

Minutes

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

**Wednesday, 9 December
2015**

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COUNCIL

At a meeting of the Council on Wednesday, 14 October 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, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, MacManus, McDermott, A. McInerney, T. McInerney, Morley, Nelson, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, June Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wall, Wallace, Wharton, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors J Gerrard, Lea, M. Lloyd Jones, P. Lloyd Jones, Joe Roberts and Wainwright

Absence declared on Council business: Councillor P. Harris

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

Also in attendance: None

Action

COU29 COUNCIL MINUTES

The minutes of the meeting of Council held on 15 July 2015, having been circulated, were taken as read and signed as a correct record.

COU30 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- She had attended the launch of the Bridge to Schools educational facility at the Catalyst Centre; and
- She had been presented with a brass plate to celebrate the 15th anniversary of the Vintage Rally event.

COU31 LEADER'S REPORT

The Leader made the following announcements:-

- Work continues on schedule on the construction of the Mersey Gateway Bridge;
- A further seven community projects had been selected to benefit from the Merseylink Time Bank

scheme;

- He gave an update on progress with the Liverpool City Region Devolution agenda and advised that there would be a Special meeting of Council on 11 November 2015 at 6.30pm to consider the matter;
- He advised on the following changes to the membership of Halton Transport Outside Body with immediate effect:-

It be AGREED that Councillors S Hill, Wall and Zygadlo would **replace** Councillors J. Stockton, Wainwright and Woolfall.

COU32 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 3 September 2015, 17 September 2015 and 1 October 2015.

RESOLVED: That the minutes be received.

COU33 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meetings on 8 July 2015 and 16 September 2015.

RESOLVED: That the minutes be received.

COU34 QUESTIONS ASKED UNDER STANDING ORDER 8

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

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

COU35 2015/16 REVISED CAPITAL PROGRAMME (MINUTE EXB 32 REFERS)

Executive Board had considered the attached report of the Operational Director, Finance, which sought approval of a number of revisions to the 2015/16 Capital Programme.

RESOLVED: That the revisions to the Council's Capital Programme set out in paragraph 3.2 of the report be approved.

Operational
Director - Finance

COU36 INITIAL BUDGET PROPOSALS 2016/2017 (MINUTE EXB 49 REFERS)

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

The Budget Working Group was currently considering budget savings proposals for 2016/17. Attached at Appendix 1 were the first set of proposals, which would be implemented immediately to achieve a part-year saving in 2015/16.

In presenting the report, Councillor Wharton wished to place on record his thanks for the support of the Leader, Members of the Executive Board, Members of the Budget Working Group, Officers and the Trade Unions who had helped in the preparation of the proposals.

In accordance with Standing Order 16 (3), a recorded vote was taken.

The following Members voted FOR the motion:

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

There were no votes against the motion.

There were no abstentions.

RESOVED: That the initial budget proposals for 2016/17, as set out in Appendix 1 attached to the report, be approved.

Operational
Director - Finance

COU37 LICENSING ACT 2003 - STATEMENT OF LICENSING POLICY - (MINUTE REG 27 REFERS)

Regulatory Committee had considered the attached report of the Strategic Director, Community and Resources on the adoption of the Statement of Licensing Policy.

RESOLVED: That

- 1) the Statement of Licensing Policy be adopted, to come into effect immediately following the expiry of the current policy; and
- 2) the Operational Director, Legal and Democratic Services, be directed to publish the Statement in accordance with Section 5 of the Licensing Act 2003.

Strategic Director
-Community &
Resources

COU38 GAMBLING ACT 2005 - STATEMENT OF GAMBLING POLICY (MINUTE REG 28 REFERS)

Regulatory Committee had considered the attached report of the Strategic Director, Community and Resources on the adoption of the Statement of Gambling Policy.

RESOLVED: That

- 1) the Statement of Gambling Policy be adopted, to come into effect immediately following the expiry of the current Policy; and
- 2) the Operational Director, Legal and Democratic Services, be directed 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

COU39 DESIGNATION OF STATUTORY ROLE OF DIRECTOR OF ADULT SOCIAL SERVICES

Council was advised that, following the recent restructuring of the Council's Senior Management Structure, which arose from the resignation of the Strategic Director, Communities, it was necessary for the Council to designate one of its senior team as its "statutory" Director of Adult Social Services. This was in accordance with guidance issued by the Department of Health and was a role previously performed by the former Strategic Director, Communities.

RESOLVED: That

- 1) Susan Wallace-Bonner be designated as the "statutory" Director of Adult Social Services as an individual who has the knowledge, skills and

Chief Executive

experience to fulfil the role; and

- 2) the Chief Executive, in consultation with the Leader, be authorised to make any other consequential changes in officer delegations, consequent on that restructuring, which need to be done in advance of the usual annual review of the Council's Constitution.

COU40 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 July 2015:-

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

COU41 COMMITTEE MINUTES

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

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

COU42 NOTICE OF MOTION

The following motion was moved and seconded by Councillors Harry Howard and Chris Loftus respectively:

Trade Union Bill

As a major employer in Halton, this Council recognises the positive benefits that arise from the relationship that we have with recognised trade unions and believes that the relationship between employers and their employees through their collective representatives would be damaged by reducing facility time for representatives of trade unions and by removing the ability of union members to pay union dues direct from wages, as proposed in the Trade Union Bill.

This Council believes that the Bill, far from assisting employer-employee relations or improving workplace democracy, is an ideologically driven attack on the fundamental rights and freedoms of workers and as such is a threat to our democracy.

The Council notes that the Bill and associated secondary legislation will:

- Allow agency labour to be used to substitute for striking workers, currently outlawed, which would be deeply divisive and, with agency workers often doing unfamiliar jobs, could pose a serious health and safety risk to themselves and others;
- Introduce very high thresholds for industrial ballots, with an extra threshold in certain public services, without doing anything to improve the ability of workers to participate in ballots;
- Severely restrict the right to picket and peacefully protest, including the use of social media; and
- Significantly reduces trade union facility time and withdraws check off union contributions in the public sector, irrespective of the wishes of the employer.

The Government's blinkered and dogmatic view fails to recognise that positive relationship between employers and trade unions benefits everyone. The employees, the employer and most importantly in Halton the recipients of our services.

This Council therefore

- 1) resolves to write to the Secretary of State for Business, Innovation and Skills stating the Council's opposition to their Trade Union Bill, and
- 2) calls on Government to scrap the Bill and all associated regulation/secondary legislation.

This Council will continue to recognise that trade unions form an important part of good relations with our employees and we believe trade unions are a positive force for good in the workplace.

In accordance with Standing Order 16 (1) (b), and on the requisition of nine Members of the Council, a recorded vote was taken.

The following Members voted FOR the motion:

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

There were no votes against the motion.

There were no abstentions.

RESOLVED: That the motion be agreed.

Chief Executive

COU43 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Council considered:

- (1) whether Members of the press and public should be excluded from the meeting of Council 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 outweighs the public interest in disclosing the

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

COU44 SIGNAGE AT THE HIVE, WIDNES WATERFRONT
(MINUTE EXB 38 REFERS)

Executive Board had considered the attached report of the Strategic Director, People and Economy, on proposed signage at The Hive, Widnes Waterfront.

RESOLVED: That Council 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
- People and
Economy

Meeting ended at 7.24 p.m.

COUNCIL

At a meeting of the Council on Thursday, 19 November 2015 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Cassidy, Cole, Lea, M. Lloyd Jones, Nolan, Osborne, Parker, Joe Roberts, Sinnott and G. Stockton

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott and G. Cook

Also in attendance: Two members of the public and one member of the press

Action

COU45 POTENTIAL DEVOLUTION OF POWERS AND RESOURCES TO THE LIVERPOOL CITY REGION

Council considered a report of the Chief Executive, which sought endorsement for the proposed Liverpool City Region Devolution Agreement, and to adopt a directly elected Mayor for the City Region, as required in the Government's Cities and Devolution Bill.

On 17 November 2015, the Chancellor had announced that a proposed Devolution Agreement had been reached, subject to Council ratification, with Liverpool City Region (LCR). This had been signed by the five local authority Leaders, the Mayor of Liverpool and the Chair of the Local Enterprise Partnership (LEP).

The Agreement delivered a major transfer of resources, powers and responsibilities from Government to the City Region, alongside governance changes to adopt a directly elected City Region Mayor.

Details of the key elements secured in the proposed Agreement were set out in the report; the proposed deal was subject to the agreement of the individual local authorities, with endorsement sought from the Combined Authority and the Local Enterprise Partnership.

Council noted that the proposed Devolution Agreement was the first step to achieving much greater resources and responsibilities from Government and included:-

- Economic Development;
- Transport;
- Skills and Employment; and
- Housing and Spatial Planning.

Appendix 2, attached to the supplementary report, outlined the Governance principles which the City Region would adopt. It was reported that the proposed Agreement would therefore be implemented through a governance structure of a directly elected Mayor, providing strong leadership, whilst protecting the integrity and the existing role and functions of the local authorities. The Mayoral model was part of the LCR Combined Authority and would maintain the integrated approach to governance which the City Region had worked consistently to develop.

It was reported that all LCR Councils had considered these proposals at their respective Council meetings on 19 November 2015. The Combined Authority would meet on 20 November 2015 and the LEP Strategic Board would meet on 3 December 2015. The report also set out the next steps to implementation, following such confirmation of acceptance, and details of the headline financial implications. All additional and directly devolved funding streams would be managed by the Combined Authority and the newly elected Mayor for the City Region.

RESOLVED UNANIMOUSLY: That Council

- 1) approves the Liverpool City Region Devolution Agreement as outlined in Appendix 1 attached to the supplementary report, and agrees to adopt a Directly Elected Mayor with effect from May 2017, based on the Governance Principles outlined in Appendix 2 attached to the supplementary report;
- 2) notes that the Governance Principles will be incorporated into a formal constitution and will be the subject of a further report in due course;
- 3) agrees to explore with Government further opportunities for devolution, noting that any proposals will be presented to future meetings of the Council for consideration and approval before

Chief Executive

being agreed and implemented; and

- 4) reserves the right to withdraw from the devolution Agreement if Government fail to deliver on the proposals as outlined in the Devolution Agreement attached in Appendix 1.

Meeting ended at 6.17 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 15 October 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: G. Cook, D. Parr, I. Leivesley, G. Meehan, M. Reaney, E. Dawson, K. Mackenzie, R. Peak and M. Lynch

Also in attendance: None

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

| | <i>Action</i> |
|--|---------------|
| <p>EXB52 MINUTES</p> <p>The Minutes of the meeting held on 1 October 2015 were taken as read and signed as a correct record.</p> <p>HEALTH AND WELLBEING PORTFOLIO</p> <p>EXB53 MAKING A DIFFERENCE: A STRATEGY FOR TRANSFORMING CARE MANAGEMENT IN HALTON 2015-2020</p> <p>The Board considered a report of the Strategic Director, People and Economy, which sought approval of the adoption and implementation of the document Making a Difference: A Strategy for Transforming Care Management in Halton 2015-2020 (the Strategy).</p> <p>The Board was advised that the Strategy had been developed within a range of national and local policies and themes, including the Care Act 2014. It set out a framework to build on existing care management model, to construct a professional, skilled management service fit for purpose and responsive to future demand.</p> <p>It was reported that the Strategy had been shared with and influenced by staff, the Health Policy and Performance Board and the NHS Clinical Commissioning</p> | |

Group. As part of its implementation, it was noted that the action plan would require Workforce Capacity Planning, which was already underway and which was detailed in the report.

The Strategy recognised the local ambition for greater integration of health and social care, (as set out in the Better Care Fund Plan) and the development of community hubs.

RESOLVED: That the document Making a Difference: A Strategy for Transforming Care Management in Halton 2015-2020 be endorsed.

Strategic Director
- People and
Economy

TRANSPORTATION PORTFOLIO

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

EXB54 MERSEY GATEWAY BRIDGE PROJECT – PROGRESS UPDATE

The Board considered a report of the Strategic Director, Community and Resources, which provided an update on progress with the Mersey Gateway Bridge project and the performance of the Mersey Gateway Crossings Board Ltd (MGCB) against the criteria set out in the MGCB Governance Agreement.

It was reported that the MGCB was a special purpose vehicle established to deliver the Mersey Gateway Bridge project and to administer and oversee the construction, maintenance and tolling of the new Mersey Gateway Bridge and the existing Silver Jubilee Bridge.

Appendix 1 provided an update on the key construction events, including the construction of the main crossing and the landside and highways for Members' information.

RESOLVED: That

- 1) the progress with the Mersey Gateway Bridge Project, as set out in Appendix 1 attached to the report, be noted; and
- 2) the performance of the Mersey Gateway Crossings Board Ltd, in monitoring the Project Company's performance, as set out in Appendix 1 attached to the report, be noted.

EXB55 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.

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

PHYSICAL ENVIRONMENT PORTFOLIO

EXB56 PEEL HOUSE LANE SITE – UPDATE ON LAND DISPOSAL AND CEMETERY

The Board considered a report of the Strategic Director, People and Economy, which provided an update on the delivery of the new Peel House Cemetery and sought

approval for the sale of land at the front of the site for housing development.

RESOLVED: That

- 1) the progress on the delivery of the new Peel House Cemetery be noted;
- 2) the disposal of the frontage of the site (land edged red on Appendix A) to the company named in the report, on the terms set out in the report and appendices, be approved, subject to planning permission and subject to contract; and
- 3) the Operational Director, Economy, Enterprise and Property be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- People and
Economy

RESOURCES PORTFOLIO

EXB57 EXPRESSWAY INDUSTRIAL ESTATE DISPOSAL

The Board considered a report of the Strategic Director, People and Economy, regarding the disposal of the Expressway Industrial Estate.

The Board was provided with information on offers that had been received for the sale and disposal of the estate.

RESOLVED: That

- 1) the disposal of Expressway Industrial Estate to the company and for the price referred to in the report be approved, with the proceeds shared on a 50/50 basis with the joint owners, following the deduction of legal and marketing costs; and
- 2) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- People and
Economy

MINUTES ISSUED: 20 OCTOBER 2015

CALL-IN: 27 OCTOBER 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 27 October 2015

Meeting ended at 2.10 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 5 November 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, I. Leivesley, G. Meehan, E. Dawson, S. Wallace-Bonner and S. McDonald

Also in attendance: L. Temple-Murray (Grant Thornton)

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

| | <i>Action</i> |
|---|---------------|
| <p>EXB58 MINUTES</p> <p>The Minutes of the meeting held on 15 October 2015 were taken as read and signed as a correct record.</p> <p>RESOURCES PORTFOLIO</p> <p>EXB59 ANNUAL AUDIT LETTER 2014/15</p> <p>The Board considered a report of the Strategic Director, Community and Resources, which presented the Annual Audit Letter for 2014/15.</p> <p>The Board was advised that the Annual Audit Letter (the Letter) summarised the findings from the 2014/15 audit completed by Grant Thornton, the Council's external auditors. The Letter included messages arising from the audit of the financial statements and the results of the work undertaken in assessing the Council's arrangements to secure value for money in the use of its resources.</p> <p>Liz Temple Murray, Audit Manager for the external auditor, Grant Thornton UK LLP, attended the meeting and reported that an unqualified opinion had been issued on the Council's financial statements. The Letter also provided an unqualified conclusion that the Council had adequate arrangements to secure economy, efficiency and effectiveness in its use of resources.</p> | |

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

RESOLVED: That the Annual Audit Letter for 2014/15 be approved.

Strategic Director
-Community &
Resources

EXB60 RETENDERING OF INSURANCE CONTRACTS

The Board considered a report of the Strategic Director, Community and Resources, which advised on the commencement of a procurement process for the re-tendering of a range of insurance contracts.

The Board was advised that in April 2011, the Council entered into five year contracts for a range of insurance services cover which included property/business interruption, contract works, ICT infrastructure, fidelity guarantee, motor vehicles and uninsured loss recovery. It was reported that these contracts were due to end on 31 March 2016, and the Council's insurance broker, Aon, had been asked to manage a procurement process to re-tender these services.

Members noted that the new contracts would run from 1 April 2016 for a three year duration, with the option to extend for a further two years. The procurement process was subject to European procurement rules and would be tendered accordingly.

RESOLVED: That the procurement process, to be entered into via The Chest, be noted, with the purpose of securing the following insurance services:

Strategic Director
-Community &
Resources

- Property/Business Interruption cover;
- Contract Works cover;
- ICT Infrastructure cover;
- Fidelity Guarantee cover;
- Motor vehicle cover; and
- Uninsured Loss Recovery cover.

HEALTH AND WELLBEING PORTFOLIO

EXB61 CESSATION OF TALKING BOOKS SERVICE

The Board considered a report of the Strategic Director, People and Economy, which sought approval for the cessation of the Talking Books Service.

The Board was reminded that, at its meeting on 20 November 2014, it had approved budget savings for 2015/16 of £50,000 from the restructure of vision rehabilitation services. Work was ongoing to achieve this, which included £20,000 relating to the Talking Books Service. Developments in technology had improved and increased options for everyone to access a wide range of free and purchased audio books and magazines. It was noted that Halton Library Service offered a range of e-books and audio books could be provided, through volunteers, to a person's home.

It was reported that the range of alternatives had prompted a review of the continuation of the Council funded subscriptions to the Talking Books Service. Details of a proposed phased withdrawal were set out in the report for Members' consideration.

RESOLVED: That the Board approve the phased withdrawal of subscriptions to the Talking Books Service.

Strategic Director
- People and
Economy

PHYSICAL ENVIRONMENT PORTFOLIO

EXB62 THE PRIVATE RENTED SECTOR OFFER POLICY

The Board considered a report of the Strategic Director, People and Economy, on the introduction of a new Private Rented Sector Offer Policy (PRSO).

The Board was advised that the Localism Act 2011 introduced provisions that allowed local authorities to end their homelessness duty by means of a private rented sector offer without the applicant's consent, provided certain safeguards were met. Prior to this, most applicants preferred to wait for housing in the social rented sector.

Members were advised that, in order for the authority to make use of the power, the Localism Act required authorities to adopt a clear policy on how the powers would be used. Halton had developed a toolkit and suite of materials to utilise the powers safely and effectively, as set out in the report. It was noted that the proposed PRSO

would result in a more effective homelessness service, making better use of the private rented sector and providing significant benefits and choice for homeless households.

RESOLVED: That the introduction of the Private Rented Sector Offer Policy, as detailed in section 3.6 of the report, be agreed.

Strategic Director
- People and
Economy

EXB63 HALTON HOMELESSNESS STRATEGY 2013-16 ANNUAL REVIEW - KEY DECISION

The Board considered a report of the Strategic Director, People and Economy, which sought approval for an amended action plan following the annual review of the Homelessness Strategy for the period 2015/18.

The Board was advised that as part of the implementation of the Homelessness Strategy, the Strategic Action Plan would be reviewed annually. A consultation event was held in June 2015 which involved active engagement with all partner agencies, service providers and Members. It was reported that the review provided clear direction for preventing and addressing homelessness within Halton, and ensured that the Action Plan remained current and reflected legislative and economic changes.

Reason(s) For Decision

Local Authorities were required to produce a strategy in accordance with the Homelessness Act 2002.

Alternative Options Considered and Rejected

No alternatives were considered as a strategy was required to establish key challenges, objectives and priorities for tackling homelessness in Halton over the coming years.

Implementation Date

November 2015.

RESOLVED: That the Homelessness Strategy 2013/18 Annual Review and amended Action Plan be agreed, with the content, findings, key challenges and priorities for the period 2015/18 outlined in the consultation report.

Strategic Director
- People and
Economy

EXB64 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.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB65 3MG HBC FIELD - KEY DECISION

The Board considered a report of the Strategic Director, People and Economy, which sought approval to dispose of part of HBC Field and to report on the financial terms of the agreement.

The report set out details of the financial terms of the agreement and details of the end users' proposals for the site, for Members' consideration.

Reason(s) for Decision

To support the development of a key strategic site with the prospect of bringing up to 600 high quality jobs to the Borough.

Alternative Options Considered and Rejected

To revert to the original asking price for the land. This was rejected firstly because the prospect of good quality jobs outweighed the reduction in capital receipt for the site. Secondly, the offer presented a long term solution for the site. Thirdly, it allowed certainty in the draw down of capital receipt to be used to repay a Growing Places Fund Loan used to fund the access road to the site.

Implementation Date

1 December 2015.

RESOLVED: That

- 1) Executive Board agree the disposal and option agreement to the end user;
- 2) Council be authorised to enter into the Heads of Terms with the end user, as set out in Appendix 1 attached to the report, it being agreed that the Chief Executive, in consultation with the Portfolio holders for Resources, Physical Environment and Transportation, be authorised to make any necessary amendments following negotiations with the end user;
- 3) the Chief Executive, in consultation with the Leader, and the Portfolio holders for Resources, Physical Environment and Transportation, be authorised to take such action as he judges necessary to implement the 3MG HBC Field; and
- 4) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- People and
Economy

**PHYSICAL ENVIRONMENT PORTFOLIO AND
RESOURCES PORTFOLIO**

EXB66 LAND DISPOSAL FOR EMPLOYMENT LAND AT
JOHNSON'S LANE

The Board considered a report of the Strategic Director, People and Economy, on proposals for the disposal of Plots A and B on Johnson's Lane, Widnes Waterfront.

The Board was advised that the Council owned approximately 20 acres of land at Johnson's Lane, Widnes. The whole site was placed on the market through property agents in November 2010.

It was reported that offers for Plots A and B had been received, as detailed in the report.

RESOLVED: That

- 1) the sale of two areas of land (Plot A and Plot B) of approximately 1.8 acres each, to the end users named in the report, for the values named in the report, both subject to planning permission and subject to contract, be approved; and
- 2) the Operational Director, Economy, Enterprise and Property be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- People and
Economy

CALL IN

MINUTES ISSUED: 9 November 2015

CALL-IN: 16 November 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 16 November 2015

Meeting ended at 2.16 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 19 November 2015 in Council Chamber, Runcorn Town Hall

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, G. Cook, I. Leivesley, G. Meehan, M. Reaney, E. Dawson and D. Nolan

Also in attendance: Councillor Sue Edge

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

Action

EXB67 MINUTES

The Minutes of the meeting held on 5 November 2015 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB68 PROPOSAL TO RE-PROFILE THE DEDICATED SCHOOL GRANT - KEY DECISION

The Board considered a report of the Strategic Director, People and Economy, on the outcome of consultation on the proposal to re-profile the Dedicated School Grant (DSG).

At its meeting on 1 October 2015, the Board had agreed to a consultation with all primary and secondary schools and the Schools Forum, on proposals to re-profile the DSG to ensure that it could be balanced over the next two financial years. A consultation document was sent to all schools, seeking their preference to two possible options (Option A and Option B), as set out in the report.

Following discussions on the results of the consultation and the likely impact of each Option, the Schools Forum agreed to recommend approval of Option B

to Executive Board.

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 the schools budget by £1.8 million 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 re-profile the DSG funding for 2016/17 and 2017/18 be approved; and
- 2) Option B, as set out in the report, be supported.

Strategic Director
- People and
Economy

HEALTH AND WELLBEING PORTFOLIO

EXB69 RESPIRATORY STRATEGY FOR HALTON 2015-2020 -
KEY DECISION

The Board considered a report of the Director of Public Health, which presented a new expanded Respiratory Strategy for Halton for 2015-2020 (the Strategy).

The Board was advised that respiratory disease was one of the key contributing factors to reduced life expectancy in Halton. Work-related conditions, housing conditions, fuel poverty and exposure to outdoor air pollution as well as exposure to tobacco smoke in the environment and smoking itself, were all associated with respiratory disease.

The 2014 Halton Respiratory Health Profile detailed the significant respiratory health issues within Halton. The key issues identified within the health profile were set out in the report. It was noted that the Strategy presented a single vision for respiratory health across all partners to ultimately improve the respiratory health and wellbeing of the people in Halton.

Reason(s) for Decision

Executive Board were required to ratify the Strategy and agree the recommendations made within it, to enable activities to improve respiratory health for people in Halton.

Alternative Options Considered and Rejected

None.

Implementation Date

The recommendations would be implemented immediately following approval by Executive Board. Action plan development was in progress.

RESOLVED: That Executive Board agree the content and ratify the Respiratory Strategy for Halton for 2015-2020.

Director of Public Health

EXB70 FORMATION OF A MERSEYSIDE REGIONAL SENSORY SERVICE

The Board considered a report of the Strategic Director, People and Economy, on the formation of a Merseyside Regional Sensory Service.

The Board was advised that sensory services were provided across all age groups, with highest demand amongst the ageing population. It was reported that commissioners across Merseyside had proposed the establishment of a regional sensory service for both statutory and non-statutory services. Halton was participating in this regional procurement process and engagement with providers, service users and other stakeholders was underway.

The proposed transfer of two full time rehabilitation officers and two support worker posts to the Merseyside Regional Sensory Service would be managed as part of the procurement process and relevant information would be shared with the bidders.

RESOLVED: That

- 1) the report be noted; and
- 2) in accordance with the Transfer of Undertakings Protection of Employment (TUPE) Regulations 2006, the transfer of two full time Vision

Strategic Director
- People and
Economy

Rehabilitation Officer Posts and two part time Support Worker Posts to the proposed Merseyside Regional Sensory Service, be approved.

EXB71 ADDITIONAL PAYMENTS (FOR ACCOMMODATION) - POLICY

The Board considered a report of the Strategic Director, People and Economy, on the Additional Payments Policy.

The Board was advised that under the Care Act 2014, an individual could choose care home accommodation best suited to their needs. If this was more expensive than had been negotiated, a third party, (usually a family member), could agree to pay the additional amount being asked for by the provider.

Prior to this, Halton had not required an Additional Payments Policy because a payment of this type had historically been between the third party and the provider. The Care Act recommended that each local authority should have a level of oversight of the 'top-up' payments between third parties and the provider. To this end, Halton's legal department had recommended that the most appropriate way to achieve this was to have a policy and a tripartite agreement which clearly stated that liability lay with the third party if top-up payments could no longer be met.

The report set out a number of advantages to this approach. Options and a draft contract were contained at Appendix 1 of the Policy. It was reported that having both a Policy and a Contract was viewed by the Department for Health as best practice.

RESOLVED: That the current Additional Payments Policy be agreed.

Strategic Director
- People and
Economy

ECONOMIC DEVELOPMENT PORTFOLIO

EXB72 EMPLOYMENT, LEARNING AND SKILLS AND COMMUNITY PPB SCRUTINY TOPIC GROUP REPORT ON INWARD INVESTMENT

The Board considered a report of the Strategic Director, People and Economy, which presented the recommendations of the Inward Investment Scrutiny Topic Group.

Councillor Sue Edge, Chair of the Employment, Learning and Skills and Community Policy and Performance Board, attended the meeting to present the report. The Board was advised that the report was commissioned to look at the current approach to inward investment across the Liverpool City Region (LCR), and considered how a collaborative approach could make better use of limited resources going forward. The full report was attached at Appendix 1, with a number of recommendations for the role of the Local Authority and for the (Local Enterprise Partnership) LEP/LCR set out in the report for Members' consideration. It was reported that all of the recommendations and associated actions could be delivered within existing resources at no additional cost to the Council.

Councillor Edge dealt with Members' questions before being thanked for her attendance.

RESOLVED: That the report and recommendations of the Inward Investment Scrutiny Topic Group, attached at Appendix 1, be noted.

RESOURCES PORTFOLIO

EXB73 DETERMINATION OF COUNCIL TAX BASE 2016-17

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

The Council was required to notify the figure for the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner and the Environment Agency by 31 January 2016. In addition, the Council was required to calculate and advise the Parish Councils of their relevant Tax Bases.

The Board was advised that the Tax Base was the measure used for calculating the council tax and was used by both the billing authority (the Council) and the major precepting authorities (the Cheshire Fire Authority and the Cheshire Police and Crime Commissioner), in the calculation of their council tax requirements. It was arrived at in accordance with a prescribed formula representing the estimated full year number of chargeable dwellings in the Borough expressed in terms of the equivalent of Band "D" dwellings. Taking account of all the relevant information and applying a 97.0% collection rate, the calculation for 2016/17 gave a tax base figure of 32,948 for the Borough as a whole.

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

RESOLVED: That Council be recommended to approve

- 1) the Council Tax Base for 2016/17 be set at 32,948 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner and the Environment Agency be so notified; and
- 2) the Council Tax Base for each of the Parishes be as follows:

Operational
Director - Finance

| Parish | Tax Base |
|----------------------|-----------------|
| Hale | 659 |
| Halebank | 499 |
| Daresbury | 159 |
| Moore | 326 |
| Preston Brook | 336 |
| Sandymoor | 966 |

EXB74 2015-16 QUARTER 2 SPENDING

The Board considered a report of the Operational Director, Finance, which reported on the 2015/16 Quarter 2 Spending as at 30 September 2015.

A summary of spending against the revenue budget up to 30 September 2015 was attached to the report at Appendix 1. This provided individual statements for each department. The Board was advised that, in overall terms, the revenue expenditure was below the budget profile, although this was only a guide to eventual spending.

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

- The employee budget and the staff turnover savings target;
- Expenditure on general supplies and services;
- High demand for services within the Children's and Families Department;

- Spending on employees and the use of agency staff;
- The proposed allocation of £0.5m of the contingency budget to help mitigate budget and service pressures in the Children and Families Department;
- Net expenditure within the Economy, Enterprise and Property Department;
- The Complex Care Pool budget;
- The collection rate for Council Tax and the retained element of Business Rates; and
- The Council's net overall spending.

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

RESOLVED: That

- 1) all spending continues to be limited to the absolute minimum;
- 2) Strategic Directors ensure overall spending at year-end is within their total operational budget;
- 3) the transfer of £0.5m from the 2015/16 contingency budget to the Children and Families Department, as outlined in paragraph 3.7, be approved; and
- 4) Council be recommended to approve the revised Capital Programme, as set out in Appendix 3, attached to the report.

Operational
Director - Finance

EXB75 TREASURY MANAGEMENT QUARTER 2 2015/16

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, budget monitoring, 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.

EXB76 BUDGET PROPOSALS 2016/17 - SECOND SET - KEY DECISION

The Board considered a report of the Operational Director, Finance, which presented further revenue 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 totalling £7.8m was approved by Council on 14th October 2015.

Appendix 1 presented a second set of proposals. It was proposed to implement these immediately in order to also achieve a part-year saving in 2015/16, which would assist in keeping the Council's overall spending in line with budget. In addition, a number of the proposals would take time to implement and therefore commencing the process as soon as possible would assist with ensuring they were fully implemented by 1 April 2016. Appendix 1 also presented the impact in 2017/18 of certain of the savings proposals.

RESOLVED: That Council be recommended to approve the budget proposals for 2016/17 as set out in in Appendix 1, attached to the report.

Operational
Director - Finance

MINUTES ISSUED: 23 November 2015

CALL-IN: 30 November 2015

Any matter decided by the Executive Board may be called in no later than 5.00pm on 30 November 2015

Meeting ended at 2.44pm

HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 4 November 2015 at The Halton Suite - Select Security Stadium, Widnes

Present: Councillor Polhill (Chairman)
 Councillor Woolfall
 Councillor Wright
 P. Cooke, Healthwatch
 T. Holyhead, HSCB
 D. Lyon, Halton CCG
 K. Mackenzie, Democratic Services
 L. McDonnell, Cheshire Police
 A. McIntyre, Children and Enterprise
 E. O'Meara, Public Health
 D. Nolan, HBC/CCG
 H. Patel, Citizens Advice Bureau
 M. Pickup, WHH NHS FT
 N. Rowe, Five Boroughs Partnership
 C. Samosa, Bridgewater Community Healthcare NHS FT
 L. Thompson, NHS HCCG
 T. Tierney, HHT
 S. Wallace-Bonner, People & Economy
 P. Williams, SH & K NHS Trust

Action

SCF18 APOLOGIES FOR ABSENCE

Apologies had been received from David Parr, Councillor Ged Philbin, Simon Banks, Colin Scales, Ann Marr, Sally Yeoman, Michelle Creed and Nick Atkin.

SCF19 MINUTES OF LAST MEETING

The Minutes of the meeting held on 16 September 2015 having been circulated were signed as a correct record.

SCF20 BRIDGEWATER COMMUNITY HEALTHCARE NHS FOUNDATION TRUST - STRATEGY FOR HEALTH AND WELLBEING BOARD 2015/16 TO 2020/21 - PRESENTATION

The Board received a presentation from the Director of People, Planning and Development of Bridgewater Community Healthcare NHS Foundation Trust. The presentation outlined the Trust Strategy for Health and Wellbeing 2015/16 to 2020/21. The Strategy aimed to improve the health and wellbeing of all the local authorities that commission Bridgewater Community Healthcare NHS

Foundation Trust.

The Board noted that the trust had evolved over its first year in operation, and was working in partnership with all sectors to put together a strategy for each individual partner. The next step would be to measure the difference that was being made by the work of the Trust, with a Borough based structure responding to local need.

RESOLVED: That the content of the presentation be noted.

SCF21 FOOD ACTIVE PRESENTATION

The Board received a presentation from the Chief Executive of the Health Equalities Group on Food Act!ve. This was a collaborative programme launched by the North West Directors of Public Health in November 2013 to tackle levels of obesity. This would focus on population level interventions which took steps to address the social, environmental, economic and legislative factors that affected people's ability to change their behaviour.

The Board noted the current initiatives on offer by the Group, such as "Give up loving Pop!" and the Sugar Rush Programme, which both concentrated on the impact of too much sugar in a diet and providing an informed choice. The Group was promoting a local government declaration to promote healthy weight.

The Board noted that local initiatives such as "Crucial Crew" also informed teachers and students of the importance of informed food choices.

RESOLVED: That the presentation be noted.

SCF22 A STUDY TO EXAMINE ACCESS TO HEALTHY & AFFORDABLE FOOD IN HALTON

The Board received a report from the Director of Public Health which informed them of a study to examine the ability of residents in Halton to access a healthy, affordable diet. The project, which was at the planning stage, would examine the ability of residents to access a healthy and affordable diet by mapping the availability of food across the Borough and assess the barriers that could prevent residents from accessing a healthy diet. The project findings would provide an evidence base to inform future policy with regard to improving the diet and reducing levels of obesity in Halton.

RESOLVED: That the report be noted.

SCF23 BETTER CARE FUND UPDATE

The Board considered a report from the Strategic Director of People and Economy, on the progress, performance and financial aspects of the Better Care Fund Quarter 1 for 2015/2016. The Board agreed the submission of the Better Care Fund plan in December 2014. This was authorised by the Department of Health in January 2015 without conditions.

The Better Care Fund plan outlined key areas for development, performance metrics and associated finance. Progress against these areas was subject to a quarterly return to the Local Government Association and NHS England.

The template for the return was published by the national Better Care Support Team. The time between publishing and submission precluded review at the Health and Wellbeing Board prior to submission. The submission was reviewed by the Better Care Board Executive Committee who monitored the plan on a monthly basis.

The submission demonstrated that Halton had made substantial progress on the implementation of the plan, had achieved the national and local targets and was delivering within the budget as planned.

RESOLVED: That the report be noted.

SCF24 HALTON SAFEGUARDING CHILDREN'S BOARD ANNUAL REPORT 2014-15

The Board considered a report which contained the Halton Local Safeguarding Children's Board (LSCB) Annual Report 2014 – 2015 and Business Plan 2015 - 2017.

The Annual Report provided a rigorous and transparent assessment of the performance and effectiveness of local services to safeguard and promote the welfare of children and young people. It identified areas of weakness, the causes of those weaknesses and proposals for action. The report included lessons from learning and improvement activity within the reporting period.

The LSCB was currently funded via contributions from the Council, Schools, Cheshire Constabulary, NHS Halton CCG and Cafcass. Contributions had reduced during

recent years with the LSCB losing contributions from Connexions, the Child Death Grant and year on year reductions from the Schools Forum. The LSCB was undertaking work with partners to uplift financial contributions and increase in kind contributions, as well as approaching partners who did not currently contribute financially to the Board.

RESOLVED: That the content of the report and associated Annual Report appended to the report, be noted.

SCF25 SCAMS VICTIMS PROJECTS - PREVENTION & IMPACT REPORT

The Board considered a report from the Director of Public Health, which informed Members that in September 2014 the Trading Standards Team began work on a Scam Victims Project following receipt of a list of 190 likely victims of mail mass marketing fraud in Halton. The report advised Members of the impact of the work to date, and the potential funding sources that were being explored to extend the project.

The project was important as the victims the Team were working with were largely regarded as vulnerable adults – 60% of people on the list were either currently or previously involved with Adult Social Care in Halton. The Team had undergone training to develop techniques to communicate effectively with the vulnerable and coach them towards behaviour change. This was often a lengthy process.

The Board were informed that the service cost £45,000 in total. Due to a reduction in the Public Health budget the funding would not be available in April 2016. Future options for consideration were:

- Cease running the project;
- Identify joint funding with partners;
- Reduce the number of older people worked with, to target the most vulnerable and cease providing the wider prevention element; and
- Focus on the wider prevention element and cease the help and education element for people at risk.

It was suggested that each Area Forum could be asked for £1,500 in future funding.

RESOLVED: That the Health and Wellbeing Board

Director of Public Health

- 1) note the report;
- 2) identify joint funding with partners; and
- 3) explore the possibility of seeking £1,500 from each Area Forum.

SCF26 COMPLEX DEPENDENCY / EARLY INTERVENTION AND TROUBLED FAMILIES

The Board received a report which summarised the outcomes achieved in Phase 1 of Troubled Families in Halton. The report outlined the key criteria for Phase 2 of the programme and provided the Outcome Plan.

An overview of the Cheshire Complex Dependency Project was included with the report, and how it supported the Early Intervention and Troubled Families agenda within the Borough.

RESOLVED: That the Health and Wellbeing Board

- 1) note the positive developments in Halton's Troubled Families Phase 1 Programme;
- 2) note and supports the key criteria and the Outcome Plan for Phase 2 of the Troubled Families Programme; and
- 3) supports the Complex Dependency Project and recognises the contribution it will make to establishing multi-agency, integrated working to tackle children, families and individuals with complex needs.

SCF27 ITEMS FOR INFORMATION

(I) LGC AWARD APPLICATION - EFFECTIVE HEALTH & WELLBEING BOARDS

The Director of Public Health provided the Board with an update on an application to the Local Government Chronicle Awards 2016 on behalf of the Halton Health and Wellbeing Board. The application was the "Effective Health and Wellbeing Board" category and had focused on "Tackling the Harm Caused by Alcohol."

RESOLVED: That the application be supported. |

Meeting ended at 3.22 p.m.

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

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 19 October 2015 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Logan (Vice-Chairman), Cassidy, Horabin, A. McInerney, June Roberts, J. Stockton, Wall and Woolfall

Apologies for Absence: Councillors P. Hignett and K. Loftus

Absence declared on Council business: None

Officers present: A. McIntyre, G. Meehan, S. Clough, C. Lawley, G. Bennett and T. Coffey, G. Frame, S. McHale and M. Parkinson

Also in attendance: None

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

| | <i>Action</i> |
|--|---------------|
| CYP23 MINUTES | |
| <p>The Minutes of the meeting held on 2 September 2015 were taken as read and signed as a correct record.</p> | |
| CYP24 PUBLIC QUESTION TIME | |
| <p>The Board was advised that no public questions had been received.</p> | |
| CYP25 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 this Board, were attached at Appendix 1 for information.</p> | |
| CYP26 SSP MINUTES | |
| <p>The minutes of the Halton Children's Trust meeting held on 4 August 2015 were submitted to the Board for information.</p> | |

CYP27 CARE LEAVERS CHARTER

The Strategic Director – People and Economy, presented the revised Halton Care Leavers Charter to the Board for consideration.

Members were advised that in November 2012, the Department for Education (DfE) published the first Charter for Care Leavers which was produced by care leavers themselves and reflected their aspirations and expectations in their own words. Each local authority was requested to sign up to the Charter and to discuss with their Children in Care Councils what needed to be done to embed its principles in day to day practice. After consultation with Halton care leavers, the DfE Charter was adopted with some slight amendments to reflect issues that they felt were important to them. The Charter was then adopted by the Council and Corporate Parents in May 2013.

It was noted that the review had now taken place and a revised Charter developed, attached at Appendix 1 of the report.

A representative from the Children in Care Council attended the meeting and outlined the work undertaken by the Council.

RESOLVED: That the Halton Care Leavers Charter is endorsed by the Board and supported by all Corporate Parents in Halton.

CYP28 TRANSFORMATION PLAN FOR MENTAL HEALTH SERVICES

The Board received a presentation from the NHS Halton Clinical Commissioning Group (CCG) which provided an update on the transformation of the Emotional Health and Wellbeing Services for the Young People of Halton.

The presentation outlined the following areas:

- National Policy – ‘*Future in Mind*’;
- What was currently in place in Halton;
- What had been achieved to date;
- What was hoped to be achieved by March 2016;
- The transformational Plan and links to the *All Age Mental Health Strategy*; this included areas for additional investment;
- Eating disorders services; and
- Future opportunities.

The Board were advised that the transformational Plan had been welcomed by schools.

RESOLVED: That the presentation be noted.

CYP29 SUMMARY OF EDUCATIONAL ATTAINMENT AND PROGRESS

The Strategic Director – People and Economy, presented a summary of Halton’s school performance data for Early Years Foundation Stage Profile and Key Stages 1 to 5.

It was noted by Members that the 2015 data remained un-validated until publication of performance tables later this term, and also further data releases in the Spring term. Further, a full suite of national data had not yet been published to enable the comparison of Halton and national performance.

RESOLVED: That the attainment of the children and young people in Halton schools for the 2014-15 academic year be noted.

Meeting ended at 8.00pm

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**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, 16 November 2015 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor Parker

Absence declared on Council business: None

Officers present: W Rourke, A. Jones, C. Patino and J. Griffiths

Also in attendance: One Member of the public

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

| | <i>Action</i> |
|---|---------------|
| <p>ELS19 MINUTES</p> <p>The Minutes from the meeting held on 21 September 2015, were taken as read and signed as a correct record.</p> | |
| <p>ELS20 PUBLIC QUESTION TIME</p> <p>The Board was advised that no public questions had been received.</p> | |
| <p>ELS21 EXECUTIVE BOARD MINUTES</p> <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>ELS22 RIVERSIDE COLLEGE PRESENTATION</p> <p>The Board received a presentation from the Principal of Riverside College, Mary Murphy, which outlined the College's strategic priorities and the quality of teaching and learning; enrolments; funding, and key developments.</p> | |

She informed the Board that the strategic aims of the College were:

- To provide an outstanding learning experience so that all students reached their potential;
- To engage those who traditionally did not participate in education and training;
- To be first choice for school leavers, adults and employees in Halton and the surrounding areas; and
- To be recognised nationally as a centre of academic and vocational excellence.

The presentation included information on achievements at Cronton Sixth Form College and Kingsway. It further provided case studies of A Level students; Vocational students; Adult students and apprentices working with local employers.

It was noted that the College worked with 657 employers and community groups and other agencies across the Borough. It also employed 347 people and educated a total of 6,134 people in 2014-15.

The following was noted further to Members queries:

- In relation to area based reviews and the inclusion of 6th form colleges in this process, it was noted that despite lobbying the Association of Colleges, the Government intention was to restrict area based reviews to Further Education Colleges;
- The Runcorn College Campus was no longer financially viable and had closed. However access to the Widnes Campus was being provided by bus services from Runcorn to Widnes; and
- Vocational courses such as plumbing, electrical, joinery had seen an increase in numbers.

RESOLVED: That the Board notes the presentation.

ELS23 LIBRARY SERVICE PRESENTATION

The Chairman introduced the Library Strategy and Development Manager Julie Griffiths, who presented an update on the new library service, following the implementation of the efficiency review findings in April 2015.

It was reported that the efficiency review had seen

savings of £450,000 and resulted in: the reduction in the opening hours of the Libraries; the cancellation of the mobile library; a new staff structure; and the employment of 25 new staff.

She informed the Board of three of the areas the library service was currently working on:

Helping to get people online – included IT clinics in all libraries; one to one support on a drop in basis at all libraries; trained staff to support customers in all libraries; and work clubs partnerships.

Community Library Service – included pilot programmes of service delivery with care and residential homes; expansions of the home delivery service; and a partnership with *Meals on Wheels* from January 2016.

Learning in Libraries – such as Lego clubs; the sign up to the Society of Chief Librarians Learning Offer (all libraries to provide access to the internet, resources, and places for learning); and digital maker spaces.

Members wished to thank the Library Service and its staff for their enthusiasm towards the implementation of the new service and wished them further success in the future.

RESOLVED: That the presentation is noted.

ELS24 EUROPEAN PROGRAMME 2014-2020

The Board received a report from the Strategic Director, People and Economy, that provided an update on the European Structural and Investment Funds (ESIF) Programme 2014 to 2020.

The report set out the context at a Liverpool City Region (LCR) level and also gave details on the funding bids Halton had been developing.

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

ELS25 GROWING ECONOMIC PROSPERITY IN HALTON UPDATE

Members received a report from the Strategic Director, People and Economy, that updated Members on business support activities that had been undertaken to

support the growth of Halton's economy.

The Board was reminded that a business support model or 'business attractiveness model' for Halton was presented to this PPB in March 2015. It was felt appropriate therefore to provide an update on the activities that the Council had been developing since March.

In summary, the purpose of the model was to shape and inform the level and type of support that was provided to businesses in Halton. It was noted that although the model applied a basic principle that priority should be given to those businesses that would make the greatest contribution to growing and sustaining Halton's economy, the Council aimed to provide a comprehensive business support service known as a 'soft landing and retention service' to all the Borough's existing businesses, as well as new businesses looking to relocate to the area.

Further information on the business support model was contained in the report and Members were referred to Appendix 1, which illustrated the developments with regards to the number of jobs being created in the Borough and the proportion of private sector jobs being created.

In response to Members questions it was noted that the potential for income generation within the Economy, Enterprise and Property Division within the Council was currently being looked at as this was identified as a departmental budget saving in 2016-17.

The Chairman commented on the visit to The Heath Business Park that took place prior to the meeting. The consensus was that it was a very useful exercise and provided a different outlook towards scrutiny for Members. It was hoped that all Members would have the opportunity to participate in future topic visits that may be arranged.

RESOLVED: That the Board notes the progress being made on business support activities in Halton.

ELS26 BUSINESS PLANNING 2016-19

The Board received a report from the Strategic Director, Community and Resources which requested Members to contribute to the development of Directorate Business Plans for the coming financial year.

It was noted that following the reduction of three directorates to two, the Council would be developing a 'one

Council' medium-term business plan, in parallel with the budget, that was subject to annual review and refresh. The process of developing such plans for the period 2016-2019 had now begun.

Members were invited to identify a small number of priorities for development or improvement that they would like to see reflected within those plans. Directors would then develop draft plans which would be available for consideration by Policy and Performance Boards early in the New Year. To assist with this task Members were provided with a briefing note which gave an overview of key strategic issues facing the Board over the medium term.

RESOLVED: That the Board receives the information and indicates any areas of service activity that is considered relevant to plan development.

ELS27 PEOPLE AND ECONOMY POLICY BULLETIN

Members received a report from the Strategic Director, People and Economy, that informed of recent national policy announcements relevant to employment, learning and skills.

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

A brief summary of key announcements was provided in the report along with observations of local relevance, where appropriate, so the Board could consider whether to initiate more detailed scrutiny and/or report to a future meeting. The report also linked to the item on business planning elsewhere on this agenda as it served to identify policies and announcements that may become important emerging issues for the Policy and Performance Board.

RESOLVED: That the report is noted.

Meeting ended at 7.40 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 3 November 2015 at Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors S. Baker, Horabin and Osborne

Absence declared on Council business: None

Officers present: S. Wallace-Bonner, M. Holt, A. Jones, H. Moir, D. Nolan and P. Preston

Also in attendance: Councillors Thompson, R. Hignett and P. Lloyd Jones, M. Pickup and S. McGuire (WHHFT) and Professor Bhowmick

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

| | <i>Action</i> |
|--|---------------|
| HEA18 MINUTES | |
| <p>The Minutes of the meeting held on 8 September 2015 were agreed and signed as a correct record.</p> | |
| HEA19 PUBLIC QUESTION TIME | |
| <p>It was confirmed that no public questions had been received.</p> | |
| HEA20 HEALTH AND WELLBEING MINUTES | |
| <p>The minutes of the Health and Wellbeing Board from its meeting held on 8 July 2015 were submitted to the Board for information.</p> | |
| HEA21 HOMELESS SERVICE UPDATE | |
| <p>The Board received a report from the Strategic Director, People and Economy, which informed them of the recent developments within the homeless service. The Chairman welcomed and introduced Councillor Ron Hignett, the Portfolio holder for Housing Strategy/Homelessness.</p> | |

It was reported that in accordance with the Homelessness Act 2002, the Local Authority had conducted a full Strategic Review of Homelessness within the area and formulated a Homelessness Strategy covering the period 2013-18. It was agreed as part of the Homelessness Strategy implementation, that the Strategic Action Plan would be reviewed annually. A consultation event was held to review the Strategic Action Plan in June 2015 which involved active engagement with all partner agencies, service providers and Members.

It was noted that the review provided clear direction for preventing and addressing homelessness within Halton and reflected the relevant factors known to affect future homelessness. It also highlighted the identified actions completed in the last financial year and new tasks added to ensure the action plan remained current and reflected legislative and economic changes. The Board was advised that the amended Action Plan would be the subject of a report to Executive Board on 5 November 2015.

The report then provided Members with details of recent developments within the Housing Solutions Team; Homelessness Trends; Legislation; and Health and Homelessness. The Board was also advised of a recent Supreme Court decision that was likely to affect future demand for the homelessness service.

In response to Members' comments, the following was noted:

- Recruitment to the Housing Solutions Team was now complete and at full capacity;
- Brennan Lodge, located in Albert Road in Widnes, was accessed by clients following an electronic assessment carried out by the Housing Solutions Team;
- Halton formed part of the Merseyside and Cheshire Sub Regional groups. The London City Region (LCR) sub group developed a Pan Merseyside Bond Scheme, which provided assistance to vulnerable clients who were not able to access social housing;
- Only a small number of Armed Forces personnel had accessed the service so far; and
- The Authority had been successful in maintaining zero use of bed and breakfast accommodation for the past 4 years.

RESOLVED: That the report be noted.

Councillor Martha Lloyd Jones declared a Discloseable Other Interest in the following item as her husband was a Governor of Warrington and Halton Hospitals NHS Foundation Trust.

HEA22 RAPID CLINICAL ASSESSMENT

The Board received an update from the Strategic Director, People and Economy, on the clinical service development. The Chairman introduced Professor Bhowmick from Warrington and Halton Hospital Foundation Trust, (WHHFT) who addressed the Board and assisted in presenting the item.

It was reported that as part of the wider Health and Wellbeing agenda, the local statutory and independent sector organisations were committed to developing more services in the Borough which supported clinical diagnostics and assessment in or closer to people's homes. The development of the Urgent Care Centres was a key example of how this intention was delivered in practice bringing together a range of health and social care organisations.

The Board was advised that older people became unwell for a variety of complex reasons and sometimes required hospital attendance or admission for consultant led diagnostics and assessment. Further, moving older people out of their home environment to a hospital, particularly frail older people aged 75+ posed a number of significant issues and risks to their health and wellbeing, including disorientation, confusion, falls, functional decline and risk of hospital acquired infection. Finding clinically suitable alternatives to hospital was therefore important for this group.

Members were advised that the Rapid Access and Rehabilitation Service had operated in the Borough for over 13 years. The team comprised non-medical professionals from health and social care and worked with adults and older people who required assessment, treatment, care and support with the aim of preventing hospital admission and reducing the length of hospital stay. The service worked with people in their own homes and also within dedicated intermediate care beds located within the Borough.

It was noted that in collaboration with Warrington and Halton Hospitals NHS Foundation Trust the service was enhancing its model of care with the addition of a Care of the Elderly consultant. This model would be designed to deliver rapid, higher level diagnostics and assessment for referrals from the primary care team.

In response to Members' queries it was noted that the development of the service was well advanced and staff were being trained on actual patients in their homes. It was planned that referrals would be accepted from end of November / beginning of December.

RESOLVED: That the contents of the report be noted.

Councillor Martha Lloyd Jones declared a Discloseable Other Interest in the following item as her husband was a Governor of Warrington and Halton Hospitals NHS Foundation Trust.

HEA23 WARRINGTON & HALTON HOSPITALS NHS FOUNDATION TRUST - CAR PARKING PENALTY NOTICES - UPDATE

The Board received an update from Mel Pickup and Steve McGuire from Warrington and Halton Hospitals NHS Foundation Trust (WHHFT) following the Health Policy and Performance Board (HPPB) meeting held on 28 July 2015, which considered the current parking penalty charges and process in place at the Halton and Warrington Hospital sites.

The Board was advised that the responses to the questions posed at the meeting and submitted to the Trust in July 2015 were attached to the report in Appendix 1. These questions related to:

- The Tender Process;
- Patient Confidentiality;
- The Equality Act;
- The British Parking Association and Signage at the Trust; and
- Refunds

The Chairman introduced Councillor Thompson who presented WHHFT with 5 further questions and tabled information relating to car park usage, charges and penalties of 24 Acute NHS Trusts in the North West of England, which highlighted the comparisons between them and the car park usage, charges and penalties issued at Halton Hospital.

Following discussions it was agreed that Officers would provide WHHFT with information on who to discuss the options with regarding the adopted highway.

RESOLVED: That the Board notes the contents of the report and associated appendix.

HEA24 CLOSURE OF THE INDEPENDENT LIVING FUND

The Board received a report from the Strategic Director, People and Economy, which updated them on the closure of the Independent Living Fund (ILF) and the progress of the project group established to undertake a reassessment of all ILF recipients prior to 30 June 2015.

Members were advised that after an independent review in 2007, the Government acknowledged that the ILF system was inequitable for people and operated outside of care systems operated by the Local Authorities. Subsequently it was decided to close the ILF on 30 June 2015 with the ILF users being transferred to the management of the Local Authority. It was noted that an attrition rate of 5% was applied to the overall costs that the Council would receive.

To assist this process, a project team was established to review the 51 ILF recipients which was completed before the transfer date. Based on the reviews, statistical information had been calculated and was provided under paragraph 3.6 of the report.

The report also went on to advise that there were no indications from Government regarding the ongoing funding of these packages for 2016-17 and beyond or whether further attrition rates would be applied. If further funding was not received, the cost to Halton Council to continue to support people at the current levels of care was a concern for Members, as was the impact that this would have on the Complex Care pooled budget.

RESOLVED: That the Policy and Performance Board receives the ILF update report and the contents be noted.

HEA25 DEPRIVATION OF LIBERTY SAFEGUARDS

The Board received a report which provided an update and highlighted key issues with respect to Deprivation of Liberty Safeguards (DoLS).

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

The key issues in relation to DoLS was discussed in the report and noted by Members. The Chairman requested that a further update be presented to the Board at a future meeting.

RESOLVED: That the report be noted.

HEA26 CARE ACT IMPLEMENTATION - CURRENT POSITION

The Board received an update on progress and the impact of implementation on Phase 1 of the Care Act and was informed of the postponement and consequences of Phase 2 of the Care Act to 2020.

It was noted that on 1 April 2015 the Care Act came into force and Halton now had certain duties placed upon them (discussed in paragraph 3.1 of the report). It was reported that progress had been made on the implementation of this and all aspects of the Care Act and that Halton could now demonstrate full compliance with all areas (detailed in paragraph 3.2).

Members discussed the expected impact of Phase 1 in Halton and the postponement of Phase 2 until April 2020, as decided by the Department of Health (DH).

RESOLVED: That the Board notes the contents of the report and the impact and risks associated with the implementation of the Care Act 2015.

Meeting ended at 7.55 p.m.

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 10 November 2015 at the Council Chamber, Runcorn Town Hall

Present: Councillors Thompson (Chairman), Lea (Vice-Chairman), M. Bradshaw, Gilligan, V. Hill, M. Lloyd Jones and Nolan

Apologies for Absence: Councillor J Gerrard, Sinnott and Zygadlo

Absence declared on Council business: None

Officers present: A. Jones, M. Andrews, C. Patino and B. Seabury

Also in attendance: Councillor Nelson, S. Henshaw and C. Wathen (CFRS) and C. Eccleshall (Immigration Service)

**ITEM DEALT WITH
UNDER DUTIES
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SAF22 CHAIRMAN'S ANNOUNCEMENTS

Action

The Chairman made the following announcements:

- 1) Halton and Weavervale Members of Parliament had petitioned central Government with regards to the introduction of Food Standards Hygiene Certificates being displayed on a statutory basis, regardless of the rating.
- 2) Topic group visits were planned over the next 12 months to support the topic groups, such as: a visit to the Cheshire Custody Suite; observing Staysafe in operation; observing dog operations; Creamfields site visit; Halton Stadium match day visit; Night Time Economy (NTE) early hours visits to the Town Centres.

The Community Safety Manager would confirm dates and email Members with details so that they could respond with their interest.

RESOLVED: That the announcements be noted.

SAF23 MINUTES

The Minutes of the meeting held on 15 September 2015 were taken as read and signed as a correct record.

SAF24 PUBLIC QUESTION TIME

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

SAF25 SSP MINUTES

The draft minutes from the last Safer Halton Partnership (SHP) meeting held on 23 September 2015 were presented to the Board for information.

SAF26 FIRE BRIGADE ANNUAL REPORT

The Board received a presentation from the Cheshire Fire and Rescue Service (CFRS) on activity in Halton for 2014-15.

The Chairman introduced the presenters: Councillor Nelson, who was a representative on the CFRS Board, Caroline Wathen and Sean Henshaw, both from (CFRS).

There were three areas of focus discussed:

- Home Safety: engagement, fires in the home and response rates;
- Road Safety: engagement, road traffic collisions and response rates; and
- Deliberate Fires: engagement, incidents and intelligence.

The Board also received the Annual Report for 2014-15 which set out how the Service had performed over the last 12 months and looked at some notable achievements. It also looked at what the future may hold for the Service.

In response to Members' queries the following was noted:

- The construction of the Gateway had so far not created any problems with regards to response times. The CFRS held regular meetings with Merseylink in order to keep abreast with any road closures;
- The CFRS worked with schools and colleges to raise awareness of fire safety;

- It was a difficult task to get the general public to understand the importance of installing smoke alarms in their homes; the same could be said for sprinklers in businesses and educating people that they did not use much water;
- The CFRS was a statutory consultee in the planning process, yet they rarely responded to consultation requests; Councillor Nelson would feed this back to the CFRS;
- CFRS was in a better financial position than most other authorities;
- Runcorn Fire Station was the most community active station in Cheshire;
- New laws were coming in which would require private landlords to install working smoke and carbon monoxide alarms in their properties; and
- Wheelie bin fires were one of the biggest problems faced by the fire service in Halton despite prevention methods.

The Chairman thanked all presenters for their informative presentation.

RESOLVED: That the presentation be noted.

SAF27 UK VISA AND IMMIGRATION SERVICE

The Chairman introduced Chris Eccleshall from the Immigration Service who updated the Board on the work of the UK Visa and Immigration Service, formerly known as the United Kingdom Border Agency (UKBA).

He advised that the service was split into three areas: UK Visa Section; UK Border Force; and Immigration Enforcement. They had a National Strategy and Planning Department who had begun to work at a local level in Halton, in partnership with the Council and other agencies to remove illegal people from the UK who were a drain on local resources such as housing and health.

He also spoke about criminality issues associated with illegal immigrants that were dealt with by the Service and gave examples of the work being carried out presently with HBC Licencing Officers.

Members discussed the service and agreed that they would be interested to receive statistics of illegal immigrants in Halton and the activity carried out by the Service to remove them and combat criminality.

RESOLVED: That the presentation be received and noted.

SAF28 BONFIRE NIGHT / HALLOWEEN NIGHT - VERBAL UPDATE

The Board received a brief update on the activities of the Community Safety Department over the Halloween and Bonfire Night period.

Operation Treacle was carried out, were two hubs (one in Runcorn and one in Widnes) were set up consisting of Police staff and PCSO's, RSL's, child agencies, Addaction and parents. They were active in dispersing groups of people throughout this period.

It was reported that overall figures for crime and criminal damage were down over 30-31 October and the feedback received from partner agencies was good.

It was noted that a full report would be brought to the next meeting of the Board.

RESOLVED: That the update be noted.

SAF29 CREAMFIELDS - VERBAL UPDATE

The Board received a verbal update on this year's Creamfield's Event relating to statistics on drug offences; theft; violence against persons; criminal damage; robbery and sex offences.

It was noted that a full report would go to the next meeting of the Board following ratification of the information at the Safer Halton Partnership meeting.

RESOLVED: That the update be noted.

SAF30 LOCAL ALCOHOL ACTION AREA FINAL REPORT

The Board received a report from the Director of Public Health, which presented the Local Alcohol Action Area (LAAA) Final report.

The Board was reminded that in March 2014 Halton was one of only twenty areas in the country to be selected as an LAAA as part of the Government's response to the Alcohol Strategy Consultation in July 2013, and the subsequent commitment by the Home Office to launch a number of Local Alcohol Action Areas.

The key aims of the Halton LAAA, its objectives and progress made was discussed in the report and in the appendix to the report. It was noted that the LAAA scheme had concluded in May 2015 and the final report summarising the successes of the project had been submitted to the Home Office.

It was noted that the LAAA had strengthened the relationship between crime and community safety colleagues and health, ensuring that there was a shared understanding and commitment to reducing all aspects of alcohol related harm across the Borough. Members were advised that the LAAA Steering Group would now merge with the Halton Alcohol Strategy Group and continue to build upon actions and momentum.

On behalf of the Board, the Chairman wished to convey his thanks to Dr Elspeth Anwar, who had led the project in Halton.

RESOLVED: That the Board notes the contents of the report and continues to support local actions to reduce alcohol related harm.

SAF31 LEGAL HIGHS WORKING GROUP UPDATE

Members received an update on the progress of the Legal Highs Working Group to date. It was noted that the risks of legal highs were identified and a key recommendation made early in the process was that Halton would take a strong stance on legal highs.

The Group had received Public Health England representatives who advised of the increase in their usage in general in the UK. They also advised that not a lot was known about them or what substances the different types of drugs contained. As far as the Topic Group knew, there were no shops in Halton that sold these drugs.

Members were advised that a final report of the Topic Group would be submitted to the Board at a future meeting.

RESOLVED: That the update be noted.

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Meeting ended at 8.05 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, 25 November 2015 at the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillor Wall

Absence declared on Council business: None

Officers present: M. Noone, S. Rimmer, A. Scott, A. Cross, N. Goodwin and J. Unsworth

Also in attendance: One member of the public

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

| | <i>Action</i> |
|--|---------------|
| <p>EUR23 MINUTES</p> <p>The minutes of the meeting held on 9 September 2015, having been circulated, were signed as a correct record.</p> | |
| <p>EUR24 PUBLIC QUESTION TIME</p> <p>It was confirmed that two public questions had been received and would be submitted and addressed under Standing Order 34 (9).</p> <ol style="list-style-type: none"> 1) What are Halton Borough Council's road safety policy and priorities for financial year 2015/16? 2) What are Halton Borough Council's road safety priorities for the Daresbury Ward for the financial year 2015/16? <p>A written response was provided (appended to these minutes).</p> | |
| <p>EUR25 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the Minutes of the meetings of</p> | |

the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.

RESOLVED: That the Minutes be received.

EUR26 PETITION REQUESTING PEDESTRIAN CROSSING FACILITIES AT BARNFIELD AVENUE, RUNCORN

The Board received a report of the Strategic Director, Community and Resources, which advised that a petition had been received which comprised of 25 individual letters from Year 5 pupils at Murdishaw West Community Primary School, Runcorn, requesting the installation of pedestrian crossing facilities on Barnfield Avenue, and to make recommendations about future provisions of such facilities.

It was noted that there were two paths to the east of the school/Barnfield Avenue, that gave access to the school and were well used at school times; in addition, there was one pathway immediately adjacent to the school entrance and one next to the traffic signals at the Busway crossing.

It was reported that surveys had been carried out to record both the volumes of traffic and the numbers of pedestrians crossing at the three locations shown on the drawing at Appendix A. It was noted that the busiest of these was the most southerly at the Busway/Barnfield Avenue junction, which was a traffic signal controlled junction. It was noted that as the crossing from this footway only added a short extra walking distance for many crossing students, there was further justification for the possible introduction of a pedestrian controlled crossing into the traffic signals at the Busway junction, when the junction was next refurbished.

RESOLVED: That the petitioners be informed that the pedestrian/traffic surveys have been carried out and that consideration will now be given to

- a) introducing controlled pedestrian crossing facilities into the existing traffic signals at the junction of Busway with Barnfield Avenue; and
- b) to reviewing existing signing and road markings, renewing these as necessary, with both proposals being subject to funding availability.

Strategic Director
-Community &
Resources

EUR27 ANNUAL UPDATE ON ARMED FORCES COVENANT AND ARMED FORCES AND VETERAN SUPPORT

The Board considered a report of the Strategic Director, Community and Resources, which provided an update on the Armed Forces Covenant and the Armed Forces and Veteran support.

The Board was advised that the Royal British Legion had commissioned a significant piece of research in 2014, to identify the size, profile and needs of the ex-service community, to provide forecasts on the future profile. The key findings were summarised in the report. It was estimated that the total of the armed forces community living in the UK in 2014 was between 6.5 and 6.7 million, with 46% now aged 75+. It was reported that this age group faced similar problems to those in the UK population as a whole, of isolation, physical health problems and difficulties with mobility and care.

Of those veteran's in the younger cohort of 16-34, (some 6% of the ex-service community), it was noted that they were more likely to have a caring responsibility than the UK general population of the same age. Finance and employment were significant problems for this group with one in twenty having taken out a pay day loan and over half of those of working age unable to make use of their skills or experience in their current job.

Halton was part of a pan Cheshire Covenant; a voluntary statement of mutual support between the civilian community and its local armed forces community. The Covenant, set out 20 pledges, around five key themes; the Board received an update on each of the following:-

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

The Board noted that the Cheshire Community Covenant Partnership, which consisted of the Armed Forces Champions from Cheshire East, Cheshire West and Chester, Warrington and Halton, representatives from Health, Job Centre Plus/DWP, 75th Engineers and 42nd Regiments.

In addition, the Board was advised that the Armed

Forces Covenant Fund was a national grants scheme that had been in place since 2012. In 2015, it was reported that the arrangements had been reviewed and revised, with new guidance issued in August 2015. Details and guidance on applications for such grants were given in the report, but there were three key priorities for the fund:-

- Community integration;
- The co-ordination and delivery of support to the Armed Forces Community; and
- Former service personnel in the criminal justice system.

Members were also updated on wider Halton activity since the last report. World War 1 commemorations commenced on 4 August 2014, with Town Centre events in Runcorn and Widnes taking place, the Lights Out initiative promoted, the gathering of history and WW1 experiences in a project by the Library Service, a tea dance and a joint project with the Imperial War Museum North. On 8 May 2015, to mark VE Day, Halton's Mayor lit a Beacon in the evening with local veteran support organisations and residents in attendance.

Members noted details of future plans which included Corporate Covenants to complement the Armed Forces Covenant, the involvement of Reservists in the Covenant arrangements and the outcomes of Mystery Shopping exercises.

RESOLVED: That the report be noted.

EUR28 GARDEN WASTE COLLECTIONS

The Board considered a report of the Strategic Director, Community and Resources, which provided an update on the Council's garden waste collection service.

Members were reminded of the introduction of a charge for the collection of garden waste which was introduced as part of the 2015/16 budget setting process. This report provided Members with an update on the scheme since the introduction of this charge on 1 June 2015.

Service take-up was reported to be 36% of eligible households (15,215 households), with the cost of the service set at £30 per bin per year (£25 if paid for online). It was noted that income received from subscriptions was sufficient to cover the operation, management and administrative

costs associated with the service, which meant that the objective of making the service self-financing had been achieved. The report set out details on the payment rates, incidents of fly tipping, the administration of the scheme and an analysis of kerbside collections and of garden waste deposited at the Council's Household Waste Recycling Centres.

The Board wished to place on record their thanks to Officers that had introduced and managed the implementation of the scheme and to those Members of the Waste Topic Group for their contribution.

RESOLVED: That the report be noted.

EUR29 LOCAL DEVELOPMENT SCHEME - UPDATE

The Board received a report of the Strategic Director, Community and Resources, on the proposed updates to the Local Development Scheme (LDS).

The LDS was the timetable for the production of Halton's Local Plan which set out how the Borough would develop over the next 15-20 years. The LDS identified the Planning Policy documents to be prepared with targets dates for their production.

A provisional Halton Local Development Scheme 2015 was attached to the report at Appendix 1. It was noted that the LDS was an essential tool in policy production as it allowed future participation to be scheduled in advance by stakeholders, industry and the public. Regular updates on the milestones in the LDS were published on the Council's website.

RESOLVED: That the provisional Local Development Scheme, appended to the report at Appendix 1, and the Local Plan document highlighted in the LDS, be noted.

EUR30 BUSINESS PLANNING 2016-17

The Board considered a report of the Strategic Director, Community and Resources, on the Business Plan for 2016/17.

The Council developed its business plan in parallel with the determination of its annual budget and the review and refresh of the Corporate and Directorate Risk Registers.

It was noted that Members now had the opportunity to

contribute to the process of plan development. Members were informed that plans could only be finalised once budget decisions had been confirmed in March 2016, and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2016.

The following areas were discussed:

- Waste Management and Open Spaces;
- Economic Regeneration;
- Highways, Transportation and Traffic; and
- Physical Environment – Statutory Plans

RESOLVED: That

- 1) Members' comments be taken into account when developing the Business Plan; and
- 2) the draft plan be brought to a future meeting of the Board.

EUR31 ANNUAL ROAD TRAFFIC COLLISION AND CASUALTY REPORT

The Board considered a report of the Strategic Director, Community and Resources, which gave details of road traffic collision and casualty numbers within the Borough in the year 2014, and recommended a continuance of road traffic collision reduction work.

The Board was advised that Appendix A to the report set out full details of the numbers of traffic collisions and casualties in the year 2014, and compared these figures with those from previous years. These results were disappointing, with an increase in the numbers of people slightly injured and of those killed/seriously (KSI) injured, compared to those figures for previous years. Within the KSI total, both the number of adults and of children increased, but it was noted that the latter figure was known to be volatile in Halton and could fluctuate from year to year.

A summary for 2014 was set out in the report. Halton's 2014 casualty figures reinforced the view that achieving further reductions would prove to be extremely challenging. Members noted that this should be considered in the context of a reduction in Government grants for road safety, and an anticipated continued reduction following the next Government Spending Review, together with the absence of national road casualty reduction targets.

RESOLVED: That

- 1) the overall progress made on casualty reduction in Halton over the past decade be noted and welcomed; and
- 2) the continuing programme of road traffic collision and reduction schemes and road safety education, training and publicity be endorsed.

CHAIR'S ANNOUNCEMENT

The Chair made an announcement regarding the recent appointment of Mick Noone as the Lead Officer for Roads for Transport for the North. This appointment was essentially required to ensure that the whole of the North of England's strategic road network was developed to meet the strategic, economic and environmental needs of the North, working in conjunction primarily with the Department for Transport and Highways England.

The Chair congratulated Mr Noone on his appointment.

Meeting ended at 7.34 p.m.

Answers to Public Questions

1. What are Halton Borough Council's road safety policy and priorities for FY2015-2016?

Since 2011 Halton has been a member of the Halton & Warrington Road Safety Group (HWRSG) which brings together the activities of partners to ensure coordinated and effective delivery of road safety improvements across Halton & Warrington. The ultimate aim is to reduce the numbers killed or injured on the roads and the group is made up of representatives from Local Authorities of Warrington & Halton, Cheshire Fire and Rescue Service and Cheshire Constabulary responsible for identifying priorities and agreeing delivery plans. The HWRSG sits below the Cheshire Road Safety Group (CRSG) which operates safety cameras throughout Cheshire.

The main road safety delivery strands are Education, Enforcement & Engineering aiming to:

- Increase awareness of contributing factors that cause road traffic collisions and increase the severity of injury, examples: speeding, impairment (alcohol/drugs), distractions (mobile phones), not wearing of seatbelts, not using the correct child restraint systems.
- Ensure that the road network is maintained in a good condition, in order to reduce and prevent road traffic collisions and improve road safety. Identify collision hotspot locations and investigate potential engineering solutions to reduce the risk.
- Carry out targeted enforcement campaigns based on sound intelligence.
- Utilise safety/speed cameras to reduce speed in identified high risk locations.
- Respond to local concerns about road safety related ASB/crime. This could include deployment of Speed Indicator Devices (SIDs) and community speed watch campaigns.
- Develop intelligence led road safety activities targeted at high risk groups.
- Create added value through collaborative initiatives and improve partnership working.

'Education' includes road safety education, training and publicity work. Most of the pure education work takes place in schools and colleges and a wide range of different messages are delivered, depending on the target audience, ranging from traditional safe crossing tuition for young children to drink and drug abuse messages aimed at new drivers. Budget cuts over recent years have resulted in a marked reduction in the scale of this delivery but bicycle training is still provided through the national Bikeability scheme, delivered by external contractors and funded via a government grant allocation.

Publicity work ranges from advertising campaigns broadcast via local radio to emphasise national campaigns against drink driving through to day time information stands at supermarkets and other venues, again informing the public about topical issues such as safe driving whilst taking prescribed medicines. Such events are frequently run in conjunction with partner organisations.

'Enforcement' is the responsibility of Cheshire Police who daily operate fixed and mobile safety cameras for speed limit enforcement at numerous sites throughout the Borough and more widely, Cheshire. The locations chosen are those with established

patterns of drivers exceeding the speed limit or hosting a history of speed-related accidents.

'Engineering' focusses on providing physical improvements to the highway network to reduce the incidence of incidents and lessen the severity or consequences should they happen.

- Early each year, accident data for the previous year is received from Police.
- Using computerised mapping system, data is added to that from the previous four years.
- Locations with clusters of accidents are shortlisted, prioritised by accident numbers
- At meetings with local Police traffic officers, the detail of incidents at cluster sites is examined for common causes and affordable solutions with emphasis on the local reporting officer's description of events.
- Outcome is a prioritised list of sites which is taken forward to design and consultation.

Reporting

This Council does not have an overarching road safety policy as such, but each year, a full report on Halton's Road Safety Work and Casualty Position is submitted to the Council's Environment and Urban Renewal Policy and Performance Board. This year's report will be on the agenda of the 25th November meeting of this Board.

Priorities

The Council's priority is to seek the maximum possible reduction in road traffic accident casualties, but this can only be achieved by analysing road user and accident location data. In seeking the best way to reduce overall incident numbers through engineering work, consideration of host ward location is not a factor, rather tailored engineering remedial measures will be implemented wherever they can have the maximum effect.

The situation with road safety education, training and publicity is somewhat different as ward casualty data is analysed and specific work is delivered based on emerging patterns. Whilst greater priority is given to those wards with the highest child casualty rates, the focus will be different from ward to ward. For example, Kingsway and Riverside wards have comparatively high rates of pedestrian accidents whilst in Daresbury the overall casualty rates are lower with most injuries being sustained whilst travelling by private car.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 20 October 2015 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor C. Gerrard

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, E. Dawson, T. Dean, N. Goodwin, A. Scott and R. Shacklady

Also in attendance: None

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

| | <i>Action</i> |
|--|---------------|
| CS17 MINUTES | |
| <p>The Minutes from the meeting held on 1 September 2015 were taken as read and signed as a correct record.</p> | |
| CS18 PUBLIC QUESTION TIME | |
| <p>The Board was advised that no public questions had been received.</p> | |
| CS19 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> | |
| CS20 MEMBER DEVELOPMENT GROUP NOTES | |
| <p>The Board considered the minutes of the Member Development Group meeting held on 25 June 2015.</p> <p>RESOLVED: That the Board note the minutes.</p> | |

CS21 HEALTH AND SAFETY POLICY

The Board received a report of the Strategic Director, Community and Resources, which sought approval of a revised Corporate Health and Safety Policy.

It was reported that the Health and Safety At Work Act required employers with five or more employees to have a written health and safety policy. The revised Policy, attached to the report at Appendix 1, highlighted the commitment of the Authority to managing health and safety effectively.

It was noted that this year, the biennial review of the Policy had been updated to reflect procedural and Directorate structure changes.

Members commented on the improvements to the lone working arrangements, the training that was provided and the risk assessment procedures.

RESOLVED: That the revised Corporate Health and Safety Policy be approved.

CS22 CORPORATE ACCIDENT AND INCIDENT REPORT

The Board was provided with a report from the Strategic Director, Community and Resources, which presented details of corporate accident statistics with associated trends, from 1 April 2015 to 1 September 2015.

Members commented on the following:-

- the review of building security arrangements;
- the increase in incidents of verbal violence;
- the action taken following a violent incident in Children's Social Care; and
- the introduction of drug driving legislation.

The Board thanked Tony Dean, Health, Safety and Welfare Officer, and his colleague for the report.

RESOLVED: That the report be noted.

CS23 BUSINESS PLANNING

The Board considered a report of the Strategic Director, Community and Resources, which advised Members that the process of developing Business Plans for 2016/17 had begun.

The Council developed its business plans in parallel with the determination of its annual budget and the review and refresh of Corporate and Directorate Risk Registers.

It was noted that Members now had the opportunity to contribute to the process of plan development. Members were informed that plans could only be finalised once budget decisions had been confirmed in March 2016 and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2016.

The following areas were discussed:

- Finance;
- ICT and Administrative Support Services;
- Legal and Democratic Services;
- Policy, People, Performance and Efficiency;
- Property Services; and
- Catering and Stadium.

Members commented that the level of reporting on the work plan so far was very informative.

RESOLVED: That

- 1) Members' comments be taken into account when developing the Business Plans; and
- 2) the draft plan be brought to a future meeting of the Board.

Strategic Director
Community &
Resources

CS24 LOCAL AREA FORUMS 2014-15

A report was presented to the Board by the Strategic Director, Community and Resources, which informed members of the project delivery of the Local Area Forums for the financial period 1 April 2014 to 31 March 2015.

Members were advised that Local Area Forums (LAF) were set up in 2001 to take policy development to communities, bridging the gap between key agencies working within the Borough. Each LAF was led by the respective local Councillors and supported by a Senior Officer from the Council. Other partner organisations such as the Police, Fire Service, Housing Associations, Youth and

Voluntary sector bodies also attended LAF's to keep the community informed of local developments and to respond to local concerns.

It was reported that in 203/14, £568,890 was allocated to the Area Forums which was allocated on a per capita basis across the seven LAF's that covered the Borough; details of each area's funding was provided in the report. Projects funded through the LAF's were categorised into the following key areas:-

- Landscapes;
- Improved Parks;
- Pedestrian and Highway Improvements;
- Security;
- Children and Youth Facilities;
- Community Events;
- Community Initiatives; and
- Community Resources and Equipment.

It was highlighted that the Area Forum budget had enabled the leverage of other grants, and through joint working, had secured access to funds from other agencies such as Housing Providers, Biffa, WREN and the National Lottery.

Finally, the report provided Members with examples of case studies which demonstrated the positive impacts that Area Forum projects had in Halton's communities.

Members thanked Officers for the detailed report and congratulated the Community Development Team on their work.

RESOLVED: That the report be received.

CS25 DISCRETIONARY SUPPORT SCHEME TOPIC GROUP - UPDATE

The Board considered a report of the Strategic Director, Community and Resources, which contained two recommendations from the Discretionary Support Scheme Topic Group (DSS).

It was noted that the DSS was in its third year of operation. The Topic Group had met on 30 September 2015 to review progress with both the Discretionary Support Scheme and the Discretionary Housing Payments Scheme (DHP) during 2015/16 to date. Details of progress were outlined in the report.

Members considered the proposals to increase the minimum value of food orders placed via the DSS from £25 to £40, and the proposal to increase the period of DHP awards from 13 weeks to 18 weeks, in order to ensure more stability for claimants.

It was reported that the Topic Group had requested that discussions be held with the Registered Social Landlords regarding their priority cases for DHP to ensure that assistance was granted to those moving to alternative accommodation.

RESOLVED: That

- 1) the Board recommend that
 - (i) the Topic Group's review of progress with delivery of the Discretionary Support Scheme and Discretionary Housing Payment Scheme during 2015/16 be noted;
 - (ii) the minimum food order be increased to £40 under the Discretionary Support Scheme;
 - (iii) the award period for Discretionary Housing Payments be increased to 18 weeks per application; and
- 2) the Strategic Director, Community and Resources, be recommended to exercise his delegated authority from Executive Board, in liaison with the Executive Board Member for Resources, with regard to the Resolutions in i), ii) and iii) above.

Strategic Director
Community &
Resources

CS26 CORPORATE COMPLAINTS

The Board received a report of the Strategic Director, Community and Resources, on progress on the implementation of the revised Corporate Complaints Handling Procedure.

Members had considered a revised Corporate

Complaints Handling Procedure at its meeting in June 2014. The revised scheme, intended to ensure a more consistent and simplified approach to dealing with complaints, was approved by Executive Board in September 2014. The report and Appendix 1 provided a summary of the key recommendations and the current position concerning implementation.

In discussion, the following comments were made:-

- The merits of having a range of frequently asked questions with answers available to view on the Council's web site, to improve communication with service users and the public;
- Better use of the web site and social media to advise the public when Council services may be reduced in frequency or when they were no longer provided, in order to manage expectations; and
- The costs in Officer time associated with processing Freedom of Information requests.

RESOLVED: That

- 1) the progress report be received; and
- 2) Members' comments be noted.

Meeting ended at 8.15 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 18 November 2015 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillors Cole, Lea and N. Plumpton Walsh

Absence declared on Council business: None

Officers present: E. Dawson, I. Leivesley, C. Lawley, L. Cox and P. Richmond

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

| | <i>Action</i> |
|---|---------------|
| <p>BEB20 MINUTES</p> <p>The Minutes of the meeting held on 23 September 2015 were taken as read and signed as a correct record.</p> | |
| <p>BEB21 PROCUREMENT STRATEGY 2013-2016 - UPDATE</p> <p>The Board considered the report of the Strategic Director – Community and Resources, which provided an update on progress with the implementation of the Council's Procurement Strategy 2013-2016, which included targets and measurements, as at 31 October 2015.</p> <p>The Council's Procurement Strategy 2013-16 provided a structured approach to procurement, in order to ensure efficient processes were followed which would deliver reduced costs whilst maintaining or improving service delivery.</p> <p>Members were advised that the Strategy for 2016-2019 needed to reflect the changing local government landscape and the financial challenges being faced. It would be underpinned by the current national direction of travel as highlighted in the Local Government Association's National Procurement Strategy.</p> <p>RESOLVED: That</p> <p>1) the content and position statement regarding</p> | |

progress towards targets and measures be noted;

- 2) the creation of a strategy for 2016-2019 for approval by June 2016 be approved.

BEB22 CORPORATE RISK REGISTER - PROGRESS COMMENTARY

The Board considered a report of the Strategic Director – Community and Resources, on the progress of actions in the Corporate Risk Register for 2015/16.

The report outlined actions taken in relation to corporate risks for this year.

The Board reviewed the robustness of the Corporate Risk Register and the adequacy of the associated risk management arrangements.

RESOLVED: That the progress on actions be noted.

BEB23 INFORMATION GOVERNANCE ANNUAL REPORT 2014/15

The Board considered a report of the Strategic Director – Community and Resources, on the Information Governance (IG) Annual Report for 2014/15 which contributed to the Council's assurance framework and good governance.

Members were advised that there were a number of pieces of legislation and good practice standards that govern the IG arrangements of the Council. The work of IG was primarily based on the requirements of the Local Authority Data Handling guidelines, ISO27001 (standard for information security), Data Protection Act 1998, Freedom of Information Act 2000 and Environmental Information Regulations 2004.

RESOLVED: That the contents of the Annual Report for 2014/15 be noted.

BEB24 EFFICIENCY PROGRAMME UPDATE

The Board considered the report of the Strategic Director, Community and Resources, on the progress to date with the Efficiency Programme.

It was noted that since commencing in 2009, the Efficiency Programme, and activity associated with it, had identified savings in the region of over £12.5m. This had

assisted the Council in the difficult task of dealing with the budget gap.

RESOLVED: That the report be noted.

BEB25 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.

BEB26 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 update on progress against the 2015/16

Internal Audit Plan be received;

- 2) the completed internal audit reports be noted; and
- 3) the progress made in regard to the implementation of previous internal audit recommendations be noted.

Meeting ended at 7.45 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 5 October 2015 at The Board Room - Municipal Building, Widnes

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

Apologies for Absence: Councillors Cole and C. Plumpton Walsh

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, A. Brennan, I. Dignall, J. Farmer, G. Henry and P. Shearer

Also in attendance: Councillors Howard, Wall and Horabin and 13 members of the public

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

| | <i>Action</i> |
|--|---------------|
| <p>DEV11 MINUTES</p> <p>The Minutes of the meeting held on 14 September 2015, having been circulated, were taken as read and signed as a correct record.</p> | |
| <p>DEV12 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE</p> <p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p> | |
| <p>DEV13 - 15/00371/COU - PROPOSED CHANGE OF USE FROM FORMER VILLAGE HALL TO A1 RETAIL, REBUILDING OF EXISTING REAR EXTENSION WITH FIRST FLOOR EXTENSION OVER AND INSERTION OF MEZZANINE FIRST FLOOR AT FORMER VILLAGE HALL, MAIN STREET, RUNCORN</p> <p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p> | |

Since the publication of the agenda, Officers advised the Committee that Halton's Conservation Officer had requested minor changes to the building's exterior which had been made by the applicant, to the satisfaction of the Conservation Officer. Further, it was noted that the Council's Highway's Department raised no objections to the proposed change of use.

The Committee was addressed by Mrs George, who owned the land next to the Village Hall. She raised an objection to the application on the basis that the extra traffic and cars generated by the business would add to an already congested area, where even residents had difficulty parking. She spoke about the chicane effect experienced by drivers passing through the Village due to cars parked on either side of the road in between the double yellow lines.

Ms Leather, the applicant and owner of the building then addressed the Committee. She explained that she fully understood the concerns of the residents but explained she would be restoring a run-down property and opening a new business in the area. She stated that she did not intend to operate late opening hours and offered to commit to a 9 to 5 schedule in the week, 9 to 4 on Saturdays and remain closed on Sundays. She had lived in the area for 8 years and wanted to become part of the local community with her proposed new business. She also highlighted that whatever the building was used for in the future it would always require people to park in the area.

Local Ward Councillor, Harry Howard then addressed the Committee on behalf of local residents and his Ward colleague Councillor Cole, who unfortunately could not attend the meeting. He opposed the application arguing that the Village Hall was in a narrow part of the Village where cars had difficulty passing as addressed by Mrs George; the Villagers would lose parking amenity thus affecting their quality of life; and it would cause more congestion and nuisance in the Village and therefore be detrimental to highway safety. He discussed the history of the Village Hall and its lack of use over the years and read out an email sent from Councillor Cole to Mr Noone, the Operational Director – Policy, Planning and Transportation, which raised concerns over the highway assessment for the scheme. He quoted the relevant planning policies and queried the application's compliance with these.

Members discussed the application in particular the lack of parking amenity in the Village for residents. Officers presented photographs of the Village that were taken at

various times of the day and explained how parking space numbers were determined in response to Members' queries. However, it was noted that in this instance parking was not deemed to have a detrimental impact on highway safety as there was no evidence of this.

Members suggested that as the applicant had volunteered to restrict the opening hours of the proposed salon, that these be included in the conditions of the application. This was agreed and the application was then approved subject to the addition of the condition relating to opening hours.

RESOLVED: That the application be approved subject to the following conditions (which included the condition mentioned above):

- 1) Standard 3 year expiry;
- 2) Plans condition;
- 3) Materials condition (BE1);
- 4) Roof light specification to be agreed before development begins (BE1); and
- 5) Opening hours condition.

In order to avoid any allegation of bias, Councillor Thompson did not vote on the following item, due to his previous involvement with Warrington and Halton Hospitals NHS Foundation Trust over the matter before the Committee. He addressed the Committee as a member of the public.

DEV14 - 15/00401/ADV - RETROSPECTIVE APPLICATION TO RETAIN DISPLAY OF 11 NO. NON ILLUMINATED SIGNS GIVING CAR PARKING, NO SMOKING AND DEPARTMENTAL INFORMATION AT THE MAIN AND EARLS WAY ENTRANCES AT HALTON HOSPITAL, HOSPITAL WAY, RUNCORN; AND - 15/00402/FUL - RETROSPECTIVE APPLICATION FOR RETENTION OF 2 NO. CCTV SUPPORT POLES AND ASSOCIATED EQUIPMENT AT THE MAIN AND EARLS WAY ENTRANCES AT HALTON HOSPITAL, HOSPITAL WAY, RUNCORN

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

In summary Officers advised that the cameras and poles and the signage were appropriate in terms of highway safety, the visual appearance of the poles and cameras was acceptable and the signs met the tests of Regulation 3 of the

Advertisements Regulations.

The Committee was addressed by Mr Parkin, who raised objections to the applications. He highlighted that the Warrington and Halton Hospitals NHS Foundation Trust were guilty of ignoring the planning process. He advised that he was a user of Halton Hospital and criticised the signage stating it did not indicate where the pay machines were on the premises, therefore confusing the public. With regards to the ANPR cameras, he argued that these were immoral as they invaded the privacy of patients and public and presented an example to the Committee to explain this.

Councillor Thompson then addressed the Committee as a member of the public and explained his objections to the way the NHS Foundation Trust had conducted themselves. He referred Members to agenda item number 6.3 and advised them that a breach of the Data Protection Act 1998 had been found and the Information Commissioner would be dealing with this. He also advised Members that the NHS Foundation Trust wanted to make the necessary changes and move on.

The application was moved and seconded and approved, subject to the conditions mentioned below.

RESOLVED: That both applications be approved as follows:

- a) 15/00402/FUL – no conditions are recommended as the proposal is retrospective;
- b) 15/00401/ADV – standard advertisement conditions are recommended as follows:
 - 1) Any advertisements displayed, and any site used for the display of advertisements, shall be maintained in a clean and tidy condition to the reasonable satisfaction of the Local Planning Authority (BE17);
 - 2) Any structure or hoarding erected or used principally for the purpose of displaying advertisements shall be maintained in a safe condition (BE17);
 - 3) No advertisement shall be sited or displayed so as to obscure or hinder the ready interpretation of any road traffic sign, railway signal or aid to navigation by water or air, or so as otherwise to

render hazardous the use of the highway, railway, waterway (including any coastal waters) or aerodrome (civil or military) (BE17);

- 4) Where an advertisement is allowed, the removal shall be carried out to the reasonable satisfaction of the Local Planning Authority (BE17); and
- 5) No advertisement is to be displayed without the permission of the owner of the site or any other person with an interest in the site entitled to grant permission (BE17).

DEV15 - 15/00427/FUL - PROPOSED CONSTRUCTION OF 1 NO. DETACHED BUNGALOW SUITABLE FOR OCCUPATION BY DISABLED PERSON(S) (DDA COMPLIANT) WITH ASSOCIATED LANDSCAPING AND ACCESS ON PART OF REAR GARDEN AT 117 BIRCHFIELD ROAD, WIDNES

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

Since the publication of the agenda Officers advised that a further letter of objection had been received raising concerns over the scheme already mentioned in the report relating to: overlooking and loss of privacy, even resulting from ground floor windows; and the sale of the property. It was reported that the retained tree within the site was not considered worthy of a tree preservation order, as confirmed by the Council's Tree Officer.

The Committee was addressed by Mr Grady, who was from the neighbouring property, but also represented three other neighbouring properties in opposing the application. He advised the Committee that the applicant had submitted three applications in the past 8 months and referred to this as a 'backyard/garden grab development' by a developer who had no regard for planning policy. He also argued that; the proposal had only reduced in height by between 30-40cms and still blocked the sunlight and daylight to his property; that the design was in total contrast to the surrounding properties; and that the proposed access to it from the main road left no space for turning and had poor visibility, making it hazardous.

The Committee was then addressed by Mr Gauchwin, the applicant. He stated that this was the third application made which had been amended to reduce the impact on surrounding properties due to its lowered height and

reduction in scale from three bedrooms to two. He also stated there were no objections from Highways Department.

Members were then addressed by Councillor Wall who opposed the application on behalf of local residents. She highlighted the 'backland' nature of the development and fully supported Kingsway Ward residents in their opposition to these latest plans. She provided the Committee with some background information since 117 Birchfield Road was purchased by the developer. She then passed around two photographs showing that the developer had already divided the garden in preparation to build. She also advised Members that the developer had not consulted neighbouring residents on the proposals despite their repeated objections. It was noted that Councillor Wall's colleague Councillor Horabin also strongly objected to the proposal.

Members agreed with the Officers' recommendations to refuse the application for the reasons stated below.

RESOLVED: That the application be refused for the following reasons:

- 1) The proposed bungalow would represent backland development resulting in development that would appear to have been shoe-horned in and therefore appear incongruous and wholly out of character with the prevailing spacious character of the group of properties and relatively open character of the rear garden areas. It is therefore considered that such a development would result in significant harm to the established character and appearance of the area;
- 2) The proposed bungalow would be of such a scale and at such proximity and location relative to adjoining properties that it would have an unacceptable impact on the outlook, daylight and sunlight enjoyed by occupiers of those adjoining dwellings to the detriment of their residential amenity;
- 3) The proposed living conditions for future residents of the bungalow would be poor given that side facing bedroom windows at ground floor would be only approximately 2.7m and 3.1m from the existing/proposed site boundaries; and
- 4) To allow such development would make it difficult to resist future proposals for similar forms of development at nearby properties most notably

numbers 111a, 113, 119 and 123 Birchfield Road, which benefit from similar sized rear gardens with similar driveway and access arrangements;

For the above reasons, it was considered that the proposals would be contrary to Policies BE1 and BE2 of the Halton Unitary Development Plan, CS18 of the Halton Core Strategy and Policy 1 (Character and Context) and Policy 5 (Privacy, Outlook, Daylight and Sunlight) of the Design of Residential Development SPD (2012). In addition it was considered that the proposals would be contrary to the National Planning Policy Framework having particular regard to paragraphs 17 and 64 which sought to ensure that new development maintained or enhanced the character, quality and appearance of an area.

Meeting ended at 7.45 p.m.

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