

HALTON BOROUGH COUNCIL



*Municipal Building,
Kingsway,
Widnes.
WA8 7QF*

4 July 2017

**TO: MEMBERS OF THE HALTON
BOROUGH COUNCIL**

You are hereby summoned to attend an Ordinary Meeting of the Halton Borough Council to be held in the Council Chamber, Runcorn Town Hall on Wednesday, 12 July 2017 commencing at 6.30 p.m. for the purpose of considering and passing such resolution(s) as may be deemed necessary or desirable in respect of the matters mentioned in the Agenda.

A handwritten signature in black ink, appearing to read 'David W R'.

Chief Executive

-AGENDA-

Item No.		Page No.
1.	COUNCIL MINUTES	SEE MINUTE BOOK
2.	APOLOGIES FOR ABSENCE	
3.	THE MAYOR'S ANNOUNCEMENTS	
4.	DECLARATIONS OF INTEREST	
5.	LEADER'S REPORT	
6.	MINUTES OF THE EXECUTIVE BOARD	SEE MINUTE BOOK
	a) 16 March 2017	
	b) 20 April 2017	
	c) 15 June 2017	
7.	MINUTES OF THE HEALTH AND WELLBEING BOARD	SEE MINUTE BOOK
8.	QUESTIONS ASKED UNDER STANDING ORDER 8	
9.	MATTERS REQUIRING A DECISION OF THE COUNCIL	
	a) Extension of Brindley Cafe (Minute EXB 14 refers)	1 - 8
	Executive Board considered the attached report.	
	RECOMMENDED: That Council include £80,000 within the 2017/18 Capital Programme for this scheme, to be funded as outlined in paragraph 5.1 of the report.	
	b) Annual Reports of the Policy and Performance Boards	9 - 50
	c) Annual Report of the Standards Committee (Minute STC 2 refers)	51 - 54
10.	MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD	SEE MINUTE BOOK
	a) Children, Young People and Families	
	b) Employment, Learning, Skills and Community	
	c) Health	
	d) Safer	

- e) Corporate Services
- f) Business Efficiency Board

11. COMMITTEE MINUTES

- a) Development Control
- b) Regulatory
- c) Appeals Panel

**SEE MINUTE
BOOK**

**12. NOTICE OF MOTION - SUPPORT OF THE VOTES AT 16
CAMPAIGN**

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13. NOTICE OF MOTION - THE SUN NEWSPAPER

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14. NOTICE OF MOTION - DYING TO WORK

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**15. NOTICE OF MOTION - DIGNITY IN SOCIAL CARE -
IMPROVING SOCIAL CARE SERVICES AND JOBS**

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REPORT TO: Executive Board

DATE: 15 June 2017

REPORTING OFFICER: Strategic Director, Enterprise, Community & Resources

PORTFOLIO: Community & Sport

SUBJECT: Extension of Brindley Café

WARD(S) Mersey

1.0 PURPOSE OF THE REPORT

1.1 To consider a proposal for the extension of the Brindley Theatre café, in order to provide improved facilities for customers and opportunities to generate additional income.

2.0 RECOMMENDATION: That

- 1) the proposal for the extension of the Brindley Theatre café facility, as outlined in the report and appendices, be approved; and**
- 2) Council be asked to include £80,000 within the 2017/18 Capital Programme for this scheme, to be funded as outlined in paragraph 5.1.**

3.0 SUPPORTING INFORMATION

3.1 The Brindley Theatre opened in September 2004. Since then visitor numbers have increased. In the last 5 years that increase has accelerated and the Brindley Theatre in 2016 sold 85,985 tickets. Many people also visit The Brindley Theatre without buying tickets for the sole purpose of visiting the café.

3.2 Currently the café is able to seat 40 people. It has remained unaltered since the Brindley opened in 2004. At peak times all of the seats become occupied very quickly and many potential customers leave without purchasing any food or beverages. This represents a loss of income for the Council. When popular sell out shows are on the facility is unable to meet all of the demand, which further reduces the income generation opportunities.

3.3 By extending the café as suggested in appendix 1 and 2 seating space for 80 would be created. This doubles the current seating provision. This would allow more produce to be sold thereby

increasing the profitability of the café. A better food offer could be provided. This could include pre-theatre meals which the current facilities are unable to offer due to space constraints.

3.4 The works will include the construction of a single storey extension under a single-ply membrane flat roof and parapet detail to keep in appearance with the existing building. The extension would provide approximately an additional 35m² of seating space.

3.5 Locating the extension to the rear elevation of the venue is considered the most suitable location as it would allow the existing facilities to be extended without relocation. This would prevent the need for any major alteration works to other areas of the venue. The existing floor mounted fin heating coils would be relocated to the new curtain walling position and the floor infilled.

3.6 Additionally, a new door will be installed in the rear wall of the converted office/new kitchen storage room to allow access into the stage void adjacent to the room for emergency purposes. Mechanical ventilation via an extract fan system will be installed to the existing window within the converted kitchen store room to provide the required ventilation.

3.7 Aesthetically, the proposed location would have minimal impact on the appearance of the venue as it would not be visible from the surrounding street/road. The extension would be sympathetic to the buildings original design both internally and externally. The location of the extension would also allow construction with minimal disruption/interruption to the daily activities of the venue.

3.8 The proposed extension of the Brindley Theatre café would therefore provide much needed additional facilities for customers. It is also anticipated that this would generate additional income for the Council, over and above any additional running costs and capital financing costs.

4.0 POLICY IMPLICATIONS

4.1 There are no policy implications.

5.0 FINANCIAL IMPLICATIONS

5.1 The estimated capital cost of carrying out the proposed works is £80,000 to be funded from external borrowing. The annual financing costs associated with this are approximately £5,500 and will be financed through the additional net income which the increased capacity will generate.

5.2 The café in its current form currently generates income of approximately £100,000 per year which generates a small profit.

The extension of the facility will improve the scope for profitability as the fixed costs of the café facility will be spread across an increased number of customers.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children & Young People in Halton

Provision for children of all ages, including very young children, would be made within the enlarged and refurbished facility.

6.2 Employment, Learning & Skills in Halton

By increasing the capacity of the café more products will be sold and it is likely that additional staff would have to be employed.

6.3 A Healthy Halton

The enlarged and refurbished café would offer a range of healthy food options.

6.4 A Safer Halton

There are no Safer Halton implications.

6.5 Halton's Urban Renewal

By creating more seating space at The Brindley café more people would be encouraged to visit the facility. That in turn leads to increased footfall within the Runcorn Old Town centre.

7.0 RISK ANALYSIS

7.1 Failure to carry out the proposed works will mean that the café's profitability would remain as it is and may even decline. It is essential that all income generation opportunities are maximised.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 The facilities will be accessible by all members of the community.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

9.1 There are no background papers under the meaning of the Act.

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Cafe Extension Works

Works will comprise of the following:

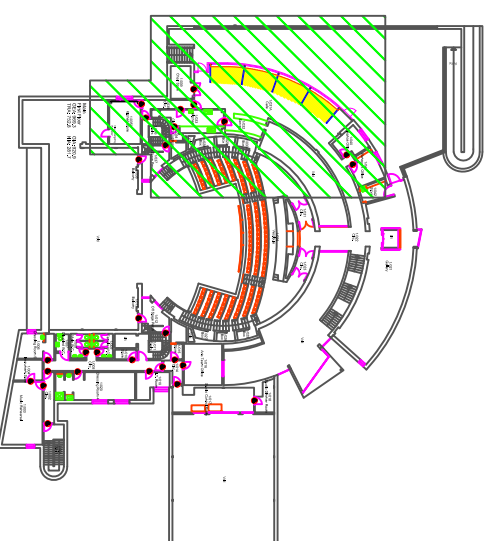
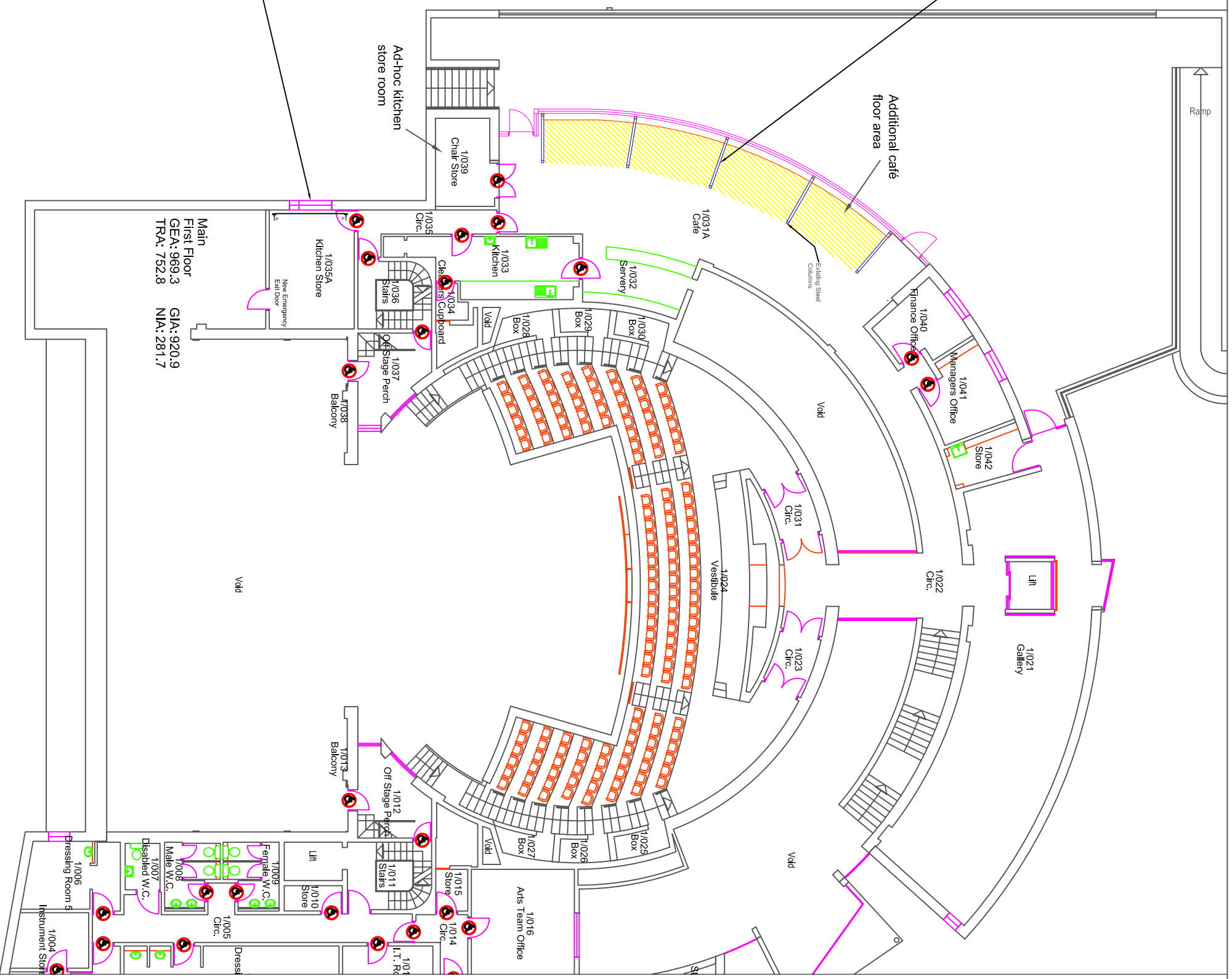
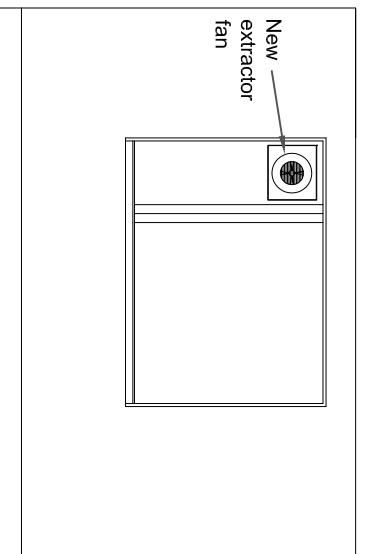
- Relocation and extension of existing curtain wall as shown to a larger radius as far as the buildings masonry facade.
- To retain the existing steel columns as shown.
- To install new steel columns to the inside of the curtain wall to support the new roof structure along with connecting beams to the existing columns as indicated.
- The existing floor fin heating coils to be relocated adjacent the curtain walling.
- To install new flooring to additional space to match existing.
- To install new ceiling and lighting to match existing.

These works are to be carried out to provide an extra 35 square meters of additional space in the Cafeteria area to accommodate users.

Kitchen Store Alteration Works

Works will comprise of the following:

- To strip out all existing office fixtures and fittings, dado trunking, furniture, flooring etc. and dispose of materials.
- Install vinyl sheet flooring.
- All walls to be made good and redecorated to match existing.
- The installation of an extractor fan in the opening casement window as indicated in the section below.
- The forming of a new emergency exit door into the void space to the rear of the kitchen store.



Works Location Plan

Rev	Date	Description
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Arcus Consulting LLP
 Century Building 303 Tower House Brunswick Business Park Liverpool L3 4BU
 T 0151 708 1080 www.arcus.uk.com
 F 0151 708 1081 info@arcus.uk.com

Client:
 Halton Borough Council

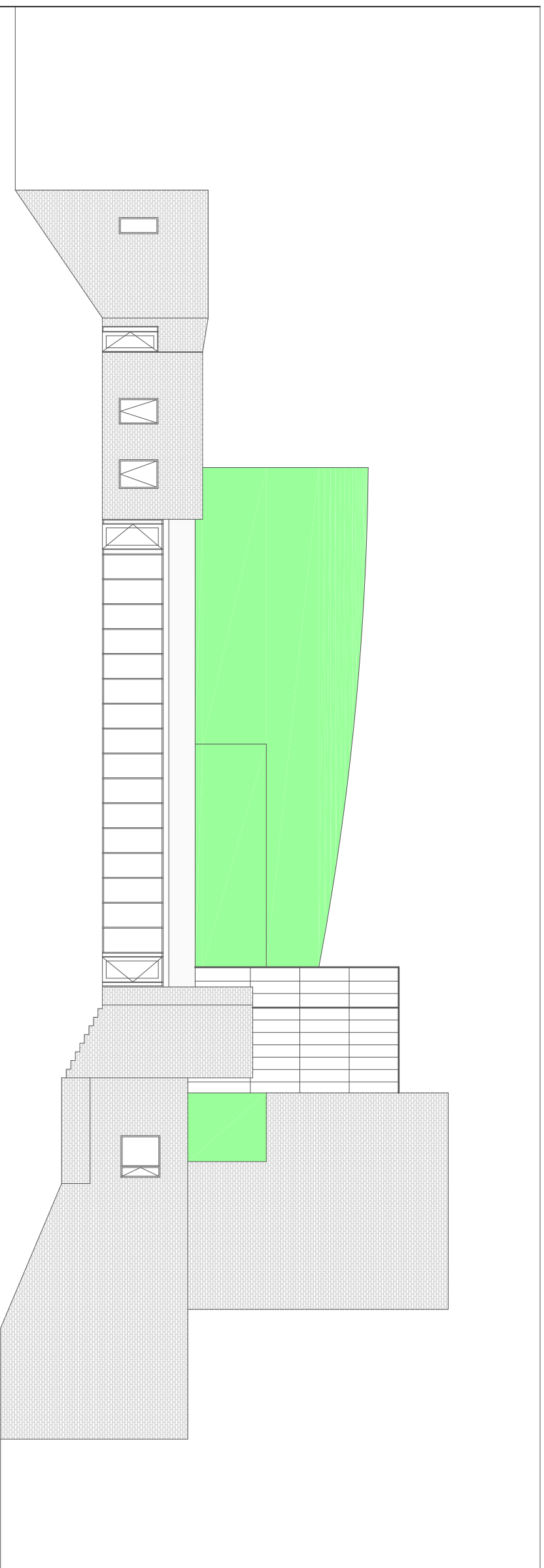
Project:
 The Brindley - Cafe Extension

Title:
 Proposed First Floor Plan

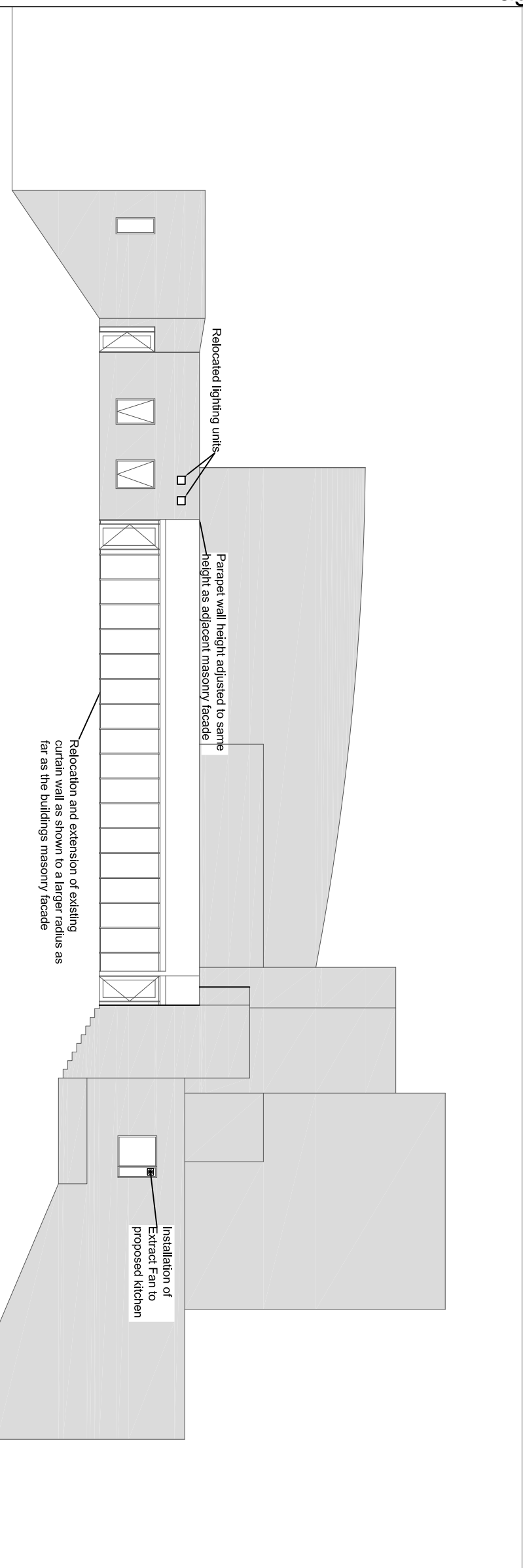
Scale	Date
1:200 @ A3	May 2017
Job No	Drawing No
P4611	P4611/101
Drawn	Approved
CT	DM

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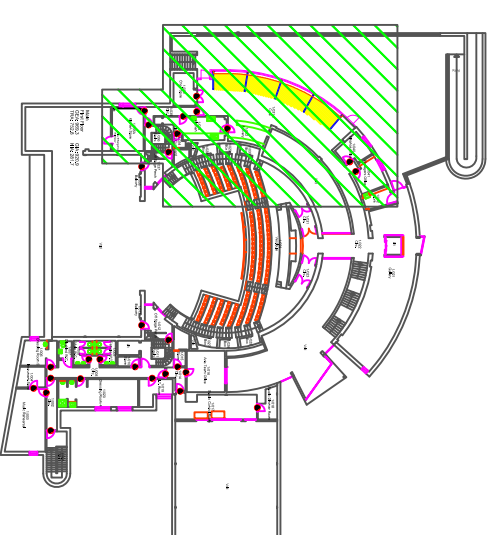


Existing Elevation



Proposed Elevation

Rev Date Description



Works Location Plan



ARCUS CONSULTING LP
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 F 0151 708 1081 info@arcusuk.com

Client
 Halton Borough Council

Project
 The Bindley - Cafe Extension

Title
 Existing and Proposed Elevations

Scale	Date
1:200 @ A3	May 2017
Job No	Drawing No
P4611	P4611/102
Drawn	Approved
CT	DM

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**ANNUAL REVIEW OF SCRUTINY BY THE
COUNCIL'S SCRUTINY CO-ORDINATOR FOR 2016/17**

I am pleased to provide this brief overview of scrutiny activity at Halton Borough Council for 2016/17 and to commend to you the individual Annual Reports of each Policy and Performance Board (PPB). These reports provide many examples of the excellent work our PPBs do in holding the Executive to account, developing policy and reviewing performance. The detailed work done through the individual topic groups makes a significant contribution to developing new approaches and new ways of working to many of our activities.

The PPB meetings that took place over the last Municipal Year covered issues ranging from reviewing services and financial performance, undertaking pre scrutiny of items in advance of Executive Board consideration and the development of recommendations to the Executive Board through the topic Group work each PPB engages in.

It is very clear to me that where pre scrutiny takes place the added value provided by our PPBs is very much appreciated by Executive Board colleagues.

The involvement of PPB Chairs in the Budget Working Group has continued to ensure that PPB views and concerns are well represented in the budget process. A process that, as all Members are well aware of, is getting more and more challenging each year. PPB involvement in focusing and reviewing the Council's priorities will remain an extremely important role.

Finally, I would like to thank the members of the Chairs' Group for the support they have provided me in carrying out the role of Scrutiny Co-ordinator over the past 12 months.

**Cllr Tony McDermott
Scrutiny Co-ordinator**

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ANNUAL REPORT 2016/17

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

In my report last year, I said that for the next year we would look further into the Borough's early year's provision and during this year a review of early years provision was conducted and the results presented to the Board. The review showed that while the majority of early year's provision was either good or outstanding the Borough still lacked behind the national average in a number of areas. These findings have formed an action plan that is being implemented across the Borough and the Board will continue to focus on this area in the forthcoming year.

The Board also looked at the work being done across the Borough in the area of children's health. It was shown that work carried out surrounding infant mortality was having some success, as the rates of infant mortality had reduced below land and North West average. It also showed the number of low birth weight babies in Halton had reduced significantly below the England average.

As I have done over the last few years, I would like to take this opportunity to congratulate our students and also thank the parents, carers and teachers who supported them.

Looking back I think it has been a good and varied eleventh year for the Board and I would like to thank all of the Members of the Board, as well as all of the officers involved for their continued support and contribution.

Going forward I intend to look further at improving our early years settings, as well as helping schools with the new curriculum and new assessment criteria, to ensure that Halton is providing the best level of education for all of our children.

We will also continue to scrutinise our social care and safeguarding services, ensuring that we do everything we can to support our most vulnerable children and young people.

Finally, I would like to conclude this report by thanking all of the officers and members (of all parties) involved in all of the 'additional duties' that take place to make sure that the children and young people receive the best care and support. Duties such as being a school governor with all of the responsibilities that that entails, statutory inspections of our care homes (Regulation 44) or of our social worker teams (Climbié visits), membership of the Local Safeguarding Board, the Adoptions Panel, the Children and Young People's Trust, to name but a few of the 'extra duties' that both members and officers perform to support and improve the lives of the children and young people of our Borough.

Councillor Mark Dennett
Chair,
Children and Young People Policy and Performance Board



MEMBERSHIP AND RESPONSIBILITIES

During 2016/17 the Board comprised eleven Councillors: Councillor M. Dennett (Chair), Cllr G. Logan (Vice-Chair), Cllr L. Cassidy, Cllr S. Edge, Cllr C. Gerrard, Cllr P. Hignett, Cllr M. Horabin, Cllr P. Lloyd-Jones, Cllr S. Parker, Cllr C. Rowe and Cllr J Stockton.

The primary function of the Board is to focus on the work of the Council (and its Partners specifically within Children's Trust arrangements) in seeking to ensure that children and young people in Halton have the best possible start in life and the opportunity to fulfil their potential and succeed, and to scrutinise progress against the Corporate Plan in relation to the Children and Young People Priority.

REVIEW OF THE YEAR

The full Board met four times during the period June 2016 to March 2017, and detailed below are some of the main initiatives that the Board has worked on during the year.

The Education and Adoption Act 2016 and the "Changing Role of the Regional School Commissioner.

The Board received a report which set out the implications of the proposed changes to the role of Regional School Commissioner (RSC) and it was recognised by the Board that the Local Authority must work in partnership with the RSC in addressing the issue of "Schools Causing Concern". The Board reviewed the roles and responsibilities of the RSC and understood how they have greater powers of interventions regarding schools causing concern.

Regulation 44 Visits – Children's Homes

Board members received a report on the statutory basis for Regulation 44 visits, and the role of members in undertaking those visits, together with the training and support that was available for members in place for that role. The focus of a Section 44 visit is to ensure that all children within the placement are being appropriately cared for and their individual needs are met. This is achieved through a combination of examining appropriate written records within the home, viewing any complaints, and interviewing children, parents, and staff as they feel necessary to establish the standard of care being provided. Members confirmed their commitment to the training and support available and confirmed their commitment to undertake Regulation visits via a determined rota.

Independent Living Skills for Young People with Special Educational Needs and Disabilities in Halton

The Board has undertaken regular scrutiny on Independent Living Skills since 2013, and a report was received which updated members on the scrutiny undertaken during the period 2013-2016. Scrutiny visits by members had

been undertaken to each of the Special Schools, two Primary School Resource bases and Riverside College. At each setting the teaching and resources for helping children and young people to acquire independence were scrutinised. All of the settings that members had visited were found to be providing opportunities and experiences to help shape the essential independent living skills required to support young people towards independent living skills. Members agreed to continue with their monitoring and scrutiny of this particular area.

Early Years Review

A report was received by the Board on a review on Early Years as previously the Board had noted that poor outcomes impact upon both the health and the achievement of children in the borough and that by improving Early Years provision the Council can look to improve not just children's physical wellbeing but also their socio-economic outcomes in later life. The Board considered a presentation in their September 2016 meeting and will be asking for further reports. Recommendations from the Early Years Review are now being implemented across Halton and Members will continue to monitor the impact. At the time of writing, Ofsted have graded 94.5% of Halton's 110 early years providers who have received an inspection as Good or Better.

Child Health

The Board considered a report which provided a summary of Health needs of children, young people and their families in Halton. Some of the issues identified within Halton related to infant mortality, where it was reported that rates of infant mortality were steadily declining and are now below the England average. The Board were made aware that considerable work has been undertaken in this regard to prevent infant mortality including improving maternity services, accident prevention work through the Healthy Child Programme and awareness raising activities, and promoting greater awareness of ensuring safe sleeping arrangements and parents not smoking near the baby. Other areas scrutinised by the Board included Low weight birth, breastfeeding, immunisations, dental health, child development, obesity, teenage conception, and admissions to hospital due to alcohol. The Board are keen to continue to receive updates as improving the Health of Children and Young People in Halton is a key priority.

Comments, Compliments and Complaints relating to Children's Social Care

The Board receives two annual reports, the first is on statutory complaints processed under the Children Act 1989 (Representation Procedure) during the previous 12 months, the second relates to compliments received. The Board noted that there were 36 statutory complaints received under the procedure, which was a 36% reduction on the previous year. Each year a review of those complaints received is undertaken, and this helps to inform learning and develop service improvement. An Action Plan was identified and staff training was implemented. With regard to compliments, 112 compliments

were received from clients relating to Children's Services in the People Directorate. The Board has sight of a wide range of comments and compliments which come in the form of emails, letters, texts, telephone calls, cards, and even through comments made by solicitors and a judge. The Board will continue to review the types of complaints received and support officers through its monitoring and scrutiny processes.

Annual Head Teacher Report on the Educational Outcomes of Children in Care 2015/16

In October the Board received a report which outlined outcomes for children in care across the Early Years Foundation stage and Key Stages 2 and 4. The report explained what a "good outcome" was for each area, and members scrutinised the information presented. The Board noted that, generally, there was still work to be done across all the key stages in achieving good outcomes for children in care in diminishing the difference to their peers. The report also highlighted a number of strategies that were being used to improve attendance and exclusion rates. To support this work, members of the Board agreed that they would take this issue back to schools and a set of questions were drawn up for Board members, as governors, to raise at their next full Governing Board meeting to support and challenge head teachers at those schools with children in care on roll. The Board also asked for further reports to be submitted so that this issue can continue to be monitored, and the Board considered another report on this matter at its January 2017 meeting.

Proposal to close Westfield Primary School Resource Provision Base for Pupils with Hearing Impairment and Specific Learning Difficulties.

A report was submitted which updated the Board on the responses received to the first phase of consultation regarding the proposal to close the resource base provision at Westfield Primary School for pupils with a hearing impairment. The Local Authority was proposing to close the provision and then reinvest the funding into increasing specialist support for pupils in local schools as it was recognised that children make greater progress by being part of a mainstream peer group with language support. The Board discussed at length the issues and noted that none of the pupils at the resource base would be affected by the proposals. The Board supported the proposals.

Scrutiny Topic

It was agreed that a scrutiny topic group be established and Chaired by Councillor Geoff Logan, supported by the Operational Director – Economy, Enterprise and Property and the 14-19 Lead from Education, Inclusion and Provision, to investigate the potential for further developing the links between Halton's Businesses and Schools. The Board noted the importance of maximising the potential of businesses and residents of the Liverpool City Region, and to significantly reduce the gap between the Liverpool City Region and the national average in terms of skills levels and welfare dependency.

Other Matters

Board Members also considered a range of reports on matters relating to the White Paper and the Education Bill; the Effectiveness in Identifying and Meeting the Needs of Children and Young People who have Special Educational Needs and/or Disabilities; Children and Young People's Emotional Health and Mental Wellbeing; Children in Care and Care Leavers; the Use of Pupil Premium Plus and its Expenditure, and the Common Assessment Framework (CAF) Activity by Schools.

As part of its overview, the Policy and Performance Board also considers the Council's Executive Board minutes, Special Strategic Partnership Board minutes, Halton Children's Trust minutes, and the Quarterly Performance Monitoring reports.

Members of the public are welcome at the meetings of the Board. If you would like to know where and when meetings are to be held or if you would like any more information about the Board or its work, please see Halton Borough Council's website via the following link: [Children Young People & Families Policy and Performance Board](#).



CORPORATE PPB ANNUAL REPORT

The Council continues to deal with the problem of budgetary restraints caused by the government's underfunding of local services. And despite the reduction in the number of people employed, Council staff continue to provide an excellent service to local residents, something for which I am extremely proud.

I am grateful for the help and assistance I have received from my Lead officer Mark Reaney and appreciate the endeavours of all the staff who provide the reports and information the board needs to carry out its scrutiny role and inform its decision making.

My Vice Chair Cllr Alan Lowe was very active and supportive in helping me in my role and I take this opportunity to wish him well in his Mayoral year. The board members are efficient and methodical in their scrutiny of the papers and information put before them. And in a recent topic group on the monitoring of staff absenteeism and sickness issues compared the Councils policy on people with life threatening illnesses with the TUC Dying To Work motion and was delighted to have confirmed what it already believed that Council was a caring and supportive employer in dealing with people in this position and fully meets the legal requirements of the Public Sector Equality Duty 2011.

The board is keenly aware of the hard task the Finance Department faces in collecting in Council tax in these difficult times and is impressed that collection rate remains high. And in order to assist, the board has made recommendations designed to make collection easier, which are currently under consideration.

The board's monitoring of the security of our internet systems is reassured by the diligence and hard work put in by the staff in the Information Technology Department who strive to ensure the system remains secure.

The work of the staff who carry out the council's discretionary support scheme at a time when the numbers of people who are struggling to manage continues to rise is much appreciated by the board.

The report from the Regeneration Non Town Centre team highlighted the fact that over 5 year period over £58million had been drawn into the Borough which was well received by the board.

Work on the Mersey Gateway project continues and the same time as dealing with issues that arise from this the Legal Services

team also deals with matters arising from the LCR as well as the normal business of the Council.

I look forward to the appearance of Elton John at the Stadium which is tremendous achievement by the staff to get him to come to Halton. This can further highlight the work done by the Council in improving the local facilities and amenities.

I much appreciate the work carried out by all the officers and staff who supply the board with all the statistics and information that it needs to complete its work

Councillor Bob Gilligan, Chair of the Corporate Policy & Performance Board

MEMBERSHIP AND RESPONSIBILITIES

During 2016/17 the Board comprised of eleven Councillors – R. Gilligan (Chair), A. Lowe (Vice Chair), Abbott, E. Cargill, Howard, C. Loftus, A. McInerney, N. Plumpton-Walsh, Joe Roberts, G. Stockton and Wainwright.

The Board is responsible for scrutinising performance and formulating policy in relation to Resources, HR and Training, ICT, Property, Democratic Services, Legal Services, Communications and Marketing, Stadium, Civic Catering, Procurement, Corporate Complaints and Area Forums. The Board also has responsibility for monitoring the performance of the reporting departments which during the last year have been Legal and Democratic Services including Communications and Marketing, Human Resources, Financial Services, ICT and Support Services and the Policy and Performance Divisions.

REVIEW OF THE YEAR

The full Board met four times during the year. Set out the below are some of the main initiatives upon which it has worked during that time.

HEALTH AND SAFETY

The Board received the Annual Report at its June meeting, setting out details of Corporate Accident Statistics with associated trends from 1st April 2015 to 31st March 2016. In order to be pro-active in Health and Safety management, the report indicated the number of risk assessments in place and training delivered to staff. There had been a decrease in the number of individual accidents leading to days lost and an increase in the number of staff using the Lone Monitoring Working system which was in line with recommendations from Management Team.

Conversely, there had been an increase in the number of significant accidents, violent incidents and days lost with 671 in the year compared to 373 the previous year. These were chiefly due to six accidents.

A further interim report was presented to the November meeting. This again reported on a year by year decrease in the number of accidents resulting in days lost, with 10 this year and 13 for the same period last year. It was identified that this decrease was primarily due to the reduction in the number of manual handling accidents, in particular involving Social Care Staff, and also slips and trips which took place whilst working outdoors. There had been a significant decrease in the number of physical violent incidents on both Council and School staff. Whilst there was a slight decline in the use of the Lone Working Monitoring system since the earlier report, new equipment was now available which was easier to carry and raise an alarm, and new processes were implemented which were intended to expedite registration and training.

LOCAL AREA FORUMS

The Annual Report was received by the Board at the September meeting. This dealt with the financial period 1st April 2015 to 31st March 2016. It was reported that £550,000 had been allocated to the Area Forums on a per capita basis across the seven Forums which covered the Borough. Details of each area's funding was provided in the report and it was highlighted that the budget had enabled the leverage of other grants and, through joint working, had secured access to fund from other agencies. Overall, an additional amount of £751,149.42 had been brought in to support projects, providing a total budget of £1,234,071.74 compared to £833,440 in 2014/15. A number of case studies demonstrating the positive impact of projects were included in the report. Members requested a further report following the recent Internal Audit recommendations and that report was brought to the January meeting. The findings contained a number of recommendations which led to changes in practice to the way Area Forum grant funding applications were processed, approved and managed and to the way in which goods and services for approved projects were procured. These changes came into effect in November 2015. Subsequently, a follow-up Internal Audit review was carried out in October 2016. This was to assess how effectively any issues identified in the original report have been addressed, and to consider the impact of the changes that were made to the project approval and delivery processes. Members had felt that some aspects of the new processes led to delays in projects being approved or delivered, and that the required process for sourcing suppliers or service providers was restrictive.

As a result of the follow up Audit –

- Three quotations would continue to be submitted to the Council with all funding application forms. However, where appropriate, the quotations would be compared to prices available via the Council's Corporate Contracts to determine the best procurement option.
- Where it could be demonstrated that greater value for money could be delivered by doing so, goods or services would be procured from suppliers other than those contained on the Council's approved list.
- The follow-up Audit reaffirmed the recommendation contained within the original Audit Report that all invoices should be paid directly by the Council. As well as preventing inappropriate use of funding, this would enable the Council to recover VAT on project expenditure. The only exception would be minor expenditure items where invoices would be difficult to obtain.

In line with normal practice, the follow up Audit Report would be presented to the Business Efficiency Board and details of the revised processes would be cascaded to Area Form Lead Officers for implementation.

COUNCIL TAX COLLECTION

A report was presented to the September meeting providing an update on the collection of Council Tax which detailed –

- The collection rates in Halton over the past 10 years.
- The impact of localisation of Council Tax Support.
- Council Tax arrears position for each of the past 7 years.
- Cash collection figures.
- Recovery action undertaken for Council Tax debt.

It was noted that despite increased recovery activity the arrears had increased significantly each year and this trend was expected to continue. Arising from the discussion it was agreed that a further report would be brought to a future meeting concerning the effects of additional Court costs on individuals.

That report was brought to the January meeting, and proposed a change to the treatment of costs relating to the collection of

Council Tax arrears. The Board made a recommendation to the Executive Board concerning the write-off of attachments of benefit, which would require further consideration.

EXTERNAL FUNDING

The Board considered a report in November providing an update on the work of the Regeneration Non-Town Centres Team in securing funding resources into Halton. The report highlighted –

- Success rate of applications and reasons for unsuccessful bids.
- An overview of major funding streams including an update on the European Structural and Investment Fund.
- The cost of the service against the level of funding secured.
- The effect on the Council's Core budget, if any, of securing external funding.
- A preliminary assessment of the likely implications for the Borough of the EU Referendum decision.

PROPERTY SERVICES

In November, the Board received a report providing an update on initiatives and actions which had been delivered in the previous 12 months by Property Services, and also identified future work priorities. With regard to Markets, the Board discussed the annual surplus, arrears collection, signage and promotion of the Markets.

PERFORMANCE ISSUES

During the course of the year the Board considered in detail the performance of the reporting departments. Issues which were overseen during the year included:

- Accident statistics
- Sickness and absence
- School catering and the operation of the Stadium.

WORK PROGRAMME 2016/17

During 2016/17, the Board retained the Topic Group overseeing the operation of the Council's Discretionary Support Scheme. A further group was set up later in the year to consider the TUC's Dying to Work document, and its relationship with the Council's

	<p>Absence Management Policy. A meeting took place in March, when issues were thoroughly ventilated.</p> <p>Members are presently giving consideration to adding a further Topic Group for the 2017/18 Municipal Year.</p>
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ANNUAL REPORT
EMPLOYMENT, LEARNING, SKILLS AND COMMUNITY
POLICY AND PERFORMANCE BOARD
APRIL 2016 – MARCH 2017

INTRODUCTION FROM THE CHAIR, COUNCILLOR ANDREW MACMANUS

At the bi-annual review of the composition of the board I was appointed as Chair and Councillor Sue Edge as the Vice Chair. Four members of the board left and were replaced. I would like to thank the outgoing councillors for their many years of service to the board and thank Sue for her 6 years service as Chair.

At the start of the year an induction programme was arranged for the new members to the board.

Administratively there were 2 changes. Members are invited to have an input in the agenda setting process and the agenda is now arranged under the themes aligned with the board's responsibilities.

The Board is assisted in its scrutiny role by the hard work and support of Member Services and the officers who supply the reports that enable the Board to carry out its duty effectively. I am particularly grateful for the support given to me by the lead officers Wesley Rourke and Chris Patino.

I would like to thank members for their active contributions to the meetings and their participation in the topic group.

The Borough continues to work increasingly as part of the Liverpool City Region in the employment and investment areas. Increasingly the Board's work is scrutinising this relationship and how Halton fits in to LCR plans.

The main issue affecting the Board's future work will be the impact of Brexit. The possibility of looking at this in a topic group was considered but it was decided that more information would be needed for this to be of value.

MEMBERSHIP AND RESPONSIBILITIES

During 2016/17 the Board comprised eleven councillors – Councillors A MacManus (Chair), S Edge (Vice Chair), L Cassidy, G Logan, C Plumpton-Walsh, S Baker, June Roberts, Joan Lowe, P Wallace, J Gerrard and C Rowe (opposition party representative).

The responsibilities of the Board are defined in the Council's constitution as:

Corporate Policies/Responsibilities:

- Arts and Cultural Policy
- Sports Strategy
- Adult Learning and Skills Enhancement
- Tackling worklessness and improving access to employment
- Employment, learning and skills aspects of the Sustainable Community Strategy and

- Corporate Plan
- Voluntary Sector

Functions:

- Library Services
- Culture and Leisure Services
- Enterprise and Employment
- Adult Learning and Skills

REVIEW OF THE YEAR

The Board met 4 times during 2016/17. The main activities are detailed below. In addition the Board considered relevant Executive Board decisions, agreeing the departments' service plans and monitoring their general activities and performance against them.

Employment Theme:

Apprenticeships: A report gave an update on the Council's position on the apprenticeship policy framework, the apprenticeship levy and the public sector target.

A uniform approach to hiring by the Council has been developed. At the time of the report 13 apprentices had been hired and a further 9 were to be recruited.

Work Programme Contract: The Board received a report which provided an overview of the Department for Work and Pensions Work Programme contract currently being delivered by Halton People Into Jobs. This included achievements to date, income and expenditure and future strategy. The Programme is halfway through its 6 year delivery plan. Members noted the key successes of the Programme. Any financial benefit from the Programme was put back into the service.

Liverpool City Region Single Growth Strategy: A report gave an overview.

It was written to enable the LCR to realise its ambitions for economic growth over the next 25 years. The document explained how the Strategy for Growth encompassed the entire city region and acknowledged the unique strengths and assets of each of the region's local authority areas recognising that they were stronger together.

Members were advised that the Strategy aimed to capitalise on the city region's strengths. The focus of the strategy was economic growth. However, it acknowledged that economic growth was not in itself an end. It was rather the key factor in ensuring that all LCR residents had the opportunity for a decent quality of life for themselves and for future generations.

It was noted that a Single Investment Fund had been established to fund the delivery of the LCR Growth Strategy and that over the next five years that would invest over £460 million.

Learning Theme:

Daresbury Open Days: The Board received a presentation from the Public Engagement Manger at the Science and Technology Facilities Council entitled '*Daresbury Open Days*'. During the planning stage all schools in Halton had been contacted regarding the event offering them the opportunity to participate. Many took up the offer.

Area Based Target Review: A report gave an update on Further Education in the Liverpool City Region. This is part of the national reforms to Post 16 education.

It was reported that the review process would identify the current position and priorities for skills in the LCR. Further it would promote discussion across the further education sector and encourage a collaborative approach to respond to local economic challenges and skills demands now and in the future. These would cover both infrastructure or curriculum changes.

Members discussed the report and the potential risks to Riverside College.

These outcomes would be the starting point for the future devolution of the Adult Education Budget from 2018-19 and would provide the cornerstone to the LCR's aspirations for the devolution of further education and skills responsibilities.

Members commented that they had concerns regarding the individual needs of each area of the LCR; and that there would be differentials that would need to be made between the Wards within Halton, which were all very different. In response, officers reassured members that the Area Based Review would provide opportunities for Halton to participate in dialogue regarding the uniqueness of the Borough, where points such as this would be considered.

Adult Learning: It was noted that in line with a national 24% Skills Funding Agency funding reduction the 2015-16 provision had been reduced. The main qualification delivery focused on priority areas such as maths, English, employability, ICT and childcare. Members were advised that established curriculum areas which produced good quality outcomes for learners with lower skills still remained, such as Family Learning.

Members were advised that the Mental Health Programme was nearing its Year 1 end with 85 learners taking part. Officers would advise if they had been selected to continue into Year 2 once the analysis of data had taken place.

Investment and Economy:

Local Economic Assessment – 2016: Members were advised that the Local Economic Assessment (LEA) was a key evidence base for the Borough of Halton, providing an accurate picture of the economic performance. The LEA looked to link in with the strategic priorities of the LCR and would be key in providing supporting evidence for funding programmes.

Members were requested to consider whether the intelligence gathered through the LEA should be utilised when formulating the key strategic documents of the Council; and whether an accompanying document to the assessment should be developed (Local Economic Assessment Dashboard).

Business Growth Hub Initiative: The Board received a report and accompanying presentation which informed of the development, delivery and current performance of this initiative. It was launched in May 2016 in partnership with the Halton Chamber of Commerce.

The report explained that the creation of Growth Hubs was a Government initiative intended to provide clarity, consistency and simplification across the business support agenda. They are the interface between the business community and business support providers. The report went on to discuss the LCR Growth Hub and Halton's approach to a local growth hub.

Council's Business Improvement and Growth Team: A report provided an update on work being undertaken by the team to support economic growth and prosperity in Halton. A Halton Business Survey was commissioned. The scope of the survey was explained in the report and although the results from the survey were mixed, it was noted that it was

extremely useful in presenting some pointers for how Halton's support to businesses could be enhanced.

Members were advised that those recommendations and areas for improvement had been taken forward. More recent developments were outlined in the interventions and activities which were discussed in the report.

Review of the impact of current and future policies. The Board received a report at the end of the council year which provided a review and summary of the economic and regeneration strategies and interventions that were published by central government and regional agencies. It also provided commentary on a range of local strategies from Halton based organisations, including the Council.

The report considered how these might influence aspects of the Council's future service delivery in respect of economic development and regeneration.

Sport Theme:

Annual Report for 2015-16: The Board received a presentation from the Council's Sport and Recreation Manager. Members were advised that the Sport and Recreation Team had worked in partnership with a range of stakeholders and had made considerable progress, with a number of impacts and achievements. The team was structured to reflect the priorities set out within the Halton Sports Strategy and illustrated how sport continued to enrich the lives of people living and working in Halton.

It was noted that the service actively worked with partner organisations in order to facilitate development through a better understanding of the local issues and a sharing of resources. Without this much of the work highlighted within the report would not have been possible.

Library Theme:

The delivery of the 'Library Strategy 2013 – 2016' was reviewed through the quarterly Performance Reports.

Annual Report 2015 – 16: The Board received a presentation on the Library Service activity over the last 12 months which had focussed on increasing usage of the service across the community. Members were advised of activities which had supported the delivery of the Library Service Strategy.

Community Theme:

Annual Report 2015 – 16: The report explained that Community Development supported the creation, development and sustainability of independent local community groups, which in turn generated the capacity for effective and inclusive community engagement with Council departments and services. This enabled the delivery on many hundreds of community initiatives to tackle strategic objectives and community needs.

It was reported that the Community Development service also administered grants for Starter, Community Development and Voluntary Youth grants.

Updates were also provided in the report on the Big Local initiative on Windmill Hill, the Your Life Your Community event, the Armed Forces Covenant, and the strategic approach to community engagement in Halton at partnership level.

Brindley Theatre: The Board received a presentation from the Brindley Arts and Events Manager which outlined the recent successes and future priorities for the theatre.

The presentation outlined the recent structural improvements to the building and made reference to operational improvements such as staff restructuring and a new website. He advised that the theatre had undergone a rebranding of the name and logo, brochure format styles and advertising templates.

Members discussed the income generation aspect of the theatre and welcomed the improvement in the finances so far for 2016-17.

Topic Group:

It was noted that the LCR Combined Authority was developing a collaborative city region approach to culture following the City Region Devolution Deal in November 2015.

A report advised of the 'Creative Conversion Group' that was created in February 2016 and provided details of the joint action plan that had been developed producing nine key areas, which were detailed in the report.

After discussion of options members decided to review the cultural offering in Halton in the context of the LCR approach. This will be reported on later in 2017.

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FOREWORD



"I am grateful to all the Members of the Environment and Urban Renewal PPB for their support and valuable contributions during this, my third year as Chair.

Members have played a significant role in leading the continued regeneration and transformation of the Borough and its environment. We should be proud of our achievements particularly in view of reducing financial and human resources.

Over the last 12 months, the Board has responded to, and dealt with, a wide range of issues which demonstrates their level of commitment and positive attitude in reacting swiftly and effectively to matters that are brought before them. These, combined with the Board's experience and abilities help support a continuing improvement in the quality of life of our residents and the opportunities afforded to our communities. We recognise that a quality place is an important consideration when attracting and retaining investment in the borough".

Councillor Bill Woolfall
Chair, Environment and Urban Renewal Policy and Performance Board

MEMBERSHIP AND RESPONSIBILITIES

During 16/17 the Board comprised eleven Councillors:-

Councillor Bill Woolfall (Chair)

Councillor Mike Fry (Vice-Chair)

Councillor Valerie Hill

Councillor Harry Howard

Councillor Keith Morley

Councillor Paul Nolan

Councillor Joe Roberts

Councillor Pauline Sinnott

Councillor John Stockton

Councillor Andrea Wall

Councillor Geoff Zygadllo

The Environment and Urban Renewal Policy and Performance Board's primary function is to focus on the work of the Council (and its partners) in seeking to bring about the Environmental and Urban Renewal of the Borough. It is also charged with scrutinising progress against the Corporate Plan in relation to the Urban Renewal Priority. The Board is responsible for scrutinising performance and formulating policy in relation to the following areas:

- Highways, Transportation and Logistics (including road maintenance, street, lighting, road safety, traffic management, supported bus services and flood risk management)
- Landscape Services, Parks & Countryside, Cemeteries & Crematoria
- Environmental and Regulatory Services
- Major Projects
- Economic Regeneration and Business Development
- Waste Management and Waste Strategy
- Derelict and contaminated Land
- Housing Strategic Policy
- Sustainability, Climate Change and Biodiversity
- Physical Environment and Planning policies

REVIEW OF THE YEAR

The Board met 3 times during the Municipal Year 2016/17. As well as considering Executive Board decisions relevant to the work of the Environment and Urban Renewal Board, agreeing the Service Plans of the relevant Departments and monitoring their general activities and performance against them.

Some of the main activities and issues which have come before the Board during the year are set out below.

The Board has reviewed the minutes of meetings of the Executive Board and considered questions from the public on relevant matters. It also received, considered reports, agreed decisions and put forward relevant actions on the following issues:

Local Transport Plan Review

Members received a report on the Local Transport Plan 3. The review provided a summary of the delivery of the four-year implementation programme of Integrated Transport Schemes and Interventions. The delivery of schemes funded through the Integrated Transport Block (ITB), which was used to fund small transport improvements was considered. Members considered expenditure during the four-year period had been in accordance with overall ITB allocation within each of the themes listed below:-

- Integrated Transport;
- Neighbourhood Centres;
- Walking and Cycling Improvements;
- Measures to Assist Buses;
- Local Safety Schemes and other Highway Improvements; and
- Other funded schemes.

Waste Collection

During the year the PPB received an update on Garden Waste collections, fly tipping in the Borough and the introduction of the pilot Food Waste collection service.

Members were advised that the pilot Food Waste collection had been extended on two occasions. The service now covered 2,347 homes in the Hale, Ditton, Heath and Beechwood Wards.

There had been a positive response to the service with participation in some areas reaching upwards of 85%.

In respect of Green and Blue bins it was noted that Members of the Topic Group have been asked to review the Council's Policy on charging for green and blue bins.

Members of the Board were also advised that measures to reduce incidents of fly-tipping and tackle those responsible had been implemented.

Topic Group Members were asked to consider the Council's approach to the use of Fixed Penalty Notices for the fly-tipping offences, such as suggested Penalty Notice levels.

Road Traffic Management

The Board was advised on the numbers of road traffic collision and casualty numbers in the year 2015, and compared these figures with those from previous years. These results were very encouraging, with significant decreases in the number of people being slightly injured (SLI) and those killed/seriously injured (KSI) compared to the figures for recent years. Within the KSI total, both the number of adults and children decreased but the latter figure was known to be volatile in Halton and could fluctuate from year to year.

Proposed Waiting Restrictions Runcorn Hill Park

The Board considered the introduction of waiting restrictions on parts of Park Road, Highlands Road, Campbell Avenue and Heath Grove in Runcorn near to Runcorn Hill Park, in order to address parking congestion.

It was noted that Plans were currently being drawn up for an improved and expanded car parking facility at the north end of Highlands Road close to the original Runcorn Hill Park car park. Subject to funding, the additional facilities could be in place by the summer of 2018.

Joint Waste Local Plan

The Board received a report seeking approval for the Part 2 of the Highway Asset Management Plan (HAMP). The Board had previously endorsed Part 1, Chapters 1-4, of the HAMP Approval of the HAMP would serve as a foundation for other detailed plans and strategies based on the principles and objectives of the HAMP.

Work Programme for 2016/17

- The Board were notified that there was an opportunity to contribute towards the Council's Business Plan for 2016/17, although it was clarified that this couldn't be finalised until budget decisions were confirmed in March 2016. It was agreed that a draft plan should be brought back to the Board.
- It was noted that, in line with an organisational restructure across the Council, there would be only one Business Plan for 2016/17.

Members of the Public are welcome at the meetings of the Board. If you would like to know where and when meetings are to be held or if you would like any more information about the Board or its work please contact Mick Noone, Operational Director 0151 511 7604.

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Health Policy and Performance Board

Annual Report

April 2016 - March 2017



As Chair of the Health Policy and Performance Board I am very pleased to report on the work of the Board during 2016/17.

The remit of the Board is to scrutinise the Health and Social Care Services provided to the residents of Halton; we also have a responsibility to scrutinise Hospital Services, including Mental Health Services and as such it has been an extremely busy and challenging year.

I would firstly like to thank all Members of the Board for their valued contribution to the Board's work over the last 12 months, but in particular I would like to acknowledge the contribution of the Board's new Vice Chair, Cllr Shaun Osborne for his support and involvement, along with Cllr Mark Dennett who has continued to undertake the Council's role of Mental Health Champion.

I would also like to extend my thanks to Officers and Partners for their time and contributions to the Carers scrutiny topic and for providing performance and update reports.

During the course of the year the Board have been actively involved and consulted on a range of issues from proposed changes in services, such as those at the Brooker Centre, as outlined later in this report to policy and strategy developments as a result of national requirements, such as the development of the Cheshire & Merseyside Sustainability and Transformation Plan, which is designed to address the challenges of the region in terms of population health and wellbeing, quality of care and financial sustainability.

The Board have also had the opportunity to comment on a number of proposals and developments including the realignment of General Practice to Care Homes in Halton and the changes to Stroke Services which have the potential to impact on Halton residents.

I look forward to 2017/18 and the continued challenge of ensuring the quality of health and social care services within Halton are of the highest standard.

Cllr Joan Lowe, Chair

Health Policy and Performance Board Membership and Responsibility

The Board:

Councillor Joan Lowe (Chair)
Councillor Shaun Osborne (Vice-Chair)
Councillor Sandra Baker
Councillor Mark Dennett
Councillor Margaret Horabin
Councillor Charlotte Gerrard
Councillor Stan Parker
Councillor Martha Lloyd Jones
Councillor Ellen Cargill
Councillor Pauline Sinnott
Councillor Marjorie Bradshaw

During 2016/17, Tom Baker was Halton Healthwatch's co-opted representation on the Board and we would like to thank Tom for his valuable contribution.

The Lead Officer for the Board is Sue Wallace-Bonner, Director of Adult Social Services.

Responsibility:

The primary responsibility of the Board is to focus on the work of the Council and its Partners, in seeking to improve health in the Borough. This is achieved by scrutinising progress against the aims and objectives outlined in the Council's Corporate Plan in relation to the Health priority.

The Board have met five times in 2016/17. Minutes of the meetings can be found on the [Halton Borough Council website](#). It should also be noted that the Board, at each of their meetings, receive and scrutinise the minutes from Halton's Health and Wellbeing Board and monitors work/progress within this area.

This report summarises some of the key pieces of work the Board have been involved in during 2016/17.

GOVERNMENT POLICY- NHS AND SOCIAL CARE REFORM

Sustainability & Transformation (STP) Plan – Inc. Alliance LDS

During 2016/17, Members were provided with details of the development and overview of the Cheshire and Merseyside Sustainability and Transformation Plan (STP).

Following the publication of the NHS Five Year Forward View in 2014, which set out strategic intentions to ensure the NHS remained clinically and financially sustainable, during 2015/16 NHS planning guidance set out the steps for local health systems to deliver the Forward View, backed up by a new Sustainability and Transformation Fund intended to support financial balance and to enable new investment in key priorities. As part of the planning process, health and care systems were asked to develop STPs to cover the period from 2016/17 and 2020/21. The Cheshire & Merseyside STP was published in November 2016.

Details of the four key priorities for the Cheshire and Merseyside STP were presented to Members:

- Support for people to live better quality lives by actively promoting health and wellbeing;
- The NHS working with partners in local government and the voluntary sector to develop joined up care;
- Designing hospital services to meet modern clinical standards and reducing variation in quality; and
- Becoming more efficient by reducing costs, maximising value and using the latest technology.

Members were advised that the Cheshire and Merseyside STP was designed to address the challenges of the region in terms of population health and wellbeing, quality of care and financial sustainability. The majority of delivery would be through the plans developed by the three local delivery systems. It was noted that Halton CCG was part of the Alliance Local Delivery System (LDS) which consisted of:

- Four CCG's (Warrington, St. Helens, Halton and Knowsley); and
- Five NHS providers (5 Boroughs Partnership NHS Foundation Trust; Bridgewater Community Healthcare NHS Foundation Trust; St. Helens and Knowsley Teaching Hospitals NHS Trust; Warrington and Halton Hospitals NHS Foundation Trust and Southport and Ormskirk Hospitals).

It was reported that the Alliance LDS was also engaging with local authorities covering the Boroughs of Halton, Knowsley, St Helens and Warrington. The Board were briefed on how the Alliance LDS was building upon the work already being done at a local level. The proposals submitted by Alliance LDS included options and

models of transformation for the local health system that aimed to address a funding shortfall of £202m, whilst at the same time improving health, wellbeing and outcomes.

It was noted that following formal publication of the Cheshire and Merseyside STP the proposals were now being developed into outline plans and a wide scale programme of engagement and communication would commence during 2017.

The Board will continue to scrutinise the development and content of the plans and the potential impact on Halton residents.

Transforming Care Programme

The Board received details of the Government's Transforming Care Programme and the local progress that had been made to date.

It was reported that further to the publication of the Government's response to Winterbourne View Hospital (2012) a concordat plan of action was developed. By the time of the report *Winterbourne View – time for change 2014*, it was evident that the intended reduction in the use of in-patient beds had not been achieved. The Board were keen to hear that the Government had therefore now set clear targets for the reduction of in-patient beds and there was to be a 50% reduction nationally over the next three years.

The Board noted that the Transforming Care Agenda encompassed both Children and Adults with Learning Disability and/or Autism, and in particular those who displayed behaviour that presented challenges.

The Board continue to fully support the key areas within the Transforming Care Programme, such as empowering individuals and having the right care in the right place.

National Living Wage

Information was provided to the Board of the latest known position with regards to the impact that the introduction of the National Living Wage (NLW) was having on Care Providers in Halton.

The NLW took effect from 1 April 2016 and increased the minimum hourly rate for all workers aged 25 and over from £6.70 to £7.20, affecting both part time and full time workers. This would reach more than £9 an hour by 2020. The National Minimum Wage would remain in place with the NLW being a top-up for workers aged 25 and over.

The Board were keen to hear about the support being given to businesses to help them afford the increases in wages. It was noted that a finance model had been developed and adopted across the North West Region, which provided some initial analysis of the potential increased costs involved and their impacts.

It was agreed that the impact of NLW would be kept under review.

Safeguarding - Deprivation of Liberty Safeguards (DoLS)

An update was provided to the Board with respect to the Deprivation of Liberty Safeguards (DoLS) and the refresh of the Mental Capacity Act 2005 Policy.

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

The Board were advised of the Supreme Court ruling on 19 March 2014 and its significance in the determination of whether arrangements made for the care and/or treatment of an individual lacking capacity to consent to those arrangements amounted to a deprivation of liberty; and the new acid test which was introduced in response to this. The implications of this for an individual and for the State were discussed along with the action plan developed to address and co-ordinate the Halton response to the judgement.

SERVICES

Older People's Mental Health and Dementia Care

The Board received a report advising them that the 5 Boroughs Partnership NHS Foundation Trust were seeking support for a revision of its inpatient services for older people and adults.

The proposal was set out in the context of the journey of the implementation of the new model of care so far and outlined the proposal around the 5 Boroughs footprint configuration of beds for adults and older adults.

The Board raised a number of concerns at their September 2016 meeting where the proposals were presented. As a result, it was felt at that time the Board could not support the bed based model being proposed and requested that the results of the 12 week public consultation be shared with them at a future meeting so these could be considered in the context of the proposals.

As a result, a Special Board meeting took place in December 2016 to explore in more detail the proposals.

Members were provided with assurances from the 5 Boroughs that:-

- The overall bed base at the Brooker Centre would remain and improvements would be made to the environment of the inpatient ward, which would be used for mental health patients with complex need,
- Patients, carers and their families would be supported with their transport requirements to Atherleigh Park from both Runcorn and Widnes; and

- The care navigator role would remain in place for the duration of the patient's intervention to support the multi-disciplinary professionals involved in the patients care, e.g. Social Workers.

At the conclusion of the meeting Members supported the proposed new bed based model, pending the result of the formal consultation process.

The 5 Boroughs Partnership NHS Foundation Trust were invited back in 12 months' time to present an update on progress made and outcomes to date.

General Practice Alignment to Care Homes

In February 2017, the Board received details of the work proposed by the Borough Council and NHS Halton CCG on aligning care homes within the Borough with identified General Practices. Care home residents have very complex and considerable health needs. In Halton, the average length of stay in a nursing home was 0.8 years and in residential home 1.2 years, and it was expected that care home numbers would rise significantly in response to our aging population. Currently, individuals remained with their existing GP when they move to a care home, resulting in care homes having to liaise with multiple GP practices; which impacts on developing close working arrangements which are essential in providing the care that these individuals required.

It was anticipated that an alignment of General Practice to care homes would result in releasing time currently being spent by practices visiting multiple care homes, and care homes liaising with several practices that could be converted into direct care.

The consensus of the Board was that this was a good idea and as the proposals would be subject to formal consultation, the results would need to be reported back to the Board in June 2017.

Implementation of Community Multi-Disciplinary Team (MDT)

The Board received a report advising them of the development and implementation plan of the Community MDT model for all adults over the age of 18.

The Board were told that there was a strong evidence base to suggest that a MDT approach was a cost effective way of delivering improved health and social care outcomes; increased participation and compliance with treatment; reduced length of stay and bed days in hospital; increased numbers of patients discharged home; reduced admission to residential and nursing care and acute hospitals, and improved patient / service user and carer satisfaction.

The Board welcomed the work that had been carried out on the development of a Halton model/approach and would be receiving further updates in the future on its progress.

Public Health

The Director of Public Health attended the Board who presented details on Public Health functions and activities within Halton.

Councils have assumed responsibility for the planning and commissioning of public health services within their areas. Local authorities were therefore expected to set their health priorities based on their Health and Wellbeing Strategies, with a robust understanding of local needs set out within a Joint Strategic Needs Assessment (JSNA) and take into account the indicators within the Public Health Outcomes Framework.

The Board was advised that Halton's Health and Wellbeing Strategy identified the following priority areas using evidence from the JSNA and extensive consultation with stakeholders and local people:

- Prevention and early detection of cancer;
- Improved child development;
- Reduction in the number of falls in adults;
- Reduction in the harm from alcohol; and
- Prevention and early detection of mental health conditions.

The theme of the Public Health Annual Report for 2015-16 which was presented was the development of needs assessments and how we use them. It included a range of facts and figures from across the life course of the Halton population.

Members took the opportunity to query the drop in numbers of MMR vaccinations at age two. The Board were advised that this had been referred to Public Health England and an action plan was being put together for presentation to the Health and Wellbeing Board, so that the situation could be monitored.

Transforming Domiciliary Care

The Board were keen to hear about the proposed developments in relation to Domiciliary Care delivered through the Council.

The current picture in Halton was there were currently 9 providers who worked in four different zones. The providers supported a total of 736 people and delivered in excess of 350,000 hours of care per year with an annual expenditure of more than £4.3 million.

It was reported to the Board that the amount of care and the overall expenditure was set to rise over the coming years at an estimated rate of between 2-3% per year and although there were some excellent examples of high level care within the sector, it was clear that improvements would be needed to meet the needs of an ageing population in the coming years. The current contract would run until June 2017 and Officers were currently in the process of conducting a review of the domiciliary service in Halton. It was noted that this review would support the development of a

new service specification and would form the basis of the tender process that would be undertaken towards the end of 2016.

Members were advised that the review had already started and details of the key principles that were at the heart of an outcome based domiciliary care service were also shared with the Board.

The Board were extremely keen to see how this work progresses and an update would be brought to a future meeting.

Improving Access to Psychological Therapies (IAPT)

In November 2016, the 5 Borough Partnership NHS Foundation Trust NHS Halton CCG, provided an update in respect of Improving Access to Psychological Therapies (IAPT) delivery and development of the service in Halton.

Details were shared in relation to the conditions that were treated; the numbers of people in Halton experiencing these disorders; their recovery rates; and patient feedback.

The Board were told that the onward plan for the IAPT was to increase productivity; maintain and improve clinical quality; and maintain high levels of client satisfaction.

Stroke Services

Details were shared with the Board on Stroke Reconfiguration in Mid Mersey.

Members were provided with background information on the situation over the over the past 3 years, with regards to stroke services, details of the National Stroke Direction and on the national shortage of stroke consultants, speech and language therapists and clinical psychologists.

Members were advised that Mid Mersey had created a Stroke Board, with representation from CCG's, primary care, local authorities and acute providers. This Board had agreed the vision that St Helens and Knowsley Trust (SHKT) would be a single stroke provider of acute services and that in a phased approach, all Warrington and Halton Hospital acute stroke patients would be transferred to SHKT for the first 72 hours of care, and then repatriated either through Early Supported Discharge (ESD) teams or back to the acute trust for longer more complex patients.

Windmill Hill General Medical Services

During 2016/17, the Board received two reports on the General Medical Services provided at Windmill Hill. Windmill Hill Medical Centre is located within the Ward of Windmill Hill and it had a branch surgery located in Widnes. The Board received a report which outlined that the current contract was held with Liverpool Community Health (LCH) NHS Trust and was due to end on 31st March 2017. It was noted that

due to the organisational restructure that was currently being undertaken at LCH there was no opportunity to extend the contract beyond 2017.

The Board heard information about the numbers of patients registered, the complement of staffing for the practice and the health and wellbeing of residents of Windmill Hill

Members were presented with two options for consideration; one being commission as a Branch Surgery and undertake a list dispersal of Widnes Patients (which could sit alongside Option One).

Members agreed that Windmill Hill needed its own surgery.

POLICY

One Halton – Health & Wellbeing Operational Plan 2016-17

As part of the annual planning round, the Board received details of the operational plan for 2016-17 and details of the further work that would be undertaken to develop the priorities for the five year STP and the Financial Recovery Plan, with the clear actions to be delivered during the year.

It was reported that NHSE issued their *Five Year Forward View* planning guidance in October 2014, with a set of priorities for the NHS up to 2020 and the direction of travel for new models of care and the improvement of care, quality and financial efficiencies. In October of the first year of the Five Year plan, NHSE published its revised planning guidance, '*Delivering the Forward View*', that extended the planning period to 2021, with a continuation of the existing direction of travel but with a number of new challenges.

The new challenges were discussed by Members who debated the NHS Halton CCG's forecasted end of year £8.5m deficit. It was noted that better utilisation of budgets was needed and to achieve this all budget lines would be scrutinised.

Telehealthcare Strategy

In November 2016, the Board received an update on the Telehealthcare Strategy.

Members were pleased to hear how the development of technology was affecting and extending the way care could be delivered in the health and social care arena. As the population was ageing there is a growing strain on healthcare resources, with an increasing number of people affected by long term chronic conditions.

Members were informed as to the unsustainability of the situation and the potential use of hi-tech home healthcare solutions and how this would support people to live at home or in extra care housing schemes.

This type of technology will provide people with long term health conditions the security of knowing that they would be remotely monitored in their own homes.

Social Work Caseload Management

Members were advised that caseload management was an important part of overall workload management in the care management services, particularly in ensuring that social workers had a manageable workload; that they had a good mix of cases; and that peaks and troughs with individual workers are co-ordinated effectively across the whole team.

The Board was pleased to hear that caseloads were currently manageable and the Council had good staff retention of permanent social workers with no vacancies at present. Further due to a new progression route policy for social work staff, there was a good mix of experienced staff and newly qualified staff and regular placements were offered to social work students. Furthermore, the Council operates within the *National Employer Standard for Social Workers*, published by the Local Government Association which is in place to sustain high quality outcomes for service users and their families, carers and communities.

An invitation was made to Members and accepted to attend the *Social Work Matters Forum* where the Principal Social Worker meets quarterly with social workers to discuss professional and topical issues for social work.

NHS Halton CCG – Financial Recovery & Sustainability Plan

The Chief Officer of NHS Halton CCG outlined for the Board the actions being undertaken by the CCG to achieve financial recovery and sustainability.

Members were advised that although NHS Halton CCG had managed to deliver services with the business rules set out for the organisation by NHS England, the achievement of these business rules, which included a statutory requirement to deliver a balance year end budget and a 1% surplus, was challenging. The Board noted that the scale of this challenge for the next 5 years was immense; and to deliver financial recovery and sustainability would involve some difficult and potentially contentious decisions about which services NHS Halton CCG chooses to commission or decommission, and what partnerships and activities were invested in and dis-invested in.

The Board would continue to monitor progress against the CCG's plans.

SCRUTINY REVIEWS

Carers

The Board focused the review on the responsibilities of the Council to Carers under the Care Act, the role of Halton Carers' Centre and the role of NHS Halton CCG.

Evidence received by the Health Policy and Performance Board group came from a range of partners, in relation to services provided to carers in Halton. Participating organisations and services included: Carers, Halton Carers' Centre, Halton NHS CCG, Adult Social Care and Halton's Hospital Discharge Team based at Warrington Hospital. The Board also took the opportunity to meet with a group of carers at Halton Carers' Centre, and individual carers of people receiving support from mental health services.

The recommendations made by the Board as a result of the review were:

- 1) There should be a continued focus on provision of information and support at the right time for the carer, to avoid carer breakdown and use of high cost services.
- 2) Continued efforts from Stakeholders to engage with people currently hidden from carer services.
- 3) A renewed focus on relationships with health, in particular the Hospitals, to encourage identification and support of carers.
- 4) Assessment of long term carers needs at regular intervals.
- 5) Involving carers in coproduced service development.
- 6) Ensure that within carer provision there are a range of different interventions to meet diverse and changing needs of carers.
- 7) Consider how access to carers services can be improved.

The recommendations reflect the need to continually evaluate methods of identifying and supporting carers, in order to reach the most vulnerable, those 'hidden' from services or those who do not identify themselves as carers. Through a diverse provision offer, carers with differing needs can be supported.

PERFORMANCE

The Health Policy and Performance Board has a key role in monitoring and scrutinising the performance of the Council in delivering outcomes against its key health priorities. Therefore, in line with the Council's performance framework, during the year the Board has been provided with thematic reports which have included information on progress against key performance indicators, milestones and targets relating to Health.

The Board also received quality reports on Domiciliary and Care Homes provision within Halton and as part of this in February 2017, the Board welcomed Rebecca Davies from Victoria Community Care, a domiciliary care agency, to the Board to present details of how the currently system of Domiciliary Care provision worked in Halton, from the perspective of the providers. This included an overview of the challenges that were encountered and how the Council and providers worked together to maintain the delivery of high quality services to the local population. It

also outlined the rewards for providers, how the service had changed over the years and the views of what the future may hold.

INFORMATION BRIEFING

During 2016/17 the Board continued to receive an Information Briefing Bulletin in advance of each of the Board meetings.

The Information Briefing is a way of trying to manage the size of the agendas of the Board meetings better. Including information on topics which were previously presented to Board as reports only for the Board's information now into the Information Briefing bulletin allows the Board to focus more on areas where decisions etc. are needed.

Example of areas that have been included in the Information Briefing over the last 12 months have included:-

- Halton Adult Social Care Services - Workforce Development Strategy 2016-2018;
- Adult Social Care Complaints Annual Report: 2015/16;
- Unintentional Injuries Across the Life-course in Halton - Halton Joint Strategic Needs Assessment: Summary Document;
- Independent Living Fund (ILF) Update; and
- Homelessness: Update

WORK TOPICS FOR 2017/18:

The work of the Health Improvement Team service will be examined during 2017/18 by members of the Board.

This scrutiny topic will look at the work of the division, its contribution to health and wellbeing outcomes, how priorities are determined, what performance measures are made and how success is celebrated. The Board will aim to propose service improvement recommendations and evaluate the impact of the team's activities and interventions against the needs of the local population.

Report prepared by Louise Wilson, Development Manager – Urgent and Integrated Care, People Directorate

Email: louise.wilson@halton.gov.uk Tel: 0151 511 8861

**ANNUAL REPORT
SAFEER HALTON POLICY AND PERFORMANCE BOARD
APRIL 2016 – MARCH 2017**



Councillor Dave
Thompson
Chair

Creating a 'Safer Halton' remains a key priority for the Council and its partners and empowers confidence in our residents and visitors that they are supported and protected from harm.

The Safer Halton Policy and Performance Board is focussed on meeting the needs of our communities to help keep them safe and it seeks to explore and anticipate emerging issues.

I am satisfied, as Chair of the Board that we have considered, responded to, and reported on the main issues affecting Halton and explored new areas that have not previously been scrutinised. We have also examined this year the work by the registered social landlords, all emergency services and the internal teams within the Council whose work most contributes to keeping Halton safe. The Board has also examined new areas of the work undertaken by Cheshire Police which have not previously been targeted for scrutiny, including those functions of the police that tackle Serious and Organised Crime (OCGs) and counter terrorism.

The Board also supported the planning and development of the National Recovery Walk 2016. The UK Recovery Walks had become an annual event that combined the celebration of recovery with advocacy activities. Each year, a new city or town took on the responsibility for hosting the walk and this year, in September, it was held in Halton.

I have ensured Chairman's Announcements' were added to the core agenda of all PPB meetings to ensure that feedback could be provided to members on actions or issues I have participated on in my role as Chair. This includes advising members on actions since the last meeting and providing updates on the representation I offer on other bodies.

I thank my colleagues who sit on the Board for their contributions to the work of the PPB and to those officers and guests who presented to the Board.

We have been extremely fortunate to have excellent support and reporting from our officers and I would place on record my thanks to: Mark Antrobus, Bill Seabury, Deana Pritchard, Elspeth Anwar, Gill Ferguson and Ann Jones. In

	<p>particular, to Chris Patino and Mike Andrews for their briefing and work in organising topics and reports.</p> <p>Finally, I want to make clear that Halton is a relatively safe place to live, visit and work due to the combined efforts of the Council and its many partners and that commitment will be just as robust in the year ahead.</p> <p>Councillor Dave Thompson Chair, Safer Halton Policy and Performance Board</p>
<p>MEMBERSHIP AND RESPONSIBILITIES</p> <p>During the municipal year 2016-17 the Board comprised of 11 elected members: Councillors Thompson (Chair), Plumpton-Walsh (Vice-Chair), Abbott, Baker, Edge, Gerrard, Hill, P. Lloyd-Jones, Loftus, Osborne and Zygadlo.</p> <p>The Board is responsible for scrutinising performance and formulating policy in relation to Community Safety, Domestic Abuse, Safeguarding Adults, Environmental Health and Safer Halton Partnership. The Board is also represented on the Safer Halton Partnership and Cheshire Police & Crime Panel.</p> <p>Topic Group Visits for 16/17 were:</p> <ul style="list-style-type: none"> • Night Time Economy Management • Licensing Enforcement • Creamfields – review of community safety practices • Stadium Safety and Security– review of community safety practices <p>The board also agreed a programme of ‘scrutiny visits’ which are on-going at this time.</p>	
<p>REVIEW OF THE YEAR</p> <p>The full Board met 4 times during the year.</p> <p>The programme of activity for the Board over the 2016/17 period covers the following:</p>	
<p>OVERVIEW AND SCRUTINY</p> <p>The PPB has been of the view that it undertakes scrutiny topic visits rather than being focused on lengthy single item reviews. It was proposed to visit a number of areas to improve awareness and provide a direct ‘on-site’ means of scrutiny with the potential to offer feedback to the various agencies. The topic areas identified for visits were:-</p> <p>Police Custody Suite; Stay Safe; Police Dog Operations;</p>	

Cream fields;
Match Day Operations – Select Security Stadium
Night Time Economy.

These visits would be Officer-lead and would be around two hours in duration. A summary report on observations would be presented to Future meetings of the Board. The Board undertook a number of these scrutiny topic visits throughout the year to scrutinise arrangements around Cream fields, the Night Time Economy, Licensing Enforcement and Stadium Safety.

Officers and partner agencies fed into these scrutiny visits so that the Board could see the enforcement options available and experience the activity and initiatives that take place.

The group were impressed by the outstanding work and wide spectrum of activity taking place. Work includes education and deterrent programmes, through to support and wellbeing services.

The topic group found that the Council had at its disposal sufficient powers to act against any premises and we had a means of influence to see actions being taken across local authority boundaries.

COMMUNITY SAFETY

Community Safety remains a high priority for the Council.

Increased concerns around fraud, scams and counterfeiting, and the impact of this on residents, was highlighted in a report from **Trading Standards**. The Board considered the report which outlined the work of the National Illegal Money Lending Team (IMLT) and the current level of activity in Halton. The IMLT was based in Birmingham Trading Standards and had the responsibility to investigate loan shark activity across England and to support the victims. A documented protocol existed between the IMLT and individual Trading Standards Services which allowed the team to operate in the local authority area. The work of our Trading Standards Officers was felt to be outstanding when set against the context of them having very limited resources.

In June the Board received a report which outlined how Taxi Licensing processes were operated in Halton. Members were advised that Taxi and Private Hire Vehicle (PHV) legislation was based mainly around two Acts of Parliament:-

The Town Police Clauses Act 1847; and
The Local Government (Miscellaneous Provisions) Act 1976.

These two Acts set out the framework for the licensing of drivers, vehicles and operators and the report detailed how this was implemented by the Local Authority. In addition, the report also provided details on the role of the Local Authority with regard to enforcement, ensuring licence holders were compliant with the legislation and local conditions as well.

Drug use continued to be a focus of concern for the Board in 2016/17. The multi-agency approach taken in Halton was viewed to be highly successful in reducing drug offences, but also thefts, violence, criminal damage and other offences. The Council is also now equipped with new 'tools and powers' to tackle conduct in private lettings and this further supports actions against properties from which drug activity is noted.

In September the Board received details of the education and prevention work of the **Cheshire Fire and Rescue Service**. As with all the early intervention work taking place across the borough, the multi-agency working practices shared with this service are proving successful. The report focussed not only on the reduction of deliberate fires but also on the service's responsibilities to ensure safety in our homes and on the roads.

Anti-social behaviour figures continue to be monitored through the Safer PPB. The work of the Registered social Landlords was studied during a presentation in September. The presentation provided information on their work, in partnership with the Police and the Council, to deal with Anti-social behaviour involving their tenants:

Members were advised on recent property closure orders, possession orders, support for tenants, examples of anti-social behaviour and the consequences for tenants including enforcement action and examples of joint working with the Police and the Community Safety Team including Operation Treacle. The board found the partnership work was excellent and the Board thanked the RSL's for their informative presentations

As part of the ongoing scrutiny work of the board the Board received a report which provided an update on the work of the Halton Community Alcohol Partnership (HCAP) in Murdishaw. Community Alcohol Partnerships encouraged the collaboration of local agencies, communities and businesses to reduce alcohol consumption in young people and alcohol related anti-social behaviour. In Halton the CAP had made good progress in reducing underage drinking, with admissions for those under 18 falling significantly over recent years.

The Board discussed the work of the Anti-Social Behaviour Victim and Witness Service which was designed to deliver independent and confidential support to residents aged over 10 years who were experiencing nuisance and/or anti-social behaviour in Halton. The service was part of the work of the Safer Halton Partnership Community Safety Team.

It was noted that since June 2008 the service had:

- received 622 referrals for support;
- provided advice to over 300 individuals;
- supported 30 individuals/families to secure more suitable accommodation;
- supported local policing units; and
- received recognition in 2009 in House of Commons for good practice in

supporting victims and witnesses.

The Board supported the options to extend the service to attend Ward Surgery meetings, to raise awareness of the Service with Registered Social Landlords (RSLs) and to develop a Service referral form for use by Members'.

Another key matter brought to the Board was concerned with the work of the major local housing providers. Halton Housing Trust, Riverside and other RSLs presented details of their work to the board, mainly focused in how they do and can act to support community safety.

DOMESTIC ABUSE

The reports heard by the Board covered domestic abuse figures and actions. The ongoing work of the Domestic Abuse team within Community Safety continues to challenge the issues faced; educating and informing, reporting and scrutinizing and supporting and facilitating. The Board continue to commend the continued work undertaken to reduce incidence and support victims.

The Board received an update in February on the progress made towards achieving the White Ribbon Local Authority Award for Halton. The principles of the award were that local authorities should express a commitment to involving men in anti-violence against women group and produce a preliminary action plan on how this commitment would be achieved. The Board expressed continuing support for the progress made towards achieving the White Ribbon Local Authority Award for Halton.

The Board have noted that there is potential for Cheshire becoming the first county to have all local authorities and the police receive corporate status.

SAFEGUARDING ADULTS

The Board retain an overview of the safeguarding of adults across Halton and received performance figures in respect of this.

A presentation was also received by North West Ambulance Service. To provide information on a scheme which aimed to identify and engage with frequent service callers. It was noted that there had been a substantial increase in demand for the ambulance service and this model was developed to help address that demand.

Individual teams for each area consisted of a specialist paramedic, the specialist role was to contact these frequent callers and implement an intervention method. It was reported that, due to the success of the scheme, Central Government had increased funding and the some CCG's had also funded an additional post. Members were pleased to note that the provision of two Urgent Care Centres in Halton had assisted the ambulance service with regard to demand on the service and had helped reduce demand for Accident and Emergency services.

ENVIRONMENTAL HEALTH

The geography of Halton, and some of the issues this creates, was a running theme of the reports heard by the Board.

At our February meeting the Board received a presentation from the Emergency Planning Team which highlighted the Teams key duties and responsibilities, statutory duties, the Civil Contingencies Act 2004, Control of Major Accident Hazard Regulations (COMAH) 2015, key plans in place to ensure resilience within Halton, exercises that take place at COMAH sites in the borough, implications for the Council of the Major Accident Hazard Pipeline (MAHP) Regulations 1996, details of Emergency Centres and work with partners. In addition the team had responded to a number of major incidents in the previous 12 months, from incidents at Residential Care Homes, Silver Jubilee Bridge and major fires in the Borough.

The Council's plans to safeguard the welfare of residents during the Mischief Night/Halloween period and during Bonfire Night (Operation Treacle) are received annually, and feedback emphasised again that the proactive approach taken was successful.

SAFER HALTON PARTNERSHIP

The Board continue to monitor and note the actions of the Partnership, ensuring that significant agenda items are brought to PPB for scrutiny. Feedback from the Board is, in turn, made to the Partnership via my attendance at Partnership meetings.

CHESHIRE POLICE AND CRIME PANEL

The Board received regular updates on the Police and Crime Panel, including taking the opportunity to comment on the Police and Crime Commissioners Annual Report.

A new operating model within Cheshire Police was introduced last year and the Board was pleased that two LPUs were formed in Halton. Overall, despite £38 million of cuts in government grant, policing in Halton was felt to be working well and the new Police & Crime Commissioner has a productive working relationship with the Council.

REPORT TO:	Standards Committee
DATE:	1 February 2017
REPORTING OFFICER:	Operational Director, Legal and Democratic Services/Monitoring Officer
PORTFOLIO:	Leader
SUBJECT:	Standards Committee Annual Report
WARDS:	Borough-Wide

1.0 PURPOSE OF THE REPORT

1.1 To summarise the work of the Committee in the last municipal year.

2.0 RECOMMENDATION: That the report be noted and referred to Council for information.

3.0 SUPPORTING INFORMATION

3.1 Throughout the year Standards Committee was made up of nine elected members, Councillors P Lloyd Jones (Chair), M Bradshaw, Cassidy, Cole, J Lowe, McDermott, T McNerney, Parker and Wainwright. In addition, there were two co-opted independent members, Mr Tony Luxton and Mrs Anita Morris. There were also two co-opted Parish Council Members, Mr S Cluff and Rev Canon D Felix. The Council's three independent members under the provisions of the Localism Act were all reappointed at Annual Council in May 2016. These were Professor David Norman, Mrs Diane Howard and Mr Roy Radley. All were invited to each meeting. The Committee met on one occasion during the year.

3.2 The role of the Standards Committee is to:

- Help Councillor and Co-opted members to observe the Members' Code of Conduct.
- Promote and maintain a high standard of conduct by Councillors, Co-opted Members and Church and Parent Governor representatives.
- Advise the Council on the adoption or revision of the Members' Code of Conduct.
- Monitor the operation of the Members' Code of Conduct.
- Provide training to Councillors and Co-opted Members on matters relating to Members' conduct.
- Deal with complaints against Councillors and Parish Councillors.

- Deal with matters concerning politically restricted posts.
- Deal with dispensations relating to Declarations of Interest.

3.3 At the meeting in February 2016, Members considered the Annual Report, setting out an update on the Standards regime.

The Committee considered a report of the Operational Director Legal and Democratic Services/Monitoring Officer on the Council's Whistleblowing Policy, in so far as it related to the work of the Standards Committee. Lisa Driscoll, Policy Officer, addressed the Committee on the current version of the Policy and it was noted that as part of the annual review of the Council's Constitution, the Policy was kept under review as regards best practice, the outcome of legal cases and model practice demonstrated by other local authorities or public bodies.

The Committee also received a report dealing with issues which had arisen in other parts of the country, which provided an insight into the kind of matters faced and the manner in which they had been dealt with. A verbal report was given on local issues, which indicated that no matters had been brought to the attention of the Monitoring Officer which required a formal investigation.

4.0 POLICY IMPLICATIONS

4.1 None.

5.0 OTHER IMPLICATIONS

5.1 None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

None.

6.2 Employment Learning and Skills in Halton

None

6.3 A Healthy Halton

None.

6.4 A Safer Halton

None.

6.5 Halton's Urban Renewal

None.

7.0 RISK ANALYSIS

7.1 No risks have been identified which require controlled measures.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 None.

9.0 A LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972



9.1 There are no background papers within the meaning of the Act.

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NOTICE OF MOTION

To be submitted to the meeting of Full Council to be held on:

12 July 2017 in accordance with Standing Order Number 6.

	Name (in capitals)	Signature
Proposer:	Councillor Stef Nelson	
Seconded:	Councillor Ron Hignett	

Support of the Votes at 16 Campaign

The Council notes that currently 1.5 million 16 and 17 year olds are denied the vote in public elections in the UK and that the campaign to lower the voting age is supported by thousands of young people across the UK. Furthermore, we note that following a nationwide consultation, the UK Youth Parliament supported lowering voting to 16 years of age as their national campaign.

This Council believes that:

- 1] 16 and 17 year olds are knowledgeable and passionate about the world in which they live and are as capable of engaging in the democratic system as any other citizen.
- 2] Lowering the voting age to 16, combined with strong citizenship education, would empower young people to better engage in society and influence decisions that will define their future;
- 3] People who can consent to medical treatment, work full-time, pay taxes, get married or enter a civil partnership and join the armed forces should also have the same voting rights as people aged over 18.

This Council resolves to:

Write to the Secretary of State for Communities & Local Government, asking that given their actions in lowering voting for the Scottish Referendum, government agree to now also extend the right to vote from 16 years of age for all other elections.


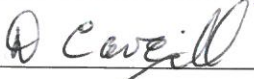
Continue to work with all Halton Schools and Colleges to enhance citizenship as part of the educational curriculum and to promote interest of young people in both local and parliamentary democracy.

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NOTICE OF MOTION

To be submitted to the meeting of Full Council to be held on:

12 July 2017 in accordance with Standing Order Number 6.

	Name (in capitals)	Signature
Proposer:	Councillor Kevan Wainwright	
Seconder:	Councillor Dave Cargill	

The Sun Newspaper

This Council expresses its support for the families of the Hillsborough disaster that tragically occurred at Sheffield on the 15th April 1989.

This disaster directly affected families at Halton and we commend the continuing efforts of relatives and friends of the victims of the disaster in their search for justice. It is this Council's hope that in due course the conclusions reached by the Hillsborough inquest will come to finally result in justice for the victims of this tragedy.

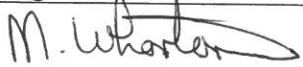

Further, we understand the continuing feelings being expressed by people throughout the Liverpool City Region at the inaccurate and hurtful reporting of the disaster by The Sun newspaper and support the efforts to raise awareness of this by the campaign 'Total Eclipse of the Sun'.

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NOTICE OF MOTION

To be submitted to the meeting of Full Council to be held on:

12 July 2017 in accordance with Standing Order Number 6.

	Name (in capitals)	Signature
Proposer:	Councillor Mike Wharton	
Seconder:	Councillor Chris Loftus	

Dying to Work

This Council notes the suggestion by the TUC in its Dying to Work document that terminally ill employees are not currently protected under national disability legislation and can therefore be dismissed if they are no longer able to conduct their role with reasonable adjustments. This could mean that terminally ill people can be subjected to stressful assessments, subsequent dismissal and the loss of death in-service benefits - all following the diagnosis of a terminal illness.

This Council believes in the dignity of work, and that those receiving a terminal diagnosis should not be forced out of work. This Council believes that there should be additional Government protection for terminally ill employees, from the point of diagnosis. This Council resolves to continue to treat staff members who receive a terminal diagnosis with dignity, and to make adjustments to ensure that they are able to stay in work as long as they wish.

Council therefore agrees to support the TUC's 'Dying to Work Campaign' currently being developed and that the Chief Executive writes to Derek Twigg MP, Mike Amesbury MP and the work and pensions minister, to request that they support new legislation currently being drawn up which:



- seeks to ensure that terminally ill workers are covered by Protective Rights at Work in line with those workers covered by pregnancy/maternity rights;
- seeks to protect death in service benefits; and
- seeks to allow workers with terminal illness to die with dignity.

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NOTICE OF MOTION

To be submitted to the meeting of Full Council to be held on:

12 July 2017 in accordance with Standing Order Number 6.

	Name (in capitals)	Signature
Proposer:	Councillor	
Seconder:	Councillor	

Dignity in Social Care - Improving Social Care Services and Jobs

This Council notes with alarm the continuing crisis of social care underfunding that makes it hard for local authorities and provider organisations to ensure decent jobs and quality services.

This Council supports in principle the provisions of UNISON's Ethical & Residential care charters. The Council intends to implement the charters at the earliest practicable opportunity, recognising that some aspects of the charters may require additional funding.

This Council welcomes the additional short term funding that the Government pledged for social care in the 2017 budget but notes that this does not go far enough and does not represent a sustainable solution.

This Council welcomes UNISON's *Care Workers for Change* campaign initiative which aims to expand union membership within the sector to give care workers the support and confidence to lead the public-facing campaign to increase central Government funding and improve employee relations within the sector.

This Council undertakes to encourage care providers we currently commission or purchase provision from and require care providers we commission or purchase provision from in future to:-

- 1) Respect the right of care staff to organise a union in their workplace and do nothing to undermine the reasonable efforts of staff to organise a union.
- 2) Allow access to accredited union representatives and officials for membership recruitment activity. Provider organisations should engage positively with union requests for access to staff and, where necessary, agree arrangements that do not disrupt service delivery.

- 3) Pursue a partnership approach to employment relations. We would expect the provider to engage constructively with the union including a recognition and facilities agreement to underpin collective working.
- 4) Work with the providers and unions to pursue our shared objective of achieving the provisions of the UNISON ethical care charters.

The Council will write to all current providers of Council-commissioned care services at the earliest opportunity to advise them of our expectation that they support the above points (1-4)