

Minutes

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

**Wednesday, 12 October
2016**

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COUNCIL

At a meeting of the Council on Wednesday, 13 July 2016 in the Council Chamber, Runcorn Town Hall

Present: Councillors Philbin, Abbott, S. Baker, M. Bradshaw, J. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Edge, Fry, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, A. Lowe, J. Lowe, MacManus, McDermott, A. McInerney, T. McInerney, Morley, Nelson, Nolan, Osborne, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Joe Roberts, Rowe, Sinnott, J. Stockton, Thompson, Wainwright, Wall, Wallace, Wharton, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors C. Gerrard, J Gerrard, Horabin, Parker, June Roberts and G. Stockton

Absence declared on Council business: None

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

Also in attendance: None

*Action***COU14 COUNCIL MINUTES**

The minutes of the meeting of Council held on 20 May 2016, having been circulated, were taken as read and signed as a correct record.

COU15 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:

- He had recently attended an event at Brookvale Primary School to commemorate the Diana Anti-Bullying Champions Award, which had been given to the Brookvale Buddies for the tenth year in a row; and
- The Ushakov medal had been awarded to seven Halton residents who had served on the Arctic Convoys to Russia in World War Two. A formal ceremony would take place on 19 July 2016, with the Mayor in attendance.

COU16 LEADER'S REPORT

The Leader made the following announcements:

- The Leader's Briefing had recently been circulated to Members;
- The consultation on devolution arrangements for the Liverpool City Region Combined Authority had been published, and views were invited on the Scheme and Governance arrangements by 5 August 2016;
- There would be a special meeting of Council on 14 September 2016 starting at 6.30pm. This would be preceded by a presentation on Liverpool City Region Governance arrangements at 5.30pm for all Members; and
- The Appointments Committee had appointed Mr Milorad Vasic as the new Strategic Director – People – who would take up his post in October 2016.

COU17 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 28 January 2016, 11 February 2016, 25 February 2016, 10 March 2016, 24 March 2016, 7 April 2016, 17 May 2016 and 16 June 2016.

RESOLVED: That the minutes be received.

COU18 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 9 March 2016.

RESOLVED: That the minutes be received.

COU19 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU20 ANNUAL REPORTS OF THE POLICY AND PERFORMANCE BOARDS

The Council considered the report of the Scrutiny Co-ordinator, outlining the Annual Reports for each of the Policy and Performance Boards (PPBs) for 2015/16, which had been submitted and which outlined their work and made recommendations for future work programmes.

RESOLVED: That the 2015/16 Annual Reports, submitted from the Policy and Performance Boards, be received.

COU21 ANNUAL REPORT OF THE STANDARDS COMMITTEE (MINUTE STC2 REFERS)

Standards Committee had considered the attached report of the Operational Director, Legal and Democratic Services/Monitoring Officer, which summarised the work of the Standards Committee in its Annual Report.

RESOLVED: That the report be noted.

COU22 DESIGNATION OF STATUTORY ROLE OF DIRECTOR OF CHILDREN'S SERVICES

Council was advised that, following the recent restructuring of the Council's Senior Management Structure, which arose from the resignation of the Strategic Director, People and Economy, it was necessary for the Council to designate one of its senior team as its "statutory" Director of Children's Services. This was in accordance with statutory guidance, a role previously performed by the former Strategic Director, People and Economy.

RESOLVED: That

- 1) Tracey Coffey be designated as the "statutory" Director of Children's Services as an individual who has the knowledge, skills and experience to fulfil the role; and
- 2) the Chief Executive, in consultation with the Leader, be authorised to make any other consequential changes in officer delegations, consequent on that restructuring, which need to be done in advance of the usual annual review of the Council's Constitution.

Chief Executive

COU23 MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD

The Council considered the reports of the following Boards in the period since the meeting of Council on 3 February 2016:-

- Children, Young People and Families;
- Employment, Learning and Skills and Community;

- Health;
- Safer;
- Environment and Urban renewal;
- Corporate; and
- Business Efficiency Board.

Following a question from Councillor Chris Loftus, the Chair of the Health Policy and Performance Board, Councillor Joan Lowe agreed that the Board would receive a report at its next meeting which provided detail on the effect that the increase in the National Living Wage had had on the budgets of the Borough's Residential/Care Homes.

(N.B. Councillor Cole declared a Disclosable Other Interest in Minute DEV52 of the Development Control Committee of 16 May 2016, as he was a Member of Halton Housing Trust Board)

COU24 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 3 February 2016:-

- Development Control;
- Regulatory;
- Standards;
- Appeals Panel; and
- Appointments Committee.

(N.B. Councillor Norman Plumpton Walsh declared a Disclosable Pecuniary Interest in the following item of business as he was an employee of the Department for Education, left the room and took no part in the discussion)

COU25 NOTICE OF MOTION

Council considered a Notice of Motion submitted in accordance with Standing Order Number 6.

The Motion was proposed by Councillor Tom McInerney and seconded by Councillor Mark Dennett.

Supporting Our Schools

Halton Council are committed to having aspirational and effective education for all our children.

Currently, the vast majority of our schools are good or outstanding and we are committed to seeing all our schools achieve the highest standard of attainment.

The partnership between schools in Halton and Halton Council is a strong one which has delivered good educational outcomes for Halton's children, including the added value through extra-curricular activities.

The current Tory Government proposed in their March 2016 Budget to force all schools to become Academies by 2022. This is still the Government's ultimate goal.

The Council believes this ideologically driven policy will not deliver the aspirational and effective education we want for all children in Halton.

We believe this Council has a continued role to play in the future education of our children in Halton.

We call on the Secretary of State for Education to allow us to work with all those schools who want to, in creating a new educational partnership.

RESOLVED: That the motion be agreed.

Chief Executive

COU26 REPORT OF THE LOCAL GOVERNMENT OMBUDSMAN

Council considered a report of the Local Government Ombudsman following an investigation into a complaint against the Council.

The Council had agreed to take the action which the Ombudsman regarded as providing a satisfactory remedy. The Council was in the process of implementing the recommendations contained in the report and would report back to the Ombudsman in due course.

RESOLVED: That the report be noted.

COU27 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 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.

(N.B. Councillors Polhill and McDermott declared a Disclosable Other Interest in the following item of business as they were both Board Members of Widnes Regeneration, left the room and took no part in the discussion)

COU28 PROPOSED ACQUISITIONS (MINUTE EXB 150 REFERS)

Executive Board had considered the report of the Strategic Director, People and Economy, on the proposed acquisition of land and property in Widnes, as set out in the report.

RESOLVED: That the allocation of Capital Funding, not exceeding £235k, to acquire the sites outlined in the report, be approved.

Meeting ended at 7.15 p.m.

COUNCIL

At a meeting of the Council on Wednesday, 14 September 2016 in the Council Chamber, Runcorn Town Hall

Present: Councillors Philbin, Abbott, S. Baker, D. Cargill, E. Cargill, Cassidy, Dennett, Edge, Fry, C. Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Howard, Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, MacManus, McDermott, A. McInerney, T. McInerney, Morley, Nelson, Parker, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wall, Wallace, Wharton, Woolfall and Zygadlo

Apologies for Absence: Councillors M. Bradshaw, J. Bradshaw, Cole, J Gerrard, Horabin, M. Lloyd Jones, Nolan, Osborne, Wainwright and Wright

Absence declared on Council business: None

Officers present: D. Parr, I. Leivesley, M. Reaney, P. Fenwick and A. Scott

Also in attendance: None

Action

(N.B. Councillors Polhill and Wharton declared a Disclosable Other Interest in the following item of business as they were Board Members of the Mersey Gateway Crossings Board)

COU29 MERSEY GATEWAY BRIDGE

Council considered a report of the Operational Director, Legal and Democratic Services, regarding the Road User Charging Scheme (RUCSO) for the Mersey Gateway Bridge and the Silver Jubilee Bridge.

IT WAS UNANIMOUSLY RESOLVED: That Council

- 1) confirm that no further consultation is required in respect of the RUCSO;
- 2) confirm that no public inquiry is required to be held into the making of the RUCSO;
- 3) make the RUCSO in the form (or substantially the same form) as that in Appendix A, attached to the report, and to delegate to the Operational Director, Legal and Democratic Services, the authority to make any non-material or consequential

Operational Director, Legal and Democratic Services

amendments to the RUCSO as are necessary to give it effect;

- 4) resolve that the charging scheme under the RUCSO come into effect on 1 July 2017, subject to the RUCSO being made by the Council (on the appointed day);
- 5) resolve that the charging scheme be suspended in full from the appointed day until the date that the Mersey Gateway Bridge is operational and fully open to all traffic (the "permission to Use Date"); and
- 6) authorise the Operational Director, Legal and Democratic Services to take all necessary steps to:-
 - i) bring the RUCSO into effect;
 - ii) to suspend the charging scheme until the Permission to Use Date; and
 - iii) lift the suspension and impose the charging scheme from the Permission to Use Date.

COU30 PART II OF LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 (MINUTE COU 76 REFERS)

Council considered a report of the Strategic Director, Enterprise, Community and Resources, on the adoption of Part II of the Local Government (Miscellaneous Provisions) Act 1976.

RESOLVED: That

- 1) to the extent that they are not already in force, the provisions of Part II of the Local Government (Miscellaneous Provisions) Act 1976 (the 1976 Act) (other than Section 45), are to apply to the whole area of the Council on and after the appointed day;
- 2) the appointed day for the purposes of this resolution shall be 24 October 2016 (being not before the expiration of the period of one month beginning with the day on which the resolution is passed); and
- 3) all powers, duties and provisions in the Council's Constitution relating to Part II of the Local Government (Miscellaneous Provisions) Act 1976

Strategic Director
- Enterprise,
Community &
Resources

and all existing policies, practices and conditions relating thereto shall continue to apply on and after the appointed day.

COU31 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982 SECTION 3 AND SCHEDULE 4 - STREET TRADING (MINUTE COU77 REFERS)

Council considered a report of the Strategic Director, Enterprise, Community and Resources, on the designation of streets for the purposes of Street Trading.

RESOLVED: That

- 1) to the extent that they are not already so designated for the purposes of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982, the streets listed in the Schedule to this resolution shall be designated on and after the designation day as prohibited streets or consent streets as indicated in the Schedule;
- 2) the designation day for the purposes of this resolution shall be 24 October 2016 (being not before the expiration of the period of one month beginning with the day on which this resolution is passed);
- 3) all powers, duties and provisions in the Council's Constitution relating to the provisions of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 and all policies, practices and conditions relating thereto shall continue to apply on and after the designation day; and
- 4) the Operational Director, Legal and Democratic Services, be directed to publish the (Schedule 4) notices required by Schedule 4 Paragraph 2 (9) of the 1982 Act.

Strategic Director
- Enterprise,
Community &
Resources

COU32 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 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.

COU33 PROPOSED DEVELOPMENT AT VENTURE FIELDS, DENNIS ROAD, WIDNES (MINUTE EXB 26 REFERS)

Council considered a report of the Strategic Director, Enterprise, Community and Resources, regarding a decision taken by the Chief Executive, under urgency powers on the proposed development at Venture Fields, Dennis Road, Widnes.

RESOLVED: That Council note the action taken by the Chief Executive under urgency powers, to include £6m in the Council's Capital Programme in respect of the Venture Fields development, agreed by Executive Board on 14 July 2016.

MAYOR'S ANNOUNCEMENT

The Mayor had recently attended the opening of the museum at Norton Priory, Runcorn. He congratulated all those that had been involved in the project and encouraged all to visit the new facilities.

|

Meeting ended at 6.35 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 14 July 2016 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chair), D. Cargill, Harris, R. Hignett, Jones, S. Hill, T. McInerney, Nelson, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, G. Cook, D. Parr, I. Leivesley, M. Reaney, E. Dawson, T. Coffey, A. McIntyre and P. O'Donnell

Also in attendance: None

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

	<i>Action</i>
<p>EXB18 MINUTES</p> <p>The Minutes of the meeting held on 16 June 2016 were taken as read and signed as a correct record.</p> <p>CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO</p>	
<p>EXB19 HOME TO SCHOOL AND COLLEGE TRAVEL AND TRANSPORT POLICY FOR CHILDREN & YOUNG PEOPLE WITH SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND) - KEY DECISION</p> <p>The Board considered a report of the Strategic Director, People, which sought approval to commence a consultation on sustainable travel and transport for children and young people with special educational needs and disabilities.</p> <p>The Board was advised that under the Education Act 1986 (the Act), the Local Authority had a duty to ensure suitable travel arrangements were in place for eligible children and young people. The Act applied to all children and young people permanently resident in Halton and who attended a qualifying school named in their Statement of Educational Needs (SEND) or Education Health and Care Plan (EHCP).</p>	

It was reported that currently there were 385 pupils with SEND receiving support from the local authority to access educational provision, either within the Borough or outside of Halton. The cost of this service for 2015/16 academic year was £1,273,776, and it was proposed to consult parents, carers, educational establishments and other interested parties on revised travel solutions. The consultation exercise would run for 8 academic weeks commencing September 2016, with the results and a recommendation on future arrangements reported to Executive Board.

Reason(s) for Decision

The decision was required to fulfil the Council's statutory duty to promote the use of sustainable travel and transport.

Alternative Options Considered and Rejected

None.

Implementation Date

Any revised policy would be implemented for the September 2017 intake.

RESOLVED: That the commencement of a consultation with stakeholders and partners with regard to implementing a new Home to School and College Travel Transport Policy for Children and Young People with Special Educational Needs and Disabilities from September 2017, be approved.

Strategic Director
- People

EXB20 DAYCARE PROVISION- KEY DECISION

This item was withdrawn from the agenda.

HEALTH AND WELLBEING PORTFOLIO

EXB21 TRANSFORMING DOMICILIARY CARE

The Board considered a report of the Strategic Director, People, which provided a summary of the work to date on the Transforming Domiciliary Care Project (the Project).

The Board was advised on the current position with the Project, and that a review of the domiciliary care sector in the Borough was underway. As part of the Project, a

significant amount of consultation had been undertaken, with engagement with service users and carers, as well as GP's, the voluntary sector, social workers and CCG colleagues. Details of the views expressed were set out in the report for information.

It was reported that in 2015, the National Lottery opened up a new funding initiative aimed at local authorities offered through a Social Impact Bond (SIB). Applications were in three stages, with Halton having succeeded to Stage 3, with a 31 July 2016 deadline for completion of the full application. It was noted that this method of funding was a new concept in public service delivery, and was essentially a payment by results contract.

RESOLVED: That the submission of a bid for a Social Impact Bond of up to £1 million to support the Transforming Domiciliary Care project, be approved.

Strategic Director
- People

RESOURCES PORTFOLIO

(N.B. Councillor Jones declared a Disclosable Other Interest in the following item of business, as he was a Governor at Fairfield Primary School)

EXB22 2016/17 TO 2018/19 CAPITAL PROGRAMME

The Board considered a report of the Operational Director, Finance, on the Council's total forecast Capital Programme expenditure and associated funding over the next three years.

The report updated Members on the latest position on the Council's Capital Programme, including confirmed and indicative capital grant allocations for 2016/17 and future years. Table 1 provided details of the planned Capital Programme for 2016/17 onwards, based on current information for approved schemes. Table 2 summarised how the Capital Programme would be funded.

RESOLVED: That

- 1) the updated Capital Programme for 2016/19, including forecast spend and funding, as set out in Table 1 and 2, be approved; and
- 2) the Strategic Director, Enterprise, Community and Resources, in consultation with the Transportation Portfolio holder, be authorised to agree a detailed implementation programme of Highways and

Strategic Director
- Enterprise,
Community &
Resources

Transportation schemes to be delivered in 2016/17.

EXB23 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on an application for non-domestic rate relief.

The Board was advised that under the amended provisions of the Local Government Finance Act 1988, the Council was able to grant discretionary rate relief to any business ratepayer. Significant changes came into effect from 1 April 2013 in the funding of non-domestic rate reliefs and exemptions, with the Business Rates Retention Scheme. It was noted that the Council was now responsible for funding 49% of any award or relief granted, whereas before, the Government fully funded such arrangements.

A new application from The Cyrenians Limited had been received for top-up discretionary rate relief from 1 April 2016. However, the Board noted that historically, the Council had chosen not to provide top-up discretionary rate relief for national charities, and a previous application from The Cyrenians Limited in 2015 for similar relief had been rejected on this basis.

RESOLVED: That, under the provisions of Section 47 of the Local Government Finance Act 1988, the application for 15% discretionary rate relief from The Cyrenians Limited, be refused on the grounds of it being a national organisation.

Strategic Director
- Enterprise,
Community &
Resources

EXB24 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.

RESOURCES PORTFOLIO

EXB25 PARKLANDS, CHAPEL LANE, WIDNES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the Parklands Club, Chapel Lane, Widnes.

The report sought Members' approval to take forfeiture action by the Council to recover the possession of the premises known as Parklands.

RESOLVED: That

- 1) the taking of forfeiture action by the Council as a result of breaches of the Lease covenants be approved; and
- 2) the Operational Director, Legal and Democratic Services, be authorised to take the necessary action to require the Tenants to comply with the terms of the Lease, and failing this, to seek forfeiture of the Lease.

Operational
Director, Legal
and Democratic
Services

PHYSICAL ENVIRONMENT PORTFOLIO AND RESOURCES PORTFOLIO

EXB26 PROPOSED DEVELOPMENT AT VENTURE FIELDS, DENNIS ROAD, WIDNES.

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided options for the future development of the Venture Fields site, Widnes.

The report provided supporting background information as well as an outline of the current position regarding development potential for the site. An addendum to the report, setting out a third option, was tabled at the meeting for Members' consideration.

RESOLVED: That

- 1) the Board approve the developer to build the new 65,000 sq ft facility and the Council to purchase the completed building for £6M and to take out prudential borrowing to repay the loan over 20 years;
- 2) Members give approval for the Council to grant the lease to LPW Technology Ltd as per the terms set out in Appendix C attached to the report;
- 3) the Operational Director for Economy, Enterprise and Property be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services; and
- 4) that the Chief Executive be asked to use his emergency powers in consultation with the Leader, to approve the addition of the Venture Fields scheme into the Council's Capital Programme to be funded from borrowing, and to report the action to the next available meeting of the Council.

Strategic Director
- Enterprise,
Community &
Resources

MINUTES ISSUED: 20 July 2016

CALL-IN: 27 July 2016

Any matter decided by the Executive Board may be called in no later than 5.00pm on 27 July 2016

Meeting ended at 2.15 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 15 September 2016 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chair), D. Cargill, Harris, R. Hignett, S. Hill, Jones, T. McInerney, Nelson, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, D. Parr, I. Leivesley, M. Reaney, E. Dawson, S. Wallace-Bonner, A. McIntyre, G. Cook, S. McDonald, I. Onyia and O. Adeyemi

Also in attendance: None

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

Action

EXB27 MINUTES

The Minutes of the meeting held on 14 July 2016 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB28 CLOSURE OF WESTFIELD PRIMARY SCHOOL RESOURCE PROVISION BASE FOR PUPILS WITH HEARING IMPAIRMENT AND SPECIFIC LEARNING DIFFICULTIES - KEY DECISION

The Board considered a report of the Operational Director, Education, Inclusion and Provision, which provided a summary of the consultation on the proposal to close the Resource Provision Base for pupils with Hearing Impairment and Specific Learning Difficulties at Westfield Primary School.

Following approval by Executive Board on 16 June 2016, consultation commenced on the proposal to close the Resource Provision Base at Westfield Primary School. Details of the first phase of the consultation and responses were set out in the report, together with a copy of the consultation document attached at Appendix A. Approval

was sought to commence statutory consultation on the proposed closure, which would be effective from 31 December 2016, and to continue support for the three pupils in Key Stage 2 attending the Base, until the completion of their primary education at Westfield Primary School.

It was noted that a further report would be presented to the Board following the statutory consultation period, so that a decision on the proposal could be determined.

Reason(s) for Decision

To provide a more inclusive offer for pupils with hearing impairment, giving them the opportunity to be educated with support alongside their peers.

Alternative Options Considered and Rejected

Retaining the current provision. This was rejected as it was less inclusive and more costly.

Implementation Date

A decision would be required by Executive Board prior to the end of November 2016, so that the base can be closed with effect from 31 December 2016.

RESOLVED: That

- 1) the response to the first phase of consultation be noted; and
- 2) the statutory consultation on the closure of the Hearing Impaired Resource Provision Base at Westfield Primary School, be approved.

Operational
Director -
Education,
Inclusion and
Provision

HEALTH AND WELLBEING PORTFOLIO

EXB29 RECOGNISING, VALUING & SUPPORTING CARERS IN HALTON; JOINT CARERS STRATEGY 2016/2019 - KEY DECISION

The Board considered a report of the Director of Adult Social Services, on the Joint Carers Strategy 2016/19 (the Strategy).

The Board was advised that the National Carers Strategy, refreshed by the Coalition Government in 2010, had four priority areas. Halton's Strategy had been developed to take into consideration the following:-

- National and local priorities for carers;
- Statutory responsibilities and good practice guidance;
- A framework for the continued development of services for carers in Halton; and
- Proposed actions to deliver the strategy over the next three years.

It was noted that the Strategy proposed a model of support for carers based around four key components, as detailed in the report. The body that would be responsible for the delivery of the Strategy in Halton would be the Carers Strategy Group, membership of which was drawn from carers that used the services as well as key delivery partners.

Reason(s) for Decision

The delivery of the Strategy would ensure that both the Local Authority and NHS Halton CCG met their statutory duties under the Care Act.

Alternative Options Considered and Rejected

None identified.

Implementation Date

The Strategy would be implemented following approval by Executive Board.

RESOLVED: That Recognising, Valuing and Supporting Carers in Halton: Joint Carers Strategy 2016/19, be approved.

EXB30 HALTON AFFORDABLE WARMTH STRATEGY 2016-2020
- KEY DECISION

The Board considered a report of the Director of Public Health, on Halton's Affordable Warmth Strategy 2016/20 (the Strategy).

The report set out the background to a new Affordable Warmth Strategy, which outlined Halton's approach to tackle fuel poverty and conditions for those living in cold homes over the next five years. It was noted

that the Strategy aimed to enable households in Halton to achieve the heating levels they needed to maintain comfort and good health, at an affordable cost, and built upon a wide range of support to address fuel poverty which the Council and its partners already provided for households.

It was reported that the Strategy would address five main aims, as detailed in the report, and would address some of the key issues to improving the short and long term health and wellbeing of households in Halton.

Reason(s) for Decision

To provide a co-ordinated approach to reduce harms from fuel poverty in Halton.

Alternative Options Considered and Rejected

None.

Implementation Date

15 September 2016.

RESOLVED: That the Affordable Warmth Strategy 2016/20 be approved and the Board support the implementation of the Action Plan.

Director of Public Health

EXB31 HALTON 0-5 PUBLIC HEALTH SERVICE CONTRACT 2017 - KEY DECISION

The Board considered a report of the Director of Public Health, which sought approval for a direct contract for the delivery of Health Visiting and Family Nurse Partnership Services between April 2017 and August 2017.

The Board was advised that Bridgewater Community Health NHS Foundation Trust had held a contract with Halton Borough Council since it was novated over from NHS England in October 2015. The current contract delivered the Health Visiting Service and the Family Nurse Partnership Programme, which was due to expire in March 2017, and did not have an allowance for any extension.

It was proposed that the current provider be given a direct award of a contract for five months from 1 April 2017 to 31 August 2017. This would provide the opportunity to support meaningful consultation on the development of a new service specification, and to ensure continuity of service for local people during the proposed extension period.

Reason(s) for Decision

As the value of the proposed contract would exceed the EU threshold for services of this type, Executive Board approval was sought to publish the Direct Award of a contract to 31 August 2017 to be given to the current provider, using a 'Voluntary Ex-Ante Transparency Notice' (VEAT) through which the contracting authorities must give sufficient information as to the justification for direct award of a contract without OJEU advertising and observe a minimum 10 day standstill period before the contract was awarded.

Alternative Options Considered and Rejected

The procurement of a Health Visiting / Family Nurse Partnership in isolation had been rejected as it would not enable the development of an innovative, integrated and efficient service to meet the needs of children, young people and their families.

Implementation Date

It was intended that the process to provide a direct award would be undertaken following Executive Board approval with the new contract to commence in April 2017 for a period of five months.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the recommendation to grant a Direct Award to Bridgewater Community Health NHS Foundation Trust for the delivery of Health Visiting and Family Nurse Partnership Services from 1 April 2017 to 31 August 2017, be supported.

Director of Public Health

EXB32 SUPPORTED ACCOMMODATION (VULNERABLE ADULTS) TENDER

The Board considered a report of the Director of Adult Social Services, on the implementation of the vulnerable adults support accommodation services, following completion of the tender exercise.

The Board was advised that, following a tender process for seven geographic areas for the delivery of supported accommodation services in the Borough, contracts were awarded for a three year period from June

2016 to May 2019, with an option to extend for a further one year.

However, due to the withdrawal of services by a number of providers, as detailed in the report, a further procurement opportunity was offered to those previous providers that had reached Stage 2 of the earlier tender process. A further evaluation was completed and details of the current position in terms of providers for each of the zones was set out in the report. The Board noted that by testing the market, the Council had been able to ensure that the purchase of quality care represented value for money.

RESOLVED: That the contents of the report be noted.

(N.B. Councillors Polhill and Wharton declared Disclosable Other Interests in the following item of business as they were Board Members of the Mersey Gateway Crossings Board)

TRANSPORTATION PORTFOLIO

EXB33 MERSEY GATEWAY BRIDGE PROJECT PROGRESS UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the progress with the Mersey Gateway Bridge Project (the Project) and the performance of the Mersey Gateway Crossings Board Limited (MGCB) for the period January to June 2016.

The Board was advised that the MGCB was a special purpose vehicle established by Halton Borough Council (the Council) with the delegated authority to deliver the Project and to administer and oversee the construction, maintenance and tolling of the new crossing including the tolling of the existing Silver Jubilee Bridge. The MGCB was commissioned to deliver the Project on behalf of the Council and operate as a commercial, (though not-for-profit), organisation on an arm's length basis.

The report set out updates under the following areas:-

- Construction progress;
- Compensation Event;
- Relief Event;
- Health and Safety;

- Key Performance Indicators;
- Risk and a Risk Register; and
- Business Plan.

RESOLVED: That

- 1) progress with the Mersey Gateway Bridge Project as set out in the report, be noted; and
- 2) performance of the Mersey Gateway Crossings Board Limited in monitoring the Project Company's (MER) performance, as set out in the report, be noted.

EXB34 STREET LIGHTING HIGHWAY ELECTRICAL TERM MAINTENANCE CONTRACT

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the Street Lighting Highway Electrical Term Maintenance Contract.

It was reported that, in November 2010, Tarmac commenced a term maintenance contract to maintain all electrical equipment within the Borough. The initial contract was for five years, with the option to extend up to five, one year extensions. One extension had been utilised and it was noted that the normal expenditure covered by the contract was around £0.5m each year. However, Members were advised that due to capital funding being secured to install LED lanterns, this would increase the work to be carried out through the contract and consequently, expenditure was likely to exceed £1m.

It was noted that, although there was no statutory duty to provide street lighting, where it was provided, there was a requirement that it should be maintained in a serviceable condition.

RESOLVED: That

- 1) an extension to the Street Lighting Term Maintenance Contract, under Procurement Standing Order 1.15, be agreed, for a period of one year from 1 November 2016 to 31 October 2017; and

Strategic Director
- Enterprise,
Community &
Resources

- 2) it be recorded that the expenditure is anticipated to be in excess of £1m per annum.

EXB35 SURFACE TREATMENT TERM MAINTENANCE CONTRACT

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on a procurement process for the provision of a Surface Treatment Term Maintenance Contract.

The Board was advised that the existing contract for surface treatment of the highway would end on 31 March 2017. It was necessary to make arrangements to secure a new term maintenance contract during the current financial year, to commence on 1 April 2017. It was reported that the value for a five year contract would be in the region of £3m, and under procurement rules, the contract would be tendered.

The Board was advised that tender submissions would be evaluated on a ratio of price (30%) and quality (70%), the outcome being reported to Executive Board at a future meeting.

RESOLVED: That it be noted that a procurement process will be entered into via The Chest, with the purpose of securing a Surface Treatment Term Maintenance Contract for carriageway and footway surface dressing and micro asphalt across the Borough.

Strategic Director
- Enterprise,
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Resources

RESOURCES PORTFOLIO

EXB36 2016/17 QUARTER 1 SPENDING

The Board considered a report of the Operational Director, Finance, which summarised the overall revenue and capital spending position as at 30 June 2016.

In overall terms, revenue expenditure was £0.2m above the budget profile. However, whilst the budget profile was only a guide to expected spending, historically spend was lower in the first quarter of the year and accelerated towards the year-end. Therefore, it was reported that there was a significant risk that the Council may overspend its budget for the year. The budget pressures facing the Council continued to be within the Children and Families Directorate, with an increase in out-of-Borough residential placements and fostering, despite an additional £2.3m of additional budget resources being provided in the past two

years.

It was noted that spending on employees at the quarter end was £192,000 below budget profile, mainly due to posts being held vacant and to a staff turnover savings target of 3% being achieved in most departments.

The Capital Programme had been revised to reflect a number of changes in spending profiles and funding as schemes had developed; a list of those schemes that had been revised were set out in the report. It was reported that capital spending at 30 June 2016 totalled £13.538m, which was 99% of planned spending at this stage. This represented 15% of the total Capital Programme of £88.386m.

The Council's Balance Sheet was monitored regularly in accordance with the Reserves and Balances Strategy which formed part of the Medium Term Financial Strategy. The key reserves and balances had been reviewed and were considered prudent and appropriate at this stage in the financial year and within the current financial climate.

RESOLVED: That

- 1) all spending continues to be limited to the absolutely essential;
- 2) Strategic Directors ensure overall spending at year-end is within their total operational budget; and
- 3) Council be recommended to approve the revised Capital Programme, as set out in Appendix 3, attached to the report.

Operational
Director - Finance

EXB37 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which set out details of an application for non-domestic rate relief.

The Board was advised that, under the amended provisions of the Local Government Finance Act 1988, the Council was able to grant discretionary rate relief to any business ratepayer. This relief had previously only been available to organisations that were a charity, a community amateur sports club or a not-for-profit organisation.

Since 1 April 2013, the Council had been responsible

for funding 49% of any award of mandatory or discretionary rate relief granted, with Government meeting the remaining 51%.

Details of the request were set out in the report for Members' consideration.

RESOLVED: That, under the provisions of Section 47 of the Local Government Finance Act 1988, the application for 15% discretionary rate relief from Loose, be granted for the period of three years commencing 1 April 2016.

Strategic Director
- Enterprise,
Community &
Resources

EXB38 100% BUSINESS RATE RETENTION - CONSULTATION

The Board considered a report of the Operational Director, Finance, which outlined the consultations on the recently published business rates reform and the 100% business rates retention proposal.

The Board was advised that on 5 July 2016, the Department for Communities and Local Government (DCLG) published a consultation paper regarding the implementation of a new system of 100% business rates retention for local government by 2020. It was noted that Halton was working with the other Liverpool City Region (LCR) Councils, to prepare a combined LCR response to the consultation, as the implications for each of the six Councils were very similar. Alongside the consultation, the Government also announced a Fair Funding Review of Councils' relative needs and resources, the outcome of which would establish the funding baseline for each Council and the level of top-up grant that would be received.

It was reported that the LCR had already agreed to be a pilot area for 100% Business Rates Retention, as approved by the Board on 16 June 2016. Following discussions with DCLG, and as a result of being a member of the pilot area, it was noted that the Council would not be required to sign up to the four year grant settlement offer, as during this pilot period, DCLG guaranteed that no Council would be financially worse off as a result. However, since then, DCLG had published a paper titled "Calculating No Detriment", which outlined the principles of Councils within pilot areas being without detriment to the resources that would have been available to them under the current local government finance regime. The Board noted that although this guaranteed the Council would be no worse off as a result of being a pilot area, it did not provide absolute certainty of the Council being no worse off if it had signed up to the four year settlement or if it had not. It was therefore

considered prudent for the Council to sign up to the four year offer and to publish an efficiency report by 14 October 2016.

The report set out the key proposals from the consultation and the Fair Funding Review for Members' information. Technical work groups, set up by Government, had considered the following themes:-

- Devolution of responsibilities;
- Operation of the system, including how growth was rewarded and risk was shared;
- Local Tax Flexibilities;
- Accountability and accounting in a reformed system; and
- Assessment of Council's needs and redistribution of resources.

RESOLVED: That

- 1) the Operational Director, Finance, in consultation with the Resources Portfolio holder, take the necessary steps to accept the four-year funding settlement offer by 14 October 2016; and
- 2) the Operational Director, Finance, in liaison with the Resources Portfolio holder, contribute and agree to the Liverpool City Region response on the consultation titled "Self-Sufficient Local Government: 100% Business Rate Retention", and the call for evidence titled " Fair Funding Review: Call For Evidence on Needs and Distribution".

Operational
Director - Finance

PHYSICAL ENVIRONMENT PORTFOLIO

EXB39 BRENNAN LODGE SUPPORTED HOUSING SCHEME

The Board considered a report of the Director of Adult Social Services which informed them that the contract with The Salvation Army for the delivery of supported housing services at Brennan Lodge had been terminated.

The Board was advised that the service was originally commissioned to provide a single homeless service in

Widnes. The service was procured in 2014/15 and opened in July 2015. The Salvation Army were commissioned to deliver the service following a robust procurement process, and following contract award, they joined the steering group responsible for the property development.

It was noted that, due to ongoing issues and areas of concern identified within the scheme, and as detailed in the report, an action plan was devised for the relevant Officers to update and complete. The service audit review was completed in June 2016, and although it confirmed that there had been slight improvements, repeated errors still existed within the procedural practice and case file management that had not been previously addressed.

The report set out three possible options for Brennan Lodge, which were; to fully lift the suspension of the service; to continue with partial suspension; or to terminate the contract with the current provider. Members were advised that the Local Authority had served formal notice on The Salvation Army, giving three month's notice to terminate the contractual agreement.

RESOLVED: That the Board note

- 1) the report;
- 2) that the contract with The Salvation Army has been terminated; and
- 3) that a re-procurement process has commenced, the outcome of which will be reported to the Executive Board.

Director of Adult
Social Services

EXB40 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.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB41 3MG HBC FIELD

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the disposal of the HBC Field site and the use by the Chief Executive of his emergency powers.

The Board had previously approved the disposal of land at HBC Field and the details of an option agreement with the end user at its meeting on 5 November 2015. In order to progress the negotiations and to finalise the legal documentation, the Chief Executive, in consultation with the Leader and the Portfolio Holders for Physical Environment, Transportation and Resources, had used his delegated powers to make amendments to the Heads of Terms having considered the rationale presented.

RESOLVED: That the Board endorse the use of emergency powers by the Chief Executive in consultation with the Leader and the Portfolio holders for Physical Environment, Transportation and Resources.

RESOURCES PORTFOLIO

EXB42 INDUSTRIAL ESTATE DISPOSAL OLDGATE, MARSHGATE, DEWAR COURT

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the disposal of Oldgate, Marshgate and Dewar Court Industrial Estates.

The Board was advised that, during the Summer, a retesting of the market with previous bidders had taken place. Details of the revised offers were outlined in Appendix 1 attached to the report, for Members' consideration.

RESOLVED: That

- 1) the disposal of the industrial estates to the company and at the price named in the recommendation be approved; and
- 2) the Operational Director, Economy and Enterprise, together with the Operational Director, Legal and Democratic Services and the Resources Portfolio holder, be delegated authority to accept reasonable adjustments to the offer price following detailed surveys, provided that any adjustments to the price still exceed that as set out in the report.

Strategic Director
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Community &
Resources

ENVIRONMENTAL SERVICES PORTFOLIO

EXB43 WASTE TRANSPORT SERVICES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval to waive Procurement Standing Orders in connection with the proposed arrangements for the delivery of Halton's residual household waste contract.

The report set out a number of Options for Members' consideration in relation to the arrangements for the bulk transportation of Halton's kerbside collection of residual household waste to a Rail Transfer Loading Station, from October 2016.

RESOLVED: That

- 1) the waiver of Procurement Standing Order 1.14.3(a) be approved for the appointment of the Company named in the recommendation, to provide a service for the bulk transport of Halton's residual household waste to the Kirkby Rail Transfer Loading Station ("The Service") for the period 1 October 2016 to 31 March 2017;
- 2) the financial expenditure required to deliver The Service, as detailed within the report, be approved and be met from the Council's Contingency Budget; and
- 3) the Strategic Director – Enterprise, Community and Resources be authorised, in consultation with the Executive Board Member for Environmental Services and the Executive Board Member for Resources, to;
 - i) take all steps necessary to implement The Service for the period 1 October 2016 to 31 March 2017, including the agreement of all contractual arrangements, and;
 - ii) determine all matters relating to the transport of Halton's residual waste beyond 1 April 2017; including the potential continuation of a bulk transport service and any subsequent procurement arrangements and contract award up to the value of £1m.

Strategic Director
- Enterprise,
Community &
Resources

MINUTES ISSUED: 19 September 2016

CALL-IN: 26 September 2016

Any matter decided by the Executive Board may be called in no later than 5.00pm on 26 September 2016

Meeting ended at 2.18 p.m.

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HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 6 July 2016 at The Halton Suite - Select Security Stadium, Widnes

Present: Councillors Polhill, (Chair) , Wright and Woolfall and N. Bunce, P. Cooke, T. Hill, M Larking, E. O'Meara, A. McIntyre, D. Parr, M. Reaney, C. Samosa, M. Sedgwick, S. Semoff, H. Sheldrick, R. Strachan, H. Teshome, L. Thompson, T. Tierney, S. Wallace-Bonner and S. Yeoman

Apologies for Absence: Councillor T. McInerney and S. Banks, D. Lyon, H. Patel and M. Pickup

Absence declared on Council business: None

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

	<i>Action</i>
<p>HWB1 MINUTES OF LAST MEETING</p> <p>The Minutes of the meeting held on 9th March 2016 having been circulated were signed as a correct record.</p>	
<p>HWB2 PRESENTATION BY MIKE LARKING, CHESHIRE FIRE AND RESCUE SERVICE</p> <p>The Board received a presentation from Mike Larking, Cheshire Fire and Rescue Service, which provided information on expanding the current home safety assessments to support identified health issues. The presentation provided Members with details on the Fire Prevention in the Home Policy and the impact of a sustained programme of fire safety activity over the last five years in Cheshire.</p> <p>The Board was advised that a Cheshire and Mersey Health and Fire Summit had been held on the 15th July 2015 and a number of issues had been identified to be considered and worked up which were designed to deliver a consistent and impactful intervention and support to NHS across the whole of Cheshire and Merseyside. Using Exeter health data, the service would continue to focus on those most at risk from fire but would work with Health partners to identify</p>	

those households which also faced additional health risks. In 2016/17, the Service would re-launch its Home Safety Assessment Programme as Safe and Well Visits, with fire fighters and advocates carrying out additional basic health checks. The Service planned to increase the current level of 25,000 home visits a year to around 40,000.

RESOLVED: That the report be noted.

HWB3 PRESENTATION - MEETING THE NEEDS OF CHILDREN AND YOUNG PEOPLE WITH SPECIAL EDUCATIONAL NEEDS AND/OR DISABILITIES - ANN MCINTYRE

The Board received a presentation from Ann McIntyre, Operational Director – Education, Inclusion and Provision, which provided information of how effectively Halton met the needs of and improved the outcomes of children and young people who had special educational needs and/or disabilities as defined in the Act and described in the Special Educational Needs Code of Practice: 0 to 25 years.

The Children and Families Act 2014 gave each Clinical Commissioning Group (CCG), a statutory duty to co-operate with the Local Authority in a co-ordinated assessment of the needs of individual children or young people assessed as having special educational needs. They also were required to agree a single outcome focused Education, Health and Care (EHC) Plan. The role of the Health and Wellbeing Board and the Halton profile in comparison to neighbouring local authorities, North West local authorities and the national average was detailed in the presentation.

In addition, Members were provided with an update on the current position and areas for development with regard to children and young people who had a special educational need or disability in Halton.

RESOLVED: That the presentation be received.

HWB4 HALTON HOUSING TRUST - DIRECTOR OF HOUSING AND WELLBEING

The Board considered a report which provided an update on the expansion of Halton Housing Trust (HHT) Director of Housing role to include Health and Wellbeing. This expanded role reflected on-going discussions between HHT, NHS Halton Clinical Commissioning Group (CCG) and Halton Borough Council's Director of Public Health, to

develop a role with joint housing and health responsibilities. This strategic role would enable further development of the positive joint working approach developed over the last few years. The report highlighted the Director of Housing and Wellbeing responsibilities, the initial agreed shared priorities for Halton, and a number of ways that HHT, Halton CCG and Public Health, could work more cohesively to achieve shared objectives.

It was noted that Halton CCG had agreed to make an initial contribution of £10,000 towards the cost of this role. This would be reviewed after an initial 12 month period.

RESOLVED: That the report be noted and that the Board supports the creation of a Director of Housing and Wellbeing.

HWB5 FINANCIAL RECOVERY AND SUSTAINABILITY PLAN

The Board considered a report of the Chief Officer of Halton CCG, which outlined the actions being undertaken by NHS Halton CCG to achieve financial recovery and sustainability. Over the three previous financial years NHS Halton CCG had managed to deliver a balanced year end budget and a 1% surplus.

It was reported that the next five years would be challenging and would involve some difficult and potentially contentious decisions about what services NHS Halton CCG chose to commission or decommission and what partnerships and activities could be invested or disinvested in. The initial figures over the next five years suggested NHS Halton CCG would need to find a cumulative total of £55.6m.

At its meeting of the Governing Body of NHS Halton CCG on the 7th April 2016, it was agreed that based on the forecasts, a financial recovery and sustainability plan was required by July 2016 to deliver recurrent savings over the next five years and to deliver more efficient and effective health and care services. The plan would explore four areas of action:-

- Improving health care;
- Improving value for money;
- Reducing costs by reviewing existing services; and
- Considering more difficult decisions.

On 2nd June 2016, the Governing Body agreed some core principles and a process for decision making on cost improvement identification to contribute to financial

sustainability. The process that was agreed would ensure that the impact of any commissioning decisions, whether about investment or disinvestment, took into account quality and equality issues and were taken forward following engagement with interested parties.

RESOLVED: That the report be noted.

HWB6 PUBLIC HEALTH ANNUAL REPORT ASSESSING NEEDS AND TAKING ACTION

The Board considered a report from the Director of Public Health, which provided Members with information on the 2015/16 Annual Report: Assessing Needs and Taking Action. The Annual Report would be available in July 2016 in hard copy and on line at www.halton.gov/PHAR.

The Board was advised that this year's Annual Report focussed on the work of the Public Health Evidence and Intelligence Scheme. The topic had been chosen to highlight some strategic pieces of work, their key findings and how they had been used or would be used by Halton Borough Council and its partner organisations. The pieces of work highlighted in the report where:-

- Children's Joint Strategic Needs Assessment (JSNA);
- GP JSNA;
- JSNA on Long Term Conditions; and
- Older People's JSNA.

RESOLVED: That the contents of the report be noted and the Board supports the recommendations.

HWB7 BETTER CARE FUND 2016/17

The Board considered a report of the Director of Adult Social Services, which provided information on the submission of the Better Care Fund 2016/17. It was reported that much of the 2016/17 submission remained a continuation of the successful approach in 2015/16 and initial feedback suggested that Halton would be approved unconditionally. This would be confirmed by 30th June 2016.

RESOLVED: That the report and associated documents be noted.

HWB8 WELL NORTH PROGRAMME

The Board considered a report which provided an update on the Well North Programme for Halton. Well North

was a Department of Health response to the Due North Report published in 2015, which highlighted the disparity in health outcomes between the north and the south of England. The development of the Well Halton Programme, under the auspices of Well North, had been conducted in partnership between NHS Halton CCG and Halton Borough Council. The Health and Wellbeing Board reviewed and approved the initial proposition and had received a progress report with a further report due in July. Regular updates and opportunities for engagement in the development of the Well Halton proposition had also been offered across the two organisations and community partners.

It was reported that three schemes had been agreed for Well Halton in the following areas; Windmill Hill, Halton Brook and Widnes.

An initial narrative had been developed for each area and the next steps were that each scheme would require a clearly identified governance structure, a project initiation document and clear leadership team to progress the schemes. Details of the membership for each scheme were outlined in the report.

RESOLVED: That

- (1) the report be noted;
- (2) the initial work programme for Well Halton be agreed; and
- (3) the resources required to support Well Halton be agreed.

HWB9 HEALTH AND WELLBEING BOARD STRATEGY 2017-2022

The Board received a report from the Director of Public Health, which provided an update on the development of the new Halton Health and Wellbeing Strategy (2017/2022). One of the key responsibilities of the Health and Wellbeing Board was to develop a Health and Wellbeing Strategy to meet the needs of the local population. Halton's first Health and Wellbeing strategy covered the period 2013–2016 and set out the vision of Health and Wellbeing in Halton. As the current strategy finished in 2016, a new Health and Wellbeing Strategy would be developed to build on successes and to make further improvements.

Members were advised that it was important that the Strategy recognised:

- the agreement between the Government and the leaders of the Liverpool City Region (LCR) to devolve a range of powers and responsibilities to a Combined Authority;
- the NHS five year forward view; and
- the five-year Sustainability and Transformational Plan (STP).

Whilst the new Health and Wellbeing Strategy needed to reflect current priorities from elsewhere in the system, it would maintain a local focus that was evidence-based and reflected local people's views. Priorities identified within the new Strategy would be aligned with LCR Devolution and "One Halton" areas of focus. Those currently being discussed included:-

- Child development;
- Community immobilisation, health eating and exercise;
- Long term conditions CVD and cancer;
- Mental health; and
- Disabilities.

In addition, the new Strategy would include an updated Health and Wellbeing profile for Halton, outline the progress made since 2013 and the challenges that remained, provide an overview of priorities and how and why these were chosen, outline a system at scale to make a difference and outline how success would be measured.

Following consultation with public and key stakeholders, a draft of the new Strategy would be presented to the Health and Wellbeing Board for comment in October, with a final version submitted for approval in January 2017.

RESOLVED: That the Board provide leadership and oversight for the development of the new strategy and help inform its chosen priorities.

HWB10 DISCUSSION PAPER ON THE MANAGEMENT OF LETTINGS WITHIN THE BOROUGH AND THE IMPACT ON OLDER PEOPLE

The Board considered a report which highlighted the impact that some housing lettings could have on the health and wellbeing of older people within the Borough. In order to

ensure that the health and wellbeing of older people in housing lettings was improved and maintained, it was proposed that the Board consider the following:

- i. to adopt a National Pensioners Convention (NPC) Dignity Code;
- ii. to consider putting forward a recommendation to the Property Pool Plus to adopt the NPC's Dignity Code; and
- iii. discuss how the health and wellbeing of older people within the housing lettings could be brought to the fore and draw attention to it so that other older people did not have their lives affected by inappropriate lettings.

RESOLVED: That

- 1) the report be noted;
- 2) the Board discuss the issues under Options for Change and develop a system-wide approach; and
- 3) the Board adopt the National Pensioners Convention Dignity Code.

Meeting ended at 3.50 pm

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

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 13 June 2016 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chair), Logan (Vice-Chair), Cassidy, P. Hignett, Horabin, P. Lloyd Jones and Parker

Apologies for Absence: Councillor Rowe

Absence declared on Council business: None

Officers present: A. McIntyre, A. Jones, T. Coffey and A. Parkinson

Also in attendance: M. Parkinson – Strategic Professional Partner (CWAC) and Mrs C. Alonso

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

Action

CYP1 MINUTES

The Minutes of the meeting held on 22 February 2016 were taken as read and signed as a correct record.

CYP4 PUBLIC QUESTION TIME

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

CYP3 EXECUTIVE BOARD MINUTES

The minutes relating to the Children, Young People and Families Portfolio which had been considered by the Executive Board since the last meeting of this Board were attached at Appendix 1 for information.

The following queries were made in relation to the minutes.

EXB106 – were academies keeping the existing admission arrangements that were already in place prior to their conversions?

Each academy was its own admission authority but it must

meet the mandatory requirements of the Admissions Code. Academies still needed to consult with the LA and other admissions authorities about their arrangements.

EXB131 – the regional adoption agency does not include the same areas as the Liverpool City Region (LCR), why is this?

Halton has historically benefitted from a successful working relationship with Warrington, Wigan, St Helens and Cheshire West and Cheshire in the adoption field and it was felt that this should continue and was considered the best arrangement to serve the people of Halton.

RESOLVED: That the minutes and comments made be noted.

CYP4 SSP MINUTES

The Minutes of the Halton Children's Trust meeting held on 17 December 2015 were attached for Members' information.

RESOLVED: That the Minutes be noted.

CYP5 PRESENTATION – WHITE PAPER “EDUCATIONAL EXCELLENCE EVERYWHERE” / “EDUCATION FOR ALL BILL”

The Board received a presentation on the White Paper March 2016 “*Educational Excellence Everywhere* and the proposed “*Education for All Bill*”.

The Operational Director for Education, Inclusion and Provision provided a summary of the Paper identifying implications for the Local Authority's role in Schools Improvement and wider services, and also the potential implications for schools in Halton. It was noted that the proposed reforms would radically reshape education and reduce and redefine the role of the Local Authority.

All schools within a local authority would not be compelled to convert to academy status except:

- 1) If the LA could no longer support the remaining schools because the critical mass had converted; and
- 2) Where the local authority consistently failed to meet a minimum performance threshold (yet to be determined) across its schools.

The presentation discussed:

- The 7 key areas of reform;
- The retention of good teachers; and the replacement of qualified teacher status with accreditation based on a teacher's effectiveness in the classroom – posing the question how would this be measured;
- Great leaders and governance;
- The conversion of inadequate or underperforming schools to academies and the continuation of encouraging high performing maintained schools to become academies;
- The role of the Local Authority in the academisation programme;
- Preventing underperformance;
- Accountability with regards to Multi Academy Trusts (MATs);
- Resources – such as funding being allocated directly to the schools; and
- The key issues for Halton.

Members raised concerns about Early Years provision and whether the 30 hours would be maintained. They also commented on the role of Governors and who would appoint them.

RESOLVED: That the presentation be received and comments made be noted.

CYP6 PRESENTATION – “THE CHANGING ROLE OF THE REGIONAL SCHOOL COMMISSIONER” AND “THE EDUCATION AND ADOPTION ACT, MARCH 2016

The Board received a presentation on the Education and Adoption Act 2016 and the *Changing Role of the Regional School Commissioner (RSC)*.

Officers advised that the *Education and Adoption Act* received Royal Assent in March 2016 and would:

- Make provision for schools in England that were causing concern, including provision about their conversion to academies;
- Provide new intervention powers for Regional School Commissioners;
- Make provision about joint arrangements for carrying out local authority adoption functions in England; and
- Outline 14 clauses including the changing role of the Regional School Commissioner.

The 14 Clauses of the Act were presented to the Board as were the implications of these for the Local

Authority. The presentation would be sent to Members for further scrutiny. It was noted that the RSC for Halton was Vicky Beer.

RESOLVED: That the presentation be received.

CYP7 PRESENTATION - LOCAL AREA'S EFFECTIVENESS IN IDENTIFYING AND MEETING THE NEEDS OF CHILDREN AND YOUNG PEOPLE WHO HAVE SPECIAL EDUCATIONAL NEEDS AND/OR DISABILITIES

The Board received a presentation which informed Members of the work of the Local Area in identifying and meeting the needs of children and young people who had a special education need or disability in Halton.

The Board was advised that the framework for the inspection of local areas' effectiveness in identifying and meeting the needs of children and young people who had special educational needs and/or disabilities had been published. The purpose of the inspection; to hold Local Areas to account and to offer assistance in developing processes and support systems to deliver better outcomes for children and young people, was noted by Members.

The following points were discussed from the presentation:

- On average a local area would only be inspected once every 5 years; it was anticipated that Halton would receive a visit before the summer;
- Each Local Area would have a nominated Officer Representative who would act as the single point of contact on behalf of all local agencies throughout the inspection – Halton's nominated Officer was Ann McIntyre;
- Inspectors would visit a range of providers of services to see how these services worked together;
- Included in the evidence the inspectors would seek the attainment and progress of children and young people with SEND; attendance and exclusion information and data relating to identification of SEND at school support and through EHC plans. Following Members queries, it was confirmed that nursery schools and the children of travellers were included in the information if they had SEN/D;

- Schools and nurseries published SEND information would be inspected;
- Evaluation would be received from service users e.g. parents, to determine how they had influenced commissioning and service delivery;

The presentation provided information with regards to how Halton compared with National and North West averages. Members were also provided with a breakdown of the primary and secondary schools SEN/D needs by types. The special school provision and the secondary and primary resource bases available in Halton were noted.

The areas for development were discussed by Members and it was suggested by one Member that in some cases attachment issues played a big part in influencing the first years of a child's life.

Were schools aware of attachment issues and the need to nurture?

- Psychologists were currently looking into the effects this may have in future years;
- Primary and secondary schools had been invited to take part in a nurture pilot programme, it was hoped that the schools community would be encouraged to participate once hearing about the pilot from colleagues.

Were schools able to cope when youngsters had been identified with issues relating to lack of nurture?

- Specialist teachers and psychologists played an important role in identifying and then supporting schools;
- Teacher training was available and was helping however schools needed to invest in the teacher training themselves.

Would the SEND training be ongoing?

- It was the schools responsibility to ensure training was in place to develop their children identified with SEND.

RESOLVED: That the presentation be received and comments made be noted.

CYP8 REGULATION 44 VISITS TO COUNCIL OWNED CHILDREN'S HOMES

A report was presented to the Board which outlined

the statutory basis for Regulation 44 visits, the role of Members in undertaking those visits and the training and support that was in place for that role.

The Board was informed that Regulation 44 of the *Children's Homes Regulations 2015* required each children's home to ensure that an 'independent' visitor visits the home at least once a month. The visitor was then required to compile a report of their findings which must be submitted to Ofsted within 4 weeks of the visit.

It was noted that the focus of the visit was to ensure that all children within the placement were being appropriately cared for and their individual needs were being met. This was achieved through a combination of examining appropriate written records within the home; viewing any complaints; and interviewing children, parents and staff as they felt necessary, to establish the standard of care being provided.

It was reported that Ofsted had recently inspected both of Halton's Children's Homes (Edinburgh Road and Inglefield) and following this it was recommended that the visits needed to offer a more rigorous and impartial assessment of the home's arrangements for safeguarding and promoting the welfare of the children in the home.

It was noted by the Board that failure to act on the recommendations of Ofsted may affect subsequent Ofsted judgements. The report provided information on the steps that were required to be taken to adhere to the recommendations provided.

Members shared their experiences with each other of visits made previously to the children's homes and agreed that training was crucial to the success of the visits and were happy to receive this. The training would be provided by *Action for Children* who had agreed to accompany Members upon the conclusion of their training and in the initial visits, if this was requested.

Members understood the need for a rota to include all Members of the Board and the Chair suggested an email be compiled and sent to Members, in consultation with the Portfolio Holder for Children, Young People and Families, explaining the responsibility that lay within the Regulation 44 Visits and the importance of them being carried out as recommended by Ofsted.

In response to a Members query, it was noted that

Halton did have some privately owned children's homes and they made their own arrangements to carry out Regulation 44 Visits and reporting them to Ofsted.

RESOLVED: That the Board

Ann McIntyre

- 1) notes the reasons for Board Members undertaking Regulation 44 visits;
- 2) confirms their commitment to the training and support; and
- 3) confirms their commitment to undertake Regulation 44 visits via a rota.

CYP9 INDEPENDENT LIVING SKILLS

The Board received a summary of the review of provision for teaching and enhancing Independent Living Skills for Young People with Special Educational Needs and Disabilities in Halton. The review was recommended following the last update report in January 2016.

Members were advised that visits were arranged between 2013-2015 to each special school and two primary resource bases; and to Riverside College. It was reported that the settings were found to be providing opportunities and experiences to help shape the essential independent living skills required to support young people towards Independent Living. Furthermore, Members were advised that Ofsted had judged Halton's special schools as good or outstanding in their provision. The report went on to provide examples of feedback received from Ofsted following their visits.

It was noted that Halton had a higher proportion of young people in employment and training compared to the national figures of 6%. Members requested further details of the types of skills the young people were learning and also the types of skills that were in demand by employers. It was suggested that this could be reported at a future Board meeting.

With regards to the further review of the topic *Preparation for Adulthood* by the sub group, it was the consensus of the Board that this should now be wound up and a report prepared for the next Board meeting.

The Chair also requested that Members give some thought to future topic groups as this would be discussed at the next meeting.

RESOLVED: That the Board

- 1) notes the scrutiny of Independent Living Skills undertaken since 2013; and
- 2) supports continued scrutiny through the Preparation for Adulthood SEND Strategic Group.

CYP10 PERFORMANCE MANAGEMENT REPORTS - QUARTER 4 2015-16

The Board received the performance management reports for quarter 4 of 2015-16 and were requested to consider and raise any questions or points of clarification, in respect of them.

It was noted that the key priorities for development or improvement in 2015-18 were agreed by Members and included in Directorate Plans for the various functional areas reporting to the Board, i.e. Children and Families services; and Education, Inclusion and Provision. The reports detailed progress against service objectives and milestones and performance targets and provided information relating to key developments and emerging issues that had arisen during the period.

The following was highlighted:

- The timeliness of assessments – 1075 out of 1320 children's social care single assessments were completed within timescales, demonstrating a significant improvement in the final quarter.
- Early years entitlement for vulnerable 2 year olds – the take up had increased from the same time last year.
- Teenage conceptions – had seen a reduction for the fourth consecutive year in Halton and since 1998 this had reduced by 42.9%.

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

Meeting ended at 8.55 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, 12 September 2016 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chair), Logan (Vice-Chair), Cassidy, P. Hignett, Edge, C. Gerrard, J. Stockton, Parker, P. Lloyd Jones and Rowe

Apologies for Absence: Councillor Horabin

Absence declared on Council business: None

Officers present: A. McIntyre, A. Jones, T. Coffey, J. Farrell, J. Rosser and V. Wright

Also in attendance: Mark Parkinson – Strategic Professional Partner (CWAC) and Mrs C. Alonso.

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

Action

CYP11 MINUTES

The Minutes of the meeting held on 13 June 2016 were taken as read and signed as a correct record.

CYP12 PUBLIC QUESTION TIME

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

CYP13 EXECUTIVE BOARD MINUTES

The minutes relating to the Children, Young People and Families Portfolio which have been considered by the Executive Board since the last meeting of this Board were attached at Appendix 1 for information.

EXB2 – What will happen to the three children left at the resource base in Westfield Primary?

They would continue to receive the same support they do now until they complete their primary education at Westfield Primary School.

EXB19 – When would the travel policy for children with SEND be effective?

Following the 8 week consultation with parents, carers, educational establishments and other interested parties, a report would be taken to Executive Board in January with the findings for their consideration. A report following the consultation would also be brought to this Board.

RESOLVED: That the minutes be noted.

CYP14 SSP MINUTES

The minutes of the Halton Children's Trust meeting held on 28 April 2016 were submitted to the Board for information.

RESOLVED: That the minutes be noted.

CYP15 CHAIRMAN'S ANNUAL REPORT - 2015/16

The Chair presented the Children, Young People and Families Policy and Performance Board's Annual Report for 2015-16.

He wished to place on record his thanks to Members and Officers for their commitment, support and hard work carried out throughout the year.

RESOLVED: That the 2015-16 Annual Report be received.

CYP16 EARLY YEARS REVIEW

The Board received a presentation from the Operational Director, Education, Inclusion and Provision, on the Early Years in Halton Review, which was commissioned by the British Association for Early Childhood Education. Halton also participated in an OFSTED thematic called "*Unknown children – destined for disadvantage?*"

Members were advised that despite the majority of early years settings in Halton being judged as good or outstanding, there was insufficient improvement in progress in narrowing the gap between Halton and National figures.

The Review was carried out between January and April 2016 and included those in early years settings, health and services in Halton. It was found that there was some excellent practice in early years in the Borough with

dedicated staff determined to improve life chances of the youngest children and their families; and improvements in the quality of provision had been made over recent years. There were however some findings highlighted from the Review that could be attributable to the lack of improvement in early years. It was noted that these findings would be used to develop a shared vision driven by a 0 to 5 Strategic Board, who would agree key performance indicators within an early Years Action Plan. Further, the quality of support for settings, schools and families would be looked at as well as developing cross sector working and encouraging partnerships.

The *One Halton Child Development Group* was discussed which consisted of partners such as Public Health, Schools, parents, CCG and The Health Improvement Team. Members were also informed of the Early Years Review by Nottinghamshire Council, (who had received lottery funding) and it was hoped that they would visit the Board at the next meeting.

The following points were made arising from the presentation and following Members questions:

- There was sufficient provision in Halton for 2, 3 and 4 year olds but some parents chose not to send their children for different reasons; such as transport issues or not being able to get into their preferred setting;
- The hardest to reach parents presented challenges as some were unable to communicate effectively and therefore missed opportunities for early years education;
- With regards to targeting homeless units and domestic violence centres; these and others would be identified by the One Halton Group;
- One Member said that over the years a number of local playgroups had become closed due to statutory educational requirements for all early years settings and the educational qualifications now necessary to work or run an early years provision; and
- The relationship between Private, Voluntary and Independent (PVI) settings and schools needed to be improved.

The Chair thanked Officers for the presentation and

invited them to present and update at a future meeting of the Board.

RESOLVED: That the Board noted the presentation and comments made.

CYP17 SUMMARY OF 2016 PROVISIONAL UNVALIDATED ATTAINMENT OUTCOMES

The Board received a report from the Operational Director – Education, Inclusion and Provision, which provided a summary of changes to this year's school assessment process.

The provisional outcomes for Halton's Children and Young People and their performance in comparison to invalidated National Data and North West Regional Data were also presented to the Board.

The presentation included information relating to:

- Early Years Foundation Stage (EYFS) results;
- Phonics results year one;
- Changes to Key Stage One and Key Stage Two Assessment 2016; Key Stage One: Reading, Writing and Maths (Expected Standard);
- Key Stage One: Reading, Writing and Maths (Working at greater depth);
- Key Stage Two: Reading, Writing and Maths (Expected Standard);
- Key Stage Two: Writing (Working at greater depth);
- GCSE results; and
- Post 16 results: A Level and BTEC

Mark Parkinson referred Members to an article in 'Schools Week' that discussed the moderation of schools. The article could be found at: <http://schoolsweek.co.uk/councils-launch-investigation-after-ks2-results-show-worrying-trend/>.

Members noted that Halton's GCSE results had improved 2% (although could not be compared to national data yet) and the post 16 results were doing very well. The key focus for improvement was early years, Key Stage 1 and Key Stage 2.

RESOLVED: That the presentation is received.

CYP18 COMMON ASSESSMENT FRAMEWORK (CAF) ACTIVITY BY SCHOOLS

The Board received a report from the Director of Children's Services updating them on the Common Assessment Framework (CAF) activity by schools in Halton.

It was noted that Halton's approach to early intervention depended on all partners ensuring that the delivery of universal services played a key role in identifying and supporting children, young people and families when issues first emerged.

The report went on to discuss the CAF process, the support available to school staff undertaking level 2 support to families, and developments in early intervention in Halton.

The following queries were made by Members:

Was there any data that showed how many CAF's came from individual schools?

Primary schools currently lead on 84% of the open CAFs and secondary schools lead on 22% of open CAFs but there was no data that stated which particular schools they came from.

How is the success of these measured?

If the CAF has achieved its aims, the child should not progress to children's social care as the intervention and support has addressed the needs. Some families' circumstances may change and the child may need a further CAF in the future; this may be right for that child and family but this is monitored to ensure support was at the right level. The new ECAF recording system would improve the tracking of outcomes for all CAFs.

The identity of the Lead Professionals is not clear on the chart on 3.2.2, will this improve?

Yes, a new system will be introduced which would be more robust and provide live data.

RESOLVED: That the Board

- 1) notes the report;
- 2) notes the support available to staff in schools to complete and lead on CAF's; and

- 3) notes the developments underway to support early intervention across the Borough.

CYP19 CHILD HEALTH

A report from the Director of Public Health was presented to the Board that provided a summary of the health and wellbeing and health needs of children and young people and their families in Halton.

Members were referred to page 35 which provided various data of the health outcomes of children and young people in Halton. The report also discussed:

- Infant mortality;
- Low Birth Weight;
- Breastfeeding;
- Smoking at time of delivery;
- Immunisations;
- Dental Health;
- Child Development;
- Obesity;
- Teenage conception of deliveries;
- Admissions to hospital due to alcohol;
- Appendix 1 – Health outcomes for children and young people in Halton comparing 2016 CHIMAT data to the 2015 profile; and
- Appendix 2 – an example of a children's Ward health profile (The Grange).

The report was discussed by the Board and the following queries/comments were made:

- Working mothers needed to be encouraged to breast feed for as long as possible; some new mothers are under pressure to return to work quickly after the birth of their child due to financial pressures, which can discourage breastfeeding;
- Leaflets could be distributed in workplaces to raise awareness of the benefits of breastfeeding and the positive health impacts for baby throughout life. Work was underway with workplaces to help employers to understand how they can support their staff with young babies;
- All mothers are given a choice on whether or not to breastfeed and would be supported by the health visitor either way. Services strived to give women the

information required to make a fully informed decision;

- Challenges regarding child obesity being higher than the national average were noted, as was the work of the Healthy Child Programme which was addressing this;
- An example of a children's ward health profile was attached at appendix 2; however all ward profiles could be accessed on the following link: www.halton.gov.uk/JSNA;
- Paragraph 3.12 (Child Development) was highlighted as a priority area and examples of the work being carried out in this area was explained. It was noted that the first 1001 days of a child's life were a critical period of brain growth and adverse events, such as a neglect, will impact upon the growth of the brain and the child will suffer the effects of this for the rest of their life;
- With reference to the 90% take up of free education for 3 and 4 year olds in Halton and why this was not higher, this could be attributed to access problems such as living too far away from the settings and transport issues;
- Why was there an increase in the numbers of Children in Care (CIC) – this was for a number of reasons other than poverty, such as parents with alcohol and drug dependencies; mental health issues and learning disabilities. Overall the profile had changed across the North West region, not just in Halton; and
- The gap in the numbers of teenage pregnancies reported and the numbers of live births was due to terminations.

The Chair thanked the Public Health representative for her attendance and they were invited to attend a future meeting of the Board.

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

CYP20 PERFORMANCE MANAGEMENT REPORTS FOR
QUARTER 1 - 2016-17

The Board received the Performance Management reports for quarter 1 of 2016-17 and were requested to consider and raise any questions or points of clarification in respect of these.

It was noted that the key priorities for development or improvement in 2016-17 were agreed by Members and included in the Local Authority's Business Plan, for the various functional areas reporting to the Board as detailed below:

- Children and Families Services; and
- Education, Inclusion and Provision.

The report detailed progress against service objectives and milestones and performance targets and provided information relating to key developments and emerging issues that had arisen during this period.

Officers highlighted the following emerging issues from the reports:

- Policy announcements for children's services relating to: *The Children and Social Work Bill* and *Putting Children First and Educational Excellence Everywhere*; noting the implications for a probable changing role and statutory duties for local authorities;
- The review of the Local Safeguarding Children's Board;
- The deferral of the new National Funding Formula for schools and high needs; and
- The publishing of Halton's Special Educational Needs and Disability Strategy (SEND).

RESOLVED: That the first quarter performance management reports be received.

Meeting ended at 8.45 p.m.

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

At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 27 June 2016 in the The Board Room - Municipal Building, Widnes

Present: Councillors MacManus (Chair), Edge (Vice-Chair), S. Baker, Cassidy, Logan, J. Lowe, C. Plumpton Walsh, June Roberts and Wallace

Apologies for Absence: Councillor J Gerrard

Absence declared on Council business: None

Officers present: W Rourke, A. Jones, L. Faint and C. Patino

Also in attendance: Phill Day and Susan Smith from Sci-Tech Daresbury

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

Action

ELS1 MINUTES

The Minutes from the meeting held on 21 March 2016 were taken as read and signed as a correct record.

ELS2 PUBLIC QUESTION TIME

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

ELS3 EXECUTIVE BOARD MINUTES

The recent Executive Board Minutes relevant to the Employment, Learning and Skills and Community PPB were submitted to the Board for information.

RESOLVED: That the minutes be noted.

ELS4 EMPLOYMENT, LEARNING & SKILLS AND COMMUNITY POLICY & PERFORMANCE BOARD ANNUAL REPORT - 2015-16

The Board considered a report of the Strategic Director, Children and the Economy, which provided an Annual Report outlining the work carried out by the

Employment, Learning and Skills, and Community Policy and Performance Board for 2014/15.

The Chair wished to convey his thanks to Councillor Edge who had been Chair of the Board for the past 4 years and thanked Members and Officers for their support and hard work throughout 2015/16.

RESOLVED: That the 2015/16 Annual Report be recommended to Full Council.

ELS5 PRESENTATION - DARESBUY OPEN DAYS

The Board received a presentation from the Public Engagement Manger at the Science and Technology Facilities Council (STFC), Phill Day, titled '*Daresbury Open Days*'. He was accompanied by this colleague Susan Smith.

He advised the Board that the Open Days would take place from 5 to 9 July 2016 at Sci-Tech Daresbury. The presentation advised Members of the following:

- The rationale behind Daresbury Open Week;
- The aims for Daresbury Open Week;
- The plan for each day and who will be attending;
- Provided maps and itinerary for Family Day; and
- Details of the Science Fair.

Further to Members queries the following was noted:

- That school places for the event were allocated randomly once the school had expressed an interest in attending;
- During the planning stage all schools in Halton had been contacted regarding the event; offering them the opportunity to participate;
- Some Halton Schools had already visited STFC and some were coming to the event next week;
- It was agreed that Halton schools should be given some priority as the facility was in Halton and staff at STFC would work to contact as many primary schools as possible;
- For this event, the schools would be contacted again inviting them to come to the general open day; and
- The STFC was an ongoing programme and public engagement was a priority and encouraged.

Phill Day and his colleague Susan Smith invited all Board Members to attend the open day on 9 July. Councillor Edge also recommended that Members attend as

she had seen the presentation which was impressive. The Chair commented that Sci-tech Daresbury was a state of the art facility and was an asset to Halton with the potential to offer good employment opportunities.

RESOLVED: That the Board notes the presentation and action points.

ELS6 APPRENTICESHIP UPDATE: HBC POSITION STATEMENT / APPRENTICESHIP POLICY FRAMEWORK AND THE APPRENTICESHIP LEVY AND PUBLIC SECTOR TARGET

The Board received a report from the Strategic Director People and Economy that provided:

- the Council's Apprenticeship Position Statement;
- a brief overview of Halton Council's proposed Apprenticeship Policy Framework; and
- an outline of the significance of the Framework in light of the proposed introduction of the Apprenticeship Levy and the Public Sector Apprenticeship Target.

It was reported that the Council had 13 apprentices with a further 9 apprentices in various stages of recruitment. Work was being developed to introduce an Apprenticeship Policy and Guidance at Halton Borough Council with an aim to ensure uniformity and consistency of approach across the Council. It would also bring together the relevant sections within the organisation, for example Policy, HR, Employment and Learning Skills, to ensure a co-ordinated approach.

The four elements of the Policy and Guidance were described to Members and they were advised that a further update would be provided to the Board as the work developed.

The introduction of the Apprenticeship Levy and Apprenticeship Public Sector Targets were discussed in detail in the report.

RESOLVED: That the Board notes

- 1) the report;
- 2) the contents and potential impact of the Framework/Apprenticeship Levy and Public Sector Target; and
- 3) that further work was being developed in order to respond to the Apprenticeship legislation as outlined in the report.

ELS7 UPDATE OF THE AREA BASED TARGET REVIEW OF FURTHER EDUCATION

The Board received a report updating them on the development of the Area Based Review (ABR) of Further Education (FE) in the Liverpool City Region (LCR).

Members were advised that the Area Based Review process formed part of the national reforms to the post-16 Education sector, with the aim of raising productivity and economic growth. The purpose of the ABR process was outlined in the report together with information on the outcomes of the LCR Devolution Deal; who would be included in the Review; and the importance of the outcomes of the Review process.

It was reported that the Review process would identify the current position and priorities for skills in the LCR. Further it would promote discussion across the further education sector and encourage a collaborative approach to respond to local economic challenges and skills demands now and in the future, whether for infrastructure or curriculum changes.

Members discussed the report and the potential risks to Riverside College. The Chair advised the Board that a further report would be presented to the Board in September.

RESOLVED: That the Board notes the potential implications for Halton.

Operational Director –
Economy, Enterprise
& Property

ELS8 ADULT LEARNING SERVICE - UPDATE

The Board received a report from the Strategic Director – People and Economy, which provided an update on the activity taking place in Adult Learning. A presentation was made by Louise Faint from Adult Learning to accompany the report.

It was noted that in line with a national 24% Skills Funding Agency (SFA) funding reduction the 2015-16 accredited provision had been reduced, with the main qualification delivery focused on priority areas such as maths, English, employability, ICT and childcare. Members were advised that established curriculum areas which produced good quality outcomes for learners with lower skills still remained, such as Family Learning and Craft based subjects.

Members were advised that the Mental Health Programme was nearing its Year 1 end with 85 learners taking part. Officers would advise if they had been selected to continue into Year 2 once the analysis of data had taken place.

Officers provided Members with information showing the profile of adults attending Adult/Family learning programmes in 2015-16 and information showing the demographic profile of adults attending Adult/Family learning programmes in 2015-16.

Arising from the presentation Members discussed:

- The reluctance of adults to learn numeracy and maths;
- The importance of family learning and how the encouragement provided by schools helped parents to participate;
- How the programmes were advertised to the general public;
- Why the take up of courses was so low in Windmill Hill despite working with the Children's Centre and carrying out leaflet dropping and advertising in the School; and
- The need to target single parent families especially when the child starts school.

RESOLVED: That the Board welcomes the progress made to date in managing an effective adult learning service.

ELS9 QUARTERLY POLICY UPDATE

The Board received a number of policy, legislation, consultation and guidance documents that were issued by Government departments and agencies and had varying degrees of relevance to issues on the employment, learning and skills agenda and related topics.

The report provided a brief summary of key announcements along with observations of local relevance, where appropriate, so Members could consider whether to initiate more detailed scrutiny and/or report to a future meeting.

RESOLVED: That the announcements are noted.

ELS10 PERFORMANCE MONITORING REPORTS FOR QUARTER 4 OF 2015-16

The Board received the performance management reports for quarter 4 of 2015-16 and were requested to consider and raise any questions or points of clarification, in respect of these.

The report detailed progress against service objectives and milestones, and performance targets and provided information relating to key developments and emerging issues that had arisen during quarter 4, for the following functional areas reporting to the Board:

- Enterprise, Employment and Property Services; and
- Community and Environment.

The Chair acknowledged the queries sent from Councillor Wallace on the day of the meeting in respect of the reports, and advised that these would be replied to after the meeting and copied to all Board Members.

In respect of paragraph 2.1, Councillor Edge requested information relating to the industries that had benefitted from the *Liverpool City Region Growth Grant* which was now closed. Officers would circulate the information to all Members of the Board.

RESOLVED: That the Policy and Performance Board receives the quarter 4 performance management reports.

Operational Director –
Economy, Enterprise
& Property

Meeting ended at 8.17 p.m.

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

At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 26 September 2016 in the Civic Suite, Town Hall, Runcorn

Present: Councillors MacManus (Chair), Edge (Vice-Chair), S. Baker, Logan, J. Lowe, C. Plumpton Walsh, June Roberts and Wallace

Apologies for Absence: Councillors J. Gerrard and Rowe

Absence declared on Council business: None

Officers present: W Rourke, A. Jones, L. Carr, N. Goodwin, S. Lowrie, S. Saunders and J. Unsworth

Also in attendance: None

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

Action

ELS11 MINUTES

The Minutes from the meeting held on 27 June 2016, were taken as read and signed as a correct record.

ELS12 PUBLIC QUESTION TIME

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

ELS13 WORK PROGRAMME ANNUAL REPORT

The Board received a report from the Strategic Director – Enterprise, Communities and Resources, which provided an overview of the Department for Work and Pensions (DWP) Work Programme contract currently being delivered by Halton People into Jobs. This included achievements to date, income and expenditure and future strategy.

The Board was advised that in June 2011, Halton Borough Council entered into a subcontracting arrangement with two Prime Contractors; *Ingeus Deloitte* and *A4E* (now *PeoplePlus*) who had been tasked with delivering the

Department for Work and Pensions Work Programme over the next 4-5 years. It was noted that the programme was mandatory although some voluntary referrals could be made by certain customer groups of which there were 10; as discussed in the report.

Officers presented the delivery of the Work Programme since its commencement in June 2011 and its performance over the past 5 years. It was noted that the Programme was halfway through year 6 delivery and it was not yet clear if DWP would award a further extension to the Programme into year 7. Members noted the key successes of the Programme, as highlighted in paragraph 3.5, and that the overall performance, quality and compliance standards had continued to improve year on year, since both Work Programme contracts were implemented in June 2011.

The following points were noted in response to Members queries:

- Reference to para 3.6.1 – the staffing issues referred to which affected performance on the contract during 2014-16; this was due to staff sickness so only having 50% of the staff available;
- Long term employment was 26 weeks plus of continuous employment for full and part time hours;
- Any financial benefit from the Programme was put back into the service;
- The Work Programme would be replaced by a much smaller Health and Work Programme and the Council had submitted expressions of interest to be part of the supply chain. The European Social fund (ESF) 'Ways to Work' Project had seen the transfer of some Work Programme staff over to the ESF contract as part of the Exit Strategy for the Work Programme, and the Division would continue to source additional funds to sustain Halton People into Jobs (HPIJ) to ensure services continued for residents. The Ways to Work project would run to December 2018.

RESOLVED: That the report be noted.

ELS14 AREA BASED REVIEW OF FURTHER EDUCATION UPDATE

The Board received a report updating them on the Liverpool City Region (LCR) Areas Based Review of Further

Education at the mid-point of the process.

It was noted that the Board was advised at the June meeting that an Area Based Review of post-16 education and skills provision had been taking place and that the process formed part of the national reforms to the post-16 education sector, with the stated aim of raising productivity and economic growth.

It was reported that the first stage of the process had been very mechanistic, working to a structured agenda and a set timetable of themed Steering Groups which conclude on 26 October 2016. Following this it was noted that the process would be less prescriptive as the implementation of the Review outcomes would be further developed. These outcomes would be the starting point for the future devolution of the Adult Education Budget from 2018-19; and would provide the cornerstone to the LCR's aspirations for the devolution of further education and skills responsibilities.

The report continued, discussing the key deliverables; the details of the themed Steering Group meetings and the headline issues arising from these. Areas around specialisation linked to economic growth; SEN provision and apprenticeships were also discussed.

Members commented that they had concerns regarding the individual needs of each area of the LCR; and that there would be differentials that would need to be made between the Wards within Halton, which were all very different. In response, Officers reassured Members that the Area Based Review would provide opportunities for Halton to participate in dialogue regarding the uniqueness of the Borough, where points such as this would be taken into account.

RESOLVED: That the Board notes the progress made to date on the Area Based Review.

ELS15 LOCAL ECONOMIC ASSESSMENT 2016

The Board received a report from the Strategic Director, Enterprise, Community and Resources, that presented the Local Economic Assessment – 2016.

Members were advised that the Local Economic Assessment (LEA) was a key evidence base for the Borough of Halton, providing an accurate picture of the economic performance. The LEA looked to link in with the strategic priorities of the Liverpool City Region and would be

key in providing supporting evidence for funding programmes.

It was noted that the Halton LEA followed previous editions and focused upon the following key themes, which influenced the performance of a given local economy:

- Economic Value (GVA) and Growth;
- Employment and Economic Activity;
- Skills;
- Economic Inactivity and Unemployment;
- Housing; and
- Lane and Property Markets.

The report went on to discuss these themes in detail. Members were requested to consider whether the intelligence gathered through the LEA should be utilised when formulating the key strategic documents of the Council; and whether an accompanying document to the assessment should be developed (Local Economic Assessment Dashboard). The Halton Economic Dashboard information was tabled for Members information.

RESOLVED: That the Board

- 1) Welcomed the publication of the report;
- 2) Agreed that the Halton Local Economic Assessment should be utilised when formulating the key strategic documents of the Council; and
- 3) Agreed that an accompanying document to this assessment should be developed.

ELS16 SPORTS AND RECREATION ANNUAL REPORT

The Board received a presentation from the Council's Sport and Recreation Manager that provided details from the Annual Report for 2015-16.

Members were advised that the Sport and Recreation Team had worked in partnership with a range of stakeholders and had made considerable progress, impact and achievements across the Borough. The Team was structured to reflect the priorities set out within the Halton Sports Strategy and illustrated how sport had and continued to enrich the lives of people living and working in Halton.

It was agreed that sporting activities were used as an essential component in supporting and developing the

infrastructure of the community and to improve the quality of life both physically and mentally.

It was noted that the service actively worked with partner organisations such as Halton Sports Partnership, in order to facilitate development through a better understanding of the local issues and a sharing of resources and that without this, much of the work highlighted within this report would not have been possible.

The presentation provided information on the Sport and Recreation Team and the Sports Strategy Delivery 2015/16; and the six Themes contained within this as follows:

1. Increase participation and widen access;
2. Club Development;
3. Coach Education and Volunteering;
4. Sporting Excellence;
5. Finance and Funding for Sport; and
6. Sports Facilities

From the presentation and Members discussions the following points were made:

- The *Get Active* project was funded by Sports England and was a two year project;
- 18 of the classes involved in the project were now self-sustainable ie, the instructors ran them from the class fees received from participants;
- Schools now received funding directly from the Governments PE and Sport premium and some bought in the coaching services from the Council;
- Congratulations were conveyed to the winners of the *Annual Halton Sports Awards* and it was commented that anyone could make a nomination to these; application forms were available between June and September;
- The Frank Myler Pavilion was used as a venue for many of the activities and feedback regarding this venue was noted;
- The Frank Myler Pavilion hosted 29 classes a week and all were presently full;
- The demand for children's activities in the Borough in the summer holidays was noted as was the need for additional staff at this time of year;
- The geography of the Borough and transport issues often prevented people from participating in activities, eg generally people from Runcorn did not travel over the bridge to participate in activities in Widnes and

vice versa;

- There were no activities for the under 5's at the moment but this was being looked at with the Health Improvement Team; and
- Grandparents were often responsible for childcare these days and could also participate in activities with their grandchildren.

RESOLVED: That the report and presentation be noted.

Councillor J. Lowe declared a Disclosable Other Interest in the following item as her daughter in law was employed by an organisation in receipt of Area Forum funding.

ELS17 COMMUNITY DEVELOPMENT SERVICE

The Strategic Director – Enterprise, Community and Resources, presented the annual report on the Community Development service delivery for the period 1 April 2015 to 31 March 2016.

The report explained that Community Development supported the creation, development and sustainability of independent local community groups, which in turn generated the capacity for effective and inclusive community engagement with Council departments and services, thus enabling the delivery on many hundreds of community initiatives to tackle strategic objectives and community needs.

The work of the Community Development Officers was explained in the report which went on to provide some examples of projects and groups that the team were working with and alongside across the Borough, in the following Area Forum boundaries:

- Broadheath, Ditton, Hough Green and Hale;
- Appleton, Kingsway and Riverside;
- Birchfield, Farnworth and Halton View;
- Grange, Heath, Halton Brook and Mersey;
- Halton Castle, Norton North and South and Windmill Hill;
- Beechwood and Halton Lea; and
- Daresbury.

It was reported that the Community Development service also administered grants for Starter, Community Development and Voluntary Youth grants as discussed in the report, and a breakdown of expenditure to various

groups was presented in tables.

Updates were also provided in the report with regards to the Big Local initiative on Windmill Hill; the *Your Life Your Community* event; the Armed Forces Covenant; and the strategic approach to community engagement in Halton at partnership level.

Members noted and agreed with the positive feedback on the service.

RESOLVED: That the report be noted.

ELS18 LIVERPOOL CITY REGION SINGLE GROWTH STRATEGY

The Strategic Director – Enterprise, Community and Resources, presented a report which provided Members with an overview of the Liverpool City Region's (LCR) Single Growth Strategy.

It was reported that the LCR launched its Single Growth Strategy on 30 June 2016. It was written to enable the LCR to realise its ambitions for economic growth over the next 25 years. The document explained how the Strategy for Growth, encompassed the entire City Region, and acknowledged the unique strengths and assets of each of the region's local authority areas and communities, recognising that they were stronger together.

Members were advised that the Strategy aimed to capitalise on the City Region's strengths in seven key growth sectors:

- 1) Advanced Manufacturing;
- 2) Digital and Creative;
- 3) Financial and Professional Services;
- 4) Health and Life Sciences;
- 5) Low Carbon Energy;
- 6) Maritime and Logistics; and
- 7) Visitor Economy.

It was commented that the focus of the strategy was economic growth. However, the strategy acknowledged that economic growth was not in itself an end. It was rather the key factor in ensuring that all LCR residents had the opportunity for a decent quality of life for themselves and for future generations.

The report discussed the Single Growth Strategy

Vision; Mission; and guiding principles and themes. It was noted that a Single Investment Fund (SIF) had been established to fund the delivery of the LCR Growth Strategy and that over the next five years the SIF would invest over £460 million.

RESOLVED: Members noted how the Single Growth Strategy would shape and inform future economic development activities in Halton.

ELS19 SCRUTINY TOPIC ITEMS

Board Members were requested to propose potential scrutiny topic areas that Members of the Employment, Learning and Skills and Community PPB might wish to consider during the Municipal years 2016-17 and 2017-18.

Members discussed the three suggestions made, as described in the report. It was agreed that the second suggestion would not be pursued due to the current commitments of the Health scrutiny groups. Members agreed that the other two suggestions were possibilities and suggestions were also made relating to Brexit; transport links and the effects of Brexit on small businesses.

RESOLVED: That Members give consideration to the scrutiny topic group titles outlined and confirm their preferred topic group items at the next meeting of the PPB in November.

ELS20 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 1 - 2016-17

The Board was presented with the performance management reports for quarter 1 of 2016-17 and was requested to consider and raise any questions or point of clarification in respect of these.

It was noted that the key priorities for development or improvement in 2014-17 were agreed by Members and included in Directorate Plans, for the various function areas reported to the Board as follows:

- Enterprise, Employment and Property Services; and
- Community and Environment

It was noted that the report detailed progress against service objectives and milestones, and performance targets and provided information relating to key developments and

emerging issues that had arisen during the period.

Point EEP LI 22 – Number of schools and nurseries engaged in family learning – was highlighted as a concern by Members. They discussed the importance of early years education and the challenges faced by the authorities and agencies in improving this.

Councillor Logan advised Members that Child Health Profiles for each Ward could be found at www.halton.gov.uk/JSNA and this was presented at the September meeting of the Children, Young People and Families Policy and Performance Board; as progress of children in their early years remained a priority in Halton.

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

Meeting ended at 8.25 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 21 June 2016 at Council Chamber, Runcorn Town Hall

Present: Councillors J. Lowe (Chair), Osborne (Vice-Chair), S. Baker, M. Bradshaw, E. Cargill, Dennett, C. Gerrard, Horabin, M. Lloyd Jones and Sinnott

Apologies for Absence: Councillor Parker

Absence declared on Council business: None

Officers present: S. Wallace-Bonner, A. Jones, S. Shepherd, D. Nolan, L Wilson and D. Parr

Also in attendance: professor Steve Cox – Clinical Chief Executive, NHS St Helens CCG; Ann Marr – Chief Executive, St Helens & Knowsley Teaching Hospitals NHS Trust; Mel Pickup – Chief Executive, Warrington & Halton Hospitals NHS Foundation Trust and Simon Banks – Chief Officer, NHS Halton CCG.

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

	<i>Action</i>
HEA1 MINUTES	
The Minutes of the meeting held on 22 February 2016 having been circulated were signed as a correct record.	
HEA2 PUBLIC QUESTION TIME	
It was confirmed that no public questions had been received.	
HEA3 HEALTH AND WELLBEING MINUTES	
The draft minutes of the Health and Wellbeing Board meeting dated 9 March 2016 were submitted to the Board for information.	
<i>Councillor Martha Lloyd Jones declared a Disclosable Other Interest in the following item as her husband was a Governor of Halton and Warrington Hospitals which was referred to in the report.</i>	

HEA4 HEALTH POLICY AND PERFORMANCE BOARD ANNUAL REPORT : 2015/16

The Board received the Health Policy and Performance Board's Annual Report for April 2015 to March 2016. It was noted that the Board had examined in detail many of Halton's Health and Social Care priorities and details of the work undertaken was outlined in the Annual Report.

RESOLVED: That Annual Report for April 2015 to March 2016 be noted.

HEA5 TRANSFORMING CARE PROGRAMME

The Board received a report from the Strategic Director, People and Economy, which provided details of the purpose and associated processes of the Government's Transforming Care Programme and the local progress for Halton residents.

It was reported that further to the publication of the Government's response to Winterbourne View Hospital (2012) a concordat plan of action was developed. By the time of the report *Winterbourne View – time for change 2014*, it was evident that the intended reduction in the use of in-patient beds had not been achieved. The Government had therefore, now set clear targets for the reduction of in-patient beds and this was to be a 50% reduction nationally over the next three years.

It was noted that the Transforming Care Agenda encompassed both Children and Adults with Learning Disability and/or Autism, and in particular those who displayed behaviour that presented challenges. The key areas of the Transforming Care Programme were noted as:

- Empowering individuals;
- Right care in the right place;
- Regulation and inspection;
- Workforce; and
- Data and information.

The report discussed where Halton fitted in to the Programme and Members were referred to:

- the *National Service Model* at Appendix 1;
- the Governance Structure of the Cheshire and Merseyside Transforming Care Board at Appendix 2;

- The latest version of the Mid-Mersey Plan at Appendix 3.

Following Members' queries it was confirmed that there were mechanisms in place to receive feedback from young people with disabilities so that services could be improved and developed. The Chair suggested that a glossary would be useful if abbreviations are to be used in the reports.

RESOLVED: That the Board notes the report.

Councillor Osborne declared a Discloseable Other Interest in the following item as his wife works for the Council.

HEA6 SOCIAL WORK CASELOAD MANAGEMENT

The Board received a report from the Director of Adult Services apprising them of the Adult Social Care's approach to caseload management. The report was requested by Councillor Dennett, as it linked to the Children, Young People and Families Policy and Performance Board and he wished to raise awareness of the subject with Members in light of the 'Climbie' case.

Members were advised that caseload management was an important part of overall workload management in the care management services, particularly in ensuring that social workers had a manageable workload; that they had a good mix of cases; and that peaks and troughs with individual workers are co-ordinated effectively across the whole team. It was noted that an average caseload was 25; however this could vary depending on complexity of cases.

It was reported that currently caseloads were manageable and the Council had good staff retention of permanent social workers with no vacancies at present. Further due to a new progression route policy for social work staff, there was a good mix of experienced staff and newly qualified staff and regular placements were offered to social work students. Further, the Council operated within the *National Employer Standard for Social Workers*, published by the Local Government Association (LGA), which was in place to sustain high quality outcomes for service users and their families, carers and communities.

The report continued to discuss the approach to caseload management in Halton making reference to the *Professional Capability Forum*; the *Caseload Management Framework for Adult Social Care teams*; and the revised

Supervision Policy, Procedure and Practice.

An invitation was made to Members to attend the *Social Work Matters Forum* where the Principal Social Worker met quarterly with social workers to discuss professional and topical issues for social work. This was noted by Members and Officers would forward the dates of the Forum to them.

RESOLVED: That the Board

- 1) notes the report and comments made; and
- 2) notes the invitation to attend a future Social Work Matters Forum.

Director of Adult Services

HEA7 ONE HALTON - HEALTH & WELLBEING OPERATIONAL PLAN 2016-17

The Board received a report from the Strategic Director, People and Economy, informing them of the initial operational plan for 2016-17, submitted to NHS England (NHSE) as part of the annual planning around and to identify further work that would be undertaken to develop the priorities for the five year Sustainability and Transformation Plan and the Financial Recovery Plan, with the clear actions to be delivered during the year.

It was reported that NHSE issued their *Five Year Forward View* planning guidance in October 2014, with a set of priorities for the NHS up to 2020 and the direction of travel for new models of care and the improvement of care, quality and financial efficiencies. In October of the first year of the Five Year plan, NHSE published its revised planning guidance, '*Delivering the Forward View*', that extended the planning period to 2021, with a continuation of the existing direction of travel but with a number of new challenges.

The '*One Halton Health and Wellbeing Operational Plan 2016-17*' was attached to the report and acted as Halton's response to NHSE with details of the assumptions and trajectories to evidence the values submitted.

The new challenges were discussed in the report and Members debated the NHS Halton CCG's forecasted end of year £8.5m deficit. It was noted that better utilisation of budgets was needed and to achieve this all budget lines would be scrutinised. Members referred to the stock piling of medication by GP's pharmacies and care homes etc, and that money could be saved by eradicating this. In response it was noted that this was being looked at presently.

A paper would be prepared with further detail for a future meeting of the Health and Wellbeing Board and this Board, for September.

RESOLVED: That the Board

- 1) Notes the report and appendix; and
- 2) Supports the commissioning teams(s) in identifying the priorities and delivering the subsequent actions.

HEA8 WINDMILL HILL - CONTRACTING GENERAL MEDICAL SERVICES

The Board received a report from the Strategic Director, People and Economy, which set out the background and options for commissioning a General Practice Service at Windmill Hill from April 2017.

Officers reported that Windmill Hill Medical Centre was located within the Ward of Windmill Hill and it had a branch surgery located in Widnes. Originally it was two separate practices, both developed as part of the Equitable Access to Primary Medical Care (EAPMC) Programme. In 2011-12 it was agreed to reorganise the Widnes service as a branch of the Windmill Hill site. The current contract was held with Liverpool Community Health NHS Trust (LCH) which ends on 31 March 2017. It was noted that due to the organisational restructure that was currently being undertaken at LCH there was no opportunity to extend the contract beyond 2017.

The report provided information on the numbers of patients registered and the complement of staffing for the practice. It further presented details of the health and wellbeing of residents of Windmill Hill and the health concerns within the Ward such as long term sickness and disability.

Two options were presented to Members for comment and were discussed in the report:

- Option One: Commission as a Branch Surgery; and
- Option Two: List Dispersal of Widnes Patients (which could sit alongside Option One).

Members agreed that Windmill Hill needed its own surgery and discussed the *Windmill Hill Big Local* joining Halton CCG as part of the Big Local Partnership to deliver health services. It was noted that negotiations were

continuing with the School regarding the land and the Board would be kept updated with any progress on this.

RESOLVED: That the Board notes the update on the contracting of General Medical Services at Windmill Hill.

HEA9 ALLIANCE LOCAL DELIVERY SYSTEM (LDS)

The Board received a report from the Strategic Director, People and Economy, which provided the Board with some background to the development of the Alliance Local Delivery System (LDS) and progression to date. To accompany the report Members received a presentation from Professor Steve Cox: Clinical Chief Executive, NHS St Helens CCG and Mel Pickup, Chief Executive Warrington and Halton Hospitals NHS Foundation Trust, titled *Cheshire and Merseyside Sustainability and Transformation Plans* for the Alliance Local Delivery Systems.

It was reported that the NHS shared planning guidance 2016-17 to 2020-21 outlined a new approach to help ensure that health and care services were planned by place rather than around individual institutions. As in previous years NHS organisations were required to produce individual operational plans for 2016-17. In addition, every health and care system was expected to work together to produce a multi-year *Sustainability and Transformation Plan (STP)* showing how local services would evolve and become sustainable over the next five years, ultimately delivering the *Five Year Forward View* vision.

The report explained to Members how local health and care systems and organisations had come together to do this. It was noted that the Cheshire and Merseyside (C&M) STP was formed in January 2016 and the report went on to explain how this would be delivered through three levels.

The presentation included details of the organisations included in the Alliance and provided some details of the underlying proposition which included three main areas that would be focussed upon:

- Out of Hospital New Models of Care;
- Secondary Care Transformation; and
- Wellbeing, Prevention and Self Care.

Following the presentation, Members raised concerns regarding:

- Financial implications and who would spend what;
- Accountability;
- Would experiences of service users being listened to;
- Whether the prevention agenda would be included;
- The future of the urgent care centres considering the rise in attendance figures;
- That this would split up the NHS; and
- The continuation of mental health services for children and adolescents.

On behalf of the Board the Chair advised the presenters of the disappointment with the way Halton Council had not been advised of the Alliance LDS much earlier in the process. Further, to expect the plans to be signed off by the end of the week was unreasonable and unacceptable to the Board and to the Officers of the Council. No consultation had been made prior to this request for sign off and it was the consensus that the Council and other partners had been put in a difficult position by this expectation.

Members wished to have their concerns noted and suggested the Board sought collaboration with the other Local Authorities to write to NHS England in response to this.

The Chair thanked Professor Cox and his colleagues for their attendance.

RESOLVED: That the Board notes the update.

HEA10 PERFORMANCE MANAGEMENT REPORTS - QUARTER 4 2015-16

The Board received the Performance Management Reports for quarter 4 of 2015-16. Members were advised that the report introduced, through the submission of a structured thematic performance report, the progress of key performance indicators, milestones and targets relating to Health in quarter 4 of 2015-16. This included a description of factors which were affecting the service and identified key issues in performance.

It was noted that the data for Key Performance Indicators PA16 and PA20 was collected annually, so would be included on the next meeting's report.

RESOLVED: That the quarter 4 reports be received.

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Meeting ended at 8.20 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 20 September 2016 at Council Chamber, Runcorn Town Hall

Present: Councillors J. Lowe (Chair), Osborne (Vice-Chair), S. Baker, M. Bradshaw, E. Cargill, Dennett, Parker and Sinnott

Apologies for Absence: Councillors C. Gerrard, Horabin and M. Lloyd Jones

Absence declared on Council business: None

Officers present: S. Shepherd, S. Wallace-Bonner, A. Jones, D. Nolan, L Wilson, M. Holt, H. Moir and E. O'Meara

Also in attendance: S. Banks – Chief Officer, NHS Halton CCG; G. Briers and A. Ryan – 5 Boroughs Partnership NHS Foundation Trust and Mr Dyanne – Brooker Centre, Runcorn

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

Action

HEA11 MINUTES

The Minutes of the meeting held on 21 June 2016 were signed as a correct record.

HEA12 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

HEA13 PUBLIC HEALTH UPDATE

The Board received a report from the Director of Public Health, informing and updating them on the Public Health functions and activities within Halton; and the impact of the reduction in Public Health funding.

It was reported that since the NHS reforms, Councils had assumed responsibility for the planning and commissioning of public health services within their areas. A list of these responsibilities was listed in the report. Local authorities were therefore expected to set their health priorities based on their Health and Wellbeing Strategies, with a robust understanding of local needs set out within a

Joint Strategic Needs Assessment (JSNA) and take into account the indicators within the Public Health Outcomes Framework.

The Board was advised that Halton's Health and Wellbeing Strategy identified the following priority areas using evidence from the JSNA and extensive consultation with stakeholders and local people:

- Prevention and early detection of cancer;
- Improved child development;
- Reduction in the number of falls in adults;
- Reduction in the harm from alcohol; and
- Prevention and early detection of mental health conditions.

Appended to the report was the Public Health Annual Report for 2015-16; an independent report written by the Director of Public Health. This year's theme was the development of needs assessments and how we use them. It included a range of facts and figures from across the life course of the Halton population.

Members queried the drop in numbers of MMR vaccinations at age two. Officers advised that this had been referred to Public Health England (PHE) and an action plan was being put together for presentation to the Health and Wellbeing Board, so that the situation could be monitored.

On behalf of the Board the Chair thanked the Public Health Director for an excellent Public Health Annual Report.

RESOLVED: That the Board notes the update and receives the Public Health Annual Report for 2015/16.

HEA14 OLDER PEOPLES MENTAL HEALTH AND DEMENTIA CARE

The Board received a report from the Strategic Director, People, advising them that the 5 Boroughs Partnership NHS Foundation Trust was seeking support for a revision of its inpatient services for older people and adults. The item was presented by Simon Banks from NHS Halton CCG, Gail Briers, Chief Nurse at 5 Boroughs Partnership NHS Foundation Trust and Angela Ryan, Assistant Director for Halton at 5 Boroughs Partnership NHS Foundation Trust. Also in attendance was Mr Dyanne, a psychiatrist from the Brooker Centre in Runcorn.

The report set out the review in the context of the

journey of the implementation of the new model of care, and recommended the 5 Borough footprint configuration of beds for adults and older adults. As discussed, to support the community provision, the model proposed the redesign of inpatient care to provide specialist assessment and care where this could not be safely supported within a community setting.

It was noted that there would be a public consultation, for a 12 week period, due to commence early September 2016, led by NHS Halton Clinical Commissioning Group and supported by all key stakeholders and supported by Halton Healthwatch.

Members wished to note their objections to the proposals for the following reasons:

- Beds at the Brooker Centre would be taken away;
- How would Halton patients and their families get to Leigh;
- There were a high number of mental health patients in Halton who needed this service;
- Halton's Social Services staff would have to travel to Leigh to attend patients appointments;
- Halton's patients would be scattered in various locations;
- We have a responsibility to the carers of mental health patients just like any other carers, this would affect them; and
- Beds have not been reduced in other authorities.

In response to the Members' concerns it was explained that the review was about providing specialty care in order to get the best outcomes for patients. One of the ways of managing patients' best interests was to review the best use of beds to achieve better care and better outcomes.

Members' comments were noted and these would be included in the consultation responses. Members of the Board felt that at this stage they could not support the bed based model being proposed and requested that the results of the consultation be shared with them at a future meeting of the Board, so that further consideration can be given to the proposals.

RESOLVED: That the Board

- 1) notes the report;
- 2) that the findings from the 12 week consultation period

be presented to the Board at a future meeting; so that further consideration could be given to the proposals.

HEA15 TRANSFORMING DOMICILIARY CARE

The Board received a report from the Director of Adult Services, outlining the proposed developments in relation to Domiciliary Care delivered through the Council.

With regards to the current picture it was noted that in Halton there were currently 9 providers who worked in four different zones as agreed through the last tender process carried out in 2014. The providers supported a total of 736 people and delivered in excess of 350,000 hours of care per year with an annual expenditure of more than £4.3 million.

It was reported that the amount of care and the overall expenditure was set to rise over the coming years at an estimated rate of between 2-3% per year and although there were some excellent examples of high level care within the sector, it was clear that improvements would be needed to meet the needs of an ageing population in the coming years. The current contract would run until June 2017 and Officers were currently in the process of conducting a review of the domiciliary service in Halton. It was noted that this review would support the development of a new service specification and would form the basis of the tender process that would be undertaken towards the end of 2016.

Members were advised that the review had already started and the report went on to highlight some of the key principles that were at the heart of an outcome based domiciliary care service. The report also provided details of: the consultation so far undertaken; the new model of care; and opportunities for new ways of working.

It was noted that there were significant changes that would need to happen in relation to full implementation, however the design, action plans and overall implementation plan would be completed as part of the National Lottery funding bid.

Members were advised that further information would be brought back to the Board at a future meeting with, as requested by Members, case studies included.

RESOLVED: That the Board notes the report.

HEA16 NHS HALTON CLINICAL COMMISSIONING GROUP (CCG) - FINANCIAL RECOVERY AND SUSTAINABILITY PLAN

The Board received a report from the Director of Adult Social Services, informing them of the actions being undertaken by NHS Halton CCG to achieve financial recovery and sustainability.

Members were advised that although NHS Halton CCG had managed to deliver services with the business rules set out for the organisation by NHS England, the achievement of these business rules, which included a statutory requirement to deliver a balance year end budget and a 1% surplus, was challenging. It was noted that the scale of this challenge for the next 5 years was immense; and to deliver financial recovery and sustainability would involve some difficult and potentially contentious decisions about which services NHS Halton CCG chooses to commission or decommission, and what partnerships and activities were invested in and dis-invested in.

Members were referred to Table 1 at point 3.3, which showed the NHS CCG's allocations and projected expenditure through to 2020-21. It suggested that over the next 5 years, NHS Halton CCG would need to find a cumulative total of £55.6m in savings.

The report explained the NHS Halton CCG's Financial Recovery and Sustainability Plan's four areas of action and the areas to be focussed upon.

Following the presentation of the report Members queried and discussed the following:

- The wastage of prescribed medicines – there was a large quantity of medication being prescribed to patients that were not being taken. National figures stated that between 30% and 40% were wasted, at huge expense to the NHS. This could be due to them being inappropriately prescribed. It was noted that this was being reviewed with GP's and care homes for example;
- Some patients were being over prescribed – the Medicine Management Teams were working to reduce this.
- Over the counter versus prescription – pain killers such as paracetamol were cheaper if bought over the

counter instead of paying an £8.40 prescription charge. However patients who were entitled to free prescriptions still used the prescription despite this, as it would cost them more to obtain over the counter.

- Black Drugs – these should not be prescribed as in most cases they were ineffective. Prescribers should use clinically appropriate and cost effective drugs.
- Reducing planned (elective) and unplanned (non-elective) surgery was explained – it was better to have planned intervention instead of being referred straight to surgery.

RESOLVED: That the report be noted.

HEA17 THE NATIONAL LIVING WAGE – CARE PROVIDER CONTRACTS

The Policy and Performance Board was provided with details of the latest known position with regards to the impact that the introduction of the National Living Wage (NLW) was having on Care Providers in Halton.

It was noted that the NLW took effect from 1 April 2016 and increased the minimum hourly rate for all workers aged 25 and over from £6.70 to £7.20, affecting both part time and full time workers. This would reach more than £9 an hour by 2020. It was noted that the national minimum wage (NMW) would remain in place with the NLW being a top-up for workers aged 25 and over.

The report explained the help given to businesses to help them afford the increases in wages. It was noted that a finance model had been developed and adopted across the North West Region, which provided some initial analysis of the potential increased costs involved and their impacts, as described in the report.

RESOLVED: That the Board notes the report.

HEA18 DEPRIVATION OF LIBERTY SAFEGUARDS

The Director of Adult Social Services updated the Board with respect to the Deprivation of Liberty Safeguards (DoLS) and the refresh of the Mental Capacity Act 2005 Policy.

It was noted that the Deprivation of Liberty (DoLS) were one aspect of the Mental Capacity Act (2005). The

Safeguards were to ensure that people in care homes and hospitals were cared for in a way that did not inappropriately restrict their freedom, and if necessary restrictions were only applied in a safe and correct way, and that this was only done when it was in the best interests of the person and there was no other way to provide appropriate care.

The report advised of the Supreme Court ruling on 19 March 2014 and its significance in the determination of whether arrangements made for the care and/or treatment of an individual lacking capacity to consent to those arrangements amounted to a deprivation of liberty; and the new acid test which was introduced in response to this. The report discussed the implications of this for an individual and for the State. It also discussed the action plan developed to address and co-ordinate the Halton response to the judgement.

Members were referred to paragraph 3.5 which stated the number of applications received since 1 April 2016 were 203; and it was predicted that this could increase to 500 by the end of the year.

With regards to the Mental Capacity Act 2005, Members were advised of a number of changes made to the Policy as part of a scheduled review of the document.

RESOLVED: That the Board

- 1) notes the report; and
- 2) notes the refresh of the Mental Capacity Act 2005 Policy, Procedure and Practice document.

Councillor Sinnott declared a Disclosable Other Interest in the following item (point 2.0 Key Developments) as she was a Trustee of Halton Disability Partnership.

HEA19 PERFORMANCE MANAGEMENT REPORTS, QUARTER 1 2016/17

The Board received the Performance Management Reports for Quarter 1 of 2016-17. Members were advised that the report included, through the submission of a structured thematic performance report, the progress of key performance indicators, milestones and targets relating to Health in Quarter 1 of 2016-17.

This included a description of factors which were affecting the service and identified key issues in

performance arising in Quarter 1 of 2016/17.

PH LI 06 – Self reported wellbeing – Members queried how the data for this was collected. This would be sent to Members following the meeting.

RESOLVED: That the Quarter 1 reports be received.

Meeting ended at 8.20 p.m.

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 13 September 2016 at the Council Chamber, Runcorn Town Hall

Present: Councillors Thompson (Chair), Abbott, Edge, J Gerrard, S. Baker, V. Hill, P. Lloyd Jones, K. Loftus and Zygadlo

Apologies for Absence: Councillors N. Plumpton Walsh and Osborne

Absence declared on Council business: None

Officers present: M. Andrews, H. Mason and C. Patino

Also in attendance: Councillors D. Cargill, A. Lowe and J. Lowe and M. Harvey, Halton Housing Trust, V. Hodgson, Liverpool Housing Trust, C. Frazer and S. Tracey, Riverside Housing Association

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

	<i>Action</i>
SAF9 CHAIR'S ANNOUNCEMENTS	
<p>The Chair advised that on behalf of the Board he would write to the Royal National Lifeboat Institution to request clarification on the continuation of the hovercraft service currently provided in Halton from the New Brighton area.</p>	
SAF10 MINUTES	
<p>The Minutes of the meeting held on 14th June 2016 were taken as read and signed as a correct record.</p>	
SAF11 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
SAF12 ANNUAL REPORT 2015/16	
<p>The Board considered a copy of the Annual Report from the Chair of the Safer Board, 2015/16. The Board met five times during the year and the report set out the work</p>	

carried out and the recommendations throughout the Municipal Year April 2015 to March 2016.

RESOLVED: That the Annual Report be noted.

SAF13 PRESENTATION: NORTH WEST AMBULANCE SERVICE ANNUAL REPORT

On behalf of North West Ambulance Service, Mr Maddock attended the meeting to provide information on a scheme which aimed to identify and engage with frequent service callers. It was noted that there had been a substantial increase in demand for the ambulance service and this model was developed to help address that demand.

Mr Maddock advised that within the model there were individual teams for each area which consisted of a specialist paramedic. The specialist paramedic role was to contact these frequent callers and implement an intervention method. It was reported that, due to the success of the scheme, Central Government had increased funding and that some CCG's had also funded additional posts.

Arising from the discussion, Members asked Mr Maddock if the recent launch of two Urgent Care Centres in Halton had assisted the ambulance service with regard to demand on the service. In response Mr Maddock advised that these two Urgent Care Centres provided an excellent service and had helped to reduce demand for Accident and Emergency services.

On behalf of the Board, the Chair thanked Mr Maddock for his presentation.

RESOLVED: That the presentation be noted.

SAF14 HALTON COMMUNITY ALCOHOL PARTNERSHIP UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the work of the Halton Community Alcohol Partnership (HCAP). Community Alcohol Partnerships encouraged the collaboration of local agencies, communities and businesses to reduce alcohol consumption in young people and alcohol related anti-social behaviour. In Halton the CAP had made good progress in reducing underage drinking, with admissions for those under 18 falling significantly over recent years.

Members were advised that as a result of intelligence received from Police, Halton Council and Young Addaction about alcohol consumption and anti-social behaviour, Murdishaw was selected as an area within Halton in which to pilot a Community Alcohol Partnership. A HCAP workshop had been held in May 2016 and actions were agreed to quickly achieve the HCAP objectives for Murdishaw. These ideas had now been incorporated into the HCAP action plan and actions to date included:

- Reducing proxy purchasing;
- Raising awareness of alcohol related harms;
- Diversionary activities; and
- Success measures.

RESOLVED: That the report be received.

SAF15 REGISTERED SOCIAL LANDLORDS (RSL'S) PROVISION FOR COMMUNITY SAFETY ISSUES

The Board considered a presentation from the following representatives of Halton Registered Social Landlords (RSL) which provided information on their work, in partnership with the Police and the Council, to deal with Anti-social behaviour involving their tenants:

Halton Housing Trust - Mr Harvey;
Liverpool Housing Trust – Ms Hodgson; and
Riverside Housing Association – Ms Frazer and Ms Tracey.

Members were advised on recent property closure orders, possession orders, support for tenants, examples of anti-social behaviour and the consequences for tenants including enforcement action and examples of joint working with the Police and the Community Safety Team including Operation Treacle.

On behalf of the Board the Chair thanked the RSL's for their informative presentations.

RESOLVED: That the presentations be noted.

SAF16 SAFER PPB BI-MONTHLY TOPIC GROUP VISITS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which outlined a list of areas that had been identified for scrutiny. It was proposed to visit a number of areas to improve awareness and provide a direct on-site means of scrutiny with the potential to offer feedback to the various agencies.

The topic areas identified were:-

- Police Custody Suite;
- Stay Safe;
- Police Dog Operations;
- Creamfields;
- Match Day Operations – Select Security Stadium;
and
- Night Time Economy.

It was proposed that these visits would be Officer-lead and would be for one to two hours in duration. Details on arrangements for the visits were outlined to Members. A summary report on observations would be presented to a future meeting of the Board.

The Board discussed their recent visit to the Creamfields event and residents' complaints regarding noise from the event. In response, the Chair of the Regulatory Committee advised that a report detailing feedback from all agencies involved in the event would be considered at the November meeting of the Committee and Members of the Board were invited to attend.

RESOLVED: That the Board agree to participate in site visits as detailed in the report.

Meeting ended at 8.45 p.m.

ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 29 June 2016 at the Council Chamber, Runcorn Town Hall

Present: Councillors Woolfall (Chair), Fry (Vice-Chair), Howard, Nolan, Joe Roberts, Sinnott and Zygadlo

Apologies for Absence: Councillors V. Hill and Wall

Absence declared on Council business: None

Officers present: M. Noone, I. Jones and A. Scott

Also in attendance: None

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

	<i>Action</i>
EUR1 MINUTES	
<p>The Minutes of the meeting held on 23 March 2016, having been circulated, were signed as a correct record.</p>	
EUR2 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
EUR3 EXECUTIVE BOARD MINUTES	
<p>The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.</p> <p>RESOLVED: That the Minutes be received.</p>	
EUR4 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 4 OF 2015/16	
<p>The Board received a report of the Strategic Director, Enterprise, Community and Resources, which detailed the fourth quarter performance management report for 2015/16 on progress against service objectives/milestones and performance targets and provided information related to key</p>	

developments and emerging issues that had arisen in relation to:-

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

Members queried the status of the European Programme 2014-20 and associated funding, following the outcome of the recent European Referendum vote and the decision for Great Britain to leave the European Union. In answer, Members were advised that for the moment and for EU projects that had already received an 'offer letter', it was business as usual and that for the next two years, or at least until the UK Government invoked Article 50, it would still be possible to apply for EU funding for projects.

RESOLVED: That the fourth quarter management report be noted.

EUR5 LOCAL TRANSPORT PLAN 3 REVIEW

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided a summary of the delivery of the four-year implementation programme of Integrated Transport Schemes and Interventions. The report reviewed the delivery of schemes funded through the Integrated Transport Block (ITB), which was used to fund small transport improvements.

Expenditure during the four-year period had been in accordance with overall ITB allocation within each of the themes listed below:-

- Integrated Transport;
- Neighbourhood Centres;
- Walking and Cycling Improvements;
- Measures to Assist Buses;
- Local Safety Schemes and other Highway Improvements; and
- Other funded schemes.

RESOLVED: That the report be noted.

EUR6 POLICY AND PERFORMANCE BOARD WORK PROGRAMME 2016/17

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought to develop a Work Programme of topics for the Board to scrutinise for 2016/17.

In discussions, Members requested information on the following matters:-

- Councillor Sinnott requested information on the extent and cost of fly-tipping in the Borough and what action the authority can take to reduce its occurrence;
- Councillor Howard asked about arrangements for a meeting with the Housing Associations, specifically in Halton Castle Ward, related to problems with fly-tipping;
- Councillor Nolan asked for information as to whether any profit from the green waste collection could be used to tackle the issue of fly-tipping.

Members were advised that individual responses would be provided direct for these queries. However, the Chair also requested that Jimmy Unsworth, Divisional Manager, Waste and Environmental Improvement, be invited to the next meeting of the Board to report and answer questions on Green Waste collections, Fly-tipping in the Borough and the introduction of the Food Waste collection service.

It was reported that the Tree Working Group set up in 2015, had considered those recommendations from the previous Working Group that had not been implemented; these were set out in the report at paragraph 3.23 for reference.

RESOLVED: That

- 1) Details of topic briefs be agreed by the Chair and Vice-Chair of the Board, in conjunction with the Lead Officer;
- 2) Members confirm their support for the continuation of the Waste Management Working Group with membership as follows:- Councillor Sinnott (Chair) and Councillors Nolan, Joe Roberts and Zygadllo

as Members; and

- 3) Members confirm that there is no longer a need for the Tree Working Group to meet, but that a report should be brought to the September meeting of this Board, to progress with implementing recommendations a, b and d of the Tree Working Group, as outlined in paragraph 3.4 of the report.

EUR7 ANNUAL REPORT FOR ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

The Board considered a copy of the Annual Report from the Chair of the Environment and Urban Renewal Policy and Performance Board 2015/16.

The full Board met on five occasions during the year and the report set out the work carried out and recommendations made throughout the Municipal Year April 2015 to March 2016.

It was also reported that the Board agreed nominations of Members to sit on the Council's Public Transport Advisory Panel and the Consultation Review Panel for 2015/16.

RESOLVED: That the Annual Report be accepted.

EUR8 NOMINATIONS OF MEMBERS TO THE CONSULTATION REVIEW PANEL

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

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

(N.B. Councillor Zygadllo declared a Disclosable Other Interest in the following item of business as he was a member of Halton Borough Transport)

EUR9 HALTON PUBLIC TRANSPORT ADVISORY PANEL MUNICIPAL YEAR 2016/17

The Board considered a report of the Strategic

Director, Enterprise, Community and Resources, on the public attendance record of the Halton Public Transport Advisory Panel (the Panel).

It was reported that the purpose of the Panel was to monitor the performance of the public transport network, make recommendations on future developments, and comment on the effectiveness of the Council's public transport priorities.

A summary of the key issues discussed at the Panel during 2015/16 were detailed at Appendix 1. The Board was advised that attendance at meetings of the Panel by members of the public had been very poor, as evidenced in the report. It was therefore proposed that future meetings of the Panel be suspended until the Board agreed otherwise, with public transport queries being handled via the bus operators and the Transport Co-ordination Team.

RESOLVED: That

- 1) the Board endorses the proposal to suspend future meetings of the Public Transport Advisory Panel until further notice; and
- 2) the key issues discussed by the Panel during the Municipal Year 2015/16, as set out in Appendix 1 attached to the report, be noted.

Meeting ended at 7.20 p.m.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 6 September 2016 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chair), A. Lowe (Vice-Chair), Abbott, E. Cargill, Howard, C. Loftus, A. McInerney, N. Plumpton Walsh, Joe Roberts, G. Stockton and Wainwright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, E. Dawson, G. Ferguson, N. Goodwin and P. McCann

Also in attendance: None

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

	<i>Action</i>
CS10 MINUTES	
The Minutes from the meeting held on 7 th June 2016 were taken as read and signed as a correct record.	
CS11 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
CS12 EXECUTIVE BOARD MINUTES	
The Board was presented with the Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board since the last meeting of the Board.	
RESOLVED: That the minutes be noted.	
CS13 LOCAL AREA FORUMS - 2015/16 ANNUAL REPORT	
A report was presented to the Board by the Strategic Director, Enterprise, Community and Resources, which informed Members of the project delivery of the Local Area	

Forums for the financial period 1 April 2015 to 31 March 2016.

Members were advised that Local Area Forums (LAF) were set up in 2001 to take policy development to communities, bridging the gap between key agencies working within the Borough. Each LAF was led by the respective local Councillors and supported by a Senior Officer from the Council. Other partner organisations such as the Police, Fire Service, Housing Associations, Youth and Voluntary sector bodies also attended LAF's to keep the community informed of local developments and to respond to local concerns.

It was reported that in 2015/16, £550,000 was allocated to the Area Forums which was allocated on a per capita basis across the seven LAF's that covered the Borough; details of each area's funding was provided in the report. Projects funded through the LAF's were categorised into the following key areas:-

- Landscapes;
- Improved Parks;
- Pedestrian and Highway Improvements;
- Security;
- Children and Youth Facilities;
- Community Events;
- Community Initiatives; and
- Community Resources and Equipment.

It was highlighted that the Area Forum budget had enabled the leverage of other grants, and through joint working, had secured access to funds from other agencies. Overall, an additional amount of £751,149.42 (compared to £316,630 in 2014/15) was levered in to support area forum projects providing a total budget of £1,234,071.74 (compared to £833,440 in 2014/15). It was noted this significant increase was due to large grants for two projects being successful in this period.

Finally, the report provided Members with examples of case studies which demonstrated the positive impacts that Area Forum projects had in Halton's communities.

Members requested a further report on the impact of the recent Internal Audit recommendations with regard to LAF's.

RESOLVED: That

1. the report be received; and
2. a further report be brought to a future Board meeting on the impact of the recent Internal Audit recommendations with regard to LAF's.

Strategic Director,
Enterprise,
Community and
Resources

CS14 COUNCIL TAX COLLECTION UPDATE

The Board received a report which provided an update on the collection of council tax. The report detailed the:

- collection rates in Halton over the past ten years;
- impact of localisation of council tax support;
- council tax arrears position for each of the past seven years;
- cash collection figures; and
- recovery action undertaken for council tax debt.

It was noted that despite increased recovery activity, the arrears had increased significantly each year and this trend was expected to continue. Arising from the discussion it was agreed that a further report would be brought to a future meeting concerning the effects of additional court costs on individuals.

RESOLVED: That

1. the latest position regarding the billing and collection of council tax as set out in the report be noted; and
2. a further report be brought to a future meeting concerning the effects of additional court costs on individuals.

Operational
Director Finance

CS15 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 1 OF 2016/17

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 1 of 2016/17.

The reports related to the following functional areas which reported to the Board and detailed progress against service objectives and milestones, and performance targets and provided information relating to key developments and emerging issues that had arisen during the period:

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

Arising from the discussion, Members requested that an update report be submitted to a future meeting on Widnes Market.

RESOLVED: That

1. the first quarter performance monitoring reports be received and noted; and
2. an update report on Widnes Market be brought to a future meeting

Strategic Director,
Enterprise,
Community and
Resources

Meeting ended at 7.35 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 28 September 2016 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Joe Roberts (Vice-Chair in the Chair), J. Bradshaw, Cole, C. Loftus, A. Lowe, MacManus, McDermott, N. Plumpton Walsh and J. Stockton

Apologies for Absence: Councillors M. Lloyd Jones and Wall

Absence declared on Council business: None

Officers present: E. Dawson, I. Leivesley, A. Scott and S. Baker

Also in attendance: Georgia Jones, Grant Thornton Auditors

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

BEB13 MINUTES

The Minutes of the meeting held on 8 June 2016 were taken as read and signed as a correct record.

(N.B. Councillor McDermott declared a Disclosable Other Interest in the following item of business as he was a Governor at Ormiston Chadwick Academy, which was referred to in the Audit Report)

BEB14 2015/16 STATEMENT OF ACCOUNTS, AUDIT FINDINGS REPORT AND LETTER OF REPRESENTATION

The Board considered a report of the Operational Director, Finance, which sought approval for the Council's 2015/16 Statement of Accounts (the latest version of which was enclosed on the Agenda), and the report of the Audit Findings Report of the External Auditor (Grant Thornton) on the 2015/16 financial statements. The report also sought approval of the Council's Letter of Representation.

It was reported that the Statement for 2015/16 had been prepared in full compliance with International Financial Reporting Standards (IFRS) and as a result there had been relatively few changes in the format from last year.

The report set out key sections within the Statement and it was noted that in overall net terms the Council had underspent its 2015/16 revenue budget by £67,000. The

Action

Board was advised that as a result, the Council's General Fund Balance at 31 March 2016 stood at £5.4m. The overall outturn report was presented to Executive Board on 16 June 2016 and departmental outturn reports were available on the Council's Intranet.

With regard to capital expenditure, this was £29.5m compared with planned expenditure of £37.3m. This represented 79% delivery of the total Capital Programme. The main areas of slippage were detailed in the report and included 3MG, Mersey Gateway Land Acquisitions and the Local Pinch Point Programme at Daresbury Expressway. It was further reported that School balances totalled £5.7m, with £1.6m of unspent schools related funding held centrally and carried forward to 2016/17.

The External Auditor presented the Audit Findings Report which summarised the findings from the 2015/16 external audit. Section 3 of the report also presented the External Auditors' findings on the Value for Money (VFM) conclusion. It was noted that the overall conclusion was that the Council had proper arrangements in all significant respects to ensure it delivered value for money in its use of resources.

The Board wished to place on record their thanks to the Operational Director, Finance and the Finance Team for their work in the preparation of the accounts and to Grant Thornton for their work on the audit.

RESOLVED: That

- 1) the draft Letter of Representation in Appendix 1 be approved and any subsequent additions or amendments be approved by the Operational Director, Finance, in liaison with the Chair of the Business Efficiency Board;
- 2) the External Auditor's draft 2015/16 Audit Findings Report in Appendix 2, be received and any subsequent additions or amendments be approved by the Operational Director, Finance, in liaison with the Chair of the Business Efficiency Board; and
- 3) the Council's draft 2015/16 Statement of Accounts in Appendix 3 be approved and any subsequent additions or amendments be approved by the Operational Director, Finance, in liaison with the Chair of the Business Efficiency Board.

Operational
Director - Finance

COUNCILLOR MARTHA LLOYD JONES

Councillor Roberts extended his good wishes on behalf of the Board to the Chair, Councillor Martha Lloyd Jones, for a speedy recovery from her recent illness.

Meeting ended at 7.00 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 4 July 2016 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chair), J. Bradshaw, Cole, Gilligan, R. Hignett, C. Plumpton Walsh, June Roberts, Thompson and Woolfall

Apologies for Absence: Councillor Zygadllo

Absence declared on Council business: Councillor Keith Morley

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, J. Eaton, R. Cooper and J. Farmer

Also in attendance: Councillors Rowe, N. Plumpton Walsh and G. Stockton and 27 members of the public.

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

	<i>Action</i>
DEV5 MINUTES	
<p>The Minutes of the meeting held on 6 June 2016, having been circulated, were taken as read and signed as a correct record.</p>	
DEV6 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE	
<p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p>	
DEV7 - 15/00563/OUT - OUTLINE APPLICATION WITH ALL MATTERS RESERVED FOR DEMOLITION OF EXISTING BUILDINGS AND ERECTION OF UP TO 53 DWELLINGS WITH ASSOCIATED ACCESS, LANDSCAPING AND ANCILLARY WORKS AT FORMER WAREHOUSE, HALTON COURT, RUNCORN, WA7 5XS	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	

RESOLVED: That the application be approved subject to:

- a) The applicant entering into a legal agreement in relation to the payment of a commuted sum for off-site open space; and
- b) Conditions relating to the following:
 1. Standard outline conditions for the submission of reserved matters applications x 3 conditions (BE1);
 2. Plans condition listing relevant drawings i.e. site location/red edge (BE1 and TP 17);
 3. Prior to commencement, the submission of a reserved matters proposal which incorporates a full proposal for drainage of the site (BE1);
 4. Prior to commencement, submission of levels (BE1);
 5. Prior to commencement, submission of materials (BE1 and CS11);
 6. Condition(s) for submission of hard and soft landscaping (BE1);
 7. Prior to commencement, submission of a construction/traffic management plan which will include wheel cleansing details (TP17);
 8. Avoidance of actively nesting birds (BE1);
 9. Prior to commencement, details of on-site biodiversity action plan for measures to be incorporated in the scheme to encourage wildlife (GE21);
 10. Prior to commencement, details of a landscape proposal and an associated management plan to be submitted and approved (BE1, GE21);
 11. Prior to commencement, details of boundary treatments (BE22);
 12. Provision of a Site Waste Management Plan (WM8); and
 13. Provision of bins (WM9).

In order to avoid any allegation of bias Councillor Cole did not take part in the debate or vote on the following item as he is a Board Member of Halton Housing Trust.

In order to avoid any allegation of bias Councillor Carol Plumpton Walsh did not take part in the debate or vote on the following item due to a recent press release on the development which included a comment she made.

DEV8 - 16/00069/FUL - PROPOSED DEVELOPMENT OF 22 NO APARTMENTS AND 6 NO HOUSES INCLUDING CHANGE OF USE OF EXISTING BUILDING, SELECTIVE DEMOLITION AND ASSOCIATED LANDSCAPING AT VICTORIA HOUSE, HOLLOWAY, RUNCORN, CHESHIRE

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

Members were referred to the Update List where an additional representation had been made since the publication of the Committee report by Victoria Jones, objecting to the scheme.

The Committee was then addressed by Victoria Jones who reiterated the objections set out in the Update List on behalf of the neighbouring residents arguing that the views of the local community had not been taken into consideration. She tabled several photographs and annotated plans which were passed around for Members to see.

Mr James Nicholls, the architect representing on behalf of the applicant, then addressed the Committee. He advised that they had submitted a revised scheme after hearing the residents comments from the last meeting, and this included the removal of the 4th floor. He reminded all that Halton Housing Trust was a not for profit organisation which had been awarded a grant from the Homes and Communities Agency (HCA) for the development of the site. Conditions were attached to this with regards to the timing of the development which meant that it would have to be completed within two years otherwise the funding would be lost. He advised that the parking and highways issues had been resolved; the historic original features would be reinstated; and revisions were made to the side extension, roof shapes, materials to be used and windows. Further the development complied with all planning policies of the Council and would consist of high quality affordable homes, having a positive impact on the environment and local economy.

The Committee was then addressed by the Heath Ward Councillor Rowe. He stated that the residents understood the need for new homes and did not object to the development, but he stated that despite the amendments to the scheme there were still a number of concerns with the design:

- The development being out of character, too big and too tall;
- Too modern;
- Existing properties would be overlooked;
- Not sympathetic to the area;
- Not in keeping with surrounding properties;
- Privacy issues;
- Burland Close and Holloway properties affected;
- Guidelines still not met;
- Loss of sunlight;
- Insufficient parking (already problems in the area due to the Railway Station);
- Flooding issues not being addressed (reference to recent flooding in Burland Close in the past 10 years);
- Measurements were not true;
- Smells from pumping station;
- Loss of greenspace and trees;
- Site too small for number of properties proposed;
- Traffic noise during construction; and
- Lack of consultation by HHT on the amended plans.

Officers advised that the above concerns were addressed in the report and update list. The distances between the properties was clearly explained and it was clarified that Officers' recommendations were based on guidelines within the *Design of Residential Development Supplementary Planning Document* and where necessary, Officer judgement.

With regards to comments made regarding the recent flooding in Burland Close, the Highways Officer advised Members that the latest plans recommended a gravity system be used in place of the *soakaways* which were not suitable for this development. The implementation of an appropriate surface water regulatory system would be secured by condition.

Officers also explained that the payment of a commuted sum in lieu of on-site open space provision was not possible on this scheme, as it would compromise the viability of the scheme.

After taking the Officer report, representations, amended plans and updates into consideration, the Committee decided to approve the application subject to the conditions below.

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

1. Time limit – full permission;
2. Approved plans;
3. Implementation of proposed site levels (BE1);
4. Facing materials to be agreed (BE1 and BE2);
5. Submission of detailed soft landscaping scheme, implementation and subsequent maintenance (BE1);
6. Implementation of submitted hard landscape and boundaries layout and subsequent maintenance;
7. Breeding birds protection (GE21);
8. Submission of a swift nesting boxes scheme, implementation and subsequent maintenance (GE21);
9. Retention of trees (GE21);
10. Submission of a lighting scheme designed to protect ecology – (GE21);
11. Hours of construction (BE1);
12. Removal of permitted development – all dwellings (BE1);
13. Submission of a construction management plan (BE1);
14. Provision and retention of parking for residential development (Curtilage) (BE1);
15. Provision and retention of parking for residential development (not in curtilage) (BE1);
16. Submission of cycle parking scheme for apartments and subsequent implementation (BE1);
17. Implementation of access and servicing provision (BE1);
18. Implementation of off-site highway works (site access points from Penn Lane) (BE1);
19. Submission of a parking management plan and subsequent implementation (BE1);
20. Submission of a surface water regulatory system for approval and subsequent implementation (PR16);
21. Foul and surface water on separate systems (PR16);
22. Ground contamination – remediation strategy and site completion report (PR14);
23. Submission of a waste audit (WM8); and
24. Submission of a scheme for the provision of future charging points of ultra-low emission vehicles (CS19).

DEV9 - 16/00144/FUL - PROPOSED PHASED REDEVELOPMENT OF EXISTING HIGH SCHOOL COMPRISING PROVISION OF SEPARATE CONSTRUCTION AND SCHOOL ACCESSIBLE ZONES, DEVELOPMENT OF NEW SCHOOL BUILDINGS, DEMOLITION OF REDUNDANT BUILDINGS, HARD AND

SOFT LANDSCAPING AND PROVISION OF SPORTS FACILITIES AT THE HEATH TECHNOLOGY COLLEGE, CLIFTON ROAD, RUNCORN

The Committee was advised that the original planning application was submitted in 2013 for a 1650 pupil high school and recommended for approval at Development Control Committee on 4 November 2013. Although the proposal was in accordance with the Council's Policies that dealt with risk, the Health and Safety Executive (HSE) advised against the application due to its proximity to the INEOS site and the potential associated risks in the event of a chlorine gas release. Following the Committee's decision to approve the application the HSE requested the Secretary of State to call the application in, triggering a public inquiry.

It was reported that this public inquiry was never held as the application was eventually withdrawn by the applicant following discussion between the HSE, the School and the Education Funding Agency.

It was highlighted that the application before the Committee was a new scheme that sought to deal with the issues that were raised in objection to the earlier scheme.

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

It was reported that since writing the Committee report the updates had been received from Natural England; Merseyside Environmental Advisory Service, HBC's Open Spaces Division and Sport England, all of which were detailed in the published update list. Members were also advised of one further representation from a local resident regarding the changes made to relocate the bin store and water tank.

It was noted that the condition recommended by network rail from a vibro-impact assessment should be removed as it was not necessary. Also, further conditions were recommended for the detail of surface water drainage and for an updated construction traffic management plan.

Members were advised that very careful consideration had been given to the advice provided by the HSE and their position which was to 'advise against the grant of planning permission on grounds of public safety'. These matters were considered in the context of the Core Strategy and Unitary Development Plan policies, together

with the Planning for Risk Supplementary Planning Document.

Members were advised that if they were minded to approve the application, the HSE would need to be given formal notification and provided 21 days for them to decide whether or not they would like to request the application to be called-in by the Secretary of State. Officers would require delegated authority to issue the decision following their response.

The Committee received speaker Andy Young, a local resident, who did not object to the School itself, but objected to the position of the buildings. He stated that the scheme could be improved simply by relocating the footprint and argued that the School building and the industrial tank were both too close to residents. He referred to the HSE decision regarding the previous application and its proximity to INEOS and the dangers and that this application proposed to increase pupil numbers and therefore increasing the risk. He also stated that the scheme was overbearing and unneighbourly and would result in noise and nuisance; as well as loss of privacy and amenity for surrounding residents. He questioned why the School was next to the residential area when there was such a big field that could be made use of.

The Committee was then addressed by Ward Councillor Gareth Stockton, who spoke on behalf of the local residents. He said the residents understood the need to update the School but felt that it was on top of them with it being so close to the houses. He stated that there would be privacy issues from the main school building and questioned why it could not be relocated on such a large plot of land.

Members discussed the HSE's response detailed on page 47 of the report and Officers provided clarity over the assessments made and how the risk of death was determined by them and how it was determined using the Council's policy.

After taking the Officers report, the updates provided and the representations into consideration, the Committee voted to approve the application.

RESOLVED: That the application be approved subject to conditions and the amendments to the conditions stated above and the application not being called in by the Secretary of State:

1. Time limits condition;
2. Approved plans (BE1);
3. Materials (BE2);
4. Drainage condition(s) (BE1);
5. Submission and agreement of existing and finish site levels and floor levels of building (BE1);
6. Vehicle access, parking, servicing;
7. Condition(s) relating to full details of hard and soft landscaping, including planting scheme, maintenance, and replacement planting (BE1);
8. The hours of demolition/construction of building onsite shall be restricted to 0700 hours to 1800 hours Monday to Friday, 0730 hours to 1400 hours on Saturday with no work at any other time including Sundays and Public Holidays (BE1 and BE2);
9. No trees, shrubs or hedges within the site which are shown as being retained on the approved plans shall be felled, uprooted, wilfully damaged or destroyed, or removed without the prior written consent of the Local Planning Authority (BE1 and BE2);
10. Any trees, shrubs or hedges removed without such consent, or which die or become severely damaged or seriously diseased within 5 years from the completion of the development hereby permitted shall be replaced (BE1 and BE2);
11. Hedge or tree removal shall be undertaken outside the bird nesting season; where this was not possible an ecologist to inspect prior to works taking place (GE21);
12. The development shall be carried out in accordance with the mitigation measures outlined in the submitted ecological surveys (GE21);
13. The development shall be carried out in accordance with the proposed construction management/phasing plans submitted with the application unless otherwise agreed in writing by the Local Planning Authority;
14. The Travel Plan shall be updated and reviewed in accordance with current guidelines with appropriate new targets and measures set. It should be regularly monitored in accordance with the timescales set out in the plan with the results being submitted to the Local Planning Authority;
15. Full details of surface water drainage; and
16. Submission of an amended construction traffic management plan.

DEV10 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

- | | |
|---------------------|--|
| 16/00041/FUL | Proposed demolition of existing dwelling and erection of replacement detached dwelling with two bedrooms in the roof space at 153 Pit Lane, Widnes, Cheshire, WA8 9HR. |
| 16/00122/TCA | Proposed works to trees in conservation area as follows: T14, Sycamore, over hanging bow to be cut back, T16, Sycamore, remove, T17, Holly, remove, T19, Field Maple, remove, T20, Common Juniper, remove or relocate, Group 3, Leylandii, remove, all at 5 Weston Road, Runcorn, Cheshire, WA7 4JU. |
| 16/00134/PDE | Proposed single storey rear extension projecting from the rear wall by 4.25 metres, the extension has a maximum height of 3 metres and an eaves height of 2.5 metres at 27 Weston Road, Runcorn, Cheshire, WA7 4JX. |
| 16/00063/TPO | Proposed pruning / maintenance work to trees T1 to T5 inclusive as detailed in the accompanying plan and schedule and covered by Tree Preservation Order 038 of 1989 on Land between 82 and 92 Moorfield Road and 7 and 10 Romney Close, Widnes, Cheshire, WA8 3JA. |

Meeting ended at 7.45 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 1 August 2016 in The Board Room - Municipal Building, Widnes

Present: Councillors Nolan (Chair), Morley (Vice-Chair), J. Bradshaw, Cole, Gilligan, R. Hignett, June Roberts, Thompson, Woolfall and Zygadlo

Apologies for Absence: Councillor C. Plumpton Walsh

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, A. Plant, A. Brennan, I. Dignall and J. Eaton

Also in attendance: 15 Members of the public

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

Action

DEV11 MINUTES

The Minutes of the meeting held on 4 July 2016, having been circulated, were taken as read and signed as a correct record.

DEV12 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.

DEV13 - 05/00057/OUTEIA - OUTLINE APPLICATION, WITH ALL MATTERS RESERVED, FOR A MIXED USE DEVELOPMENT COMPRISING UP TO 624 RESIDENTIAL UNITS, UP TO 1275 SQM OF USE CLASSES A1 (SHOPS) AND A2 (FINANCIAL AND PROFESSIONSAL SERVICES) UP TO 500 SQM OF USE CLASSES A3 (FOOD AND DRINK) AND A4 (DRINKING ESTABLISHMENT), UP TO 2400 SQM OF USE CLASS B1 (BUSINESS) AND UP TO 300 SQM OF USE CLASS D1 (NON RESIDENTIAL INSTITUTIONS) WITH ASSOCIATED ROADS, INFRASTRUCTURE AND LANDSCAPING ON LAND TO NORTH OF RAILWAY AND WEST OF TANHOUSE LANE, WIDNES

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

Officers advised the Committee that this application had been approved previously but was never taken forward. In order to encourage a start on site it was considered appropriate to request that the standard periods for submission of reserved matters and implementation be reduced.

The Committee agreed to these proposals and the application was approved.

RESOLVED: That the application be approved subject to:

- a) The applicant entering into a Legal Agreement in relation to the payment of a commuted sum for the Earle Road / Gyratory improvements and a contribution in lieu of any shortfall of onsite open space provision.
- b) Conditions relating to the following:
 1. Standard outline condition(s) for the submission of reserved matters applications, with reduction in periods for submission of reserved matters and implementation (BE1);
 2. Plans condition listing relevant drawings i.e. site location / red edge (BE1 and TP17);
 3. Conditions for the submission of contaminated land report, remediation strategy and validation;
 4. Conditions for the submission of full foul and surface water drainage details of the site (BE1);
 5. Prior to commencement, submission of levels (BE1);
 6. Prior to commencement, submission of materials (BE1 and CS11);
 7. Condition(s) for submission of hard and soft landscaping (BE1);
 8. Prior to commencement, submission of a construction / traffic management plan which will include wheel cleansing details, and timetable setting out timescales and phasing of the development (TP17);
 9. Avoidance of actively nesting birds (BE1);
 10. Prior to commencement, details of on-site biodiversity action plan for measures to be incorporated in the scheme to encourage wildlife (bird, bat and invertebrate boxes) (GE21);
 11. Prior to commencement, details of a landscape

- proposal and an associated management plan to be submitted and approved (BE1, GE21);
12. Prior to commencement, details of boundary treatment (BE22);
 13. Provision of a Site Waste Management Plan (WM8);
 14. Provision of bins (WM19);
 15. A1, A2 and A4 opening hours restricted to 0700 to 2330 hours;
 16. No deliveries to A1, A2 and A4 uses between 1900 and 0700 hours;
 17. Submission of a travel plan;
 18. Noises mitigation scheme to be submitted with reserved matters;
 19. Construction hours for work audible at the site boundary; and
 20. Details of the proposed public transport provision and road connections.
- c) That if the Legal Agreement was not executed within a reasonable period of time, authority is delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair of this Committee to refuse the application on the grounds that it failed to comply with Policy CS7 of the Halton Core Strategy Local Plan.

In order to avoid any allegation of bias, Councillor Morley did not take part in the debate or vote on the following item as he was a Board Member of Manchester Port Health Authority and was a Member of the Runcorn Locks Restoration Society.

DEV14 - 16/00131/OUT - OUTLINE APPLICATION, WITH ALL MATTERS RESERVED, FOR DEVELOPMENT OF UP TO 120 DWELLINGS, OPEN SPACE, INFRASTRUCTURE AND ASSOCIATED WORKS AT FORMER RIVERSIDE COLLEGE, PERCIVAL LANE, RUNCORN

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

Members were referred to the update list which advised of an additional response received from the Port Health Authority (a letter which was attached to the update list) and an additional objection regarding the lack of information provided outlining the reason for demolishing the building and suggesting that the site be used as a marina instead. It was also confirmed that the Local Lead Flood Authority had confirmed no objections subject to detailed drainage design secured by condition. Natural England was

now satisfied that there would be no likely effect on protected species following the Council's advice but this would be subject to the recommended conditions listed.

It was also reported that two further emails had been received, one to the Local Planning Authority and one to the Chair and Vice Chair of the Committee, details of which were provided by Officers.

Further objections had been received from Manchester Ship Canal Company (part of the Peel Ports Group), Manchester Port Health Authority, Peel Land and Property and Bridgewater Canal Company. Members were advised of the principle concerns of these bodies which included proposed expansion of trade and associated investment; noise pollution from the docks and dust pollution from cargo. It was noted that the Council's Environmental Health Officer had accepted the findings of the noise assessment, as discussed in the Officer's report, and raised no objections.

Officers also advised the Committee of a further recommended condition to be added, specifically relating to the interim landscaping and maintenance of the retained canal corridor.

The Committee was addressed by Mr Marshall from the Manchester Ship Canal Company, who objected to the proposal on their behalf. He stated that Port Runcorn was a successful Port for the Company that operated 24 hours 7 days a week and employed 40 staff. He raised concerns relating to the future occupiers of the properties and the potential for complaints relating to noise and dust pollution from the Port and cargo. He argued that the noise impact survey already carried out was not robust enough and that there would be an impact on the environment. He quoted Policy number PR7 from the Council's Unitary Development Plan (UDP) and advised of the objections made by the Manchester Port Health Authority. He requested that further investigations be made into the potential for noise and dust pollution.

Ms Holly Bryant, a representative from Halton College, then addressed the Committee. She spoke in support of the application and began by providing Members with the history of the viability of the College Campus. She stated that all planning requirements with regards to the site had been met and that a Legal Agreement would secure land in relation to the Bridgewater Canal restoration. She disputed that there would be noise pollution from the Port

and advised that the development would provide quality housing with sound proofing.

Officers clarified Policy PR7 in relation to the risk of pollution and referred Members to page 43 of the report where this was discussed. It was noted that there was no evidence of noise and dust pollution provided by complainants of surrounding residential areas in the past.

Following debate on the potential for noise and dust pollution, one Member wished to move an amendment to the recommendation and proposed a deferral, so that time could be given to the objectors to provide evidence of pollution that had occurred in the past. This was not supported by the Committee. The original recommendation to approve was then moved and seconded, and the Committee voted to approve the application.

RESOLVED: That authority is delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair of the Committee to conclude negotiations in respect of the Legal Agreement; and that the application is approved subject to:

- a) The entering into of a Legal Agreement or other agreement for the maintenance of specified land in accordance with the landscaping requirements of the Permission and the transfer of that land to the Council upon written notice for the purpose associated with the reinstatement of the former Bridgwater Canal and subject to negotiations over viability for affordable housing and open space.
- b) Conditions relating to the following:
 1. Standard outline planning permission conditions relating to submission of reserved matters and timescales;
 2. Specifying approved plans (BE1);
 3. Requiring submission and agreement of a detailed Construction Environmental Management Plan including wheel cleansing facilities, construction vehicle access routes, construction parking and management plan, noise and dust minimisation measures (BE1 and GE21);
 4. Materials condition, requiring the submission and approval of the materials to be used (BE2);
 5. Landscaping condition, requiring submission and approval both hard and soft landscaping, including replacement tree planting (BE2);

6. Submission and agreement of boundary treatment including retaining walls (BE2);
 7. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
 8. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties / commencement of use (BE1);
 9. Condition relating to further detailed site investigation / mitigation/ verification (PR14);
 10. Condition relating to unidentified contamination (PR14);
 11. Submission and agreement of details of on-site biodiversity action plan for measures to be incorporated in the scheme to encourage wildlife including dwellings to be fitted with bird/bat boxes (GE21);
 12. Conditions relating to tree protection during construction (BE1);
 13. Submission and agreement of detailed surface water / highway drainage scheme (BE1/PR5);
 14. Requiring submission and agreement of site and finished floor levels (BE1);
 15. Submission and agreement of scheme of protective fencing to watercourses to secure a minimum 5m buffer zone (GE21);
 16. Submission and agreement of site Waste Management Plan (WM8);
 17. Submission and agreement of a sustainable Waste Management Plan (WM9); and
 18. Submission and agreement of detailed lighting scheme including measures to minimise light spill onto surrounding habitats and sky glow (PR4/GE21).
- c) That if the Section 106 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 Chair or Vice Chair of the Committee to refuse the application.

In order to avoid any allegation of bias Councillor Cole did not take part in the debate or vote on the following item as he was a Board Member of Halton Housing Trust.

DEV15 - 16/00225/OUT - PROPOSED HYBRID APPLICATION SEEKING FULL PERMISSION FOR DEVELOPMENT COMPRISING TWO STOREY OFFICE BUILDING (USE CLASS B1), ASSOCIATED DEPOT BUILDING (USE CLASS B8) AND RELATED CAR PARKING, ACCESS AND SERVICES WITH LANDSCAPE AND BOUNDARY TREATMENTS TOGETHER WITH AN OUTLINE

APPLICATION FOR A RESIDENTIAL DEVELOPMENT OF UP TO 10 NO DWELLINGS WITH ALL MATTERS OTHER THAN ACCESS RESERVED FOR FUTURE CONSIDERATION ON LAND BOUNDED BY WARRINGTON ROAD AND WATKINSON WAY, WIDNES, CHESHIRE

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

Following the Officers presentation of the proposal, the Committee agreed that the application be approved.

RESOLVED: That the application is approved subject to the conditions suggested which are linked to the Parameter Plan 02 – Use (Drawing Number 05507 B3_00_0101 Rev A).

Conditions applicable to all parts of the proposal

1. Drainage strategy (PR16);
2. Implementation of access road from Warrington Road and adjacent residential development (BE1);
3. Construction Management Plan (BE1);
4. Off-site highway works (BE1); and
5. Highway to be made good following connection works (BE1).

Conditions – Office and Depot – Full Permission

1. Time limit – full permission;
2. Approved plans;
3. Site levels (BE1);
4. Facing material (BE1);
5. Hard landscaping and boundary treatments (BE1);
6. Soft landscaping (BE1);
7. Implementation of parking and servicing (BE1);
8. Implementation of cycle parking (BE1);
9. Remediation strategy and completion report (PR14);
10. Noise mitigation measures (PR8);
11. Electric vehicle charging points (CS19);
12. Travel plan (TP16); and
13. Drainage strategy (PR16)

Conditions – Residential Development of up to 10 dwellings – outline permission

1. Time limit – outline permission;
2. Submission of reserved matters;

3. Ground contamination (PR14);
4. Site levels (BE1);
5. Noise mitigation measures (PR8);
6. Electric vehicle charging points (CS19); and
7. Drainage strategy (PR16).

Meeting ended at 7.05 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 22 June 2016 in the Council Chamber, Runcorn Town Hall

Present: Councillors K. Loftus (Chair), Wallace (Vice-Chair), Fry, P. Hignett, A. McInerney, Nelson, Parker, G. Stockton and Wall

Apologies for Absence: Councillor McDermott

Absence declared on Council business: None

Officers present: K. Cleary and J. Tully

Also in attendance: Guy Morris Consultant Jolliffes Solicitors, Stephanie King Trainee Solicitor Jolliffes Solicitors Malcolm Floyd Chairman Runcorn Masonic Hall, Graham Clayton and two members of the public.

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

REG6 APPLICATION FOR A PREMISES LICENCE - RUNCORN
MASONIC HALL YORK STREET RUNCORN

Action

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.

The hearing was held in accordance with the provisions of Section 18 Licensing Act 2003 and the Licensing Act (Hearings) Regulations 2005.

The Chair introduced the members of the Committee and the Council's officers who were present.

The Council's legal adviser, John Tully, summarised the procedure to be followed.

Mr. Tully referred to the additional documents which had been circulated: in particular a schedule of events which had been submitted by the applicant and two special conditions. The special conditions were designed to ensure that the activities authorised by existing club premises

certificate could not continue to be allowed at the same time as the activities authorised by the premises licence, should it be granted.

At the hearing, the Committee were addressed by the applicant's representative, Guy Morris, Consultant Jolliffes Solicitors, who was accompanied by Stephanie King, Trainee Solicitor Jolliffes Solicitors, Malcolm Floyd Chairman Runcorn Masonic Hall and Graham Clayton. Two members of the public were also present.

None of the objectors attended the hearing however the information supplied in the letters of objection were taken into consideration by the Members.

Mr. Morris presented the case on behalf of the applicant. He confirmed that the applicant had agreed conditions as set out in the agenda and had amended the Operating Schedule to take into account a number of the concerns raised by objectors. He argued that the schedule of events demonstrated the majority of activities were related to Lodge Meetings and the rest were community related. Mr. Morris objected to the imposition of the special conditions and raised 6 points in favour of his argument. However, the applicant confirmed they intended to surrender the club premises certificate in any event.

The Committee asked a number of questions of the applicant's representative and Mr. Floyd and Mr. Clayton.

The applicant responded to questions on the type of activities being undertaken, why their club premises certificate was insufficient to carry out their activities, the control measures in place for keeping order and whether the applicant proposed an 'open door' policy in future or restrict entry to pre-booked functions.

In the course of questioning on the subject of the hours being requested on Sundays the applicant volunteered a reduction in hours to those set out in the application. Specifically:

ACTIVITY	HOURS
Films [B]	Mondays to Saturdays 11.00 to 01.00 Sundays 11.00 to 23.00
Live Music [E]	Mondays to Saturdays 11.00 to 01.00 Sundays 11.00 to

	23.00
Recorded music [F]	Mondays to Saturdays 11.00 to 01.00 Sundays 11.00 to 23.00
Performance of dance [G]	Mondays to Saturdays 11.00 to 01.00 Sundays 11.00 to 23.00
Anything similar to E, F or G [H]	Mondays to Saturdays 11.00 to 01.00 Sundays 11.00 to 23.00
Late night refreshment [I]	Mondays to Saturdays 23.00 to 01.30 Sundays 23.00 to 23.30
Supply of alcohol [J]	Mondays to Saturdays 11.00 to 01.00 Sundays 11.00 to 23.00
Hours open to the public [L]	Mondays to Saturdays 09.00 to 01.00 Sundays 09.00 to 23.30

Mr. Tully emphasised that this concession was entirely voluntary and the applicant confirmed this.

The Committee then retired to consider the matter.

Findings

1. Those representations submitted to the licensing authority which did not constitute relevant representations (as explained by Mr. Tully during the hearing) were not taken into consideration.
2. None of the representations which were capable of being relevant representations were supported by evidence which the Committee could consider.
3. The application was consistent with the Licensing Objectives.
4. The special conditions were considered to be necessary to be imposed (albeit that they would cease to have effect as soon as the club premises certificate was surrendered).

RESOLVED: That having considered the application in accordance with Section 4 Licensing Act 2003 and all other relevant considerations it is decided that the

application be granted subject to:

1. The conditions volunteered as part of the operating schedule together with the additional conditions offered when negotiating with 'another person';
2. The conditions agreed with Trading Standards;
3. The relevant mandatory conditions; and
4. The two special conditions as follows-
 - (i) The premises shall not be used for any licensable activity at any time that a club premises certificate is in force in respect of the premises but this condition shall cease to be in force when the current club premises certificate lapses under section 81(3) of the Licensing Act 2003; and
 - (ii) The premises shall not be used for any activity relating to gambling as it relates to premises licences at any time that a club premises certificate is in force in respect of the premises but this condition shall cease to be in force when the current club premises certificate lapses under section 81(3) of the Licensing Act 2003.

Time that the application shall take effect

Forthwith.

Meeting ended at 7.45 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 6 July 2016 in the Council Chamber, Runcorn Town Hall

Present: Councillors K. Loftus (Chair), Wallace (Vice-Chair), Fry, P. Hignett, McDermott, Nelson, G. Stockton and Wall

Apologies for Absence: Councillors A. McInerney, Parker and Wainwright

Absence declared on Council business: None

Officers present: K. Cleary, M. Reaney, J. Tully and N. Wheeler

Also in attendance: 4 Members of the public

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

REG7 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Action

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following 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.

REG8 TAXI LICENSING MATTER

Case no. 394

The holder of a Single Status Driver's licence (SSD) had been found guilty of two offences within the area of Knowsley Metropolitan Borough Council. After considering the facts the Committee

RESOLVED: That

- (1) Members were of the opinion that the offences were serious and could not be taken lightly. Consequently, the SSD licence shall be issued for a 12 month period only; and
- (2) It was appropriate to issue a suspension in respect of that licence (from the date of its grant) for a period of 3 months. This suspension is not to be enacted provided there is no further question as to the conduct of the licence holder during the period of the licence. Should any action (or perceived action) bring into question the licence holder's fitness or propriety then the licence holder will return to the Committee with the prospect of the suspension being enacted or having the licence revoked or (as the case may be) refused. In particular, the above convictions may be taken into account by the Committee in the future.

REG9 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 - PRIVATE HIRE OPERATORS' LICENCE

(Note Cllr Nelson left the meeting on 6 July 2016)

early and did not take part in the decision of the Committee on either 6 July 2016 or 18 July 2016).

Case No: 395

RESOLVED: That the hearing was adjourned on this matter for further information to be provided to the Committee.

Meeting ended at 10.00 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 18 July 2016 in the Council Chamber, Runcorn Town Hall

Present: Councillors K. Loftus (Chair), Wallace (Vice-Chair), Fry, P. Hignett, McDermott, G. Stockton and Wall

Apologies for Absence: Councillors A. McInerney, Nelson, Parker and Wainwright

Absence declared on Council business: None

Officers present: K. Cleary, M. Reaney and J. Tully

Also in attendance: 4 Members of the public

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

REG10 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Action

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following 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.

REG11 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976 - PRIVATE HIRE OPERATORS' LICENCE

This matter was carried over from the adjourned meeting of the Committee held on 6th July.

Case No. 395

The holder of a private hire operator's licence was reported to the Committee on a number of matters. At the conclusion of the Committee's considerations it was

RESOLVED: That

- (1) the current licence would not be revoked;
- (2) the renewal licence application be granted but be limited to one year;
- (3) the dispensations granted by the Committee to the licence holder at a previous meeting be rescinded; and
- (4) a severe reprimand be issued to the licence holder for wasting the Council's time.

Meeting ended at 7.20 p.m.

APPEALS PANEL

At a meeting of the Appeals Panel held on 9 August 2016 at Halton Stadium, Lower House Lane, Widnes.

Present: Councillors Wainwright (Chair), A McInerney and K Loftus

Apologies for absence: None.

Absence declared on Council business: None.

Officers present: A Scott, A Jones, K Bate, W Rourke

In attendance: Appellant and Trade Union representative and various witnesses

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

Action

**AP1 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND LOCAL GOVERNMENT (ACCESS TO INFORMATION)
ACT 1985**

The Panel considered:

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

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

AP2 GRIEVANCE APPEAL HEARING

The Panel considered information submitted in respect of the above appeal and heard representations from the appellant and her Trade Union representative and the presenting officer and his witnesses.

RESOLVED: That the grievance appeal be dismissed and the decision of the local authority dated 18 May 2016 be upheld.

Meeting ended at 4.34pm