

HALTON BOROUGH COUNCIL



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

2 July 2019

**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, 10 July 2019 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.', is positioned above the title 'Chief Executive'.

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) 14 March 2019	
	b) 22 March 2019	
	c) 11 April 2019	
	d) 14 May 2019	
	e) 13 June 2019	
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) Capital Programme 2019/20 to 2021/22 (Minute EXB 8 refers)	1 - 10
	Executive Board considered the attached report.	
	RECOMMENDED: That Council approve the updated Capital Programme for 2019/22, including forecast spend and funding, as set out in Table 1 and Table 2, attached to the report.	
	b) Annual Reports of the Policy and Performance Boards	11 - 58
	c) Standards Committee Annual Report (Minute STC 3 refers)	59 - 62
	d) Appointment to Outside Bodies 2019/20 To consider an appointment to the Liverpool City Region Transport Committee.	

10. MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD

SEE MINUTE BOOK

- a) Children, Young People and Families
- b) Health
- c) Safer
- d) Environment and Urban Renewal
- e) Corporate Services
- f) Business Efficiency Board

11. COMMITTEE MINUTES

SEE MINUTE BOOK

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

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

In this case Council has a discretion to exclude the press and public and, in view of the nature of the business to be transacted, it is **RECOMMENDED** that under Section 100A(4) of the Local Government Act 1972, having been satisfied that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 of Part 1 of Schedule 12A to the Act.

Please note that if this resolution is passed, members of the press and public will be asked to leave the room prior to the consideration of the following business.

13. HALTON BOROUGH TRANSPORT LIMITED

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REPORT TO:	Executive Board
DATE:	13 June 2019
REPORTING OFFICER:	Operational Director – Finance
PORTFOLIO:	Resources
SUBJECT:	2019/20 to 2021/22 Capital Programme
WARD(S):	Borough-wide

1.0 PURPOSE OF REPORT

- 1.1 Council approved the Capital Programme for 2019/20 on 6 March 2019. Since then further reports detailing planned capital expenditure for 2019/20 and future years have been reported. In addition, new capital grant allocations have been received and slippage to capital projects for 2018/19 has been rolled forward to 2019/20. The purpose of this report is to bring all the separate elements together and report on the Council's total planned Capital Programme expenditure and associated funding over the next three years.
- 1.2 To outline the proposed use of the ICT capital allocation of £0.9m. 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 2019-22, including forecast spend and funding, as set out in Table 1 and Table 2;**
- 2) the Strategic Director Enterprise, Community and Resources in liaison with the portfolio holder Transportation, finalise the detailed implementation programme of Highways and Transportation schemes to be delivered in 2019/20; and**
- 3) the proposed use of the ICT rolling Capital Programme for 2019/20 as set out in Appendix A be approved.**

3.0 SUPPORTING INFORMATION

- 3.1 The 2019/20 Capital Strategy Statement was approved by Council on 06 March 2019. It provides a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of local public services along with an

overview of how associated risk is managed and the implications for future financial sustainability. It summarised the expected capital spend over the medium term and the sources of funding available.

- 3.2 At the time of writing the Capital Strategy Statement 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 2019/20 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 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 2019/20 onwards based on current information for approved schemes, funding available and slippage of scheme expenditure from 2018/19. 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 2019/20-2021/22

	2019/20 £'000	2020/21 £'000	2021/22 £'000	Total £'000
People Directorate				
Asset Management Data (CAD's)	5	0	0	5
Schools Capital Repairs	883	0	0	883
Asbestos Management	43	0	0	43
Schools Access Initiative	17	0	0	17
Basic Need Projects	495	437	0	932
Fairfield Primary School	34	0	0	34
Kitchen Gas Safety	68	0	0	68
Small Capital Works – Schools	126	0	0	126
The Bridge School Vocational Centre	27	0	0	27
SEND capital allocation	618	253	0	871
Healthy Pupils Capital Fund	17	0	0	17
Grants – Disabled Facilities	619	0	0	619
Stair Lifts	322	0	0	322
Joint Funding RSL Adaptations	300	0	0	300
Redesign Oakmeadow	105	0	0	105
Purchase of 2 adapted properties	300	0	0	300
Orchard House	327	0	0	327
ALD Bungalows	199	0	0	199
Belvedere reconfiguration	1,437	0	0	1,437
St Lukes	1,300	0	0	1,300
St Patricks	1,100	0	0	1,100
Directorate Total	8,342	690	0	9,032
Enterprise, Community & Resources Directorate				
ICT Rolling Programme	900	700	700	2,300
OLM Software upgrade	363	0	0	363
LTP – Bridge Maintenance	1,412	0	0	1,412
LTP – Highways Maintenance	3,084	0	0	3,084
LTP – Integrated Transport	603	0	0	603
Pothole & Flood resistance	1,258	0	0	1,258
STEP Projects – Various	2,013	0	0	2,013
Street Lighting	1,755	2,000	200	3,955
Widnes Loops/West Bank Link Rd	4,553	0	0	4,553
KRN - Earle Road Gyratory	238	0	0	238
Footpath Travel Lodge / Watkinson Way	128	0	0	128
SUD Green Cycle / Walk Corridors	800	0	0	800
Risk Management	377	120	120	617
Fleet Renewals	1,471	1,760	3,043	6,274
Early Land Acquisition – Mersey Gateway	3,500	0	0	3,500

	2019/20 £'000	2020/21 £'000	2021/22 £'000	Total £'000
Silver Jubilee Bridge Major Maintenance Scheme	4,398	0	0	4,398
Silver Jubilee Bridge Deck Reconfiguration	600	0	0	600
Runcorn - Delinking	8,997	0	0	8,997
Stadium Minor Works	39	30	30	99
Stadium Pitch	20	0	0	20
Stadium changes to Karalius Suite	14	0	0	14
Open Spaces	143	0	0	143
Children's Playground Equipment	120	65	65	250
Crow Wood Play Area	265	0	0	265
Peelhouse Lane Cemetery	877	90	0	967
Landfill Tax Credit Schemes	340	340	340	1,020
Upton Improvements	13	0	0	13
Pheonix Park	14	0	0	14
Victoria Park Glass House	243	0	0	243
Sandymoor Playing Fields	693	0	0	693
Widnes & Runcorn Cemeteries Garage & Storage	199	0	0	199
Runcorn Town Park	553	280	280	1,113
Bowling Greens	78	0	0	78
Litter Bins	20	20	20	60
Community Shop	50	0	0	50
Libraries IT equipment	95	0	0	95
3MG	126	0	0	126
Widnes Waterfront (including Bayer)	1,000	0	0	1,000
SciTech Daresbury – EZ Grant	96	0	0	96
Venture Fields	41	0	0	41
Linnets Clubhouse	198	0	0	198
Murdishaw redevelopment	38	0	0	38
Former Crossville Depot	331	0	0	331
Advertising Screen at the Hive	100	0	0	100
Equality Acts Improvement Works	300	300	300	900
Widnes Market Refurbishment	140	0	0	140
Broseley House	461	0	0	461
Solar Farm	1,209	0	0	1,209
Directorate Total	44,066	5,705	5,098	54,869
Total Capital Programme	52,408	6,395	5,098	63,901

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 2019/20. 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 2019/20 to 2021/22

	2019/20 £'000	2020/21 £'000	2021/22 £'000	Total £'000
Specific & General Grants	18,018	690	0	18,708
External Contributions	2,434	586	586	3,606
Borrowing	25,277	3,160	2,643	31,080
Revenue Contributions	967	0	0	967
Capital Receipts	5,912	1,959	1,869	9,740
Total Funding	52,408	6,395	5,098	63,901

- 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

	2019/20 £'000	2020/21 £'000	2021/22 £'000
Balance B/F	7,741	2,779	6,003
In-Year Anticipated Receipts	950	5,183	4,288
Receipts Utilised	-5,912	-1,959	-1,869
Balance C/F	2,779	6,003	8,422

The in-year anticipated receipts includes anticipated receipts for the disposal of all the remaining land at HBC Fields and Johnsons Lane Widnes and Canalside Runcorn. If any of these disposals do not materialise this will reduce the balance of capital receipts available to use on capital projects.

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, £31m or 48% 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.

7.6 Forecast balance of capital receipts is expected to be below the Council minimum value of £3m in 2019-20. Use of future capital receipts should be monitored against this target to ensure annual standing items within the Capital Programme remain affordable.

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 2019/20

1.0 Supporting Information:

- 1.1 The investment in server based storage and the upgrade of the current SharePoint farms to the latest version SP-2019 allowing the development of the existing requirement and the development of additional functionality in line with the Halton Digital plan allowing the evolution of desktop services in line with Microsoft Cloud computing requirement and the continued development of the Halton Cloud.
- 1.2 These complex changes will allow the authorities Microsoft Desktop's and its considerable array of 3rd party and in-house applications to interact with the changes to desktop provision from Microsoft in terms of the Office product suite, the delivery of Virtual and Cloud based desktop's and the continued consolidation of services into the Halton Cloud including the centralisation of all data assets and applications.
- 1.3 Consolidation of services will form a key objective over the coming years in order to comply with not only the authorities continued consolidated financial position but the increases in 3rd party application charges and the considerable financial implications levied upon the authority by the Microsoft licensing strategies.
- 1.4 The reliance the authority has upon these systems cannot be underestimated - the support services department will work closely with the financial team to manage this implication and the impact it will have upon revenue and programmes.

2.0 Financial Spend Profile

- 2.1 The 2019/20 allocation for the IT Capital Programme totals £0.9m. 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 Application and Server Storage replacement £450,000

This is based upon the replacement of UCS Server and SAN storage equipment now over 7 years old and now out of mainstream supplier support. This equipment is based across both of the HBC data centre locations and forms the base of the authorities DR and BCM planning process.

2.3 Network Equipment £200,000

Based upon the replacement of ageing equipment inclusive of the main Firewall services that protect the authorities security systems and compliance requirements.

2.4 Desktop Hardware £200,000

The continued replacement of the authorities desktop hardware such as Laptop's Brix devices, Screens etc.

2.5 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.

ANNUAL REVIEW OF SCRUTINY BY THE
COUNCIL'S SCRUTINY CO-ORDINATOR FOR 2018/19

I am pleased to provide this brief overview of scrutiny activity at Halton Borough Council for 2018/19 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.

The Chairs' Group carried out a review, at the request of the Leader, of the arrangements contained in the law and the Council's Constitution in relation to access to part 2 reports and attendance by members at Board meetings when part 2 matters are under consideration. This resulted in revised and simplified guidance being prepared and distributed to all members of the Council. The feedback has been that the guidance has been helpful in clarifying Members' rights in this important area.

The Chairs' Group has also had a watching brief on the Local Government Boundary Commission's review of Ward Boundaries in Halton.

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, YOUNG PEOPLE AND FAMILIES
POLICY & PERFORMANCE BOARD
APRIL 2018 – MARCH 2019**

“Like last year, I would like to start by thanking 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, our residents’ are also facing cuts in their benefits and allowances, which 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 from the “Review of the Year”, that for the thirteenth year of the board we have focussed on Children in Care and our responsibilities as Corporate Parents for those children. We have also looked at a more joined up ‘Early Help’ strategy with a real focus on providing the right early help at the right time and in the right place. In all, I think it was a focussed and productive year.

Going forward we will continue to monitor the early years and educational settings, 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 & Families Policy and Performance Board**

MEMBERSHIP AND RESPONSIBILITIES

During 2018/19 the Board comprised Eleven Councillors – Councillors M. Dennett (Chair) Cllr G. Logan (Vice Chair), C. Carlin, L. Cassidy, P. Hignett, M. Horabin, R. Leck, P. Lloyd Jones, C. Rowe, J. Stockton and L. Whitley.

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.

Applying Corporate Parenting Principles for Children in Care and Care Leaver

The Board received a report on the changes to the statutory duties for children and care and care leavers and the introduction of seven corporate parenting principles under the Children and Social Work Act 2017.

It explained that the principles should shape the mind set and culture of every part of a local authority in how it carries out all of its functions in relation to looked after children and care leavers.

The statutory guidance gave a number of examples of questions that members and officers should ask in evaluating how effectively we demonstrate we have high ambitions and support for children in care and care leavers which are part of “our family” as corporate parents.

Children in Care Placements

This report shared with members the Children in Care Scorecard for the end 31 March 2018. There was a particular focus on children’s placements.

Members were advised that the majority of children in care are in foster placements either in-house or through external providers. Collaborative work was being undertaken with Warrington, Cheshire East and Cheshire West and Chester to improve the marketing, recruitment and assessment of foster carers. Training for foster carers had been revised along with the support offered.

The report also set out details of the number of children in residential placement, the majority of whom are teenagers and are placed within a 20 mile radius of the borough.

Information was also provided on the number of children in welfare secure, those placed with adopters before an adoption order, children with a placement order waiting

for suitable family, the number of children placed with parents on an interim care order and those placed with family and friends as foster carers.

There was also information and discuss about the improved Placement Stability in Halton.

Everyone Early Help Strategy 2018-2021

Members received a report on the new Everyone Early Help Strategy 2018-2021. It was advised that this strategy combined the children, adults and public health approach to Early Help.

Members discussed the five key aims of the strategy and agreed that it was important that all agencies work toward help to further embed the following early help principles:

- The right early help, in the right place at the right time.
- Ensuring a whole system approach to early help with strong partnership working.
- Empowering local people and communities to build capacity and resilience, to enable people and communities to do more for themselves.

Through this new combined approach it was said that we should expect to see that more individuals and families are empowered and enabled to take control of their lives, and they are supported in their local communities avoiding the need for services intervention. When there is service intervention we will expect to see the positive impact in a timely way with families reporting sustained improvement in their circumstances.

OFSTED Focused Visit

The Board received a report on the OFSTED Focused Visit to the Integrated Contact and Referral Team (iCART). Members were advised that OfSTED do not make a judgement from a focused inspection rather a narrative letter sets out their findings, outlines the impact the improvement in the service has had for children and families, strengths and areas specifies areas improvement, highlighting specifically any areas for immediate action or priority actions.

Overall, the letter outlines a strong service that serves families well and safeguards children appropriately. Significantly, there were no areas for immediate action and only three recommendations. Inspectors commented on the strong and integrated partnership working, good level of management oversight and the valued support and supervision given to social workers.

After a discussion about the key findings of the report members asked that their thanks be passed to all involved in delivering iCART in Halton.

Scrutiny Topic

Further developing links between Halton's Businesses and Schools

Following the conclusion of the topic group members received a report outlining its work, its findings and its recommendations.

Four meetings of the Scrutiny topic group took place, each of the first three meetings reviewed a different line of enquiry; employer engagement, careers education information and business needs.

The final recommendations developed by the scrutiny topic group and agreed are detailed below.

- Request every secondary school to have a **named** Governor responsible for overseeing how the school engages with businesses and develops pupils' employability skills.
- Halton Borough Council officer to check from September 2018 that schools and the College do identify a Careers Leader and that schools publish how outside providers can talk to pupils in schools. This will be reported to PPB annually.
- That all schools implement the requirement to offer every young person at least seven encounters with employers during their education, with at least one encounter taking place each year from years 7-13, ahead of the Government proposed timeline of 2020.
- That the College implements the requirement to offer every young person at least two meaningful encounters with employers per year ahead of the Government proposed timeline of 2020.
- That PPB receives a copy of the published careers programme for each school and the College from September 2018. This will be reported to PPB annually.
- That the Director's report to Governors contains information about Careers Guidance and developing employability skills termly.
- That the Careers and Enterprise Company is requested to update Halton Borough Council termly on the activity of Enterprise Advisers in Halton, and asked to encourage schools to engage directly with the Local Authority to provide feedback about the impact of Enterprise Advisers.

Exclusions

Members received a report on exclusions. The report set out the level of exclusions nationally and provided a summary of exclusions in Halton over the last four years. It summarised the House of Commons Education Committee report "Forgotten children: alternative provision and the scandal of over increasing exclusions" and sets out the approach in Halton to try and reduce exclusions and promote a more inclusive approach within the Borough.

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; the annual Headteacher report on the educational outcomes of children in care; an update report on the progress towards transforming children and young people's mental health 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.

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CORPORATE PPB ANNUAL REPORT

The Council continues to deal with the devastating cuts to funding imposed on it by this Conservative Government - to date over £60 million, a cut of 48 percent. To deal with this problem the council has had to make cuts to the number of people employed so I take this opportunity to thank our staff for their hard work in maintaining the services the people of Halton need.

This is assisted by the diligence and efficiency of the Finance Department who ensure we hit our Budgetary targets. And with the effective collection of Council Tax and Business rates provide the money to deliver the functions the Council has to provide.

Corporate PPB members with the assistance of our team of officers continues to scrutinise the services within its remit to ensure that value for money and efficiency are effectively delivered. So I would like to thank my lead officer Mark Reaney, my Deputy Chair Cllr Ged Philbin and Board members for their support.

We have scrutinised the I.T department to test the effectiveness of the service they provide the board was impressed by the range of services they provide to the community which is such that it has become much easier for residents to access the services they require. Also the realisation that Department sells its services to other Local Authorities bringing money in to support the Councils service delivery.

The Property Services Department ensures the effective use of the Council's buildings and properties which has led to savings and through the selling of land and properties has generated a further £1.9 million which helps to fund other services and developments. These developments include the maintenance and acquisition of Council Care homes within the Borough. The Department has overseen the successful completion of the refurbishment of Widnes Market roof improving insulation thereby reducing heat loss which has helped to contributed to a 7.6 percent reduction in carbon emissions.

The community development officers have by effective use of Area Forum monies brought in an extra £60.427 which has been achieved despite a reduction in staff adding to a cumulative spend of £274,000 all of which has gone to community projects.

Behind the scenes our officers provide the essential budget and performance statistics we need to perform effective oversight of the Councils operations which enables the PPB to carry out its work. We seek to provide a safe and secure environment for our staff to

work in. This is achieved by having a Health and Safety team dedicated to this task. Data is collected on hazards and accident incidents providing the PPB with the information needed to inform policy and instigate change which has led to a reduction in lost time accidents.

The corporate complaints team through its handling and investigation of public dissatisfaction with Council services ensures that we can establish any failings and take appropriate action to ensure our any mistakes or inefficiencies are dealt with properly and lead to service improvement.

The energy efficiency team contrives single handedly to reduce carbon emissions and reduce energy costs.

Finally I would like to thank my Lead Officer Mark Reaney for all the help and advice I have had from him this year and to my Deputy Chair Ged for his continued support. Members of the PPB have worked diligently in scrutinising the Council's activities and I would like them for their endeavours in helping to improve service provision.

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

MEMBERSHIP AND RESPONSIBILITIES

During 2018/19, the Board comprised of eleven Councillors – R. Gilligan (Chair), G Philbin (Vice Chair), J Abbott, H Howard, M Lloyd-Jones, C Loftus, A Lowe, A McInerney, N Plumpton-Walsh, Joe Roberts, and K Wainwright.

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

REVIEW OF THE YEAR

The full Board met four times during the year. Set out below are

some of the main initiatives upon which it has worked during that time.

AMENDMENT TO COUNCIL TAX SECTION 13A DISCOUNT POLICY STATEMENT

The Board received two reports during the year proposing amendments to the Council Tax Section 13A Discount Policy Statement. The meeting in June received recommendations in connection with care leavers who were jointly and severally liable to pay council tax with one or more residents in a property who were not care leavers. The amendment was to ensure that non care leavers were not advantaged through the policy and the relief was only provided to eligible care leavers. Also, the meeting received a suggested amendment to enable the Council to provide discretionary council tax relief to care leavers regardless of which council had previously acted as their corporate parent. This would ensure that reciprocal arrangements could be provided for Halton care leavers who move to other Boroughs. These recommendations were sent to the Executive Board for consideration.

The November meeting received a further suggested amendment which related to foster carers, in a move to encourage new foster carers and help retain the existing cohort within the Borough. The proposal was to provide 100% council tax discount for all foster carers within the Borough who foster Halton children directly on behalf of the Council. The recommendation was provided to Executive Board.

APPRENTICES

A report was taken to the meeting in June to provide an update on the apprenticeship policy, apprenticeship levy and public sector target. It outlined:

- The current number of apprenticeships;
- The number of new apprenticeships since the introduction of the Government levy in April 2017;
- The development of the existing workforce through the use of apprenticeship levy to promote continuous professional development;
- The work commissioned in 2017 by the Liverpool City Region which resulted in a number of initial recommendations around additional brokerage support and details of key priorities identified;
- An outline of the regional and national picture and
- Halton's Apprenticeship Policy which was updated in 2017.

GENDER PAY GAP

At the June meeting, Members also considered a report which presented information and calculations for the Council in relation to the gender pay gap. From April 2017, gender pay reporting legislation required all organisations that employed over 250 employees to publish statutory calculations every year showing how large their pay gap was between their male and female employees. The gender pay gap was defined as the difference in the average earnings of men and women over a specified period, regardless of their role or seniority. Halton Borough Council's information had been published on 30 March 2018 and full details were outlined in the report.

DISCRETIONARY SUPPORT SCHEME

In September, the Board received a comprehensive report providing updates on the Discretionary Support Scheme (DSS), Discretionary Housing Payments (DHP) and Universal Credit (UC).

DSS was now in its sixth year of operation and during 2017/18, 863 awards were made totalling £175,317. Full details of funding and expenditure were outlined in the report. In respect of DHP, Members were advised that in 2017/18 grant funding of £406,692 was received and actual expenditure totalled £412,767 representing 1403 awards. The increase in the number of awards and total expenditure in 2017/18 compared to the previous year had been caused by the increasing number of residents becoming eligible for Universal Credit.

In addition, Members noted that Halton Job Centres had commenced the roll out of UC on 27 July 2016. The report provided details on the case load in Halton and the changes introduced by Government since the introduction.

ICT AND SUPPORT SERVICES – SERVICE UPDATE

A presentation was given to Members at the January meeting by the Operational Director, ICT and Support Services, giving an overview of the make-up of the department to highlight the number of service delivery teams and the breadth of services delivered by them. The ICT Department had reduced staffing by over half in the last 10 years but efficiencies delivered through effective use of technology and the dedication of those working within the specialist areas had allowed the Authority to change in line with its efficiency targets. The Department had taken the opportunity to offer similar innovative platforms to external organisations where appropriate, increasing

income levels and providing opportunity for growth. Commercial opportunities were also expected to expand through the development of school clients.

PROPERTY SERVICES

Also in January, Members considered a report providing an update on initiatives and actions delivered within the Property Services team during the previous 12 months, which included a list of items which would be prioritised over the next 12 months. The report also contained a section dealing with current issues regarding market arrears and developments.

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 2018/19

During 2018/19, the Board retained the expanded Topic Group which oversaw the operation of the Council's Discretionary Support Scheme and included scrutiny of Univeral Credit. The Board agreed that additional topic groups would be established when the need arose.

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**ANNUAL REPORT
EMPLOYMENT LEARNING, SKILLS AND COMMUNITY POLICY AND
PERFORMANCE BOARD
APRIL 2018 – MARCH 2019**

**Introduction from Councillor Andrew MacManus
Chair of the Employment Learning, Skills and Community Policy
Performance Board (PPB)**

This will be my third 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 are 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 number 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.

After the May 2018 elections there were a number of changes to the Board; Cllr. Sue Edge, the vice-chair, and Cllr. John Gerrard stood down at the elections, Cllrs. Sandra Baker and Joan Lowe left the Board to work on other boards, I thank them for the service they gave the Board. The new members to the Board received induction training on the work of the Board.

I want to thank members who have given up their time to serve on the 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 Board 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 Board 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**

MEMBERSHIP AND RESPONSIBILITIES

During 2018/19, the Board comprised Councillors A. MacManus (Chair) C. Plumpton- Walsh (Vice Chair), L. Cassidy, C. Gerrard, R Leck, G. Logan, June Roberts, C. Rowe, A Telling, P Wallace and L Whitley.

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 the areas we have reviewed this year.

Enterprise and Employment

Economic Assessment and Halton 2030

Members received a report updating them on the Halton 2030 document and advised on the proposed recommendations arising from the research undertaken. Members were informed that Halton 2030 set out an economic vision for how Halton's economy would look in the future. It also considered how we might respond through a 'whole community' approach to the economic and social challenges the Council and its partners faced over the next few years.

It was reported that the proposed vision would be that *"by 2030 Halton's residents would have access to good quality housing, excellent education and suitable jobs in a safe, strong and sustainable local economy. Halton's businesses would have the skills, investment environment and infrastructure to achieve their goals. Further, Halton would be a place healthy people enjoyed, with excellent access to vibrant local town, shopping and entertainment centres"*.

Members debated the topics raised relating to recruitment of staff for higher level jobs, skills shortages amongst local people; quality housing provision in the Borough, quality leisure facilities; and the Widnes and Runcorn Town Centres.

Business Improvement and Growth Team

Members received a report informing them about the current performance and future work priorities of the Business Improvement and Growth Team (BIG). The last update was provided in June 2017 and this update was presented to members at the request of the Chair.

The main functions of the BIG Team were outlined in the report. It was reported however, that the BIG Team were currently undertaking a broad range of activities and driving a diverse range of projects, beyond the scope of those objectives described.

It was important to note that the delivery of business support across the wider Liverpool City Region was also in a period of transition. Members were presented with a modified delivery model of the Team which ensured that they were focussed on those activities which would have the greatest impact upon the economic regeneration of Halton.

Business Growth Programme

Members received a report informing them of the current performance of the Halton Business Growth Programme.

It was noted that the Programme within Halton was part of City Region initiative designed to assist small to medium enterprises to grow and create employment. The Programme started in January 2016 and was due to finish in December 2018.

The Programme provided assistance by commissioning external suppliers to undertake a two stage intervention with eligible Halton businesses.

Information was provided to members on performance against company assists and performance against jobs created.

Delivery of the Business Growth Programme was completed on December 31 2018. The programme has engaged with 230 Halton businesses, assisting 141 businesses against a target of 123.

It was reported that following discussions with city region partners, it was anticipated that the Programme would be extended to cover the period 2019 – 2021. If secured it would have a target of assisting a further 95 businesses and creating an additional 95 jobs.

Update on Liverpool City Region Activities

Members received a report on employment, learning and skills activities in the Liverpool City Region (LCR).

It was reported that the Council contributed to a number of initiatives and actions that were taking place in the LCR as follows:

- Local Industrial Strategy for the LCR;
- Apprenticeships Hub, so far it has supported 1,711 individuals in Halton;
- LCR Apprentice Graduation Ceremony;
- School Careers Hub;
- Devolution of the Adult Education Budget (AEB);
- Skills for Growth Action Plans and Careers Materials; and
- National Apprenticeship Week

Further to member's queries the following comments were made:

- The Adult Education Budget (AEB) would receive an additional £150k funding for Test and Learn pilots;
- The Halton Tomorrow Strategy would link in with the LCR Local Industrial Strategy;
- The apprenticeship levy was discussed and the potential for its misuse by employers; Officers advised that they promoted quality and progression for those on apprenticeships;
- The LCR Apprentice and Employer Ambassador Network had been launched and to date four of Halton's employers had signed up to be Ambassadors; it was hoped that the list would increase in numbers; and

- The Open Your Door Theatre Company had delivered a short play to local secondary schools around apprenticeships.

International Business Festival

Members received a report the 2018 International Business Festival.

It was reported that the Festival was first established in 2014 and was held every two years. Previous festivals had attracted over 50,000 attendees and facilitated an estimated £500m worth of business deals. Members were advised that it was claimed to be the world's largest business festival, providing businesses the space, support and expertise to make connections and realise their potential.

Adult Learning & Skills Development

The Department for Work and Pensions (DWP) Work Programme and the Work and Health Programme.

Members received updates on the programme contracts contract currently being delivered by Halton People into Jobs.

The first contract was the Work Programme.

In June 2011, the Council entered into a subcontracting arrangement with two prime contractors (*Ingeus Deloitte* and *A4E now PeoplePlus*). They were tasked with delivering the DWP Work Programme over the next 7 years. The contract was now in its final year of delivery, due to end on 31 March 2019.

The report provided an overview of the achievements to date, income and expenditure and future exit plans. Further to members' queries the following was noted:

- Over the 8 years a total of 3905 customers had started on the Work Programme with 1745 customers being supported into employment;
- Employers were encouraged to employ ex-prisoners via the ILM Programme (Intermediate Labour Market Placements);
- Education and support staff were available to offer advice to customers with learning difficulties or disabilities;
- It was hoped the Council would soon reach Level 3 in Disability Confident status;
- As the Programme would soon come to an end, it was hoped that the staff employed here would be reemployed in another area of the Council, as per the staff at risk protocol;
- Those customers who were successfully employed at the end of the Programme did a variety of jobs, depending upon their abilities and skills and
- The whole process of getting people into work had a knock on effect for the local economy.

The second contract was the Work and Health Programme.

It was noted that that this was a contracted employment provision to help people with a disability, the long term unemployed (LTU) and specified disadvantaged groups to find sustained work. It would target those who were most likely to benefit from the additional support of the Programme. It was reported that in 2017 the contract was awarded to *Ingeus* for the North West Contract Package Area. It started in November 2017 and is running for 7 years. Halton Borough Council / Halton People into Jobs

were successful in being awarded a sub-contract agreement by *Ingeus* to provide 100% of the programme in Halton.

Officers outlined what the programme hoped to achieve; its performance indicators; and progress to date.

ESF Ways To Work Programme

Members received a report which gave an overview of the European Social Fund (ESF) Ways to Work Programme currently being delivered by Halton People into Jobs. Members was advised that in January 2016 the Council, as part of the Liverpool City Region (LCR) Combined Authority submission, successfully secured a grant for the programme. The total cost of the Programme was over £40 million. The Programme would run until December 2018 and Halton's contract was up to a maximum of £3.3 million.

The Programme provided funding to reduce the barriers to employment to those residents furthest away from the job market. Participants on the Programme were able to access a personal budget for items such as training, interview clothes and travel costs. The funding also supported 6 – 12 month work placements known as Intermediate Labour Market Placements. It was noted that the project had placed 142 people from Halton into these placements.

The report discussed the Programme's achievements to date, income and expenditure; and future strategy for delivery. Officers advised that funding to extend the 16-29 year old element of the contract had been approved by DWP and was extended to the end of March 2020. Confirmation of the request to extend funding for the 30+ year old element of the contract was still awaited.

Apprenticeships Growth Plan

Members received a report that updated them on the significance and relevance for stakeholders in the Halton, of the recently published Apprenticeship Growth Plan.

It was noted that the Apprenticeship Growth Plan had been developed in direct response to the LCR Area Review of Post-16 Education and Training. The Area Based Review recommended an '*apprenticeships growth plan to drive forward targets for the expansion of the breadth and volume of apprenticeships*'.

Members were advised that the LCR Apprenticeship Hub, on behalf of the Combined Authority, commissioned *Eunoia* Research to develop the Apprenticeship Growth Plan in conjunction with employers, stakeholders, local authorities, colleges and independent training providers.

The Plan offered a truly collaborative approach to ensuring a greater alignment between the demand for and the supply of high quality apprenticeships and was a key document to develop collective action, galvanise and promote collaborative activity by colleges and training providers and ensure a co-ordinated approach to driving forward apprenticeship delivery over the next 3 years.

Further it was reported that the aspiration was to deliver 20,000 apprenticeships across the LCR per annum by 2020.

The report continued to discuss the aims of the Plan and its Key challenges, as well as the priorities for growth and key actions to drive growth.

Following member's discussion it was noted that European Social Funding money would be available until 2021/2022 and discussions were ongoing with Government regarding replacement funding.

Also, some small to medium enterprises were put off by employing apprentices due to costs, however they were encouraged to do so and were helped by subsidies in some cases.

Culture and Leisure Services

Community Development Service Annual Report for the year 1st April 2017 to 31st March 2018

Members received a report informing them of the operational delivery for the Community Development (CD) Service.

It was reported that CD activity helped support the creation, development and sustainability of independent local community groups. This generated the capacity for effective and inclusive community engagement with Council departments and services, thus enabling the delivery of a wide range of community initiatives to help tackle strategic objectives and community needs.

It was noted that Officers had a strategic and neighbourhood role in co-ordinating support to respond to community concerns and aspirations and create cohesive neighbourhoods which were participative and vibrant.

The report outlined the role of the CD and Project Officers' work in the community and referred to the performance framework in place for community development activity.

Members were pleased to note that for every £1 it costs to provide the CD service a further £1.19 was levered into the Borough to support community groups and initiatives.

Community Centres Annual Report for the year 1st April 2017 to 31st March 2018

Members received the Community Centres Annual Report. The report advised that the Community Centres Service provided the management and delivery of services from five buildings: Castlefields, Ditton, Grangeway, Murdishaw and Upton.

The Centres delivered programmes of community activity; varying models of community cafes; and service outlets such as children's centres, youth centres and day services. It was stated that these centres provided a community hub; a central point at the heart of the communities within which they were located for residents to enjoy activities and receive services in their neighbourhoods. They were based in deprived wards in the Borough and were well utilised.

The report provided detailed performance information for each Centre which included results of customer satisfaction surveys as described by Officers. It was noted that overall community centre usage continued to increase annually, up by 3,535 visits for 2017-18 with an increased income of £21k.

Sports and Recreation Team Annual Report for the year 1st April 2017 to 31st March 2018

Members received the annual report for the Council's Sport and Recreation Service. It was noted that there were two distinct areas within the Team:

- Sports Development Team – who developed programmes and activities to support the local infrastructure and encourage residents to start and stay active; and
- Management of the Council's three Leisure Centres: Kingsway Leisure Centre; Brookvale Recreation Centre and Runcorn Swimming Pool.

Members were advised that overall the report demonstrated a year where the Sport and Recreation Team had worked in partnership with a range of stakeholders and had made considerable progress, impact and achievements across the Borough. The Team was structured to direct resources on tackling inactivity, as this was where the gains for the individual were greatest. The activities were used as an essential component in supporting and developing the infrastructure of the community and to improve the quality of life for residents, both physically and mentally.

Members were advised that the Service worked closely with partner organisations to share resources which, in turn, helped achieve success. The report provided detailed commentary on the delivery of the Sports Strategy 2017-18 under 6 themes as follows:

- Increase Participation and Widen Access;
- Club Development;
- Coach Education and Volunteering;
- Sporting Excellence;
- Finance and Funding for Sport; and
- Sports facilities.

Members welcomed the presentation and were pleased to hear about the activities being carried out across the Borough. They noted that there were now less people in Halton who were considered to be inactive as they had taken advantage of the opportunities available such as: Couch to 5k; Couch to 2k; Health Walks; Junior Parkruns; and GP Practices Health Walks.

The report also outlined the work being carried out around summer holiday activities; mental health matters; and workshops and grants. Officers provided responses to Members' concerns regarding staff shortages in the leisure centres' swimming pools and the fact that services were being cancelled due to this. Members were reassured that recruitment was ongoing for both roles and some staff would be in place for January 2019. It was also commented that there was a national shortage of swimming instructors which together with the pay rates had had an impact on recruitment.

Library Service

Members received an overview of the activities undertaken by the library service over the past 12 months.

Members were presented with the Halton Libraries Events booklet, January to April 2019 and information on the Public Library Universal Health Offer (a partnership offer delivered by the SCL and The Reading Agency).

Members welcomed the news from the Libraries and congratulated the staff involved. It was commented that the service had strived to continue to provide numerous activities for the public despite cuts to funding.

The importance of the Libraries was discussed within the community and they were considered to be a warm, safe, friendly environment. It was reported that a consultation was taking place to find out what more the Libraries could offer.

In response to members queries regarding the Libraries working with primary schools to improve their English Language standards; it was noted that some work was already done with schools but the Child Development Officer at the Council would be contacted with regards to this in particular and a response provided later. Also with regards to the delivery of the activities offered in the Libraries, it was stated that the library staff were facilitators of the events, not teachers. There were some activities however that were required to be run by qualified people.

Topic Group

The Board has two activities to fulfil, firstly to scrutinise the work of the Council's officers in delivering the policies of the council and to help develop the policy. The latter is done through members working with officers' assistance on a topic. Members received the proposed Topic Group brief for the year 2018-19. Members agreed to the establishment of a Topic Group, '*Better Jobs*', which would consider how residents could be encouraged to access the better paid jobs being created in the Borough.

The following Members nominated themselves to join the group: Cllrs. Wallace, June Roberts, Teeling, Leck, C. Plumpton Walsh, Whitley, Cassidy and the Board's Chair.

During the year the Board received an update on the work of the Topic Group. It was reported that the Topic Group used aspects of the Six Sigma methodology to manage the process. This approach was known as DMAIC; Define, Measure; Analyse; Design; Improve and Control.

Performance Report

At each meeting the Board receive this report that informs them of emerging issues and the performance of the Council in meeting the Key Performance Indicators. The later feed out of the annual business plan.

Policy Update Report

Again at each meeting the Board receive a briefing on national and regional policies that might affect the areas covered by the Board.

Environment and Urban Renewal Policy Performance Board PPB.

ANNUAL REPORT 2018/19

FOREWORD

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

I'm grateful to PPB Members for their valuable contributions at meetings and in working parties. 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 services we provide to our residents, employees and businesses in the borough.

One of the highlights during 2018/19 has been the scrutiny topic group which provides proactive input into the Council's future regeneration projects and priorities.

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 am looking forward to the varied agenda of the new scrutiny year.

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

MEMBERSHIP AND RESPONSIBILITIES

The Board comprised eleven Councillors:-

Councillor Bill Woolfall (Chair)
Councillor Mike Fry (Vice-Chair)
Councillor Marjorie Bradshaw
Councillor Bob Gilligan
Councillor Harry Howard
Councillor Alan Lowe
Councillor Keith Morley
Councillor Paul Nolan
Councillor Joe Roberts
Councillor Pauline Sinnott
Councillor Angela Teeling

The Environment and Urban Renewal Policy and Performance Board seeks to further 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 2018/19. The Board's work programme covered the scrutiny of relevant Executive Board decisions relevant to the Board's business, agreeing the Service Plans of the relevant Departments, together with monitoring performance against these Service Plans.

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

Public Spaces Protection Order – Dog Control

A new Public Spaces Protection Order (PSPO) was proposed to provide enhanced powers to tackle dog fouling and other forms of irresponsible dog ownership. Members were requested to endorse the control measures that would be contained within the proposed PSPO. It was noted that in addition to the existing four controls which were included within the current PSPO, the following two would be added:

- Restriction on the number of dogs walked at a time; and
- Evidence of the means to pick up dog faeces.

Liverpool City Region Highway Safety Inspection Framework

The Board endorsed a proposal for the Council to adopt the Liverpool City Region Highway Safety Inspection Framework. This was based on a revised UK code of practice for highways authorities, "Well Managed Highway Infrastructure" published by the UK Roads Liaison Group (UKRLG). The Board recommend the Executive Board adopt a revised Council Highways Safety Inspection Policy based on the LCR Framework.

Fixed Penalty Notices

The Board was advised that the following two new Regulations came into force on 1st April 2018:

- The Environmental Offences (Fixed Penalties) (England) Regs. 2017
- The Littering From Vehicles Outside London (Civil Penalties) Regs. 2018

These Regulations provided local authorities with the ability to increase the Fixed Penalty Notice amounts for a range of environmental offences and also gave local authorities increased powers to tackle littering from a vehicle. The Council's current Fixed Penalty Notice (FPN) level for the offences relating to littering, graffiti, fly posting and the distribution of printed matter was £80. Under the new regulations the Council could set a level of £150.

The Board recommended that the Council continued with the default level of £100 set by the new legislation. In addition, the Council had the discretion to offer a discount for early payment of an FPN. The Council had previously approved the time period for early payment discount as being within ten days. The amount payable for early payment in Halton was £75 and it was proposed that the Council continued with this amount and the discount period of ten days from the point of the FPN being issued.

With regard to the FPN amount that should be set for littering offences, Members' attention was drawn to the current FPN levels for dog fouling offences; which was £100, the maximum amount allowable under legislation. Therefore, it was proposed that maintaining FPN levels for a range of environmental offences at the default level of £100 would ensure that a consistent level of penalty charge was applied to both littering and dog fouling offences.

A report be presented to the Executive Board recommending that;

- a. The Fixed Penalty Notice amount for offences relating to littering, graffiti, fly-posting and distribution of printed matter be retained at the default amount of £100;
- b. The Fixed Penalty Notice amount discounted for early payment be retained at the current amount of £75; and,
- c. The time period for early payment discount is approved as being within ten days.

Holloway, Runcorn – Proposed Waiting Restriction Order

The Board considered details of a public consultation exercise on the introduction of waiting restrictions along Holloway in Runcorn. Local residents and their ward Councillors originally raised the proposal in order to address rail commuter parking issues around Runcorn Station. The following options to overcome the parking issues had been considered:

- Double yellow line parking restrictions - would restrict parking for everyone at all times and this was not desirable;
- Residents permit scheme - Residents parking schemes were considered by the Board in September 2009 and were discounted as an option (a summary of the current situation was included in Appendix B). There were currently no plans to introduce Residents Only Parking schemes within Halton; and
- Waiting Restriction Order – was considered to be the most appropriate option.

Therefore, a proposal to prohibit parking for an hour on each side of Holloway during the working week (Monday – Friday) (Appendix A) was advertised on 22nd February 2018, with a four week consultation period ending on 23rd March 2018. During the consultation period 17 objections were received from residents. The objections were summarised in the report but the general view was that the proposal of prohibiting parking for an hour on each side of Holloway during the working week (Monday – Friday) was not workable due to the necessity for residents to move their own vehicles during the day to avoid the waiting restrictions. In view of the objections received, the conclusion was that the restrictions should not be implemented, as although they would prevent commuter parking in the area, they would also have a disproportionate impact on local residents.

The Board determined that the proposal to introduce waiting restrictions on Holloway, Runcorn should not be supported on the grounds of the public objections received.

Environmental Improvement Initiatives

A presentation was given by the Divisional Manager - Waste & Environmental Improvement, who outlined to Members the measures being taken to help tackle incidents of environmental crime; such as littering and fly-tipping. Members noted the structure of the Environmental Improvement Team, their role and enforcement activity undertaken, environmental crime prevention methods and the varying levels of enforcement.

Additionally, the presentation provided the Board with examples of education awareness work carried out by the Team, the number of reported litter, dog fouling and fly tipping incidents and the enforcement action taken and the future use of Community Protection Notices by the Team.

Liverpool City Region Single Investment Fund (SIF)

The Board received a report which provided details on the publication of a Strategic Investment Fund Strategy for the Liverpool City Region Combined Authority (CA) and provided an update on the proposed relaunch of Single Investment Fund (SIF).

A recent review of the existing SIF process had identified a number of areas for improvement, ranging from limited capacity within the CA's Programme Management Team, to projects failing to provide enough information to satisfy the assessment process. The review had also concluded that existing projects within the project pipeline should be revisited to determine whether they could actually be delivered and or could meet the appraisal criteria.

The CA had now appointed a specialist development team to oversee the SIF process. The team had produced a SIF strategy document and the report highlighted details of the changes in approach within the new document.

It was noted that SIF would now be regarded as a recyclable fund, therefore projects may be funded by a loan only, a combination of loan and grant and in certain instances, grant.

Officers from Halton had met with the CA Investment Team to outline Halton's priorities and the Investment Team had visited Halton to share further specific details and information on potential projects. As a result Officers had been working to update the list of prioritised schemes which were based on the priorities identified in the Mersey Gateway Regeneration Plan Plus document, as well as schemes that accord with Halton's sustainable transport priorities.

Apart from SIF and Transformation Funding, the Government would be announcing Challenge Funds as part of the delivery of the Government's Industrial Strategy, these would be relevant to some of Halton's project pipeline.

Revised National Planning Policy Framework

The Board considered a report which provided a brief overview of the main changes included within the revised National Planning Policy Framework (NPPF) which was published by the Government in July 2018. The key part of the new NPPF was the presumption in favour of sustainable development and in particular the titled balance in Para 11 (d) (previously Para 14). Whilst no longer a 'golden thread' for plan-making and decision making, this would remain the key battleground where planning permission was sought on unallocated sites or for which the development plan supported a refusal of planning permission. Full details of the changes within the revised Policy in respect of the following areas, were outlined in the report:

- Greenbelt;
- Viability;
- Appropriate assessment – protection of habitats;
- Standard methodology;
- Small and medium sites;
- Affordable housing;
- Design;
- Heritage
- Town centres;
- Land assembly;
- Strategic and non strategic policies; and
- Transition.

Runcorn Regeneration Update: Delinking and Station Access

A report was presented which provided an update on the planned programmes that see the completion of the Silver Jubilee Bridge (SJB) maintenance works, deconstruction of SJB access road infrastructure in Runcorn ('delinking') and the delivery of enhanced access to enable the Runcorn Station area vision. Work at 'Widnes Loops' would be undertaken consecutively with the delinking works in

Runcorn. The presentation provided a detailed outline of the works to be undertaken, together with a timetable for completion.

Statement of Community Involvement (SCI) S018 Local Development Document

The Board considered a report which provided an update on the review of the Statement of Community Involvement (SCI), a town planning process document. The SCI set out how Councils would engage local communities and other interested parties in producing their Local Plan and determining planning applications.

As with other Local Development Documents, Government required that SCI's should be reviewed, at least every 5 years and the last SCI was adopted in 2013. The SCI would also be updated to include a number of legislative changes to the way that planning documents were prepared.

The Board discussed and received clarification on how Neighbourhood Plans are prepared by a qualifying body and submitted for approval and approved submission of the SCI to Executive Board for adoption.

Government Consultation on Shale Gas

A report to the Board advised on the Council's response to the Government's consultations on changes to the regulation of Shale Gas exploitation. Two consultations had been undertaken by two separate Government Departments. Members noted that permitted development rights (Parliament had already granted an England wide consent for this activity) for mining and minerals exploration and this covers boreholes, seismic surveys and excavations for minerals exploration.

As the consultation closed on 25th October 2018, it was not possible to report the responses to the Board prior to the consultation closing. Therefore. Members considered a copy of the respective responses submitted. It was noted that the Council had submitted objections to both consultations.

Arising from the discussion the Board requested that consideration should be given to arrange a seminar for all Members to discuss the implications around Shale Gas exploitation.

Runcorn Town Park Masterplan - Presentation

The Board received a presentation from the Divisional Manager Open Space Services, outlining the masterplan to improve Runcorn's Town Park. In a series of planned improvements to the park, three different hubs for the park would be created; one in the North, one in the Centre and on to the South. The presentation outlined the improvements to each individual hub which included improvements to entrances, car parks and paths and general maintenance and cleaning. Members noted images of the improvements at Town Park and details on the Environmental Fund that had been used to develop the park improvements.

Household Waste Duty of Care

The Board considered a report which set out details on householders legal “duty of care” to ensure they only give their waste to a licensed waste carrier and considered a proposed level of Fixed Penalty Notices (FPN) for any failure by a householder to comply with their legal obligations.

Under the Waste (Household Waste) Duty of Care (England and Wales) Regulations 2005, householders were required to take reasonable measures to ensure that household waste produced on their property was passed onto an authorised person. An authorised person was defined in legislation but was usually a local authority or a registered waste carrier. It was noted that a householders legal duty was set out in the Waste Duty of Care Code of Practice issued by DEFRA. Failure to comply with the legal obligations was a criminal offence and the primary circumstances where a householder would be deemed to have done so:

- Where an individual passed waste to an unauthorised waste carrier; and
- Where fly-tipped waste was traced back to an individual who was found to have failed to take reasonable steps to ensure that they had transferred the waste to an authorised waste carrier.

The Board was advised that under new regulations introduced in November 2018, an FPN could be issued as an alternative to prosecution. The FPN allowed a more proportionate approach to prosecution for a duty of care offence. Members considered if the default penalty of £200 should be retained or whether an alternative level should be set within the limits set by legislation.

With regard to the level of discount for early payment of an FPN issued for a duty of care offence. Whilst considering the discount, the Board was advised that the FPNs for littering offences applied a 25% discount if the full amount was paid within 10 days.

It was also noted that information would be provided to advise householders of their duty of care obligations in a number of ways; including information leaflets, social media, Inside Halton and by placing information on the Council’s website. In addition, information would be provided to householders who were looking to use a private contractor or any other person to remove waste from their property to ensure they met their legal obligations by carrying out checks beforehand to establish that they were a genuine and reputable company or individual.

Lead Local Flood Authority Section 19 Flood Investigation and Flood Hub

The Board received a report which reminded Members of the Council’s responsibilities as Lead Local Flood Authority (LLFA) under the Flood and Water

Management Act 2010. The report also highlighted the recent flood event at A557 Watkinson Way, Widnes and the Flood Hub website resource.

Annual Road Safety Statistics Report

The Board considered a report which gave details of road traffic collision and casualty numbers within the Borough in the year 2017.

The Board was advised that Appendix A to the report set out full details of the numbers of traffic collisions and casualties in the year 2017, and compared these figures with those from previous years. These results were very encouraging, with a decrease in casualty numbers of people slightly injured and of those killed/seriously (KSI) injured, compared to those figures for 2016. Overall Halton was one of the best performing local authorities both regionally and nationally in terms of casualty reduction in 2017.

In addition, the report highlighted the work the Road Safety Team would continue to undertake during the year with an extensive programme of education, training and publicity.

Regeneration Projects and Priorities Working Party

The Board established a Working Party to review the Regeneration Plan. This comprises projects that facilitate the development of a steady pipeline of regeneration and development opportunities over a 10-15 year period.

The Working Party has enabled Members to contribute to the design and development of future development regeneration schemes, with particular regard to the opportunities that would arise following the completion of the Mersey Gateway and handback of land that was no longer required for this project.

The Working Party has met on several occasions and has considered the following key impact areas and has provided initial comments on each to date. In particular:

- Runcorn/Runcorn Station Quarter;
- The Widnes Waterfront;
- Astmoor Business Park;
- Ditton Corridor; and
- West Runcorn Employment Growth Area.
- Halton Lea Healthy New Town;

A final report will be prepared for the meeting in June 2019.

Business Planning

A Business Planning Working Party was established to select a small number of priority topics to be fed into department business plans for 2019-20. It was noted that the following topics/areas of focus had been selected by the Working Party:

- Opportunities to co-ordinate maintenance activity with partners;
- Improved recycling of food waste;
- Tackling fly tipping;
- Awareness of environmental fund benefits; and
- City region regeneration fund.

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 Tim Gibbs, Operational Director 0151 511 7664.

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Health Policy and Performance Board

Annual Report

April 2018 - March 2019



As Chair of the Health Policy and Performance Board I am very pleased to report on the work of the Board for 2018/19.

The remit of the Board is to scrutinise the Health and Social Care Services provided to the residents of the Borough; we also have a responsibility to scrutinise Hospital Services, including Mental Health Services.

We take our responsibilities very seriously and as such choose at least one Scrutiny topic to focus on each Municipal year.

This year we have scrutinised the future sustainability of Care Homes within the Borough. The Scrutiny Board looked closely at those providing that care, received reports from various sources and engaged with a number of friends and family members of residents living in Care Homes within the Borough.

During the course of the year the Board have also been actively involved and consulted on a range of issues from changes in service delivery and policy developments, through to being kept informed and offering views on many changes taking place locally as a result of national changes.

One area of work we have followed closely this year is the work taking place in Transforming Cancer Care across the Region and the proposals to develop an Eastern Cancer Sector Hub. At the time of writing this report, we haven't yet received the final proposals, but we anticipate receiving them shortly and as such, as a Board, we will be closely scrutinising these proposals during 2019/20.

I would like to thank all the members of the Board for their valued contribution to the Board's work over the last 12 months. I would particularly like to thank Cllr Sandra Baker, for her support as Vice Chair to the Board. I would also like to extend my thanks to all Member's, Officers and Partners for their time and contributions to the Scrutiny topic and for providing performance and update reports throughout the year.

As usual, 2018/19 has proved to have been a very busy, challenging and interesting time for us all.

Cllr Joan Lowe, Chair

Health Policy and Performance Board Membership and Responsibility

The Board:

Councillor Joan Lowe (Chair)
Councillor Sandra Baker (Vice Chair)
Councillor Mark Dennett
Councillor Margaret Horabin
Councillor Charlotte Gerrard
Councillor Marjorie Bradshaw
Councillor June Roberts
Councillor Lauren Cassidy
Councillor Pauline Sinnott
Councillor Chris Loftus

During 2018/19, David Wilson was Halton Healthwatch's co-opted representation on the Board and we would like to thank David 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 2018/19. 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 2018/19.

GOVERNMENT POLICY- NHS AND SOCIAL CARE REFORM

Named Social Worker Pilot

The Board heard with interest the work which had been carried out in relation to the Named Social Worker Pilot (NSWP) in Halton. During 2017/18, Halton was one of six sites selected to take part in Phase 2 of the national NSWP scheme.

The NSWP had been initiated by the Department of Health in response to the 2015 consultation 'No voice unheard', no right ignored', which sought views on strengthening the rights of people with learning disabilities, autism and mental health conditions to enable them to live more independently.

The Board heard how the project had built up an understanding on how having a named social worker could contribute to individuals with learning disabilities achieving better outcomes; specifically that they and their family were in control of decisions about their own future; and were supported to live with dignity and independence. The pilot had been about trying something different, piloting new ideas and generating early and indicative evidence as to their impact. Members were also advised about how the pilot had contributed to the Halton model.

SERVICES

Bridgewater Community Healthcare NHS Foundation Trust

In September 2018, the Board received a presentation from NHS Halton Clinical Commissioning Group (CCG) on a number of clinical concerns that had been identified during 2017/18 that had subsequently been raised with the Trust, specifically around leadership, workforce and sustainability. The Board heard how the CCG had been working with other commissioners in a collaborative commissioning forum to agree arrangements that would reinforce and continue to build upon the services provided by Bridgewater by addressing the issues associated with the health and well-being of the residents of Halton.

The Board received an update from the Chief Executive of the Trust in February 2019 and acknowledged the improvements made by the Trust.

Urgent Care Centres (UCCs)

During September 2018, the Board received details of the review of Halton's two UCCs and subsequent actions being taken by NHS Halton CCG to transform these centres into Urgent Treatment Centres (UTCs), as part of the One Halton transformation of health provision in Halton.

The Board heard how the services at the UCCs were being re-specified to meet the national requirements of UTCs.

Details were shared with the Board in respect to the differences between the current UCC's and the proposed UTC; this being pre bookable appointments and the opportunity to have an integrated primary and secondary care model which enables patients to access same day urgent health care. The aim is for the UTCs to be the cornerstone of integrated urgent care delivery and ensure 24/7 community urgent care. The development of the UTC model will deliver a standardisation approach to urgent unplanned care and simplify access, as well as deliver improved patient care and increase the level of convenience as patients will no longer feel the need to travel and queue at A&E and or travel out of Borough.

A further update was provided to the Board in February 2019 regarding progress towards the development of UTCs within the Borough and the Board would be keeping developments under review as they progressed during 2019/20.

Safeguarding

The Board received a number of updates on Safeguarding during the year.

Updates included details on the Integrated Anti-Stalking Unit, the Halton Adult Safeguarding Board's provision of a free multi-agency training programme to all partners across Halton working or caring for adults, the Cheshire Anti-Slavery Network, Making Safeguarding Personal and the Mental Capacity (Amendment) Bill.

In February 2019, the Board also received the Halton Safeguarding Adults Board Annual Report for 2017/18. The Board were advised as to how an analysis of information gathered on Safeguarding issues had helped inform the work priorities of the Board for 2018-19 which were:-

- Quality Assurance;
- Learning and Professional Development; and
- Co-production and Engagement

NHS Halton CCG Consultation and Engagement

In June 2018, the Board received details of the NHS Halton CCG engagement and consultation exercise being conducted in respect to the GP practices of Appleton, Beeches and Upton Rocks, as follows:-

- 1) Appleton Village Surgery: requesting consideration of a new build;
- 2) Beeches Medical Centre: requesting being relocated to another site; and
- 3) Upton Rocks Practice: proposing the closure of Hale Village branch site.

In November 2019 the Board received an update on the consultation proposing a potential relocation of Beeches Medical Centre. The consultation was due to run until October 2018 but was stopped in August because NHS Halton Clinical Commissioning Group (CCG) was made aware of a number of issues and factual inaccuracies within the consultation material. The Board were informed that if there is a further proposal to re-locate Beeches Medical Centre, a fresh public consultation will commence and will be appropriately publicised.

Dementia

In November 2018, the Board welcomed a report and presentation relating to dementia and its impact on people's lives and the support provided to people in Halton.

It was reported that people in Halton with a diagnosis of dementia are supported by the Post Diagnosis Dementia Community Pathway and were advised about the work that the Alzheimer's Society undertake in Halton by providing a comprehensive dementia support service for patients who are referred into the service by Memory Assessment Centres.

Housing Services

The Board welcomed a presentation from Fortunatus Housing Solutions, regarding the work they undertake within the Borough.

Fortunatus are a North West based registered charity providing supported accommodation for vulnerable adults with mental health problems and/or learning disabilities who are unable to access social housing. At the time of the presentation (November 2018), Fortunatus were accommodating and supporting 41 people in tenancies in Halton.

The Board were provided details of the referral assessment process, with all referrals coming from health and social care services. The Board were pleased to hear how all tenants receive person centred support and weekly visits from their designated support worker.

Stroke Services

Following previous reports to Board, the Board received an update on the status of the realignment of Stroke Services across the Mid-Mersey health economy.

It was reported that Phase 1 of the reconfiguration had been implemented and all patients who were still within the window of opportunity for thrombolysis (within 4 hours of onset) were conveyed to St Helens and Knowsley Teaching Hospitals NHS Trust for treatment. Patients who were post 4 hours from onset and not suitable for thrombolysis, would be conveyed to their local hospital.

Members were advised that the Phase 2 element of the service reconfiguration had been delayed until capacity had been confirmed to ensure patients could be managed effectively.

The Board will continue to monitor developments closely.

Improving Access to Psychological Therapies (IAPT)

In November 2018, the Board received an update from the NHS Halton CCG, on the status of the delivery and performance of NHS Halton IAPT Service/Think Wellbeing Service.

It was reported that there was considerable evidence for the use of psychological therapies as an effective treatment for many mental health problems. The Board noted that nationally there was a requirement to increase the numbers of people accessing IAPT compliant therapies year on year, to reach an eventual target of 25% of the eligible population in 2021; so one in four.

The Board would continue to monitor delivery and performance in this area.

POLICY

Everyone Early Help Strategy 2018-2021

In June 2018, the Board received details of the new Everyone Early Help Strategy that brought services for children, adults and public health together.

Members of the Board noted that services to support children, families and vulnerable adults were facing unprecedented challenges and that early help and prevention services need to make up the cornerstone of any delivery model. If low-level needs could be prevented from developing into more serious or acute needs, then this was advantageous to both the provider and service user. The Strategy supports undertaking a whole system review of the approach to early help and prevention, with a focus on increasing the resilience of communities and their potential to help themselves, supported by a planned prioritisation of resources, integration, collaboration and understanding the benefits that early help could have on a wide range of longer term outcomes for everyone involved.

Board members were keen to understand how the success of the Strategy would be measured and the importance of communities, schools, public health, the voluntary sector organisations and community organisations all being involved and brought together to ensure the success of the Strategy.

Procedures for Lower Clinical Priority

Following the previous report made to the Board during 2017/18 regarding 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), in June 2018 the Board received an update.

The Board were informed that the final set of policies had been prepared and presented to each of the CCG's governing bodies in January 2018 (except NHS Knowsley CCG when it was March 2018). Following this all the CCG Governing bodies approved the review and the proposed policies and these were adopted from April 2018.

Halton's Homelessness Strategy 2019-2024

Under the Homelessness Act 2002, it is a requirement for each local authority area to produce a 5 year strategy and in February 2019 the Board received and commented on Halton's Draft Homelessness Strategy 2019-2024, which include an associated Strategy Delivery Plan. This new Strategy and Delivery Plan supersedes the Homelessness Strategy 2013-2018.

SCRUTINY REVIEWS

Care Homes in Halton

The scrutiny review identified seven recommendations which will now go forward to Executive Board for approval, however it was clear from the review that there is already much work being covered by the Care Home Development Project in terms of the future sustainability of the care home sector in Halton and the Scrutiny Topic work group fully endorses the work of the project group.

It should be noted that the topic work group recognised the current challenges that Halton are facing with the demand on the care home sector, which is a national trend, and feel that further funding into this sector from central government is vital. The anticipation of the green paper on older peoples' services is paramount, although delays in its publication has been frustrating.

PERFORMANCE

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

The Board also received reports through the year on key issues with respect to the quality of Domiciliary Care and Care Homes in the Borough.

INFORMATION BRIEFING

During 2018/19 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:-

- Adult Safeguarding Update (including Deprivation of Liberty Safeguards)
- Adult Social Care Complaints and Freedom of Information Annual Report 2017/18
- Halton Hospital and Wellbeing Campus
- One Halton
- Seasonal Flu Plan 2018/19
- Urgent Treatment Centres (UTCs) : Consultation and Engagement Plan
- Transforming Cancer Care

WORK TOPICS FOR 2019/20:

At the Board's meeting in February 2019, a number of topics were considered for scrutiny.

Following discussion it was agreed that the topic for 2019/20 would be on the Deprivation of Liberty Safeguards (DoLS) NB. DoLS are part of the Mental Capacity Act 2005. The safeguards aim to make sure that people in care homes and hospitals are looked after in a way that does not inappropriately restrict their freedom.

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

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

**ANNUAL REPORT
SAFEER HALTON POLICY AND PERFORMANCE BOARD
APRIL 2018 – APRIL 2019**



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 that we have considered, responded to, and reported on the main issues affecting Halton but also explored new areas that have not previously been scrutinised such as our considering of Childhood Criminal Exploitation. Concern for the welfare of children and young people have in fact been continuing theme this year the importance of which was brought home to us when knife crime resulted in the loss of life of 18 year old Eddie O'Rourke.

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 briefings and organising of reports.

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 2018-19 the Board comprised of 11 elected members:
Councillors Thompson (Chair)
Cllr Plumpton-Walsh (Vice-Chair),
Cllr Sandra Baker
Cllr Ellen Cargill
Cllr Eddie Dourley
Cllr Valerie Hill
Cllr Peter Lloyd-Jones
Cllr Kath Loftus

Cllr Geoffrey Logan
Cllr Gareth Stockton
Cllr Geoff Zygodillo

The Safer Halton Policy and Performance Board is responsible for scrutinising performance and formulating policy in relation to Community Safety, Channel and Prevent activities, Domestic Abuse, Safeguarding Adults, Environmental Health and the Safer Halton Partnership. The Board is also represented on the Safer Halton Partnership and Cheshire Police & Crime Panel.

The board also reviewed White Ribbon as a topic this year and has helped review an action plan which will see the Council secure corporate White Ribbon status.

REVIEW OF THE YEAR

The full Board met 4 times during the year.

The programme of activity for the Board over the 2018/19 period. The boards work programme covered the scrutiny of relevant Executive Board decisions relevant to the Boards business, scrutinising the performance of the Safer Halton Partnership and relevant partners under the Crime and Disorder Act, together with monitoring performance against these service plans. Covers the following:

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. Where necessary we pick up on issues at the Partnership for added review and scrutiny at the PPB.

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.

Since 2010 the Cheshire police budget has endured over £60 million of cutbacks in government funding, which means the force is spending about 37% less on policing, in real terms, than it was nine years ago. According to national figures, there are 135 fewer Cheshire police officers now than in 2010. Another £12 million of savings is expected over the next 2 years meaning close attention is required to be spent on how the force is shaped and changes over the coming years.

The Police & Crime Commissioner has a productive working relationship with the Council and a new Chief Constable has recently been appointed with whom we hope to contain good relations.

SUMMARY OF WORK AND ISSUES IN 2018/19

Police and Crime Commissioner

The Police & Crime Plan 2016-21 for Cheshire sets the priorities which the new Chief Constable, will deliver so that people feel safe in their homes and communities and sets out David Keane's (the Police & Crime Commissioners) commitment to listen to people and involve them in reviewing policing priorities.

Environmental Crime

The Board scrutinised an update report from Cheshire Police regarding the multi-agency response to the illegal and anti-social use of off road motorcycles.

Initiatives recently undertaken included:

Operation Scrambler had been launched for the summer period to deal with illegal and anti-social use of off road motorcycles, mini moto's and quad bikes. As part of this a new DNA spray was used which was funded by the Council, Halton Housing and the Halton Community Safety team;

A UK week of action ran from Monday 27th August to Sunday 2nd September 2018 aimed at reducing the number of serious and fatal collisions involving motorcyclists.

Officers were stopping and engaging with motorcyclists who committed moving traffic offences such as speeding and dangerous riding as well as anti-social offences such as excessive noise. They would also be encouraging motorcyclists to enhance their skills, knowledge and check their person protective equipment; and in addition to motorcyclists, Officers would be targeting all road users who endangered the lives of themselves and others.

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.

Border Agency Partnership Operations

The Board considered a report from Mr J. Mckibbin who outlined to Members the work the North West Border Agency carried out in Halton. The Border Force has a law enforcement command within the Home Office, the Border Force secured the border and promoted national prosperity by facilitating the legitimate movement of individuals and goods, whilst preventing those that would cause harm from entering the UK. This was achieved through the immigration and customs checks carried out at ports and airports. Border Force officers worked at 140 sea and air ports across the UK and overseas and their responsibilities included:

checking the immigration status of people arriving in and departing the UK; searching baggage, vehicles and cargo for illicit goods or illegal immigrants; patrolling the UK coastline and searching vessels; gathering intelligence; and alerting the police and security services to people of interest

Members noted that the priorities for the Border Force were to:

Deter and prevent individuals and goods that would harm the national interests from entering the UK, facilitate the legitimate movement of individuals and trade to and from the UK; protect and collect customs revenues for trade crossing the border; provide excellent service to customers; and provide demonstrable effectiveness, efficiency and value for money

On behalf of the Board, the Chair agreed to write to both local MP's to highlight the cuts to Home Office services in Halton and the potential further reductions in

service.

Cheshire Fire and Rescue

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

On behalf of Cheshire Fire and Rescue Service, Stuart Devereux 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 noted:

A new Fire Chief had been recently appointed;
The increase in recruitment of apprentice Fire Fighters in Cheshire;
Details on the Fire Station Build Programme and the current Fire Service Property Enhanced Programme;
Information on the blue light collaboration;
The outcome of the staff survey and Information on the diverse nature of the safe and well visits carried out in the borough.

Organised Crime Gang - Childhood Criminal Exploitation

The Board endorsed a report of the Strategic Director, Enterprise, Community and Resources, which presented Halton's response to Organised Criminal Gangs and the Government Strategy to tackle County Lines and Childhood Criminal Exploitation. The Serious and Organised Crime Strategy placed significant emphasis on the importance of effective local partnerships. To support this, a partnership group had been established, chaired by the Chief Executive to tackle organised crime groups in Halton (Operation Portfolio). The key objectives of the partnership group were outlined in the report.

Donna Wells from Young Addaction, was also in attendance to provide a presentation which highlighted the work by the service to deliver The Criminal Exploitation Project – Risk and Resilience. This was a project which aimed to prevent children being drawn into criminal activities by older criminals and gangs. Approximately 40 young people had taken part in the project delivered to groups and one to one and included support from the Amy Winehouse Foundation and Gangs Line. It was noted that feedback from those children and parents who had been involved in the project had been positive.

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.

Public Space Protection Order- Dog Control

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided Members with the results of a public consultation exercise that was undertaken in respect of the Council's proposal to introduce a new Public Spaces Protection Order (PSPO). The Order would help tackle dog fouling and other forms of irresponsible dog ownership and the Board was requested to make recommendations to the Executive Board in that respect.

The new PSPO would be in the form of a single Order that would include the control measures contained within the existing Orders, as well as new requirements that those in control of dogs must comply with. The specified locations where some existing control measures applied would also be extended under the new PSPO.

Members noted that the proposed PSPO had been subject to a public consultation exercise which ran from 6th July to 28th September 2018. As a result, 922 responses were received and details of these, in respect of the following, were outlined in the report:

- Exclusion of dogs;
- Dogs on leads;
- Dog fouling;
- Restriction on the number of dogs walked at a time; and Fixed penalty notices.

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.

Night time economy

The board scrutinised 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.

The report provided information on the numerous partnership visits that have been undertaken with Immigration enforcement, Cheshire Special Constabulary, Cheshire Police Drugs Dog and Trading Standards and will continue to work closely with all departments.

The Board were pleased to see the results from the above operations have resulted in five arrests for Immigration offences, two being deported and two arrested for drug related offences.

Manchester Port Authority

The board considered details of the work of the Manchester Port Authority particularly in relation to Halton.

On behalf of Manchester Port Health Authority (MPHA), Andrea Smith, Steve Seddon and Councillor Morley attended the meeting and provided the Board with an overview of the role of the Authority. MPHA was the local authority for the Manchester Ship Canal and River Weaver including the ports of Eastham, Ellesmere, Manisty, Standlow, Ince, Weston, Runcorn, Partington, Irlam and Salford. The Authority was responsible for a wide range of public health controls including:

- Ship sanitation inspections and certificates;
- Food standards, food safety and water quality (ships and land);
- Infectious disease control;
- Environmental protection;
- Pest control;
- Smoke free legislation;
- Emergency planning; and
- Import controls for high risk products of non-animal origin.

On behalf of the Board, the Chair thanked the MPHA for their informative presentation and invited those Board Members who wished to attend a Boarding Inspection of shipping at Runcorn Docks to contact him and he would arrange this with the Authority.

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REPORT TO:	Standards Committee
DATE:	6 February 2019
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 Councillors P Lloyd Jones (Chair), M Bradshaw, 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 was also one co-opted Parish Council Member, Rev Canon D Felix and one vacancy. 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 7 February 2018, 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.

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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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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