

HALTON BOROUGH COUNCIL



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

3 July 2018

**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, 11 July 2018 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) 15 March 2018	
	b) 19 April 2018	
	c) 15 May 2018	
	d) 14 June 2018	
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)	Improvements to Work Facilities at Cemetery Sites (Minute EXB 145 refers)	1 - 4
	Executive Board considered the attached report.	
	RECOMMENDED: That Council include the scheme in the 2018/19 Capital Programme, to be funded as set out in paragraph 5.1 of the report.	
b)	2018/19 to 2020/21 Capital Programme (Minute EXB 13 refers)	5 - 14
	Executive Board considered the attached report.	
	RECOMMENDED: That Council approve the updated Capital Programme for 2018/21, including forecast spend and funding, as set out in Table 1 and Table 2, attached to the report.	
c)	Standards Committee Annual Report (Minute STC 2 refers)	15 - 18
d)	Annual Reports of the Policy and Performance Boards	19 - 56

10. APPOINTMENT TO AN OUTSIDE BODY

RECOMMENDED: That Council approve the appointment of Councillor Louise Whitley as a representative of Halton Borough Council on the Liverpool City Region Combined Authority Scrutiny Committee.

11. 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) Environment and Urban Renewal
- f) Corporate Services

12. COMMITTEE MINUTES

SEE MINUTE BOOK

- a) Development Control
- b) Regulatory
- c) Appointments Committee

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REPORT TO: Executive Board
DATE: 19 April 2018
REPORTING OFFICER: Strategic Director – Enterprise, Community & Resources
SUBJECT: Improvements to Work Facilities at Cemetery Sites
PORTFOLIO: Physical Environment and Environmental Services
WARD(S): Birchfield and Mersey

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek approval to a capital scheme to create a new garage facility and waste bays at Widnes Cemetery and new waste bays at Runcorn Cemetery.

2. RECOMMENDATION: That

- 1) the proposed capital scheme to erect a new storage garage and waste storage bays at Widnes Cemetery and new storage bays at Runcorn Cemetery, be approved; and**
- 2) Council be asked to include the scheme in the 2018/19 Capital Programme, to be funded as set out in paragraph 5.1 of the report.**

3. SUPPORTING INFORMATION

- 3.1 The garage facility at Widnes Cemetery, which is used for the storage of expensive plant items (dumper truck, mechanical excavator and mowing machines) has reached the end of its life and has become dangerous to use. It is currently out of use and needs to be demolished. Currently the excavator and the dumper are being stored in the open which is not ideal for the long term.
- 3.2 Mowing machines were being stored in a temporary container into which there have break-ins and loss of stock, therefore as a result the machines have now had to be moved to Victoria Park.
- 3.3 There are no adequate storage bays for surplus sub-soils and top soil at Widnes Cemetery. This has resulted in several unsightly temporary storage areas being created which are in plain view of visitors.
- 3.4 Runcorn Cemetery does have a storage bay area but it is no longer fit for purpose. It was built at a time when smaller skips were used. Difficult manoeuvres have to be made by the skip wagon in a publicly accessible area. Staff have to be deployed to protect the public during these manoeuvres which takes them away from their normal duties.

4. PROPOSED IMPROVEMENTS

- 4.1 It is proposed to erect a new purpose built garage at Widnes Cemetery along with associated hard standing. Although a new cemetery will open in Widnes within the next year, the existing facility will continue to see grave excavations for many years to come and will also still require maintenance going forward. The new facility would be located towards the rear of the cemetery, at a point that will not be in full public view (a planting scheme is included in the plans to mask the area and make it more attractive).
- 4.2 New storage bays for soil and green waste would be created adjacent to the garage at Widnes Cemetery.
- 4.3 A new storage bay area and skip store would be created at Runcorn Cemetery. The facilities would be split between the old cemetery and the new cemetery extension (east of Langdale Road).

5. FINANCIAL AND RESOURCE IMPLICATIONS

- 5.1 The estimated cost of the works is as follows:

Widnes Cemetery

1. New Garage Facility -	£53,295
2. New Storage Bays, Skip Store and Hard Standing	£75,000

Runcorn Cemetery

1. New Storage Bays, Skip Store and Hard Standing	£82,000
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Total Estimated Cost: £210,000

It is proposed that the £210,000 scheme should be added to the Council's capital programme for 2018/19. The annual capital financing cost of the scheme will be approximately £14,000 per annum, which will be met from the existing Cemeteries revenue budget.

6. POLICY IMPLICATIONS

- 6.1 There are no policy implications as a result of this report.

7. IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

None identified

7.2 Employment, Learning and Skills in Halton

None identified

7.3 A Healthy Halton

None identified

7.4 A Safer Halton

None identified

7.5 Halton's Urban Renewal

None identified.

8. RISK ANALYSIS

8.1 None identified

9. EQUALITY AND DIVERSITY ISSUES

9.1 There are no equality and diversity issues.

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

None.

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REPORT TO: Executive Board

DATE: 14 June 2018

REPORTING OFFICER: Operational Director – Finance

PORTFOLIO: Resources

SUBJECT: 2018/19 to 2020/21 Capital Programme

WARD(S): Borough-wide

1.0 PURPOSE OF REPORT

- 1.1 Council approved an updated capital programme for 2018/19 on 22 February 2018. Since then other reports covering planned capital expenditure for 2018/19 and future years have been reported. In addition new capital grant allocations have been received and slippage to capital projects for 2017/18 has been rolled forward to 2018/19. The purpose of this report is to bring all the separate elements together and report on the Council's total forecast capital programme expenditure and associated funding over the next three years.
- 1.2 To outline the proposed use of the ICT capital allocation of £0.7m. Proposed programme of activities, included at Appendix A, support the maintenance and development of the Council's technology infrastructure.

2.0 RECOMMENDED: That

- 1) Council be recommended to approve the updated capital programme for 2018-21, including forecast spend and funding, as set out in Table 1 and Table 2;**
- 2) the Strategic Director Enterprise, Community and Resources in consultation with the portfolio holder Transportation be delegated to agree a detailed implementation programme of Highways and Transportation schemes to be delivered in 2018/19; and**
- 3) the proposed use of the ICT rolling capital programme for 2018/19 as set out in Appendix A is noted and approved.**

3.0 SUPPORTING INFORMATION

- 3.1 The capital strategy covering the period 2018/19 to 2020/21 was approved on 16 November 2017, as part of the Medium Term Financial

Strategy. It summarised the expected capital spend over the medium term and the sources of funding available.

- 3.2 The overall capital programme for 2018/19 to 2020/21 was approved by Council on 07 March 2018. Estimates of capital allocations at that time were known to be subject to variations. This report updates the latest position, which includes confirmed and indicative capital grant allocations for 2018/19 and future years.
- 3.3 The capital programme is subject to regular review and monitoring reports are presented on a quarterly basis. Information is presented to show the actual spend incurred to date and how this compares to the capital allocation for the year. A forecast is provided to indicate if the capital programme will be utilised in full during the year or if there is any expected slippage to capital schemes.

Planned Capital Programme Expenditure

- 3.4 Table 1 below presents the planned Capital Programme for 2018/19 onwards based on current information for approved schemes, funding available and slippage of scheme expenditure from 2017/18. The capital programme is subject to continuous change as new resources and projects are identified, and will be updated throughout the year as revisions are approved by Council.

Table 1 - Planned Capital Programme Expenditure 2018/19-2020/21

	2018/19 £'000	2019/20 £'000	2020/21 £'000	Total £'000
People Directorate				
Asset Management Data (CAD's)	6	0	0	6
Capital Repairs	980	0	0	980
Asbestos Management	19	0	0	19
Schools Access Initiative	102	0	0	102
Basic Need Projects	270	283	0	553
Lunts Heath Primary School	11	0	0	11
Fairfield Primary School	79	0	0	79
Weston Point Primary Classroom Extension	4	0	0	4
Kitchen Gas Safety	85	0	0	85
Small Capital Works – Schools	119	0	0	119
The Bridge School Vocational Centre	348	0	0	348
SEND capital allocation	167	167	166	500
Healthy Pupils Capital Fund	70	0	0	70
Grants – Disabled Facilities	1,104	0	0	1,104
Stair Lifts	300	0	0	300
Joint Funding RSL Adaptations	250	0	0	250
Madeline McKenna Residential Home	136	0	0	136
Purchase of 2 adapted properties	520	0	0	520
Millbrow Care Home	150	0	0	150
ALD Bungalows	199	0	0	199
Vine Street reconfiguration	15	0	0	15
Directorate Total	4,934	450	166	5,550
Enterprise, Community & Resources Directorate				
ICT Rolling Programme	700	700	700	2,100
LTP – Bridge Maintenance	1,546	0	0	1,546
LTP – Highways Maintenance	0	0	0	0
LTP – Integrated Transport	0	0	0	0
STEP Projects – Various	264	0	0	264
Street Lighting	3,582	200	200	3,982
Ditton Loops	2,077	0	0	2,077
Risk Management	257	120	120	497
Fleet Renewals	1,513	1,015	1,260	3,788
Early Land Acquisition – Mersey Gateway	4,039	0	0	4,039
Mersey Gateway Crossings Board Technical Costs	435	0	0	435

Silver Jubilee Bridge Major Maintenance Scheme	7,962	0	0	7,962
Silver Jubilee Bridge Deck Reconfiguration	600	0	0	600
Runcorn - Delinking	9,596	0	0	9,596
Stadium Minor Works	50	30	30	110
Stadium Pitch	300	0	0	300
Brindley Café Extension	80	0	0	80
Open Spaces	0	0	0	0
Children's Playground Equipment	61	65	65	191
Crow Wood Play Area	478	5	0	483
Peelhouse Lane Cemetery	997	296	0	1,293
Landfill Tax Credit Schemes	340	340	340	1,020
Upton Improvements	13	0	0	13
The Glen Play Area	41	0	0	41
Pheonix Park	114	0	0	114
Victoria Park Glass House	270	10	0	280
Sandymoor Playing Fields	1,032	500	0	1,532
Widnes & Runcorn Cemeteries Garage & Storage	210	0	0	210
Litter Bins	20	20	20	60
3MG	499	0	0	499
Widnes Waterfront (including Bayer)	1,000	0	0	1,000
Decontamination of Land	50	0	0	50
SciTech Daresbury – EZ Grant	382	0	0	382
Venture Fields	41	0	0	41
Linnets Clubhouse	287	0	0	287
The Croft	30	0	0	30
Former Crossville Depot	440	0	0	440
Advertising Screen at the Hive	100	0	0	100
Equality Acts Improvement Works	300	300	300	900
Widnes Market Refurbishment	1,220	0	0	1,220
Broseley House	1,190	0	0	1,190
Solar Farm	1,277	0	0	1,277
Directorate Total	43,393	3,601	3,035	50,029
Total Capital Programme	48,327	4,051	3,201	55,579

3.5 The Council receives two principal sources of formula based capital funding from Government to improve local transport conditions, namely Integrated Transport Block (ITB) used to fund small transport improvements and Highways Maintenance Block (HM) used to maintain the highway, associated structures and covering works such as resurfacing, bridge maintenance and street lighting.

3.6 The way in which the ITB and HM allocations are granted changed in 2015/16 as a result of the formation of the Liverpool City Region

Combined Authority (LCRCA). ITB and HM allocations are paid direct to LCRCA, as the co-ordinating body for the funding.

- 3.7 A detailed implementation programme of local capital projects which will be undertaken using ITB allocations has not yet been finalised for 2018/19. This is a result in a delay of finalising funding allocations, a detailed programme will be set over the coming months and the full allocation will be spent or fully committed by the end of the financial year.
- 3.8 In May 2015, the Council received confirmation of funding for 4 Sustainable Transport Improvement Schemes (STEP) as part of the approved LCR Combined Authority STEP programme. The schemes will be delivered using Growth Deal funding over the period 2015-2021 with a match contribution from ITB and Section 106 budgets. The allocations shown above have not yet been formally approved by the LCR.

Funding the Programme

- 3.9 Table 2 below summarises how the capital programme will be funded.

Table 2 Capital Programme Funding 2018/19 to 2020/21

	2018/19 £'000	2019/20 £'000	2020/21 £'000	Total £'000
Specific & General Grants	15,569	450	166	16,185
External Contributions	1,906	806	306	3,018
Borrowing	22,433	615	860	23,908
Revenue Contributions	555	14	0	569
Capital Receipts	7,864	2,166	1,869	11,899
Total Funding	48,327	4,051	3,201	55,579

- 3.10 The Council will continue to seek and secure further additional external resources to reduce on-going revenue implications and enhance the capital programme. For example, through Section 106 agreements.
- 3.11 Revenue contributions have been set aside to fund capital repairs for schools.
- 3.12 Borrowings undertaken to support the capital programme are undertaken in line with the Prudential Code and Council's Treasury Management Strategy. This ensures that external borrowings are affordable and within prudent and sustainable levels. Borrowings to fund the capital programme over the three years will be repayable in future years from either Government grant, forecast capital receipts or funded from future revenue streams.
- 3.13 Prudential borrowing remains an option to fund future capital schemes, but the financing costs as a result of the borrowing will need to be found from savings within the revenue budget.

Capital Receipts

- 3.14 Available capital receipts are used to fund the capital programme. Sales from the disposal of surplus land and buildings may only be used to fund capital expenditure. These funds cannot be used to fund revenue expenditure, with the exception of up to 4% of the proceeds of the sale of capital assets being allowable to fund the revenue cost of disposing of an asset.
- 3.15 Estimates of capital receipts over the medium term are based on forecast land and building sales. Although there is some optimism in the property market, the cautious approach the Council has adopted over the past number of years needs to be continued and as such there are no funds available for new capital starts unless external funding is generated to finance the cost.
- 3.16 Table 3 below shows the expected balance of capital receipts over the next three years. The Council attempts to maintain a minimum value of £3m of retained receipts towards funding the capital programme.

Table 3 Capital Receipts

	2018/19 £'000	2019/20 £'000	2020/21 £'000
Balance B/F	10,775	7,333	5,514
In-Year Anticipated Receipts	4,422	347	1,840
Receipts Utilised	-7,864	-2,166	-1,869
Balance C/F	7,333	5,514	5,485

4.0 POLICY IMPLICATIONS

4.1 None

5.0 FINANCIAL IMPLICATIONS

5.1 The financial implications are as set out within the report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 **Children & Young People in Halton**

6.2 **Employment, Learning & Skills in Halton**

6.3 **A Healthy Halton**

6.4 **A Safer Halton**

6.5 **Halton's Urban Renewal**

There are no direct implications, however, the capital programme support the delivery and achievement of all the Council's priorities

7.0 RISK ANALYSIS

- 7.1 There is a risk that slippage to the capital programme, could result in increases to the cost of delivering schemes. Additional revenue costs could be incurred if the schemes are not delivered in time.
- 7.2 Many grants which fund capital expenditure come with conditions to how funding can be used and outcome targets for when the asset is brought into use. Deviation against these conditions may result in requests for clawback to the funding from approving bodies.
- 7.3 The capital programme is heavily funded from prudential borrowing, of total capital expenditure, £24m or 43% will come from future and existing borrowings. Risks exist in schemes funded from prudential borrowing. It is important to recognise on undertaking borrowing that a clear plan exists which identifies how the principal and interest will be re-paid on the borrowing end date.
- 7.4 There is a cashflow risk to capital schemes funded from future capital receipts, the cost to the Council of the short to medium term cashflow impact needs to be recognised at the start of each scheme.
- 7.5 Regular monitoring and reporting of spending against the capital programme will seek to mitigate the above risks.

8.0 EQUALITY AND DIVERSITY ISSUES

- 8.1 There are no equality and diversity issues.

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

- 9.1 None under the meaning of the Act.

Appendix A – ICT Rolling Programme 2018/19

1.0 Supporting Information:

- 1.1 The investment in server hardware for the proposed SharePoint and Exchange 2016 (email) changes from the requirement for the increased stability of the SQL database licensing and associated platforms. The proposal is to extend the series of servers and storage servers that operate the authorities database needs across the 2 main data centre sites and into a 3rd location that will be used for failover and business continuity.
- 1.2 These complex changes will allow the authorities Microsoft based application databases to reside in an active/active (constantly live) state across a 2 site facility allowing for hardware and potential full site or network failure to be dealt with effectively – most importantly reducing and removing issues with downtime. This facility will also allow services to be patched and maintained during office hours without any impact upon system users.
- 1.3 The plan to expand services across multiple locations and develop secure highly resilient facilities will require an upgrade of the existing hardware housing the key services related to SQL the Microsoft Database facilities, Exchange the authorities email systems and finally SharePoint the facility that houses the Councils documentation.
- 1.4 To offer some background to why this program of work is so important SharePoint and Exchange alone are the two largest systems the Council operates with data sets entering into the 100's of terabytes per system before they are even backed up. These systems are now not only essential but of a considerable size that require securing and managing in a manner commensurate with their size and importance.
- 1.5 The reliance the Council has upon email and its archives together with the considerable usage SharePoint as the central systems for all secure records and data will be managed through this strategy supporting the changes made over the last 3 years to create the Halton Cloud facility. Offering commercial benefit as well an evolving platform to enable proven efficiencies for the wider authority and its education platforms.

2.0 Financial Spend Profile

- 2.1 The 2018/19 allocation for the IT Capital programme totals £0.7m. Proposed below is how the allocation will be utilised. Note the sum of

the four headings are estimates at this stage but it is expected this will reduce either following tender and competitive procedures or by moving some projects back into the following year.

2.2 Exchange Server & Storage £200,000

Primarily based upon additional server Hardware, and the additional server based storage model – in summary the proposal is to purchase split the email systems hardware and storage across 3 locations and potentially a fourth location within the Azure service for back-up. The email systems are now in excess of 100 terabytes in size – with a backup policy this becomes a considerable requirement upon the storage needs.

2.3 SharePoint Server & Storage £200,000

Again a similar requirement for the SharePoint facility as the storage requirement is now of a size that inhibits back-up due to the sheer volume of data – the proposal will purchase and split the application servers and the storage servers across multiple locations. The use of the Azure model will also be investigated.

2.4 SQL Server & Storage £200,000

The purchase of server hardware and storage hardware. SQL is the hidden cost associated with many of our systems as this is the main solution that operates 95% of the councils database driven applications – currently due to the associated costs with splitting this service the strategy has been to wait until the current programme of work allows the funding to start to segregate what is a considerable number of databases and split them across the multiple sites. Because of funding this approach is part of the incremental plan to safeguard services especially given the recent security events across the world that will only become more complex and aggressive as time goes on.

2.5 Network/Server BAU Maintenance £100,000

With such an extensive infrastructure a fund has to be in place to repair and replace existing network and data centre hardware systems as and when they become past the point of repair.

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REPORT TO:	Standards Committee
DATE:	7 February 2018
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, Cole, Howard, C Loftus, J Lowe, McDermott, Wainwright and Wharton. 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 Professor David Norman, Mrs Diane Howard and Mr Roy Radley. 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 on 1 February 2017, Members considered the Annual Report which summarised the work of the Committee in the last municipal year.

In addition, Members also received a report which provided an update on issues which had arisen in other parts of the country, which gave an insight into the kinds of issues faced and the manner in which they had proceeded.

Details on recent cases were given from the following locations:

- Coventry
- Sandwell (Birmingham)
- Leek (Staffordshire)
- Bury
- Saddleworth (Greater Manchester)
- Croydon

A verbal update was given on local matters which had been considered since the last meeting.

The Monitoring Officer reported that no matters had been brought to his attention 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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**ANNUAL REVIEW OF SCRUTINY BY THE
COUNCIL'S SCRUTINY CO-ORDINATOR FOR 2017/18**

I am pleased to provide this brief overview of scrutiny activity at Halton Borough Council for 2017/18 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 Board 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.

The scrutiny of external bodies continues to be important and the Council's representatives on the Police and Crime Panel and the Liverpool City Region Combined Authority Overview and Scrutiny Committee regularly report on the work of those bodies to the Chairs' Group. This is also complemented by the work the Council's Health PPB undertakes in relation to the holding to account of relevant NHS bodies and relevant health service providers in Halton. These are key roles for locally elected representatives, ensuring the community of Halton's interests are listened to and properly represented in these important areas.

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
CHILDREN AND YOUNG PEOPLE POLICY AND PERFORMANCE BOARD
APRIL 2017 – MARCH 2018**



Cllr. Mark
Dennett
Chair
Children &
Young People
PPB

“I normally look back over the previous year and then look forward to the forthcoming year. But, this year I would like to start by saying thank you to all of the people involved in providing Children’s Services whether in Education or Social Care. To continue to provide a good service while resources are continuously cut by the current government is a credit to the determination and professionalism of all involved.

It is not only Council, School, and Health resources that are being cut, so to cut to our residents’ benefits which are biting deep, this, in turn, is creating increased demand for our services. But, against this backdrop, our staff, social workers, teachers and health workers are continuing to provide good support — albeit in diminishing amounts — to the children of the Borough.

I also want to take this opportunity to congratulate our students, and also thank the parents, carers and teachers who supported them. National changes to the curriculum and assessments have made this challenge even harder. To see how our students have performed against this changing landscape is inspiring, and I know that it will only continue to get better.

You will see, I think, from the “Review of the Year”, that it has been a good and varied twelfth 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 we will continue to monitor how the new curriculum and assessment criteria are being implemented, 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 that 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, Young People and Families Policy and Performance Board

MEMBERSHIP AND RESPONSIBILITIES

During 2017/18 the Board comprised Eleven Councillors – Councillors M. Dennett (Chair) Cllr G. Logan (Vice Chair), L. Cassidy, S. Edge, C. Gerrard, P. Hignett, M. Horabin, P. Lloyd Jones, S. Parker, C. Rowe and J. Stockton.

The Board is responsible for scrutinising performance and formulating policy in relation to the work of the Council (and its partner agencies within Children’s Trust Arrangements) in seeking: to ensure that children and young people in Halton have the best possible start in life and opportunities to fulfil their potential and succeed; and to scrutinise progress against the Corporate Plan and the Children and Young People’s Plan.

REVIEW OF THE YEAR

The full Board met four times during the period June 2017 to March 2018, and detailed below are some of the main initiatives that the Board has worked on during the year.

Children and Social Work Act 2017

The Board received a report on the changes to statutory duties for children and young people and the reform of social work outlined in the Children and Social Work Act 2017. Members were advised that the act would strengthen the duties to children in care and the corporate responsibilities of the local authority and its partners and extend the duties to care leavers until 25, as well as introducing a requirement for the publication of a care leaver offer. The Act introduced compulsory relationship education in primary schools and compulsory relationship and sex education in secondary schools. Local Safeguarding Children Boards would be abolished and replaced by a safeguarding performance framework agreed by the Local Authority, the Police and the Clinical Commissioning Group in consultation with the relevant partners. It was also reported that a new regulator for social work would be established, called Social Work England. The Board discussed the implications of the Act and expressed concern about the additional cost pressures for the LA and schools in implementing the changes.

Reducing Child Poverty and Improving Life Chances

A report providing an update on the work of Halton’s Child and Family Poverty Strategic Group and its links to the Liverpool City regions was considered by the Board. The report highlighted that the most disadvantaged children were less likely to achieve their academic potential, secure employment and gain a sense of future financial security. They could were also more likely to suffer from poor health, live in poor quality housing and unsafe environments.

Joint Local Area Inspection of Special Education Needs and Disability for Halton

The Board received a report summarising the outcome of the Joint Local Area Inspection of Special Educational Needs and Disability (SEND) in Halton. It was

Members discussed the agreed priorities from the Strategic Group and the Action Plan.

Joint Local Area Inspection of Special Education Needs and Disability for Halton

The Board received a report summarising the outcome of the Joint Local Area Inspection of Special Educational Needs and Disability (SEND) in Halton. It was reported that the inspection had been undertaken by Ofsted and the Care Quality Commission between 27th and 31st March 2017. The aim of the inspection was to assess the effectiveness of the Local area in implementing the SEND reforms. The report outlined the key strengths identified in the inspection and the areas for development. To address any areas of development it was agreed that a Joint Action Plan would be developed. Members discussed the increase of pupils with social emotional and mental health, the rise in exclusions and the financial implications of the rise in demand.

Neglect Strategy

A report was received on the Halton's Neglect Strategy, developed under Halton Safeguarding Children Board (HSCB). This multi-agency document outlined the definitions and responses to neglect and the background and prevalence. The Action Plan linked to the Strategy detailed how agencies and partners should identify and respond to neglect and how the HSCB would scrutinise and monitor the impact and effectiveness of the Strategy. The Board discussed the six classifications of neglect and the fact that is affected children of all ages. Discussions were also held on training and awareness of schools in recognising neglect.

Early Years Strategy and Action Plan

The Board received a report on the Early Years Strategy and Action Plan. An overview was presented on the vision and priorities along with the details of the key actions proposed to improve outcomes. Members were also advised that a Guide to Parents had been produced to support parents to understand how to prepare their child for school. Discussion was held on identifying and sharing good practice and the opportunity for links to other authorities.

New Social Care Inspection Framework

A report was presented to inform the members of the requirement of the new inspection framework for children's social care services. Members that the inspections of Local Authority Children's Services (ILACS) is a 'system' of inspection that is proportionate, flexible, and bespoke to each and every local area inspected. Halton's current Ofsted grade, 'Requires Improvement' determines the kind of inspection we have next time, and the contact and support received in-between visits.

The framework would include an annual self evaluation of the social work practice by local authorities and an annual conversation between Ofsted and the local authority to review the self evaluation. Focused visits looking at a specific area of service or cohort of children. As Halton was previously judged as Requiring Improvement at its previous inspection there would be a two week standard

inspection every three years. A Joint Targeted Area Inspection (JTAI) could also take place which investigated the multi agency arrangements and response to a range of key priorities such as child abuse. Members discussed their role in the inspection process.

Scrutiny Topic

In 2017 The Board agreed a Scrutiny topic titled: Further developing links between Halton's Businesses and Schools. Councillor G. Logan was nominated as the Chair of the Scrutiny topic group and three lines of enquiry were agreed, those being:

- Employer engagement
- Careers education information
- Business Needs

Four meetings of the Scrutiny topic group took place between August 2017 and January 2018, each of the first three meetings reviewing a different line of enquiry from the above list and the final meeting reviewing the result of further actions/investigations agreed during the Scrutiny topic meetings.

Whilst the scrutiny topic work was being carried out the Government released its new Careers Strategy titled: Making the most of everyone's skills and talents. Following this strategy the statutory guidance for schools and for colleges about the requirements for delivering careers guidance and links to employers was also updated. These documents were reviewed by the Scrutiny topic group during their final meeting and influenced the final recommendations from the group.

Other Matters

The Board also considered a range of reports on; attainment outcomes for children and young people and their performance in comparison to national data and north west regional data; that annual Headteacher report on the educational outcomes of children in care; the process for determining school term and holiday dates; the National Funding formula and the revised approach to funding High Needs and the annual report on comments, complaints and compliments relation to children's social care services.

As part of its overview, the Policy and Performance Board also considers the Council's Executive Board minutes and Children's Trust minutes as well as 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 contact Ann McIntyre on 0151 511 7332 ann.mcintyre@halton.gov.uk



CORPORATE PPB ANNUAL REPORT

Despite facing a reduction in government funding of over £60 million which has led to a reduction in the numbers of staff employed. Council employees continue to provide excellent services for our residents. The Board recognises the work done and strives to assist them by ensuring effective scrutiny leads to better decision making and efficient use of resources. We are assisted in this by the support of Member Services and directorate teams who provide the Board with the information needed to determine policy.

I am grateful for the support I receive from my lead officer Mark Reaney and my vice chair Ged Philbin and board members for their enthusiasm and dedication in dealing with the work that confronts the board.

Changes to the benefits system and the introduction of universal credit - there are now over 7500 people on this benefit - have increased the financial pressures faced by some of our residents leading to difficulties in paying council tax and rent payments. A recent report to the board from the welfare rights and benefits team highlighted how they had helped over 1000 residents to achieve their benefit entitlement and win over 85 percent of benefit appeals and as a result of this £6million was brought into the Borough's economy. The discretionary support team remains in place to deal with the other difficulties our residents face - their work is much appreciated by the board.

Members are impressed by the Finance Department's efforts in maintaining high levels of council tax collection and the efficient use of available funds by better procurement processes.

The ICT team with its octopus tentacle like reach across the council's and partners' administrative functions continues to impress and reassure members with its efficiency and safety against cyber attack.

Community involvement team reported their success in bringing in £608,871 in match funding to support Area Forum projects, their work becoming more difficult to achieve as council forum money is reduced.

The energy efficiency team singlehandedly strives to keep the council on target to reduce CO2 emissions and over a 6year period has achieved a reduction of 25.4 percent in emissions. Installation of photo voltaic cells has resulted in savings of £55000. The biomass heat scheme has generated £150000 of income from the Renewable Heat Incentive scheme.

The health and safety team has been very effective in reducing lost

time accidents this has been accomplished as result of training schemes being delivered to staff.

Corporate complaints team through its 2 stage procedure ensures that residents' complaints are dealt fairly and quickly giving the council a knowledge base across all service provision so we can learn and improve.

I will take this opportunity to thank the member development team for their good work in keeping members up to speed and informed of the latest developments through its training courses and mentoring system.

So finally I would to thank all the officers and members for their support over the year in helping me get through this year business and hope they have enjoyed the task as much as I have.

- Councillor Bob Gilligan – Chair, Corporate Policy & Performance Board

MEMBERSHIP AND RESPONSIBILITIES

During 2017/18, the Board comprised of eleven Councillors – R. Gilligan (Chair), G Philbin (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 three times during the year. Set out below are some of the main initiatives upon which it has worked during that time.

EXTERNAL FUNDING

The Board received a report at its September meeting on the work of the Regeneration Non Town Centres Team in securing external funding resources into the borough. The report outlined:

- An update on the Team's priorities/key activities
- Emerging issues in External Funding
- Funding statistics for 2010 to the end of March 2017
- An update on the implications of Brexit on the ESIF Programme
- A summary of recent Idox report on the External Funding function in local authorities.

Members noted the following key headlines:

- The demonstrable increase in competition for External Funding streams.
- Evidence that local authorities with an External Funding function were more successful in accessing funding.
- An increase in availability of funding for visitor economy and cultural activity.
- The development of a training programme by the External Funding Team.
- Evidence that the level of demand for funding support was increasing.

CORPORATE COMPLAINTS

Also at the September meeting, the Board considered a report analysing the successful operation of the Corporate Complaints System and setting out the two stage procedure, the nature of the complaints received and outcomes, and a trend analysis. The report detailed how the Council used the information from Complaints to improve the services provided or commissioned.

COUNCIL TAX

The Board considered two matters relating to Council Tax in September.

The first was a report seeking the amendment of the Council Tax section 13A Discount Policy Statement to reduce to nil the amounts of Council Tax payable by young people leaving care from ages 18 to 25. The proposal was in response to a recent Children's Society Campaign which identified a range of disadvantages that care leavers typically experienced. It was proposed that as the Council has a parenting role which lasts in some cases until a care leaver is 24, the care leavers relief should apply to every care leaver until their 25th Birthday. The Board recommended that Executive Board approve the amendment to the statement, which was endorsed by Executive Board.

The Board also discussed a report on the Council Tax reduction

scheme. This outlined proposed changes for 2018/19, for which public consultation would be required. Members were asked to consider whether it was appropriate to align the Council Tax Reduction Scheme with the Housing Benefit Scheme to achieve a measure of consistency which had existed prior to changes in April 2013. Those changes would only affect new claimants from 1 April 2018 and would be subject to public consultation. The matter was discussed extensively at the meeting, and the Board resolved not to support the proposed changes due to the potential impact for new claimants.

ENERGY

An update to Members was provided in January on measures aimed at reducing CO2 emissions within the Council. Overall, the Council's emissions had significantly reduced from a baseline in 2006/07 of 26,338 tonnes of CO2 to 19,874 tonnes for 2015/16 which equated to a 24.5% reduction over the 9 year period. This reduction was partly due to:

- Carbon reduction measures implemented by the Council.
- Rationalisation of buildings with the Council now occupying fewer buildings.
- The Council being part way through a four year programme to switch high sodium pressure street lighting used in residential areas, and the main routes throughout the borough, to LEDs.
- Solar PV on Council buildings,
- Biomass boilers installed at Brookvale Leisure Centre and Norton Priory Museum.

In addition, the Board noted that a successful bid had been submitted to the Department for Local Government and Communities to develop a solar farm on the former St Michael's golf course. This would be connected to the Halton Stadium and the system would produce between 850,000 and 950,000 wh per annum. The energy generated would reduce CO2 emissions by 380 tonnes per annum.

WELFARE RIGHTS SERVICE

Also in January, Members considered a report dealing with the work of the Welfare Rights Team including information on:

- Individual posts and roles.
- Background to the establishment of the service.
- Progress to date on the delivery of the service.
- Areas of activity by the team including the number of claimants assisted at Tribunal Hearings and success rates, and the amount of benefits gained for Halton residents.
- Future challenges for the team.

The report was very well received and the hard work carried out acknowledged.

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 2017/18

During 2017/18, the Board retained the Topic Group overseeing the operation of the Council's Discretionary Support System. The work of this group was expanded to include scrutiny of Universal Credit. The Topic Group met on 19th July 2017 and the report was considered at the September PPB meeting. The Group met to review the progress of the Discretionary Support Scheme and received an update regarding Discretionary Housing Payment and implementation of Universal Credit. The Topic Group noted that work had been undertaken to establish the cost of implementing the Board's previous proposal to limit the number of liability orders which would be taken out in respect of the same Council Tax payers. It was reported that the potential cost was estimated to be around £150,000 and therefore it was agreed not to implement the change at this time.

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**ANNUAL REPORT
EMPLOYMENT LEARNING, SKILLS AND COMMUNITY POLICY AND
PERFORMANCE BOARD
APRIL 2017 – MARCH 2018**

Introduction from Councillor Andrew MacManus

**Chair of the Employment Learning, Skills and Community Policy
Performance Board (PPB)**

This will be my second report to you as Chair of this Board. During the past year we have seen economic uncertainty and reduced funding having a bearing on work priorities and areas of focus. In addition, some of our skills and employment and business support funding is aligned with the Liverpool City Region governance arrangements. However, we continue to ensure that Halton gets its fair share of funding support to ensure that we provide excellent services to our residents, businesses and communities.

We really have done more with less resource over the last couple of years primarily as a result of the thorough scrutiny role provided by this board which challenges how resources are deployed and whether they are being allocated to projects that have the greatest social and economic impact for the borough.

I would like to take this opportunity to thank my Member colleagues for their valuable contributions and the support they have shown throughout the year and in particular I want to thank members who have given up their time to serve on the Culture Scrutiny Topic Group. This has been a complex piece of work, which cuts across many sectors and organisations. I would also like to thank officers for working with me to develop an interesting and important range of topics and agenda items for consideration.

Although, there continue to be challenges in the year ahead, I am confident that this PPB will continue to explore new and innovative ways of working to ensure that we provide the best possible Employment, Learning, Skills and Community services to the people of Halton.

I hope that the ELS and C PPB will continue to make an important contribution to creating an economically prosperous borough that encourages investment, entrepreneurship, business growth, and improves the education, skills and employment prospects of our people and workforce in what may become a more challenging environment.

Councillor Andrew MacManus

**Chair, Employment, Learning, Skills and Community Policy and
Performance Board**

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 Wesley Rourke on 0151 511 8645 or e-mail: Wesley.rourke@halton.gov.uk

MEMBERSHIP AND RESPONSIBILITIES

During 2017/18, the Board comprised Councillors A. MacManus (Chair) S. Edge (Vice Chair), S. Baker L. Cassidy, J Gerrard, G. Logan, J Lowe, C. Plumpton Walsh, June Roberts, C. Rowe, and P Wallace.

REVIEW OF THE YEAR

The full Board met four times during the year.

The Council's constitution sets out the board's strategic priority is to develop policy and monitor performance in relation to the Council's objectives for employment, learning and skills in the borough.

Specifically in relation to 4 functions:

- Enterprise and employment
- Adult learning and skills
- Culture and leisure services
- Library Service

Set out below are some of the main initiatives that the Board has worked on:

ENTERPRISE AND EMPLOYMENT

BUSINESS IMPROVEMENT AND GROWTH WORK PRIORITIES

Members received a presentation on the work of the Business Improvement and Growth Team. The Team was taking more of an account manager role for supporting businesses in the Borough and there were further opportunities to promote the service provided.

This will better align the team's activities with the Council's emerging regeneration priorities. The delivery of business support across the Liverpool City Region is in a period of transition and the team will develop its role as required to meet the changes.

WOMEN'S ORGANISATION (WO)

The Chief Executive of the organisation attended the PPB in June last year to outline the work of the Team, specifically regarding how the WO was being funded to deliver an Enterprise Hub aimed at providing business start-up advice.

BUSINESS GROWTH PROGRAMME

Members received regular updates on the performance of The Halton Business Growth Programme which was an initiative designed to help businesses in the Borough grow and create jobs. The scheme funds experts, many of whom are local, to undertake an assessment of businesses and identify areas where they can be supported.

INDUSTRIAL STRATAEGY

The PPB was given a report on the government's Industrial Strategy white paper, 'Building a Britain fit for the future'. Potentially Halton could benefit from the is

change in the government's approach to industrial policy, for example operations at Sci-Tech.

ADULT LEARNING AND SKILLS

APPRENTICESHIPS

Members received a presentation from the Skills Strategic Manager for the Liverpool City Region (LCR) Apprenticeships Hub. Four staff members had been appointed to the project which is hosted by Halton Borough Council, raised awareness of apprenticeship opportunities through a sense of events, workshops and promotional material.

The Council, on behalf of the Liverpool Combined Authority, bid successfully for a Skills Funding Agency ESF grant to deliver a series of Apprenticeship Hub activities. This will facilitate the government's apprenticeship funding reforms.

ADULT LEARNING

During the year, Members were advised on the work of the Adult Learning Team. It provides a wide range of accredited and non-accredited courses aimed at providing a welcoming and supportive environment for residents seeking to acquire new skills and training. The Service received a pleasing Ofsted grading of "Good" and partnering with employers was exemplary.

The service participated in the national pilot/research project to assess the impact of adult learning on the recovery of learners with mild/moderate mental health difficulties.

The Adult Learning Team are working with LCR colleagues in determining the key requirements necessary for receiving the Adult Education Budget that will be devolved from 2018/19.

WORK PROGRAMME

The Council has been running a Work Programme Contract for seven years and the Service Manager provided an annual report on the programme's performance and achievements to date. It was noted that the HPiJ Team managing and delivering the Contract was one of the top performing providers in the Country.

HPiJ have been asked to share best practice with other delivery partners of the work programme.

LOCAL ECONOMIC ASSESSMENT

Members have received periodic updates on the Borough's local Economic Assessment. This year the emphasis is moving towards more of a "Halton Tomorrow" vision which sets out how Halton's economy might look in the future and how the Council might prepare for this in regard to how it provides support and skills development to the Borough's businesses, employees and residents.

PRESENTATION FROM RIVERSIDE COLLEGE

The Principal of Riverside College outlined the strategic priorities of the College and reported on positive achievements during the last academic year.

CULTURE AND LEISURE SERVICES

COMMUNITY DEVELOPMENT ANNUAL REPORT

Members were provided with an overview of the team whose primary focus is to support and create cohesive neighbourhoods. The presentation also highlighted the great work to the team does in working alongside community groups to engage and support skills, knowledge and positive community action. This despite the team having reduced funding and personnel.

Each year the Policy Performance Board receives a report on the management and delivery of its five community centres based at Castlefields, Ditton, Grangeway, Murdishaw and Upton. Members expressed praise for the quality of the services provided and that the centres provide a community hub for local residents to enjoy. Overall use has increased and the service was working towards delivering a zero net cost.

Members were advised that the Community Centres were benchmarked through APSE (the Association of Public Service Excellence) against other Civic, Cultural and Community Venues owned and run by other local authorities.

SPORT AND RECREATION TEAM

An informative presentation was provided on how the team delivered the priorities of the Borough's Sports Strategy and the work they do to improve both the physical and mental well-being of people living and working in Halton.

SCRUTINY TOPIC GROUP (CULTURE)

This year's Topic Group has focussed on "reviewing Halton's cultural offer within a City Region Context".

Much of the work of the Group was predicted on emerging governance arrangements within the Liverpool City Region. However, the Topic Group considered the synergy between culture and the visitor economy, but concluded that it was important to clearly define Halton's cultural offer and better understand the views and needs of the customer. The work resulted in the development of a survey and a clear set of actions to further promote Halton's cultural and leisure assets.

LIBRARY SERVICE

The Library Service annual report was reviewed as was the proposed Library Service strategy.

FOREWORD

“This is my fourth year as Chair of the Environment and Urban Renewal Policy Performance Board PPB.

The role and remit of the PPB is wide ranging and we have covered a variety of specialist themes and topics during the last 12 months.

I hope that the short summary outlined in this annual report adequately reflects this. I'm grateful to PPB Members for their continued support and valuable contributions at meetings. The quality of the discussions is always impressive and ensures that the PPB not only plays a role in informing and improving the Council's policies and procedures, but also helps with the design and delivery of the valuable services we provide to our residents, employees and businesses in the borough.

To illustrate this, during 2017/18 The PPB concluded its Household Waste Topic Group and the recommendations of the group have been submitted to the Executive Board for consideration.

The PPB is midway through a scrutiny topic group which provides a proactive input into the Council's future regeneration projects and priorities.

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

MEMBERSHIP AND RESPONSIBILITIES

During 17/18 the Board comprised eleven Councillors:-

Councillor Bill Woolfall (Chair)
Councillor Mike Fry (Vice-Chair)
Councillor Harry Howard
Councillor Valerie Hill
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 4 times during the Municipal Year 2017/18. 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:

Installation of Bus Shelters

This item related to a request from the public for the installation of bus stops on Clifton Road with the junction of Malpas Road. As a result of the request a period of consultation was undertaken and a subsequent request was submitted for an additional bus shelter.

Delivery and Allocations Local Plan

The Board considered a report which provided an overview of the next key document to be produced in Halton's Local Plan. It also provided an opportunity to view the proposed draft policies to be included within the Revised Core Strategy policies and Delivery and Allocations Local Plan.

Preliminary Flood Risk Assessment Update

The Board considered a report which advised that as part of its new duties as a Lead Local Flood Authority (LLFA), the Council must undertake a Preliminary Flood Risk Assessment (PFRA). This was a high level screening exercise, to determine whether there was a local flood risk within the LLFA boundary based on historic and potential future flood risk data.

Air Quality Forum

The Board considered an update report on the progress of the Air Quality Forum since its first meeting in July 2016. It was noted that the Air Quality Forum membership and independent Chair had been appointed. In addition, terms of reference for the group which included a number of objectives had also been agreed.

With regard to other recommendations which were included in the air quality report, previously adopted by the Executive Board in 2015, it was noted that:

- A methodology for engagement and consultation had been explored and resources were being identified which would enable the engagement work to proceed;
- Whilst the forum would continue to work to identify opportunities for improvements across all sectors, the Council would also continue to develop initiatives across departments and with stakeholders that would contribute to improved air quality across the area; and
- A Joint Needs Assessment for air quality was scheduled in the work plan for the forthcoming year.

In addition, Members received updates on the Council response to the National Air Quality Plan and the work that had taken place around Air Quality Management Areas and the application to the Environment Fund Board for additional air quality monitoring across the Weston Point area.

Arising from the discussion, Members requested clarification on the number of charging points in the Borough for electric vehicles.

Mersey Gateway Regeneration

The Board received a presentation on the Mersey Gateway Regeneration Plan (Plus) document. The document identified a number of Key Impact Areas and Regeneration Opportunities which would arise following the completion of the Mersey Gateway. There are three distinct elements to the Plan:

- provides the strategic context for growth and recognises the Mersey Gateway Project as a catalyst for change; and
- sets out a cohesive package of development and investment opportunities, identifies the key infrastructure and enabling projects that will be brought forward to complement and support economic growth; and
- outlines the approach to implementation and delivery.

It was reported that the Plan would facilitate the development of a steady pipeline of regeneration and development opportunities over a 10-15 year period, and that it would be the first in a suite of documents that would form Halton's Economic Growth Strategy.

It was agreed that a working party to develop the Mersey Gateway Regeneration Plan would be established.

Sci-Tech Daresbury Presentation

The Board received a presentation regarding existing and proposed developments at Sci-Tech Daresbury, including an overview of the Sci-Tech Daresbury Enterprise Zone, achievements to date and details of an emerging Master Plan for the area.

The presentation highlighted the progress made in the first five years of Sci Tech Daresbury Enterprise Zone Status.

Members were also advised on the 25 year masterplan for expanding the campus, the immediate proposals for the next 4 years which would focus on the delivery on the corner plot of the A56 and Daresbury Expressway and an outline of the proposal for a 'Skills Factory'

Review of Primary Gritting Routes for Marginal Nights

The Board considered a report which sought support for the proposed introduction of a Cold Route to the winter gritting routes for the marginal nights and the rationalisation of the existing primary gritting routes as a result of the updating of Halton's thermal map for highways.

Annual Road Traffic Collision and Accident Report

The Board considered a report which set out full details of the numbers of road traffic collision and casualty numbers in the year 2016, and recommended a continuance of road traffic collision reduction work.

E-Petition – Colvend Way

The Board received a report of the Strategic Director, Enterprise, Community and Resources which provided an update on action taken relating to an ePetition regarding traffic calming measures installed by Morris Homes at Colvend Way, Widnes as part of the residential development. The petition contained 71 signatures.

Petition – Request for Zebra Crossing facilities and 20 MPH speed limit on Beechwood Avenue, Runcorn

The Board considered a report of the Strategic Director Enterprise, Community and Resources, which advised that a petition containing 82 signatures had been received requesting the installation of zebra crossing facilities near Beechwood and Hillview School (the latter also mentioned the new park) and a 20 mph speed limit on Beechwood Avenue.

With regard to the request for a 20 mph speed limit on Beechwood Avenue it was noted that in 2015 a proposal to make the whole of Beechwood including a 20 mph zone was advertised. A number of objections were received and following consideration by the Board in June 2015 and subsequently the Executive Board in September 2015, the Traffic Regulation Order was made to make the whole of Beechwood a 20 mph zone excluding Beechwood Avenue. Given the process only took place two years ago it was not the best use of resources to rerun it again as the same outcome was likely.

Sky Lanterns and Helium Balloons Releases

The Board considered a report which outlined the risks which had been identified in respect of the release of sky lanterns and helium balloons into the open air and the options available to control their use within the borough. It was proposed that in order to mitigate the risks associated with the use of sky lanterns and helium balloons, a Policy be adopted to prohibit the release of both on Council owned land.

Household Recycling Centres in Halton

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which requested Members to endorse proposed changes to current Policy and operating practices at Halton Household Waste Recycling Centres (HWRCs).

Due to increased costs associated with operating Halton's two HWRCs, together with the continuing financial pressures being felt by the Authority as a result of cuts to its funding by Central Government, a review of the Council's HWRCs operations had been undertaken. The purpose of the review was to identify options to reduce the overall costs associated with the operation of the Centres whilst maintaining a high level of customer service.

As part of the review, and in addition to looking at Halton's own current practices, research was undertaken into the operation of HWRCs across a number of other local authority areas; both regionally and nationally and four key options for change had been identified for Members' consideration. The four were as follows and were detailed in the report, together with the rationale behind each:

- To reduce the current opening hours at the Centres;
- To amend aspects of the current Vehicle Permit Scheme;
- To introduce a new "Halton Resident Only" Policy; and
- To introduce a new Policy of charging for the deposit of 'non household' waste items at the HWRCs.

Liverpool City Region (LCR) joint Rights of Way Improvement Plan (ROWIP)

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided information on the Liverpool City Region (LCR) joint Rights of Way Improvement Plan (ROWIP), a copy of which had been forwarded to Members for comment. Halton had produced its first statutory Public Rights of Way Improvement Plan in 2009. With the creation of the LCR joint ROWIP each authority had identified the successes of previous individual ROWIP whilst combining the ambitions of each member authority looking to the future.

Members noted that the ROWIP was a statutory document which dealt specifically with Rights of Way and traffic free corridors. The document was designed to give a forward looking vision as to how they would be used

Environment Student Group Ormiston Bolingbroke Academy, Runcorn

The Board received a presentation from pupils representing Ormiston Bolingbroke Academy School which outlined to Members the work of the Ormiston Citizenship Programme, how pupils would benefit from the Programme and the improvements they aimed to make for the wider community. In addition, pupils explained a variety of environmental improvements they aimed to achieve which would improve the local area and the range of activities they had undertaken to raise funds for a selection of different charities.

Pupils discussed with Members a poster campaign which would target Primary School children to encourage them to dispose of litter appropriately and a needle exchange programme. The presentation was very well received by Members and congratulations were given to the students for their informative presentation.

Contact Person for this Committee

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 Wesley Rourke, Operational Director 0151 511 8645.

Health Policy and Performance Board

Annual Report

April 2017 - March 2018



In last year's annual report, I referenced the fact that I was looking forward to 2017/18 and the continued challenge of ensuring that the quality of health and social care services within Halton continues to be of the highest standard; this has certainly been the case!

During the course of the year, the Board have continued to be actively involved and consulted on a range of issues including a number of proposed changes to services. This has included changes to Stroke Services available to Halton residents and the work undertaken to align General Practice to Care Homes in Halton.

The Board have also had the opportunity to comment on a number of proposals and developments including the work being undertaken to develop One Halton Place Based Care and we will continue to follow developments associated with this very closely.

Visits to Learning Disability Services took place during April 2017 – I would personally like to pass on the Board's thanks to everyone working in Learning Disability Services for all their hard work, commitment and dedication to delivering high quality services.

I would also like to take this opportunity to acknowledge the help and assistance the Board receives from our Lead Officer, Sue Wallace Bonner and recognise the work of Council Officers and those in Partner organisations, who provide the Board with reports and information throughout the year in support of the Board scrutiny role.

Finally I would like to thank all Members of the Board for their valued contribution and support to the Board's work over the last 12 months, particularly in respect to this year's Board scrutiny review in relation to the Health Improvement Team Service.

It has certainly been a very busy year! However you can be assured that during 2018/19, we will continue to work across the health and social care economy to foster a culture of quality and continuous improvement for the residents of Halton.

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 2017/18, 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 four times in 2017/18. 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 2017/18.

GOVERNMENT POLICY- NHS AND SOCIAL CARE REFORM

Physician Associates

The Board received an interesting presentation from Warrington and Halton Hospitals NHS Foundation Trust regarding the background to the development and use of Physician Associates within the Health Service. Physician Associates (PAs) are typically life sciences graduates (with a pre-medical degree) who move on and do a two year postgraduate clinical diploma course.

The Board were keen to get assurances that the PAs are not taking the place of doctors. PAs are working alongside doctors and when on duty work under the direct supervision of doctors and they are actively contributing to the skill mix of professionals within the Health Service.

SERVICES

Homelessness Service

In June 2017, the Board received an update on the work of the Council's Housing Solutions Team which focused on recent developments within the homelessness service and details of recent/anticipated legislative changes and the impact this would have in Halton, particularly in respect of the Homelessness Reduction Bill, which is to be introduced from April 2018.

The Team continue to proactively work with individuals and families in assisting and preventing people from becoming homeless in the Borough.

Councillor Ron Hignett was in attendance for the update to the Board and he conveyed his thanks to the Homelessness Housing Solutions Team for their hard work and dedication to the service; this was echoed by members of the Health PPB.

NorthWest Ambulance Service (NWAS) NHS Trust

The Board received a presentation from NWAS, updating them on the key issues arising from the Care Quality Commission's (CQC) inspection report published in January 2017, together with specific issues in respect of Halton.

The Board were keen to hear about the progress being made to address the recommendations within the CQC report, especially in respect of the recruitment of additional paramedics, and how work is continuing on improving performance in relation to responses times to calls within Halton.

Halton Urgent Care Centres (UCCs)

The Board was pleased to receive an update report on the activity being undertaken at Halton's UCCs since they opened in 2015. Information was provided which

outlined an increase in the utilisation of the UCCs by local people since their opening.

Both UCCs are well within the A&E 4 hour wait targets, with in excess of 99% of patients receiving treatment within 4 hours.

Each of the UCCs obtain feedback from Service Users via the completion of patient satisfaction questionnaires. These questionnaires are then used to generate a Friends and Family score for each Centre. The Board was pleased to hear how the score for both UCCs has been consistently above 90% since their opening, as well as the fact that over the last two years A&E attendances to Whiston and Warrington A&E Departments have fallen by 5.8%.

General Practice Alignment to Care Homes

In 2016/17, the Board received details of the work proposed on aligning care homes within the Borough with identified General Practices. As outlined in last year's annual report the consensus of the Board was that this was a good idea, however wanted to see the results of the public consultation.

A report was presented back to Board in June 2017 which outlined that overall there had been overwhelming support for the proposals following the extensive consultation exercise. A number of individuals responded that they didn't agree with the proposals due to patient choice around registered GP. However, the proposal maintained that patient choice is paramount. Residents in Care Homes will not have to change registered GP, if they do not wish to do so. The Board gave their formal support to the proposal.

Windmill Hill General Medical Services

The Board welcomed a report from NHS Halton Clinical Commissioning Group (CCG) in June 2017 which outlined the outcome of the work undertaken to support the transfer of patients to alternative practices as a result of the GP practice at Windmill Hill having to close at the end of March 2017.

The Board were pleased to hear that the transfer of patients was a success with no problems being reported and as such NHS Halton CCG conveyed their thanks to the residents of Windmill Hill and others affected, as they had completely embraced the changes, which contributed to the success of the process; this thanks was echoed by the Board.

Stroke Services

Members received an update on the Stroke Reconfiguration that was taking place in Mid-Mersey.

The Board were informed about the extensive Patient and Public engagement sessions that had been held across, Warrington, Halton and St Helens localities regarding the changes and were provided with details regarding the main themes of the concerns raised by people; these included concerns over the loss of local services and ability to travel.

The Board acknowledged that the changes had been made without undertaking formal consultation because of a risk to the safety and welfare of patients in respect of the current service delivery model.

However, the Board will continue to monitor developments in this area to ensure that our residents receive high quality services in relation to Stroke Services.

Halton Older People's Empowerment Network (OPEN)

The Board received a presentation from representatives of Halton OPEN regarding the valuable work that they do in the Borough. Halton OPEN was established in 2001 and has become the collective voice of people aged 50 plus who live and work in Halton. Presently the membership is over 1,100 members. Their aim is to influence and encourage the development of services which can help to improve the quality of life and wellbeing of all older people in Halton. Halton OPEN work with other agencies in the Borough including Age UK Mid Mersey, NHS Halton CCG and Halton Partners in Prevention. The Board heard about and discussed the main issues affecting older people in Halton such as access to public transport; financial issues such as pensions, fuel bills and benefits, isolation/loneliness and health and wellbeing.

Halton Safeguarding Adults Board (HSAB) Annual Report 2016/2017

The Board received information, from the Chair of the HSAB, regarding activities during 2016/17 and the work priorities for 2017/8 as follows:-

1. Creating a safer place to live for all adults living in Halton;
2. Providing the skills and knowledge to enable genuine care and understanding for adults at risk of harm; and
3. Gaining a greater understanding of how mental health can impact adults at risk being protected and cared for in the best way possible.

One Halton Place Based Care

David Parr, Chief Executive of Halton Borough Council attended the Board to outline plans in relation to One Halton Place Based Care.

The Board was advised that the aim of One Halton was to deliver a single fully integrated place based health, wellbeing and social care system for the people of Halton, that had wellness at its heart but also addressed the health and social care

needs of the local community of Halton, wherever possible from within Halton, and was easy to access, cost effective, high quality and clinically robust.

The plan is in its development phase and would build on the health and social care expertise that already existed in Halton. As part of David's presentation the Board also heard about the development of the Healthy New Town Wellness Centre. This is one on 10 demonstrator sites selected by NHS England but was unique, as it was the only site with a hospital at its centre. This opportunity was highlighted, in that it would enable Halton to create a Health and Wellbeing Campus at the very heart of Halton Lea.

The Board will be closely following developments in this area.

Domiciliary Care in Halton

In February 2018, the Board welcomed John Regan, the Director of Premier Care Limited, who following an extensive re-procurement exercise of domiciliary care provision within the Borough, had since October 2017 become the lead contracted domiciliary care agency for domiciliary care provision in Halton.

The presentation given by John provided the Board with details of how the current system of Domiciliary Care provision worked in Halton, an overview of implementation of the new contract arrangements, challenges being faced and how Premier Care and the Council were working together to maintain the delivery of high quality services.

Older People's Mental Health & Dementia Care

Following two reports presented to the Board in 2016 regarding the changes to the Northwest Boroughs Partnership NHS Foundation Trust inpatient services for older people and adults in Halton, the Board were keen to understand the impact that these changes have had, as the new arrangements had now been in for approximately 12 months.

The Board were pleased to receive information to say that the changes were proving to be successful and that the mitigations planned to support the transport needs of families to ensure access for visitors had been successful and were still in place, along with the addition of the Admiral Nurse Service and a Care Home Liaison Service.

POLICY

Referral Facilitation System

During 2017/18 the Board received updates from NHS Halton CCG regarding the introduction of a Referral Facilitation System (RFS).

RFS is a process where primary care referrals are made to secondary care via a secure electronic Integrated Care Gateway. The patient is then offered a choice of

secondary care provision via use of the national e-referral system. As part of RFS's implementation a clinical triage process was also to be introduced.

The Board were pleased to hear how the new process will ensure that all referrals are securely communicated to secondary care with all the correct information provided thus avoiding delays. The new process will also provide much more assurance for patients that they will be booked into the appropriate clinic, as this is specified as part of the referral process, thus reducing the occurrence of inappropriate appointments and the potential for multiple clinic visits prior to getting the treatment needed.

Medication Policy

The Board was very pleased to receive details of the new overarching Medication Policy for the Borough Council. The Medicines Management Team of NHS Halton CCG led the development of the policy due to the technical knowledge required to appropriately advise services of safe and effective practice.

Blue Badge Policy

The Board received details of the review that had taken of the Blue Badge Policy.

Details were provided to the Board on the changes that had been made to the Policy as a result of the review and how it had been amended to take into account two key issues that had arisen during the review process, as follows;-

- Enforcing the correct use and tackling abuse of the scheme; and
- The eligibility requirements for organisational badges

Procedures of Lower Clinical Priority

The Board received details of the work taking place across a number of CCGs in parts of Cheshire and Merseyside regarding the development of a core set of Procedures of Lower Clinical Priority (PLCP). At the moment, the criteria for these procedures vary between areas, which can cause differences in availability for patients. Nationally, the NHS believes that by having a more standardised set of policies, which are more consistent across the region, a more equal service for patients can be delivered.

PLCPs are routine procedures that have some clinical value, but only in certain circumstances, and so might not offer the best medical outcomes to patients - they are known to have medical benefit only in very specific situations or for a small group of people.

As a result, some of the criteria has/will be reviewed and may mean that fewer patients have access to these services, as their clinical circumstances will no longer meet with the evidence base for revised clinical eligibility for treatment.

There are more than a hundred policies being reviewed and the Board will keep this review under close scrutiny and be requesting that NHS Halton CCG report back to the Board in 2018/19 regarding progress in this area.

Halton Gypsy Travellers Pitch Allocations Policy

The Board noted that the Policy is reviewed annually to ensure it is current and fully compliant with legislation. In addition to the Allocations Policy, the Board were provided with an update with regards to the current accommodation sites within Halton that were owned and managed by the Borough Council in addition to privately owned sites. In addition to the Allocations Policy, the Board were provided with an update with respect to the illegal encampment procedure which had been jointly devised between the Borough Council and the Police.

Halton Suicide Prevention Strategy

The Director of Public Health attended the Board to provide members with an update in respect to Halton's Strategy, its vision, areas for action, outcomes and key achievements.

The Board acknowledges that suicide is a major public health issue and each suicide in Halton is an individual tragedy and a terrible loss to our local families and communities. Although it is reported that the numbers of people who take their own life in Halton each year are low, those ending their own life should be viewed as the tip of the iceberg, and as such the Board appreciate that locally levels of distress and suicide attempts would be much higher and as such there is still a need for continuing vigilance and action around suicide prevention.

Telecare Charging Policy

The Board were provided with details on the updated Telecare Charging Policy and Procedure. The Halton Telecare Service (formally Lifeline) has now been established for over 27 years. During this time, the Telecare service has grown from a static onsite warden service to a fully operational, assessment, installation and response service. Telecare has the potential to benefit people who may need care and support by increasing their confidence and helping them to remain in their own homes. The service is for people who feel at risk or vulnerable in their own homes and people chose to use the service for a variety of reasons as discussed in the report.

All Age Autism Strategy

The Board welcomed an update on the Halton All-Age Autism Strategy.

The original Autism Strategy was developed back in 2012 and since this there had been a number of national publications relating to Autism that needed to be taken into consideration. Members were pleased to see how the new All-Age Autism

Strategy in Halton aims to take a more joined-up and holistic approach to developing opportunities and realising potential for people with Autism at every stage in their lives.

Top Up Fees

In February, the Board received details of the new Policy for 'Additional Payments for Accommodation in Residential Care' (Top-Up Fees).

A 'top-up fee' is basically the difference between what a local authority would usually expect to pay (depending on a person's care needs) and the extra cost of a specific care home. The additional cost is reflected in an additional service or added value.

Members of the Board were advised that the Care Act now included a framework for the implementation of Care Home top-up fees. The top-up fees could apply if a person chose a care home that was more expensive than the Council agreed rate, including circumstances where a person had been paying for their own care under a private arrangement.

The Board were advised that 9 Care Home providers in the Borough have implemented 'top-up fees' so far.

SCRUTINY REVIEWS

Health Improvement Team Service

The Health Improvement Team service scrutiny topic examined the work of the division, its contribution to health and wellbeing outcomes, how priorities are determined, what performance measures were made and how success is celebrated.

As a result of the scrutiny review, the Board concluded that the Health Improvement Team was a well-run, effectively structured and widely respected service.

Recommendations made by the Board revolved around minimal service improvement opportunities, but identified a clear need for wider strategic focus on maintaining services into the future. These recommendations will now go forward to the Council's Executive Board.

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.

INFORMATION BRIEFING

During 2017/18 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:-

- Local Account 2016/17
- Community Pharmacy Update
- Quality Accounts Event: April 2017
- Adult Social Care Charging Policy
- Tobacco Control Plan for Halton
- Deprivation of Liberty Safeguards (DOLS)

WORK TOPICS FOR 2018/19:

At the Board's meeting in February 2018, a number of topics were considered for scrutiny.

However, due to developments and challenges faced by the Care Home sector, the Board agreed that during 2018/19 they would examine the funding and sustainability of Care Homes in Halton.

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

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**ANNUAL REPORT
SAFEER HALTON POLICY AND PERFORMANCE BOARD
APRIL 2017 – APRIL 2018**



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 sought to respond to issues that are immediately of concern to us, such as responding to the Grenfell disaster to see what lessons can be learnt in Halton.

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. In particular, to Chris Patino and Mike Andrews for their briefing and work in organising topics and reports. I wish Chris a very speedy recovery.

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.

Councillor Dave Thompson
Chair, Safer Halton Policy and Performance Board

MEMBERSHIP AND RESPONSIBILITIES

During the municipal year 2017-18 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.

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.

The board also completed a programme of 'scrutiny visits' over the last year.

REVIEW OF THE YEAR

The full Board met 4 times during the year.

The programme of activity for the Board over the 2017/18 period covers the following:

OVERVIEW AND SCRUTINY

In 2017/18 the PPB has been undertaking 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:-

- Police Custody Suite;
- Stay Safe;
- Police Dog Operations;
- Cream fields;
- Match Day Operations – Select Security Stadium
- Night Time Economy.

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.

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.

SUMMARY OF WORK AND ISSUES IN 2017/18

Police and Crime Commissioner

The Police & Crime Plan 2016-21 for Cheshire is a Plan for all of Cheshire. It sets the priorities which Simon Byrne, the Chief Constable, will deliver so that people feel safe in their homes and communities and sets out the PCC's commitment to be your voice in policing in Cheshire. In developing the Plan, he has consulted with the community as well as speaking to partners and listening to the Chief Constable on the emerging policing threats for our county.

The Plan sets out a vision for the next four years in which Cheshire will have a Constabulary focused on community policing, putting victim's first.

Emergency planning

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the work undertaken by the Emergency Planning team during the last year.

Members received a presentation 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.

ASB Victim and Witness Service

The Board received a presentation from 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.

The presentation outlined how the Service received referrals, carried out assessments and agreed and reviewed a Support Plan.

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on:

- The Anti-Social Behaviour (ASB) Strategy 2016-19 – 4 priorities;

- The Partnership Processes – Information Sharing and Problem Solving Groups;
- ASB interventions (Tools and Powers);
- The positive work being carried out in partnership with the Police, Council, Registered Social Landlords (incl Private), Mental Health Services, Youth Offending, Education etc to make Halton safer.

Joint Working Party on White Ribbon

The Board received an update report on the progress on the current White Ribbon Campaign (WRC) and an outline of the process for the Council to seek corporate status for the borough.

The principles of the award were that local authorities should express a commitment to involving men in anti-VAWG (Violence Against Women and Girls) and produce a preliminary action plan on how this commitment would be achieved. The action plan should be aimed at reducing incidents of violence against women such as discrimination, harassment or victimisation and fostering good community relations. It should also have a specific White Ribbon emphasis of increasing male participation in anti-VAWG events and strategies as well as raising awareness and the profile of these issues amongst men.

The WRC team would work with the authority on the development of an action plan, providing feedback and suggestions as necessary. It was suggested that the Community Safety Manager, supported by the local Domestic Abuse Co-ordinator, would act as a liaison point with the WRC and oversee implementation.

Cheshire Fire and Rescue

The Board considered a copy of the Cheshire Fire and Rescue Service Annual report for Halton 2016-17, and received an update on the Integrated Risk Management Plan 2017-18 (IRMP).

On behalf of Cheshire Fire and Rescue Service, Lynsey McVay attended the meeting and outlined the Service performance in Halton during the past year and compared the different type of incidents attended to previous year performance.

The Board discussed the installation of sprinkler systems in new build properties and in existing high rise buildings. It was noted that the Fire Service had set aside a budget to install sprinkler systems in high rise buildings, however, only a small number of Housing Associations had chosen to proceed. Halton Housing Association had yet to stall a sprinkler system at Churchill Mansions.

Members of the Board were invited to contact Ms McVay to arrange a visit to a fire station or to attend the Cheshire Fire and Rescue Service Performance meeting in July.

Organised Crime

The Board received a presentation from Mike Andrews, Community Safety and

CCTV Manager, on the Council's response to Organised Criminal Gangs and the Government Strategy to tackle 'County Lines' and Criminal Exploitation.

The Serious and Organised Crime Strategy placed significant emphasis on the importance of effective local partnerships. In order to support this a partnership group, chaired by David Parr (Chief Executive), had been set up to tackle organised crime groups in Halton (Operation Portfolio). The aim of Operation Portfolio was to deliver an effective partnership response to the threat posed by serious crime and organised crime groups impacting on communities in Widnes and Runcorn.

Alcohol and Substance Misuse

The Board received an update report and a presentation on the work carried out across the partnership in the Borough to tackle alcohol and substance misuse. In addition, the Board noted work involving the establishment of the Cheshire and Merseyside Five Year Forward View Alcohol Board and the Drink Less Enjoy More Campaign across Cheshire and Merseyside.

Cyber Crime

The Board considered a report and a presentation on the emergence of cyber-crime as a local threat to communities and the work of TITAN. The presentation set out the types of cyber-enabled crimes and the role of The TITAN unit, whose mission was to tackle organised crime groups causing the greatest levels of harm to communities in the North West.

Schools and Education

The Board received a presentation from PC Jane Tetlow which provided Members with an oversight into the role of the Youth Engagement Officer, Safer Schools Partnership. Halton had two Officers and the Youth Engagement Officer for Widnes, PC Jane Tetlow, was in attendance and provided examples of her work to support educational establishments, staff, pupils and the community locally.

Members noted that the Safer Schools & Young Person's Partnership also involved multi-agency working and fostering positive relationships between the schools and police service. One of the main roles of the Partnership was to provide the young people of Cheshire, Halton and Warrington with the relevant tools to facilitate self-awareness and self-insight. This would enable them to make informed decisions to avoid becoming offenders or victims of crime.

Grenfell

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which advised on the actions and activities the Council had undertaken following the tragic events that took place in Kensington and Chelsea with the Grenfell Tower Fire.

Following the tragic events that took place at Grenfell Tower on 14th June 2017,

the immediate focus was on the type of cladding used on residential tower blocks greater than 18m tall. The Council was required, as also were all Registered Social Landlords, to send various returns to Government in relation to buildings in their ownership. The Council provided all information requested within the timescales set. As the Council does not own any housing stock, most returns were therefore nil returns.

Night time economy

The board received a detailed report on the positive work that is being carried out in partnership with the Police and Council to make Halton night time economy safer.