

Minutes

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

**Wednesday, 10 December
2014**

Minutes

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

Wednesday, 10 December 2014

COMMITTEE/BOARD	Page Ref
COUNCIL MINUTES	307 – 312
MINUTES OF THE EXECUTIVE BOARD	
16 October 2014	313 - 320
6 November 2014	321 - 326
20 November 2014	327 – 344
MINUTES OF THE HEALTH AND WELLBEING BOARD	345 - 354
MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD	
Children, Young People and Families	355 - 360
Employment, Learning, Skills and Community	361 - 368
Health	369 - 380
Safer	381 - 392
Environment and Urban Renewal	393 - 400
Corporate Services	401 - 404
Business Efficiency Board	405 – 412
COMMITTEE MINUTES	
Development Control	413 - 418
Regulatory	419 - 422
Appeals Panel	423 - 424

COUNCIL

At a meeting of the Council on Wednesday, 15 October 2014 in the Council Chamber, Runcorn Town Hall

Present: Councillors Osborne, M. Bradshaw, J. Bradshaw, Cassidy, D. Cargill, E. Cargill, Cole, Dennett, Edge, Fry, Gerrard, Gilligan, 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, A. McInerney, T. McInerney, Morley, Nelson, Nolan, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, June Roberts, Sinnott, G. Stockton, J. Stockton, Wainwright, Wallace, Wharton, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors Baker, Joe Roberts, Rowe and Thompson

Absence declared on Council business: None

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

Also in attendance: One member of the public

Action

COU26 MINUTE'S SILENCE

The Mayor reported on the sad passing of Councillor Frank Fraser, who had served as a Borough Councillor and former Mayor of Halton.

The Council stood for a minute's silence as a mark of respect.

It was reported that the funeral and Civic Service would take place on Thursday 23 October 2014 at St Bede's Church, Leigh Avenue, Appleton Village, Widnes at 12 noon.

COU27 COUNCIL MINUTES

The minutes of the meetings held on 16 July 2014 and 15 September 2014, having been circulated, were taken as read and signed as a correct record.

COU28 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- The Mayor had attended a presentation by the

Royal Town Planning Institute. A certificate had been presented which read-

"In its Centenary Year, the Royal Town Planning Institute is pleased to celebrate and acknowledge the special contribution of Runcorn to the evolution of the science and art of spatial planning and all that is involved in the development of communities that thrive".

- The Mayor and Mayoress had attended a UEFA Women's Champion League Match Dinner. The match that took place was between Liverpool Ladies FC and Linköpings FC and the Mayor was presented with a Flag Pendant by Linköpings FC on behalf of the Borough;
- Wade Deacon had made a donation to the Mayors' charities. The Drama Group had performed the play 'Stone Cold' and during the interval had raised the sum of £500 which they wanted to donate to a charity which helped the homeless; and
- The Mayor reminded everyone present that he would be holding a Halloween themed Charity Dinner on 31 October 2014, in aid of his chosen charities.

COU29 LEADER'S REPORT

The Leader made the following announcements:-

- All Members and Staff were advised of the programme of Flu jabs which would be available at the Council's main offices over the coming weeks;
- The Police and Crime Commissioner and the Chief Constable had attended a private session for Members prior to the start of the Council meeting, and gave an update on policing in the Borough;
- Advice would be issued widely on the issue of Child Sexual Exploitation, providing guidance on who to contact and signs to look for. The Leader stressed that Halton treated the issue as a high priority and would be working closely with the Police and other agencies to ensure robust practices were in place.

COU30 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings from 7 July 2014, 4 September 2014, 18 September 2014 and 2 October 2014.

RESOLVED: That the minutes be received.

COU31 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meetings on 9 July 2014 and 17 September 2014.

RESOLVED: That the minutes be received.

COU32 QUESTIONS ASKED UNDER STANDING ORDER 8

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

(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 School; Councillor Martha Lloyd Jones as a Governor of Beechwood Primary School)

COU33 Q1 CAPITAL PROGRAMME REVISIONS (MINUTE EXB 47 REFERS)

Executive Board had considered a report of the Operational Director, Finance, which sought approval to a number of revisions to the Council's 2014/15 Capital Programme.

RESOLVED: That the revisions to the Council's 2014/15 Capital Programme, as set out in the report at paragraph 3.2, be approved.

Operational
Director - Finance

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

COU34 BASIC NEED CAPITAL FUNDING - KEY DECISION (MINUTE EXB 43 REFERS)

Executive Board considered a report of the Strategic Director, Children and Enterprise, on the allocation and spending of Basic Need Capital funding.

RESOLVED: That Council approve

Strategic Director
- Children and
Enterprise

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

(N.B. Councillor Wallace declared a Disclosable Other Interest in minute EUR19 (Environment and Urban Renewal Policy and Performance Board) as she was the Ward Councillor and had attended the meeting and submitted the petition; Councillor Peter Lloyd Jones declared a Disclosable Other Interest in all items of business on the Health Policy and Performance Board as he was a member of the CAB (Halton), a Governor of Warrington and St Helens Hospitals Trust and a Governor of Bridgewater Community Services Trust)

COU35 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 16 July 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 brought Members' attention to the loss of Education Services Grant (ESG) to local authorities (CYP17 referred);
- Councillor McDermott requested that the Area Profiles referred to in SA18 be circulated to all Ward Members;
- Councillor Gilligan referred to the establishment of the Fees and Charges Topic Group (CS 17 referred). Councillor Loftus made an observation that a representative from the Opposition Group or a substitute should be invited to attend meetings. Councillor Ratcliffe (Opposition Group Leader) would advise the Chair on representation.

(N.B. Councillor Wainwright declared a Disclosable Other Interest in minute DEV 20 (Development Control) as he was employed by Ineos, owners of the application site)

COU36 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 16 July 2014:-

- Development Control; and
- Appeals Panel;

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

- Councillor Wainwright reminded all Members of the Appeals Panel that training would take place on Thursday 23 October at 5.00pm in Halton Stadium.

Meeting ended at 7.00 p.m.

This page is intentionally left blank

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 16 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: A. Scott, M. Reaney, G. Cook, D. Johnson, I. Leivesley, D. Parr, E. Dawson and W Rourke

Also in attendance: One member of the press

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

	<i>Action</i>
<p>EXB71 MINUTES</p> <p>The Minutes of the meeting held on 2 October 2014 were taken as read and signed as a correct record.</p> <p>CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO</p>	
<p>EXB72 YOUTH PROVISION TENDER - KEY DECISION</p> <p>The Board considered a report of the Strategic Director, Children and Enterprise, on the proposed restructure and tender for Youth Provision within the Borough.</p> <p>The Board was advised that since April 2012, Halton's youth provision had been delivered through two separate contracts, both of which would end on 31 March 2015. It was reported that the current strategy of delivering youth provision in targeted hotspot areas for risk taking behaviour would be maintained.</p> <p>However, the Board noted that, in order to provide a more flexible and efficient service, it was proposed to combine both the universal and the early intervention and targeted outreach work into a single contract. A service</p>	

specification would be developed for a single tender, which would involve young people and encourage a collaborative approach by potential providers.

Reason(s) for Decision

To agree to combining the current youth service provision and to go out to tender for services from April 2015.

Alternative Options Considered and Rejected

Maintaining the current provision was considered; however, the need for a more flexible service and the opportunity for efficiencies had necessitated the change.

Implementation Date

The new service would need to be fully operational by April 2015.

RESOLVED: That

- 1) combining the universal and targeted provision for young people into one contract be approved; and
- 2) approval of the specification for the contract for youth provision be delegated to the Strategic Director, Children and Enterprise, in consultation with the Portfolio holder for Children, Young People and Families.

Strategic Director -
Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB73 CHOICE, CONTROL, INCLUSION - COMMISSIONING STRATEGY FOR ADULTS OF WORKING AGE LIVING WITH PHYSICAL DISABILITY IN HALTON 2014-2019 - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which sought approval for the adoption and implementation of the Choice, Control, Inclusion Commissioning Strategy (the Strategy), for Adults of Working Age living with physical disability.

The Board was advised that the Strategy took an integrated approach to improving the health and wellbeing of disabled adults aged 18-64 in the Borough. It brought together the commissioning intentions of Public Health, the Clinical Commissioning Group (CCG) and Adult Social Care,

with a holistic approach to strengthen informal support through effective prevention and early intervention.

It was reported that the Strategy had been considered by the Health Policy and Performance Board at its meeting in September 2014. Five priorities, as detailed within the report, had been developed with disabled people. It was noted that Halton's Better Care Board would oversee progress in implementing the Strategy, and was accountable to the Council's Executive Board and the NHS Clinical Commissioning Group's Governing Body.

Reason(s) for Decision

Choice, Control, Inclusion was the integrated health and social care commissioning strategy for physical disability 2014-2019. Developed in partnership with NHS Halton Clinical Commissioning Group the Strategy responded to future demand and supported delivery of the priorities of the Council, CCG, Halton's Health and Wellbeing Board and the Community Plan.

The Strategy offered a local response to national requirements to integrate Health and Social Care through the Better Care Fund plan and national policy set out in Fulfilling Potential: Making it Happen.

Alternative Options Considered and Rejected

Halton Borough Council and NHS Halton Clinical Commissioning Group could have produced individual strategy documents. This would have reinforced unacceptable silo working rather than a whole system approach. The Strategy supported national policy for health and social care to adopt an integrated approach.

Implementation Date

Implementation was ongoing for the lifetime of the strategy to 2019.

RESOLVED: That the Choice, Control, Inclusion – Commissioning Strategy for Adults of Working Age living with physical disability in Halton 2014-19, and supporting evidence paper, be endorsed.

Strategic Director
- Communities

EXB74 SEEHEAR - COMMISSIONING STRATEGY FOR THOSE LIVING WITH SENSORY IMPAIRMENT IN HALTON 2014-2019 - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which sought approval for the adoption and implementation of the SeeHear

Commissioning Strategy for those living with sensory impairment in Halton.

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

It was noted that the strategic priorities set out in the SeeHear Strategy had been informed by feedback at public engagement events and open consultation with the public and key stakeholders. It was further noted that the Strategy had been considered by the Health Policy and Performance Board at its meeting in September 2014.

The Board was advised that Halton's Better Care Board would oversee progress in implementing the Strategy, and was accountable to the Council's Executive Board and the NHS Clinical Commissioning Group's Governing Body.

Reason(s) for Decision

SeeHear was the integrated health and social care commissioning strategy for sensory impairment 2014-2019. Developed in partnership with NHS Halton Clinical Commissioning Group, the Strategy responded to future demand and supported delivery of the priorities of the Council, CCG, Halton's Health and Wellbeing Board and the Community Plan.

The strategy offered a local response to national requirements to integrate Health and Social Care through the Better Care Fund plan and national policy set out in Fulfilling Potential: Making it Happen and UK Vision Strategy.

Alternative Options Considered and Rejected

Halton Borough Council and NHS Halton Clinical Commissioning Group could have produced individual strategy documents. This would have reinforced unacceptable silo working rather than a whole system approach. The Strategy supported national policy for health and social care to adopt an integrated approach.

Implementation Date

Implementation was ongoing for the lifetime of the Strategy to 2019.

RESOLVED: That the SeeHear Commissioning Strategy for those living with sensory impairment in Halton 2014-19, be endorsed.

Strategic Director
- Communities

EXB75 COMMUNITY DAY SERVICES

The Board considered a report of the Strategic Director, Communities, on proposals to expand day services for adults with learning disabilities.

The Board was advised that currently, Community Day Services provided 333 work experience placements per week across a range of small 'businesses', which were offered predominately to people with learning disabilities. It was reported that the way these businesses had developed had transformed the way day care was delivered, focusing on providing people with work skills.

In order to develop and expand the number of work experience places for people with disabilities, Day Services needed to increase the number of businesses it operated. Community Day Services currently operated the Shopmobility services in the Borough, with the Widnes service located in Widnes Market. It was noted that this provided 18 work experience places per week. There was potential to expand the range of services by relocating in Widnes to a shop unit in Simms Cross with a proposal to work in partnership with Riverside College to extend student training. Details of the proposals, the rental costs associated and the net costs to the Council were set out in the report for Members' information. At the meeting, it was reported that Riverside College had confirmed that they would provide 12 work experience places per week for students with disabilities attending the college programme.

It was noted that the proposals for the shop outlet would provide an outlet for the community to use internet facilities and provide a further high street outlet for products made by the Service, such as beer, ice cream, crafts and garden produce.

RESOLVED: That the proposals outlined in the report be approved.

Strategic Director
- Communities

PHYSICAL ENVIRONMENT PORTFOLIO

EXB76 GRANGEWAY COURT HOMELESSNESS SERVICE

The Board considered a report of the Strategic Director, Communities, which sought approval for the waiver of Procurement Standing Orders to extend the housing support contract at Grangeway Court.

The Board was advised that Your Housing Group (YHG) had successfully delivered housing management and support services at Grangeway Court since October 2008. It was noted that the original five year contracts had been extended to facilitate planned refurbishment works which had been identified as necessary by a Homeless Services Scrutiny Review.

It was reported that Officers had been working with YHG to develop a service model sustainable at current levels of demand. A further report would be prepared for consideration, but in the meantime, it was necessary to extend the existing contractual arrangements with YHG, who had indicated a willingness to continue the service on the current terms and conditions, provided that the Council agreed to underwrite 70% of any losses arising due to loss of rental income.

RESOLVED: That

- 1) acting in accordance with Procurement Standing Order 1.8.3 (a), Executive Board agrees to waive Procurement Standing Orders 4.1 in order to extend the contracts with Your Housing Group for housing management and housing support services at Grangeway Court, up to March 2015; and
- 2) a further report be presented to the Board to agree proposals for a revised service model at Grangeway Court.

Strategic Director
- Communities

EXB77 PROCUREMENT OF FLOATING SUPPORT SERVICES

The Board considered a report of the Strategic Director, Communities, which sought approval for the invitation of tenders to provide floating housing support services.

The Board was advised that following a procurement exercise in 2011, the current contract for floating housing

support services provided by Plus Dane, would expire on 31 March 2015. It was noted that the current contract was split into four services, as set out in the report.

The Board noted that there was evidence that demand for floating support services produced positive outcomes, including the prevention of homelessness for vulnerable people in Halton. It was proposed that the tender be offered in two lots; the Mental Health service would be offered as a separate lot due to the specialist nature of that service, with the other three elements grouped together as the second lot.

RESOLVED: That

- 1) the commencement of a procurement exercise for floating housing support services be approved; and
- 2) a further report be received on the outcomes of the tenders.

Strategic Director
- Communities

(N.B. Councillors Polhill and Wharton left the room prior to the consideration of the following item of business as they were Chair and Deputy Chair respectively of the Mersey Gateway Crossings Board; David Parr, Chief Executive, also left the room prior to the consideration of the following item of business as he stated that he may have a potential conflict of interest).

COUNCILLOR DAVE CARGILL IN THE CHAIR

TRANSPORTATION PORTFOLIO

EXB78 MERSEY GATEWAY CROSSINGS BOARD (MGCB) - INTERIM CHIEF EXECUTIVE

The Board considered a report of the Strategic Director, Policy and Resources, which sought authority for the Chief Executive to undertake the role of Interim Chief Executive of the Mersey Gateway Crossings Board (MGCB) for a period of two years.

The Board was advised that the Council's Chief Executive had lead the Mersey Gateway Project as the Senior Responsible Officer over the past ten years, supported by the former Project Director, Mr Steve Nicholson and a multi-disciplinary team.

It was reported that the role of Interim Chief Executive for MGCB was critical to the delivery of the project in

providing the appropriate leadership and direction. The role was envisaged as strategic rather than operational, involving attendance at MGCB Board and Management Team meetings, meetings with Merseylink, strategic project development and liaison with Government.

RESOLVED: That

- 1) authority be given for the Council's Chief Executive to undertake the role of Interim Chief Executive of the Mersey Gateway Crossings Board (MGCB) for a period of two years; and
- 2) the Strategic Director, Policy and Resources, be authorised to conclude the details of the arrangements and agreement between the Council and the MGCB.

Strategic Director
- Policy &
Resources

MINUTES ISSUED: 21 October 2014

CALL-IN: 28 October 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 28 October 2014

Meeting ended at 2.16 p.m.

EXECUTIVE BOARD

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

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

Apologies for Absence: Councillor Philbin

Absence declared on Council business: None

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

Also in attendance: None

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

EXB79 MINUTES

The Minutes of the meeting held on 16 October 2014 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB80 ASPIRE CONTRACT TERMINATION - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on the current trading position of the traded school improvement partnership, Aspire.

The Board was advised that funding for staff previously funded through the National Strategies at the end of the 2010/11 financial year, had been withdrawn by Government, and this had left a gap in funding provision for the school improvement services to schools.

Following this, it was reported that the majority of schools and governors favoured the setting up of a joint venture partnership to provide school improvement services to schools and settings across two local authorities. This

Action

partnership was entered into in August 2011 between Halton, Warrington and Serco. Staff were transferred, as set out in the report, but by July 2012, it was noted that the Aspire Partnership were losing money after their first year of trading. The shortfall was due to insufficient income generated by the company and by 2012/13 academic year, the pricing policy was revised to ensure the service reflected market rates.

The Board noted that by 2013 Aspire were in direct competition with 'Teaching Schools' for the provision of school improvement services, but by March 2014 it had been decided that the Aspire partnership was no longer viable. A statement explaining the dissolution was set out in the report, which would be sent to schools during the Autumn term 2014.

Reason(s) for Decision

The Aspire Partnership was no longer viable and was not providing value for money. Feedback from schools had indicated that services provided were no longer meeting schools' needs.

Alternative Options Considered and Rejected

Not applicable

Implementation Date

The contract would be terminated with immediate effect.

RESOLVED: That the agreement between Halton, Warrington and Serco be terminated with immediate effect.

Strategic Director
- Children and
Enterprise

HEALTH AND WELLBEING PORTFOLIO

EXB81 HALTON'S SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2013/14

The Board considered a report of the Strategic Director, Communities, which presented a copy of Halton's Safeguarding Adults Board (HSAB) Annual Report.

The Board was advised that all Safeguarding Adults Boards were required to produce an annual report which summarised the key achievements and priorities the HSAB had been working towards over the past twelve months. The report set out the national and local developments on safeguarding adults at risk.

The Board noted that the HSAB continued to develop and establish strong partnerships to ensure that the most vulnerable in society were safeguarded and were free from fear, harm, neglect and abuse. Future priorities were summarised as being:

- Empowerment;
- Protection;
- Proportionality;
- Prevention;
- Partnership; and
- Accountability.

These priorities would be achieved by ensuring there was a full range of policies, procedures and guidance in place to provide a framework for partner organisations.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the Safeguarding Adults Board Annual Report 2013/14, attached at Appendix 1, be approved.

Strategic Director
- Communities

EXB82 THE TARGETED EMOTIONAL HEALTH AND WELLBEING SERVICE FOR CHILDREN AND YOUNG PEOPLE

The Board considered a report of the Director of Public Health, which sought approval for the joint commissioning of a service with the Clinical Commissioning Group for Targeted Mental Health Services for Children and Young People and to agree to the waiving of standing orders to facilitate the joint commissioning arrangements.

The Board was advised that mental health promotion and the prevention of mental ill health was one of the statutory responsibilities of Public Health that transferred to local authorities in April 2013. Bridgewater Community NHS Trust had provided the Targeted Emotional Health and Wellbeing Service as a community based (Tier 2) service covering Halton and St Helens. It was reported that local provision had been supplemented by the provision of counselling support from Barnardo's. In addition, a specialist weight management emotional health and wellbeing service had been operating which provided preventative and training activity and specialist support for obese children and young people.

Members were advised that the new specification would increase local capacity by providing an integrated

function which included an online/web based counselling service and enhanced training support to local schools in managing emotional health and wellbeing concerns. It was also reported that funding for the Public Health part of the tender would come from Halton Borough Council's ring-fenced Public Health budget.

RESOLVED: That

- 1) the use of Procurement Standing Orders 1.3.2 be approved, to allow for the joint commissioning with the Clinical Commissioning Group of the targeted Emotional Health and Wellbeing for Children and Young People Service, to support public health and primary care; and
- 2) pursuant to Procurement Standing Order 1.3.2 (c) the standing orders of the Clinical Commissioning Group shall apply.

Director of Public Health

TRANSPORTATION PORTFOLIO

(N.B. Councillor Dave Cargill declared a Disclosable Other Interest in the following item of business as he was a member of Warrington Angler's Association which had submitted objections to the proposal.)

EXB83 OBJECTIONS TO PROPOSED 'AT ANY TIME' WAITING RESTRICTIONS, HILL TOP ROAD, PRESTON ON THE HILL, PRESTON BROOK

The Board considered a report of the Strategic Director, Policy and Resources, which reported on objections received to the introduction of proposed 'At Any Time' waiting restrictions on part of Hill Top Road, Preston on the Hill, Preston Brook.

The Board was advised that the proposal, as set out in Appendix A of the report, had been subject to formal public consultation. It was noted that eight individual objections were received, together with objections from Warrington Angler's Association and Preston Brook Parish Council. The main points of each objection were summarised in the report for Members' information.

It was reported that waiting restrictions in the area were initially requested by Cheshire Police; there were now a number of factors which combined to justify the need for a waiting restriction along this length of road, namely the introduction of two new access points adjacent to developments off Hill Top Road, the need to maintain

adequate visibility levels, and the width of the carriageway.

RESOLVED: That the Board agrees to the making of the Traffic Regulation Order to implement 'At Any Time' waiting restrictions on Hill Top Road, Preston on the Hill, Preston Brook, as set out in Appendix B attached to the report, and that the objectors be informed accordingly.

Strategic Director
- Policy &
Resources

RESOURCES PORTFOLIO

EXB84 INTRODUCTION OF UNIVERSAL CREDIT

The Board considered a report of the Strategic Director, Policy and Resources, which provided an update on the planned implementation of Universal Credit and the implications for the Council.

The Board was advised that Universal Credit was a single payment for people looking for work or who were on a low income. It had been introduced on a pilot basis in 2013 and replaced a number of benefits including Income Support, Child Tax and Working Tax Credits, Housing Benefit and Income Based Jobseeker's Allowance.

In Halton, Universal Credit applications from single persons or couples without children would become 'live' from 17 November 2014. It was noted that for the first six months, the number of applications expected would be relatively low. However, the vast majority of claimants receiving benefits would move to Universal Credit in 2016, which would then include families with children.

It was reported that the Department for Work and Pensions (DWP) had asked the Council to enter into a Delivery Partnership Agreement to facilitate the introduction of Universal Credit in Halton. This would set out the roles and responsibilities of each party for the period 17 November 2014 to 31 March 2015. It was further reported that as part of the process for operating Universal Credit, applicants would be offered the opportunity to access 'Personal Budgeting Support'. It was proposed that this support be provided in-house utilising existing resources within the Revenues, Benefits and Customer Services Division. In addition, the DWP had sought the help of the Council with the provision of 'Assisted Support' for applicants, and it was noted that this could be provided through the two main Halton Direct Link Offices.

The report and Appendix A outlined the manner in which claims for Council Tax Support from claimants of

Universal Credit would be treated, for Members' information.

The Board was further advised that the DWP had offered to provide awareness training for Elected Members to assist them in dealing with enquiries from constituents.

RESOLVED: That

- 1) a Delivery Partnership Agreement be entered into with the Department for Work and Pensions, to facilitate the introduction of Universal Credit, which outlines roles and responsibilities from the period 17 November 2014 to the 31 March 2015;
- 2) the Council agrees to provide a "Personal Budgeting Support Service" for Universal Credit applicants, utilising existing resources within the Revenues, Benefits and Customer Services Division;
- 3) the Council agrees to provide an "Assisted Support Service" to Universal Credit applicants, via the two main Halton Direct Link Offices in Widnes and Runcorn;
- 4) the Department for Work and Pensions be asked to provide awareness training for Members regarding the implementation of Universal Credit; and
- 5) Universal Credit be treated within the Council Tax Support Scheme assessment, as outlined in Appendix A attached to the report.

Strategic Director
- Policy &
Resources

MINUTES ISSUED: 12 November 2014

CALL-IN: 19 November 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 19 November 2014

Meeting ended at 2.10 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 20 November 2014 in The Boardroom, Municipal Building

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

Apologies for Absence: Councillor Philbin

Absence declared on Council business: None

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

Also in attendance: Mike Thomas (External auditor, Grant Thornton UK LLP) and one member of the press

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

Action

EXB85 MINUTES

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

RESOURCES PORTFOLIO

EXB86 ANNUAL AUDIT LETTER 2013/14

The Board considered a report of the Strategic Director, Policy and Resources, which presented the Annual Audit Letter for 2013/14.

The Board was advised that the Annual Audit Letter (the Letter) summarised the findings from the 2013/14 audit completed by the Council's external auditors. The Letter included messages arising from the audit of the financial statements and the results of work that had been undertaken in assessing the Council's arrangements to secure value for money in the use of its resources.

Mike Thomas, the external auditor from Grant Thornton UK LLP, attended the meeting and reported that an unqualified opinion had been issued on the Council's financial statements. Of particular note however, was the

recognition that the Council had robust systems and processes in place to effectively manage financial risks and opportunities to secure a stable financial position. The Council was prioritising its resources within tighter budgets, by achieving cost reductions, improving efficiency and productivity.

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

RESOLVED: That the Annual Audit Letter 2013/14 be approved.

EXB87 DETERMINATION OF THE 2015/16 COUNCIL TAX BASE

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

The Council was required to notify the figure for the Cheshire Fire Authority, the Police and Crime Commissioner and the Environment Agency by 31 January 2015. In addition, the Council was required to calculate and advise the Parish Councils, if requested, of their relevant tax bases.

The Board was advised that the Tax Base was the measure used for calculating the council tax and was used by both the billing authority (the Council) and the major precepting authorities (the Cheshire Fire Authority and the Police and Crime Commissioner), in the calculation of their council tax requirements. It was arrived at in accordance with a prescribed formula representing the estimated full year number of chargeable dwellings in the Borough expressed in terms of the equivalent of Band "D" dwellings. Taking account of all the relevant information and applying a 96.5% collection rate, the calculation for 2015/16 gave a tax base figure of 32,100 for the Borough as a whole.

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

RESOLVED: That Council be recommended to approve

- 1) the Council Tax Base for 2015/16 be set at 32,100 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police & Crime Commissioner and the Environment Agency be so notified; and
- 2) the Council Tax Base for each of the Parishes as follows:

Operational
Director - Finance

Parish	Tax Base
Hale	649
Halebank	488
Daresbury	153
Moore	320
Preston Brook	324
Sandymoor	948

EXB88 MEDIUM TERM FINANCIAL STRATEGY 2015-18 - KEY DECISION

The Board considered a report of the Operational Director, Finance, on the Medium Term Financial Strategy for 2015/16 to 2017/18.

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

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

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

The forecast provided initial guidance to the Council

on its financial position into the medium term. Revenue savings of approximately £19m, £13m and £10m would be required over the next three years. It was noted that as a result, £42m would need to be removed from the Council's budget which represented 23% of the gross expenditure budget.

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

RESOLVED: That

- 1) the Medium Term Financial Strategy be approved;
- 2) the base budget be prepared on the basis of the underlying assumptions set out in the Strategy;
- 3) the Budget Strategy and Capital Strategy be approved;
- 4) the Reserves and Balances Strategy be approved;
- 5) the award of Council Tax support for 2015/16 remains at the 2014/15 level of 21.55%; and
- 6) the Council's 2015/16 Council Tax Support Grant is not shared with the Parish Councils.

Operational
Director - Finance

EXB89 TREASURY MANAGEMENT 2ND QUARTER: JULY-SEPT 2014

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

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

RESOLVED: That the report be noted.

EXB90 INITIAL BUDGET PROPOSALS 2015/16

The Board considered a report of the Operational Director, Finance, on initial revenue budget proposals for 2015/16.

The Board was advised that budget savings proposals for 2015/16 were being developed by the Budget Working Group. However, a number of those proposals detailed at Appendix 1, could be implemented immediately in order to achieve a part-year saving in 2014/15. In addition, a number of the proposals would take time to implement and therefore by commencing the process as soon as possible, would assist in ensuring that they could be fully implemented by 1 April 2015. Further, the information in Appendix 1 also presented the impact in 2016/17 of certain savings proposals.

The Budget Working Group had proposed the use of £5.5m from the Council's reserves to provide a one-off saving which would delay the need to achieve these savings until 2016/17, thereby allowing additional time to assist the Council with identifying the necessary permanent savings and reshaping the business where necessary to achieve this.

It was noted that the Government would announce its Grant Settlement for Local Government in late December 2014, at which point the Council's actual funding gap would be identified. Further savings proposals that would enable the Council to deliver a balanced budget would be recommended to Council at its meeting on 4 March 2015.

RESOLVED: That Council be recommended to approve the initial budget proposals for 2015/16 as set out in Appendix 1.

Operational
Director - Finance

EXB91 2014/15 HALF YEAR SPENDING

The Board received a report of the Operational Director, Finance, which reported on the 2014/15 Half Year Spending as at 30 September 2014.

A summary of spending against the revenue budget up to 30 September 2014 was attached to the report at Appendix 1. This provided individual statements for each department. The Board was advised that in overall terms, the revenue expenditure was below the budget profile, although this was only a guide to eventual spending.

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

- The employee budget and vacant posts;
- Expenditure on general supplies and services;
- Children's Out of Borough residential placements;
- Spending on in-house adoption;
- Budget pressures on some budgeted income targets;
- The collection rate for Council Tax and the retained element of Business Rates; and
- The Council's net overall spending.

The report also outlined details of a revision to the capital spending programme at Appendix 3 and monitoring of the Council's balance sheet. Schemes that had been revised within the programme were listed within the report.

RESOLVED: That

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

Operational
Director - Finance

HEALTH AND WELLBEING PORTFOLIO

EXB92 PUBLIC HEALTH ANNUAL REPORT 2013-14 - KEY DECISION (AND PRESENTATION)

The Board considered a report and presentation of the Director of Public Health, which provided an overview of the 2013/14 Public Health Annual Report – Drinking Less and Living Longer.

The Board was advised that the Annual Report was an important vehicle by which the Director of Public Health (DPH) could identify key issues, flag problems, report progress and serve their local populations. It remained a key means of accountability for the population served. This year's report focussed on the topic of alcohol-related harm and set out how the DPH was working in partnership to reduce alcohol harm for individuals, families and communities.

It was reported that the local public health team were working in partnership to develop a local alcohol harm reduction strategy. Halton had been awarded the status of being a Local Alcohol Action Area.

Each of the five chapters outlined the current levels of alcohol-related harm, described current local activity to reduce harm and outlined gaps in current activities, with recommendations for future actions.

Reason(s) for Decision

The Public Health Annual Report was a statutory document.

Alternative Options Considered and Rejected

No alternative options were considered.

Implementation Date

With immediate effect following approval by Executive Board.

RESOLVED: That the contents of the report and presentation be noted and the recommendations contained within the report be supported.

EXB93 HALTON ALCOHOL STRATEGY: REDUCING ALCOHOL-RELATED HARM ACROSS THE LIFE COURSE, 2014-2019 - KEY DECISION

The Board considered a report of the Director of Public Health, which presented the final draft of the Halton Alcohol Strategy – Reducing alcohol –related harm across the life course, 2014-19 (the Strategy).

The Board was advised that Halton experienced an unacceptable level of alcohol related harm with significant impact on local individuals, families and communities. The Strategy, attached at Appendix A, set out actions aimed at rebalancing the relationship Halton had with alcohol. The Strategy built upon the effective work undertaken by local partners, and it was noted that it had been written in collaboration with all partners agreeing the vision, outcomes, objectives and actions. In addition, the detailed action plan, attached at Appendix B, supported the actions, responsible leads, timescales and outcomes that would be achieved.

The Halton Alcohol Harm Reduction Strategy had been developed by a multi-agency group – as detailed in the

report - with representation from both Adult and Children's Services at the Council, the Police, service providers, the voluntary and community sectors and other key partners. A formal public consultation, to enable local people to provide feedback and an insight into the final version would be undertaken. The Action Plan and the Strategy would be kept under regular review to ensure that both documents remained relevant and met the needs of local people.

Reason(s) for Decision

The Alcohol Harm Reduction Strategy was a statutory document

Alternative Options Considered and Rejected

No alternative options were considered.

Implementation Date

With immediate effect following approval by Executive Board.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the Board support the strategy outcomes, objectives and actions.

EXB94 THE PROCUREMENT OF A LEVEL 3 HEALTHY WEIGHT SERVICE FOR ADULTS AND CHILDREN IN HALTON

The Board considered a report of the Director of Public Health, which sought approval to commence the procurement of a Level 3 Healthy Weight Service for Adults and Children in Halton.

The Board was advised that Halton was responsible for the commissioning of services to improve the health of the local population, to prevent the onset of disease and to reduce the subsequent burden on health treatment services.

Weight Management Services in Halton were split into four levels, as detailed in the report. It was reported that currently, the Level 3 Services were delivered under two separate contracts, both of which were due to end on 31 March 2015. Therefore, permission was also sought for an extension to the current arrangements during the tender process, to allow for continuity in service provision.

RESOLVED: That

- 1) the proposal to tender for a Level 3 Healthy Weight Service for Halton be approved; and
- 2) the use of Procurement Standing Order 1.8.3 to waive Procurement Standing Order 4.1 in relation to a five month extension for the Specialist Weight Management Contract with Warrington and Halton Hospital and for Cognitive Behavioural Therapy contract with 5 Boroughs Partnership, be approved.

Director of Public Health

EXB95 SPECIALIST COMMUNITY SUBSTANCE MISUSE SERVICES

The Board considered a report of the Strategic Director, Communities, which sought approval for the grant of a Direct Award for the delivery of Specialist Community Substance Misuse Services to March 2016.

The Board was advised that the Council had responsibility for commissioning services to support local people with substance (drugs and alcohol) misuse problems. The aim was to improve health and social care outcomes, reduce harm from addiction and reduce inequalities for local people.

The report set out the current position. Crime Reduction Initiatives (CRI) had held Halton's substance misuse contract since February 2011. It was reported that during this period, performance across all indicators had improved considerably. Members were advised that, in order to maintain stability of the specialist treatment and recovery service, it was proposed that a Direct Award of a contract be given to CRI for 12 months. This would allow time for a service review and relocation of the service to take place. In addition, it was noted that the procurement of a longer term contract would then be implemented from July 2015, as set out in Appendix A.

RESOLVED: That

- 1) the contents of the report be noted;
- 2) to ensure the stability and continuity of the service, a Direct Award be granted to CRI for the delivery of Specialist Community Substance

Strategic Director
- Communities

Misuse Services be granted from 1 March 2015 to 31 March 2016; and

- 3) the proposed timescale be agreed for the procurement of a substance misuse service, as outlined in Appendix A attached to the report.

ECONOMIC DEVELOPMENT PORTFOLIO

EXB96 NORTON PRIORY MUSEUM - MONASTERY TO MUSEUM PROJECT

The Board considered a report of the Strategic Director, Children and Enterprise, which advised of a tendering exercise to be undertaken for the Monastery to Museum 900 Project.

The Board was reminded that Heritage Lottery funding was approved in August 2014 for the Monastery to Museum project. It was reported that this was 82% of the estimated costs, with the remaining match funding to be raised by the Norton Priory Trust. It was anticipated that works were due to commence in March 2015 and completed by June 2016. Expressions of interest would be sought initially from suitably qualified contractors, following which an assessment would take place with a subsequent invitation to tender issued to contractors.

RESOLVED: That the Board note that a tendering exercise will be entered into via "The Chest" in order to appoint a main contractor for the Monastery to Museum 900 project which is a joint venture to rebuild Norton Priory Museum between Norton Priory Museum Trust and Halton Borough Council.

Strategic Director
- Children and
Enterprise

PHYSICAL ENVIRONMENT PORTFOLIO

EXB97 HOMELESS SERVICES AT GRANGEWAY COURT

The Board considered a report of the Strategic Director, Communities, on a revised service delivery model for homeless services at Grangeway Court.

The Board was advised that the Council-owned scheme operating at Grangeway Court was used to house homeless families nominated exclusively by the Council's Housing Solutions team. Increasing vacancy levels had led to Your Housing Group (YHG) incurring significant financial losses. It was reported that in order to develop a sustainable solution, YHG and Council Officers had developed a revised

service model, with an agreement on a proposal which retained the 24/7 staffing cover, but at a reduced overall cost. The principal changes to current service delivery were detailed in the report.

It was further reported that it was proposed to retain/mothball four additional units as a contingency in the event that demand increased due to continuing uncertainty around the impact of the Government's welfare reform programme. On 16 October 2014, the Board had agreed to extend the present contract to 31 March 2015. YHG had indicated they would be agreeable to extending the contract to 31 March 2016, allowing time to demonstrate the sustainability of the model, prior to commencing a procurement exercise later in 2015/16.

RESOLVED: That

- 1) the revised service model set out in the report be agreed;
- 2) acting in accordance with Procurement Standing Order 1.8.3, the Board agrees to the waiver of Procurement Standing Order 4.1, to enable an extension of the current contract and lease with Your Housing Group up to 31 March 2016; and
- 3) the implementation of the previously agreed plans to refurbish the retained accommodation units, and to undertake the layout conversions, be agreed.

Strategic Director
- Communities

COMMUNITY SAFETY PORTFOLIO

EXB98 ANTI-SOCIAL BEHAVIOUR ACROSS HOUSING TENURES

The Board considered a report of the Strategic Director, Communities, on the work undertaken by the Borough Council to tackle anti-social behaviour (ASB) and to improve conditions in a range of housing tenures, and to advise Members on recently introduced powers.

The Board was advised that Halton had experienced high levels of growth in the private rented sector between 2001 and 2011. Appendix A provided comparison information for Halton and its neighbouring authorities. It was noted that the vast majority of private landlords in Halton were responsible, with a vested interest in maintaining properties, tackling ASB, and taking action against tenants that may breach the terms and conditions of

their tenancy agreement. However, it was reported that there were a small minority of landlords whose properties did not meet minimum standards or who had poor management practices. When issues did arise in the sector, they tended to relate to one or more of the following problems-:

- Private sector tenants living in poorly maintained properties;
- Poorly maintained empty properties;
- Tenants committing anti-social behaviour; and
- Poor and /or illegal management standards.

The report set out in detail the Authority's current and planned approach to these issues under the following sections-:

- Tenants committing anti-social behaviour;
- Anti-social Behaviour, Crime and Policing Act 2014: Reform of Anti-Social behaviour powers;
- Civil injunctions;
- Applicants;
- Closure Powers and Closure Notices;
- Community Trigger;
- Community Remedies; and
- Landlord Accreditation Scheme.

Members noted that Appendix B provided some case studies on tackling ASB. It was proposed that the Council and its partners utilised the new powers to target problematic tenants and to act as a deterrent mechanism.

RESOLVED: That

- 1) the content of the report and paragraph 4.2 in particular, be noted; and
- 2) the Strategic Director, Communities, be delegated the right to exercise the Council's functions under

Strategic Director
- Communities

Part 4 Chapter 3 (closure of premises associated with nuisance or disorder etc), of the Anti-Social Behaviour, Crime and Policing Act 2014, other than those reserved to the Chief Executive or person nominated by the Chief Executive.

TRANSPORTATION PORTFOLIO

EXB99 OBJECTIONS TO PROPOSED WAITING RESTRICTIONS ON PART OF CRONTON LANE, WIDNES

The Board considered a report of the Strategic Director, Policy and Resources, on the proposed Traffic Regulation Order (TRO) to introduce 'At Any Time' waiting restrictions on part of Cronton Lane, Widnes.

The Board was advised that the proposal, as set out in Appendix B of the report, had been considered by the Environment and Urban Renewal Policy and Performance Board at its meeting on 10 September 2014. It was noted that formal consultation on the proposed TRO had been undertaken and two objections had been received from residents of properties fronting the affected area. Details of both objections were attached at Appendix A.

It was reported that the proposal to introduce further waiting restrictions from the east end of Cronton Lane to Hill View were initially requested by a petition from 18 local residents. Members noted that Cheshire Police would be requested to carry out rigorous enforcement action in order to re-educate highway users not to park on the waiting restriction lines.

RESOLVED: That the Board agree to make a Traffic Regulation Order to implement 'At Any Time' waiting restrictions on Cronton Lane, Widnes as listed in Appendix B attached to the report, and the objectors be informed accordingly.

Strategic Director
- Policy &
Resources

EXB100 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.

PHYSICAL ENVIRONMENT PORTFOLIO AND ENVIRONMENTAL SERVICES PORTFOLIO

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

EXB101 PEELHOUSE LANE - NEW WIDNES CEMETERY - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which updated Members on the proposed timetable for the construction of the new Widnes Cemetery at Peelhouse Lane.

The report also sought approval for the invitation of tenders to construct the new cemetery and for the addition of the project to the Council's Capital Programme.

Reason(s) for Decision

A decision was required to enable the project to be added to the Council's Capital Programme and in order for the procurement process to commence in accordance with the overall project timeline.

Alternative Options Considered and Rejected

None identified.

Implementation Date

The tender process would commence in January 2015. Works on site would commence once construction of the access road and roundabout was completed in July 2015.

RESOLVED: That the Board

- 1) note the progress made to date and approve the timeline for the tender and construction process detailed in Appendix A;
- 2) approve the proposal to tender works for the construction of a new cemetery;
- 3) recommend that Council approve the addition of the £2.8m project to the Council's Capital Programme; and
- 4) approve the new name of the cemetery as Peel House Cemetery.

Strategic Director
- Communities

PHYSICAL ENVIRONMENT PORTFOLIO

EXB102 HBC FIELD - KEY DECISION

The Board considered a report of the Chief Executive, on the progress in relation to HBC Field and to make recommendations for its development as part of the 3MG Masterplan. The report set out details for Members' consideration.

Reason(s) for Decision

The Council to enter into a Development Agreement with the preferred developer for the development of the HBC Field. The Council to enter into an Easement Agreement with Network Rail for the delivery of the 3MG Rail connection.

Alternative Options Considered and Rejected

The various mechanisms had been reviewed to bring forward the development of HBC Field and the Development Agreement was the option recommended as it protected the Council interests far more than a straightforward disposal.

The Council had considered alternative ways of progressing HBC Field. The Easement Agreement with Network Rail was unavoidable. The Council had taken legal advice to fix the position.

Implementation Date

Both agreements would be implemented as soon as practicable and before August 2015.

RESOLVED: That

- 1) the Council enters into a Development Agreement with IDI Gazeley for the development of HBC Field;
- 2) the Council enters into lease agreements for the disposal of HBC Field to IDI Gazeley;
- 3) the Chief Executive, in consultation with the Leader and Portfolio holder for Physical Environment, be authorised to take such action as he judges necessary to give effect to the above; and
- 4) the Operational Director, Legal and Democratic Services, be authorised to enter into such agreements and take such other actions concerned with legal and administrative processes as may be necessary to give effect to the above.

Chief Executive

PHYSICAL ENVIRONMENT PORTFOLIO AND RESOURCES PORTFOLIO

EXB103 WARRINGTON ROAD TRAVELLER SITE

The Board considered a report of the Strategic Director, Policy and Resources, which provided an update on the delivery of the new permanent Traveller site at Warrington Road.

The Board was advised that the site was needed to meet imposed national targets for the provision of Traveller pitches. It was reported that the site was critical to the future active management of Traveller accommodation and the control of unauthorised development.

RESOLVED: That

- 1) the revised scheme costings, set out in Section 5 of the report be agreed, subject to formally agreeing the required additional funding contributions from the Homes and Communities Agency, and a developer's planning obligation (S106) contribution;
- 2) Council be recommended to increase the estimated amount of the new permanent Warrington Road site within the Council's Capital Programme, in line with the final estimated cost identified following the value engineering process; and
- 3) the Strategic Director, Policy and Resources, be granted delegated authority, in consultation with the Portfolio holder for Physical Environment, to consider how any residual gap in funding might be met.

Strategic Director
- Policy &
Resources

MINUTES ISSUED: 25 November 2014

CALL-IN: 2 December 2014

Any matter decided by the Executive Board may be called in no later than 5.00pm on 2 December 2014

Meeting ended at 2.54 p.m.

This page is intentionally left blank

HEALTH AND WELLBEING BOARD

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

Present: Councillors Philbin, Polhill, Woolfall and Wright and E. Anwar, K. Appleton, S. Banks, S. Boycott, G. Ferguson, A. Marr, A. McIntyre, E. O'Meara, D. Parr, N. Rowe, M. Trehare, J. Wilson, S. Yeoman.

Apologies for Absence: K. Fallon, D. Lyon and N. Sharpe.

Absence declared on Council business: None

Also in attendance: Dr Mandel and two representatives of North West Ambulance.

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

HWB22 MINUTES OF LAST MEETING

The Minutes of the meeting held on 17 September 2014 having been circulated were signed as a correct record.

HWB23 INTEGRATED SEXUAL HEALTH SERVICE

The Board was advised that as part of their new Public Health responsibility, local authorities were mandated to commission the following sexual health services:

- Contraception outside the GP contract;
- HIV Testing;
- Chlamydia testing as part of the National Chlamydia Screening Programme and treatment;
- Testing and treatment of other sexually transmitted infections;
- Sexual health aspects of psycho sexual counselling; and
- Any sexual health specialist services e.g. sexual health promotion, young persons' services, HIV prevention, outreach work, teenage pregnancy.

Action

It was noted that prior to 1st November 2014 these services were delivered under four separate contracts, each with a different area of focus or responsibility but with strong interdependencies between the services.

Halton had participated in a review of sexual health services provided across Cheshire and Merseyside in late 2013. This resulted in the development of a common specification for integrated sexual health services combining the elements listed above which local authorities were able to adapt to meet local circumstances.

Members were advised that the Halton specification was adapted to fit local need and took account of feedback from two public and stakeholder surveys and several focus groups held with young people and young mums in the Borough. The tender opportunity to deliver the integrated sexual health services was advertised on the Due North Chest e-procurement system at the end of March 2014 and interviews of shortlisted candidates were held on the 13th June 2014. It was noted that the bid by Warrington and Halton NHS Hospitals Trust (WHNHST) was the most economically advantageous and was, therefore, successful. The report outlined key features of the successful bid and advised that the new contract commenced on the 1st November 2014.

Dr Mandel, consultant and Lead Clinician from WHNHST, attended the meeting and delivered a presentation which outlined the benefits of the provision of the new integrated service.

RESOLVED: That the contents of the report be noted along with the accompanying presentation.

HWB24 CHILD SEXUAL EXPLOITATION

The Board considered a report which provided a summary of the approach in Halton to addressing Child Sexual Exploitation (CSE) within the Borough.

Halton, along with Cheshire East, Cheshire West and Warrington had begun to focus on CSE prior to the Rotherham report following concerns in other areas such as Rochdale and Oxfordshire. Learning from these cases, a range of actions had been undertaken details of which were outlined in the report. It was highlighted that a website www.knowandsee.co.uk had been launched by Warrington, Halton, Cheshire East and West Councils which provide help and support to young people.

The Board was advised that following the publication of the Rotherham Report, a further review of Halton's approach to CSE had been undertaken. The Review would be led and co-ordinated by Halton LSCB and an interim report would be produced at the end of October 2014 which would identify the immediate issues to be addressed to ensure that children and young people were safe. The final report would then be completed by December 2014 and presented to a private session of full Council. The LSCB would then publicise the findings and response and if any urgent action was identified the appropriate action would be taken immediately.

In parallel to this work, Halton was establishing a co-located multi-agency CSE Team which would include colleagues from Cheshire Police and the NHS locally. In addition, the Cheshire LSCBs were working collaboratively with Cheshire Police and the PCC to share best practice and review the "high risk" factors identified in the Rotherham Report, on a wider Cheshire footprint.

Arising from the discussion it was agreed that the possibility of inviting Voluntary Sector organisations to the PAN Cheshire Communication Group be explored.

Also in attendance were representatives from the North West Ambulance Service. They advised the Board that this had been a challenging year for the Service with a 8-9% increase in activity in Halton. In response to recent incidents in the Borough the funding of an extra vehicle had been obtained from the CCG and an acute visiting team had been introduced.

RESOLVED: That the Board note the response by Halton Council and its partners in the Local Safeguarding Children Board to Professor Jay's report into Child Sexual Exploitation in Rotherham.

Strategic Director
Children and
Enterprise

HWB25 PUBLIC HEALTH ANNUAL REPORT 2013-14: DRINKING LESS AND LIVING LONGER

The Board considered a report from the Director of Public Health, which provided Members with information on the 2013-14 Annual Report: Drinking Less and Living Longer. The draft Annual Report was attached as Appendix 1 to the report.

The Board was advised that this year's Public Health Annual Report focussed on the topic of alcohol related harm

and set out how work was taking place in partnership to reduce the alcohol harm for individuals, families and communities. It was reported that alcohol-related harm affected all age groups within Halton. The report was therefore written from a life course perspective and set out key actions that would be taken for each group. A communities chapter was also included which covered issues that affected people of all ages, e.g. crime and community safety, alcohol availability and price.

The Board was further advised that reducing alcohol-related harm was chosen as a topic as it demonstrated the importance of working in partnership and what could be achieved when organisations worked together across organisational boundaries. It was also timely as the Public Health Team were currently working in partnership to develop a local alcohol harm reduction strategy. In addition, Halton was only one of twenty areas in the country to be awarded the status of being a Local Alcohol Action Area.

It was reported that chapters included in the report were as follows:-

- Promoting an alcohol free pregnancy and protecting Halton babies and toddlers from alcohol related harm;
- Reducing under-age drinking in Halton;
- Promoting safe and sensible drinking among adults;
- Promoting safe and sensible drinking among older people; and
- Keeping our local community safe from alcohol related harm.

Each chapter outlined the current levels of alcohol-related harm, described current local activity to reduce alcohol related harm, outlined gaps in current activities and made recommendations for future actions.

RESOLVED: That the Board note the contents of the report and support the recommendations.

HWB26 HALTON ALCOHOL STRATEGY: REDUCING ALCOHOL-RELATED HARM ACROSS THE LIFE COURSE, 2014-2019

The Board considered a report of the Director of Public Health, which presented the final draft of the Halton Alcohol Strategy: Reducing Alcohol-related harm across the life course. The report set out the vision, outcomes and objectives of the Alcohol Strategy.

The Board was advised that the Halton Alcohol Strategy outlined actions aimed at rebalancing the relationship Halton had with alcohol. The strategy took a life course approach to reducing alcohol-related harm at all stages of life from birth to old age and also included a “Communities” chapter.

Members were advised that the strategy built upon the effective work that had been undertaken by partners locally and had been written in collaboration with all partners who had agreed the vision, outcomes, objectives and actions. The strategy was also supported by a detailed action plan outlining actions, the responsible leads, timescales and outcomes to be achieved. The plan would be monitored by the Alcohol Strategy Implementation Group and outcomes reported to the Safer Halton Partnership, Health and Wellbeing Board and all other relevant bodies.

It was also reported that a formal public consultation would be undertaken to enable local people to provide feedback and insight to the final version of the strategy and action plan. In addition, it was reported that the strategy would also be presented to the following Boards for input and discussion:-

- Safer PPB;
- Safer Halton Partnership Board;
- Children’s Trust Board;
- Halton Clinical Commissioning Group Executive Board; and
- Executive Board.

In addition, it was noted that Halton was one of only 20 areas in the country to be awarded the status of being a Local Alcohol Action Area. The award provided support from the Home Office and Public Health England and related to addressing the harm from alcohol across three areas – health, crime and anti-social behaviour, and diversifying the night time economy. Key partners had been involved from local authority, health and community safety and an action plan had been developed. This work was integrally linked to the development of the alcohol strategy and action plan.

Members were also advised that this report and the Public Health Annual Report would be submitted to a future meeting of the Council’s Regulatory Committee.

RESOLVED: That the Board

1. note the contents of the report; and

2. support the strategy outcomes, objectives and actions.

HWB27 EARLY INTERVENTION

The Board received a report of the Strategic Director, Children and Enterprise, which provided a summary of the revised Early Help Model and sought approval of the governance arrangements. Early Help and Support was an approach established in Halton in 2010 with an overarching Early Help Strategy launched in April 2013. There had since been an agreement to develop the next stage of Early Help.

Following work by a sub group of the Early Help and Support Group, in September 2014, Halton launched its locality model based on the realignment of the current Integrated Working Support Teams, and the Intensive Family Work. This new approach was known as Early Intervention. The new Early Intervention Model had set up three locality Early Intervention Teams, one in Widnes and two in Runcorn, reflecting the current volumes of referrals. Each team consisted of staff from the Integrated Working Support Teams, family support teams and intensive family work teams. In November the staff member from the police previously seconded to the Troubled Families would move to be part of the CART.

Members were advised that the next phase of the development of the programme was to work with key partners in the police, health and adult services to establish the correct links with the locality services. In addition, it was suggested that the Health and Wellbeing Board would act as the governing body for Halton's approach to Early Intervention, setting the strategic direction and acting as the driver for planning, co-operation and working. It would also ensure effective information sharing and performance management systems were established across partners. The Board would receive regular reports from the Partnership Board. It was proposed that:-

- the current Troubled Families Strategic Group would be revised and renamed as the Partnership Strategic Board;
- the Partnership Board would be accountable to the Health and Wellbeing Board; and
- the current Early Help and Support Group of the Children's Trust Executive would be responsible for operational delivery and ensuring services were delivered in line with the agreed business plan,

priorities and local needs.

RESOLVED: That

1. the governance arrangements for Early Intervention be agreed;
2. all partners commit to working with the locality based Early Intervention Teams; and
3. all partners commit to ensuring the appropriate information sharing arrangements are in place and that CART can access the relevant data bases.

HWB28 HALTON CANCER STRATEGY

The Board considered a report of the Director of Public Health, which provided a final version of the joint Halton Cancer Strategy 2014-2019, along with the supporting action plan. The prevention and early detection of cancer was identified as one of the five health and wellbeing priorities for Halton via the Joint Strategic Needs Assessment. The Halton Cancer Strategy, in line with the Joint Health and Wellbeing Strategy, took a life course approach from prevention and early detection through to treatment and survivorship. The vision was to deliver on reducing the under-75 mortality rates from cancer, by preventative methods, increased early detection rates and tangible improvements in cancer services.

The strategy had been developed and endorsed by the Halton Action on Cancer Board which included representation from the Strategic Clinical Network, secondary care cancer teams, the GP Clinical Lead for Cancer, the Director of Public Health, the CCG Commissioning Lead, Voluntary Sector representation and had been further supported by numerous public and patient engagements as detailed within the strategy.

It was noted that cancer outcomes were monitored in both the CCG Outcome Indicator Set and the Public Health Outcomes Framework. The indicators included:

- Improved uptake of cancer screening;
- Increased numbers of cancer diagnosed at an early stage;
- Reduced mortality from under 75 cancer;
- Improved one and five year survival rates from cancer, in particular, breast, lung and colorectal.

RESOLVED: That

1. the Board approve and support the contents of the strategy; and
2. the Board support the implementation of the attached action plan for all partners.

HWB29 DUE NORTH: THE REPORT OF THE INQUIRY ON HEALTH EQUITY FOR THE NORTH

The Board considered a report which provided an overview of Due North: the report of the Inquiry on Health Equity for the North, which was the outcome of an independent inquiry commissioned by Public Health England to examine health inequalities affecting the North of England.

The inquiry brought together expertise from people working across the North of England from universities, local government, the NHS and the voluntary and community sector. Due North highlighted that the North of England had persistently had poorer health than the rest of England and that this gap had continued to widen over four decades. Also, there was a gradient in health across different social groups within the North: on average poor health increased with increasing socio-economic disadvantage, resulting in the large inequalities in health between social groups that were observed today.

In addition, the report highlighted that austerity measures introduced by Central Government since the 2008 recession had been making the situation worse, with the burden of local authority cuts and welfare reforms falling more heavily on disadvantaged Northern local authorities such as Halton. In addition, the report recognised that Northern regions currently had limited collective influence over how resources and assets were used in the North of England and that hindered action on health inequalities. Greater devolution of powers and resources to cities and local government was required to drive economic growth and reduce regional inequalities in England.

Due North set out the following 4 high level recommendations to tackle the root causes of health inequalities both between the North and between the North and the rest of England:-

- 1) tackle poverty and economic inequality within the North and between the North and the rest of England;

- 2) promote healthy development in early childhood;
- 3) share power over resources and increase the influence that the public had on how resources were used to improve the determinants of health;
- 4) strengthen the role of the health sector in promoting health equity.

The report also outlined local activity within Halton to improve health equity in line with suggested actions and recommendations. Key activities to reduce health inequalities in Halton related to the Due North recommendations were detailed in the report. A copy of a discussion document on Due North would be circulated to Members for comment following this meeting.

RESOLVED: That

Halton take forward the Due North report recommendations, especially those related to:-

Director of Public Health

- a) Lobbying Central Government for greater devolution of powers and resources to cities and local government;
- b) Tackling poverty and economic inequality;
- c) Developing a social value approach to procurement;
- d) Promoting healthy development in early childhood;
- e) Developing the capacity of local communities to engage with and influence local decision-making; and
- f) Addressing premature mortality through primary care, with a focus on improving treatment and outcomes among older people living with long-term conditions.

HWB30 DISABLED CHILDREN'S CHARTER

The Board considered a report of the Strategic Director, Children and Enterprise, which sought approval from Every Disabled Child Matters and the Children's Trust, Tadworth for the Board to support the Disabled Children's Charter. The report outlined details of the seven commitments which, by signing the Charter, the Board would be agreeing to meet within 12 months. It was also noted that work was already being undertaken in the

Borough to meet the requirements of the Children and Families Act April 2014, it was therefore suggested that these two areas of work continue to be combined.

RESOLVED: That

1. the Board accepts the Charter; and
2. the Charter is reviewed annually.

Strategic Director
Children and
Enterprise

HWB31 HEALTH & WELLBEING GRANTS

The Board considered a report which provided an update on the progress of the Health and Wellbeing Grants which were launched at the Vintage Rally in September 2014. Four categories of application were available: Recognition Award, Community Group Award, Healthy Workplace Award and Health School Award. Three rounds of applications would be invited with deadlines of 17th October 2014, 19th December 2014 and 27th March 2015.

It was noted that the first round of grants received 17 applications for funding and the Panel had agreed eleven grants, one was deferred for further information, one was rejected as it would have been retrospective funding and four were referred to other avenues for support. The total amount awarded in the October round was £5,085. Three of the applications were for recognition awards for contributions to supporting Health and Wellbeing. Full details of all applications received and the grants awarded were outlined in the report.

RESOLVED: That the report be noted.

Meeting ended at 3.55 p.m.

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

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 20 October 2014 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor C. Plumpton Walsh and Miss E Lawler (co-optee)

Absence declared on Council business: None

Officers present: A. McIntyre, S. Nyakatawa, S. Clough, A. Scott, V. Wright, T. Coffey, A. Parkinson and T. Holyhead

Also in attendance: None

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

	<i>Action</i>
CYP25 MINUTES	
The Minutes of the meeting held on 1 September 2014 were taken as read and signed as a correct record.	
CYP26 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
CYP27 EXECUTIVE BOARD MINUTES	
The minutes relating to the Children, Young People and Families Portfolio which had been considered by the Executive Board since the last meeting of the PPB were attached at Appendix 1 for information.	
RESOLVED: That the minutes be noted.	
CYP28 SSP MINUTES	
The minutes of the Halton Children's Trust Meetings	

held on 26 June 2014 and 5 August 2014 were submitted to the Board for information.

RESOLVED: That the minutes be noted.

CYP29 SAFEGUARDING COMPLIANCE IN HALTON'S SCHOOLS

The Strategic Director, Children and Enterprise, presented an overview of safeguarding compliance across schools in Halton, as reported to the Halton Safeguarding Children Board.

The Board was advised that Section 175/157 of the Education Act 2002 outlined a school's duties to safeguard and promote the welfare of children. The organisational responsibilities for schools in relation to safeguarding children were set out in *Working Together to Safeguard Children: a guide to inter-agency working to safeguard and promote the welfare of children (2013)*.

Keeping Children Safe in Education (2014) contained statutory guidance for schools, including the role of the staff body, and specifically the Senior Designated Person, regarding safeguarding, safer recruitment and allegations management.

It was reported that one of the objectives of Local Safeguarding Children Boards (LSCBs) was to ensure the effectiveness of what was done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area. It was noted that schools were required to complete Section 175/157 Audits to provide information to the Board on the effectiveness of safeguarding arrangements in their settings. This included maintained schools (nursery schools, academies, independent and free schools). Additionally, the Safeguarding Children in Education Officer offered a limited number of two day on-site safeguarding audits to schools, the findings of which were reported to the school and the LSCB. The LSCB also received performance information from the Safeguarding Unit and the Local Authority's Children's Services Performance Team in relation to schools' engagement in safeguarding processes from early intervention to child protection.

The report went on to explain that the Section 175/157 was a self-evaluation audit for schools to evidence their compliance against statutory safeguarding requirements and explained what the sections within the Audit document related to.

The Board was advised that following completion of the S175/157 Audits, the schools were issued with an action plan. Progress against the action plan was reported in the following year. The LSCB received a report on the findings from the audits which were shared with the Local Authority who had agreed to support the process by reminding schools of the submission requirements and supporting oversight of the action plans via the Cross Service Monitoring Group and School Improvement Team.

In addition to the S175/157 Audits, it was noted that the LSCB had received assurances from the Local Authority in relation to oversight of safeguarding arrangements across schools in Halton, and were listed in the report.

RESOLVED: That the report be received.

CYP30 REFORM PROGRAMME FOR SEND

The Board received an update from the Strategic Director, Children and Enterprise, on recent development and the current position in Halton with regards to the SEND (Special Educational Needs and Disability) Reform Programme.

The Board were reminded that the Children and Families Act received Royal Assent on 13 March 2014 and that several aspects had now come into force as of 1 September 2014. The priorities for 1 September 2014, and the current status of each aspect were outlined in the report.

The Policy Implications for the SEND Reform Programme were also presented, in relation to:

- Education, Health and Care Plans / Process;
- The Local Offer;
- Advocacy and mediation;
- The next steps; and
- Financial implications (Budgets and Governance).

RESOLVED: That

- 1) the report be noted; and
- 2) the continuing actions be endorsed.

CYP31 EARLY INTERVENTION

The Board received a presentation on the latest developments within Halton's Early Intervention model. Members were advised of the 'Shared Vision' in Halton which was:

- that all children and families thrived, achieved and were kept safe;
- that those children and families who needed extra help and support to thrive and achieve well were able to get that help quickly and easily; and
- that all of those working with children and families worked well together to support families who needed the extra help.

The Board was advised of the overall aims of the Locality Early Intervention Teams and provided details of the three teams operating within the Borough and the areas that they covered. Additional responsibilities remaining within the remit of Early Intervention were reported as being:-

- disability short breaks service;
- young carers;
- parenting support programmes; and
- CAF coordination, training and support, monitoring and quality assurance.

It was further reported that CART (Contact and Referral Team) was the single front door for access to all Children's Social Care services and advice, and for new referrals to early intervention.

Members were also advised of the current new developments:

- Schools Project – linked early intervention workers working with schools;
- Early Years Project – linked early intervention workers working with children's centres and early years settings;
- Health Engagement Officers – working with GP practices to provide easy access to early intervention;
- Inspiring Families work embedded within the locality early intervention teams; and
- Family Assessments rolled out to more families with multiple complex needs at the top end of level 2 on the levels of need framework.

RESOLVED: That

- 1) the presentation be noted; and
- 2) the next steps for the service be endorsed.

CYP32 SCHOOL DEVELOPMENT PANEL

The Board received a report of the Strategic Director, Children and Enterprise, which provided an update on schools that had been scrutinised by the School Development Panel (SDP) in the 2013/14 academic year.

It was noted that as part of Halton's Learning and Achievement Strategy, the Schools Development Panel held schools to account following their most recent Ofsted inspection.

It was reported that during the 2013-14 academic year the School Development Panel, which was chaired by the Lead Member for Children, Young People and Families, met on five occasions, to discuss the inspection outcomes of 23 schools. Members noted the list of schools as set out in sections 5-1 to 5.6 of the report. It was also noted that overall, as at the end of August 2014, 82% of all schools in Halton were judged as good or outstanding compared to 80% nationally.

RESOLVED: That the Board noted the report and the quality of educational provision in the schools inspected during this period.

CYP33 NEGLECT STRATEGY

The Board was presented with Halton's Neglect Strategy for Children and Young People (the Strategy), which outlined the pattern and nature of neglect, an analysis of the prevalence of neglect in Halton by ward and recommendations supported by an action plan for the years 2014-16.

It was noted that the Strategy had been endorsed by Halton Children's Safeguarding Board and by Halton Children's Trust and that the Safeguarding Board would be responsible for the accountability and monitoring of the Strategy as part of its statutory duties.

RESOLVED: That Halton's Neglect Strategy 2014-16 be endorsed.

CYP34 SUMMARY OF EDUCATIONAL ATTAINMENT AND PROGRESS 2014

The Strategic Director, Children and Enterprise, presented headline data to Members on Halton's 2014 school performance data for Early Years Foundation Stage Profile and Key Stages 1 to 4.

It was noted however that the 2014 data remained un-validated until publication of performance tables later in the Autumn and Spring terms. It was noted that a full suite of national data was not yet available to enable comparisons with national performance. Headline data related to the Local Authority's performance. Members were advised that a more detailed report, including gender analysis, FSM, CiC and national comparisons, would be presented at a future meeting once further data became available.

RESOLVED: That the attainment of the children and young people in Halton schools for the 2013/14 academic year be noted.

Meeting ended at 8.23 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, 10 November 2014 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor C. Plumpton Walsh

Absence declared on Council business: Councillor

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

Also in attendance:

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

Action

Members and officers observed a minute's silence prior to the start of the meeting to mark the sad passing of Councillor Frank Fraser.

ELS21 MINUTES

The Minutes from the meeting held on 15 September 2014, were taken as read and signed as a correct record.

ELS22 PUBLIC QUESTION TIME

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

ELS23 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the minutes be noted.

ELS24 ADULT LEARNING UPDATE

The Board was advised of the current position of Adult Learning activity within the Borough and received a presentation from Louise Faint, the Adult and Family Learning Curriculum Manager.

It was reported that the Adult and Family Learning curriculum offer had been amended for the 2014-15 academic year to better align with the Council's priorities and reflect on the wider economy. The 2014-15 curriculum contained more accredited provision with a bigger focus on progression routes into further or higher education. Longer courses spanning a full academic year, such as Counselling and a Teaching Assistant course were now offered. It was expected that delivering one course over 3 terms rather than 3 shorter courses would have an impact on the number of learners that would be supported during the coming year.

The following activities were also reported:

- all ICT provision was now being accredited with Functional Skills qualifications starting at Entry Level 1 and progressing through to Level 2 ECDL;
- those established curriculum areas which produced good quality outcomes for learners with lower skills still remained, for example Family Learning and the Volunteer Reading Programme;
- Engagement courses such as cake decorating also remained; and
- All other leisure courses had been cut for 2014-15 with alternative half day workshops being offered in these areas.

Further information was provided on the profile and demographic profile of adults attending Adult / Family Learning Programmes 2013-14. The engagement figures per ward for academic years 2012-13 and 2013-14 were also shown.

Following the presentation the following comments were made and noted:

- Members raised concerns that due to the amendments made in the curriculum, i.e, reductions

in non-accredited courses, that this would affect the overall take up of accredited courses, in particular English and Maths. However it was noted that Maths and English would remain a priority;

- The importance of community learning was acknowledged, as it encouraged people and led them onto other courses;
- Windmill Hill Ward had a low number of adult education participants when compared to other more deprived wards;
- The College did still deliver adult learning programmes although these could be in mixed classes of adults and young learners; and
- The demographic profile showed that the number of men taking up adult education classes was only 26% so far lower than women; also they tended to study mainly ICT.

RESOLVED: That the Board notes the impact and potential of the 2014-15 Adult Learning Programme.

ELS25 EUROPEAN PROGRAMME 2014 - 2020

The Board received a report from the Strategic Director, Children and Enterprise, which provided an update on the European Structural and Investment Funds (ESIF) Programme for Halton 2014 to 2020 and advised on the processes that the Local Enterprise Partnership (LEP) was co-ordinating to support the implementation of the Programme.

It was noted that Members had previously received a presentation on the key elements of the (ESIF)/European Programme and the priorities and themes that had been developed by the Council and partners. Resulting from this Halton had prepared a 'position paper' aimed at presenting to the LEP how Halton could contribute to the delivery of the European Programme; this document was attached at Appendix 1. Appendix 2 outlined the governance arrangements for the programme which had now been

agreed by Government. The key points of the Programme and issues raised were discussed in the report, together with the next steps for Halton.

One Member requested to know the Halton allocation; this was £17m and would be spent once the European Programme was approved by the Commission up to 2020. A breakdown of this would be sent to the Board for information following the meeting. The breakdown showed the LEP Activity priority areas that the funds should be spent in and their yearly allocation. It also showed a further breakdown in Thematic Objectives that were the European priorities.

RESOLVED: That Members note the update on the European (Structural and Investment Funds) Programme 2014-2020.

Strategic Director
- Children and
Enterprise

Councillor Lauren Cassidy joined the meeting at this point.

ELS26 NORTHERN FUTURES

The Board received a report of the Strategic Director, Children and Enterprise, which provided an update on the recently announced policy initiatives and to advise Members on Halton's response.

The following initiatives were discussed in the report:

- Northern Funds Review;
- Growth Deals; and
- The Adonis Review

It was also reported that the recent referendum on Scotland's independence had re-energised the debate on devolving powers and responsibilities to local areas. It was commented that whatever the future governance arrangements in the North may be, it was important that Halton continued to develop its evidence based approach to economic regeneration.

It was noted that Halton's success in attracting resources to the Borough had been focussed on developing deliverable schemes based on need and demand, set within a strategic regeneration framework of inter-linked schemes. These schemes could then 'be brought off the shelf' to meet

funding opportunities and policy opportunities that arose.

RESOLVED: That the Board notes the work the Council has been undertaking to respond to these initiatives.

ELS27 YOUTH EMPLOYMENT GATEWAY

Members were presented with a report which provided information on the Youth Employment Gateway Programme which had commenced at the beginning of November.

It was reported that the Liverpool City Region secured £5.9m of Government investment to deliver a programme to reduce youth unemployment across the City Region over the next three years. It was noted that Knowsley Council was acting as the Accountable Body on behalf of the other City Region Local Authorities. However, each Local Authority had been given an allocation to deliver their scheme in their respective areas.

It was explained that the Programme aimed to support young people aged 18-24 years old, who had been unemployed between 2 and 9 months. Members were referred to Appendix 1 which provided a more detailed explanation of how the Programme would work. Further, Appendix 2 outlined how young people would be referred to the Programme and how the Local Authority would be expected to contribute to the Programme.

In summary, it was commented that this contract would enable the Employment, Learning and Skills Division to work with all levels of young unemployed individuals in the Borough, whilst providing the shorter term unemployed with access to an already established range of employment related interventions and outstanding employability courses. The Programme would also encourage young people to consider self-employment as a career option.

Following Members' discussions the following was noted:

- Concerns were raised over the more deprived Wards and the fact that they had low participation results in such programmes. Members suggested that some wards be targeted differently to encourage engagement with the residents and that an action plan was needed;

- In order to find out more about the Programme, residents should visit the Job Centre Plus (JCP) in the first instance;
- A portion of the funding would go towards the apprenticeship scheme;
- The encouragement of self-employment amongst young people was supported, although not without warning them of the financial risks involved;
- One Member queried why there was a difference between the JSA 18-24 figure and the Economic Dashboard information. In response it was noted that this was to do with the date at which the benchmark for the Programme was set, which was an earlier date, compared with the figures provided in the more recent Dashboard.

RESOLVED: That Members support the development of a Youth Employment Gateway Programme in Halton.

ELS28 BUSINESS PLANNING 2015-18

The Board received a report from the Strategic Director, Policy and Resources, inviting them to contribute to the development of Directorate Business Plans for the coming financial year.

It was noted that each Directorate of the Council was required to develop a medium term business plan, in parallel with the budget, that was subject to annual review and refresh. The process of developing such plans for the period 2015-2018 had now begun and Members were invited to identify a small number of priorities for development or improvement that they would like to see reflected within those plans. Strategic Directors would then develop draft plans which would be available for consideration by Policy and Performance Boards early in the New Year.

Members were presented with a briefing note which provided an overview of key strategic issues facing the Board over the medium term. The Chairman suggested that the *Inward Investment Protocol* for the Liverpool City Region

be included as one of the priorities in the business plan and this was agreed. Any further suggestions for development or improvement should be submitted through the Chairman.

RESOLVED: That the Board receive the information provided and indicate any further areas of service activity that they feel relevant to the Plans, through the Chairman.

Meeting ended at 8.30 p.m.

This page is intentionally left blank

HEALTH POLICY AND PERFORMANCE BOARD

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

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

Apologies for Absence: Councillor Horabin

Absence declared on Council business: None

Officers present: L. Derbyshire, P. Gandy, L. Smith, E. O'Meara, S. Wallace-Bonner and L Wilson

Also in attendance: P Campbell (Clinical Psychologist) and D. Sweeney (NHS Halton CCG)

ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

		<i>Action</i>
HEA26	MINUTES	
	The Minutes of the meeting held on 9 September 2014 having been printed and circulated were signed as a correct record.	
HEA27	PUBLIC QUESTION TIME	
	The Board was advised that no public questions had been received.	
	<i>Note: (Councillor Gerrard declared a Disclosable Pecuniary Interest in the following items of business due to a close relative holding positions including management of 5Boroughs and Halton and Warrington Partnerships and left the meeting at the end of this item)</i>	
HEA28	HEALTH AND WELLBEING MINUTES	
	The Minutes of the Health and Wellbeing Board of its meeting held on 9 July 2014 and 17 September 2014 were submitted to the Board for consideration.	

The Board noted that some of the reports that fell within the remit of the Health PPB, and were therefore subject to scrutiny, had not been considered by the Board prior to them being presented to the Health and Wellbeing Board. The Board requested that future reports be presented to the Health PPB for consideration prior to being presented to the Health and Wellbeing Board.

HEA29 PRESENTATION: IMPROVING ACCESS TO PSYCHOLOGICAL THERAPIES (IAPT)

The Board considered a report of the Strategic Director, Communities which highlighted that 5Boroughs Partnership (5BP) had recently been awarded the contract to provide the Improving Access to Psychological Therapies (IAPT) service which went live on 1 August 2014. It was reported that 5BP were the principal provider but were also working in partnership with Self Help Services (SHS) to deliver the service.

The Board was advised that IAPT was the Department of Health's (DoH) mandated model for providing talking therapies for anxiety and depression in primary care. The main principles of the service were:-

- Improving access;
- Improving quality; and
- Demonstrating effectiveness.

The Board was further advised that the IAPT model stated that provision should be the least intrusive intervention first i.e. start with brief therapy, if this was not successful, offer more intensive therapy. The three steps were as follows:-

- Step 1 - GP interventions;
- Step 2 - (provided by the IAPT service) - Guided self help, between 6 and 8 half hour sessions with lots of things to read and do between sessions; and
- Step 3 - (provided by the IAPT service) - "Traditional" therapies, between 12 and 20 hour long sessions and Cognitive Behaviour Therapy (CBT).

It was reported that referrals for the service came in writing from GPs. Clients were written to and asked to call the service for an appointment and were usually

assessed within a week and placed on an appropriate waiting list.

The Halton model had been based on the Award winning Wigan service provided by 5BP. This service was recently identified as being in the top ten services in the country with regard to quality. The model used a self-referral system that improved access to talking therapies for clients and had the highest recovery rates in the North West.

Staff were also supported using a complex continuing professional development system to ensure that the clinical quality of the service was good.

The Board also received a presentation from Mr Paul Campbell, Clinical Psychologist on the IAPT service which included:-

- The principles of the IAPT service;
- The conditions that they treated within the service;
- Details of what the service would look like including the three steps in the process;
- Explained that CBT was a type of therapy that helped the client to understand how mood, behaviour, thinking and styles and physical factors were all linked;
- Detailed the associated risks; and
- Highlighted how clients were referred to mental health services.

It was reported that 45 days was the average time on the waiting list and work was taking place to reduce this to 28 days. It was also reported that 45% of people recovered after receiving therapy. Evening appointments were also popular and consideration was being given to offering the service on Saturdays.

The following comments arose from the presentation:-

- It was noted that therapies ranged from 3 weeks to 20/25 weeks;
- It was noted that there were only two clinical

psychologists in the service as the model worked in a process of steps and it meant that therapy was not always required immediately i.e. if an individual was depressed, they would commence treatment immediately with a mental health coach;

- Concern was raised that referrals were via a GP and it was very difficult to see the same GP, i.e. there was no continuity and therefore this could result in the model failing. In response, it was reported that encouragement and training would be given to GPs, nurses and health visitors etc to identify the issues and encourage them to refer individuals as soon as possible;
- It was noted that there were currently 350 referrals a month and it was anticipated that this number would increase as the service progressed. It was also noted that many of the referrals had been from people who had been depressed for many years. The model, it was reported was designed for people who had been depressed for a short time, but to date not many had been referred to the service;
- Concern was raised regarding the self-referral method which relied on the individual contacting the service to make an appointment. It was highlighted that if the GP did not undertake a follow up on whether an appointment had been arranged, it could result in serious consequences. In response, it was reported that training would be given to health care professionals and GPs would also have their own therapist and mobile contact number which would help to address this potential issue;
- Clarity was sought on whether there had been any referrals from SAAFA or other military groups. In response, it was reported that there were a lot of hard to reach groups and there would be therapists with lead responsibility for various hard to reach groups such as the military and BME etc. In Wigan, it was reported that the Veterans Council referred directly to the service;
- Concern was raised that 28 days was a long time if an individual was seriously depressed. In response, it was reported that 28 days was the target and the best case scenario would be for an

individual to receive an assessment and commence treatment a week later. However, it was highlighted that due to a national crisis in recruiting staff for Step 2 of the service, offering people a service less than 28 days would be very challenging;

- The Board noted the marketing strategy and the LEEF campaign; and
- The Board requested that an update report, including the response from GPs be presented to the Board in six months.

RESOLVED: That

- (1) the presentation be received and comments raised noted;
- (2) Paul Campbell be thanked for his informative presentation; and
- (3) an update report be presented to the Board in six months.

HEA30 ADULT SOCIAL CARE MENTAL HEALTH SERVICES

The Board considered a report of the Strategic Director, Communities, which gave Members an update and sought their views on the potential developments within the Council's social care provision for adult mental health services.

The Board was advised that there were currently two services provided by Halton Borough Council for residents with complex mental health needs: the mental health social work service, based at the Brooker Unit in Runcorn, and the Mental Health Outreach Team, based in the Mental Health Resource Centre in Vine Street, Widnes.

The Board was advised that the model of service delivery described in the report had been in place for many years, and had achieved positive outcomes for many people. However there had been a number of changes, both in terms of national policy and local service delivery, which had meant that the ways in which the services were delivered needed to be reconsidered. The changes included:-

- New national policy guidance which stressed the extent to which people could be supported to recover from severe mental illness;

- In the same national guidance, there was a strong emphasis on the need to develop services which prevented mental health conditions, or which intervened at a much earlier stage to stop them from getting worse;
- The decision of the Halton Health and Wellbeing Board to treat mental health as a key local priority;
- Changes in the way key partner organisations delivered services;
- Increasing numbers of people being assessed for detention under the Mental Health Act; and
- Changing demands on the services from other partners, such as children's services, who needed support with families with complex needs.

The Board was further advised that within the social work service, the recent development of the Acute Care Pathway within 5Boroughs had meant that 5Boroughs now focused its work only on the people with the most complex needs and levels of risk. As a result of this, the social work caseloads had fallen, although other work, such as Mental Health Act assessments, had increased considerably, in line with national patterns.

It was reported that there had been some effective work by partner agencies to ensure that people with mental health needs were managed within the correct care pathways, rather than being inappropriately engaged with the police service. An exercise known as Operation Emblem had achieved very positive results in reducing the numbers of people in Halton who had been detained under Section 136 Mental Health act 1983. A more detailed report on this would be presented to the Board at a future meeting.

In conclusion, it was reported that related to this, work was currently taking place with Warrington Borough Council to extend a successful service in that area into Halton. "Support 4 Change" was a treatment based approach which aimed to divert people from custody where appropriate, reduce risk of re-offending, and improve emotional health and general wellbeing.

The following comments arose from the discussion:-

- It was noted that mental health illness made it

difficult for individuals to gain employment for various reasons. It was also noted that many people with a mental health illness undertook meaningful things in their lives, but it was not necessarily classed as employment;

- The Board noted the significant amount of work that had been undertaken in Halton in respect of people with learning difficulties gaining employment and operating their own businesses; and
- The Board noted that the Brooker Centre had eleven social workers and some outreach workers. It was also noted that except for emergencies, the bed and out patient service was mainly utilised by Halton residents;

RESOLVED: That the report and comments raised be noted.

HEA31 SAFEGUARDING UPDATE

The Board considered a report of the Strategic Director, Communities, which gave Members an update regarding the safeguarding work being undertaken across the Borough.

The Board was advised of the following areas:-

- The Care Act 2014 had been heralded as 'an historic piece of legislation that would make a difference to some of the most vulnerable people in society for many years to come'. The Act aimed to put adult safeguarding on a statutory footing. The Board noted the main areas of safeguarding adults responsibilities contained within the Act and that an action plan had been developed to ensure that Halton was compliant which HSAB would monitor progress;
- Safeguarding Adults Board were required to produce an annual report, which summarised all of the key achievements and priorities which they had been working towards over the previous year. In Halton this as an activity that had been undertaken annually and an Annual Report 2012/2013 had been published. The Board noted the four key priorities which the Annual Report had focussed on;

- An updated Inter-Agency Policy, Procedure and Good Practice Guidance had been produced by the Integrated Adults Safeguarding Unit, in conjunction with members of Halton Safeguarding Adults Board. The document provided all agencies involved with safeguarding in Halton, with a practical and informative policy, which would ensure that procedures between statutory agencies were consistent across the whole of Halton;
- The Safe in Town project and Halton Speak Out had been awarded almost £5k from the Cheshire Police and Crime Commissioner, which was subsequently match funded by the Halton Clinical Commissioning Group earlier in the year. This funding was agreed on the principle that the types of beneficiaries and premises signed up to the scheme would widen; and
- The Board noted that the Annual Report set out in Appendix 1 to the report described how organisations and individuals across all sectors were working together to safeguard vulnerable people.

The following comments arose from the discussion:-

- the Board noted the new offence for providers for supplying false or misleading information regarding information that they were legally obliged to provide. However, it was noted that this situation had not been an issue in Halton;
- the importance of unannounced visits to care homes and at key times was noted. Clarity was also sought on the latest time that a visit could be undertaken. In response, It was reported that visits were undertaken outside of normal working hours and if an alert had been raised it would depend on the type of alert i.e. if it was in relation to night staff, a late night or early morning visit would take place;
- it was reported that there had been an increase in the number of alerts raised by care staff which highlighted that training and awareness raising was proving to be successful;

- it was noted that individuals could report their concerns anonymously;
- it was noted that Halton was taking part in a making safe project which would gather information from service users experiences of the safeguarding process; and
- it was noted that it was rare in Halton to have safeguarding issues in relation to direct payments. However, it was also noted that financial abuse from family members and friends was on the increase.

RESOLVED: That the report and comments raised be noted.

HEA32 PUBLIC HEALTH ANNUAL REPORT 2013-14

The Board considered a report of the Director of Public Health, which provided Members with information on the 2013-14 Public Health Annual Report (PHAR) 'Drinking Less and Living Longer'. The draft Annual report was attached as Appendix 1 to the report.

The Board was advised that this year's Public Health Annual Report focussed on the topic of alcohol-related harm and set out how work was taking place in partnership to reduce alcohol harm for individuals, families and communities. It was reported that alcohol-related harm affected all age groups within Halton. The report was therefore written from a life-course perspective and set out key actions that would be taken for each group. A communities chapter was also included which covered issues that affected people of all ages e.g. crime and community safety, alcohol availability and price.

The Board was further advised that reducing alcohol-related harm was chosen as a topic as it demonstrated the importance of working in partnership and what could be achieved when organisations worked together across organisational boundaries. It was also timely as the public health team were currently working in partnership to develop a local alcohol harm reduction strategy. In addition Halton was also one of only twenty areas in the country to be awarded the status of being a Local Alcohol Action Area.

It was reported that Chapters included in the report were as follows:-

- Starting well: Promoting an alcohol free pregnancy and protecting Halton babies and toddlers from alcohol-related harm;
- Growing well: Reducing underage drinking in Halton;
- Living well: Promoting safe and sensible drinking among adults;
- Ageing well: Promoting safe and sensible drinking among older people; and
- Keeping our local communities safe from alcohol-related harm.

Each chapter outlined the current levels of alcohol-related harm, described current local activity to reduce alcohol-related harm, outlined gaps in current activities and made recommendations for future actions.

The following comments arose from the discussion:-

- The Board congratulated the Director of Public Health on the excellent report;
- In respect of alcohol spectrum disorders, it was suggested that real life stories from young people who had suffered as a result from drinking alcohol during pregnancy would help to raise awareness of the consequences of alcohol abuse;
- Clarity was sought on the progress on establishing an alcohol free bar in Halton. In response, it was reported that a new organisation Umbrella were undertaking work on local cafes opening later and information had been requested from the organisation with a view to establish whether they could become alcohol free bars;
- The significant cost in respect of alcohol admissions as a result of alcohol abuse in Halton was noted; and
- The Board noted the significant number of older people suffering from alcohol abuse and recognised the challenges that it presented.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) the recommendations of PHAR be supported.

Meeting ended at 8.12 p.m.

This page is intentionally left blank

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 11 November 2014 Council Chamber, Town Hall, Runcorn

Present: Councillors Thompson (Chairman), Edge, Gerrard, Gilligan, V. Hill, M. Lloyd Jones, Nolan, Ratcliffe, Sinnott and Zygadllo

Apologies for Absence: Councillor Lea

Absence declared on Council business: None

Officers present: M. Andrews, E. Anwar, L. Derbyshire, C. Patino, J. Unsworth and P. Wright

Also in attendance: Mr J Heritage (5Borough Partnership) and Kate Woods (Cheshire Police)

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

SAF22 CHAIRMAN'S ANNOUNCEMENT

Action

The Chairman reported that an engagement event by Cheshire Police would take place on 3 December 2014 at Riverside College at 6.45 pm. The event would also be webcast from 7 pm and the Chief Constable and the Police and Crime Commissioner would be available to answer questions. This event, it was reported, would give members of the public the opportunity to influence some of the Police priorities during the next few months. An event was also being arranged early in the new year in Runcorn.

The Board was advised that some of the members of the Police and Crime Panel were dissatisfied with the administration of the Panel undertaken by Warrington Borough Council, suggesting that it did not represent value for money.

In conclusion, the Chairman reported that a Fees and Charges Working Group had been established, chaired by Councillor Gilligan. He encouraged Members of the Board to email suggestions to the Chairman, himself or Ian Leivesley.

RESOLVED: That the verbal report be noted.

SAF23 MINUTES

The Minutes of the meeting held on 16 September 2014 were taken as read and signed as a correct record subject to Councillor Ratcliffe's apologies being recorded.

SAF24 PUBLIC QUESTION TIME

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

SAF25 SSP MINUTES

The minutes from the last Safer Halton Partnership (SHP) meeting held on 14 May 2014 were presented to the Board for information. The Chairman reported that these minutes had been considered at the previous meeting and that there were no further minutes available for the Board to consider since the last meeting.

RESOLVED: That the minutes be noted.

SAF26 OPERATION EMBLEM

The Board received a presentation from Mr John Heritage, 5Borough Partnership and Kate Woods, Cheshire Police which provided Members with an update on Operation Emblem Street Triage.

The presentation:-

- Explained the issue – the increased use of Section 136 of the Mental Health Act across Cheshire; the poor experience of those needing support; the significant inter-agency tension and political anxiety and the resources being deployed in the wrong place for the wrong reason;
- Outlined the Section 136 Mental Health Act and detailed the demand and the impact of the demand;
- Set out the solution and explained how Operation Emblem Street Triage operated; and
- Detailed the outcomes since December 2013 to date and other related outcomes.

It was reported, that due to the success of the scheme

in Halton, Cheshire East and Cheshire West had gone live yesterday and Merseyside and Greater Manchester Police were also establishing the scheme.

The Board was advised that the Chief Executive of Halton Borough Council (HBC) had been very supportive in obtaining funding from the Police and Crime Commissioner. Mr Heritage took the opportunity to place on record the Partnerships' appreciation for the support that had been received to date, indicating that the scheme would not have been successful without the support from Halton Borough Council.

The following comments arose from the presentation:-

- Concern was raised that an enhanced CRB check would list anyone who had been detained under Section 136 of the Mental Health Act and it could not be removed, even if it had been a mistake. In response, it was reported that the Police were challenging this issue nationally with the Home Office, to enable them to be removed wherever appropriate;
- The Board noted that the scheme saved a significant number of resource hours in respect of GP, Police and Social worker time, who prior to the scheme would have been involved in a mental health assessment which was very often not required;
- Clarity was sought on whether any work had been done with veterans or military personnel. In response, it was reported that as a health provider, priority access to mental health services was given to veterans. In respect of the scheme, consideration was being given to working with North West Ambulance Service, as a third person on the team in order to provide further support;
- The Board congratulated all concerned for the success to date and indicated that they fully supported the scheme. Clarity was sought on funding for the scheme beyond March 2015 and what the Board could do to further support the scheme. In response, it was reported that it was not an issue in Halton as the Chief Executive and Members of Halton Borough Council were fully committed to continuing the scheme; and

- It was agreed that an update report be presented to the Board in 12 months.

RESOLVED: That

- (1) the presentation be received and comments raised be noted;
- (2) Mr J Heritage and Kate Woods be thanked for their informative presentation;
- (3) the Board place on record their support for the scheme;
- (4) thanks and appreciation be given to the Chief Executive and Halton Borough Council for the support given to the scheme to date; and
- (5) an update report be presented to the Board in 12 months.

SAF27 HALTON ALCOHOL STRATEGY: REDUCING ALCOHOL-RELATED HARM ACROSS THE LIFE COURSE, 2014-2019

The Board considered a report of the Strategic Director, Communities, which presented the final draft of the Halton Alcohol Strategy: Reducing alcohol-related harm across the life course.

The Board was advised that the Halton Alcohol Strategy, set out in Appendix A to the report set out actions aimed at rebalancing the relationship Halton had with alcohol. The harm caused by alcohol in Halton was not a problem of a small minority. It was a problem that cut across the entire population and affected local residents of all ages. For this reason, it was reported, the strategy took a life course approach to reducing alcohol-related harm at all stages of life from birth to old age. A 'Communities' chapter was also included to cover issues that affected people of all ages i.e. alcohol-related crime and community safety.

The Board was further advised that the Strategy built upon the effective work that had been undertaken by partners locally. Therefore the strategy had been written in collaboration with all partners who had agreed the vision, outcomes, objectives and actions. The strategy was also supported by a detailed action plan outlining actions, responsible leads, timescales and outcomes to be achieved which was set out in Appendix B to the report. The plan

would also be monitored by the Alcohol Strategy Implementation Group, and outcomes reported to the Safer Halton Partnership, Health and Wellbeing Board and all other relevant bodies. The Board noted the vision, objectives and priorities set out in the Strategy.

It was reported that a formal public consultation was also being undertaken to enable local people to provide feedback and insight to the final version of the strategy and action plan. In addition, it was reported that the Strategy would also be presented to the following Boards for further input and discussion:-

- Health and Wellbeing Board;
- Safer Halton Partnership Board;
- Children's Trust Board;
- Halton Clinical Commissioning Group Executive Board; and
- Executive Board.

The following comments arose from the discussion:-

- It was noted that the Strategy was informed by best practice, not just on health but in all areas. However, it was also noted, that a significant amount of good practice was undertaken by Halton Borough Council and the Strategy built on that success;
- Clarity was sought on whether it was possible in business investment areas to apply a subsidy fee. In response, it was reported that this had been considered and it was felt that it would not be financially viable and that there was also a possibility that it would result in financial difficulty and closure for some small businesses; and
- It was noted that the Strategy ensured that local licensing policy and enforcement activity supported the alcohol harm reduction agenda. It was also noted that Halton Borough Council did not have a saturation policy in place currently to deal with excessive amounts of licensed premises. However, it was reported that this could be a future consideration.

RESOLVED: That

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

- (2) the Strategy outcomes, objectives and actions be supported.

SAF28 MISCHIEF NIGHT/ BONFIRE NIGHT

The Board received a brief verbal report from Mr J Unsworth, Divisional Manager, Waste and Environmental Improvement on incidents of arson and anti-social behaviour following Mischief Night/Bonfire Night.

The Board was advised that it was a brief report due to the short timescale since the event. It was reported that a pro-active preventative approach had been taken in respect of bonfires and there had been a significant reduction in comparison to last year. The success highlighted that people had not built a bonfire as they knew that they would be removed prior to bonfire night. This had resulted in over a 50 % reduction.

The Board was further advised that nine incidents had been reported, seven of which had been reported prior to bonfire night and there were only two on bonfire night itself. This it was reported highlighted the success of the numerous preventative measures that had been put in place prior to the event.

It was reported that unfortunately, there had been 64 wheelie bin losses, approximately the same as last year. Next year consideration would be given to ways of improving security of wheelie bins and further work would be undertaken with RSL's in respect of their communal areas.

Cheshire Fire and Rescue Service had attended 26 incidents this year in comparison to 37 incidents last year, which represented a 30% reduction. It was reported that details of specific areas etc were not as yet available, but more information would be reported to the Board in due course. Planning for next year would also commence in February 2015.

In respect of anti-social behaviour, it was reported that there had been a significant reduction this year, with only 30 incidents throughout Halton. However, it was reported that incidents of criminal damage had reduced but had been more targeted towards police cars and buses, with 18 incidents reported.

The following comments arose from the discussion:-

- It was suggested that consideration could be

given to HBC undertaking a procurement process on wheelie bin locks and offering them to the public to purchase at a cheaper rate than on the internet or the high street. It was highlighted that the lock would have to be cheaper than a new bin. In response, it was reported that this was a good idea and would be considered. It was also reported that Cheshire Fire and Rescue Service could be approached for funding to subsidise such locks as they would enable them to make a saving by reducing the number of call outs to bin fires;

- The Board noted that hotspot areas were leafleted prior to mischief night and bonfire night on the dangers of leaving bins unsecured. It was also noted that bin collection times in these areas were changed to help address this issue. Clarity was sought on whether HBC would have to replace the bins without a charge. In response, it was reported that each incident would be considered on its own merit but it was anticipated that some of the bins would be replaced at a cost to HBC i.e communal area bins; and
- The Board noted the success of the initiative and it was also noted that information on possible hotspots could be sent to Mr Jimmy Unsworth directly so that it could be incorporated in the preventative measures for next year.

RESOLVED: That

- (1) the verbal report and comments raised be noted;
- (2) the Board place on record their support for the initiative; and
- (3) the Board support the exploration of a procurement exercise to provide low cost locks to the public for wheelie bins.

SAF29 THE ROLE OF THE RNLI

The Board received a presentation from Mr P Wright, Divisional Manager, Open Spaces, on the role of the RNLI organisation and how it impacted on Halton. Mr Wright was also a serving Hovercraft Commander with the RNLI.

The Board was advised that the RNLI existed to save

life at sea. It covered all of the coastal waters (and some inland waters) of the United Kingdom and the Republic of Ireland. The River Mersey within the Borough of Halton was an estuarine river and was covered by the RNLI's New Brighton station. It was reported that the RNLI had carried out a number of rescues within the Borough boundary.

The presentation showed photographs of the RNLI delivering a rescue service. It was reported that the RNLI had saved more than 140,000 lives since its foundation in 1824. The islands of Britain and Ireland had always suffered from numerous shipwrecks a year around the coasts. After witnessing the destruction of dozens of ships from his home on the Isle of Man, and getting involved in rescue attempts himself, Sir William Hillary formed 'a national institution for the preservation of lives and property from shipwreck' and the charity was founded on 4 March 1824.

The Board was advised that people who manned or staffed lifeboats were volunteers and had to live within two miles of the lifeboat station. It was reported that the RNLI had state of the art equipment and the fastest in the fleet was the Atlantic 85 class lifeboat, which would remain in service for 14 years, and would undertake refits every five years. All lifeboats, it was reported, had two engines and the Atlantic 85 could operate in up to Force Gale 11.

The Board was further advised that the hovercraft could operate on water and solid ground and as there was a lot of mud on this part of the river in Halton, it was very effective in this area. There had been an average of 60 incidents a year from New Brighton, nine of which had been in Halton.

In conclusion, it was reported that the RNLI relied on public donations and legacies to maintain its rescue service.

The following comments arose from the presentation:-

- The Board noted that 20% of the incidents were calls from Halton; and
- Clarity was sought on what HBC could do to support the RNLI role. In response, it was reported that out of the nine incidents, seven had been issues on the bridge, possible jumpers. If the hovercraft was deployed to the bridge and had to wait a significant time it could have implications for incidents in other areas due to the delay getting there. Therefore, it was suggested

that it would be helpful to raise awareness of the role of the RNLI in Halton and that it was also a charitable organisation that relied on public funding. In response, the Chairman suggested that an article could be placed in Inside Halton in order to raise the profile of the RNLI. It was also suggested that a collection box could be placed at Halton Stadium.

RESOLVED: That

- (1) the presentation be received and comments raised be noted;
- (2) Mr Paul Wright be thanked for his informative presentation; and
- (3) The Board place on record their appreciation of the role the RNLI undertake in Halton.

SAF30 ASB NEW TOOLS AND POWERS

The Board considered a verbal update report from Mr M Andrews, Community Safety Team on the Anti-social Behaviour (ASB), Crime and Policing Act 2014: Reform of anti-social behaviour powers, the new ASB tools and powers act which had commenced on the 20th October 2014. This Act had introduced new powers that may be useful in dealing with problem premises.

The Board was advised that Part 1-6 of the Anti-Social Behaviour Crime and Policing Act 2014 ("the Act") had created new tools and powers that organisations were able to use in order to deal with ASB in their communities thereby replacing a number of other existing tools and powers.

One of the purposes of the Act was to ensure that any response to ASB was victim focussed. In light of this it was important to ensure that there was a co-ordinated approach to dealing with ASB so that local areas could meet the needs of victims of ASB.

The Board was further advised that the injunction under Part 1 of the Act was a civil power which could be applied for to deal with anti-social individuals. The injunction could offer fast and effective protection for victims and communities and set a clear standard of behaviour for perpetrators, stopping the person's behaviour from escalating. In addition, it was reported that a number of agencies could apply for the injunction to ensure that the body best placed to lead on a

specific case could do so as follows:-

- A local council;
- A housing provider;
- The Chief Officer of police for the local area;
- The Chief Constable of the British Transport Police;
- Transport for London;
- The Environment Agency and Natural Resources Wales; and
- NHS Protect and NHS Protect (Wales).

The Board noted how the injunction could be applied, the two stages of the Closure Power, the community trigger and the reporting thresholds.

It was reported that seminars for Members on the new powers as they developed would be arranged in the future. The Board would also receive regular update reports on the powers as they progressed.

RESOLVED: That

- (1) the verbal report be noted; and
- (2) update reports be presented to the Board on a regular basis.

SAF31 DRAFT DOMESTIC ABUSE SCRUTINY REVIEW REPORT

The Board considered a report of the Strategic Director, Communities, which presented the Members with the draft Scrutiny Review of Domestic Abuse report for approval to go forward to Executive Board.

The Board was advised that the report attached as Appendix 1 to the cover report had been commissioned by the Safer PPB as domestic abuse had been identified as a particular problem for the Borough.

The Board was further advised of the work and methodology undertaken by the Working Group whilst completing the review.

The following recommendations were set out in the report:-

- (1) That Members continue to monitor data but not take it in isolation or without further analysis from officers;

- (2) To apply for Corporate White Ribbon status;
- (3) To action plan towards achieving Town White Ribbon status;
- (4) That proposals are progressed with the CCG and Public Health for financial support of the work;
- (5) That work undertaken further influences the Borough submission for White Ribbon status; and
- (6) The draft Halton Domestic Abuse Strategy be ratified by Members and held up as a flagship approach across the Borough

The Chairman took the opportunity to thank Members and Officers who had been involved in the review. It was also agreed that an update report be presented to the Board in 12 months.

It was reported that for 17 weeks commencing on 1 December 2014, an awareness message would be printed on the back of shop receipts. In Widnes, they would be printed on Poundland receipts and in Runcorn on Argos receipts as they were the retailers with the biggest footfall over the Christmas period.

RESOLVED: That

- (1) the report and comments raised be noted;
- (2) the Board endorse the recommendations set out in 1 – 6 above and that these recommendations be presented to the Executive Board for approval; and
- (3) an update report be presented to the Board in 12 months.

Meeting ended at 8.35 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, 19 November 2014 at the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: None

Absence declared on Council business: Councillor Keith Morley

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

Also in attendance: None

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

EUR22 MINUTES

The Minutes of the meeting held on 10th September 2014 having been circulated were signed as a correct record.

EUR23 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR24 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.

Under Minute No EXB76, Grangeway Court Homeless Service, the Board requested that the revised service model of Grangeway Court give consideration to a possible future sale.

RESOLVED: That the Minutes be received.

Action

Strategic Director
Policy and
Resources

EUR25 ANNUAL ROAD TRAFFIC COLLISION AND CASUALTY REPORT

The Board considered a report of the Strategic Director, Policy and Resources, which gave detail of road traffic collision and casualty numbers within the Borough in the year 2013 and recommended a continuance of road traffic collision reduction work.

Members were advised that there had been large reductions in the numbers of people being slightly injured but with the overall numbers of those killed/seriously injured (KSI) remaining essentially the same as in the previous four years. Within the stable KSI total, the number of adults increased but the number of children (those aged under 16 years) reduced to the lowest recorded total known in Halton. This latter tally was known to be volatile and could fluctuate from year to year, but such a low number was unprecedented.

In summary during 2013:

- There were 267 road traffic collisions involving personal injury in Halton, this being the lowest number in over 20 years. These incidents produced 347 casualties, a large reduction on the 377 recorded in 2012;
- 39 of the casualties were classed as serious, and there was 1 death, giving a total of 40 killed or seriously injured (KSI) which was the joint lowest figure in over 20 years and the same KSI total as 2011 & 2012;
- The child serious injury (CKSI) total of 3 is the lowest number since modern records began and again there were no child fatalities in 2013. The CKSI annual total was subject to large relative variations but this figure goes some way to redressing what had been an upward trend in child serious casualties in recent years;
- The number of people of all ages being slightly (SLI) injured fell to 307 from 337 in 2012.

In terms of the overall casualty numbers, the results confirmed the success of the casualty reduction work, supported via revenue funds and the Local Transport Plan with targeted enforcement and local road safety education, training, publicity and traffic management initiatives undertaken independently and jointly with partner organisations.

Arising from the discussion, Members requested that a press release be issued on behalf of the Chair of the Board and the relevant Portfolio Holder highlighting the impact on the Council of recent Government reductions in road safety funding.

RESOLVED: That

1. the overall progress made on casualty reduction in Halton be noted and welcomed;
2. the current programme of road safety collision reduction schemes and road safety education, training and publicity be endorsed; and
3. concerns with regard to the achievement of further casualty prevention, as a result of resource reductions, be noted.

EUR26 BUSINESS PLANS 2015-18

The Board considered a report which advised Members that the process of developing Directorate Business Plans for the period 2015-2018 had begun. It was reported that each Directorate developed a medium term business plan, in parallel with the budget that was subject to annual review and refresh. At this stage Members were invited to identify a small number of priorities for development or improvement that they would like to see reflected within those plans. Strategic Directors would then develop draft plans which would be available for consideration by Policy and Performance Boards early in the New Year.

Members were informed that plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2015.

RESOLVED: That

1. Members' comments be taken into account when developing the Business Plan;
2. Members forward any comments to the Operational Director, Economy, Enterprise and Property; and
3. the draft plan be brought to a future meeting.

Strategic Director
Children and
Enterprise

EUR27 PETITION AND OBJECTION RELATING TO PROPOSED 'AT ANY TIME' WAITING RESTRICTIONS, PARKLANDS AND ASH PRIORS, WIDNES

The Board considered a report of the Strategic Director, Policy and Resources, which advised that an objection had been received, on behalf of Parklands Club, following public consultation on a proposed Traffic Regulation Order to introduce 'At Any Time' waiting restrictions on parts of Parklands and Ash Priors, Widnes near to the Parklands Club and to address concerns and suggestions put forward by nearby residents as amendments to the original proposal.

The Board was further advised that a petition had been received containing 27 signatures and a covering letter citing noise, disturbance and parking problems associated with Parklands Club. The petition was not an objection to the parking restriction proposal.

Members were advised that discussions were ongoing between the operators of the Club and Halton and Knowsley Councils to address the comments about licensing, planning, noise and disturbance issues. The Club had taken action to deal with some of the concerns including installing equipment to prevent noise exceeding the agreed limits and air conditioning to reduce the need to open doors during hot weather. In addition the Club had applied for permission to extend the existing car park but had been advised by Knowsley Council that it was likely that Sport England would object on the grounds of loss of part of the playing field area.

RESOLVED: That

1. Officers should carry out a wider consultation exercise for the introduction of waiting restrictions in Parklands & Ash Priors, over an area to be agreed with Ward Councillors, and a further report be brought back to the Board; and
2. the objector, lead petitioner and correspondents be notified accordingly.

Strategic Director
Policy and
Resources

EUR28 PETITION FROM HALE PARISH COUNCIL REQUESTING THE INTRODUCTION OF A VEHICLE WEIGHT RESTRICTION IN HALE

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

had been received from Hale Parish Council containing 393 signatures requesting the introduction of a vehicle weight restriction in Hale Village. The three main concerns put forward related to safety, health and the local environment and were addressed as follows:

- between the years 2008 to 2013 inclusive there had been no road traffic collisions resulting in injury within the Parish that had involved heavy goods vehicles;
- there were speed-restriction/traffic calming features on both Hale Gate Road and Hale Road approaching the village;
- on the main east-west route through the village via Town Lane/High Street/Hale Road there was a footpath available next to the running carriageway;
- the introduction of a full system of traffic calming was rejected in a public consultation exercise in 2009;
- a classified traffic count conducted by independent surveyors on Town Lane for the week starting 8th September 2014 returned a total of just 23 heavy goods vehicles each working day travelling through the village. This total would include large delivery lorries, skip wagons and others with genuine business in the area that any vehicle weight restriction would not apply to, also agricultural vehicles which were common in an agricultural area;
- the traffic counter also recorded 52 two axle, double rear wheel vehicles that may or may not be over a weight of 7.5 tonnes unladen. An automatic counter cannot differentiate between an unladen skip lorry and a much lighter pickup truck, but again for many of the vehicles recorded it was reasonable to assume that they had business within the Parish area and would be entitled to be in the area even if a weight restriction were imposed;
- it was not considered reasonable that ground borne vibration was an issue in Hale and it had not been raised previously;
- concerns for the safety of cyclists and walkers had been expressed, however there was no history of complaints to the Council by members of either road user group in relation to HGVs; and
- the Council had not received complaints about vehicle fumes or pollution in the past.

In addition, it was noted that any weight restriction to span the village of Hale would need to start at Liverpool Airport in the west and extend to Hale Bank in the east, plan attached in Appendix 'B'. Cheshire Police had been consulted and had commented as follows:

“The Police do not support any form of environmental weight restrictions and would only consider such options on road safety grounds.

The logistics of such an area wide restriction across two force areas would negate any form of enforcement. To prove an offence a police officer, not a PCSO, would need to follow every vehicle for the full length of the restriction in either direction to ensure that they were not legitimately accessing any properties within the controlled area.”

In support of Hale Parish Council, Councillor Wharton addressed the Board and commented on:

- the high percentage of Hale residents who had signed the petition;
- the narrow roads and lack of pavements in Hale;
- the preference for a pro-active approach rather than waiting for an accident to happen;
- expressed disappointment with the Police response; and
- how the recent weight restriction on Hale Bank Road had made the situation in Hale worse.

RESOLVED: That

1. the request for a vehicle weight restriction in Hale be noted and the Parish Council be informed that it will not be supported due to the lack of available enforcement from Cheshire Police; and
2. a further traffic count be carried out in 12 months' time.

Strategic Director
Policy and
Resources

EUR29 COMMUNITY INFRASTRUCTURE LEVY (CIL)

The Board considered a report of the Strategic Director, Policy and Resources, which advised that following investigatory work a Community Infrastructure Levy (CIL) financial charge on new development was viable in Halton. The CIL charge was in £ per m² and varied between types of development (housing, offices etc) and geographic areas.

It was noted that further work was now required to set the specific CIL rates to be levied on development, as this information underpinned the preparation of a CIL Charging Schedule for Halton. Before CIL could be levied on development, a Charging Schedule must be independently examined and then formally adopted by the Council.

The Board received a presentation from Tim Gibbs

which outlined:

- types of development where CIL charges would be viable and could be levied;
- examples of CIL rates charged by neighbouring authorities;
- the importance of obtaining a balance between applying a CIL charge and potential developments; and
- the amount of potential income from CIL charges and how this could be spent.

RESOLVED: That

1. the accompanying presentation be received;
2. the preparation and adoption of a CIL Charging Schedule for Halton targeted at residential development in the viable areas of Halton be supported; and
3. a report be submitted to the Executive Board promoting the preparation and adoption of a formal CIL Charging Schedule.

Strategic Director
Policy and
Resources

Meeting ended at 7.35 p.m.

This page is intentionally left blank

CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 21 October 2014 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, E. Dawson, G. Ferguson, T. Dean, C. Patino and W Rourke

Also in attendance: None

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

	<i>Action</i>
CS20 MINUTES	
<p>The Minutes from the meeting held on 11 September 2014 were taken as read and signed as a correct record.</p>	
CS21 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
CS22 EXECUTIVE BOARD MINUTES	
<p>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. Under Minute No EXB61, it was agreed that a report would be submitted to the next meeting on Local Government Transparency and the Government's proposals which were currently subject to consultation.</p>	
<p style="text-align: center;">RESOLVED: That the minutes be noted.</p>	

CS23 BUSINESS PLANS 2015-18

The Board considered a report which advised Members that the process of developing Directorate Business Plans for the period 2015-2018 had begun. It was reported that each Directorate developed a medium term business plan, in parallel with the budget that was subject to annual review and refresh. At this stage Members were invited to identify a small number of priorities for development or improvement that they would like to see reflected within those plans. Strategic Directors would then develop draft plans which would be available for consideration by Policy and Performance Boards early in the New Year.

Members were informed that plans could only be finalised once budget decisions had been confirmed in March and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2015.

The following points arose from the discussion:

- a quarterly report be submitted for information to the Board detailing the Council's financial investments;
- the Council was looking at developing financial services that Academy schools could buy back into;
- Concerns were expressed on the impact of Universal Credit on Halton residents once the pilot was completed and it was extended to this area. The Department of Works and Pension had approached local authorities asking that they provide assistance helping people to complete Universal Credit forms. This would provide an income to the Council. An update report on benefits would be brought to a future meeting of the Board;
- a report be brought to a future meeting on the People Plan;
- the Board had previously submitted a proposal to the Executive Board that the Council adopt a 'living wage' for employees. The proposal had been referred to the Budget Working Party for consideration. It was agreed that an update on the progress of the 'living wage' proposal be brought to a future meeting; and
- Members should continue to be kept informed on any Council land sales in their ward.

RESOLVED: That

1. Members' comments be taken into account when

developing the Business Plan; and

2. the draft plan be brought to a future meeting.

Strategic Director
Policy and
Resources

CS24 MARKETS UPDATE - CHARGING POLICY

The Board considered a report which provided an update on the adoption of a Markets Charging Policy. At a previous meeting of the Board held in June 2014 (Minute No.CS9 refers), Members were advised on the changes and improvements that had been made at the markets during the last 12 months. During the discussion Members made a number of suggestions and observations relating to future priorities and actions at the Markets. It was also noted that a review of the market hall rents had taken place and it was acknowledged that a payment system was required that accurately reflected an equitable distribution of expenditure/costs across the market and distinguished between popular or conversely difficult to let stalls.

It was reported that a review of the way the Council charged traders had been undertaken to ensure that rents were consistent, competitive, and viable. In addition a Charging Policy had also been implemented to ensure that there was a consistent starting point for any future rent reviews.

It was noted that rents within Widnes Market had remained static since 2009/10 and any changes in rental levels proposed within the Charging Policy would not be introduced until April 2015.

The following points arose from the discussion:

- a further report be brought to a future meeting on Market rent arrears; and
- information would be forwarded to Members on the rent charge for frontage on stalls.

Strategic Director
Children and
Enterprise

RESOLVED: That the report be noted.

CS25 CORPORATE ACCIDENT/INCIDENT REPORT 1ST APRIL 2014 TO 1ST SEPTEMBER 2014

The Board was provided with a report from the Strategic Director, Policy and Resources, which presented details of corporate accident statistics with associated trends, from 1 April 2014 to 1 September 2014.

Officers commented that the report highlighted that

there had been an increase in the number of risk assessments completed, a decrease in the number of violent incidents and a reduction in the number of days lost in work due to violent incidents.

RESOLVED: That the report be noted.

Meeting ended at 8.25 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 26 November 2014 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: E. Dawson, L. Derbyshire, I. Leivesley, M. Murphy and R. Rout

Also in attendance: Liz Temple Murray (Grant Thornton)

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

Action

BEB21 MINUTES

The Minutes of the meeting held on 24 September 2014 were taken as read and signed as a correct record.

BEB22 EFFICIENCY PROGRAMME UPDATE

The Board considered a report of the Strategic Director, Policy and Resources, which gave Members an update on the progress made to date on the Efficiency Programme and as set out in Appendix 1 to the report.

The Board noted the progress in relation to the review of:-

- Adult Social Care (Intermediate Care) (Wave 4);
- Library Services (Wave 5);
- Learning and Achievement (Wave 5);
- Halton's Supported Housing Network (Wave 5);
- The Supplier Relationship Review (Wave 5);
- Highways Services (Wave 5); and
- Premium Pay, use of Agency Workers and use of Casual Staff (Wave 6).

The Board noted the challenges in respect of pursuing

outstanding library fines and that the new service arrangement would help to address this matter.

The Board noted that the review of the library services would have staff implications and was currently the subject of negotiation with the Trade Unions. It was requested that further information be provided to Members on the number of staff affected by this workstream.

It was noted that it was anticipated that the Library Review would achieve savings in the region of £450,000.

Clarity was sought on the number of agency and casual workers used by the Council in each department. It was agreed that a summary of the cost would be circulated to Members of the Board.

The Chairman reported that it was important for Members to attend training on the efficiency programme in order to fully understand the process. He reported that training would be arranged for January 2015 and he encouraged all Members to attend.

RESOLVED: That the report and comments raised be noted.

BEB23 2013-16 PROCUREMENT STRATEGY UPDATE

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

The Board was advised that evidence on the Council's achievements in the procurement arena in 2013 had been presented to the House of Commons Select Committee in October 2013 to inform the inquiry into Local Government Procurement.

The Board was further advised that the key areas identified by the Select Committee Inquiry confirmed that the Council's approach had been and remained appropriate, and was delivering savings as well as wider social value gains.

The Procurement Division, it was reported, remained engaged with the Cabinet Office and was in a strong position to adopt Lord Young's Procurement Reforms in early 2015. In addition, it was reported that the Procurement Division had developed a Social Value Procurement

Framework, which had been aligned to the Council's Social Value Strategy. The Division would also remain engaged with the Cabinet Office, effectively adopting the upcoming procurement reforms, and revised Public Contract Regulations 2015, into the prevailing business model.

Furthermore, it was reported that the Procurement Division had continued to deliver three support service commissions, delivering consultancy support in two other Councils, as well as delivering a procurement support service to Halton Clinical Commissioning Group (CCG).

It was reported that an event would take place at The Heath next week to raise awareness on the procurement rules. Halton businesses had been invited to attend and take up had been encouraging. The event had been arranged in order to build up the supplier base and to target local businesses. It was also reported that further events and activities would be arranged.

The Board took the opportunity to place on record their congratulations to the team for the excellent work that had been undertaken on the procurement service.

It was noted that Halton was further ahead than other Authorities in respect of procurement as the Council's new approaches had commenced in 2008. It was suggested that Halton could look for opportunities to disseminate best practice to other public bodies.

RESOLVED: That the position statement and comments raised be noted.

BEB24 CORPORATE RISK MANAGEMENT POLICY AND RISK REGISTER - PROGRESS COMMENTARY

The Board considered a report of the Strategic Director, Policy and Resources, which provided progress on the actions in the Corporate Risk Register for 2014/15.

The Board was advised that the Risk Management Policy, attached as Appendix 1 to the report had been reviewed and updated in line with the revised arrangements for Directorate Business Plans requiring annual reviews of the plans at Directorate level to take place in conjunction with Directorate Risk Registers.

The Board was further advised that the implementation of high-risk mitigation measures on the Directorate Risk Registers were reviewed at mid-year and progress on these

would be reported to Management Team and Policy and Performance Boards. This, it was reported served to inform the Corporate Risk Register and ensured that the Council maximised its opportunities whilst minimising and controlling the associated risks in delivering the Council's vision and services for Halton

It was reported that the Corporate Register had been reviewed and updated in consultation with internal stakeholders. The risks had been grouped in order of priority; in the first instance pertaining to 'Unmitigated Risk Scores' and then 'Mitigated Risk Scores'. The headings in order of priority were as follows:-

- Budget Reductions;
- Capacity and Resilience;
- Safeguarding Children and Adults;
- Mersey Gateway;
- Community Expectations;
- Architectural Landscapes;
- Partnerships;
- Funding and Income Generation; and
- Fraud.

Members were advised that the Board, would undertake further in depth work on the Corporate Risk Register in the New Year, as agreed at the previous meeting.

RESOLVED: That

- (1) the progress of action be noted; and
- (2) the robustness of the Corporate Risk Register and the adequacy of the associated risk management arrangements be supported.

BEB25 FRAUD AND CORRUPTION - ANNUAL UPDATE

The Board considered a report of the Strategic Director, Policy and Resources, which gave Members an update on the developments in regard to the Council's anti-fraud and corruption arrangements

The Board was advised that each year the Council submitted a return to the Audit Commission providing details of fraud and corruption identified against the Authority. A summary of the 2013/14 return was provided in the report.

RESOLVED: That

- (1) the report be noted; and
- (2) the actions being taken to counter fraud and corruption be endorsed.

BEB26 EXTERNAL AUDIT - UPDATE REPORT

The Board considered 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 emerging national issues and developments that may be relevant to the work of the Board.

The 2020 Vision booklet, (a report produced by Grant Thornton which looks at the future of Local Government in the current financial climate) was circulated at the meeting and it was reported that it was available on the website

The Board noted the update in respect of the following:-

- 2014-15 Accounts Audit Plan;
- the interim accounts audit;
- the 2014-15 final accounts audit;
- the value for money conclusion;
- other areas of work – certification work under the Audit Commission Regime; and
- other activity undertaken in respect of claims and returns and tax.

The Board discussed and noted the level of reserves held by the Council in comparison with other Authorities and the factors that could affect the reserves.

RESOLVED: That the report be noted.

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

The Board considered:

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

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

Note: The following Councillors declared a Disclosable Other Interest in the following item of business:-

Councillor M Lloyd Jones, as a Governor of St Edwards Catholic Primary School;

Councillors McDermott and Joe Roberts as a Governor of St Michael's Catholic Primary School; and

Councillor J. Stockton as a Governor of St Martins Catholic Primary School.

BEB28 INTERNAL AUDIT PROGRESS REPORT

The Board considered a report of the Operational Director, Finance, which provided Members with a summary of internal audit work which had been completed since the last progress report to the Board on 6 June 2014.

RESOLVED; That the internal audit work that had been completed since the last report to the Board on 6 June 2014 be noted.

Meeting ended at 8.00 p.m.

This page is intentionally left blank

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 3 November 2014 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Morley (Vice-Chairman), R. Hignett, S. Hill, June Roberts, Rowe, Thompson, Wainwright, Woolfall and Zygadlo

Apologies for Absence: Councillors Cole, C. Plumpton Walsh and J. Stockton

Absence declared on Council business: None

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

Also in attendance: Two members of the public

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

	<i>Action</i>
DEV21 MINUTES	
<p>The Minutes of the meeting held on 8 September 2014, having been circulated, were taken as read and signed as a correct record.</p>	
DEV22 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE	
<p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p>	
DEV23 - 14/00455/FUL - PROPOSED DEMOLITION OF EXISTING BUILDINGS AND DEVELOPMENT OF 175 NO. DWELLINGS WITH ASSOCIATED INFRASTRUCTURE INCLUDING PARKING, PEDESTRIAN ACCESS, HIGHWAY WORKS, LANDSCAPE AND BOUNDARY TREATMENTS AND PUBLIC OPEN SPACE AREA, VEHICULAR ACCESSES FROM PAGE LANE AND WARRINGTON ROAD (PHASE 1 AND 2); AND SITE CLEARANCE/DEMOLITION AND REMEDIATION, HARD STANDING AND A FURTHER VEHICULAR ACCESS TO SERVE THE SITE FROM WARRINGTON ROAD (PHASE 3) ON LAND BOUNDED BY WARRINGTON ROAD AND PAGE LANE, WIDNES, CHESHIRE.	

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

It was reported that since the publication of the agenda, one additional representation had been received which raised concerns over highway safety due to the addition of new driveways on Page Lane. Amended landscaping plans had been received and the Construction Management Plan had been updated to reflect observations made by the Highway Officer. It was also reported that the Environmental Health Officer confirmed that they had no objections to the proposed development based on the observations made in the report and the suggested conditions.

The Committee was addressed by Mr Lynch on behalf of Halton Housing Trust (HHT). He advised members that the project was a partnership between Russell Homes and HHT which was funded by the HCA. He stated that it was a brownfield site that was originally planned for retail development but no interested parties came forward. This development therefore provided an opportunity to redevelop a site which was currently an eyesore and would be neglected further otherwise. The proposal was to develop high quality homes which would transform the look and feel of the site.

Mr Lynch advised that the scheme itself would provide 175 new affordable homes consisting of semi-detached houses and flats which were near to the town centre. He said they would be of a high design quality with good open space landscaping which was well above the amount that was required according to planning policy. He advised that they had completed consultations with the local community and no objections had been received and the application also complied with all areas of planning policy.

Members discussed the application, in particular the location of the children's play park within the scheme. It was confirmed that the play area would only be accessed through the estate roads and would be fenced all the way around preventing access to the surrounding roads. It was noted that the play area would be managed by HHT. The application was approved subject to the conditions listed below.

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

1. Time Limit – Full Permission.
2. Approved plans.
3. Implementation in accordance with Proposed Site Levels (Policy BE1).
4. Facing Materials to be Agreed (Policies BE1 and BE2).
5. Implementation of Submitted Soft Landscaping Scheme and subsequent maintenance (Policy BE1).
6. Implementation of Submitted Boundary Treatments Scheme and subsequent maintenance (Policy BE1).
7. Breeding Birds Protection – (Policy GE21).
8. Implementation of Open Space and LEAP – (Policy H3).
9. Hours of Construction – (Policy BE1).
10. Implementation of Construction Management Plan (Highways) – (Policy BE1).
11. Restriction of Hours of Use – Phase 3 land – Open Storage Use – (Policy BE1).
12. Provision of Affordable Housing – (Policy CS13).
13. Implementation of Acoustic Fences – (Policy PR2).
14. Ground Contamination - (Policy PR14).
15. Off Site Highway Works – (Policy BE1).
16. Provision and Retention of Parking for Residential Development – (Policy BE1.)
17. Highway to be made good following connection works – (Policy BE1).
18. Precise Access Details to be submitted – (Policy BE1).
19. Implementation of Drainage Strategy – (Policy PR16).
20. Biodiversity Enhancements – (Policy GE21).
21. The requirement for a further Bat Survey if works not commenced within two years of date of decision – (Policy GE21).

DEV24 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

14/00181/HBCFUL Proposed removal of 2m high steel mesh fencing from three sides of ball court and replacement to same line with 6m high steel ball stop fencing, erection of 2.4m high steel mesh perimeter fencing and double gate to existing garden area and creation of new

	pedestrian access to Community Centre grounds from highway footpath at Grangeway Youth and Community Centre, Grangeway, Runcorn, Cheshire, WA7 5HA.
14/00185/FUL	Proposed single storey side and rear extensions at 4 Tarvin Close, Runcorn, Cheshire, WA7 4AW.
14/00233/PLD	Application for a Certificate of Proposed Lawful Development for single storey rear extension at 39 Regency Park, Widnes, Cheshire, WA8 9PH.
14/00352/PLD	Application for certificate of proposed lawful development for single storey rear extension at The Bungalow, Sandy Lane, Preston Brook, Runcorn, Cheshire, WA7 3AW.
14/00309/COU	Proposed change of use from Parish Centre to home of multi-occupancy at St Marie's Parish Centre, Lugsdale Road, Widnes, Cheshire.
14/00267/FUL	Proposed two storey side extension at 193 Cowan Way, Widnes, Cheshire, WA8 5BW.
14/00362/DEM	Prior notification of demolition of former pensioners hut at West Bank Promenade, St Marys Road, Widnes, Cheshire.
14/00410/PLD	Application for a Certificate of Proposed Lawful Development for the application of vinyl graphics to windows at 8 Albert Square, Widnes, Cheshire, WA8 6JW.
14/00303/COU	Proposed change of use from car showroom and garage into gymnasium (use class D2) at 464 – 470 Liverpool Road, Widnes, Cheshire, WA8 7XP.

- 14/00428/FUL** Two proposed front dormers to accommodate loft conversion at 2 Six Acre Gardens, Moore, Cheshire, WA4 6UL.
- 14/00265/FUL** Proposed development of 1 no. detached dwelling at land adjacent to 22 Kemberton Drive, Widnes, Cheshire.
- 14/00404/FUL** Proposed demolition of existing retail unit and development of 2 no. two storey detached houses at former Londis Store, 35 High Street, Hale, Liverpool, L24 4AE.
- 14/00408/FUL** Proposed erection of 1.5 metre high timber fencing to North West and South West boundary at 1 Severn Close, Widnes, Cheshire, WA8 3YS.

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.

Appeal dismissed.

13/00278/FUL - (APP/D0650/V/14/2212165)

Proposed redevelopment of existing high school comprising new school building, provision of new tennis courts, relocation of playing fields, new car parking and associated hard and soft landscaping and demolition of the existing school buildings at The Heath Specialist Technology College.

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

Meeting ended at 6.50 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 17 November 2014 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: Councillor Edge, Inspector Sheer and Ian Seville (Cheshire Police).

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

REG3 MINUTES

The Minutes of the meeting held on 18th June 2014 having been circulated were signed as a correct record.

REG4 CREAMFIELDS EVENT 2014

The Committee considered a report from the responsible authorities on issues arising from carrying out the Creamfields Event 2014.

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

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

Inspector Sheer of Cheshire Police attended the meeting and summarised the views of Cheshire Constabulary in providing the planning and operation of the

Action

Creamfields 2014 Event.

Halton Borough Council's Environmental Health Department provided a written update on the Environmental Health aspects of the event including noise, food and health and safety.

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

REG5 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 Committee during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1 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 outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1 and 3 of Schedule 12A of the Local Government Act 1972.

REG6 TAXI MATTER

At the request of the applicant this item was withdrawn.

Meeting ended at 6.53 p.m.

This page is intentionally left blank

APPEALS PANEL

At a meeting of the Appeals Panel held on 13 October 2014 in the Halton Stadium, Widnes.

Present: Councillors Wainwright (Chairman), K Loftus and S Hill

Apologies for absence: None

Absence declared on Council business: None

Officers present: K Lunt

Also Present: One appellant and partner (Other appeals heard in absence)

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

Action

**AP8 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.

AP9 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 237

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.

AP10 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 238

This appeal was withdrawn.

AP11 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 239

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.

AP12 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 240

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.

AP13 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 241

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

RESOLVED: That the appeal be upheld and an award be granted for a temporary period, to end on 4 January 2015.

AP14 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 242

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

RESOLVED: That the appeal be upheld and an award be granted for a temporary period, to end on 21 December 2014.

Meeting ended at 12 noon