

Minutes

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

**Wednesday, 11 December
2013**

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COUNCIL

At a meeting of the Council on Wednesday, 16 October 2013 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Fraser, Hodge, M Lloyd Jones, P. Lloyd Jones, McDermott, Morley, Parker and Roberts

Absence declared on Council business: None

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

Also in attendance: C Taylor, H Cantrill (CWAC) one member of the public and one member of the press.

Action

COU31 PLEDGE TO CHILDREN IN CARE

The Mayor welcomed Annalise Gray, a young person in care within Halton, to the meeting.

A copy of the Children in Care Pledge was presented to the Mayor, who received it on behalf of the full Council, as Corporate Parents. The Pledge had been developed by children in care and care leavers, and identified the twelve key things that they felt would improve outcomes for them.

The Mayor then invited Annalise to address the Members before being thanked for attending the meeting.

COU32 COUNCIL MINUTES

The minutes of the meetings held on 17 July 2013 and 19 September 2013, Having been printed and circulated, were taken as read and signed as a correct record.

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

COU33 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:

- Having recently attended the Vintage Rally event at Victoria Park, Widnes, she wished to thank all of those involved in the organisation of the event which welcomed over 60,000 visitors over the two days; and
- Tickets were still available for the next charity event to raise money for the Mayor's charities – the theme was Halloween and the event was scheduled for Friday 25 October 2013.

COU34 LEADER'S REPORT

The Leader reported on the progress of the Mersey Gateway Project, working towards financial close. The next stage was to consider and agree a discount scheme for local users.

Councillor Chris Loftus sought the Leader's assurance that he would make sure that Officers would not be involved in political issues. In response, the Leader gave him that assurance and offered the opportunity to discuss the matter at another convenient time.

COU35 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings from 15 August 2013, 5 September 2013, 19 September 2013 and 3 October 2013.

RESOLVED: That the minutes be received.

COU36 MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD

The Council considered the minutes of the meeting of the Mersey Gateway Executive Board on 19 September 2013.

RESOLVED: That the minutes be received.

COU37 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council received the minutes of the meetings of

the Health and Wellbeing Board on 17 July 2013 and 18 September 2013.

RESOLVED: That the minutes be received.

COU38 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU39 WIDNES RECREATION SITE DEVELOPMENT (MINUTE EXB 59 REFERS)

Executive Board had considered a report of the Strategic Director, Communities on the redevelopment of the former Widnes Recreation Site, Liverpool Road, Widnes.

RESOLVED: That Council approve the inclusion of the former Widnes Recreation Site development within the Council's Capital Programme.

Strategic Director
- Communities

COU40 LOWERHOUSE LANE DEPOT - UPGRADE WORKS (MINUTE EXB 61 REFERS)

Executive Board had considered a report of the Strategic Director, Children and Enterprise, on the upgrade works at Lowerhouse Lane Depot and the undertaking of further health and safety related capital works.

RESOLVED: That Council approve the inclusion of the capital works within the Council's Capital Programme, with a total estimated cost of £735,000, to be funded as set out in section 5 of the report.

Strategic Director
- Children and
Enterprise

COU41 2013/14 REVISED CAPITAL PROGRAMME (MINUTE EXB 63 REFERS)

Executive Board considered a report of the Operational Director, Finance, which sought approval to a number of revisions to the Council's 2013/14 Capital programme.

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

Operational
Director - Finance

COU42 STANDARDS COMMITTEE ANNUAL REPORT (MINUTE STC 2 REFERS)

Standards Committee had considered a report of the

Operational Director, Legal and Democratic Services/Monitoring Officer, which summarised the work of the Committee in the last Municipal Year.

RESOLVED: That Council note the Standards Committee Annual Report.

COU43 TEMPORARY AMENDMENT TO STANDING ORDER 96 OF THE CONSTITUTION (MINUTE DEV 8 REFERS)

Development Control Committee had considered an item which requested a temporary amendment to Standing Order 96 of the Council's Constitution. The amendment was in relation to the scheme of delegation in relation to permitted development orders on householder applications.

RESOLVED: That

- 1) the Constitution be amended by adding the following wording after exception (f): "Provided that exceptions (b), (c) and (d) shall not apply to an application submitted under Class A1 (e) of Part 1 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 (as amended); and that had the above provisions applied that those applications shall be determined in consultation with the Chairman and Vice Chairman of the Committee; and
- 2) pending the implementation of the above, exceptions (b), (c) and (d) to delegated power 96 be dis-applied, shall in respect of any application submitted under Class A1 (e) of Part 1 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 (as amended) and that had the above provisions applied that those applications shall be determined in consultation with the Chairman and Vice Chairman of the Committee.

Operational Director, Legal and Democratic Services

COU44 APPOINTMENTS TO OUTSIDE BODIES

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

- Knights House Charity – Councillor Fraser replaced Mr D Reynolds.
- Halton Community Transport – Councillor Fry replaced Councillor Gerrard.

COU45 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 17 July 2013:

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

In considering the minutes, the following comments/observations were made:-

- Councillor Dennett advised that there would be a seminar early in 2014 on Corporate Parenting (CYP 16 refers);
- Councillor Dennett advised on the launch in November of the new single Ofsted Inspection Framework, which would have a multi-agency approach (CYP 15 refers);
- Councillor Osborne thanked Councillor Norman Plumpton Walsh for his work in chairing the Topic Group on the Night Time Economy (SAF 19 refers);and
- Councillor Chris Loftus made an observation on the financial support that had been made available from Government which supported the needs of people with dementia within care homes for the elderly in the Borough (HEA 22 refers).

(N.B. Councillor Cole declared a Disclosable Other Interest in Minute DEV 16 as he was a Board Member of Halton Housing Trust)

COU46 COMMITTEE MINUTES

The Council considered the reports of the work of the following Committees in the period since the meeting of Council on 17 July 2013:

- Development Control
- Standards
- Regulatory

COU47 NOTICE OF MOTION UNDER STANDING ORDER 6

The following Motion was moved and seconded by Councillors Tom McInerney and Howard respectively:

Blacklisting

'This Council:

Condemns and opposes the illegal practice of 'Blacklisting' employees or job applicants from either employment or workplace opportunities and pledges that Blacklisting will not form any part of the Council's own workplace activities, nor would we expect any contractor associated with us to participate in Blacklisting when delivering any contracts on behalf of the Council'.

RESOLVED: That the motion be agreed.

Meeting ended at 7.05 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 17 October 2013 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: Nick Atkin and Ingrid Fife, Halton Housing Trust

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

EXB91 MINUTES

Action

The Minutes of the meeting held on 3 October 2013 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB92 CONTRACTED SERVICES FOR CHILDREN AND YOUNG PEOPLE'S EMOTIONAL WELLBEING AND MENTAL HEALTH SERVICES, TARGETED PROVISION FOR CHILDREN IN CARE (GO FORWARD) -- WAIVER OF TENDERING STANDING ORDERS.

The Board considered a report of the Strategic Director, Children and Enterprise, which sought a waiver of Procurement Standing Orders for the provision of contracted services.

The Board was advised that the Go Forward Service had been provided by Barnardo's since April 2012, for the Emotional Wellbeing and Mental Health Services for looked after children. Due in part to a demand for the service, a comprehensive review of provision was underway by

Halton's Children's Trust Partners. It was noted that this review would determine the needs of the service area and the provision that was required to meet those needs.

The Board noted that the current contract would end on 31 March 2014, with no facility to extend within the current contract. A waiver of Procurement Standing Orders was required to allow for continued service delivery during this review period.

RESOLVED: That

- 1) in light of the exceptional circumstances set out in the report, Procurement Standing Orders 4.1 be waived on this occasion, where compliance with Standing Orders would result in a clear financial or commercial detriment to the Council, in respect of the contracted Children and Young People's Emotional Wellbeing and Mental Health Services, Targeted Provision. The waiver is requested to ensure that children and young people receive continuous care and support whilst a review of this service area is undertaken by Halton Children's Trust partners in order to determine the requirements for future provision; and
- 2) the Strategic Director, Children and Enterprise be authorised, in conjunction with the portfolio holder for Children, Young People and Families, to enter into the above contract for one year from April 2014 to the end of March 2015.

Strategic Director
- Children and
Enterprise

ECONOMIC DEVELOPMENT PORTFOLIO

EXB93 THE LIVERPOOL CITY REGION GROWTH GRANT

The Board considered a report of the Strategic Director, Children and Enterprise, which updated Members on the Liverpool City Region (LCR) Business Growth Grant Programme.

The Board was reminded that at its meeting on 11 July 2013, it considered a progress report on the LCR Growth Grant Programme. It was reported that the Growth Grant could support businesses which planned to invest in capital or equipment which would directly create or safeguard jobs and increase business output. It was noted that the LCR Growth Grant was designed to unlock private

sector investment, with a leverage ratio of 5:1.

The report detailed the eligible costs for which funding could be given which included capital expenditure, investment in new technologies, systems and software and employment and training aid. The report further outlined how the scheme would operate in Halton and the key stages of the preferred Delivery Model, the latter supported by information in Appendices 1 and 2.

RESOLVED: That

- 1) the proposed mechanism to be used to deliver funds to Halton businesses through The Liverpool City Region Growth Grant, detailed in Appendices 1 & 2, be agreed;

- 2) the partnership agreement between LCR Local Enterprise Partnership and Halton Borough Council for the delivery of The Liverpool City Region Growth Grant be accepted; and

- 3) the award of Liverpool City Region Growth Grant be delegated to the Operational Director Employment, Enterprise and Property in consultation with the Operational Director, Finance, the Operational Director, Legal and Democratic Services and the Portfolio Holder for Economic Development.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB94 FALLS STRATEGY 2013 – 2018 AND FALLS PREVENTION SCRUTINY REVIEW - KEY DECISION

The Board considered a report of the Strategic Director, Communities, on the Health Policy and Performance Board Scrutiny Review of the Falls Strategy 2013-2018.

The Board was advised that the Falls Prevention Scrutiny Review (the Review) was conducted between April 2012 and March 2013. It was noted that Halton had a higher than average occurrence of falls in older people as well as having a higher level of hospital admissions due to falls. The Review identified 19 recommendations which had been put into an Action Plan for ease of monitoring.

Reason(s) for Decision

As described in section 3.1 and 3.2 in the report, Halton had been identified as having a higher than the National Average for falls in the Borough and the related consequences i.e. injury, fracture etc. Based on this, it was agreed that a comprehensive falls strategy would be developed to support overall system change and improve performance.

Alternative Options Considered and Rejected

No alternatives were considered as a strategy was required to establish clear lines of performance, pathway and future commissioning intention that could impact on the service area as a whole.

Implementation Date

December 2013.

RESOLVED: That

- 1) the findings of the Scrutiny Review be noted;
- 2) the Scrutiny Review and its recommendations be endorsed; and
- 3) the Falls Strategy 2013-2018, attached at Appendix 2, be endorsed.

Strategic Director
- Communities

PHYSICAL ENVIRONMENT PORTFOLIO

EXB95 HALTON HOUSING TRUST PROGRESS REPORT

The Board received a presentation from Nick Atkin, Chief Executive of Halton Housing Trust, and Ingrid Fife, Chair of the Board, Halton Housing Trust (HHT). They reported on progress to date in delivering some key “pledges” made prior to stock transfer and on progress in meeting the Tenant Services Authority’s Regulatory Framework.

The Board noted that the focus for HHT remained on improving the quality of life for the people living in Halton, in accordance with the Council’s five main priorities. However, there were three big challenges ahead for HHT; moving customers onto a digital self-service platform, the impact of welfare reforms on rental income and the overhaul of governance structures to meet the increasingly complex business needs and expectations from the Regulator.

Members were further advised that HHT had maintained a strong emphasis on apprenticeships and training, and had recently been awarded Investors in People Gold Status, achieving their Health and Wellbeing Award.

Members had the opportunity to ask questions and clarify information contained in the presentation before Mr Atkin and Ms Fife were thanked for attending.

RESOLVED: That the progress report be noted.

EXB96 FIXED PENALTY NOTICES

The Board considered a report of the Strategic Director, Communities, on the use of Fixed Penalty Notices (FPNs) issued for litter and dog fouling offences.

The Board was advised that a proposal had been received from 3GS (UK) Limited, for the provision of FPNs for litter and dog fouling notices. It was reported that this proposal had been assessed by Officers and the potential benefits of such an arrangement were contained within the report for Members' consideration.

It was noted that the arrangement with 3GS would be strictly limited to the issuing of FPNs for environmental offences which would supplement the work of the Council's current Enforcement Team. This would support the Council's efforts to reduce anti-social behaviour and improve the safety and attractiveness of the Borough.

It was further reported that research had been undertaken on four other local authorities that had engaged private enforcement companies, and this was set out in the report. The delivery of a pilot scheme within Halton would give the opportunity for such an initiative to be assessed, as a number of unknown elements existed at this early stage. A further report would be brought to the Board following an evaluation of the pilot scheme.

RESOLVED: That

- 1) a six month pilot scheme be delivered by 3GS (UK) Limited for the issuing of Fixed Penalty Notices for litter and dog control offences;
- 2) the Strategic Director, Communities be authorised in consultation with the Executive Board Member for Physical Environment and the Operational

Strategic Director
- Communities

Director, Legal and Democratic Services, to determine all matters relating to the pilot scheme; and

- 3) a further report be presented to Executive Board following evaluation of the pilot scheme.

RESOURCES PORTFOLIO

EXB97 PROCUREMENT STANDING ORDERS WAIVER REQUEST - REVENUES, BENEFITS & CUSTOMER SERVICES DIVISION

The Board considered a report of the Strategic Director, Policy and Resources, which requested a waiver of Procurement Standing Orders for the continued provision of a document outsourcing mail service for the Revenues and Benefits Services Division.

The Board was advised that the current contract for this service was awarded for one year. A tender process needed to be undertaken to award a contract for the Council's future requirements. It was reported that Government Procurement Services (GPS) would manage a new tender process from 2014, which was open to local authorities. The process would comply with EU Public Procurement Regulations 2006 and removed the need for the Council to run its own tender process.

It was noted that the waiver of Procurement Standing Orders was required until 30 September 2014, to allow the continuation of the current mailing service and to ensure service continuity and continued savings for the Council.

RESOLVED: That Procurement Standing Orders 4.1 be waived, to allow the existing Document Outsourcing contract to continue until 30 September 2014, when a Government Procurement Framework will be in place for this mailing service.

Strategic Director
- Policy &
Resources

EXB98 BUSINESS RATES POOLING

The Board considered a report of the Operational Director, Finance, which sought approval to establish a Business Rates Retention Scheme Pool from 1 April 2014.

The Board was advised that under business rates retention, Councils retain 50% of the business rates they collect, with the other 50% going to Government. The scheme included provision for Top Up Grants and Tariffs, so

that total income reflected the needs of each Council. It was noted that nationally, the Top Up Grants were funded by the Tariffs and the level of both was fixed until the scheme was reset in 2020. The report outlined the arrangement for Top Up Grants to meet the difference for Halton and St Helens.

The Board considered a proposal to create a Business Rates Pool with St Helens and Warrington Councils from 1 April 2014. This arrangement would enable 45% of Warrington's future rates growth to be retained within the Pool and then shared between the three Councils. The report provided further details of the safety net mechanism whereby Councils were protected from an excessive drop in funding. This would be activated when a Council's Business Rates income fell below a specified level.

It was reported that the application process required the proposal to be submitted to the Department for Communities and Local Government (DCLG) by 31 October 2013, and must include details of the potential benefits to Pool members, the lead Council and the management and governance arrangements. If the application was successful, a further report would be brought to the Board to confirm its approval to proceed with the Pool.

RESOLVED: That

- 1) an application be submitted to DCLG, to establish a Business Rates Retention Scheme Pool from 1st April 2014 along with St Helens Borough Council and Warrington Borough Council;
- 2) the Operational Director, Finance, in consultation with the Executive Board Portfolio Holder for Resources, be authorised to prepare and submit by 31st October 2013 a joint application to DCLG; and
- 3) a further report be presented to the Board following publication of the Provisional Local Government Grant Settlement, in order to confirm whether the Board wishes to continue with establishing a Business Rates Retention Scheme Pool.

Operational
Director - Finance

EXB99 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB100 HALTON PARTICIPATION STRATEGY AND
PROCUREMENT OF INFORMATION, ADVICE AND
GUIDANCE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which updated Members on the procurement of careers information, advice and guidance and engagement services delivery from April 2014 (IAG).

As previously reported to Executive Board in June

2013, IAG services were currently provided through the Greater Merseyside Connexions Partnership Ltd (GMCP). Following agreement by the Liverpool City Region IAG Commissioning Group for a comprehensive review of services, four authorities had identified similar requirements. Halton Borough Council had been requested to undertake a procurement exercise for this service, alongside the procurement process for the software and monitoring services.

Details of the contract value, contract term and contractor selection were contained in the report.

Reason(s) for Decision

To ratify the Halton Participation Strategy, including Halton leading on behalf of Greater Merseyside on the procurement of services.

Alternative Options Considered and Rejected

Halton could procure an IAG independently, but this had been rejected as it was unlikely that this would realise the same level of savings that a jointly procured service would.

Implementation Date

1 April 2014.

RESOLVED: That

- 1) additional savings be secured through the implementation of the Halton Participation Strategy (Young Person Strand);
- 2) the Board agree that Halton Borough Council lead on the procurement of careers information, advice and guidance and engagement service on behalf of Liverpool City Region authorities; and
- 3) the Board agree that this procurement commences in October 2013 to ensure the new service is in place for April 2014.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 22 October 2013

CALL-IN: 29 October 2013

Any matter decided by the Executive Board may be called in no later than 5.00pm on 29 October 2013

Meeting ended at 2.50 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 7 November 2013 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: Mike Thomas, (External Auditor from Grant Thornton UK LLP)

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

Action

EXB101 MINUTES

The Minutes of the meeting held on 17 October 2013 were taken as read and signed as a correct record.

RESOURCES PORTFOLIO

EXB102 ANNUAL AUDIT LETTER 2012/13

The Board considered a report of the Strategic Director, Policy and Resources, which presented the Annual Audit Letter for 2012/13.

The Board was advised that the Annual Audit Letter (the Letter) summarised the findings from the 2012/13 audit completed by the Council's external auditors. The Letter included messages arising from the audit of the financial statements and the results of work that had been undertaken in assessing the Council's arrangements to secure value for money in the use of its resources.

Mike Thomas, the external auditor from Grant Thornton UK LLP, attended the meeting and reported that

an unqualified opinion had been issued on the Council's financial statements. Of particular note however, was the recognition that the most significant issue that the Council faced was the budget gap and being able to meet its mandatory responsibilities. In addition, the audit recognised that despite the financial challenges, the Council sought opportunities to progress the local economy and continued to have major successes through partnership on a number of significant developments most notably Mersey Gateway, Daresbury Science Park, 3MG Multi-Modal site and the Castlefields development.

The Board wished to place on record their thanks to all Officers that had assisted in the preparation of the audit inspection.

RESOLVED: That the Annual Audit Letter 2012/13 be approved.

LEADER'S PORTFOLIO

(N.B. Councillor Ron Hignett declared a Disclosable Other Interest in the following item of business as he was a member of the Public sector Joint Venture Board)

EXB103 FURTHER DEVELOPMENT OF SCI-TECH DARESBUURY - KEY DECISION

The Board considered a report of the Chief Executive which updated Members on the proposed arrangements to fund the future development of Sci-Tech, Daresbury. The Chief Executive also delivered a presentation on the future development at the site.

It was reported that Sci-Tech Daresbury was a key strategic site as an international hub for world class science. Part of the site became an Enterprise Zone in August 2011. Members were advised that the Daresbury Joint Venture (JV) Partnership had secured £7.36m of Regional Growth Fund (RGF) grant aid. It was noted that the JV Board had agreed four projects, as detailed in the report, and which were:-

- Project Tech Space;
- Power (Phase 1);
- Connectivity/Environmental Improvements; and
- Transport Improvements.

In addition, two medium term priorities had been identified which would be the subject of further investigation; these were improving Broadband access to the site and creating a loop road within the Sci-Tech development.

Reason(s) For Decision

To provide the legal and financial arrangements to deliver at Sci-Tech Daresbury:-

- The four Projects mentioned in the report;
- £30 million investment;
- New business opportunities; and
- To create 827+ new jobs.

Alternative Options Considered and Rejected

None.

Implementation Date

As set out in the timetable in the Threshold Report.

RESOLVED: That

- 1) the proposals for the future development of Sci-Tech Daresbury be noted;
- 2) Council be asked to approve the inclusion of Project Tech Space in the Council's Capital Programme, to be funded as set out in the Threshold Report;
- 3) authority be given for the Council to enter into the legal and funding agreements with the Joint Venture Partners for the delivery of the projects; and
- 4) the Board agrees to the Council entering into the financial arrangements to deliver the projects.

Chief Executive

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

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

EXB104 FAIRFIELD JUNIOR AND FAIRFIELD INFANT SCHOOL -
KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided a summary of responses on the statutory consultation to re-organise Fairfield Infant and Junior Schools.

The Board was reminded that the proposal was to change the age range of Fairfield Junior School to age 4-11 years so that it could become an “all through” primary school from 1 January 2014. A copy of the full proposal was attached at Appendix A. A summary of the 54 responses which had been received was attached at Appendix B. Details of the issues raised by those that did not support the proposals were set out in the report and included:

- Governance;
- Leadership;
- Staffing;
- Closure (of Infant school);
- Resources; and
- Disruption.

It was noted that children from both schools were also consulted through the two School Councils, and both School Councils were supportive of the proposals.

Appendix E outlined the issues which the Board (as decision maker) needed to consider. It was noted that the reason for the decision must be given and should also include the factors and criteria for the decision.

Reason(s) For Decision

The Headteacher of the Junior School had acted as Executive Headteacher of the Infants and Junior Schools since September 2013. During this time, the Infant School had been graded as ‘Good’ by Ofsted. Combining both schools to an “all through” primary would allow a more coherent and consistent approach to provision at Fairfield Infants and Juniors and ensure that there was a smooth transition from Key Stage 1 to Key Stage 2.

Alternative Options Considered and Rejected

No change to the current position was considered. However, this was rejected as it did not provide the same opportunities for curriculum continuity and development, flexibility for staffing and resources and allow seamless

transition across the Key Stages.

Implementation Date

1 January 2014.

RESOLVED: That, proposals having been published in pursuance of the powers set out in Sections 19 (1) and 15 (1) of the Education Inspections Act 2006, and having regard to the statutory guidance and to responses to consultation, the following related proposals be approved:-

- 1) the age of Fairfield Junior School be extended to 4 to 11 years with effect from 1 January 2014;
- 2) Fairfield Infant School be discontinued with effect from 31 December 2013;
- 3) the Published Admission Number for the "All Through Primary" School will be 80 per year group; and
- 4) all pupils in the Junior and Infant School would become part of the "All Through Primary" School on 1 January 2014.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB105 TACKLING SOCIAL ISOLATION PROJECT PILOT CONTRACT PROCUREMENT WAIVER

The Board considered a report of the Strategic Director, Communities, which sought approval for the issuing of a pilot contract for the Tackling Social Isolation Project.

The Board was advised that the older population (65+) in Halton was projected to grow by 33% by 2021. It was reported that the Government had placed loneliness high on its agenda, with The Ageing Well Programme and the Campaign to End Loneliness initiatives which would drive this forward. Within Halton, a Tackling Social Isolation Project had been established, to develop an overarching strategy to clearly define and develop services to tackle social isolation in older people in the Borough. It was reported that this was a joint venture between Halton Borough Council and the NHS Halton Clinical Commissioning Group (HCCG).

Members were advised that one aspect of this strategy was the use of technological options to manage loneliness; one option under consideration was the use of a tablet solution designed to use digital media as a positive communication tool, which had been developed by a small company called Visbuzz. The report detailed the content of the proposed pilot scheme and the reasons for recommending the use of Visbuzz for Members' consideration.

RESOLVED: That the use of Procurement Standing Orders 1.8.4 (f) be agreed to waive Procurement Standing Order 4.1. in respect of the Visbuzz pilot contract for one year (attached at Appendix 1).

Strategic Director
- Communities

PHYSICAL ENVIRONMENT PORTFOLIO

EXB106 CHANGE OF ALLOTMENT CHARGING METHOD

The Board considered a report of the Strategic Director, Communities, which sought approval to change the allotment pricing structure.

The Board was reminded that the provision of allotments was a statutory function. In 2012, the pricing structure was amended which reflected a reasonably balanced budget for the provision of allotments. It was noted that allotments within Halton differed in size, and a half plot category was introduced based upon current allotment legislation.

It was reported that since January 2013, 36 new allotment tenancies had been issued; the amount of work incurred by Officers in terms of administration, billing, tenancy agreements and site viewings per tenancy was approximately two and a half hours. It was proposed that a one-off start-up charge be introduced at the start of a new tenancy to recover these costs. In addition, it was proposed that a review of water supplies at allotment sites be undertaken during 2014 so as to find more efficient ways of providing water.

RESOLVED: That

- 1) in the interest of fairness to all allotment holders, a new rate is introduced based upon a cost per square metre of 0.412p per annum so that the allotment holder pay only for the area of land they cultivate;
- 2) a one off 'start-up' charge of £40 is applied to new

Strategic Director
- Communities

tenants for administration purposes, which includes a refundable deposit of £20 for issued keys; and

- 3) water use conservation measures be taken at allotment sites in order to reduce costs.

MINUTES ISSUED: 12 November 2013

CALL-IN: 19 November 2013

Any matter decided by the Executive Board may be called in no later than 5.00pm on 19 November 2013

Meeting ended at 2.30pm

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 21 November 2013 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: Audrey Williamson, Independent Chair LSCB and Councillor N Plumpton Walsh and one member of the press

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

EXB107 MINUTES

Action

The Minutes of the meeting held on 7 November 2013 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB108 HALTON SAFEGUARDING CHILDREN BOARD : ANNUAL REPORT 2012-13

The Board considered a report of the Independent Chair, Halton Safeguarding Children Board, on the Halton Local Safeguarding Children Board (LSCB) Annual Report 2012/13.

The LSCB described how organisations and individuals across all sectors were working together to safeguard children and young people. The Annual Report provided a rigorous and transparent assessment of the performance and effectiveness of local services to safeguard and promote the welfare of children and young people. The report included lessons from reviews undertaken within the reporting period including Serious

Case Reviews, Practice Learning Reviews and Child Death Reviews. In addition, it listed contributions made to the LSCB by partners with details of its' expenditure.

It was reported that from November 2013, the Local Safeguarding Children's Board would become subject to inspection in its own right, with the Annual Report a grade descriptor within the inspection framework. A copy of the report was attached at Appendix 1.

Audrey Williamson, Independent Chair of LSCB, attended the meeting to present the Annual Report and answer Members' questions. It was reported that Ms Williamson had resigned from the Board, after chairing it since its formation in 2006. Members thanked Ms Williamson for attending and for her contribution to the development of the LSCB.

RESOLVED: That

- 1) the report be welcomed;
- 2) the recommendations be noted; and
- 3) appropriate action be taken to address the matters raised within the report.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB109 HALTON - A PLACE WITHOUT LONELINESS - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which presented the scoping document Halton – A Place Without Loneliness.

The Board was advised that Halton had been at the forefront of initiatives to prevent and alleviate social isolation for a number of years. However, partners and individuals involved in the development and provision of prevention services for Older People have recognised the need to further develop services and activities associated with combating loneliness. The scoping document, attached at Appendix 1, provided an initial approach to address the issue in Halton. The Board noted that, through a steering group and with input from key partners such as Public Health, Clinical Commissioning Group and those in the community and voluntary sectors, a strategic approach would be further developed.

Reason(s) For Decision

To ensure that Halton could continue to effectively address the Government's national agenda around preventing and alleviating loneliness.

Alternative Options Considered and Rejected

Other approaches would not have involved a partnership approach to tackling the issue and as the issue of preventing and alleviating loneliness could only be effectively tackled via a partnership approach, other options were quickly discounted.

Implementation Date

December 2013.

RESOLVED: That the contents of the report and Scoping Document, attached at Appendix 1, be noted.

COMMUNITY SAFETY PORTFOLIO

EXB110 DRAFT NIGHT TIME ECONOMY SCRUTINY REVIEW REPORT

The Board considered a report of the Strategic Director, Communities, which presented the Draft Night Time Economy Scrutiny Review undertaken by the Safer Policy and Performance Board.

Councillor Norman Plumpton Walsh who chaired the Scrutiny Review, attended the meeting to present the report. The Board was advised that the Scrutiny Review, conducted between November 2012 and August 2013, was commissioned because of the many positive benefits of a thriving night time economy for the Borough. The importance of a well-managed, accessible night time economy was recognised, with a range of activities on offer in a safe and clean environment.

The Scrutiny Review report, attached at Appendix 1, highlighted a number of recommendations. It was noted that the first four recommendations had potential funding requirements which would require further investigation. However, it was further noted that a number of other recommendations were unlikely to require additional funding and could be undertaken within current resources.

RESOLVED: That

- 1) Executive Board support, in principle, the findings of the report and thank the Topic Group for their work;
- 2) further work be undertaken to identify the cost of implementing the proposals set out in the report; and
- 3) a further report be presented to Executive Board
 - a) Setting out the financial implications should the recommendations in the Topic Group Report be implemented; and
 - b) Giving consideration to how the proposals relate to the Council's available budget and spending priorities.

Strategic Director
- Communities

**HEALTH AND WELLBEING PORTFOLIO AND
COMMUNITY SAFETY PORTFOLIO**

EXB111 SAFER HALTON PARTNERSHIP DRUG STRATEGY - KEY
DECISION

The Board considered a report of the Strategic Director, Communities, on the Safer Halton Partnership Drug Strategy 2014-18 (the Strategy).

The Board was advised that the National Drug Strategy 2010 changed the focus of drug service delivery. The Substance Misuse Service was a partnership approach which improved the outcomes for individuals and families affected by drug misuse problems. In addition, it aimed to reduce the impact of drug related crime and anti-social behaviour for Halton communities.

It was noted that the Strategy, attached at Appendix A, had been extensively consulted upon with a range of partner agencies, service users, carer groups and voluntary agencies. It focused on the strategic objectives and priorities which linked to a drugs service action plan which would become the focus of the Substance Misuse task group, reporting quarterly to the Safer Halton Partnership Board. A supporting evidence paper, attached at Appendix B, set out the context in which the Strategy had been developed. The vision, objectives and priorities for the Strategy were detailed in the report.

Reason(s) For Decision

To ensure that Halton continued to meet the requirements of the National Drug Agenda, to ensure effective prevention and treatment service were delivered locally to tackle the issues associated with drug misuse and the impact on individuals, families and communities in Halton.

Alternative Options Considered and Rejected

Other approaches to the drug strategy had been considered, including a Local Authority only strategy. It was clear that drug misuse impacted on all areas of society and a joint approach to the drug strategy was the most appropriate way to co-ordinate all partners' responses to address the identified areas.

Implementation Date

January 2014.

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

RESOURCES PORTFOLIO

EXB112 DETERMINATION OF THE 2014/2015 COUNCIL TAX BASE

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

The Council was required to notify the figure for the Cheshire Fire Authority, the Police and Crime Commissioner and the Environment Agency by 31 January 2014. In addition, the Council was required to calculate and advise the Parish Councils, if requested, of their relevant tax bases.

The Board was advised that the Tax Base was the measure used for calculating the council tax and was used by both the billing authority (the Council) and the major precepting authorities (the Cheshire Fire Authority and the Police and Crime Commissioner), in the calculation of their council tax requirements. It was arrived at in accordance with a prescribed formula representing the estimated full year number of chargeable dwellings in the Borough expressed in terms of the equivalent of Band "D" dwellings. Taking account of all the relevant information and applying a

96.5% collection rate, the calculation for 2014/15 gave a tax base figure of 31,400 for the Borough as a whole.

It was noted that from 2013/14 onwards, the tax base calculation included an element for the Council Tax Reduction Scheme (the replacement for the Council Tax Benefit).

RESOLVED: That Council be recommended to approve

- 1) the Council Tax Base for 2014/15 to be set at 31,400 for the Borough, and that the Cheshire Fire Authority, the Police and Crime Commissioner and the Environment Agency be so notified; and
- 2) the Council Tax Base for each of the Parishes be set as follows;

Operational
Director - Finance

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

(N.B. Councillor Ron Hignett declared a Disclosable Other Interest in the following item of business as he was a member of the Public Sector Joint Venture Board)

EXB113 2013/14 HALF YEAR SPENDING

The Board received a report of the Operational Director, Finance which reported on the 2013/14 Half Year Spending as at 30 September 2013.

A summary of spending against the revenue budget up to 30 September 2013 was attached to the report at Appendix 1. This provided individual statements for each department. The Board was advised that in overall terms, the revenue expenditure was below the budget profile, although this was only a guide to eventual spending.

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

- The employee budget, vacant posts, overtime and agency staff;

- Expenditure on general supplies and services;
- Children's residential placements;
- Spending on in-house adoption;
- Income affected by the economic downturn, such as fees and charges, rental income and catering sales;
- The Complex Care Pooled Budget (attached at Appendix 2);
- The collection rate for Council Tax and Business Rates; and
- The Council's net overall spending.

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

RESOLVED: That

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

Operational
Director - Finance

EXB114 MEDIUM TERM FINANCIAL STRATEGY

The Board considered a report of the Operational Director, Finance, on the Medium Term Financial Strategy for 2014/15 to 2016/17.

The Board was advised that the Medium Term Financial Strategy (MTFS) set out a three-year projection of resources and spending based on information currently available.

The projections in the forecast clearly showed there was a need to make a significant level of savings over the next three years, as a result of the effect of the Government policy to reduce the national deficit through reductions in public sector funding. The strategy took into account the following:

- The 2010 Comprehensive Spending Review;
- The 2013 Comprehensive Spending Review; and
- The 2014/15 and 2015/16 Technical Consultation on the Local Government Finance Settlement.

The forecast provided initial guidance to the Council on its financial position into the medium term. Revenue savings of approximately £15m, £17m and £14m would be required over the next three years. It was noted that as a result, £46m would need to be removed from the Council's budget which represented 26% of the gross expenditure budget.

The Board was reminded that the Medium Term Financial Strategy (MTFS) had a number of objectives, as listed in the report. The Council would need to consider these objectives when balancing its budget over the next three years.

RESOLVED: That

- 1) the Medium Term Financial Strategy be approved;
- 2) the base budget be prepared on the basis of the underlying assumptions set out in the Strategy;
- 3) the Budget Strategy and Capital Strategy be approved;
- 4) the Reserves and Balances Strategy be approved; and
- 5) the award of Council Tax support for 2014/15 remain at the 2013/14 level of 21.55%.

Operational
Director - Finance

EXB115 TREASURY MANAGEMENT 2013/14 2ND QUARTER:
JULY - SEPTEMBER

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

The report provided supporting information on the economic background, interest rate forecast, short term borrowing rates, longer term borrowing rates, borrowing/investments, new long term borrowing, policy guidelines and treasury management indicators. It was noted that debt rescheduling had been undertaken during the quarter.

RESOLVED: That the report be noted.

EXB116 BUDGET PROPOSALS 2014/15

The Board considered a report of the Operational Director, Finance, on initial revenue budget proposals for 2014/15.

The Board was advised that budget savings proposals for 2014/15 were being developed by the Budget Working Group. However, a number of those proposals detailed at Appendix 1, could be implemented immediately in order to achieve a part-year saving in 2013/14. In addition, a number of the proposals would take time to implement and therefore by commencing the process as soon as possible, would assist in ensuring that they can be fully implemented by 1 April 2014.

It was noted that the Government would announce its Grant Settlement for Local Government in late December 2013, at which point the Council's actual funding gap would be identified. Further savings proposals that would enable the Council to deliver a balanced budget would be recommended to Council at its meeting on 5 March 2014.

RESOLVED: That Council be recommended to approve the initial budget proposals for 2014/15 as set out in Appendix 1.

Operational
Director - Finance

EXB117 INCOME MANAGEMENT SYSTEM - ONLINE PAYMENTS

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval for the waiver of Procurement Standing Orders for the provision of the Income Management System – Online Payments.

The Board was advised that the Council was in the process of replacing its website to facilitate a larger number of transactional services, which required the upgrade of the payment engine to allow integration with current financial systems. It was noted that, as there was only one provider of compatible systems - Paye.net portal and Internet Payments portal - it was not possible to undertake a procurement exercise. Details of the costs for the purchase and installation of the equipment before and after the 30 November 2013 were given in the report. It was further noted that there would be a significant financial saving if the equipment was purchased before this date.

RESOLVED: That the competition requirements of Procurement Standing Order 4.1 be waived to facilitate the

Strategic Director
- Policy &

upgrade of the Council's online payment engine with Capita Paye.net portal and Internet Payments portal.

Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB118 RE-TENDERING OF ADULT DOMESTIC ABUSE SERVICES

The Board considered a report of the Strategic Director, Communities, which sought approval to extend the existing contract with Halton and District Women's Aid Association (HADWAA), for the provision of domestic abuse services.

The Board was reminded that at its meeting on 5 September 2013, it had considered a report on Homelessness Services. The Board had agreed to the retendering of the domestic abuse service, currently delivered by HADWAA, to be in place by April 2014. It was reported that the refurbishment works of the Refuge building, due to commence mid November 2013, may overrun the planned completion date of April 2014. The Board was advised that it had always been the intention to align the start of the new contract to the completion of the refurbishment works. However, given the potential slippage of the planned works, it was proposed that the existing HADWAA contract be extended on a month by month basis, up to a maximum of four months, with the intention of commencing the new contract as soon as possible upon completion of the refurbishment works.

RESOLVED: That, acting in accordance with Procurement Standing Order 1.8.4 (a), Procurement Standing Order 4.1 be waived, to enable an extension of up to four months, on a month by month basis, to the HADWAA contract for domestic abuse services.

Strategic Director
- Communities

EXB119 WIDNES WATERFRONT INFRASTRUCTURE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on regeneration projects at Widnes Waterfront and Johnson's Lane, and sought approval to vary the Capital Programme to allow these projects to proceed.

The report set out the background to each site and details of previous approvals granted by the Board for the disposal of each site. In addition, the reasons for the delay in

disposal and in the development of each respective site was set out for Members' consideration.

Reason(s) For Decision

To alter the Capital Programme to allow funding to be made available to bring forward the former Bayer site and Johnson's Lane, specifically for the provision of remediation and infrastructure.

Alternative Options Considered and Rejected

The do nothing option would mean that the former Bayer Crop Science site and Johnson's Lane sites would remain unused for a further period of time, which potentially would result in further security and maintenance costs to the Council.

Implementation Date

Once approval was received, the recommendations would immediately be acted upon.

RESOLVED: That Council be recommended to include the £0.52m remediation costs of the former Bayer site and £0.5m for the provision of infrastructure at Johnson's Lane, Widnes, within the Capital Programme, to initially be funded from Growing Places Fund (GPF) loans (subject to successful bids) which will thereafter be repaid from the capital receipts generated from the sale of the respective sites.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 26 November 2013

CALL-IN: 3 December 2013

Any matter decided by the Executive Board may be called in no later than 5.00pm on 3 December 2013

Meeting ended at 2.50 p.m.

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MERSEY GATEWAY EXECUTIVE BOARD

*At a meeting of the Mersey Gateway Executive Board on Thursday, 7 November 2013
in The Boardroom - Municipal Building, Widnes*

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: E. Dawson, L. Derbyshire, S. Nicholson, M. Noone, P. Oldfield M. Reaney and D. Parr

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

Action

MGEB11 MINUTES

The Minutes of the meeting held on 19 September 2013 were taken as read and signed as a correct record.

MGEB12 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

MGEB13 PROGRESS TOWARDS ACHIEVING FINANCIAL CLOSE WITH THE PREFERRED BIDDER

The Board received a verbal update on the progress towards achieving Financial close with the Preferred Bidder.

The Board was advised that significant progress was being made with the confirmation of the project finance as laid out in the Preferred Bidder appointment letter.

RESOLVED: That the verbal update be noted.

MGEB14 MERSEY GATEWAY ENVIRONMENTAL TRUST: PROGRESS REPORT AND BUDGET SETTING

The Board considered a report of the Chief Executive which informed the Members that the Mersey Gateway Environmental Trust (MGET) had been specifically created by the Council, and supported through the Public Inquiry process by the Planning Inspectorate, to assist the Project Company to manage its long term environmental planning commitments and its ecological assets.

The Board was advised that the last 12 months had seen an increase in activity. The report included details of the financial arrangements between the Trust and the Crossings Board through a comprehensive Third Party Agreement to manage the environmental assets of the Project and by adding value to the wider Mersey Gateway objectives associated with long term and sub-regional environmental improvements.

RESOLVED: That

- (1) the progress during the last 12 months be noted;

- (2) approval be given to develop a schedule of services between the Crossings Board and the Mersey Gateway Environmental Trust during the construction period; and
- (3) the signing of the contract covering the long term financial arrangements for the operation period between the Crossings Board and the Mersey Gateway Environmental Trust be supported.

Chief Executive

MGEB15THE DRAFT FINAL BUSINESS CASE SUBMISSION TO THE DEPARTMENT FOR TRANSPORT- KEY DECISION

The Board considered a report of the Chief Executive which advised Members that prior to achieving Financial Close, the Council was required to submit the Final Business Case, which included the Final Funding Submission. Ministers (Department for Transport and Treasury Ministers) would then be required to approve these submissions. The report explained the key aspects of the draft submission now made to Government and the current draft Final Funding Approval letter that had been received from Department officials.

The Board also received a presentation from the Chief Executive and the Project Director Mersey Gateway setting out proposals explaining how a Local User Discount could be applied to the proposed tolling arrangements on Mersey Gateway and Silver Jubilee Bridge.

The Board considered a number of options to implement the Local User Discount and noted any proposal must be fundable, affordable, and comply with the legal powers granted in the Tolling Orders considered and approved by the Inspector at the Public Inquiry and subsequently approved by Government.

The recommended proposal set out in the presentation was considered to be deliverable and capable of meeting all these conditions and, after due consideration, the Board were satisfied it was likely to be the most appropriate means of providing discounts to those least able to afford the full cost of tolls.

RESOLVED: That

- (1) the Board recommend that Council approve the Mersey Gateway:

Chief Executive

- Final Business Case;
 - Final Funding Submission; and
 - Final Funding Letter;
- (2) the Board support the recommended Local User Discount Scheme proposal as set out in the presentation; and
- (3) the recommended Local User Discount Scheme supported by the Board be presented to the Council for consideration and approval.

MGEB16MERSEY GATEWAY LAND ACQUISITION PROGRAMME

The Board considered a report of the Chief Executive which provided Members with an update on the progress of the Land Acquisition Programme, and sought approval to retain the necessary internal and external staffing resources (including the appointment of consultants) to conclude the Land Acquisition Programme following Financial Close.

RESOLVED: That

- (1) the staffing and resource allocations (including the recruitment of consultants) as identified in the report be approved; and
- (2) the Chief Executive be granted delegated authority to make all necessary appointments and commissions, and agree terms and conditions, in respect of the completion of the Land Acquisition Programme, identified within the report.

Chief Executive

Meeting ended at 4.20 p.m.

MINUTES ISSUED: 11 November 2013

CALL-IN: 18 November 2013

Any matter decided by the Mersey Gateway Executive Board may be called in no later than 5.00 pm on 18 November 2013

HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 13 November 2013 at Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Philbin, Polhill and Wright and L. Birtles Smith, G Ferguson, D. Hooley, K. Hough, D. Johnson, D. Lyon, A. McIntyre, D. Nolan, E. O'Meara, M. Pickup, N. Rowe, C. Samosa, N. Sharpe, S. Smith J. Williams and E. Williams.

Apologies for Absence: Councillor Morley and S. Banks, D. Parr, D Sweeny, K.Fallon, A. Marr, I. Stewardson, A. Williamson and S. Yeoman

Absence declared on Council business: None

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

Action

HWB36 MINUTES OF LAST MEETING

The minutes of the meeting held on the 18th September 2013 were taken as read as a correct record.

HWB37 NORTH WEST AMBULANCE SERVICE - PRESENTATION

The Board received a presentation on behalf of North West Ambulance Service from Donna Hooley, Sarah Smith and Karl Hough which gave an overview of the service and outlined current priorities, performance figures including response times and key achievements. Members also received information on ambulance stations within Halton and the number of staff employed.

Arising from the discussion it was noted that:

- Members of the Board were invited to the emergency control centre in Anfield;
- calls were increasing but resources were reducing;
- 2 Urgent Care Centres, 1 in Runcorn and 1 in Widnes were being developed and would be launched shortly;
- the Ambulance Service had reached agreement with local GP's to provide a joined up 24 hour service;
- 16 out of 17 GP surgeries had signed up to multi-disciplinary meetings each month with the 1st meeting

in October, it was proposed that the Ambulance Service and the Police Service should be invited to a future meeting; and

- as at October 2013, 17 public defibrillators had been installed in sites within Halton

RESOLVED: That the presentation be received.

HWB38 HALTON MODEL OF CARE FOR PEOPLE WITH A LEARNING DISABILITY

The Board considered a copy of the Halton Model of Care for Adults with Learning Disabilities which set the range of local community based and acute sector support for adults with learning disabilities and their family carers. The Model had been developed by the Learning Disability Quality and Performance Board.

Members were advised that the model was based on the values set out in Valuing People and Healthcare for All and took on board the recommendations of the Winterbourne View Final Report. The model was intended to facilitate reduction in the number of individuals requiring admission to hospital or being sent out of area by offering local community-based services that were consistent with best practice.

Also included within the model was a performance framework of both quantitative and qualitative measures and outcomes to monitor progress and ensure that what was envisaged was being delivered. In addition, a Quality Check Template and guidance was being tested and amended by practitioners as a prompt "to open their eyes wider" when visiting individuals in supported living or residential services to identify both best practice and any areas of concern.

RESOLVED:

- 1) the report be noted; and
- 2) the Halton Model of Care for Adults with Learning Disabilities be endorsed.

HWB39 CARE QUALITY COMMISSION CHILDREN'S INSPECTION REVIEW

The Board considered a report of the Strategic Director, Children and Enterprise, which provided information on the programme of Children Looked After and

Safeguarding Reviews being undertaken by the Care Quality Commission (CQC). Following deferment of the planned multi-agency inspections of child protection arrangements, the CQC announced its intentions to undertake a review of how health services keep children safe and promote the health and wellbeing of looked after children. The CQC implemented its programme of Children Looked After and Safeguarding Reviews on 30th September 2013 and this would run until April 2015.

It was noted that the inspections would take place in areas where the CQC believed there was a greatest risk within health services and where they identified that there were deficiencies in the effectiveness of safeguarding arrangements and services for looked after children in the NHS. There would be two working days' notice of the review prior to a five day site visit by CQC children's services inspectors. Following the review a report would be published within each local area, there would also be a national report to bring together findings from across the country.

RESOLVED: That the report be noted.

HWB40 DISABLED CHILDREN'S CHARTER

The Board was advised that Every Disabled Child Matters (EDCM) and the Children's Trust, Tadworth, had developed a Disabled Children's Charter for Health and Wellbeing Boards. The Charter had been developed to support Health and Wellbeing Boards to meet their responsibilities towards disabled children, young people and their families. The Charter contained a vision statement and specific commitments and Boards who signed up to the Charter must agree to each of the seven commitments within a year of signing. Health and Wellbeing Boards would be asked to provide evidence of how they had met the commitments and this information would be published on the EDCM website.

The seven commitments which Health and Wellbeing Boards were being asked to make were outlined in the report. A copy of the Charter had been previously circulated to Members of the Board.

It was noted that a Strategic Group had been set up to address the changes required in the Children and Families Bill in terms of children and young people with health and special educational needs. It was suggested that this group would be asked to ensure each of the seven commitments were addressed and to provide an update

report to the Board in six months' time.

RESOLVED: That

- 1) the Board sign the Disabled Children's Charter for Health and Wellbeing Boards; and
- 2) an update report on progress be submitted to the Board in six months' time.

A McIntyre

HWB41 BETTER HEALTH OUTCOMES FOR CHILDREN AND YOUNG PEOPLE: OUR PLEDGE

The Board considered a report on the Government's Pledge to improve health outcomes for children and young people. On the 20th July 2013, the Children's Health Minister, Dr. Dan Poulter, wrote to lead members for children's services and Chairs of Health and Wellbeing Boards to invite them to sign up to the Government's pledge: Better Health Outcomes for Children and Young People. The Pledge was part of the February 2013 system-wide response to the Children and Young People's Health Outcomes Forum Report (2012).

The introduction to the pledge emphasised that whilst children and young people growing up in England today were generally healthier than they had ever been, international comparisons and worrying long-term trends demonstrated there was room for improvement, with poor health outcomes for too many children and young people compared with other countries. The document also stated that vulnerable groups, such as looked after children suffered much poorer outcomes.

The report provided an outline of the shared ambitions set out within the Pledge and examples within Halton that demonstrated the commitment of the Health and Wellbeing Board towards considering the Health and Wellbeing needs of children and young people.

RESOLVED: That

- 1) the report be noted; and
- 2) the Board agree to sign up to the Pledge.

A McIntyre

HWB42 UPDATE ON SECTOR LED IMPROVEMENT

The Board considered a report of the Strategic Director, Communities, which described the benchmarking

process that had been set up in the North West region to inform the process of Sector Led improvement and highlighted the performance in Adult Social Care in Halton over the last 12 months.

The Board was advised that Sector Led Improvement (SLI) was the new framework for ensuring continuous improvement and development within adult social care services. Led nationally by the Towards Excellence in Adult Social Care Board, it was driven in this region by the North West Towards Excellence Board. It was noted that the North West Performance Leads (NWPL) group had in place a framework for lead performance officers to benchmark their performance against key national adult social care performance indicators. The first submission was in September 2012 but was backdated until the start of that financial year.

Members were advised that Halton's data showed exceptional performance and a sustained picture from previous years, this applied to at least 75% of submitted items. The Towards Excellence in Adult Social Care overview analysis for 2012/13 provided the Council with very positive outputs across a number of domains and these were detailed in the report.

Arising from the discussion Members were advised that it was anticipated that The Priory, Widnes would have begun to admit patients by the end of 2013. In addition M. Pickup reported that Warrington Hospital, Accident and Emergency Department, had experienced an 8% reduction in non-elective admissions, this was unlike the national trend.

RESOLVED: That the report be noted.

HWB43 DRAFT SAFER HALTON PARTNERSHIP DRUG STRATEGY 2014-18

The Board considered a report of the Strategic Director, Communities, which presented a draft copy of the Safer Halton Partnership Drug Strategy 2014-2018 and an accompanying evidence document. The Strategy had been drafted during a period of change as drug budgets and services transferred to Public Health England and the Police and Crime Commissioners. This provided an opportunity to draft a four year Drug Strategy with an action plan that all key partners could deliver upon. It was noted that the Strategy had been extensively consulted upon with a range of partner agencies, service users, carer groups and

voluntary agencies.

The Board was advised that the draft Strategy was designed to be a short document that focused on the strategic objectives and priorities linking to a drugs service action plan that would become the focus of the substance Misuse Task Group, with quarterly themed updates to the Safer Halton Partnership Board and annual amendments and updates to the action plan and reprioritisation of key areas.

RESOLVED: That the drug strategy be agreed.

HWB44 PROGRESS WITH THE HEALTH AND SOCIAL CARE SETTLEMENT 2015/16

The Board considered an update report on the progress on the Health and Social Care Settlement 2015/16. Since the last meeting of the Board on the 17th July 2013, when the Strategic Director, Communities, tabled a report which outlined the Department of Health approach to integrating health and adult social care services, the following had taken place:-

- A letter was received on the 10th October from NHS England on “Planning for a Sustainable NHS responding to the “call to action””;
- A letter was received on the 17th October from NHS England and the Local Government Association on “the next steps” on implementing the Integrated Transformation Fund”, along with a spreadsheet template of the plan;
- Meetings had taken place to discuss the requirements of the guidance that had now been issued and the process of the development of the plan had begun;
- A letter had been received last week from NHS England which set out the operational and strategic concerns CCG’s must address;
- A small working group had begun populating each of the sections within the spread sheet template for the plan; and
- It was proposed that NHS providers on the Board, as well as Health and Wellbeing Board Members, be consulted on the plan by arranging a facilitated event in January 2014.

RESOLVED: That

- 1) the report be noted; and

- 2) the proposals as set out in 3.5 of the report be agreed.

HWB45 MARKETING GUIDELINES FOR HEALTH AND WELLBEING BRANDING

The Board considered a report of the Director of Public Health, which provided details on the branding guidelines for the use of the Health and Wellbeing brand and logo. It was noted that the logo was not intended to displace an organisations' individual logo but rather complement and sit alongside this. It was also recognised that embedding the usage of the logo would need to be driven from a senior level in partner organisations. Marketing and Communications teams would need to be made aware of the existence of the logo and the guide lines for usage. Additional help and support would be provided from within the Council's Communications and Marketing Team if required.

RESOLVED: That

- 1) the report be noted;
- 2) the proposed guidelines be endorsed; and
- 3) the Board agree and support the usage of the guidelines and logo within partner organisations.

HWB46 SEASONAL FLU VACCINATIONS

The Board received a report which provided details on the 2013/14 season flu vaccination campaign and local implementation. In order to protect those at risk, immunisation was recommended and it was particularly important that front line staff that had direct contact with patients of all ages were offered immunisation against influenza. Therefore staff had been offered free seasonal flu vaccinations on the 29th and 31st October. They had also been given the opportunity to attend at the ASDA Pharmacy in Widnes or Runcorn up until the first week of December.

RESOLVED: That the report be noted and Senior Managers be requested to promote the benefits of the vaccine to all appropriate staff.

E. O'Meara

Meeting ended at 3.45 p.m.

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

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 28 October 2013 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), E. Cargill, Cassidy, P. Hignett, Logan, C. Plumpton Walsh and B. Woolfall and Ms E Lawler

Apologies for Absence: Councillors M. Bradshaw, Fraser and K. Loftus

Absence declared on Council business: None

Officers present: S. Clough, T. Coffey, D. Houghton, J. John, A. McIntyre, C. Myring, S. Nyakatawa and M. Simpson

Also in attendance: 4 members of the public

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

Action

CYP18 MINUTES

The Minutes of the meeting held on 2 September 2013 were taken as read and signed as a correct record.

CYP19 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

CYP20 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the minutes be noted.

CYP21 SSP MINUTES

The Minutes of Halton Children's Trust meeting held on 3 September 2013 were submitted to the Board for information.

RESOLVED: That the minutes be noted.

CYP22 CHILDREN & ENTERPRISE DIRECTORATE BUSINESS PLANNING 2014 - 17

The Board considered a report of the Strategic Director, Children and Enterprise which provided the opportunity for Members to contribute to the development of Directorate Business Plans for the coming financial year.

Members were advised that each Directorate of the Council was required to develop a medium-term business plan, in parallel with the budget, that was subject to annual review and refresh. The process of developing such plans for the period 2014 – 2017 was just beginning.

The Board was further advised that at this stage Members were invited to identify a small number of priorities for development or improvement (possibly 3-5) that they would like to see reflected within those plans. It was reported that a meeting had been scheduled for Tuesday 19 November at 6:00pm in Runcorn Town Hall to identify the proposals.

It was reported that Strategic Directors would then develop plans which would be available for consideration by Policy and Performance Boards early in the new year.

The report further set out the timeframe for plan preparation, development and endorsement.

RESOLVED: That

- 1) The content of the report be noted;
- 2) The meeting of 19 November at 6.00pm to identify proposals of priority areas for service development and improvement over the next 3 years, be noted.

Strategic Director
- Children and
Enterprise

CYP23 HALTON CHILDREN & YOUNG PEOPLE'S PLAN ANNUAL REVIEW 2013

The Board considered a report of the Strategic Director, Children and Enterprise, which sought endorsement of the 2013 Annual Review of the Halton Children & Young People's Plan 2011-14. This Review was formally approved by Halton Children's Trust Board in July 2013.

Members were advised that the Halton Children & Young People's Plan (CYPP) was the agreed joint strategy of the partners within Halton Children's Trust, detailing how they would co-operate to improve children's wellbeing. It was further noted that the Plan represented Halton's local vision and aspirations for children and young people in the Borough and provided strategic direction and determined how the Children's Trust Board would work together to commission services to address locally identified needs and better integrate provision.

The Board was informed that although the Coalition Government removed the statutory footing for Children's Trusts in July 2010, it did reconfirm its commitment to working in partnership to improve outcomes for children and young people through locally agreed partnerships. Following the announcement of the reforms, the future of Halton Children's Trust was discussed at both the Children's Trust Board and Executive Group and there was a universal agreement from all partners to continue in its current format.

Following extensive consultation, the priorities for Halton Children's Trust for the period 2011-14 were agreed as follows:

- improve outcomes for children and young people through embedding integrated processes to deliver early help and support;
- improve outcomes for children and young people through effective joint commissioning; and
- improve outcomes for our most vulnerable children and young people by targeting services effectively.

Appended to the report for consideration was the Annual Review, which was a short summary document that acted as a supplement to the CYPP. The report further set out details of what the review contained and provided an opportunity to celebrate the successes.

Arising from consideration of the report, Members discussed feedback from young people regarding the Plan and booklet and requested that the information around feedback be circulated to the Board.

RESOLVED: That the Board

- 1) note the content of the report; and
- 2) endorse the Annual Review Document.

CYP24 INSPIRING FAMILIES UPDATE

The Board considered a report of the Strategic Director, Children and Enterprise which provided an update on the development of the Inspiring Families programme.

Clare Myring, Children & Families Commissioner, Bethany Kilbane, Early Help Worker – Family Work Service and Nicki Garmston, Family Liaison Officer, Cheshire Police, addressed the Board and provided details of a current case study. As front line officers within the service the officers advised Members of the issues surrounding the family and the successful outcomes achieved so far.

It was reported that the Troubled Families Unit provided national criteria for identifying ‘troubled families’ and local authorities could identify local measures. In Halton for 2012/13 these were domestic abuse and alcohol. For 2013/14 the measures had been increased to include drug misuse, NEET and a child under the age of 5.

Members were advised that there was a strategic group in place chaired by the Operational Director Children’s Organisational and Provision. The membership and terms of reference of this group had recently been reviewed and revised. In addition the task and finish groups, established to progress the programme, had now been replaced by an operational group which would meet bi-monthly and would report into the strategic group.

The report set out the delivery and it was noted that 145 families had been identified for the first year and work was being carried out with partners and agencies to identify where families were up to with regard to interventions, engagement and assessing to determine if the whole families’ needs were being met. Numbers had been confirmed for year 2 and 3, details of which were outlined in the report for information.

The report set out the performance and included a table that summarised the number of families who were issued leads from Year 1, their status in relation to Payment by Results (PBR) claims in January and July 2013, and those estimated for October. It was further noted that 66% of 145 families from year 1 had achieved targets set.

The report further detailed current case studies, cost benefit analysis, and other implications.

The Board wished to place on record its thanks to the Inspiring Families Team for the work carried out to date.

RESOLVED: That the Board

- 1) note the developments in the Troubled Families Programme; and
- 2) support the Troubled Families approach in Halton.

CYP25 CHILDREN IN CARE & CHILDREN OF OTHER LOCAL AUTHORITIES (CHICOLA)

The Board received a report of the Strategic Director, Children and Enterprise which:

- highlighted any risks and concerns regarding fragmented commissioning and quality assurance of the vulnerable cohort;
- established senior management and partnership support for this priority area and addressed concerns appropriately; and
- provided an update report on the current numbers of Children in Care of Other Local Authorities (CICOLA's) and the possible impact on services within Halton.

It was reported that the Commissioning Partnership had highlighted Children in Care as a priority within the new Commissioning Framework. There was currently a health action plan for children in care that had been completed by Bridgewater and there was a local authority plan for Children in Care. Furthermore, there were some cross cutting themes such as the notification process that were duplicated within both plans.

Members were advised that the Children in Care strategy was required to be refreshed to ensure local and national political changes were reflected and outcomes appropriately achieved. Cheshire West and Chester and Halton were developing a joint Children in Care Participation Service which would allow young people in care to reflect their views within the action plan. They would also be able to support the development of the strategy / action plan and the changes with the board structure through the children in care participation service.

It was further noted that the CCG had recently been working with Bridgewater to audit current practice to help

improve standards. Concerns were raised with certain areas which were set out in the report for information.

The report further set out details of the notification process, the CICOLA profile including who was the main referrer into the Borough, details of age range and graphs showing residential versus foster care.

Arising from discussion of the information, Members noted the reduction in children placed in care from other local authorities and queried how many of our children were cared for out of the Borough. In response it was noted that this information would be circulated. Members noted that it was the responsibility of other local authorities to notify Halton when they placed a child in care in the Borough and the Strategic Director, Children and Enterprise had written to other local authorities to reinforce the message. It was further noted that partnership working was helping to identify children who were placed in care from other Boroughs.

RESOLVED: That the Board note the progress made on notification and ask for a further report be presented in six months.

CYP26 CHILDREN MISSING FROM HOME, MISSING FROM CARE AND CHILD SEX EXPLOITATION

The Board considered a report of the Strategic Director, Children and Enterprise which provided an update on the development of the Missing from Home and Care service and Child Sexual Exploitation (CSE) activity.

It was reported that since 2008 Halton had commissioned a Missing from Home and Care service in order to fulfil its statutory responsibilities. During 2010 and 2011 the Local Safeguarding Children's Board (LSCB's) of Cheshire East, Cheshire West and Chester, Halton and Warrington in conjunction with Cheshire Constabulary, had collaborated to produce a Pan Cheshire Joint Protocol for Children and Young People who ran away or went Missing from Home or Care. It was noted that the joint protocol sought to identify and manage the risks and ensured a consistency in approach across borders and agencies.

Members were advised of the structures put in place around missing from home and care, including better reporting mechanisms and operational groups and there were excellent links between Merseyside and Cheshire police. It was noted that across all the four areas in Cheshire there was a lot more added value and information sharing.

In relation to CSE, the government had identified CSE as a key focus of its policy with regards to children and young people, publishing the Tackling Child Sexual Exploitation Action Plan. A Pan-Cheshire CSE Strategic Group had been established by the Police and the group had produced a Pan-Cheshire CSE Strategy and Protocol which each LSCB had approved. The Group had also produced an Action Plan that reflected the areas to be addressed which were set out in the report for information.

It was further reported that Halton had been really proactive in determining what the local issues were and it was noted that there was no evidence to suggest groups and gangs operated in Halton. However work was being carried out with regards to social media and making young females aware of what was not appropriate to share. The police had implemented additional resources and work was being carried out with schools and parents to reinforce key messages.

Arising from discussion of the information Members requested that an update be brought to a meeting in 6 months time.

RESOLVED: That

- 1) the positive developments in the Missing from Home and Care service be noted and the proactive response to Child sexual exploitation be noted;
- 2) a progress update be brought to the Board in 6 months time.

Strategic Director
- Children and
Enterprise

CYP27 PLEDGE TO CHILDREN IN CARE

The Board considered a report of the Strategic Director, Children and Enterprise which presented and sought approval of the revised Pledge to Children in Care.

It was reported that the Government's Green Paper "Care Matters: Transforming the Lives of Young People in Care" and the subsequent White Paper "Care Matters: Time for Change", identified steps that needed to be taken to improve outcomes for children and young people in care.

Members were advised that one of the key aims was to improve the role of the corporate parent, as part of children's trusts. The corporate parent had responsibility and accountability for the wellbeing and future prospects of

children in care and care leavers. It was further noted that it was equally important that children had a chance to shape and influence the parenting they received.

The report set out the Government's expectations for improving the role of the corporate parent and it was reported that work on the Pledge commenced in October 2008 and concluded with young people accepting the final version in March 2009.

The Pledge was reviewed with children and care leavers in July 2013 and it was noted that young people felt that much of the previous Pledge remained relevant and that they would prefer to see the commitments presented in a fuller and more self-explanatory way. The result of their work was appended to the report for information and set out 12 points that children and care leavers had indicated were key to improving outcomes for them.

Arising from discussion of the report the Board discussed scrutiny of work carried out to ensure the 12 key points were met, the possibility of Members attending meetings with young people to hear their views and requested that an update be brought to the Board in 12 months.

RESOLVED: That the Board

- 1) endorse the Pledge and actions to promote the Pledge to the Council, Children's Trust and other partners;
- 2) identify actions to support the commitments to Children in Care; and
- 3) receive an update report in 12 months.

Strategic Director
- Children and
Enterprise

CYP28 UPDATE ON SCRUTINY TOPIC GROUP - INDEPENDENT LIVING SKILLS

The Board received an report of the Strategic Director, Children and Enterprise which provided an update on the work undertaken on the Independent Living Skills scrutiny topic.

It was reported that the scrutiny topic group was established to undertake a review of how to develop the effectiveness of the independent living skills taught to children and young people with ASD in Halton schools.

The aim of the topic group was to:-

- collect information of the experience of staff, children and young people;
- identify good practice in the delivery of independent living skills in a variety of settings; and
- identify further opportunities to develop effective independent living skills for children and young people with ASD in schools, utilising the existing skills and resources available.

It was noted that the group agreed that they needed to adopt an approach that focussed attention on what was valued most in the existing system and generate curiosity of what the future would look like if those values were further developed.

Members were advised that the first meeting of the group had been established to scope the task and agree an outline of plans to visit a variety of settings both in and outside of the Borough. It was further noted that visits had already taken place in a number of settings, details of which were outlined in the report for information.

The report further set out the next steps and outlined recurring themes raised during the visits which were provided in the report for information. The most desired suggestions were independent travel training, and residential experiences that could offer life skills training in a more domestic environment. It was agreed that once the recommendations from the scrutiny group were finalised, they would be forwarded to the Executive Board for approval. The Board agreed to allow the Chairman, Vice Chair and Lead Officers to finalise the recommendations in conjunction with the task group.

The Chairman wished to place on record its thanks to the Inclusion Team for the work carried out so far.

RESOLVED: That

- 1) the update be noted; and
- 2) agreement be given to the Chairman, Vice Chairman and Lead Officers to finalise the recommendations to be presented to the Executive Board for approval.

CYP29 UPDATE ON SCRUTINY TOPIC GROUP - UPDATE REVIEW OF CHILDREN'S EMOTIONAL HEALTH AND WELL-BEING SERVICES

The Board received a report of the Strategic Director, Children and Enterprise which provided an update regarding the Children's Emotional and Mental Health and Wellbeing Review.

It was reported that the Commissioning Partnership had agreed to prioritise children's emotional health and mental wellbeing. The CCG, Public Health and the Local Authority were working together to help develop a comprehensive emotional health and mental wellbeing provision across the Borough.

Members were advised that a children's emotional health and mental wellbeing event was held on the 10 July in Widnes, where a wide number of stake holders had attended including parents, professionals and Members. The findings from the event that the stakeholders identified as areas for development were appended to the report for information and covered areas such as barriers and opportunities and identified themes such as what could be done better in terms of schools, parental support and transition.

The Board was advised that additional work would be carried out around awareness and making the information available. In addition it was noted that a draft terms of reference had been developed and was awaiting approval from the first Partnership meeting. It was further noted that a Young Person's Focus Group had been established an initial consultation event had been completed where young people were able to feedback their issues and concerns with the current system.

Arising from discussion of the information, Members asked if the list of "quick wins" from the outcomes of the wellbeing event were on schedule. In response it was noted that these would be ready on time and a copy of the "quick wins" that had been achieved would be circulated to the Board for information.

RESOLVED: That a comprehensive CAMHS Partnership Board is established which is chaired by a Senior Member of the CCG.

CYP30 ACADEMY CONVERSION UPDATE

The Board considered a report of the Strategic Director, Children and Enterprise which provided information on the latest position of schools converting to sponsored Academy status in Halton and provide information on the policy and financial implications of schools graded "inadequate" by Ofsted who were converting to sponsored Academies.

It was noted that members had previously received a briefing on Academies which provided information on background, Academy conversion routes, policy implications, the role of the Local Authority, Secretary of State's powers of intervention and the current position in Halton.

Members were advised that there were four schools in the process of converting to Academy status in Halton, three of which had chosen the 'sponsored' route because they had been judged inadequate in recent Ofsted inspections. The fourth school had chosen to convert to academy status and an Academy Order was issued in June 2013.

The report further set out the Secretary of State's Powers of Intervention, financial and other implications.

Arising from discussion of the information Members queried whether a 'strong sponsor' could be a school rated as outstanding from either within Halton or from a neighbouring authority. In response it was noted that Halton had no say in determining which schools could be a 'strong sponsor'. The Board also raised concerns that the Local authority would have no impact with Academy schools. They also acknowledged there would no longer be any democratic accountability for Academy schools.

It was further noted that Officers were providing advice to schools regarding all aspects of Academy conversion. The Board was further advised that as of the 15 October 2013, any schools who decided to convert to academy status would incur a charge of £5,000.

RESOLVED: The Board

- 1) note the implications of the Academies Act 2011 and its implications for schools in the local area; and

- 2) support the actions being taken to minimise the risk of schools going into inadequate Ofsted categories.

Meeting ended at 8.45 p.m.

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

At a meeting of the Employment, Learning, Skills and Community Policy and Performance Board on Monday, 11 November 2013 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor Rowe

Absence declared on Council business: None

Officers present: A. Bowen, D. Houghton, C. Patino, W Rourke, S. Saunders and M. Simpson

Also in attendance: None

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

	<i>Action</i>
<p>ELS21 MINUTES</p> <p>The Minutes from the meeting held on 16 September 2013, were taken as read and signed as a correct record.</p>	
<p>ELS22 PUBLIC QUESTION TIME</p> <p>The Board was advised that no public questions had been received.</p>	
<p>ELS23 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the Minutes of the meetings of the Executive Board relevant to the Employment, Learning, Skills and Community Portfolio since the last meeting of the Board.</p> <p>RESOLVED: That the Minutes be noted.</p>	
<p>ELS24 SSP MINUTES</p> <p>The Board received the minutes of the Employment, Learning Skills Specialist Strategic Partnership from July</p>	

2013.

RESOLVED: That the minutes be noted.

ELS25 LOCAL ECONOMIC ASSESSMENT (LEA) -
PRESENTATION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided information on the Local Economic Assessment (LEA). It was noted that the LEA was a key evidence base for the Borough which provided an accurate picture of economic performance.

In relation to the 'Supporting Information' section of the report, Members were advised of a typing error in the second paragraph around the scope of the report detail. The Board was advised that the results of the exercise would be available in July **2014**, rather than 2011.

It was reported that 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 such as the European funding programme.

Members were advised that the Halton LEA focussed upon key themes that influenced the performance of a given local economy, as follows:

- economic value and growth by sector;
- employment and economic activity;
- skills;
- economic inactivity and unemployment; and
- land and property markets.

It was further noted that, where possible, the draft Halton LEA utilised information contained in previous Halton Economic Reviews to provide a longer timeframe for the analysis of structural changes in the economy of Halton.

Members were advised that the modelling of the future performance of the Economy would be provided by Cheshire East Council utilising the Cheshire and Warrington Economic Model, amended to include Halton.

Arising from consideration of the information, Members discussed the following:

- with regards to the statistics around economic inactivity, clarity was sought for the wording of the

percentage of the economically inactive people who 'did not want a job'

- research / actions being taken in terms of the wider context around average earnings in Halton;
- could more details be provided with regards to apprenticeships that had not been completed as some people had found better paid full time positions; and
- various ways in which the image of Halton Lea could be improved to attract national branded retailers and how marketing exercises could help with this.

RESOLVED: That

- 1) the intelligence provided by the Halton Local Economic Assessment be utilised when formulating the key strategic documents of the Council; and
- 2) the comments made be noted.

Strategic Director
- Children and
Enterprise

ELS26 OUTCOMES OF 2011 SKILLS FOR LIFE SURVEY AND IMPROVEMENTS IN HALTON

The Board considered a report of the Strategic Director, Children and Enterprise, which provided details of the outcomes of the recently published 2011 Skills for Life Survey, and informed Members of the progress made since the 2003 survey results published in 2005.

It was reported that the Skills for Life 2011 Survey was commissioned by the Department of Business, Innovation and Skills. It was noted that the survey was designed to measure basic skills amongst people aged between 16 and 65 (inclusive) in England.

Members were advised that the aim of the survey was to provide an evidence base upon which the Government could judge what progress had been made on literacy and numeracy amongst adults of working age in England since 2003. The survey also provided a robust evidence of the standard of ICT skills in the population. It was noted that data was available for Local Authorities and model estimates were available at ward level.

It was reported that in Halton there had been a 17% increase in level 2 literacy in 8 years. In numeracy level 2 there had been an 8% increase over 8 years.

The report further set out the Qualifications

Framework, local improvement in literacy and numeracy down to ward level, the 2011 Skills for Life Survey outcomes and the next steps.

Arising from consideration of the information Members discussed levels of education in developing countries and requested that the information be circulated in order to obtain a comparable figure. In response it was noted that this information would be circulated to Members of the Board.

The Board wished to place on record their congratulations to the Learning Centre Team for the excellent results from the survey and the work carried out to date.

RESOLVED: That the report and comments made be noted.

ELS27 CHILDREN AND ENTERPRISE QUARTERLY POLICY UPDATE

The Board received a report of the Strategic Director, Children and Enterprise which informed Members of recent national policy announcements relevant to employment, learning and skills.

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

The report set out brief summaries of key announcements to the Board for information along with observations of local relevance, where appropriate, so the Board can consider whether to initiate more detailed scrutiny and/or report to future meetings.

The report set out the following:

- new policy, strategy and statutory guidance;
 - cutting red tape for business improvement districts that helped small shops and local traders;
 - Ofsted single inspection framework;
 - free school lunch for every child in state-funded infant school and disadvantaged students in further education; and
 - changes to early entry at GCSE;

- research, consultations and general information
 - the vanishing high street: the Grimsey Review;
 - Liverpool City Region Combined Authority;
 - locally led delivery projects for raising the participation age;
 - Government proposes ‘SME friendly’ public sector procurement market;
 - Government announces independent reviewer for benefit sanctions;
 - workers see pay packets drop by £30 a week since 2007;
 - Ofsted survey going in the right direction? Evaluation of careers guidance in schools from September 2012;
 - 16-19 accountability, DfE Consultation;
 - Industrial strategy: government and industry in partnership;
 - SEN reforms;
 - Tax-free childcare – HMT consultation and implications for Universal Credit;
 - Daniel Pelka Serious Case Review, Coventry LSCB; and
 - child poverty – CPAG and NCB reports.

In relation to the serious case review Members queried whether Halton had sufficient mechanisms in place in terms of reporting concerns regarding young people to the appropriate agencies. In response it was noted that this information would be circulated.

RESOLVED: That the report and comments made be noted.

ELS28 DRAFT WELFARE REFORM SCRUTINY REVIEW REPORT AND RECOMMENDATIONS

The Board received a report of the Strategic Director, Children and Enterprise, which provided the draft Scrutiny Review of the Welfare Reform Topic Group report and recommendations.

It was reported that a scrutiny review working group was established with five Members from the Employment, Learning, Skills and Community Policy and Performance Board, Operational Director, Principal Policy Officer and Partnership Officer. It was noted that the report was commissioned by the Employment, Learning, Skills and Community Policy and Performance Board.

Members were advised that the scrutiny group was a response to the Welfare Reform Act 2012 which represented the biggest change to the welfare system since its conception 60 years ago. The scrutiny review was conducted through a number of means between June and September 2013, details of which were set out in the report for information.

Appended to the report was the Draft Welfare Reform Scrutiny Review which set out the purpose and structure of the report, methodology, a summary of evidence and analysis with findings and conclusion and an overall conclusion. In addition the report provided an action plan with 19 actions, including details of progress on the actions.

Members discussed the difficulties in reaching the people who needed advice the most and effective ways to help them and issues around privacy when using communal computer areas to input personal data.

Furthermore it was felt that with regards to "Membership" of the Scrutiny Working Group the people who provided knowledge and presentations to the topic group also be added to the Membership section of the draft document and that this be duplicated in the supporting information section of the report.

Members considered the recommendations from the draft Welfare Scrutiny Report and agreed that the report be presented to the Executive Board for approval.

RESOLVED: That

- 1) the Board approve the draft Welfare Reform scrutiny review report and recommendations; and
- 2) the report be referred to the Executive Board for consideration and approval.

Strategic Director
- Children and
Enterprise

ELS29 BUSINESS PLANNING 2014 -17

The Board considered a report of the Strategic Director, Children and Enterprise, which provided the opportunity for Members to contribute to the development of Directorate Business Plans for the coming financial year.

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

review and refresh. The process of developing such plans for the period 2014-2017 was just beginning.

The Board was further advised that at this stage Members were invited to identify a small number of priorities for development of priorities to development or improvement (possibly 3 or 5) that they would like to see reflected within those plans. Strategic Directors would then develop draft plans which would be available for consideration by Policy and Performance Boards early in the new year.

The report further set out the timeframe for plan preparation, development and endorsement.

RESOLVED: That the content of the report be noted.

Meeting ended at 8.30 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Wednesday, 6 November 2013 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor Baker, Dennett, Horabin, Wallace and Mr J Chiocchi

Absence declared on Council business: None

Officers present: L. Derbyshire, J. Gibbon, M. Lynch, E. O'Meara, L. Smith, D. Sweeney, S. Wallace-Bonner, P. Ventre and J. Williams

Also in attendance: Simon Banks and J. Snodden (NHS Halton CCG), and 3 members of the public

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

	<i>Action</i>
HEA31 MINUTES	
<p>The Minutes of the meeting held 10 September 2013 having been printed and circulated were signed as a correct record.</p>	
HEA32 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
HEA33 HEALTH AND WELLBEING MINUTES	
<p>The Minutes of the Health and Wellbeing Board of its meeting held on 17 July 2013 were submitted to the Board for consideration.</p>	
<p>HWB10 – Longer Lives – Presentation – It was noted that an update report would be presented to the January meeting.</p>	
<p>HWB14 – Health and Wellbeing Action Plans – It was</p>	

noted that action plans had been developed.

HWB15 – Children in Care of Other Local Authorities – Concern was raised that out of the 138 children on the CICOLA's list, 11 of them had an unknown address. The Board noted that it was crucial that their addresses were identified.

RESOLVED: That the minutes and the comments raised be noted.

HEA34 ADULT SOCIAL CARE CUSTOMER CARE REPORT FOR THE YEAR 1ST APRIL 2012 TO 31ST MARCH 2013

The Board considered a report of the Strategic Director, Communities, which provided an analysis of complaints, compliments and other enquiries processed under The Local Authority Social Services and National Health Service Complaints (England) Regulations 2009 and to meet statutory requirement to publish an Annual Report.

The Board was advised that Complaint analysis could highlight where policy needed to be strengthened, reviewed, or amended to improve service delivery. Comments, Complaints and Compliments were essential feedback in developing services and policies. However, there had been no implications identified this year. It was reported that whilst complaints could result in changes for individuals, collectively, they were a key source of information to help develop the services that were provided or commissioned.

The Board was further advised on the following:-

- The Adults Social Care Complaints process;
- The Social Care Customer Care Team; and
- A summary of the key points in the Annual Report for Customer Care.

It was reported that complaints had been primarily analysed and processed in the normal way (Stage 1) and those of a more complex nature (Stage 2). It was also reported that there had been 55 complaints processed under the statutory complaints procedure in the financial year. This represented a significant reduction in the peak (of 77) in the preceding year but was more in line with the years prior to that.

The Board noted the importance of having an open complaint system which enabled the service to continually improve. The importance and the number of compliments

that had been received was noted.

RESOLVED: That the report and comments raised be noted.

HEA35 BUSINESS PLANNING 2014 -17

The Board considered a report of the Strategic Director, Policy and Resources, which explained that each Directorate of the Council was required to develop a medium-term business plan, in parallel with the budget, that was subject to annual review and refresh. The process of developing such plans for the period 2014-2017 was just beginning.

The Board was further advised that at this stage Members were invited to identify a small number of priorities for development or improvement (possibly 3-5) that they would like to see reflected within those plans. Strategic Directors would then develop draft plans which would be available for consideration by Policy and Performance Boards early in the New Year.

The Board agreed that a briefing meeting would be arranged in January to consider the priorities for the next financial year.

RESOLVED: That

- (1) the report and comment raised be noted; and
- (2) a briefing meeting be arranged for the Board in January to identify the priorities for the next financial year.

HEA36 NHS HEALTH CHECKS

The Board considered a report of the Strategic Director, Communities, which informed Members of the changes to the NHS Health Check Programme.

The Board was advised that from 1 April 2013, Local Authorities had taken over responsibility for the NHS Health Check programme, previously the responsibility of Primary Care Trusts (PCTs). It was reported that the provision of NHS Health Check risk assessments was a mandatory requirement and the Department of Health and Public Health England had also issued joint draft guidance in May 2013 to enable Local Authorities to fulfil their statutory duty of offering health checks to the local eligible population.

The Board was further advised that the NHS Health Check programme was a public health programme for people aged 40-74 which aimed to keep people well for longer. It was a risk assessment and management programme to prevent or delay the onset of diabetes, heart and kidney disease and stroke.

It was reported that the programme also aimed to reduce levels of alcohol related harm and raise awareness of the signs of dementia, including information on where people could go for help. Everyone attending a NHS Health Check would have their alcohol consumption risk assessed. In addition, people aged 65-74 would be informed of the signs and symptoms of dementia and sign posted to memory clinics if required.

The Board noted the responsibilities, the NHS Health Check risk assessments, the Guidance on risk management and lifestyle interventions and the proposals for delivering NHS proposals for delivering NHS health checks in Halton.

The following comments arose from the discussion:-

- The reasons for the health checks ceasing at the age of 74 was noted;
- It was noted that some Board Members had received a notification to attend a health check;
- Clarity was sought on how people were being identified for a health check, particularly individuals who had not been to see a GP for many years. In response, it was reported that GP's would send a letter to their patients at the appropriate time inviting them to book a health check; and
- Concern was raised that GP's did not have the resources or capacity to deal with their current workloads; appointments had to be booked well in advance and hospital appointments were constantly being cancelled due to the lack of resources.

RESOLVED: That the contents of the report, specifically with regard to the statutory requirements for local authorities and the comments raised be noted.

HEA37 DRAFT SAFER HALTON PARTNERSHIP DRUG STRATEGY 2014-2018

The Board considered a report of the Strategic Director, Communities, which presented the draft Safer Halton Partnership Drug Strategy 2014-2018 and accompanying evidence document.

The Board was advised that the National Drug Strategy 2010 had changed the focus of drug service delivery from the maintenance of individual's dependent on drugs to enabling and promoting recovery. The Substance Misuse Service was a partnership approach to improve the outcomes for individuals and families affected by drug misuse problems as well as reducing the impact of drug related crime and anti-social behaviour for the communities of Halton.

The Board was further advised that the draft Strategy, set out in Appendix A to the report was designed to be a short document that focused on the strategic objectives and priorities linking to a drugs service action plan. The action plan would become the focus of the Substance Misuse task group with quarterly themed updates to the Safer Halton Partnership Board and annual amendments and updates. It was reported that the Strategy was supported by an evidence paper, set out in Appendix B to the report which outlined the context in which the strategy had been developed including the national and local context and supporting data and information on the issues of drug misuse within Halton.

The following comments arose from the discussion:-

- Concern was raised that 138 children between 15 and 20 years of age had attended hospital with drug related issues and clarity was sought on whether work was taking place in schools to address this problem. In response, it was reported that part of the strategy would be to increase awareness in schools. Work was also taking place with partners to deliver a programme for teachers and other professionals to help address this issue;
- Concern was raised that for years numerous strategies and significant funding had been found to address the drug problem but they had not been successful. It was suggested that a different approach was required as drugs were

readily available and the Police were doing all that they could to stop illegal drugs, but were not in a position to solve the issue. In addition, concern was raised at the issue of legal highs, which were being sold in shops and online but were not suitable for human consumption. In response, it was reported that the legalisation of drugs was not necessarily the answer as individuals would always find a way of undermining it. However, it was reported that this issue was both national and international with pilots that consider using legal drug consumption rooms (safe houses), where individuals could obtain clean needles, and use drugs in a safe environment etc, which would significantly reduce disease and other associated issues with drug taking. In respect of legal highs, it was reported that Trading Standards nationally were looking at the issue, but due to the statement of not for human consumption, it was proving to be difficult to manage;

- It was noted that the impact of the strategy would be monitored regularly and the budget annually reviewed to ensure that long term drug abuse was reduced;
- It was suggested that it would be beneficial to help people with drug abuse rather than processing them through the criminal justice system. In response, it was reported that work was taking place on how people were sanctioned. In Runcorn Custody Suite, a pilot was being undertaken on referring appropriate people into a drug programme rather than processing them through the criminal justice system;
- The Board noted that the strategy had been developed during a significant period of change. The Board also noted the vision, objectives and priorities for the Drug Strategy;
- It was noted that the Mental Health Scrutiny Topic Group had visited Ashley House as part of their review and had met people who had experienced drug abuse and were willing to help other people; and
- It was noted that consideration was being given to opening a 'Dry House' in the future so individuals

could socialise without having an alcoholic drink. It was also noted that a visit had been undertaken to the Dry House in Liverpool to see how it operated.

RESOLVED: That the report and comments raised be noted.

HEA38 HOUSING ADAPTATION POLICY (MAJOR & MINOR PROCEDURES AND PRACTICE MANUAL)

The Board considered a report of the Strategic Director, Communities, which gave Members information on the proposed amended section of the Housing Adaptations Policy relating to ramps.

The Board was advised that the Policy had been introduced in 2010 and had been reviewed in early 2013, with a further review of the ramps section of the Policy in August 2013. This had been in response to an increase in ramp requests raised with the Contact Centre, by residents who had independently purchased mobility scooters, where an Initial Assessment Team assessment of access to the residential property had not been undertaken.

The Board was further advised that eligibility for a ramp was primarily based around being a wheelchair user. The Wheelchair Assessment Team did not currently assess for scooters. Scooters could be purchased outright or via lease agreements by individuals who had not received an assessment of mobility or an assessment of access to their property.

It was reported that the revised ramp section of the policy had clarified the criteria for ramp installation to make it easier for initial decisions made by Contact Centre staff to be made equitably.

It was also reported that the proposed amendments of the Policy would be consulted on through the Halton Disability Partnership. The consultation via a group brought together specifically to look at this Policy amendment would take place on 20 November 2013. In addition, it was reported that the completed Policy would be presented to the Board at its meeting in January 2014.

The Board noted and agreed the amendments to the ramp section of the Housing Adaptations Policy set out in Appendix 1 to the report.

It was reported that people were purchasing mobile scooters instead of wheelchairs which presented a parking issue. As no parking was available, people were leaving their scooters in the hallway of their homes, which was creating a health and safety issue. It was suggested that Housing Associations could identify parking areas for disabled people to park their scooters.

RESOLVED: That

- (1) the amendments to the Policy be supported; and
- (2) the comment raised be noted.

HEA39 UPDATE ON SECTOR LED IMPROVEMENT

The Board considered a report of the Strategic Director, Communities, which described the benchmarking process that had been set up in the North West region to inform the process of Sector Led Improvement (SLI) and highlighted the performance in Adult Social Care in Halton over the last 12 months.

The Board was advised that the framework had now been developed and enhanced as a part of the SLI process in the North West. The first submission had been in September 2012 but had been backdated until the start of that financial year. The latest submission would therefore complete the first year of data collection in the new format.

The Board was further advised that three tiers of information were now collected on a quarterly basis. These tiers consisted of:

- Key Adult Social Care Outcomes Framework (ASCOF) data;
- ADASS/AQuA whole system data, which was drawn down mainly from published health service data; and
- An additional suite of information which provided North West benchmarking.

It was reported that these tiers combined into Towards Excellence in Adult Social Care (TEASC).

Furthermore, it was reported that the TEASC overview analysis for 2012/13 had now been published. It contained 80 items and was divided under the following sections:

- 1 Access to Services – 9 items;
- 2 Community Based Services – 14 items;
- 3 Residential and Nursing – 8 items;
- 4 Intensity of Home Care – 1 item;
- 5 Services for Carers – 2 items;
- 6 Quality of Life – 17 items;
- 7 Self Directed Support – 13 items;
- 8 Living Independently – 4 items;
- 9 Assisting Discharge – 3 items; and
- 10 Views of Users and Carers – 9 items.

TEASC also provided comparators with:

- a) The North West;
- b) Unitary Authorities; and
- c) CIPFA comparators.

In conclusion, it was reported that Halton's data had been submitted and showed exceptional performance and a sustained picture from previous years, which applied to at least 75% of submitted items. It was also reported that regular update reports would be presented to the Board.

The following points arose from the discussion:-

- Concern was raised that staff undertaking time with other Local Authorities to share good practice could result in them leaving the Council in order to work for the seconded authority. In response, it was reported that in this economic climate, other authorities had the same issues so there was no incentive for staff to move. In addition, an agreement had been signed by all Local Authorities to share good practice so there was an obligation to do that. However, it would be managed appropriately and only if there was sufficient capacity to do it. In addition, if support was required, the Authority could request it from one of the other Authorities. The Board noted that the Authority were meeting performance indicators, were within their budget and were also a lead Authority on good practice;
- The importance of monitoring the service to ensure that the whole of the sector was improved was noted; and
- It was suggested that Halton was unique and could not be successfully compared to other Authorities.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) regular update reports be presented to the Board.

HEA40 FRANCIS INQUIRY UPDATE

The Board considered a report of the Strategic Director, Communities, which provided Members with information in relation to the recommendations and actions from the Francis Inquiry. The report had been produced from the publicly held inquiry into the care provided by Mid Staffordshire NHS Hospitals Foundation Trust. It provided 290 recommendations and was clear in its challenge to all of those involved (commissioners, regulators and others) that they had in many ways failed to protect the patients.

The Board noted the actions that had been completed with all the local NHS providers since the publication of the Inquiry set out in paragraph 3.2 of the report.

The Board was advised that since the publication of the Francis Review there had been the publication of the Kehoe Reviews and the Cavendish Inquiry both of which linked directly to the issues identified in the Francis Inquiry and had major impacts on service providers and the quality of care. It was reported that a short overview of these reports would be presented to the Board in the future.

It was reported that the Clinical Commissioning Group (CCG) had set core standards for providers and stretched developmental targets, starting with community services in mental health. In addition, it was reported that regular update reports would be presented to the Board.

The following comments arose from the discussion:-

- The Board noted the numerous mechanisms for receiving complaints and concerns in order to create effective change and improvements to services;
- Concern was raised regarding the reference to the Care Quality Commission (CQC) in the report and clarity was sought on why they were still being utilised as it was suggested that they had a bad reputation and there was no public confidence in the service they provided. In

response, it was reported that quality performance was being closely monitored and that the CQC was improving, although it was recognised that they had lost public confidence. However, it was reported that a very good quality schedule was ensured for providers;

- Clarity was sought on how concerned the CCG, GP's and A&E in hospitals were about services coping during the winter months. In response, it was reported that a significant amount of preventative work had taken place planning for winter. Whiston hospital had the flexibility for 30/40 beds on a weekly basis and it was hoped that it would be a milder winter. It was felt that plans were in place as far as they possibly could be and NHS England were happy with them;
- It was noted that all providers locally had agreed to deliver improvements in care via Commissioning for Quality and Innovation;
- It was noted that the training and competencies of nursing staff and Health Care Assistants had been completed;
- It was noted that the CCG Quality Committee was reviewing quality across all providers and working closely with LA colleagues to ensure that quality was fundamental to service delivery in all areas; and
- The Board agreed that an update report would be presented to the meeting in January 2014.

RESOLVED: That

- (1) The progress being made and the plans for on-going monitoring and comments raised be noted; and
- (2) The Board receive an update report in January 2014.

HEA41 HALTON - A PLACE WITHOUT LONELINESS

The Board considered a report of the Strategic Director, Communities which presented Members with the Halton - A Place Without Loneliness Scoping Document and highlighted future work required to further develop the

strategic approach to the prevention of loneliness in Halton.

The Board was advised that the Campaign to End Loneliness had been formed last year, which was a coalition of organisations and individuals working together through research, policy, campaigning and innovation to combat loneliness and inspire individuals to keep connected in older age in the UK. Work had taken place in partnership with the Local Government Association and Age UK Oxford to produce toolkits and action packs for Health and Wellbeing Boards, professionals and older people around the subject of loneliness.

The Board was further advised that Halton Borough Council had, for many years, been at the forefront of initiatives to prevent and alleviate social isolation especially with Sure Start to Later Life and Community Bridge Builders services. However, it was clear that a focus on social isolation alone may not combat the pain of loneliness felt by so many older citizens. All partners and individuals involved in the development and provision of prevention services for Older People, through the work of the Health and Wellbeing Steering Group and the Older People's Board now recognised the need to further develop the services and activities associated with tackling social isolation, which already existed in the Borough, to combating loneliness.

It was reported that Halton Borough Council would be one of the first Local Authorities to adopt a strategic approach to combating loneliness and therefore the outcomes of the project would be of national importance both to practice and research in this field, and had been endorsed by the National lead for the campaign to end loneliness.

In conclusion, it was reported that two DVD's on this issue would be presented to the Board at its January 2014 meeting.

The following comments arose from the discussion:-

- The Board noted that the Visbuzz scheme would be piloted with up to 100 local older people and would enable lonely older people to keep in contact with family, friends and carers. It was also noted that the Authority were trying to negotiate a broadband deal for the scheme;
- It was noted that the Visbuzz Scheme was only one approach to tackling loneliness as not

everyone would respond to such a scheme. Other approaches such as a personal relationship with an individual or social groups would be considered, depending on an individual's needs;

- Concern was raised that as this was not a statutory function, funding for it to continue would not be available. However, it was noted that resourcing groups was not only reliant on funding, various levels of support was required and their work needed to be valued;
- It was noted that the CCG were looking at an integrated technology approach, a suite of choices for people. It was reported that even if the equipment incorporated a small cost, it would be more beneficial to implement it in the long term;
- It was noted that loneliness and isolation led to depression, drug and alcohol abuse and health problems; and
- It was suggested that the idea of loneliness could be linked to being a new town where the families of the older generation had moved and they had also lost their wide circle of friends. In addition, with the economic climate and reductions in benefits and wages, leisure activities were no longer an option. In response, it was reported that if a person had family support it did not mean that they were not lonely. In addition, it was reported that consideration was being given to twinning care homes with schools to help address loneliness.

RESOLVED: That the contents of the report, the scoping document attached at Appendix 1 to the report and the comments raised be noted.

HEA42 CHAIRMAN'S ANNOUNCEMENT

The Chairman reported that Mr Chiocci, the co-optee on the Board had resigned due to work commitments. The Chairman took the opportunity to thank Mr Chiocci for the work he had undertaken during his time with the Board.

RESOLVED: That the Board place on record a vote of thanks to Mr Chiocci for the work undertaken by him during his time as a co-optee on the Board and extend their best

wishes for the future.

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Meeting ended at 8.20 p.m.

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 12 November 2013 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor Lea and Nolan

Absence declared on Council business: None

Officers present: M. Andrews, L. Derbyshire, G. Jones, C. Patino, R. Rout, E Sutton-Thompson and J. Williams

Also in attendance: In accordance with Standing Order 33, Councillor D Cargill (Portfolio Holder Community Safety), Mr J. Dwyer (PCC), Mr Williams (LGA), Mr A Waller (Cheshire Fire and Rescue Services) and one member of the public

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

	<i>Action</i>
SAF20 MINUTES	
The Minutes of the meeting held on 17 September 2013 were taken as read and signed as a correct record.	
SAF21 PUBLIC QUESTION TIME	
The Board were advised that no public questions had been received.	
SAF22 SSP MINUTES	
The Board were advised that there were no minutes from the Safer Halton Partnership available since the last meeting of the Board.	
SAF23 PRESENTATION: POLICE AND CRIME COMMISSIONER	
The Board received a verbal presentation from the Police and Crime Commissioner (PCC), Mr John Dwyer. Mr Dwyer thanked the Board for inviting him to the meeting and indicated that his focus was on neighbourhoods, and that he	

attended Parish Council meetings on a regular basis throughout the county in order to meet as many people as possible and discuss issues in the various communities.

Mr Dwyer reported that he was a retired Police Officer of 30 years and his home county had been Nottinghamshire, then he had moved to the West Midlands and finally Cheshire. He explained that the Police Service had first been established in 1829 and detailed the changes up to his current post as PCC via a direct election in November 2012.

The Board was advised that since taking up the post on 22 November 2012, the PCC had become responsible for the Policing Plan and the budget. It was reported that the Policing Plan was available on line and in local libraries. A leaflet on the main aims of the Plan had also been sent to all households in the Cheshire area. In addition, it was reported that an APP was also available for mobile phones and devices. The APP contained lots of information on the Police Service, including contact numbers for local police officers.

The PCC advised that his main aim was to reduce crime throughout the Cheshire area, even though it was the lowest it had been since 1990. There was a need to divert recurring offenders, who only represented a small percentage of the community, but were having a significant impact in the communities. Anti-social behaviour was also a key priority in the Borough. Anti-social behaviour had remained stable but could be improved and the Police Constable had been requested to look at ways of dealing with this matter. Burglary in a dwelling had increased and the detection rate was as low as 7% in some areas. Police Officers were now attending every burglary, including burglary from sheds and the situation was subsequently improving. In addition, it was reported that the number of people who had been killed in road traffic accidents had also reduced.

It was reported that the categories of Heritage Crime, Business Crime and Rural Crime had been introduced and were recorded separately so that they could be targeted and dealt with more efficiently. It was also reported that there was a considerable amount of theft of garden equipment and animals.

It was highlighted that 104 Special Police Constables had been recruited since November 2012 and by March 2014, there would be a further 100 recruited which would significantly benefit communities. The Special Constables, it

was reported, did not receive a salary, but would receive training and were expected to work 17 hours a month. However, it was highlighted that the Special Constables would not replace the regular Police Officers.

The Youth Ambassador had been appointed earlier this year, Dominic Rogers, and he was key to ensuring the policing needs of youth in Cheshire were addressed. The new Policing Plan next year would also include young people.

In conclusion, it was reported that £100,000 was available via the Police and Crime Prevention Fund. The criteria for the funding was that it met targets within the Police Plan and would be subject to match funding. The funding was available to benefit local communities. and to date £60,000 had been allocated to projects.

The following comments arose from the presentation:-

- A Member of the Board reported that a resident had been unable to get in contact with the Police to report a burglary, and when she eventually reported the incident the Police response had been poor. The PCC indicated that such feedback was invaluable and he requested that details of the incident be sent directly to him so that he could deal with the matter;
- A Member of the Board raised concern in respect of the witness support scheme. He reported that witnesses had to wait in the same room as offenders and their families during the trial and as a result they were very often subjected to verbal abuse and aggression. He added that this was preventing witnesses coming forward as they felt vulnerable and unprotected. In response, the PCC acknowledged the issue and reported that Baroness Helen Newlove had discussed this issue in her book and was working closely with the Government on how victims/witnesses were supported during this time;
- The excellent work Police Community Support Officers (PCSO's) undertook in the various communities was noted. However, concern was raised that recently, they had been rotated around the various wards on a regular basis. It was reported that rotating PCSO's did not allow them to gain public confidence or valuable ward

knowledge or get involved in community action. In addition, it was reported that they no longer attended residents meetings, which was a valuable way of engaging with people in their communities. It was suggested that they should revert to how they worked previously where they were allocated to specific wards and attended residents meetings. In response, it was reported that last year there had been some issues and it had resulted in the rotation. However, it was reported that PCSO's were a valuable resource and would remain at the same level this year (222 PCSO's). Discussions on this issue had also taken place and it had been acknowledged that continuity and stability was important in order for their role to be effective in the community;

- Clarity was sought on how anti-social behaviour was being addressed in the area. The PCC replied that nothing new had been developed. Anti-social behaviour was being dealt with by positive action and discussions had also taken place on how to improve these actions. Restorative justice, it was reported, had been recognised as an excellent method of addressing this issue and it was highlighted that magistrates were also involved in scrutinising the service;
- It was noted that four Local Authorities across Cheshire were in discussions to develop a Government initiative to develop an Alcohol Action Plan;
- The impact alcohol abuse had on communities, and on domestic violence and the significant funding that had been invested to address this issue was noted. It was also noted that the extended licensing hours had not been successful in reducing alcohol abuse in this country; and
- It was noted that Cheshire and Merseyside Police forces were not going to be amalgamated, but were looking at possibilities of collaboration in some areas in order to make a financial saving.

RESOLVED: That

- (1) The verbal report and the comments raised be noted; and

- (2) Mr John Dwyer be thanked for his informative presentation.

(Note: Councillor Edge declared a Disclosable Other Interest in the following item of business as she undertook advisory work to Cheshire Fire and Rescue Service).

SAF24 CHESHIRE FIRE AND RESCUE SERVICE ANNUAL REPORT

The Board considered a report of the Strategic Director, Communities, which presented Cheshire Fire and Rescue Service's Annual report for Halton 2012-13. The Board also received an update on the Integrated Risk Management Plan (IRMP).

The Cheshire Fire and Rescue Service representative, Mr Alex Waller highlighted the key areas in the report, in particular that there had been a 25 % reduction in primary fires, which represented the lowest number ever recorded. Injuries had also reduced and had been categorised as slight with no serious injuries. However, there had been one fatality in 2012/13, the first since 2008-9.

It was reported that accidental dwelling fires had been included in the primary fires category and these numbers were at an all-time low and had been relatively static over the last three years in Halton. Delivery of Home Safety Assessments continued to be focused on those households most at risk and this had been backed up with publicity campaigns highlighting key safety messages, particularly around safety in the kitchen where around 50% of house fires had started.

The Board was advised that deliberate fires were more of an issue in Halton than in the other areas covered by the Cheshire Fire Authority. However, there had been a dramatic reduction of 35% over the last three years. It was likely that the wet weather had contributed to the reductions in 2012-13. However, there had been concerted efforts to tackle the problems in 'hotspot' areas in Halton, particularly focusing on small (secondary) deliberate fires associated with anti-social behaviour.

In respect of IRMP it was reported that the delivery plans were on track. The Board were reminded of the plans as follows:-

- Widnes - remove the second fire engine and provide additional cover from the new whole time

station at Penketh; and

- Runcorn - change how the second fire engine was crewed from whole time to On-call (24/7).

The plans for Runcorn, it was reported were on track to commence in April 2014. However, because the crew consisted of a number of new fire fighters, they would not be in a position to stand alone for approximately 18 – 24 months. Therefore, a small whole time crew would remain in Runcorn to keep the pump operational whilst the new fire fighters completed their training. The Board noted that all the On-call crew would live five minutes from the station.

In respect of the plans for Widnes, it was reported that numerous sites had been identified for the new station at Penketh; with one site being explored further near the Fiddlers Ferry roundabout. However there had been a slight delay due to planning permission as the site contained great crested newts which were a protected species. It was anticipated that the station would be built and operational within two years and when completed the second pump would be removed from Widnes.

The Board noted the activities and success the Council had achieved in contributing to the 35% reduction in deliberate fires in the Borough.

The Board noted the excellent firework event that had taken place in Halton. It was reported that Cheshire Fire Authority supported the event. It was also noted and agreed that it would be beneficial to hold additional events throughout the Borough, but due to budgetary cuts, this would not be an option.

RESOLVED: That

- (1) The report and comments raised be noted; and
- (2) Alex Waller be thanked for his informative verbal presentation.

(Note: Councillor V Hill declared a Disclosable Other Interest in the following item of business as a Member of the Area Forum).

SAF25 ALLEYGATE PROPOSAL - ELKAN ROAD, WIDNES

The Board considered a report of the Strategic Director, Policy and Resources, which gave Members details of an alley-gating scheme requested by Birchfield,

Farnworth and Halton View Locality Area Forum.

The Board was advised that the Locality Area Forum for Birchfield, Farnworth & Halton View had received a request for the installation of an alley-gate from a resident of Elkan Road, Widnes, in January 2013. The request had been made for a gate to be installed between numbers 31 and 33 Elkan Road to reduce the incidents of anti-social behaviour on the pathway that runs between the two properties, through to Moorfield Road.

The Board was further advised that the request had been made in light of a number of incidents of anti-social behaviour, criminal activity, and an armed robbery that had taken place at retail premises on Moorfield Road in 2012, for which the pathway was used as an escape route.

It was reported that the gate had been requested on the basis that it would hinder access to and from a grassed area adjacent to the pathway, and would therefore discourage the congregation of individuals in that area.

A request had also been made that a gate be considered between the shops on Moorfield Road, to reduce access to the pathway from its other access point. It was decided that initially this aspect of the request would not be pursued, but could be revisited should issues remain following the installation of a gate between numbers 31 and 33 Elkan Road.

It was noted that during a discussion with Ward Councillors, residents in Elkan Road had been proactive and had set up an informal 'neighbourhood watch' scheme, but were seeking preventative measures. The geography of the pathway and the desired location of the alley-gate was indicated on a map in the report.

It was reported that information provided to the Locality Area Forum by the Community Safety Team indicated that recorded criminal incidents were not notably high, there being 26 recorded incidents in the vicinity over a six month period. However, an analysis of the reported disorder within the vicinity indicated the presence of anti-social behaviour, affecting individuals and groups of people, as well as the wider community.

Furthermore, it was reported that whilst the

number of recorded incidents did not constitute persistent disorder, feedback from the resident requesting the alley-gate indicated that many instances were unreported. In addition, in discussions between the Community Safety Team and the Area Forum it was concurred that the geography of this location did lend itself to encouraging anti-social / criminal behaviour, as there was no direct view of the land adjacent to the path from the Elkan Road end of the alleyway.

The Board noted the results of the consultation that had taken place with residents in April 2013.

It was reported that an article had been published in the Weekly News on the alleygate and subsequently, there had been two further objections to the scheme in respect of the cost and the design.

After considerable discussion, the Board unanimously supported the installation of the alleygate between 31 and 33 Elkan Road. The Board also recommended that consideration be given to installing an alleygate with a spring lock and that the decision on a partial or full closure be decided by Ward Councillors.

RESOLVED: That

- (1) the report and comments raised be noted;
- (2) the Board support the proposal to install an alleygate between 31 and 33 Elkan Road;
- (3) it be recommended that consideration be given to installing a spring lock on the alleygate; and
- (4) Ward Councillors make the decision on whether it is a full or partial closure.

SAF26 CHILDREN IN CARE OF LOCAL AUTHORITIES

The Board considered a report of the Strategic Director, Children and Enterprise which:-

- Highlighted the risks and concerns regarding fragmented commissioning and quality assurance of Children In Care of Local Authorities(CICOLA), a vulnerable cohort;
- Ascertained senior management and partnership

support of this priority area and addressed concerns; and

- Presented an update regarding the current numbers of CICOLA's and the possible impact on services within Halton.

The Board was advised that the Commissioning Partnership had highlighted Children in Care as a priority within the new Commissioning Framework. In addition, it was reported that there was currently a health action plan for children in care that had been completed by Bridgewater. The Local Authority had also completed an action plan.

It was reported that The Children in Care strategy was required to be refreshed to ensure local and national political changes were reflected and outcomes appropriately achieved.

Furthermore, it was reported that with Clinical Commissioning Groups (CCG's) in place and changes within Bridgewater there was a need to review these plans and the governance arrangements and structure of the Children in Care Partnership Board to ensure commissioners and providers were held to account to deliver improvements in standards and outcomes for children in care. There was a need to integrate plans and work streams to ensure joint improvements were made.

It was also reported that Cheshire West and Chester and Halton were developing a joint Children in Care Participation Service. This service would allow the young people in care to reflect their views within the action plan. The Children in Care would be able to support the development of the strategy/action plan and the changes with the Board structure through the children in care participation service.

The Board noted the activities that had taken place with CICOLA's, the notification process and the CICOLA profile set out in paragraphs 3.5 – 6.2 of the report.

Children in Care of Other Local Authorities – Concern was raised that out of the 138 children on the CICOLA's list, 11 of them had an unknown address. In response, it was reported that the addresses of all the children had now been identified.

The Board noted the excellent work undertaken in respect of Corporate Parenting in Halton Borough Council.

The Board congratulated Officers on the excellent report and how the CICOLA issues were being addressed.

RESOLVED: That

- (1) the progress made on notification and comments raised be noted; and
- (2) an update report be presented to the Board in six months.

SAF27 BUSINESS PLANNING 2014 -17

The Board considered a report of the Strategic Director, Policy and Resources, which explained that each Directorate of the Council was required to develop a medium-term business plan, in parallel with the budget, that was subject to annual review and refresh. The process of developing such plans for the period 2014-2017 was just beginning.

The Board was further advised that at this stage Members were invited to identify a small number of priorities for development or improvement (possibly 3-5) that they would like to see reflected within those plans. Strategic Directors would then develop draft plans which would be available for consideration by Policy and Performance Boards early in the New Year.

The following priorities were identified for development or improvement in the Directorate Business Plans for the coming financial year:-

- To reduce alcohol abuse and domestic violence;
- Safeguarding from last year (including residential and domiciliary care providers in Halton, the 15 minute calls etc); and
- Consumer Affairs and Protection (To include food ratings on takeaway premises, illegal tattooing and other cosmetic treatments, selling of underage alcohol and cigarettes).

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) the three priorities listed above be considered for

development and improvement in the Directorate Business Plans over the next three years.

SAF28 DRAFT SAFER HALTON PARTNERSHIP DRUG STRATEGY 2014-2018

The Board considered a report of the Strategic Director, Communities, which presented the draft Safer Halton Partnership Drug Strategy 2014-2018 and accompanying evidence document.

The Board was advised that the National Drug Strategy 2010 had changed the focus of drug service delivery from maintenance of individual's dependent misusing drugs to enabling and promoting recovery. The Substance Misuse Service was a partnership approach to improve the outcomes for individuals and families affected by drug misuse problems as well as reducing the impact of drug related crime and anti-social behaviour for the communities of Halton.

The Board was further advised that the draft Strategy, set out in Appendix A to the report was designed to be a short document that focused on the strategic objectives and priorities linking to a drugs service action plan that would become the focus of the Substance Misuse task group with quarterly themed updates to the Safer Halton Partnership Board and annual amendments and updates. It was reported that the strategy was supported by an evidence paper, set out in Appendix B to the report which outlined the context in which the strategy had been developed including national and local context and supporting data and information on the issues of drug misuse within Halton.

The Board noted that the strategy had been developed during a significant period of change and the vision, objectives and priorities for the Drug Strategy.

The Chairman highlighted the oncoming alcohol free week and the launch of Dry January that was being organised by the Director of Public Health. He encouraged Members of the Board to participate in the scheme.

The Board noted the alcohol free event that had been arranged at the Select Security Stadium for youths in the Borough via the Mayors charity. The event included 300/400 youths and local bands and Members of the Board were invited to attend.

The Board congratulated Officers on the excellent

report and work that had taken place to date.

RESOLVED: That the report and comments raised be noted.

Meeting ended at 8.15 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, 20 November 2013 at the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Fraser, T. McInerney and Sinnott

Absence declared on Council business: Councillor Morley

Officers present: M. Noone, G. Ferguson, D. Cunliffe and R. Wright

Also in attendance: Councillor R. Hignett in accordance with Standing Order 33.

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

Action

EUR26 MINUTES

The Minutes of the meeting held on 11th September 2013 having been printed and circulated were signed as a correct record.

EUR27 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR28 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meetings of the Executive Board and Mersey Gateway Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.

RESOLVED: That the Minutes be received.

EUR29 SPECIALIST STRATEGIC PARTNERSHIP MINUTES

The Board received the draft Minutes relating to the Environment and Urban Renewal Specialist Strategic Partnership from 10th October 2013.

RESOLVED: That the Minutes be received.

(NB: Councillors MacManus and Woolfall declared a disclosable other interest in the following item of business as they were Directors of Halton Borough Transport.)

EUR30 PRIORITY BASED QUARTERLY PERFORMANCE MONITORING REPORT

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

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

Arising from the discussion clarification was sought on the accuracy of the figures reported on pages 5-55 and it was agreed that a written response would be provided to Members.

RESOLVED: That the Board receive the second quarter Performance Management Reports.

(NB: Councillors MacManus and Woolfall declared a disclosable other interest in the following item of business as they were Directors of Halton Borough Transport.)

EUR31 SUSTAINABLE COMMUNITY STRATEGY QUARTER 2 PROGRESS REPORT 2013 - 14

The Board received a report of the Strategic Director, Policy and Resources, which provided information on the progress in achieving targets contained within the 2011-2016 Sustainable Community Strategy (SCS) for Halton, and included a summary of all indicators for the Environment and Regeneration priority within the SCS. The report provided a snapshot performance for the period 1st April 2013 to 31st March 2014 and a projection of expected levels of performance to the year end.

RESOLVED: That the report be noted.

EUR32 BUSINESS PLANNING

The Board considered a report of the Strategic Director, Policy and Resources, which explained that each Directorate of the Council was required to develop a Medium Term Business Plan, in parallel with the budget, that was subject to annual review and refresh. The process of developing such plans for the period 2014/2017 was just beginning.

The Board was further advised that at this stage Members were invited to identify a small number of priorities for development or improvement (possibly 3 – 5) that they would like to see reflected within those plans. The Strategic Directors would then develop draft plans which would be available for consideration by the Policy and Performance Board early in the New Year.

RESOLVED: That the report be noted.

EUR33 LOCAL FLOOD RISK MANAGEMENT STRATEGY – PROGRESS REPORT

The Board considered a draft copy of Halton's Local Flood Risk Management Strategy which would be circulated to partner organisations and stakeholders for comment. The Strategy had been developed by collating Local Flood Risk Management information and evidence to compile a range of measures describing how Halton proposed to manage the risk of local flooding.

Members were advised that an advance of the draft had been shared with Cheshire and Mid Mersey Partnership Officers at the Environment Agency, who retained a strategic overview of all forms of flood risk. They would undertake a review of the Local Strategy and provide comments before formal consultation with other Risk Management authorities and stakeholders took place. Following the Environment Agency's review of the draft strategy, it was proposed to continue with formal consultation with partners and key stakeholders.

It was noted that from April 2014 the Sustainable Drainage (SuDs) legislation part of the Flood Water Management Act 2010 (FWMA) would be enacted. Halton would be a SuDs approval body and this new role would encompass design approval, inspection, adoption and future maintenance of SuDs systems. It was noted that this would be a substantial additional duty for the Council with

significant policy and resource implications. It was therefore proposed that a report on the implications would be brought back to the Board.

RESOLVED: That the report be noted and the content of the strategy be used as the basis of consultation with stakeholders in accordance with the legislation.

EUR34 DELIVERY AND ALLOCATIONS LOCAL PLAN SCOPING DOCUMENT

The Board considered a report which provided an overview of the draft Delivery and Allocations Local Plan Scoping document. Members were advised that this was the first stage in the production of this Local Plan and was the starting point for discussion on what the Local Plan should include and what should inform its preparation. This first stage would therefore 'scope' the Delivery and Allocations Local Plan, identifying the policies that were needed within the plan in order to guide the future development of the Borough.

In addition, the document also contained a policy outline table which set out the proposed policy areas for the Delivery and Allocations Local Plan. This highlighted matters that were likely to be included in the proposed policies and gave an indication of the scope that would be covered.

Members noted the timetable for the production of the Local Plan with estimated dates. It was anticipated that consultation on the Scoping Document would take place at the beginning of 2014.

RESOLVED: That the report be noted.

Meeting ended at 7.05 p.m.

CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 29 October 2013 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, A. Jones, I. Leivesley, S. Riley, T. Dean and C. Patino

Also in attendance: None

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

CS20 MINUTES

The Minutes from the meeting held on 3 September 2013 were taken as read and signed as a correct record.

CS21 PUBLIC QUESTION TIME

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

CS22 EXECUTIVE BOARD MINUTES

The Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board were attached at Appendix 1 for information.

EXB 62 – It was noted that agency staff were still required to maintain frontline services, however the spend in this area had reduced considerably over the past three years, from £3.9m to £1.8m today. It was requested that details of the number of agency staff being utilised be included in the quarterly monitoring reports.

Action

EXB 63 – One Member requested that progress on Capital spend be included in the quarterly monitoring reports.

Strategic Director
- Policy &
Resources

RESOLVED: That the Minutes be noted.

CS23 SSP MINUTES

The Minutes relating to the Corporate Services Portfolio which had been considered by the Halton Strategic Partnership Board were attached at Appendix 1 for information.

RESOLVED: That the Minutes be noted.

CS24 HSP TOPIC GROUP REVIEW

The Strategic Director, Policy and Resources, presented a report to the Board which provided Members with a one year progress update on the recommendations from the Topic Group Review report on the Halton Strategic Partnership. It was noted that the Topic Group had originally reported to the Board in September 2012 and this Board's recommendations to the Executive Board were agreed by that Board on 8 November 2012.

It was reported that in 2012, the Corporate Policy and Performance Board, as part of their topic programme, examined the role and function of the Halton Strategic Partnership (HSP) to identify need and establish where opportunities existed for future development and closer collaboration with the Council.

The Topic Group considered the history, purpose, membership, objectives, activities and role of the HSP. Members also put forward proposals for how the relationship between the PPBs and the HSP could be strengthened, how agendas could be more closely interrelated and how ongoing activities could be effectively scrutinised.

Attached to the report was a copy of the Action Plan that was agreed when the report was considered by the Executive Board, for the Board's information. The Plan provided information on the progress made to date of each particular action.

Members were pleased with the recommendations made by the Topic Group and the progress made so far, particularly around increasing the leadership role and contributions of Partners.

RESOLVED: That the Board note the progress made to date.

CS25 LOCAL AREA FORUMS 2012/13

A report was presented to the Board by the Strategic Director, Communities, which informed Members of the project delivery of the Local Area Forums for the financial period 1 April 2012 and 31 March 2013.

Members were advised that Local Area Forums were set up in 2001 to take policy development into communities, bridging the gap between key agencies working within the Borough. Each Local Area Forum (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 2012-13, £600,000 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. The local communities were then invited to attend their local forum and were encouraged to provide ideas for neighbourhood projects that would enhance their local area. These ideas were then progressed with the help of Community Development Officers who presented them to the respective Forum Members for consideration.

The report provided information on the areas of expenditure of the LAF's as a whole, these were categorised into key areas: Landscapes; Safety; Youth Facilities; Improved Parks; Pedestrian Access; Security and Community. Additionally, breakdowns were provided of the individual expenditure for each of the seven Area Forums, using the above categories.

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 agencies such as Biffa, Wren, Housing Associations, Awards for All, Lottery and Health. This meant that an additional amount of £887,082 had been levered in to support projects. In other words for every £1 of Area Forum funding, a further amount of £1.47 of funding was provided, of which £1.36 was from organisations based outside Halton.

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 thanked officers for the detailed report. Following consideration of the report Members asked that the Strategic Director review the arrangements for approving LAF projects and report back.

Strategic Director
- Communities

RESOLVED: That the report be received.

CS26 SECURITY - CORPORATE TECHNOLOGY SERVICES

Further to the Board's request at the last meeting, a report was presented by the Strategic Director, Policy and Resources, which provided Members with an update of ICT security; within the Council's activities that were completed and planned, and highlighted the importance of security in the management and delivery of Council services.

Members were advised that the Council managed a wide range of personal information relating to employees, businesses, external organisations and adults and children in the community both within and outside Halton. Inappropriate access to information could result in severely adverse effects on individuals or organisations if it fell into the wrong hands. The Council had a statutory as well as common law duty of care to ensure that all reasonable steps were taken to safeguard and secure the information it managed and processed. It was reported that ICT services had designed an approach towards security in such a way that it ensured the Council operated within its legal obligations whilst also enabling front line staff to deliver services in the most efficient and appropriate ways.

The Board was advised that security assurance activities had been delivered to ensure that the Council was discharging its duty to provide ongoing security, details of these were outlined in the report and included awareness training, policy development, procedures, governance, technical controls, external testing and external inspection. Further, members were advised that the Council had been working on the transition from Government Connect Secure Extranet (GCSX) to the new Public Services Network (PSN). Full details of this were also provided in the report.

Members appreciated the huge task involved in the management of the security of Council services and conveyed their thanks to all the staff involved.

RESOLVED: That

1. the report be noted; and
2. a further update be provided in 12 months' time.

Strategic Director
- Policy &
Resources

CS27 BUSINESS PLANNING 2014 - 17

The Board was presented with a report from the Strategic Director, Policy and Resources, which invited them to contribute to the development of the Directorate Business Plans for the coming financial year.

As a reminder Members were advised that each directorate of the Council was required to develop a medium term business plan, in parallel with the budget, that was subject to annual review and refresh and that the process of developing such plans for the period 2014-2017 had now begun.

Members were invited therefore to identify a small number of priorities for development or improvement that they would like to see reflected within those plans. Officers provided Members with an overview of the key strategic issues facing the Board over the medium term within each area of the Board's responsibility: Financial Services; Legal and Democratic Services; HR and Learning and Development; ICT and Support Services; Policy and Performance; Property Services, and Stadium and Catering and Registration Services. The overview included details of the primary drivers that would shape the work of the Board in supporting and delivering the Council's organisational priorities and business needs.

Following the identification of the priorities, Strategic Directors would then develop draft plans which would be available for consideration by policy and performance boards early in the New Year. It was noted that plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2014.

RESOLVED: That the Board receive the information provided and that it be used as the basis of developing the Business Plan.

CS28 CORPORATE ACCIDENT/INCIDENT REPORT

The Board was provided with a report from the

Strategic Director, Policy and Resources, which presented details of corporate accident statistics with associated trends, from 1 April 2013 to 1 September 2013.

Officers commented that the report highlighted two positive trends: (a) that there had been an increase in the number of risk assessments completed; and (b) there had been a decrease in RIDDOR reportable 'over 7 day' accidents, significant accidents and violent incidents which had resulted in a decrease in the number of days lost.

It was announced that North West Ambulance had agreed to provide the Council with defibrillators in public buildings free of charge. This agreement also included free training for staff and maintenance of the equipment.

It was noted that Appendix A to the report presented comparative accident and incident data with other unitary Councils in England, as previously requested by Members.

RESOLVED: That the report be noted.

Meeting ended at 8.10 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 27 November 2013 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor Lea

Absence declared on Council business: None

Officers present: L. Cox, E. Dawson, I. Leivesley, A. Mottershead, M. Murphy and M. Simpson

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

	<i>Action</i>
BEB24 MINUTES	
<p>The Minutes of the meeting held on 18 September 2013 were taken as read and signed as a correct record.</p>	
BEB25 CORPORATE RISK REGISTER - PROGRESS COMMENTARY	
<p>The Board considered a report of the Strategic Director, Policy and Resources which provided an update on progress on the mitigating actions taken in relation to the Corporate Risk Register 2013/2014.</p> <p>It was reported that the Council had a responsibility to manage both internal and external risks as a key component of good corporate governance and had prepared a Corporate Risk Register to minimise the risks of damage or loss. It was noted that the Board approved the Register for 2013/14 on 22 May 2013.</p> <p>Members were advised of the purpose of the Corporate Risk Register and set out in the report were the risks, grouped under specific headings.</p> <p>The Corporate Risk Register was appended to the</p>	

report for consideration and it was noted that the format of the data had been improved.

Arising from discussion of the report the Board noted the risks around budget reductions, the need to publicise the good work carried out in coping with the significant reduction in Halton's Government Grant and suggested that a further overview commentary be provided in future regarding individual directorate's Risk Registers.

Members also discussed the Peer Challenge review and requested results and feedback be brought to a future meeting.

RESOLVED: That :-

- 1) the Board note the progress being made; and
- 2) a report outlining the results and feedback from the Peer Review be brought to a future meeting.

BEB26 PROCUREMENT STRATEGY 2013-2016 BI-ANNUAL REPORT

The Board received a report of the Strategic Director, Policy and Resources which provided an update on the Council's Procurement Strategy 2013 / 2016 targets.

It was noted that Halton's commercial concept had again been recognised nationally with Halton BC being awarded 'Outstanding Achievement in Procurement' from Society of Procurement Officers (SOPO). In addition Halton was trading its services with other public sector bodies such as Sefton MBC who had engaged with the Council to align their whole procurement approach with Halton's. The Chair wished to place on record the Board's congratulations to the Procurement Team in gaining the award.

It was reported that the Council's Procurement Strategy provided a structured approach to procurement in order to ensure efficient processes were followed which would deliver reduced costs whilst maintaining or improving service delivery. The Procurement Strategy commenced rollout from June 2013, once approval was granted by the Board.

Members were advised that Halton continued to deliver savings from procurement year on year. It was noted that what underpinned the success of the Council's

procurement, was the central team who worked across all spend areas of the Council utilised the innovative Risk Based Sourcing (RBS) approach for spend below EU financial thresholds. It was further noted that a key objective was that all spend above £1K would go via the Chest for sourcing.

Lorraine Cox, Divisional Manager Procurement, provided a verbal report on the targets and measurements as of November 2013. The update set out the following:-

- organisation - Halton was invited to the House of Commons to present evidence to the Select Committee as part of a Local Government inquiry into procurement;
- governance and process – Executive Board had highlighted that there was an increase of waiver reports and it was suggested that the Board investigate this further as a piece of scrutiny work;
- demand management – 2 members of staff had recently gained CIPS level 4;
- market engagement / supplier relationship management – ‘meet the buyer’ events had taken place and excellent attendance was recorded;
- category management – Halton was aligning practices with Sefton BC and other partners had expressed interest in Halton’s approach; and
- purchase to pay / e Procurement.

Arising from the verbal report Members discussed lessons learned from working collaboratively and ways to increase local businesses engagement in working with The Chest.

The Chair wished to place on record congratulations to staff in the Procurement Team in recently gaining the CIPS qualifications.

RESOLVED: That the content and position statement regarding progress with meeting targets and measures be noted.

BEB27 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- 1) Whether Members of the press and public should be excluded from the meeting of the

Board during consideration of the following item of business in accordance with Section 100A (4) of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and

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

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

BEB28 INTERNAL AUDIT QTR 2 PROGRESS REPORT

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

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

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

Meeting ended at 7.40 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 7 October 2013 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: Councillor N Plumpton Walsh and 14 Members of the Public

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

	<i>Action</i>
DEV30 MINUTES	
<p>The Minutes of the meeting held on 9 September 2013, having been printed and circulated, were taken as read and signed as a correct record.</p>	
DEV31 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>	
DEV32 - 13/00229/FUL - PROPOSED DEVELOPMENT AND OPERATION OF A TIMER DRYING FACILITY AT STOBART PARK / 3MG, FORMERLY WEST BANK DOCK COMPRISING LAND TO THE EAST OF DESOTO ROAD EAST AND TO THE WEST OF FOUNDRY LANE, WIDNES	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	
<p>This was one of two applications on the agenda for the Stobart Park site. This one was for a timber drying plant</p>	

receiving roundwood logs which were then debarked, shredded and dried to create wood shavings which were baled and sold as horse and cattle bedding. It was reported that all of the processing would be enclosed within a building which would have four stacks associated with the dryer which would protrude 2.5m from the roof of the building.

Officers provided information on the drying process and the use of heat from the Biomass plant which would be used for this. It was noted that the development covered only a very small area of the wider Stobart Park site which had permission for warehouse, distribution and associated uses and therefore Policy CS8 was not applied. It was reported that the applicant had agreed to use reasonable endeavours to utilise transportation by rail, however it was highlighted that the baled product was unlikely to be moved by rail due to the location of their customers.

Officers requested that, due to some amendments that were required resulting in a re-consultation and the need to update the Habitats Regulations Assessment (HRA), authority be delegated to approve the scheme subject to the listed conditions, additional conditions restricting use and requirement of the provision of dust control measures for the drying plant and any additional conditions arising as a result of the re-consultation and HRA.

Members agreed with Officers' recommendations and request for the delegation of authority and approved the scheme subject to the conditions listed below.

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

1. Standard time limit condition requiring that the permission be implemented within 3 years.
2. Specifying approved/amended plans.
3. Materials condition, requiring the submission and approval of the materials to be used (BE2);
4. Construction Environmental Management Plan including wheel cleansing facilities to be submitted and approved in writing (BE1);
5. Submission and agreement of foundation/piling design and risk assessment restricting use of penetrative piling or foundation methods (PR15);
6. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
7. Vehicle access, parking, servicing to be constructed prior to commencement of use (BE1);
8. Requiring finished floor and site levels be carried out

- as approved (BE1);
9. Restriction of external lighting (PR4);
 10. Submission and agreement of a programme of archaeological work (BE6);
 11. Securing maintenance of site entrance sight lines (BE1);
 12. Securing cycle parking in accordance with a scheme submitted to and agreed in writing (TP6);
 13. Securing over-spill / shift change car parking (TP12);
 14. Restricting external storage (E5);
 15. Requiring debarking, shaving and drying plant to be installed and maintained in accordance with manufacturers details to be submitted and agreed (PR1/2/3);
 16. Submission and agreement of scheme to manage surface water run off (PR5/16);
 17. Submission and agreement of scheme to risk of flooding from overland flow (PR16); and
 18. Submission and agreement of a scheme to dispose of foul and surface water (PR15).
 19. Restricting use (CS8); and
 20. Requiring provision of dust control measures (PR1).

DEV33 - 13/00274/FUL - PROPOSED DEVELOPMENT AND OPERATION OF EXTERNAL STORAGE AREA FOR ROUNDWOOD LOGS AND PALLETISED BALED WOOD SHAVINGS AT STOBART PARK / 3MG, FORMERLY WEST BANK DOCK COMPRISING LAND TO THE EAST OF DESOTO ROAD EAST AND TO THE WEST OF FOUNDRY LANE, WIDNES

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

Officers advised that this was the second application for the Stobart Park site; an open storage area for the logs and for the baled products (discussed on the previous application).

Officers requested that to avoid delay in coming back to Committee, authority be delegated to approve the scheme subject to the listed conditions below and any additional conditions restricting the use.

Members agreed with Officers' recommendations and request for the delegation of authority and approved the scheme, subject to the Conditions listed below.

RESOLVED: That the application be approved

subject to conditions listed below:

1. Standard time limit condition requiring that the permission be implemented within 3 years;
2. Specifying approved/amended plans;
3. Landscaping condition, requiring the submission and approval of the screen/structural landscaping/tree planting to be used (E5);
4. Construction Environmental Management Plan including wheel cleansing facilities to be submitted and approved in writing (BE1);
5. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
6. Vehicle access, parking servicing etc to be constructed prior to commencement of use (BE1);
7. Requiring submission and agreement of finished site levels/to be carried out as approved (BE1);
8. Restriction of external lighting (PR4);
9. Securing maintenance of site entrance sight lines (BE1);
10. Securing cycle parking in accordance with a scheme submitted to and agreed in writing (TP6);
11. Restricting maximum height, locations and types of materials to be externally stored (E5);
12. Requiring storage and circulation areas to be hard surfaced with brushed concrete or other agreed material prior to use (BE1/PR14); and
13. Restricting use (CS8).

DEV34 - 13/00280/FUL - PROPOSED DEMOLITION OF EXISTING BUILDING AND ERECTION OF 10 NO DWELLINGS AND ASSOCIATED WORKS AT VICTORIA ROAD, HIGHER RUNCORN

(NB. To avoid any suggestion of bias or predetermination, Councillor Chris Loftus left the room during consideration of the following item as he was a personal friend of the objector, Mr Dixon, who addressed the Committee).

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

Officers reported that since the publication of the report the Council had received no response from Natural England, although the Council's Nature Conservation Consultant had agreed with the submitted ecological report and the mitigation proposed. He had also confirmed that on the basis of the information submitted the proposal was

likely to be sufficient for a Natural England licence application to be successful. Officers requested however, delegated authority from Members to await the response from Natural England prior to issuing a decision.

It was also reported that the Council's conservation consultant had raised concerns regarding the potential loss of an important local building and the fact that the applicant had not, at the time of writing the report, submitted a heritage appraisal. Following receipt of the appraisal, the Council's conservation consultant had confirmed that the building was worthy of retention and potential protection either through a Listed Status or by a locally approved list. It was noted that English Heritage had declined the request for listing, however it was stated that the building was undoubtedly of local interest and an asset to the streetscape, and as such was a good candidate for local listing.

It was recommended therefore that the application be refused on the basis that a heritage appraisal was required and it was confirmed that the building of St Johns Presbyterian Church was considered to be a structure of local architectural and historical interest.

The Committee was addressed by Mr Dixon, who objected to the proposal on behalf of local residents. He provided an overview of the building's history since it was built in 1904 which included details of a previous planning application. Mr Dixon stated that he lived next door to the site and argued that the development was too close to the boundary of his house and raised concerns over the structure of the fence itself. He also argued that there would be a loss of privacy, issues with residents' parking and nearby school parking.

Mr Pemberton, a representative of the Client – *Eccleston Homes*, then addressed the Committee. He stated that the heritage value of the property was raised late in the day, after preparation works had already been carried out on the building. Further, he stated that as English Heritage did not award the building a 'Listing' then it did not warrant this status. They accepted it was a prominent local feature but argued that this did not make it a heritage site.

Councillor Norman Plumpton Walsh addressed the Committee opposing the application. He reminded Members of the objections received from local residents and questioned the applicant's claims that they were not aware of the heritage value of the property. He stated that the

building was undoubtedly historic and made from sandstone with an attractive spire. He also raised car parking issues with the proposal. He commented that residents did not object to developing the building in principle, but that it was important to keep it as it was.

Members debated the application taking into consideration the representations made to them by the speakers and Officers updates. It was agreed that the application be refused as the building of St Johns Presbyterian Church was considered to be a structure of local architectural and historical interest and should be locally listed.

RESOLVED: That the application be refused as the building of St John's Presbyterian Church was considered to be a structure of local architectural and historical interest. The proposed development would therefore result in the loss of a valued local heritage asset, and as such failed to comply with Policy CS20 of the Halton Core Strategy and the National Planning Policy Framework.

DEV35 - 13/00310/FUL - PROPOSED CONSTRUCTION OF TWO UNITS. 1 NO FOR D2 USE CLASS (ASSEMBLY AND LEISURE) AND 1 NO FOR A1/A3 USE CLASSES (SHOPS, RESTAURANTS AND CAFES) ON LAND OFF EARLE ROAD

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

(NB. Councillor Hignett requested confirmation on whether he had a disclosable interest due to his involvement with selecting the developer for the site, which was owned by the Council. The Legal Officer confirmed the interest was not required to be disclosed).

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

1. Time limits condition;
2. Approved plans (BE1);
3. Materials (BE2);
4. Drainage condition(s) (BE1);
5. Boundary treatments (BE22);
6. Submission and agreement of finished floor and site levels (BE1);
7. Prior to commencement bin storage facilities to be submitted and agreed (BE1);

8. Condition restricting outdoor storage (BE1 and E5);
9. Travel plan (TP16);
10. Vehicle access, parking and servicing to be constructed prior to occupation of properties/commencement of use (BE1);
11. Condition(s) relating to full details of hard and soft landscaping, including planting scheme, maintenance, and replacement planting (BE1);
12. Condition for details of any external plant or flues (BE1, BE2); and
13. Condition for the management of servicing and deliveries (BE1).

DEV36 MISCELLANEOUS ITEMS

The following Appeal Decisions had been made:

12/00343/COND

APP/D0650/A/13/2191269 - The appeal related to the Council's non-determination of an application submitted to discharge planning conditions 15, 29, 52 and 62 attached to the deemed grant of planning permission granted pursuant to the section 36 Electricity Act 1989 (Ref 01.08.10.04/8C) consent to the construction of a combined heat and power energy from waste fuelled generating station at Runcorn in Cheshire, and to the operation of that generating station at Runcorn Energy from Waste Facility, Barlow Way, Runcorn, Cheshire

Allowed – The submitted programme for the monitoring of noise would meet the requirements of the condition and the reason for which it was imposed, without harm to the living conditions of residents in the surrounding area.

The submitted scheme for monitoring of air pollution would meet the requirements of the condition and the reason for which it was imposed, without harm to living conditions of residents in the surrounding area.

13/00022/GNWORK

APP/D0650/C/13/2197680 - The construction of an area of a hard-standing (including scraping of topsoil and deposit of material) at Land at Sandy Lane, Preston Brook, Runcorn, Cheshire, WA7 3AW.

Allowed - Enforcement Notices had been re issued

The following Appeals had been received / were in progress:

13/00011/S73

APP/D0650/A/13/2201280 - Proposed variation of condition 57 of BERR permission 01.08.10.04/8C (Halton Ref 07/00068/ELC) to vary (by increase) the maximum amount of Refuse Derived Fuel (RDF) which may be transported by road to the energy from waste facility (EfW) from 85,000 tonnes per annum up to 480,000 tonnes per annum at Ineos Chlor South Parade, Runcorn. And to place an obligation on the operator of the EfW facility to report annually to Halton Borough Council the actions taken to secure the delivery of RDF by rail and or water over the previous 12 month period together with recommendations for the year ahead at Runcorn Energy From Waste Facility, Barlow Way, Off Picow Farm Road, Runcorn, Cheshire, WA7 4HG.

Inquiry to be held in January

13/00061/FUL

APP/D0650/A/13/2201486 - Proposed erection of 2 metre high vehicle entrance gates to replace existing gates and provision of a pedestrian gate at entrance to Ponderosa Caravan Park on Ponderosa Caravan Park, Chester Road, Runcorn, Cheshire, WA4 4BE.

12/00428/S73

APP/D0650/A/13/2196163 - Proposed removal of condition 1 from Planning Permission APP/D0650/C/10/2126943 to allow the permanent retention of a mixed use for the keeping of horses and a residential gypsy caravan site at Land south-west of junction between, Newton Lane and Chester Road, Daresbury, Warrington, Cheshire, WA4 4AJ.

Inquiry to be held in November

12/00444/FUL

APP/D0650/A/13/2195692 - Resubmission of planning application 11/00429/FUL for part demolition of existing building and change of use of site to metal recycling facility, including construction of a two storey office building, siting of weighbridge and associated cabin, erection of various 6m, 7m, and 8m high boundary treatments and siting of external plant and machinery and associated works at land at Everite Road, Widnes, WA8 8PT.

Hearing had taken place – awaiting decision

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 4 November 2013 at Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillors Cole, Osborne and Rowe

Absence declared on Council business: None

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

Also in attendance: 21 Members of the Public

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

Action

DEV37 MINUTES

The Minutes of the meeting held on 7 October 2013, having been printed and circulated, were taken as read and signed as a correct record.

DEV38 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.

DEV39 - 13/00267/HBCFUL - DEVELOPMENT OF A PERMANENT TRAVELLERS SITE PROVIDING 12 PITCHES, INCLUDING DEVELOPMENT OF 12 HARD STANDINGS, 12 BRICK SINGLE STOREY AMENITY BUILDINGS AND TIMBER BOUNDARY FENCING TO ALL PITCHES, ACCESS ROAD WITH SPEED HUMPS, STREET LIGHTING, INSTALLATION OF WATER, GAS AND ELECTRICAL SERVICES

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

Officers advised the Committee that an updated proposed site plan had been provided which showed a swept path analysis and kerb radii to meet with the Highway Officer's requirements. The size of the proposed amenity buildings had been reduced, which was shown on the updated proposed site plan and the accompanying floor plan and elevations.

It was noted that two additional representations had been received raising issues already dealt with in the Committee report. Further, an additional condition securing the submission of a lighting scheme for approval was suggested.

The Gypsy and Traveller Accommodation Assessment (GTAA) completed in 2007 was referred to, which concluded that an additional 28-32 permanent pitches were required in Halton by 2016.

Following consideration of the officers' presentation and report, Members agreed that the application be approved subject to the conditions listed.

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

1. Time limit condition;
2. Approved plans (BE1);
3. Submission of Precise External Facing Materials (BE2);
4. Landscaping scheme (BE1 and GE28);
5. Breeding birds protection (GE21);
6. Hours of construction (BE1);
7. Wheel wash (BE1);
8. Implementation of boundary fencing (BE1);
9. Ground contamination (PR14);
10. Parking and servicing areas (BE1 and TP12);
11. Surface water regulation and drainage strategy (PR16);
12. Flood risk assessment mitigation measures (PR16);
13. Flood management plan;
14. Mitigation scheme to offset the impact of the development on biodiversity and loss of greenspace (GE6 and GE19);
15. Mitigation measures for badgers (GE21); and
16. Lighting scheme (BE1).

DEV40 - 13/00278/FUL - PROPOSED REDEVELOPMENT OF EXISTING HIGH SCHOOL COMPRISING NEW SCHOOL BUILDING, PROVISION OF NEW TENNIS COURTS,

RELOCATION OF PLAYING FIELDS, NEW CAR PARKING AND ASSOCIATED HARD AND SOFT LANDSCAPING AND DEMOLITION OF THE EXISTING SCHOOL BUILDINGS AT THE HEATH SCHOOL, CLIFTON ROAD, RUNCORN

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

Members were advised that a further 10 objections had been received raising issues already addressed in the report.

It was reported that the Environment Agency (EA) had no objection in principle to the proposed development but wished to make the following comments:

- the discharge of surface water from the proposed development was to mimic that which discharged from the existing site. An assessment of the existing surface water drainage arrangements should be undertaken in order to inform the post development drainage strategy and allowable runoff rate. If surface water was to discharge to mains sewer, the water company should be contacted for confirmation of the acceptable discharge rate. For discharges above the allowable rate, attenuation would be required for up to the 1% annual probability event, including allowances for climate change; and
- the discharge of surface water should, wherever practicable, be by Sustainable Drainage Systems (SuDS). SuDS, in the form of grassy swales, detention ponds, soakaways, permeable paving etc, could help to remove the harmful contaminants found in surface water and could help to reduce the discharge rate.

They stated therefore that the proposed development would only be acceptable if the following planning conditions were imposed:

1. the development hereby permitted shall not be commenced until such time as; a scheme to limit the surface water runoff generated by the proposed development, had been submitted to and approved in writing by the local planning authority, to prevent the increased risk of flooding by ensuring the satisfactory storage/disposal of surface water from the site; and

2. the development hereby permitted shall not be commenced until such time as; a scheme to manage the risk of flooding from overland flow of surface water had been submitted to and approved in writing by the local planning authority, to reduce the risk of flooding to the proposed development and future occupants.

Members were advised of the different methods of approach used to assess risk. Members were also advised that the application was recommended for approval subject to officers writing to the HSE providing them with 21 days to consider whether to request the application be called in by the Secretary of State. If the application was not called in, the decision notice was to be issued subject to the conditions listed below, and the additional EA conditions above.

Members discussed the application and gave most careful consideration to the HSE's advice; the debate also included a discussion on the car parking arrangements, access to and from the school and drop off points. The application was approved subject to the conditions outlined below.

RESOLVED: That the application be approved subject to the following conditions and the inclusion of the two 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. Boundary treatments (BE22);
6. Submission and agreement of finished floor and site levels (BE1);
7. Prior to commencement, bin storage facilities to be submitted and agreed (BE1);
8. Vehicle access, parking and servicing to be constructed prior to occupation of properties/commencement of use (BE1);
9. Condition(s) relating to full details of hard and soft landscaping, including planting scheme, maintenance, and replacement planting (BE1);
10. Condition for details of any external plant or flues (BE1, BE2);
11. The hours of demolition/construction of building on site 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);
12. 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);
 13. 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);
 14. No works shall begin at the site until full details of the wheel wash facilities have been submitted to and approved in writing by the local planning authority (BE1 and BE2);
 15. Prior to the installation of any external lighting, full details shall be submitted to and approved in writing by the local planning authority;
 16. The development shall be carried out in accordance with the mitigation measures outlined in the submitted ecological surveys (GE21);
 17. 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;
 18. Travel Plan shall be updated and reviewed in accordance with current guidelines and 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;
 19. Full design details of the cycle parking shall be submitted to and approved in writing; and
 20. Condition requiring the implementation of off-site highway improvements.

DEV41 - 13/00328/FUL - PROPOSED HIGHWAYS AND RELATED WORKS AT BRIDGEWATER JUNCTION ARISING FROM THE MERSEY GATEWAY BRIDGE PROJECT - BRIDGEWATER JUNCTION, RUNCORN

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

It was reported that since the publication of the agenda the Council's Environmental Health Officers had stated that they had no adverse comments to make regarding this application and would not at this stage be

proposing any conditions.

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

It should be noted that although there had been additional detail provided with this application, which may warrant the significant reduction in the number of conditions in comparison with the previously approved scheme, it was considered that the same conditions (where relevant) should be applied to this proposal, as with the approved schemes, for continuity.*

1. Standard 3 year permission (BE1);
2. Condition specifying amended plans (BE1);
3. Final design to be submitted prior to commencement (BE1);
4. Details of the phasing to be submitted prior to commencement;
5. Construction methods report;
6. Materials condition, requiring the submission and approval of the materials to be used prior to commencement (BE2);
7. Details of how it fits in with the Construction and Operation Code of Practice for Environmental Management (COPE) and the Construction Environmental Management Plan (CEMP);
8. Construction Transport Management Plan;
9. Landscaping details to be provided prior to commencement, including details of the noise attenuation scheme;
10. Replacement planting within 5 years if any landscaping is destroyed, removed, uprooted or dies;
11. Details of street furniture, traffic signalling and lighting;
12. Permanent and temporary highway and footpath access;
13. Alternative routes for existing greenway, cycle networks and footways/footpaths;
14. Details of drainage;
15. Any clearance of vegetation needs to be carried out outside the bird nesting season;
16. Details of construction compounds;
17. Within one year of development being opened to traffic, any land which has been used as a temporary compound shall be restored in accordance with a scheme to be submitted and approved;
18. Wheel cleaning facilities; and
19. Signage strategy.

*(*Although the previous permissions, applicable to Bridgewater Junction, contained conditions in relation to contaminated land, archaeology, emergency access at Rothbury Close, landscaping adjacent to Betchworth Crescent, Junction 12 on the M56, and a Great Crested Newt Survey these were not considered necessary or appropriate for this application).*

DEV42 - 13/00364/FUL - PROPOSED TWO STOREY SIDE EXTENSION AT 101 HEATH ROAD SOUTH

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

RESOVED: That the application be approved subject to conditions:

1. Standard 3 year expiry; and
2. Materials to match existing (BE1)

DEV43 MISCELLANEOUS ITEMS

Ineos Enquiry

Pre inquiry meetings were confirmed on the following dates and would be held at The Pavillions, Runcorn:

- 21 – 24 January 2014
- 28 – 31 January 2014; and
- 11 – 14 February 2014

The following Appeal Decisions had been made:

12/00444/FUL

APP/D0650/A/13/2195692 - Resubmission of planning application 11/00429/FUL for part demolition of existing building and change of use of site to metal recycling facility, including construction of a two storey office building, siting of weighbridge and associated cabin, erection of various 6m, 7m, and 8m high boundary treatments and siting of external plant and machinery and associated works at land at Everite Road, Widnes, WA8 8PT.

The Appeal was allowed and permission has been granted.

The following Appeals had been received / were in progress:

13/00011/S73

APP/D0650/A/13/2201280 - Proposed variation of condition 57 of BERR permission 01.08.10.04/8C (Halton Ref 07/00068/ELC) to vary (by increase) the maximum amount of Refuse Derived Fuel (RDF) which may be transported by road to the energy from waste facility (EfW) from 85,000 tonnes per annum up to 480,000 tonnes per annum at Ineos Chlor South Parade, Runcorn. And to place an obligation on the operator of the EfW facility to report annually to Halton Borough Council the actions taken to secure the delivery of RDF by rail and or water over the previous 12 month period together with recommendations for the year ahead at Runcorn Energy From Waste Facility, Barlow Way, Off Picow Farm Road, Runcorn, Cheshire, WA7 4HG.

Inquiry to be held in January.

13/00061/FUL

APP/D0650/A/13/2201486 - Proposed erection of 2 metre high vehicle entrance gates to replace existing gates and provision of a pedestrian gate at entrance to Ponderosa Caravan Park on Ponderosa Caravan Park, Chester Road, Runcorn, Cheshire, WA4 4BE.

12/00428/S73

APP/D0650/A/13/2196163 - Proposed removal of condition 1 from Planning Permission APP/D0650/C/10/2126943 to allow the permanent retention of a mixed use for the keeping of horses and a residential gypsy caravan site at Land south-west of junction between, Newton Lane and Chester Road, Daresbury, Warrington, Cheshire, WA4 4AJ.

Inquiry to be held in November.

13/00243/FUL

APP/D0650/ D/13/2205325 – Proposed two storey pitched roof extension to rear / side at 6 Ladypool, Hale.

To be dealt with via the Householder written representations.

Meeting ended at 7.25 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 18 November 2013 in the Council Chamber, Town Hall, Runcorn

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

Apologies for Absence: Councillors Fraser and Howard

Absence declared on Council business: None

Officers present: K. Cleary, J. Tully, J. Findlow, I. Mason and S. Rimmer

Also in attendance: Inspector Stewart Sheer, one member of the public and one member of the press.

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

REG6 MINUTES

The minutes of the meeting held on 25th September 2013 were taken as read and signed as a correct record.

REG7 CREAMFIELDS EVENT 2013

The Committee considered a report from the responsible authorities on issues arising from carrying out the Creamfields Event 2013.

Members were advised that the purpose of the report was to present the facts from the viewpoint of the responsible authorities who had now dealt with eight events.

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

Inspector Sheer of Cheshire Police attended the meeting and summarised the views of Cheshire Constabulary in providing the planning and operation of the Creamfields 2013 Music Festival.

Action

Isobel Mason of Halton Borough Council's Environmental Health Department gave an update on the Environmental Health aspects of the festival including noise. It was noted that seven complaints were received by the Council following the event. The warmer weather and a change in wind direction resulted in areas in Halton being exposed to noise that had not been in previous years. It was noted that a noise monitoring report from the noise control consultants Vanguardia had been submitted to the Council. Approximately 45 complaints were received on the residents hotline during the event, the majority of these on Sunday night and in general from the Halton area. The report demonstrates that noise levels off site complied with the licence conditions and noise levels were no worse than in previous years.

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

REG8 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

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

REG9 TAXI LICENSING MATTER

Case No. 688

The application for the grant of a Single Status Drivers licence be refused since the Committee were not satisfied that the applicant was a fit and proper person to hold a Single Status Drivers Licence.

Meeting ended at 7.35 p.m.

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APPEALS PANEL

At a meeting of the Appeals Panel held on 7 October 2013 in the Select Security Stadium, Widnes.

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

Apologies for absence: None

Absence declared on Council business: None

Officers present: C Featherstone

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed that in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Section 100A(4) of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being

information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

AP2 HOUSING DISCRETIONARY APPEAL HEARING

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

RESOLVED: That the decision of the Benefits Service be upheld and no further grant be awarded at this time.

Meeting ended at 9.50 a.m.

APPEALS PANEL

At a meeting of the Appeals Panel held on 5 November 2013 at Municipal Building, Kingsway, Widnes.

Present: Councillors Wainwright (Chairman), Fry and A McInerney

Apologies for absence: None

Absence declared on Council business: None

Officers present: A Scott, L Smith and T Longworth

In attendance: Appellant

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

Action

**AP3 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND LOCAL GOVERNMENT (ACCESS TO INFORMATION)
ACT 1985**

The Panel considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed that in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Section 100A(4) of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being

information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

AP4 CORPORATE APPEAL HEARING

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

RESOLVED: That the appeal be deferred until February 2014, pending additional information to be supplied in conjunction with the Borough Council's Welfare Advice Team and the appellant.

Meeting ended at 3.15 p.m.