

Minutes

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

Wednesday, 16 July 2014

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Committee/Board	Page Ref
COUNCIL MINUTES	1 – 6
MINUTES OF THE EXECUTIVE BOARD	
12 June 2014	7 - 16
26 June 2014	17 – 24
MINUTES OF THE HEALTH AND WELLBEING BOARD	25 – 32
MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD	
Children, Young People and Families	33 - 44
Employment, Learning, Skills and Community	45 - 54
Health	55 - 66
Safer	67 - 76
Environment and Urban Renewal	77 - 90
Corporate Services	91 - 98
Business Efficiency Board	99 – 106
COMMITTEE MINUTES	
Development Control	107 - 128
Standards	129 - 132
Regulatory	133 - 140
Appeals Panel	141 - 144

COUNCIL

At the Annual meeting of the Council on Friday, 6 June 2014 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Fraser, Fry, P. Hignett and C. Plumpton Walsh

Absence declared on Council business: None

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

Also in attendance: Twenty two members of the public and invited guests

Action

COU1 ELECTION OF MAYOR AND DEPUTY MAYOR

Moved by Councillor Wright and seconded by Councillor Philbin –

RESOLVED: That Councillor Shaun Osborne be elected Mayor of the Borough for the Municipal Year 2014/15.

Moved by Councillor Cole and seconded by Councillor Howard –

RESOLVED: That Councillor Ellen Cargill be elected Deputy Mayor of the Borough for the Municipal Year 2014/15.

THE MAYOR, COUNCILLOR SHAUN OSBORNE IN THE CHAIR

COU2 COUNCIL MINUTES

The minutes of the meetings of Council held on 9 April 2014, 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.

COU3 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

1) That the Charities he would support during his term of office would be:

- The Lilac Centre;
- Halton Carer's Centre; and
- Nightstop Communities Northwest.

2) The Mayor's Chaplain for 2014/15 would be Reverend Raymond Jones.

COU4 BOROUGH COUNCIL ELECTION RESULTS AND EUROPEAN PARLIAMENTARY ELECTION RESULTS FOR HALTON - 22 MAY 2014

Details of the Borough Council election results held on 22 May 2014 and the European Parliamentary Election results for Halton only, held on 22 May 2014 were submitted for information.

RESOLVED: That the election results be noted.

COU5 EXECUTIVE BOARD (SELECTION COMMITTEE) 3 JUNE 2014

The following recommendations of the Executive Board (Selection Committee) were moved by the Mayor and seconded by the Deputy Mayor.

COU6 DEPUTY LEADER OF THE COUNCIL 2014/15

RESOLVED: That Councillor Mike Wharton be appointed as the Deputy Leader for the Municipal Year 2014/15.

COU7 BOARDS, COMMITTEES, APPEALS PANEL AND WORKING PARTY

RESOLVED: That the Boards, Committees, Appeals Panel and Working Party be constituted with the membership as shown for the Municipal Year 2014/15:

Health & Wellbeing Board(4)

Councillors Polhill, Philbin, Woolfall and Wright.

Corporate Policy and Performance Board (11)

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

Health Policy and Performance Board (11)

Councillors E. Cargill (Chairman), J. Lowe (Vice Chairman),
Baker, M. Bradshaw, Dennett, Gerrard, Horabin,
M. Lloyd Jones, C Loftus, Sinnott and Wallace.

Environment and Urban Renewal Policy and Performance Board (11)

Councillors Woolfall (Chairman), Fry (Vice Chairman),
Fraser, P Hignett, V. Hill, C. Loftus, MacManus, Morley,
Sinnott, G.Stockton and Zygadlo.

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

Councillors Edge (Chairman), MacManus (Vice Chairman),
Baker, Cassidy, Howard, P. Lloyd Jones, Logan, Parker,
C. Plumpton Walsh, Ratcliffe and Joe Roberts.

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

Councillors Dennett (Chairman), Logan (Vice Chairman),
Cassidy, P. Hignett, Horabin, K. Loftus, A. McInerney,
C. Plumpton Walsh, June Roberts, J. Stockton and Woolfall.

Safer Policy and Performance Board (11)

Councillors Thompson (Chairman), Lea (Vice Chairman),
Edge, Gerrard, Gilligan, V. Hill, M. Lloyd Jones, Nolan,
Ratcliffe, Sinnott and Zygadlo.

Development Control Committee (13)

Councillors Nolan (Chairman), Morley (Vice Chairman),
Cole, R. Hignett, S. Hill, C. Plumpton Walsh, June Roberts,
Rowe, J. Stockton, Thompson, Wainwright, Woolfall, and
Zygadlo.

Business Efficiency Board (11)

Councillors Joe Roberts (Chairman), M. Lloyd Jones (Vice
Chairman), J. Bradshaw, Cole, Fry, Lea, A. Lowe,
MacManus, McDermott, N. Plumpton Walsh, and
J. Stockton.

Standards Committee (9)

Councillors P. Lloyd Jones (Chairman) M. Bradshaw, Cassidy, Cole, J. Lowe, McDermott, T. McInerney, Parker and Wainwright.

Appeals Panel (20)

Councillors Wainwright (Chairman), A McInerney (Vice Chairman), Baker, J. Bradshaw, M. Bradshaw, E. Cargill, Edge, Fraser, Gerrard, Gilligan, S. Hill, V. Hill, Howard, P. Lloyd Jones, K. Loftus, J. Lowe, Morley, Parker, June Roberts and Wallace.

Regulatory Committee (11)

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

Local Development Framework Working Party (15)

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

Mayoral Committee (5)

The incumbent Mayor (Councillor Osborne) and Councillors Gilligan, Morley, Ratcliffe and Wright .

Appointments Committee (6)

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

COU8 APPOINTMENT OF SCRUTINY CO-ORDINATOR

RESOLVED: That Councillor Tony McDermott be appointed Scrutiny Co-ordinator for the Municipal Year 2014/15.

COU9 APPOINTMENT OF CO-OPTEE TO THE HEALTH POLICY AND PERFORMANCE BOARD

RESOLVED: That the appointment of Mr Tom Baker as the Healthwatch Halton representative to the Health Policy and Performance Board for the Municipal Year 2014/15 be confirmed.

COU10 APPOINTMENTS TO OUTSIDE BODIES

The Council considered a report of the Strategic Director, Policy and Resources, regarding the appointment

of Members to serve on various outside bodies. A document was tabled showing the recommendations put forward.

RESOLVED: That representatives be appointed to outside bodies in accordance with the tabled report.

COU11 EXECUTIVE BOARD PORTFOLIOS

The Leader confirmed that the Executive Board would consist of the following Portfolio holders for the Municipal Year 2014/15:

Leader's – Councillor Polhill
Children, Young People and Families– Councillor Philbin
Health and Wellbeing – Councillor Wright
Transportation– Councillor Tom McInerney
Community Safety– Councillor Dave Cargill
Economic Development – Councillor Jones
Resources – Councillor Wharton
Environmental Services– Councillor Nelson
Community and Sport – Councillor Harris
Physical Environment – Councillor Ron Hignett

RESOLVED: That the Portfolios be noted.

COU12 CIVIC SUNDAY

The Mayor announced his intention to attend a Civic Service at St Paul's Church of England Church, Victoria Square, Widnes on Sunday 22 June 2014 at 9.30am.

COU13 ABSENCE OF AN ELECTED MEMBER

Council was advised that Councillor Frank Fraser had been absent from attending Council meetings due to ill health. In March 2014, Council had resolved to grant him an extended period of absence from attending meetings, which would conclude on 6 June 2014.

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

RESOLVED: That Councillor Fraser be granted a further period of absence from attending Council meetings, concluding on 15 October 2014.

Chief Executive

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 12 June 2014 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, G. Cook, D. Johnson, I. Leivesley, G. Meehan, D. Parr, E. Dawson, M. Grady and E. O'Meara

Also in attendance: Councillor E. Cargill

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

	<i>Action</i>
<p>EXB1 MINUTES</p> <p style="padding-left: 40px;">The Minutes of the meeting held on 3 June 2014 were taken as read and signed as a correct record.</p> <p>LEADER'S PORTFOLIO</p> <p><i>(N.B. Councillors Polhill and Wharton declared a Disclosable Pecuniary Interest in the following item of business as they were both members of the Mersey Gateway Crossings Board).</i></p>	
<p>EXB2 MERSEY GATEWAY CROSSINGS BOARD PENSIONS GUARANTEE</p> <p style="padding-left: 40px;">The Board considered a report of the Chief Executive which advised Members on his use of Delegated Authority in respect of the Mersey Gateway Crossings Board Limited (MGCB).</p> <p style="padding-left: 40px;">It was reported that the Department for Transport Funding letter dated 19 October 2011, required the Council to establish a Crossings Board to deliver, manage and act as agent for the Mersey Gateway. The report provided details on the governance arrangements and the Council's position.</p>	

It was reported that the Mersey Gateway Executive Board had granted authority for the Chief Executive to make all necessary appointments and commissions for those staff seconded to the Mersey Gateway Project Team; it was noted that these staff would be made permanent employees of the MGCB effective 1 June 2014. Existing HBC staff that had transferred under these arrangements would be allowed to retain access to the Cheshire Pension Fund and remain on the superannuation scheme. Further details of how this would affect new employees were also contained within the report.

It was further noted that in order to be able to make formal offers of Employment, MGCB needed to make a Board resolution and for the Council to act as Guarantor. Using delegated authority, the Chief Executive, in consultation with the Leader of the Council, the Operational Director, Finance and the Operational Director, Legal and Democratic Services, agreed to provide the Guarantee.

RESOLVED: That the action taken by the Chief Executive in the use of his Delegated Authority in respect of the Execution of a Deed of Guarantee to Cheshire Pension Fund, in relation to the pension scheme for Mersey Gateway Crossings Board, be noted.

CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO

EXB3 CHILDREN SOCIAL WORK REFORM RESTRUCTURE AND FUNDING PROPOSALS - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the reform, restructure and funding proposals for the Children's Social Work Service.

The Board was advised that the Munro Reports made a number of recommendations on how to re-structure social work delivery. Halton had made some changes in response to the Reports within existing structures. However, it was noted that further substantial change was required.

In addition, the Ofsted inspection framework had been revised in the light of the Munro recommendations with the published inspections from other Councils starkly highlighting the changing expectations of what was regarded as good and outstanding.

It was further reported that with the new Ofsted

framework, there were clear expectations about the levels of caseloads for staff and for adoption and safeguarding. Members noted that, in order for Halton to continue to be judged as good, it needed to address the following areas:

- Caseloads;
- Changes in Policy and the Legal Framework; and
- Workforce, including capacity, training and development and recruitment and retention.

Appendix 1 set out the details of the proposed social work reform restructure, which had been shared with staff in a formal consultation. The report provided details on service structure, staff roles, advanced Social Worker role, proposed costings and proposed funding for Members' consideration.

Reason(s) For Decision

The rationale and the evidence for the proposals had been fully outlined in the report.

Alternative Options Considered and Rejected

There could be no change to the current service design and structure. The service could continue as it was; however, it would be challenging for the Council to meet the changed statutory framework and inspection requirements to the level now required and for the reasons outlined, this had been rejected.

Implementation Date

1 September 2014.

RESOLVED: That the proposed service re-design and the proposed funding arrangements, including agreement to access £287,252 from the Council's contingency fund, be endorsed.

Strategic Director
- Children and
Enterprise

EXB4 CHILDREN AND YOUNG PEOPLE'S PLAN 2014-17

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an overview of the Halton Children and Young People's Plan 2014-17 (CYPP).

The Board was advised that the CYPP was an agreed joint strategy of the partners within Halton Children's Trust. It detailed how they would co-operate to improve

children's wellbeing, and provided the strategic direction for the Children's Trust Board to commission services to address locally identified needs and better integrate provision.

It was noted that the current CYPP had been in place since 2011. Preparations for the new CYPP started in November 2013 with the establishment of a working group to develop the plan based around the agreed new priorities for Halton's Children's Trust, as set out in the report.

RESOLVED: That Council be recommended to

- 1) note the content of the report;
- 2) endorse the Children and Young People's Plan 2014-17; and
- 3) support the roll out of the new CYPP and work in order to meet its priorities over the next three years.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB5 HEALTH POLICY & PERFORMANCE BOARD SCRUTINY TOPIC GROUP REPORT – MENTAL HEALTH PREVENTION & PROMOTION

The Board considered a report of the Strategic Director, Communities, which provided a summary of the Health Policy and Performance Board (PPB) Scrutiny Topic report on Mental Health Prevention and Promotion.

Councillor Ellen Cargill, Chair of the Health PPB, attended the meeting to present the report to the Board. The Board noted that good mental health had been identified by the Council as a priority. The Topic Group sought to examine the breadth and quality of mental health promotion and prevention services and resources available locally.

It was reported that the Scrutiny Review was commissioned because there were significant numbers of people in the Borough suffering with mental health problems. Appendix 1 set out details of the membership and methodology used and evidence gathered during the review.

RESOLVED: That the contents of the report and Appendix 1, be noted.

EXB6 EXTENSION OF CURRENT DOMICILIARY CARE CONTRACTUAL ARRANGEMENTS

The Board considered a report of the Strategic Director, Communities, which detailed the arrangements to extend the current Domiciliary Care contract.

The Board was advised that at its meeting on 9 January 2014, it had approved arrangements to extend the Domiciliary Care contract for a two month period, to allow the transfer of a large volume of business to new providers. This extension ended on 25 May 2014, and it was reported that due to unforeseen circumstances, it had been necessary to extend the contractual arrangements.

The Board was advised that due to the timing of the Local Borough Council Elections process and there being no meetings of Executive Board set until June 2014, it had been necessary for the Chief Executive to use Emergency Procedures, as set out in Procurement Standing Order 1.8.1. This resulted in the agreement in principle to an extension of current contractual arrangements for the provision of Domiciliary Care provision.

RESOLVED: That the use of Emergency Procedures by the Chief Executive to approve in principle an extension to current contractual arrangements for Domiciliary Care provision, be noted.

EXB7 COMMISSIONING OF SOCIAL NORMS PROGRAMME FOR SCHOOLS

The Board considered a report of the Director of Public Health which advised Members on the use of Emergency Procedures by the Chief Executive to approve in principle the procurement of a Social Norms Campaign for schools (the Campaign).

The Board noted that the 'R U Different Campaign', offered young people the opportunity to share their perceptions alongside their own participation on a range of 'risky' behaviours, such as alcohol, drugs, sex and relationships. The scheme was run by the north west organisation, Social Sense, and was targeted at secondary school pupils within the school setting.

It was noted that a Borough-wide campaign involving all secondary schools would enable the collation of statistically valid results which would provide valuable information to inform health improvement and education

programmes such as Healthitude.

Members were advised that, due to the timing of the Local Government elections process, it had been necessary to proceed in principle with the procurement of the Social Norms Campaign for Schools, as set out in the report, and which required a waiver of Procurement Standing Orders.

RESOLVED: That

- 1) the Board note the use of Emergency Procedures by the Chief Executive, using Procurement Standing Orders 1.8.1, to approve in principle the procurement of a Social Norms Campaign for Schools;
- 2) in accordance with Procurement Standing Orders 1.8.4 (e), Procurement Standing Order 4.1 and 4.2 be waived in respect of the R U Different Campaign; and
- 3) the Board note that the Director of Public Health has been authorised in principle to award a contract to Social Sense to deliver the Campaign.

Director of Public Health

ECONOMIC DEVELOPMENT PORTFOLIO

EXB8 HELP TO WORK SCHEME

The Board considered a report of the Strategic Director, Children and Enterprise, on the Help to Work Scheme.

The Board was advised that the Government Scheme 'Help to Work' commenced on 28 April 2014. This affected any person that had been on the Work Programme but who had not found employment after two years. The report outlined the conditions required where a person wished to continue to claim Job Seeker's Allowance. It was noted that participation in one of the following options was now mandatory under the new Scheme:

1. To accept a community work placement;
2. To visit a job centre every day; and
3. To take part in further training.

Appendix 1 provided more details on how the scheme would be delivered via Job Centre Plus.

Members were asked to consider the implications for the Council of Option 1 – “to accept a community placement”, in the light of the adoption of its Volunteer Policy in 2010. The policy considerations were set out in the report.

RESOLVED: That the Board

- 1) noted the report;
- 2) considered the potential implications outlined in section 4 of the report;
- 3) drew a distinction between Mandatory and Voluntary Work Placements; and
- 4) does not support mandatory work placements, but will continue to support voluntary work placements which aim to add value and provide individual's with the skills and experience necessary to obtain employment.

Strategic Director
- Children and
Enterprise

RESOURCES PORTFOLIO

EXB9 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 4 YEAR-END 2013/14

The Board considered a report of the Strategic Director, Policy and Resources, on progress against key objectives/milestones and performance targets for the fourth quarter year-end to 31 March 2014.

The Board was reminded that a review of the Council's existing performance management and monitoring arrangements was undertaken in 2011, based upon an agreed set of principles around better management of performance information. This change also reflected the transition away from local authorities being performance managed by central government and toward being held to account at a local level through the transparent provision of accessible performance data.

Information for each of the Council's Directorates were contained in Appendices 1-3. It was noted that Directorate Risk Registers had been reviewed and refreshed in conjunction with the development of Directorate Business Plans 2014-17. The monitoring of high risks would be undertaken and reported at Quarter 2 period, which would end on 30 September 2014.

RESOLVED: That the report and progress and performance information be noted.

EXB10 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Policy and Resources, relating to an application for discretionary non-domestic rate relief.

The Board was advised that, under the provisions of the Local Government Finance Act 1988, the Authority was allowed to grant discretionary rate relief to any business ratepayer, when it was considered appropriate. This relief had only been available to be awarded to organisations that were a charity, a not-for-profit organisation or a Community Amateur Sports Club.

It was reported that since April 2013, there had been significant changes in the funding of non-domestic rate reliefs and exemptions following the introduction of the Retention of Business Rates Scheme, the details of which were set out in the report.

Appendix 1 provided details of the application request from the Islamic Academy of Manchester together with the associated financial costs to the Council for Members' consideration.

RESOLVED: That the application by the Islamic Academy of Manchester for Discretionary Rate Relief, as set out in the report, be rejected for the following reasons:-

- 1) the property had already been awarded six months Empty Property Rate Relief;
- 2) the lack of any direct social or economic benefit for the Borough from a retrospective application; and
- 3) the cost to the Council at a time when it is facing significant financial challenges.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB11 PROCUREMENT OF A HOUSING SUPPORT SERVICE FOR THE ALBERT ROAD SCHEME FOR HOMELESS SINGLE PERSONS

The Board considered a report of the Strategic Director, Communities, on the procurement of a Housing Support Service for the Albert Road Scheme for Homeless

Strategic Director
- Policy &
Resources

Single Persons.

The Board was advised that construction of the 32 unit supported housing scheme for single homeless persons in Albert Road was due for completion in March 2015. The Council's Supporting People Fund would finance the housing support service for future residents.

Members were advised that it was now necessary to undertake a procurement exercise to secure a service provider, using an open tender procedure; a contract would be awarded for three years, with an option to extend for a further two years. The results of this exercise would be reported to the Board prior to acceptance.

RESOLVED: That

- 1) the commencement of a procurement exercise for a housing support service at the Albert Road supported housing scheme be approved; and
- 2) a further report be received on the outcome of the tenders.

Strategic Director
- Communities

EXB12 CONNECTING CHESHIRE PROJECT EXTENSION

The Board considered a report of the Strategic Director, Policy and Resources, on the Connecting Cheshire Broadband project extension.

The Board was advised that the Connecting Cheshire Project was the fastest deployment of high-speed broadband in the world. By June 2015, the project would have achieved 96% fibre broadband coverage across Halton, Cheshire and Warrington. It was now proposed to extend coverage further to 99% by 2017, with a total cost of the project extension including partner contributions and grants expected to be £5.1m. It was noted that Halton's contribution would be £444.5k over a three year period of 2014-17.

The report provided information for Members' consideration on partnership delivery, unlocking grant funding, return on investment and the current delivery position at May 2014.

RESOLVED: That

- 1) the extension of the Connecting Cheshire Project

Strategic Director
- Policy &
Resources

be approved, subject to identifying the necessary match funding of £444.5k, to increase broadband coverage from 96.3% to 99% of homes and businesses across Halton. This investment would target the final tranche of approximately 2,100 premises that currently lack access to good quality broadband;

- 2) the Council may enter into an Open Market review and procurement process with Broadband Delivery UK (BDUK) to scope and define the project extension, including specific costs, timescales and outputs;
- 3) the existing Connecting Cheshire Project's governance arrangements continue. Cheshire East will remain the accountable body for the project;
- 4) delegated authority be given to the relevant Portfolio Holder and the Operational Director, Economy and Enterprise, for decision making in relation to the recommendations set out above; and
- 5) the Operational Director, Legal and Democratic Services, be authorised to negotiate and enter into any necessary legal documentation to give effect to the recommendations as set out above.

MINUTES ISSUED: 17 June 2014

CALL-IN: 24 June 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 24 June 2014

Meeting ended at 2.45 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 26 June 2014 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chairman), D. Cargill, R. Hignett, Jones, T. McInerney, Philbin, Wharton and Wright

Apologies for Absence: Councillors Harris and Nelson

Absence declared on Council business: None

Officers present: E. Dawson, D. Johnson, I. Leivesley, G. Meehan, D. Parr, M. Reaney, E. O'Meara, G. Cook L. Derbyshire and E O'Meara

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

Action

EXB13 MINUTES

The Minutes of the meeting held on 12 June 2014 were taken as read and signed as a correct record.

LEADER'S PORTFOLIO

EXB14 CORPORATE SOCIAL RESPONSIBILITY IN HALTON

The Board considered a report of the Strategic Director, Policy and Resources, which outlined the work underway to develop a Partnership wide Corporate Social Responsibility (CSR) offer in Halton.

The Board was advised that CSR was the management of an organisation's positive impact on society and the environment through its operations, products or services and through its interaction with key stakeholders including employees, customers, investors and suppliers. It was noted that there were a number of key benefits in having a clear direction on CSR, as outlined in the report.

It was reported that, in line with recommendations arising from the Peer Challenge, the Halton Strategic Partnership Board had focussed on how the Borough could look at delivering services in a new way, given the reduction

in available resources. An initial meeting between partner agencies had already taken place as it was clear that a number of projects and work areas had a CSR theme. Projects discussed and under development at the initial meeting were:-

- The Halton CARES (Companies Acting Responsibly and Ethically);
- The Merseylink Timebank;
- Cheshire Connect (formerly Skill Share);
- The Community Foundations for Lancashire and Merseyside (CFLM); and
- The Community Development Team and the Halton and St Helens Voluntary and Community Action (VCA).

It was noted that CFLM was working with the Chamber of Commerce and Halton and St Helens VCA towards the establishment of a 'Halton Foundation'. Part of this would involve the potential establishment of an endowment fund for Halton and it was noted that offers of financial support had been made from a number of agencies. The development of a Halton Foundation could be a key step in building a more resilient community and help to manage demand on public services.

In order to guide this work, it was proposed that Executive Board approve the establishment of a CSR Steering Group, with membership and terms of reference to be developed. In addition, a proposed web site would act as a portal to signpost the work of each member organisation.

RESOLVED: That the Board

- 1) supports in principle the work currently being undertaken; and
- 2) agrees to the ongoing facilitation and advisory role for officers in continuing the work to establish a CSR offer in Halton and detailed proposals for a Halton Foundation.

Strategic Director
- Policy &
Resources

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB15 SCHOOL GOVERNANCE STRATEGY - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which sought approval for the School Governance Strategy.

The Board was advised that in January 2014, Ofsted published the document "The Framework for School Inspection", which set out how an Ofsted inspection of a school would provide an independent external evaluation of its effectiveness and a diagnosis of what it should do to improve. The Board noted that Governors in Halton had a vital role in ensuring that every child in Halton received the best possible education.

The School Governance Strategy (the Strategy) set out the support available for Halton's Governors through its Clerking Service and its Training and Development Service, to ensure that they were equipped to undertake their role as strategic leaders. It was reported that the Strategy was aligned to the Council's Learning and Achievement Strategy 2014, which confirmed the Council's commitment to excellence in Education. It also set out how the Local Authority would support and enable strong school leadership and management and early intervention when necessary.

Reason(s) For Decision

The Local Authority retained statutory responsibilities with regard to school governance and the Strategy detailed those responsibilities and set out how the Local Authority supported, advised and offered training to Governors to ensure that they were equipped to undertake their role as strategic leaders and meet the rigor of an Ofsted inspection.

Alternative Options Considered and Rejected

None.

Implementation Date

From the date of approval by Executive Board and subsequently circulated to all Chairs of Governors and Head Teachers.

RESOLVED: That the Board

- 1) Endorse and approves the School Governance Strategy; and
- 2) Notes the change to the way in which Local Authority Governors are appointed to re-constituted Governing Bodies.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB16 WELLBEING WEB MAGAZINE

The Board considered a report of the Director of Public Health which sought agreement of the Board to award a contract in respect of the Wellbeing Web magazine.

The Board was advised that the Wellbeing Web magazine used ground breaking technology to provide an effective way of communicating with students in schools and colleges, pregnant women and their families.

It was noted that the magazine would use electronic media to provide an effective way of communicating with students in schools and colleges. It would provide a useful opportunity to promote health and wellbeing messages and services as well as other relevant Council run and commissioned services.

It was further reported that Wellbeing Magazines were currently the only organisation to produce a bespoke product in this way. It was therefore necessary to seek authority to award a contract without conducting a tender exercise which required a waiver of Procurement Standing Orders, as set out in the report.

RESOLVED: That

- 1) in accordance with procurement Standing Order 1.8.3 (e), Procurement Standing orders 4.1 and 4.2 be waived in respect of the Wellbeing Web Magazine; and
- 2) the Director of Public health be authorised to award a 3 year contract to wellbeing Magazines (with the option to extend for a further 12 months) to deliver:-
 - a) a bespoke electronic magazine service to each of the secondary schools in Halton and also to Riverside College; and
 - b) a bespoke electronic magazine aimed at pregnant women/new parents and the Early Years.

Director of Public Health

COMMUNITY SAFETY PORTFOLIO

EXB17 DRAFT NIGHT TIME ECONOMY SCRUTINY REVIEW REPORT

The Board considered a report of the Strategic Director, Communities, which provided an update on the detailed financial implications following the Safer Policy and Performance Board Scrutiny review of the night time economy.

The Scrutiny Review was first presented to Executive Board at its meeting on 21 November 2013. The Board was reminded that at the time, some of the recommendations had funding implications which required further investigation. However, there were also a number of other recommendations which were unlikely to require additional funding and which could be undertaken within current resources. Appendix 1 contained details of the financial implications of each of the recommendations, for Members' further consideration.

RESOLVED: That the Board approve the financial implications for the recommendations in the Topic Group report.

Strategic Director
- Communities

RESOURCES PORTFOLIO

EXB18 REVISED TREASURY MANAGEMENT INVESTMENT STRATEGY 2014/15

The Board considered a report of the Operational Director, Finance, on proposed revisions to the Council's Treasury Management Investment Strategy for 2014/15.

The Board was advised that the Treasury Management Strategy for 2014/15 was approved by Council on 5 March 2014. Within this, an Investment Strategy set out a specific list of investment counterparties and maximum limits the Council would invest with each.

It was reported that the Council's advisers, Capita Assets Services, had advised that the counterparty list was restrictive and that opportunities may be missed to utilise different counterparties whilst still maintaining the Council's prudent policy of prioritising security and liquidity over investment yield. The Board noted that advice was to maintain a counterparty list based upon specifying the type of institution to invest in rather than naming specific counterparties. This would be dependent upon the

counterparty meeting a minimum credit rating. A revised counterparty list on this basis was attached at Appendix B.

It was further reported that such improved flexibility would be of particular importance for the Council as opportunities would be taken to borrow in preparation for the Council's contribution to the Mersey Gateway construction costs.

RESOLVED: That Council be recommended to adopt the revised Treasury Management Investment Strategy and Counterparty List, as shown in the appendices.

Operational
Director - Finance

EXB19 2013/14 FINANCIAL OUTTURN

The Board considered a report of the Operational Director, Finance, on the final revenue and capital spending position for 2013/14.

The Board was advised that the final accounts for 2013/14 were complete; the revenue spending position for each Department, which would be subject to external audit, was attached to the report at Appendix 1.

It was reported that budget savings for 2014/15 were implemented over two tranches, the first of which consisted of savings of £6.5m, and approved by Council in December 2013. As a result of some of these savings being implemented early, it provided part-year budget savings in 2013/14.

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

- Children and Families;
- Learning and Achievement;
- Children's Organisation and Provision Department;
- Community and Environment;
- Prevention and Assessment;
- Commissioning and Complex Care;
- Finance;

- Policy, Planning and Transportation; and
- ICT and Support Services.

Members were advised that the Council's Reserves and Balances had been reviewed in accordance with the Reserves and Balances Strategy. The Council's General Balances stood at £8,645,662, which, given the financial climate, was considered to be at a reasonable and prudent level.

With regard to Capital Spending, details of spending against the 2013/14 Capital Programme, were attached at Appendix 2. It was noted that spending was £9.9m below the revised capital programme of £48.4m, which represented 80% delivery of the revised capital programme for which 20% slippage was anticipated, and so represented a positive outcome.

RESOLVED: That the report be noted.

EXB20 ASSET MANAGEMENT UPDATE

The Board considered a report of the Chief Executive which informed Members on the separate and unrelated disposals and purchase of various properties in Widnes and also set out the proposals for overseeing a review of the Council's property and sites.

The report set out details of properties which had been disposed of at Birchfield Road and Mersey View Road, Widnes. In addition, the former lawn mower repair facility at Moor Lane, Widnes had been acquired, which extended Council ownership of the road frontage. The Board was reminded that the Council were considering redevelopment options for this area.

It was noted that time constraints had required action to be taken by the Chief Executive on the respective disposal and acquisition of the properties detailed, so that the opportunities were not lost by undue delays.

The Board was advised that, given the scale of expenditure involved in the Council's property related budget, a review of the Council's Property Assets and Sites would be appropriate. The report recommended the establishment of a Member Assets Review Panel to oversee the work. The Panel would:

- Explore ways of minimising and reducing

property/site related costs associated with the delivery of Council services;

- Evaluate whether property/site related assets were sufficient and in a condition to help meet corporate /service objectives;
- Consider alternative methods of property provision; and
- Investigate opportunities for sharing assets.

RESOLVED: That the Board

- 1) note and endorse the Chief Executive's decision to approve the sales of 117 Birchfield Road and the former Haydocks site at Mersey View Road, Widnes, and the purchase of the former lawn mower repair unit at Moor Lane, Widnes; and
- 2) agree to the establishment of a Member assets Review Panel.

Chief Executive

MINUTES ISSUED: 1 July 2014

CALL-IN: 8 July 2014

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

Meeting ended at 2.15 p.m.

HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 7 May 2014 at Karalius Suite, Halton Stadium, Widnes

Present: Councillors Polhill (Chairman), Morley and Wright and S. Banks, M. Cleworth, P. Cooke, K. Fallon, G. Ferguson, D. Johnson, T. Knight, G Lovatt, D. Lyon, A. McIntyre, E. O'Meara, I. Onyia, D. Parr, M. Pickup, R. Strachan, N. Sharpe, I. Stewardson, D. Sweeney and J. Wilson,

Apologies for Absence: N. Rowe and S. Yeoman

Absence declared on Council business: None

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

Action

HWB66 MINUTES OF LAST MEETING

The minutes of the meeting held on the 12th March 2014 were taken as read as a correct record.

HWB67 PRESENTATION - ARE YOU DIFFERENT?

The Board received a presentation on behalf of R U Different from Gary Lovatt, who outlined to Members details of:

- the aims of the project, how they engaged with young people in a positive way;
- how young peoples' attitudes and perceptions could be identified and be positively changed;
- the range of risk taking behaviours in young people covered;
- how surveys were used to assess young peoples' current attitudes and perceptions;
- examples from recent surveys with young people which highlighted their perception on a number of issues such as percentage of young people who had smoked tobacco, used alcohol and drugs compared

with actual percentages of those who had;

- initiatives previously adopted in secondary schools in the Manchester area such as poster campaigns designed by young people, electronic quizzes, enterprise days, barcodes which could be scanned with mobile phones and an app which could be used by parents; and
- how changing a young person's perception had changed risk taking behaviour.

RESOLVED: That the presentation be received.

HWB68 PRESENTATION - HEALTH AND WELLBEING PRIORITIES UPDATE

The Board received a presentation from Eileen O'Meara, Director of Public Health which provided details on the recent Health and Wellbeing Shape the Future Event. The purpose of the day was to:

- provide progress on the health and wellbeing priorities;
- agree new actions against the priorities;
- provide information on the integration of health and social care; and
- launch the Community Health Champions awards.

Members of the Board were also provided with details on the five presentations around the health and wellbeing priorities which were delivered at the event and the new actions against the priorities which were agreed. It was noted that feedback had been received from those who attended and a high level of satisfaction with the event was noted.

RESOLVED: That the presentation be noted.

HWB69 PERFORMANCE OF WARRINGTON, HALTON, ST HELENS AND KNOWSLEY BREAST SCREENING PROGRAMME

The Board considered a report which outlined details of performance issues identified at the Warrington, Halton, St. Helens and Knowsley Breast Screening Programme. National guidelines stated that 90% of women invited should

be offered an appointment within 36 months of their previous screening, 90% of women should receive their appointment within two weeks and a minimum of 90% of women must (if required) be assessed within three weeks. At present, the programme was currently under-performing in all three of these areas and it was recognised that unless this situation was quickly addressed performance would continue to show a deteriorating picture.

The Cheshire, Warrington and Wirral Local Area Team of NHS England (CWW) Screening Lead had given assurances that the programme performance issues had been identified early, a recovery plan was in place and would be achieved by October 2014. It was noted that:

- the service ensured that all women that had results most suggestive of malignancy were expediated into assessment to minimise the risk of clinical impact from delay;
- Warrington/St. Helens Breast Screening Service had historically experienced robust performance results and had consistently achieved above the 90% minimum target;
- the recent slippage in performance was the result of a combination of radiographic staffing issues that had impacted upon radiographic capacity;
- breast screening performance recovery had been prioritised within the Trust and resources were being made fully available; and
- a sustainable workforce plan to minimise the risk of similar repeat had been developed.

RESOLVED: That

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

(2) the Board note a recovery plan was under way and there was judged to be minimal clinical impact.

HWB70 HEALTH PROTECTION AND PUBLIC HEALTH GOVERNANCE FUNCTIONS

The Board considered a report which outlined the role of the Director of Public Health in providing oversight of local Health protection arrangements and the development of the Health Protection Forum to support this. Under the

Local Authorities Regulations 2013 unitary and upper tier local authorities had a new statutory duty to carry out certain aspects of the Secretary of State's duty to take steps to protect the health of the people of England from all hazards, ranging from relatively minor outbreaks and contaminations, to full scale emergencies, and to as far as possible prevent those threats emerging. Directors of Public Health were responsible for the exercise of local authorities' new public health functions.

Members were advised that Halton Health Protection Forum was created to improve integration and partnership working on health protection between the Local Authority, NHS, Public Health England and other local services and to provide assurance to the Health and Wellbeing Board on behalf of the population of Halton, that there were safe, effective and locally sensitive arrangements and plans in place to protect the health of the population. The Executive Board Portfolio for Health and Wellbeing and a representative from Healthwatch were also invited to the Forum.

It was proposed that the Halton Health Protection Forum would produce quarterly reports to the Health and Wellbeing Board.

RESOLVED: That

- (1) the contents of the report be noted;
- (2) the development of a Health Protection Forum be supported; and
- (3) the systematic approach to the overview of public health governance in Halton be supported.

HWB71 CHILD DEVELOPMENT UPDATE

The Board considered a report of the Director of Public Health which provided an update on the progress with the Health and Wellbeing Child Development Action Plan. Improving levels of child development was one of the five key priority areas covered by Halton's Health and Wellbeing Strategy. The overall target set for the action plan was a 2% year on year increase in children achieving a good level of development at age 5 (Baseline 2011 – 49.9%). Unfortunately, due to changes in the Early Foundation Stage curriculum and assessment, the measure of child development in 2013 was not comparable to previous years, and therefore a year on year increase could not be

identified.

However, as the Action Plans had now been in place for over 12 months, a recent review took place to gauge progress on each of the outcomes covered. In order to do this, action plan leads were asked to rate each outcome using the Red, Amber, Green system. The results of the exercise were included within the report and a summary of progress on key developments was as follows:-

- 100% of families had access to antenatal sessions;
- 92% of women booked in to see a midwife by 12 weeks and 6 days;
- 100% of women were screened for mental health issues after birth, and vulnerable women were targeted through the offer of home visits;
- targeted work was underway for vulnerable women, through specialised midwives and development health visitor pathways for specific groups;
- an increase in Health Visitor numbers was on target;
- breast feeding rates had increased to 21.2% and Bridgewater Community Health Care Trust had achieved UNICEF'S Baby Friendly initiative stage 2.
- improvements had been seen in infant mortality, the rate was now similar to the England average; and
- improvements had been achieved in the number of babies born with a low birth weight, the rate was now similar to the England average.

In addition, a new Family Nurse Partnership service was being commissioned and would start in Halton in October 2014. It was a targeted programme that built a strong relationship between the nurse and the family and included regular home visits.

RESOLVED: That the contents of the report and the action plan be noted.

HWB72 ADVANCING QUALITY ALLIANCE (AQUA) – QUALITY AND EFFICIENCY SCORECARD FOR FRAIL ELDERLY

The Board considered a report of the Strategic Director, Communities, which presented the latest AQUA

North West (NW) benchmarking data and associated comparisons. The latest data provided by AQuA demonstrated excellent performance in the following areas:-

- Permanent admissions to residential/nursing care (although it should be noted that there had been an increase in permanent admissions to long term care since September 2014); and
- the proportion of Local Authority Adult Social Care spend on residential/nursing care (Halton had previously been ranked the best in the North West in relation to this area. However, according to March 2014 information, Halton had now been ranked 2nd, this linked to the increase in permanent admissions outlined above).

Due to the increase in these areas over the past few months, work was currently taking place to investigate the reasons why. Halton Urgent Care Working Group (UCWG) had established a short term task and finish group to review and develop further the frailty pathways out of acute care. The task and finish group would consist of representation from across the Urgent Care system to explore where improvements could be made and make recommendations to the UCWG.

The report also provided information on areas that were improving but still presented significant challenges, areas that remained as significant challenges and also those areas that remained static.

RESOLVED: That the report and associated appendices be noted.

HWB73 HALTON CHILDREN & YOUNG PEOPLE'S PLAN 2014 -17

The Board considered a report of the Strategic Director, Children and Enterprise, which outlined the progress so far on the new Halton Children and Young People's Plan (CYPP) 2014 – 17.

It was reported that CYPP was a joint strategy of the partners within Halton Children's Trust, which detailed how they would co-operate to improve children's wellbeing. It represented Halton's local vision and aspirations for children and young people in the Borough, 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.

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

It was noted that in Autumn 2013, it had been agreed to develop a new CYPP to frame the work of the Trust from 2014. On this basis, a working group was established from November 2013 to develop the plan based around the agreed priorities which detailed in the report for consideration. The Task and Finish Working Group met bi-weekly and following the development of a short project brief, a number of agreements were made around the approach to take for the new CYPP, including:-

- primarily web-based but with a limited number of copies produced for stakeholders and inspection purposes;
- shorter chapters and simplified language;
- chapters should be different in their approach to that found in other documents;
- the advantages of having a web-based document would be explored, for example being able to link other documents; and
- the involvement of young people.

RESOLVED: That

- (1) the contents of the report be noted; and
- (2) the Board supports the roll out of the CYPP and work in order to meet its priorities over the next three years.

Meeting ended at 3.40 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, 9 June 2014 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Cassidy, P. Hignett, Horabin, K. Loftus, A. McInerney, J. Roberts, J. Stockton and B. Woolfall

Apologies for Absence: Councillors Logan, C. Plumpton Walsh and Miss E. Lawler

Absence declared on Council business: None

Officers present: P. Beaumont, T. Coffey, L. Crane, M. Grady, C. Myring, S. Nyakatawa, A. Parkinson, M. Simpson and D. Sweeney

Also in attendance: None

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

	<i>Action</i>
CYP1 MINUTES	
The Minutes of the meeting held on 24 th February 2014 were taken as read and signed as a correct record.	
CYP2 PUBLIC QUESTION TIME	
It was reported that no public questions had been received.	
CYP3 SSP MINUTES	
The minutes of the Halton Children's Trust Meetings held on 4 th February, 18 th March and 13 th May 2014 were submitted to the Board for information.	
RESOLVED: That the minutes be noted.	
CYP4 CHAIR'S ANNUAL REPORT	
The Board considered a report of the Strategic Director, Children and Enterprise which provided Members with an annual report outlining the work carried out by the	

Board and Officers from May 2013 – April 2014.

The Chair wished to place on record his thanks to Members and Officers for all their co-operation and hard work carried out throughout the year.

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

CYP5 SEND REFORMS - PRESENTATION

The Board received a presentation from Pam Beaumont, Project Officer Special Educational Needs and Disability (SEND) Reforms, which set out an update and overview on the current requirements from Government regarding the reforms.

The presentation outlined the key themes as follows:

- improve outcomes and life chances for children and young people with SEND;
- consultation with and participation by families in all aspects of SEND development;
- improve relationships with young people and families, focus on a family centred approach;
- focus on the voice of the child, young person and family;
- working together, jointly commissioned services across education, health and social care;
- the reforms were a statutory duty with a local offer being available from 1 September 2014;
- work that was being carried out in Halton – the new website being established;
- what the single plan would provide for Halton;
- there would no longer be statements provided for children and young people aged 0-25, this would be replaced by an Education & Health Care (EHC) Plan;
- parents, carers and young people could ask for a Personal budget once the EHC was finalised;
- provision of greater choice and control for young people and their parents over their support;
- preparing for adulthood;
- pathways to getting a life; and
- the overall culture change and commitment by all to create person centred approaches, improving opportunities for working together across all services, key working, training, and team restructuring to achieve the best possible results.

Arising from the presentation Members commented on the website and stressed the need to ensure help was provided for those who were not confident using computers, the importance of teaching life skills and that it was crucial that the person centred planning was flexible and travelled with the young person through their journey and was reviewed on a regular basis.

The Board further noted the difficulties faced by the reforms in terms of man power and funding. In response it was noted that Halton was on schedule to meet the deadline and would be able to explain the starting process and guide people through it.

Members requested a report be brought back to the Board in January 2015 to provide a progress update.

The Chairman thanked Pam Beaumont for an informative presentation.

RESOLVED: That the presentation be noted and an update report be brought to the Board in January 2015.

Strategic Director
- Children and
Enterprise

CYP6 MISSING FROM HOME/CARE AND CHILD SEXUAL EXPLOITATION

The Board received a report from the Strategic Director, Children and Enterprise which outlined an update on the development of the Missing from Home and Care Service and Child Sexual Exploitation activity.

It was reported that in 2010 and 2011 the Local Safeguarding Children's Boards (LSCB'S) of Cheshire, Cheshire West and Chester, Halton and Warrington with Cheshire Constabulary, collaborated to produce a Pan-Cheshire Joint Protocol for Children and Young People who ran away or went missing from Home or Care. The joint protocol sought to identify and manage the risks and ensure a consistency in approach across borders and agencies. This protocol was subsequently adopted by the Merseyside LSCB's.

It was noted that the protocol had been revised in April 2014 to take in account new definitions concerning children who went missing which now had 3 classifications, absence, missing and away from placement without authorisation. The new protocol also defined agencies roles and responsibilities including the collation and analysis of data to assist with trends around missing but to also make links to Child Sexual Exploitation and trafficking.

Members were advised that the four Cheshire Local Authorities had agreed to go ahead with a joint missing from home/care commissioned service with Halton being the lead authority. Catch 22 were the successful provider and started in 2012.

It was reported that the coalition government had identified child sexual exploitation as a key focus of its policy, publishing the Tackling Child Sexual Exploitation Group Action Plan. This followed a campaign by Barnardo's, to increase the profile of this underreported area of child abuse and Barnardo's contacted elected Members directly to encourage individual and local authorities sign up to the "Cut them free" campaign. Halton had signed up to this campaign.

Members were further advised that a Pan-Cheshire MFH and CSE Strategic Group had been established by the Police. This group had produced a Pan-Cheshire CSE Strategy and Protocol which each LSCB had approved. The strategy had recently been amended to include the Merseyside LSCBs, and the Strategic Group had also provided an action Plan that reflected the areas to be addressed under the government's Tackling Child Sexual Exploitation Action Plan. Outlined in the report were the Action Plan points.

The report further set out the current picture of Missing from Home and Care, the current picture of Child Sexual Exploitation and next steps in the form of preventative measures and working closely with the licensing department.

Arising from discussion of the report Members highlighted the dangers of social media and network sites, and were informed of targeted work across primary schools. The Board queried whether there was an issue of trafficking of young people across Halton. In response it was noted that there was no evidence of this at the moment in Halton. In addition Members requested that the zcards and posters with the helpline be circulated.

RESOLVED: That

- 1) the positive developments in the Missing from Home and Care Service be noted; and
- 2) the pro-active response to Child Sexual Exploitation be noted.

CYP7 CHILDREN & YOUNG PEOPLE'S PLAN 2014-17

The Board considered a report of the Strategic Director, Children and Enterprise which set out an overview on the new Halton Children and Young People's Plan (CYPP) 2014-17.

Members were advised that the Halton 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 to determine how the Children's Trust Board would work together to commission services to address locally identified needs and better integrate provision.

It was noted that Halton's first CYPP was published in 2006, which covered a three year period to 2009. The second plan for Halton was published in 2009 and ran to March 2011. The current CYPP had been in place since 2011 and was due to come to the end of its lifecycle on 31st March 2014.

Members were advised that although no longer statutory as of June 2010, the need for a CYPP to remain in place was universally agreed locally in Halton to provide the strategic direction for the continuing Children's Trust arrangements. Following extensive consultation, the priorities for Halton's Children's Trust for the period 2011-14 was agreed to be based around –

- early help and support;
- integrated commissioning; and
- vulnerable children and young people.

It was further noted that it was agreed in Autumn 2013 to develop a new CYPP to frame the work of the Trust from 2014. On this basis a working group was established from November 2013 to develop the plan based around the agreed new priorities for Halton Children's Trust, which were set out in the report.

The report further set out the Task and Finish Working Group which met bi-weekly and followed the development of a short project brief where a number of agreements were made around the approach to take for the new CYPP, these agreements were set out in the report for information.

Arising from discussion of the report Members commented on the web based document and the fact that it could be altered and felt that it was an excellent document.

RESOLVED: The

- 1) Board notes the contents of the report; and
- 2) The Board endorse the CYPP 2014-17 and supports the roll out of the new CYPP and work in order to meet its priorities over the next 3 years.

CYP8 WORK TOPIC GROUP SUGGESTIONS

The Board received the report of the Strategic Director, Children and Enterprise which sought the views of Members in relation to any work topics that they would like to pursue for 2014-15.

Members were requested to email the Chairman any suggestions by the end of June 2014.

RESOLVED: That Members email any suggestions of work topics to be considered for 2014/15 to the Chairman by the end of June 2014.

CYP9 CHILDREN'S EMOTIONAL HEALTH AND WELL-BEING SERVICES REVIEW - UPDATE

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

It was reported that mental health was central to our quality of life, central to our economic success and independent with our success in improving education, training and employment outcomes and tackling some of the persistent problems that scarred our society from homelessness, violence and abuse, to drug use and crime. Mental Health encompassed mental wellbeing, good mental functioning and the absence of problems in relation to thinking, feelings or behaviour. Mental illness was common and was associated with significant individual, social and economic costs. It was noted that in England one in six adults and one in ten children would experience a mental illness at any one time.

Members were advised that 9.6% of all children and young people under age 16 would have some form of

mental disorder (ONS 2005). This equated to 2,500 Halton children aged 0 – 15 with a diagnosable emotional and mental health condition. There was wide spread evidence suggesting that vulnerable groups were more at risk of developing mental health problems.

The report set out what Halton had done, locally, including the work of Halton Mental Health and Wellbeing Strategy and the objectives which were outlined in the national strategy that were identified in Halton's Strategy 2013-2016. The report further set out the six objectives outlined in the National Strategy for information.

The report also outlined five priorities which had been identified as areas for work to meet the needs of children and local people. It was noted that the strategy aspired to meet the needs of the whole population and by using the best evidence of what worked to increase the effectiveness and value for money of mental health services.

Members were advised that a Children's Emotional Health and Mental Health well-being event had been held on 10th July 2013 in Widnes where a wide number of stakeholders attended the event, which included parents, professionals and Members. From this event, a number of quick wins were identified and these were included in the development of a service directory guide which had been completed and widely circulated and was appended to the report for information.

The report further set out information on the CAMS Partnership Board, the two tier service specification which had been developed jointly between the LA, CCG and Public Health, details of a Young Person's Focus Group and Next Steps.

Arising from discussion of the report Members commented on the increase in cases of young people who had been identified with mental health problems that were coming through the system and whether it had been exacerbated due to the down turn in the economic climate.

RESOLVED: That

- 1) the Board note the report; and
- 2) a further report be presented to the Board in six months outlining developments.

Strategic Director
- Children and
Enterprise

CYP10 INDEPENDENT LIVING REPORT - VERBAL UPDATE

The Board received an update on the Scrutiny Topic – Independent Living Skills and Learning Skills for Young People with ASC with respect of development in Ashley School.

The report received a presentation from Anita Parkinson, Divisional Manager – Inclusion 0-25, which set out the following.

- the aim of the group was to :-
 - collect information on 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;
- details of the visit to Inglefield;
- recommendations from the visit;
- recommendations to date; and
- progress to date.

The Board was advised that work on the existing independent living area at Inglefields was underway and was being altered to provide a lounge, kitchen, bathroom, 2 student bedrooms and 2 bedrooms for staff with en-suite facilities. Ofsted had visited and had made some security and safety recommendations which had been incorporated into the plans.

In addition it was reported that the young people would have access to bus routes in Halton Lea where a range of experiences would be available such as visiting supermarkets and shops, the gym, restaurants and the cinema. It was further noted that there were plans to open similar new Post 16 provision at Ashley School in September 2014.

Arising from discussion of the information Members suggested the use of independent living bungalows. In response it was noted that this could be considered and that work was still being carried out by the scrutiny group where this could be investigated to take forward.

RESOLVED: That the update be received.

CYP11 MENTAL HEALTH PROMOTION TOPIC GROUP REPORT
2013/14

The Board received a report of the Strategic Director, Communities which set out the Mental Health Promotion Scrutiny Review Report and recommendations.

The report outlined the key findings and made a number of recommendations for consideration by the Health PPB.

The scrutiny topic was commissioned by the Health PPB Topic Group with representatives from Children, Young People and Families PPB, with a view to developing a joint intergenerational prevention and promotion campaign to tackle mental health stigma locally.

It was recent years of a troubled economic climate and welfare reform had the potential to add to existing strains on people's mental health. Halton identified good mental health as a priority and as such sought to examine the breadth and quality of mental health promotion and prevention services and resources available locally.

The Group looked at how mental health was promoted and a range of services and interventions that were in place to prevent further escalation of mental health problems. In addition, there were already significant pieces of work being undertaken in relation to mental health treatment services, which fell outside of the scope of this topic scrutiny review. These included a full review of Child and Adolescent Mental Health Services (CAMHS) provision, development of an Acute Care Pathway for adults and development of Later Life and Memory Services (LLAMS), as part of the dementia strategy. Updates were provided to the group on these services.

Members were advised that the topic group sought input from a number of Council and external providers through presentation, including the CCG Public Health from Whiston Hospital and site visits to Ashley House and Thorn Road CAMHS were also carried out. Members noted that the topic group was instrumental in development of a local anti-stigma campaign Like Minds which took the stories of local people's journeys through mental health and provided links to a range of local support services. The campaign was launched in October 2013 and the resources were now available for use throughout the Borough by any organisation.

Arising from discussion of the report Members commented on the figures from the topic group's research and requested figures be circulated which compared to statistical neighbours. In addition the Board requested an information sheet be circulated outlining definitions of self harm. The Board noted that it was pleased to see a reduction in the figures

RESOLVED: That Members note the contents of the report and the comparative figures be circulated.

CYP12 PERFORMANCE MONITORING REPORTS

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

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

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

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

- the virtual Head Teacher had been in place since April 2014, this was a 2 year agreement and the progress would be reviewed to ascertain what steps would be taken next;
- in relation to SCS CYP09, the target was set before the new framework was brought in, which was why the direction of travel was pointing downwards;
- there was now a shared safeguarding unit with Cheshire West and Chester and an additional Conference Chair had been appointed in order to manage the increase in numbers of Children Subject to a Child Protection Plan;
- with regards to Participation and Involvement it was reported that there had been a decrease in participants from Widnes and events were being held to increase numbers;
- the clinical base in Halton Lea had recently closed

and had moved into Halton Hospital. The council's Public Health Department was currently in the process of commissioning a fully integrated sexual health service for young people;

- the Board noted a downward trend in relation to overall risk taking behaviour of young people; and
- that teenage pregnancy had had the best performance results since the strategy began and Halton was in line with some of its statistical neighbours.

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

CYP13 SUSTAINABLE COMMUNITY STRATEGY

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

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

Appended to the report for information was the mid-year progress report from April 2013 to September 2013 which included a summary of all indicators for the Children and Young People's priority within the SCS.

RESOLVED: That the report be noted.

Meeting ended at 8.35 p.m.

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

At a meeting of the Employment, Learning, Skills and Community Policy and Performance Board on Monday, 23 June 2014 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: D. Houghton, S. Lowrie, C. Patino, M. Simpson and W Rourke

Also in attendance: None

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

Action

ELS1 MINUTES

The Minutes from the meeting held on 24 March 2014, were taken as read and signed as a correct record.

ELS2 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

ELS3 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meeting of the Executive Board relevant to the Employment, Learning, Skills and Community Portfolio since the last meeting of the Board.

In relation to EXB166, Voluntary Sector Funding – Grant Allocation, the Board felt that the Chair of the ELSC PPB should be a member on the Panel that assessed agreed the recommendations, as the Voluntary Sector was within the remit of the PPB.

RESOLVED: That the Minutes and comments made be noted.

NB: Councillor P Lloyd Jones declared a Disposable Other Interest due to be a CAB Trust Board Member and Councillor Cassidy declared a Disclosable Other Interest due to occasionally working with Hitesh Patel as part of the Warrington Labour Party.

ELS4 ADVICE SERVICE TRANSITION FUND - PRESENTATION

The Board received a presentation from Hitesh Patel, Halton CAB regarding the Advice Services Transition Fund.

It was noted that Halton CAB had secured "Advice Services Transition Fund" Lottery Funding to improve partnership working amongst Halton's numerous advice agencies. One of the key tasks had been to undertake a mapping exercise of all the agencies based in Halton which provided 'information', 'advice' or 'tribunal/court advocacy/representation' services.

It was further noted that this detailed piece of mapping work has been undertaken in partnership with Halton BC as Halton was taking the "lead" to develop a multi-agency approach to helping people deal with the impact of the government's "Welfare Reform" agenda.

The presentation set out the four project outcomes as follows:

- more people would be able to get the right Housing, Benefits, Debt, Employment and other legal advice they need, from the right source at the right time;
- local people (aspiring to be legal advisers) would have better opportunities to gain skills and qualifications to improve their lives and employment prospects, whilst at the same time contributing back to the community;
- the advice sector would operate as highly skilled, knowledgeable and supported "collective", where more people could be helped and where the risk of giving out incorrect advice and information was reduced; and
- people would have better awareness of local advice services and would have a voice to demonstrate "decision makers" the impact of advice on their health and wellbeing; thereby helping safeguard services for future users.

The presentation further set out other areas of work as follows:

- partnership with local Churches;
- attending "residents association" meetings;

- attending community fairs (e.g. Runcorn Carnival);
- training for elected Councillors;
- encouraging “managers to let go”; and
- linking Widnes CAB and Runcorn CAB to create a ‘virtual’ call centre.

Members were further advised that the extension of operating hours to the evening service had been very successful with a footfall of over 150 people attending since February 2014. The Board was also provided with a list of courses supplied by the CAB.

In receiving the presentation the Board discussed evaluation of work support by other agencies, excellent standards of training and advice given by CAB staff, mapping and pin pointing of locations in the borough in greater need of debt advice and the help and support provided to the CAB from Halton’s External Funding Team when putting the bid together.

The Chairman thanked Hitesh Patel for an informative presentation.

RESOLVED: That the presentation be received.

ELS5 LIBRARY SERVICE ANNUAL REPORT 2013-2014

The Board considered a report of the Strategic Director, Communities, which provided an annual report on the Library Service for the period 2013-2014.

Paula Reilly-Cooper, Library Services Manager, addressed the Board and advised that the Library Service was delivered through 4 static libraries, a satellite facility in Castlefields Community Centre, an outreach service for the housebound and through digital access. Key resources in their communities they provided books, information and technology which promoted lifelong learning, digital inclusion and encouraged and celebrated reading. It was reported that libraries were important community spaces which offered a welcoming neutral environment and hosted a range of cultural activities, events and opportunities for all sections of the community.

It was further noted that all libraries provided access to the Internet and quality assured online resources through more than 100 public computers and laptops. All the buildings were Wi-Fi enabled providing flexibility for

customers and also offered self service facilities for borrowing and returning materials. In addition 24/7 access to services were available through a virtual library presence, offering an enquiry service and the ability to search for, reserve and renew items remotely via the online catalogue.

Members were advised that in 2013-14 a total of 415,406 items were borrowed and visits had risen this year which reflected the significant proportion of people using libraries for other purposes i.e. to access public computer facilities.

The report further set out number of registered members, active members, number of items borrowed and number of visits to each library premise. The report also set out the progress that the Library Service had made in the last 12 months and provided information on the following:

- Priorities as follows:
 - Inspiring a community of readers and learners, (a comprehensive explanation of programmes and events held was set out in the report);
 - employment, enterprise and developing on line skills;
 - extending access through innovation and new technology;
 - providing a relevant and responsive library service; and
 - workforce development
- CIPFA Children and Young People’s Survey; and
- Information on usage of different key stages of pupils.

Strategic Director -
Children and Enterprise

Arising from discussion of the report Members commented on the following:

- the increased usage of computers and the possibility of having more flexibility with use of lap tops and iPads;
- whether consideration could be given to approaching the CCG for funding towards “books on prescription” and the memory boxes to help with dementia;
- capacity for outreach work in terms of helping people with information technology in their homes; and
- the excellent services and facilities provided by the libraries.

RESOLVED: That

- 1) the report be noted; and
- 2) the CCG be approached for a financial contribution towards “books on prescription” and memory boxes

for help with dementia.

NB: Councillors Plumpton Walsh and MacManus declared a Disclosable Other Interest due to being a Member of Halton Leisure Centres and Stadium Fitness respectively.

ELS6 SPORT AND RECREATION ANNUAL REPORT

The Board received a report of the Strategic Director, Communities which set out the annual report for the period 2013/14 on the Council's Sport and Recreation Service.

Sue Lowrie, Sports and Recreation Manager, advised Members that the Sport and Recreation Team has worked in partnership with a range of stakeholders and had made considerable progress, impacts and achievements across the borough. The report set out the priorities within the Halton Sports Strategy 2012 - 2015 which illustrated how sport had, and continued to enrich the lives of people living and working in Halton. Activities were used as an essential component in supporting and developing the infrastructure of the community and to improve the quality of life both physically and mentally.

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

The report further set out details of the Sport and Recreation Team and the Sports Strategy Delivery for 2013/14 which included information of the six themes as follows:

- increase participation and widen access;
- club development;
- coach education and volunteering;
- sporting excellence;
- finance and funding for sport; and
- sports facilities.

Appended to the report for consideration was information on coach education and volunteering, sport coaching bursaries, sports development grants and sports bursary awards.

Members commented on the amount of sport and voluntary coaching hours provided in the Borough and commended the work of the Sports Development Team.

The Board further discussed the increase in users of leisure centres and the success of the SWIMTAG scheme where users could view their distance, hours and calories burned that had been recorded.

RESOLVED: That the report be noted.

ELS7 CHAIR'S ANNUAL REPORT

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an Annual Report of work carried out by the Employment, Learning, Skills and Community Policy and Performance Board for 2013/14. The report set out the work carried out and the recommendations made for work programmes throughout the Municipal Year from April 2013 to March 2014.

The Chairman wished to place on record her thanks to Members and Officers for their continued support and hard work throughout 2013/14.

RESOLVED: That the Chair's Annual report be noted.

ELS8 WELFARE REFORM SCRUTINY REVIEW REPORT AND RECOMMENDATIONS

The Board considered a report of the Strategic Director, Children and Enterprise which set out the recommendations from the Employment, Learning, Skills and Community (ELSC) PPB Welfare Reform Scrutiny Topic Group and the process undertaken to prioritise the recommendations.

Members were advised that the aim of the work was to identify actions that were most likely to be of most benefit, so that resources could be targeted more effectively.

It was reported that at the ELSC PPB on 11 November 2013, Members agreed to endorse the recommendations from the Welfare Reforms Scrutiny Topic Group report.

It was further noted that on 8 January 2014, the ELSC PPB received a report on taking forward the 19 recommendations from the Welfare Reform Scrutiny Topic

Group. Members recognised that not all of the recommendations would be achievable due to the Council's current financial position and budget constraints, however they agreed to continue the work of the Topic Group and further investigate how the recommendations could be implemented. It was further noted that the recommendations were aligned under four priority themes as follows:

- information and support;
- adult education skills;
- data/research/performance measures; and
- policy development areas.

The report further set out the prioritisation process, prioritisation matrix, prioritisation outcomes, resources and a summary

The Board discussed in depth the two projects that were currently progressing forward; development and roll out of Halton Go-ON project and the 'join up' days for council staff with the Credit Union and noted the prioritisation score of the remaining projects which were set out in 7.1 of the report.

In relation to the project around helping people with disability appeals, it was suggested that the CCG be approached with regard to provision of medical reports stating levels of disability and the issue of the cost of these reports be investigated as fees had been reported to vary from £10 to £130.

Members sought clarity on estimates of workloads in relation to how many people would need assistance in completing forms and requested more detail be provided regarding what the £40,000 would be spent on and to demonstrate the levels of need for the services that it would be used for.

As part of discussions relating to the recommendations outlined in the topic group report Members requested that a further recommendation should be included. This related to CCG's being approached with regard to provision of medical reports. It was agreed that the report would be amended accordingly.

RESOLVED: That the Board note the actions identified from the review and prioritisation that has taken place and in particular the actions that would require additional resources, which are included in the report.

ELS9 PERFORMANCE MONITORING REPORTS

The Board received a report of the Strategic Director, Policy and Resources, which set out the Priority based Performance Management Report for the fourth quarter of 2013/14. The report detailed progress against service objectives and milestones and provided information relating to key developments and emerging issues that had arisen during the period.

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

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

In receiving the monitoring reports Members discussed applications for grants and wished to place on record their request for consideration of a bid to Heritage Lottery or Big Lottery etc. be submitted for Halton Castle.

RESOLVED: That

- 1) the fourth quarterly monitoring reports be received; and
- 2) consideration be given to submitting a bid for Halton Castle to either Heritage Lottery or Big Lottery.

Strategic Director
- Children and
Enterprise

ELS10 SUSTAINABLE COMMUNITY STRATEGY

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

The Board was advised that the Sustainable Community Strategy was a central document for the Council and its partners, and provided an evidenced-based framework through which actions and shared performance targets could be developed and communicated.

The Board was also advised that Appendix 1 to the report outlined the progress for the period to year end 31 March 2014, which included a summary of all indicators for employment, learning and skills in Halton.

RESOLVED: That the report be noted.

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Meeting ended at 8.40 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 17 June 2014 at Council Chamber, Runcorn Town Hall

Present: Councillors E. Cargill (Chairman), J. Lowe, Baker, Dennett, J. Gerrard, Horabin, M Lloyd Jones, C. Loftus, Sinnott and Wallace

Apologies for Absence: Councillor M. Bradshaw

Absence declared on Council business: None

Officers present: L. Derbyshire, D. Nolan, S. Wallace-Bonner and L Wilson

Also in attendance: In accordance with Standing Order 33, Councillor D Cargill, Portfolio Holder – Community Safety, Jackie Robinson (Cheshire & Merseyside CSU), Fiona Jones (Clatterbridge Cancer Centre), Sue Elves (STHK NHS Trust), Simon Banks (NHS Halton CCG) and Simon Wright (Warrington & Halton Hospital NHS Trust)

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

	<i>Action</i>
HEA1 MINUTES	
<p>The Minutes of the meeting held 4 March 2014 having been printed and circulated were signed as a correct record.</p>	
HEA2 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
HEA3 HEALTH AND WELLBEING MINUTES	
<p>The Minutes of the Health and Wellbeing Board of its meeting held on 12 March 2014 were submitted to the Board for consideration.</p> <p>RESOLVED: That the minutes be noted.</p>	
HEA4 PRESENTATION: URGENT CARE – PROGRESS, INCLUDING URGENT CARE CENTRE DEVELOPMENT	

The Board considered a report of the Strategic Director, Communities which gave Members an update in relation to the current projects/areas of work associated with improvements in Urgent Care.

The Board also received a presentation from Mr Simon Wright, Chief Operating Officer/Deputy Chief Executive of Warrington and Halton Hospitals NHS Foundation Trust, in respect of the progress towards the development of Urgent Care Centres in Runcorn and Widnes.

The Board was advised that demand on NHS hospital resources had increased dramatically over the past 10 years, with a 35% increase in emergency hospital admissions and a 65% increase in secondary care episodes for those over 75 years.

It was reported that the Governance Structure associated with the Urgent Care system in Halton was attached at Appendix 1 to the report. It was reported that the Urgent Care agenda was a complex and challenging, which required high quality and accessible primary, community and social care services to be in place to provide alternatives to A&E attendance and admittance to hospital for the local population. The Board noted the local activity in Halton in respect of NHS services set out in paragraph 3.9 of the report. The Board also noted the areas that were improving but were presenting a challenge and the areas that remained a significant challenge.

The Board discussed and noted the local developments currently having an impact on the urgent care system within Halton, set out in paragraphs 3.17 to 3.23 of the report.

The following points arose from the presentation:-

- The Board welcomed the proposals as it would reduce the number of people attending A&E as they could be treated locally;
- Clarity was sought on the timetable for phase two of the project and whether it would result in patients attending the Urgent Care Centres rather than their GPs. In response, it was reported that some people would use the Centre rather than their GP but this would release time for GPs to develop other services which they are currently unable to do because of time constraints. It was

reported that there were no formal timelines for Phase 2 of the project. However, it was anticipated that Phase 2 would be completed by summer 2015;

- Concern was raised on the following points in relation to the building in Widnes: access was limited; there was already a massive car parking issue and increased usage of the building would exacerbate this issue; the lift was not suitable for wheelchair access and because of the design of the building it was very cold in the winter. In response, it was reported that 175 car parking spaces would be made available across from the Unit. (Patients would be encouraged to park at the unit and staff on the car park which would also create additional parking for patients). The situation was being monitored and it was anticipated that it would eventually alleviate parking problems in that area. It was also reported that the ground floor services would be moved to the first floor during the refurbishment and this would minimise the impact on services currently operating from the building. It was also noted that the second floor space in Widnes would be utilised for care services rather than office space;
- It was agreed that a copy of the Plans would be circulated to Members of the Board;
- It was noted that the opening times had not been confirmed as yet, but it was anticipated that the Centres would be open until 10 pm and consideration was being given to open 24 hours a day, for some services. The out of hours services was currently being considered and when the details had been finalised they would be reported back to the Members; and
- The Board welcomed the anti natal services that would be available in the Centres enabling children to be born in the Borough.

RESOLVED: That:

- (1) The report, presentation and comments raised be noted; and
- (2) Mr Simon Wright be thanked for his informative

presentation.

Note: (Councillor Gerrard declared a Disclosable Pecuniary Interest in the following items of business 5C, 5D, 6A, 6B and 6D and a Disclosable Other Interest in Item 6C due to a close relative holding positions including management of 5Boroughs and Halton and Warrington Partnerships and left the meeting)

HEA5 CLATTERBRIDGE CANCER PROPOSALS

The Board considered a report of the Strategic Director, Communities which presented Members with details of the proposals for change and expansion of the Clatterbridge Cancer Centre Services, the rationale for these changes and the implications. The following representatives from Clatterbridge Hospital attended the meeting to present the proposals: Fiona Jones - Project Director, Dr. Nicky Thorp - Assistant Medical Director, Emer Scott - Associate Director of Strategic Communications and Ms Jacqueline Robinson, NHS Cheshire and Merseyside Commissioning Support Unit.

The Board was advised that formal notification had been received from NHS England (NHSE) Cheshire, Warrington and Wirral Area Team Specialised Commissioning, as the accountable commissioners, and Clatterbridge Cancer Centre (CCC) NHS Foundation Trust, as the providers of cancer care for the people in Halton, of the proposed changes to the services provided by CCC. The details of the proposals, the background and consultation plan were attached at Appendix 1-6 of the report.

It was reported that the Board would need to consider the proposals and agree that they constituted a significant variation to the services provided to the residents of Halton. If this was agreed then the proposals would be subject to joint scrutiny as determined by the protocol for establishment of joint health scrutiny arrangements for Cheshire and Merseyside. The protocol had been agreed by full Council in April 2014. Following the agreed protocol, it was likely that the lead Authority would be Liverpool or Wirral.

The following comments arose from the discussion:-

- The Board raised concern at the transport issue and the cost of car parking for residents indicating that Halton was a deprived area and there would be a substantial cost for the residents. It was also reported that to get to The Royal in Liverpool,

Halton residents would have to take three buses, which resulted in a long journey and a significant cost to the resident. Concern was also raised that numerous services were being placed in The Royal Hospital, Liverpool, and the footfall would significantly increase. In response, it was reported that car parking on the Liverpool and Clatterbridge sites would be free. It was also reported that discussions would take place with Merseytravel to enhance the bus services. In addition, it was reported that the proposals would give patients greater options and some of those patients would be treated more locally than at the present time. An assurance was given that Members would receive more detailed information on transport via the patient journeys that will be developed in the future;

- Clarity was sought on waiting times and whether they would be affected or improved. In response, it was reported that the waiting times at Clatterbridge were very good. However, patients only attended the services provided by Clatterbridge further down the patients pathway as they had already been diagnosed or had surgery. However, it was reported that the increased capacity would make treatments more accessible;
- It was suggested that Fazakerley would have been the ideal location for such services as it was easily accessible and was not affected by traffic congestion;
- The Board noted the plans for consultation on the proposals i.e. 47 road shows (14 in Halton), 103 charities and shops would be involved. Healthwatch had been working closely with the Trust on this matter and a number of libraries, Community Centres and GP surgeries would also be involved;
- It was agreed that the pre consultation report be circulated to all Members of the Board; and
- The importance of the Trust working with the private sector companies and pharmaceutical companies to undertake drug research was noted. It was also noted that the development of new drugs was very expensive and required a

significant number of patients to be involved, very often without achieving a successful outcome as the drug had been too toxic or not effective. It was reported that it was hoped that the proposals would put Clatterbridge on the map. It was noted that drug development required oncology working together with access to professionalism and intensive care and that was not currently available at the site. However, the proposals for the new site would result in being able to take up early stage trials and to start to develop new treatments.

RESOLVED: That

- (1) The report and comments raised be noted; and
- (2) The Board agree that these that these proposals constitute a significant variation to services provided to the residents of Halton and as such agree to a joint scrutiny of the proposals as outlined in paragraph 3.3 and 3.4 of the report.

HEA6 PERFORMANCE MANAGEMENT REPORTS, QUARTER 4 2013-14

The Board considered a report of the Strategic Director, Policy and Resources, regarding the Quarter Monitoring Reports for the fourth quarter of 2013-14. The report detailed progress of key performance milestones and performance targets relating to Healthy Halton and described factors affecting the service.

The following comments arose from the discussion:-

- Respiratory Health and the development of the Action Plan - the Board requested that this be reported to the Board;
- Public Health targets, amber indicators, it was highlighted that as it was the end of year, these indicators should be amber or red. It was agreed that information on this matter would be circulated to all Members of the Board; and
- Raising awareness of bowel, breast and lung cancer - Clarity was sought on why data was not available. In response, it was reported that information on this matter would be circulated to all Members of the Board.

RESOLVED: That the report and comments raised be noted.

HEA7 SUSTAINABLE COMMUNITY STRATEGY QUARTER 4 YEAR-END PROGRESS REPORT 2013-14

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

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

The Board was also advised that Appendix 1 to the report outlined the progress for the period to year end 31 March 2014, which included a summary of all indicators for a Healthy Halton.

The Board complimented Officers on the report and requested that in future reports could include a commentary on the yellow indicators.

RESOLVED: That the report and comment raised be noted.

HEA8 SAFEGUARDING ADULTS UPDATE

The Board considered a report of the Strategic Director, Communities which gave Members an update on key issues and the progression of the agenda for safeguarding 'vulnerable adults' (i.e. adults at risk of abuse) in Halton.

The Board was advised that The Deprivation of Liberty Safeguards (DoLS) was one aspect of the Mental Capacity Act (2005). The Safeguards were to ensure that people in care homes and hospitals were cared for in a way that did not inappropriately restrict their freedom, and if necessary restrictions would only be applied in a safe and correct way, and that this was only done when it was in the best interests of the person and there was no other way to provide

appropriate care.

The Board was further advised that the recent Supreme Court ruling was significant in the determination of whether arrangements made for the care and/or treatment of an individual lacking capacity to consent to those arrangements amounted to a deprivation of liberty. The ruling clarified that there be a revised test for a deprivation of liberty and the two key questions should be asked; Was the person subject to continuous supervision and control? And was the person free to leave?

It was reported that the judgment was important as it holds that a DoL could occur in a domestic setting where the State was responsible for imposing those arrangements. This would include a placement in a supported living arrangement in the community. Therefore, where there was, or was likely to be, a deprivation of liberty in such placements that must be authorised by the Court of Protection. An action plan was currently being developed to fully scope and address the implications of this judgement.

The Board noted the various activities that had taken place that were set out in paragraph 3.7 to 3.9 of the report.

It was noted that Halton's level of participation was at bronze level due to it being the point that all Councils had to start.

RESOLVED: That the report and comments raised be noted.

HEA9 CARE HOME PROJECT : INTERIM REPORT

The Board considered a report of the Strategic Director, Communities, which provided Members with an update on the work of the Care Homes Project. The Appendix to the report contained the Interim Report of the Halton Care Home Project undertaken in March 2014.

The Board was advised that Halton Care Homes project had been in operation since July 2013. The project aimed to improve the quality of care within homes in the Borough through: review of current care practices; analysis of the range and ease of access residents have to health and social care services and identify sustainable ways to improve treatment, care and support.

The Board was further advised that the project had identified that the care provided by homes they have worked

with had been of a high standard. The project had worked closely with the full range of Halton's community health and social care services. A clinical reference group had been supporting the aims of the project and some immediate solutions to issues had been implemented. The project had also grouped some of the key issues into seven areas: communication; end of life care; physical care; pharmacy; equipment; primary care utilisation and activities. It was reported that further work was ongoing to identify an appropriate level of clinical support to continue the work of the project.

The following comments arose from the discussion:-

- Clarity was sought on who made the decision on whether to call out a GP or not in a care home. It was reported that people in care homes were being admitted into hospital as a result of the GP not being called at an earlier stage. In response, it was reported that this training and development would help to address this matter i.e. staff could be trained to test for such things as a urine infection and if the test proved to show an infection, the GP could be called in at an early stage;
- Concern was raised that GPs had different preferred methods for communication and some GPs would not accept telephone calls. In response, it was reported that the report would be presented to the GPs next month with clear recommendations for communication practices with care homes to ensure there was a consistent approach across all GP practices with the care homes. It was also reported that GPs were keen to adopt a consistent approach to this issue;
- It was highlighted that in some care homes, individuality was lost as they were treated as patients and not as a 'person'. In response, it was reported that work was taking place on leadership and management within care homes with good practices being shared and consideration given to how they could be adopted in their care home setting e.g. a TV room made to look like a theatre and activities taking place during the day that residents can dip in and out of. This would create a culture where they would challenge each other. The importance of activities in the care home setting was noted;

- It was noted that the local Quality Assurance Team and the Quality Care Commission (CQC) monitored care services, including Council staff;
- Concern was raised regarding the end of life plans, indicating that they were not updated regularly and people go through different phases in their life which necessitates that they should be updated on a regular basis;
- It was noted that the Authority had ceased some activities in Dorset Gardens and the community recently due to a lack of participation. It was reported that the CQC had recently looked at Dorset Gardens and it was agreed that a copy of the report be circulated to all Members of the Board; and
- It was agreed that a further report on the care homes be presented to a future meeting of the Board.

RESOLVED: That the report, Appendix 1 and comments raised be noted.

HEA10 HEALTH POLICY AND PERFORMANCE BOARD ANNUAL REPORT : 2013/14

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

It was reported that during 2012 -13 the Board had looked in detail at many of Halton's Health and Social Care priorities. Further details of these were outlined within the Annual Report set out in Appendix 1 to the report.

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

RESOLVED: That the report be noted.

HEA11 SCRUTINY TOPIC 2014/15 : CARE AT HOME PROVISION IN HALTON

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

details of the Care at Home Provision Scrutiny topic as outlined in the Topic Brief attached as Appendix 1 to the report.

RESOLVED: That

- (1) the report and comments raised be noted;
- (2) the Topic Brief outlined in Appendix 1 to the report be approved; and
- (3) the following Councillors be nominated as Members of the Care at Home Provision Topic Group; Councillors: Baker, E Cargill, Horabin, M Lloyd-Jones, C Loftus, Sinnott, Wallace and Mr T Baker.

Meeting ended at 8.40 p.m.

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SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 24 June 2014 at the Council Chamber, Runcorn Town Hall

Present: Councillors Thompson (Chairman), Lea (Vice-Chairman), Edge, J. Gerrard, V. Hill, M Lloyd Jones, Ratcliffe, Sinnott and Zygadllo

Apologies for Absence: Councillors Gilligan and Nolan

Absence declared on Council business: None

Officers present: M. Andrews, S. Bell, N. Chase-Caffyn, L. Derbyshire and C. Patino

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

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

SAF1 CHAIRMAN'S ANNOUNCEMENT

Action

The Chairman of the Board, Councillor Thompson took the opportunity to place on record his thanks and appreciation to Councillor Osborne who had previously chaired the Board for 17 years. He indicated that the last meeting of the Board in the municipal year had previously been held at the Stadium to thank Officers and Members for their contributions during the year and asked whether Members wished this practice to continue. The Board agreed that the previous practice should continue.

The Chairman reported that he was seeking a nomination from the Board to deputise on the Police and Crime Panel in his and his Vice Chairman's absence. He reported that Councillor P Lloyd-Jones would like to be nominated as he had relevant experience. It was agreed that Councillor P Lloyd-Jones be the nominated substitute for the Police and Crime Panel.

RESOLVED: That the verbal report be noted.

SAF2 MINUTES

The Minutes of the meeting held on 11 March 2014 were taken as read and signed as a correct record.

SAF3 PUBLIC QUESTION TIME

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

SAF4 SSP MINUTES

The minutes from the last Safer Halton Partnership (SHP) meeting held on 18 February 2014 were presented to the Board for information.

RESOLVED: That the minutes be noted.

Note: Councillor Gerrard declared a Disclosable Other Interest in the following item of business due to a close family member being in management at 5 Boroughs

SAF5 PRESENTATION: OPERATION EMBLEM

The Board received a presentation from Jenny Owen, Halton Clinical Commissioning Group (CCG) which :-

- Explained Section 136 of the Mental Health Act;
- Gave details of the number of Section 136 detentions in 2012 and 2013;
- Outlined the costs incurred £175,000, which did not include Hollins Park, The Brooker Centre or WDGH;
- Explained the street triage (operation emblem); Cheshire Police and 5Borough Partnership Assessment Team Practitioners which:
 - Provided an immediate response to situations that would benefit from intervention of Mental Health Services;
 - Improved the outcomes through appropriate early intervention referrals;
 - Reduced the number of inappropriate 136 detentions; and
 - The ability to have access and review 'live time' Care Plans;

- Gave details of the outcomes, the early headlines and the savings;
- Explained that Operation Emblem had been extended for 12 months; there was a wider coverage – 7 days a week, to 2am; it had been funded by a partnership approach – the Police and Crime Commissioner and Halton and Warrington CCG and Local Authorities; it comprised of two Police officers and a police vehicle and two Community Psychiatric Nurses; and
- Set out the next steps for the future

The following comments arose from the presentation:-

- Clarity was sought on whether any information was available on the age range of people accessing this service and whether there was a higher usage in some wards than others. In response, it was reported that there was no age restrictions and that information was available but not on a ward by ward basis. It was agreed that this information be sent to all Members of the Board; and
- The Chairman reported that he had witnessed the service in operation and highlighted how the service had a positive impact on people's lives and congratulated Officers on their achievements to date.

RESOLVED: That

- (1) The presentation be received and comments raised noted;
- (2) Jenny Owen be thanked for her informative presentation;
- (3) Officers be congratulated on the excellent work undertaken to date on Operation Emblem; and
- (4) the Board support the continuation of Operation Emblem.

SAF6 PERFORMANCE MONITORING REPORT - QUARTER 4

The Board considered a report of the Strategic Director, Policy and Resources, regarding the Quarter Monitoring Reports for the fourth quarter of 2013-14. The report detailed progress of key performance milestones and performance targets relating to Safer Halton and described factors affecting the service.

RESOLVED: That the report be noted.

SAF7 SUSTAINABLE COMMUNITY STRATEGY QUARTER 4 YEAR-END PROGRESS REPORT 2013-14

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

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

The Board was also advised that Appendix 1 to the report outlined the progress for the period to year end 31 March 2014 which included a summary of all indicators for a Healthy Halton.

RESOLVED: That the report be noted.

SAF8 ALCOHOL UPDATE

The Board considered a report of the Director of Public Health which provided Members with an update on alcohol.

The Board was advised that Alcohol Harm Reduction was a priority of the Halton Health and Wellbeing Board and a revised Halton Local Alcohol Strategy was under development following the release of the National Alcohol Strategy in 2012 and further consultation was underway with key stakeholders to agree priority work streams. An Alcohol action plan had been developed to achieve key outcomes in the next 2 years; progress would be monitored through the Health and Wellbeing Board.

It was reported that Halton had been awarded the status of "Local Alcohol Action Area". This was a national campaign which had asked for pilot areas to self-nominate and receive support in addressing the harm from alcohol across three areas – health, the night time economy and crime and anti-social behaviour. A project plan was being developed to ensure that Halton could maximise the impact of this opportunity.

Halton had also participated in Dry January and promoted the Dry January campaign. Across the Halton and St Helens areas there had been 180 signups. In terms of the national campaign, 17,312 people had taken part online representing over 400% more than the previous year. There had been 25,077 likes on Facebook, 3461 followers on twitter, 500+ pieces of media coverage and 10 online advice sessions where more than 10,000 people tuned into each one.

It was reported that work was continuing to look at the role of S.136 and mental health support for Police operational activity. Initial findings had resulted in a reduction in the number of S.136s used whilst the pilot had been in operation.

Furthermore, it was reported that the Public Health Team has also been involved in the following activities:

- Developed a pilot "social norms" programme to examine young people's relationship with alcohol. Work was underway to develop a Halton wide programme to change the perceived "social norms" through more intelligent presentation of facts, improving self-esteem and emphasising the normalcy of positive health behaviours as a means to promote health and reduce risky behaviour in schools.
- Work had been undertaken to examine the potential role of a "dry room" for Halton; and
- A proposal was being developed to conduct a "community conversation" programme to gain greater insight into local peoples' relationship with alcohol.

The following comments arose from the discussion:-

- Clarity was sought on whether the reduction in

alcohol was because it was fashionable to do other things i.e. smoke cannabis. In response it was reported that there had been an increase in the use of cannabis by young people and the alcohol rate had decreased. Under age sales of alcohol had also decreased. However, it had been identified that parents were purchasing the alcohol on behalf of their children. Furthermore, it was reported that Halton had seen an increase in female deaths as a direct result of alcohol. It was suggested that alcohol attributable deaths had previously presented mainly in older people but there now seemed to be a trend towards more younger people presenting with significant alcohol harm. It was suggested that this may be as a result of a shift towards binge drinking behaviours; and

- It was agreed that the local alcohol profiles would be circulated to Members of the Board;

RESOLVED: That the report and comments raised be noted.

SAF9 LAAA QUARTERLY PROGRESS REPORT (JANUARY - MARCH 2014)

The Board considered a report of the Director of Public Health which provided Members with an LAA quarterly update. Appendix 1 to the report contained the first LAA quarterly return.

The Board was advised that Halton had been named as one of only 20 Local Alcohol Action Areas (LAAA) as part of a project to tackle the harmful and expensive effects of excessive alcohol consumption. In a scheme established by the Home Office, Halton would be supported in a bid to reduce the damage caused by alcohol to people's health and to local neighbourhoods.

The Board was further advised that Halton had experienced high levels of alcohol related harm with significant impact on individuals, families and communities. In 2010/11, the cost to the Local Authority of alcohol related harm was estimated to be £450 per head of population. A significant proportion of the cases of domestic violence in Halton were also alcohol related, whilst alcohol related crimes and alcohol related violent crimes were worse than both the North West and the England averages as a whole. Alcohol could also fuel crime, disorder and anti-social

behaviour and the costs of alcohol consumption included both the direct costs of the provision of public services and the substantial impact of alcohol related absenteeism on local businesses. In line with national and regional trends alcohol related harm to health had fluctuated during recent years but had decreased between 2011/12 and 2012/13.

It was reported that there had been dramatic progress in reducing the number of alcohol specific hospital admissions amongst those under the age of 18 years and Halton was now at the North West average. Halton had seen the biggest decrease within Merseyside, and also a greater decrease compared to the England and North West average.

Members discussed the opportunity of creating Dry Bars in Halton and noted the success of the Dry Bar in Liverpool. The Board noted the importance of having this type of bar in the community. It was also noted that soft drinks in public houses were expensive and that licensee's should be encouraged to reduce these costs.

RESOLVED: That the report and comment raised be noted.

SAF10 PCSO BLUE LAMP RUNCORN AND WIDNES QUARTER 4 REPORTS

The Board considered a report of the Strategic Director, Communities, which provided the Members with the PCSO Blue Lamp Runcorn and Widnes Quarter 4 reports.

The following comments arose from the discussion:-

- The Board agreed that the reports be circulated to all Members of the Council for information;
- Clarity was sought on how many people the Police and Community Support Officers (PCSO's) interacted with in the community during the year. In response, it was reported that there was a record of the interaction at organised events but data was not available on the number of people that they interacted with in the community on a day to day basis;
- It was noted that PCSO's were bound by regulations and could only work restricted hours. However, it was reported that they were more

flexible than they had previously been; they worked evening shifts and were tasked to cover parks and two PCSO's also worked directly with the Community Safety Team. It was also reported that the new Chief Constable had been out with the PCSO's and there may be more flexibility and changes coming into effect during the next twelve months;

- Clarity was sought on whether they could be linked to the new Enforcement Officer. In response, it was reported that it was hoped that they could be aligned with enforcement i.e. issuing fixed penalty notices. However, currently they operated separately and it was noted that PCSO's represented a friendly approach in the community whereas enforcement had an opposite role to play. The Board noted the positive impact PCSO's had in the Borough;
- It was noted that 900 fixed penalty notices had been issued during the trial period, 240 of which had been people living outside of the Borough. A legal response was awaited for the possibility of extending their powers to include parked vehicles and anti-social behaviour; and
- It was noted that the Police and Crime Commissioner (PCC) was considering funding the extension of the role of special constables and it was suggested that funding PCSO's would be a better option. In response, it was reported that they had different powers and special constables were difficult to task and flexibility was restricted. It was also reported that it would be beneficial to increase the number of Police and secure the number of PCSO's. The Board noted that there was a large turnover in Special Constables whereas PCSO's had a low turnover rate resulting in a better service and a greater positive impact in the community.

RESOLVED: That the report and comments raised be noted.

SAF11 REVIEW AND SCRUTINY OF THE DOMESTIC ABUSE STRATEGY 2014-17

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

Domestic Violence (DA) Topic Group Brief for approval.

The Chairman sought approval for the Topic Brief and reported that the DA Review would be led by Councillor D Lea and asked for nominations to be part of the review. It was agreed that an email be circulated to Councillors Gilligan and Nolan who were not in attendance at the meeting to invite them to join the Topic Group.

RESOLVED: That

- (1) the DA Topic Brief be approved; and
- (2) the following Councillors be nominated onto the DA Review to be led by Councillor D Lea, Councillors: M Lloyd-Jones, Ratcliffe, Sinnott and Zygadlo.

Meeting ended at 7.40 p.m.

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ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 25 June 2014 at the Civic Suite, Town Hall, Runcorn

Present: Councillors B. Woolfall (Chairman), Fry (Vice-Chairman), P. Hignett, V. Hill, C. Loftus, MacManus, Morley, Sinnott, G. Stockton and Zygadlo

Apologies for Absence: Councillor Fraser

Absence declared on Council business: None

Officers present: M. Noone, G. Ferguson, A. Cross, N. Goodwin, I. Munro and S. Rimmer

Also in attendance: Councillor Logan and 10 Members of the public. In accordance with Standing Order 33, Councillor R. Hignett.

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

	<i>Action</i>
EUR1 MINUTES	
The Minutes of the meeting held on 26 th March 2014 having been circulated were signed as a correct record.	
EUR2 PUBLIC QUESTION TIME	
It was confirmed that one public question had been received and would be submitted and addressed as part of Minute No 8.	
EUR3 EXECUTIVE BOARD MINUTES	
The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.	
RESOLVED: That the Minutes be received.	
EUR4 ANNUAL REPORT - ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD	
The Board considered a copy of the Annual Report	

from the Chair of the Environment and Urban Renewal Policy and Performance Board 2013/14. The Board met five times during the year and the report set out the work carried out and the recommendations throughout the Municipal Year April 2013 to March 2014. During 2013/14, Members of the Board had agreed to continue with the Waste Management Topic Group, however, it was agreed that the Cemeteries Working Group was no longer to meet unless there was sufficient justification.

The Chair wished to note on record his thanks to Members and Officers for their continued support throughout 2013/14.

RESOLVED: That the Annual Report be accepted and the Topic Group Working Groups be supported in 2014/15.

EUR5 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 4 OF 2013/14

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

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

RESOLVED: That the Board receives the fourth quarter management report.

EUR6 SUSTAINABLE COMMUNITY STRATEGY QUARTER 4 YEAR-END PROGRESS REPORT 2013-14

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

The Board was advised that the SCS for Halton, and the performance measures and targets contained within the report would remain central to the delivery of community

outcomes. It was therefore important that progress was monitored and that Members were satisfied that adequate plans were in place to ensure that the Council and its partners achieved the improvement targets that had been agreed.

The Board was also advised that Appendix 1 to the report outlined the progress for the period to year end 31st March 2014 which included a summary of all indicators for the Environment and Regeneration priority within the SCS.

RESOLVED: That the report be noted.

EUR7 PETITION REQUESTING THE REMOVAL OF BOLLARDS AND PROVISION OF PARKING AT MANOR PLACE, WIDNES

The Board was advised that a petition had been received signed by eight residents of Manor Place, Widnes, requesting the removal of bollards which were installed in January 2014 to prevent vehicles being driven over a landscaped area in front of their homes. The petition also requested the provision of parking facilities and vehicular access to the petitioners' properties.

Members were advised that Manor Place consisted of a vehicle-free central landscaped area fronted by twelve properties which had no direct vehicular access, the properties being served only by a footpath network. The landscaped area, which was owned by the Council, served as a safe recreation/play area. In October 2013 a complaint was received from one of the residents to the effect that a neighbour had taken to driving their vehicle up the kerb and across the footpath of either Manor Road or New Bank Road and across the landscaped area to park off-road within the front garden of their home. It was alleged that "near misses" had occurred when children were playing out on the grass. From site inspections, it was evident that the vehicle was eroding and rutting the grass, especially during period of wet weather and was also damaging the footpaths of both adjacent highways.

Shortly after the resident's complaint, the whole area was dug up to lay new gas mains and then carefully reinstated and reseeded in January 2014. Due to fresh evidence of vehicular damage to the area, following consultation with the Ward Councillors, bollards were installed in the footpaths of Manor Road and New Bank Road to prevent drivers driving vehicles into the area. The landscaped area was intended to be used as a secure

recreation/play area and there were no funds allocated to convert the area into either a car park or an access road to the adjacent properties. This could create drainage problems due to the potential loss of permeable surface.

It was noted that Ward Councillors were consulted prior to the installation of the bollards and had been consulted since the petition was received and continued to support the need for the bollards.

RESOLVED: That the petition request for the removal of bollards recently introduced to prevent vehicles being driven over a landscaped area in Manor Place, Widnes, together with the provision of parking facilities and vehicular access to the petitioners properties should be refused and the lead petitioner informed accordingly.

Strategic Director
Policy and
Resources

Councillor Fry declared a Disclosable Other Interest in the following item as he knew a Halton Station Road Resident.

EUR8 PETITION CONCERNING TRAFFIC ISSUES, HALTON STATION ROAD, RUNCORN

The Board was advised that a petition had been received, signed by 27 persons highlighting traffic issues, associated with renovation works to Sutton Weaver Swing Bridge, that were affecting Halton Station Road, Runcorn. It was noted that the Bridge was outside of the Halton Borough boundary and was the responsibility of Cheshire West and Chester Council (CWaC).

In order to renovate and carry out essential repair work to the Sutton Weaver Swing Bridge (SWSB) which was over the Weaver Navigation Canal, CWaC last year installed a temporary bridge next to the existing crossing. Work on installing this temporary bridge commenced in May 2013. Towards the end of August 2013, it then closed the SWSB to traffic to allow its contractor unrestricted access to the bridge and use of the temporary bridge commenced.

In addition, to improve traffic flow through the temporary crossing, CWaC implemented restrictions at the junction of the A56 Chester Road with the A557 Clifton Road, immediately east of the swing bridge. The restrictions had prevented east-bound traffic from travelling directly along the A56 Chester Road through Sutton Weaver as it would have done previously. All traffic had instead been required to travel north along the A557 Clifton Road into Halton, around the south roundabout of M56 motorway

Junction 12, with east bound/Sutton Weaver Village bound traffic then being required to travel back along Clifton Road before re-joining the A56 Chester Road adjacent to the SWSB. These arrangements indicated that this diversion would be necessary for the duration of the works which was anticipated to end in autumn 2014.

Whilst this had simplified and accelerated traffic flows in the area of the bridge throughout the period of the renovation works, not all of the re-routed traffic had followed the signed diversion route. Some continued to choose to take what was effectively a short cut by either turning right off Clifton Road into Halton Station Road or follow the diversion to a point on Clifton Road where they could then turn left into Halton Station Road and then travel along that road and onwards to Beechwood or Sutton Weaver via Wood Lane. This had generated an unanticipated increase in traffic flows along Halton Station Road which was a narrow, one way, traffic calmed road that was also subject to a weight restriction.

The petition received from residents of Halton Station Road highlighted a number of concerns about the diversion and its impacts as follows:-

- lack of consultation and notification on the traffic diversions by both CWaC and Halton Borough Council;
- extra volume of traffic using Halton Station Road, including heavy goods vehicles in contravention of the existing vehicle weight restriction on the route.
- excessive speed of traffic, despite physical traffic calming in Halton Station Road;
- vehicles being driven partly on the footways of Halton Station Road to avoid traffic calming features; and
- concerns that CWaC may wish to make the temporary traffic routing permanent when the bridge works were complete.

Members were advised CWaC had in place a Temporary Traffic Regulation Order which supported the diversion route that had been established, but it was not clear as to whether consultation was undertaken by CWaC with residents of Halton Station Road. As it was not Halton Borough Council's Scheme, it did not undertake any consultation. However, Officers from Halton Borough Council had been in regular contact with Halton Station Road residents since the problems associated with the bridge diversion were highlighted. A meeting had taken place in September 2013, once the bridge works started and

the traffic diversions were in place, there was little that could be done on a practical level to mitigate the problems subsequently experienced.

It was noted that the need for this diversion was felt to be reasonable on the grounds that it was meant to be for a 12 month period only and as it avoided a total closure of the route that would have, in turn, necessitated a diversion via either the M56 or A49 Acton Bridge. In addition, Officers had contacted Cheshire Police and requested that it provide enforcement of the vehicle weight restriction on Halton Station Road. Residents had also been encouraged to contact the Police over this and other observed traffic issues. Officers had also spoken to the On-Duty Manager at the Holiday Inn about the use of the road by HGVs and she agreed to e-mail the delivery companies to remind them of the weight restrictions and speed limit on Halton Station Road. The manager had also informed the Police and requested that they enforce the weight restriction.

It was also noted that a traffic count/survey of speeds that was taken once the diversions were underway, recorded few vehicles exceeding the speed limit. However, this did not necessarily mean that the traffic speeds could not be perceived as a possible road safety issue, bearing in mind the characteristics of the road. With regard to the request for temporary traffic cones, following consultation with the residents, it was confirmed that it was actually bollards which were being sought to prevent vehicles being driven on the footways so as to partially avoid the traffic calming measures. Unfortunately, the footways of Halton Station Road were too narrow to permit the installation of bollards and this had been explained to residents. Bus companies had also been contacted to request them not to use Halton Station Road.

Although the completion date for the works was not set, it was believed that the SWSB repairs would be completed in the Autumn of this year. Therefore, whilst the works should now be of a finite duration, it was likely that residents would continue to be inconvenienced. Although no formal approach had yet been made by CWaC to Halton Borough Council, it was understood that CWaC was now considering making the temporary arrangements permanent. It would appear that CWaC had held local meetings recently to discuss a range of traffic issues in that area of CWaC including the possibility of making the bridge diversion layout permanent, but unfortunately neither Halton Borough Council nor residents of Halton Station Road were aware of this possible opportunity to raise their concerns. It was

therefore recommended that the Board supports submission of a formal objection by the Council to CWaC in response to any proposal to make this temporary arrangement permanent.

In accordance with Standing Order No.34 (9), the following public question was submitted to the Board by Mr Whitlow, Station Road, Runcorn, by email:

“We the residents of Halton Station Road Runcorn are extremely concerned by the size, width, weight and speed that traffic is going up the road blatantly avoiding speed bumps. We have and are enduring visible damage by way of pathway damage (Cars hopping up to avoid speed bump) the wall outside No.1 and No 8 have significant cracks up the front walls coupled with damage to parked cars (visitors). The visible damage is a grave concern of ours as is the weight of coaches, heavy plant and trucks using this B-Road as an access point, we believe that weight restrictions were enforced in Halton Station Road previously for good reason (previous 3.5T limit. There is a large number of houses that are not built on unorthodox foundations and footings thus the vibration and weight distribution has cause the notable damage as mentioned above however we know feel that our properties are now at the detriment to this unreasonable traffic flow. We demand HBC send out a structural surveyor to give us some clarity and assurance that our homes are not suffering the same damage as the exterior garden walls etc. We are extremely pragmatic about keeping a safe and transparent community thus will attend this meeting accordingly”.

In response Officers advised the Board that Halton Station Road was a classified B-road with an environmental weight restriction in place. The weight restriction was intended to prevent heavy through traffic using the route but there was no structural requirement for the weight restriction. HGVs and similar heavy vehicles are not prevented from entering the area but the weight restriction was intended to prevent use of the road purely as a through route: to use it HGVs should have business within the restriction area.

The enforcement of the weight restriction was the responsibility of Cheshire Police, and they have been asked to give the area attention to this but the Police have their own operational priorities and they cannot be routinely present. The footpaths of Halton Station Road were too

narrow to allow the fitting of bollards without rendering them too narrow for use by those in wheelchairs or with pushchairs.

The Council does not normally carry out structural surveys of properties. It would arrange for the walls adjacent to the footpath to be checked.

Arising from the discussion, Councillor Logan addressed the Committee on behalf of residents and commented on:

- the lack of consultation for Halton Station Road residents by CWaC, future processes should be transparent and not exclusive to CWaC residents;
- impact on the environment at Halton Station Road and cracks in properties needed to be checked as they were evident;
- psychological impact on residents as their quality of life had changed with HGV's regularly using the road;
- how had CWaC measured that traffic has improved?
- Halton Station Road could become a cul-de-sac in future.

Further, Councillor C Loftus, Ward Councillor for Halton Station Road, also commented on the vibrations caused by speed bumps, police not deeming the road a priority to enforce vehicle weight restrictions, drivers using the pavement to avoid speed bumps and the need for a cul-de-sac.

In response the Board was advised that there would be implications for other road users with regard to the introduction of a cul-de-sac at Station Road and it was agreed that the proposal would be investigated if the Temporary Traffic Order became permanent.

Arising from the discussion, a Member sought clarification on if proposals by CWaC to make the Temporary Traffic Order into a Permanent Traffic Order needed planning permission. It was agreed that a response would be provided.

RESOLVED: That the Board:

- (1) notes that Officers have contacted Cheshire West and Chester Council on behalf of Halton Station Road residents, setting out the problems its traffic diversions are causing;

Strategic Director
Policy and
Resources

(2) notes that Officers have also contacted Cheshire Police requesting that it provides enforcement of the existing vehicle weight restriction on Halton Station Road; and

(3) endorse the proposal to formally object to any proposal by Cheshire West and Chester Council to make permanent the present temporary traffic arrangements in the area of Sutton Weaver Swing Bridge/Clifton Road.

EUR9 WINTER SERVICE PLAN 2014/15 - PART A

The Board was advised that following a revision to the National Code of Practice for Highway Maintenance – Winter Service by the UK Roads Liaison Group (UKRLG), Halton had reviewed its Winter Service Plan to meet the amended requirements. The Winter Service Plan aimed to:

- keep traffic moving safely both through and within the Borough during frost, snow and icy conditions;
- prioritise the treatment of the classified road networks, major distributor routes and bus routes which comprised around 45% of Halton's road network; and
- provide for an escalating response to deal with severe or prolonged weather events.

It was noted that the plan was reviewed and revised annually to ensure local, regional and national codes of practice, guidance and recommendations were considered and incorporated as required.

RESOLVED: That the report be noted and the plan be endorsed.

EUR10 ARMED FORCES & VETERAN SUPPORT

The Board considered a report of the Strategic Director, Communities, which provided an update on the Armed Forces Covenant and the Armed Forces and Veteran support. The Board was advised on the various difficulties experienced in identifying accurate data for both the armed forces and Veteran community in Halton.

With regard to the Armed Forces Community Covenant, which set out 20 pledges, around 5 key themes, the Board received an update on each of the following:-

- Housing;
- Employment and Benefits;
- Education;
- Health; and
- Wellbeing.

The Board noted that the Cheshire Community Covenant Partnership, which consisted of the Armed Forces Champions from Cheshire East, Cheshire West and Cheshire, Warrington and Halton, the Lieutenant Colonel of 75 Engineer Regiment, Cheshire Probation Service and Job Centre Plus, was required to undertake annual reviews of the Covenant with the next review due in October 2014. It was also noted that there was a national pot of money to support initiatives endorsed through the Community Covenant Partnership. A pot £30m was initially allocated with £10m being available in 2013/14. The Cheshire Partnership had one successful bid in Cheshire East which was awarded £44,000.

In addition, the Board was advised that a Corporate Covenant had been designed to complement the Armed Forces Covenant and sit alongside the Community Covenant. The Corporate Covenant was designed to allow businesses and charitable organisations to express their support and commit to ways in which they could provide that support. Local Authorities were encouraged to collaborate with their local Chamber of Commerce to promote the Corporate Covenant. In Cheshire West and Chester an event had been held for employers in their business district to promote this supported by the Cheshire Covenant Partnership. It was hoped further events would be held in other Cheshire Authority areas.

Members were also advised on how the Council actively engaged with local Veteran Support Groups recognising their valued role in supporting Veterans and their families and organising commemorative events. The Board noted a number of national, local and regional events which would take place to mark 100 since the start of the First World War.

RESOLVED: That the report be noted.

EUR11 HOUSING AND EMPLOYMENT LAND DEVELOPMENT IN THE YEAR TO APRIL 2014

The Board considered a report of the Strategic Director Policy, and Resources, which provided a summary on the results of the annual housing and employment land

monitoring surveys undertaken by the Planning and Transport Strategic Section.

In line with national guidance, the Halton Local Plan set out policy targets for the delivery of additional housing and the provision of land for employment development. The Plan sought to facilitate the delivery of 552 dwellings (net gain) per annum and an average of 14 Ha. of employment development land.

With regard to housing, in the year to April 2014, there were 301 housing completions in Halton with 31 losses/demolitions giving a net dwelling gain for the year of 270 units. The 301 gross completions in Halton (2013/14) represented a modest fall from the previous year which saw 365 gross and was significantly behind the rates achieved before the recent economic upheavals and market collapse. Members were advised that permissions had been granted for a total of 795 units in 2013/14, the highest level for a single year since 2007/08, hopefully indicating that developer confidence was returning and that large sites, most notably in east Runcorn, were coming on stream and should start yielding units in the coming year.

In respect of employment land, monitoring recorded the take up of 3.53 Ha. of employment land with 2.03 Ha. being taken up in Runcorn and 1.5 Ha. in Widnes. Whilst this represented an increase on the previous year it was significantly behind the prevailing long term average of 14.47 Ha.

Arising from the discussion, a Member asked for clarification on why the policy requirement for houses was so high in Halton when there appeared to be many empty properties. It was agreed that a response would be sought from the Housing Strategy Officer.

RESOLVED: That the report be noted.

EUR12 POLICY AND PERFORMANCE BOARD WORK PROGRAMME 2014/15

The Board received a report of the Strategic Director, Policy and Resources, which sought to develop a work programme of topics for the Board to examine in 2014/15.

The Board had previously established the Waste Management Working Group and although it had not submitted a report to the Board during 2013/14, a report was submitted recommending approval of a pilot scheme for the

issuing of Fixed Penalty Notices for litter and dog control offences by a private enforcement company on behalf of the Council. The lead officer for the Waste Management Topic Group had confirmed that more work remained to be done and it was therefore recommended that Members continued to support this Group.

Members were also asked to consider suitable areas for scrutiny during 2014/15 and forward any suggestions to the Chair of the Board.

RESOLVED: That

- (1) Members of the Board forward suggestions for topic areas for potential scrutiny in 2014/2015 to the Chair of the Board;
- (2) Details of topic briefs be agreed by the Chair and Vice Chair of the Board in conjunction with the Lead Officer; and
- (3) Members confirmed their support for the continuation of the Waste Management Working Party with the following nominations:

Councillors P. Sinnott, G. Zgadllo, C. Loftus, G. Stockton.

Strategic Director
Policy and
Resources

EUR13 NOMINATIONS OF MEMBERS TO THE CONSULTATION REVIEW PANEL

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

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

EUR14 NOMINATIONS OF MEMBERS TO THE HALTON PUBLIC TRANSPORT ADVISORY PANEL - MUNICIPAL YEAR 2014/15

The Board considered a report of the Strategic Director, Policy and Resources, which requested Members to agree nominations to sit on the Council's Public Transport Advisory Panel for the Municipal Year 2014/15.

RESOLVED: That

- (1) the nominations for Halton Public Transport Advisory Panel for 2014/15 be as follows: Councillors Woolfall, McInerney, Morley and G. Stockton;
- (2) the Chairman of the Environment and Urban Renewal Policy and Performance Board, in consultation with the Executive Board Member for Transportation, nominates a Chairman and the Chairman agree such deputies, as may be required from time to time;
- (2) the nominations be endorsed; and
- (3) the key issues discussed by the Panel during the Municipal Year 2013/14, as set out in the report be noted.

Meeting ended at 7.45 p.m.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 10 June 2014 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor Wainwright

Absence declared on Council business: None

Officers present: M. Reaney, A. Jones, I. Leivesley, E. Dawson, T. Dean, M. Foy, W Rourke and J. Yates

Also in attendance: None

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

		<i>Action</i>
CS1	MINUTES The Minutes from the meeting held on 18 March 2014 were taken as read and signed as a correct record.	
CS2	PUBLIC QUESTION TIME The Board was advised that no public questions had been received.	
CS3	EXECUTIVE BOARD MINUTES The Board was presented with the Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board since the last meeting of the Board. RESOLVED: That the minutes be noted.	
CS4	SSP MINUTES The Minutes relating to the Corporate Services Portfolio which had been considered by the Halton Strategic Partnership were presented to the Board for information.	

RESOLVED: That the Minutes be noted.

CS5 MEMBER DEVELOPMENT GROUP MINUTES

The Board was presented with the most recent minutes of the Member Development Group, held on 10 December 2013.

One Member wished to note that he agreed with the comment on minute MDG 18 – that there was limited car parking available for Members most of the time.

RESOLVED: That the Board note the minutes.

CS6 ANNUAL REPORT

The Chairman presented the Annual Report of the Corporate Policy and Performance Board for 2013/14.

Members noted, agreed with the content and approved the report.

RESOLVED: That the report be approved.

CS7 CORPORATE COMPLAINTS TOPIC GROUP

The Board was presented with the findings of a review of the Council's existing Corporate Complaints Handling Procedures, which was undertaken as part of the 2013-14 Corporate PPB work programme.

Members were advised that in light of the current operating environment, and the ongoing fiscal constraints the Council faced, it was considered appropriate to undertake a review of existing arrangements for handling Corporate Complaints in order to ensure the system remained fit for purpose; was consistent with recognised good practice; and reflected best value principles in terms of economy, efficiency and effectiveness.

A thorough review had been undertaken by the Corporate Complaints Topic Group which included a review of existing good practice literature, a benchmarking exercise with a number of authorities and a small number of other organisations, and in-depth discussions between Elected Members and Officers.

The Board was advised that as a result of this work it was concluded that existing arrangements had a number of strengths in that the procedure, which largely followed good

practice guidance, was well documented and publicised, was accessible through a range of channels, and provided information which was shared periodically with Elected Members and Senior Offices. Despite these strengths, it was considered that there was some scope to further improve arrangements.

Members were advised that the recommendations within the attached document *Review of Corporate Complaints Handling Procedure* were intended to ensure that the collection of information was more consistent and complete; that the procedure was simplified to reduce potential/actual operating costs and avoid matters becoming protracted from a complainant's perspective; and that staff dealing with complaints were provided with sufficient support, resources and skills to allow them to deal with complaints effectively.

Members discussed the recommendations and noted that if these were endorsed by them and the Executive Board then the Council's existing Corporate Complaints Procedure would be revised.

Members supported the recommendations and agreed that the Topic Group report be submitted to the Executive Board for consideration. They also requested that if the revised Policy is implemented, that it be reviewed after the first 6 months of operation.

RESOLVED: That the Corporate Policy and Performance Board:

1. supports the recommendations contained within the report; and
2. recommends that it be submitted to the Executive Board for consideration.

CS8 DISCRETIONARY SUPPORT SCHEME

The Board was presented with a report on the delivery of the Council's Discretionary Support Scheme (DSS) following its first 12 months of operation and was requested to consider the findings of the Topic Group who had maintained an oversight of the scheme over the past 12 months.

Members were reminded that the DSS was previously administered by the Department for Work and Pensions until it was abolished by the Welfare Reform Act 2012. On 1

April 2013 Crisis Loans for living expenses and Community Care Grants were replaced by a new grants scheme administered by the Council. The Corporate Policy and Performance Board played a key role in developing the scheme and were asked by the Executive Board to keep the scheme under review. This role had been performed by the Board's Topic Group which had met twice during last year.

It was noted that the Council was keen to develop a scheme that was affordable and sustainable given the significant budget reductions that had and would continue to take place in its core Government Grant. Also the Council was keen to establish a scheme that supported individuals in crisis situations and those who required support in establishing a place to live.

Members considered the findings and recommendations of the Topic Group and agreed that the scheme should continue for the reasons stated in the report's summary. They also agreed the recommendations made in relation to the unspent funds for the 2013-14 financial year and supported the introduction of the 'Money Advice' posts as part of the scheme. One member requested that some future consideration be given to the scheme supporting food banks in the Borough.

RESOLVED: That the Board supports the conclusions and findings of the Topic Group.

CS9 MARKETS UPDATE

Members received a report updating them on the management and operation of the Borough's markets and also set out future priorities and actions.

In January Members considered a report which outlined the changes and improvements that had been made at the markets during 2013. A summary of progress since then was provided on the following areas:

- Refurbishment work to the Public Toilets – This was completed in March and had received positive feedback from customers and traders.
- Wifi Access – This work was completed in April 2014.
- Traders Committee – had met twice in 2014 and meetings included the Portfolio Holder for Physical Environment. Meetings reported to be positive with traders requesting increased frequency. It was noted

that an amendment to the arrangements to allow traders to express an opinion on potential applications had been made.

- Marketing and Promotions – details of the *Love Your Local Market (LYLM)* Promotional Event that took place in May, and the *Widnes on Sea* Promotional Event that will take place between 23 July and 26 July, were provided.
- Power Supply – A review of the power supply consumption in both the indoor and outdoor market had been undertaken.
- Future Priorities and Actions – A cost benefit analysis was being undertaken which had so far focussed on: Occupancy/vacancy rates; Rental Income; Rental Arrears; Expenditure; and Return on Investment.

It was reported that a review of market hall rents had also taken place which focussed on a payment system that more accurately reflected an equitable distribution of expenditure/cost across the market, and satisfactorily distinguished between popular or, conversely, difficult to let stalls.

Members welcomed the information and debated issues raised in the presentation by officers. The following points were noted:

- 83% of market stalls in Widnes Market were presently rented with 94% of traders paying on time;
- There were a total of 12 regular traders in Runcorn;
- In 12 months the amount of arrears had reduced by 25%;
- One third of the arrears were over 24 months old and historical, in some cases the debtors were no longer in the market;
- The stalls were measured recently to establish the m² and the Council would be looking at pitch locations with a view to charging more for the prime spots;
- The future priorities for the market were discussed and officers suggested that:
 - a) a 3 year business plan was needed to tie in with the regeneration of the Town Centres;

- b) rent arrears should be pursued;
 - c) the market protocols should be updated and revised; and
 - d) a charging policy should be developed.
- Members commented regarding the competition created for markets in recent times with online shopping, in that many items were cheaper than markets and people were choosing to shop this way which in turn affected market traders.
 - Mr Bernard Crompton, the caretaker at Widnes Market, had recently passed away. Members wished to convey their condolences to his family and friends.

RESOLVED: That the Board:

1. note the contents of the report; and
2. agree that the future priorities listed above be focused upon.

CS10 CORPORATE ACCIDENT / INCIDENT REPORT

The Board received details of corporate accident statistics and associated trends from 1 April 2013 to 31 March 2014. The annual report on performance of health and safety management for this period was appended to the report.

Officers advised the Board that there had been an increase in the number of occupational risk assessments and near misses, whilst there had been a decrease in the number of stress risk assessments and officers using the Lone Working Monitoring system.

They also highlighted a decrease in RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) reportable accidents and violent incidents; however, there had been an increase in the number of significant accidents. It was noted that the improvement in proactive action taken to create a safer working environment had led to the reduction in the number of incidents leading to injuries, resulting in a significant decrease in the number of days lost.

Following Members queries officers confirmed that schools catering staff had received training on manual handling and that agencies employed in the care sector on behalf of the Authority were monitored to ensure that the

level of service offered was fit for purpose.

RESOLVED: That the report be noted.

CS11 SUSTAINABLE COMMUNITY STRATEGY Q4 - YEAR END PROGRESS REPORT 2013-14

The Board received information on the progress in achieving targets contained within the 2011-2016 Sustainable Community Strategy for Halton.

Officers would contact members with regards to queries relating to the question marks on the 'target' column in some areas.

RESOLVED: That the Board note the report.

CS12 PERFORMANCE MANAGEMENT REPORTS QUARTER 4 OF 2013-14

The Board received a report from the Strategic Director, Policy and Resources, which presented the performance Management reports for quarter 4 of 2013-14. They were requested to consider and raise any questions or points of clarification, in respect of these.

The reports related to the following functional areas which reported to the Corporate Policy and Performance Board and were in relation to the Council's priority of Corporate Effectiveness and Business Efficiency:

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

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

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

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 11 June 2014 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor J. Bradshaw

Absence declared on Council business: None

Officers present: E. Dawson, M. Murphy, R. Rout and M. Simpson

Also in attendance: Mike Thomas, Grant Thornton.

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

BEB1 MINUTES

The Minutes of the meeting held on 12 March 2013 were taken as read and signed as a correct record.

BEB2 BUSINESS EFFICIENCY BOARD WORK PLAN 2014 - 15

The Board considered a report of the Strategic Director, Policy and Resources, which provided a draft work plan for the Business Efficiency Board (BEB) for 2014/15.

The work plan was appended for information and outlined areas for consideration by the Board at each of its meetings over the financial year to help ensure that it met its responsibilities.

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

Members were advised that the areas identified in the work plan were those known and anticipated at the current time.

Action

In addition the Chair advised the Board of his intention to produce an annual report covering the work of the Board which would set out how the Board had met its responsibilities over the year.

RESOLVED: That the work plan for 2014-15 be approved.

BEB3 PROCUREMENT STRATEGY 2013-16 BI-ANNUAL REPORT

The Board received a report of the Strategic Director, Policy and Resources, which provide an update regarding progress with the Council's Procurement Strategy 2013-16 targets and performance measures.

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 progress to date was detailed in the report for information and key highlights were reported to Members as follows:-

- utilisation of the Risk Based Sourcing (RBS) approach for spend below EU financial thresholds;
- the Council's commercial procurement concept was recognised nationally by being awarded 'Outstanding Achievement in Procurement' in 2013; and
- consultancy work was being delivered by Halton in two other Councils; Sefton MBC and Cheshire East, in addition to delivery of a procurement service to Halton Clinical Commissioning Group.

Members were advised of the commercial approach to procurement that would continue and was underpinned by six key Building Blocks as follows:

- organisation;
- governance and process;
- demand management;
- market engagement/supplier relationship management (SRM);
- category management; and
- purchase to pay/e-procurement.

The Board discussed income generated from consultancy work carried out for other Local Authorities and

it was reported that it was expected that Halton would meet the target for income generation.

Members further discussed opportunities to carry out consultancy work in other sectors including the private sector. It was noted that this could be investigated further, however there were legal and trading status matters that would need to be explored. Members also discussed the increase in Chest Registrations, revised timescales for the new EU procurement directive, and requested whether future reports could provide detail of Best and Final Offer (BAFO) to demonstrate further cost reductions.

RESOLVED: That the report, position statement and comments made be noted.

BEB4 EFFICIENCY PROGRAMME UPDATE

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

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

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

- review of Adult Social Care (Intermediate Care) (Wave 4);
- review of Library Services (Wave 5);
- review of Learning and Achievement (Wave 5);
- review of Halton Supported Housing Network (Wave 5);
- supplier relationship review (Wave 5); and
- review of Highways Services (Wave 5)

The Chairman reported his wishes for future reports to include research of one or two previous workstreams as a case study to ascertain how much had been saved and what impact it had on services.

RESOLVED:

That the report and comments made be noted.

BEB5 INTERNAL AUDIT ANNUAL REPORT 2013-14

The Board received a report of the Operational

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

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

Members were advised that the internal audit work completed during the 2013/14 financial year was carried out in accordance with the Internal Audit Plan which was approved by the Board in February 2013.

The report further set out the following:

- opinion on the Council's Control Environment;
- summary of work supporting the Annual Opinion;
- statement on conformance with the Public Sector Internal Audit Standards; and
- the annual review of the effectiveness of internal audit;

A summary of the audit reviews finalised during the year was appended to the report for information. It was reported that of the 49 audit reports finalised during the year:

- 32 areas received substantial assurance;
- 33 areas received adequate assurance; and
- 3 audits received limited assurance.

It was further noted that eight 'follow up' audits had been completed which were set out in appendix 2 of the report submitted for information.

The Board acknowledged the internal work carried out during the year which provided assurance that the Council's main financial systems were operating effectively. Members further discussed the difficulties in how comparisons could be made with previous years' reports, and it was noted that it may be possible to add links to the reports providing the comparison data, this would be investigated further.

RESOLVED: That the Board note and approve:-

- 1) the Head of Internal Audit's opinion on the Council's framework of governance, risk management and control;
- 2) the summary of work that supported the opinion;
- 3) the statement of conformance with the Public Sector Internal Audit Standards;
- 4) that the required five-yearly external assessment of the Council's Internal audit arrangements be undertaken by another local authority in the region at a date to be agreed; and
- 5) the findings of the annual review of the effectiveness of internal audit.

NB: Councillor MacManus declared a Disclosable Other Interest in the following item due to being a Governor of Saints Peter & Paul School.

BEB6 ANNUAL GOVERNANCE STATEMENT 2013-14

The Board received a report of the Strategic Director, Policy and Resources, which enabled Members to consider and approve the draft Annual Governance Statement 2013/14.

It was reported that under the Accounts and Audit Regulations 2011 the Council had to produce an Annual Governance Statement (AGS), in a format recommended by CIPFA/SOLACE, to accompany the Statement of Accounts.

It was noted that the intention of the AGS was to identify any areas where the Council's governance arrangements needed to be developed and to set out any action that was proposed to strengthen those arrangements.

Members were advised that the Council's Constitution delegated the responsibility to review and approve the AGS to the Business Efficiency Board. Once approved, the AGS would be signed by the Council Leader and Chief Executive and published on the Council's website.

It was reported that in preparing the AGS, assurances had been considered from a number of sources which were set out in the report for information.

Members considered the key governance issues identified in the document and endorsed the action plan proposed to address them.

RESOLVED: That the Board:-

- 1) Review the draft Annual Governance Statement (AGS);
- 2) confirm that the draft AGS accurately reflects the corporate governance arrangements in place at the Council;
- 3) note the key governance issues identified in the document and endorse the action plan proposed to address them; and
- 4) approve the draft Annual Governance Statement.

BEB7 PLANNED EXTERNAL AUDIT FEE LETTER 2014-15

The Board considered a report of the Strategic Director, Policy and Resources, which set out the scale fee set by the Audit Commission, for the 2014/15 audit.

It was reported that International Standards on Auditing (ISA) 260 required auditors to communicate to those charged with governance (i.e. the Business Efficiency Board). One of the requirements was for the Auditor to set out the fees to be charged for the audit and the factors considered in setting those fees.

The Board considered the Audit Fee letter which was appended to the report and set out the scale of fees, scope of the audit fee, value for money conclusion, certification of grant claims and returns, billing schedule and the outline audit timetable.

It was noted that the scale fee for the audit remained unchanged from 2013/14 at £139,322.

RESOLVED: That the 2013/14 external audit fee and the scope and timing of the planned external audit work be noted.

BEB8 EXTERNAL AUDIT UPDATE REPORT

The Board considered a report of the Operational Director, Finance, which updated the Board in regards to:

- progress Grant Thornton had made in delivering their responsibilities as the Council's external auditors;
- summary of national issues and developments that may be relevant to Halton as a Unitary Council; and
- a number of challenge questions in respect of the emerging issues, which the Board may wish to consider.

Arising from discussion of the information, the Board queried the extent of the reliance on the work of Internal Audit. In response it was noted they relied on the work where possible, particularly the work carried out the Council's financial systems.

RESOLVED: That the report be noted.

NB: Councillors Stockton and McDermott declared Disclosable Other Interest in the following item due to being a Governor of a school.

BEB9 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.

BEB10 INTERNAL AUDIT PROGRESS REPORT - QUARTER 4

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

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

RESOLVED: That the Internal Audit work completed for quarter 4 be received.

Meeting ended at 7.53 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 12 May 2014 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor Osborne

Absence declared on Council business: None

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

Also in attendance: 10 Members of the public

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

DEV66 MINUTES

The Minutes of the last meeting held on 10 March 2014, were taken as read and signed as a correct record.

DEV67 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.

DEV68 - 14/00052/FUL - REGIONAL INVESTMENT SITE ON LAND TO NORTH OF RED BROW LANE, DARESBUURY PARK, RUNCORN

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

RESOLVED: That delegated powers are given to the Operational Director – Policy, Planning and Transportation in consultation with the Chairman of Development Control Committee, to make the decision once the details in relation

Action

to grasslands and Great Crested Newts have been received and consulted on, subject to the following conditions and to add any other necessary conditions.

1. Standard 3 year permission;
2. No surface water to be discharged either directly or indirectly to the foul sewer network;
3. The site must be drained on a separate system, with only foul drainage connected into the foul sewer;
4. Measures/recommendations as outlined in the ecological survey in relation to bats and badgers should be adhered to;
5. Site investigations and remediation required as set out in the Geotechnical Report;
6. Any clearance of vegetation needs to be carried out outside the bird nesting season; and
7. Wheel cleansing facilities.

DEV69 - 14/00081/FUL - PROPOSED DEVELOPMENT OF 48 NO. 2 STOREY 3 AND 4 BEDROOM DETACHED AND SEMI-DETACHED PROPERTIES WITH ASSOCIATED WORKS AT LANARK GARDENS, WIDNES, CHESHIRE

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

Officers advised the Committee on the background of the site for development, which was previously reserved for a new school.

It was reported that the applicant had now completed an updated phase one ecological survey and that Cheshire Wildlife Trust was satisfied that the development could be approved subject to conditioning the mitigation measures. Further it was noted that the application complied with CS13 of the Core Strategy with regards to affordable housing.

Officers advised that in response to 5 public representations regarding the road through the middle of the proposed development, a condition relating to a construction traffic management plan was recommended. The following additional conditions were also recommended:

- Final details of traffic calming measures to be submitted to and approved in writing;
- Restrictions on plots 15, 20 and 23 preventing the conversion of garages and car ports, so as to ensure adequate car parking is retained;
- Submission of foul and surface water drainage

- details; and
- Submission of existing and proposed levels.

One further objection had been received in relation to proposed highway alterations outside numbers 4 and 6 Falkirk Avenue which reiterated previous concerns over parking and highway safety. The objection also raised concerns in relation to loss of property value and the consultation; it was noted that property values were not a material planning consideration and that the Local Planning Authority had carried out the required statutory consultation.

The Committee was addressed by Ruth Kay, the resident at number 6 Falkirk Avenue, objecting to the application. She commented on the increase in the number of properties to 48 from the outline application of 35 would increase the density of the scheme. She objected to the layout of the access road which had also changed since the outline application. She stated that exiting her driveway and that of number 4 would be difficult and raised highway safety concerns. She also commented that they would be forced to park on the 'build out' area due to the design of the road which could block visibility for oncoming cars. She requested that another design be considered for the scheme.

The Committee was then addressed by Mr Gary Goodwin from Morris Homes, the applicant. He commented that this application had been discussed in great detail with the planning and highways departments and that the new route through the development would deter traffic from the 'rat run' presently being experienced. Further he commented that the developer did not want to affect existing residents' driveways so the build out area was designed for this reason. With regards to parking provision, this was the same as the existing estate; two per dwelling.

Members discussed the application and issues around the access road in relation to residents parking, and the potential for obstruction caused by vehicles was clarified. The application was approved subject to the conditions below and the addition of a construction management plan.

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

1. Standard condition relating to time limit for commencement;
2. Condition listing all plans/amended plans (BE1);
3. Wheel wash condition required for construction phase

- (BE1);
4. Submission of a construction traffic management plan (BE1);
 5. Condition(s) in relation to submission of details of hard and soft landscaping including planting scheme (BE2);
 6. Condition requesting submission and approval of materials (BE2);
 7. Condition in relation to boundary treatment details (BE2);
 8. Condition relating to the provision of bins prior to occupation (BE2);
 9. Condition that the development is carried out in accordance with the submitted ecological reports and mitigation measures (GE21 and GE25);
 10. Condition that no clearance works shall be carried out during bird nesting season (GE21); and
 11. Condition(s) in relation to construction and delivery hours to be adhered to throughout the course of the development (BE1).

And the additional conditions to be added:

12. Construction traffic management plan;
13. Final details of traffic calming measures to be submitted to and approved in writing;
14. Restrictions on plots 15, 20 and 23 preventing the conversion of garages and car ports, so as to ensure adequate car parking is retained;
15. Submission of foul and surface water drainage details; and
16. Submission of existing and proposed levels.

DEV70 - 12/00092/FUL - PROPOSED DEVELOPMENT OF 23 NO. NEW HOMES COMPRISING 15 NO. TWO BEDROOMED HOUSES AND 8 NO. ONE BEDROOM APARTMENTS IN A SINGLE TWO STOREY APARTMENT BLOCK WITH ASSOCIATED INFRASTRUCTURE, DRAINAGE AND PARKING ARRANGEMENTS

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

Officers advised that the application was subject to an affordable housing condition and requested a Section 106 be added in respect of this.

The Committee was advised that the scheme proposed a development of 23 two storey, one and two

bedroomed properties, to replace the previously approved 42 apartments which were part built. The Council's Highways officer had confirmed that the proposals provided appropriate parking provision for the proposed houses with two spaces for houses and one space for one bedroomed apartments; and therefore raised no objections to the application.

The Committee was addressed by Kim Davies, a resident of Lockfield who objected to the application. She argued that: the volume of traffic would cause access problems for residents due to there only being one road in and out of the development; that existing residents would lose 50% of their parking; that the design of the houses was flawed and would not be in keeping with existing properties; house prices would be affected by the proximity of social housing; loss of light and privacy would occur and some residents' fencing would have to be removed.

Members debated the application after hearing the representations. Officers confirmed that boundary issues were a private matter between the developer and the owner of the land. With regards to queries on the garden sizes, Members were advised that whilst the proposals were considered substandard in terms of garden sizes, it was considered that an on balance justification could be made in this case relating to the proximity of off-site open spaces, as set out within the report.

Members voted on the application which was approved subject to the conditions below.

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

1. Standard 3 year permission to commence development (BE1);
2. Condition specifying approved plans (BE1);
3. Materials condition, requiring the submission and approval of external building materials to be used (BE2);
4. Requiring the submission of both hard and soft landscaping (BE2);
5. Boundary treatments to be carried out as approved prior to occupation (BE2);
6. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
7. Vehicle access, parking and servicing to be constructed prior to occupation of properties/commencement of use (BE1);

8. Condition relating to the implementation of bin store provision (BE1);
9. Requiring finished floor and site levels to be carried out as approved (BE1);
10. Site investigation, including mitigation to be submitted and approved in writing (PR14);
11. Restricting permitted development rights relating to fencing, extensions, outbuildings, windows and dormers (BE1); and
12. Condition securing provision of affordable housing (CS13).

DEV71 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

13/00386/FUL

Proposed residential development of 13 No. detached houses with garages, private open space and private access road at Former Dawsons Dance Centre, Lunts Heath Road, Widnes, Cheshire.

13/00380/FUL

Proposed demolition of existing conservatory, two storey side and rear extension plus extension over existing garage at 4 Clanfield Avenue, Widnes, Cheshire.

13/00373/FUL

Proposed erection of a single storey storage building at Industrial Estate, Percival Lane, Runcorn Cheshire.

13/00476/FUL

Proposed construction of mezzanine floor at Denca Controls Ltd, Waterloo Road, Widnes.

13/00480/FUL

Proposed two storey side extension, single storey rear extension and partial demolition of garage to form utility room at 29 Moorland Drive, Runcorn, Cheshire.

14/00063/FUL

Proposed Conversion of garage and first floor side extension at 42 Warrencroft, Runcorn, Cheshire.

The following Appeals have been received / are 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.

The appeal was allowed.

12/00428/S73

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

Inquiry has been held, currently awaiting decision of the SoS.

13/00022/GNWORK

APP/D0650/C/13/2207343 - Enforcement notice issued for the construction of the area of hard-standing on land at Sandy Lane, Preston Brook, Runcorn, Cheshire, WA7 3AW.

In progress . Being dealt with by written representations.

13/00278/FUL

(APP/D0650/V/14/2212165) - Proposed redevelopment of existing high school comprising new school building, provision of new tennis courts, relocation of playing fields, new car parking and associated hard and soft landscaping and demolition of the existing school buildings at The Heath Specialist Technology College.

The Secretary Of State has called the application in for his consideration. This will now be heard by a public Inquiry later in the year.

14/00003/REFUSE – (APP/D0650/A/14/2213060) Outline application (with appearance, landscaping, layout and scale reserved) for erection of 4 No. detached dwellings on Land at Rose View Avenue, Widnes.

In progress. Being dealt with by written representations.

14/00002/REFUSE – (APP/D0650/A/13/2210716) Proposed demolition of existing building and erection of 10 No. dwellings with associated works at Site Of St Johns Presbyterian Church, Victoria Road, Runcorn.

In progress, being dealt with by written representations.

Meeting ended at 7.25 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 16 June 2014 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Morley (Vice-Chairman), Cole, R. Hignett, S. Hill, C. Plumpton Walsh, June Roberts, Rowe, J. Stockton, Thompson, Wainwright, B. Woolfall and Zygadlo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, P. Shearer, J. Farmer and W. Watson

Also in attendance: 6 Members of the Public

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

		<i>Action</i>
DEV1	MINUTES The Minutes of the meeting held on 12 May 2014, having been circulated, were taken as read and signed as a correct record.	
DEV2	PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.	
DEV3	- 12/00429/OUT - OUTLINE APPLICATION FOR THE ERECTION OF UP TO 32 DWELLINGS WITH MAIN ACCESS FROM DERBY ROAD WITH ALL OTHER MATTERS RESERVED, ON LAND AT DERBY ROAD, WIDNES The consultation procedure undertaken was outlined in the report together with background information in respect of the site. Members were advised that the proposed	

development was consistent with the aims of national and local policies relative to the site, subject to a Section 106 Agreement for biodiversity off-set payment; off-site public open space contribution and compensation for loss of greenspace; and conditions relating to drainage, landscaping and residential amenity.

If Members approved the application today, they were requested to delegate the final decision to the Operational Director – Planning, Policy and Transportation, in consultation with the Chairman or Vice Chairman, once further ground investigations had been undertaken.

It was reported that since the publication of the report one further objection had been received from a local resident as stated in the update list.

It was noted that the sentence on page 25 of the report “and a contribution towards a drainage scheme should future reserved matters drainage details be adopted” should be removed from the recommendations.

The Committee was addressed by Mr Frazer Sandwith, agent for the applicant. He commented the scheme would provide high quality family homes which would contribute to addressing the housing shortfall in Halton. He stated that all statutory consultation had been completed and there was no evidence that the scheme was unacceptable in any way.

Having considered the information before them and the representations made, Members voted to approve the application.

RESOLVED: That the application be approved subject to the following conditions and subject to a S106 Agreement for: a financial biodiversity off-set payment in lieu of site mitigation for the loss of part of a local Wildlife Site; off-site public open space; loss of an area of Greenspace:

1. Standard outline conditions for the submission of reserved matters application x 3 conditions (BE1);
2. Amended plans (BE1 and TP17);
3. Prior to commencement the submission of a reserved matters proposal which incorporates a full proposal for drainage of the site (BE1);
4. Prior to commencement submission of levels (BE1);
5. Prior to commencement submission of cross sections/calculations in association with achieving the access to the site from Derby road (BE1);

6. Prior to commencement submission of materials (BE1 and CS11);
7. Prior to commencement submission of hard and soft landscaping (BE1);
8. Prior to commencement submission of construction management plan (TP17);
9. Prior to commencement submission of a construction management plan which will include wheel cleansing details (TP17);
10. Avoidance of actively nesting birds (BE1);
11. Prior to commencement details of on-site biodiversity action plan for measures to be incorporated in the scheme to encourage wildlife (GE21);
12. Prior to commencement details of a landscape proposal and an associated management plan to be submitted and approved (BE1 and BE2);
13. Prior to commencement details of bin store and service areas (BE1 and BE2);
14. Prior to commencement details of secured cycle storage (TP6);
15. Prior to commencement details of boundary treatment (BE22);
16. The reserved matters application shall include a layout drawing showing how proposed dwellings/plots respect the Council's adopted interface standards and guidance of 21m between habitable room windows and 13m between habitable room windows and blank elevations. Where a dwelling is positioned at an oblique angle to an existing dwelling, the interface distance will need to be met (BE1);
17. The development hereby permitted shall not be commenced until such time as, a scheme demonstrating that finished floor levels of all proposed residential dwellings are to be set at a minimum of 36.66m OAD, has been submitted to and approved in writing by the local planning authority (BE1, PR16, CS2, CS19, CS23);
18. The development hereby permitted shall not be commenced until such time as; a scheme to limit the surface water run-off generated by the proposed development, has been submitted to and approved in writing by the local planning authority (BE1, PR16, CS2, CS19, CS23);
19. 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, has been submitted to and approved in writing by the local planning authority (BE1, PR16, CS2, CS19, CS23);
20. No development shall take place until a scheme for

the provision and management of an 8 metre wide buffer zone alongside the Bowers Brook watercourse and floodplain shall be submitted to and agreed in writing by the local planning authority. The buffer zone scheme shall be free from built development including lighting, domestic gardens and formal landscaping; and could form a vital part of green infrastructure provision. The scheme shall include:

- Plans showing the extent and layout of the buffer zone;
- Details of any proposed planting scheme (for example, native species);
- Details demonstrating how the buffer zone will be protected during development and managed/maintained over the longer term including adequate financial provision and named body responsible for management plus production of detailed management plan;
- Details of any proposed footpaths, fencing, lighting;
- Where a green roof is proposed for use as mitigation for development in the buffer zone, ensure use of appropriate substrate and planting mix.

Thereafter the development shall be carried out in accordance with the approved scheme and any subsequent amendments shall be agreed in writing with the local planning authority (BE1, PR16, CS2, CS19, CS23).

21. No development shall take place until a landscape management plan, including long term design objectives, management responsibilities and maintenance schedules for all landscaped areas (except privately owned domestic gardens), shall be submitted to and approved in writing by the local planning authority. The scheme shall include the following elements:

- Protective provisions for the Bowers Brook watercourse/pond/wetland;
- Detail extent and type of new planting (NB planting to be of native species);
- Details of maintenance regime;
- Details of any new habitat created on site;
- Details of treatment of site boundaries and/or buffers around water bodies; and
- Details of management responsibilities.

22. No development shall take place until a detailed method statement for removing or the long term management/control of Japanese Knotweed on the site has been submitted to and approved in writing by

the local planning authority. The method statement shall include measures that will be used to prevent the spread of Japanese Knotweed during any operations eg. Mowing, strimming or soil movement. It shall also contain measures to ensure that any soils brought to the site are free of the seeds/root/stem of any invasive plant listed under the Wildlife and Countryside Act 1981, as amended. Development shall proceed in accordance with the approved method statement (BE1);

23. The future reserved matters proposal shall incorporate a provision for on-site play space (BE1);
24. The future reserved matters proposal shall result in development of no greater than 28 dwellings per hectare (BE1);
25. The future reserved matters proposal shall incorporate a buffer area of at least 15m (from the edge of the woodland and the Brook) to be retained and incorporated within a new boundary of the Local Wildlife Site. This may include areas where ponds could be located providing that a 6m undisturbed margin is left by the edge of the Brook and woodland (BE1, GE19, CS20);
26. No development shall begin until details of a wildlife mitigation scheme, resulting in a site with significant wildlife value, has been submitted to and approved (BE1, GE19, CS20); and
27. No development shall begin until details of a long term management plan for the future management and maintenance of the Brook and any ponds or features for the benefit of wildlife, has been submitted to and approved (BE1, GE19, CS20).

Councillor Cole declared a Disclosable Other Interest in the following item as he was a Board Member of Halton Housing Trust so took no part in the debate or voting.

DEV4 - 14/00075/FUL - PROPOSED DEMOLITION OF EXISTING INDUSTRIAL WAREHOUSE UNIT AND CONSTRUCTION OF 21 NO TWO BED FOUR PERSON HOUSES AND AN APARTMENT BLOCK COMPRISING 9 NO TWO BED THREE PERSON APARTMENTS AND 9 NO ONE BED TWO PERSON APARTMENTS ON LAND TO THE NORTH EAST OF JUNCTION BETWEEN WARRINGTON ROAD AND PAGE LANE, WIDNES, CHESHIRE

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

Members were advised that the proposed site layout had been amended to improve visibility adjacent to Page Lane at the request of the Highway Officer. Also, an additional informative relating to the stopping up of an area of adopted highway should be attached.

It was noted that discussions regarding the viability of the scheme as a result of the commuted sum in lieu of on-site open space provision, had resulted in the Council's Principal Surveyor concluding that the payment of the commuted sum would not render the scheme unviable and the recommendation remained unaltered.

RESOLVED: That the application be approved subject to the signing of a Section 106 agreement securing a commuted sum in lieu of on-site open space provision, and the following conditions:

1. Time limit – full permission;
2. Approved plans;
3. Site levels (BE1);
4. Facing materials to be agreed (BE1 and BE2);
5. Landscaping and boundary treatments scheme (scheme to be agreed);
6. Breeding birds protection (GE21);
7. Protection of trees – construction phase (BE1);
8. Hours of construction (BE1);
9. Dust suppression during construction (BE1);
10. Construction management plan (Highways) (BE1);
11. Wheel wash (BE1);
12. Removal of permitted development – all dwellings (BE1);
13. Provision of affordable housing (CS13);
14. Implementation of recommendations in Environmental and Intrusive Noise Study (PR2);
15. Ground contamination (PR14);
16. Visibility splay (vehicles) – junction with Page Lane (BE1);
17. Provision and retention of In Curtilage Parking – dwellings – plots 19-39 – (BE1);
18. Provision and retention of parking – apartments – plots 1-18 (BE1);
19. Provision of cycle parking (BE1);
20. Disposal of surface water to be agreed (PR16)
21. Japanese knotweed; and
22. Biodiversity enhancements (GE21).

WITH ASSOCIATED INFRASTRUCTURE AND
LANDSCAPING ON LAND OFF BEECHWOOD AVENUE,
RUNCORN, CHESHIRE

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

Since the report was published further ecological information had been submitted to accompany the application. Cheshire Wildlife Trust had considered this and had requested that some further information be provided, however the recommendation as set out in the report remained unaltered.

RESOLVED: That the application be approved subject to:

- a) delegated powers being given to the Operational Director – Policy, Planning and Transportation, in consultation with the Chairman or Vice Chairman of the Development Control Committee to make the decision once the details have been received and consulted on AND the application has been referred to the Health and Safety Executive to request whether or not they wish the application to be called in by the Secretary of State;
- b) any additional conditions required in relation to biodiversity and the signing of a Section 106 agreement securing a commuted sum in lieu of on-site open space provision; and
- c) the following conditions:
 1. Time limit – full permission;
 2. Approved plans;
 3. Site levels (BE1);
 4. Facing materials to be agreed (BE1 and BE2);
 5. Landscaping and boundary treatments scheme (scheme to be agreed);
 6. Breeding birds protection (GE21);
 7. Protection of trees – construction phase (BE1);
 8. Hours of construction (BE1);
 9. Dust suppression during construction (BE1);
 10. Construction management plan (highways) (BE1);
 11. Wheel wash (BE1);
 12. Removal of permitted development – all dwellings (BE1);
 13. Provision of affordable housing (CD13);

14. Ground contamination (PR14);
15. Visibility splay (vehicles) – junction with Beechwood Avenue (BE1);
16. Provision and retention of In Curtilage Parking (BE1);
17. Off-site highway works – footway from Wood Lane to bus stop to the North West of Cherry Blossom Avenue (BE1);
18. Carriageway, footway and highway verge to eastern boundary (BE1);
19. Surface water drainage scheme (PRE16);
20. Foul drainage scheme (PR16); and
21. Biodiversity enhancement (GE21).

DEV6 - 14/00151/FUL - SITING OF A MODULAR BUILDING TO PROVIDE A GP SURGERY FOR A FURTHER TEMPORARY PERIOD OF 3 YEARS ON LAND AT WINDMILL HILL COUNTY PRIMARY SCHOOL, NORTON HILL, RUNCORN

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

RESOLVED: That the application be approved, subject to officers writing to the Secretary of State providing him with 21 days to consider whether the application should be called in. If the application is not called in, the decision notice is to be issued subject to the following conditions:

1. Time limits – 3 year temporary period;
2. Condition in relation to reinstatement of the pitch; and
3. Restoration of the site back to playing field following the cessation of use and the removal of the building.

DEV7 - 14/00162/FUL - PROPOSED RESIDENTIAL DEVELOPMENT OF 13 DETACHED HOUSES, ASSOCIATED GARAGES, PRIVATE OPEN SPACE AND PRIVATE ACCESS ROAD AT FORMER DAWSONS DANCE CENTRE, LUNTS HEATH ROAD, WIDNES

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

Members were advised that the site was located within the Green Belt and was identified as such in Policy GE1 of the UDP. It did not therefore accord with the current

adopted development plan policy so was advertised as a departure.

The updated report advised that the recommendation for a Section 106 Agreement for the establishment of a management company to maintain the amenity space and the private road and pond was no longer necessary, as these were matters that could be adequately controlled through planning conditions. Three further planning conditions were therefore required as follows:

- A landscape management plan including long term design objectives, management responsibilities and maintenance schedules for all landscape areas (including hard and soft landscaping and the pond), other than small, privately owned, domestic gardens, shall be submitted to and approved by the local planning authority prior to the occupation of the development or any phase of the development, whichever is the sooner, for permitted use. The landscape management plan should be carried out as approved;
- No dwelling shall be occupied until the access and car parking has been laid out in accordance with the approved plans; and
- Approved plans.

RESOLVED: That the application be approved subject to the following conditions, the inclusion of the three conditions mentioned above, and subject to the application being referred to the Secretary of State:

1. Standard condition relating to timescale and duration of the permission;
2. Wheel wash condition required for construction phase (BE1);
3. Parking conditions (2 separate conditions) to ensure access and parking is provided and maintained at all times. The use of the premises shall not commence until the vehicle access and parking has been laid out (TP12);
4. Landscaping condition(s) is required to ensure comprehensive development of the site (BE2);
5. Drainage condition, requiring the submission and approval of drainage details (BE1);
6. Construction hours to be adhered to throughout the course of the development (BE1);
7. Delivery hours to be adhered to throughout the

- course of the development (BE1);
8. Materials condition, requiring the submission and approval of the materials to be used (BE2);
9. Remediation Strategy to be submitted and approved in writing (PR14);
10. A condition and removing permitted developments from the property including extension, detached buildings, porches, boundary treatments, hard standing, roof alterations and garage conversions (BE1);
11. Details of off-site highway works, to include a refuge island and an extension to the ghost island, to be submitted to, agreed and constructed prior to commencement of development (BE1); and
12. Plans condition.

Councillor Cole declared a Disclosable Other Interest in the following item as he was a Board Member of Halton Housing Trust so took no part in the debate or voting.

DEV8 - 14/00168/FUL - PROPOSED ERECTION OF 10 1 BEDROOM APARTMENTS WITH INDIVIDUAL ACCESS DOORS ARRANGED IN 2 NO TWO STOREY HEIGHT BLOCKS WITH ASSOCIATED LANDSCAPING AND PARKING ON LAND TO THE WEST OF 19 CROW WOOD LANE, WIDNES

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

Members were advised that the report outlined the requirement for a Section 106 agreement to secure a commuted sum in lieu of on-site open space provision. The applicant had recently submitted a financial viability assessment in an attempt to demonstrate that the payment of the commuted sum would render the scheme unviable. This was currently under consideration. It was noted that to allow time for this to take place, it was considered appropriate to amend the recommendation to the following:

- 'It was therefore requested that the delegated powers are given to the Operational Director – Policy, Planning and Transportation in consultation with the Chair or Vice Chair of the Development Control Committee to make the decision once the financial viability assessment has been considered'.

The application therefore was recommended for approval subject to conditions and the signing of a Section 106 agreement securing a commuted sum in lieu of on-site open space provision unless the financial viability assessment demonstrated that the scheme would be unviable if this was paid.

RESOLVED: That the application be approved subject to the signing of a Section 106 agreement securing a commuted sum in lieu of on-site open space provision and the following conditions:

1. Time limit – full permission;
2. Approved plans;
3. Site levels (BE1);
4. Facing materials to be agreed (BE1 and BE2);
5. Landscaping and boundary treatments scheme (scheme to be agreed);
6. Breeding birds protection (GE21);
7. Protection of trees – construction phase (BE1);
8. Hours of construction (BE1);
9. Dust suppression during construction (BE1);
10. Construction management plan (Highways) (BE1);
11. Wheel wash (BE1);
12. Provision of affordable housing (CS13);
13. Ground contamination (PR14);
14. Visibility splay (vehicles) – junction with Crow Wood Lane (BE1);
15. Provision and retention of parking (BE1);
16. Provision of cycle parking (BE1); and
17. Disposal of surface water to be agreed (PR16).

DEV9 - 14/00192/FUL - PROPOSED ERECTION OF STEEL FRAMED BUILDING ON EXISTING CONCRETE BASE AT INEOS CHLOR VINYLS, CASTNER KELLNER, RUNCORN

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

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

1. Standard condition relating to time limit for commencement;
2. Condition listing all relevant plans / amended plans

- (BE1);
- 3. Wheel wash condition required for construction phase (BE1);
- 4. Submission of a construction traffic management plan (BE1);
- 5. Condition requesting submission and approval of materials (BE2); and
- 6. Condition(s) in relation to contaminated land (PR15).

DEV10 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

14/00082/COU

Proposed change of use of first floor from offices to residential apartment at 2 Midland Street Widnes Cheshire WA8 6JZ.

14/00126/FUL

Proposed single storey rear and two storey side extensions incorporating dormer window to rear roof elevation at 15 Nightingale Close Runcorn Cheshire WA7 3JJ.

14/00156/PLD

Application for Certificate of Proposed Lawful Development for single storey side and rear extension at 2 Heath Road Widnes Cheshire WA8 7NQ.

14/00180/TPO

Proposed works to reduce crown of tree in rear garden of 11 Lawson Road, Runcorn, Cheshire, WA7 4RH.

13/00445/ADJ

Adjoining Authority consultation by St Helens Council for the construction of a 2.7km long 3m wide foot/cycle path along the former Runcorn Gap Railway from the Dream Sculpture at Sutton Manor to Bold Bridge, Warrington Road and then onwards to Mill Lane Widnes at Dismantled Railway from The Dream To Bold Bridge, Warrington Road Bold Heath.

13/00411/TPO

Proposed crown reduction by 50% of 2 No. Sycamore trees reducing height to around 6 metres at 36 Abbots Close, Runcorn, Cheshire, WA7 4UZ.

14/00124/FUL

Proposed two storey rear extension at 201 Moorfield Road, Widnes, Cheshire, WA8 3HQ

14/00147/FUL

Proposed single storey rear extension at 12 Pump Lane
Runcorn Cheshire WA7 2BA

The following Appeals had been received / were in progress:

12/00428/S73

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

Inquiry has been held, currently awaiting decision of the Secretary of State.

13/00022/GNWORK (APP/D0650/C/13/2207343) - Enforcement notice issued for the construction of the area of hard-standing on land at Sandy Lane, Preston Brook, Runcorn, Cheshire, WA7 3AW.

Appeal Dismissed and Enforcement Notice upheld.

13/00278/FUL – (APP/D0650/V/14/2212165) Proposed redevelopment of existing high school comprising new school building, provision of new tennis courts, relocation of playing fields, new car parking and associated hard and soft landscaping and demolition of the existing school buildings at The Heath Specialist Technology College.

The Secretary Of State has called the application in for his consideration. This will now be heard by a public Inquiry later in the year.

14/00003/REFUSE – (APP/D0650/A/14/2213060) Outline application (with appearance, landscaping, layout and scale reserved) for erection of 4 No. detached dwellings on Land At Rose View Avenue, Widnes.

Appeal Allowed.

14/00002/REFUSE – (APP/D0650/A/13/2210716) Proposed demolition of existing building and erection of 10 No. dwellings with associated works at Site Of St Johns Presbyterian Church, Victoria Road, Runcorn.

Appeal Dismissed.

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Meeting ended at 6.45 p.m.

STANDARDS COMMITTEE

At a meeting of the Standards Committee Tuesday, 8 April 2014 The Boardroom - Municipal Building, Widnes

Present: Councillors P. Lloyd Jones (Chairman), M. Bradshaw, Cole, J. Lowe, McDermott, T. McInerney, Parker, Wainwright and Mr A. Luxton (Co-optee)

Apologies for Absence: Mrs Anita Morris (Co-optee)

Absence declared on Council business: None

Officers present: M. Reaney and A. Scott

Also in attendance: Councillor Polhill (Leader, Halton Borough Council) and Mr D. Parr (Chief Executive, Halton Borough Council), Professor D. Norman and Mr R. Radley (Independent Persons)

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

STC5 MINUTES

The minutes of the meeting held on 4 September 2013, having been printed and circulated, were signed as a correct record.

In considering the minutes it was noted that all Parish Council Register of Interest Forms had been completed and returned to the Monitoring Officer.

STC6 ATTENDANCE BY THE LEADER & CHIEF EXECUTIVE TO DISCUSS STANDARDS ISSUES

At the invitation of the Committee, Councillor Rob Polhill, Leader of Halton Borough Council and David Parr, Chief Executive of Halton Borough Council attended the meeting to discuss their respective roles and responsibilities relating to leadership in public office with Members.

The following issues were discussed:-

- How the Standards Committee could usefully address the promotion and maintenance of high standards of ethical behaviour on behalf of the Council;

Action

- The advisory role of the Committee on the Authorities' adopted Code of Conduct;
- The Member/Officer relationship;
- The distinction between the public role of an Elected Member and their entitlement to a private life;
- The Nolan Principles and the Council's adopted Code of Conduct; and
- Training for Elected Members and Parish Councils on matters pertaining to their respective Codes of Conduct and Standards issues.

RESOLVED: That Councillor Polhill and David Parr be thanked for their attendance.

STC7 STANDARDS UPDATE

The Operational Director, Legal and Democratic Services /Monitoring Officer provided the Committee with an update on issues which had arisen in other parts of the country, which provided an insight into the kind of issues faced and the manner in which they had proceeded.

Details on recent cases were given from the following locations:-

- Teeside;
- Barnet;
- Wirral;
- London Borough of Ealing;
- Fenland (Cambridgeshire); and
- Gwynedd.

The Committee commented that they found these reports to be very useful and helpful in terms of Members' learning and development.

RESOLVED: That the report be noted.

STC8 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

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

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

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

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

STC9 VERBAL REPORT OF THE MONITORING OFFICER ON A COMPLAINT

The Operational Director, Legal and Democratic Services/Monitoring Officer, reported the outcome of a complaint which he had recently received.

It was noted that, under the arrangements for considering complaints against an Elected Member, the Monitoring Officer had consulted Professor Norman, Independent Person appointed to deal with such business. Professor Norman and the Monitoring Officer had interviewed both parties and reached a decision not to proceed to a formal investigation. Both parties involved had been advised of the outcome.

The Committee wished to place on record their thanks to Professor Norman for his role in considering the matter.

RESOLVED: That the verbal update be noted.

STC10 VOTE OF THANKS

The Committee wished to place on record their thanks to Councillor Peter Lloyd Jones, for his role as Chair of the Committee since 2012.

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Meeting ended at 11.40 a.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 23 April 2014 in the Council Chamber, Runcorn Town Hall

Present: Councillors Wallace (Chairman), Fry, Howard, K. Loftus, A. Lowe and G. Stockton.

Apologies for Absence: Councillors Fraser, P. Hignett, Lea and McDermott

Absence declared on Council business: None

Officers present: G. Ferguson, L. Davies, K. Cleary and J. Tully

Also in attendance: Councillor C. Loftus. Councillor Nelson arrived after the commencement of the hearing and took no part in the proceedings.

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

REG18 APPOINTMENT OF CHAIRMAN

The Committee was advised that Councillor Wallace would be Chairman for the meeting.

RESOLVED: That Councillor Wallace be appointed Chairman for the duration of the meeting.

Councillor Wallace
Vice Chairman of the Committee
(in the Chair)

REG19 MINUTES

The minutes of the meeting held on 17 March 2014 were taken as read and signed as a correct record.

REG20 APPLICATION FOR THE REVIEW OF THE PREMISES LICENCE RELATING TO THE RAJ TANDOORI 210 WARRINGTON ROAD WIDNES

The Committee was advised that Cheshire Constabulary had submitted an application under section 51 Licensing Act 2003 to review the Premises Licence at Raj

Action

Tandoori, 210 Warrington Road, Widnes. The Premises Licence permits Late Night Refreshment between the hours of 23.00 and 04.00 each day, the supply of alcohol (on and off the premises) between the hours of 10.00 and 03.15 each day and the hours the premises are open to the public are 10.00 to 04.00 each day. The Premises Licence holder (and Designated Premises Supervisor) Shahid Muddsar was not in attendance at the hearing.

Following introduction by the Chairman, the Council's legal representative outlined the procedures to be followed. The Committee heard representations from:

1. The applicant who were represented by Ian Seville, Cheshire Police Licensing Officer.
2. Witnesses:

Bill Seabury – Alcohol Licensing Enforcement Officer
Community Safety Partnership; and

Christopher Webb – UK Border Agency Immigration
Officer.

Written witness statements had previously been circulated to the Committee members and the Premises Licence Holder. The witnesses called by Ian Seville confirmed the accuracy of the statements at the hearing. One of the statements had been provided by PC Chris Carney. PC Carney was unable to attend the hearing and the statement was given by Bill Seabury who had also been present at two of the inspections of the premises.

Members were advised that the review was requested by Cheshire Constabulary due to the premises persistently using immigrant workers who were either visiting the country illegally or working in contravention of their entry visas as employees.

On three occasions officers from various agencies had visited the premises and found them to be almost totally staffed by workers who did not have the necessary working visas or were in the country unlawfully.

The relevant law relating to preventing illegal working was clearly set out in Sections 15 to 25 of the Immigration, Asylum and Nationality Act of 2006. Specific offences were set out in section 21 of the Act. The actions taken at the premises were in direct contravention of the above legislation and with regard to the Licensing Act 2003, were

contrary to the Prevention of Crime and Disorder Licensing Objective.

The Committee considered that it was necessary to take the following step in respect of the premises licence.

RESOLVED: That the Premises Licence be revoked.

Meeting ended at 6.10 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 18 June 2014 in the Council Chamber.

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

Apologies for Absence: Councillors Fraser and A. Lowe

Absence declared on Council business: None

Officers present: G. Ferguson, K. Cleary, J. Tully and J. Findlow

Also in attendance: 4 Members of the public

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

REG1 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Action

The Board considered:

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

Councillor Lea declared a Disclosable Other Interest in the following item as the person under scrutiny was known to him. He took no part in the discussion and left the room whilst a decision was made.

REG2 TAXI CASE

Case No. 689

The Committee held a hearing to consider the conduct of the holder of a single status driver's licence. The individual concerned (referred to in this minute as "689") was legally represented. Two other people were also present and spoke at the hearing.

RESOLVED:

1. 689 was not a fit and proper person to hold the Licence;
2. the conduct of 689 was such as to justify a revocation of the Licence;
3. however, the Committee felt that in this case a suspension of the Licence ought to be imposed for a period of 3 months;
4. the Committee considered that, in the interests of public safety, the suspension must take place with immediate effect. Since 689 may have arrived in his licensed hackney carriage vehicle the term "immediate effect" shall be interpreted as meaning midnight that evening (18th June): this would allow for the vehicle to be driven legally to an appropriate base; and
5. the Licence and badge held by 689 must be returned to the Council

Strategic Director
Policy and
Resources

|

Meeting ended at 8.15 pm

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APPEALS PANEL

At a meeting of the Appeals Panel held on 4 April 2014 in the Bridgewater Room, Municipal Building, Widnes.

Present: Councillors Wainwright (Chairman), K Loftus and Woolfall

Apologies for absence: None

Absence declared on Council business: None

Officers present: K Lunt

Also Present: Appellant and Representative

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

Action

**AP12 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND LOCAL GOVERNMENT (ACCESS TO INFORMATION)
ACT 1985**

The Panel considered:

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

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

defined in Section 100 (1) and paragraphs 1,2 and 3 of Schedule 12A of the Local Government Act 1972.

AP13 HOUSING DISCRETIONARY APPEAL HEARING : CASE NO 232

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

RESOLVED: That the appeal be upheld, and subject to the amount of credit (if any), Discretionary Housing Payment be awarded to July 2014.

Meeting ended at 11.12 a.m.

APPEALS PANEL

At a meeting of the Appeals Panel held on 24 June 2014 in the Halton Stadium, Widnes.

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

Apologies for absence: None

Absence declared on Council business: None

Officers present: K Lunt

Also Present: Appellant

**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 paragraphs 1,2 and 3 of Schedule 12A of the Local Government Act 1972; and
- (2) Whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

defined in Section 100 (1) and paragraphs 1,2 and 3 of Schedule 12A of the Local Government Act 1972.

AP2 HOUSING DISCRETIONARY APPEAL HEARING : CASE NO 233

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

RESOLVED: That the appeal be upheld, and the decision of the Benefits Service be revised so that rent in advance of £475 be paid.

Meeting ended at 11.30 a.m.