

Minutes

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

**Wednesday, 14 October
2015**

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COUNCIL

At a meeting of the Council on Wednesday, 15 July 2015 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors J Gerrard, Lea, A. McInerney, T. McInerney, Osborne, C. Plumpton Walsh, June Roberts and Wainwright

Absence declared on Council business: None

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

Also in attendance: None

Action

COU14 COUNCIL MINUTES

The minutes of the meeting of Council held on 22 May 2015, having been circulated, were taken as read and signed as a correct record.

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

COU15 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- She had received a silver coloured plate bearing the South African Coat of Arms presented to her when she welcomed three Head teachers to three schools in Halton – Astmoor Primary, Moorfield Primary and St Bede's Catholic Primary Schools. The motto, written in the Khoisan language of the Xam people read "Diverse people Unite".

COU16 LEADER'S REPORT

The Leader made the following announcements:-

- The Leader had circulated his briefing to Members;
- He reported on the progress and activity of the building of the new Mersey Gateway Bridge; and
- Encouraged Members to take up the offer of joining an organised tour of the Mersey Gateway Bridge site.

COU17 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings of 9 April 2015, 19 May 2015, 4 June 2015 and 2 July 2015.

RESOLVED: That the minutes be received.

COU18 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting of 13 May 2015.

RESOLVED: That the minutes be received.

COU19 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU20 ANNUAL REPORTS OF THE POLICY AND PERFORMANCE BOARDS

The Council considered the report of the Scrutiny Co-ordinator, outlining the Annual Reports for each of the Policy and Performance Boards (PPBs) for 2014/15, which had been submitted and which outlined their work and made recommendations for future work programmes.

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

RESOLVED: That the 2014/15 Annual Reports, submitted from the Policy and Performance Boards, be received.

COU21 ANNUAL REPORT OF THE STANDARDS COMMITTEE

(MINUTE STC 2 REFERS)

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

RESOLVED: That the report be noted.

(N.B. The following Members declared a Disclosable Other Interest in the following item of business for the reasons stated; Councillor Wharton and Councillor Fry, as Governors of Hale Church of England Primary School; Councillor Chris Loftus and Councillor Martha Lloyd Jones as Governors of Beechwood Primary School)

COU22 BASIC NEED CAPITAL FUNDING - KEY DECISION
(MINUTE EXB 13 REFERS)

Executive Board had considered the attached report of the Strategic Director, Children and the Economy, on Basic Need Capital Funding.

RESOLVED: That the allocation and spending on Basic Need Capital Funding be approved.

Strategic Director
- Children and the
Economy

(N.B. Councillor Martha Lloyd Jones declared a Disclosable Other Interest in the following item of business as she was a Governor of St Edward's Catholic Primary School)

COU23 2015/16 TO 2017/18 CAPITAL PROGRAMME (MINUTE
EXB 18 REFERS)

Executive Board had considered the attached report of the Operational Director, Finance, on the 2015/16 to 2017/18 Capital Programme.

RESOLVED: That the updated Capital Programme for 2015/18, including the forecast spend and funding as set out in Table 1 and Table 2, be approved.

Operational
Director - Finance

COU24 LIVERPOOL CITY REGION MAJOR MAINTENANCE BID
FOR THE SJB COMPLEX (MINUTE EXB 22 REFERS)

Executive Board had considered the attached report of the Strategic Director, Policy and Resources, which sought approval to submit a Major Maintenance Bid for the Silver Jubilee Bridge (SJB) Complex.

RESOLVED: That the inclusion of £330,000 in the Capital Programme to provide the partial match funding

Strategic Director
- Policy &

required for the Major Maintenance Bid, be approved.

Resources

COU25 AMENDMENTS TO STANDING ORDERS RELATING TO STAFF AND THE OFFICER EMPLOYMENT RULES AND ESTABLISHMENT OF AN INDEPENDENT PERSONS PANEL

Council considered a report of the Strategic Director, Policy and Resources, which described changes to the statutory employment protection of three senior officers, and amendments to Standing Orders contained within the Constitution, to comply with the new arrangements.

The report set out details of a number of changes to the statutory employment protection for the Head of Paid Service, the Chief Finance Officer and the Monitoring Officer. It also recommended changes to the Council's Constitution to comply with the new requirements.

RESOLVED: That

- 1) amendments to the Standing Orders relating to Staff and Officer Employment Procedure Rules, as set out in Appendix 2 of the report, be approved;
- 2) amendments to the Matters Reserved to Full Council, Terms of Reference for the Committees and the Standing Orders relating to the Conduct of Council Business which relates to the Constitution of Forums and Panels, as set out in Appendix 4 of the report, be approved; and
- 3) the Strategic Director, Policy and Resources, be authorised to invite the Council's Independent Persons to be considered for appointment to the Panel.

Strategic Director
- Policy &
Resources

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

COU26 MERSEY GATEWAY BRIDGE - PROPOSED RIVER

MERSEY (MGB) (MODIFICATION) ORDER AND PROPOSED MERSEY GATEWAY BRIDGE AND A533 (SILVER JUBILEE BRIDGE) ROAD USER CHARGING SCHEME ORDER

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

Following Council approval on 18 March 2015, an Application was made to the Secretary of State for Transport for a RUCSO in relation to the Mersey Gateway Bridge and the Silver Jubilee Bridge. Notice of the Application was published on 25 March 2015, inviting representations to the Secretary of State by 14 May 2015.

Three objections had been lodged, details of which were set out in the report. The Council had been advised by the Secretary of State that it was not necessary to hold an inquiry or hearing in respect of the Application, but that the Council should submit written representations addressing each of the three objections by 9 July 2015.

It was reported that the Council must now formally confirm its wish to continue to promote the Application.

RESOLVED: That

- 1) the Council confirms its wish to continue promoting the Application; and
- 2) the Operational Director, Legal and Democratic Services, be authorised to take all necessary steps to secure the Proposed Order.

Operational Director, Legal and Democratic Services

N.B. Under Section 239 of the Local Government Act 1972, it is a requirement to make the Resolution by a majority of the whole number of Members of the Council, whether present and voting at the meeting or not. This was complied with.

COU27 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 15 April 2015:-

- Children, Young People and Families;

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

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

Councillor Thompson highlighted:-

- the presentation to the Safer Policy and Performance Board (Minute SAF7 referred), from the North West Ambulance Service and their annual review of the service; and
- the Council-wide ban on the use of Novel Psychoactive Substances ('Legal Highs'), (Minute SAF 10 referred).

Councillor Gilligan thanked Officers and Members for their work so far on the Scrutiny Review of Fees and Charges (Corporate Policy and Performance Board).

(N.B. Councillor Stan Hill declared a Disclosable Other Interest in Minute CYP7 as he was a Governor of Ashley School)

COU28 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 15 April 2015:-

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

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

Councillor Kath Loftus advised Members that the results of the consultation exercise on the Statement of Licensing Policy and the Statement of Gambling Policy (Minutes REG 19 and REG 20 referred), would be reported to the next meeting of the Regulatory Committee in September 2015.

Meeting ended at 7.00 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 3 September 2015 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. Meehan, E. Dawson, K. Mackenzie, E. Anwar, S. Johnson Griffiths (Minute EXB 28), C. Patino, S Wallace Bonner and M. Allen

Also in attendance: Councillor Bill Woolfall (Minute EXB 28) and two members of the public

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

	<i>Action</i>
<p>EXB25 MINUTES</p> <p>The Minutes of the meeting held on 2 July 2015 were taken as read and signed as a correct record.</p> <p>LEADER'S PORTFOLIO</p> <p>EXB26 EUROPEAN PROGRAMME 2014 - 2020</p> <p>The Board considered a report of the Strategic Director, Children and the Economy, which provided an update on the European Structural and Investment Funds (ESIF) Programme to 2020 for Halton and related Local Enterprise Partnership (LEP) developments.</p> <p>Progress on the ESIF Programme was last reported to Executive Board on 12 December 2013. This report provided an update on the structure and the management of the ESIF Programme to date and the process for dealing with the open commissioning for both the European Social Fund and the European Regional Development Fund funding.</p> <p>The Board noted Halton's involvement in a number of areas across the Liverpool City Region:-</p>	

- Low Carbon – to develop a City –wide Retrofit project, bringing together a multi-agency approach to increase the efficiency of homes, business premises and public infrastructure;
- Small to Medium-sized Enterprise (SME)/Competitiveness – to develop a potential European project to provide eligible SME’s with the capacity and support needed to grow and prosper;
- Access to Employment – production of a joint bid for the ‘Ways to Work’ Programme for young people and adults to improve personal resilience and progress to sustainable employment;
- Technical Assistance – a proposal for funding under two ESIF Pipeline development activities.

The report also provided information on the next steps that Halton Borough Council colleagues and partner agencies would be involved with to develop Stage 2 Full Applications.

Strategic Director
- Children and the
Economy

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) Executive Board agree the next steps, as outlined in the report.

HEALTH AND WELLBEING PORTFOLIO

EXB27 THE PROCUREMENT OF A SPECIALIST COMMUNITY SUBSTANCE MISUSE SERVICE FOR HALTON-KEY DECISION

The Board considered a report of the Director of Public Health, which sought approval to commence a tender exercise to procure a Specialist Substance Misuse Service for Halton (Adults).

The Board was advised that Halton Borough Council was responsible for commissioning services to support local people with substance (drugs and alcohol) misuse problems.

The service contributed to the aim of promoting the health and wellbeing of all service users and their families and the reduction of alcohol-related harm in the Borough.

It was reported that the current contract was due to end on 31 March 2016, with no option to extend. Over the past two years, commissioners had worked with the existing provider to identify efficiencies in operational delivery costs. The tender exercise would enable further efficiencies to be realised.

Reason(s) for Decision

To ensure business continuity and maintain support and care for service users accessing community based misuse services.

Alternative Options Considered and Rejected

To issue a Direct Award for a limited period to the current provider. This did not provide a stable environment for the service area, impacting on performance and service delivery to service users.

Implementation Date

The procurement process would commence from September 2015 with a contract commencement date of 1 April 2016.

RESOLVED: That the proposal to tender for a Specialist Community Substance Misuse Service for Halton be approved.

Director of Public Health

ENVIRONMENTAL SERVICES PORTFOLIO

EXB28 REPORT ON AIR QUALITY IN HALTON 2015-KEY DECISION

The Board considered a report of the Director of Public Health, which presented a summary of national and local air quality monitoring and progress against National and European Air Quality legislation. It also provided a response to a petition for Air Monitors received by the Council in March 2015.

The report identified the facts around air quality and air quality monitoring in Halton within the national and international frameworks. It identified a number of recommendations to address the issues raised in the report

to ensure that air quality in Halton remained good and ultimately improve health and wellbeing in Halton.

Councillor Bill Woolfall attended the meeting to present the report and recommendations to Executive Board. At its meeting on 24 June 2015, the Environment and Urban Renewal Policy and Performance Board had considered the petition, the recommendations in response to it, and had recommended the matter be referred to the Executive Board for agreement.

Reason(s) for Decision

The decision was required to facilitate any further potential improvements in air quality within the Borough and foster more open relationships and discussions with the public and all agencies involved in the air quality agenda.

Alternative Options Considered and Rejected

None.

Implementation Date

The recommendations would be implemented immediately.

RESOLVED: That

- 1) the report be noted;
- 2) the recommendations contained within the report be agreed; and
- 3) the Strategic Director, Communities and Resources, in consultation with the Portfolio Holder for Environmental Services, be authorised to put in place the detailed arrangements for the establishment of the Air Quality Forum referred to in the Air Quality report recommendations.

Strategic Director
-Communities &
Resources

TRANSPORTATION PORTFOLIO

EXB29 STREET LIGHTING - STRATEGY AND POLICY-KEY DECISION

The Board considered a report of the Director, Policy and Resources, which sought approval of the Street Lighting Strategy and Policy.

The Executive Board, at its meeting on 26 March 2015, approved an Invest to Save bid of £4.7m for a programme of work to replace the current conventional street lighting with energy saving light emitting diode (LED) lighting units. The Board also considered potential measures to achieve street lighting savings. It was noted that the cost of street lighting maintenance was constantly rising, mainly as a result of energy costs which were increasing well above inflation.

The cost of energy for all the Council's highway electrical assets (including street lighting, traffic signals, illuminated signs, etc.) was approximately £1,216,000 per annum. It was noted that there was no statutory duty to provide street lighting, however, it was recognised that street lighting had a vital role to play in reducing fear of crime and improving community safety after dark. Due to increased energy costs for street lighting, it was recognised that action must be taken to minimise future growth in energy consumption.

The Street Lighting Strategy and Policy had been considered and recommended for approval by the Environment and Urban Renewal Policy and Performance Board at its meeting on 24 June 2015.

Reason(s) for Decision

These proposals all affected residents of the Borough and could result in less areas being lit in the future.

The Policy would also require developers to pay towards the future maintenance costs for non-standard street lighting and intelligent transport systems (traffic signals, controlled pedestrian crossings, etc).

Alternative Options Considered and Rejected

During the preparation of this Strategy and Policy, the provision of street lighting was reviewed throughout the Borough. Options to maintain previous levels of street lighting provision were considered, but due to increasing energy costs, this was not possible. Therefore, the Policy had been developed to minimise the impact whilst maintaining street lighting at critical locations.

Implementation Date

1 October 2015.

RESOLVED: That

- 1) the Street Lighting Strategy and Policy document attached at Appendix 1 be approved;
- 2) the removal of street lighting from rear passageways and independent footpaths where these routes are not the primary access to properties and when existing equipment is no longer serviceable be agreed; and
- 3) a commuted sum be required to be paid where non-standard equipment is installed as part of a development be agreed.

Strategic Director
-Communities &
Resources

EXB30 OBJECTIONS TO PROPOSED 20 MPH SPEED LIMITS, VARIOUS LOCATIONS

The Board considered a report of the Strategic Director, Policy and Resources, which advised on objections that had been received following public consultation on a proposed Traffic Regulation Order (TRO) to introduce 20 mph speed limits on a number of roads in Halton.

The Board was advised that proposals to implement a 20mph speed limit over a series of residential areas in Halton had been advertised in February 2015. Overall, 17 letters/e-mails were received, 16 of which were objections to aspects of the proposals. It was reported that eleven objections which related to Beechwood Avenue, covering a range of issues, had also been received. It was therefore proposed to exclude Beechwood Avenue from the original TRO proposal. A summary of the objections were set out in Appendix A.

It was noted that the Environment and Urban Renewal Policy and Performance Board had considered the proposals at its meeting on 24 June 2015 and had recommended they be approved by Executive Board.

RESOLVED: That

- 1) the proposal to make a Traffic Regulation Order to implement a 20mph speed limit on those roads defined in Appendix B, with the sole exception of Beechwood Avenue, be approved; and

Strategic Director
-Communities &
Resources

- 2) the objectors be informed of the decision.

RESOURCES PORTFOLIO

(N.B. Councillor Nelson made a Disclosable Other Interest in the following item of business as he was a Member of the Regulatory Committee which had considered the matter, and therefore took no part in the discussion or decision at Executive Board)

EXB31 TAXI LICENSING MATTER

The Board considered a report of the Chief Executive, on proposed additions/amendments to the Single Status Drivers Conditions and the Hackney Carriage and Private Hire Vehicle Conditions (the Conditions) as recommended by the Regulatory Committee on 17 June 2015.

The Board was advised that the Regulatory Committee had considered various changes and additions to the Conditions following consultation with the trade by the Taxi Consultative Group. It was noted that a number of potential changes were set out in the report to the Regulatory Committee (attached at Appendix 1.) Minute REG 21 of the Regulatory Committee recommended the adoption of those changes as Council policy (Minute REG 21 was set out in Appendix 1 for Members' reference.)

RESOLVED: That

- 1) the recommendations of the Regulatory Committee set out in Minute REG 21 and in the report to Regulatory Committee on 17 June 2015, be adopted as Council policy; and
- 2) the Operational Director, Legal and Democratic Services, be authorised to determine the detailed wording of any outstanding matters and all other consequential matters to ensure implementation of this resolution.

Chief Executive

EXB32 2015/16 QUARTER 1 SPENDING

The Board considered a report of the Operational Director, Finance, which summarised the overall revenue and capital spending position as at 30 June 2015.

In overall terms, revenue expenditure was £0.131m below the budget profile, however, this was only a guide to eventual spending. It was noted that spending on employees

was £0.4m below the budget profile at the end of the quarter with the existence of a number of vacant posts and savings in staff turnover.

Members were advised that the Children and Families Department had experienced severe cost pressures in 2014/15 which resulted in a budget overspend for the year. In addition, the Department continued to deal with pressures in other areas such as Special Guardianship, Out of Borough Fostering, Direct Payments and Individual Budgets.

The Capital Programme had been revised to reflect a number of changes in spending profiles as schemes had developed; a list of those schemes that had been revised were set out in the report. With regard to capital spending, it was reported that spending to the 30 June 2015 totalled £4.575m, which was 96% of the planned spending of £4.780m at this stage. However, this represented 9% of the total Capital Programme of £49.234m.

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

RESOLVED: That

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

Operational
Director - Finance

EXB33 A SOCIAL VALUE CHARTER FOR HALTON

The Board considered a report of the Strategic Director, Policy and Resources, which sought endorsement for the Social Value Charter for Halton.

The Social Value Policy Statement and Procurement Framework were approved by the Board in September 2014. They were developed both in response to the requirements of the Public Services (Social Value Act) 2012 (the Act) and

as part of a national Delivering Social Value in Health Programme, of which Halton was one of four pilot areas.

The Act required the Council to consider how what it procured might improve the well-being of the relevant area, and how the procurement process might act in achieving that improvement.

The definition of social value contained within the Act, made it possible to weigh social benefit against the cost of investment, with benefits in local employment, apprenticeship and training programmes, volunteer programmes and the use of sustainable products, as detailed in the report.

It was reported that, as part of the Council's continuing work of the Delivering Social Value in Health Programme, there had been an aspiration to pull together an overarching Social Value Charter, to provide the umbrella under which each organisations' social value work would take place, with a shared set of values and principles to work towards. The Charter was attached at Appendix 1, and it was proposed that this would be launched in September 2015, alongside the roll out of a number of other activities including training across organisations and an annual report on social value successes in Halton.

RESOLVED: That

- 1) the report be noted; and
- 2) the Social Value Charter for Halton be endorsed.

Strategic Director
-Communities &
Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB34 MANAGEMENT BOARD - ENVIRONMENTAL FUND - RUNCORN ENERGY FROM WASTE

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval to constitute a Management Board for the Runcorn Energy from Waste Plant.

The Board was advised that the Runcorn Energy from Waste Plant was approved in September 2008 and was subject to a legal agreement for the payment of an annual lump sum to the Council for every tonne of fuel received and processed.

The constitution of a Management Board, consisting

of three Elected Members, would be responsible for identifying environmental matters within the Borough and for the consideration and approval of funding requests. Details of the legal agreement were set out in the report for Members' consideration.

RESOLVED: That

- 1) the creation of a Management Board be agreed;
- 2) the Management Board be constituted as follows:-
 - Executive Board Member, Physical Environment;
 - Executive Board Member , Resources; and
 - Chairman, Environment and Urban Renewal PPB (or nominated substitute from the PPB); and
- 3) the Management Board determine how the lump sum payments shall be used by the Council, having due regard to the following:-

“to fund environmental matters as, may be specified from time to time by the Council within the Borough of Halton for the benefits of its residents generally and which may include measures to improve public transport, highway network improvements, travel plan monitoring, waste recycling and wider community improvements such as landscaping and nature conservation measures”.

EXB35 PROCUREMENT OF A HOUSING SUPPORT SERVICE FOR HOMELESS SINGLE PERSONS AT HALTON YMCA

The Board considered a report of the Strategic Director, Communities, which sought approval for the invitation to tender for the provision of a housing support service at Halton Lodge YMCA.

The Board was advised that Halton Lodge YMCA provided 66 units of accommodation for the single homeless. The service was reconfigured in 2014, with the building divided into two halves. One half provided intensive support to those in crisis with significant support needs and the other half catered for those with lesser support needs.

At its meeting on 12 March 2015, Executive Board

Strategic Director
-Communities &
Resources

had been advised of a developing relationship between Halton YMCA and Fylde YMCA which had now progressed. At the same meeting, the Board had approved a one year extension to the contract to allow time for service changes to be implemented. It was reported that this contract would expire on 31 March 2016, and it was therefore necessary to commence a procurement exercise to establish a new service contract.

RESOLVED: That

- 1) the commencement of a procurement exercise for housing support services at Halton Lodge YMCA, as described in the report, be approved; and
- 2) Executive Board receives a further report on the outcome of the tenders.

Strategic Director
- Communities

EXB36 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

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

COMMUNITY AND SPORT PORTFOLIO

EXB37 LEISURE CENTRE OPTIONS PAPER - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which presented options for the future management arrangements for the Council's Leisure Centres.

The Board was advised that the current leisure management contract was due to expire in March 2016. It was reported that this was an appropriate opportunity to review the Leisure Centre Management options which were available to the Council. A detailed appraisal of the options for the delivery of future services had been undertaken, with the focus on sustainability, the Council's budgetary position and the provision of quality services to the community.

Reason(s) for Decision

By bringing the management of the leisure centres back within Council control there was clear evidence that further efficiency savings beyond those offered by the current provider could be generated without any loss of service provision or reduction in quality.

Due to the present lack of senior management's detailed knowledge of operating leisure centres, particularly within the areas around pool management, support would be needed, at least initially, to ensure a safe transition took place.

The preferred provider had a track record of operating modern leisure facilities with low subsidies and experience in negotiating efficiency savings with commercial leisure contractors and the management of leisure centre redevelopments. They had clearly identified in detail how they would work with the Council and it was clear that their staff were extremely experienced in this field. In addition, they could draw on additional expertise to support the Council in achieving its key requirements.

Alternative Options Considered and Rejected

During this detailed analysis of all the options outlined in the report, it became apparent that both providers had made

significant reductions in the leisure management costs over the past ten years in providing their respective leisure facilities.

Although the offers made by the current provider would result in a reduction in the management fee the evidence presented by the other parties clearly demonstrated that significant larger savings could be realised by bringing the service back into the Council's control.

Implementation Date

1 April 2016.

RESOLVED: That

- 1) notice be served to terminate the current contractual arrangements; and
- 2) the offer referred to in the report, to form collaborative arrangements for the management of the Council's Leisure Centres, be accepted.

Strategic Director
- Communities

RESOURCES PORTFOLIO

EXB38 SIGNAGE AT THE HIVE, WIDNES WATERFRONT

The Board considered a report of the Strategic Director, Children and the Economy, which sought approval to amend the Capital Programme to provide an allocation of funding to introduce Totem style signage at The Hive, Widnes Waterfront.

It was reported that businesses at the site had requested the erection of a Totem style promotional sign at the junction of Earle Road and Ashley Way. The Board was advised that whilst existing businesses had indicated their willingness to contribute financially in principle, the provision of such a sign, and the Council's support for it, would further attract potential developers to the Borough, as detailed in the report.

RESOLVED: That Council be recommended to approve a revision to the Capital Programme of an additional £100,000, maximum, for the construction and erection of a Totem style sign at The Hive, Widnes Waterfront.

Strategic Director
- Children and the
Economy

MINUTES ISSUED: 4 September 2015

CALL-IN: 11 September 2015

Any matter decided by the Executive Board may be called-in no later than 5.00pm on 11 September 2015

Meeting ended at 2.53 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 17 September 2015 in The Boardroom, Municipal Building

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

Apologies for Absence: Councillor Wharton

Absence declared on Council business: None

Officers present: I. Leivesley, G. Meehan, M. Reaney, E. Dawson, P. McWade and K. Mackenzie.

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

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

EXB39 MINUTES

The Minutes of the meeting held on 3 September 2015 were taken as read and signed as a correct record.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB40 HALTON HOUSING TRUST PROGRESS REPORT

The Board considered a report of the Strategic Director, People and Economy, which provided an update on the progress of Halton Housing Trust for the past twelve months.

The Board received a verbal update from Nick Atkin, Chief Executive of Halton Housing Trust, and Ingrid Fife, Chairman of the Board, Halton Housing Trust (HHT.) They reported on progress to date in delivering some key achievements, partnerships and strategic priorities.

Members were advised that the Trust had a successful year in performance across core areas. In 2014/2015 a further £9m was invested in improving customer's homes and neighbourhoods. This represented

Action

over £130m investment in the nine years since housing stock transfer.

The Board noted that the operating environment of the Trust was becoming increasingly challenging. In July 2015, the Budget included a 1% reduction in rents for four years to March 2020, a benefits freeze and a change to the benefits cap. Together with the extension of Right to Buy opportunities, this would have a significant impact on the sector as a whole.

The Trust would have a reduction in income of 14% (£10 million) over the next four years, and a significant amount of work and analysis would be carried out to understand the detailed impact and potential savings by targeting resources more effectively.

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

RESOLVED: That the progress report be noted.

ENVIRONMENTAL SERVICES PORTFOLIO

EXB41 VARIATION OF THE NON-STATUTORY FEES OF HALTON REGISTRATION SERVICE FOR 2017/2018

The Board considered a report of the Strategic Director, Community and Resources, which sought approval to vary the non-statutory fees offered by Halton Registration Service for 2017/2018.

The Marriage Act 1995 and the Civil Partnership Act 2005 allowed local authorities to set fees for ceremonies in approved premises. In January 2011, the Executive Board Sub-Committee agreed to set the non-statutory fees outside the usual timeframe for setting fees due to ceremonies being planned up to two years in advance.

RESOLVED: That the variations to the non-statutory fees of Halton Registration Service, be approved.

ECONOMIC DEVELOPMENT PORTFOLIO

EXB42 LIVERPOOL CITY REGION GROWTH GRANT REVIEW

The Board considered a report of the Strategic Director, People and Economy, which updated Members on the delivery of the £15 million Liverpool City Region (LCR)

Business Growth Grant Programme.

The Board had previously considered a report that described the proposed roll-out of the LCR Business Growth Grant in Halton in November 2014.

The Liverpool City Region Local Enterprise Partnership (LCRLEP) had secured £10 million from Round 3 of the Government's Regional Growth Fund (RGF) programme and a further £5 million from RGF Round 4 to establish a pan-Merseyside scheme to provide grant support of between £50,000 and £1,000,000 to eligible businesses across the City Region. The LCR Business Growth Grant supported business planning to invest in capital or equipment that directly created or safeguarded jobs and to increase business output. This was designed to unlock private sector investment, which would be at least 5:1 - every £5 invested by a business could potentially lead to £1 of support from the LCR Business Growth Grant.

The Board noted the final RGF3 and the current RGF 4 spend position. To date, 90.95 % of contracted grant (RGF3 and RGF4) had been paid to businesses. A total of £3,239,554.03 of private sector leverage had been invested in the Borough as a consequence of the award of grant against total project expenditure of £3,916,416.64. The Programme had created 26 jobs, and safeguarded a further 23 jobs to date. Grant recipients had until 2017 to meet the jobs created and safeguarded targets associated with the award of grant. It was anticipated that the Programme would create 102 jobs and safeguard 72.

RESOLVED: That the positive performance of the Liverpool City Growth Grant Programme in Halton be recognised in respect of the number of companies supported; the level of grant contracted and paid; private sector leverage generated as a consequence of the receipt of grant; and the anticipated number of jobs created and safeguarded as a result of the receipt of grant.

RESOURCES PORTFOLIO

EXB43 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 1 2015/ 16

The Board considered a report of the Strategic Director, Community and Resources, on progress against key objectives/milestones and performance targets for the first quarter to 30 June 2015.

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

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

EXB44 TREASURY MANAGEMENT 2015/16 - QUARTER 1

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.

MINUTES ISSUED: 21 SEPTEMBER 2015

CALL-IN: 28 SEPTEMBER 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 28 September 2015

Meeting ended at 2.45 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 1 October 2015 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, G. Cook, D. Parr, I. Leivesley, A. McIntyre, M. Reaney, S. Wallace Bonner and E. Dawson

Also in attendance: None

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

	<i>Action</i>
EXB45 MINUTES	
<p>The Minutes of the meeting held on 17 September 2015 were taken as read and signed as a correct record.</p>	
<p>CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO</p>	
EXB46 PROPOSAL TO RE-PROFILE THE DEDICATED SCHOOL GRANT - KEY DECISION	
<p>The Board considered a report of the Strategic Director, People and Economy, on proposals to re-profile the Dedicated School Grant (DSG).</p>	
<p>The Board was advised that the DSG was allocated annually based on the number of primary and secondary pupils, those in early years provision and those in receipt of high needs provision. This was then allocated to mainstream schools and academies in Halton using the funding formula calculated by the Local Authority Finance Team. It was noted that the estimated amount of grant for 2016/17 would be £101,572,789.</p>	
<p>The report set out a summary of the funding challenges in balancing the DSG and the proposals to</p>	

address the funding gap so as to ensure a sustainable and balanced DSG. The Budget Options for Special Schools Funding, Options A and B were detailed for Members' consideration. It was further noted that permission was sought to consult the Schools Forum on the proposals to re-profile the DSG funding for 2016/17 and 2017/18.

Reason(s) for decision

To ensure that there was a fair distribution of resources across the DSG and that the DSG was profiled so that its budget commitments were sustainable.

Alternative Options Considered and Rejected

Consideration was given to reducing schools budget by £1.8m to balance the budget in 2016/17, however, the minimum funding guarantee would cap any reductions to 1.5%, i.e. approximately £863,000.

Implementation Date

1 April 2016.

RESOLVED: That

- 1) the proposal to consult with the Schools Forum on the proposal to re-profile the DSG funding for 2016/17 and 2017/18 be approved;
- 2) Option B be supported;
- 3) the proposal to review and revise the top up funding for special schools within the Borough, to bring the funding in line with the available budget be supported; and
- 4) a further report on the outcome of the consultations be brought to a future meeting of Executive Board.

Strategic Director
- People and
Economy

HEALTH AND WELLBEING PORTFOLIO

EXB47 SUPPORTED ACCOMMODATION (VULNERABLE ADULTS) TENDER

The Board considered a report of the Strategic Director, People and Economy, which sought approval to offer Direct Award contracts for the delivery of community based supported accommodation services for the period 31

March to 30 September 2016.

At its meeting on 2 July 2015, Executive Board endorsed a Direct Award of a contract to thirteen supported accommodation providers from 1 November 2015 to 31 March 2016. In addition, it also approved the procurement of the vulnerable adult supported accommodation services framework during 2015.

Members were advised that the procurement process had been implemented, but had been aborted to allow a modified tender process to be developed with a revised specification and pricing model. Given this delay, it was reported that it would be difficult for successful tenderers to mobilise the new contracts by 1 April 2016, with a risk to continuity of service for vulnerable adults. It was therefore proposed to extend the current VEAT (Voluntary Ex-Ante Transparency Notice) in order to comply with EU Procurement Regulations and to give Direct Award contracts up to 30 September 2016 to those providers listed in paragraph 5.2 of the report.

RESOLVED: That

- 1) the recommendation to support the current VEAT Notice and Direct Award to supported accommodation providers (as listed in paragraph 5.2 of the report), from 1 April 2016 to 30 September 2016 be supported; and
- 2) Executive Board confirms its continuing approval of the procurement of the vulnerable adult supported accommodation services framework with a contract start date no later than 1 October 2016. The contract will be for a period of three years with an additional one year extension based on the quality of service delivery.

Strategic Director
- People and
Economy

ECONOMIC DEVELOPMENT PORTFOLIO

EXB48 UPDATE ON LIVERPOOL CITY REGION EMPLOYMENT AND SKILLS INITIATIVES

The Board considered a report of the Strategic Director, People and Economy, which provided an update on the Liverpool City Region (LCR) Employment and Skills Initiatives in Halton.

The Board noted that the Employment and Skills Board was the LCR lead strategic voice for improving the employment, skills and productivity of the LCR's residents and workforce. The report set out details of the four programmes within the Youth Employment Gateway, where Halton benefitted and had taken a lead role on implementing those initiatives. These included:

- Liverpool City Region Apprenticeship Hub;
- Skills for Growth Capital Fund;
- Calls for European Funding; and
- Access to Employment.

It was reported that in future, it was likely that Government would transfer the allocation of resources to the City Region level and that the current Growth Plan concept would be extended, so that the Combined Authority and the Employment and Skills Board would have more influence over the allocation of resources within the LCR.

RESOLVED: That the positive progress being made to deliver Liverpool City Region initiatives in Halton be supported.

RESOURCES PORTFOLIO

EXB49 INITIAL BUDGET PROPOSALS 2016/2017

The Board considered a report of the Operational Director, Finance, on initial budget proposals for 2016/17.

The Board was advised that the Medium Term Financial Strategy (MTFS) forecast revenue budget funding gaps would be approximately £16m in 2016/17 and £9m in 2017/18. A first set of savings proposals from the Budget Working Group were attached at Appendix 1. It was proposed to implement these immediately to achieve a part in-year saving in 2015/16, to assist in keeping the Council's overall spending in line with budget.

It was noted that the Government would announce its Grant Settlement for Local Government in December 2015, at which point the Council's actual budget gap for 2016/17 would be identified as well as indications for 2017/18 and 2018/19.

RESOLVED: That Council be recommended to approve the initial budget proposals for 2016/17, as set out

Operational
Director - Finance

in Appendix 1.

EXB50 TERM MAINTENANCE CONTRACTS

The Board considered a report of the Strategic Director, People and Economy, on Term Maintenance Contracts.

The Board was advised that the existing maintenance and minor work term contracts across the Borough were due to end by 1 June 2016. The Operational Director, Economy, Enterprise and Property had proceeded with a procurement process to invite tenders for three new contracts to cover all the required elements across the Borough, as detailed in the report. It was proposed that the new arrangements would be set up for a three year period with the potential to extend by one year, subject to satisfactory performance.

RESOLVED: That the Board note that a procurement process will be entered into via The Chest, with the purpose of securing maintenance and minor works contracts for mechanical, electrical and building elements for use across the Borough.

Strategic Director
- People and
Economy

COMMUNITY SAFETY PORTFOLIO

EXB51 PROPOSAL ON THE PROVISION OF COURT AND TRIBUNAL SERVICES IN THE NORTH WEST REGION - CONSULTATION PAPER

The Board considered a report of the Strategic Director, Community and Resources, on a proposed response to the HM Courts and Tribunals Service Consultation Paper in the North West Region.

The Board was advised that the HM Courts and Tribunals Service had consulted the Council on wide ranging changes to the Court and Tribunal estate within the North West. All Elected Members and regular Court users amongst Council staff had been invited to express their views on the proposals, and the responses received were summarised as a draft response at Appendix 2.

It was reported that the key areas of concern were the increased cost and difficulty of travel for Halton residents, the impact on staff and their time, the pressure on Court provision and the view that Runcorn Magistrates Court should be removed from the proposals as it was comparatively well used.

RESOLVED: That HM Courts and Tribunals Service be notified that the Council does not agree with the proposals set out in the Consultation Paper, for the reasons contained within Appendix 2 attached to the report.

Strategic Director
-Community &
Resources

MINUTES ISSUED: 2 OCTOBER 2015

CALL-IN: 9 OCTOBER 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 9 October 2015

Meeting ended at 2.15pm

HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 8 July 2015 at Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Polhill (Chairman), Philbin, Woolfall and Wright and S. Banks, P. Cooke, L. Crane, M. Creed, L. Derbyshire, A. Marr, E. O'Meara, D. Parr, N. Rowe, C. Scales, M. Shaw, R. Strachan, T. Tierney, A. Waller, J Williams, S. Wallace-Bonner and S. Wright

Apologies for Absence: A. McIntyre and S. Yeoman

Absence declared on Council business: None

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

	<i>Action</i>
<p>HWB1 MINUTES OF LAST MEETING</p> <p>The Minutes of the meeting held on 13 May 2015 having been circulated were signed as a correct record subject to A. Scales in the attendance list being recorded as C. Scales.</p>	
<p>HWB2 HEALTHY LIVING PHARMACIES</p> <p>The Board considered a report of the Director of Public Health, which provided Members with a briefing on the Healthy Living Pharmacies (HLP) proposal including health benefits for the local population and opportunities for joint working between pharmacies and other health and wellbeing organisations.</p> <p>The Board was advised that the Healthy Living Pharmacy was a nationally agreed accreditation or 'kite mark' for community pharmacies which delivered proactive health and wellbeing advice as part of their day to day role. It was a tiered commissioning framework aimed at achieving consistent delivery of a broad range of high quality services through community pharmacies to meet local need, improving the health and wellbeing of the local population and helping to reduce health inequalities.</p>	

The Board was further advised that in 2011/2012 the HLP programme had been rolled out across a number of other areas as part of an HLP pathfinder programme supported by the Department of Health. The Board noted the key findings from the evaluation of the HLP pathfinder sites in April 2013.

It was reported that many community pharmacies within Halton provided additional services commissioned by NHS Halton CCG or by Halton Local Authority Public Health as follows:-

- Care at the Chemist Minor Ailments Service (CATC);
- On Demand Access to Palliative Care Drugs;
- Smoking Cessation;
- Substance Misuse; and
- Sexual Health.

The Board noted the benefits of HLP in Halton, the current commissioning arrangements and the opportunities for future commissioning as follows:-

- Chlamydia screening;
- Blood pressure checks;
- Dementia screening;
- Healthy weight advice;
- Alcohol harm reduction advice;
- Support for people with long term conditions;
- Support for clients with respiratory conditions; and
- Minor ailment clinics.

The Board discussed the benefits of the proposal and agreed that it was an excellent initiative. It was also agreed that an extensive communication strategy be established; with an early launch of the initiative to members of the public to ensure that they were aware of the new facilities available at Healthy Living Pharmacies in the Borough.

RESOLVED: That

- (1) Healthy Living Pharmacies (HLP) be introduced throughout the Borough via a phased roll out;
- (2) the introduction of HLP will be a partnership approach led by Halton Council and NHS Halton Clinical Commissioning Group (CCG), supported and facilitated by the Local Pharmaceutical Committee (LPC); and

- (3) the accountability for HLP will be through Halton Council's Senior Public Health Team and NHS Halton CCG Medicines Management Working Group, which will report jointly by exception to this Board.

HWB3 JOINT STRATEGIC NEEDS ASSESSMENT SUMMARY UPDATE

The Board considered a report of the Director of Public Health, which provided Members with an update on the Joint Strategic Needs Assessment (JSNA).

The Board was advised that the JSNA continued to be hosted on the Halton Borough Council website. The JSNA had been developed as a series of chapters, on a rolling programme, with an annual dataset, annual summary and local health profiles, keeping the data updated.

The Board was further advised that the JSNA summary document outlined the data across five key life stages as follows:-

- Pregnancy and infancy (under 1 year);
- Children (1-15);
- Young adulthood (16- 24);
- Healthy adulthood (25-64); and
- Older People (65 and over).

In addition, it also included a set of data on wider determinants of health in respect of economic; community safety; housing; transport and social care and vulnerable people. The summary document was attached as Appendix 1 to the report.

The Board noted the in depth assessments that had taken place during 2014/15 and the key changes that had taken place since the last report. The Board also noted the information relating to the findings for the JSNA long term conditions chapters and the developments for the JSNA during 2015.

It was reported that a lot of work was also being undertaken to address hypertension in the Borough. Halton were the regional lead in this matter for Cheshire and Merseyside and had put forward an interest to be part of the national pilot for addressing hypertension.

The Board discussed the way a brief snapshot of JSNA

issues across the life course (Halton In Pictures) had been portrayed and it was agreed that they be produced in poster format and be distributed in public locations throughout the Borough.

The Board also noted that Bridgewater NHS Foundation Trust had established a Health Bus and it was reported that discussions could take place to make the Bus available to Halton to undertake targeted health care work in the Borough during some weekends.

RESOLVED: That the report be noted.

HWB4 HEALTH AND WELLBEING STRATEGY ACTION PLAN UPDATE 2015

The Board considered a report of the Director of Public Health, which provided Members with an update on progress with the Health and Wellbeing Strategy action plans.

The Board was advised that Halton's Health and Wellbeing Strategy had been in place for just over two years. The strategy was accompanied by a set of action plans for each of the five priorities which were linked to relevant targets and outcomes.

It was reported that Appendix 1 to the report provided an update for each of the action plans including RAG ratings. During 2015/16 a review of action plans would also take place to ensure they were still fit for purpose.

Furthermore, it was reported that overall the action plans highlighted that Halton were achieving very good results.

The Board acknowledged the excellent work that had been undertaken to address alcohol issues in the Borough. Members had a discussion on whether young people were changing their choice of alcohol to more accessible substances, including legal highs, that may be cheaper to purchase. It was agreed that work would be undertaken on this matter and that this be monitored to ensure that young people in the Borough remained safe.

RESOLVED: That the report be noted.

HWB5 WINTERBOURNE REVIEW - UPDATE

The Board considered a report of the Strategic

Director, Communities, which highlighted to Members Winterbourne View Two Years On, Transforming Care: Next Steps January 2015 and Winterbourne View – Time for Change report, November 2014.

The Board was advised that Winterbourne View – Time for Change (November 2014), was a report detailing 11 recommendations to act as a driver for change to make a reality of the Winterbourne pledge which was set out in Appendix 1 to the report.

The Board was further advised that the Winterbourne View Two Years On set out a collective account from partners across the health and care system of the progress to date. Transforming Care: Next Steps set out the plans for the next stage of this work. All partners involved in Transforming Care had agreed the need for a single programme with a single plan, building on the recommendations of Winterbourne View – A Time for Change. From the original Action Plan and Concordat, any outstanding actions would be carried forward into the Transforming Care new programme.

It was reported that The Winterbourne View Strategic Group co-ordinated Halton Council and Halton's CCG's response to the Winterbourne View concordant action plan, ensuring submissions were completed. The Strategic Group also monitored the Learning Disability In-patient Bed usage and Out of Borough placements in order to repatriate as many individuals back into Halton.

The Board noted the information in the report relating to in-patient usage learning disability and secure in-patient usage. The Board also noted that work was continuing to identify service users to repatriate to Halton, ensuring a multi-agency approach to each case, linking into commissioning and development of new services to provide bespoke packages of support.

RESOLVED: That the report be noted.

HWB6 HALTON CHILD AND MATERNAL HEALTH PROFILE 2015

The Board considered a report of the Director of Public Health, which informed Members that The Child and Maternal Health Profile (CHIMAT) was released every year by Public Health England and provided a summary of the health and wellbeing of children and young people in Halton. The data that was included was available at a national level and enabled Halton to benchmark its health

outcomes against England average values.

The Board was advised that health outcomes were very closely related to levels of deprivation; the more deprivation in an area resulted in expected poorer health outcomes. Overall the health and wellbeing of children in Halton was generally worse than the England average, as were the levels of child poverty. Halton was the 27th most deprived Borough in England (out of 326 Boroughs) and as such would be expected to have lower than average health outcomes. The infant and child mortality rates had both improved and were now similar to the England average.

The Board was further advised that Halton had been successful in improving rates in the following areas:-

- Infant and child mortality rates;
- Immunisations;
- Child development at the end of reception;
- The number of children and young people who are Not in Education, Employment or Training (NEET);
- First time entrants to the youth justice system;
- The percentage of children living in poverty;
- Statutory family homelessness;
- Children killed or seriously injured in road traffic accidents;
- The number of low birth weight babies;
- The percentage of obese children in Year 6 (age 10-11);
- The teenage conception rate; and
- A reduction in the rate and number of 0-18 year olds being admitted to hospital for alcohol specific conditions.

The Board noted that the new Urgent Care Centre's (UCCs) would help to address some of the challenges in relation to hospital admissions.

RESOLVED: That the contents of the 2015 Child Health Profile, the progress that has been made against a challenging baseline and programmes established to address areas of concern, be noted.

HWB7 HALTON HEALTH PROFILE 2015

The Board considered a report of the Director of Public Health, which provided information relating to Halton's Health Profile 2015 and an analysis regarding the findings from a local perspective.

The Board was advised that the data for Halton showed that if a comparison was made between the 2015 profile and the 2014 profile very good progress had been made in the Health and Wellbeing Board priority areas connected to reducing harmful levels of drinking; child development; cancer and mental health. This had been reflected in the drop in alcohol specific stays (under 18s), obese children (Year 6), under 18 conceptions, infant mortality, smoking prevalence and long term unemployment.

The Board was further advised that Halton continued to be challenged in a range of areas. This year's profile indicated that Halton were lagging behind the national average in the breastfeeding initiation, adult obesity, adult alcohol related harm and hospital stays for self-harm and falls. The Board noted that these challenges were being addressed in a comprehensive manner.

The Board discussed Halton's data in comparison to England's average data and it was noted that further information could be obtained from the Director of Public Health or from the link at the bottom of Appendix 1 to the report.

RESOLVED: That the progress in health outcomes and programmes established to address areas of concern be noted.

HWB8 REDUCTION IN PUBLIC HEALTH FUNDING

The Board considered a report of the Director of Public Health, which provided Members with information regarding the proposed cuts to Public Health funding and requested that the Board advocate against these cuts in year to the ring fenced budget.

The Board was advised that Halton Borough Council had successfully set a balanced budget for 2015/16, including full allocation of the public health grant, based on the information provided by the Government in the local government finance settlements, and reiterated by the Chancellor in March's Budget.

The Board was further advised that on 5 June 2015, the Government announced new cuts for this financial year which included the reduction of the ring fenced public health grants to local authorities by £200 million – equivalent to approximately £630,000 for Halton.

It was reported that the cuts would particularly impact

on the health of people in deprived areas, such as Halton, that disproportionately suffered from lower life expectancy, long term conditions, cancer and heart disease. It was therefore a potential disaster for the NHS, whose future depended on the preventative approach as outlined by the Chief Executive of NHS England in the Five Year Forward Plan.

Furthermore, it was reported that the public health grant commissioned a wide range of services from the NHS, including sexual health services such as STD clinics, HIV services and family planning, infection control and children's public health nursing including health visitors and school nurses. The grant also commissioned services from a wide range of providers including alcohol and drug services, weight management, mental health services, older people's health promotion and falls prevention, healthy schools, early years services and infant feeding.

The Board noted the significant impact the proposed budget cuts could have on Halton residents in the future.

RESOLVED: That the Board

- (1) recognises the importance of Public Health interventions to deliver on key priorities and improve the overall health and wellbeing of the Halton population;
- (2) advocates that the Government honour its previous commitments to public health funding as set out in the Local Government Finance Settlement in March 2015; and
- (3) asks that if the Public Health grant cuts proceed, they are assessed based on local need and levels of deprivation.

HWB9 CCG QUALITY PREMIUM - MEASURES FOR INCLUSION IN 2015/16

The Board considered a report of the Chief Officer, NHS Halton CCG, which provided Members with the 2015/16 CCG Quality Premium measure selection.

The Board was advised that the 2015/16 CCG Quality premium selection had been split into five sections by NHS England and that where the CCG had an element of choice, this had been done via consultation with commissioners, clinicians and individuals from the Local Authority and Public

Health with CCG approval done via the Executive Management Team.

The Board noted Table 1 in the report which showed the indicator, the amount of quality premium award attached to the success target and Table 2 which showed the NHS template with accompanying rationale for measures and target selection.

The Board noted that two RTT's set out in the report, would no longer be measured and that the CCG were awaiting for further guidance from NHS England on this matter.

RESOLVED: That the Board note the measures selected and approve the list for 2015.

HWB10 BETTER CARE FUND - CHANGE IN NON-ELECTIVE ACTIVITY TARGET FOR 2015

The Board considered a report of the Chief Officer, NHS Halton CCG, which informed Members of a necessary change to the original targeted reduction in 2015 Non-elective activity as submitted in the Halton Better Care Fund (BCF) Plan.

The Board noted the changes to the 2015 Better Care Fund Non-Elective Activity planned reduction.

RESOLVED: That the Board note the required changes and approve the amended Non Elective activity target in the BCF.

HWB11 CCG FORWARD VIEW AND 2015/16 OPERATIONAL PLAN

The Board considered a report of the Chief Officer, NHS Halton CCG, which informed Members of the NHS Halton CCG forward view and 2015/16 operational plan.

The Board noted the NHS Halton CCG Forward View and 2015/16 Operational Plan summary set out in the report.

RESOLVED: That the Forward View and 2015/16 Operational Plan be approved as demonstrating the strategic direction of the CCG in relation to the wider health economy in Halton.

Meeting ended at 3.30 p.m.

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HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 16 September 2015 at The Halton Suite - Select Security Stadium, Widnes

Present: Councillor Philbin
 Councillor Polhill (Chairman)
 Councillor Woolfall
 Councillor Wright
 P. Cooke, Healthwatch
 S. Johnson Griffiths, Public Health
 T. Holyhead, HCSB
 A. Jones, Democratic Services
 E. O'Meara, Public Health
 H. Patel, Citizens Advice Bureau & Healthwatch
 I. Stewardson, St Helens & Knowsley Hospitals Trust
 M. Anderson, Cheshire Fire & Rescue Service
 N. Goudon, NHS England (C&M)
 A. Lewis, Commissioning HBC
 N. Rowe, 5 Boroughs Partnership
 T. Barlow, Warrington & Halton FT
 D. Keates, Bridgewater Community FT
 D. Lyons, GP Representative – Halton CCG

Action

HWB12 APOLOGIES FOR ABSENCE

Apologies had been received from David Parr, Nick Atkin, Simon Banks, Richard Strachan, Simon Banks, Colin Scales, Ann McIntyre, Melanie Pickup and Alex Waller.

HWB13 MINUTES OF LAST MEETING

The Minutes of the meeting held on 8 July 2015 having been circulated were signed as a correct record.

HWB14 REPORT ON AIR QUALITY IN HALTON 2015

The Board received a report from the Director of Public Health, which presented an overview of air quality in Halton. It presented a summary of national and local air quality monitoring, progress against National and European Air Quality legislation and provided a response to a petition for Air Monitors received by Halton Borough Council in March 2015.

It was noted that the report provided a response to this petition and identified the facts around air quality and air quality monitoring in Halton within the national and

international frameworks, and identified recommendations going forward.

The Board was advised that Halton Borough Council monitored air quality within the Borough and complied with all Air Quality Objectives, with the exception of Nitrogen Dioxide (for which the Council had declared air quality management areas in two Widnes town centre locations, where Nitrogen Dioxide NO² objectives exceeded air quality directive standards as a result of road traffic).

It was reported that air quality in Halton had improved significantly in recent decades and the proportion of deaths attributable to air pollution was similar to the national average and consequently lower than other areas of the Country. The Board was advised that the Council were committed to improving air quality in Halton and would continue to do so through the development of a strategy and action plan.

The Board was then presented with the key recommendations made in the report and summary of the information presented.

It was noted that the Environment and Urban Renewal Policy and Performance Board had recommended that these recommendations be presented for approval by the Executive Board at its meeting on 3 September 2015.

RESOLVED: That the report be noted.

HWB15 RESPIRATORY STRATEGY FOR HALTON 2015 - 2020

The Director of Public Health presented the Board with a new strategy to address respiratory health for Halton.

The strategy identified key factors influencing respiratory health and provided recommendations for action to prevent respiratory illness, improve identification, treatments and outcomes and ensure provision of appropriate high quality primary, secondary and community health and social care services for all ages.

The Board was advised that respiratory disease was one of the key contributing factors to reduced life expectancy in Halton and was the third leading cause of death after circulatory disease and cancer. Further, there were also significant health inequalities in Halton concerning respiratory diseases where the mortality rate in the most deprived areas was double that of Halton as a whole. It was

noted that whilst most respiratory illnesses were associated with smoking or exposure to tobacco smoke in the environment, smoking was not the only risk factor to explain the relationship between deprivation and respiratory illness; as work related conditions, housing conditions, fuel poverty and exposure to outdoor air pollution were all associated with respiratory disease.

The report provided members with the *Respiratory Strategy for Halton 2015 - 2020*, which detailed the significant respiratory health issues in Halton. A summary of these were provided in the report.

It was noted by the Board that the recommendations included in the strategy related to the following areas:

- Preventing respiratory ill health;
- Earlier detection of respiratory diseases;
- Primary Care and Community based support;
- High quality hospital services; and
- Promoting self-care and independence.

Members were advised that the strategy would inform the continuous development of the Respiratory Action Plan, which was implemented and overseen by the Respiratory Strategic Group, outcomes against which were measured and fed back through to the CCG and the Health and Wellbeing Board.

Members of the Board discussed various elements of the report and felt that the strategy would go towards helping to further improve the respiratory health of residents in Halton.

RESOLVED: That the Health and Wellbeing Board supports the Respiratory Health Strategy for Halton 2015-2020.

HWB16 SEASONAL FLU VACCINATION

The Board considered a report which presented an overview of changes to and requirements of the annual seasonal influenza vaccination campaign for the 2015 – 2016 flu season and implications of this for the Local Authority (LA) and health and social care partner agencies.

Members were reminded that influenza represented a significant cause of morbidity and mortality, and was a particular concern in those with existing health problems. Flu was ultimately preventable and flu vaccination remained

an important tool in protecting the health of our population. The flu vaccination was a nationally developed programme for local implementation, the details of which were produced by Public Health England and published in the Winter Flu Plan, for local adoption and delivery. It was noted that this year saw some significant changes, predominately to the extension of the offer of flu vaccine to a wider age range of children.

The report discussed previous campaigns in Halton and presented the Flu Programme for 2015-16 and its delivery. Members discussed the potential challenges to the programme, namely the effectiveness of the vaccine and the vaccination of health care workers which was on the increase and the vaccination of the Council's front line social care staff, which had previously had a low uptake, for reasons unknown.

Members also discussed the importance of the collective efforts being made by all agencies with the vaccination programme and the need to focus on this in the future.

RESOLVED: That the Health and Wellbeing Board notes the changes to the national flu vaccination programme for 2015-16 and for each individual agency to note their requirements in relation to the programme.

HWB17 LOCAL OPPORTUNITIES FOLLOWING THE TRANSFER OF COMMISSIONING RESPONSIBILITIES FOR 0 - 5 PUBLIC HEALTH SERVICES

The Board considered a report from the Director of Public Health which sought to provide the Health and Wellbeing Board with an update on the changes to the commissioning arrangements for the Health Visiting and Family Nurse Partnership Services and articulated the opportunities arising from the transition into Halton Borough Council.

The importance of child development in the early years was noted by Members; as discussed in Appendix 1 of the report.

The report discussed the transfer of 0-5 Public Health services which would start on 1 October 2015 and the delivery of the Health Child Programme. It also provided commentary on the future opportunities as a result of commissioning the Health Child Programme.

RESOLVED: That the Health and Wellbeing Board

- 1) notes the report;
- 2) supports the investment in early years and notes its long term impact on health outcomes; and
- 3) supports the ongoing work to embed the delivery of the healthy child programme through the integration of health visiting and family nurse partnership teams with the wider children's workforce.

Meeting ended at 3.20 p.m.

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

At a meeting of the Children Young People and Families Policy and Performance Board on Wednesday, 2 September 2015 in the Council Chamber, Runcorn Town Hall

Present: Councillors Dennett (Chairman), Logan (Vice-Chairman), P. Hignett, Horabin, K. Loftus, A. McInerney, Woolfall and Mrs E. Lawler (Co-optee)

Apologies for Absence: Councillors June Roberts, J. Stockton and Wall

Absence declared on Council business: None

Officers present: A. McIntyre, A. Jones, S. Clough, G. Bennett, T. Coffey, C. Myring, A. Parkinson and D. Roberts

Also in attendance: None

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

	<i>Action</i>
CYP13 MINUTES	
<p>The Minutes of the meeting held on 1 June 2015 were taken as read and signed as a correct record.</p>	
CYP14 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
CYP15 EXECUTIVE BOARD MINUTES	
<p>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 Board, were attached at Appendix 1 for information.</p> <p>RESOLVED: That the minutes be noted.</p>	
CYP16 SSP MINUTES	
<p>The minutes of the Halton Children's Trust meeting held on 23 June 2015 were submitted to the Board for</p>	

information.

RESOLVED: That the minutes be noted.

CYP17 SEND REFORMS – PREPARATION FOR INSPECTION

The Board received a presentation SEND Reforms and the preparation in place for a local area inspection expected to occur any time after May 2016.

Members were informed that the evaluations of a future inspection would include: effective identification of need; effectiveness in meeting needs; local arrangements to achieve better identification; and outcomes and the overall effectiveness of the area in meeting its responsibilities. The importance of the role that schools would play in the identification of need was noted.

It was reported that the inspection arrangements details would be as follows:

- All local areas will be inspected, with an inspection interval of up to 5 years;
- Inspection teams would include a HMI, a CQC Inspector and a local authority inspector;
- There would be monitoring inspection visits for areas found not to be good and re-inspection for inadequate areas;
- Inspectors would review available national data as part of their preparation, including within area inspection outcomes from CQC and Ofsted;
- Fieldwork would include discussions with elected members, key local area officers from health, education and social care, meetings with leaders of early year settings, schools and colleges;
- Strong emphasis would be placed on gathering the views of young people and parents and carers;
- Visits would be made to a range of providers. The visits would not inspect the provision but focus on the effectiveness of the area's arrangements; and
- As appropriate the findings of the area inspection would contribute to other CQC and Ofsted inspection activity.

Members were presented with some possible questions that could be asked during an inspection and these were discussed.

Further to Members' queries, the following was noted:

- The DfE had discussions with Officers regarding resolving their approach to ensure the graduated approach was used in schools and settings and had shared ideas with them on how to progress this;
- Schools were being encouraged to ensure they were carrying out their duties with regard to SEND Support in Schools and it was suggested that school governors be informed of this responsibility;
- The risk of financial abuse taking place for people with personal budgets has been discussed and it was noted that staff were able to monitor the systems being used and did have the authority to withdraw funding at any time if they suspected this was happening to any client; and
- An update on Personal Outcomes Evaluation Tool (POET) was requested for the next meeting.

RESOLVED: That the presentation be received.

Strategic Director
- People and
Economy

CYP18 DOMESTIC ABUSE FAMILY SUPPORT SERVICE UPDATE

The Board received an update on the activity of the Domestic Abuse Family Support service during its first year.

The Board was advised that in November 2013, Halton Borough Council commissioned Core Assets Children's Services to deliver a new domestic abuse service for children, young people and families experiencing domestic abuse to ensure a co-ordinated approach for families. It was reported that the service provided information, advice and direct support to families in a variety of methods. It worked directly with parents to reduce the impact of domestic abuse on parenting capacity, helping them to understand and address the impact on the child's behaviour, both individually and in groups. It also afforded children and young people, who had lived/were living with domestic abuse, opportunities to share their feelings in an environment which was safe, through a discreet Art Therapy service, as well as within Child Safety Planning work. The service also supported HBC Children's Social Care with the Cheshire and Merseyside Local Authority Pre-Proceedings Protocol.

The report provided Members with details of staffing of the service and provided an overview of activity the team had seen.

It was noted following a Member query that the schools of children who were using the service were aware if a child of theirs was receiving this support and that in fact work was carried out within the school setting as well.

RESOLVED: That the Board

- 1) notes the positive developments in the Domestic Abuse Family Support Service;
- 2) notes the potential cost effectiveness of the Domestic Abuse Service in diverting children from care; and
- 3) notes that work will be undertaken with service users to input into the design of the new commission for 2016.

CYP19 HALTON'S PROVISIONAL EDUCATIONAL ATTAINMENT 2015

The Board received a presentation on the emerging picture of Halton's educational attainment. It was noted however that the information was based upon un-validated and provisional data which was subject to change. Members were advised that the validated national results would not be available until the publication of the Department for Education (DfE) statistical first releases.

In summary the presentation included:

- Early Years Foundation Stage Profile;
- Good Level of Development in EYFS;
- Children in Care – EYFS;
- Phonics results and Children in Care (CIC) Phonics Results;
- Key Stage 1 results in reading, writing and maths;
- Key Stage 1 results for CIC;
- Key Stage 2 headlines – results at Level 4 and Level 5;
- Key Stage 2 for CIC progress;
- GCSE; English Baccalaureate; and A Level Headlines.

Officers advised that following the release of the DfE statistics, the updated information would be reported in the next quarterly monitoring report.

RESOLVED: That the Board note the presentation.

Strategic Director
- People and
Economy

CYP20 COMPLIMENTS (SERVICE USER FEEDBACK) RELATING TO CHILDREN AND ECONOMY DIRECTORATE.

The Board received a report from the Strategic Director, Children and Economy, which provided an update and feedback of compliments made by clients and positive feedback from workers/professionals relating to the Children and Enterprise Directorate.

It was noted that the information in the report was accepted as the mechanism by which the Senior Management Team was kept informed and that this information was used to develop services.

The report contained information on the number of compliments year by year; a breakdown of compliments and positive feedback over the years; compliments made broken down into departments; and compliments made in Children and Families showing year by year. The report also detailed some clients' comments that were received in the form of letters, cards, emails and texts with regards to:

- Child Protection and Children in Need;
- Children in Care;
- Team Around the Family;
- The Education, Inclusion and Provision Department; and
- Economy and Enterprise Department.

Members noted that staff benefitted from receiving compliments as it was proof that their efforts were appreciated and made them feel valued and that compliments were also a powerful tool in motivating continued efforts.

RESOLVED: That the report be noted.

CYP21 ANNUAL REPORT - COMMENTS, COMPLAINTS AND COMPLIMENTS RELATING TO CHILD SOCIAL CARE SERVICES

The Board received the *Annual Report – Comments, Complaints and Compliments relating to Child Social Care Services (1 April 2014 to 31 March 2015)*.

It was reported that the *Children Act 1989 Representations Procedure* was for Children and Young People to have their concerns resolved swiftly and wherever possible by the people who provided the service locally. The report provided an analysis on complaints processed

under this and included information such as:

- Numbers of complaints;
- Who the complaints were made by;
- How the complaints were made;
- Types of statutory complaints made;
- Outcomes of complaints at various stages; and
- Timescales involved;

RESOLVED: That

- 1) the Board accepts the report as the mechanism by which the Local Authority is kept informed about the operation of its complaints procedure for Children in Social Care; and
- 2) the Board notes that the Annual Report evidences how feedback from service users has been used to improve service delivery.

CYP22 PERFORMANCE MONITORING REPORTS - QUARTER 1 2015/16

The Board received the Performance Management Reports for Quarter 1 of 2015-16 and were requested to consider them and raise any questions or points of clarification required.

It was noted that the key priorities for development or improvement in 2015-18 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Board as follows:

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

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

RESOLVED: That the Policy and Performance Board receive the first quarter performance management reports.

Meeting ended at 8.25 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, 21 September 2015 in the The Boardroom - Municipal Building, Widnes

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

Apologies for Absence: Councillors Howard and Rowe

Absence declared on Council business: None

Officers present: W Rourke, A. Jones, C. Dinsdale, N. Goodwin, D. Houghton, C. Patino and S. Saunders

Also in attendance: None

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

	<i>Action</i>
ELS9 MINUTES	
<p>The Minutes from the meeting held on 15 June 2015, were taken as read and signed as a correct record.</p>	
ELS10 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
ELS11 EXECUTIVE BOARD MINUTES	
<p>The Minutes of the Executive Board meetings relevant to the Employment, Learning and Skills, and Community PPB and resolved since the last meeting of the Board were submitted for information.</p> <p>RESOLVED: That the minutes be noted.</p>	
ELS12 PRESENTATION RIVERSIDE COLLEGE	
<p>Due to unforeseen circumstances this item would be deferred to the next meeting of the Board.</p>	

ELS13 LIVERPOOL CITY REGION GROWTH GRANT
PERFORMANCE REVIEW

The Strategic Director – People and Economy, presented a report to the Board which provided an update on the delivery of the £15m Liverpool City Region (LCR) Business Growth Grant Programme.

The Board was advised that the LCR LEP (Local Enterprise Partnership) successfully secured £10m from round 3 of the Government's Regional Growth Fund (RGF) Programme and a further £5m from RGF round 4, to establish a pan-Merseyside scheme to provide grant support of between £50,000 and £1m to eligible businesses across the City Region.

The LCR Business Growth Grant supported businesses planning to invest in capital or equipment that directly created or safeguarded jobs and increase business output and was also designed to unlock private sector investment. It was explained therefore that Private Sector leverage must be at least 5:1, so every £5.00 invested by a business could potentially lead to £1.00 of support from the Grant.

The report went on to explain how the scheme worked in Halton using the Council's Business Improvement and Growth Team. It also provided information on the final RGF 3 spend position and the current RGF 4 spend position, as well as a summary on the LCR Business Growth Grant Spend and Output. Members were referred to Appendix 1 to the report which provided a detailed breakdown of the spend and outputs associated with the LCR Business Growth Grant in Halton. The Operational Director (EEP) also gave Members details of the types of schemes that had been supported.

It was noted that the Council was working with the businesses who received the grant to offer assistance and receive feedback on how the grants were being spent.

RESOLVED: That the Policy and Performance Board supports the performance on the Liverpool City Growth Grant Programme in Halton with respect to:-

- a) the number of companies supported;
- b) the level of grant contracted and paid;
- c) private sector leverage generated as a consequence of the receipt of grant; and
- d) the anticipated number of jobs created and

safeguarded as a consequence of the receipt of grant.

ELS14 LIVERPOOL CITY REGION GROWTH HUB UPDATE

The Board received a report of the Strategic Director – People and Economy, which advised Members of the development and proposed implementation of the Liverpool City Region Growth Hub Brokerage Service in Halton.

Members were advised that the creation of Growth Hubs was a Government initiative intended to:

- provide clarity, consistency and simplification across the business support agenda;
- increase the migration of business support from the public to the private sector; and
- provide gateway support; that is information, guidance and brokerage, to the business community.

It was noted that Growth Hubs were not intended to be suppliers of business support but rather the interface between the business community and increasingly, commercial business support providers.

The report provided further information on the Liverpool City Region Growth Hub and the Halton approach to a local Growth Hub. It was noted that the LEP informed the Council in July 2015 that Halton Growth Hub Partnership had been successful at tender and had been appointed to the LCR Growth Hub Brokerage Framework and a contract was issued to the Borough Council as lead applicant to that effect.

RESOLVED: That the Board

- 1) endorses the Halton approach to the delivery of Liverpool City Region Growth Hub Brokerage Service in Halton; and
- 2) notes the likely intention to recruit a Halton Growth Hun Broker for a fixed term period not exceeding 36 months.

ELS15 DEPT FOR WORK AND PENSIONS WORK PROGRAMME CONTRACT

The Board received an overview of the Department for Work and Pensions (DWP) Work Programme Contract currently being delivered by Halton People into Jobs.

The Board was reminded that in June 2011 Halton Borough Council entered into a subcontracting arrangement with two Prime Contractors (*Ingeus Deloitte* and *A4E*) who had been tasked with delivering the Department for Work and Pensions Work Programme over the next 4 to 5 years. The programme was mandatory although some voluntary referrals could be made by certain 'customer' groups (as listed in the report). There were 10 different groups with referrals to the programme coming from Job Centre Plus (JCP).

The report went on to discuss the payment by results concept and how performance was measured against the Priority Group (PG) customers. Further it discussed income and expenditure; detailed the lessons learnt to date and key strengths of the programme; and discussed the future strategic direction of the programme as it was currently in year 5.

Members discussed the report and noted that the contracts had generated a surplus of £800,000 for the 5 year period and that it was hoped that the contract would be extended to year 6.

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

ELS16 INWARD INVESTMENT SCRUTINY REVIEW REPORT

The Board was presented with the recommendations from the Employment, Learning and Skills, and Community PPB Inward Investment Scrutiny Topic Group.

Members were reminded that the group was established with four Members from the Board with support from various officers and Partner organisations, as listed in the report. The Topic Group's draft report was attached as Appendix 1.

The following comments were made by Members in relation to the report:

- The success of the business tours was discussed and the possibility of including other Members in a future business tour;
- Feedback had been received from employees regarding the lack of employability skills of school leavers with regards to behaviour and attitudes to work, which it was felt could be nurtured more in

schools;

- Links between industry and schools should be encouraged so that future work opportunities could be shown to them;
- The possibility of an employability profile in schools was discussed and it was commented that this concept was being discussed with colleagues in the Education Department, with an aim to progress this in the future;
- Clarification on the baseline date for the information as well as the level and type of Foreign Direct Investment identified; and
- The need to maintain a local identity.

RESOLVED: That the Inward Investment Scrutiny Topic Group's recommendations be endorsed.

ELS17 COMMUNITY DEVELOPMENT SERVICE ANNUAL REPORT

The Strategic Director – Community and Resources, presented the annual report on the Community Development service delivery for the period 1 April 2014 to 31 March 2015.

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

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

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

- Beechwood and Halton Lea; and
- Daresbury.

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

The Chairman announced to the Board the opening of the Veterans Drop in Centre in the Appleton Ward and urged Members to visit. Members then discussed how the service would be used by veterans and the current services available to them. Members were advised that an updated report on the Armed Services Covenant would be presented to the next Environment and Urban Renewal PPB, which would include updates on the five pillars of the Covenant document: Housing, Employment, Education, Health and Wellbeing.

RESOLVED: That the report be noted.

ELS18 PERFORMANCE MONITORING REPORTS - QUARTER 1
2015-16

The Board was presented with the Performance Management reports for quarter 1 of 2015-16 (April to June) and were asked to consider and raise any questions or points of clarification in respect of these.

It was noted that the key priorities for development or improvement in 2014-2017 were agreed by Members and included in Directorate Plans, for the various functional areas reporting to the Board as detailed below:

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

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

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

Meeting ended at 8.20 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 28 July 2015 in the Council Chamber, Runcorn Town Hall

Present: Councillors J. Lowe (Chairman), S. Hill (Vice-Chairman), S. Baker, C. Gerrard, Dennett, M. Lloyd Jones, C. Plumpton Walsh and Sinnott and Mr T Baker

Apologies for Absence: Councillors Horabin, Osborne and Wallace

Absence declared on Council business: None

Officers present: L. Derbyshire, J. Farmer, A. Plant, S. Wallace-Bonner and L Wilson

Also in attendance: Councillors: J Gerrard, P. Lloyd-Jones, C. Loftus, A. Lowe, McDermott and N. Plumpton-Walsh. In accordance with Standing Order 33, Councillor Wright, Portfolio Holder Health and Wellbeing, Ms M Pickup and Mr S McGuire (Warrington and Halton Hospitals NHS Foundation Trust), 3 members of the press and 3 members of the public.

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

Action

Note: Councillor M Lloyd Jones declared a Disclosable Other Interest in the following item of business as her husband was a Governor of Warrington and Halton Hospitals NHS Foundation Trust.

HEA10 WARRINGTON AND HALTON HOSPITALS NHS FOUNDATION TRUST (WHHFT) - CAR PARKING ARRANGEMENTS/PENALTY CHARGES

The Board considered a report of the Strategic Director, Communities, which provided Members with an opportunity to scrutinise the current car parking arrangements in place both at the Halton and Warrington Hospital sites and associated parking penalty charges. Ms Mel Pickup, the Chief Executive of Warrington & Halton Hospitals NHS Foundation Trust (WHHFT) and Mr S McGuire attended the meeting to discuss the current arrangements.

The Board was advised that in 2014, WHHFT had

entered into an agreement with Highview Parking Limited to undertake the control and enforcement of the car parks at Warrington and Halton Hospitals. As part of the car parking arrangements, any driver that currently overstays in the car parks would be issued with a £75 penalty charge, reduced to £40 if paid within 14 days.

It was reported that since the introduction of these new arrangements, a number of issues/concerns had been raised by patients and their families with Elected Members, and in particular Councillor Thompson in his capacity as Ward Councillor. A copy of the letter Councillor Thompson had sent to the Chief Executive of WHHFT on 20 June 2015 outlining the areas of concern and requesting that the Trust urgently review the parking arrangements was set out in Appendix 1 to the report. Councillor Thompson, had also sent additional correspondence outlining information from patients and visitors in relation to their experiences of the car parking arrangements, along with two Freedom of Information requests in respect of the management and control of the Hospital car parks. Councillor Thompson attended the meeting in his capacity as Ward Councillor and addressed the Board on the issues in respect of the car parking system.

The following questions had been submitted to the Trust prior to the meeting:-

- The Tender Process – It was reported that a large number of charges had been issued due to motorists keying in registration numbers incorrectly. Parking systems existed to minimise these problems. A Freedom of Information (FOI) request on Bristol Eye Hospital revealed that no parking charges whatsoever had been issued in a three month period at their car park.

Question - Did any of the tender responses for the contract propose this or a similar type of technology? If so, why was it not chosen?

Question - Is it possible to switch over to this type of technology now? If not, why not?

- Government guidelines explicitly warned against awarding contracts let on any basis that incentivised additional charges.

Question - There are 18 NHS patient, visitor and staff car parking principles. Has the Trust audited

against these and if so what are the results?

Question - Did the Trust consult with other hospitals who had previously awarded contracts on the basis of incentive charges, especially ones which have had to sack the parking contractor because of the huge number of complaints and problems (e.g. ParkingEye at Northumbria NHS and Yeovil)? If not, why not?

Question - If the Government bans such models completely in NHS car parks, how long are the Trust stuck with the contract?

Question - Is the Trust aware of the Somerfield vs ParkingEye case? Has the Trust assessed the cost of early termination of the contract? According to FOI it would be the annual rate of £1.27m for the length of the contract. Contract law does not provide relief for a 'bad bargain' or incompetent negotiation in company to company contracts.

- Patient Confidentiality – Personal data was confidential and if a patient parked on hospital property and was timed and photographed by the Trust's agent, this was not personally identifiable information which fell under their duty of care and required explicit permission for its release.

Question - Was this duty of care taken into consideration?

Question - Was the Trust's Caldicott Guidance consulted on this and what were the comments and when were they made?

Question - Since the system involved people (registered keepers) who may not have been present at the parking event, what procedures have been put in place to protect personal information (date and time of patient visit) to a third party? Was this information sent to a company such as a car lease organisation such as Mobility. This appears to be another breach of the ICO Regulations.

Question - Was the Trust's Caldicott Guardian consulted on this? What were the comments and when were they made?

Question - Has the Trust consulted the Information Commissioners Office about the breach of patient confidentiality and the breach of other's confidentiality i.e. those on the highway?

- Equality Act – An article from the Trusts website was highlighted.

Question - What provision has been made within the current system for the disabled (not just Blue Badge (BB) holders). Was this covered either in the tender or current operational procedures?

Question - How many BB holders / disabled people have been charged for overnight staying when they ought to have been allowed more time?

Question - Where on the signage at the disabled bays does it tell disabled people they are legally allowed extra parking time for their money?

Question - Where on the signage does it tell people what to do, to get one cancelled by the NHS Trust (not appeals)?

Question - How is the management of disabled bays handled as an ANPR system cannot do this?

Question - If a future disability discrimination case is raised, who will pay for this? Will it be the Trust or the contractor?

Question - What impact assessment or review by their disability awareness team did the NHS Trust carry out under the Equality Act before allowing the scheme?

Question - If the third party sues patients and even staff, what will the NHS Trust do about it? There are numerous examples of this happening throughout the country.

- The British Parking Association and Signage at the Trust – In respect of the leaflet on WHHFT's website, giving advice and information on car parking on their sites; it was reported that the Trust says "we believe the signage on our sites is

fully compliant and has been authorised by British Parking Association (BPA) Standards". It was reported that BPA was not a regulator only a Trade Association. However, it was highlighted that they do have an audit team that checked signs for clarity of terms and visibility within a site.

Question - When did the audit take place and where are the results of the audit?

Question - Why was the failure to erect signs in the car park, previously detailed by Councillor Thompson not addressed?

Question - What timescale has the BPA put on the rectification of failures picked up by this audit?

- Refunds

Question - What are the Trusts plans to rectify the situation, apart from putting the onus on the wronged to prove it to be an organisation that has been incentivised to refuse/deny such failures?

Question - How many tickets have been issued to drivers using the areas where no signs were present?

Question - How many tickets have been issued to drivers who did not go on hospital land at all?

Question - What plans, if any, do the Trust have to refund the unlawfully enforced fines on the public highway?

Question - As the Trust has everyone's addresses either via the DVLA link or through any payment made, does the Trust intend to contact patients, visitors and staff who may have been caught by this failure?

Question - Who will bear the cost?

Mr McGuire reported that a full and detailed response on the questions raised above would be provided to Members of the Board in writing. The Board agreed to this course of action.

The Board was advised that the management of car parking across the sites had been problematic over the last

few years, with many people not paying the parking charges and as a result this had been contracted out through a procurement process. It was reported that a number of different contractors had applied and they had been evaluated against a set of criteria and a contractor, Highview Parking Limited had been chosen and the system had been implemented. However, it was reported that subsequent to the implementation and due to recent issues being brought to the Trust's attention, discussions had taken place with the contractors in respect of signage and communication and this was in the process of being rectified.

The Board raised the following comments / questions at the meeting:-

- The Board noted that the British Parking Association (BPA) and its Members had access to DVLA data in order to identify and issue parking notices when necessary. Highview were a member of the BPA. Appeals against such penalty notices, if unsuccessful against the parking company could then be made to POPLA (Parking On Private Land Appeals). It was also noted that POPLA's annual report had been published this week outlining the performance of all parking companies and it was noted that if POPLA decided a penalty notice was unfair the contractor would not be able to pursue the charge;
- Concern was raised at the stress and strain that had been put on patients visiting the hospital, particularly under emergency situations who had received penalty notices for £75 for over parking for a few minutes; for inputting an incorrect registration number and for not purchasing a ticket due to a lack of understanding of the new system. The Board also raised concern at the inadequate, contradicting and in some instances a lack of appropriate signage located at the sites and highlighted the confusion this had caused to patients attending the hospital. In response, it was reported that a survey had been undertaken by the BPA on the sites and although the official report findings were not available as yet, it had been verbally reported that they were all BPA compliant and some only required a minor adjustment. However, it was reported that there was a difference between compliance and helpfulness and as a result of feedback from

patients, the Trust, over the last few weeks, have increased and changed some of the signage to make them clearer and more informative. The Trust acknowledged and apologised for the signage, although compliant, had not been more helpful and that the old signs and machines had not been taken down in a timely fashion;

- It was reported that when the Trust had made the decision to implement the new system they had ensured there was a fair and equitable appeals process and as a result 25% of appeals had succeeded and charges had been cancelled. The Trust, it was reported, had recognised the confusion regarding registration numbers and that a visit to the hospital could be an emotional time and as far as possible, people had been given the benefit of the doubt and charges cancelled;
- It was noted that Halton was a deprived area and clarity was sought on why the penalty charges were so high at £75 in comparison to other NHS Trust charges. It was highlighted that guidelines state that the level of charge should be fair to the area and £75 was excessive for Halton. In addition, it was reported that the machines were difficult to use and clarity was sought on whether they could be replaced with an easier model. In response, it was reported that the new system had been put in place as a consequence of people not paying their parking charges and that the machines were widely used and an industry standard. Where people had inputted incorrect registration numbers, they would be given the benefit of the doubt and the penalty notice would be cancelled. It was highlighted that in hindsight it would have been interesting to have undertaken a full costing of a barrier system. However, this would have been more expensive; the Automatic Number Plate Recognition (ANPR) system was cheaper and the Trust had to undertake a financial balance between funding for patient care and other activities. It was also reported that parking revenue was reinvested into patient care;
- It was highlighted that parking systems should be as simple as possible for people to understand and they should not cause distress in what was already a stressful situation. In addition, if the system was simple it would avoid the necessity to

appeal against the penalty notice and the fact that 25% of the appeals had been successful proved that the system was not fit for purpose. In response, it was reported that the system had been implemented in September 2014 and appeared to be working satisfactorily. However, the issue had escalated when the company began to issue penalty notices as a period of time had elapsed. However, it was reported that the Trust were trying to respond positively to all feedback; some areas of concern were under investigation and improvements would continue to be made;

- It was noted that BPA were not a regulatory body, but a body who represented it's members one of which was Highview Parking Limited. It was also noted that a complaint had been made to BPA in respect of Highview Parking Limited not complying with numerous parts of BPA's Code of Practice;
- It was noted that the highest error rate across the North West was 6% and that 25 % was unacceptable; that research showed that older people tended to get more parking tickets than younger people and that people should not be receiving penalty notices for incorrect registration numbers as the guidance stated that they should be manually checked. The Board also noted and expressed concern that in a period of 89 days, March 2015-April 2015, 4200 penalty notices had been issued. Elected Members, MP's; the Citizens Advice Bureaux and various newspapers had been inundated with complaints about the penalty charges. Furthermore, it was highlighted that other NHS Trusts such as Clatterbridge and Bristol were successfully operating ANPR systems;
- Photographs of the sites were available at the meeting and in light of the scale of the issue; conflicting terms and conditions; non signage and the number of successful appeals, clarity was sought on whether people who had received a penalty notice would be refunded. In response, it was reported that the Trust recognised the genuine stress and anxiety that the new system had caused and that they were working through the system to try to alleviate some of the issues.

In addition, it was reported that BPA gave companies the privilege of access to DVLA data and if any member were in breach of their code they would take appropriate action. Furthermore, in respect of the refund, it was reported that it was not clear that there had been a breach of signage or the contract and the Trust could not, at this time, lawfully spend tax payers money on refunds without an identified breach;

- Clarity was sought on why the machines did not have the facility to give change and it was suggested that this was an additional stress to patients visiting the hospital as they incurred additional costs. In response, it was reported that this would be looked into. However, it was reported that previous machines did not have the facility to issue change and subject to financial implications, consideration would be given to upgrading the machines to recognise registration numbers and include bank card facilities;
- Concern was raised that it could take half an hour or more to find a parking space at the site and charges commenced on entry to the site. It was suggested that the system should be that you find a parking space and then parking charges commence. In response, it was reported that there was a grace period of 30 minutes for dropping patients off at the hospital, which did not incur a charge, which meant that if you paid £3 for 5 hours parking, effectively you would receive 5 ½ hours.

It was highlighted that a penalty notice could be issued to a patient who had experienced long delays to see a consultant and had been there for over 5 ½ hours. This, it was reported, would be additional stress and upset for the patient and a penalty notice would not be an appropriate course of action.

The congestion at the car park was discussed and it was reported that there may be long term plans to address the congestion, but it was not an option at the current time due to the financial cost. In respect of receiving a penalty notice due to hospital delays, it was reported that this would be viewed favourably at the appeal. In addition, it was reported that evidence suggested that such

delays were rare and as you paid on exit this would not be an issue;

- It was reported that 30 minutes was not a grace period and that Halton Trading Standards had confirmed that the grace period was 15 minutes (after the first 30 minutes which should be free). An individual's penalty notice was highlighted showing that they had only been 11 minutes over and had received numerous notices for payment, one stating that legal action was pending with a £115 fine. The wording of the letters was also inappropriate and the timescales for dealing with the appeals were conflicting and the process was also taking too long. Clarity was sought on whether the Trust had authorised the contractor to pursue debt recovery and to take individuals to court. In response, it was reported that these matters were not the responsibility of the Trust. It was the contractor's decision how they pursued penalty notices and it could be assumed that they would pursue penalty charges through the court process. In addition, it was reported that the procurement process for the contractor had been won on robust criteria and numerous parties had been consulted on the new car parking system that had been subsequently implemented;
- It was confirmed at the meeting that records showed that the camera, which was collecting data from the adopted highway but was situated on hospital land and required planning permission and an application had been invited. In addition, some of the signage also required an application and this had also been invited. It was also confirmed that a Highway status took precedence over land ownership;
- It was suggested that consideration should be given to car parking charges when allocating patient appointments. If a patient had more than one appointment during the day, it resulted in them having to wait on site for a considerable time to avoid paying two separate 5 hour car parking charges. If the appointments took account of the car parking charges i.e. shorter timescales, it would free up parking spaces and avoid the additional costs. In response, it was reported that an individual could aggregate two periods of time into one with the same ticket as it

would only take account of the actual parking time on the site;

- It was suggested that consideration should be given to enabling patients to transfer tickets to both sites as currently an individual could have an appointment at Halton and then be referred to Warrington which resulted in two car parking charges. It was reported that previously tickets were transferrable between the two sites. In response, it was reported that his matter would be looked into as there was a process to have the ticket cancelled at the hospital. However, an undertaking was given to making sure the process was clear; and
- The Healthwatch representative reported that he was a frequent visitor to both sites and due to the difficulties with car parking and penalty charges, he was now using public transport. In response, it was reported that the Trust acknowledged that the site was not suitable for purpose but due to the current financial restraints there were no alternative options available.

The Chairman thanked Ms Pickup and Mr McGuire for their attendance and it was agreed that they would provide a written response to the questions outlined above that had been sent prior to the meeting; that Members' comments above be given consideration and that they would attend the Health PPB meeting scheduled on 3 November 2015 to update the Board on the car parking situation at the hospital sites.

RESOLVED: That

- (1) the question and responses be noted;
- (2) Ms Mel Pickup and Mr S McGuire be thanked for their attendance; and
- (3) an update report on the car parking arrangements at Warrington and Halton Hospitals NHS Foundation Trust be presented to the meeting of the Board on 3 November 2015.

Meeting ended at 8.00 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 8 September 2015 at Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor C. Plumpton Walsh

Absence declared on Council business: None

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

Also in attendance: Co-optee Mr Tom Baker

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

	<i>Action</i>
HEA11 MINUTES	
The Minutes of the meetings held on 9 June and 28 July 2015 were signed as a correct record.	
HEA12 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
<i>Councillor Martha Lloyd Jones declared an Interest in items 4, 5a and 6a (Minute numbers HEA13, HEA14 and HEA15 respectively) as her husband is a nominated Governor of Warrington and Halton NHS Foundation Trust and Bridgewater Foundation Trust.</i>	
HEA13 HEALTH AND WELLBEING MINUTES	
The minutes of the Health and Wellbeing Board meeting on 13 May 2015 were submitted to the Board for information.	
HEA14 PERFORMANCE MONITORING REPORT - QUARTER 1 2015 - 16	
The Board received the performance management	

reports which introduced the progress of key performance indicators, milestones and targets relating to health in quarter 1 of 2015-16.

Members were provided with a thematic report which identified the key issues in performance arising in quarter one, which allowed them to scrutinise and monitor the performance of the Council in delivering outcomes against its key health priorities.

Further to a query regarding housing and accommodation, it was reported that an in-depth report on housing would be included on the next agenda, with the relevant Portfolio Holder in attendance at the meeting.

The Chairman advised Members on the success of the Urgent Care Centre in Runcorn, since its opening. It was announced that there had been a reduction of 20% in attendance at Warrington A & E Department due to people being diverted there. Officers advised that the public response had been excellent with positive comments being fed back. It was noted that a marketing campaign would soon take place to raise awareness of the Centre.

RESOLVED: That the quarter 1 2015-16 priority based performance management reports be received and comments made be noted.

Strategic Director
Community &
Resources

HEA15 MENTAL HEALTH CHAMPION QUARTERLY REPORT

The Board received a report from the Strategic Director, Communities, on mental health related activity undertaken by Halton Borough Council (HBC) and NHS Halton Clinical Commissioning Group (CCG). Councillor Dennett, who was the Council's Mental Health Champion, provided Members with some background information relating to the report.

Members noted that Mental Health services in Halton were under huge pressure and that nationally the wait times and need for Mental Health Services had risen to an all-time high. Halton was no different and there was a significant challenge to ensure that services met National standards.

It was reported that work was underway to fully review all the adult and older people's provision in line with parity of esteem. This review would be completed in March 2016 and would set the scene for the creation of a more effective, responsive service. Further, the ongoing consultation and co-production of services would continue to

help shape service provision in partnership with service users. The report provided an update of changes and current innovation underway under the following areas:

- Award Winning Innovation;
- Mental Health in GP Practices;
- Mental Health Wellbeing Nurse;
- Service Provision examples (explained in appendix 1);
- New Governance Structure;
- Dementia Friendly Communities;
- Admiral Nurses for Dementia;
- In-patient redesign project;
- Emotional Wellbeing services for children;
- The 'Future in Mind' report and Transformational plans for CAMHS, including eating disorders;
- System Resilience Funding;
- The Mental Health Crisis Care Concordat;
- Operation Emblem/Street Triage;
- Liaison Psychiatry Service;
- IAPT – Halton Psychological Therapies Service;
- Mental Health Service Reviews;
- Suicide Prevention Strategy;
- Support 4 Change; and
- Access targets for Early Intervention in Psychosis for first episode of psychosis.

Members were pleased to note that following a bid made by Halton to the Younger People's Transformational Allocation Fund, Halton was successful in obtaining £50,000 to help support mental health Services in this area.

Members discussed the report and commented that they had recent contact with organisations from the voluntary sector that had expressed a keen interest in helping with mental health patients.

RESOLVED: That the contents of the report are noted.

HEA16 RESPIRATORY STRATEGY FOR HALTON 2015 - 2020

The Director of Public Health presented the Board with a new expanded strategy to address respiratory health for Halton.

The strategy identified key factors influencing respiratory health and provided recommendations for action to prevent respiratory illness, improve identification,

treatments and outcomes and ensure provision of appropriate high quality primary, secondary and community health and social care services for all ages.

The Board was advised that respiratory disease was one of the key contributing factors to reduced life expectancy in Halton and was the third leading cause of death after circulatory disease and cancer. Further, there were also significant health inequalities in Halton concerning respiratory diseases where the mortality rate in the most deprived areas was double that of Halton as a whole. It was noted that whilst most respiratory illnesses were associated with smoking or exposure to tobacco smoke in the environment, smoking was not the only risk factor to explain the relationship between deprivation and respiratory illness; as work related conditions, housing conditions, fuel poverty and exposure to outdoor air pollution were all associated with respiratory disease.

The report provided Members with the *Halton Respiratory Health Profile 2014*, which detailed the significant respiratory health issues in Halton. A summary of these were provided in the report.

The recommendations included in the strategy related to the following areas:

- Preventing respiratory ill health;
- Earlier detection of respiratory diseases;
- Primary Care and Community based support;
- High quality hospital services; and
- Promoting self-care and independence.

Members were advised that the strategy would inform the continuous development of the Respiratory Action Plan, which was implemented and overseen by the Respiratory Strategic Group, outcomes against which are measured and fed back through to the CCG and the Health and Wellbeing Board.

The Board discussed the report and commented on the following:

- Although residents in care homes were vaccinated against respiratory diseases, perhaps the staff could be better informed regarding the Strategy. This would be raised with the Respiratory Strategic Group;
- Concerns were raised over the condition of some areas of social housing (eg. Damp and broken

windows). Public Health were working with the RSL's to ensure that properties were maintained to a satisfactory standard however, they had experienced some problems with the compliance of private landlords;

- The dispensation of asthma inhalers at pharmacies was discussed.

RESOLVED: That the Respiratory Strategy for Halton 2015-20 and comments made be noted.

Strategic Director
Community &
Resources

HEA17 SERVICE CLOSURE POLICIES AND PROCEDURES

The Board was presented with a report from the Strategic Director, Communities, which presented a suite of policies and procedures that made up the Service Closure Policy within the adult social care market. These documents were attached to the report at Appendices 1, 2 and 3 and the appendices within them.

Members were reminded that from April 2015 the Care Act (the Act) required local authorities to help develop a social care market that delivered a wide range of sustainable high quality care and support services, and placed responsibility on local authorities to deliver a duty to ensure that needs were met, including when there was a planned or emergency disruption to services. It was noted that in particular, the Act was explicit in the local authority's responsibility to use market intelligence to have sound market oversight in order to develop a suitable local care and support market, foresee potential risks to disruption to services and undertake preventive action to avoid and/or minimise disruption in the event of a care service closure.

The report informed the Board that The Act introduced a new role for the Care Quality Commission (CQC) in overseeing the financial stability of the most hard to replace care providers (ie providers who delivered across a number of geographical locations) and to ensure people's care was not interrupted if any of these providers failed. It also described the responsibilities of a local authority if a local care provider failed. The Act made it clear that local authorities had a temporary duty to ensure that the needs of people continued to be met if their care provider became unable to carry on providing care because of business failure, no matter what type of care they were receiving. It was noted that local authorities had a responsibility towards all people receiving care regardless of whether they paid for their care themselves, the local authority paid or whether it

was funded in any other way.

Officers advised that in line with the new requirements on the local authority, three policies and procedures that made up the 'Service Closure Policies' as referred to above, had been developed:

- 1) An overarching policy in relation to market oversight;
- 2) A policy and procedure for responding to a planned service closure; and
- 3) A policy and procedure for responding to an unplanned service closure.

RESOLVED: That the Board notes the contents of the policies and procedures attached within Appendices 1, 2 and 3 of the report.

Meeting ended at 7.40 p.m.

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 15 September 2015 at the Council Chamber, Runcorn Town Hall

Present: Councillors Thompson (Chairman), M. Bradshaw, Edge, Gilligan, V. Hill, M. Lloyd Jones and Zygadlo

Apologies for Absence: Councillor Lea, J Gerrard, Nolan and Sinnott

Absence declared on Council business: None

Officers present: M. Andrews, C. Patino, C. Lawley, J. Rogers and N. Hallmark

Also in attendance: Councillor Morley, P. Duffy (Public Health England), G Woods (Cheshire Police), J. Robinson and A. Smith (Manchester Port Health Authority).

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

	<i>Action</i>
SAF13 MINUTES The Minutes of the meeting held on 16 June 2015 were taken as read and signed as a correct record.	
SAF14 PUBLIC QUESTION TIME The Board was advised that no public questions had been received.	
SAF15 SSP MINUTES The minutes from the last Safer Halton Partnership (SHP) meeting held on 18 May 2015 were presented to the Board for information. RESOLVED: That (1) The minutes be noted; and (2) A representative from Immigration Enforcement be requested to attend a future meeting to give a presentation on the work being undertaken in the Borough.	Operational Director - Community and Environment

SAF16 ROLE OF THE PORT AUTHORITY - PRESENTATION

The Board received a presentation on the roles and responsibilities of the Manchester Port Health Authority and the work it carried out in the Halton area.

The presentation outlined the origins of Port Health and the changes brought about by the International Health Regulations 2005 and the Prevention of Damage by Pests Act.

The Board was also advised of the challenges faced in the future.

RESOLVED: That

- (1) The Manchester Port Health Authority be thanked for the informative presentation to the Board;
- (2) The significant role the Authority provides to public health at the Port of Runcorn be noted; and
- (3) The Council continue to work closely with the Authority and officers be requested to explore opportunities for sharing initiatives with them on public health.

SAF17 NEW PSYCHOACTIVE SUBSTANCES (LEGAL HIGHS) - PRESENTATION

The Board received a presentation giving an overview of the regional approach by NHS England – Public Health in relation to New Psychoactive Substances (NPS).

Paul Duffy, Health Improvement Manager (Alcohol and Drugs) outlined the terminology given to these substances, prevalence, what was known locally and the various types. He advised that the substances carried all the risks associated with traditional equivalents but outlined some key points.

He went on to highlight who was at risk of using these substances, recent controls and the introduction of the NPS Bill.

RESOLVED: That

- (1) The presentation be noted; and

(2) Paul Duffy be thanked for his informative presentation.

SAF18 VERBAL UPDATE ON THE MEMBER WORKING PARTY – LEGAL HIGHS

The Board received an update on progress of the NPC Topic Group and was advised that a report outlining the conclusion of the discussions and recommendations would be submitted to the next meeting.

RESOLVED: That the report be awaited.

Operational Director -
Community and Environment

SAF19 PERFORMANCE MANAGEMENT REPORT, QUARTER 1 - 2015-16

The Board considered a report of the Strategic Director, Communities, which presented the progress of key performance indicators, milestones and targets relating to Safer PPB in Quarter 1 of 2015-16.

RESOLVED: That the report be noted.

SAF20 CHESHIRE POLICE ANNUAL REPORT

The Board received a report of the Strategic Director, Communities, giving an update on the Police and Crime Commissioners Annual Report for 2014/15.

The Board was advised that the Police and Crime Commissioner was required to produce an annual report showcasing the work that had been undertaken to reflect his annual crime and policing plan.

Inspector Gareth Woods outlined the new model of policing for Cheshire and how this was working in Halton.

RESOLVED: That

(1) Inspector Woods be thanked for his presentation on the Annual Report; and

(2) The new model of policing for Cheshire which has resulted in two new local policing units for Halton be welcomed.

SAF21 FOOD SAFETY AND STANDARDS UPDATE

The Board received a report of the Director of Public Health, giving an update on the performance of the Food

Safety and Standards Team.

The report examined how well the food businesses in Halton were performing in relation to the National Food Hygiene Rating scheme and new and developing issues with regard to Food Safety and Standards.

The Board was advised that monies had been made available to encourage the display of the Food Hygiene Rating in food premises.

It was reported that since 2010 there had been a general trend in Government policy towards less regulation and a reduction in the perceived burdens on businesses. However, as a result of some significant food incidents in recent years Government support for Food Safety and Standards enforcement remained strong.

The Authority was still required by the Food Standards Agency to submit an annual service plan which included a detailed risk based inspection programme for all the Borough's food premises.

RESOLVED: That

- (1) The report be noted; and
- (2) The Members of Parliament for Halton be requested to write to the Secretary of State asking for the display of the Food Hygiene Rating scheme to be mandatory.

Operational
Director -
Community and
Environment

Meeting ended at 8.30 p.m.

ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 9 September 2015 at the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: None

Absence declared on Council business: Councillor Morley

Officers present: M. Noone, C. Lawley, T. Gibbs and S. Rimmer

Also in attendance: D Brown Chief Executive, Merseytravel and Councillor Liam Robinson Chairman, Merseytravel

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

	<i>Action</i>
EUR15 MINUTES	
<p>The Minutes of the meeting held on 24 June 2015 having been circulated were signed as a correct record.</p>	
EUR16 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
EUR17 EXECUTIVE BOARD MINUTES	
<p>The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.</p> <p>RESOLVED: That the Minutes be received.</p>	
EUR18 PERFORMANCE MONITORING QUARTER 1 2015/16	
<p>The Board received a report of the Strategic Director, Policy and Resources, which detailed the first quarter performance management report for 2015/16 on progress</p>	

against service objectives/milestones and performance targets and provided information relating to key developments and emerging issues that had arisen in relation to:-

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

RESOLVED: That the first quarter management report be noted.

EUR19 PROCUREMENT OF NEW ROLLING STOCK BY MERSEYTRAVEL

The Board received a presentation from Councillor Liam Robinson, Chairman of the Merseytravel Committee covering the following matters:

- Transport Plan for Growth which had developed in 2014 and focused on the delivery of the transport network for the North West Region;
- Long Term Rail Strategy which had been launched in August 2015. There were 12 strands to the Strategy and Councillor Robinson outlined the areas relevant to Halton
 - Halton Curve;
 - Better standards of service in the evenings and weekends on the network;
 - Capacity at Liverpool City Centre rail network.
- Procurement project for new rolling stock. This would be launched on 1 October 2015 for a new fleet in 2020 and beyond.

The Chairman thanked Councillor Robinson and David Brown, Chief Executive of Merseytravel for attending the meeting.

RESOLVED: That the presentation be noted.

EUR20 LOCAL PLAN MAKING

The Board considered a report of the Strategic Director, Policy and Resources, on the proposed reforms for the purpose of local plan making.

The Board was advised that Halton had an emerging Local Plan, called the 'Delivery and Allocations Local Plan'. This plan provided the detailed policies and identified specific sites that should deliver the overall quantum of development set out in the adopted Core Strategy.

In April 2015 the Planning Advisory Service undertook a review of local plan making in Halton and the implications of this review were outlined to the Board.

The key messages from the local plan making agenda were as follows:

- The focus on new house building remained strong;
- The need for current and up-to-date local plans was a priority for the government and all political parties;
- Resources needed to be made available to maintain momentum in statutory development plan making for Halton as plans could not be put into place overnight and many statutory requirements were burdensome; and
- There was a risk that if local plans were not accelerated then the Government would step in and impose a centrally created plan upon a local authority.

RESOLVED: That the recent and proposed reforms for the purposes of local plan making be noted.

EUR21 PLANNING REFORM

The Board considered a report of the Strategic Director, Policy and Resources, which provided them with an overview of the most recent and proposed reforms to the town and country planning system. The report illustrated the scale and pace of change within the Planning Service.

The key messages from the planning reform agenda were as follows:

- The legislative basis within which planning professionals operated was changing almost daily; The general workload must be delivered expediently, but this must be done so against ever changing guidance;
- The focus on new house building remained strong;
- Automatic 'permission in principle' on brownfield sites maybe akin to outline consent or prior

approvals, however the detail had yet to be published. Halton was likely to lose planning fee income as Government was looking to create a statutory register of brownfield land, and anything on the register would get approval in principle;

- The need for up-to-date local plans was a priority for the Government and all political parties. Resources would need to be made available to maintain momentum in statutory development plan making for Halton as plans could not be put into place overnight and a March 2017 deadline was not far away in terms of the plan making process, which was cumbersome by virtue of legislation;
- Halton's speed of determination for major schemes was over 50%, and Halton would not become a designated authority in 'special measures' if a 50% target was adopted; and
- Tension remained between the national pro-fracking agenda and concerns of local people, especially environmental impacts.

RESOLVED: That the reforms for the purposes of policy making and decision making be noted.

EUR22 INTRODUCTION OF WAITING RESTRICTIONS: ASH PRIORS AND PARKLANDS, WIDNES

The Board received a report of the Strategic Director, Policy and Resources, on the consultation which had been carried out regarding the possible introduction of waiting restrictions in Parklands and Ash Priors, Widnes.

RESOLVED: That Executive Board be recommended that formal consultation be commenced to introduce a Traffic Regulation Order to implement 'At Any Time' waiting restrictions as follows:

- Ash Priors: Both sides, for a distance of 100 metres measured along the centreline from the south kerb line of Parklands;
- Parklands: Both sides from a point 10 metres west of the centreline of Ellerton Close, eastwards to the junction with Chapel Lane;
- Clanfield Avenue: Both sides, from the north kerb line of Parklands northwards for a distance of 11 metres;

Strategic Director
– Community and
Resources

- Ellerton Close: Both sides, from the south kerb line of Parklands for a distance of 10 metres;
- Chapel Lane: Both sides, over a length of 50 metres centred on the junction with Parklands.

Meeting ended at 7.40 p.m.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 1 September 2015 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chairman), A. Lowe (Vice-Chairman), Dennett, C. Gerrard, C. Loftus, A. McInerney, N. Plumpton Walsh, Rowe and Wainwright

Apologies for Absence: Councillor Osborne

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, A. Scott and C. Patino

Also in attendance: None

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

	<i>Action</i>
CS10 MINUTES	
<p>The Minutes from the meeting held on 2 June 2015 were taken as read and signed as a correct record.</p>	
CS11 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
CS12 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.</p> <p>RESOLVED: That the minutes be noted.</p>	
CS13 SSP MINUTES	
<p>The Minutes relating to the Corporate Services Portfolio which had been considered by the Halton Strategic Partnership were presented to the Board for information.</p> <p>RESOLVED: That the Minutes be noted.</p>	

CS14 MEMBER DEVELOPMENT GROUP MINUTES

The Board considered the minutes of the Member Development Group meetings held on 15 January 2015 and 26 March 2015.

RESOLVED: That the Board note the minutes.

CS15 TOPIC GROUP UPDATES

The Board considered a report of the Strategic Director, Policy and Resources which provided an update on the progress of the two Topic Groups formed by the Board.

A Topic Group to oversee and guide the development of the Council's Discretionary Support Scheme (the Scheme) had been formed at the beginning of 2013. The Scheme came into existence in April 2013 and was supported by Government grant. It was reported that the Council's main grant had been reduced by the same amount, which effectively meant that the amount provided for this purpose had been cut. It was noted that the Council had developed a "reserve" owing to careful use of the grant, and that this would be used to provide a scheme for a couple of more years. However, once this amount had been used, an alternative way to fund the scheme would be needed, or it would have to cease.

It was agreed that the Topic Group would meet soon to review this issue which also had a connection with the future approach of the Government to Discretionary Housing Payments. Options for the future use of the scheme would be reported to the Board.

The Fees and Charges Topic Group had been established in 2014/15 with its main purpose to examine the opportunities for the Council to increase its income from fees and charges. It was reported that the group were making good progress with a review of opportunities in the Communities Department and the Policy, Planning and Transportation Department already considered. The services provided by Public Health and Adult Social Services would be the subject of review in the next Topic Group meetings, following which final conclusions and recommendations would be reported to a future meeting of the Board.

RESOLVED: That the progress being made and the next steps to be taken by each of the Topic Groups, be noted.

CS16 PERFORMANCE MONITORING QUARTER 1 2015-16

The Board received a report of the Strategic Director, Policy and Resources, which presented the Performance Monitoring Reports for Quarter 1 2015/16.

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

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

Arising from the report Members commented on the following emerging issues:

- Business Rates and Council Tax collection rates;
- The Single Fraud Investigation Service;
- Arrangements for the future provision of Leisure Services; and
- The occupancy rates for HBC Industrial Units and of Widnes Market Hall.

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

Meeting ended at 7.21 p.m.

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 23 September 2015 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillors Fry and Lea

Absence declared on Council business: None

Officers present: E. Dawson, I. Leivesley, M. Murphy, C. Lawley and S. Baker

Also in attendance: Mr M Heap and Ms L Temple-Murray – External Auditors, Grant Thornton

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

	<i>Action</i>
BEB14 MINUTES	
<p>The Minutes of the meeting held on 3 June 2015 were taken as read and signed as a correct record.</p>	
BEB15 2014/15 STATEMENT OF ACCOUNTS, AUDIT FINDINGS REPORT AND LETTER OF REPRESENTATION	
<p>The Board considered a report of the Operational Director, Finance, which sought approval for the Council's 2014/15 Statement of Accounts (the latest version of which was enclosed on the Agenda), and the report of the Audit Findings Report of the External Auditor (Grant Thornton) on the 2014/15 financial statements. The report also sought approval of the Council's Letter of Representation.</p> <p>Members were informed that the audit of the 2014/15 Statement of Accounts had not been finalised and that any subsequent amendments would be approved by the Chairman of the Board in consultation with the Operational Director, Finance.</p> <p>It was reported that the Statement for 2014/15 had been prepared in full compliance with International Financial Reporting Standards (IFRS) and as a result there had been</p>	

relatively few changes in the format from last year.

The report set out key sections within the Statement and it was noted that in overall net terms the Council had underspent its 2014/15 revenue budget by £178,000. The overall outturn report was presented to Executive Board and departmental outturn reports were available on the Council's Intranet. The Board was advised that as a result, the Council's General Fund Balance would increase by £178,000 to £8,822,000.

With regard to capital expenditure, this was £32.2m compared with planned expenditure of £43.1m. This represented 75% delivery of the capital programme. The main areas of slippage were detailed in the report. It was further reported that School balances totalled £7.5m.

The External Auditor presented the Audit Findings Report which summarised the findings from the 2014/15 external audit.

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

RESOLVED: That

- 1) the draft Letter of Representation in Appendix 1 be approved and any subsequent additions or amendments be approved by the Chairman of the Business Efficiency Board and the Operational Director, Finance;
- 2) the External Auditor's draft 2014/15 Audit Findings Report be received and any subsequent additions or amendments be approved by the Chairman of the Business Efficiency Board in conjunction with the Operational Director, Finance; and
- 3) the Council's draft 2014/15 Statement of Accounts be approved and any subsequent additions or amendments be approved by the Chairman of the Business Efficiency Board and the Operational Director, Finance.

Operational
Director- Finance

BEB16 EXTERNAL AUDIT UPDATE REPORT

The Board received a report of the Strategic Director, Community & Resources, 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 could be relevant to the Council.

RESOLVED: That the report be noted.

BEB17 ANNUAL GOVERNANCE STATEMENT 2014/15

At its meeting on 3 June 2015, the Board considered the draft Annual Governance Statement for 2014/15. It was reported that changes had subsequently been made to the document and the report enabled Members to further review and approve the updated Annual Governance Statement (AGS) for 2014/15.

It was reported that under the Accounts and Audit Regulations 2015 the Council had to produce an Annual Governance Statement, in a format recommended by CIPFA/SOLACE, to accompany the Statement of Accounts.

Appended to the report for information was the updated 2014/15 draft AGS and a Development Plan that set out the actions agreed to further develop the Council's governance framework.

RESOLVED: That

- 1) the updated Annual Governance Statement (AGS) for 2014/15 which accurately reflects the corporate governance arrangements in place at the Council be approved;
- 2) the proposed action plan be endorsed; and
- 3) an annual assurance report on information governance be brought to the Board to support the Annual Governance Statement.

Operational
Director- Finance

BEB18 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.

BEB19 INTERNAL AUDIT PROGRESS REPORT

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

RESOLVED: That

- (1) The executive summaries of the internal audit reports be noted; and
- (2) the progress made in regard to the implementation of previous internal audit recommendations be noted.

Meeting ended at 7.37 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 3 August 2015 at The Boardroom - Municipal Building, Widnes

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

Apologies for Absence: Councillor Wainwright

Absence declared on Council business: None

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

Also in attendance: Two members of the public

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

	<i>Action</i>
DEV1 MINUTES	
<p>The Minutes of the meeting held on 8 June 2015, having been circulated, were taken as read and signed as a correct record.</p>	
DEV2 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>	
DEV3 - 15/00263/FUL - PROPOSED DEVELOPMENT OF 79 NO. DWELLINGS TOGETHER WITH ASSOCIATED HIGHWAY AND LANDSCAPING INFRASTRUCTURE ON LAND TO THE EAST OF CASTLEFIELDS AVENUE EAST, RUNCORN	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	
<p>Further to the published report, Officers advised Members that although a drainage design has not yet been</p>	

agreed, they were satisfied that a solution would be found and resolved through the existing condition relating to drainage listed below (number 7). It was noted that a further issue had arisen relating to securing a secondary emergency access from the site; this would be secured through a minor amendment to the scheme and the addition of a condition. Members were also advised that a further condition was recommended relating to the submission and agreement of substation details.

Members requested advice from the Council's archaeology advisor in relation to whether it was necessary to attach a condition for an archaeological watching brief. Officers advised this would be done and a condition would be attached if considered necessary.

RESOLVED: That the application is approved subject to the following conditions and the addition of the conditions mentioned above:

1. Standard 3 year permission (BE1);
2. Condition specifying approved/amended plans (BE1);
3. Requiring submission and agreement of a Construction Management Plan including vehicle access routes and construction car parking (BE1);
4. Materials condition, requiring the submission and approval of the materials to be used (BE2);
5. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2);
6. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
7. Drainage detail requiring details to be submitted and approved including SUDS (sustainable urban drainage system), ponds details and to be carried out as approved (BE2);
8. Requiring development be carried out in accordance with advice and recommendations of the submitted ecology report (GE21);
9. Wheel cleansing facilities to be submitted and approved in writing (BE1);
10. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
11. Vehicle access, parking and servicing to be constructed prior to occupation of properties / commencement of use (BE1);
12. Submission and agreement of finished floor and site levels (BE1);
13. Site investigation, including mitigation to be submitted and approved in writing (PR14);

14. Conditions relating to tree protection during construction (BE1);
15. Restricting Permitted Development Rights for extensions and outbuildings (BE2);
16. Submission and agreement of biodiversity enhancement features including native wildlife friendly planting, bird/bat nest boxes and insect house (BE1) and GE21);
17. Grampian style condition relating to off-site highway works (TP7);
18. Grampian style condition relating to off-site replacement tree planting (BE1);
19. Requiring development be carried out in accordance with the submitted FRA (PR16);
20. Condition securing a scheme of improvements to the Town Brook Habitat corridor in accordance with details to be submitted to and agreed in writing (GE6);
21. Condition securing a scheme of protective fencing to protect Town Park Lake and Town Brook Habitat Corridor in accordance with details to be submitted to and agreed in writing (GE21);
22. Provision of emergency access prior to occupation of any dwelling in accordance with details submitted to and agreed with the Local Planning Authority;
23. Submission and agreement of substation details; and
24. Archaeological watching brief if considered necessary.

DEV4 - 15/00267/FUL - PROPOSED DEMOLITION OF EXISTING BUILDING AND ERECTION OF 20 DWELLINGS (COMPRISING 10 HOUSES AND 10 APARTMENTS) AT THE OLD BRIDGEWATER CENTRE, CASTLEFIELDS AVENUE NORTH, CASTLEFIELDS, RUNCORN

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

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

1. Standard 3 year permission to commence development (BE1);
2. Condition specifying approved and amended plans (BE1);
3. Requiring submission and agreement of a Construction Management Plan including vehicle access routes and construction car parking (BE1);
4. Materials condition, requiring the submission and

- approval of the materials to be used (BE2);
5. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2);
 6. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
 7. Wheel cleansing facilities to be submitted and approved in writing (BE1);
 8. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
 9. Vehicle access, parking and servicing to be constructed prior to occupation of properties/commencement of use (BE1);
 10. Condition relating to the implementation of bin store provision (BE1);
 11. Submission and agreement of finished floor and site levels (BE1);
 12. Site investigation, including mitigation to be submitted and approved in writing (PR14);
 13. Conditions relating to tree protection during construction (BE1);
 14. Restricting Permitted Development Rights for extensions and outbuildings (BE2);
 15. Submission and agreement of biodiversity enhancement features including native wildlife friendly planting, bird nest boxes and insect house (BE1 and GE21);
 16. Grampian style condition relating to off-site highway works (TP7);
 17. Grampian style condition relating to off-site replacement tree planting (BE1);
 18. Submission of detailed Japanese Knotweed eradication plan and validation report; and
 19. That when the building is demolished a licenced bat worker/handler is made available to observe the works and a validation report by that worker/handler or suitably qualified person be submitted to the Local Planning Authority (GE21).

Meeting ended at 6.45 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 14 September 2015 at Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillors J. Stockton and Wainwright

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, A. Plant, R. Cooper and I. Dignall

Also in attendance: 5 Members of the public

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

		<i>Action</i>
DEV5	MINUTES The Minutes of the meeting held on 3 August 2015 having been circulated, were taken as read and signed as a correct record.	
DEV6	PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.	
DEV7	- 12/00100/OUT - OUTLINE APPLICATION (WITH ALL MATTERS RESERVED) FOR CONSTRUCTION OF UP TO 53 DWELLINGS AT THE HEATH BUSINESS PARK, RUNCORN The consultation procedure undertaken was outlined in the report together with background information in respect of the site. Officers referred to the updated information in relation to the application as provided in the supplementary AB list.	

It was noted that the Environment Agency confirmed they did not require consulting and United Utilities and Sabic had no objections. Two further representations had been received raising issues already addressed in the Committee report, relating to loss of employment land, COMAH and Planning for Risk, Transport, Landscape and ecology. One other representation raised concerns in relation to wildlife; in particular bats and birds of prey. It was noted that the required mitigation measures would be attached in a condition relating to wildlife.

The Committee was also advised that the proposed housing would include replacement planting and landscaping that would contribute to enhancing biodiversity, conditions for this had already been recommended and further conditions were recommended as listed on the update.

The Committee was addressed by Mr John Lewis, the applicant, who provided Members with some background information as to why the application had been made. He advised the Committee that The Heath Business and Technical Park was privately owned and funded and had required major investment over the years in order to keep up with competitors. He advised them of the multi-use facilities available at The Heath and provided details of the numbers of companies that have used the Park over the years and the employment created due to this. He advised that the application was important for the future of The Heath and for the contribution The Heath made to the Halton economy.

Members discussed the application and agreed with the officer recommendation. They requested however that the delegated matters return to the Committee when the full application was received and considered again at Committee.

RESOLVED: That

- a) powers be delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chairman or Vice Chairman of the Development Control Committee to make a final determination once the application has been referred to the Health and Safety Executive, to request whether or not they wish the application to be called in by the Secretary of State;
- b) if the application was not called in, the application would be approved, subject to a Section 106, and

issued subject to the following conditions:

1. Standard outline conditions (BE1);
 2. Reserved matters to comply with the New Residential Development;
 3. Guidance and the Designing for Community Safety SPD (BE1, BE2 and BE22);
 4. No development shall begin until written details of a construction management plan have been approved in writing (BE1);
 5. Materials condition, requiring the submission and approval of the materials to be used (BE2);
 6. Landscaping conditions, requiring the submission of both hard and soft landscaping to include replacement tree and hedgerow planning (BE2);
 7. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
 8. Prior to commencement the submission of details of any retaining walls;
 9. Wheel cleansing facilities to be submitted and approved in writing (BE1);
 10. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
 11. Submission and agreement of existing and proposed site and finish floor levels (BE1);
 12. Prior to commencement condition for foul and surface water drainage details;
 13. No trees, hedges or shrubs shall be removed during the bird nesting season (months of March to August inclusive), unless approved in writing by the Local Planning Authority. Any application to remove trees, hedges or shrubs shall be accompanied by a statement from a suitably qualified ecologist confirming that nesting or fledging birds would not be affected by works to remove the vegetation;
 14. Prior to commencement of the development a scheme for the provision of bird and bat boxes within the site shall be submitted to and approved in writing by the Local Planning Authority; and
 15. Prior to commencement of development, a scheme for sensitive lighting of open spaces shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall include measures to minimise light spillage onto trees and woodlands; and
- c) if the Section 106 Agreement or alternative arrangement was not executed within a reasonable period of time, authority be delegated to the

Operational Director – Policy, Planning and Transportation, in consultation with the Chairman or Vice Chairman of the Committee to refuse the application on the grounds that it failed to comply with Policy S25 (Planning Obligations).

DEV8 - 15/00014/OUT - PROPOSED INDUSTRIAL BUILDING ON CORNUBIA ROAD, WIDNES

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

RESOLVED: That

- a) delegated powers be given to the Operational Director – Policy, Planning and Transportation, in consultation with the Chairman or Vice Chairman of the Development Control Committee to make the decision once the applicant has provided a satisfactory contaminated land report;
- b) once the LPA has received this report, the application be approved subject to the following conditions:
 1. Standard outline conditions for the submission of reserved matters applications x 3 conditions (BE1);
 2. Plans condition listing relevant drawings ie, site location / red edge (BE1 and TP 17);
 3. Prior to commencement the submission of a reserved matters proposal which incorporates a full proposal for drainage of the site (BE1);
 4. Prior to commencement submission of existing and proposed levels (BE1);
 5. Prior to commencement submission of materials (BE1 and CS11);
 6. Prior to commencement submission of hard and soft landscaping (BE1);
 7. Prior to commencement submission of a construction / traffic management plan which will include wheel cleansing details (TP17);
 8. Prior to commencement details of boundary treatment (BE22);
 9. Condition relating to any further site investigations required, implementation of remediation strategy and verification (PR14 and CS23); and
- c) if a satisfactory contaminated land report is not received within a reasonable time scale, the

application will be refused for non-compliance with the National Planning Policy Framework, Policy PR14 'Contaminated Land' of the Unitary Development Plan and CS23 'Pollution and Risk' of the Core Strategy.

Councillor June Roberts declared Disclosable Pecuniary Interest in the following item. She was in the process of leaving the room when the item was approved without debate.

DEV9 - 15/00395/FUL - PROPOSED DROPPED KERB AND FORMATION OF SINGULAR VEHICULAR ACCESS AT 117 HIGHFIELD ROAD, WIDNES

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

RESOLVED: That the application be approved subject to the standard 3 year expiry date.

DEV10 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

15/00326/NMA

Proposed non material amendment to Planning Permission 14/00667/FUL to facilitate addition of window at the first floor level on the rear elevation at 29 Cleadon Way, Widnes, WA8 9PD.

15/00363/COU

Proposed change of use from agricultural land to domestic curtilage at Pipistrelle Barn, Chester Road, Daresbury.

The following appeals had been received/were in progress:

15/00202/FUL

Proposed two storey rear extension at 22 Oakmere, Runcorn.

15/00034/P3JPA

Proposed conversion of office building in 448 self-contained apartments, East Lane House, East Lane, Runcorn.

Appeal allowed.

Meeting ended at 6.52 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Tuesday, 18 August 2015 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor Lea

Absence declared on Council business: None

Officers present: K. Cleary and J. Tully

Also in attendance: Ian Seville and Paul Draycott, Police Licensing Officers, Bill Seabury, Alcohol Licensing Enforcement Officer, Anthony Horne, Licensing Legal, John Farnan and Estelle Hall.

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

	<i>Action</i>
REG22 MINUTES	
<p>The Minutes of the meeting held on 17 June 2015 having been circulated were signed as a correct record.</p>	
REG23 REVIEW OF PREMISES LICENCE	
<p>An application ("the application") had been made by the Chief Officer of Police Cheshire Constabulary for the summary review of the premises licence at the Pulse Bar, 98 Victoria Road, Widnes, under section 53A of the Act (premises associated with serious crime). The application was received by the Council on 24 July 2015.</p> <p>An interim steps consideration took place under Section 53A(2)(a) and Section 53B of the Act on 28 July 2015 before a Sub Committee of the Regulatory Committee comprising Cllrs Wallace, A Lowe and Wall. At that consideration the Police were represented by Ian Seville, Police Licensing Officer and Paul Draycott, Police Licensing Officer. The Premises Licence Holder, Pulse Bar Limited, was represented by Anthony Horne of Licensing Legal who was accompanied by Tom Farnan and John Farnan, representatives of Pulse Bar Limited.</p>	

Having heard representations from both parties the Sub-Committee resolved that:-

The Premises Licence be suspended with immediate effect.

The Council's reasons for making that decision were:

- The Council accepted the view of the Police that the premises were associated with serious crime in that evidence had been provided as detailed in Section 4 of the Police application;
- The interim steps referred to in Section 53B(3),(a),(b) and (c) were inappropriate to take in this matter;
- The interim step referred to in Section 53B (3)(d) was required and shall take effect immediately. As a result the premises licence for the venue shall be suspended immediately;
- This interim step was required in the interests of the licensing objective of prevention of crime and disorder;
- The Sub Committee of the Regulatory Committee expressed grave concerns in relation to the operation of an ineffective door management policy by the Licence Holder. It was also felt that there was poor management of the premises and general unawareness / non availability of the appointed Designated Premises Supervisor;
- The interim step would remain in force until the whole of the review process was completed.

Representations made in advance of the hearing

The licensing authority was under a duty to hold a hearing to consider the application and any relevant representations.

No relevant representations were received by the licensing authority prior to the hearing within the meaning of Section 53C of the Act. However, documents in support of the application and in support of representations to be made at the hearing by the parties were submitted.

The application comprised pages 1 to 9 of the bundle used at the hearing.

Five days prior to the hearing, the licensing authority

received from the Police the documents comprising pages 10 to 16 of the bundle.

Five days prior to the hearing, the licensing authority received two documents on behalf of the Premises Licence Holder. These were contained at pages 17 to 20 of the bundle used at the hearing. These were details of a security company and details of a potential designated premises supervisor.

On the evening of 17 August 2015 the licensing authority was emailed two documents on behalf of the Premises Licence Holder. One was a duplicate of pages 19 and 20 of the bundle and the other contained details of a second security company. This was added as document 21 to the bundle.

In the afternoon of 18 August 2015 the licensing authority was emailed four further documents on behalf of the Premises Licence Holder. This was too late to inform Members in advance and they were shown to the Members at the hearing. These were added to the bundle as documents 22 to 25.

The hearing

In accordance with Sections 53A (2)(b) and 53C of the Act, the review hearing was held on 18 August 2015 before the Council's Regulatory Committee in the Council Chamber, Runcorn Town Hall commencing at 6.30 p.m.

Ian Seville represented Cheshire Police and Pulse Bar Limited (Premises Licence Holder) was represented by Anthony Horne of Licensing Legal who was accompanied by John Farnan and Estelle Hall as representatives of Pulse Bar Limited.

The Chairman, Councillor Kath Loftus, introduced the Committee Members and the Officers present. The Council's Legal Officer, John Tully, then introduced the representatives of the parties, outlined the procedure to be followed and the order of speaking. He then summarised the background to the application and the purpose of the hearing as set out at Section 53C(2) of the Act.

Mr Seville, put forward the Police case in support of the application and Mr Horne put forward the case on behalf of the Premises Licence Holder. Mr Horne also asked Mrs Hall to provide further information.

The Committee asked a number of questions of the parties.

Prior to retiring to consider the matter, Mr Horne was asked to clarify his position regards bundle document page 22. This related to Section 53B(6) of the Act. Depending on the outcome of the review hearing Mr Horne had indicated that he would pursue representations against the interim step imposed on 28 July 2015, which would cause a hearing to be held into the continuance of the interim step. Having confirmed that this was the position Mr Tully referred to Section 53B(7), (8) and (9) with specific reference to the requirement for the licensing authority to give advance notice of such a hearing. Mr Horne and Mr Seville were asked if they accepted that they would agree to deeming that advance notice had been given and that the matter be further considered depending on the outcome of the review hearing. Mr Horne and Mr Seville confirmed that they agreed.

The Committee then retired to make its determination.

RESOLVED: That, having considered the application made by the Police and the case put forward by the Premises Licence Holder's legal representative (and having taken into account all other relevant considerations), the Committee resolved that the Premises Licence be revoked. This step was considered appropriate for the promotion of the following licensing objectives: the prevention of crime and disorder and the protection of children from harm.

Chief Executive

The interim step imposed on 28 July 2015 shall continue to apply until the coming into effect of the decision reached by the Regulatory Committee and shall then cease to have effect.

Reasons for the determination

1. The facts set out in the application and the rest of the bundle were accepted by the Committee;
2. There had been no real attempt by the Premises Licence Holder to try to resolve matters with the Police;
3. The recent proposed appointment of a new manager/designated premises supervisor and new security company was a wholly insufficient response to the application on the part of the Premises Licence Holder;
4. The Committee shared the serious concerns expressed by the Police in the application about the poor management of the premises by the Premises

Licence Holder;

5. The failure of the Premises Licence Holder to comply with the action plan agreed to with the Police on 25 June 2015 (Bundle pages 7 to 9) did not instil confidence that promises made at the hearing on behalf of the Premises Licence Holder would be kept;
6. No other steps would be appropriate; and
7. Even with the support of the Police (with specific reference to the action plan) the Premises Licence Holder could not manage the premises properly.

Following reading out of the determination and the reasons for the determination Mr Tully asked Mr Horne if he still wished to proceed with his application under section 53B(6) of the Act. Mr Horne confirmed that the application was withdrawn.

Time that the review decision shall take effect

This determination shall come into effect in accordance with section 53C(11) of the Licensing Act 2003, namely at the end of the period given for appealing against the decision or if the decision is appealed against, as soon as the appeal is disposed of.

Meeting ended at 8.57 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Tuesday, 1 September 2015 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: None

Absence declared on Council business: Councillor Alan Lowe

Officers present: K. Cleary and J. Tully

Also in attendance: S. BakerGill Sherratt, Doug McQueen, Mary Horay, Steve Price and Councillor S Baker

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

Action

REG24 MINUTES

The minutes of the meeting held on 18 August 2015 were taken as read and signed as a correct record.

REG25 LICENSING APPLICATION - OFF LICENCE AT BARGAIN BOOZE UNIT B, FIR PARK, UPTON ROCKS, WIDNES

The Chairman introduced the Members of the Committee and the Council's officers who were present.

The Council's legal adviser, John Tully, summarised the procedure to be followed outlined the content of the bundle of documents and the nature of the application.

At the hearing, the Committee was addressed by the applicant's Licensing Representative, Gill Sherratt of Licensing Matters who was accompanied by the applicant, Doug McQueen (Clamco Limited) and Mary Horay, proposed Manageress of the premises. During her representations Mrs Sherratt advised the Committee that the applicant had voluntarily agreed to reduce the hours for the sale of alcohol and the hours the premises were open to the public from 08.00 to 23.00 hours each day to 08.00 to 22.30 hours each day.

Mr S Price submitted representations and addressed the Members as "other persons". In addition Councillor S Baker attended the hearing but did not address the Committee.

The Members also took into consideration the relevant representations submitted by other persons who did not attend the hearing but who had submitted relevant representations.

The Committee asked a number of questions of the parties and retired to consider the matter.

Findings

1. A number of representations submitted to the licensing authority did not constitute relevant representations. These were not taken into consideration.
2. None of the representations which were capable of being relevant representations were supported by evidence which the Committee could consider.
3. The application was consistent with the Licensing Objectives.

RESOLVED: That, having considered the application in accordance with Section 4 of the Licensing Act 2003 and all other relevant considerations, it was decided that the application be granted subject to the following:

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1. The voluntary agreement to reduce the hours for the sale of alcohol and the hours the premises are open to the public from 08.00 to 23.00 hours each day to 08.00 to 22.30 hours each day;
2. The conditions volunteered as part of the operating schedule;
3. The conditions agreed with Cheshire Police and Trading Standards; and
4. The relevant mandatory conditions.

Time that the application shall take effect

Forthwith.

Meeting ended at 7.47 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 16 September 2015 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor Lea

Absence declared on Council business: None

Officers present: K. Cleary and J. Tully

Also in attendance: None

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

Action

REG26 MINUTES

The Minutes of the meeting held on 1 September 2015 having been circulated were signed as a correct record.

REG27 LICENSING ACT 2003 - STATEMENT OF LICENSING POLICY

The Committee considered the responses received following the consultation exercise undertaken by the Council in connection with the review of the Statement of Licensing Policy as authorised at its meeting held on 17 June 2015. A number of representations (together with drafting and layout improvements) were approved for recommendation to the Council.

RESOLVED: That

- 1) Having considered the responses to the consultation exercise undertaken by the Council the amended draft Statement of Licensing Policy as approved by the Committee be recommended to Council for adoption; and
- 2) Council be recommended to

Strategic Director
- Community &
Resources

- a) adopt the Statement of Licensing Policy attached to the report, to come into effect immediately following the expiry of the current Policy; and
- b) direct the Operational Director, Legal and Democratic Services, to publish the Statement in accordance with Section 5 of the Licensing Act 2003.

REG28 GAMBLING ACT 2005- STATEMENT OF GAMBLING POLICY

The Committee were advised that no representations had been made to the Council in connection with the consultation exercise which had taken place on the review of the Statement of Gambling Policy (which had been authorised by the Committee at its meeting held on 17 June 2015). This was taken as an indication of general satisfaction with the balance struck in the consultation draft.

RESOLVED: That

- 1) Having undertaken a consultation exercise the draft Statement of Gambling Policy approved by the Committee be recommended to the Council for adoption.
- 2) Council be recommended to
 - a) adopt the Statement of Gambling Policy attached to the report, to come into effect immediately following the expiry of the current Policy; and
 - b) direct the Operational Director, Legal and Democratic Services to publish the Statement in accordance with Section 349 of the Gambling Act 2005 and the Gambling Act 2005 (Licensing Authority Policy Statement) (England and Wales) Regulations 2006.

Strategic Director
- Community &
Resources

Meeting ended at 6.52 p.m.

APPEALS PANEL

At a meeting of the Appeals Panel held on 28 August 2015 in Halton Stadium, Widnes.

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

Apologies for absence: None

Absence declared on Council business: None

Officers present: K Lunt

Also Present: Appellants for Case No: 274 and Case No: 275 (Minutes 12 and 13 refer)

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

Action

**AP9 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.

AP10 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 272

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 dated 26 May 2015 be upheld and the appeal be dismissed.

AP11 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 273

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

RESOLVED: That an award of £12.24 per week be made from the date of application (15 May 2015) until 16 August 2015.

AP12 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 274

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

RESOLVED: That an award of £25.44 per week be made for the period 13 July 2015 to 11 October 2015.

AP13 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 275

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

RESOLVED: That the full shortfall be awarded for the period from 6 July 2015 to 29 November 2015.

Meeting ended at 11.55 am.