

Minutes

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

**Wednesday, 15 October
2014**

Minutes

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

Wednesday, 15 October 2014

COMMITTEE/BOARD	Page Ref
COUNCIL MINUTES	
16 July 2014	145 - 150
15 September 2014	151 – 152
MINUTES OF THE EXECUTIVE BOARD	
7 July 2014	153 - 168
4 September 2014	169 - 184
18 September 2014	185 - 192
2 October 2014	193 - 198
MINUTES OF THE HEALTH AND WELLBEING BOARD	
9 July 2014	199 - 206
17 September 2014	207 - 218
MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD	
Children, Young People and Families	219 - 226
Employment, Learning, Skills and Community	227 - 234
Health	235 - 250
Safer	251 - 262
Environment and Urban Renewal	263 - 266
Corporate Services	267 - 270
Business Efficiency Board	271 – 278
COMMITTEE MINUTES	
Development Control	279 - 304
Appeals Panel	305 - 306

COUNCIL

At a meeting of the Council on Wednesday, 16 July 2014 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Fraser, Gerrard, Gilligan, A. McInerney, T. McInerney, June Roberts and J. Stockton

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, D. Johnson, D. Parr and A. McIntyre

Also in attendance: Five Landscape Apprentices and six Managers

Action

COU14 LANDSCAPE APPRENTICES PRESENTATION

The Mayor welcomed to the Council meeting, five apprentices and congratulated them on their individual achievements and success in gaining relevant qualifications in their respective disciplines, which included Horticulture and Sustainable Resource Management.

COU15 COUNCIL MINUTES

The minutes of the meeting held on 6 June 2014, having been circulated, were taken as read and signed as a correct record.

COU16 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- 1) The Deputy Mayor and Consort had attended the opening ceremony of the Wat Phra Singh UK Buddhist Temple and Meditation Centre in Runcorn. They had been presented with a commemorative flag, a silver coloured bowl and a

presentation plate embossed with a flower design;

- 2) The Mayor had attended a function at Runcorn Rotary Club and had been presented with a pendant;
- 3) The Mayor had been presented with a signed football from Liverpool FC, which he would auction for the Mayor's Charity;
- 4) The Mayor and Mayoress had attended the opening of the new Vodaphone shop in Runcorn and had been presented with three telephones which would be donated to the Mayor's Charity;
- 5) The Mayor invited everyone to join him at his Charity Dinner on 1 August 2014.

COU17 LEADER'S REPORT

The Leader made the following announcements:-

- Construction of access roads was underway for the Mersey Gateway Bridge;
- He advised that there would be regular newsletters for all Members which would keep them up to date on construction progress together with a 'Merseylink Briefing';
- Halton had been allocated £10m through the Liverpool City Region Growth Deal;
- The Borough would welcome the 'Tour of Britain' cycle race in September 2014, crossing the Silver Jubilee Bridge;
- Preparations had started on the 2014-17 budget process. Members were reminded that a Briefing was planned on 4 August 2014 in Halton Stadium starting at 4.30pm.

COU18 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings from 12 June 2014 and 26 June 2014.

RESOLVED: That the minutes be received.

COU19 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting of 7 May 2014.

RESOLVED: That the minutes be received.

COU20 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU21 CHILDREN AND YOUNG PEOPLE'S PLAN 2014 - 17 (MINUTE EXB 4 REFERS)

Executive Board had 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.

RESOLVED: That Council

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

Strategic Director
- Children and
Enterprise

COU22 REVISED TREASURY MANAGEMENT INVESTMENT STRATEGY 2014/15 (MINUTE EXB 18 REFERS)

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

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

Operational
Director - Finance

COU23 ANNUAL REPORTS OF THE POLICY AND PERFORMANCE BOARDS 2013/14

The Council considered the report of the Scrutiny Co-ordinator, outlining the Annual Reports for each of the Policy and Performance Boards (PPBs) for 2013/14, which had been submitted and which outlined their work, made recommendations for future work programmes and amended working methods if appropriate.

It was reported that the Annual Reports had been submitted to the appropriate PPBs for consideration and had

all been agreed.

RESOLVED: That the 2013/14 Annual Reports, submitted from the Policy and Performance Boards, be received.

(N.B. Councillor Peter Lloyd Jones declared a Disclosable Other Interest in the following items of business as he was a Governor of Bridgewater NHS Trust, a Governor of Warrington and Halton Hospitals NHS Trust, a Governor of Ormiston Bolingbroke Academy and a Governor of St Bertelina's CE Primary School.)

COU24 MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD

The Council considered the reports of the following Boards in the period since the meeting of Council on 6 June 2014:-

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

In considering the minutes, the following comments and observations were made:

- Councillor Dennett, as Chair of the Children Young People and Families PPB, thanked Members of the Board for their work during the past year and welcomed Councillor Logan as the new Vice Chair. He also thanked Councillor Horabin for her many years as Vice Chair and for her past support;
- Councillor Ellen Cargill, as Chair of the Health PPB, thanked all Members of the Board for their service and advised that a new health scrutiny review on Cancer Services would be starting in September 2014;
- Councillor Thompson thanked the Mayor, Councillor Shaun Osborne for his past service as Chair of the Safer PPB;
- Councillor C Loftus thanked the Chair and Vice Chair of the Environment and Urban Renewal PPB for the action taken on the traffic problems at Halton Station Road, Runcorn.

COU25 COMMITTEE MINUTES

The Council considered the reports on the work of the following Committees in the period since the meeting of Council on 6 June 2014:-

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

Meeting ended at 6.52 p.m.

This page is intentionally left blank

COUNCIL

At an Extra-Ordinary meeting of the Council on Monday, 15 September 2014 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Edge, Fraser, Fry, S. Hill, V. Hill, Horabin, Lea, Joe Roberts, Rowe and Wharton

Absence declared on Council business: None

Officers present: E. Dawson, I. Leivesley, D. Parr, M. Reaney and L. Derbyshire

Action

COU26 TREASURY MANAGEMENT STRATEGY 2014/15 - REVISED AUTHORISED LIMIT AND OPERATIONAL BOUNDARY

The Council considered a report of the Operational Director, Finance, which recommended revisions to the Council's Treasury Management Investment Strategy for 2014/15 in respect of the approved Authorised Limit and Operational Boundary.

The Council was advised that the Treasury Management Strategy for 2014/15 approved by Council on 5th March 2014, included levels set for the Authorised Limit (£158m) and Operational Boundary (£147m) which acted as the Council's overall borrowing limits. At this time given forecast interest rates, it was anticipated that the Council would phase its borrowing over 2014/15 and 2015/16 in order to fund the Capital Programme. Therefore, the borrowing limits had been set accordingly

The Council was further advised that over recent weeks a number of global and UK political and economic factors had caused long term interest rates to fall to an almost unprecedented low level. This was reflected in the long term borrowing rates available to the Council from the

Public Works Loans Board (PWLB). It was reported, that today, the PWLB interest rate for borrowing up to 30 years was at 3.97%.

Following advice from Capita Asset Management Services, the Council's Treasury Management advisors, it was considered that it would now be more cost effective to borrow the significant amounts required to fund the Council's capital programme, in 2014/15 rather than being phased over two years.

In order to enable this to be achieved, the Council was asked to approve revised levels for the Authorised Limit and Operational Boundary within the 2014/15 Treasury Management Strategy.

It was reported that the cost of any borrowing for the Mersey Gateway project would have no effect on the revenue budget of the Council, as all interest costs and capital repayments would be funded from future toll revenues and Department for Transport Availability Support Grant.

RESOLVED: That the revised Authorised Limit of £270.0m and Operational Boundary of £252.6m within the Treasury Management Strategy for 2014/15 be adopted.

Operational
Director, Finance

Meeting ended at 17.35 pm

EXECUTIVE BOARD

At a meeting of the Executive Board on Monday, 7 July 2014 in The Boardroom, Municipal Building

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

Apologies for Absence: Councillor Wright

Absence declared on Council business: Councillor Nelson

Officers present: M. Reaney, A.McIntyre, D. Parr, E. Dawson. E. O'Meara, C. Patino, S Riley, M. Allen and A. Scott

Also in attendance: None

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

EXB21 MINUTES

The Minutes of the meeting held on 26 June 2014 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB22 INDEPENDENT LIVING

The Board considered a report of the Strategic Director, Children and Enterprise, which sought permission to re-model an area of Inglefield to provide independent living skills for children with Autistic Spectrum Conditions (ASC).

The Board was reminded that Ashley School had been re-designated as an 11-19 school for middle or high ability pupils with Social Communication Needs and Autism in September 2013. New post-16 provision would be available for students and staff from September 2014. It was reported that a key element of the curriculum for Post-16 students was to develop Independent Living Skills, to encourage students to gain functional and self-care skills. Teaching independent living skills such as budgeting,

Action

laundry, cooking, cleaning and independent travel, gave students the opportunity to learn in a real-life environment within the community in which they lived.

The report and appendices provided details of the initial estimates of adapting and equipping the area of residential accommodation at Inglefield to provide two bedrooms each for students and staff, a lounge, dining area and bathroom facilities.

RESOLVED: That

- 1) the capital project at Inglefield be approved; and
- 2) the estimated capital costs of £50,000 be met from the basic need capital allocation.

Strategic Director
- Children and
Enterprise

EXB23 SUSTAINABLE SCHOOL TRAVEL POLICY 2014 - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the determination of a Sustainable School Travel Policy.

The Board was advised that the local authority had a requirement to fulfil its statutory duty under the Education and Inspections Act 2006 to review and determine a Sustainable School Travel Policy (the Policy).

It was noted that there were four main elements to the duty, as set out in the report. The Policy for 2014 drew together these elements and supported the priorities of the Children and Young People's Plan, as well as promoting healthy lifestyles. It was noted that the Policy had been reviewed to reflect the content of the document "New Home to School Travel and Transport Guidance" issued by the Department for Education in March 2014. It was further noted that the proposed Policy was made available for consultation during May and June 2014, with no comments being received.

Members discussed the proposed eligibility criteria for assistance with transport and the revised appeals process, contained within the Policy, which was due for implementation from September 2014. It was noted that the Policy was based upon the Local Authority's statutory duties and Department for Education guidance. Whilst recognising that assistance with transport for pupils attending denominational schools was discretionary, with no statutory requirement to provide, Members wished to retain this

discretionary element, but requested this discretionary element be reviewed annually.

Reason(s) For Decision

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

Alternative Options Considered and Rejected

None.

Implementation Date

Academic year – September 2014 and reviewed annually.

RESOLVED: That the Sustainable School Travel Policy be approved with an additional discretionary criterion of assistance for denominational transport where the criteria is met.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB24 THE HALTON ALCOHOL INQUIRY

The Board considered a report of the Director of Public Health, which sought approval of the waiver of Procurement Standing Orders in respect of the award of a contract for the Our Life – Halton Alcohol Inquiry (the Inquiry).

The Board was advised that Our Life had successfully delivered six Citizen's Inquiries on alcohol in the North West over the previous four years. It was reported that the proposed project would initiate and encourage discussion and debate about alcohol, the problems it caused and help people to reach informed conclusions about how to tackle these at different levels.

The Inquiry would involve Halton residents and consist of nine, two and a half hour sessions split across four stages:

- Exploration;
- Deliberation;
- Recommendation; and
- Action.

It was noted that, following the Inquiry, a public meeting would be held with key decision makers, with the final stage of the project providing support for the participants to help take their actions forward.

The Board was informed that the cost of the project (£28,000), would be met from the Public Health budget.

RESOLVED: That

- 1) in accordance with Procurement Standing Orders 1.8.3 (e), Procurement Standing Orders 4.1 and 4.2 be waived in respect of the Our Life – Halton Alcohol Inquiry; and
- 2) the Director of Public Health be authorised to award a contract to Our Life to deliver the campaign.

Director of Public Health

EXB25 SHARED SERVICE FOR INFECTION PREVENTION AND CONTROL FOR ST. HELENS, WARRINGTON AND HALTON

The Board considered a report of the Director of Public Health, which sought approval to commission a shared service for infection control across Warrington, Halton and St Helen's.

The Board was advised that health protection was one of the statutory responsibilities of Public Health, which had transferred to local authorities in April 2013. Part of this responsibility was to commission Infection Prevention and Control services for the local health economy. It was reported that the Bridgewater Community NHS Trust had previously provided an infection prevention and control service covering Halton and St Helens. It was proposed to move to one contract to be procured and managed on behalf of Warrington, St Helens and Halton by St Helens Council.

It was reported that the commissioning of a joint, small shared service for infection control offered economies of scale which could not be achieved by commissioning on a single Borough basis. A copy of the service specification was attached at Appendix 1 for Members' information.

RESOLVED: That the Board approve the waiver as necessary of those parts of Procurement Standing Order 1.3.2 which refers to joint or partnering arrangements to allow the joint commissioning of the Infection Control Service to support public health and primary care. The

Director of Public Health

period covered would apply from April 2015 to March 2018, with the annual expected contract value for Halton being £83,242.

TRANSPORTATION PORTFOLIO

EXB26 PASSENGER TRANSPORT TENDERS

The Board considered a report of the Strategic Director, Policy and Resources, which informed them of the forthcoming publication of transport tenders via The Chest.

The Board was advised that the Transport Co-ordination Section were responsible for a complex range of passenger transport contracts. If these arrangements were not covered by the Council's in-house fleet of passenger transport vehicles or by volunteer drivers, then they were required to be contracted-out to external transport providers for a period of up to four years.

The arrangements for the advertising of such transport tenders on behalf of the Children and Enterprise and Communities Directorates respectively were set out in the report.

RESOLVED: That the Board note the advertising of transport tenders for services on behalf of the Children and Enterprise and Communities Directorates, required from September 2015, and support the process.

Strategic Director
- Policy &
Resources

COMMUNITY AND SPORT PORTFOLIO

EXB27 EFFICIENCY REVIEW OF HALTON LIBRARY SERVICE

The Board considered a report of the Strategic Director, Communities, which sought approval to commence a public consultation on proposals for the future delivery arrangements for Halton's Library Service.

The Board was advised that an Efficiency Review of the Library Service had previously been carried out which realised savings of £157,500. A fresh Library Service review, as part of the current Wave 5 of the Efficiency Programme had been conducted by the Efficiency Programme Board. Information had been gathered which had helped to construct two options which would be the subject of public consultation and which were detailed in the consultation document attached to the report.

It was reported that, in conducting the Efficiency

Review, Officers and the Programme Board had drawn on demographic and other data on local need, to ensure that the revised service would meet the needs of current and future users of the Library Services. However, it was noted that the focus of the review, and of the two proposed options, had been on opening hours. In addition, the consultation would seek the public's view on the viability of maintaining the universal Mobile Library Service and the need to address services to the elderly, given the ageing population profile of the Borough.

The Board was advised that, once analysed, the responses would be reported to Executive Board for decision on the future of the service.

RESOLVED: That the Board

- 1) notes the content of the report;
- 2) approves the documents attached to the report as the basis for public consultation on the future delivery of the Library Service; and
- 3) approves the consultation period outlined in the report.

Strategic Director
- Communities

PHYSICAL ENVIRONMENT PORTFOLIO

EXB28 PROCUREMENT OF HOMELESSNESS AND HOUSING AND SUPPORT GATEWAY IT SYSTEMS

The Board considered a report of the Strategic Director, Communities, on the proposals to develop and implement a Housing and Support Gateway IT System.

The Board was advised that the aim of the Housing Support Gateway (the Gateway) was to provide a single point of access for people with housing support needs into short term housing support services. It was reported that the Gateway system would be implemented on a sub-regional basis through the Liverpool City Region (LCR), with details of those arrangements and costs contained in the report.

The Board was reminded that on 12 July 2012, it considered a report which highlighted the requirement to replace the then existing Homelessness IT system, in line with audit recommendations. A replacement IT solution would be purchased from Capita, who would also provide the IT solution for the sub-regional housing and support Gateway. Therefore, permission was sought to waive

Procurement Standing Orders to enable the Council to purchase the Homelessness IT system. The Business Case contained in the report set out reasons for Members' consideration.

RESOLVED: That

- 1) Halton's participation in the development of a sub-regional Housing and Support Gateway be approved; and
- 2) Pursuant to Procurement Standing Order 1.8.4 (c), Procurement Standing Order 4.1 be waived to enable the procurement of the preferred Homelessness IT system.

Strategic Director
- Communities

EXB29 FIXED PENALTY NOTICES

The Board considered a report of the Strategic Director, Communities, on the pilot scheme for issuing Fixed Penalty Notices for litter and dog control offences.

The Board was reminded that, at its meeting on 13 October 2013, it had approved a six month pilot scheme delivered by 3GS (UK) Limited for the issuing of Fixed Penalty Notices (FPNs) for litter and dog control offences. This service commenced on 14 February 2014, and aimed to support the Council's efforts to reduce anti-social behaviour and improve the safety and attractiveness of the Borough. The report set out details of the enforcement patrols undertaken, the number of FPNs issued, arrangements for the non-payment of notices and the added value of additional and proportionate enforcement for environmental crime offences.

It was reported that the current scheme would end in August 2014. The report sought permission to extend the pilot scheme until the end of February 2015 during which time further consideration would be given to arrangements for the procurement of these services beyond 28 February 2015.

RESOLVED: That

- 1) the pilot scheme for the issuing of Fixed Penalty Notices for litter and dog control offences by 3GS (UK) Limited be extended until 28 February 2015; and

Strategic Director
- Communities

- 2) the Strategic Director, Communities, in consultation with the Executive Board Member for Physical Environment and the Operational Director, Legal and Democratic Services, be authorised to determine all matters relating to the procurement of services for the issuing of Fixed Penalty Notices for litter and dog control offences by a private enforcement company on behalf of the Council beyond 28 February 2015.

RESOURCES PORTFOLIO

EXB30 ICT & SUPPORT SERVICES CAPITAL PROGRAMME

The Board considered a report of the Strategic Director, Policy and Resources, on the ICT and Support Services Capital Programme.

The Board was advised that the continued and long-term investment made by the Council in its ICT infrastructure, had delivered greater efficiencies in service delivery and enabled the Council, amongst other things, to:-

- Reduce its estate;
- Introduce automated processes with easy access to information for the public;
- Facilitate greater use of agile working; and
- Receive income from service level agreements with third parties.

The report set out details of the key ICT programme areas for 2014/15. It was noted that this included renewal and upgrade of the current licensing model, improved server infrastructure to increase the Council's resilience and storage capacity, and a programme of device refresh and replacement. The proposed financial spend profile was also detailed. However, Members were advised that through smart procurement and changes to the way the authority accessed its desktop space, it was envisaged that all of the projects would be delivered within the current budgetary allowance.

RESOLVED: That the ICT and Support Services Capital Programme be noted and the financial spend profile for 2014/15 be supported.

Strategic Director
- Policy &
Resources

EXB31 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Policy and Resources, which detailed seven new applications 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. It was noted that the Council was now responsible for funding 49% of any award granted of mandatory or discretionary rate relief.

Appendix 1 provided details of the seven applications received, together with the associated financial costs to the Council for Members' consideration.

RESOLVED: That

- 1) Discretionary Rate Relief be granted to the following organisations at the percentage indicated, for the period 1 April 2012 (or the commencement of liability whichever is the later) to 31 March 2016:-

Halton Autistic Family Support Group 20%

St Johns Church T/A Widnes Foodbank 20%

The Mark Gorry Foundation 20%

Our Lady's Pre-school, Runcorn 20%

- 2) The following applications for Discretionary Rate Relief be refused, for the reasons set out in the report:-

Child Bereavement UK 20%

Chester & District Federation of the Blind 20%

Chester Diocesan Board of Finance 20%

Strategic Director
- Policy &
Resources

EXB32 ICT AND SUPPORT SERVICES - CENTRALISED AGRESSO SERVICE DELIVERY CONTRACT BETWEEN SEFTON MBC AND HALTON BC

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval in principle to complete and enter into a contracted service to deliver, manage and host the Agresso Financial Services Software Package for Sefton Metropolitan Borough Council (Sefton MBC).

The Board was advised that Finance Directors of Sefton MBC and Halton Borough Council had informally discussed the opportunities for a shared centralised financial services software package using Halton's technical platform known as Agresso. Having operated the system for over ten years, Halton staff had built up a considerable level of knowledge and technical expertise in the development of the system, comparable with most external third party suppliers.

It was reported that the initial proposal covered the provision of a fully managed network link between the two authorities which allowed for fast secure access. In addition, there was a requirement for dedicated resources to be made available to both authorities throughout the contractual period, with new roles in the Agresso Support team within ICT Services to be funded by Sefton MBC.

RESOLVED: That the proposal allowing the Strategic Director, Policy and Resources, in consultation with the Resources Portfolio holder, to complete contractual, financial and service delivery arrangements, be approved.

Strategic Director
- Policy &
Resources

EXB33 ICT AND SUPPORT SERVICES - WAIVE STANDING ORDERS, AGRESSO LICENCE UPGRADE

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval to waive Procurement Standing Orders to allow the purchase of an additional licensing agreement for the Agresso Financial Services Software Package.

The Board had considered a previous report on this agenda, for shared centralised financial services software package between Sefton Metropolitan Borough Council (Sefton MBC) and Halton Borough Council, using Halton's technical platform known as Agresso (minute EXB 32 referred).

It was reported that the Council had been licensed for the use of the Agresso system for approximately ten years under a financially beneficial licensing agreement known as Perpetual Licence. This licence allowed the authority to own the use rights which were linked to an annual maintenance charge for the use of the software packages. It was now proposed to extend this licensing model to allow for Sefton MBC to operate under the same license agreement as part of the centralised Financial Software delivery proposal, previously referred to.

The report provided details of the possible lead in time for project connectivity. Approval was therefore sought for the Operational Director, IT and Support Services, in consultation with the Resources Portfolio holder, to conclude a deal in the most advantageous terms for the authority, subject to all costs being borne by Sefton MBC.

RESOLVED: That the Board approves both requests which allow the Operational Director, ICT and Support Services, in consultation with the Resources Portfolio holder, to complete contractual, financial and service delivery arrangements in relation to the software licensing requirements and connectivity project.

Strategic Director
- Policy &
Resources

EXB34 PENSIONS DISCRETION POLICY

The Board considered a report of the Strategic Director, Policy and Resources, on the Pensions Discretions Policy.

Then Board was advised that the Council was required to publish a written policy statement annually which confirmed its discretions allowed under the Local Government Pension Scheme (LGPS). It was reported that following the Hutton Review, the Government had decided that changes were required to public sector pension provision; the main recommendations were set out in the report.

It was reported that the new LGPS accommodated all of these requirements. Significant changes to the Scheme effective from 1 April 2014, required that the Discretions Statement was updated to reflect this. Appendix A outlined the Council's current and proposed position.

RESOLVED: That

- 1) the recommendations to exercise the discretions

Strategic Director
- Policy &
Resources

as outlined in Appendix A attached to the report, be approved; and

- 2) those discretions be exercised by the appropriate Strategic Director, in consultation with the Portfolio holder for Resources and the Operational Director, Finance. (In the case of applications from Strategic Directors/Chief Executive, replace appropriate Strategic Director with Chief Executive/Strategic Director, Policy and Resources respectively).

EXB35 TREASURY MANAGEMENT 2013/14 4TH QUARTER: JANUARY - MARCH

The Board considered a report of the Operational Director, Finance, which updated Members on the activities undertaken on the money market, as required by the Treasury Management Policy for the 2013/14 fourth quarter.

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

RESOLVED: That the report be noted.

EXB36 2014/15 TO 2016/17 CAPITAL PROGRAMME

The Board considered a report of the Operational Director, Finance, on the Council's Capital Programme for 2014/15 to 2016/17.

As part of the Medium Term Financial Strategy, Executive Board had approved the capital strategy on 21 November 2013. This covered the period 2014/15 to 2016/17. Council approved the overall capital programme for the same period at its meeting on 5 March 2014, which at that time were based on estimates of capital allocations.

The Council would continue to seek and secure further additional external resources to reduce on-going revenue implications and enhance the capital programme, through for example, Section 106 Agreements.

Estimates of capital receipts over the medium term were based on forecast land and building sales. Although it was reported that there was some optimism in the property market with an upturn in fortunes, a cautious approach

needed to be followed and as such, there were no funds available for new capital starts unless external funding was generated to finance the cost.

RESOLVED: That the Council's Capital Programme for 2014-17, including forecast spend and funding, be noted.

Operational
Director - Finance

(N.B. The Operational Director, Legal and Democratic Services, declared an interest in the following item of business and left the room during consideration of the item)

EXB37 PROVISION OF MONITORING OFFICER SERVICES TO CHESHIRE WEST AND CHESTER COUNCIL (CWAC)

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval to enter into a shared service arrangement with Cheshire West and Chester Council (CWAC) to provide Monitoring Officer services.

The Board was advised that the Chief Executive had been approached by CWAC regarding the provision of Monitoring Officer services to them during a period of maternity leave by the current CWAC postholder. It was reported that this would be for a period which covered July 2014 to May 2015. Halton's Monitoring Officer would be required to attend CWAC's offices one day a week, attend CWAC full Council meetings and pre-briefings and be available at other times for consultation by email or telephone.

The Board noted that this request for support was for a short term and that contractual arrangements would be concluded on a commercial basis.

RESOLVED: That

- 1) the Council enter into an agreement with Cheshire West and Chester Council to provide Monitoring Officer services to CWAC, for a period until the end of May 2015; and
- 2) the Strategic Director, Policy and Resources, be authorised to enter into all contractual arrangements to put this in place.

Strategic Director
- Policy &
Resources

EXB38 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

RESOURCES PORTFOLIO

EXB39 DISPOSAL OF LAND AT PAGE LANE WIDNES

The Board considered a report of the Strategic Director, Children and Enterprise, on the disposal of development land at Page Lane, Widnes.

The Board was advised that the land had been marketed by external agents. Details of offers received and considered were contained in the report and attached appendix. It was noted that the purchase of the land was conditional on the proposed developer obtaining the relevant planning consent.

RESOLVED: That

- 1) subject to Planning Consent and subject to contract, the Board approves the disposal of the site to the company and at the price referred to in the report; and
- 2) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, legal and Democratic Services.

Strategic Director
- Children and
Enterprise

EXB40 SALE OF LAND FOR HOUSING AT LIVERPOOL ROAD
WIDNES

The Board considered a report of the Operational Director, Children and Enterprise, on the proposed disposal of land at Liverpool Road, Widnes.

The Board was reminded that at its meeting on 5 September 2013, it had approved the disposal of the site so as to enable development to support the funding of the new adjoining sports facility. The site had been marketed by external agents and an analysis of offers received and of the marketing report were detailed in the report and appendices.

It was noted that the purchase of the land was conditional upon the proposed developer obtaining planning consent.

RESOLVED: That

- 1) the Board approves the disposal of the site to the company and at the price referred to in the report, subject to Planning Permission and subject to contract; and
- 2) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- Children and
Enterprise

CALL IN

MINUTES ISSUED: 11 July 2014

CALL-IN: 18 July 2014

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

Meeting ended at 2.28pm

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 4 September 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: M. Reaney, G. Cook, S. Wallace Bonner, G. Meehan, D. Parr, E. Dawson, A Scott and W Rourke

Also in attendance: Councillor Joe Roberts and Councillor Sue Edge and one member of the press

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

	<i>Action</i>
EXB41 MINUTES	
<p>The Minutes of the meeting held on 7 July 2014, were taken as read and signed as a correct record.</p>	
<p>CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO</p>	
EXB42 SCHOOLS CAUSING CONCERN - STATUTORY GUIDANCE FOR LOCAL AUTHORITIES	
<p>The Board considered a report of the Strategic Director, Children and Enterprise, which provided an overview of the Schools Causing Concern (SCC) Statutory Guidance for Local Authorities.</p> <p>The Board was reminded that, at its meeting on 27 February 2014, it had approved the Learning and Achievement Strategy. At the time, this was based on SCC Guidance issued in March 2013. The SCC Guidance was subsequently revised and issued to Local Authorities by the Department for Education in May 2014. It was reported that the Learning and Achievement Strategy would need to be revised to reflect the latest Guidance.</p> <p>It was noted that the revised Guidance set out the</p>	

local authority's role in relation to maintained schools causing concern, and the importance of early intervention and swift and robust action to tackle failure. The new Guidance set out ten indicators for local authorities to champion educational excellence. Details of the key changes were contained in the report for Members' information.

RESOLVED: That the proposed changes to Halton's approach to support and intervention in Schools Causing Concern be approved and the Learning and Achievement Strategy be amended accordingly.

Strategic Director
- Children and
Enterprise

(N.B. The following Councillors declared a Disclosable Other Interest in the following item of business for the reasons stated: Councillor Jones as a Governor of Fairfield Primary School; Councillor D Cargill as a Governor of Windmill Hill Primary School).

EXB43 BASIC NEED CAPITAL FUNDING - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update for the allocation and spending of Basic Need Capital Funding.

The Board was advised that the Basic Need allocation supported the capital requirement for providing new pupil places by expanding existing maintained schools, free schools or academies and by establishing new schools. Halton used pupil forecast data to determine the need to provide additional school places in order to meet demand. Basic Need capital funding had been used to carry out building works to provide additional school places at a number of primary schools listed in the report, to alleviate pressure for demand in those areas.

The Board was reminded that in January 2014, Fairfield Junior School was expanded to allow the integration of the Infants School to form the new Fairfield Primary School. It was proposed that Basic Need capital funding be allocated to address school building and organisational issues at the newly combined school.

It was reported that Basic Need capital funding was allocated to local authorities to provide school places in any type of school. The Board noted that the building needs of all categories of school should be taken into account in the distribution of this funding. The Board further noted that £474,818 of funding would be set aside for the authority to address their strategic building needs. Applications would be

assessed against agreed criteria. Once a bid was approved, each responsible body would then cash-flow the project and claim the re-imburement on production of invoices once works were completed.

Reason(s) For Decision

The decision was required to deliver and implement the Capital Programme.

Alternative Options Considered and Rejected

Distributing the total Basic Need allocation – was rejected as funding needed to be retained to address emerging basic needs issues.

Implementation Date

October 2014, following agreement by Council.

RESOLVED: That Council be recommended to approve

- 1) the proposal to allocate Basic Need capital funding to the Fairfield Primary School project; and
- 2) the bid process for Responsible Bodies based on Strategic Needs.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB44 NHS SUPPORT FOR SOCIAL CARE

The Board considered a report of the Strategic Director, Communities, which advised Members on recent announcements regarding NHS support for Social Care.

The Board was advised that the Department for Health announced revised allocations and transfer arrangements for 2014/15. It was noted that for 2014, there would be two components to the allocation; the funding transfer to the Local Authority would be carried out by NHS England with Halton receiving £2,396,355, and the allocation for the Preparation for the Better Care Fund would be £533,000.

In terms of the main transfer, it was reported that the funding must be used to support Adult Social Care Services, and the local authority must agree with local health partners

how the funding would be best used as part of the wider discussions on the use of their total health and care resources. It was further reported that the funding for the Better Care Fund must be used for the implementation of the pooled budgets from April 2015, and to make early progress against the national conditions and the performance measures set out in the agreed local plan.

Details of the proposed funding allocations were set out in the report for Members' information. It was proposed that the majority of the funding be utilised to support existing services which benefited the wider health and care systems and provided good outcomes for service users.

RESOLVED: That the revised funding allocation, as detailed in paragraphs 5.3 and 5.4 of the report, be approved.

Strategic Director
- Communities

EXB45 LIVING SUPPORT NETWORK CONTRACT

The Board considered a report of the Strategic Director, Communities, which requested the award of a contract for the Living Support Network.

Members were advised that Halton prioritised the support it gave to vulnerable people to help them remain in their own home and be independent. It was noted that there was a range of supported accommodation in the Borough and, through partnership with Halton Housing Trust, new build for Extra Care housing and accessible bungalows to accommodate people with complex needs. For other vulnerable adults with more moderate needs there were limited options for assistance.

It was reported that one option to address and avoid the escalation of needs requiring statutory intervention was the development of a Living Support Network, offered by a charity called KeyRing, who could deliver quality support which achieved positive outcomes for both the individual and commissioners in local authorities and the NHS.

The report set out the reasons for awarding a three year contract to pilot the service and to establish a network in Halton, through the waiver of Procurement Standing Orders. The business case for an extension of contracts was also set out for Members' information.

RESOLVED: That

- 1) the use of Procurement Standing Order 1.8.3 (e) to

Strategic Director

waive Procurement Standing Order 4.1 in respect of contracts with a value not exceeding £172,514, to enter into a contract with KeyRing Living Support Networks be approved; and

- 2) the Strategic Director, Communities, in conjunction with the Portfolio Holder for Health and Wellbeing, be authorised to take such action as necessary to implement the contract.

- Communities

RESOURCES PORTFOLIO

EXB46 CORPORATE PPB TOPIC GROUP- CORPORATE COMPLAINTS HANDLING PROCEDURE

The Board considered a report of the Strategic Director, Policy and Resources, which reported the findings of a review of the existing Corporate Complaints Handling Procedures.

Councillor Joe Roberts, Chair of the Topic Group, attended the meeting to present the report. The Board was advised that the Corporate Policy and Performance Board Topic Group had undertaken a review of the existing procedures to ensure that they were fit for purpose, consistent with recognised good practice and reflected best value in terms of economy, efficiency and effectiveness.

It was reported that a thorough review had been undertaken which concluded that the existing arrangements had a number of strengths, but that there was scope for improvement. Details of the findings were contained in the Topic Group report attached to the report. It was noted that one recommendation had suggested that consideration be given to the development of a Corporate Unacceptable Behaviour/Actions Policy, to articulate the Council's expectations concerning the behaviour of both staff and members of the public, providing a framework through which interactions could be managed in a consistent manner.

RESOLVED: That the recommendations contained within the report be supported as the basis for the implementation of a revised Corporate Complaints Handling Procedure.

Strategic Director
- Policy &
Resources

EXB47 2014/15 QUARTER 1 SPENDING

The Board considered a report of the Operational Director, Finance, which summarised the overall revenue and capital spending position as at 30 June 2014.

In overall terms, revenue expenditure was £0.176m below the budget profile, however, this was only a guide to eventual spending. It was noted that spending on employees was £368,000 below the budget profile at the end of the quarter.

Members were advised that the economic downturn continued to affect budgeted income targets. A number of income budgets were below their profile including trade waste income and sales revenue from the Stadium.

With regard to capital spending, it was reported that spending to the 30 June 2014 totalled £6.2m, which was 94% of the planned spending of £6.6m at this stage. However, this represented 17% of the total capital programme of £35.8m (which assumed a 20% slippage between years).

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

RESOLVED: That

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

Operational
Director - Finance

EXB48 TREASURY MANAGEMENT 2014/15 1ST QUARTER
APRIL-JUNE

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

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

rescheduling had been undertaken during the quarter.

RESOLVED: That the report be noted.

EXB49 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Policy and Resources, which related to two applications 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 award 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.

The report set out the details of the requests from the Chester Diocesan Board of Finance and the Halton Credit Union Ltd. Appendix 1 provided details of the costs identified to the Council Taxpayer for each application.

RESOLVED: That Discretionary rate relief be granted to the following organisations at the percentage indicated, for the period from 1 April 2013 (or the commencement of liability whichever is the later) to 31 March 2016:-

Chester Diocesan Board of Finance	20%
Halton Credit Union Ltd	100%.

Strategic Director
- Policy &
Resources

EXB50 MUNICIPAL BONDS AGENCY

The Board considered a report of the Operational Director, Finance, on the establishment of a Municipal Bonds Agency.

The Board was advised that the Local Government Association were looking to establish a Municipal Bonds Agency (MBA) with the aim of offering Councils access to cheaper borrowing rates. It was noted that currently, the usual methods for borrowing by Councils is through the Public Works Loan Board or financial markets. An MBA would seek to give Councils access to lower borrowing costs

and greater influence over interest rates, with the possibility of financing costs reduced by up to a prudent 20 to 25 bases points; this could result in an annual saving on each £10m of borrowing of up to £25,000 each year.

It was reported that the company would look to raise up to £10m of equity capital in two phases, as detailed in the report. The minimum investment to phase 1 was set at £10,000, although it was noted that this phase had been oversubscribed. The company would source the funds to enable it to lend to local authorities by issuing bonds to financial markets. The success of the scheme was dependent on bonds issued at prices which enabled the company to provide competitive lending rates and on there being enough demand for borrowing from local authorities.

RESOLVED: That

- 1) approval be given for the Council to become a shareholder in the Local Capital Finance Company Ltd; and
- 2) the Operational Director, Finance, in consultation with the Executive Board Member, Resources, be given delegated approval to invest with the Local Capital Finance Company Ltd, in the first sum of £10,000, and they also consider a subsequent second phase investment.

Operational
Director - Finance

EXB51 NON EMERGENCY WAIVER REGISTER - ANNUAL REPORT FOR 2013/14

The Board considered a report of the Strategic Director, Policy and Resources, which provided an update on non-emergency waiver approvals granted in the period 1 April 2013 to 31 March 2014.

The Board was advised that, following changes to the Council's Constitution which was approved by Council on 17 April 2013, a new threshold for low value non-emergency waivers under £5,000 was established. In such cases, a Divisional Manager could seek approval to waiver part of Procurement Standing Orders with the permission of the Head of Procurement.

It was noted that the Head of Procurement was required to report such approvals to Executive Board annually. Appendix 1 contained details of the 31 applications in year which had received such approval. It was further

noted that, with the changes to the thresholds for the current year to a higher value, approved by Council on 9 April 2014 as part of the Constitution Review, the threshold for the approval of non-emergency waivers had been increased to £50,000 from April 2014.

RESOLVED: That the non-emergency waivers approved during 2013/14 by the Divisional Manager, Procurement, in accordance with Procurement Standing Order 1.8.3, as shown in the attached Appendix, be noted.

EXB52 DIRECTORATE OVERVIEW REPORTS - QUARTER 1

The Board considered a report of the Strategic Director, Policy and Resources, on progress against key objectives/milestones and performance targets for the first quarter to 30 June 2014.

The Directorate Performance Overview Report provided a strategic summary of key issues arising from performance in the relevant quarter for each Directorate, being aligned to Council priorities or functional areas. The Board noted that such information was key to the Council's performance management arrangements, with the Board having a key role in monitoring performance and strengthening accountability.

It was 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 reported in Quarter 2.

It was reported that monitoring of relevant high risks would be undertaken and progress be reported against the application of the risk treatment measures in Quarters 2 and 4.

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

EXB53 CORPORATE SECURITY CONTRACT

The Board considered a report of the Strategic Director, Children and Enterprise, which notified Members that a tender for Corporate Security Services would be published via the Chest and to seek the waiver of Procurement Standing Orders for a temporary extension of the current contract.

The Board was advised that there were currently

three contracts in place, with a total expenditure in the region of £750,000 per annum, which provided static guarding, key holding and emergency call outs to the majority of the Council's corporate buildings. This also included security requirements at The Brindley, Halton Stadium and the Borough's parks and gardens.

It was reported that, as each area of buildings and landscaping had differing requirements, the contract would be split into three sections. It was intended that the new contract would be awarded for a three year period, with the provision to extend for a further year. The report detailed the proposed two stage procurement process.

The Board noted that two of the current contracts expired on 10 May 2015 and the third expired on 31 May 2015. Therefore, permission was sought for a temporary extension so that all contracts would expire on 31 May 2015, with the award of the new single contract commencing from 1 June 2015.

RESOLVED: That

- 1) in line with Procurement Standing Orders 1.8.3 (e), Executive Board approve the waiver of Procurement Standing Orders 2.1. to 2.1.3, in order to allow the Operational Director, Economy, Enterprise and Property to grant an extension to the existing security contracts covering corporate buildings and The Brindley and Halton Stadium, from 10 May 2015 until such time that the new contract is let, which is anticipated to be 1 June 2015, in order to bring all requirements in-line to allow a new contract to be awarded covering all requirements at the same time; and
- 2) Members note the intention to procure a new corporate security contract in line with the EU Public Procurement Regulations 2006 and Procurement Standing Orders.

Strategic Director
- Children and
Enterprise

PHYSICAL ENVIRONMENT PORTFOLIO

EXB54 HALTON BOROUGH COUNCIL MARKETS

The Board considered a report of the Strategic Director, Children and Enterprise, on a Charging Policy for Halton Borough Council's markets.

The Board was advised that a requirement to have a single source of information had been identified which related to the charges for stall rental or storage space within each of the Council's markets. It was reported that this would ensure transparency for traders and provide a full working document for use by the markets management team to ensure all traders were treated in a fair and consistent manner. As part of this exercise, it was further reported that a review had been undertaken of the way in which the Council charged its market traders, to ensure that the rents were consistent, competitive and viable. Members noted that rents within Widnes Market had remained static since 2009/10.

Following the review, a number of areas where changes would be required were identified, details of which were set out in the report. This included:-

- Rents within the Market Hall to be based on up-to-date floor space and frontage measurements;
- Direct Debit arrangements for monthly stall charges;
- Application of consistent electricity charges;
- A new charging structure for Runcorn Street Market; and
- New consistent store room charges based on store room area.

The report provided further details on the risk analysis for the Widnes Market Hall, changes to electricity charges, Widnes Open Market, Runcorn Street Market, containers and store rooms and the use of Widnes Market Foyer, for Members' information.

RESOLVED: That

- 1) the Charging Policy for Halton Borough Council Markets be approved with immediate effect;
- 2) the Charging Policy and associated stall charges be reviewed and amended (if required), yearly; and
- 3) the Operational Director, Economy, Enterprise and Property be given delegated power , in

Strategic Director
- Children and
Enterprise

consultation with the Operational Director, Finance and the Portfolio holder for Physical Environment, to make amendments to the Pricing Policy prior to the review, should the need arise.

EXB55 HOUSING ALLOCATIONS SCHEME REVIEW - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which sought approval for a number of changes to the Housing Allocations Scheme.

The Board was advised that the Council's current Housing Allocations Scheme was approved by Executive Board on 3 March 2011. It was implemented from 9 July 2012 when the new Choice Based Lettings Scheme 'Property Pool Plus' went live in Halton. It was noted that the scheme was shared by other Councils, including Liverpool, Knowsley, Sefton and Wirral and by participating Housing Associations.

Appendix 1 contained a summary of the principal changes to the scheme, the most significant of which was the introduction of qualification criteria to join the Housing Register. It was reported that this was a requirement made necessary by provisions contained within the Localism Act 2011. Drafting of the new qualification criteria had taken longer than anticipated due to the need to achieve consensus amongst partners. However, having agreed a revised scheme, in November 2013, Halton's Customer Intelligence Unit led on a formal sub- regional consultation between January and April 2014, with each proposal being supported by a clear majority.

The Board was further advised that a supplement to the Code of Guidance, published in December 2013, suggested that authorities should consider the adoption of a two year minimum residence rule to ensure priority for local people. Consideration was given to this by the participating organisations, but on balance felt that such a move would be counter-productive for the Property Pool Plus Scheme, which does already prioritise local people through the 'local connection' criteria.

Reason(s) For Decision

The changes were intended to ensure that the scheme continued to comply with the statutory framework and Code of Guidance, and remained transparent and fair.

Alternative Options Considered and Rejected

The various options considered in framing the qualification criteria were too numerous to list. Those which were decided upon to be the subject of consultation, were selected on the basis of trying to limit exclusions to only those guilty of behaviour serious enough to make them unsuitable to be a tenant.

Implementation Date

Subject to each Authority approving the revised Scheme, it was anticipated that it would be implemented in November 2014.

RESOLVED: That

- 1) subject to the unanimous agreement of the Local Authorities participating in the sub regional Property Pool Plus Scheme, the amended Housing Allocations Scheme, as set out in Appendix 2, be approved; and
- 2) the Strategic Director, Communities, in consultation with the Portfolio holder for Physical Environment, be authorised to agree any minor modifications arising from the presentation of the amended scheme to the Cabinets of other Partner Authorities.

Strategic Director
- Communities

**ECONOMIC DEVELOPMENT PORTFOLIO AND
CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB56 WELFARE REFORM SCRUTINY REVIEW REPORT AND
RECOMMENDATIONS

The Board considered a report of the Strategic Director, Children and Enterprise, which presented the recommendations of the Welfare Reform Scrutiny Topic Group.

Councillor Sue Edge, Chair of the Topic Group, attended the meeting to present the report. The Board was advised that the report, attached at Appendix 1, was commissioned by the Employment, Learning, Skills and Community Policy and Performance Board, following changes to the welfare system introduced by the Welfare Reform Act 2012.

It was reported that the Scrutiny Review was conducted between June and September 2013. The original recommendations were adjusted through a prioritisation exercise, which took account of financial and budgetary restrictions. The report contained a summary of the recommended actions, for Members' consideration.

RESOLVED: That the recommendations of the Welfare Reform Scrutiny Topic Group be noted.

TRANSPORTATION PORTFOLIO

EXB57 OBJECTION TO TRAFFIC REGULATION ORDER 865

The Board considered a report of the Chief Executive which reported on the use of his delegated powers in respect of an objection to a proposed Traffic Regulation Order from Cheshire West and Chester Council (CWAC).

The Board was advised that CWAC had closed the Sutton Weaver Swingbridge over the Weaver Navigation Canal and installed a temporary bridge close to the existing crossing and then closed the Swingbridge to traffic to allow the contractor unrestricted access to carry out essential repair work.

The report set out details of the traffic restrictions and the impact on surrounding roads in the area as a result of the diversions which CWAC had put in place. It was reported that CWAC may consider making the temporary arrangements permanent, although no formal request had been received. Therefore, in anticipation, the Chief Executive, in consultation with the Leader of the Council, submitted a formal objection to CWAC to these temporary arrangements being made permanent.

RESOLVED: That the actions of the Chief Executive in submitting an objection to the Cheshire West and Chester Council proposal to ban right turns at Sutton Weaver Swingbridge, be noted and endorsed.

MINUTES ISSUED: 5 September 2014

CALL-IN: 12 September 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 12 September 2014

|

Meeting ended at 2.56pm

This page is intentionally left blank

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 18 September 2014 in The Boardroom, Municipal Building

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

Apologies for Absence: Councillor Wharton

Absence declared on Council business: None

Officers present: M. Reaney, G. Cook, D. Johnson, I. Leivesley, G. Meehan, D. Parr, E. Dawson, G. Ferguson, M. Forder and S. McDonald

Also in attendance: None

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

EXB58 MINUTES

Action

The Minutes of the meeting held on 4th September 2014 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB59 HALTON'S CHILDREN & YOUNG PEOPLE'S
PARTICIPATION STRATEGY 2014-17

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

The Board was advised that the previous Strategy was devised in 2006 and then renewed and extended until 2011. In November 2013, the INVOLVE group came together to promote and improve the participation of children, young people and their families.

It was noted that work began in January 2014 on the new Strategy, with partnership working between

professionals and children, young people and parents developing new and creative ways of working. The report set out examples of the approaches that had been used to develop the Strategy.

It was reported that the Strategy would sit under the Children and Young People's Plan and was intended as a practical, useful document, which included:-

- An explanation of participation;
- Reasons for participation including legal obligations;
- Possible barriers to participation;
- Current participation and what would be achieved in Halton; and
- What participation would look like in Halton after the Strategy was in place.

RESOLVED: That

- 1) the contents of the report be noted;
- 2) the Participation Strategy 2014-17 be endorsed; and
- 3) the roll out of the new Children and Young People's Participation Strategy be supported, in order to embed active participation in the culture of Halton Children's Trust and the wider Halton partnership.

Strategic Director
Children and
Enterprise

EXB60 FOSTER CARE ALLOWANCES- KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on a revised scheme for the payment of allowances to Halton Foster Carers.

The Board was advised that foster care allowances were determined by each local authority. In 2010, Halton decided to increase allowances beyond the national minimum, as set out in Appendix 1. It was reported that the scheme had worked well, but a review was necessary for the following reasons:

- (i) the current scheme did not recognise the different

knowledge and skill level amongst the foster carer population;

- (ii) there was no 'incentive' for carers to complete their necessary core and developmental training;
- (iii) many local authorities and some of the national bodies (e.g. BAAF, Fostering Network) recommended the use of a 'levels' based scheme which recognised the skills of each carer, the training that they did, the experience that they gained and the development they achieve in the caring role; and
- (iv) case law has established that financial support for Special Guardianship Orders should be based on a local authority's 'base' fostering allowance.

It was proposed that in future, allowances would be paid at two levels:-

- Level 1 – base fostering allowance paid to all carers; and
- Level 2 - enhanced allowance paid to those carers who demonstrated additional skills, knowledge and experience.

It was noted that the proposed revised scheme, attached at Appendix 2, had been consulted upon with carers between June and August 2014, had been amended to reflect their feedback and had the support of existing carers.

Reason(s) For Decision

To implement a revised scheme that represented a more effective and efficient use of Council resources and recognised experience, knowledge and skill.

Alternative Options Considered and Rejected

The proposal had been through the consultation process and had been amended as a result of it.

Implementation Date

The revised scheme of payments would be introduced from April 2015 for existing carers and would be advertised from October 2014 for newly recruited carers.

RESOLVED: That the revised scheme be endorsed.

Strategic Director
Children and
Enterprise

RESOURCES PORTFOLIO

EXB61 LOCAL GOVERNMENT TRANSPARENCY

The Board considered a report of the Strategic Director, Policy and Resources, on the introduction of the Openness of Local Government Bodies Regulations 2014 (the Regulations).

The Board was advised that the Regulations had introduced changes to the way that information relating to local authority matters, including those decisions made within meetings, could be disseminated. It was noted that these changes included access to meetings by the press and public and the publication of decisions made by Officers. It was now permissible to film, audio-record, photograph or use social media to report proceedings of those meetings that were open to the public.

It was reported that the Regulations also required Officer decisions to be recorded as soon as reasonably practical and published on the Council's web site. Three decision categories and guidance on which delegated decisions should be included were detailed in the report.

The Board noted that the report and background papers would be used to form a Council Policy on transparency in local government for Halton Council.

RESOLVED: That

- 1) the report be noted; and
- 2) appropriate amendments to the Council's Constitution be incorporated at the next review.

Strategic Director
Policy and
Resources

EXB62 PUBLIC SERVICES (SOCIAL VALUE) ACT 2012 POLICY & PROCUREMENT FRAMEWORK

The Board considered a report of the Strategic Director, Policy and Resources, which sought endorsement of the work undertaken to develop the Social Value approach within the Policy and Procurement Framework.

The Board was advised that the Public Services (Social Value) Act 2012 (the Act), introduced a statutory requirement for public authorities to have regard to economic, social and environmental well-being in connection

with 'public service contracts' within the meaning of the Public Contracts Regulations. It was reported that the Act required the Council only to consider how what was being procured might improve the well-being of the relevant area and how the procurement process might act with a view to achieving that improvement. The Act set out three key themes to be addressed in seeking social value:-

- Social;
- Economic; and
- Environmental.

The report set out details of the policy options for the Council, the vision under the Sustainable Community Strategy (SCS), the alignment of the environmental, social and economic focus of the Act with the duty of Best Value, the SCS and the Marmot priorities and the development of a Social Value policy statement, which was attached at Appendix 1. In addition, Members noted details of a Social Value Procurement Framework which had been produced to aid implementing the policy statement.

It was noted that both the policy and the framework had been consulted upon with relevant stakeholders, both internal and external, and the suggested approach had received universal support.

RESOLVED: That

- 1) the work carried out to date on developing a Social Value Approach for Halton Borough Council and the NHS Clinical Commissioning Group be noted;
- 2) the Policy Statement and Procurement Framework, attached as an Appendix to the report be approved; and
- 3) the sharing of the Council's approach to the wider partnership for their use (as appropriate) through both the Health and Wellbeing Board and the Halton Strategic Partnership be supported.

Strategic Director
Policy and
Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB63 SCI-TECH DARESURY ENTERPRISE ZONE FUNDING

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on funding for the development of Sci-Tech Daresbury.

The Board was advised that Sci-Tech Daresbury was allocated as a strategic site in Halton's Core Strategy and was an international hub for world class science. In August 2011, part of Daresbury was named as one of the eleven new Enterprise Zones, the aim of which was to attract new businesses with simplified planning rules, super-fast broadband and reductions in business rates.

It was reported that in February 2014, Sci-Tech Daresbury was shortlisted for £3.57m of Enterprise Zone (EZ) Capital Grant which would be used to facilitate the next stage of development. Details of the DCLG claw back arrangement for any increase in the value of the development as a result of the grant were outlined in the report.

In addition, it was noted that in June 2014, an application for £1.128m European Regional Development Funding (ERDF) was approved by the DCLG, subject to match funding. An offer letter would be issued once match funding and State Aids were confirmed. The offer would be made to Langtree as the developer, with the intention that the Council be acknowledged as the delivery partner, receiving £25k towards the funding and monitoring service it would provide to Langtree.

Members were advised that there were financial implications for the Council in accepting ERDF funding, minor breaches of the agreement could result in DCLG having the right not only to discontinue funding for the future but to also demand the return of funding prior to any breach of the agreement. In this respect the Council's direct liability would be limited to the 25k it would receive as delivery partner. It was also noted that by entering into the back to back contracts with the Joint Venture (JV) for both the EZ and ERDF, this would restrict the Council's overall liability to its liability as a JV partner.

RESOLVED: That

- 1) the offer of £3.57m of EZ Capital Grant (EZ) from the Department for Communities and Local Government (DCLG) be accepted;
- 2) the offer of £25k of European Regional Development Fund (ERDF) from DCLG be

Strategic Director
Children and
Enterprise

accepted;

- 3) the Council be given authority to enter into a back to back contract with Joint Venture partners for the delivery of the project; and
- 4) the Council agrees to entering into a claw back agreement with Joint Venture partners in accordance with the EZ offer.

ECONOMIC DEVELOPMENT PORTFOLIO

EXB64 YOUTH EMPLOYMENT GATEWAY - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the Youth Employment Gateway Programme (the Programme).

The Board was advised that the Liverpool City Region (LCR) had secured £5.9 m of Government investment to deliver a programme to reduce youth unemployment across the LCR over the next three years. Each local authority had been allocated a sum to deliver the scheme in their respective area, as set out in table 1.

It was reported that the Programme aimed to support young people aged 18-24 years that had been unemployed for between 2 and 9 months. A detailed explanation of how the Programme would work was contained in Appendix 1. Members noted that Appendix 2 outlined how young people would be referred to the Programme and how the local authority would contribute to it. The Programme afforded an opportunity to provide young people with a coherent support package to help them into sustained work.

Reason(s) For Decision

Youth Employment Gateway would assist young people in Halton to find employment or training aimed at supporting their future career prospects.

Alternative Options Considered and Rejected

One option that the Council could consider was to tender for a training provider to undertake the management and delivery of the Programme in Halton. However, it was felt that many of the functions required to deliver the Programme in Halton could be fulfilled through slight adjustments to existing structures within the Council's Employment, Learning and Skills division. In addition, going out to tender would delay the implementation of the

Programme.

Implementation Date

1 October 2014.

RESOLVED: That

- 1) the offer of Youth Employment Gateway Funding be accepted;
- 2) delegated authority be given to the Operational Director, Economy, Enterprise and Property, in consultation with the Portfolio holder for Economic Development, to accept the contract/offer letter; and
- 3) the use of Youth Employment Gateway funding be authorised to develop an employment support programme in Halton

Strategic Director
Children and
Enterprise

MINUTES ISSUED: 23 September 2014

CALL-IN: 30 September 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 30 September 2014

Meeting ended at 2.15 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 2 October 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: E. Dawson, L. Derbyshire, D. Johnson, I. Leivesley, G. Meehan, D. Parr, M. Reaney and M. Allen

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

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

	<i>Action</i>
<p>EXB65 MINUTES</p> <p style="padding-left: 40px;">The Minutes of the meeting held on 18 September 2014 were taken as read and signed as a correct record.</p> <p style="text-align: center;">PHYSICAL ENVIRONMENT PORTFOLIO</p> <p><i>(Note: Councillors: Harris and Wright declared a Disclosable Other Interest in the following item of business as Halton Housing Trust Tenants).</i></p> <p>EXB66 HALTON HOUSING TRUST PROGRESS REPORT</p> <p style="padding-left: 40px;">The Board considered a report of the Strategic Director, Communities, which provided an update on the progress of Halton Housing Trust for the past twelve months.</p> <p style="padding-left: 40px;">The Board received a verbal update from Nick Atkin, Chief Executive of Halton Housing Trust, and Ingrid Fife, Chair of the Board, Halton Housing Trust (HHT). They reported on progress to date in delivering some key achievements, partnerships and strategic priorities.</p> <p style="padding-left: 40px;">The Board noted that during the past year, the Trust had reviewed their governance arrangements to ensure that they remained fit for the future. Achieving and demonstrating</p>	

value for money was integrated into their working practices, making the best use of resources available.

The Board noted the key priorities and targets for 2014/15 included delivery of the Digital First Programme, completion of the Governance Review, the exploration of new business opportunities through their subsidiary OSUK and the Trust and to secure grant funding through the Affordable Homes Programme for 2015 to 2018; other targets were also detailed in the report.

Members were further advised that one of the most significant risks faced by the Trust was the introduction of Welfare Reforms. Through automation, the Trust advised that they would be able to mitigate some of the increased costs associated with the introduction of Universal Credit.

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

RESOLVED: That the progress report be noted.

COMMUNITY AND SPORT PORTFOLIO

EXB67 EFFICIENCY REVIEW OF HALTON LIBRARY SERVICE - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which reported the findings of the public consultation on the proposals for the future delivery arrangements for the Library Service in Halton.

The Board was advised that, following an in-depth review by the Efficiency Programme Board, a consultation exercise was undertaken in which the public and stakeholders had the opportunity to comment on two proposals for the future delivery of the Service. It was reported that both the Library Service and the Efficiency Programme Board were keen to ensure that as part of any recommendations for the future, two key criteria were met. These were detailed as all four of the Borough's libraries remaining open and that any new arrangements were able to deliver strategic objectives contained within the Council's adopted Library Strategy, as set out in the report.

It was noted that, given the first criteria of keeping all four libraries open, the focus of the consultation had been on library opening hours. In addition, views were also sought on the viability of maintaining the universal mobile library

service and the need to address the services to the elderly and the housebound. The Board was further advised that further consultation would begin immediately on this before any final decision was made.

Details of the consultation responses were attached at Appendix 1 and a proposed schedule of opening hours were attached at Appendix 2, for Members' information.

Reason(s) For Decision

The recommendations relating to Library opening times contained within the report had been developed following a period of public consultation, details of which could be found in the report.

There were 1011 individual responses to the questionnaire; 84% of respondents preferred 'Option 1'. While the majority of people selecting Option 1 as their preference also agreed with the opening times as stated in the questionnaire, a number of comments were received suggesting minor amendments to the proposed hours. These suggestions included a range of comments relating to earlier opening times (i.e. before 10am), and moving the late night opening (until 7pm) from Monday to another weekday.

As a result of the number of people selecting Option 1, and the suggested alternatives, the recommended opening hours were as included in the report.

Alternative Options Considered and Rejected

The public consultation questionnaire included two possible options for opening hours. Option 2 was preferred by only 12% of respondents and consequently this option had been rejected on the basis of the public consultation.

Implementation Date

It was anticipated that any new opening arrangements would be implemented across the library service in March/April 2015.

RESOLVED: That

- 1) the contents of the report be noted;
- 2) the results of the public consultation on the future delivery of the Library Service be noted; and

Strategic Director

- 3) the service delivery model, outlined in the report, be approved.

- Communities

ECONOMIC DEVELOPMENT PORTFOLIO

EXB68 NORTON PRIORY HERITAGE LOTTERY FUND BID

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval in principle for the Council to fund the installation of a proposed Biomass boiler as part of the Norton Priory Museum re-development.

The Board was advised that the Heritage Lottery Fund had confirmed the success of a bid to allow for the refurbishment and extension of the Museum. It was reported that as part of the design work, a mechanical and electrical services report had been completed which included an assessment of the most appropriate type of heating system. A number of options had been considered, as set out in the report.

It was reported that the most attractive proposition would be the installation of a Biomass boiler, which would be able to take advantage of the Renewable Heat Incentive (RHI) payment scheme. Estimated costs, tariff levels and RHI payments were detailed in the report for Members' consideration.

RESOLVED: That

- 1) the funding of the Biomass boiler at Norton Priory Museum be supported in principle, subject to further assessment of the financial returns following the detailed design of the boiler; and
- 2) Council be requested to approve the addition of the Biomass boiler project to the 2014/15 Capital Programme.

Strategic Director
- Policy &
Resources

HEALTH AND WELLBEING PORTFOLIO

EXB69 THE PROCUREMENT OF A SCHOOL NURSING SERVICE FOR HALTON - KEY DECISION

The Board considered a report of the Director of Public Health, which sought approval to commence the procurement of a School Nursing Service for Halton.

The Board was advised that the Council was

responsible for commissioning services to promote the health and wellbeing of children and young people resident in the Borough. It was noted that financial provision for the School Nursing Service was contained within the Public Health budget. The current service, provided by the Bridgewater Community NHS Trust, would need to be extended by two months, to enable the procurement and implementation of a new contract to take place. The Board noted that such an extension would require the waiver of Procurement Standing Orders 4.1.

It was reported that the new service would provide the universal delivery of the National Healthy Child Programme, with a schedule of health and development assessments, immunisations, parenting support and health promotion advice.

Reason(s) For Decision

A decision was required to enable the procurement exercise to commence.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

The new procurement process would commence in October 2014, with the new service in place from June 2015.

RESOLVED: That

- 1) the proposal to tender for a School Nursing Service for Halton be approved;
- 2) the timeline for the tender process, as detailed in Appendix A attached to the report, be approved; and
- 3) the waiver of Procurement Standing Orders 4.1 be approved, so as to extend the current contract for two months to May 2015.

Director of Public Health

RESOURCES PORTFOLIO, PHYSICAL ENVIRONMENT PORTFOLIO AND ECONOMIC DEVELOPMENT PORTFOLIO

EXB70 BUSINESS RATES PROPOSAL - UNIT 3 ARAGON COURT, MANOR PARK

The Board considered a report of the Strategic Director, Children and Enterprise, which detailed a request for Business Rates relief.

The Board was reminded that in April 2013, the Government had introduced a Business Rates Retention Scheme, which enabled Councils to keep a proportion of the business rates revenue as well as growth on the revenue that was generated within their area.

The Board was advised of a request for Business Rates Relief from a company that had agreed a long lease on premises in Manor Park, Runcorn, the details of which were set out in the report.

RESOLVED: That

- 1) the proposals set out in the report be approved;
and
- 2) subject to the required outcomes being delivered regarding capital investment and job creation, approval be given on an exceptional basis to the award of Business Rate Relief to Jem Recycling Group for the period of six months at the level as set out in the report.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 3 October 2014

CALL-IN: 10 October 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 10 October 2014

Meeting ended at 3.00 p.m.

HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 9 July 2014 at Karalius Suite, Halton Stadium, Widnes

Present: Councillors Philbin, Polhill and Woolfall and S. Banks, S. Boycott, P. Cook, K. Appleton, K. Dee, K. Fallon, G. Ferguson, A. McIntyre, D. Parr, M. Pickup, J. Rosser, N. Rowe, R. Strachan, A. Stretch, N. Sharpe, M. Shaw, A. Waller, S. Wallace Bonner.

Apologies for Absence: Councillor Wright and E. O'Meara, I. Stewardson, S. Yeoman, D. Lyon, C. Richards, D. Sweeney, D. Johnson, J. Wilson.

Absence declared on Council business: None

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

Action

HWB1 MINUTES OF LAST MEETING

The minutes of the meeting held on the 7th May 2014 were taken as read and signed as a correct record.

HWB2 PRESENTATION - PUBLIC HEALTH ENGLAND CENTRE CHESHIRE AND MERSEYSIDE

The Board received a presentation on behalf of Public Health England (PHE) Centre Cheshire and Merseyside from Katie Dee, who outlined to Members details on:-

- a summary of the changes since PHE Centre Cheshire and Merseyside was established in April 2013;
- PHE's mission, role, core functions and national priorities;
- its achievements in 2013/14 and priorities for 2014/15; and
- details on the 2014/15 Business Plan.

Arising from the discussion the Board discussed the administration of prescribed medicines in schools by staff. It was noted that changes to the Children's Act would address this. In addition, partnership working between PHE and other organisations was discussed. It was noted that when

approached to work with Commissioners, PHE had said there would be cost implications and a decision had been made not to pursue the proposed partnership project. In response the Board was advised that the PHE Centre role as a provider would become clearer.

RESOLVED: That the presentation be received.

HWB3 PRESENTATION NHS HALTON CCG - END TO END ASSESSMENT WORK

The Board received a report which set out an overview of the outcomes of the End to End Assessment Project which was delivered by Capita on behalf of NHS Halton CCG with NHS Knowsley, St. Helens and Warrington CCGs and NHS England. The End to End Assessment Project was commissioned to provide a:-

- High level retrospective review of healthcare activity, spend and patient flows by commissioner and by location per quarter in the past three years;
- A review of all current health care activity, spend and patient flows by commissioner and by location;
- Projected activity, spend and patient flows by commissioner and by setting for the next 3, 5 and 10 years assuming current cost and payment arrangements.

It was noted that the Capita End to End Assessment work had shown that the Mid Mersey CCGs all had similar strategic commissioning intentions. The Capita and i5 work suggested that the plans of NHS Halton CCG in partnership with Halton Borough Council and local providers were achievable but there were significant challenges ahead.

It was reported that the outcomes of the NHS End to End Assessment work would be factored into the 5 Year Strategy for NHS Halton CCG.

RESOLVED: That the report be noted.

HWB4 CHIMAT- CHILD HEALTH PROFILE

The Board received a report from the Director of Public Health, which provided an update on the Child Health Profile (CHIMAT) which was released every year by Public Health England and provided a summary of the health and wellbeing of children and young people in Halton. The data

that was included in the Child Health Profile was available at a national level and enabled Halton to benchmark their health outcomes against the England average values.

It was noted that health outcomes were closely related to levels of deprivation, the more deprived an area the poorer health outcomes that would be expected. Overall the health and wellbeing of children in Halton was generally worse than the England average, as were the levels of child poverty. Halton was the 27th most deprived borough in England (out of 326 boroughs) and, as such, would be expected to have lower than average health outcomes.

Members were advised that there were 32 health and wellbeing indicators included in the CHIMAT report and details in relation to performance were outlined in the report. With regard to the 32 indicators it was highlighted that:-

- there had been improvement in 17 indicators;
- for five outcomes performance was poorer in 2014 when compared to 2013, however for four of these indicators Halton was performing either at or above the England average rate;
- Six indicators had new methods of reporting data and therefore could not be compared to the 2013 report.

Members were further advised that child health remained a challenge for Halton. However, in many areas, the trend was moving in the right direction and improvements to child health had been made. It was important to maintain these improvements and continue to reduce the gap between Halton's outcomes and the England average. The Board was asked to support work in the areas where performance remained worse than the England average. It was also recommended that in areas of work where progress had been made, programmes in these areas continued to be supported. The main areas identified in CHIMAT where further improvements were needed included:-

- Child Development;
- Children and Young People who were Not in Education, Employment or Training and Youth Justice;
- Hospital Admissions (all causes other than for mental health conditions);
- Breastfeeding rates and smoking at the time of delivery; and
- Child Poverty.

RESOLVED: That

- 1) the contents of the 2014 Child Health Profile and the progress that has been made against a challenging baseline be noted. Out of the 32 areas 17 had improved, 4 had stayed the same and 5 were worse. For six of the measures data changes meant the results could not be compared;
- 2) of the five areas showing poorer performance in 2014 when compared to 2013, for four of these indicators, Halton was performing either at or above the England average rate and continues to do so.

HWB5 CHILDREN'S JOINT STRATEGIC NEEDS ASSESSMENT

The Board received a report of the Director of Public Health, which provided an update on the Children's Joint Strategic Needs Assessment (JSNA). It was noted that the last two JSNA overall summary documents had adopted a life course approach which met with favourable responses from the Board and from various partnerships and stakeholders. As a consequence, the Children's Trust Executive Group requested that the next iteration of the children's element of the JSNA use broadly the same approach. By doing this it was hoped that the JSNA better described the needs children and young people had at different stages of their lives and better reflected the full range of local needs.

Members were advised that a small working group of Children's Trust officers was established to consider what was needed and to develop a framework for the development of the new JSNA. This consisted of a series of life stage chapters with additional chapters to reflect vulnerable groups.

The Board was advised that all JSNA chapters had now been completed and uploaded onto the Children's Trust website. Each chapter had a set of key findings and priorities. It was noted that key themes emerging included:

- emotional health and wellbeing and mental health;
- accidents;
- high levels of hospital admissions compared to England and North West. In addition to accidents the admission rates for asthma, diabetes and epilepsy were comparatively high;

- maintaining good results for many indicators and continuing to drive them in the right direction;
- some issues remained significant and resistant to change, including breastfeeding, although small improvements had been made, levels remained low compared to the national and regional averages;
- although some issues that had improved for example, educational attainment, inequalities across the Borough remained and needed to be addressed; and
- there were new services and payment tariffs, organisational change and financial pressures against a back-drop of welfare reforms and continuing economic hardship.

It was also noted that the Children's JSNA had already been used to inform the Children and Young People's Plan and work on the Children in Care Sufficiency Report. The Children's Trust had also agreed to use the JSNA to focus discussions on their priorities and action plans throughout the year.

Arising from the discussion it was suggested that a future JSNA could cover 'later life over 65's'.

RESOLVED: That the report be noted.

HWB6 CHILD PROTECTION INFORMATION SHARING PROGRAMME

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on the Child Protection Information sharing Programme (CP-IS). The CP-IS was a Government programme which would become a statutory responsibility in April 2015. The aim of the programme was to integrate crucial information into the Health database and allow information to be reported by Health straight into local authority Social Care records for children and young people. It was noted that the targeted group of young people were those subject to Child Protection Planning and those children who were in the care of the local authority. For those children and young people, information would be shared with the central system which speaks with both the Healthcare systems and the Children's Social Care systems.

It was also noted that a further aim of the programme was to ensure that a child could attend any medical facility throughout the country and upon presentation would be identified as a child at risk or in care and, as a consequence, actions and treatment provided would consider the

presenting risks. The data in respect of their visit to a medical establishment would then be uploaded and sent back to the local authority and appropriate action taken. The data was required to be updated every 24 hours by all three systems, Child Social Care (CSC), Health and the central data system.

Members were advised that in order for the process to work the CSC and Health organisations must have the capability to talk to the central system that collated and amended the data. As a result, each party was required to have an N3 connection. In addition, CSC would require Carefirst to be able to report on the required data, aggregate the data and send it via the N3 to the central system. The operators of the Carefirst CSC system were currently identifying how Carefirst would aggregate the data and send it to the central record. It was likely that there would be cost implications for this but assurances had been given by CP-IS that they would challenge companies that charged too much and had stated that it should cost no more than £1,000.

In respect of the data collection, the Local Authority was required to produce procedures detailing how and who would be responsible for ensuring the data was recorded appropriately onto the system. This was particularly important as in the event that an NHS number was wrong, the whole dataset would be returned. The report outlined details of the staged approach to implementing the programme and the next steps involved before the data transfer at the end of September 2014.

Halton had agreed to be part of wave two of the roll-out and consequently would be operational by April 2015 with a target date being September 2014.

RESOLVED: That

- 1) the contents of the report be noted;
- 2) the Board ensures that the appropriate requirements were in place from a Health perspective as outlined in the report; and
- 3) the staged approach to implementing the programme be supported.

HWB7 HEALTHY START PROGRAMME VITAMINS

The Board considered a report of the Director of

Public Health, which provided information on a pilot to increase the provision and distribution of Healthy Start vitamins in Halton. The Healthy Start Programme was a Department of Health funded programme that provided low-income families which included a pregnant woman or a child under the age of 4 years (and all pregnant women under the age of 18 years), with vouchers to spend on food and to exchange for vitamins. It was noted that the numbers accessing the scheme were very low equating to less than 1% of all pregnant women, new mothers and infants.

Until recently pregnant women who were ineligible for the voucher scheme were able to purchase Healthy Start vitamins from NHS Trusts at a lower cost. However due to regulatory changes NHS Trusts were no longer able to do this and there was a concern that this could have a significant impact on the numbers accessing the vitamins. It was therefore proposed that Healthy Start vitamins would be distributed free of charge to all pregnant and breastfeeding women in the Borough regardless of income via midwives, health visitors and through the children's centre network and one bottle of vitamins would be provided to all infants at 6 months of age. It was proposed that this pilot would run from 1st August 2014 to 31st August 2015.

It was noted that the existing voucher scheme for low income families would continue and it was proposed that the availability of the voucher scheme would be extended to Children's Centres, to increase access and encourage take-up. An awareness raising campaign would help promote both the universal availability of free vitamins and the voucher scheme for eligible infants.

The cost of the scheme based on an initial 90% uptake rate with fall off among subsequent uptake was estimated at £5,325.12. With the cost of the promotional marketing campaign at approximately £2,500.

Arising from the discussion it was suggested that any promotional material regarding the free vitamins scheme could be included in the Halton Housing Trust Welcome packs.

RESOLVED: That

- 1) the content of the report be noted; and
- 2) the proposals to pilot the universal distribution of Healthy Start vitamins to all pregnant and breastfeeding women (regardless of income) and to

all infants at six months of age be supported.

|

Meeting ended at 3.10 p.m.

HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 17 September 2014 at Karalius Suite, Halton Stadium, Widnes

Present: Councillors Polhill (Chair), Woolfall and Wright and S. Banks, C. Bentley, S. Boycott, P.Cook, T. Dean, G. Ferguson, D. Houghton, D. Lyon, S. McAteer, E. O'Meara, A. Marr, D. Parr, A. Risino, N. Rowe, R. Strachan, N. Sharpe, M. Shaw, E. Sutton-Thompson, D. Sweeney, A. Waller, S. Yeoman.

Apologies for Absence: Councillor Philbin and A. McIntyre, D. Johnson and J. Wilson

Absence declared on Council business: None

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

Action

HWB8 MINUTES OF LAST MEETING

The Minutes of the meeting held on 9th July 2014 having been circulated were signed as a correct record.

HWB9 APPROVAL OF THE DRAFT BETTER CARE FUND SUBMISSION 2014

The Board considered a report of the Strategic Director, Communities, which sought approval for the final re-submission of the Better Care Fund, in light of the re-issued new guidance and new templates, to the LGA and NHS England by 19th September 2014.

The initial draft Better Care Fund was submitted to the LGA and NHS England on the 4th April 2013, following approval by the Board. After receiving the submissions, NHS England and the LGA re-issued new guidance and new templates, changing some of the focus of the plan. For example, the payment for performance was now purely focussed on non-elective admissions, instead of cross health and social care performance metrics.

RESOLVED: That the Board

- 1) note the content of the report; and

- 2) approve the final draft Better Care Fund submission (Appendix 1).

Strategic Director,
Communities

HWB10 FINAL NHS HALTON CCG 5-YEAR STRATEGY AND 2-YEAR OPERATIONAL PLAN WITH SUPPORTING ECONOMIC ASSURANCE

The Board considered a copy of the final NHS Halton CCG-5 Year Strategy and two year Operational Plan with supporting economic assurance. The document was the result of consultation with providers, public, clinicians and other stakeholders, including the local authority from July 2013, with data gathered from a number of sources to inform evidenced-based decisions of the strategic direction of Halton Health Economy and the Commissioning intentions which formed the Operational Plan to achieve that aim.

The document also set out the eight priority areas which had been agreed and what would be achieved over the next five years through focussing on these priority areas. The full list of commissioning intentions, associated metrics and targets to achieve the ambitions and priority areas were published in the plan. In addition, the Plan attempted to describe how the vision, priorities and ambitions would be achieved but also how this would be done in the context of the expected financial gap between supply and demand.

It was reported that a significant development (both in terms of expected impact and financial risk/benefit) was the establishment of two Urgent Care Centres in Widnes and Runcorn on the sites of the existing walk-in centre and minor injuries unit. A separate series of working groups had been set up to look at this scheme, and two organisations (i5 Health and Capita) had been commissioned to provide independent analysis of the potential available by reducing the level of urgent care in Halton. Both i5 and Capita had used different methods to calculate the potential levels of benefit available in the health economy and details of both findings were outlined in the report. A marketing campaign would be used to launch both Centres.

A copy of the NHS Halton CCG 5 year Plan Strategy and 2 year Operational Plan was submitted to NHS England on the 20th June 2014. Details of the response received on the 1st August by NHS England Merseyside Area Team Director, were outlined to Members. Overall the Plan was well received and they felt the Plan addressed the health needs of Halton's population.

RESOLVED: That the 5 year Strategy and 2 year Operational Plan be approved as demonstrating the strategic direction of the CCG in relation to the wider health economy in Halton, and that the specific operational intentions will contribute to achieving the strategy.

HWB11 ADDRESSING PREMATURE MORTALITY IN HALTON - PRESENTATION

The Board received a presentation from Professor Chris Bentley from HINST Associates. The presentation examined how the Health and Wellbeing Board could implement practical interventions in order to reduce health inequalities locally, with a view to improving health and wellbeing and reducing premature mortality. The presentation outlined the following:-

- the background to improving health and wellbeing and addressing health inequalities;
- levels of deprivation in Halton for both males and females;
- the relationship between multiple lifestyle risks and mortality;
- benchmarking against similar areas to Halton;
- potential interventions to postpone deaths; and
- how Halton, in conjunction with partners, can identify those who remain 'missing' in the system, to improve their health and wellbeing.

RESOLVED: That the report be noted.

HWB12 DEVELOPING A STRATEGY FOR GENERAL PRACTICE SERVICES IN HALTON - PRESENTATION

The Board considered a report and presentation of the Chief Officer, NHS Halton Clinical Commissioning Group, which advised on the programme to develop a strategy for general practice services in Halton. The Board was advised that general practice faced challenges from :-

- an ageing population, growing co-morbidities and increasing patient expectations;
- increasing pressure on NHS financial resources and increased regulation;
- persistent inequalities in access and quality of general practice;
- growing reports of workforce pressures, including recruitment and retention problems; and
- political pressure to change.

The Board was further advised that NHS Halton CCG and NHS England were discussing development of the formalising co-commissioning arrangements for general practice services in the Borough, following an expression of interest process. This meant that NHS England may, over the next few months, be delegating more responsibility for the commissioning of general practice services in the Borough to NHS Halton CCG. NHS Halton CCG and NHS England agreed that a strong, sustainable general practice was required in Halton to support commissioning and service provision. This required a co-ordinated and engaged approach to deliver.

Members were also advised that NHS England had stated their ambition for general practice services to operate at greater scale and be at the heart of a wider system of integrated out-of-hospital care. This would require a shift of resources from acute to out-of-hospital care. These ambitions were congruent with NHS Halton's CCG's 2 Year Operational Plan and 5 Year Strategy and also with the Better Care Fund Delivery Plan, developed with Halton Borough Council. NHS Halton CCG, engaging with NHS England, local practices and other partners was developing a co-commissioning strategy to meet these ambitions by focusing transformational activity in six areas:-

- Improved access and resilience;
- Integrated care;
- New services in the community;
- Community Development;
- Quality improvement; and
- Enabling work streams (i.e. governance, finance, estate, contracting, information technology and workforce).

It was noted that a copy of the Themes for Transformation Policy document would be submitted to the next meeting of the Board.

RESOLVED: That the Board note the report and presentation.

HWB13 PHARMACEUTICAL NEEDS ASSESSMENT

The Board considered a report of the Director of Public Health, which provided Members with a draft Pharmaceutical Needs Assessment (PNA) and an outline of the statutory 60 day consultation process. The PNA was a statutory document that states the pharmacy needs of the local population. This included dispensing services as well

as public health and other services that pharmacies may provide. It is used as the framework for making decisions when granting new contracts and approving changes to existing contracts, as well as for commissioning pharmacy services.

The Board had previously approved the establishment of a local steering group to oversee the development of its first PNA (Minute No 17/2013, refers). It had met at regular intervals since then. The Group had overseen and supported the development of the PNA and a Task and Finish Group had also met to ensure tasks identified by the Steering Group were being progressed and to trouble shoot any difficulties.

It was reported that in addition to the statutory 60 day consultation, the Steering Group also carried out a questionnaire to all pharmacies to gather up-to-date information on the services they provided. It also conducted a public survey to gain local people's views on their local pharmacy. Nearly 100 local people responded to the survey during a 4 week period. The information obtained from both the pharmacy and public surveys had been used to populate and inform the PNA.

The report outlined details of the findings of the PNA and set out the proposed arrangements for the 60 day statutory consultation exercise. It was anticipated that the final PNA would be submitted to the January 2015 Board meeting.

RESOLVED: That

- 1) the draft PNA, including the findings detailed in it, be approved; and
- 2) the commencement of the 60 day statutory consultation in line with the process detailed in this report.

Director of Public Health

HWB14 HALTON HEALTH PROFILE 2014

The Board received a report of the Director of Public Health, which presented information relating to Halton's Health Profile 2014 and provided analysis regarding the findings from a local perspective. Each year, the Department of Health released a health profile of Halton which compared it to the England average. It was designed to help local government health services understand their communities needs so that they could work to improve people's health

and reduce health inequalities.

The Halton Health Profile 2014 showed that half of all local residents lived in the most deprived areas in England. Given the direct relationship between poverty and poor health, it was unsurprising that Halton's health statistics were worse than the national average. Although Halton was not better than the England average, in the majority of indicators, it had improved against the previous year's figures in 15 out of 27 comparable indicators, remained static for 7 and worsened in 5. The report outlined Halton's progress and challenges and the wide range of programmes that were in place to address areas of concern.

RESOLVED: That

- 1) progress in health outcomes and programmes established to address areas of concern be noted; and
- 2) any comments be fed back to the Director of Public Health.

HWB15 HEALTH CHECKS

The Board considered a report of the Director of Public Health, which provided an update on the progress of the NHS Health Check Programme within Halton. The following developments were noted:-

- the Programme was revamped in October 2013 to include dementia and alcohol and to remove elements of the check which did not form part of the statutory programme;
- research undertaken by Health Inequalities Specialist Professor Chris Bentley revealed that 40% of Halton residents with long term conditions did not visit GP practices;
- new Service Level Agreements were drawn up with GP practices to reflect the changes and a handbook was developed to assist GP practices deliver the programme;
- the EMIS web template was revised by one of the practice managers and rolled out to other practices;
- the revised programme had been promoted by individual visits to practices, attendance at Practice

Managers' meetings and via presentations at related events;

- Health Trainers from the Health Improvement Team had been based within GP practices for the purpose of carrying out Health Checks on behalf of the practice; and
- an annual report on the performance of NHS Health Checks in 2013/14 had been produced using information supplied by the St. Helens and Knowsley NHS Hospitals Trust Health Information Service (HIS) Team.

Members were advised that of the 35,169 registered patients who were eligible at Quarter 4 2013/14), 5,217 had been invited for a Health Check, equating to 14.83%. This fell somewhere short of the 20% that would be needed on an annual basis to ensure that every eligible person was invited once in a five year period. Of those invited, 2,179 patients received an NHS Health Check, giving a take up rate of 42%.

With regard to future developments, to promote Health Checks, the following was proposed:-

- a Health Trainer would be based in every practice for the purpose of supporting the Health Check Programme;
- Wellbeing Practice Officers would be trained and deliver Health Checks in GP Practices;
- negotiations to secure the use of a bus for the purposes of carrying out Health Checks within the community were on-going;
- practices would be supported on the use of read codes to ensure that all invitations were recorded regardless of how the patient had been invited for the Health Check;
- an options appraisal was being undertaken in relation to the data collection element of the programme;
- a feasibility of offering NHS Health Checks to Council staff and elected Members was being explored;
- community venues for NHS Health Checks delivered by health trainers were being identified; and

- information stands offering Health Checks be set up in community areas such as supermarkets.

RESOLVED: That

- 1) the Annual Report on Health Checks be noted; and
- 2) the Board endorse the recommendations in the Annual Report, in particular –
 - Widespread promotion of Health Checks;
 - A Health Trainer available to every Practice and Wellbeing Enterprise Officers be trained to deliver Health Checks in each GP Practice; and
 - Use of a bus to deliver Health Checks and community based approaches.

Director of Public Health

HWB16 HYPERTENSION

The Board considered a report of the Director of Public Health, which advised that Champs was a collaborative service where nine local authority public health teams worked together to enable greater access to public health expertise and advice in Cheshire and Merseyside. A project had taken place to identify and agree the priorities that would be used to form the work plan for healthcare public health. It was led by a Public Health Consultant from Halton and the report outlined the process used and the local implications of this.

It was noted that three local priorities, which concurred with Halton CCGs priorities, matched those generated by the data produced:

- Mental Illness (highest cost to NHS);
- cancer (Largest cause of premature mortality); and
- unplanned/urgent care (high rate of 30 day re-admissions).

The review also highlighted the following priorities not chosen by partners: hypertension (largest disease register), liver disease (worse rate of premature mortality) and respiratory disease (large cause of hospital admissions). Of these, hypertension was chosen as a key area for action at the last CCG primary care model development workshop in August. A working group had been formed to develop a system wide approach to tackling the issue. A Halton cardio vascular disease strategy was in early development and the

regional Cardio Vascular Strategic Clinical Network and Merseyside Primary Care Strategic Forum had prioritised hypertension as a result of the Champs approach.

RESOLVED: That the Board

- 1) note that hypertension was a key cause of premature mortality in Halton;
- 2) note there was under diagnosis of hypertension nationally and in Halton; and
- 3) endorse the future plans for action in the area of hypertension.

Director of Public Health

HWB17 NHS SUPPORT FOR SOCIAL CARE

The Board was advised that similar to previous years, the Department of Health had allocated non-recurrent budget allocations to NHS England, nationally, for transfer to local authorities to invest in social care services to benefit health, and to improve overall health gain. In 2014, there were two components to the allocation; NHS transfer and Preparation for the Better Care Fund.

Members were advised that the Department of Health had announced revised allocations and transfer arrangements for 2014/15. Funding transfer to local authorities would be carried out by NHS England and Halton would be expected to receive NHS transfer £2,396,355 and Preparation for the Better Care Fund £533,000. The total allocation was £2,929,355. The report outlined a number of conditions which must be satisfied prior to the transfer of funding.

In light of the current financial and other pressures within the Local Authority, it was proposed that the majority of this allocation was utilised to support the whole system, which were of benefit to the wider health and care systems and provided good outcomes for service users.

The proposed funding main allocation for 2014/15 was as follows:

- Maintain the Telecare Service - £140,000;
- Additional support to the Community Care budget - £500,000; and
- Support of mainstream service delivery - £1,756,355.

In addition, it was noted that the proposed funding

allocation Implementation and Preparation of Better Car Fund, included early progress against national conditions and performance measures - £533,000 which would be used as follows:

- Early progress against national conditions and performance measures, an additional 14 Intermediate Care Beds - £300,000; and
- Preparation and Implementation, it was noted that further work was required to develop detailed plans and contingencies - £233,000.

RESOLVED: That the revised funding allocation as detailed in the report be approved.

HWB18 HEALTHWATCH HALTON ANNUAL REPORT 2013-2014

The Board received a presentation from Paul Cook, a representative of Healthwatch Halton which highlighted key elements of the Healthwatch Annual Report 2013/14. Members were advised on the governance arrangements at Healthwatch and the successful appointment of Jim Wilson as Chair of the Organisation, the establishment of the Healthwatch website, the role of Healthwatch in the community, developing links with the Polish Family Support Group and its statutory activities and plans for the next 12 months. Arising from the discussion, it was agreed that the Council and the CCG would liaise with Healthwatch to assist co-ordinating visits to local care homes.

RESOLVED: That the presentation be received.

HWB19 NATIONAL DEMENTIA ACTION ALLIANCE 'CARERS' CALL TO ACTION'

The Board was advised that a letter from the Secretary of State was sent to the Chairs of Health and Wellbeing Boards on the 16th July 2014, relating to the Prime Ministers Challenge on Dementia. The letter encouraged Local Authorities to sign up to the National Dementia Action Alliance Carers' Call to Action. In addition to the Local Authority signing up, member organisations of the Health and Wellbeing Board were invited to sign up individually to make pledges specific to their organisation, thus increasing the number of organisations supporting the movement.

It was noted that supported by the Chair of the Halton Dementia Partnership Board, the Council signed up to the Call to Action on the 23rd July 2014, pledging to deliver the

actions contained in the Local Dementia Strategy by 2018.

RESOLVED: That the contents of the report be noted.

HWB20 JOINT PUBLIC SERVICES (SOCIAL VALUE) ACT 2012
POLICY, PROCUREMENT FRAMEWORK AND CHARTER

The Board considered a report of the Chief Officer, Halton CCG, which provided an update on the development of a Social Value approach for both Halton Borough Council and NHS Halton Clinical Commissioning Group (CCG). This had been carried out both in response to the needs of the Public Services (Social Value) Act 2012 and in conjunction with the Halton Health and Social Value Programme.

It was noted that a Social Value policy statement had been developed setting out a commitment that through our commissioning and procurement activity and under the Public Services (Social Value) Act 2012 consideration would be given, where appropriate, to seek to secure wider social benefits for Halton as a whole. The Policy Statement would also support the Halton Social Value Charter which was being developed in partnership across the Borough as part of the Social Value In Health Programme.

In addition, a Social Value Procurement framework had also been produced, a copy of which had been previously circulated to the Board. Both the policy and framework would need to be applied in a proportionate manner and be tailored to reflect what was being procured and how it would be the role of service commissioners and procurement lead to consider, on a contract by contract basis, what social value opportunities and outcomes may be relevant to that contract. Both the policy and framework had been consulted on with relevant stakeholders and the suggested approach had received universal support.

RESOLVED: That

- 1) the work carried out to date on the Developing a Social Value Approach for Halton Borough Council and the NHS Halton Clinical Commissioning Group be noted;
- 2) both the attached Policy Statement and Procurement Framework be endorsed and be recommended for approval by Executive Board; and
- 3) the Board consider opening the approach to the wider partnership for their use (as appropriate).

HWB21 SUPPORTING PUPILS AT SCHOOL WITH MEDICAL CONDITIONS

The Board considered a report which provided an overview of the new statutory duties, from 1st September 2014, under the Children and Families Act 2014 (the Act), to ensure schools made arrangements to support pupils with medical conditions. Each school was required to have a Medical Conditions policy, ensuring pupils with medical conditions have full access to education, including physical education and school trips.

It was reported in order to support schools to fulfil their statutory duties, a range of resources would be made available from 1st September 2014, which included:-

- a revised Supporting Pupils at Schools with Medical Conditions Policy, including a blank policy template which schools could adopt if they so wish;
- a list of the available training for school staff; including governors and teachers;
- information bulletins would be circulated to schools advising them of the changes through the schools e-bulletin, Chairs of Governors Briefings etc; and
- information would be made available through Halton's Local Offer and the Children's Trust websites.

RESOLVED: That the report be noted.

Meeting ended at 5.00 p.m.

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

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 1 September 2014 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Logan (Vice-Chairman), Cassidy, P. Hignett, Horabin, K. Loftus, A. McInerney, C. Plumpton Walsh, June Roberts, Woolfall and L. Lawler

Apologies for Absence: Councillors J. Stockton

Absence declared on Council business: None

Officers present: G. Ferguson, A. McIntyre, G. Meehan, S. Nyakatawa, S. Clough, T. Coffey and D. Roberts

Also in attendance: C. Pollard.

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

	<i>Action</i>
CYP14 MINUTES	
<p>The Minutes of the meeting held on 9th June 2014 were taken as read and signed as a correct record.</p>	
CYP15 PUBLIC QUESTION TIME	
<p>It was noted that no public questions had been received.</p>	
CYP16 EXECUTIVE BOARD MINUTES	
<p>The Board received a report which contained the Minutes relating to the Children, Young People and Families Portfolio, which had been considered by the Executive Board Committee since the last meeting of the PPB.</p> <p>RESOLVED: That the Minutes be noted.</p>	
CYP17 PROPOSED CUTS TO EDUCATION SERVICES GRANT	
<p>The Board was advised that the June 2013 spending</p>	

round announced the Department of Education would be required to make £200m savings in 2015/16. In order to protect front-line spending for schools, they consulted on the impact of a 25% reduction Education Services Grant (ESG) to local authorities in 2015/16. ESG was revenue funding by Government to fund the statutory functions of education provision.

It was reported that the consultation document outlined there were different levels of spend in local authorities on statutory functions and had undertaken in depth studies at 18 local authorities and 13 academies to establish how the ESG spend was prioritised to assist local authorities in managing a reduction in advance.

Members were advised that the Government had announced the outcome of the consultation on the proposals to reduce ESG funding in 2015/16. They had confirmed that ESG would reduce by £200m which would mean the general funding rate would fall from £113 per pupil to £87 per pupil, a cut of 23%. Consequently, the Council would receive a reduction of around £0.5m in ESG in 2015/16 for the Council. It was noted that any further conversions of schools to academies would increase this reduction.

The reduction of ESG represented a significant loss of funding to the Council and whilst schools were not directly affected, there would be an impact of the level of support the Local Authority could provide to schools. The Local Authority was currently reviewing the effect any reduction would have on the ability to undertake its statutory role effectively.

RESOLVED: That the report be noted.

CYP18 EDUCATION REFORMS UPDATE

The Board considered a report of the Strategic Director, Children and Enterprise, which provided a summary of recent and forthcoming changes in education in the following areas:-

- Early Years Curriculum;
- 2014 Primary National Curriculum;
- Assessment and Accountability Framework;
- Reforms in Key Stages 1 and 2;
- Secondary Curriculum;
- Accountability System for the Secondary Phase; and
- Disadvantaged Pupils.

The Board discussed the removal of national

curriculum levels from September 2014. Individual schools must decide how to track progress and provide regular information to parents, suited to the curriculum they teach. The Department of Education would not prescribe a single system for ongoing assessment and reporting. It was suggested that discussions with Halton Primary Headteachers take place to consider a Halton School system for tracking a child's progress.

In addition, a Member queried the information in Paragraph 8.2 Basket 3 and it was agreed that this would be checked and the Member advised accordingly. Further, information on coursework and if this was still included in the assessment for vocational qualifications would be forwarded to Members.

Strategic Director
Children and
Families

RESOLVED: That Members note the contents of the report.

CYP19 TROUBLED FAMILIES UPDATE

The Board received a report of the Strategic Director, Children and Enterprise, which provided an update on the development of the Troubled Families Programme. It was reported that the Troubled Families Unit provided national criteria for identifying Troubled Families and Local Authorities could identify local measures. In Halton for 2012/13 these were domestic abuse and alcohol. For 2013/14, the measures had been increased to include drug misuse, NEET and a child under the age of 5.

The report set out the delivery and it was noted that 145 families had been identified for the first year and work was being carried out with partners and agencies to identify where families were up to with regard to interventions, engagement and a setting to determine if the whole family needs were being met. Numbers had been confirmed for year 2 and 3, details of which were outlined in the report for information. In addition, the report set out the performance and included a table that summarised the number of families who were issued leads from year 1, their status in relation to payments by results (PBR) claimed in January and July 2013, and those estimated for October. It was further noted that 66% of 145 families from year 1 had achieved the target set.

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

Members were advised on Phase 2 of the Troubled

Families Programme. The Government had recently announced that the programme would be expanded to work with 400,000 more families from 2015-2020 with an additional £200m funding for 2015-16. In addition the criteria for a family to be included in the programme had been expanded. In order to be included in the second wave of early starters, areas would need to be working with all their current allocation of families by 30th September and had turned around at least 65% of them by 31st October 2014. The national rollout would commence 1st April 2015.

RESOLVED: That the Board

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

CYP20 CHILDREN'S SOCIAL WORK REFORM RESTRUCTURE - PRESENTATION

The Board received a presentation from the Operational Director Children and Families on the Children's Social Work Reform Restructure. Following a consultation exercise with staff within the Department and service users, a new structure for Children's Social Work had been agreed and would be in place on 30th September 2014.

Members were advised on why change was necessary, the outcome of the consultation exercise, and the following key principles agreed with staff:

- a single front door contact and referral team;
- one child in need service 0-18 years;
- one child in care and care leavers service;
- increase number of Practise Leads from 6 to 8;
- increase number of Social Workers with 6.5 new posts;
- introduction of Senior Community Care Worker post;
- introduction of Advanced Social Worker role;
- introduction of additional administrative support staff; and
- ongoing investment in professional development and support.

The anticipated outcomes of the restructure were as follows:

- caseloads with a maximum of 18;
- children and young people would only change case

- worker once when they have a long term care plan;
- staff would have more time to develop meaningful and effective relationships with children;
- reducing numbers of children in care where safe;
- freedom to be innovative and creative; and
- clear manager support roles and access to quality reflective supervision.

RESOLVED: That the presentation be received.

CYP21 ANNUAL REPORT - COMMENTS, COMPLAINTS AND COMPLIMENTS RELATING TO CHILD SOCIAL CARE SERVICES 1ST APRIL 2013 - 31ST MARCH 2014

The Board received a report of the Strategic Director, Children and Enterprise, which provided an analysis on the complaints processed under the Children Act, 1989, Representations Procedure. The report outlined details on the four categories to the representation process and provided an overview of the Annual Report from the 1st April 2013 to 31st March 2014. Members were advised that there were 42 statutory complaints made to the local authority in 2013/14 which was 3 less in comparison to last year, a decrease of 6% which was comparable with previous years.

The Board was further advised of the types of complaints made and who they were made by; the outcome of Stage 1 compliance; information regarding Stage 2 complaints; Stage 3 Review Panel; the Local Government Ombudsman and timescales.

In relation to compliments it was reported that 111 had been received in 2013/14, details of which were outlined in the report for information.

The report further set out information regarding Learning and Service Improvement and detailed an Action Plan for 2014/15, which was influenced by learning from complaints.

RESOLVED: That

1. the report is accepted as the mechanism by which the Local Authority is kept informed about the operation of its Complaints Procedure for Children's Social Care; and
2. the Annual Report will evidence how feedback from service users has been used to improve service delivery.

CYP22 COMPLIMENTS (SERVICE USER FEEDBACK) RELATING TO CHILDREN AND ENTERPRISE DIRECTORATE - 1ST APRIL 2013 TO 31ST MARCH 2014

The Board received a report of the Strategic Director, Children and Enterprise, which provided an update and feedback on compliments made by clients and positive feedback from workers/professionals relating to the Children and Enterprise Directorate. The report also demonstrated the positive impact and outcomes in the lives of people accessing services in this Directorate. In addition, the report highlighted how the Directorate learns from compliments received, the benefits to staff in receiving compliments and how compliments were also a measure of awareness from service users.

RESOLVED: That the report is accepted as the mechanism by which the Board is kept informed and this information is used to develop services.

NB: Councillor P. Hignett declared a Disclosable Other Interest in the following item, due to being a Governor of Pewithall Primary School.

CYP23 THE USE OF PUPIL PREMIUM

The Board received a report which provided an overview on the aims, purpose, use, monitoring and accountability of the Pupil Premium and its impact on improving educational outcomes for disadvantaged pupils. In addition, the report provided an analysis of the 2013/14 Ofsted inspection judgements on the impact of the Pupil Premium in closing the achievement gaps between pupils in receipt of the Pupil Premium and their peers.

The Board noted that Pupil Premium was introduced in April 2011 and was specific, additional funding provided to support the education of pupils known to be eligible for free school meals (FSM), pupils who had been eligible for FSM at any point in the last 6 years, children who had been looked after continuously for a period of 6 months and children whose parents were currently serving in the Armed Forces. The Government believed that the Pupil Premium, which was additional to main school funding, was the best way to address the current underlying inequalities between children eligible for free school meals and their peers, by ensuring that funding to tackle disadvantage reached the pupils who needed it most.

Members were advised that schools decided how the

Pupil Premium was spent. However, they were accountable for their use of this funding. Since September 2012, schools were required to publish on line information about their Pupil Premium allocation and how they planned to spend it in the coming year. They must also publish a statement of how they spent the money for the previous year, and its impact on the attainment of pupils eligible for support through the Pupil Premium. In addition, under the current OfSTED inspection framework, inspectors were now required to make a judgement on the use of the Pupil Premium and its impact on the progress, and attainment of pupils in receipt of Pupil Premium.

During the 2013/14 academic year, 22 schools in Halton were inspected by OfSTED. 16 were judged to be good, two outstanding and four required improvement. Overall, pupils in receipt of the Pupil Premium were achieving well compared to their peers, nationally. However, in at least six schools, in-school gaps were identified. Pupils in receipt of the Pupil Premium would be behind their peers by as much as two terms in some cases. All the schools were aware of their in-school gaps and the inspections acknowledged that appropriate action was being taken to close the gaps.

Since September 2013, inspectors had also been able to recommend an external review of the school's use of the Pupil Premium funding, where the inspection identified specific issues regarding the provision for eligible pupils. This had not been the case in Halton Schools. It was noted that the proportion of pupils on FSM achieving five A* to C including English and Maths in Halton in 2013 was the highest in the North West. Halton was ranked first in the North and 29 nationally for the attainment of pupils on FSM.

Since the Peer Challenge exercise identified closing the gap a priority for Halton, a Closing the Gap Project was launched in May 2013 after a joint analysis of gaps between the schools and the School Improvement Team. There were currently twelve schools in the Project, six of which were inspected last academic year. Details on the progress of the schools involved in the Project were outlined in the report. Further work on identifying strategies that were effective in closing in-schools gaps would be carried out with the Closing the Gaps Project Schools and shared widely with all other schools.

RESOLVED: That Members note the contents of this report.

CYP24 PERFORMANCE MONITORING REPORT QUARTER 1
2014-2015

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 improvements 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.

Members were provided with an update on the recent Rotherham report and also the initiatives implemented within the Halton and Cheshire areas involving the Council and other agencies to address child sexual exploitation.

Arising from the discussion it was agreed that:

- Officers would liaise with the Chair of the Board to organise Member visits of Children Services; and
- consideration be given to including child sexual exploitation/missing from home information within future quarterly monitoring reports.

Strategic Director
Children and
Families

RESOLVED: That the first quarter Performance Monitoring Report and comments made be noted.

Meeting ended at 9.10 p.m.

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

At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 15 September 2014 in The Board Room - Municipal Building, Widnes

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: W Rourke, A. Jones, C. Patino, S. Saunders and L. Carr

Also in attendance: None

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

Action

ELS11 MINUTES

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

One Member requested feedback on the Welfare Reform Scrutiny Topic Group (Minute ELS8 referred). In response it was noted that the recommendation to include GP referrals in the Topic Group had been included in the report submitted to Executive Board.

Further to a query regarding the monitoring of grants to Voluntary Sector Organisations, it was noted that this matter was covered in the Annual Report to Executive Board on 13 March 2014 (Minute EXB166 referred).

ELS12 PUBLIC QUESTION TIME

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

ELS13 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.

RESOLVED: That the minutes be noted.

ELS14 PRESENTATION ON HALTON'S WORK PROGRAMME CONTRACTS

The Board received a presentation on progress relating to Halton's Work Programme contracts.

Members were reminded that on 16 June 2011 this Board supported the decision to enter into contracts with *Ingeus* and *A4E* to deliver the Single Work Programme in Halton. Although Members of the Employment, Learning and Skills, and Community PPB received regular updates relating to performance on both contracts through the Quarterly Monitoring Reports, it was felt that Members would appreciate a more in depth presentation explaining how the contracts operated.

It was explained that the Single Work Programme operated on a payment by results basis, which meant that if a person was helped into work, a fee would be provided. To summarise, only 10% of the total fee would be paid by Government when an individual started the work programme. A job outcome fee was paid only after an individual had been in work for 6 months, then a sustainment payment was spread over 1 to 2 years once the person had been in work longer than 6 months.

It was noted that Halton Borough Council had invested staff in managing the process and a return on this investment could only take place once a person had entered into the workplace. The Council had however, started to see an initial return on its investment, whilst at the same time providing a service which helped some of the Borough's most disadvantaged residents back into work.

A question and answer session followed the presentation and the following points of clarification were made:

- An apprenticeship was considered to be a job so these were included in the Work Programme figures;
- Those customers who had not yet been successful in obtaining a job remained on the Programme, which was ongoing for two years. They remained on the

Programme whether they got a job or not within those two years;

- Customers with health needs or disabilities remained on the programme but could not be mandated to take up employment. They were kept in regular contact with the staff via regular telephone calls.
- With regards to the performance of A4E, this was not known as they reported results as a package with other providers.

RESOLVED: That the Board notes the progress made to date on Halton's Work Programme contracts.

ELS15 INTERNATIONAL FESTIVAL FOR BUSINESS

The Board received a report from the Strategic Director, Children and Enterprise, which described the scale and impact of The International Festival of Business (IFoB) 2014 across the Liverpool City Region and focused upon the specific activities that took place in the Borough of Halton during the Festival.

Members were advised that the IFoB took place across the Liverpool City Region in June and July 2014 and was marketed as a gathering of the world's most inspiring businesses. The Festival brought together cities from throughout the UK for 61 days of events, exhibitions and showcases and was billed as the largest event of its kind in the UK since the Millennium Fair of 2000 and the Festival of Britain in 1951.

It was reported that IFoB featured more than 400 events in venues across the Liverpool City Region and a further 139 events at venues further afield, covering seven different business sectors. Further, more than 75,000 business delegates took part in IFoB with more than 15,000 registering for the IFoB Business Club and 10,000 delegates passing through the festival's nerve centre, the *IFB Hub*.

The report provided information to Members on the IFoB events and activities in Halton that had taken place, which included the *'International Festival of Business 2014 'Big Data Day'* and *'Addressing the Skills Needs of the Science, Technology and Advance Manufacturing (STAM) Sector'* held on 24 and 26 June respectively.

RESOLVED: That Halton's contribution to the success of International Festival of Business 2014 be noted.

ELS16 GROWING ECONOMIC PROSPERITY IN HALTON -
KNOWING WE ARE MAKING A DIFFERENCE

The Board received a report from the Strategic Director, Children and Enterprise, informing them of research being undertaken to identify and prioritise future resources and actions aimed at growing economic prosperity in Halton.

The report outlined that HBC and its partners should firstly undertake an evaluation of previous regeneration activity and secondly, should undertake a detailed business survey to better understand Halton's business base. This would enable better measurement of the economic impact of the interventions and ensure that future resources were deployed to maximum benefit. The report also provided information on how the evaluation would be conducted and gave details on the undertaking of the business survey which included the areas where responses would be sought.

Following Members' discussion it was noted that HBC's partners were the *Halton Employment Partnership* and *Halton Chamber of Commerce*. Members asked how the Council could ensure a high return on the surveys. Members were advised that Officers would liaise with businesses on a one to one basis, to encourage them to respond to the survey.

RESOLVED: That the PPB notes work the Council and its partners were undertaking to:

- 1) evaluate existing economic regeneration initiatives;
- 2) undertake a research project and in-depth business survey aimed at better understanding Halton's business base;
- 3) undertake research to determine views from property developers, investors and commercial property agents about their perceptions of the attractiveness and obstacles to inward investment in Halton;
- 4) complete a desk top exercise which mapped existing business support activity provided to local businesses and evaluated the economic impact of these interventions;
- 5) produce a policy report identifying key national policies focussed on helping UK businesses to grow and how this related to Halton activities; and
- 6) produce an action plan identifying key future interventions.

Strategic Director
- Children and
Enterprise

ELS17 IMPROVING HALTON ECONOMY DASHBOARD

The Board received a report from the Strategic Director, Children and Enterprise, which advised Members of the recent analysis of economic data on Improving Halton Economy Dashboard.

It was reported that as part of the ongoing standard economic analysis it became apparent that there had been a positive change in a number of indicators. These indicators had been pulled into a 'dashboard' to show the improvement over the past 12 months (of available data, data period covering 2012 to 2014). These improvements had taken place at a quicker pace when compared to the national trend.

The following key points were noted from the dashboard:

- In line with regional and national trends Halton had:
 - Rising levels of average pay;
 - Rising levels of GCSE pass rates;
 - Rising levels of new business start-ups;
 - Falling levels of unemployment/job seekers allowance claimants; and
 - Falling levels of adults with no qualifications.
- The average weekly pay for full time workers living in Halton had risen above the North West average for the first time;
- The GCSE pass rate (achieving 5+ A* - C including English and Maths) in Halton had risen above the England figure for the first time;
- The job seekers allowance claimant rate in Halton had seen a greater decrease over the last 12 months, when compared to the decrease nationally;
- For job seekers allowance claims in Halton, every breakdown of 'age of claimant' and 'length of claim' had fallen by at least a quarter over the last 12 months; and
- Compared to overall England figures, Halton had seen a greater increase in new business start-ups and overall business premises.

Members queried whether the data related to people

who lived and worked in the Borough – this would be confirmed and sent to Members. Also Members queried whether or not the data was broken down into Wards which would highlight the more deprived areas. Officers confirmed that this information was available and that the more deprived areas had specific work and support schemes offered.

RESOLVED: That the results of the analysis be noted and used as part of the wider evidence to inform HBC economic policy.

ELS18 LIVERPOOL CITY REGION ENTERPRISE STRATEGY

The Board was presented with a report on the strategic plans currently being developed across the Liverpool City Region to increase business density.

In November 2013 the Liverpool City Region (LCR) Local Enterprise Partnership (LEP) produced a discussion document entitled '*Liverpool City Region Enterprise Strategy and Programme*' which outlined the disparity between business density, and as a consequence employment and Gross Value Added (GVA), between the LCR and the rest of the UK. This information was presented in the report in Figures 1 and 2 respectively. It was noted that the LCR had 32% fewer business than the UK average and the GVA per capita for the LCR was 25% below the UK average.

The report went on to discuss the LCR Enterprise Strategy's objectives with regards to increasing the number of businesses operating in the region to UK average levels within a generation, and presented the proposed seven interventions and recommendations from the LEP.

RESOLVED: That progress towards the development of a coherent, Liverpool City Region wide strategy to increase the number of viable business, and thereby close the employment and GVA gap between the City Region and the rest of the UK, be noted.

ELS19 QUARTERLY MONITORING REPORTS - QUARTER 1 2014-15

The Board was presented with the Performance Management Reports for quarter 1 of 2014-15 and was requested to raise any questions or points of clarification.

The reports detailed progress against service objectives and milestones and performance targets, and

provided information relating to key developments and emerging issues that had arisen during this period in the following functional areas that reported to the Board:

- Enterprise, Employment and Skills; and
- Community and Environment

The following points of clarification were made:

3.1 National Careers Service contract – would not be renewed beyond the end of September 2014.

4.2 3MG – it was confirmed that a claw back of £4.5m would apply if the Council did not meet the employment target outlined in the report.

RESOLVED: That the performance management reports for the first quarter 2014/15 and comments made be noted.

Councillor Peter Lloyd Jones declared a Disclosable Other Interest in the following item as he was a Member of CAB Management Board.

ELS20 MONITORING REPORT FOR VOLUNTARY SECTOR FUNDING 2013/14

The Strategic Director – Communities, presented the retrospective performance information report for Voluntary Sector Core Funding in 2013/14.

It was noted that the Council had awarded eleven Core Grants in 2013/14, as detailed in the report. Appendix 1 provided the performance breakdown for the individual organisations for the period 1 April 2013 to 31 March 2014. It was further noted that those organisations who received under £5,000 provided 6 monthly performance monitoring information, whilst those who received £5,000 or above provided it quarterly.

Officers advised Members of the proposed action in relation to the performance of Cheshire, Halton and Warrington Race and Equality Centre (CHAWREC), which was to improve its activity during 2014/15.

Members requested to know how organisations actually applied for funding. Members also commented that the demand for Halton's Citizens Advice Bureau (CAB) had been overwhelming in recent times, especially for debt advice.

RESOLVED: That the Board:

- 1) notes the contents of the report; and
- 2) notes the proposed actions for Cheshire, Halton and Warrington Race and Equality Centre (CHAWREC) in relation to their reduction in activity during 2013/14, in Appendix 1.

Strategic Director
- Children and
Enterprise

Meeting ended at 8.06 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 9 September 2014 at Council Chamber, Runcorn Town Hall

Present: Councillors J. Lowe (Vice-Chairman), S. Baker, Dennett, Horabin, M. Lloyd Jones, C. Loftus, Sinnott and Wallace

Apologies for Absence: Councillor E. Cargill, M. Bradshaw and Gerrard

Absence declared on Council business: None

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

Also in attendance: C. Croft (Warwick Business School), G. Hales (NHS England), M. Swift (Wellbeing Enterprise), S. Banks and D. Sweeney (NHS Halton CCG).

ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

	<i>Action</i>
<p>HEA12 APPOINTMENT OF CHAIRMAN</p> <p style="padding-left: 40px;">The Board was advised that Councillor J Lowe, Vice Chairman, would be Chairing the meeting.</p> <p style="padding-left: 40px;">RESOLVED: That Councillor J Lowe be appointed Chairman for the duration of the meeting.</p>	
<p>HEA13 MINUTES</p> <p style="padding-left: 40px;">The Minutes of the meeting held 17 June 2014 having been printed and circulated were signed as a correct record.</p>	
<p>HEA14 PUBLIC QUESTION TIME</p> <p style="padding-left: 40px;">The Board was advised that no public questions had been received.</p>	
<p>HEA15 HEALTH AND WELLBEING MINUTES</p> <p style="padding-left: 40px;">The Minutes of the Health and Wellbeing Board of its meeting held on 7 May 2014 were submitted to the Board for consideration.</p>	

RESOLVED: That the minutes be noted.

HEA16 PRESENTATION: CRITICAL REVIEW OF INTEGRATED WORKING IN HALTON

The Board considered a report of the Strategic Director, Communities, which provided Members with details of the on-going evaluation of Halton's integrated approach to Health and Social Care.

The Board was advised that aligned with the 2014/15 NHS Halton Clinical Commissioning Group (CCG) and Halton Borough Council's plans were a number of integrated/aligned schemes to improve community services and support people to stay well at home, for longer.

The Board was further advised that NHS Halton CCG's 5 year strategic plan had been through a number of high level reviews and had been closely scrutinised by NHS England (NHSE). The draft plan had recently received support from NHSE and was due for final submission in September 2014.

It was reported the key component of the integrated approach is the development of two Urgent Care Centres in Halton, one in Runcorn and one in Widnes. In addition to being able to assess/treat minor illnesses and injuries, the Centres would be able to provide care to those presenting at the Centres with a range of other conditions, through the development of the necessary competencies of staff teams. The Centres would be staffed by a multidisciplinary, multiagency team of professionals.

The Board also received a presentation from Mr D Sweeney and Charlotte Croft on improving the critical review capacity to reduce needless admissions of older people into acute hospitals.

It was reported that when the centres were in operation a further report would be presented to the Board. It was also reported that there was a need for a more in-depth exploration of how the information was transformed into service delivery within the Urgent Care Centre's (UCCs) and the way in which co-ordination capabilities of the CCG could be enhanced to facilitate the alignment of multiple stakeholders, exploiting the potential of the UCC's. There were four options available. The Board preferred option four - the way the CCG harnessed and exploited information that was fed back from UCCs to continually develop services.

The Board agreed that this option be explored in greater detail.

The importance of having a robust and effective system in place to receive feedback from stakeholders and staff on a regular basis in order to continually review and improve the services was noted. It was also noted that it was vital to take action on feedback that had been received.

RESOLVED: That

- (1) the presentation be received;
- (2) Charlotte Croft be thanked for her informative presentation;
- (3) the report and comments raised be noted; and
- (4) the Board support Halton's integrated approach to the delivery of local Health and Social Care Services.

HEA17 PRESENTATION: NORTH WEST SPECIALISED COMMISSIONING, PLANNING AND ENGAGEMENT

The Board received a presentation from Gaynor Hales, NHS England in relation to specialised commissioning in the North West.

The presentation:-

- Outlined the general principles of commissioning;
- Explained the patient centred commissioning and commissioning across pathways of care;
- Highlighted that integration was vital to achieve world class patient outcomes and experience in specialised services, strong working relationships and shared decision making;
- Detailed the guiding principles for planning;
- Explained the categories of specialised services;
- Outlined the current commissioning arrangements and what it meant for Halton;
- Set out the national consistency in prescribed specialised services;

- Outlined how specialised services were currently commissioned and why changes were required;
- Highlighted that currently 272 providers offered 200 specialised services; and
- Set out the commissioning integrated care across the obesity patient pathway.

The following comments arose from the presentation:-

- An update was requested on the numbers of people accessing the vascular service at Chester hospital and how many of these patients were from Wales. In response, it was reported that this information would be circulated to Members of the Board. However, it was reported that there were no concerns in respect of the quality of the service;
- Concern was raised that more services were being taken out of Warrington hospital and centralised in a location that was further away from Halton. This resulted in the residents of Halton having to travel further to access such services. Clarity was sought on whether there would be enough services delivered centrally to be sufficient for the population's requirements. In response, it was reported that specialised services operated the same waiting list and the decision had been made based on population. In the future vision, it was recognised that more decisions would be made on high level specialised services. However, it was highlighted that in respect of the whole pathway for patients, outpatients and follow up appointments would be accessed locally. It was reported that by working with the CCG Members would be involved in any future proposals;
- Concern was raised at the constant change over the last few years in health services and clarity was sought on whether these changes would affect current proposals. In response, it was reported that the vascular services was ongoing but other proposals such as the cancer services could be affected by the changes. The Board noted the negative 'knock on' effect on other services these changes could have i.e. the new

Urgent Care Centre's. It was noted that the Joint Health Overview and Scrutiny Committee to consider the Clatterbridge Cancer proposals was currently being organised;

- The Board raised concern that Halton was a deprived area and would experience financial difficulties travelling further away to access care services; and
- The Board agreed that an update report be presented to the Board in the near future.

RESOLVED: That

- (1) the presentation and comments raised be noted;
- (2) Gaynor Hales be thanked for her informative presentation; and
- (3) an update report be presented to the Board in the near future.

HEA18 HALTON COMMUNITY WELLBEING PRACTICES UPDATE

The Board considered a report of the Strategic Director, Communities, which informed the Members on the progress and key developments for the Community Wellbeing Practices Initiative (CWPI).

The Board was advised that the Community Wellbeing Practices (CWP) initiative provided a wraparound service for all 17 GP practices in the Borough to ensure patients whose needs were predominantly psychosocial in origin were identified and provided with effective community based interventions. Wellbeing Enterprises CIC, an established, local social enterprise, had been commissioned to design and deliver the service in collaboration with patients, partner agencies and professionals working in health and social care.

The Board was further advised that a team of nine Community Wellbeing Officers served as a link between the GP Practice setting and the wider community. The CWPI provided essentially three core services for patients and the public, the provision of psychosocial support; a community navigation service and asset based community projects.

The Board noted the patients journey; the outcomes

and achievements set out in the report and the feedback that had been received from members of the public and professionals.

It was reported that the next steps and the main priorities were as follows:-

- Integrate the CWP initiative into new clinical and social care pathways to ensure patients whose needs were predominately psychosocial in origin were able to receive timely, effective community based support;
- Increase the referral rates for patients coming into the CWP service from newly established referral sources;
- Provide support to enable community members to develop their own wellbeing projects;
- Continue to collaborate with partners in the VCSE sector on community led projects and to raise the profile of VCSE partner agencies in health and social care; and
- Expand the social prescribing service to provide additional out of hours provision.

The following comments arose from the discussion:-

- Information was requested on the pilot in West Bank. In response, it was reported that information on the pilot would be circulated to all Members of the Board;
- It was noted that the Facetime project would support people with modern day technology and reduce isolation in the community;
- Clarity was sought on whether the interventions were time limited and what happened when the interventions ceased. In response, it was reported that a one to one meeting would take place initially and then an action plan for structured support would take place over several weeks in order to enable individuals to achieve their targets. Further meetings also took place to monitor progress and patients were able to come in and out of the service as they wished. The support was built around the patient and if

specialised services were required they would be referred to an appropriate organisation for additional support;

- Clarity was sought on the plans to ensure that the project was sustainable in the current economic climate and that there would be a continuity of preventative support for the residents of Halton. In response, it was reported that it was a commissioned service and represented the national thinking in respect of sustainability and building communities. The Chairman of the Health and Wellbeing Board was also adopting this approach and it had been endorsed by the National Association of Primary Care. In addition, it was reported that there was a commitment to embed and continue this project in the community as it was far more beneficial than acute care in respect of prevention. It was noted that sustainability was an essential part of the project moving forward, The importance of how support could be given to the infrastructure and for all other organisations to be involved in the work was also noted; and
- The Board noted the excellent work that had been undertaken for many years by various organisations such as The Lets Go Club, The Canal Project and 4Estates etc in the Borough. The Board also noted the importance of integrating such organisations fully into the project to avoid duplication, enhance the project and to ensure that their experience was not lost.

RESOLVED: That the report and comments raised be noted.

(Note: Councillor P Sinnott declared a Disclosable Other Interest in items 5D and 5E below as a Trustee of the Halton Disability Partnership)

(Note: Mr Tom Baker declared a Disclosable Other Interest in items 5D, 5E and 5F below as Chair of the Halton Disability Partnership.)

HEA19 HALTON RESPIRATORY HEALTH PROFILE 2014

The Board considered a report of the Director of Public Health, which presented information relating to Halton's Respiratory Health Profile 2014 and provided an analysis regarding the findings from a local perspective.

The Board was advised that the Halton Respiratory Health Profile 2014 showed that for both COPD and asthma the proportion of Halton's population who had these conditions was higher than the England average. Some of this may be accounted for by local efforts to increase case finding. However, as the Borough had high levels of deprivation and many respiratory diseases were linked to this, it was likely Halton had higher levels than the national average.

The Board was further advised that Halton's profile was set out in the Appendix to the report which showed that there was a mixed picture. Levels of disease were thought to be higher than the England average but after diagnosis the majority were managed in line with the best clinical evidence. However, high levels of emergency (unplanned) hospital admissions continued to place a significant burden on the local population and healthcare system.

The data for Halton showed that:

- It was estimated about 3,916 people aged 16+ living in Halton had Chronic Obstructive Pulmonary disease (COPD) in 2010. By 2020 this figure maybe as many as 4,420;
- There had been improvements in case finding since 2009/10 closing the gap between the estimated number of people with COPD and those on GP disease registers. However, the number of people on the asthma register remained lower than the expected number;
- The management of patients with COPD and asthma were similar or slightly better than the North West and England averages;
- There was a significant ward level variation in emergency hospital admission rates and at GP practice level. There was also a relationship with temperature, with a greater percentage of admissions seen in the winter months; and
- Death rates for COPD have been falling but were above the North West and England rates. Death rates from respiratory causes in those aged under

75 years and pneumonia were also higher than England but similar to the North West. COPD was also a significant cause of excess winter deaths.

The Board noted the programmes to address the areas of concern set out in the report.

The following comments arose from the discussion:-

- Page 96 – It was noted that the statistics in Halton relating to Chronic Obstructive Pulmonary disease (COPD) could be related to Halton's industrial legacy and the number of people who had previously smoked. It was also noted that there were changes in the classifying of COPD within contracts and that it would need to be monitored;
- It was suggested that more information could be available on asthma services in order to ensure the residents of Halton had a greater understanding of the condition i.e. patients being made aware that prescriptions could be collected from pharmacies outside of the Borough. This enabled individuals to have greater control over the day to day management of their condition. It was noted that the number of people on the asthma register in Halton was relatively low. The impact that asthma could have on other diseases/illnesses was also noted. It was reported that these wider issues would be incorporated within the Strategy; and
- It was agreed that the Strategy be presented to a future meeting of the Board.

RESOLVED: That the contents of the report, comments raised and the programmes to address the areas of concern be noted.

HEA20 CHOICE, CONTROL, INCLUSION - COMMISSIONING STRATEGY FOR ADULTS OF WORKING AGE LIVING WITH PHYSICAL DISABILITY IN HALTON 2014-2019

The Board considered a report of the Strategic Director, Communities, which presented the draft integrated Commissioning Strategy for Adults of Working Age living with physical disability in Halton 2014-2019 and supporting evidence paper.

The Board was advised that the Choice, Control and Inclusion Strategy was an integrated approach to improving the health and wellbeing of disabled adults aged 18-64 in the Borough. The strategy brought together commissioning intentions of Public Health, the Clinical Commissioning Group, and Adult Social Care. It was reported that the holistic approach would strengthen informal support and through effective prevention and early intervention minimise the need for more formal care. However, it was highlighted that the strategy did not include the needs of disabled children or those aged 65+.

The Board was further advised that Choice, Control and Inclusion' had been informed by feedback at public engagement events, open consultation with the public and key stakeholders through a recent survey. Discussions had also taken place with local disabled people and Halton Disability Partnership.

It was reported that Choice, Control and Inclusion' and the included action plan adopted the three national themes of; Early Intervention; Choice and Control and Inclusive Communities. The priorities for 2014-19 had also been developed with disabled people as follows:

Priority 1 - Promote the social model of disability to overcome the barriers faced by disabled people and build responsive, inclusive communities;

Priority 2 - Support disabled people to have choice and control in their lives;

Priority 3 - Improve outcomes for people living with disabilities and their carers through high quality, personalised services;

Priority 4 - Recognise the expertise and assets of disabled people and use these to improve services; and

Priority 5 - Ensure efficient and effective use of resources.

RESOLVED: That the content of the draft integrated Commissioning Strategy for Adults of Working Age living with a physical disability in Halton 2014-19 and supporting evidence paper be noted.

HEA21 SEEHEAR - COMMISSIONING STRATEGY FOR THOSE LIVING WITH SENSORY IMPAIRMENT IN HALTON 2014-2019

The Board considered a report of the Strategic Director, Communities, which presented the draft integrated Commissioning Strategy for those living with sensory impairment in Halton 2014-19 and supporting evidence paper.

The Board was advised that 'SeeHear' was Halton's first stand-alone commissioning strategy focusing only on sight and hearing impairment for adults and older people. It represented an integrated approach to improve the quality of life for Halton residents living with sensory impairment and brought together commissioning intentions of Public Health, the Clinical Commissioning Group, and Adult Social Care.

The Board was also advised that 'SeeHear' incorporated the three strategic outcomes of the UK Vision Strategy:

1. Everyone looks after their eyes and their sight;
2. Everyone with an eye condition receives timely treatment and, if permanent sight loss occurs, early and appropriate services and support were available and accessible to all; and
3. A society in which people with sight loss would fully participate.

It was reported that the strategic priorities set out in 'SeeHear' for 2014-19 had been informed by feedback at public engagement events, open consultation with the public and key stakeholders through a recent survey. Discussions had also taken place with Vision Support and Deafness Resource Centre to gather their experience of local needs:

1. Priority 1 – Raise awareness of avoidable sight and hearing loss and encourage early action

when it does occur;

2. Priority 2 - Maximise independence and wellbeing of those living with sensory impairment through rehabilitation and technology;
3. Priority 3 - Recognise the expertise and assets of people living with sensory impairment and use these to improve services;
4. Priority 4 - Raise awareness of the barriers to social inclusion faced by people living with sensory impairment to build responsive, inclusive communities; and
5. Priority 5 – Ensure efficient and effective use of resources.

The following comments arose from the discussion:-

- It was noted that there had only been a 20% return on the national questionnaire. It was also noted that the national questionnaire was too long and not fit for purpose. However, it was reported that Halton used alternative ways of obtaining the relevant information, and the questionnaire was a national requirement; and
- The Board noted the excellent service the Independent Living Centre bus provided within the boundaries of Halton.

RESOLVED: That the draft integrated Commissioning Strategy for those living with sensory impairment in Halton 2014-19 and supporting evidence and comments raised be noted.

HEA22 PRESENTATION: DEVELOPING A STRATEGY FOR GENERAL PRACTICE SERVICES IN HALTON

The Board considered a report of the Chief Officer, NHS Halton Clinical Commissioning Group, which informed the Members of the programme to develop a strategy for general practice services in Halton.

The Board was advised that General Practice faced challenges from:-

- An ageing population, growing co-morbidities and increasing patient expectations;

- Increasing pressure on NHS financial resources and increased regulation;
- Persistent inequalities in access and quality of general practice;
- Growing reports of workforce pressures, including recruitment and retention problems; and
- Political pressure to change.

The Board was further advised that NHS Halton CCG and NHS England were discussing the development of formalised co-commissioning arrangements for general practice services in the Borough, following an expression of interest process. This meant that NHS England may, over the next few months, be delegating more responsibility for the commissioning of general practice services in the Borough to NHS Halton CCG. NHS Halton CCG and NHS England agreed that strong sustainable general practice was required in Halton to support commissioning and service provision. This required a co-ordinated and engaged approach to deliver.

The Board also received a presentation from Mr Simon Banks, Chief Officer, NHS Halton CCG regarding developing the Strategy for GP services in Halton. The presentation provided more information on the approach and rationale behind the programme to develop the Strategy.

The following comments arose from the presentation:-

- The challenge for Halton in respect of the number of GP's reaching retirement age was noted. It was also noted that the satisfaction rates of access to GPs could be improved. It was reported that a Strategy and action plan was being established to identify a clear direction of travel for GP practices over the next five years. It was suggested that if the access to GPs was not resolved it could impact on the Urgent Care Centres. After discussion, it was agreed that the Strategy be presented to the Board in the near future; and
- Concern was raised at the number of surgeries that were not fit for purpose. It was noted that NHS England had made a decision to re-locate the Appleton Surgery to Fir Park without

consulting with patients.

RESOLVED: That

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

HEA23 END TO END ASSESSMENT

The Board considered a report of the Chief Officer, NHS Halton Clinical Commissioning Group (CCG), which informed the Members of the outcomes of the End to End Assessment Project, commissioned by NHS Halton CCG with NHS Knowsley, St Helens and Warrington CCGs and NHS England.

The Board was advised that NHS Halton, Knowsley, St Helens and Warrington CCGs and NHS England had commissioned work to deliver:

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

The Chief Officer of NHS Halton CCG had acted as co-sponsor of the project with David Cooper, Acting Chief Finance Officer - NHS Warrington CCG. They co-chaired a steering group working with Capita, who had been selected following a procurement process to deliver the project.

The Board was further advised that the outcomes of the End to End Assessment work had been factored into the 5 Year Strategy for NHS Halton CCG.

The following points arose from the discussion:-

- Page 277 – clarity was sought on the risk aligning wider issues in respect of changes in other hospitals. It was reported that the Clinical

Commissioning Group (CCG) could not determine how the provider landscape progressed. It was also reported that the CCG wished to avoid procurement as much as possible and all providers would have a role to play. There would also be a potential challenge unless system changes were aligned. In addition, it was reported that the CCG intended to establish as many resources in the Borough as possible. It was agreed that this issue would need to be closely monitored by the Board

RESOLVED: That the report and comments raised be noted.

HEA24 STANDING ORDER 51

The Board was reminded that Standing Order 51 of the Council's constitution stated that meetings should not continue beyond 9 pm.

RESOLVED: That Standing Order 51 be waived to allow the meeting continue beyond 9 pm.

HEA25 PRIORITY BASED REPORT 2014/15 (QUARTER 1)

The Board considered a report of the Strategic Director, Policy and Resources, regarding the Quarter Monitoring Reports for the first quarter of 2014-15. The report detailed progress of key performance milestones and performance targets relating to Healthy Halton and described factors affecting the service.

The Board was advised that the Alcohol Strategy would be presented to the Board in the near future. There would also be an update on the Social Care Act presented to the November meeting of the Board.

The Board was further advised that there had been improvement in the direction of travel in the Quarter 1 performance and most of the targets would be achieved.

The following comments arose from the discussion:-

- Page 283 – Commissioning Complex Care Services – clarity was sought on the outcome of the bid to the Homes and Communities Agency. In response, it was reported that information on this matter would be circulated to the Board;

- Since Changing Lives had become the new Halton Domestic Abuse provider had anyone gone back in to check on the quality of service. In response it was reported that information on this matter would be circulated to the Members of the Board;
- Page 293 – Independent Living Fund (ILF) – clarity was sought on the impact on Halton. In response, it was reported that ILF was a national requirement and it would have a big impact on Halton. Work was taking place to address the issues and a prioritisation system would be required. However, there was insufficient information currently to present a report to the Board on this matter. An update report would be presented to the Board as soon as the information was available; and
- Page 307 – an update was sought on the refurbishment of Grangeway Court and the funding for the Adult Learning bungalows. In response, it was reported that the funding for the ALD bungalows would remain as an allocation for that project. It was also reported that an update on the refurbishment of Grangeway Court would be circulated to all Members of the Board.

RESOLVED: That the report and comments raised be noted.

Meeting ended at 9.15 p.m.

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 16 September 2014 at the Council Chamber, Runcorn Town Hall

Present: Councillors Thompson (Chairman), Edge, Gerrard, Gilligan, M. Lloyd Jones, Sinnott and Zygadlo

Apologies for Absence: Councillors V. Hill and Lea

Absence declared on Council business: None

Officers present: M. Andrews, L. Derbyshire, N. Hallmark, C. Patino and J. Unsworth

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**

	<i>Action</i>
SAF12 MINUTES	
<p>The Minutes of the meeting held on 14 June 2014 were taken as read and signed as a correct record.</p>	
SAF13 CHARIMAN'S ANNOUNCEMENT	
<p>The Chairman, Councillor Thompson, reported that since the last meeting of the Board he had met with the Lead Officer to consider future items for the agenda. He suggested the following items:-</p> <ul style="list-style-type: none"> • The Police and Crime Commissioner (Annually); • The Ambulance Service (Annually) • Cheshire Fire and Rescue Service (Annually) • The RSPCA; and • The RNLI. <p>The Chairman reported that a list of items had also been established and they would be circulated to all Members of the Board. He encouraged Members to consider any future items they would like to review and contact him directly.</p>	

SAF14 PUBLIC QUESTION TIME

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

SAF15 SSP MINUTES

The minutes from the last Safer Halton Partnership (SHP) meeting held on 14 May 2014 were presented to the Board for information.

Quarterly Alcohol Update – Concern was raised at the increase in the number of females with liver disease and that only a third of the referrals from the alcohol liaison nursing services at Whiston and Warrington actually attended their appointment. In response, it was reported that it was very difficult to track whether individuals attended their appointments or not as attendance was on a voluntary basis and they may choose not to access the service for several months or at all. In respect of the increase in liver disease in females, it was reported that the cause was unknown but it could be related to more young females drinking and more people drinking at home.

Clarity was sought on the attendance at the Pubwatch Scheme in Runcorn. In response, it was reported that the scheme had only recently commenced as it had not been operating for a few years. At the last meeting 4/5 people had attended. However, it was reported that this figure would probably increase in the future, especially during the festive season. It was noted that attendance was by invitation only.

In respect of Halton being the first for an effective engagement rate in the North West at 95% for problem drug users, clarity was sought on why alcohol figures were not as successful. In response, it was reported that it was partly related to perception in the community i.e. drug users were happy to access services in Ashley House whereas individuals misusing alcohol would not, they preferred a community based intervention. In addition, it was reported that a lot of work was being undertaken to address alcohol misuse in the Borough but legislation for alcohol was not as robust as it was for drug misuse and courses offered could only be on a voluntary basis.

The Board noted the number of young people in the

Borough using legal highs and the challenges that it presented. The Board also noted that several people had died this year from helium in balloons (laughing gas) which could now be easily purchased.

RESOLVED: That the minutes and comments raised be noted.

SAF16 PERFORMANCE MANAGEMENT REPORT 2014 - QUARTER 1

The Board considered a report of the Strategic Director, Policy and Resources, regarding the Quarter Monitoring Reports for the first quarter of 2014-15. The report detailed progress of key performance milestones and performance targets relating to Safer Halton and described factors affecting the service.

The following points arose from the discussion:-

- Page 16 - Waste Management – The Board noted that all of Halton’s kerbside collection of residual was now being diverted from landfill; and
- Page 30 – Concern was raised at the Leisure Management Contract being over budget. In response, it was reported that this matter was as a result of a technical issue, which was now being addressed by the Finance Director.

RESOLVED: That the report and comments raised be noted.

SAF17 PRESENTATION: MISCHIEF NIGHT

The Board received a presentation from Mr J Unsworth, Divisional Manager, Waste and Environmental Improvement on the planning and proposed operation of initiatives being delivered to reduce incidents of anti-social behaviour and unauthorised fires on mischief night and in the period up to bonfire night.

The Board was advised that each year, the Safer Halton Partnership delivered a number of activities to reduce incidents of unauthorised bonfires and other forms of anti-social behaviour during the period covering ‘Mischief Night’ and ‘Bonfire Night’. This included preventative measures, diversionary activity and the ‘Bonfire Removal Initiative’ which set out to improve community safety by removing unauthorised and uncontrolled bonfires before they were

ignited. The scheme had been successfully operating in Halton since 1999. As part of the Partnership's efforts to reduce environmental nuisance and anti-social behaviour during this period, education and community safety messages were also delivered across the Borough, and information was directly delivered to households in known 'hot spot' areas.

The presentation:-

- Set out the Partners objectives – to reduce the impact on anti social behaviour on the community of Halton on key nights during the period covering Mischief Night and Bonfire night;
- Explained that Partners met and established action plans based on historical practice and intelligence;
- Explained that there was a number of key themes and that the bonfire initiative had been pioneered in Halton in 2000 and had subsequently been adopted by other Local Authorities;
- Highlighted the prevention activity – the bonfire removal initiative which cleared bonfire materials and waste debris and which was funded by CST, HBC and RSL's. It targeted known historical 'black spot' areas; and was in operation from Monday 27 October to Friday 7 November 2014. Nineteen unauthorised bonfires had also been removed in 2013;
- Outlined that the key aim was to reduce and prevent risk; prevent the use of a fire appliance attending and prevent the negative effect on the local environment and the associated costs in open spaces;
- Detailed other preventative activities – foot patrols on key 'problem estates to reduce anti social behaviour; estate walk-about looking for potential 'hot spots' or problems, visits to retailers, direct engagement with households regarding wheeled bins and erecting fencing on bonfire night at problem locations;
- Highlighted the publicity and promotional campaigns and direct engagement to educate the community and raise awareness of the issues i.e.

the schools poster competition;

- Set out the diversionary activities – youth distraction activities;
- Highlighted that there was an increase in the number of people attending the firework display every year;
- Explained the reassurance given, the clear up undertaken with multi agency clean up vehicles, the safe HUB for staff and how CCTV was monitored on operational nights; and
- Detailed the successful outcomes re the reduction in criminal damage and anti social behaviour and the significant reduction in fire incidents on 30/31 October and 5/6 November for 2012 and 2013.

The following comments arose from the discussion:-

- The Board congratulated all concerned on the success of the initiative to date, highlighting that everything possible was being done to protect people during the crucial periods;
- The significant progress that had been made in reducing anti-social behaviour and criminal damage since the initiative had been established in 2000 was noted;
- The activities taking place over the last three months to address the unauthorised selling of fireworks was noted; and
- Clarity was sought on whether Members could be involved in some of the diversionary activities on mischief night. In response, it was reported that consideration would have to be given to the health and safety implications for Members and it would not be possible for all Members to participate. However, it was reported that Members could email their interest to Mr M Andrews.

RESOLVED: That

- (1) the presentation and comments raised be noted; and

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

SAF18 ANTI-SOCIAL BEHAVIOUR UPDATE

The Board received a verbal presentation from Mr M Andrews, Community Safety Team, which provided the Members with an update on the Anti-social Behaviour Reforms.

The Board received an update on the following areas:-

- Special multi operational group meetings had taken place during the last two months which had been based on intelligent information that had been received. A small peer group had emerged in the Ditton area and in a number of places in Widnes. Intervention had been developed and reports formulated on the individuals. Ten new anti-social behaviour contracts had been established and 64 contracts had been reviewed;
- Work had taken place with HHT resulting in the establishment of 15 anti social behaviour injunctions. Work had also taken place with private landlords and this had resulted in successfully evicting problematic residents;
- Safeguarding – There had been a significant issue at Pex Hill with young people. A successful operation had taken place and parents of the young people concerned had been contacted and reminded of their responsibilities;
- Victim support – 41 individuals were currently being supported and 500 victims of anti-social behaviour/vulnerable people had been supported;
- The Area Profiles for each wards would be circulated to all Members of the Board. The profiles highlighted in detail issues in respect of health and anti social behaviour ward by ward;
- The Alcohol Harm Reduction Team was in operation in pubs, clubs and refreshment establishments. Serious health issues had been found in a popular takeaway and had been subsequently visited by environmental health and closed;

- The guidance for the new tools and powers had been published and a report would be presented to the Board at a future meeting for consideration;
- There had been a 30 % reduction in anti social behaviour during the summer period, which represented the highest reduction in Cheshire. This had been achieved by developing priorities in certain areas; and
- The Respect Halton leaflet was circulated at the meeting.

RESOLVED: That the verbal update be noted.

SAF19 LOCAL ALCOHOL ACTION AREA - ACTION PLAN UPDATE

The Board considered a report of the Public Health Commissioning Officer, which provided Members with the quarterly progress of the LAAA.

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 the Local Alcohol Action Area scheme sought to bring together local action in three key areas – reducing the impact of alcohol on people's health; stimulating and supporting the night time economy and reducing the impact of alcohol on crime and anti-social behaviour. Each action area would receive support and expertise from the Home Office, the Department of Health and Public Health England and would be encouraged to learn from other areas and build upon the hard work of local people and organisations.

It was reported that the purpose of the enclosed Quarterly return was to provide Members with an update on the progress of activity to develop the Local Alcohol Action Area in Halton. The Board noted the information contained in Appendix A and B to the report.

The following comments arose from the discussion:-

- The Board discussed the feasibility of opening a

non alcoholic bar in Halton a 'Dry Bar'. It was noted that a Dry Bar would have to be financially viable and that work was taking place with Public Health to highlight the demand for such a bar in Halton. The Board also noted the significant cost of alcohol abuse to the NHS and it was recognised that a Dry Bar could help to reduce these costs in the future; and

- The Board noted the numerous interventions taking place to address alcohol abuse in the Borough and that these interventions only realised financial savings via health benefits over many years.

RESOLVED: That the report and comments raised be noted.

SAF20 COMMUNITY SAFETY INSPECTORS UPDATE - VERBAL UPDATE BY MIKE ANDREWS

The Board received a verbal presentation from Mr M Andrews, Community Safety Team, which provided Members with an update on the Community Safety Inspectors.

The Board was advised that some of the information relating to this item had been discussed in the anti-social behaviour update earlier on the agenda.

The Board received an update on the following areas:-

- The Navigate Scheme - A scheme to address Cheshire's most prolific and repeat offenders continued to prove successful in reducing the re-offending rates of the county's worst burglars, car thieves, and street and metal-theft criminals. The Navigate scheme brought together key partners, all of whom were focused on reducing re-offending throughout Cheshire;
- Alcohol Harm Reduction – a significant amount of work was being undertaken on the night time economy by the Licensing Team. There was also direct access to CCTV which enabled offenders to be caught quickly. Licensees were also being canvassed to consider breathalising individuals before they entered the premises. The Police had also taken action against a health and safety problem in respect of food in a late night

takeaway and illegal immigrants;

- The Inspiring Families Scheme was very successful in Halton in respect of worklessness, school attendance and domestic violence. Halton, Cheshire East and West and Warrington were considering universal services in order to make efficiency savings;
- It was reported that it was Alcohol Action week and it was reported that premises would be visited and advice given on safe drinking and drugs;
- ArcAngel branding had been successful in the Borough; and
- Illegal Camp sites had been successfully removed to the designated site by the Duty Liaison Officer.

The following comments arose from the verbal presentation:-

- The Board noted that it was an offence to serve excessive amounts of alcohol to an intoxicated individual. However, the Board also noted the difficulties of enforcing action due to the complexities of judging whether an individual had consumed an excessive amount of alcohol;
- The Board noted the incidents at the Stadium during the match between Widnes and Castleford. It was highlighted that the incidents were related to alcohol abuse and as a result 25% of the ground was now designated as an alcohol free, child friendly area. A report would be presented to the next meeting of the Board for consideration; and
- Issues were raised regarding a pub in Runcorn operating after opening times and the anti social behaviour that took place regularly outside of the pub. It was reported, that details could be passed to the Officer concerned and relevant action would be taken.

RESOLVED: That the verbal report and comments raised be noted.

The Board considered a report of the Strategic Director, Communities, which provided Members with an update on the proposal to strengthen the law on domestic abuse to offer better protection to victims.

The Board was advised that a new Home Office consultation published on the 20th August 2014 sought views on whether the current law on domestic abuse needed to be strengthened to offer better protection to victims. It was specifically focused on whether a specific offence that captured patterns of coercive and controlling behaviour in intimate relationships should be created.

The Board was further advised that there were arguments for and against making a specific domestic abuse offence. At present, there was no specific offence of domestic abuse outlining that coercive and controlling behaviour in intimate relationships was criminal. These behaviours were captured in stalking and harassment legislation, but did not explicitly apply to intimate relationships. In addition, it was reported that some experts had argued that this meant that the law was ambiguous and perpetrators of domestic abuse were committing criminal acts but not being brought to justice.

The Board noted that coercive and controlling behaviour had been brought within the non statutory Government definition. The question the consultation asked was whether the law needed to be strengthened by creating a specific offence making it clear that coercive and controlling behaviours perpetrated in an intimate relationship to control someone or cause them fear were criminal?

It was reported Creating a new offence may also be seen as duplicating existing legislation relating to stalking and harassment, and distracting frontline agencies from the fundamental operational changes that were urgently needed to use the existing framework effectively.

Conversely, the HMIC report on domestic abuse made it clear that the police fail to see domestic abuse, particularly in its non-violent form, as a serious crime. Acts that were clearly criminal were not referred for prosecution and arrest rates varied widely. Creating a specific offence of domestic abuse may send a clear, consistent message to frontline agencies that non-violent control in an intimate relationship was criminal. Explicitly capturing this in legislation may also help victims identify the behaviour they were suffering as wrong and encourage them to report it, and cause

perpetrators to rethink their controlling behaviour.

In conclusion, it was reported that the closing date for responses was 15 October 2014.

After considerable discussion, the Board agreed that Members of the Working Group would consider the proposal to strengthen the law on domestic abuse. It was also agreed that the Working Group would feed back their comments to Mr M Andrews, Community Safety Team.

RESOLVED: That the report and comment raised be noted.

Meeting ended at 8.15 p.m.

This page is intentionally left blank

ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 10 September 2014 at the Council Chamber, Town Hall, Runcorn

Present: Councillors Woolfall (Chair), C. Loftus, MacManus, Sinnott, G. Stockton and Zygadllo

Apologies for Absence: Councillor Fry, Fraser, P. Hignett and V. Hill

Absence declared on Council business: Councillor Keith Morley

Officers present: G. Ferguson, S. Rimmer and W. Rourke

Also in attendance: None

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

Action

EUR15 MINUTES

The Minutes of the meeting held on 25th June 2014 having been circulated were signed as a correct record.

Arising from the Minutes, Councillor C Loftus requested an update on Halton Station Road and it was agreed that an emailed response would be provided. It was noted that the Frodsham Swing Bridge would reopen this month and the traffic lights would become operational again. The issues highlighted previously at Halton Station Road would continue to be monitored.

Strategic Director
Policy and
Resources

EUR16 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR17 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.

Arising from the Minutes, under Minute No EXB11,

the Board discussed the provision of single person homeless accommodation in the Borough during the past few years, the demand for such provision at the YMCA, Runcorn and requested additional information on the existing demand for this type of supported housing scheme in the Borough.

Strategic Director
Communities

RESOLVED: That the Minutes be received.

EUR18 PERFORMANCE MONITORING QTR 1 2014-15

The Board received a report of the Strategic Director, Policy and Resources, which detailed the first quarter performance management report for 2014/15 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.

Further information was requested on Page 28, the Leisure Management Contract, which was £41,000 over budget profile. It was agreed that this additional information would be emailed to Members.

Strategic Director
Communities

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

EUR19 PETITION – REQUEST FOR A PLAY/SPORTS AREA SOMERVILLE ROAD, WIDNES

The Board received a report of the Strategic Director, Communities, which advised that a petition had been received signed by 43 residents of Somerville Road, Widnes requesting the Council create a play or sports area in the locality. It was noted that there were three existing play areas within one mile of Somerville Road and a multi games sports area as follows:

- Ditton Community Centre within 500 metres;
- Milton Road, within 700 metres;
- Green Park over 700 metres; and
- Royal Avenue multi games sports area.

Members were advised that the Council had adequate resources to maintain its current sites but it would be unable to resource additional facilities without additional revenue.

RESOLVED: That the petitioner be advised that having considered this proposal, it is recommended that Officers within the Council's external funding team are requested to explore any potential funding opportunities which might be available to progress this initiative.

Strategic Director
Children and
Enterprise/
Communities

EUR20 OBJECTIONS TO PROPOSED WAITING RESTRICTIONS ON PART OF CRONTON LANE, WIDNES

At a previous meeting of the Board held on 26th March 2014, it was resolved to introduce a Traffic Regulation Order to implement 'At Any Time' waiting restrictions on both sides of Cronton Lane, Widnes, extending from its junction with Lunts Heath Road/Birchfield Road to Hill View. The formal consultation on the proposed Order had been undertaken and two objections had been received from residents of properties fronting the affected area. Details of both objections were outlined in the report.

It was noted that Ward Councillors for Farnworth had been consulted and supported the recommended actions. Cheshire Police had also been consulted and had raised no objections to the proposal.

RESOLVED: That the Board supports the Council's intention to introduce an Order to implement 'At Any Time' waiting restrictions on part of Cronton Lane, Widnes as set out in Appendix B and that the report be considered by Executive Board.

Strategic Director
Policy and
Resources

EUR21 OBJECTIONS TO PROPOSED 'AT ANY TIME' WAITING RESTRICTIONS ON HILL TOP ROAD, PRESTON ON THE HILL, PRESTON BROOK

The Board considered a report of the Strategic Director, Policy and Resources, which detailed objections that had been received following public consultation on a proposed Traffic Regulation Order to introduce 'At Any Time' waiting restrictions on part of Hill Top Road, Preston on the Hill, Preston Brook, and to put forward an amendment to the original proposal.

During the formal consultation process eight individual objections had been received, together with objections from Warrington Anglers Association and Preston

Brook Parish Council, details of which were outlined in the report.

Waiting restrictions in the area were initially requested by Cheshire Police some years ago, and one head-on collision occurred in 2011 when a vehicle entering Hill Top Road collided with another which was on the wrong side of the road, when passing cars parked on the south side of the carriageway in Hill Top Road. However, there were a number of factors which combined to justify the need for a waiting restriction along this length of road:

- the introduction of two new access points to adjacent developments off Hill Top Road and the need to maintain adequate visibility levels for vehicles accessing them taking into account the curvature of the road;
- the width of the carriageway along this length of road (5.7m) which resulted in vehicles having to cross to the other side of the road if there were vehicles parked on one side; and
- the need to ensure the junction of Hill Top Road and Chester Road could operate safely and efficiently.

Having considered the various objections, it was believed that most of the benefits of introducing waiting restrictions could be achieved whilst leaving space on the south side of Hill Top Road between Chester Road and Waterside for parking and the revised proposal outlined in Appendix 'B' reflected this option. The parking space provided would serve the needs of local residents.

RESOLVED: That the Board supports the Council's intention to introduce an Order to implement 'At Any Time' waiting restrictions on Hill Top Road, Preston on the Hill, Preston Brook as set out in Appendix B and that the Executive Board be recommended to support its implementation.

Strategic Director
Policy and
Resources

Meeting ended at 7.05 p.m.

CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Thursday, 11 September 2014 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chairman), A. Lowe (Vice-Chairman), Joe Roberts, Dennett, C. Loftus, A. McInerney, Rowe and Wainwright

Apologies for Absence: Councillors E. Cargill, S. Hill and N. Plumpton Walsh

Absence declared on Council business: None

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

Also in attendance: None

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

	<i>Action</i>
CS13 MINUTES	
The Minutes from the meeting held on 10 June 2014 were taken as read and signed as a correct record.	
CS14 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
CS15 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.	
CS16 MEMBER DEVELOPMENT GROUP MINUTES	
The Board considered the minutes of the Member Development Group meeting held on 25 March 2014.	
RESOLVED: That the Board note the minutes.	

CS17 ESTABLISHMENT OF A FEES & CHARGES TOPIC GROUP

Members received a report which proposed the establishment of a 'Cross Policy and Performance Board' Topic Group, to examine the potential the Council had to increase income from 'fees and charges', given the current pressures on its budget and its ability to continue to deliver essential services.

The Board noted that the Council continued to face significant challenges in delivering a balanced budget, given the continuing reduction in Government grants and that it was getting increasingly difficult to deliver essential services in the current financial climate.

Officers reported that a piece of work had been initiated which benchmarked the Council with similar Councils, in relation to the income it was currently generating from fees and charges. It had been revealed that in comparison with a list of similar councils, Halton was second from the bottom in relation to the amount of money it was generating in relation to the size of its overall budget. It was felt that, given both the results of this research and the Council's current financial position, that this issue was worthy of further more detailed examination. The Chairs' Group have therefore suggested that a Topic Group be set up under the auspices of this Board, with cross PPB representation, given that each PPB had a clear interest in this topic. Further, given the respective responsibilities of the Development Control and Regulatory Committees, it was recommended that the Chairs of these be invited to attend the meetings.

Members agreed that the establishment of the Topic Group was needed for reasons detailed in the report. They supported all the recommendations made, however felt that all Members of the Corporate Policy and Performance Board (CPPB) should be invited to attend, and that the Vice Chairman of the CPPB should act as Vice Chairman of the Topic Group.

RESOLVED: It was agreed that

- 1) the Topic Group be supported and established;
- 2) The Chairman of this PPB would sit on and act as Chairman for the Topic Group and the Vice Chairman of this PPB would sit on and act as Vice Chairman for the Topic Group; and that the invitation to attend be

Strategic Director
- Policy &
Resources

extended to all Members of the CPPB;

- 3) each of the other Policy and Performance Boards be asked, via the Chair, to nominate a member to sit on that Group;
- 4) the Chairs of the Regulatory and Development Control Committees be invited to attend the Group; and
- 5) the Group report its findings back to this Board, with a view to forming final recommendations to the Executive Board.

CS18 PERFORMANCE MONITORING REPORTS - QUARTER 1 2014-15

The Board received a report from the Strategic Director, Policy and Resources, which presented the Performance Monitoring Reports for Quarter 1 of 2014/15.

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

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

Arising from the reports:

- Members discussed the impact on Halton's schools of Universal Free School Meals (UFSM) for all reception, year 1 and year 2 children from September 2014, which amounted to an additional 1500 children staying for a school lunch;
- The capital cost of the kitchen building work and cost of new equipment was requested; this would be sent to Members;
- It was noted that Halton had been successful in managing the increase in free school meals and had not encountered the problems other authorities had;

- The increase in supplier fraud was discussed as was the identification of this type of fraud. One Member requested to know whether the identification process was being shared with other authorities, as it would be useful; and
- Members requested an update on the market arrears for current and historic debts. A report on this would be included on the next agenda.

Strategic Director
- Policy &
Resources

RESOLVED: That the first quarter performance monitoring reports be received and noted.

CS19 SICKNESS ABSENCE - 4TH QUARTER 2013-14

The Board received a report from the Strategic Director, Policy and Resources, which provided information on the number of working days lost in the fourth quarter of 2013/14 and presented comparative data from fourth quarter of 2012-13 and outlined the overall out-turn figure for sickness absence for the last financial year.

Members discussed the sickness absence figures for the fourth quarter (11.24 per employee) in comparison to the same period in 2012/13 (10.06 per employee) which was an upwards trend. The possible reasons for this were discussed. In response to queries it was confirmed that the sickness policy and its application was currently being reviewed by Internal Audit. It was also reported that the Public Health Team would be examining the causes of absence to help identify trends and reasons to establish if there were any patterns emerging from the information and therefore any interventions possible.

RESOLVED: That

- 1) the content of the report be noted; and
- 2) Managers be reminded of the need to proactively apply the Council's sickness policies and seek the support and guidance of the HR Team.

Strategic Director
- Policy &
Resources

Meeting ended at 7.35 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 24 September 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 and N. Plumpton Walsh

Apologies for Absence: Councillors J. Bradshaw and J. Stockton

Absence declared on Council business: None

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

Also in attendance: None

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

	<i>Action</i>
BEB11 MINUTES	
<p>The Minutes of the meeting held on 11 June 2014 were taken as read and signed as a correct record.</p>	
BEB12 EXTERNAL AUDIT LETTER TO THOSE CHARGED WITH GOVERNANCE	
<p>The Board considered a report of the Strategic Director, Policy and Resources, which informed Members of the response provided to the annual letter from Grant Thornton, the Council's external auditors, as part of their year-end audit of accounts work.</p> <p>The Board was advised that International Auditing Standards required that the Council's external auditors, Grant Thornton, raise with those charged with governance (i.e. the Business Efficiency Board) matters that may affect the Council's financial statements and to document the Board's response.</p> <p>It was reported that Appendix 1 attached to the report, presented a response to a number of questions contained in a letter from Grant Thornton to the Chair of the Board. Grant Thornton attended the meeting to discuss the questions further with the Board.</p>	

RESOLVED: That the response shown in Appendix 1 which has been provided to the Council's external auditors on behalf of the Board, be noted.

Strategic Director
- Policy &
Resources

BEB13 2013/14 STATEMENT OF ACCOUNTS, AUDIT FINDINGS REPORT AND LETTER OF REPRESENTATION

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval for the Council's 2013/14 Statement of Accounts (the latest version of which was enclosed on the Agenda), to consider the report of the External Auditor (Grant Thornton) on the 2013/14 financial statements (The Audit Findings Report). The report also sought approval of the Council's Letter of Representation.

Members were informed of the Statement of Accounts, which detailed the Council's financial performance for the year in terms of revenue and capital spending and presented the year-end financial position as reflected in the balance sheet.

It was reported that the Statement for 2013/14 had been prepared in full compliance with International Financial Reporting Standards (IFRS) and as a result there had been relatively few changes in the format from last year.

The report set out key sections within the Statement and it was noted that in overall net terms the Council had underspent its 2013/14 revenue budget by £579,000. The overall outturn report was presented to Executive Board and departmental outturn reports were available on the Council's Intranet. The Board was advised that as a result, the Council's General Fund Balance would increase by £579,000 to £8,646,000.

With regard to capital expenditure, this was £38.5m compared with planned expenditure of £48.3m. This represented 80% delivery of the capital programme for which 20% slippage was anticipated throughout the year. The main areas of slippage were detailed in the report. It was further reported that School balances had increased by £0.3m to £6.6m.

The External Auditor presented the Audit Findings Report which summarised the findings from the 2013/14 external audit.

The Board wished to place on record their thanks to Ed Dawson and the Finance Team for their work in the

preparation of the accounts, and to the External Auditors for their work on the audit.

RESOLVED: That

- 1) the draft Letter of Representation in Appendix 1 be approved and any subsequent additions or amendments be approved by the Chair of the Business Efficiency Board and the Operational Director, Finance;
- 2) the External Auditor's draft 2013/14 Audit Findings Report be received and any subsequent additions or amendments be approved by the Chair of the Business Efficiency Board in conjunction with the Operational Director, Finance; and
- 3) the Council's draft 2013/14 Statement of Accounts be approved and any subsequent additions or amendments be approved by the Chair of the Business Efficiency Board and the Operational Director, Finance.

Operational
Director - Finance

BEB14 ANNUAL GOVERNANCE STATEMENT 2013/14

At its meeting on 11 June 2014, the Board considered the draft Annual Governance Statement for 2013/14. It was reported that changes had subsequently been made to the document and the report enabled Members to further review and approve the updated Annual Governance Statement (AGS) for 2013/14.

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

Appended to the report for information was the updated 2013/14 draft AGS and a Development Plan that set out the actions agreed to further develop the Council's governance framework.

RESOLVED: That the Board

- 1) approve the updated Annual Governance Statement (AGS) for 2013/14 and confirm that it accurately reflected the corporate governance arrangements in place at the Council; and
- 2) endorse the proposed action plan.

Strategic Director
- Policy &
Resources

BEB15 VALUE FOR MONEY CONCLUSION

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval for the report prepared by the Council's external auditor (Grant Thornton) to determine whether the Council had proper arrangements in place for securing value for money and financial resilience.

The Board was advised that the report on value for money considered whether the Council had robust financial systems and processes in place to manage its financial risks and opportunities, and for challenging how it secured economy, efficiency and effectiveness.

The Board was further advised that the External Auditor had reviewed the financial resilience of the Council by reviewing:-

- Key indicators of financial performance;
- The approach to strategic financial planning;
- The approach to financial governance;
- The approach to financial control;
- The approach to prioritising resources; and
- The approach to improving efficiency and productivity.

It was reported that the overall conclusion from the External Auditor was that they were satisfied in all significant respects the Council had put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ending 31 March 2014.

RESOLVED: That the report titled Value for Money for Halton Borough Council for the year ended 31 March 2014 be noted.

BEB16 2013/14 GRANT CERTIFICATION WORK PLAN

The Board considered a report of the Strategic Director, Policy and Resources, which updated members on the work the Council's External Auditor (Grant Thornton) would undertake on certification of claims for grant the Council had been in receipt of during 2013/14.

The Board was advised that various grant paying bodies required external certification of claims for grant or subsidy and returns of financial information. The Audit Commission made certification with grant paying bodies, and Grant Thornton, acting as the Council's external auditor,

undertook the grant certification work acting as an agent for the Audit Commission.

The Board was further advised that the level of work required for certification was dependent on the value of the grant claims. It was noted that the introduction to the report gave a summary to the expected claims and returns for the year ending 31 March 2014 as identified by the Council.

It was reported that the indicative fee for the cost of works for expected claims and returns was £10,173, which was also subject to final confirmation. Where claims required an amendment, were qualified, or staff resource and working papers were not available to support the certification, the cost may be increased.

RESOLVED: That the report titled Grant Claim and Returns Certification Work Plan for Halton Borough Council be approved.

Strategic Director
- Policy &
Resources

BEB17 EXTERNAL AUDIT - UPDATE REPORT

The Board received a report of the Operational Director, Finance, which provided an update from Grant Thornton (External Auditors) regarding the following:

- the progress made in delivering their responsibilities as the Council's external auditors; and
- a summary of national issues and developments that could be relevant to the Council.

Arising from the discussion of the update, the Board sought clarification on the single fraud investigation service and the implications for Halton, and the proposals for the streamlining of local government accounts.

The Board was advised that this was the final meeting which Mike Thomas, external auditor from Grant Thornton, would attend, as audit regulations required a rotation of external audit staff. The Board wished to place on record their thanks for his work and support given to the Council and its Staff and Members over the past seven years.

RESOLVED: That the report be noted.

BEB18 EXTERNAL AUDIT PLAN

The Board considered a report of the Strategic Director, Policy and Resources, which outlined the 2013/14 Audit Plan prepared by the Council's external auditor, Grant Thornton.

The Audit Plan set out details of:-

- Grant Thornton's understanding of the challenges and opportunities that the Council faced;
- Developments relevant to the Council's business and the audit;
- The audit approach and how it complied with International Standards on Auditing;
- Any significant risks of material misstatement which Grant Thornton had identified as a result of their audit planning;
- Any other risks of material misstatement which Grant Thornton had identified as a result of their audit planning;
- The approach taken to obtain appropriate audit evidence to express an opinion on whether the group financial statements were prepared in accordance with the applicable financial reporting framework;
- How the conclusion would be reached on whether the Council had put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources;
- The findings of the interim audit work, and the impact of the findings on the accounts audit approach;
- Key dates in the audit cycle and fees for the audit;
- Grant Thornton's independence and confirmation that they were able to express an objective opinion on the financial statements; and
- How Grant Thornton would communicate with those charged with governance (the Business Efficiency Board).

RESOLVED: That the External Audit Plan be noted.

BEB19 WHISTLE-BLOWING POLICY

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval for the roll out of the Council's Whistle-blowing Policy. The report also sought approval for whistle-blowing incidents to be reported as part of the annual report from Internal Audit on Fraud and Anti-Corruption Strategy. The Policy had already been approved by Council as part of the

Constitution.

The Board was advised that changes to the whistle-blowing regime had come into effect following the enactment of the Enterprise and Regulatory Reform Act 2013 (“ERRA 2013”) and ss.17 to 20 of the Enterprise and Regulatory Reform Act 2013 amended the relevant provisions of the Employment Rights Act 1996.

It was reported that the ERRA had also introduced liability for employers for the harassment or victimisation of employee whistle-blowers by their colleagues. An employer would be vicariously liable for any such acts or omissions committed by another worker or an agent. Employees who victimised whistle-blowers may also be personally liable, which meant they may become parties to a claim along with the employer and have tribunal awards made against them personally. It was also reported that the amendment included a defence for employers in tribunal proceedings if they were able to show they had taken “all reasonable steps” to prevent the detrimental treatment.

RESOLVED: That

- 1) the Policy and attached documentation be noted;
- 2) the proposed methods of raising awareness of the Policy throughout the organisation be approved; and
- 3) an update report on Whistle-blowing activity as part of the annual report on the Fraud and Anti-Corruption Strategy be presented to a future meeting of the Board.

Strategic Director
- Policy &
Resources

BEB20 BOARD TRAINING & DEVELOPMENT

The Board considered a report of the Strategic Director, Policy and Resources, which sought Members’ views on drawing up a programme of training and development events for Board members.

The Board was advised of the range of responsibilities delegated to it and contained within the Council’s Constitution. Its responsibilities could be broadly broken down into the following five areas:

- Procurement;
- Efficiency;
- Audit and Fraud;

- Governance and Annual Statement of Accounts; and
- Risk Management.

The Board was further advised that over the last couple of years the Board had carried out a significant amount of review/topic work around the Council's procurement processes. It also undertook an annual training event on the Annual Statement of Accounts. It was therefore suggested that the first two training and development events be focussed on Efficiency and Risk Management. It was also suggested that two separate training events were arranged to cover both topics. It was suggested that the training events followed the following format:-

- An outline of the Board's responsibilities in that area;
- An explanation as to how that was discharged; and
- An outline of the current priorities and how they were being delivered.

RESOLVED: That the Board agree that

- 1) two training and development events be arranged before the end of the current calendar year commencing at 5.30 pm; and
- 2) the topics for the events be the Efficiency Programme and Risk Management.

Strategic Director
- Policy &
Resources

Meeting ended at 7.45 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 7 July 2014 at Civic Suite, Town Hall, Runcorn

Present: Councillors Morley (Vice-Chairman), Cole, R. Hignett, C. Plumpton Walsh, June Roberts, Rowe, Thompson, Wainwright and Woolfall

Apologies for Absence: Councillors Nolan, S. Hill, J. Stockton and Zygadlo

Absence declared on Council business: None

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

Also in attendance: 1 Member of the public

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

	<i>Action</i>
<p>DEV11 MINUTES</p> <p>The Minutes of the meeting held on 16 June 2014, having been circulated, were taken as read and signed as a correct record.</p>	
<p>DEV12 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE</p> <p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p>	
<p>DEV13 - 14/00161/FUL - DEVELOPMENT OF 219 HOMES COMPRISING TWO, THREE AND FOUR BEDROOM MEWS AND DETACHED DWELLINGS AND APARTMENTS TOGETHER WITH ASSOCIATED INFRASTRUCTURE AND LANDSCAPING AT SANDYMOOR NORTH, PHASE 1, LAND OFF WHARFORD ROAD, SANDYMOOR, RUNCORN, CHESHIRE, WA7 1QD</p> <p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p> <p>It was confirmed that a total of 5 letters of objection</p>	

had been registered raising issues already contained in the report.

Members were advised that on the basis of advice from Cheshire Wildlife Trust, it was recommended that the biodiversity action plan required by condition should provide for 50% of dwellings to be fitted with bat boxes/ bricks. Also, that external lighting should be in accordance with guidelines of the Bat Conservation Trust to be agreed by condition of any planning permission.

It was noted that a scheme of gas protection measures had been submitted and was being reviewed by the Council's Contaminated Land Officer. It was considered that any outstanding matters could be resolved by appropriately worded planning condition.

The Committee was advised of a number of questions raised by Sandymoor Parish Council, as stated in the Update List. Members were advised however that these matters were for consideration outside of the planning process. A condition requiring submission and agreement of landscape maintenance details/schedules was however recommended.

It was noted that negotiations with respect to the submitted details and detailed elements of the scheme with respect to drainage, levels and highways were still ongoing. As such, delegated authority to include provision to add and amend terms of conditions, as required in responses to details as they were agreed, was requested.

The Committee was addressed by Mr Gary Goodwin, a representative from Morris Homes. He updated Members following a meeting between Morris Homes and Sandymoor Parish Council on the matters raised in the update list.

After considering the information before them and hearing the additional representations, Members agreed that the application be approved, subject to the delegation of authority and the conditions listed below.

RESOLVED: That authority be delegated to the Operational Director – Planning, Policy and Transportation, to determine the application in consultation with the Chairman or Vice Chairman, to enable further very detailed refinements to the drainage system, and highways layouts to be undertaken to the satisfaction of the Local Authority and to attach any necessary conditions; and then to approve subject to the following conditions:

Strategic Director
- Policy &
Resources

1. Standard 3 year permission (BE1);
2. Specifying approved and amended plans (BE1);
3. Requiring that no development shall begin until written details and agreement of construction vehicle access routes and construction car parking and management plan (BE1);
4. Materials condition, requiring the submission and approval of the materials to be used (BE2);
5. Landscaping condition, requiring the submission of both hard and soft landscaping to include tree and hedgerow planting (BE2);
6. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
7. Construction Management Plan including wheel cleansing facilities to be submitted and approved in writing (BE1);
8. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
9. Vehicle access, parking and servicing to be constructed prior to occupation of properties/commencement of use (BE1);
10. Condition restricting permitted development rights relating to frontage boundary fences (BE1);
11. No development shall take place until an updated ground gas monitoring and assessment report with recommendations for gas protection measures has been submitted to and agreed by the LPA. The installation of any such protection measures must be inspected and documented and the details of such submitted to the LPA upon completion (PR14);
12. Prior to commencement details of on-site biodiversity action plan for measures to be incorporated in the scheme to encourage wildlife including 10% of dwellings to be fitted with bat boxes / bricks, positioned on an appropriate aspect of the building (GE21);
13. Conditions relating to tree and hedgerow protection during construction (BE1);
14. Submission and agreement of detailed construction of surface water detention pond (BE1);
15. Survey for ground nesting birds to be submitted and approved: (BE1 and GE21);
16. Site and finished floor levels (BE1);
17. Requiring the development be carried out in accordance with the approved FRA and appropriate mitigation measures (PR16); and
18. Submission, agreement and implementation of a scheme to manage the risk of flooding from overland flow of surface water (PR16).

DEV14 MISCELLANEOUS ITEMS

The following Appeals had been received / are 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 had been held, currently awaiting decision of the SoS.

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 had called the application in for his consideration. This would now be heard by a Public Inquiry later in the year.

Meeting ended at 6.48 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 8 September 2014 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Cole, R. Hignett, C. Plumpton Walsh, June Roberts, J. Stockton, Thompson, Woolfall and Zygadlo

Apologies for Absence: Councillors S. Hill, Rowe and Wainwright

Absence declared on Council business: Councillor Morley

Officers present: A. Jones, J. Tully, T. Gibbs, A. Plant, G. Henry and J. Farmer

Also in attendance: 10 Members of the public

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

Action

DEV15 MINUTES

The Minutes of the meeting held on 7 July 2014, having been circulated, were taken as read and signed as a correct record.

DEV16 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.

DEV17 - 11/00269/FULEIA - PROPOSED CONSTRUCTION OF A SINGLE RAIL SERVED BUILDING FOR STORAGE AND DISTRIBUTION PURPOSED (TOTAL GROSS INTERNAL AREA 109,660 SQM/USE CLASS B8) TOGETHER WITH ASSOCIATED INFRASTRUCTURE, PARKING, OPEN SPACE, LANDSCAPING AND ANCILLARY DEVELOPMENT AT HBC FIELD, HALEBANK, WIDNES

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

The Committee was referred to the Update List and Table 1, which presented the latest representations from

Halebank Parish Council, who objected to the application. The issues raised by them and Officers' responses were noted by Members.

Officers then referred Members to Table 2 which contained General Updates and Conditions. Below is a list of corrections (first three points) and amendments that were advised:

- Para 1.4 – Delete last sentence and replace with '*the site is being marketed*'.
- Para 2.9 – Delete last sentence as planning permission ran with the land. It was inappropriate to link planning permission with such certification of an individual company.
- Para 2.10 – Delete the last sentence. This statement was vague and relied on potential off-site opportunities. A specific planning condition was recommended dealing with on-site waste management issues listed as condition 38 within the published agenda.
- Cheshire Wildlife Trust (CWT) had provided final comments on the submission as follows:
 1. Four wildlife ponds should be created in the 5ha compensatory area according to best practice guidance (refer to Freshwater Habitats Trust). CWT could provide advice on the best location for these ponds.

The request for the 4 ponds to be within the compensatory area would require off-site provision and conflict with other mitigation provision. This was not considered appropriate but the 4 ponds could be accommodated within the application site. This request therefore updated paragraph 6.71 of the report. This was therefore recommended to be covered by additional planning condition as follows:

No part of the development hereby approved shall be brought into use until a scheme of pond replacement to provide 4 ponds within the site has been implemented in full and in accordance with a detailed scheme submitted to and agreed in writing by the Local Planning Authority. Such details as are submitted shall accord with the Appendix 6.5 of the submitted Ecological Assessment: Pond Design and Planting Specification and associated Figure 1, and shall include a detailed maintenance and management plan. The ponds shall be so managed

and maintained for the lifetime of the permission.

Reason:- In the interest of species and habitat creation/protection and to comply with Policy GE21 of the Halton Unitary Development Plan and Core Strategy Policy CS20.

2. A method statement should be submitted to Local Planning Authority (LPA) for approval in relation to the translocation of vegetation/aquatic fauna from ponds 5, 7 and 10 to the newly created ponds in the 5ha compensatory area. This may be submitted post determination.

This was recommended to be covered by additional planning condition as follows:

No development shall take place within the site until a detailed method statement had been submitted to and agreed in writing by the LPA for the translocation of vegetation/aquatic fauna from ponds 5, 7 and 10 (as defined by Figure 6.1 of the submitted Ecological Assessment: Phase 1 Habitat Management Plan) to the newly created replacement ponds required by condition 1 of this planning permission.

Reason:- In the interest of species and habitat creation/protection and to comply with Policy GE21 of the Halton Unitary Development Plan and Core Strategy Policy CS20.

3. A habitat management plan for the compensatory area (which included identification of resources required for implementation and monitoring) should be submitted for approval by the LPA. Implementation of the plan needed to be in place before work commenced to provide suitable habitat for ground nesting birds. Refer to guidance provided by CWT in 2013. This management plan may be submitted post determination.

This was considered to be adequately secured by condition 36 as listed in the Recommendation.

4. A planning condition for nesting birds should be applied. Suggested wording:

Works should take place outside of the nesting bird season (1 March to 31 August inclusive), unless the site had been checked for nesting birds by a qualified

ecologist no more than 48 hours prior to commencement. If nesting birds were found, an appropriate exclusion zone should be established and maintained until nesting was complete. The details of any exclusion zone should be agreed with the ecologist.

This was considered to be adequately secured through legislation outside planning and would be attached as an informative.

- Refinements were proposed to condition 2 listed within the Recommendation as follows:

The development shall be carried out in accordance with the following application drawings:

Topo Survey	15808 OGL rev O
Location Plan	P001 Rev D
Location Block Plan	P002 Rev G
Site Plan	P003 Rev G
Unit Plan and Mezzanine	
Office and Warehouse Plan	P004
Building Elevations	P005
Unit Sections	P006
Roof Plan	P007
Gatehouse Plan and	P008
Elevations	
Landscape Concept	1201/11-01 Rev E
Masterplan	
Landscape Concept Cross	1201/11-02 B
Sections 1 of 2	
Landscape Concept Cross	1201/11-03 A
Sections 2 of 2	
Planting Plan 1 of 2	1201/11-04 E
Planting Plan 2 of 2	1201/11-05 C
Smithy House Landscape	1201/11-06 B
Mitigation details	
Unit and Park Interface	1201/11-08 B
Lighting Scheme	D18729/PY/C
Proposed surface and foul	16803-P-0300
water drainage layout	16803-P-0300
Pond B details	
Porous Paved Car Park details	16803-P-0300
Proposed finished levels	16803-P-0300
Proposed perimeter sections	16803-P-0610
Proposed retaining wall	16803-T-0620

Reason:- To define the permission, to ensure that the development is carried out as approved.

This would replace condition 2 as originally listed in the Recommendation section of the Officer report.

It was noted that the re-ordering and re-numbering of the conditions would be required to account for the refinements and additional conditions.

Officers further informed the Committee that on Page 92 of the report there were 13 issues listed by consultants for the Parish Council which they suggested were covered by planning conditions or a noise management plan. The suggestion to secure the acoustic barriers by condition was accepted and was listed in the recommended conditions. It was noted that some of the remaining issues were considered to fail one or more of the tests for valid planning conditions, but a noise management plan could be used to cover any outstanding appropriate issues and secured by planning condition. The inclusion of a noise management plan condition was therefore recommended.

The Committee was addressed by Councillor Rowan, Chairman of Halebank Parish Council, who opposed the application. He stated that the people of Halebank did not want this development which would be a 24 hour 7 day operation. He suggested that the railway would never be used and that lorries and HGV's would cause noise and light nuisance to nearby residents. He stated that the land would be better used for a housing project.

Mr Holmes, a representative for the applicant, addressed the Committee commending a well written detailed report and supplementary update list. He commented that since the last application for the site, the Council had adopted the Core Strategy and the land had been reallocated as an employment site. He stated that the application conformed to all planning policies and the scheme had been put together so that there was minimum impact to surrounding residents. He advised that all issues relating to traffic, noise, flooding and light pollution had been addressed by the applicant. Finally he stated that the purpose of the project should not be overlooked and that the railway would be used eventually instead of the roads, and that the development would be economically good for Halton, creating 1000 jobs and injecting £50m annually into the local economy.

Members considered the application and the updated information before them and received responses to their queries regarding the noise limits and history of the site.

The application as set out in the report, subject to the additional two conditions and one substituted condition as described above, was moved and seconded and approved by the Committee.

RESOLVED: That

- a) The Committee was satisfied that the payments referred to in Section 6 Financial Contributions and Table 5 thereto of the report, would be secured as part of the sale of land / development agreement; and
- b) The application be approved subject to the following conditions:

(1) The development hereby permitted shall be begun before the expiration of five years from the date of this permission.

Reason:- In order to comply with Section 91 of the Town and Country Planning Act 1990.

(2) The development shall be carried out in accordance with the following application drawings:

Topo Survey	15808 OGL rev O
Location Plan	P001 Rev D
Location Block Plan	P002 Rev G
Site Plan	P003 Rev G
Unit Plan and Mezzanine Office & Warehouse plan	P004
Building Elevations	P005
Unit Sections	P006
Roof Plan	P007
Gatehouse Plan and Elevations	P008
Landscape Concept Masterplan	1201/11-01 Rev E
Landscape Concept Cross Sections 1 of 2	1201/11-02 B
Landscape Concept Cross Sections 2 of 2	1201/11-03 A
Planting plan 1 of 2	1201/11-04 E
Planting plan 2 of 2	1201/11-05 C
Smithy House Landscape Mitigation details	1201/11-06 B
Unit and Park Interface	1201/11-08 B
Lighting scheme	D18729/PY/C
Proposed surface & foul water drainage layout	16803-P-0300
Pond B details	16803-P-0300
Porous Paved Car Park details	16803-P-0320

Proposed finished levels	16803-P-0600
Proposed perimeter sections	16803-P-0610
Proposed retaining wall	16803-T-0620

Reason:- To define the permission, to ensure that the development is carried out as approved.

CONDITIONS TO BE COMPLIED WITH BEFORE DEVELOPMENT/USE COMMENCES

(3) The development hereby approved shall not be commenced until the following has been submitted to and agreed in writing by the Local Planning Authority:

a) A Construction Environmental Management Plan to include pollution and silt pollution control measures and specific measures to minimise and mitigate impacts including noise, light, odour and dust.

b) A plan for the control of routeing, access/ egress to/ from the site, parking, and waiting for all construction traffic including plant and deliveries. For the avoidance of doubt the routeing, access/ egress to/ from the site, other than in the case of emergency or unavoidable road closure, shall take place via the dedicated link road to A5300/ A562 only and not Halebank Road.

The development shall be carried out in accordance with the approved details.

Reason:- To allow the Local Planning Authority to ensure that sufficient regard is given to minimising potential impacts on neighbours, the environment and to comply with Policies BE1 and PR1 of the Halton Unitary Development Plan.

(4) The development hereby approved shall not be commenced until the details of wheel cleansing facilities for heavy commercial and site vehicles has been submitted to and agreed in writing by the Local Planning Authority. Such details as are approved shall be implemented, maintained and used by all heavy commercial and site vehicles with an operating weight greater than 3 tonnes before leaving the site throughout the construction period of the development.

Reason:- To ensure that satisfactory measures are in force so as to alleviate any impact dust and dirt may have on the local environment and highways, and to comply with Policy BE1 of the Halton Unitary Development Plan.

(5) No development shall take place within the site, until a programme of archaeological work in accordance with a written scheme of investigation and recommendations has been submitted to and approved in writing by the Local Planning Authority. The work programme shall be carried out in accordance with the approved scheme.

Reason:- To ensure the proper investigation of the site due to its historic importance and to comply with Policy BE5 of the Halton Unitary Development Plan and Core Strategy Policy CS20.

(6) No development shall take place within the site, until a Site Wide Waste Management Plan and a Materials Management Plan to cover the ground and earth works and construction phases of the development has been submitted to and agreed in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details and such details as are agreed shall be implemented in full throughout the construction phase of the development.

Reason:- To allow the Local Planning Authority to ensure that sufficient regard is given to the consideration for minimising and re-use of waste materials and to comply with Policies BE1 of the Halton Unitary Development Plan, Core Strategy Policy CS24 and Policy WM9 of the Joint Waste Local Plan 2013.

(7) No development shall take place (other than ground remediation and earthworks) until details of a surface water regulation scheme (based on sustainable drainage principles and including maintenance timing / phasing) is submitted to and approved in writing by the Local Planning Authority. The scheme shall be fully implemented and subsequently maintained, in accordance with the timing / phasing arrangements embodied within the scheme.

Reason:- To prevent the increased risk of flooding

and to comply with Policy PR16 of the Halton Unitary Development Plan and Core Strategy Policy CS23.

(8) No development shall take place (other than ground remediation and earthworks) until details of the proposed finished floor levels of the building hereby approved has been submitted to and approved in writing by the Local Planning Authority. The finished floor level of the building hereby approved shall be set at a minimum of 8.0 A.O.D. The scheme shall be constructed and completed in accordance with the approved details.

Reason:- To reduce the risk of flooding to the proposed development and future occupants and to comply with Policy PR16 of the Halton Unitary Development Plan and Core Strategy Policy CS23.

(9) No development shall take place (other than ground remediation and earthworks) until a detailed drainage scheme for the site has been submitted to and approved in writing by the Local Planning Authority. The drainage scheme for the site shall be designed to provide the following:

1. All surface water drainage from the lorry parking and manoeuvring areas will pass through a Class 1 Full Retention Separator, with alarm.
2. Car parking areas shall drain through a Class 1 by-pass separator with alarm.
3. Separators shall comply with BS EN 858 part 1 and 2 in full
4. Penstocks shall isolate the service yards areas and car parks (final manholes before discharge to Ponds A and B) - that these can be closed in the event of a major incident/emergency.

The scheme shall be fully implemented and maintained for the life time of the development.

Reason:- To prevent pollution of the water environment and to comply with Policy PR5 of the Halton Unitary Development Plan.

(10) No part of the development hereby approved shall be brought into use until a scheme of pond replacement to provide 4 no. ponds within the site has been implemented in full and in accordance with a detailed scheme submitted to and agreed in writing by the Local Planning Authority. Such details as are

submitted shall accord with the Appendix 6.5 of the submitted Ecological Assessment: Pond Design and Planting Specification and associated Figure. 1 and shall include a detailed maintenance and management plan. The ponds shall be so managed and maintained for the lifetime of the permission.

Reason:- In the interests of species and habitat creation/ protection and to comply with Policy GE21 of the Halton Unitary Development Plan and Core Strategy Policy CS20.

(11) No development shall take place within the site until a detailed method statement has been submitted to and agreed in writing by the Local Planning Authority for the translocation of vegetation/ aquatic fauna from ponds 5, 7 and 10 (as defined by Figure 6.1 of the submitted Ecological Assessment: Phase 1 Habitat Management Plan) to the newly created replacement ponds required by condition 10 of this planning permission.

Reason:- In the interests of species and habitat creation/ protection and to comply with Policy GE21 of the Halton Unitary Development Plan and Core Strategy Policy CS20.

CONDITIONS TO BE COMPLIED WITH DURING THE COURSE OF THE DEVELOPMENT/USE

(12) Prior to the implementation or installation of any hard surfacing works to the HGV waiting spaces, reach-stacker operation zone, loading/ unloading yards and circulation space, visitor and staff parking (including overflow car park spaces) and related circulation roads, full details of the materials to be used in the finished surfaces of those areas shall be submitted to and agreed in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details.

Reason:- To ensure the appropriate use of quality materials in the interests of visual amenity and to comply with Policy BE2 of the Halton Unitary Development Plan.

(13) Prior to the commencement of construction of any part of balancing pond B as identified on Drawing No. P003 Rev G an Environmental Management Plan (EMP) shall have been submitted to and agreed in writing by the Local Planning

Authority to include detailed habitat creation and planting schedules to render balancing pond B, any existing and replacement waterbodies within the site unattractive to birds potentially moving from the estuary (gulls, waders and waterfowl). Such designs may include the establishment of reeds, proximity of trees and managing potential flightlines and sightlines through appropriate location and design of landscaping bunds etc. Such details shall include details of a scheme for monitoring of the use of the site by gulls, waders and waterfowl to be undertaken through the vegetation establishment period and methods of reporting results to the Local Planning Authority and agreeing additional measures deployed as required. These could include netting of the waterbodies (Balancing Pond B and existing waterbodies if also required).

Reason:- In the interests of aerodrome safeguarding, to minimise potential for birdstrike and to comply with Policy BE1 of the Halton Unitary Development Plan.

(14) Prior to the implementation or installation of any fencing, security or other boundary treatment which include 2.4m high paladin fence, security controlled pedestrian, cycle and/ or vehicle access and emergency access barriers hereby approved, full specification details, including colour coating, of that fencing, security or boundary treatment shall be submitted to and agreed in writing by the Local Planning Authority. Any fencing or such boundary treatment shall be carried out in full accordance with those approved details and approved plan P003 Rev G prior to commencement of use of the building hereby approved and shall be maintained for the lifetime of the development.

Reason:- To ensure the appropriate use of quality materials and boundary treatments in the interests of crime prevention and visual amenity and to comply with Policy BE2 of the Halton Unitary Development Plan.

(15) Prior to the implementation or installation of either sprinkler tanks, pump houses, bus stops or security barriers as detailed on approved plan P003 Rev G full specification details, including colour coating, of that feature shall be submitted to and agreed in writing by the Local Planning Authority. Any such feature shall be installed in full accordance

with those approved details and approved plan P003 Rev G prior to commencement of use of the building hereby approved and shall be maintained for the lifetime of the development.

Reason:- To ensure the appropriate design and quality of those ancillary features in the interests of visual amenity and to comply with Policy BE2 of the Halton Unitary Development Plan.

(16) The finished yard and ground levels as a result of carrying out the development hereby approved shall be in full accordance with the approved plan (Drawing No. NK016803_P_0600).

Reason:- To define the extent of this permission, to ensure the development is carried out in accordance with the approved details in the interests of visual and residential amenity, and to comply with Policies PR16 and BE1 of the Halton Unitary Development Plan.

(17) Unless such works do not cause existing ambient noise levels to be exceeded (as set out in the noise assessment submitted as part of the application) there shall be no construction work associated with the development on the site at any time on any Sunday, Bank Holiday or other Public Holiday or on any other day except between the following hours:

08:00 - 18.00 Monday to Friday
08:00 - 12.00 Saturdays

Reason:- To ensure that the development is carried out as submitted and approved, to minimise nuisance caused to nearby residents, and to comply with Policy BE1 of the Halton Unitary Development Plan and Core Strategy Policy CS23.

(18) No Heavy Commercial Vehicle or any other vehicle which has an operating weight greater than 3 tonnes associated with the construction of the development shall enter or leave the site at any time on any Sunday, Bank or Public Holiday or on any other day except between the following hours:

08:00 - 18.00 Monday to Friday
08:00 - 12.00 Saturdays

Reason:- To ensure that the development is carried out as submitted and approved, to minimise nuisance caused to nearby residents, and to comply with Policy BE1 of the Halton Unitary Development Plan and Core Strategy Policy CS23.

(19) The development permitted by this planning permission shall be carried out in accordance with the approved Flood Risk Assessment (FRA) July 2011/ref: 24261 001/Peter Brett Associates and, the following mitigation measures detailed within the FRA:

Restricting the discharge of surface water from the site to a maximum rate of 4.8 l/s/ha for all rainfall events up to and including the critical 100-year return period event, including an additional 20% increase in rainfall intensities to cater for the impact of predicted climate change.

Reason:- To reduce flood risk, both on the site and elsewhere to an acceptable level and to comply with Policy PR16 of the Halton Unitary Development Plan and Core Strategy Policy CS23.

(20) The retaining wall at the reach-stacker operation zone and rail siding interface as defined by Drawing No. P003 Rev G shall be constructed in accordance with Drawing Numbers NK016803_P_0600 and NK016803_T_0620.

Reason:- To ensure the development is carried out as approved and to comply with Policy BE1 of the Halton Unitary Development Plan.

(21) The retaining wall to the enhanced landscape bund as defined by Drawing No. P003 Rev G shall be constructed using a Timbalok timber crib retaining wall system.

Reason:- To allow the Local Planning Authority to retain control over the construction of retaining walls, to ensure the development is carried out as approved and to comply with Policy BE1 of the Halton Unitary Development Plan.

(22) No trees or hedgerows shown to be retained shall be felled, pruned, lopped, topped, uprooted or damaged in any way as a result of carrying out the development hereby approved.

Reason:- In order to avoid damage to the trees and hedgerows on and adjoining the site, in accordance with the provisions of Section 197 of the Town and Country Planning Act 1990, in the interests of visual amenity and to comply with Policy BE1 of the Halton Unitary Development Plan.

(23) If at any time during the course of carrying out the development hereby approved contamination not previously identified is found to be present at the site then no further development shall be carried out until a remediation strategy detailing how this unsuspected contamination shall be dealt with has been submitted to and agreed in writing by the local planning authority. The remediation strategy shall thereafter be implemented as approved.

Reason:- To ensure a safe form of development which poses no unacceptable risk of pollution and to comply with Policy PR14 of the Halton Unitary Development Plan and Core Strategy Policy CS23.

CONDITIONS TO BE COMPLIED WITH BEFORE THE COMPLETION OF THE DEVELOPMENT AND/OR COMMENCEMENT OF THE USE

(24) All hard and soft landscape works shall be carried out in accordance with the approved details. The works shall be carried out prior to the occupation of any part of the development.

Reason:- In the interests of visual amenity and in accordance with the provisions of Section 197 of the Town and Country Planning Act 1990 and to comply with Policy BE2 of the Halton Unitary Development Plan.

(25) A landscape management and maintenance plan, including long term design objectives and maintenance schedules for all landscaped areas shall be submitted to and approved by the Local Planning Authority prior to the occupation of the development. The landscape management plan shall be carried out as approved.

Reason:- In the interests of visual amenity and in accordance with the provisions of Section 197 of the Town and Country Planning Act 1990, and to comply with Policy BE1 of the Halton Unitary Development Plan.

(26) Prior to the commencement of use of any part of the building hereby approved, a detailed travel plan including timescale for implementation shall be submitted to and agreed in writing by the Local Planning Authority. Such details as are agreed shall be implemented in full and in accordance with the submitted timescales for the lifetime of the development.

Reason:- To ensure provision for a range of transport options in the interest of sustainable development and to comply with Policy TP16 of the Halton Unitary Development Plan and Core Strategy Policy CS15.

(27) No part of the development hereby approved shall be occupied until space has been laid out within the site for the safe and secure parking of bicycles in accordance with drawing no. P003 Rev G and a detailed specification for covered and secure cycle stands has been submitted to and agreed in writing by the Local Planning Authority. The cycle stands shall be retained for the lifetime of the development.

Reason:- To ensure the satisfactory provision for cycle parking to encourage alternatives and sustainable means of travel and to comply with Policy TP6 of the Halton Unitary Development Plan and Core Strategy Policy CS15.

(28) Prior to the occupation of the premises hereby approved, the vehicle access, service and parking areas shall be laid out and surfaced to the satisfaction of the Local Planning Authority in accordance with the approved plans, and shall be retained at all times thereafter within the curtilage of the site for use exclusively in connection with the development hereby approved.

Reason:- To ensure the satisfactory development of the site in the interests of highway safety, and to comply with Policy BE1 of the Halton Unitary Development Plan.

(29) No part of the development hereby approved shall be brought into use until a scheme of biodiversity and ecology/ habitat enhancement features including bat and bird boxes has been submitted to and agreed in writing by the Local Planning Authority. The scheme shall include a timetable for implementation and maintenance, shall

be implemented in full accordance with the submitted details and shall be maintained for the lifetime of the development.

Reason:- In the interests of species and habitat creation/ protection and to comply with Policy GE21 of the Halton Unitary Development Plan and Core Strategy Policy CS20.

(30) Prior to the installation of any external lighting hereby approved, details of measures to minimise light spill beyond the site boundary and sky glow, including cowls and/ or specific luminaire design features, shall be submitted to and agreed in writing by the Local Planning Authority. The lighting scheme shall be implemented in accordance with the details as agreed and shall be maintained for the lifetime of the development.

Reason:- To minimise impacts of light spill in the interests of visual and residential amenity, to minimise impact on surrounding landscape corridors for foraging by bats and to comply with Policies PR4 and GE21 of the Halton Unitary Development Plan.

(31) No part of the building hereby approved shall be brought into use until areas have been clearly defined and laid out within the site for the safe and secure storage and collection of waste and recycling in accordance with details to be submitted to and agreed in writing by the Local Planning Authority. All future storage and collection of waste and recycling shall take place within that area for the lifetime of the development.

Reason:- To ensure that satisfactory provision is made within the site for safe and secure storage and collection of waste and recycling, to minimise potential for unsightly open storage in the interests of visual amenity and to comply with Policy BE1 of the Halton Unitary Development Plan.

(32) Prior to the commencement of use of the development hereby approved, a Remediation Verification Plan shall be submitted to and approved in writing by the Local Planning Authority. The plan shall provide detailed verification methodology and data in order to identify all material unsuitable for use as fill or re-use on site, to demonstrate that works for the excavation and removal of all such material and

pollutant linkages have been completed in accordance with the Environmental Statement and Construction Environmental Management Plan and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action.

Reason:- To allow the Local Planning Authority to ensure the development is carried out as agreed in a safe form that poses no unacceptable risk of pollution and to comply with Policy PR14 of the Halton Unitary Development Plan.

(33) Prior to the commencement of use of the development hereby approved, upon completion of the site remedial works a verification report containing the data collected in accordance with the verification plan required by Condition 32 of this planning permission shall be submitted to and agreed in writing by the Local Planning Authority.

Reason:- To allow the Local Planning Authority to ensure the development is carried out as agreed in a safe form that poses no unacceptable risk of pollution and to comply with Policy PR14 of the Halton Unitary Development Plan.

(34) No part of the development hereby approved shall be brought into use until a scheme of acoustic mounds and barriers has been implemented in full and in full accordance with the approved plans having particular regard to Drawing No's Site Plan P003 Rev G, Landscape Cross Sections 02 Rev B and 03 Rev A, Smithy House Landscape Mitigation Details 06 Rev B and Noise and Vibration Technical Note 13463i2. Such a scheme as is agreed and implemented shall be so maintained for the life of the development.

Reason:- In order to secure the satisfactory development of the site, to minimise risk of nuisance caused by noise, and to comply with Policy PR2 of the Halton Unitary Development Plan.

(35) No part of the use hereby approved shall be commenced until a scheme of off-site works have been implemented to provide vehicular access to and egress from the site via the A562/ A5300 Speke Road Knowsley Expressway Junction in accordance with earlier planning permissions 08/00031/HBCFUL

(Halton Borough Council) and 08/00068/FUL (Knowsley Council).

Reason:- To ensure satisfactory access and egress to and from the site, to minimise traffic impacts on the local highway network at Hale Bank and to comply with Policy E7 of the Halton Unitary Development Plan.

(36) No part of the development hereby approved shall be brought into use until all of the following are completed: (a) rail sidings have been provided within the application site to a standard providing operational connectivity to the rail network in accordance with the approved plans P003 Rev G; (b) the retaining wall and (c) reach-stacker operation zone and (d) rail siding interface which are defined in Dwg Nos. P003 Rev G, NK016803_P_0600 and NK016803_T_0620. Such sidings and reach-stacker operation zone and rail siding interface shall be retained for the lifetime of the development.

Reason:- To ensure adequate provision is made to secure rail access to the site, to encourage movement of freight by rail and to comply with Core Strategy Policy CS8.

(37) No part of the development hereby approved shall be brought into use until a copy of formal sign off by the Office of the Rail Regulator or any superseding authority for works to provide rail sidings within the application site to a standard providing operational connectivity to the rail network in accordance with the approved plans P003 Rev G has been submitted to and acknowledged in writing by the Local Planning Authority. Such sidings shall be retained for the lifetime of the development.

Reason:- To ensure adequate provision is made to secure rail access to the site, to encourage movement of freight by rail and to comply with Core Strategy Policy CS8.

(38) No part of the use hereby approved shall be commenced until a management plan for grassland management relating to the Barn Owl Feeding Site to the west of the site as identified on the submitted plans has been submitted to and agreed in writing by the Local Planning Authority. The plan shall be designed to provide habitat creation and

management for ground nesting birds, including skylark, and short and long-term management proposals. The plan shall be implemented in full.

Reason:- To ensure that appropriate provision is made for mitigation and habitat creation for ground nesting birds and to comply with Policy GE21 of the Halton Unitary Development Plan.

(39) Prior to the commencement of the use hereby approved a detailed plan including a timetable for implementation of a post completion Spring walkover to identify if any invasive species have been introduced to the site shall be submitted to and agreed in writing by the Local Planning Authority. Such plan shall include details for submission and approval of the results of such walkover and identify any requirements for longer-term monitoring, maintenance and arrangements for treatment and/ or removal should such invasive species be identified.

Reason:- To allow the Local Planning Authority to ensure that sufficient regard is given to preventing the spread of invasive species.

(40) Prior to the commencement of the use hereby approved, a detailed Operational Waste Management Plan including details of facilities to collect and store bulk wastes generated as a result of the use shall be submitted to and agreed in writing by the Local Planning Authority. Such a Plan shall be implemented in accordance with the approved details for the lifetime of the development.

Reason:- To allow the Local Planning Authority to ensure that sufficient regard is given to the consideration for minimising and re-use of waste materials and to comply with Policies BE1 of the Halton Unitary Development Plan, Core Strategy Policy CS24 and Policy WM9 of the Joint Waste Local Plan 2013.

(41) Prior to the commencement of the use hereby approved an Operational Noise Management Plan shall be submitted to and approved in writing by the Local Planning Authority. The plan shall be implemented in full.

Reason: To minimise risk of nuisance caused by noise, and to comply with Policy PR2 of the Halton

Unitary Development Plan.

**CONDITIONS TO BE COMPLIED WITH
THROUGHOUT THE LIFE OF THIS PLANNING
PERMISSION**

(42) The development hereby approved shall be used for the purposes of a single, rail-served building for storage and distribution purposes with ancillary offices and for no other purpose.

Reason:- For the avoidance of doubt as to the extent of this permission, and to comply with Core Strategy Policy CS8.

(43) There shall be no outdoor storage or display of equipment, plant, goods or material within the site other than as detailed in the approved plans.

Reason:- In the interests of visual amenity, and to comply with Policy E5 of the Halton Unitary Development Plan.

(44) Except to provide access/ egress for emergency vehicles and public transport vehicles, no motorised traffic shall at any time be permitted to gain access to or egress from Halebank Road using the section of roadway identified as Emergency Access on the approved plan (Drawing No. P003 Rev G).

Reason:- In order to prevent traffic using the local highway network in the interests of highway safety and to minimise impacts on local residents and to comply with Core Strategy Policy CS8.

(45) There shall be no external plant or plant extracting to air operated within the site.

Reason:- To ensure that the development is carried out in accordance with the submitted Environmental Statement, to minimise potential noise nuisance and to comply with Policy PR2 of the Halton Unitary Development Plan.

DEV18 MISCELLANEOUS ITEMS

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 had been held, currently awaiting decision of the Secretary of State.

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 had called the application in for his consideration. This will now be heard by a public Inquiry likely to be in the New Year.

DEV19 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

The Committee was advised that a matter had arisen which required immediate attention by the Committee (Minute DEV20 refers), therefore, pursuant to Section 100 B(4) and 100E and due to the need to allow the maximum time for a considered response by Members as early as possible in the consultation process, the Chairman ruled that the item be considered as a matter of urgency.

DEV20 NATIONALLY SIGNIFICANT INFRASTRUCTURE PROJECT (NSIP) - KEUPER GAS STORAGE PROJECT (KGSP)

It was reported that Keuper Gas Storage Limited (KGSL) sought to construct and operate an underground gas storage facility and associated infrastructure on and under land at the southern end of the Holford Brinefield and surrounding area, north of Middlewich, Cheshire.

Members were advised that there had never been an application under the 2008 Planning Act which involved the Borough of Halton and consequently, the Council's Constitution was silent on the subject of NSIP's, other than assigning responsibility to the Committee.

It was reasonable to assume that most NSIP's would have significant implications for the Borough and that substantive decisions would be dealt with by the Committee despite the fact that time scales under the 2008 Act were sometimes quite tight. Nevertheless, procedural matters ought to be delegated in the interest of good management on all occasions with the Committee deciding on substantive matters. The Keuper Gas Storage Project was so minor in nature in so far as it affected Halton that the entire response of the Council ought to be delegated.

The Committee agreed with the request for delegation as stated below:

RESOLVED: That

- 1) in respect of the Keuper Gas Storage Project all matters under the Planning Act 2008 be delegated to the Operational Director – Policy, Planning and Transportation; and
- 2) in respect of future matters coming within the Planning Act 2008 relating to Nationally Significant Infrastructure Projects, all matters up to the stage of acceptance of applications under Section 55 of the 2008 Act be delegated to the Operational Director – Policy, Planning and Transportation.

Meeting ended at 7.00 p.m.

APPEALS PANEL

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

Present: Councillors Wainwright (Chairman), Stan Hill and Stan Parker

Apologies for absence: None

Absence declared on Council business: None

Officers present: K Lunt

Also Present: None – appeals heard in absence

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

Action

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

The Panel considered:

- (1) Whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in accordance with Section 100A (4) of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and 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.

AP4 HOUSING DISCRETIONARY APPEAL HEARING : CASE NO 234

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

RESOLVED: That the decision of the Local Authority be upheld.

AP5 HOUSING DISCRETIONARY APPEAL HEARING : CASE NO 235

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

RESOLVED: That the decision of the Local Authority be upheld.

Meeting ended at 10.15 a.m.