Resources Portfolio Holder, thanked all the Officers involved for their support in producing this budget and wished to record his thanks to the Members of the Executive Board, the Budget Working Group and the Chairs of the Policy and Performance Boards for their contribution.

The Mayor advised that, following the introduction of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, there was now a requirement for Councils to adopt the practice of recorded votes on matters relating to budget setting, and that each Members' vote be recorded in the minutes of the meeting. Therefore, it was

RESOLVED: That a recorded vote be taken.

The following Councillors voted for the motion:

Councillors Baker, D Cargill, E Cargill, Cassidy, Cole, Dennett, Edge, Fry, Gerrard, Harris, P Hignett, R Hignett, S Hill, V Hill, Howard, Jones, Lea, M Lloyd Jones, P Lloyd Jones, C Loftus, K Loftus, Logan, A Lowe, J Lowe, Macmanus, A McInerney, T McInerney, Nelson, Osborne, Parker, Philbin, C Plumpton Walsh, N Plumpton Walsh, Polhill, Ratcliffe, Roberts, Rowe, Sinnott, G Stockton, J Stockton, Thompson, Wainwright, Wallace, Wharton, Woolfall, Wright and Zygadlo.

There were no votes against the motion and no abstentions.

RESOLVED: That

- 1) the policies outlined in the report be adopted, including the Budget for 2014/15, the savings set out in Appendix B and the Capital Programme set out in Appendix F;
- 2) it be noted that at the meeting on 11th December 2013 the Council agreed the following:
 - (a) The Council Tax Base 2014/15 for the whole Council area is 31,400 (item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the Act); and
 - (b) For dwellings in those parts of its area to which a Parish

precept relates, be set out as follows:

Parish	Tax Base
Hale	643
Daresbury	150
Moore	316
Preston Brook	319
Halebank	494
Sandymoor	950

being the amounts calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax Base for the year for dwellings in those parts of its area to which special items relate.

- 3) calculate that the Council Tax requirement for the Council's own purposes for 2014/15 (excluding Parish precepts) is £37,100,984.
- 4) in accordance with the relevant provisions of the Local Government Finance Act 1992 (Sections 31 to 36), the following amounts be now calculated by the Council for the year 2013/14 and agreed as follows:
 - (a) £313,613,399 – being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the said Act, taking into account all precepts issued to it by Parish Councils;
 - (b) £276,451,820 – being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act;
 - (c) £37,161,579 – being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (item R in the formula in Section 31A(4) of the Act);
 - (d) £1,183.49 – being the amount at 3(c) above (item R), all divided by item T (2 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts);
 - (e) £60,595 – being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act, each individual Parish precept being:

	£
Hale	15,400
Daresbury	3,475
Moore	4,300
Preston Brook	8,000
Halebank	13,820
Sandymoor	15,600

- (f) £1,181.56 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by item T (2(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates;

- (g) Part of the Council's Area

	£
Hale	1,205.51
Daresbury	1,204.73
Moore	1,195.17
Preston Brook	1,206.64
Halebank	1,209.54
Sandymoor	1,197.98

being the amounts given by adding to the amounts at 3(e) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 2(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings of its area to which one or more special items relate;

(h) Part of the Council's Area

Band	Hale	Daresbury	Moore	Preston Brook	Halebank	Sandymoor	All other Parts of the Council's Area
	£	£	£	£	£	£	£
A	803.68	803.16	796.78	804.43	806.36	798.66	787.71
B	937.62	937.01	929.58	938.50	940.75	931.76	918.99
C	1,071.57	1,070.88	1,062.38	1,072.57	1,075.15	1,064.88	1,050.28
D	1,205.51	1,204.73	1,195.17	1,206.64	1,209.54	1,197.98	1,181.56
E	1,473.40	1,472.45	1,460.76	1,474.78	1,478.33	1,464.20	1,444.13
F	1,741.29	1,740.17	1,726.36	1,742.93	1,747.12	1,730.42	1,706.70
G	2,009.19	2,007.89	1,991.95	2,011.07	2,015.90	1,996.64	1,969.27
H	2,411.02	2,409.46	2,390.34	2,413.28	2,419.08	2,395.96	2,363.12

being the amounts given by multiplying the amounts at 3(f) and 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands;

- 5) it is further noted that for the year 2014/15 the Cheshire Police and Crime Commissioner has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings shown below:

Police Precept 2014/15

	£
A	102.14
B	119.16
C	136.19
D	153.21
E	187.26
F	221.30
G	255.35
H	306.42

- 6) it is further noted that for the year 2014/15 the Fire Authority have stated the following amounts in precepts issued to the Council, in accordance with the Local

Government Act 2003 for each of the categories of dwellings shown below:

Fire Precept 2014/15

	£
A	46.06
B	53.74
C	61.41
D	69.09
E	84.44
F	99.80
G	115.15
H	138.18

- 7) that, having calculated the aggregate in each case of the amounts at 3(i), 4 and 5 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2014/15 for each of the categories of dwellings shown below:

Band	Hale	D'bury	Moore	Preston Brook	Halebank	Sandymoor	All other Parts of the Council's Area
	£	£	£	£	£	£	£
A	951.88	951.36	944.98	952.63	954.56	946.86	935.91
B	1,110.52	1,109.91	1,102.48	1,111.40	1,113.65	1,104.66	1,091.89
C	1,269.17	1,268.48	1,259.98	1,270.17	1,272.75	1,262.48	1,247.88
D	1,427.81	1,427.03	1,417.47	1,428.94	1,431.84	1,420.28	1,403.86
E	1,745.10	1,744.15	1,732.46	1,746.48	1,750.03	1,735.90	1,715.83
F	2,062.39	2,061.27	2,047.46	2,064.03	2,068.22	2,051.52	2,027.80
G	2,379.69	2,378.39	2,362.45	2,381.57	2,386.40	2,367.14	2,339.77
H	2,855.62	2,854.06	2,834.94	2,857.88	2,863.68	2,840.56	2,807.72

being satisfied that:

- (a) The total amount yielded by its Council Taxes for the said financial year will be sufficient, so far as is practicable, to provide for items mentioned at 3(a) to (c) above; and, to the extent that they are not, to be provided for by any other means;

- (b) Those amounts which relate to a part only of its area will secure, so far as is practicable, that the precept or portion of a precept relating to such part will be provided for only by the amount yielded by such of its Council Taxes as relate to that part;
- 8) the Operational Director, Finance, be authorised at any time during the financial year 2014/15 to borrow on behalf of the Council by way of gross bank overdraft such sums as he shall deem necessary for the purposes of this paragraph, but not such that in any event the said overdraft at any time exceeds £10m (£0.5m net) as the Council may temporarily require.

COU85 2013/14 REVISED CAPITAL PROGRAMME (MINUTE EXB 155 REFERS)

The Executive Board had considered a report of the Operational Director, Finance, on the 2013/14 revised Capital Programme.

The Council's Capital Programme had been revised to reflect a number of changes in spending profiles and funding, as schemes developed. These were detailed in Appendix 1.

RESOLVED: That the revisions to the Council's 2013/14 Capital Programme set out in paragraph 3.2 of the report be approved.

Operational
Director - Finance

COU86 CAPITAL PROGRAMME 2014-15 (MINUTE EXB 151 REFERS)

The Executive Board had considered a report of the Strategic Director, Children and Enterprise, which provided a summary of the 2014/15 Capital Programme for the Children and Enterprise Directorate.

Council was advised that in December 2013, the Department for Education announced the schools capital grant allocations for 2014/15, as set out in the table in the report. It was noted that this funding would support the following projects:

- Capital Maintenance;
- Basic Need Three Year Capital allocation;
- Universal Free School Meals Capital; and
- Devolved Formula Capital.

RESOLVED: That the Capital Programme for 2014/15 for the Children and Enterprise Directorate, be approved.

Strategic Director
- Children and
Enterprise

COU87 ESTABLISHMENT OF A COMBINED AUTHORITY FOR THE LIVERPOOL CITY REGION (MINUTE EXB 150 REFERS)

The Executive Board considered a report of the Chief Executive on the establishment of a Combined Authority for the Liverpool City Region from 1 April 2014.

RESOLVED: That Council

- 1) confirmed its previous decision that the Council should formally become a constituent member of the Liverpool City Region Combined Authority;
- 2) noted the position on the making of the Orders as attached in Appendix 1 and the Parliamentary process currently in train;
- 3) endorsed the Constitution for the Combined Authority as attached in Appendix 2;
- 4) approved the Operating Agreement for the Combined Authority as attached in Appendix 3;
- 5) approved the arrangements set out in the report to appoint members to the Combined Authority and its Committees ;
- 6) noted that no allowances (other than travel and subsistence) will be paid to Members of the Combined Authority, the Scrutiny Pool and other Committees and Boards, with the exception of the Merseytravel Committee;
- 7) agreed that the payment of allowances for co-opted members of the Transport Committee will be dealt with in accordance with the current Merseyside Integrated Transport Authority Scheme and the Council's own scheme be amended accordingly;
- 8) noted that a review of the Combined Authority's arrangements will be undertaken during the first year and reported to the Combined Authority's

Chief Executive

Annual General Meeting in 2015; and

- 9) agreed that approval to make any technical amendments to the Constitution and Operating Agreement for the Combined Authority and any other associated requirements to achieve the creation of the Combined Authority is delegated to the Chief Executive in consultation with the Leader of the Council.

COU88 PAY POLICY STATEMENT 2014/15

Council considered a report of the Strategic Director, Policy and Resources, which contained details of the Council's recommended Pay Policy Statement for 2014/15 (the Statement).

The Localism Act 2011 required every local authority to prepare a pay policy statement each year, which detailed the Council's approach to setting the pay of its employees.

The report detailed the following information:

- Background to the Pay Structure;
- Senior Management Remuneration;
- Recruitment of Chief Officers;
- Additions to Salaries of Chief Officers;
- Pension Contributions;
- Payments on Termination;
- Publication;
- Lowest Paid Employees: and
- Accountability and Decision Making.

RESOLVED: That the Pay Policy Statement for 2014/15 be approved.

Strategic Director
- Policy &
Resources

COU89 OUTSIDE BODIES MEMBERSHIP

The Council noted the following change to the membership of Outside Bodies:

- Bridgewater Community Healthcare Trust - Councillor Morley would replace Councillor Wright.

Chief Executive

COU90 ABSENCE OF AN ELECTED MEMBER

Council was advised that Councillor Frank Fraser had been absent from attending Council meetings due to ill

health. In December 2013, Council had resolved to grant him an extended period of absence from attending meetings, which would conclude on 14 March 2014.

All Members wished to send Councillor Fraser their best wishes for a speedy recovery.

RESOLVED: That Councillor Fraser be granted a further period of absence from attending Council meetings for a period of 3 months, concluding on 6 June 2014.

Chief Executive

Meeting ended at 7.00 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 6 February 2014 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: Councillor Philbin

Officers present: A. Scott, M. Reaney, G. Cook, I. Leivesley, G. Meehan and E. Dawson

Also in attendance: One member of the press

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

Action

EXB143 MINUTES

The Minutes of the meeting held on 23 January 2014 were taken as read and signed as a correct record.

RESOURCES PORTFOLIO

EXB144 TREASURY MANAGEMENT STATEMENT 2014/15

The Board considered a report of the Operational Director, Finance, proposing the Treasury Management Strategy Statement (TMSS) for 2014/15.

The TMSS was attached to the report and detailed the expected activities of the Treasury function in the forthcoming financial year (2014/15).

The Local Government Act 2003 required the Council to "have regard to" the Prudential Code and to set Prudential Indicators for the next three years to ensure that the Council's capital investment plans were affordable, prudent and sustainable. The Act therefore required the Council to set out its Treasury Strategy for borrowing as well as an Annual Investment Strategy, which set out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments. However, Government guidance stated that Authorities could combine the statement and the strategy into one report, and the

Council had adopted this approach.

Members noted that the production of a Minimum Revenue Provision Policy Statement was required and a formal statement for approval was contained within Appendix C.

RESOLVED: That Council be recommended to adopt the policies, strategies, statements and prudential and treasury indicators outlined in the report.

Operational
Director - Finance

EXB145 DRAFT BUDGET 2014/15

The Board considered a report of the Operational Director, Finance, which outlined a recommendation to Council in respect of the Budget, Capital Programme and Council Tax for 2014/15.

It was noted that, at the time of writing the report, the Cheshire Police and Crime Commissioner and the Cheshire Fire Authority had not set their budgets and Council Tax precepts. However final figures would be reported to Council when the information was available.

The Government announced the Final Local Government Finance Settlement figure for 2014/15 on 5 February 2014, which was in line with the Provisional Settlement announced on 18 December 2013, as detailed in the revised report.

In terms of consultation, it was noted that the Council used various methods to listen to the views of the public and Members' own experiences through their Ward work was an important part of that process. Budget presentations had taken place at six of the Area Forums to date and details of the comments made were tabled at the meeting. One Area Forum had still to meet and any comments arising would be reported to Council on 5th March 2014. In addition, individual consultations would take place in respect of specific budget reductions and equality impact assessments would be completed where necessary.

The Board was advised that the Medium Term Financial Strategy, approved on 21 November 2013, had identified a funding gap of around £15m in 2014/15, £17m in 2015/16 and £14m in 2016/17. The Strategy had the following objectives:

- Deliver a balanced and sustainable budget;
- Prioritise spending towards the Council's five

priority areas;

- Avoid excessive Council Tax rises;
- Achieve significant cashable efficiency gains;
- Protect front line services as far as possible; and
- Deliver improved procurement.

On 10 December 2013, the Council approved initial budget savings of £6.537m, and the new proposed savings were shown at Appendix B. The Departmental analysis of the budget was shown in Appendix C and the major reasons for change from the current budget were outlined for Members' information in Appendix D. It was noted that the proposed budget total was £108.234m.

The Board was advised that the proposed budget incorporated the grant figures announced in the Final Grant Settlement, and included £673,000 for the New Homes Bonus Grant, payable to local authorities based on the net increase in the number of homes in their area. The grant was payable at this amount for six years.

It was noted that from 1 April 2013, the Local Government funding regime changed significantly with the introduction of the Business Rates Retention Scheme, as outlined in the report.

Further information was provided in respect of the budget outlook, although it was difficult to forecast resources over the following two years given the uncertainties caused by the current economic climate and the Government's continuing austerity measures. The Medium Term Financial Forecast had been updated and was attached at Appendix E. It was noted that the resultant funding gap over the next two years was forecast to be in the region of £35.9m.

Further information was provided in respect of Halton's Council Tax, Parish Precepts, Capital Programme, the Prudential Code and school budgets.

Members wished to place on record their thanks to all members of the Budget Working Group, Policy and Performance Board Chairs and staff for their hard work in producing this year's budget.

RESOLVED: That the Council be recommended to adopt the resolution set out in Appendix A of the report, which included setting the budget at £108.234m, the Council Tax requirement of £37.101m (before Parish, Police and Fire Precepts) and the Band D Council Tax for Halton of £1,181.56.

Operational
Director - Finance

RESOURCES PORTFOLIO AND PHYSICAL ENVIRONMENT PORTFOLIO

EXB146 DEMOLITION OF MOOR LANE BUSINESS CENTRE

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on the closure and subsequent demolition of Moor Lane Business Centre.

The Board was advised that a decision to close the Centre was made in early 2013, as repair work needed to return the building to a reasonable state of repair was estimated to be in excess of £750,000. It was noted that unless rents were increased substantially over a five year period, funding was not available to carry out this work.

Tenants had been provided with assistance with relocation and it was noted that although the majority of the 38 businesses had relocated within the Borough, five had relocated elsewhere. It was reported that if the building was demolished and the site cleared and secured, the site offered a regeneration opportunity. It was further noted that discussions had taken place with the NHS Clinical Commissioning Group in respect of the site being used as an interim car parking facility for clients using the Moor Lane Health Centre.

RESOLVED: That the Board noted

- 1) that the final date for the closure of the building was 31 January 2014; and
- 2) the demolition of the premises would commence in late February 2014, with completion being due in early June 2014.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 11 February 2014

CALL-IN: 18 February 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 18 February 2014

Meeting ended at 2.15 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 27 February 2014 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, E. Dawson and S. Nyakatawa

Also in attendance: One member of the press

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

Action

EXB147 MINUTES

The Minutes of the meeting held on 6 February 2014 were taken as read and signed as a correct record.

LEADER'S PORTFOLIO

EXB148 HALTON HOUSING TRUST - GOVERNANCE

The Board considered a report of the Operational Director, Legal and Democratic Services, on the revision of the Halton Housing Trust governance arrangements.

The Board was advised that at its meeting on 21 January 2014, the Environment and Urban Renewal Policy and Performance Board (EUR PPB) had considered proposals from Halton Housing Trust (HHT) to revise its governance arrangements.

It was noted that the Board of HHT had commissioned a review of governance and had considered that changes were necessary in order to fully comply with the requirements of the Homes and Communities Agency and the National Federation Code of Governance.

The EUR PPB had made a recommendation to Executive Board, as set out in the report.

RESOLVED: That the Board

- 1) note the Legal Advice and Guidance circulated by HHT;
- 2) agree a reduction to the HHT Board from the current 12 Member Board to a Board of 9 Board Members;
- 3) agree that the Council shall have 3 nominees on the revised 9 Member HHT Board; and
- 4) agree should HHT determine to reduce the HHT Board to less than 9, the Council shall at all times retain 3 nominees on any revised HHT Board.

Operational
Director, Legal
and Democratic
Services

EXB149 MARKING 50 YEARS OF RUNCORN NEW TOWN 1964 - 2014

The Board considered a report of the Strategic Director, Children and Enterprise, which set out the planned activities to mark the 50th anniversary of Runcorn being designated as a New Town.

The Board was advised that Runcorn was designated a New Town by National Government on 10 April 1964. Between 1964 and 1989, many aspects of the statutory functions were administered by Runcorn Development Corporation (and later its successors). The design-led characteristics included unique housing and estate designs, extensive landscaping, a high concentration of social housing stock, Expressway and Busway networks, planned industrial areas and the creation of a new town centre.

The former New Town and its 50th anniversary, provided an important context and framework in which to reaffirm and engage with some of the Council's existing priorities and activities. It was noted that Appendix A provided a summary of the proposed activities, which were set around four themes as follows:

- Community Engagement;
- Cultural learning;
- Regeneration; and
- Growth and Investment.

A summary of the events planned was contained in the report, with Appendix B containing a detailed calendar of proposed activities around the 50th anniversary date of 10 April 2014. These activities would be focused through collaboration of three service areas – Libraries, Community Development and the Development and Investment Services. In addition, funding was sought for the restoration of two Commission for New Town models, currently in storage, with a match funding bid through the Heritage Lottery Funds ‘Sharing Heritage’ grant to cover aspects of an exhibition and associated activities.

The Board was further advised that, at the request of the Council, the Royal Town Planning Institute New Town Summit planned to revisit two National Government Reviews of New Towns, as detailed in the report. Other opportunities to engage funders and partners, such as Housing Associations, could be given added pertinence due to the 50th anniversary.

RESOLVED: That

- 1) Executive Board supports utilising the 50th anniversary for the purposes of community development and cultural learning within the Borough;
- 2) the 50th anniversary activities be geared to maximise exposure to opportunities and challenges of Halton’s New Town heritage over coming years;
- 3) the proposed calendar of local events be approved; and
- 4) the use of non-emergency waiver of Procurement Standing Orders for the restoration of the New Town models be noted.

Strategic Director
- Children and
Enterprise

EXB150 ESTABLISHMENT OF A COMBINED AUTHORITY FOR THE LIVERPOOL CITY REGION - KEY DECISION

The Board considered a report of the Chief Executive which provided an update on the establishment of a Combined Authority for the Liverpool City Region from 1 April 2014.

The Board was advised that Liverpool City Region (LCR) conducted a Review of Strategic Governance in 2013 (the review), to assess whether the arrangements for economic development, regeneration and transport as they stood, should continue. It was reported that the

establishment of a Combined Authority for the LCR was best placed to support business to grow, create jobs and to secure an improvement in the City Region's economic conditions.

It was noted that the remit of the Combined Authority for LCR would be those strategic economic development, regeneration, transport, housing and employment and skills functions, which could be better delivered collaboratively across the LCR. The review concluded that the Combined Authority would discharge thematic functions, the arrangements for which were set out in the report.

The report also set out the arrangements for the following matters:-

- Appointments to the Combined Authority and its Structure;
- Resource Implications; and
- Legal Implications

It was proposed that for Halton, the Leader be nominated as the representative to the Combined Authority, with the Deputy Leader as substitute. A Transport Sub-Committee, (to be known as the Merseytravel Committee), would provide operational input and leadership around transport issues. Halton would appoint its two Members to this Committee, as part of the Outside Bodies appointments process. It was further noted that as part of the Combined Authority's functions, an Audit Committee would be established as well as a Standards Committee; the latter would meet as required. In addition, a Scrutiny Pool, drawn from the Constituent Councils, would include Opposition Members to reflect the combined political make-up of the 6 authorities and achieve political balance.

The first meeting of the Combined Authority would take place on 1 April 2014.

The Board noted the following documents, attached to the report, for approval:-

- A Constitution for the Combined Authority, which had been developed by Legal and Democratic Services Officers from all LCR Councils and Merseytravel; and
- The Operating Agreement which set out how the

Combined Authority would work alongside the 6 constituent Councils, Merseytravel and the Local Enterprise Partnership to deliver its functions.

RESOLVED: That Council be recommended to

Chief Executive

- 1) confirm its previous decision that the Council should formally become a constituent member of the Liverpool City Region Combined Authority;
- 2) note the position on the making of the Orders as attached in Appendix 1 and the Parliamentary process currently in train;
- 3) endorse the Constitution for the Combined Authority as attached in Appendix 2;
- 4) approve the Operating Agreement for the Combined Authority as attached in Appendix 3;
- 5) approve the arrangements set out in the report to appoint members to the Combined Authority and its Committees;
- 6) note that no allowances (other than travel and subsistence) will be paid to Members of the Combined Authority, the Scrutiny Pool and other Committees and Boards, with the exception of the Merseytravel Committee;
- 7) agree that the payment of allowances for co-opted members of the Transport Committee will be dealt with in accordance with the current Merseyside Integrated Transport Authority Scheme and the Council's own scheme be amended accordingly;
- 8) note that a review of the Combined Authority's arrangements will be undertaken during the first year and reported to the Combined Authority's Annual General Meeting in 2015; and
- 9) agree that approval to make any technical amendments to the Constitution and Operating Agreement for the Combined Authority and any other associated requirements to achieve the creation of the Combined Authority is delegated to the Chief Executive in consultation with the

Leader of the Council.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

(N.B. The following Members declared a Disclosable Other Interest in the following item of business for the reasons stated: Councillor Polhill as a Governor of Brookfields School, Councillor Wharton as a Governor of Hale Primary School; Councillor Jones as a Governor of Fairfield School.)

EXB151 CAPITAL PROGRAMME 2014-15 - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided a summary of the capital programmes for 2014/15 for the Children and Enterprise Directorate.

The Board was advised that the schools capital grant allocations for 2014/15 were announced by the Department for Education (DfE) in December 2013. Details of how the Capital Maintenance and Capital Expenditure Revenue Account funding would be allocated were set out in the report.

It was noted that Halton had recently used Basic Need Capital Funding to carry out building works to provide additional school places at Lunts Health, St Bedes Infants and Juniors, Windmill Hill and Weston Primary schools. Later in the year, works to provide post 16 facilities at Ashley School and increase capacity at Beechwood Primary would commence.

The report set out details of the proposed arrangements for the re-build of the Halebank Church of England Voluntary Controlled Primary School in 2016/17. It was noted that this school had been included in the DfE's Priority School Building Programme. However, the pre-school on site, which operated from a mobile classroom, was not included in the new school building programme. The provision of free early years entitlement to 2, 3 and 4 year olds was a statutory duty on Local Authorities, and the Board was advised that, in order for the free entitlement for two year olds to be delivered, it would be necessary to carry out some repairs and upgrade works to the pre-school mobile, at an estimated cost of £25,000.

Universal Infant Free School Meals Capital had been provided to ensure school kitchen and dining rooms were

able to provide a free school lunch to every child in Reception and Years 1 and 2. Appendix 2 contained the details of the works that needed to be carried out from the Local Authority maintained schools allocation.

Reason(s) For Decision

To deliver and implement the capital programmes.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

Capital programmes for 2014/15 to be implemented from 1 April 2014.

RESOLVED: That

- 1) the capital funding available for 2014/15 be noted;
- 2) the position in respect of Basic Need be noted;
- 3) the proposals to be funded from Universal Infant Free School Meals capital be approved;
- 4) the proposals to be funded from Capital Maintenance and Capital Expenditure Revenue Account be approved;
- 5) the proposals for Halebank Voluntary Controlled Church of England Primary School be approved; and
- 6) Council be recommended to approve the Capital Programme 2014/15.

Strategic Director
- Children and
Enterprise

EXB152 LEARNING & ACHIEVEMENT STRATEGY - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the newly developed Learning and Achievement Strategy.

The Board was advised that the framework for the inspection of Local Authority arrangements for supporting School Improvement was published in May 2013. Inspection reports had identified strengths where local authorities had intervened successfully in schools at risk of being judged 'inadequate' by Ofsted. It was reported that Halton had used

good and outstanding schools to support under-performing schools, through the use of National Leaders in Education, Local Leaders in Education and Headteachers of good and outstanding schools. As some of the processes in place were based on relationships and local intelligence, it was reported that this process needed to be formalised.

Teaching Schools were introduced by the Government in 2011, with a remit to provide school improvement services within and outside of their local authority area. They had a key role to play in school improvement and it was reported that the local authority would work with Teaching Schools at a strategic level to increase its capacity for school improvement and secure and sustain school capacity across the local area. This would be achieved in the following areas:

- Developing school leadership and succession planning;
- School to school support; and
- Professional development for teachers and leaders.

Reason(s) For Decision

Since the grant funding for school improvement advisers and consultants under the National Strategies was withdrawn at the end of the 2010/11 financial year, the core school improvement team was significantly reduced. Their capacity to offer a wide range of school improvement services to all schools was significantly reduced.

Working in partnership with Teaching Schools would increase Halton's school improvement capacity and ensure a sustainable model for the future. School to school support underpinned the Learning and Achievement Strategy.

Alternative Options Considered and Rejected

The alternative was not to offer any school improvement services to schools; schools would have to buy these services on the open market. This would lead to a lack of coordination and loss of intelligence on schools. Local priorities, such as Closing the Attainment Gap would be left to individual schools to tackle isolation. This would leave the local authority and its schools in a very vulnerable position, given that school improvement services could now be inspected and the role of the local authority in enabling school to school support would be scrutinised.

Implementation Date

April 2014.

RESOLVED: That the Learning and Achievement Strategy be endorsed and its implementation be approved.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB153 EXTENSION OF RESIDENTIAL AND NURSING CARE CONTRACT

The Board considered a report of the Strategic Director, Communities, which sought approval to formally extend service provision of identified Residential and Nursing Care Contracts for a ten month period.

The Board was advised that the existing contracts had been in operation since 2010, and covered all residential and nursing care provided by the local authority. A number of providers operated under the North West NHS Framework for Continuing Care, whose contract was due to expire on 28 February 2015. It was reported that the preferred option would be to develop a joint contract between the local authority and the Halton Clinical Commissioning Group to meet both health and social care needs with registered services.

The request for the waiver of procurement Standing Orders would provide the time needed by commissioning managers to develop a joint contract by December 2014. In addition, it was noted that a negotiated approach in relation to the annual uplift would be appropriate to continue the support in this vital sector of the business. A Business Case was set out in the report for Members' consideration.

RESOLVED: That the Board

- 1) approves the use of Procurement Standing Order 1.8.4. (c) to waive Part 2 of Standing Orders in respect of contracts exceeding £1,000,000 in value and to extend existing Residential and Nursing Care contracts in Halton for a period of up to ten months from 1 April 2014 to 28 February 2015, so as to align Health and Social Care contract end dates;
- 2) authorises the Strategic Director, Communities, in consultation with the Portfolio holder for Health and Wellbeing, delegated authority to determine an uplift for the extended contract period; and

Strategic Director
- Communities

- 3) approves the use of Procurement Standing Order 1.8.4 (c) to waive part 2 of Standing Orders in respect of contracts exceeding £1,000,000 in value, to allow existing registered residential providers that are not on the NHS North West Framework for Continuing Health Care, the option to enter into a contract from April 2014 to April 2015, with an option to extend for an additional four years, on an annual basis. The contract would be awarded at the rate to be determined by the Strategic Director, Communities in consultation with the Portfolio holder for Health and Wellbeing.

EXB154 ADULT SOCIAL CARE CONTRACTS

The Board considered a report of the Strategic Director, Communities, which sought approval to extend the current services provided by external providers in the voluntary sector for one year to 31 March 2015.

The Board was advised that the Care Bill 2013 placed responsibility on local authorities to take on new functions to help improve people's independence and wellbeing. This had necessitated a review of the Communities' Directorate approach to the delivery of prevention and early intervention services.

It was reported that within Halton, the voluntary sector had played a significant role in delivering prevention and early intervention services. Appendix 1 provided a list of such contracts and it was proposed that those listed services would be reviewed to determine whether any of the current services could be re-designed or, if the scale of the service increased, then if it would become necessary to undertake a tender process. It was noted that the review would take place during 2014/15 to ensure that service objectives were in line with the new Health and Wellbeing and Clinical Commissioning Group priorities, and to ensure that services continued to provide value for money.

RESOLVED: That

- 1) the use of Procurement Standing Orders 1.8.3 (d), (e) and (f) be used to waive Procurement Standing Order 4.1 in respect of voluntary sector contracts with a value not exceeding £173,934, as listed in Appendix 1 be approved; and
- 2) an extension of existing voluntary sector contracts for a period of up to one year from 1 April 2014 to 31

Strategic Director
- Communities

March 2015, be approved.

RESOURCES PORTFOLIO

EXB155 2013/14 QUARTER 3 SPENDING

The Board considered a report of the Operational Director, Finance, on the Council's overall revenue and capital spending position to 31 December 2013.

A summary of spending against the revenue budget up to 31 December 2013 was attached to the report at Appendix 1. This provided individual statements for each department. The Board was advised that in overall terms, the revenue expenditure was £0.9m below the budget profile, although this was only a guide to eventual spending.

It was reported that on 11 December 2013, the Council had approved the early implementation of budget savings for 2014/15 totalling £6.5m. A number of those would provide part year saving in 2013/14 and would assist in keeping overall spending within budget at year end.

The report contained details on a number of significant areas of the budget including:

- The employee budget, vacant posts, overtime and agency staff;
- Expenditure on general supplies and services;
- Children's residential placements;
- Spending on in-house adoption;
- The Complex Care Pooled Budget (attached at Appendix 2);
- The collection rate for Council Tax and Business Rates; and
- The Council's net overall spending.

The report also outlined details of a revision to the capital spending programme at Appendix 3 and monitoring of the Council's balance sheet.

RESOLVED: That

- 1) all spending continues to be limited to the absolutely essential;
- 2) Strategic Directors ensure overall spending at year-end is within the total operational budget; and
- 3) Council be recommended to approve the revised

Operational
Director - Finance

Capital programme as set out in Appendix 3.

EXB156 TREASURY MANAGEMENT 2013/14, 3RD QUARTER:
OCTOBER – DECEMBER

The Board considered a report of the Operational Director, Finance, which updated them on activities undertaken on the money market as required by the Treasury Management Statement.

The report provided supporting information on the economic background, economic forecast, short term rates, longer term rates, temporary borrowing/investments and new borrowing. It was noted that no debt rescheduling had been undertaken during the quarter.

RESOLVED: That the report be noted.

EXB157 DISCRETIONARY HOUSING BENEFIT SCHEME
GUIDANCE

The Board considered a report of the Strategic Director, Policy and Resources, on the Discretionary Housing Benefit Scheme Guidance (the Guidance).

The Board was advised that Discretionary Housing Payment (DHP) provided claimants with financial assistance, in addition to any welfare benefits, when the Council considered that help with housing costs was required.

Members were referred to the draft Guidance document which was appended to the report. They were advised that, due to the significant changes in welfare provision that were taking place, it was considered helpful to provide further guidance to staff who administered DHPs. The Guidance was intended to give Officers a framework to work to when assessing claims, thus ensuring an equitable treatment of applications for what was a limited sum of money.

It was noted that notwithstanding the Guidance, each case would still be looked at on its individual merits. Additionally there was an appeal process to Members which was already in existence, which provided a further test to the fairness of the application of the Policy.

At its meeting on 22 January 2014, the Corporate Policy and Performance Board had considered the

Guidance and recommended that Executive Board approve its adoption.

RESOLVED: That the Discretionary Housing Benefit Scheme Guidance document be approved.

Strategic Director
- Policy &
Resources

EXB158 BUSINESS RATES RETAIL RELIEF SCHEME

The Board considered a report of the Strategic Director, Policy and Resources, on the adoption of a local Business Rates Relief Scheme.

The Board was advised that the Government had announced in its Autumn Statement on 5 December 2013, plans to provide a relief of up to £1,000 to all occupied retail properties with a rateable value of £50,000 or less in the years 2014/15 and 2015/16.

Local Billing Authorities would adopt a local scheme and decide in each individual case when to grant relief under Section 47 of the Local Government Finance Act 1988 (as amended). Government would reimburse local authorities that used their discretionary relief powers. The report set out details of the types of property that would benefit from the relief and how much would be available. It was noted that within Halton, 850 businesses could be affected by the Scheme, although approximately 400 of these already received Small Business Rate Relief and so would not benefit from this Scheme. For the 450 businesses that would be eligible, the relief would be worth in the region of £440,000, which would be fully refunded from Government grant.

RESOLVED: That

- 1) the Scheme for the award of Business Rates Retail Relief in Halton, as detailed in the report be approved; and
- 2) the granting of Business Rates Relief for any properties which meet the eligibility criteria set out within the report, be approved.

Strategic Director
- Policy &
Resources

**COMMUNITY AND SPORT PORTFOLIO,
ENVIRONMENTAL SERVICES PORTFOLIO AND
PHYSICAL ENVIRONMENT PORTFOLIO**

EXB159 REVIEW OF FEES AND CHARGES - COMMUNITY &
ENVIRONMENT

The Board considered a report of the Strategic Director, Communities, on a review of fees and charges within the Community and Environment Services for 2014/15.

The Board was advised that the review of fees and charges within the Communities Directorate had been carried out as part of the budget preparations for 2014/15. It was reported that the existing fees and charges would be increased generally in line with inflation. However, some, such as Cemeteries and Crematoria had been increased by more to ensure full cost recovery. It was noted that others had been increased to reflect the charges in other local authority areas.

RESOLVED: That the proposed fees and charges as set out in Appendix 1 attached to the report be approved for 2014/15.

Strategic Director
- Communities

EXB160 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 outweighed 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 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.

CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO

EXB161 THE ENTERPRISE GAME - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which updated them on progress on The Enterprise Game Business Plan.

The Board was advised that The Enterprise Game was an educational resource which assisted educational professionals in the teaching and training of employability, business and enterprise, and also supported and enriched a number of other areas within the national curriculum.

In January 2012, The Enterprise Game Business Plan agreed a rigorous procurement period to identify suppliers that could redesign, manufacture, store and distribute the product. The report set out the details of a proposed reseller agreement for Members' consideration.

Reason(s) For Decision

To continue with the implementation of The Enterprise Game Business Plan and generate income for Halton Borough Council to contribute to Council savings.

Alternative Options Considered and Rejected

The Enterprise Game Steering Group considered using internal Borough Council services to deliver the sales and marketing aspects of The Enterprise Game Business Plan. This option was rejected as it would result in significant costs to the Council in relation to the recruitment of a dedicated sales officer, time spent on website development, development and running of a web based shop, storage, packaging and distribution, marketing and attending

promotional events.

Implementation Date

1 April 2014.

RESOLVED: That Halton Borough Council enter into a reseller agreement with the company named in the report, to progress The Enterprise Game Business Plan from April 2014.

Strategic Director
- Children and
Enterprise

ENVIRONMENTAL SERVICES PORTFOLIO

EXB162 WASTE TREATMENT SERVICES TENDER - KEY DECISION

The Board considered a report of the Strategic Director, Communities, on the provision of interim waste treatment services.

The Board was reminded that at its meeting on 24 May 2012, it had considered a report on the Council's current and proposed future contractual arrangements for dealing with residual household waste. In partnership with the Merseyside Recycling and Waste Disposal Authority (MRWA), the Council was involved in the procurement of a Resource Recovery Contract (RRC) for the diversion of residual waste from landfill, which was due to commence in 2016.

Officers undertook two procurement exercises, previously reported to the Board, to try to establish whether there was a more cost effective alternative to the Council's current landfill disposal arrangements during the interim period up to the commencement of the RRC. As these had proved unsuccessful, a further procurement exercise was undertaken in December 2013 and the details of that exercise were set out in the report for Members' consideration.

Reason(s) For Decision

In order for the Council to fulfil its statutory obligations as a Waste Disposal Authority, it must have in place arrangements for the treatment or disposal of residual household waste. It was important to ensure that any arrangements that were in place continued to represent the most cost effective and value for money solution available to the Council.

Alternative Options Considered and Rejected

By undertaking a procurement exercise for the provision of waste treatment services through an 'open' process, the Council had sought to consider the widest range of options that were currently available. The outcome of the procurement exercise had determined the most cost effective waste management solution available.

Implementation Date

The Waste Treatment Services Contract was expected to commence in April 2014.

RESOLVED: That

- 1) the award of the Waste Treatment Services Contract to the company named in the report, be approved; and
- 2) the Strategic Director, Communities, be authorised, in consultation with the Portfolio Holder for Environmental Services and the Operational Director, Legal and Democratic Services, to finalise all matters relating to the Waste Treatment Services Contract.

Strategic Director
- Communities

MINUTES ISSUED: 4 March 2014

CALL-IN: 11 March 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 11 March 2014

Meeting ended at 2.45 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 13 March 2014 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 E. Dawson

Also in attendance: One member of the press

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

Action

EXB163 MINUTES

The Minutes of the meeting held on 27 February 2014, were taken as read and signed as a correct record.

HEALTH AND WELLBEING PORTFOLIO

EXB164 JOINT HEALTH SCRUTINY

The Board considered a report of the Strategic Director, Communities, on the establishment of Joint Health Scrutiny arrangements across Cheshire.

The Board was advised that the new Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013, required that local authorities form joint scrutiny committees where there was a substantial development or variation proposal which impacted on more than one local authority area.

It was reported that having a protocol in place, prior to the commencement of any joint scrutiny committees, would help to support a more structured approach to joint scrutiny.

It was noted that the Health Policy and Performance Board had considered the draft protocol, attached at Appendix 1, at its meeting on 4 March 2014, and had

recommended that it be adopted by Council.

RESOLVED: That Council be recommended to approve the Joint Health Scrutiny protocol.

Strategic Director
- Communities

ECONOMIC DEVELOPMENT PORTFOLIO

EXB165 IMPLEMENTING HALTON BOROUGH COUNCIL'S APPRENTICESHIP SCHEME

The Board considered a report of the Strategic Director, Children and Enterprise, which set out the options to resource a corporate Apprenticeship Scheme.

The Board was advised that Halton Borough Council's People's Plan reinforced the need for the Council to continue to attract, develop and retain excellent people. The benefits of apprenticeships, previously reported to the Board, promoted a more balanced workforce, injected freshness and new ideas into the organisation. In addition, they contributed to the Council's wider employment and regeneration policies.

The report set out three funding options for Members' consideration. It was reported that Option 3 – to explore the use of European funding to develop a Borough-wide apprenticeship scheme - was the preferred option of the Council's Organisational Development Group.

It was further noted that a cascade briefing, scheduled for May 2014, would brief managers on apprenticeships so as to cascade the benefits of an Apprenticeships Scheme across the whole organisation. This would set out the process for the identification, appointment, support and monitoring of apprenticeships.

RESOLVED: That

- 1) the options to fund apprenticeships within the Council, as set out in section 3.4 of the report, be noted;
- 2) Option 3 be agreed as the preferred option;
- 3) the target of 10 additional apprentices to be established during the next financial year, be approved; and
- 4) a cascade briefing be approved to promote, and

Strategic Director
- Children and
Enterprise

provide further information on, apprenticeships.

EXB166 VOLUNTARY SECTOR FUNDING – GRANT ALLOCATION
2014/15

The Board considered a report of the Strategic Director, Communities, on the Voluntary Sector Grant Funding Awards for 2014/15.

The Board was advised that voluntary sector organisations had been invited to submit applications for funding in 2014/15. Applications were assessed and recommendations agreed by a Panel consisting of the Executive Board Portfolio holder with responsibility for the Voluntary Sector and Officers from the Communities Directorate.

The report contained details of the recommended annual allocation for the financial year 2014/15. It was noted that a review of Voluntary Sector funding would need to be undertaken as part of the budgetary setting process for 2015/16.

RESOLVED: That the grant allocations, as outlined in the report, be approved.

Strategic Director
- Communities

EXB167 NORTON PRIORY HERITAGE LOTTERY FUND BID

The Board considered a report of the Strategic Director, Communities, which sought approval for the provision of financial support for the Norton Priory Museum Trust (the Trust).

The Board was advised that the Trust was granted a stage 1 pass from the Heritage Lottery fund (HLF) in 2013, for its project “Monastery to Museum 900”. The £5m scheme would conserve the 12th century undercroft and redevelop the museum facilities.

It was noted that a stage 2 bid for £3.67m would be submitted by 31 March 2014 to HLF. However, match funding of £690,392 was required, but may not be in place until after the July 2014 deadline, which, it was reported, may put the project at risk.

The Board was further advised that HLF required confirmation that the Council would underwrite the stage 2 match funding, in the event that all of the match funding was not secured by the Trust, within the timeframe.

RESOLVED: That, if the Trust is unable to raise all the match funding required, the Board agree to underwrite the Norton Priory Museum Trust's HLF bid, by providing a loan of up to £300,000 plus interest, to be repaid over a period of up to three years, commencing 2015.

Strategic Director
- Communities

RESOURCES PORTFOLIO

EXB168 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 3 2013/14

The Board considered a report of the Strategic Director, Policy and Resources, which detailed the Council's performance against key objectives, targets and milestones for Quarter 3.

The Board was reminded that in September 2011, a review of the Council's existing performance management and monitoring arrangements had been undertaken, based upon a set of principles agreed by the Corporate Policy and Performance Board. This was based around the better management of performance information in terms of both strategic focus and volume. The Directorate Performance Overview Report provided a strategic summary of key issues arising from performance in the relevant quarter for each Directorate, being aligned to Council priorities or functional areas. The Board noted that such information was key to the Council's performance management arrangements, with the Board having a key role in monitoring performance and strengthening accountability.

It was reported that Directorate Risk Registers were under review and would be refreshed in conjunction with the development of Directorate Business Plans 2014-17; monitoring of high risks would be reported in due course to Executive Board.

RESOLVED: That the information contained in the report be noted.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB169 HALTON HOMELESSNESS STRATEGY 2013-18 - KEY DECISION

The Board considered a report of the Strategic Director, Communities, on Halton's Homelessness Strategy 2013-2018 (the Strategy).

The Board was advised that the local authority had

conducted a full Strategic Review of Homelessness in accordance with the Homelessness Act 2002. A Homelessness Strategy had been formulated for the five year period to 2018, based upon findings and recommendations of two other documents, as detailed in the report. It was reported that during 2012/13, a Homelessness Scrutiny Review was conducted by Members to review supported accommodation services within the district. A number of recommendations were made, which formed part of the Strategy.

It was noted that the Localism Act 2011, introduced many changes to homelessness and allocations legislation, and that the new allocated powers would impact on future homelessness and service delivery. The legislative issues and implications for the Council's policy were detailed in the report for Members' information.

Reason(s) For Decision

Local Authorities were required to produce a strategy in accordance with the Homelessness Act 2002.

Alternative Options Considered and Rejected

No alternatives were considered, as a strategy was required to establish the key challenges, objectives and priorities for tackling homelessness in Halton over the coming years.

Implementation Date

April 2014.

RESOLVED: That the report be noted and Halton's Homelessness Strategy 2013-2018 be approved.

Strategic Director
- Communities

EXB170 DE-COMMISSIONING OF BELVEDERE SUPPORTED HOUSING SCHEME

The Board considered a report of the Strategic Director, Communities, which sought approval to decommission and close the Belvedere Supported Housing Scheme.

The Board was reminded that in July 2012, it received a report which set out proposals to reconfigure a number of homeless accommodation services, following a scrutiny review undertaken by the Health Policy and Performance Board. A new hostel in Albert Road, Widnes would open in 2015, at which point Belvedere would be decommissioned.

It was reported that occupancy levels at Belvedere had significantly declined over recent months. However, the Council had a block purchase contract with Community Integrated Care (CIC) for the provision of housing related support at the premises at a fixed monthly sum, irrespective of occupancy levels. It was noted that there was an opportunity to bring forward the plan to close Belvedere and secure a budget saving in 2014/15.

The report set out details for the inclusion of the site in regeneration proposals for Runcorn Old Town, currently underway.

RESOLVED: That

- 1) the decommissioning and closure of Belvedere Supported Housing Scheme be approved; and
- 2) upon closure, it be agreed that the building be made safe and secure and disposed of in accordance with the Council's approach to vacant properties.

Strategic Director
- Communities

EXB171 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

outweighed 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.

RESOURCES PORTFOLIO

EXB172 REMOVALS CONTRACT - WAIVER OF PROCUREMENT STANDING ORDERS

The Board considered a report of the Strategic Director, Children and Enterprise, which sought the approval of a waiver of Procurement Standing Orders with regards to the provision of a removals service for the Borough Council.

The Board was advised that a removals contract was awarded on 1 September 2013, following a procurement exercise. It was reported that in December 2013, the appointed contractor withdrew from the contract; in consultation with the Head of Procurement, action was taken to appoint a replacement contractor, the details of which were set out in the report.

RESOLVED: That

- 1) the waiver of Procurement Standing Order 4.1 (Competition Requirements) under Standing Order 1.8.4 (c) be approved. This would allow a direct award of a contract to the company named in the report for removal services for a period of 3 years, with an option to extend two separate periods of one year each; and
- 2) as a retrospective waiver report, it be noted that the Operational Director, Economy, Enterprise and Property's approval to an emergency waiver under Procurement Standing Orders 1.8.2, in consultation with the Head of Procurement, to enable the company named in the report to be appointed to undertake removal services on an interim basis, pending a new contractor being appointed through a competitive process or waiver approval.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 18 March 2014

CALL-IN: 25 March 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 25 March 2014

Meeting ended at 2.25 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 27 March 2014 in The Boardroom, Municipal Building

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

Apologies for Absence: Councillor Jones

Absence declared on Council business: None

Officers present: A. Scott, G. Cook, D. Johnson, I. Leivesley, G. Meehan and S. Baker

Also in attendance: One member of the press

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

Action

EXB173 MINUTES

The Minutes of the meeting held on 13 March 2014 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB174 SCHOOL ADMISSION ARRANGEMENTS 2015 - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on school admission arrangements for 2015.

The Board was advised that in January 2014, Halton had published a statutorily required consultation paper on the proposed admission arrangements and co-ordinated admission schemes for the September 2015 intake.

It was noted that there were no changes proposed for the oversubscription criteria for admission to Local Authority maintained community and voluntary controlled primary schools, and no change to the current oversubscription criteria for admission to Local Authority maintained community secondary schools.

In addition, it was also noted that there were no proposed changes to the current arrangements for Primary Schools admissions. However, Members were advised that Wade Deacon, as an Academy, were responsible for their own admission arrangements, and they had proposed different arrangements for 2015, to those previously determined. A copy of their proposed arrangements were attached as an appendix to the report. The Strategic Director, Children and Enterprise had contacted Wade Deacon on behalf of the Board, advising of his objections to those proposed arrangements. The outcome of this consultation was awaited.

Reason(s) For Decision

The decision was statutorily required and any revision to the proposed arrangements may adversely affect school place planning, as detailed in the report.

Alternative Options Considered and Rejected

Other options considered and rejected included the allocation of places through random allocation (lottery), as this method could be seen as arbitrary and random.

Implementation Date

The Policy would apply to the September 2015 academic intake.

RESOLVED: That the

- 1) Schools Admission Policy, Admission Arrangements and Co-ordinated Schemes for admission to primary and secondary schools for the 2015/16 academic year, attached to the report, be approved; and
- 2) the Department for Education School Admissions Code be endorsed, and all Halton Schools, including Academy and Free Schools be required to ensure that their admissions criteria are reasonable, clear, objective, procedurally fair and comply with all legislation.

Strategic Director
- Children and
Enterprise

EXB175 STRATEGIC COMMISSIONING STATEMENT FOR 14-19
EDUCATION AND TRAINING - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which sought approval for the 14-19 Strategic Commissioning Statement (the Statement) for 2014/15.

The Board was advised that adoption of the Statement would enable the Borough Council to fulfil its statutory duty to secure sufficient suitable education and training provision to meet the reasonable needs of all young people in the Borough.

The report detailed the five key priority areas for the Borough. It was noted that these priorities and supporting evidence had been consulted on with partners in specific task groups, and ratified by the 11-19 Strategic Partnership and Children's Trust Commissioning Partnership. The Statement was coherent with the purpose of positive activities for young people supporting them in their health, lifestyle and career aspirations, which would enable them to achieve their full potential in their transition to adulthood.

Reason(s) For Decision

To ratify the 14-19 Strategic Commissioning Statement for 2014/15 to ensure that Halton Borough Council fulfilled its statutory duties under Sections 15ZA and 19A of the Education Act 1996 (as inserted by the Apprenticeship, Skills, Children and Learning Act 2009), to secure sufficient suitable education and training provision to meet the reasonable needs of all young people in the Borough and to make available to young people support that would encourage, enable or assist them to participate in education or training (Section 68, Education and Skills Act 2008).

Alternative Options Considered and Rejected

This was not applicable; the 14-19 Strategic Commissioning Statement provided information about Halton's priorities to meet its statutory duties.

Implementation Date

With immediate effect following the meeting of Executive Board.

RESOLVED: That the 14-19 Strategic Commissioning Statement 2014/15 be ratified in order to fulfil Halton Borough Council's statutory duty.

Strategic Director
- Children and
Enterprise

EXB176 RETROSPECTIVE WAIVER FOR PLAY, LEARN AND LOAN CONTRACT

The Board considered a report of the Strategic Director, Children and Enterprise, which sought permission for the waiver of Procurement Standing Orders to extend the Play, Learn and Loan contract to March 2015.

The Board was advised that the local authority had a contract with Halton Play Council to deliver a Play, Learn and Loan service in six venues in the Borough. In order to commission a service from 1 April 2014, a 'market test' exercise was undertaken via the CHEST. It was reported that two providers expressed an interest, although the current provider was the only one able to demonstrate delivery based on the current budget. Details of the content of the market test were contained in the report.

RESOLVED: That

- 1) the report be noted; and
- 2) a waiver of Procurement Standing Orders be approved, in line with Procurement Standing Orders 1.8.2 (c,d,e), following approval of the Head of Procurement, in relation to an extension of the current contract for a further one year.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB177 BETTER CARE FUND SUBMISSION - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which presented the Better Care Fund (BCF) plan between Halton Borough Council and the NHS Halton Clinical Commissioning Group (CCG).

The Board was advised that BCF was announced in June 2013 as part of the Government's Spending Round. It provided an opportunity to transform local services so that people were provided with better integrated care and support. Each Health and Wellbeing Board had responsibility for signing off the plan and monitoring its implementation on behalf of the constituent Council and CCG.

It was reported that during 2015/16, the Fund would be allocated to local areas, and put into pooled budgets under joint governance arrangements with the Borough Council, NHS and CCG. It was noted that conditions were attached to the release of funding from 2015, with progress against national conditions and local/national metrics.

Details of consultation undertaken were set out in the report. The first draft of the BCF was submitted in February 2014 to the Local Government Association and NHS England. It was further noted that the Health and Wellbeing Board had approved the final draft at its meeting on 12 March 2014.

Reason(s) For Decision

To approve the draft Better Care Fund joint submission by Halton Borough Council and NHS Halton Clinical Commissioning Group 2014/16.

Alternative Options Considered and Rejected

The completion of the BCF was a statutory obligation for Local Authorities and Clinical Commissioning Groups.

Implementation Date

The final submission date was 4 April 2014.

RESOLVED: That

- 1) the contents of the report and appendices be noted; and
- 2) the Better Care Fund report (Appendix 1) be approved for submission to the Local Government Association and NHS England, prior to the 4 April 2014 deadline.

Strategic Director
- Communities

EXB178 HEALTHWATCH CONTRACT EXTENSION

The Board considered a report of the Strategic Director, Communities, which sought approval to extend the current Healthwatch Contract for one year.

The Board was advised that the aim of Healthwatch Halton was to give citizens and communities a stronger voice to influence and challenge how local health and social care services were provided within Halton. It was noted that Healthwatch Halton had been operating for one year and

had been set up as a Community Interest Company, having established its governance arrangements. It had developed its local profile through focused events, organisational membership, a new web site and various forms of social media.

It was reported that a waiver of Standing Orders was required to extend contractual arrangements for a further year, to enable Healthwatch Halton to become fully established within the local community, including wider promotion of the services it provided. The report provided details of the Business Case for the extension to the contract for Members' consideration.

RESOLVED: That the Board approve the use of Procurement Standing Order 1.8.4 (e) to waive Procurement Standing Order 4.1 in respect of Healthwatch Halton with a value not exceeding £172,514.

Strategic Director
- Communities

EXB179 REQUEST TO EXTEND CONTRACTS FOR PERSONAL CARE AND HOUSING RELATED SUPPORT

The Board considered a report of the Strategic Director, Communities, which sought approval to the extension of existing contracts for Personal Care and Housing Related Support.

The report set out which contracts were under consideration for extension. These were detailed in Appendix 1 and were listed as being:

- Learning Disability and Mental Health Services;
- Sheltered Accommodation Services; and
- Service User Involvement Service.

It was noted that the report also set out the Business Case for the extension to the respective contracts, for Members' consideration.

RESOLVED: That

- 1) an extension to the contracts listed in Appendix 1, be approved;
- 2) the Board agrees to the use of Procurement Standing Order 1.8.4 (c) to waive Procurement Standing Orders 2.0.1 to 2.14 for the Learning

Strategic Director
- Communities

Disability and Mental Health Services and Sheltered Housing Scheme contracts, whose values exceed £1,000,000; and

- 3) the Board agrees to the use of Procurement Standing Order 1.8.4 (c) to waive Procurement Standing Orders 3.1.1 to 3.7 for the Service User Involvement and Adult Placement contracts, whose values are in excess of £173,943 but not exceeding £1,000,000.

RESOURCES PORTFOLIO

EXB180 CALENDAR OF MEETINGS 2014/15

The Board received a report of the Strategic Director, Policy and Resources, which set out the proposed Calendar of Meetings for the 2014/15 Municipal Year, which was appended to the report for information.

RESOLVED: That Council be recommended to approve the Calendar of Meetings for the 2014/2015 Municipal Year, as appended to the report.

Strategic Director
- Policy &
Resources

EXB181 ANNUAL REVIEW OF THE CONSTITUTION 2014

The Board received a report of the Strategic Director, Policy and Resources, which sought the approval of the Council to a number of changes to the Constitution.

Members were advised that the revised version picked up the changes to the Council's working arrangements that had taken place during the year, as well as other changes which were intended to assist the Council to operate more effectively.

The proposals for change had been considered by the Chief Executive and the Executive Board Member for Resources in accordance with Article 16.02. It was reported that, apart from the purely technical changes, the proposed amendments that were considered to be of particular significance were listed as an appendix to the report.

RESOLVED: That Council be recommended to approve the revised Constitution, including the amendments set out in Appendix 1 attached to the report.

Strategic Director
- Policy &
Resources

EXB182 POLLING DISTRICTS/POLLING STATIONS REVIEW

The Board considered a report of the Strategic Director, Policy and Resources, on the results of the formal Polling District, Places and Stations Review.

The Board was advised that the Electoral Administration Act 2006 required the Council to carry out a review of all its polling stations every four years. The main purpose of the review was to ensure that all residents had reasonable facilities for voting.

It was reported that, as part of the review process, electors, Councillors and other interested parties had been consulted; details of all polling districts and polling stations had been published on the Council's website. It was noted that no comments had been received. In addition, the Polling Station Review Working Party had considered the scheme and recommended it for approval.

RESOLVED: That Council be recommended to adopt the amendments to the scheme, as detailed in the Appendix to the report, for the period 2014/19.

Strategic Director
- Policy &
Resources

EXB183 DIRECTORATE PLANS 2014-2017

The Board considered a report of the Strategic Director, Policy and Resources, on the adoption of the Directorate Plans for 2014/17.

The Board was advised that each Directorate was required to develop a medium term business plan or Directorate Plan, in parallel with the budget. These would be subject to annual review and refresh. Draft Service Objectives and Performance Indicators and targets had been developed and these would form the basis of the quarterly performance monitoring presented to the Board during the forthcoming year.

It was noted that Elected Members had engaged in the process primarily through the Policy and Performance Boards. It was reported that the plans could only be finalised once budget decisions had been confirmed.

RESOLVED: That

- 1) the Draft Directorate Plans be approved; and
- 2) the Chief Executive be authorised, in consultation with the Leader, to make any final

Strategic Director
- Policy &
Resources

amendments and adjustments that may be required.

EXB184 REVIEW OF COUNCIL WIDE FEES AND CHARGES

The Board considered a report of the Strategic Director, Policy and Resources, on the proposed fees and charges for 2014/15 for Council services.

The Board was advised that a review of fees and charges had been carried out as part of the budget preparations for 2014/15. It was proposed that existing fees and charges be increased in line with inflation, although some would increase more to reflect charges in adjacent authorities. In addition, others had been reviewed with consideration of the impact of the price change.

The schedule in Appendix 1 included a number of statutory fees which it was noted might increase during the coming financial year, with the relevant fees increased accordingly. Charges for The Brindley were listed in Appendix 2 and were for the 2015/16 financial year. Details of other increases were contained in the report.

RESOLVED: That the proposed fees and charges for 2014/15 as set out in Appendix 1, be approved and referred to the relevant Policy and Performance Boards for information.

Strategic Director
- Policy &
Resources

MINUTES ISSUED: 1 April 2014

CALL-IN: 8 April 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 8 April 2014

Meeting ended at 2.20 p.m.

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MERSEY GATEWAY EXECUTIVE BOARD

At a meeting of the Mersey Gateway Executive Board on Thursday, 13 March 2014 in 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: E. Dawson, L. Derbyshire, D. Parr and M. Reaney

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

Action

MGEB21 MINUTES

The Minutes of the meeting held on 23 January 2014 were taken as read and signed as a correct record.

MGEB22 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 Section 100A (4) 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 outweighed that 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 Section 100A(4) 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.

MGEB23MERSEY GATEWAY PROCUREMENT PROGRESS

The Board considered a report of the Chief Executive which provided Members with an update on the progress towards Financial Close addressing the key issues in the Council funding arrangements with Government and the award of contracts to the Merseylink consortium. The Operational Director Legal & Democratic Services pointed out that the Council's specialist legal advisers had significant experience of and expertise in advising and drafting documentation on projects of this sort., They had worked throughout the development of the scheme and the final documentation to ensure that the Council's interests were protected as far as possible in a project of this kind.

RESOLVED: That the Board note that

- (1) the final funding arrangements with Government have now been agreed by the Council Chief Executive and the agreed proposals are being considered by Ministers (Department for Transport and HMT Ministers); and
- (2) the contractual arrangements with Merseylink are agreed and matters are in hand to clear proposals with the Operational Director Legal and Democratic Services, in consultation with the Chief Executive.

Chief Executive

MGEB24MERSEY GATEWAY CROSSINGS BOARD : FUTURE GOVERNANCE ROLE

The Board considered a report of the Chief Executive which provided Members with an update on the Governance

Agreement for the project and sought approval to alter the Articles of Association of Mersey Gateway Crossings Board Ltd and approval for interim short support to the project.

RESOLVED: That

- (1) the Operational Director Legal and Democratic Services, in consultation with the Chief Executive, and the Portfolio holder for Physical Environment be authorised to vote on the Council's behalf in respect of the alteration of the Articles of Association of Mersey Gateway Crossings Board Ltd; and
- (2) authority be granted to the Chief Executive to make all necessary appointment and commissions, and agree terms and conditions in respect of consultants identified within the report and associated Appendix to the report.

Chief Executive

Meeting ended at 3.30 p.m.

MINUTES ISSUED: 18 March 2014

CALL-IN: 25 March 2014

Any matter decided by the Mersey Gateway Executive Board may be called in no later than 5.00 pm on 25 March 2014

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HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 12 March 2014 at Karalius Suite, Halton Stadium, Widnes

Present: Councillors Polhill (Chairman) Morley, Philbin and Wright and S. Banks, J. Bucknall, M. Cleworth, G. Ferguson, J. Heritage, D. Johnson, D. Lyon, T. McDermott, K. Milsom, T. Knight, E. O'Meara, D. Parr, N. Rowe, C. Samosa, N. Sharpe, M. Shaw, R. Strachan, P. Williams, J. Wilson and S. Yeoman

Apologies for Absence: S. Boycott, G. Hayles, A Marr and A.McIntyre.

Absence declared on Council business: None

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

	<i>Action</i>
<p>HWB54 MINUTES OF LAST MEETING</p> <p>The minutes of the meeting held on the 15th January 2014 were taken as read and signed as a correct record.</p>	
<p>HWB55 PRESENTATION - HALTON HOUSING TRUST - NOEL SHARPE</p> <p>The Board received a presentation from Noel Sharpe, on behalf of Halton Housing Trust. Members were advised that the Trust was a non-profit organisation which contained 15,000+ homes and was regulated by the Homes and Communities Agency. The presentation outlined:</p> <ul style="list-style-type: none"> • examples of groups who had been supported by the Trust; • the debt and money advice service available to tenants; • the Trusts' strong emphasis on recruitment which was highlighted by the 22 apprenticeships created in the last year; • the challenges faced including welfare reform; • the 'newshoots' scheme and the development of the lettings property pool plus system; • back to work initiatives including bursaries for tenants; • details of the sheltered housing review; 	

- falls prevention initiatives; and
- the memory and cognition preliminary screening pilot 'Living Well Project';

Arising from the discussion Terry McDermott, representing Cheshire Fire Brigade, highlighted the number of fire safety checks the service carried out in homes in the Borough for those over 65 years of age. It was suggested that the Fire Service could work with Halton Housing Trust staff to provide them with the skills to carry out similar safety checks.

RESOLVED: That the presentation be received.

HWB56 PRESENTATION - LIAISON PSYCHIATRY: PROGRESS SO FAR AND NEXT STEPS IN WARRINGTON & HALTON - JOHN HERITAGE (5BP) / DAVE SWEENEY

The Board received a presentation from John Heritage, on behalf of 5 Boroughs Partnership, which detailed what Liaison Psychiatry is and why it was needed. It was noted that a Liaison Psychiatry service, could be identified by identifying a mental health issue:

- produce significant savings to a hospital;
- reduce pressure on an acute Trust; and
- produce improved clinical outcomes.

Members were advised on what services were currently available to Halton residents at Warrington and Whiston hospitals and the impact at Whiston Hospital of a Liaison Psychiatry service. In addition, Members also noted the progress being made to provide Warrington Hospital with a similar Liaison Psychiatry service as that provided at Whiston which included:

- a task and finish group had been set up;
- clinical pathways were being reviewed and refined; and
- agreement had been reached in principle from Halton and Warrington Clinical Commissioning Groups (CCGs) to move to commission enhanced services at Halton and Warrington Hospitals in 2014/15.

RESOLVED: That the presentation be received.

HWB57 APPROVAL OF THE DRAFT BETTER CARE FUND

Following approval by the Board, the draft Better Care Fund was submitted to the Local Government

Association and NHS England on 14th February 2014.

Members noted that initial feedback had been received from NHS England and the Better Care Fund submission had been updated accordingly. An updated submission had been previously circulated to the Board. It was noted that the final draft Better Care Fund would be submitted to the Local Government Association and NHS England by the 4th April 2014.

RESOLVED: That

(1) the content of the report be noted; and

(2) the final draft Better Care submission (Appendix 1) be approved.

HWB58 NHS HALTON CCG 2 YEAR OPERATIONAL PLAN

The Board considered a copy of the NHS Halton CCG 2 year Operational Plan which was to be reviewed as was required by NHS England. The plan identified in detail the finances and level of savings required over the next two to five years and the actions to be undertaken to provide sustainable quality services to improve the health and wellbeing of the people of Halton. In addition, the plan highlighted priorities within the following areas:-

- System Vision;
- Integration and Innovation;
- Quality Improvement
- Sustainability;
- Improvement Interventions;
- Contracting and Governance Overview;
- Key Values and Principles;
- Operational Plan Outcome Measures and Targets;
- Operational Plan NHS Constitution Measures;
- Operational Plan Activity; and
- Better Care Fund Plan.

RESOLVED: That the NHS Halton Clinical Commissioning Group 2 Year Operational Plan be reviewed.

Operational
Director
Integrated Care
Halton CCG

HWB59 PUBLIC HEALTH ANNUAL REPORT

The Board considered a report of the Director of Public Health, which provided an update on the development of Halton Public Health Annual Report (PHAR). The Annual Report was an important vehicle by which a

Director of Public Health (DPH) could identify key issues, flag problems, report progress and serve their local populations. It would also be a key resource to inform local inter-agency action. Whilst the views and contributions of local partners would be taken into account, the assessment and recommendations made in the report were those held by the DPH and did not necessarily reflect the position of the employing and partner organisations.

It was noted that each year a theme was chosen for the PHAR. Therefore, the report did not encompass every issue of relevance but rather focused on a particular issue or set of linked issues. For the 2013-14 PHAR the topic of reducing alcohol related harm in Halton would be covered. This topic had been chosen as alcohol harm reduction was a key priority within the Health and Wellbeing strategy.

The final draft of the report would be presented to the Board in July. Following any further amendments the final version would be available in hard copy and on line.

RESOLVED: That the Board note the theme and development of the Public Health Annual Report.

HWB60 HALTON HOMELESSNESS STRATEGY 2013 - 2018

The Board considered a report of the Strategic Director, Communities, which presented Halton's Homelessness Strategy 2013-2018. The Board was advised that in accordance with the Homelessness Act 2002 the local authority had conducted a full Strategic Review of Homelessness within the area and formulated a Homelessness Strategy for the next five year period.

The Homelessness Strategy 2013 – 2018 was based upon the findings and recommendations of two other documents, one being a comprehensive review of the current homelessness services which was conducted over a nine month period during 2012-2013. The other being the previous Homelessness Strategy 2009-2013, which involved active engagement with service users, providers and Members. It was reported that the Strategic Review of Homelessness had involved active engagement with service users, service providers, all partner agencies and Elected Members. The draft findings had also been discussed and agreed with all key stakeholders prior to the report being finalised.

The Board noted that Halton was experiencing a gradual increase in homelessness presentations and

statutory homelessness acceptances. The Board also noted that there were a number of client groups that did not meet the statutory homelessness criteria but had a pressing housing need. However, it was reported that concerted efforts were being made by the Housing Solutions Team to assist these client groups, offering temporary accommodation for a limited period and facilitating a more efficient and accessible move on process.

Furthermore, it was reported that the Localism Act 2011 had introduced many changes to homelessness and allocations legislation. In November 2012, the Localism Act 2011 had brought into force provisions that allowed local authorities to end the main housing duty to a homeless applicant by means of a private rented sector offer, i.e. a fixed term assured shorthold tenancy for a minimum of 12 months. The Authority should consider the new allocated powers, which would impact upon future homelessness and service delivery.

In conclusion, it was reported that it had been determined that the Council would be able to reduce the length of stay in households in temporary accommodation and the associated costs. Additionally, it would help the Council to avoid future use of B & B accommodation.

RESOLVED: That the report be noted.

HWB61 URGENT CARE - PROGRESS

The Board considered a report of the Strategic Director, Communities, which provided an update in relation to the current projects/areas of work associated with improvements in Urgent Care. In addition, the report outlined examples of the increased demand on NHS hospital resources in both a national and local context.

In Halton, the Council and NHS Halton Clinical Commissioning Group (HCCG) were continuing to actively work together, in conjunction with partners, on Halton's Urgent Care Working Group (UCWG) (new name for Urgent Care Partnership Board), to lead on the development and management of the Urgent Care system used by the Borough's population.

Members were advised that using data produced by AQuA, comparisons had been undertaken between March and December 2013 to benchmark Halton's current performance and to monitor urgent care systems in Halton against other North West local authorities. The outcome of

the exercise was determined in the report and highlighted areas of excellent performance, areas that were improving but still presented significant challenges, areas that remained as significant challenges and areas that remained static.

In addition, the report also outlined a number of current local developments which were having an impact on the Urgent Care system within Halton which included:

- discussions held at UCWG to identify a list of initiatives for 2013/4 to manage the anticipated increase in activity and support in A&E over the winter period;
- a review of current urgent care facilities across the Borough;
- a review of Halton's Urgent Care Response Plan;
- establishment of a Community Multi-Disciplinary Team;
- progress on a care home project – ongoing since July 2013;
- Emergency Care Intensive Support Team whole system review of urgent care across Halton and Warrington.

RESOLVED: That the report and associated appendices be noted.

HWB62 END TO END ASSESSMENT

The Board considered a report of the Strategic Director, Communities, which provided information on the End to End Assessment that was being taken forward on behalf of NHS Halton, Knowsley, St. Helens and Warrington CCGs and NHS England. An independent provider had been commissioned to provide an assessment that would deliver:

- a high level retrospective review of health care activity, spend and patient flows by commissioner and by location per quarter in the past three years;
- an analysis of current health care activity, spend and patient flows by commissioner and by location; and
- project activity, spend and patient flows by commissioner and by setting for the next 3, 5 and 10 years assuming current costs and payment arrangements.

It was anticipated that the assessment would leave all commissioners with a workable model to support decision making and develop strategic approaches to the challenges for the NHS over the next five years and beyond. The work on the assessment was due to commence on the 24th February 2014 and would last for 7 weeks. It was overseen by a Steering Group from constituent CCGs and NHS England. The Project Sponsors were Simon Banks, Chief Officer, NHS Halton CCG and Stephen Sutcliffe, Chief Finance Officer, NHS Warrington CCG.

It was noted that the cost of the End to End Assessment was £94,824, split equally across the five organisations that were part of the work stream.

RESOLVED: That the work in progress be noted.

HWB63 WELLBEING AREA AWARDS AND GRANTS

The Board considered a report of the Director of Public Health, which outlined the development of Health and Wellbeing awards and grants for the local community. It was proposed that the Board endorse the development of the following:-

- a range of Wellbeing Awards in recognition of outstanding work to improve health; and
- a small grant of up to £500 for up to 10 local community projects that supported the Health and Wellbeing Boards' priorities of improving mental health, reducing falls in older people, reducing harmful drinking, improving child development, preventing cancer and early detection of the signs and symptoms.

It was suggested that three nominations be agreed from the Health and Wellbeing Board so that the mechanism for judging the applications could be put in place as soon as possible. Suggested categories for award nominations were as follows:-

- Individual Recognition Award;
- Community Group Award;
- Healthy Workplace Award; and
- Healthy School Award.

A budget of £7,000 had been identified to fund the awards and grants and cover publicity and other materials. Support for the administration of the awards would be

provided by the Community Development and Public Health Teams within the Local Authority. It was anticipated that the scheme would be formally launched at the Health and Wellbeing Community Feedback Event in the Spring.

RESOLVED: That

- (1) the report be noted;
- (2) the proposal of Wellbeing Awards and grants be endorsed; and
- (3) the following three Members of the Board be nominated to become Members of the judging panel: Councillor Wright, Jim Wilson and Sally Yeoman.

Director of Public Health

HWB64 DENTAL HEALTH IN HALTON

The Board considered a report of the Director of Public Health, which set out:-

- the Dental Health of the child population over a 6 year period from 2006 – 2012 and set out the impact that local dental preventative measures had had on the dental health of the child population; and
- the current position with regard to NHS dental access both for regular and irregular attending patients in Halton.

It was noted in 2006, child dental health in Halton was poor. In England at that time 38% of children aged 5 years had experienced tooth decay, the figure in Halton was 51%, with each Halton 5 year old having, on average, 2.01 decayed, missing or filled teeth. Consequently in 2008, Halton and St. Helens PCT introduced a Dental Commissioning Strategy that aimed to reduce childhood population prevalence of dental disease and reduce inequalities in dental caries prevalence. A key element of the Dental Strategy was a programme that distributed fluoride toothpaste and a tooth brush, twice yearly to every child aged 3 – 11 years living within the PCT boundary.

Members were advised that using dental epidemiological data in the period 2006 and 2012 there had been substantial improvements and by 2012, decay levels had fallen by 46% to 1.09, with 33.6% of children affected.

With regard to access to dental care, changes to the

primary dental contract in 2006 put pressure on the NHS Primary Dental Care Service, with many of those wishing to secure an NHS dentist being unable to do so. Central Government recognised the problem and provided additional funding for PCTs to expand their dental services. Halton and St. Helens PCT, as part of its Dental Commissioning Strategy, expanded the number of NHS dentists working locally by an equivalent of 11 whole time equivalents between 2006 and 2012. At the same time the PCT expanded its access to routine dental care, it also redesigned the provision of the emergency “in hours” dental service which further improved dental access.

RESOLVED: That

- (1) the oral health improvements since 2006 be noted; and
- (2) the Board agree that the dental prevention programme continues.

Director of Public Health

HWB65 QUALITY PREMIUM

The Board considered a report of the Operational Director, Integrated Commissioning Halton CCG, which provided a copy of a report on medication error reporting. As part of the 2014/15 planning round, the CCG had 6 Quality Premium measures, one of these was the improved reporting of medication related safety incidents. This had been chosen by NHS England as contributing to the NHS outcomes framework 5 “treating and caring for people in a safe environment and protecting them from avoidable harm” and had been selected as a quality premium measure. This measure would account for 15% of the quality premium (approximately £95,250) and would be awarded if:-

- a specified increased level of reporting of medication errors was seen between Q4 2013/14 and Q4 2014/15;
- the increase must be agreed with a local provider, the Health and Wellbeing Board and the NHS England Area Team;
- the increase could be agreed with more than one CCG with the same provider, but the provider must account for 10% of the CCG’s activity;
- primary care could be included as a provider in this measure; and
- reporting was via the national Reporting and Learning System.

The four largest providers of CCG activity had been investigated to determine where potential improvement could be found, the four providers were:-

- Bridgewater Community NHS Trust;
- 5 Borough's Partnership Mental Health Trust;
- Warrington and Halton NHS Foundation Trust; and
- St. Helens and Knowsley NHS Trust.

The report highlighted the percentage of incidents reported that were recorded as "Medication" alongside cluster averages and the rates of recording of all incidents.

It was proposed that Bridgewater Community NHS Trust be chosen as the Quality Premium target provider and for the target to increase its rate of medication error reporting over the year 2014/15.

RESOLVED: That both the provider and the specified increase on the level of medication error reporting be approved.

Meeting ended at 4.00 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, 24 February 2014 in the Council Chamber, Runcorn Town Hall

Present: Councillors Dennett (Chairman), M. Bradshaw, E. Cargill, Cassidy, K. Loftus, Logan, C. Plumpton Walsh, B. Woolfall and L. Lawler (Co-optee)

Apologies for Absence: Councillors Fraser, P. Hignett and Horabin

Absence declared on Council business: None

Officers present: S. Clough, T. Coffey, M. Forder, M. Grady, S. Nyakatawa, A. McIntyre, M. Simpson and C. Taylor

Also in attendance: 3 members of the public and 1 member of the press

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

	<i>Action</i>
CYP41 MINUTES	
<p>The Minutes of the meeting held on 13 January 2014 were taken as read and signed as a correct record.</p>	
CYP42 PUBLIC QUESTION TIME	
<p>It was reported that no public questions had been received.</p>	
CYP43 EXECUTIVE BOARD MINUTES	
<p>The Board received a report which contained the Minutes relating to the Children, Young People and Families Portfolio, which had been considered by the Executive Board since the last meeting of the PPB.</p> <p>RESOLVED: That the Minutes be noted.</p>	
CYP44 HALTON FAMILY VOICE	
<p>The Board received a presentation from Michelle Forder, Lead Engagement Officer for Halton Children's Trust, which outlined the following:</p>	

- the background and responsibilities of the role;
- details of Halton Family Voice, (HFV) and membership;
- Halton Family Network;
- ways in which parents and carers could be involved;
- training;
- groups, projects and schemes HFV had been involved in;
- that HFV was parent led and there was a Healthy Halton event held at children's centres where parents were involved in the planning;
- good practice examples; and
- future plans.

Arising from discussion of the presentation Members commented on attendance at meetings held in all areas of the Borgouh and were informed of crèche facilities that were available. The Board also discussed health visitors visiting children centres to weigh babies and the possibility of providing immunisations in the centres.

The Chairman thanked Michelle for an informative presentation.

RESOLVED: That the report and presentation be noted.

CYP45 CHILDREN & YOUNG PEOPLE PLAN

The Board considered a report of the Strategic Director, Children and Enterprise which outlined the progress so far on the new Halton and Children Young People's Plan (CYPP) 2014-17. The Board also received a presentation from Mark Grady, Principal Policy Officer, Children's Organisation and Provision, which outlined the following:-

- what a Children and Young People's Plan was;
- details of Halton Children's Trust;
- the priorities of the Trust;

- differences within the new plan;
- that young people had been more involved in developing the plan; and
- statistics and headlines.

It was reported that the CYPP was the joint strategy of the partners within Halton Children's Trust, which detailed how they would co-operate to improve children's wellbeing. It represented Halton's local vision and aspirations for children and young people in the Borough, it provided strategic direction. It also determined how the Children's Trust Board would work together to commission services to address locally identified needs and better integrate provision.

Members were advised that Halton's first CYPP had been published in June 2006. Although it was no longer statutory as of June 2010, the need for a CYPP to remain in place was universally agreed locally in Halton to provide the strategic direction for the continuing Children's Trust arrangements. Following extensive consultation, the priorities for Halton Children's Trust for the period 2011-14 were agreed and were set out in the report for information.

It was noted that in autumn 2013 it had been agreed to develop a new CYPP to frame the work of the Trust from 2014. On this basis a working group had been established in November 2013 to develop the plan based around the agreed priorities which were detailed in the report for consideration.

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

- with the new plan being more web based it would be a living document and could be updated in terms of performance reporting when necessary;
- closing the gap tied in closely with the NEET priority;
- how services would be carried out in light of staff redundancies at Riverside College; and
- the traineeship and apprenticeship schemes at Riverside.

The Chairman thanked Mark for an informative

presentation.

RESOLVED: That the Board

- 1) note the contents of the report; and
- 2) supports further development of the new CYPP prior to launch in April 2014.

CYP46 CHILDREN & ENTERPRISE DIRECTORATE BUSINESS PLAN

The Board considered a report of the Strategic Director, Children and Enterprise, which provided the final draft Directorate Business Plan for approval.

It was reported that each Directorate of the Council was required to develop a medium-term business plan, in parallel with the budget, that was subject to annual review and refresh. It was reported that whilst providing a Directorate context each of the Directorate Business Plans would contain appendices which identified specific Departmental activities and performance measures and targets that would provide a focus for the on-going monitoring of performance throughout the 2014-15 financial year.

It was further noted that the key priorities for development or improvement for the various functional areas reported to this Board were considered by the Board at a special meeting held on 19 November 2013.

The priorities for the Directorate proposed for the Business Plan 2014-17 were set out in the report for information.

RESOLVED: That the Board:-

- 1) note the contents of the report; and
- 2) approve the Directorate Business Plan.

CYP47 CARE LEAVERS

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on issues in relation to Halton's care leavers.

It was reported that the Leaving Care Act (2000) defined the duties of a local authority towards those young

people who left its care, and those duties varied depending upon their age when they entered care and the length of time they were in care. Set out in the report were the four categories under the Act.

It was noted that dependent upon their category, the leaving care services provided to the young people could include pathway planning, assessment and review, financial support, accommodation, provision of a Personal Advisor, assistance with employment, education and training advice and guidance.

Members were advised that in Halton care leaving services were currently being provided to 66 young people. The report further set out the key challenges, the impact changes to the benefits system was having on care leavers and the charter for Care Leavers which had been approved and was appended to the report for information. A 'Moving on' booklet had also been reissued to care leavers to explain some of the services available to them when they left care.

Arising from discussion of the report Members queried the breakdown of care leavers that were not engaged in training or employment and requested that future reports provide more detail in this area.

RESOLVED: That the report and comments made be noted.

CYP48 ADOPTION SCORECARD 2010-13

The Board received a report of the Strategic Director, Children and Enterprise, which informed Members of Halton's position in relation to the Adoption Scorecard, which was published on 14 January 2014.

It was reported that this was the third set of Adoption Scorecards produced by the DfE since May 2012. The scorecard was appended to the report for information and covered the three year period to March 2013, therefore it shifted the three year average forward from 2009-12 to 2010-13.

Members were advised that the thresholds had become increasingly challenging, only 36 local authorities had been successful in meeting both thresholds on the scorecard, compared to 71 in 2012. Both thresholds were detailed in the report for information.

It was noted that Halton had met both thresholds and

only five authorities in the North West had achieved A1 and four authorities had achieved A2. There were, however, only two authorities in the region who achieved both indicators, Halton and Cheshire West and Chester.

The Board was advised that on a national basis, Halton was ranked 22nd on threshold A1 and 24th on threshold A2. It was further noted that the thresholds would continue to reduce over the next three years to 2016, which would be very demanding.

RESOLVED: That the report be noted.

CYP49 LEARNING & ACHIEVEMENT STRATEGY

The Board considered a report of the Strategic Director, Children and Enterprise, which informed Members of the newly developed Learning and Achievement Strategy, and sought comments prior to implementation. In addition the report outlined which actions were being taken to ensure the School Improvement Service was prepared in the event of an Ofsted Inspection.

It was reported that the framework for the inspection of Local Authority arrangements for supporting school improvement was published in May 2013 and since the publication of the framework, several local authority school improvement services had been inspected.

The inspection reports identified strengths, particularly where local authorities had intervened successfully in schools as a risk of being judged inadequate by Ofsted. The key themes identified in areas for development in most inspection reports had been the lack of a well understood, strategic approach to building a sustainable model for school improvement, and within it a coherent approach for school to school support.

It was reported that the strategy did not apply to Academies or Free Schools. However, should concerns arise about those schools, consideration would be given regarding notifying the Regulator, Ofsted.

The report further set out details of School Improvement Capacity, which set out information regarding Teaching Schools. In Halton the first teaching school (The Heath) had mostly outstanding schools and it was reported that Wade Deacon would be approved in the near future. Members were advised that in both Teaching Schools the local authority was a named strategic partner.

Appended to the report for information was the Learning and Achievement Strategy and Halton School Improvement survey. Members were further advised of the next steps and the financial implications.

The Board discussed the recent rating at Sandymoor Free School which was rated "good" and queried whether lessons could be learned from that school. In response it was noted that Halton could look at the inspectors report's to ascertain if there were any good practices in that school that could be considered as a learning point for other schools. There were also secondary Headteacher meetings where all Headteachers from the Borough had been invited and could discuss ways of good practice. Members requested that Headteacher's from Academies and the Free School be invited to the School Development Panel.

RESOLVED: That the Learning and Achievement Strategy for Halton be noted and presented be to the Executive Board for approval.

Strategic Director
- Children and
Enterprise

CYP50 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 3 OF 2013/14

The Board considered a report of the Strategic Director, Policy and Resources, which provided progress against service objectives and milestones, and performance targets that provided information relating to key developments and emerging issues that had arisen during the period.

It was reported that key priorities for development or improvement in 2013-16 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Board as detailed below:-

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

Arising from the report the following points were highlighted / noted:

- in relation to Missing from Home, there was new guidance from the Department for Education that would include a process for children and young people that were absent;
- Members requested a report be brought to a

future meeting from the findings of the working group lead by the Police which looked at Child Sexual Exploitation and Missing from Home;

- there had been an increase in sixth form provision in the Heath School and Ashley School and Sandymoor Free School would soon have post 16 provision;
- concerns were raised regarding excessive sixth form provision in the Borough, and whether minimal courses and resources would be provided. Furthermore Members felt that attendance at Riverside college could suffer as a result of this; and
- with regards to Children in Care the Board were provided with a more detailed breakdown of where children were placed, and requested that this detail be provided in future reports.

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

Meeting ended at 8.20 p.m.

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

At a meeting of the Employment, Learning, Skills and Community Policy and Performance Board on Monday, 24 March 2014 in the Karalius Suite, Halton Stadium, Widnes

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Simpson, W Rourke, N. Goodwin, C. Patino and M Patino.

Also in attendance: J. Rule, CEO Widnes Vikings

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

	<i>Action</i>
<p>ELS40 MINUTES</p> <p>The Minutes from the meeting held on 8 January 2014, were taken as read and signed as a correct record.</p>	
<p>ELS41 PUBLIC QUESTION TIME</p> <p>It was reported that no public questions had been received.</p>	
<p>ELS42 SSP MINUTES</p> <p>The Board received the Minutes of the Employment, Learning and Skills, Specialist Strategic Partnership from 24 February 2014.</p> <p>RESOLVED: That the Minutes be noted.</p>	
<p>ELS43 VIKINGS IN THE COMMUNITY - PRESENTATION</p> <p>The Board received a presentation from Mr James Rule, Chief Executive Officer of Widnes Vikings which set</p>	

out the work undertaken in the local community groups and schools by the Widnes Vikings Rugby League Team.

The presentation outlined the following:-

- Community focus – building relationships with residents;
- Influence the Widnes Vikings players have on young children;
- Visits to schools by young players who had recently signed for the Vikings 1st team;
- Partnership work carried out with local amateur rugby league clubs;
- Details of various projects and schemes carried out in local schools;
- Provision of a B-Tech. course in Sports for young people;
- Healthy heart and nutrition project;
- Vikings inspire award;
- Vikings against bullying;
- School games award;
- Community Fit 4 Life and Schools Fit 4 Life; and
- Visits to children's wards in hospitals

Arising from discussion of the presentation Members noted the positive impact the work carried out by the Widnes Vikings had on the local community and ways of encouraging schools from Runcorn to take part in activities provided.

The Chair thanked James Rule for an informative presentation.

RESOLVED: That the presentation be noted.

(NB: Councillor P. Lloyd Jones declared a Disclosable Other Interest in the following item due to being a Board Member of Murdishaw Community Centre.)

ELS44 COMMUNITY CENTRES - ANNUAL REPORT

The Board considered a report of the Strategic Director, Communities which provided the annual report on Community Centres for the operating period 2012/13.

It was reported that the Community Centres Service consisted of five buildings: Castlefields, Ditton, Grangeway, Murdishaw and Upton. The centres provided programmes of community activities, varying models of community café's

and service outlets, i.e children's centres, youth centres and day services. It was noted that the centre's provided a community hub and central point at the heart of communities for residents to enjoy chosen activities and receive services in their neighbourhoods. It was further noted that they were based in deprived wards in the Borough and were well utilised. In addition Churchill Hall also received grant funding to support community use.

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

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

The report further set out annual usage of Community Centres, detailed profiles for each Community Centre and future challenges.

The Board received a presentation from Nicola Goodwin, Community Development Manager, which set out the following:-

- Service performance;
- Statistics on each of the Community Centre's;
- Examples of community engagement and demographic evaluation;
- Service objectives; and
- Information regarding income generation.

Arising from discussion of the report and presentation Members commented on the possibility of co-location for example sharing use of the building with job centres or debt advisors. In addition the Board commented on the bus stop at Murdishaw Community Centre as it was felt that it was located too far away from the actual centre, and whether there was a possibility it could be relocated.

The Chair thanked Nicola Goodwin for an informative presentation.

RESOLVED: That the report be noted.

(NB: Councillor C. Plumpton Walsh declared a Disclosable Other Interest in the following item due to being a Member of DC Leisure Centre)

ELS45 BUSINESS PLANNING

The Board received a report of the Strategic Director, Children and Enterprise, which presented the business priorities for the Employment, Learning, Skills and Community Policy and Performance Board.

Members were advised that each Directorate of the Council was required to develop a medium-term business plan, in parallel with the budget, that is subject to annual review and refresh.

Members had identified a small number of priorities for development and improvement that they would like to see reflected within the business plans. The report further set out emerging strategic themes and emerging service delivery priorities.

Appended to the report for consideration were the priorities for the library service strategy, sport and recreation centres, Local Enterprise Partnership Single Local Growth Plan and EU Investment Plan, BIG Team strategic priorities and the green / low carbon economy.

Arising from discussion of the report, Members commented on the opportunities for people who were currently working, but looking to gain additional qualifications to improve their career and whether funding was available for employers to provide this. In response it was noted that this would be investigated.

RESOLVED: That the priorities presented be considered and noted.

ELS46 IMPLEMENTING HALTON BOROUGH COUNCIL'S APPRENTICESHIP SCHEME

The Board considered a report of the Strategic Director, Children and Enterprise which provided an update on the corporate apprenticeship scheme.

It was reported that a report on apprenticeships was presented to the Executive Board in March 2014 which informed Members that Halton Borough Council's People Plan reinforced the need for the Council to continue to

attract, develop and retain excellent people. Furthermore, there was recognition that the Council had an ageing workforce and was developing a Talent Strategy to promote a structured approach to Succession Planning across the organisation.

The report set out the benefits of Apprenticeships, however it was noted that it had been difficult to allocate a specific resource to fund and support apprenticeships.

Members were advised that Executive Board considered three options as follows:-

- Option 1 – Use existing departmental resources to fund Apprenticeships;
- Option 2 – Use of the Council's Invest to Save Budget; and
- Option 3 – Explore the use of European Funding to develop a borough wide apprenticeship programme.

It was reported that Option 3 was identified as the preferred option, and a future cascade briefing scheduled for early May would be used to brief Managers on Apprenticeships. It was noted that the briefing would set out the processes for identifying, appointing, supporting and monitoring apprenticeships.

The Board was informed that since publication of the report Executive Board had approved Option 3 and a guidance booklet would be produced outlining the process.

It was noted that at the end of the 12 month period a number of further options would need to be considered such as the value of continuing with the scheme and whether existing apprentices would be offered further employment. The report further set out the implications for Council's priorities in relation to Apprenticeships and a risk analysis. Appended to the report for information was a list of frequently asked questions, regarding Apprenticeships.

RESOLVED: That

- 1) it be noted that Option 3 is the preferred option for developing the scheme; and
- 2) the report be noted.

ELS47 EUROPEAN PROGRAMME 2014-2020

The Board considered a report of the Strategic Director, Children and Enterprise, which set out how Halton's European Funding Action Plan was intended to support the business priorities of the Employment, Learning, Skills and Community Policy and Performance Board.

It was reported that EU regulations for the new programme required all EU funding to be spent on 11 thematic objectives; the Liverpool City Region had agreed that the themes would be taken forward through five portfolios as follows:-

- Blue/Green Economy;
- Business Economy;
- Innovation Economy;
- Inclusive Economy; and
- Place and Connectivity.

Members were advised that Halton had mirrored the five portfolios and had developed its own set of projects under the same themes.

A partnership event took place on 7 February where the borough's partners were invited to comment on the priorities that had been outlined to date. They were asked to confirm their support for the initiatives being developed, and or identify where they felt there were potential gaps in provision.

It was reported that the Inclusive Economy and Business Economy were the portfolios most relevant to this Board and emerging considerations for the both portfolios were set out in the report for information.

It was noted that an indicative allocation of £16.9 million was positive news for the Borough and in order to draw down the maximum grant available over the 7 year period it would be necessary to identify and secure appropriate match funding.

RESOLVED: That the report and emerging priorities that have been identified be noted.

ELS48 STANDING ORDER 50

The Board was reminded that Standing Order 50 of the Council's Constitution stated that meetings should not continue beyond 9.00pm.

RESOLVED: That Standing Order 50 be waived.

ELS49 PERFORMANCE MANAGEMENT REPORTS FOR
QUARTER 3 OF 2013-14

The Board received a report of the Strategic Director, Policy and Resources, which detailed the third quarter performance management report for 2013/14. The report set out progress against objectives / milestones and performance targets and provided information relating to key developments emerging issues that had arisen during the period.

It was reported that key priorities for development or improvement were agreed by Members and included in Directorate Plans for the various function areas as follows:

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

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

The Chair wished to place on record her thanks to Board Members and Officers for the hard work carried out during the Municipal Year.

Meeting ended at 9.20 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 4 March 2014 at Council Chamber, Runcorn Town Hall

Present: Councillors E. Cargill (Chairman), J. Lowe (Vice-Chairman), Baker, Dennett, V. Hill, Hodge, C. Loftus, Sinnott, Wallace, Zygadlo and Mr T. Baker

Apologies for Absence: Councillor Horabin

Absence declared on Council business: None

Officers present: L. Derbyshire, P. McWade, P. Preston, L. Wilson and S. Wallace-Bonner

Also in attendance: S. Banks and D. Sweeney (Halton CCG), J. Treharne and S. Savage (NW Ambulance Service) and H. Yarker (Cheshire & Merseyside Commissioning Support Unit)

ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

	<i>Action</i>
HEA57 CHAIRMAN'S ANNOUNCEMENT	
<p>The Chairman welcomed Mr Tom Baker, the newly appointed co-optee, who was attending his first meeting of the Board in that capacity and extended the Board's best wishes to him in his new role.</p>	
HEA58 MINUTES	
<p>The Minutes of the meeting held on 7 January 2014 having been printed and circulated were signed as a correct record.</p>	
HEA59 PUBLIC QUESTION TIME	
<p>The Board was advised that the following question had been received:-</p> <p>We have an ambulance station within one minute from our address. WHY did it take an ambulance and paramedic car 25 minutes to reach my grandson when he had a heart attack. His brain was starved for 1 hr</p>	

17 minutes and despite the efforts of the ambulance and 1st response crew and hospital, he died 2 days later.

If the ambulance had come from **OUR** ambulance station instead of one 25 minutes away, he may have had a better chance of survival and would not be leaving his young children without a daddy.

I am not blaming the ambulance or 1st response crew as they worked as hard as they could to keep him with us but the question still is:-

WHAT PURPOSE DOES OUR LOCAL AMBULANCE STATION ACHIEVE FOR ITS LOCAL COMMUNITY WHEN IT CAN'T SEND AN AMBULANCE TO A PATIENT 1 MINUTE AWAY FROM WHERE IT IS.

Response

The North West Ambulance Service would like to offer its sincere condolences to the member of the public concerned and her family and is very sorry that she was not happy with the service received from the Trust.

We are unable to comment on individual incidents in a public forum however, we would like to reassure the member of the public concerned that we take all complaints very seriously and if she would like to pass on her details to us, we will look into the incident and provide some personal feedback.

With regard to the question about ambulance stations, we can give a general response about how ambulances are despatched. Our ambulance stations act as a base for staff and vehicles, and shifts start and end at these locations, however, due to the high activity, staff rarely return to their base once they have taken a patient to hospital.

When a patient calls '999' the control centres despatch the nearest resource to the incident, no matter where that resource started its shift from. For example if an ambulance based at Widnes station took a child to Alder Hey Hospital, while on its way back to the Widnes area, if it was the nearest ambulance to an incident in Liverpool, it could be sent to that incident.

Other than for scheduled rest breaks, vehicles are continually mobile and are despatched from the road. It

is unlikely that an ambulance will return to its base station during the shift, going from patient to hospital, straight to the next patient and so on.

RESOLVED: That the question and the response be noted.

HEA60 HEALTH AND WELLBEING MINUTES

The Minutes of the Health and Wellbeing Board of its meetings held on 13 November 2013 and 15 January 2014 were submitted to the Board for consideration.

RESOLVED: That the minutes be noted.

Note: Mr Tom Baker (co-optee) declared a Discosable Other Interest in the following items of business as a Trustee of Halton Disability Partnership.

HEA61 PRESENTATION: NORTH WEST AMBULANCE SERVICE

The Board received a presentation from Julie Treharne, Senior Communications Manager and Stephen Savage, Operations Manager, North West Ambulance Service (NWAS). The presentation:-

- Detailed the services that they provided; the 999 Paramedic Emergency Service; Urgent Care; Patient Transport; Major Incident Management and the provision of the 111 services in the North West from October 2013;
- Set out the facts and figures in relation to the service; i.e. they serviced a 7m population covering over 5,4000 square miles; they employed approximately 5,000 staff with an annual income of £260m, there were three emergency control rooms; 1.1m 999 calls were received each year of which 900,000 had been emergency patient episodes, 2m PTS journeys had been undertaken and they covered the North West footprint (5 LATs with 33 CCGs and 28 provider trusts); and
- Outlined the key achievements; the headline performance; information relating to Halton; the Estates review; complaints and compliments and information on the Foundation Trust status.

The following comments arose from the presentation:-

- It was noted that R1 and R2 were acronyms for Red 1 and Red 2 relating to the priority criteria;
- The Board noted that patients making 999 calls may not always get an ambulance or be taken to hospital, as they could be taken directly to appropriate care services or a Walk in Centre rather than A&E;
- Clarity was sought on whether ambulance crews had received any training in mental health. In response, it was reported that the university programme included mental health. All crews were aware of how to deal with mental health issues but had not been specifically trained in mental health;
- The Board noted the excellent service that the ambulance service provided;
- It was noted that Widnes was a COMAH site and that there was sufficient provision available if a major incident occurred;
- It was noted that complaints varied and were generally related to response times and how the staff deal with the patient. This was due to perceptions and expectations from watching TV drama's on casualty departments i.e. unlike the TV programme, they remained calm and they may take time to stabilise the patient in the ambulance before transporting them to the hospital; and
- Clarity was sought on whether there were any issues relating to ambulances being delayed as a result of queuing at A&E because it was full. In response, it was reported that there were no incidents of queuing in Halton. However, ambulances transport to Whiston and Warrington hospitals and deployment patterns may result in an ambulance being deployed from Warrington to service the Widnes area. In addition, it was reported that overall, ambulance activity had decreased and contracts were being negotiated currently to re-invest in the Pathfinder and Urgent Care services.

RESOLVED: That

- (1) The presentation be received and the comments raised noted; and
- (2) Julie Treharne and Stephen Savage be thanked for their informative presentation.

HEA62 PRESENTATION: CHESHIRE & MERSEYSIDE COMMISSIONING POLICY REVIEW

The Board received a presentation from Hilda Yarker, Cheshire and Merseyside Commissioning Support Unit on the Cheshire and Merseyside Commissioning Policy review. The presentation:-

- detailed and explained the Commissioning Policy and why it was required;
- set out the main Commissioning Policy Changes;
- detailed the important policy change i.e. new statements on varicose veins, infertility, penile implants and continuous glucose monitoring;
- outlined the communication and engagement strategy;
- explained how patients and members of the public could leave feedback on the service; and
- detailed the next steps in the process.

The Board noted that a review was required due to changes in services as some of them had moved to NHS England. The review would also ensure clinical policies were up to date and enable patients to have equal access to healthcare services across Cheshire and Merseyside. The Board requested that the outcome of the review and any decisions the CCG made as a result of the review be circulated to all Members of the Board.

RESOLVED: That

- (1) The presentation be received and comments raised noted; and
- (2) Hilda Yarker be thanked for her informative presentation.

HEA63 SCRUTINY REVIEW OF MENTAL HEALTH PROMOTION

REPORT 2013-14

The Board considered a report of the Strategic Director, Communities, which presented the mental health promotion scrutiny review report and recommendations.

The Board was advised that the report outlined the key findings of the review and made a number of recommendations for consideration set out in Appendix 1 to the report.

The Board was further advised that the scrutiny review had been commissioned by the Health PPB review group, with representatives from the Children, Young People and Families PPB, with a view to developing a joint intergenerational prevention and promotion campaign to tackle mental health stigma locally.

It was reported that the group had looked at how mental health was being promoted and a range of services and interventions that were in place to prevent further escalation of mental health problems. The Review Group had sought input from a number of Council and external providers through presentations, including the CCG, Public Health and Whiston Hospital, and site visits to Ashley House and Thorn Road CAMHS.

The recommendations of the Joint Review Group were as follows:-

- A review of waiting times from time of assessment to accessing 1-2-1 Therapies, including Cognitive Behaviour Therapy. Review staffing levels against demand and current waiting times and make proposals of how, where waiting times were unacceptably long, this could be overcome by reconfiguration of current staff or service planning;
- Mental Health Promotion, Anti Stigma and Awareness across the life course. Consideration should be given to consistent key messages of optimism and connecting with others to help build resilience in any future public campaigns, as reflected in the Like Minds Campaign. This was in line with the 5 Ways to Mental Wellbeing. There should be greater emphasis on mental health awareness and promotion within schools. Monitor the MHAPS Pilot in Warrington and consider implementing in Halton schools, using the Like

Minds resources and resources developed by CAMHS 5 Star Forum. Awareness raising activities to be coordinated through the Mental Health Promotion Sub Group of the CAMHS Board and the Mental Health Board;

- Consider Elected Member involvement in the Local Authority Mental Health Challenge. Further information from Public Health to be provided to the Health PPB for consideration regarding potential 'sign up' to The Local Authority Mental Health Challenge. The challenge set out ten actions that would enable Councils to promote mental health across all of their business, led by Elected Member champion/s;
- Assess the impact of welfare reform on mental health locally. Public Health to report on work undertaken to establish any correlation of reform on impact on increased demand on mental health services locally. This would provide an evidence base and insight into the changing mental health needs of the population and would assist future commissioning and service development;
- Educational and Child Psychology Service to offer its support to a multi-agency ADHD pathway, in line with NICE guidelines;
- Mental Health Liaison Teams within Whiston and Warrington Hospitals - This service should be continued beyond the pilot period to improve the experience of people with mental health conditions in a hospital environment, and increasing access to services; and
- Circulation of the Scrutiny Review report. The report, with its recommendations, should be presented to the Executive Board, Halton Clinical Commissioning Group, Bridgewater Community NHS Trust and 5 Boroughs Partnership.

Furthermore, the report would also be considered by the Children, Young People and Families PPB and Halton CCG. 5Boroughs Partnership would also receive the report for information. In addition, it was reported that each recommendation would be formulated into action plans during the next 12 months.

At the end of the debate, the Chairman reported that a

Mental Health Champion was required. She indicated that Members of the Board should register their interest via the Lead Officer, Sue Wallace-Bonner.

RESOLVED: That the

- (1) report and the recommendations set out in Appendix 1 to the report be endorsed;
- (2) comments raised be noted; and
- (3) recommendations be presented to the Executive Board for approval.

HEA64 CQC INSPECTION OF MENTAL HEALTH ADMISSIONS

The Board considered a report of the Strategic Director, Communities, which informed Members that in November 2013, the Care Quality Commission (CQC) had visited the 5Boroughs Partnership NHS Foundation Trust, to examine the operation and use of the Mental Health Act 1983. The report detailed the findings of the visit and the actions that would be subsequently put in place. However, it was reported that a lot of good comments had been received and the Authority had been aware of the issues that had been raised and had been working to address these issues prior to the inspection.

The Board was advised that the CQC had focussed solely on assessment and application for detention. They were not therefore looking at the experience of the patient whilst on the ward, or at the arrangements and planning for discharge. This would be the subject of future visits.

The Board was further advised that there had been some positive overall findings from service users and carers, advocacy services; AMHPs; the Police and the ambulance service.

It was reported that the following areas had been raised as issues for consideration/action; crisis services; access to beds; data collection; the use of Section 136 Mental Health Act; Partnership Agreements; Information and Knowledge sharing and the Timeliness of referrals. The Board noted the actions being taken to address these issues.

In conclusion, it was reported that there were two processes that would be taking place to deliver the improvements recommended by CQC:-

- The delivery of an overall action plan to address overarching and system-wide issues. This would be monitored through the development of a local steering group which would report to the Trust Board and to all local areas; and
- A local action plan had been developed to address specific issues. This would be monitored by the Halton Mental Health Strategic Partnership Board.

The Board noted that there were 26 beds available which comprised of a ward for men and a ward for women. There was also an additional ward for older people with mental health problems. It was also noted that the beds were for adult patients.

RESOLVED: That the report and comments raised be noted.

Note: Councillor J Lowe declared a Disclosable Other Interest in the following item of business as a Member of the YMCA Board in Halton.

HEA65 HALTON HOMELESSNESS STRATEGY 2013 - 2018

The Board considered a report of the Strategic Director, Communities, which presented Halton's Homelessness Strategy 2013-2018.

The Board was advised that in accordance with the Homelessness Act 2002 the Local Authority had conducted a full Strategic Review of Homelessness within the area and formulated a Homelessness Strategy for the next five year period.

The Board was further advised that the Homelessness Strategy 2013-2018 was based upon the findings and recommendations of two other documents, one being a comprehensive review of the current homelessness services which was conducted over a nine month period during 2012 -2013. The other being the previous Homelessness Strategy 2009-2013, which involved active engagement with service users, providers and Members.

It was reported that the Strategic Review of Homelessness had involved active engagement with service users, service providers, all partner agencies and Elected Members. The draft findings had also been discussed and agreed with all key stakeholders prior to the report being

finalised

The Board noted that Halton was experiencing a gradual increase in homelessness presentations and statutory homelessness acceptances had been the main causes of the increase. The Board also noted that there were a number of client groups that did not meet the statutory homelessness criteria, but had a pressing housing need. However, it was reported that concerted efforts were being made by the Housing Solutions Team to assist these client groups, offering temporary accommodation for a limited period and facilitating a more efficient and accessible 'move on' process.

Furthermore, it was reported that the Localism Act 2011 had introduced many changes to homelessness and allocations legislation. In November 2012, the Localism Act 2011 had brought into force provisions that allowed local authorities to end the main housing duty to a homeless applicant by means of a private rented sector offer, i.e. a fixed term assured shorthold tenancy for a minimum of 12 months. The authority should consider the new allocated powers, which would impact upon future homelessness and service delivery.

In conclusion, it was also reported that it had been determined that the Council would be able to reduce the length of stay for households in temporary accommodation and the associated costs. Additionally, it would help the Council to avoid future use of B&B accommodation.

The following comments arose from the discussion:-

- The Board congratulated Officers on the Strategy and the work they had undertaken to reduce homelessness in the Borough;
- It was suggested that due to the reduction in homelessness in Halton, the project in Widnes for a new establishment should be reviewed as it may result in providing provision for homeless people outside of the Borough. In response, it was reported that options for utilising the accommodation for people presenting complex needs was being explored;
- It was highlighted that with the new welfare reforms, many families could be evicted and it was suggested that options for the future of the Grangeway establishment could be explored,

including whether it was retained via Council ownership or a Registered Social Landlord;

- It was noted that in the Castlefields area, Halton Housing Trust had properties available that they had been unable to let as a result of the bedroom tax;
- A discussion took place on the accreditation of landlords and it was suggested that the property should be accredited not the landlord. In response, it was reported that it was very difficult to accredit the property due to a lack of resources and budgetary restraints. However, regular random visits were undertaken; and
- The Board noted that environmental restrictions could be used to address difficulties with landlords who were not maintaining their properties to an acceptable standard. The Board also noted the activities/interventions taking place to ensure landlords complied with property standards and the advice given to clients when considering renting a property. The Board agreed that they would monitor the situation.

RESOLVED: That the report and comments raised be noted.

HEA66 BUSINESS PLANNING 2014 -17

The Board considered a report of the Strategic Director, Communities, which provided Members with the initial draft of the Communities Directorate Business Plan 2014 – 2017 for approval.

The Board was advised that each Directorate of the Council was required to develop a medium-term business plan, in parallel with the budget, that was subject to annual review and refresh.

The Board was further advised that key priorities for development or improvement in 2014 – 2017 had been agreed by Members at a briefing meeting on 2nd December 2013 and were now reflected in the draft plans as follows:-

- Prevention;
- Access to Care Services; and
- Quality.

It was reported that Directorate Business Plans would be subject to annual review and refresh in order that they remained fit for purpose taking account of any future change in circumstances, including any future funding announcements that may emerge.

The Board noted that plans could only be finalised when budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2014.

It was suggested that work should take place in respect of the housing stock because of the proposed changes from the Government to the Right to Buy Scheme, as it could affect Halton residents.

The Board noted the significant implications in relation to the new Social Care Bill.

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

HEA67 SECTOR LED IMPROVEMENT LOCAL AUTHORITY ANALYSIS

The Board considered a report of the Strategic Director, Communities, which informed the Members of the Sector Led Improvement Report Local Authority Analysis undertaken across the North West region.

The Board was advised that a desktop review of various information sources that had been included in the Sector Led Improvement Trigger Dashboard had been undertaken and had been completed for each of the 23 Local Authorities in the North West.

The Board was further advised that the review had identified specific risks to Halton and general risks across the region. The report highlighted the possible actions to be undertaken and the types of support available to address the possible risks that had been identified.

It was reported that although no risks had been identified for Halton, certain challenges that may be faced in the future had been highlighted. These challenges had been included in an action plan for Halton and were attached as Appendix 2, to the report.

The Board noted the two possible challenges;

Recruitment and Retention (due to high numbers of managers in the authority being aged 55 and over) and Financial Concerns (relating to the proportion of spend between older people and learning disabilities which did not follow the North West average).

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

HEA68 SOCIAL CARE BILL

The Board considered a report of the Strategic Director, Communities, which informed Members of the proposed changes to the Council's Adult Social Care responsibilities arising from the Care Bill and sought agreement on an outline approach to managing anticipated changes, opportunities and risks associated with the implementation of the Care Bill.

The Board was advised that the new requirements, duties and responsibilities of the proposed changes to the Social Care Bill would be implemented from April 2015 with full implementation planned for April 2016.

The Board was further advised that the Care Bill currently going through Parliament aimed to establish a new legal framework for Adult Social Care, putting the wellbeing of individuals at the heart of care and support service. The Government believed that the Bill marked the biggest transformation to care and support law in over 60 years. It was intended to replace over a dozen separate pieces of legislation relating to Adult Social Care with a single modern law. It aimed to put people more in control of their own lives and to reform the funding of care and support.

It was reported that a number of features of the proposed legislation were subject to consultation and provision of greater detail, the breadth and complexity of the associated issues and the proposed timescales for implementation indicated that the Council needed to begin to carefully consider the financial and other implications, opportunities and associated risks. They also needed to begin to prepare to manage these in the context of reductions in funding for Local Government services and a raft of other social care initiatives. Key elements of the Care Bill could be broken down into separate but related key areas with varying implications for the Council. Changes for each area were outlined in the report and a brief initial audit of the Council's position and key issues was attached in Appendix 1 to the report.

Furthermore, it was reported that in order to ensure effective implementation of the actions and the requirements arising from the Care Bill, it was proposed to develop a programme management approach with several underpinning themes which would cross all of the main work streams. It was proposed that a task and finish group be established with representation from Adult Social Care, Corporate Finance and other representation which may be required on an adhoc basis. Regular reports would be presented to the Portfolio Holder for Health and Wellbeing, Chief Officers, the Executive Board and the Health PPB.

The following comments arose from the discussion:-

- Concern was raised in respect of the changes to the entitlement to Public Care and Support and the Board noted the importance of accessibility to services;
- The Board agreed that they would need to monitor any cuts in concessions for senior citizens i.e. a cut in fuel allowance or bus passes etc as it would be very detrimental to individuals, it would prevent them from living on their own longer and increase the number of people experiencing loneliness in the Borough; and
- The Board requested that any resource or financial implications from the Care Bill be presented to the Board as soon as possible as they would have an impact on the 2015/16 budget which was currently being considered.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) the Board receive update reports on the progress of the Bill through Parliament.

HEA69 CARE QUALITY COMMISSION

The Board considered a report of the Strategic Director, Communities, which provided Members with a brief overview in respect of the guidance provided by CQC in relation to how overview and scrutiny committees could effectively work with CQC. It also provided a brief summary of the new proposals announced by CQC in October 2013 for a new system of monitoring, inspecting and regulating

social care services and for monitoring performance ratings.

The Board was advised that nationally, the Centre for Public Scrutiny (CfPS) had been supporting joint learning between the Council scrutiny and CQC assessment staff for a number of years and this would continue through 2014.

It was reported that in 2011, working with some Local Authority Officers and Councillors, the CfPS had produced two practical guides for use by local Councillors and Overview and Scrutiny Committees (attached as Appendix 1 and 2 to the report). These guides outlined details in relation to the role of CQC and what overview and scrutiny committees could expect from CQC locally to improve care. They also explained what information could be shared with them to help check on services.

The Board noted that in June 2013, the CQC had introduced a bi monthly e-bulletin for Overview and Scrutiny Committees which included updates and findings from their work, including details of CQC's strategy, national reports and information on the ways that Committees could work with them. The latest e-bulletin (November 2013) was attached as Appendix 3 to the report.

The Board was advised that further details in relation to the proposals in terms of ratings, registration and inspection etc was attached as Appendix 4, to the report. The Board noted that some of the proposals would only become clear when more 'flesh was put on their bones'.

Furthermore, it was reported that CQC would be carrying out formal consultation on the proposals in Spring 2014, some changes would be introduced from April 2014 and tested in Summer 2014. All the changes, including new ratings of care providers would be in place from October 2014 (subject to enactment of the Care Bill). Advance publication of the proposal provided an opportunity for Local Authorities to develop their thinking and consult their local community, including service users, carers and service providers on the proposals and on ethical issues arising from them.

The following comments arose from the discussion:-

- It was noted that previously the Local Authority had owned the care homes and had been able to visit them on an adhoc basis and if the establishment did not meet the requirement standards, the Local Authority were able to close

them down. However, it was noted that as they were now private establishments this was no longer possible. It was reported that the Quality Assurance Team closely monitored the establishments and Local Inspectors undertook regular visits to ensure that the care service met the required standards;

- It was noted that the CQC produced monthly bulletins and that local area profiles were available. It was suggested that Officers obtained a copy of the profiles;
- It was agreed that a Topic Group be established to look at care intervention – to review homecare, what access individuals had to their GP, to identify what services they received at home and whether any providers were hired on a zero contract or were paid below the minimum wage; and
- It was agreed that the lead officer would commence a dialogue with the CQC and invite them to attend a future meeting of the Board.

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

HEA70 HEALTH POLICY AND PERFORMANCE BOARD WORK PROGRAMME 2014/15 – SCRUTINY TOPIC

The Board considered a report of the Strategic Director, Communities, which sought Members' consideration of developing a work programme for 2014/15.

After discussion, the Board agreed that they would undertake a review of Homecare and Access to GPs and medical care (including the salary and terms of conditions of the employees). It was agreed that a report be presented to the next meeting of the Board.

RESOLVED: That

- (1) homecare and access to GP's and medical care Topic Groups be established; and
- (2) a Topic Brief be presented to the next meeting of the Board for consideration.

HEA71 JOINT HEALTH SCRUTINY

The Board considered a report of the Strategic Director, Communities, which gave Members an update with regards to the development of a protocol for the establishment of Joint Health Scrutiny arrangements across Cheshire and Merseyside, since the last meeting of the Board on 7th January 2014.

The Board was advised that the aim of the joint protocol was that it would be used for all future joint scrutiny committees and would help support a more structured approach to joint scrutiny being undertaken.

The Board was further advised that each Local Authority had been asked to consider the revised draft protocol via their appropriate political channels/structure with a view to getting it formally agreed across the Cheshire and Merseyside region.

In conclusion, it was reported that it was hoped that the protocol could be agreed in advance of when there would be a requirement to establish another joint scrutiny committee. In terms of the current regional context this was likely to be when the cancer services proposals were made available and there would be a need for formal consultation to take place.

The Board noted the challenges when organising a Joint Scrutiny meeting comprising of Members from numerous Authorities.

The Board also noted that a report would be presented to the June meeting in respect of the Clatterbridge cancer proposals for the Board to agree it as a substantial change so that a joint scrutiny board could be formulated. Members raised concern at the increase in workload for employees who would be required to attend the joint meetings.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) the Board endorse the revised draft protocol, attached at Appendix 1 of the report, and agree that it be presented to the Executive Board and subsequently the Council for approval.

Meeting ended at 8.50 p.m.

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 11 March 2014 at the Karalius Suite, Halton Stadium, Widnes

Present: Councillors Osborne (Chairman), N. Plumpton Walsh (Vice-Chairman), Edge, J. Gerrard, Gilligan, V. Hill, Hodge, Lea, M Lloyd Jones, Nolan and Sinnott

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Andrews, L. Derbyshire, C. Patino, P. Preston, L. Smith and E Sutton-Thompson

Also in attendance: In Accordance with Standing Order 33, Councillor D Cargill – Portfolio Holder, Community Safety. D. Kitchin and S. Smith (NWS) and Mr G. Merger (Self Help Services)

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

Action

SAF38 MINUTES

The Minutes of the meeting held on 14 January 2014 were taken as read and signed as a correct record.

SAF39 PUBLIC QUESTION TIME

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

SAF40 SSP MINUTES

The minutes from the last Safer Halton Partnership (SHP) meeting held on 25 November 2014 were presented to the Board for information.

RESOLVED: That the minutes be noted.

SAF41 NORTH WEST AMBULANCE SERVICE

The Board received a presentation from David Kitchin, Head of Service and Sarah Smith, Assistant Director of

Corporate Communications, North West Ambulance Service. The presentation:-

- Detailed the services that they provided; the 999 Paramedic Emergency Service; Urgent Care; Patient Transport; Major Incident Management and the provision of the 111 services in the North West from October 2013;
- Set out the facts and figures in relation to the service; i.e. they serviced a 7m population covering over 5,4000 square miles; they employed approximately 5,000 staff with an annual income of £260m, there were three emergency control rooms; 1.1m 999 calls were received each year of which 900,000 had been emergency patient episodes, 2m PTS journeys had been undertaken and they covered the North West footprint (5 LATs with 33 CCGs and 28 provider trusts); and
- Outlined the key achievements; the headline performance; information relating to Halton; the Estates review; complaints and compliments and information on the Foundation Trust status.

The following comments arose from the presentation:-

- The Board noted that a number of defibrillators funded by The Heart Foundation had been placed in numerous locations throughout the area. The Board also noted how vital they were in saving lives. It was reported that there could also be scope to obtain additional defibrillators via The Heart Foundation. It was also reported that a defibrillator had been used at Halton Stadium recently and the individual concerned was making a good recovery;
- The Board noted the number of complaints and compliments that had been received in 2012-2013 and noted the reason for the increase had been as a result of a change in how they were recorded;
- Clarity was sought on whether paramedics from Halton would respond to motorway accidents and whether that resulted in service delays for the residents in Halton. In response, it was reported that when such a call was received, patient centre

deployment would be activated and resources would be moved around with back up vehicles utilised to cover the loss of resources in that particular area. However, if all vehicles had been deployed, it could result in time delays;

- It was agreed that information on the service would be placed in the Council's 'In Touch' magazine; and
- Members of the Board were invited to undertake a visit to the Control Room. It was agreed that Members indicate their interest in visiting the control room via the Committee Officer who would make the necessary arrangements.

RESOLVED: That

- (1) The presentation be received and the comments raised noted; and
- (2) David Kitchin and Sarah Smith be thanked for their informative presentation.

SAF42 PROPOSED ANTI SOCIAL BEHAVIOUR REFORMS

The Board received a presentation from Mike Andrews, Community Safety Team on the National Community Safety Network proposed anti-social behaviour reforms. The presentation:-

- Highlighted that reducing anti-social behaviour (ASB) was a priority – there had been approximately 3 million incidents of ASB reported every year; 1 in 7 people thought there were high levels of ASB in their area; in 2011, practitioners and victims were asked for their views and in May 2012, the White Paper "Putting Victims First: More Effective Responses to Anti-social Behaviour" had been published;
- Gave details of the content of the White Paper;
- Outlined the streamlined toolkit for dealing with anti-social behaviour;
- Set out how problem individuals and environmental ASB would be addressed;
- Detailed the Police Powers to disperse and

mandatory possession;

- Explained how communities and victims would be empowered; and
- Outlined the next steps – legislation would be introduced at the first opportunity; current powers would remain in force for the time being and practitioners should still use them where they offer the best available means of protecting victims and communities.

The Board also received a verbal overview on the pilot Perpetrator Scheme from Mr Gareth Merger, Self Help Services. Mr Merger reported that the pilot scheme was in partnership with the Clinical Commissioning Group (CCG) and represented interventions for male perpetrators of domestic violence.

The Board was advised that there was considerable amount of support locally for female victims and criminal justice male perpetrators but not a lot of rehabilitation was taking place. The Domestic Violence Programme was a 26 week group course for a maximum of 12 males. They would learn about violence and control and male privilege was used in relationships to change their behaviour and stop domestic violence. Additional support for their partners whilst they were on the course was also provided.

The following comments arose from the overview of the Pilot Perpetrator Programme:-

- The Board noted Clare's Law, a Domestic Violence Disclosure Scheme, which had been introduced in England and Wales this week to allow people to find out from the Police if their partner had a history of domestic violence. The Board suggested that this could be incorporated into the course;
- Clarity was sought on whether course participants entered the course as part of a Criminal Order. In response, it was reported that the pilot was a community service based model, where some participants could be on a Criminal Order, but ideally they would be volunteers who had identified that they had a problem with domestic violence, accepted it and wished to change their behaviour;

- The Board also noted that the course may be operating from the Bridges Learning Centre initially as it was close to public transport. However, consideration was also being given to a venue in the Widnes area and the final location would be determined by the area where the majority of referrals had come from. Clarity was sought on whether anything was in place after the course had been completed and whether individuals completed the course more than once. In reply, it was reported that safeguards were in place for their partners via Women's Services. It was also reported that the pilot had not, as yet, commenced and it would not be known whether the model was suitable or not until the first course had been completed. After completion of the first course, work would take place with the CCG to consider commissioning other groups.

The Chairman reported that a Working Group had been established to consider this issue and requested that Mr Merger and Councillor N. Plumpton-Walsh, the Lead Councillor on the Working Group work together to address this issue.

In respect of the presentation on the Anti-Social Behaviour Reforms, the Board noted and discussed the implications of the powers of the Section 30 Dispersal Order and the Section 27 Direction to Leave Order. The Board also noted that further guidance and detail was required on the new powers.

RESOLVED; That

- (1) The presentation be received and the comments raised be noted; and
- (2) Mr Mike Andrews be thanked for his informative presentation.

SAF43 SAFER PRIORITY BASED REPORT

The Board considered a report of the Strategic Director, Communities, which introduced, through the submission of a structured thematic performance report, the progress of key performance indicators, milestones and targets relating to health in Quarter 3 of 2013-14. The report also included a description of factors which were affecting the service.

The following comments arose from the discussion:-

- Safe in Town pilot project - Members requested an update on this project, in particular in relation to securing funding from the Police and Crime Commissioner. In reply, it was reported that information on this matter would be circulated to all Members of the Board;
- Performance Indicator PH LI 02 (page 53) – Clarity was sought on why the target for 2013/14 had been set at 85% when the achieved performance for the previous year had been 90%? In reply, it was reported that information on this matter would be circulated to all Members of the Board;
- The Board noted that in England legislation was currently going through Parliament in respect of the Food Hygiene Law which would make food establishments publicly display their food hygiene grading score; and
- The Board noted the reasons for the Leisure Management Contract overspend.

RESOLVED: That the report and comments raised be noted.

SAF44 HALTON HOMELESSNESS STRATEGY 2013 - 20

The Board considered a report of the Strategic Director, Communities, which presented Halton's Homelessness Strategy 2013-2018.

The Board was advised that in accordance with the Homelessness Act 2002 the local authority had conducted a full Strategic Review of Homelessness within the area and formulated a Homelessness Strategy for the next five year period.

The Board was further advised that the Homelessness Strategy 2013-2018 was based upon the findings and recommendations of two other documents, one being a comprehensive review of the current homelessness services which was conducted over a nine month period during 2012 -2013. The other being the previous Homelessness Strategy 2009-2013, which involved active engagement with service users, providers and Members.

It was reported that the Strategic Review of Homelessness had involved active engagement with service users, service providers, all partner agencies and Elected Members. The draft findings had also been discussed and agreed with all key stakeholders prior to the report being finalised

The Board noted that Halton was experiencing a gradual increase in homelessness presentations and statutory homelessness acceptances and the main causes of the increase. The Board also noted that there were a number of client groups that did not meet the statutory homelessness criteria, but had a pressing housing need. However, it was reported that concerted efforts were being made by the Housing Solutions Team to assist these client groups, offering temporary accommodation for a limited period and facilitating a more efficient and accessible 'move on' process.

Furthermore, it was reported that the Localism Act 2011 had introduced many changes to homelessness and allocations legislation. In November 2012, the Localism Act 2011 had brought into force provisions that allowed local authorities to end the main housing duty to a homeless applicant by means of a private rented sector offer, i.e. a fixed term assured shorthold tenancy for a minimum of 12 months. The authority should consider the new allocated powers, which would impact upon future homelessness and service delivery.

In conclusion, it was also reported that it had been determined that the Council would be able to reduce the length of stay for households in temporary accommodation and the associated costs. Additionally, it would help the Council to avoid future use of B&B accommodation.

The Chairman reported that Members could contact the Officer directly with any questions or comments they wished to raise on the Strategy.

RESOLVED: That the report be noted.

SAF45 SAFER POLICY AND PERFORMANCE BOARD WORK PROGRAMME 2014/15 - SCRUTINY TOPIC GROUP

The Board considered a report of the Strategic Director, Communities, which sought Members' consideration of developing a work programme for 2014/15.

The Board received a verbal update on the Night

Time Economy Topic Group from the Vice Chairman, Councillor Norman Plumpton-Walsh. He reported that the financial implications of the recommendations had been completed and the report would be presented to the Executive Board for approval. A copy of the report was circulated to all Members of the Board for information/comment.

After discussion, the Board agreed that the Safeguarding and Consumer Protection Topic Groups be deferred to a later date for consideration and that a Topic Group be established on the Domestic Abuse Strategy. A Topic brief was circulated at the meeting. The brief outlined that the scope of the review would be as follows:-

- To identify the level of abuse and identify where Halton was in relation to neighbouring Local Authorities;
- To review existing models of service to meet the need by identifying areas of good practice across the sub region of Cheshire;
- To explore the adoption of white ribbon status for the Borough of Halton; and
- To identify areas of good practice across the sub region of Cheshire.

RESOLVED: That

- (1) a Domestic Abuse Strategy Topic Group be established; and
- (2) Members indicate their interest in becoming part of this Topic Group via email to the Committee Officer.

SAF46 SAFER PPB ANNUAL REPORT 2013-14

The Board considered a report of the Strategic Director, Communities, which presented the Annual Report for the Safer Policy and Performance Board for April 2013 - March 2014, attached as Appendix 1 to the report.

The Board was advised that during 2013-14 the Board had looked in detail at many of the Safer priorities. Further details of these were outlined within the Annual Report and set out in Appendix 1 to the report.

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

RESOLVED: That the report and comment raised be noted.

SAF47 CHAIRMAN'S ANNOUNCEMENT

The Chairman reported that he was attending his last meeting as Chairman of the Board as he would be undertaking Mayoral duties in the next municipal year. He took the opportunity to thank Members and Officers for their contributions to the Board and extended his best wishes for the future.

The Board thanked Councillor Osborne for the manner in which he had undertaken his duties during his time with the Board.

RESOLVED: That the Board place on record a vote of thanks to Councillor Osborne for the work undertaken by him during his time as Chairman of the Board.

Meeting ended at 8.15 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, 26 March 2014 at the Council Chamber, Runcorn Town Hall

Present: Councillors J. Gerrard (Chairman), J. Bradshaw, P. Hignett, MacManus, T. McInerney, Sinnott, Thompson and Zygadllo

Apologies for Absence: Councillors Morley, Fraser and B. Woolfall

Absence declared on Council business: None

Officers present: M. Noone, G. Ferguson, N Renison, S. Rimmer, A. Cross, P. Preston, J. Unsworth and W. Watson

Also in attendance: Councillors E. Cargill, Cole and Howard. In accordance with Standing Order 33, Councillor R. Hignett

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

	<i>Action</i>
<p>EUR42 MINUTES</p> <p>The Minutes of the meeting held on 21st January 2014 having been printed and circulated were signed as a correct record.</p>	
<p>EUR43 PUBLIC QUESTION TIME</p> <p>It was confirmed that no public questions had been received.</p>	
<p>EUR44 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the Minutes of the meetings of the Executive Board and Mersey Gateway Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.</p> <p>RESOLVED: That the Minutes be received.</p>	
<p>EUR45 SSP MINUTES</p> <p>The Board received the draft Minutes relating to the</p>	

Environment and Urban Renewal Specialist Strategic Partnership from 25th February 2014.

RESOLVED: That the Minutes be received.

EUR46 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 3 OF 2013/14

The Board received a report of the Strategic Director, Policy and Resources, which detailed the third quarter Performance Management Report 2013/14 on progress against service objectives/milestones and performance targets, and provided information relating to key developments and emerging issues that had arisen in relation to:-

- Highways and Transportation, Logistics and Development Services;
- Development and Investment Services;
- Waste and Environmental Improvement and Open Space Services; and
- Housing Strategy.

RESOLVED: That the Board receive the third quarter Performance Management Report.

EUR47 CONSULTATION RESULTS REGARDING REQUEST FOR WAITING RESTRICTIONS TO PREVENT PARKING ON PART OF CRONTON LANE, WIDNES.

At a previous meeting of the Board (Minute No. 21/2013) an 18 name petition was considered from residents of Cronton Lane which raised concerns over abuse of the existing waiting restrictions in the area, obstruction of driveway entrances and sight lines, and vehicles being parked on the footway. It was requested that existing "At Any Time" waiting restrictions at the east end of Cronton Lane, be extended and that drivers be prevented from driving up onto the footway by the installation of a number of bollards on both sides of the road.

With regard to the request for waiting restrictions and bollards, the Board resolved that wider consultation be carried out to seek views on the proposal from the surrounding area and a report be brought back to the Board. The consultation boundary and the extent of suggested waiting restrictions was pre-agreed with Ward Councillors before contacting households. It was reported that 168 letters were distributed to all properties within the area shown on the plan in Appendix C, attached to the report. A

total of 64 responses were received with 38 (59%) in favour of the proposal, 25 (39%) against and one which did not state a preference. Of the 21 responses received from households on Cronton Lane between Hill View and Lunts Heath Road, being the section most affected by the current parking issues, 14 of the 21 responses were in favour of waiting restrictions (67%).

Following a review of the consultation results, Ward Councillors agreed that the legal process should commence to extend the existing "At Any Time" waiting restrictions on Cronton Lane from Lunts Heath Road junction at the east end as far west as Hill View. Any objections to the proposal would be reported back to the Board prior to being considered by the Executive Board.

In addition, Members were advised that compliance with any waiting restriction was dependent on enforcement action from the Police. If effectively policed, there should be no need for the introduction of bollards to prevent parking on the footway and Cheshire Police had been contacted to request attention to the area. If parking on continued to be an issue, consultation with individual households could be undertaken regarding introducing more bollards to footway areas.

RESOLVED: That the necessary steps be taken to introduce a Traffic Regulation Order to implement "At Any Time" waiting restrictions on both sides of Cronton Lane, Widnes, extending from its junction with Lunts Heath Road/Birchfield Road to Hill View.

Strategic Director
Policy and
Resources

EUR48 BIG CASTLEFIELDS SURVEY – ANALYSIS & NEXT STEPS

The Board considered a report of the Strategic Director, Children and Enterprise, which outlined the results of the BIG Castlefields Survey resident consultation exercise.

After over ten years of activity and with the majority of the Castlefields Masterplan projects delivered, in 2013 the Castlefields Implementation Group (CIG) approved a survey of Castlefields residents. The purpose of the BIG Castlefields survey was to undertake a substantive community consultation exercise that provided residents with an opportunity to reflect on the regeneration programme and to express future aspirations for the neighbourhood. Additionally, the results of the survey would be incorporated into any future whole Programme review and be used to

inform the production of a new ten year action plan for Castlefields that would guide the work of the Castlefields Partnership until 2023.

Members were advised that the consultation was delivered through co-operation with partners and was undertaken in two parts:-

- 1) a questionnaire delivered to all households within the Castlefields Neighbourhood; with responses via free post envelopes; and
- 2) through three "Pinpoint" discussion groups comprising Halton Castle Ward Councillors, tenant representatives and residents.

The results of the household questionnaire were outlined in the report and in respect of overall satisfaction with the Regeneration Programme:

- 70% thought that Castlefields was now a better place to live;
- 49% felt it had a positive impact on their health and wellbeing;
- 84% were satisfied with their home;
- 70% felt safer in their homes;
- 62% felt warmer.

An analysis of the pinpoint group sessions was also outlined in the report. Undertaken after initial analysis of the household questionnaire, the following two questions were asked to guide group discussion:

- 1) What were the best things about the regeneration of Castlefields?
- 2) What still needed to be improved on Castlefields, what should the priorities be for the next ten years?

With regard to the first question the following three overarching themes were identified:

- transformation of the physical environment, one of the biggest positive impacts;
- removal of the high rise concrete buildings had not only created a more open layout but a stronger sense of ownership through creating homes and greater community pride;
- flagship projects such as Village Square and Phoenix Park had given residents something to be proud of.

In terms of the second question, the following was identified:

- confusion over responsibility for maintenance of the public realm was impacting on the general upkeep;
- fly tipping remained an issue;
- parking was an issue and subways were felt to be redundant; and
- more should be done for children and young people in the neighbourhood.

It was reported that Officers were working with the CIG towards a managed exit from the Council Capital Projects within the Regeneration Programme in 2016/17. The key to a managed exit, and agreed by CIG, was firstly the introduction of a Council Position Statement and secondly a new ten year Action Plan for Castlefields, including endorsement by partners.

Arising from the discussion, it was agreed that a meeting would be organised between the Registered Social Landlords and Council Officers to discuss a co-ordinated approach to maintenance in New Town areas. A further progress report would be submitted to the Board in due course.

On behalf of the Board, the Chairman congratulated the residents, Halton Castle Ward Councillors and Nathan Renison for their contribution towards the progress made at Castlefields during the past ten years.

RESOLVED: That

- (1) the content and results of the BIG Castlefields Survey, comprising the household questionnaire report and resident Pinpoint group sessions analysis, be noted;
- (2) the on-going work of the Castlefields Implementation Group, working towards Castlefields Capital Programme close in 2016/17 be acknowledged; and
- (3) broader lessons from the BIG Castlefields Survey for future housing and neighbourhood regeneration programmes are considered.

Strategic Director
Children and
Enterprise

EUR49 HALTON HOMELESSNESS STRATEGY 2013 - 2018

The Board considered a report of the Strategic

Director, Communities, which presented Halton's Homelessness Strategy 2013-2018. The Board was advised that in accordance with the Homelessness Act 2002, the local authority had conducted a full Strategic Review of Homelessness within the area and formulated a Homelessness Strategy for the next five-year period.

The Homelessness Strategy 2013-2018 was based upon the findings and recommendations of two other documents, one being a comprehensive review of the current homelessness services which was conducted over a five month period during 2012/2013. The other being the previous Homelessness Strategy 2009-2013, which involved active engagement with service users, service providers and Members. It was reported that the Strategic Review of Homelessness had involved active engagement with service users, service providers, all partner agencies and Elected Members. The draft findings had also been discussed and agreed with all key stakeholders prior to the report being finalised.

The Board noted that Halton was experiencing a gradual increase in homelessness presentations and statutory homelessness acceptances. The Board also noted that there were a number of client groups that did not meet the statutory homelessness criteria but had a pressing housing need. However, it was reported that concerted efforts were being made by the Housing Solutions Team to assist these client groups, offering temporary accommodation for a limited period and facilitating a more efficient and accessible move on process.

Furthermore, it was reported that the Localism Act 2011 had introduced many changes to homelessness and allocations legislation. The Act had brought into force provisions that allowed local authorities to end the main housing duty to a homeless applicant by means of a private rented sector offer, i.e. a fixed term assured short held tenancy for a minimum of 12 months. The Authority should consider the new allocated powers, which would impact upon future homelessness and service delivery.

The Act had also determined that the Council would be able to reduce the length of stay for households in temporary accommodation and the associated costs. Additionally, it would help the Council to avoid future use of B & B accommodation.

Members also noted that the Action Plan had identified a task to develop a Private Rented Sector Offer

(PRSO) policy to ensure the Authority was fully compliant with its statutory housing duty. It was recommended that future consideration be given to develop a PRSO and implement the option to adopt the power to end the homelessness duty within the private rented sector.

RESOLVED: That the report be noted.

EUR50 AFFORDABLE HOUSING UPDATE

The Board considered a presentation from Alasdair Cross, which provided an update on affordable housing development across the Borough and current Council policy concerning the delivery of affordable housing. It was noted that there were two main methods of providing affordable housing; firstly through Registered Providers developing 100% affordable housing schemes funded through their own resources or more usually utilising Homes and Communities Agency Grants; or secondly through the planning system using Section 106 Agreements.

It was noted that the National Planning Policy Framework required Councils to plan to meet the full objectively assessed need for market and affordable housing in their areas. Strategic Housing Market Assessments (SHMA) were used to assess the housing needs arising in an area and inform the development of housing and planning policy for affordable housing which considered the balance between supply and demand for affordable housing.

The Halton SHMA (2011) had been undertaken in conjunction with neighbouring authorities in the Mid Mersey Housing Market Area. The SHMA identified that in 2010 2,053 households were falling into housing need per annum. The study forecast an annual supply of 1,162 units to meet these needs, leaving a predicted unmet need across the Borough for an additional 891 affordable dwellings per annum for the following five years 2010-2015. A sub regional SHMA (including Halton) was proposed to be undertaken in 2015-16 to reassess the level of affordable housing need in Halton.

The Board was advised that the annual unmet need for affordable housing was far in excess of the proposed total housing delivery targets as set out in the Halton Core Strategy Plan 2013, which stated 552 dwellings per annum. It was, however, acknowledged that the SHMA was an evidence-based document that was used to inform policy, the affordable housing needs identified were not a defined

target that must be met. Additionally it was noted that there were no policy consequence of not meeting the 891 affordable dwellings per annum.

The presentation detailed the cost, in Widnes and Runcorn, of renting both in the private and social landlord sectors and of buying properties. It also contained information on household incomes in Halton in 2010. Members were also provided with information on the number of affordable houses provided in Halton from 2010-2013. Since 2010, in total, there had been 1,011 affordable housing dwellings completed or in the pipeline which went some way to meeting Halton's affordable housing need. However, this figure was greatly under the 891 dwellings per annum unmet affordable need identified in SHMA.

Following the adoption of the Core Strategy Local Plan and the introduction of affordable housing policy, applications for housing in qualifying sites were subject to the policy requirement. However, to date 5 applications had been assessed, but unfortunately the viability of each development would have been compromised by the inclusion of an affordable requirement and, as such, no units had yet been secured.

It was acknowledged that the investment in affordable housing through the Affordable Homes Programme had also been reduced. The investment for the period 2011-2015 was expected to be £4.5bn over 4 years, whilst the investment for the period 2015 to 2018 was expected to be only £2.9bn.

It was also recognised that the private rented sector through housing benefit, did make a significant contribution to filling the gap between need and supply of affordable housing. The Halton SMHA stated that in relation to meeting housing need and given the levels of affordable housing need shown in the study, the private rented sector was likely to continue to be used to some degree to make up for the shortfall of genuine affordable housing for the foreseeable future. It was also noted that the private rented sector was not a form of affordable housing and that it did not provide secure tenancies.

RESOLVED: That the report be noted.

EUR51 CONTAMINATED LAND CAPITAL PROJECTS
PROGRAMME - FUNDING WITHDRAWAL

The Board considered a report of the Strategic Director, Policy and Resources, which advised Members of

the decision by DEFRA to withdraw funding available to Local Authorities through the Contaminated Land Capital Projects Programme and the potential implications for Halton.

It was noted that in a letter from the Under Secretary, Lord de Mauley, it was stated that DEFRA believed that the vast majority of contaminated land would continue to be remediated through redevelopment. Whilst this was correct in some ways, and the regime had been a driver for land contamination to be fully considered and addressed through development, it failed to take account of:-

- Part 2A was designed to tackle those problems where there were no other solutions, so inherently those areas of land for which there were no plans for redevelopment or regeneration; and
- assuming that redevelopment was the main or only route, there was the issue of introducing a bias towards the southeast in terms of ability for land contamination to be re-assessed and remediated. High land values in the south east allowed for greater expenditure on contaminated land to be absorbed in the overall cost of development.

Members were advised that Halton had relied upon, and been very successful in applying for and being awarded contaminated land funding. Since 2002 Halton had received approximately £3.4m across six projects. It was noted that there was no consultation by DEFRA on its decision to withdraw funding, therefore officers had written to Government asking it to consider reinstating the grant scheme, particularly when considering that the original proposed fund for 2013/14 of £2m was a small sum for all the English Local Authorities and the Environment Agency.

RESOLVED: That the report be noted.

Meeting ended at 8.00 p.m.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 18 March 2014 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor A. McInerney

Absence declared on Council business: None

Officers present: M. Reaney, A. Jones, I. Leivesley, E. Dawson and J. Yates

Also in attendance: One Member of the Public

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

	<i>Action</i>
CS38 MINUTES	
The Minutes from the meeting held on 22 January 2014 were taken as read and signed as a correct record.	
CS39 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
CS40 EXECUTIVE BOARD MINUTES	
The Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board were attached at Appendix 1 for Members' information.	
RESOLVED: That the minutes be noted.	
CS41 SSP MINUTES	
The Minutes relating to the Corporate Services Portfolio which had been considered by the Halton Strategic Partnership Board were attached at Appendix 1 for information.	

RESOLVED: That the minutes be noted.

CS42 BUSINESS PLANNING 2014 - 2017

Members were provided with an update on Business Planning for the period 2014-17 and were asked to consider the Directorate priorities, objectives and targets for services for this period that fell within the remit of this Policy and Performance Board (PPB).

It was reported that each Directorate developed a medium term business plan, in parallel with the budget that was subject to annual review and refresh. PPB input into the business planning process and the setting of priorities for the Directorate was an important part of this process. Key priorities for development or improvement for the various functional areas reporting to this PPB were presented to and considered by the Board in November 2013, from which the Draft Directorate Business Plans had been developed. Given the remit of this Board, Business Plans for Policy and Resources, Children and Enterprise (in respect of Property Services) and the Communities Directorate (in respect of Catering, Stadium and Registration Services) were presented for consideration.

Members were informed that plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2014.

Members noted that the plans needed to be kept under close scrutiny due to budget pressures and in light of this, the plans would be subject to annual review and refresh so they remained fit for purpose.

RESOLVED: That the Draft Business Plan be received.

CS43 CODE OF PRACTICE FOR ENFORCEMENT AGENCIES

The Board was asked to consider the Code of Practice for Enforcement Agencies and to agree a recommendation to Executive Board that it be adopted by the Council. This document was appended to the report at Annexe A.

The Board was advised that the Tribunals Court and Enforcement Act 2007 introduced a number changes, some of which would directly affect the work carried out by bailiffs,

who would be replaced by Enforcement Agents, to be employed by the Council from April 2014. The changes had been brought in partly as a result of complaints about lack of transparency in the recovery of debts, anomalies and inconsistencies in the charging of fees and variations in the manner in which debts could be recovered.

It was noted that the three main areas of change were:

- a) The introduction of a standard approach to the enforcement process;
- b) The introduction of fixed staged fees; and
- c) The introduction of standardised training and competency requirements.

Members were advised that the new approach should be much clearer and transparent for all parties and make the recovery process more structured and auditable.

Following Members' discussion it was noted that although the use of enforcement agencies for the removal of goods was rare, the Code of Practice was a legislative requirement, being adopted by all Local Authorities.

Members requested more information relating to the facts and figures of the use of enforcement agencies by the Council in the past. It was agreed that an update would be brought to the Board in 6 months' time which would include this information as well as information relating to any complaints, discipline and monitoring of the Code.

In the meantime the Board recommended the adoption of the Code of Practice to the Executive Board.

RESOLVED: That the Board recommend to the Executive Board the adoption of the Code of Practice for Enforcement Agencies.

CS44 LIVING WAGE

The Board was presented with an update on the progress of the Topic Group in considering the implementation of the Living Wage in Halton Council.

It was noted that due to the most recent meeting of the Topic Group being held on 11 March, an update report was tabled for Members at this meeting, as the findings from the Topic Group meeting were not available in time for the publication of the agenda for this meeting of the Policy and

Performance Board.

The Board was advised that the Topic Group had met on three occasions and deliberated upon the possibility of implementing the Living Wage in Halton Council and the impact that this would have on the Council. The key areas that were thoroughly examined were:

- Affordability;
- Equal pay implications;
- Impact of differentials;
- Views of the Trade Unions; and
- Application of Living Wage.

The Topic Group had made its recommendations as outlined in the report. It was noted that due to the budgetary implications of those recommendations and the fact that there was currently no provision to meet them, if the Board wished to support those recommendations, then they would need to be considered by the Budget Working Group before they could progress further.

Members discussed the report and agreed that the Living Wage should be implemented and supported the recommendations of the Topic Group. However, they also recognised that due to budgetary restraints the recommendations would have to be considered by the Budget Working Group. The Board agreed therefore, that the Living Wage should be implemented subject to consideration by the Budget Working Group and as soon as resources became available.

RESOLVED: That, subject to the matter being referred to the Budget Working Group to determine whether the proposal was affordable and how and when it might be financed, the Board supported the Topic Group's recommendations, namely:

1. That the Council introduce a 'supplement' to any pay grade that currently sat below the Living Wage rate of £7.65 per hour; and
2. That the Living Wage be paid to those with permanent contracts and to those 'Casual Workers' who undertook the same roles and duties as permanent staff.

CS45 ENERGY EFFICIENCY

The Board was presented with an update on progress on the Council's Carbon Management Plan and the wider activity to reduce Co2 emissions across the Borough.

The Board was advised that according to the National and Local Policy Framework, the UK Climate Change Act 2008 required an 80% cut in the UK's carbon emissions by 2050 including an interim target of a 34% reduction by 2020 (over a 1990 baseline). This reduction in carbon emissions would also be driven by expected rising fossil fuel costs over the long term. The UK's decarbonisation agenda was also supported by a range of other legislation, strategies and policies including:

- UK Renewable Energy Strategy;
- Energy Act 2008;
- Low Carbon Transition Plan; and
- Carbon Reduction Commitment Scheme (CRC)

Further, the Board was informed that this national framework provided the context for the City Region's and Halton Council's local policy framework for dealing with climate change and sustainable energy issues relating to: Liverpool City Region Sustainable Action Plan; The Council's Corporate Plan; Sustainable Community Strategy; and the Council's Carbon Management Plan.

Officers reported that since the National Indicator Set was abolished, there were no national indicators for measuring the performance around carbon reduction. However, the Council was required to report the Greenhouse Gas emissions from its own activities, to the Department of Energy and Climate Change (DECC) annually.

The report highlighted the areas of the Council's estate which had been included in the Carbon Management Programme in 2008 and presented some results from the activities implemented to date. Where investment had been made in energy efficient projects, the projects had paid for themselves in the short to medium term and on-going savings were still being achieved or long term income streams had been developed through investment in renewable technologies, taking advantage of the Feed In Tariff and Renewable Heat Incentive. The Carbon Management Plan set a local target to reduce emission from the Council's estate of between 5-10% by 2013 from a 2006/07 baseline. Latest data showed there had been an

overall reduction in emissions of 7% from the 2006/07 baseline to 2012/13. This equated to a reduction from 26,338 tonnes of Co2e to 24,451 tonnes of Co2e.

It was noted that the Carbon Reduction Commitment (CRC) was a new mandatory carbon emissions scheme that began in April 2010. The Council had been a participant in Phase 1 of the Scheme which ran from 2010 to 2014. It was noted that Phase 2 would commence in 2014 but Council would not be a participant as consumption did not meet the qualifying criteria. This would result in an annual on-going saving of around £70,000 from 2015/16.

Reference was also made to the on-going work related to the Liverpool City Region Sustainability Energy Action Plan, particularly the opportunity to develop a decentralised Heat Network around East Runcorn. Funding had been secured from the Heat Network Unit set up by the DECC to carry out a detailed feasibility study for the East Runcorn Area.

Members discussed the Carbon Management Plan and the possibilities of energy saving in the future.

RESOLVED: That the report be noted.

CS46 SCRUTINY TOPIC GROUPS 2014-15

Members were requested to consider a work programme for the Corporate PPB for Scrutiny Topic Group subjects for 2014-15.

RESOLVED: That the Board consider the Scrutiny Topics they would like to focus on for the year 2014-15 and advise the Operational Director – Legal and Democratic Services.

Councillor Norman Plumpton Walsh declared a Disclosable Other Interest in the following item as he was a gym member of DL Leisure.

CS47 QUARTERLY MONITORING REPORTS - Q3

The Board received the performance management reports for quarter 3 of 2013/14 and were requested to consider and raise any questions or points of clarification, in respect of performance management for the third quarter period to 31 December 2013.

The reports related to the following functional areas which reported to the Corporate Policy and Performance

Board and were in relation to the Council's priority of Corporate Effectiveness and Business Efficiency:

- Financial Services;
- Human Resources & Organisational Development;
- ICT and Administrative Support;
- Legal and Democracy;
- Policy and Performance;
- Property Services; and
- Catering, Stadium and Registration Services.

It was noted that the reports detailed progress against service objectives, milestones and performance targets and provided information relating to key developments and emerging issues that had arisen during the period.

With reference to income, fees and charges, one Member requested information specific to income from the allotments. It was agreed that the Chairman of the Business Efficiency Board would look at this and report back to the Board.

RESOLVED: That the Policy and Performance Board notes the performance management reports for quarter 3 of 2013-14.

Meeting ended at 7.30 p.m.

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 12 March 2014 in the Civic Suite, Town Hall, Runcorn

Present: Councillors A. Lowe (Chairman), M Lloyd Jones (Vice-Chairman), Cole, Fry, Lea, MacManus, N. Plumpton Walsh, Roberts and G. Stockton

Apologies for Absence: Councillors McDermott and Wainwright

Absence declared on Council business: None

Officers present: E. Dawson, I. Leivesley, M. Murphy, L. Temple-Murray and M. Simpson

Also in attendance: L. Temple-Murray and Grant Thornton

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

BEB29 MINUTES

The Minutes of the meeting held on 27 November 2013, were taken as read and signed as a correct record.

BEB30 CERTIFICATION REPORT 2012/13

The Board considered a report of the Operational Director, Finance, which presented the Certification Report from the Council's external auditor, Grant Thornton, which followed the audit of grant claims and returns for the financial year 2012/13.

It was reported that Grant Thornton were required to certify certain claims and returns submitted by the Council. The certification typically took place six to nine months after the claim period and represented a final but important part of the process to confirm the Council's entitlement to funding.

It was reported that Grant Thornton had certified four claims and returns relating to expenditure of £126 million. A full summary was appended to the report for information. It was further noted that three claims were subject to amendment and no qualification letters had been issued.

Action

RESOLVED: That the report be noted.

BEB31 BUSINESS EFFICIENCY BOARD UPDATE REPORT

The Board received a report of the Operational Director, Finance, which set out the progress Grant Thornton had made in delivering their responsibilities as the Council's external auditors and provided a summary of national issues and developments that would be relevant to Halton as a Council.

The report set out the following:-

- 2013-14 accounts audit plan;
- interim accounts audit;
- 2013-14 final accounts audit;
- value for money conclusion;
- other areas of work; and
- other activity undertaken.

Members were advised that the interim work was planned to be completed in April 2014 and no issues for concern had been identified so far.

In relation to emerging national issues and developments that were relevant to Halton, the following points were noted:-

- income from charging;
- business rate collection;
- audit commission research – tough times 2013;
- support for UK high streets;
- final local government financial settlement 2014/15;
- better care fund;
- local audit and accountability audit;
- potential for procurement fraud;
- 2016 tipping point;
- alternative delivery models in local government;
- simplifying and streamlining the presentation of local authority financial statements;
- property, plant and equipment valuations; and
- changes to local government pension schemes.

Tabled at the meeting was an additional document entitled "Benchmarking your Arrangements for Securing

Financial Resilience". The document detailed graphs which compared financial resilience ratings for Halton and Cheshire. The ratings were green, amber and red and it was reported that for 2012/13 Halton was assessed as 'green' across the four themes and the twenty two categories. The report further set out benchmarking against results for all Council's, Cheshire Council's and Unitary Authority Council's that used Grant Thornton as their external auditors. Members were advised that, overall the data presented a very positive message for Halton, however there would be challenges in the future.

Arising from discussion of the report Members noted that the information was useful and requested that a graph be provided comparing Merseyside Authorities with Halton. In response it was noted that only 3 authorities in Merseyside used Grant Thornton, however this information would be circulated.

The Board further discussed the 2016 Tipping Point issue and noted that many local authorities would be facing difficulties in light of the Government funding cuts.

In addition Members discussed examples of procurement fraud and changes to the public sector pension scheme.

The Chair wished to place on record the Board's congratulations to the Finance Team with regards to the "green" rating for financial resilience.

RESOLVED: That the report and comments made be noted.

BEB32 EFFICIENCY PROGRAMME UPDATE

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

It was noted that up to date workstream information was available via the Efficiency Programme Office's team site at: <http://hbc/Teams/EFFIC/Pages/Home.aspx>

The report set out updates on progress to date of current workstreams as follows:

- Review of Child Protection (Children in Need Service) (Wave 4);
- Review of Employment, Learning and Skills (Wave 4);

- Review of Intermediate Care – Adult Social Care (Wave 4);
- Review of Library Services (Wave 5);
- Review of Learning and Achievement (Wave 5);
- Review of Halton Supported Housing Network (Wave 5);
- Supplier Relationship Review (Wave 5); and
- Review of Highways Services (Wave 5).

In relation to the Children in Need Service, Members queried use of Inglefield from residents who lived outside of Halton and requested a breakdown be provided on the demographics of families who used the facility for weekend breaks. In response it was noted that this information would be circulated to Board Members.

RESOLVED: That the report and comments made be noted.

BEB33 INTERNAL AUDIT PLAN - 2014-15

The Board received a report of the Strategic Director, Policy and Resources, which provided details of the proposed Internal Audit Plan for 2014/15. The Audit Plan outlined the planned programme of internal audit work for the year.

It was reported that the Internal Audit Plan was designed to provide sufficient coverage across the organisation to enable the Head of Internal Audit to deliver an overall opinion on the Council's risk management and overall assurance framework.

The Internal Audit Plan for 2014/15 was appended to the report for information and provided details of how the Council's Internal Audit resources were to be deployed during the year.

Members were advised that a total of 1,138 days of audit work was planned based on a forecast staffing resource of 6.5 FTE staff, after making provisions for maternity leave, sickness, staff training and development and management time.

It was further noted that the Audit Plan would be kept under review throughout the year and regular progress reports would be provided to the Board. Members were further advised that the Plan was a working document and was subject to change if necessary.

Arising from the discussion of the report Members noted that the proposed audit of social media would examine controls regarding its use and also focus upon how the Council could exploit the use of social media to engage with the local community. The Board further discussed the planned audit on discretionary housing benefit payments and the significant pressure placed upon this budget.

RESOLVED: That the Board approve the proposed Internal Audit Plan for 2014/15.

BEB34 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 Section 100A (4) 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 outweighed that 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 Section 100A(4) 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.

Note: Councillor M Lloyd Jones declared a Disclosable Other Interest in the following item of business as a Governor of a school.

BEB35 INTERNAL AUDIT QTR 3 - PROGRESS REPORT

The Board considered a report of the Operational Director, Finance, which provided a summary of Internal Audit work completed since the last progress report.

The report set out key issues and recommendations and results from the work undertaken following up the implementation of previous internal audit recommendations.

RESOLVED: That the Internal Audit work completed for quarter 3 be noted.

Meeting ended at 7.25 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 10 February 2014 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Baker, Cole, R. Hignett, C. Loftus, A. McInerney, T. McInerney, Morley, Osborne, C. Plumpton Walsh and Rowe

Apologies for Absence: Councillors Thompson and S. Hill

Absence declared on Council business: None

Officers present: A. Jones, L. Davies, J. Tully, T. Gibbs, M. Noone, A. Plant, G. Henry, P. Shearer and R. Wakefield

Also in attendance: Councillors Jones and Philbin and 17 Members of the public

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

Action

DEV52 MINUTES

The Minutes of the meeting held on 2 December 2013, having been printed and circulated, were taken as read and signed as a correct record.

DEV53 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.

DEV54 - 13/00356/FUL - PROPOSED DEMOLITION OF INDOOR TENNIS BUILDING AND ERECTION OF 5 NO DWELLINGS AND CONVERSION OF EXISTING OFFICES TO 5 NO DWELLINGS AT COMMONSIDE FARM, DARESBUY LANE, DARESBUY

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

It was reported that an additional condition was required to update the list of approved plans.

RESOLVED: That the application be approved

subject to the following conditions:

1. Time limit – full permission;
2. Site levels (BE1);
3. Facing materials to be agreed (BE1 and BE2);
4. Removal of Permitted Development – Extensions and Outbuildings (BE1 and BE2);
5. Landscaping and boundary treatments scheme (scheme to be agreed) (BE1 and BE2);
6. Removal of Permitted Development – Boundary Treatments (BE1 and BE2);
7. Construction Management Plan including wheel cleansing facilities (BE1);
8. Hours of delivery and construction (BE1);
9. Implementation of bin storage and recycling facilities (BE1 and BE2);
10. Implementation of timber storage sheds (BE1);
11. Permissive path linking the development with Daresbury Village (TP7);
12. Provision of bat boxes and bird nesting boxes (GE21);
13. Maintenance of habitat links (GE21);
14. Breeding birds protection (GE21);
15. Provision of parking (details submitted) (BE1);
16. Ground contamination (PR14); and
17. Update list of approved plans.

In order to avoid any allegation of bias, Councillor Cole declared a Disclosable Other Interest in the following item as he was a Board Member of Halton Housing Trust, who was a potential future RSL operator of the site. He did not take part in the debate or decision making.

DEV55 - 13/00372/FUL - PROPOSED DEVELOPMENT OF 34 NO. NEW DWELLINGS COMPRISING 24 NO. TWO BEDROOMED HOUSES AND 10 NO. ONE BEDROOM APARTMENTS ON LAND AT THE FORMER COCK AND TRUMPET PUBLIC HOUSE AND ADJOINING GARAGE, HALEBANK ROAD, WIDNES

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

It was reported that a number of concerns had been raised relating to the possibility that demolition waste on the site contained asbestos. The Council's contaminated Land Officer had visited the site and confirmed that he could find no visible signs of asbestos and that the waste was considered to pose very limited risk as it stood. It was noted

that the characterisation of the waste for its safe removal/re-use, together with measures for dealing with ground contamination, would be set out through detailed site investigation and a proposed remediation method statement secured by a planning condition.

The Committee was addressed by Halebank Parish Councillor Ian Hastie, who spoke in support of the application.

Members were satisfied with the addition of the above conditions and agreed that the application be approved.

RESOLVED: That the application be approved subject to:

- a) The entering into of a Legal Agreement or other agreement or condition for the provision of a financial contribution towards off site public open space and to secure a minimum of 25% of total residential units for affordable housing provision; and
- b) Conditions relating to the following:
 1. Standard 3 year permission to commence development (BE1);
 2. Condition specifying approved/amended plans (BE1);
 3. Materials condition, requiring the submission and approval of hard surface materials to be used (BE2);
 4. Materials condition, requiring the submission and approval of hard surface materials to be used (BE2);
 5. Requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2);
 6. Boundary treatments to be carried out as approved prior to occupation (BE2);
 7. Submission of existing perimeter boundary condition survey and detailed upgrading/repair schedule to be submitted and agreed (BE2);
 8. Wheel cleansing facilities to be submitted and approved in writing (BE1);
 9. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
 10. Vehicle access, parking and servicing to be constructed prior to occupation of properties/commencement of use (BE1);
 11. Condition relating to the implementation of bin

- store provision (BE1);
- 12. Submission and agreement of finished floor and site levels (BE1);
- 13. Site investigation, including mitigation to be submitted and approved in writing (PR14);
- 14. Requiring implementation of cycle parking in accordance with details to be submitted and approved (TP6);
- 15. Grampian style condition relating to off-site highway works (BE1); and
- 16. Restricting permitted development rights relating to fencing, extensions, outbuildings, windows and dormers.

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

DEV56 - 13/00381/COU - RETROSPECTIVE APPLICATION TO RETAIN CHANGE OF USE FROM OFFICES (USE CLASS B1) TO A CHEMIST/PHARMACY AND NEW SHOP (USE CLASS A1) AT WHITFIELD & BROWN, APPLETON VILLAGE, WIDNES

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

Members were informed of the history and status of the previous application relating to the site. They were advised that no weight must be given to the previous permission granted in July, since this was currently the subject of judicial review proceedings.

It was reported that additional objections to the application had been received citing the same issues discussed in the report.

It was also reported that an additional condition was needed relating to the car parking remaining as such throughout the lifetime of the development to the satisfaction of the Local Planning Authority. Members were advised that this was in the interests of highway safety and securing the site to comply with Policy BE1 of the Halton Unitary Development Plan.

The Committee was addressed by Ann Marie Sheridan, a local resident who objected to the proposal. She announced that there was local opposition to the scheme and a petition had been signed containing 877 signatures who wanted the pharmacy to close. She argued that there was an increase in traffic and illegal parking occurring daily since the pharmacy opened. She passed photographs of the area for Members to view. She also argued that the area was residential and was dangerous with potential for accidents both on the road and footpaths. She also referred to the dispensation of methadone and the potential for anti-social behaviour associated with this.

Mr Moorehouse, the Agent for the applicant, then addressed the Committee. He stated that the application was compliant with the National Planning Policy Framework (NPPF) document and had proved to be clear and transparent all through the application process. In response to congestion claims he disputed this advising the Committee that no one had been knocked over or suffered nuisance as a result of the pharmacy opening, which had been trading now for almost 6 months. He advised also that contrary to public perception, the methadone and needle exchange service had not been used.

Following Members' debate over traffic and illegal parking issues, it was confirmed that the Highways Department had raised no objections to the proposal and considered the area to be safe. It was commented that the congestion in the area occurred around school drop off and pick up times for the nearby school, and that vehicle movements associated with the pharmacy at any given time were not significant. It was also commented that the pharmacy had provided 10 car parking spaces on site, which was over the required amount of seven.

The comments regarding illegal parking in the area were acknowledged as officers had contacted the Police previously to address this issue. Officers had also worked closely with St Bede's Primary School in the past in an effort to encourage people not to use their cars. Members were advised that the Council would contact the Police again regarding this as illegal parking was a Police matter.

The Chairman moved to a vote on the application which was approved. Councillor Osborne abstained from voting and requested that this be recorded in the minutes.

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

1. Plans (BE1);
2. Hours of opening (BE1);
3. Doors adjacent to the emergency access on to alleyway to open inward throughout the lifetime of the development (BE1);
4. Improvements to vehicle access to remain throughout the lifetime of the development (BE1);
5. Restriction of gross area to 136 square metres (BE1, H8, TC6 and CS5);
6. Boundary treatment to rear of the site to remain throughout the lifetime of the development (BE1);
7. Cycle parking to remain throughout the lifetime of the development (TP7);
8. Refuse storage to remain throughout the lifetime of the development (BE1);
9. No deliveries to the site shall take place outside the permitted opening hours of 0700 to 2300 hours Monday to Friday; 0800 to 2200 hours Saturday; 1000 to 1600 hours Sunday (BE1);
10. Details of alarm and CCTV system to be submitted (BE1 and BE2);
11. All external lighting shall be compliant with the Institute of Lighting Engineers Guidance Notes for the Reduction of Obtrusive Light throughout the lifetime of the development (BE1 and PR4);
12. Prevention of public use of doorway to north onto alley (BE1); and
13. Building shown to be secured on the plans to remain secured for the lifetime of the development.

DEV57 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

13/00476/FUL - Proposed construction of mezzanine floor at Denca Controls Ltd, Waterloo Road, Widnes, Cheshire, WA8 0QR.

13/00386/FUL - Proposed residential development of 13 No. detached houses with garages, private open space and private access road at Former Dawsons Dance Centre, Lunts Heath Road, Widnes, Cheshire, WA8 5BG.

13/00380/FUL - Proposed demolition of existing conservatory, two storey side and rear extension plus extension over existing garage at 4 Clanfield Avenue, Widnes, Cheshire, WA8 4LY.

13/00374/PDE - Proposed single storey rear extension projecting from the rear wall by 4.8 metres. The extension had a total height of 3.2 metres and the height of the eaves

was 2.2 metres at 5, Easenhall Close, Widnes, Cheshire, WA8 9WT.

13/00373/FUL - Proposed erection of a single storey storage building at Industrial Estate, Percival Lane, Runcorn, Cheshire.

13/00366/TPO - Proposed general maintenance work to trees as follows; T1, T2, T4, T7, Silver Birch, Crown Lift, T3, Willow, Crown Lift, T5, Silver Birch, Fell, T6 Oak, Crown Lift at Weston Angling Club, Rudheath Lane, Runcorn, Cheshire, WA7 1GB.

13/00363/COU - Proposed change of use from Electrical Wholesale (Use Class B2) to Soft Play Centre (Use Class D2) 3 Boleyn Court, Runcorn, Cheshire, WA7 1SR.

13/00348/S73 - Application to vary condition 10 of the Planning Permission 10/00279/FUL to permit creation of right turn lane from Lunts Heath Road prior to occupation of dwellings rather than prior to commencement of development at Former Dawson's Dance Centre, Lunts Heath Road, Widnes, Cheshire, WA8 5BG.

13/00347/FUL - Proposed erection of detached 2.5 storey dwelling in garden area at Highcroft, Delph Lane, Daresbury.

13/00311/FUL - Proposed two storey side extension at 2 Coombe Drive, Runcorn, Cheshire.

The following Appeal Decisions had been made:

13/00061/FUL (APP/D0650/A/13/2201486) - Proposed erection of 2 metre high vehicle entrance gates to replace existing gates and provision of a pedestrian gate at entrance to Ponderosa Caravan Park on Ponderosa Caravan Park, Chester Road, Runcorn, Cheshire, WA4 4BE.

The appeal was dismissed.

12/00300/FUL (APP/D0650/A/ 12/2187532) – 9 Fernwood, Norton, Runcorn, Cheshire, WA7 6UT

The appeal was dismissed.

13/00243/FUL (APP/D0650/ D/13/2205325) – Proposed two storey pitched roof extension to rear/side at 6 Ladypool, Hale.

The appeal was dismissed.

13/00022/GNWORK (APP/D0650/C/13/2197680) –
Enforcement notice issued for the construction of the area of
hard-standing on land at Sandy Lane, Preston Brook,
Runcorn, Cheshire, WA7 3AW.

The enforcement notice had been quashed.

**The following Appeals had been received / were in
progress:**

13/00011/S73

APP/D0650/A/13/2201280 - Proposed variation of condition
57 of BERR permission 01.08.10.04/8C (Halton Ref
07/00068/ELC) to vary (by increase) the maximum amount
of Refuse Derived Fuel (RDF) which may be transported by
road to the energy from waste facility (EfW) from 85,000
tonnes per annum up to 480,000 tonnes per annum at Ineos
Chlor South Parade, Runcorn. And to place an obligation on
the operator of the EfW facility to report annually to Halton
Borough Council the actions taken to secure the delivery of
RDF by rail and/or water over the previous 12 month period
together with recommendations for the year ahead at
Runcorn Energy From Waste Facility, Barlow Way, Off
Picow Farm Road, Runcorn, Cheshire, WA7 4HG.

Inquiry held in January, currently awaiting decision of the
Secretary of State.

12/00428/S73

APP/D0650/A/13/2196163 -Proposed removal of condition 1
from Planning Permission APP/D0650/C/10/2126943 to
allow the permanent retention of a mixed use for the keeping
of horses and a residential gypsy caravan site at Land
south-west of junction between, Newton Lane and Chester
Road, Daresbury, Warrington, Cheshire, WA4 4AJ.

Public Inquiry to be held on the 11th of February.

13/00022/GNWORK (APP/D0650/C/13/2207343) -
Enforcement notice issued for the construction of the area of
hard-standing on land at Sandy Lane, Preston Brook,
Runcorn, Cheshire, WA7 3AW.

In progress being dealt with by written representations.

13/00278/FUL – (APP/D0650/V/14/2212165) Proposed
redevelopment of existing high school comprising new
school building, provision of new tennis courts, relocation of
playing fields, new car parking and associated hard and soft
landscaping and demolition of the existing school buildings

at The Heath Specialist Technology College.

The Secretary of State has called the application in for his consideration. This will now be heard by a public Inquiry (no dates for this to be heard are known at this time).

Meeting ended at 7.30 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 10 March 2014 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: 27 Members of the public

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

DEV58 MINUTES

The Minutes of the meeting held on 10 February 2014 having been circulated, were taken as read and signed as a correct record.

DEV59 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.

DEV60 - 13/00479/S73 - APPLICATION UNDER S73 OF THE TOWN AND COUNTRY PLANNING ACT TO VARY CONDITIONS 6, 7, 23, 24, 28, 31, 32 AND 33 OF PLANNING PERMISSION 09/00129/OUT TO ALLOW USE OF WALSINGHAM DRIVE AS A CONSTRUCTION ACCESS AND RESIDENTIAL ACCESS ON LAND AT SANDYMOOR, RUNCORN

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

Action

Officers advised the Committee that they had received a petition of 421 signatures from residents in objection to the proposal (and the preceding application) which was accompanied by a lengthy covering letter raising issues already addressed in the officer's report and verbal update.

Objections had also been received from: Ward Councillor John Bradshaw (who was unable to attend the meeting so his letter was circulated to Members of the Committee prior to the meeting); Sandymoor Parish Council; local resident Lynn Plumbley; and Graham Evans MP, who raised concerns of inadequate public consultation and stating that Walsingham Drive was a residential area and that the road was unable to cope with construction traffic. In response the applicant had responded in a letter to Mr Evans stating that the Walsingham Drive proposal was envisaged to be a short term solution for construction traffic and that they were prepared to relax conditions to allow 132 houses to be constructed at the first phase. Members were advised that the current application and recommendation did not seek to control such useage.

With regards to the level of public consultation, it was reported that the Council had consulted much further than required by legislation, due to the likelihood of public interest. Members were also advised that the proposals were not considered contrary to any article laid down with respect to the human rights of surrounding residents.

Members were advised that since the report was published a further 21 letters of objection had been received, relating to matters addressed in the report.

Members were referred to page 35 of the agenda which presented a list of potential impact mitigation measures suggested by the applicant and which were expected to form the basis of a detailed Construction Environmental Management Plan for each phase of development which would be secured by a planning condition. Members were advised that a significant number of the suggested measures were not considered enforceable under planning legislation but demonstrated that reasonable consideration had been given to reducing construction impacts.

In summary officers advised the Committee that this application was to issue a new planning permission. All conditions of the earlier permission that were not subject to

this application to vary would be carried across to the new permission. It was noted that the legal or other appropriate agreement would clearly specify those roads to be covered by the agreement. Members were referred to the table of conditions and the minor variations from the report requested verbally and shown below in the recommendations.

The Committee was addressed by the Reverend Canon David Felix, Chairman of Sandymoor Parish Council, who spoke on behalf of the residents of Walsingham Drive. He commented that the residents of Sandymoor were aware of the Masterplan for Sandymoor and the likelihood that there will be more development of the land in future. They objected however to the use of Walsingham Drive for construction traffic when it was agreed in 2009 that the Windmill Hill access road would be used. He requested that the Parish Council be included in talks between the Council and the Developer regarding traffic management issues.

Local resident Lynn Plumbley addressed the Committee objecting to the use of Walsingham Drive for construction traffic and questioned the suitability of the road for this purpose, stating that the asphalt level was 25mm below the required level. She further questioned the transparency of the public consultation and referred to the 48 residences with access from Walsingham Drive whereas there were none on the Windmill Hill route. She requested that the original conditions relating to the use of Windmill Hill Avenue East remained.

Rhian Davitt, a representative of the applicant and land owner, then addressed the Committee. She advised that the Homes and Communities Agency (HCA) had been awarded a grant of £1.15m towards the infrastructure building works of the project and would use the funding for the construction of a section of highway for site access at Sandymoor South. She advised that Phase 1 of the development would see 130 houses built over 3 years, completing in spring 2018. She said that the applicant had listened to residents' concerns during the consultation period and would implement a Construction Management Plan for the site. She argued that Walsingham Drive was of the required standard needed for the traffic and commented that the HCA was keen to work with the Council and residents.

In response to a Members query regarding the possibility of the Parish Council being included in Council meetings with the developer, it was confirmed that this would only be in a consultancy capacity.

After hearing the speakers' representations and officer responses, the Committee debated the application before them. They moved to a vote on the application which was approved.

RESOLVED: That the application be approved subject to:

1. the applicant entering a legal or other appropriate agreement securing the condition survey, monitoring and repair / reinstatement of Walsingham Drive and routes to the Daresbury Expressway;
2. conditions being varied / added as follows:

Original condition wording	Recommended variation
<p>“(6) Prior to the commencement of development details shall be submitted showing works to bring the Windmill Hill Avenue East connection up to an adoptable standard, including bend realignment, new footway and cycleway connections”.</p>	<p>Prior to any connection to allow access or egress to/from the site and Windmill Hill Avenue East by motorised traffic serving the residential development hereby approved details shall be provided for a scheme of works to bring that connection up to an adoptable standard for its full length, including bend realignment, new footway and cycleway connections which shall be submitted to and agreed in writing by the Local Planning Authority. Such details shall include a timetable for implementation and shall be carried out as approved.</p>
<p>“(7) Prior to the commencement of development details shall be submitted showing off-site works to the existing highway to add/upgrade footways/footpaths as agreed with the Local Planning Authority linking Windmill Avenue East to the development sites, to be agreed in writing by the Local Planning Authority.”</p>	<p>Prior to any connection to allow access or egress to/from the site and Windmill Hill Avenue East by motorised traffic serving the residential development hereby approved, a scheme of works to that connection and including off site highway works to Windmill Hill Avenue East, to add/upgrade footways/footpaths to provide pedestrian and cycle links along its full length linking the site and connecting onto Windmill Hill Avenue East shall be submitted to and agreed in</p>

	<p>writing by the Local Planning Authority. Such details shall include a timetable for implementation and shall be carried out as approved.</p>
<p>“(23) Prior to the commencement of each phase of development, details shall be provided to demonstrate through submission of an Energy Strategy, how 10% of that phase of developments predicted energy requirements are to be met from the decentralised renewable or low carbon sources. The strategy shall be submitted for the approval of the Local Planning Authority and shall propose the use of on site generation unless it can be demonstrated that this is not feasible or viable. Work on that particular phase shall not commence until such time as the Local Planning Authority has given written confirmation that it is satisfied with the proposed strategy and once approved the requirements of the strategy shall be implemented prior to the first occupation of the buildings and maintained throughout the lifetime of that development.”</p>	<p>Delete Condition – The Condition was attached in response to policy contained within the Regional Spatial Strategy which has now been abolished. The reason for applying this Condition no longer applies.</p>
<p>“(24) no phase of development of each phase approved by this permission shall commence until the scheme for the management of overland flow from surcharging of the site’s surface water drainage systems for that phase has been submitted to and approved in writing by the Local Planning Authority. The development hereby approved for each phase shall only be carried out in</p>	<p>No phase of development shall commence until a scheme for the management of overland flow from surcharging of the site’s surface water drainage system for that phase has been submitted to and approved in writing by the Local Planning Authority. The development for each phase shall be carried out in accordance with those details as approved, the approved Sandymoor Detailed Flood Risk Assessment (FRA) (Jacobs 2012) and the</p>

<p>accordance with the approved Flood Risk Assessment (FRA) from Jacobs Engineering re: B0342100 and the following mitigation measure detailed within the FRA.”</p>	<p>Sandymoor Drainage Strategy by AECOM (ref 60272103/3519/DSR001, November 2013).</p>
<p>“(28) All construction traffic and construction delivery traffic shall access the sites via Windmill Hill Avenue East and at no time via Walsingham Drive unless otherwise agreed in writing by the Local Planning Authority.”</p>	<p>Prior to the commencement of development on any phase of development hereby approved a detailed Construction Management Plan having regard to the proposed mitigation measures listed in the submitted transport assessment and including details for the routing and management of construction traffic and construction delivery traffic to demonstrate how potential highway safety and residential amenity impacts will be minimised shall be submitted to and agreed in writing by the Local Planning Authority. The development for each phase shall be carried out in accordance with the approved Construction Management Plan for that phase.</p>
<p>“(31) Prior to the occupation of the 149th dwelling or within 4 years after the commencement of development whichever is the sooner, the details as approved for works to bring the Windmill Hill Avenue East connection road up to an adoptable standard, including bend realignment, new footway and cycleway connections and assessment and any improvements necessary for the adoption of the canal bridge structure shall be implemented to the full satisfaction of the Local Planning Authority.”</p>	<p>Prior to the occupation of the 149th dwelling a detailed plan for emergency access to and from future development sites including timetable for implementation shall be submitted to and approved in writing by the Local Planning Authority. The plan shall be carried out as approved.</p>
<p>“(32) Prior to the occupation of the 149th dwelling or within 4 years</p>	<p>Delete Condition – requirements superseded by Conditions 6 and 7 as</p>

<p>after the commencement of development whichever is the sooner, the details as approved for off-site works to the existing highway to add/upgrade a footway/footpaths as agreed with the Local Planning Authority linking Windmill Hill Avenue East to the development sites shall be implemented to the full satisfaction of the Local Planning Authority.”</p>	<p>mentioned.</p>
<p>“(33) Prior to the occupation of the 149th Dwelling constructed on the first phase of development, provision of an agreed traffic calming scheme shall be provided for use by residential traffic only, along Walsingham Drive to the satisfaction of the Local Planning Authority, unless otherwise agreed in writing by the Local Planning Authority.”</p>	<p>Prior to the occupation of the 149th dwelling a scheme of off-site highway works to provide speed reduction measures for motorised traffic along Walsingham Drive has been submitted to and agreed in writing by the Local Planning Authority. The scheme shall include a detailed timetable for implementation and shall be carried out as approved.</p>

The following additional conditions were also to be included:

- Prior to the commencement of any phase of residential development hereby approved capacity assessments shall be submitted for any culvert to Sandymoor Brook within that phase shall be submitted to and agreed in writing to ensure that sufficient capacity exists within that culvert to improve flow and prevent flooding. Schemes for any necessary remedial works shall be submitted to and agreed in writing by the local planning authority and implemented as approved; and
- Prior to the commencement of the development hereby approved, details of wheel cleansing facilities for heavy commercial and site vehicles shall be submitted for the approval of the Local Planning Authority. Such details as were approved shall be implemented, maintained and used by all heavy commercial and site vehicles with an operating weight greater than 3 tonnes before leaving the site throughout the construction period of the development;

3. that if the S106 Agreement or alternative arrangement was not executed within a reasonable period of time, authority be delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chairman or Vice Chairman of the Committee, to refuse the application; and
4. that the Committee was satisfied that any future application for the removal of variation of Condition 30 (stating that “*within 18 months of the commencement of development details shall be submitted of any improvements necessary for the adoption of the Canal Bridge structure*”) of outline planning permission 09/00129/OUT was to be determined under delegated powers.

DEV61 - 13/00478/FUL - PROPOSED PHASED HIGHWAYS INFRASTRUCTURE WORK ON LAND OFF WALSINGHAM DRIVE, SANDYMOOR, RUNCORN

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

Members were advised that specified officer's updates provided in the previous determined application (13/00479/S73) related to this one as well, as did the speakers' representations. It was reported that further letters of objection had been received relating to this application only, bringing the total to 13.

It was reported that responses had now been received from Natural England regarding outstanding ecology issues. They had confirmed that they did not object to the proposed development subject to an additional condition relating to habitat management and a maintenance plan for Great Created Newts.

As with the previous application, it was confirmed that the applicant would implement an agreed Construction Environmental Management Plan to minimise the impacts of the development on residents. Further the applicant would enter into a legal or other appropriate agreement securing the condition survey, monitoring and repair and/or reinstatement of Walsingham Drive and any identified routes leading to the Daresbury Expressway. An additional condition relating to wheel cleansing was also required, and the request to remove condition number 5 was noted.

Mr Newnes addressed the committee objecting to the application on the grounds that the boundary of Sandymoor South had changed and was not consistent. He stated that Graham Evans MP had written to the HCA requesting to know why they had changed the site from South to North. He also questioned the thickness of the asphalt on Walsingham Drive and other issues relating to construction traffic.

Following agreement with the additional conditions and removal of condition number 5, Members moved to a vote on the application which was approved.

RESOLVED: That the application be approved subject to:

- a) The applicant entering into a legal or other appropriate agreement securing the condition survey, monitoring and repair / reinstatement of Walsingham Drive and routes to the Daresbury Expressway; and
- b) Conditions as follows:
 1. Standard 3 year permission to commence development;
 2. Confirming the permission as a phased development and that prior to commencement of any phase all conditions relating to that phase must be discharged;
 3. Submission and agreement of a full and detailed Construction Management Plan and Construction Traffic Management Plan requiring development to be carried out in accordance with Construction Method Statement;
 4. Materials condition, requiring the development to be carried out as approved;
 5. Submission and agreement of landscaping details including aquatic planting to ponds and replacement tree planting and requiring the development to be carried out as approved;
 6. Conditions requiring that development be carried out in accordance with the approved FRA and the Sandymoor Drainage Strategy, requiring submission and agreement of a scheme for the regulation of surface water discharge, management of overland flow and drainage details;
 7. Construction and delivery hours to be adhered to throughout the course of the development;

8. Submission and agreement of site and finished levels;
9. Condition relating to measures to be undertaken should unexpected contaminated material be uncovered;
10. Conditions relating to tree protection during construction;
11. Requiring submission and agreement of a scheme of deadwood mitigation;
12. Requiring development be carried out in accordance with the submitted ecological constraints and its associated recommendations and mitigation strategies;
13. Prior to the commencement of the development hereby approved, details of wheel cleansing facilities for heavy commercial and site vehicles shall be submitted for the approval of the Local Planning Authority. Such details as were approved shall be implemented, maintained and used by all heavy commercial and site vehicles with an operating weight greater than 3 tonnes before leaving the site throughout the construction period of the development; and
14. Submission and agreement of a scheme of habitat management and maintenance for great crested newts be submitted to and agreed in writing by the local Planning Authority and implemented as approved; and

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

DEV62 - 14/00013/FUL - CONSTRUCTION OF 17 NO 2 BED 4 PERSON HOUSES, 4 NO 1 BED 2 PERSON HOUSES AND 6 NO 1 BED 2 PERSON APARTMENTS AT SHEPHERDS ROW, CASTLEFIELDS, RUNCORN

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 3 year permission (BE1);

2. Condition specifying amended plans (BE1);
3. Materials condition, requiring the submission and approval of the materials to be used (BE2);
4. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2);
5. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
6. Wheel cleansing facilities to be submitted and approved in writing (BE1);
7. Requiring development be carried out in accordance with the submitted finished floor and site levels (BE1);
8. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
9. Details of foul and surface water drainage details (BE1);
10. Vehicle access, parking, servicing to be constructed prior to occupation of properties/commencement of use (BE1);
11. Conditions relating to the agreement and implementation of bin and cycle parking provision (BE1/TP6);
12. Conditions relating to restriction of permitted development rights relating to extensions and outbuildings and boundary fences (BE1);
13. Site investigation, including mitigation to be submitted and approved in writing (PR14); and
14. Conditions relating to tree protection during construction (BE1).

DEV63 - 14/00015/FUL - PROPOSED CONSTRUCTION OF A HIGHWAYS MAINTENANCE AND STORAGE DEPOT INCLUDING AN OFFICE, WELFARE BUILDING, SALT STORAGE, COVERED STORAGE, PARKING AND OTHER ANCILLARY OPERATIONS AT PLOT 'B' JOHNSONS LANE, WIDNES

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

Officers reported that since the publication of the agenda the applicant had relocated the soft barn due to the presence of United Utilities pipes beneath it? The updated plan was presented to the Committee showing the location of the soft barn on the opposite side of the site.

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

1. Standard condition relating to timescale and duration of the permission;
2. Development to be carried out in accordance with the submitted plans (BE1);
3. Materials condition, requiring the submission and approval of the materials to be used (BE2);
4. Submission, agreement and implementation of drainage scheme for disposal of foul and surface waters (BE1, PR5); and
5. Submission and approval of details of external lighting (PR4).

Councillor Rowe declared a Disclosable Pecuniary Interest in the following item as he was the applicant. He left the room during consideration of the application.

DEV64 - 14/00054/NMA - INCREASE IN REAR WINDOW SIZE IN APPROVED TWO STOREY SIDE EXTENSION (13/00364/~FUL) AT 101 HEATH ROAD SOUTH

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

RESOLVED: That the application be approved as a non-material amendment.

DEV65 MISCELLANEOUS ITEMS

The following Appeals had been received / were in progress:

13/00011/S73

APP/D0650/A/13/2201280 - Proposed variation of condition 57 of BERR permission 01.08.10.04/8C (Halton Ref 07/00068/ELC) to vary (by increase) the maximum amount of Refuse Derived Fuel (RDF) which may be transported by road to the energy from waste facility (EfW) from 85,000 tonnes per annum up to 480,000 tonnes per annum at Ineos Chlor South Parade, Runcorn. And to place an obligation on the operator of the EfW facility to report annually to Halton Borough Council the actions taken to secure the delivery of RDF by rail and or water over the previous 12 month period together with recommendations for the year ahead at Runcorn Energy From Waste Facility, Barlow Way, Off Picow Farm Road, Runcorn, Cheshire, WA7 4HG.

Inquiry held in January, currently awaiting decision of the Secretary of State.

12/00428/S73

APP/D0650/A/13/2196163 - Proposed removal of condition 1 from Planning Permission APP/D0650/C/10/2126943 to allow the permanent retention of a mixed use for the keeping of horses and a residential gypsy caravan site at Land south-west of junction between, Newton Lane and Chester Road, Daresbury, Warrington, Cheshire, WA4 4AJ.

Inquiry has been held, currently awaiting decision of the Secretary of State.

13/00022/GNWORK (APP/D0650/C/13/2207343) - Enforcement notice issued for the construction of the area of hard-standing on land at Sandy Lane, Preston Brook, Runcorn, Cheshire, WA7 3AW.

In progress being dealt with by written representations.

13/00278/FUL – (APP/D0650/V/14/2212165) Proposed redevelopment of existing high school comprising new school building, provision of new tennis courts, relocation of playing fields, new car parking and associated hard and soft landscaping and demolition of the existing school buildings at The Heath Specialist Technology College

The Secretary Of State has called the application in for his consideration. This will now be heard by a public Inquiry later in the year.

Power 96 of the Council's Constitution

96. To exercise the Council's powers and Duties and to determine all matters having regard to approved Council policies, standards and guidance within the powers and duties of the Development Control Committee under the Principal Act and the consolidating Acts as defined by the Planning (Consequential Provisions) Act 1990 together with any Regulations made thereunder other than (in relation to an application) which:

- (a) is a notifiable application;
- (b) any Member requests (for planning purposes) in writing should be presented to the Committee;
- (c) is submitted by or on behalf of a Member;
- (d) is submitted by or on behalf of an employee of the Council who is directly involved in the

planning process;

(e) involves more than 10 residential units; and

(f) involves non-residential development exceeding 1,000 square metres of building footprint.

NOTE: exceptions (a), (e) and (f) shall not apply in respect of an application to extend the life of a planning permission or to vary any condition attached to a planning permission.

Introduction

1. This item is seeking a temporary amendment to the Council scheme of delegation in relation to Non Material Amendments.
2. Section 96A was introduced in 2009 and allows a non-material amendment to be made to an existing planning permission via a simple application procedure with a quick decision time. There is no statutory definition of 'non-material', although it is usually an alteration that is usually considered very minor. This is because it is so dependent on the context of the overall scheme. What may be non-material in one context may be material in another. Consultation is left to the discretion of the Local Authority, and is often not expected. The time period of determination is 28 days.

The requested amendment

3. The regulations state that the notifications in relation to non – material amendment must be issued within 28 days of receipt.
4. Given the timescales involved in processing a request and that an alteration that is usually considered very minor. This is because it is so dependent on the context of the overall scheme.
5. On this basis officers are seeking that all Non material amendments including any of the categories listed within power 96 be delegated to the Operational Director – Policy, Planning and Transportation.

Ineos Public Inquiry

Officers advised the committee that the decision of the Secretary of State had been received and the appeal was upheld.

Meeting ended at 7.51 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Thursday, 23 January 2014 in the Council Chamber, Runcorn Town Hall

Present: Councillors K. Loftus (Chairman), Wallace (Vice-Chairman), Fry, P. Hignett, Lea, McDermott and G. Stockton

Apologies for Absence: Councillors Fraser, Howard and A. Lowe

Absence declared on Council business: None

Officers present: G. Ferguson, K. Cleary, J. Tully, Garnett, I. Mason and S. Rimmer

Also in attendance: Councillor Paul Kennedy (Warrington Borough Council), Phil Crier PBC Licensing Solicitors, Paul Cook Live Nation, Scott Barton C I Events Limited, Johnathan Whittle Warrington Borough Council, Judith Godley Hatton Parish Council and 2 members of the public.

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

	<i>Action</i>
<p>REG10 MINUTES</p> <p>The minutes of the meeting held on 18th November 2013 were taken as read and signed as a correct record.</p>	
<p>REG11 APPLICATION FOR A PREMISES LICENCE ON LAND AT DARESBURY</p> <p>The Committee met to consider an application which had been made under section 17 of the Licensing Act 2003 for a premises licence in relation to the above premises.</p> <p>The hearing was held in accordance with the Licensing Act 2003 and the Licensing Act (Hearings) Regulations 2005.</p> <p>Following an introduction by the Chairman the Council's legal representative outlined the procedures to be followed and summarised the points which were relevant to the hearing. Specifically:-</p>	

- The application was for a Premises Licence for an indefinite period for the Creamfields events commencing with the August Bank Holiday of 2014. Previous licences had been for fixed periods of 1 or 3 years.
- Details of the application were set out in the agenda. Since the agenda was prepared negotiations had continued between the applicant and other parties resulting in agreed conditions with Cheshire Police and with Halton Borough Council Environmental Protection jointly with Warrington Borough Council. These had been circulated to Members.
- The agenda set out which licensable activities have been applied for, together with the hours and days during which those activities would take place. However, the agreed conditions had reduced the hours being applied for.
- The question of where activities were to take place within the Premises had also been the subject of clarification since the agenda was prepared. The area which was the subject of the application was shown edged in red on the application plan (plan 1). A second plan (plan 2) had been provided to show an enlargement of the central area of the site.
- Most activities were requested to take place within the areas described as the Event Arena Fields. Other activities were requested to take place in areas described as the Campsite Areas. The Campsite Areas were to be restricted to Late Night Refreshment and (subject to agreement with Cheshire Police and the Safety Advisory Group) the supply of alcohol.
- The applicant and Cheshire Police confirmed that a modification of an agreed condition (Condition 3 third bullet point) had been the subject of further discussion and had been agreed as modified to read: "The arena areas shall cease to be open to the public by 24.00hrs and may be re-opened to the public from 10.00hrs on Saturdays."
- The agreed conditions accepted that the precise locations of the Campsite Areas could be altered within the Premises.
- Immediately prior to the hearing the applicant discussed with representatives of Cheshire Police

and Halton Borough Council Environmental Protection the question of the identification of the areas described as the Event Arena Fields. The parties agreed to clarify the agreed conditions by treating the location of the Event Arena Fields in a way analogous to the Campsite Areas. It was therefore agreed that the location of the Event Arena Fields could be altered within the Premises subject to agreement and to an appropriately drafted condition.

- A summary of the impact of the agreed conditions on the hours of operation was attached as Appendix 1.

Representations had been made by the following responsible authorities: Cheshire Constabulary, Halton Borough Council Environmental Protection and Warrington Borough Council Environmental Protection.

Letters making representations had been received from 3 other persons: Warrington Borough Council Councillor Paul Kennedy (member for Hatton Stretton and Walton Ward); Hatton Parish Council; and Mr. Brian J. Handley. The full detail of the representations were printed in the Committee agenda. Only relevant representations were taken into account by the Committee (the Committee having determined what constituted a relevant representation from other persons). Where a representation contained both relevant and irrelevant material only the relevant elements of the representation were taken into account. In some cases no evidence/information had been put forward to substantiate the reasons expressed and in some cases objections had been raised which were not related to the licensing objectives.

The Committee heard representations in person on behalf of:

1. The Applicant C I (Events) Ltd who were represented by Phil Crier PBC Licensing Solicitors and who was accompanied by Paul Cook, Group Head of Health Safety and Security Live Nation and Scott Barton Managing Director C I Events Limited
2. Cheshire Police who were represented by Ian Seville, Cheshire Police Licensing Officer
3. Halton Borough Council's Environmental Protection who were represented by Isobel Mason, Lead Environmental Health Officer.
4. Councillor Paul Kennedy.

Mr Crier, on behalf of the applicant, began by outlining the nature and background to the application. He informed the Committee that his clients were very experienced operators of this type of event and thorough planning had taken place. Mr Cook advised the Committee that in 2013 the operator had introduced a Community Response Team to deal with incidents of alleged anti-social behaviour and cleaning issues and regularly engaged with the local residents but stressed the company needed to extend the community engagement. He further advised that substantial drainage work had been carried out at the event site following previous flooding issues. Mr Crier confirmed that the agreed conditions had been accepted and commented on the requirement for flexibility to move event activities within the Premises subject to proper controls.

Ian Seville then outlined the approach adopted by Cheshire Police and confirmed that the circulated conditions were agreed as amended.

Isobel Mason then outlined the approach adopted by Halton Borough Council Environmental Protection and Warrington Borough Council Environmental Protection confirmed that the circulated conditions were agreed as amended.

Councillor Kennedy elaborated on the points raised in his written representation.

The speakers were invited to sum up their cases but only the applicant's representative summed up their case.

The Committee raised a number of questions which were put to the parties throughout the hearing.

The Committee considered all of the written relevant representations from other persons that had been made.

At the conclusion of the hearing the Committee retired to consider the application.

RESOLVED:

(1) having considered the application in accordance with section 4 of the Licensing Act 2003 and all other relevant considerations the Committee resolved that in accordance with the application and operating schedule (including the documents incorporated therewith) and subject to the conditions which would be

detailed in this notice of determination, a premises licence be granted.

(2) the reason for the determination was that the Committee felt that the application was consistent with the Licensing Objectives provided that the conditions set out below were imposed. NOTE: that a number of detailed conditions and matters are set out in the Notice of Determination but are not set out in full in this minute. These include mandatory conditions and conditions consistent with the operating schedule.

CONDITIONS

The following conditions shall be attached to the Premises Licence:-

The Premises Licence Holder shall comply with the following conditions:

C Conditions agreed by the Premises Licence Holder during the Licence application process

SECTION C.1 - Conditions agreed with Cheshire Constabulary

[Reasons for conditions: in the interests of prevention of crime and disorder]

Maximum numbers on Fridays

1) The maximum number of members of the public (ticket holders) present at the Premises on any Friday into Saturday morning of any event authorised by the Premises Licence shall not exceed 30,000.

Opening of Campsite areas on Fridays

2) The campsites and arena areas shall not be open to the public prior to 12.00hrs on the Friday of any event authorised by the Premises Licence, unless by prior agreement of the Cheshire Police or the Safety Advisory Group.

Other restrictions on Fridays

3) On the Friday night into Saturday morning of any event authorised by the Premises Licence for the purposes of the arena areas only the following provisions shall apply:

- Regulated Entertainment shall cease at 23.00hrs. For the avoidance of doubt Regulated Entertainment shall not be permitted elsewhere within the Premises in any event.
- Supply of Alcohol and Late Night Refreshment shall cease at 23.30hrs. For the avoidance of doubt the Supply of Alcohol shall not be permitted, elsewhere in the Premises except as provided for elsewhere within the Premises Licence but there shall be no restriction on the provision of Late Night Refreshment within the campsites.
- The arena areas shall cease to be open to the public by 24.00hrs and may be reopened to the public at 10.00hrs on the Saturdays.

Supply of Alcohol in Campsites

4) Any bars located within the campsites will be agreed in advance with the Cheshire Constabulary and the Safety Advisory Group.

Challenge 21

5. The Challenge 21 Proof of Age Scheme shall be adopted as a Condition of entry. A tent or other structure shall be provided, immediately adjacent to each entry gate, where checks can be carried out by event and Cheshire Constabulary staff. The operating procedures are set out in Annex 1 to these conditions and constitute part of this Condition.

CCTV

6.1 All CCTV must comply with the recommendations of Cheshire Constabulary.

6.2 A CCTV Liaison Officer shall be appointed by the organisers who will have continuity of access to material both during and after the event. All subsequent requests for CCTV material will then be directed through this person.

SIA Registered Staff

7.1 The numbers of SIA registered staff and stewards and their deployment areas and times of duty shall be set by the security provider and agreed by Police.

7.2 Sufficient numbers of security staff shall remain on duty to complete the egress process and this number shall be agreed at Safety Advisory Group meetings.

7.3 Each member of security staff shall continue to wear uniquely numbered tabards for the duration of the event.

7.4 There shall be no replacement of Police personnel by civilian security staff without the prior agreement of the Safety Advisory Group.

Meetings

8. There shall be and the Premises Licence Holder shall be responsible for:-

- A review of concerns of the community in relation to public nuisance on an annual basis;
- A review of crime and disorder on an annual basis;
- Not less than 3 months prior to the event a draft Event Management Plan and site maps shall be submitted to both the Local Authority and Police. These site maps must clearly show and identify the exact location of each bar, using a unique and non-variable system of notation that is clearly marked on all copies of the site plan; and
- Review of event management and security plan shall take place on an annual basis with the Safety Advisory Group.

An appointed representative of the Premises Licence Holder shall attend advisory briefings with senior Cheshire Constabulary staff appointed by Cheshire Constabulary when arranged prior to and after any event.

Public Footpaths

9. No licensable activities shall take place unless all Public Footpaths running across the premises have been temporarily closed and suitable alternative routes that may have been identified have been displayed. (This period of closure shall be determined with the prior agreement of the Safety Advisory Group).

Fencing

10. The 'Steelshield/T-Shield' fencing around the designated camping areas shall not be reduced in size or altered in any other specification what-so-ever without prior consultation with and approval of Cheshire Constabulary.

Key Dates

11. The time-table set out in the Key Dates below shall be complied with by the Premises Licence Holder in each year that the Premises Licence remains in force:-

Key Date 1 – **Not later than 150 days before the commencement date** – The Premises Licence Holder shall submit the draft Security and Stewarding Plan to Cheshire Constabulary for consultation.

Key Date 2 – **Not later than 120 days before the commencement date** – The Premises Licence Holder shall consult with Halton Borough Council, Cheshire Constabulary and the Highways Agency on traffic management and traffic management plans.

Key Date 3 – **Not later than 90 days before the commencement date** – The Premises Licence Holder shall supply to Halton Borough Council the first draft of the Traffic Management Plan (on CD in PDF format or paper copies) drawn up by the appointed traffic management company.

Key Date 4 – **Not later than 90 days before the commencement date** – The Premises Licence Holder shall advise Halton Borough Council of any temporary traffic orders they seek to be imposed.

Key Date 5 – **Not later than 60 days before the commencement date** – The Premises Licence Holder shall submit to Cheshire Constabulary the detailed security plan for the duration of the event.

Key Date 6 – **Not later than 30 days before the commencement date** – The Premises Licence Holder shall supply the final Traffic Management Plan that has been agreed by Halton Borough Council and the Highways Agency and Cheshire Constabulary.

Annex 1
(Condition 5 refers to this Annex)

Creamfields – Challenge 21

This document sets out the procedure that will be used for enforcing Challenge 21 policy whereby persons who appear to be under the age of 21 are challenged to produce ID to prove their age.

Persons who are challenged as they look under the age of

21 but who can prove they are over the age of 18 will be issued with a plastic, non-transferable wristband which they can wear throughout the event.

Operating Procedure

1. The event is promoted for 18's and over on all literature.
2. All event goers are urged to bring ID with them.
3. At the event entrances the Terms and Conditions state that only 18's and over may enter.
4. By each of the event entrances, staff shall be identifying people who appear under the age of 21 and will advise them that they need to show ID proving their age so that they can enter the show. Upon showing their ID to the Challenge 21 member of staff, the customer will receive a wristband directly from that member of staff and will be able to proceed into the event. The wristband will show the bar staff that they are of legal age to purchase alcohol.
5. If someone is denied entry on the grounds of appearing under 21 without having ID to prove otherwise they will have their ticket confiscated and be advised they will not be allowed into the show.
6. If this person is under the age of 16 they will be escorted to a Welfare Facility from where their parents can be called to advise them that their child is at the event and needs collecting.
7. All staff will be briefed to continually look out for persons who appear to be under the age of 21.
8. If someone appears to be under the age of 21 and does have ID on them, they will be allowed into the event having first been advised of the principles of Challenge 21. They will be advised to always carry ID with them for future events and they will be issued with a coloured plastic, non-transferable wristband that they can produce when purchasing alcohol.
9. At each bar there will be signs and Challenge 21 literature explaining the need for ID if you look under 21.
10. Each Bar Manager will brief staff before the event starts about the Guidelines of Challenge 21 and the rules that are being implemented at the event.

11. All Security at each bar area will also be briefed to prevent those looking under the age of 21 who do not have a wristband from entering into the bar queuing lanes.

Section C.2 - Conditions agreed with Halton Borough Council Environmental Protection and Warrington Borough Council Environmental Protection

[Reasons for conditions: in the interests of prevention of public nuisance]

12 The Premises Licence Holder shall appoint a suitably qualified and experienced Noise Control Consultant who shall be required to advise the Premises Licence Holder managing noise generated during the licensed events and to liaise with all the relevant parties: i.e. the Premises License Holder, the Consultant in Public Health (Environmental Health, Public Health and Health Protection,), of Halton Borough Council or equivalent, and Warrington Borough Council, event promoters, sound system and performers prior to and during licensed events.

13 The Music Noise Level (MNL) shall not exceed 65dB LAeq (15 min) 1 metre from the façade of any noise sensitive premises prior to 23:00 hours when the 2 main stages are operational.

14 After 23:00 hours music noise levels 10m from the mixer desk in each marquee including any concessionary marquees shall not exceed 95dB LAeq (15min).

15 The sound systems associated with each ride on the fairground shall not be operated after 23:00 hours.

16 Music noise levels from the main stages shall not exceed 98dB LAeq (15min) at a position of 40m from the main speakers.

17 The use of the main stages shall finish at 23:00 hours.

18 Loud speakers on the campsites shall be used for emergency announcements only.

19 The Premises Licence Holder shall ensure that the appointed Noise Control Consultant shall regularly undertake tests of noise levels at the sound mixer positions to ensure compliance with the licence conditions. A written record of these assessments shall be kept and available to

any officer appointed by the Environmental Health Public Health and Protection Division, or equivalent, of Halton Borough Council upon request. This shall include any remedial action taken.

20 The Premises Licence Holder shall ensure that the appointed Noise Consultant shall carry out one or more propagation tests prior to any event. During the test the sound system shall be configured and operated in a similar manner as that intended for the licensed events. The sound test shall utilize a sound source as close as possible to that intended to be used during the licensed events. Any such test shall be carried out between 11:00 and 16:00 hours on the day prior to the event and after 10:00 hours on each day of the event. An Officer appointed by the Environmental, Public Health and Protection Division, or equivalent, shall be informed of the tests at least one hour prior to commencement.

21 There shall be no construction of the set or any other structure associated with the event within the hours of 20:00 and 08:00 hours unless otherwise agreed in writing by the Consultant in Public Health (Environmental Health, Public Health and Health Protection), of Halton Borough Council or equivalent.

22 If in the opinion of any Officer appointed by the Environmental Health, Public Health and Health Protection Division of Halton Borough Council, or equivalent, or the noise control consultant noise levels become unacceptable, and a significant disturbance is being, or is likely to be caused during the operation of the licence the premises licence holder shall take appropriate steps to avoid or abate any such disturbance as directed by such Officer or the appointed noise control consultant. This is without prejudice to any other noise condition.

23 The Premises Licence Holder shall ensure that any sound system supplier, sound engineer, sound equipment operator or performer is informed of the noise conditions contained within the licence and that they will be required to comply with any instructions given to them by the Premises Licence Holder or the Premises Licence Holder's Noise Control Consultant.

24 The Premises Licence Holder shall submit a copy of the noise assessment containing a detailed appraisal of the ambient noise levels together with details of predicted noise levels during the event at residential locations (taking into account all amplified noise sources) to Halton Borough

Council by or on 20th May each year for which the applicant intends to run the event.

25 Within 28 days of the conclusion of each event the Premises Licence Holder shall provide a noise report from their commissioned consultants to both Warrington and Halton Borough Councils.

26 No music shall be played through loud speakers after 23:00 hours on the Friday night until 14:00 hours on the Saturday, between 04:00 and 12:00 on the Sunday, after 23:00 hours on the Sunday or at any time on the Monday.

27 The main stages shall only operate between the hours of 14:00 and 23:00 hours on the Saturday and between 12:00 and 23:00 hours on the Sunday of the event.

SECTION C.3 – Condition agreed to be drafted to recognise the flexibility of areas within the Premises

28. The location within the Premises of the Arena Event Areas and the Campsite Areas may be varied within the Premises to allow for flexibility in managing events provided that any change in such location shall be agreed with Cheshire Police and the Safety Advisory Group not later than 28 days prior to any event permitted under the Premises Licence.

Conditions relating to public safety and prevention of crime and disorder

Time that the licence shall take effect

The licence shall commence on 27 January 2014.

APPENDIX 1**Summary comparison of application with agreed conditions**

Activity		Area in which licensable activities permitted
Film		Event Arena Fields
Live Music		Event Arena Fields
Recorded Music		Event Arena Fields
Performance of Dance		Event Arena Fields
LNR		Event Arena Fields and Campsite Areas
Alcohol		Event Arena Fields and may extend to Campsite Areas if agreed with Cheshire Police and Safety Advisory Group
Open to Public		Whole of Premises

Details of hours of activities in application

Activity	Friday into Saturday	Saturday into Sunday	Sunday into Monday
F	12.00 to 04.00	14.00 to 04.00	10.00 to 01.00
LM	12.00 to 04.00	14.00 to 04.00	12.00 to 23.00
RM	12.00 to 04.00	14.00 to 04.00	12.00 to 01.00
PoD	12.00 to 04.00	14.00 to 04.00	12.00 to 01.00
LNR	23.00 to 05.00	23.00 to 05.00	23.00 to 05.00
Alc	12.00 to 04.30	12.00 to 04.30	10.00 to 01.30
OtP	07.00 to to 14.00

Details of hours of in agreed conditions

Activity	Friday into Saturday	Saturday into Sunday	Sunday into Monday
F	12.00 to 23.00	14.00 to 04.00 ^^^	10.00 to 01.00 ^^^

LM	12.00 to 23.00	to	14.00 to 04.00 ^^^	12.00 to 23.00 ^^^
RM	12.00 to 23.00	to	14.00 to 04.00 ^^^	12.00 to 01.00 ^^^
PoD	12.00 to 23.00	to	14.00 to 04.00 ^^^	12.00 to 01.00 ^^^
LNR	23.00 to 05.00 (23.30 in Event Arena Areas)	to	23.00 to 05.00	23.00 to 05.00
Alc	12.00 to 23.30	to	12.00 to 04.30	10.00 to 01.30
OtP	12.00 to (Except that Event Arena Areas cease to be open to the public at 24.00)	to (Event Arena Areas re-open to public from 10.00) to 14.00

^^^ Use of main stages to cease at 23:00 on any day

Meeting ended at 8.05 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Thursday, 27 February 2014 in the Council Chamber, Runcorn Town Hall

Present: Councillors K. Loftus (Chairman), Fry, P. Hignett, Howard, Lea, A. Lowe, McDermott, Nelson and G. Stockton

Apologies for Absence: Councillors Wallace and Fraser

Absence declared on Council business: None

Officers present: K. Cleary and J. Tully

Also in attendance: Birchfield Sports & Social Club - Martin Stafford Solicitor DWP Ronald George (Premises Licence Holder) Mr Whitty, Birchfield Road, Widnes and 2 members of the public.

Eight Towers – Patrick Robson Solicitor John Gaunt & Partners and Anthony Bullough Designated Premises Supervisor (DPS).

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

REG12 BIRCHFIELD SPORTS SOCIAL CLUB

Action

The Committee met to consider an application which had been made under section 34 of the Licensing Act 2003 to vary a premises licence in relation to the above premises.

The hearing was held in accordance with the provisions of section 19 of the Licensing Act 2003 and the Licensing Act (Hearings) Regulations 2005.

The Chairman introduced the Council Officers present and the Committee Members introduced themselves.

The Council's legal adviser, John Tully, summarised the procedure to be followed and outlined the nature of the application.

Mr Tully advised the Committee that the applicant had volunteered the following four conditions:-

1. Notices shall be placed at the exit to the premises building and the exit from the car park asking patrons to respect the peace and quiet of neighbours when leaving the premises.
2. Doors (except while persons are entering or exiting the building) and windows to the premises building shall be kept closed during any event where regulated entertainment is provided.
3. A member of staff shall periodically inspect outside the premises building when regulated entertainment is provided to ensure doors and windows are closed and to monitor noise.
4. The Premises Licence Holder shall provide a contact telephone number to be used by residents to raise issues in the event of concerns over noise. The telephone number shall be displayed outside the premises building.

At the hearing, the Committee were addressed by the applicant's Legal Representative Martin Stafford of DWF Solicitors who was accompanied by the Premises Licence holder and Designated Premises Supervisor Ronald George.

Representations received from Cheshire Police and Trading Standards were agreed prior to the hearing.

Mr Whitty of 244 Birchfield Road Widnes, who had submitted representations 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.

None of the "other persons" who had submitted representations had supplied evidence to the licensing authority in advance of the hearing to substantiate those representations. Mr Whitty did not provide evidence at the hearing to substantiate his representations. However, he expressed concern about the alleged deficiencies in the advertisement of the proposals specifically that the hours to which the premises were to be open to the public were not set out. Mr Stafford addressed the Committee on this point and Mr Tully explained to the Committee the purpose of the statutory adverts/notices and confirmed that there had been compliance with regulation 26 of the Licensing Act 2003 (Premises Licences) Regulations 2005.

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 of the Licensing Act 2003 and all other relevant considerations the Committee decided that the application be granted as amended in the Committee report and subject to the substitution of wording in the following condition to avoid ambiguity and the four agreed conditions:

Strategic Director
Policy and
Resources

Delete the following: "any Sunday that precedes a bank holiday the operating hours will be 10.00 to midnight"

Substitute: "any Sunday that precedes a bank holiday the hours during which licensable activities are permitted shall be 10.00 to midnight"

1. Notices shall be placed at the exit to the premises building and the exit from the car park asking patrons to respect the peace and quiet of neighbours when leaving the premises.
2. Doors (except while persons are entering or exiting the building) and windows to the premises building shall be kept closed during any event where regulated entertainment is provided.
3. A member of staff shall periodically inspect outside the premises building when regulated entertainment is provided to ensure doors and windows are closed and to monitor noise.
4. The Premises Licence Holder shall provide a contact telephone number to be used by residents to raise issues in the event of concerns over noise. The telephone number shall be displayed outside the premises building.

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.

REG13 EIGHT TOWERS

The Committee met to consider an application which

had been made under section 34 of the Licensing Act 2003 to vary a premises licence in relation to the above premises.

The hearing was held in accordance with the provisions of section 19 of the Licensing Act 2003 and the Licensing Act (Hearings) Regulations 2005.

The Chairman introduced the Council Officers present and the Committee introduced themselves.

The Council's legal adviser, John Tully, summarised the procedure to be followed and outlined the nature of the application.

At the hearing, the Committee were addressed by the applicant's Legal Representative Patrick Robson of John Gaunt & Partners who was accompanied by the current DPS of the premises Anthony Bullough.

Representations which were received from Cheshire Police and Trading Standards were agreed prior to the hearing. The deletion of conditions and narrative were also agreed prior to the hearing.

The only objector, K Finney, did not submit evidence or attend the hearing however Members considered the information provided.

The Committee did not need to ask any questions of the applicant and retired to consider the matter.

RESOLVED: That, having considered the application in accordance with section 4 of the Licensing Act 2003 and all other relevant considerations, the Committee decided that the application be granted as requested subject to the conditions requested by (and previously agreed by the applicant with) Cheshire Constabulary and Trading Standards.

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

Strategic Director
Policy and
Resources

Meeting ended at 8.00 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 17 March 2014 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Fraser and Howard

Absence declared on Council business: None

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

Also in attendance: Three members of the public

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

Action

REG14 MINUTES

The minutes of the meeting held on 23 January 2014 were taken as read and signed as a correct record.

REG15 TAXI LICENSING - TEMPORARY EXTENSION TO CURRENT AGE LIMITS FOR HACKNEY CARRIAGES AND PRIVATE HIRE VEHICLES

The Committee considered a request from elements of the taxi trade to extend by one year the two year Moratorium which related to the maximum age limits of Licensed vehicles. The Moratorium was previously agreed by the Committee to take effect from 19th March 2012 and would expire on 19th March 2014.

It was noted that the current vehicle age policy was adopted by the Committee on 19th March 2007 (Minute REG23) and was re-considered when the Moratorium was introduced. Age limits relating to Licensed Hackney Carriages and Private hire vehicles were currently based upon the expiry of the licence extant on the date that the following vehicle ages are arrived at:

Saloons Estates and MSV's Maximum age 8 years

MPV Style vehicles	Maximum age 12 years
Purpose Built vehicles	Maximum age 16 years

In each of the above cases the minimum age of vehicles has been set at 3 years prior to the maximum age for the relevant category of vehicle. The minimum age policy was adopted on 1st July 2013.

The request to the Committee was submitted by APEC and was in two parts:

1. to permanently extend by one year the maximum age of all vehicles and an equivalent extension of the minimum age of all vehicles; and
2. a one year temporary extension to the existing moratorium with immediate effect. This would not require consultation.

Members were advised that no detailed reasons had been provided by APEC in support of its request, however the underlying reason was the same as when the moratorium was introduced, namely the state of the economy and the financial problems being experienced by the trade.

The Committee considered the request and took into consideration additional comments and representations on the matter.

RESOLVED: That the requests to: 1. permanently extend by one year the maximum and minimum age of all vehicles; and 2. to extend by one year the two year Moratorium which related to the maximum age limits of Licensed vehicles, be refused.

Strategic Director
Policy and
Resources

REG16 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 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.

REG17 TAXI LICENSING MATTER

Case No. 689

The Committee considered a request for an exemption from age restrictions on licensed Hackney Carriage as set out in Halton Borough Council conditions 2.1.2 (conditions adopted 19 March 2007).

RESOLVED: That

1. the application be refused; and
2. the Operational Director Legal and Democratic, in consultation with the Chairman of the Committee, be authorised to determine any further applications for exemption from (or relaxation of or waiver of) the Council's policy on the maximum/minimum ages of Hackney Carriage and Private Hire vehicles.

Strategic Director
Policy and
Resources

Meeting ended at 7.25 p.m.

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APPEALS PANEL

At a meeting of the Appeals Panel held on 28 January 2014 in the Sankey Room, Municipal Building, Widnes.

Present: Councillors Wainwright (Chairman), P Lloyd Jones and A McInerney

Apologies for absence: None

Absence declared on Council business: None

Officers present: K Lunt

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

Action

**AP7 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 Board during consideration of the following item of business in accordance with Section 100A (4) 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 outweighed that 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 Section 100A(4) 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 paragraphs 1,2 and 3 of Schedule 12A of the Local Government Act 1972.

AP8 HOUSING DISCRETIONARY APPEAL HEARING : CASE NO 231

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

RESOLVED: That the decision of the Benefits Service be upheld and no increase in grant be awarded at this time.

AP9 HOUSING DISCRETIONARY APPEAL HEARING : CASE NO 230

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

RESOLVED: That the hearing be adjourned to enable the appellant to receive advice from the Housing Solutions Team.

Meeting ended at 11.30 a.m.

APPEALS PANEL

At a meeting of the Appeals Panel held on 5 February 2014 at Halton Stadium, Widnes.

Present: Councillors Wainwright (Chairman), Fry and A McInerney

Apologies for absence: None

Absence declared on Council business: None

Officers present: A Scott, L Smith and J McNamara

In attendance: Appellant

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

Action

**AP10 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 Board during consideration of the following item of business in accordance with Section 100A (4) 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 outweighed that 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 Section 100A(4) 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.

AP11 CORPORATE APPEAL HEARING – RE-CONVENED HEARING

The Panel considered further information submitted in respect of the above appeal following a review carried out by the Welfare Advice Team. The appellant and the presenting officer and one witness were present.

RESOLVED: That the appeal be dismissed.

Meeting ended at 11.51 a.m.

MAYORAL COMMITTEE

At a meeting of the Mayoral Committee on Thursday, 27 March 2014 in the Bridgewater Room, Municipal Building, Widnes

Present: Councillors Ratcliffe (Chairman), Gilligan, T. McInerney and Wright

Apologies for Absence: Councillor Morley

Absence declared on Council business: None

Officers: I Leivesley, A Scott and C Lawley

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

MYR1 MAYOR'S FUND RAISING ACCOUNT

Action

The Committee considered a report of the Strategic Director, Policy and Resources, on the recommendations made following a recent audit of the Mayor's Fund Raising Account.

The Committee was advised that the Mayor in office generally established a fund raising team for their term of office, which usually included members of the organisations for which he or she had chosen to support. A Treasurer was appointed to keep records of all income received and to provide a financial update.

It was reported that a recent internal audit of the Mayor's Fund found that the Council's existing arrangements generally operated well. However, three areas were identified where there would be opportunities to strengthen overall governance of the Mayor's Fund. The recommendations were set out in the report for the Committee to consider.

RESOLVED: That

- 1) the report be noted; and
- 2) the Terms of Reference and Financial Procedures, as set out in the report and appendix, be adopted.

Strategic Director
- Policy &
Resources

MYR2 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

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

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

MYR3 ARRANGEMENTS FOR THE APPOINTMENT OF MAYOR AND DEPUTY MAYOR FOR 2014/15

The Committee received a report of the Strategic Director, Policy and Resources, which requested the Committee to make a recommendation to the Full Council with regard to the appointment of the Mayor and Deputy Mayor for the 2014/15 municipal year.

As per the Council's Mayoral Selection Guidelines it was recommended that Councillor Shaun Osborne be appointed as Mayor and Councillor Ellen Cargill be appointed as the Deputy Mayor for the 2014/15 municipal year.

RESOLVED: That it be recommended to Council:

- 1) that Councillor Shaun Osborne be appointed as the Mayor for the 2014/15 municipal year; and
- 2) that Councillor Ellen Cargill be appointed as the Deputy Mayor for the 2014/15 municipal year.

Strategic Director
- Policy &
Resources

Meeting ended at 10.12am

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