

# **Minutes**

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

**Wednesday, 8 March 2017**

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**COUNCIL**

*At a meeting of the Council on Wednesday, 7 December 2016 in the Council Chamber, Runcorn Town Hall*

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

Apologies for Absence: Councillors J. Bradshaw, E. Cargill, Cassidy, Morley and Parker

Absence declared on Council business: None

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

Also in attendance: Six members of the public

*Action*

COU45 COUNCIL MINUTES

The minutes of the meeting of Council held on 12 October 2016, having been circulated, were taken as read and signed as a correct record.

COU46 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:

- He thanked everyone involved in the recent Town Hall Open Day event, which had been a great success;
- Welcomed Mil Vasic, newly appointed Strategic Director, People, to the Council.

COU47 LEADER'S REPORT

The Leader made the following announcements:

- The Liverpool City Region Combined Authority would consider the draft Liverpool City Region Order at its meeting on 9 December 2016, and if agreed, would set out the powers to be

devolved to the Combined Authority and the Directly Elected Mayor. Members would be advised of the outcome of that meeting.

Chief Executive

COU48 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 20 October 2016 and 17 November 2016.

RESOLVED: That the minutes be received.

COU49 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 12 October 2016.

RESOLVED: That the minutes be received.

COU50 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU51 DETERMINATION OF COUNCIL TAX BASE 2017/18 - KEY DECISION (MINUTE EXB 62 REFERS)

The Council considered a report of the Operational Director, Finance, on the determination of the Council Tax Base for the Borough and the Council Tax Base for each Parish.

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

The following Members voted FOR the motion:

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

There were no votes against the motion.

There were no abstentions.

RESOLVED: That

- 1) The 2017/18 Council Tax Base be set at 33,818 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner and the Environment Agency be so notified; and
- 2) The Council Tax Base for each of the parishes be set as follows:-

Parish	Tax Base
<b>Hale</b>	<b>662</b>
<b>Halebank</b>	<b>522</b>
<b>Daresbury</b>	<b>174</b>
<b>Moore</b>	<b>328</b>
<b>Preston Brook</b>	<b>332</b>
<b>Sandymoor</b>	<b>1,020</b>

Operational  
Director - Finance

**COU52 2016/17 REVISED CAPITAL PROGRAMME (MINUTE EXB 61 REFERS)**

The Council considered a report of the Operational Director, Finance, which sought approval to a number of revisions to the Council's 2016/17 Capital Programme.

RESOLVED: That the revisions to the Council's 2016/17 Capital Programme, as set out in paragraph 3.0 of the report, be approved.

Operational  
Director - Finance

**COU53 INITIAL BUDGET PROPOSALS 2017/18 - KEY DECISION (MINUTE EXB 64 REFERS)**

Council considered a report of the Operational Director, Finance, on initial revenue budget proposals for 2017/18.

The Council wished to place on record their thanks to all Officers, Executive Board Members, Members of the Budget Working Group and the respective Trade Unions for their contribution to the budget process so far.

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

The following Members voted FOR the motion:

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

There were no votes against the motion.

There were no abstentions.

RESOLVED: That the initial budget proposals for 2017/18, as set out in Appendix 1 attached to the report, be approved.

Operational  
Director - Finance

COU54 PROCUREMENT STRATEGY - EXTERNAL AUDITOR (MINUTE BEB 18 REFERS)

The Business Efficiency Board considered a report of the Operational Director, Finance, on the arrangements for appointing external auditors.

RESOLVED: That Council opt into the sector-led procurement of external auditors that will be undertaken by Public Sector Audit Appointments Limited (PSAA).

Operational  
Director - Finance

*(N.B. Councillors Joan Lowe and Alan Lowe declared a Disclosable Other interest in Minute HEA27 of the Health Policy and Performance Board as their sons' partner worked for a care provider; Councillor Osborne declared a Disclosable Other Interest in Minute HEA 27 of the Health Policy and Performance Board, as his wife was an employee of Halton Borough Council.)*

COU55 MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD

The Council considered the reports of the following Boards in the period since the meeting of Council on 12 October 2016:-

- Children, Young People and Families;

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

The following observations were made:-

- Councillor Thompson commented on the progress made for the Council to seek corporate status for the Borough in connection with the White Ribbon Campaign. He also referred to the support for the campaign across all Cheshire authorities, the Police and Crime Commissioner for Cheshire and the Cheshire Fire and Rescue Service.

#### COU56 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 12 October 2016:-

- Development Control; and
- Regulatory.

#### COU57 NOTICE OF MOTION

##### **Support For Women Against State Pension Inequality**

Council considered a Notice of Motion submitted in accordance with Standing Order Number 6.

The following motion was proposed by Councillor John Abbott and seconded by Councillor Pauline Sinnott:-

“Council supports the Campaign known as Women Against State Pension Inequality (WASPI). It is the view of the Council that changes to the state pension age will place many women in Halton at a disadvantage, forcing them to work in some cases many years later than had been expected with little prior notice.

Council resolves that it:

- 1) Supports equalisation of the pension age but the short notice of change and the speed of the implementation is likely to have very serious consequences for women in Halton, who had previously planned for an earlier retirement date;
- 2) Supports the aim of WASPI that there should be a fair transition towards equal pension ages, with arrangements being put in place by the Government to help those affected by this change, including suitable changes to compensate women;
- 3) Writes to the Secretary of State at the Department of Work and Pensions to express its concern at the unfair implementation of this change in pension rights”.

RESOLVED: That the motion be agreed.

Chief Executive

*Meeting ended at 7.05 p.m.*

**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 15 December 2016 in The Boardroom, Municipal Building*

Present: Councillors Wharton (in the Chair) D. Cargill, Harris, R. Hignett, S. Hill, Jones, T. McInerney, Nelson, and Wright

Apologies for Absence: Councillor Polhill

Absence declared on Council business: None

Officers present: A. Scott, D. Parr, I. Leivesley, M.Vasic, M. Reaney, E. Dawson G. Cook, P. O'Donnell and S. Wallace-Bonner

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

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

*Action*

EXB69 MINUTES

The Minutes of the meeting held on 17 November 2016 were taken as read and signed as a correct record.

**PHYSICAL ENVIRONMENT PORTFOLIO**

EXB70 HALTON HOUSING TRUST (HHT) ANNUAL REPORT

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

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

The Board noted some of the key organisational achievements which included the construction of 146 new homes; continued investment in homes and neighbourhoods; the purchase of land and sites for future development; continuation with the implementation of the Digital First Programme to change the way customers accessed services, which provided more intensive support to those customers who really needed it; and secured value for money savings totalling £1.3 million.

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

RESOLVED: That the progress report be noted.

## **HEALTH AND WELLBEING PORTFOLIO**

### **EXB71 OLDER PEOPLE'S HOUSING SUPPORT SERVICES - KEY DECISION**

The Board considered a report of the Strategic Director, People, on the current position for older people's housing support services in the Borough.

The Board was advised that housing support services were funded through the ring fenced Supporting People budget, created in 2003. However, since the removal of ring fenced and grant conditions, all services had become subject to the Council's Procurement Standing Orders.

It was noted that there were ten current providers delivering 19 housing support services to older people. In addition, Halton Housing Trust (HHT) provided the Amethyst Living Service, which was a cluster model based around HHT's three sheltered schemes. The current contracts had been in place since April 2008, with the use of waivers to extend service provision until March 2017. It was reported that, for these contracts to continue, procurement advice was that the Council would need to go out to tender to ensure a transparent procurement process.

#### Reason(s) for Decision

The change supported Halton Borough Council to deliver a balanced budget in 2017/18, whilst maintaining support for the local community.

#### Alternative Option Considered and Rejected

Alternative options considered were contained in the report.

#### Implementation Date

1 April 2017.

RESOLVED: That the options outlined in paragraph 4.0 be noted and the options in paragraphs 4.1 and 4.2 of the report be agreed.

Strategic Director  
- People

**TRANSPORTATION PORTFOLIO**

**EXB72 INTRODUCTION OF WAITING RESTRICTIONS TO PREVENT PARKING ADJACENT TO MOORE PRIMARY SCHOOL**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the introduction of waiting restrictions to prevent parking adjacent to Moore Primary School.

The Board was advised that In March 2014, a resident had raised the issue of car parking congestion in the area of Moore Primary School, associated with parents' and carers' vehicles parked on nearby junctions. Subsequently, Cheshire Police requested the introduction of waiting restrictions in the same area to help resolve these problems.

In November 2015, proposed waiting restrictions were the subject of public advertising and consultation, and the process was extended to Ward Councillors, Moore Parish Council and frontage properties. This was detailed in Appendix A, attached to the report.

It was noted that the Environment and Urban Renewal Policy and Performance Board (PPB) had considered the objections raised to the proposal and the representations made by the Parish Council, Cheshire Police and the Ward Councillors, at its meeting on 16 November 2016. The PPB recommended the proposal be supported and referred to Executive Board for determination.

RESOLVED: That

- 1) the proposal to make a Traffic Regulation Order to introduce "At Any Time" waiting restrictions on parts of Lindfield Close, Runcorn Road and Beechmore in Moore, as shown in Appendix A and defined in Appendix C attached to the report, be approved; and
- 2) the objectors be informed of the decision.

Strategic Director  
- Enterprise,  
Community &  
Resources

## RESOURCES PORTFOLIO

### EXB73 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 2 2016/17

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on progress against key objectives/milestones and performance targets for the second quarter to 30 September 2016.

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

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

### EXB74 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption

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

## RESOURCES PORTFOLIO

### EXB75 PROPOSED DISPOSAL OF THE FREEHOLD INTEREST IN THE CROFT PUB, RUNCORN

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval for the proposed disposal of the Council's freehold interest of the site of the former Croft Public House, Runcorn.

The Board was advised that the former Croft Public House had been closed for around two years and that the site had been the subject of anti-social behaviour and was visually unattractive. It was reported that the agents had submitted a proposal to develop the site for residential use as assisted living units of accommodation.

The report set out details of the proposed transaction for Members' consideration.

RESOLVED: That

- 1) the disposal of the site to The Croft Halton Limited be approved, for the sum set out in the report, net, subject to contract and subject to planning permission in accordance with the Heads of Terms, attached to the report at Appendix 1; and
- 2) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director  
- Enterprise,  
Community &  
Resources

**MINUTES ISSUED: 19 December 2016**

**CALL-IN: 4 January 2017**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 4 January 2017**

*Meeting ended at 2.45 p.m.*

**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 19 January 2017 in The Boardroom, Municipal Building*

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

Apologies for Absence: Councillor S. Hill

Absence declared on Council business: None

Officers present: G. Cook, D. Parr, M. Reaney, A. Jones, S. Baker and T. Coffey

Also in attendance: None

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

*Action*

EXB76 MINUTES

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

**CHILDREN, YOUNG PEOPLE AND FAMILIES  
PORTFOLIO**

EXB77 HOME TO SCHOOL AND COLLEGE TRAVEL AND TRANSPORT POLICY FOR CHILDREN & YOUNG PEOPLE WITH SPECIAL EDUCATIONAL NEEDS AND DISABILITIES (SEND) - KEY DECISION

The Board considered a report of the Strategic Director, People, which sought approval for a revised assessment and eligibility criteria process for the Home to School and College Travel and Transport Policy (the Policy). The Policy applied to Children and Young People with Special Educational Needs and Disabilities (SEND).

The Board was advised that the Local Authority had a statutory duty to ensure that suitable travel arrangements were made to facilitate a child's attendance at school. It was reported that currently, 385 pupils with SEND received support from the Local Authority to access educational provision, either in or out of Borough. The changes to the

Policy would impact on new applications or at the point of transition.

Executive Board had approved a consultation process on a revised assessment and eligibility criteria process at its meeting on 14 July 2016. This report set out the details of the proposed changes which were consulted upon. It was reported that thirteen responses were received, and these were summarised at Appendix 1.

It was further noted that the Council's Internal Audit were currently undertaking a review of Sustainable School Travel. Any findings from that review would be implemented and included along with any agreed changes to the proposed assessment and eligibility criteria process. This would be submitted to the Board for approval at a later date.

Reason(s) for Decision

The decision was required to fulfil the Council's statutory duty to provide, where required, and promote the use of sustainable travel and transport.

Alternative Options Considered and Rejected

None.

Implementation Date

Any revised policy would be implemented for the September 2017 academic intake.

RESOLVED: That

- 1) the revised assessment and eligibility criteria as set out in paragraphs 3.9 and 3.10 of the report, be approved for inclusion in the Home to School and College Travel and Transport Policy for Children with Special Educational Needs and Disabilities; and
- 2) the implementation from September 2017 for new applications or applications at the point of transition be approved.

Strategic Director  
- People

EXB78 CAPITAL PROGRAMME 2017/18 AND BASIC NEED - KEY DECISION

The Board considered a report of the Strategic Director, People, which provided a summary of the Capital Programmes for 2017/18 for the People Directorate.

The Board was advised that in February 2015, the Department for Education (DfE) announced the schools

capital grant allocations for 2015/16, as well as indicative allocations for the two year period 2016/17 and 2017/18. By introducing three year allocations, the DfE was enabling those responsible for the school estate, to plan effectively and make strategic investment decisions. The report contained details on the indicative funding notified for 2017/18, as well as how the School Condition Allocation and Capital Expenditure Revenue Account funding would be allocated. It was noted that schools were required to make a contribution, and it was estimated that this contribution would be in the region of £35,358, based on current budget costs for the works.

It was reported that to ease capacity issues at Lunts Heath Primary School, and to provide additional places going forward in east Widnes, the provision of an additional classroom was recommended. This would assist with current school organisation issues and allow for an increase in the School's overall capacity once the building works were complete. It was noted that if agreed, the School's Published Admission Number would increase from 50 places to 60 places per year group.

Reason(s) for Decision

To deliver and implement the Capital Programmes.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

Capital Programmes for 2017/18 would be implemented from 1 April 2017. If the proposed works at Lunts Heath Primary School were approved, and planning permission agreed, it was anticipated that any works undertaken would be completed in the 2017/18 academic year.

RESOLVED: That

- 1) the Capital Funding available for 2017/18 be noted;
- 2) the proposals to be funded from the School Condition Capital Allocation be approved;
- 3) Council be recommended to approve the Capital Programme 2017/18; and
- 4) the proposal for the provision of an additional classroom at Lunts Health Primary School be approved.

Strategic Director  
- People

## EXB79 REGIONAL ADOPTION AGENCY UPDATE

The Board considered a report of the Strategic Director, People, which provided a progress report on the development of a Regional Adoption Agency (RAA). It also provided information on decisions taken under delegated authority by the Strategic Director, People, and the Lead Member for Children, Young People and Families.

It was reported that the RAA was being developed in the context of Government policy to regionalise adoption. The RAA project had been granted £639k by the Department for Education to establish the RAA by 1 June 2017. The five local authorities, named in the report included Halton, Wigan, and Cheshire West and Chester (CWAC) Councils, had agreed that the RAA would be a shared local authority service. Wigan Council would provide the service and CWAC would act as the lead commissioner. It was noted that staff in scope for the service would be seconded to Wigan with a formal review after one year of operation.

The report provided Members with information on the following aspect of the proposals:-

- the reasons for change;
- the scope of the RAA;
- the services offered by the RAA;
- partnership, governance and funding arrangements;
- the organisational structure;
- premises under consideration;
- systems and IT requirements;
- costs associated with the adoption service, with Halton's contribution being approximately 15% of the total budget;
- the expected benefits identified; and
- a timeline of the next steps in the process.

RESOLVED: That Members note the summary report for the full and detailed business case and inter-authority agreement, and in particular, the following points:-

- 1) The inter-authority agreement which sets out the legal and governance arrangements for the RAA, the role of the Lead Member in the partnership board which would oversee the RAA, how future finance and budgets would be agreed and the notice period if any partner wishes to withdraw (Section 5).

Strategic Director  
- People

- 2) The current basis for funding the RAA being based on levels of activity directly relating to numbers of children with a confirmed plan for adoption (Section 9). Halton's contribution of 15% of the overall budget would be £318,114 which was slightly below the current budget. Any efficiencies identified would be used to invest in the RAA as it transitions to its new partnership.
- 3) The service would be named Adopt Together and Wigan would be the delivery Local Authority. There would be a "hub" based in Warrington but social workers would still use Halton as a base on a regular basis.
- 4) The service offer is outlined in Section 4 and staff would be consulted on the detail in the New Year.

EXB80 CHILDREN AND YOUNG PEOPLE SPEECH AND LANGUAGE THERAPY CONTRACT

The Board considered a report of the Strategic Director, People, which sought authorisation to commence a joint tender process for the Children and Young People's Speech and Language Therapy Contract by Halton Borough Council (HBC) and Halton Clinical Commissioning Group (CCG).

The Board was advised that HBC and the CCG currently commissioned speech and language therapy provision for children and young people separately, with each contract delivering different service elements. It was reported that the proposal to jointly commission the service would confer a number of benefits and enhance seamless and effective provision for clients, with anticipated cost savings and align with the Government's focus and joint commissioning arrangements across health, education and social care.

Details of the business case were set out in the report for Members' consideration.

RESOLVED: That the Board approve the request for authorisation.

Strategic Director  
- People

EXB81 SCHOOL ADMISSION ARRANGEMENTS 2018 - KEY DECISION

The Board received a report of the Strategic Director, People, on school admission arrangements for the

September 2018 academic intake into Halton's schools.

The Board was advised that in October 2016, Halton Local Authority issued a statutorily required consultation paper on the proposed admission arrangements and co-ordinated admission schemes for the September 2018 intake. It was noted that the consultation ran until 11 November 2016, with no changes proposed to the current oversubscription criteria for Local Authority schools. It was reported that no responses to the consultation had been received.

As commissioner of school places, the Local Authority must ensure that the admission arrangements were fair, clear and objective and complied fully with all statutory requirements.

#### Reason(s) for Decision

The decision was statutorily required and any revision to the proposed arrangements may adversely affect school place planning as detailed in paragraph 7.1 of the report.

#### Alternative Options Considered and Rejected

Other options considered and rejected included the allocation of places through random allocation (lottery) as this method could be seen as arbitrary and random.

#### Implementation Date

The Policy would apply for the September 2018 academic intake.

RESOLVED: That the School Admissions Policy, Admission Arrangements and Coordinated Schemes for admission to primary and secondary schools for the 2018/19 academic year, be approved.

Strategic Director  
- People

### **HEALTH AND WELLBEING PORTFOLIO**

#### **EXB82 RE-DESIGN OF NIGHT TIME SUPPORT**

The Board considered a report of the Strategic Director, People, on the re-design of night time care in the Council's Supported Housing Network.

The Board was advised of a pilot scheme, carried out in Southwark, which improved the night time care arrangements and support for people with learning

disabilities. Details of the study and its outcomes were attached to the report at Appendix 1. It was proposed that a similar scheme be replicated as a pilot in Halton utilising assistive technology to replace Waking Night staff.

RESOLVED: That

Strategic Director  
- People

- 1) the report be noted; and
- 2) the recommendations outlined in paragraph 3.6 of the report, be approved, as follows:-
  - To establish a pilot based on the model presented in “Better Nights; Evaluation of Choice Support in Southwark” (see Appendix 2). This would include; consultation and reviews of all service users who may be affected by the pilot, the identification of appropriate use of technological solutions.
  - Consultation would begin with the Unions in January 2017 and then staff side and carers over February and March 2017. It was anticipated that service user exposure to the study would begin in March 2017 and last no longer than 3 months concluding by June 2017. The analysis and recommendations from the study would be assessed during July 2017 with a final conclusion and recommendations by August 2017.
  - Staff terms and conditions would be protected during the pilot. The full implications on staff terms and conditions would be explored as part of the pilot, and consideration of the impact would be discussed with Human Resources.

#### EXB83 ADULT SOCIAL CARE CONTRACTS - KEY DECISION

The Board considered a report of the Strategic Director, People, which sought approval to extend the current Adult Social Care Contracts provided by external and voluntary sector providers.

The Board was advised that the services included in this contract were delivered to support the prevention agenda, which were pivotal to the strategic aims of adult social care. It was reported that the contracts outlined in Appendix 1, represented a number of voluntary organisations that delivered a valuable service across health and social care, and it was proposed that the Council continued to fund these services. It was noted that from 1

April 2017, each of these contracts would be managed through the Better Care Fund, to ensure joint funding and management of services.

As a part of this new twelve month agreement, a strategic review would take place of current funding to determine if they offered value for money, gauge service user feedback and to establish if there were alternative providers that could be procured. Members noted that it was intended to go to formal tender in April 2018 on each contract listed in Appendix 1.

Reason(s) for Decision

To support the Council objectives in relation to adults social care.

Alternative Options Considered and Rejected

An alternative option would be to carry out a procurement exercise and this was the preferred option for next year. This would allow enough time to complete a full service review of the services that were currently delivered as part of the voluntary sector contracts.

Implementation Date

1 April 2017.

RESOLVED: That Executive Board agree to use Procurement Standing Orders 1.14.3 to waive Procurement Standing Order 3.1 in respect of contracts below the EU threshold, as listed in Appendix 1 attached to the report.

Strategic Director  
- People

**ENVIRONMENTAL SERVICES PORTFOLIO**

**EXB84 WASTE TREATMENT SERVICES**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on Waste Treatment Services.

The report set out details of contingency arrangements for dealing with Halton's residual waste. It was reported that, for a short period of time in November 2016, the Energy Recovery Facility was unable to accept Halton's residual waste. As a result, the Council was required to put in place alternative arrangements, and, in accordance with the Council's Procurement Standing Orders, it was necessary for the Chief Executive to approve

the appointment of WSR Recycling Limited during this period. It was noted that the Portfolio holder for Environmental Services was also consulted on, and supported, the action taken.

It was further noted that the report set out the reasons for undertaking a procurement exercise to maintain the current waste transport arrangements to the Rail Transfer Loading Station, beyond 31 March 2017. A soft market testing exercise had revealed that a longer contract term would attract more competitive rates, and if approved, would result in a contract term of five years, with the option to extend in twelve month increments and the contractor would be selected through an 'open' tendering process based upon 80% price and 20% quality evaluation.

RESOLVED: That

- 1) Members note the waiver of Procurement Standing Orders by the Chief Executive, on the grounds of an emergency, and the subsequent appointment of WSR Recycling Limited to carry out a service for the treatment/disposal of Halton's residual household waste during the period 30 November 2016 to 9 December 2016;
- 2) the Strategic Director, Enterprise, Community and Resources, be authorised, in consultation with the Executive Board Member for Environmental Services, to determine all matters and take all steps necessary to secure contingency arrangements for the treatment/disposal of Municipal Waste in the event that Halton is unable to deliver its waste to the Resource Recovery Contract, including any procurement arrangements and contract award up to the value of £1m; and
- 3) in accordance with Procurement Standing Order 2.1.1, Executive Board approve that a Tendering Exercise be carried out for the provision of a service for the bulk transport of residual Municipal Waste to the Resource Recovery Contract, as set out in the report.

Strategic Director  
- Enterprise,  
Community &  
Resources

## **RESOURCES PORTFOLIO**

### **EXB85 USE OF GUARDIAN SERVICE IN VACANT BUILDINGS**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the use

of Guardian Services in vacant buildings.

The Board was advised that a pilot of the Guardian Scheme was approved by Executive Board Sub Committee in 2012, for two vacant properties, as an alternative method of security for Council properties which were empty or surplus to requirements.

It was reported that generally, the Guardian Scheme worked well and proved to be cost effective in most cases. The report provided details of costs associated with the former library at Egerton Street, Runcorn; the scheme had also been used successfully during the contract period within the Transporter Bridge House in West Bank and the former Caretaker's Bungalow at St John Fisher Primary School, Widnes.

However, the report also set out details of the costs associated with the former hostel, Belvedere, in Runcorn. It was recommended that the scheme be continued as an interim arrangement whilst Officers explored options for the disposal and/or demolition of the property, before reporting to the Board on the outcome, by June 2017.

RESOLVED: That

- 1) the continuing use of the Guardian Scheme and the retendering of the service be approved;
- 2) the potential liability of Belvedere (Former Hostel) be noted and the continued use of the scheme as an interim arrangement be approved; and
- 3) Officers explore the options for disposal and/or demolition of the property and report back to Executive Board with recommendations by June 2017.

Strategic Director  
- Enterprise,  
Community &  
Resources

#### EXB86 REQUEST FOR BUSINESS RATES RELIEF

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on a request for Business Rates relief.

The Board was advised of a request for Discretionary Business Rates Relief from a Manchester based company for three units at Aston Fields, Runcorn, whilst the properties were refurbished. The report provided details of the request for Members' information.

Strategic Director  
- Enterprise,

RESOLVED: That the request from PIN Properties be refused for the reasons outlined in the report.

Community &  
Resources

EXB87 BUSINESS RATES RELIEF PROPOSED GUIDING PRINCIPLES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on suggested guiding principles for the consideration of future requests for Business Rates Relief.

The Board was reminded that in April 2013, the Government introduced a business rates retention scheme, which sought to offer Councils a strong financial incentive to promote economic growth. It was reported that until now, the Council had considered such requests on merit on a case by case basis, and without any general criteria to help guide those decisions.

Attached at Appendix 1, were a set of proposed Guiding Principles which set out the circumstances where such request might be considered. If these were considered acceptable, Members would use them when considering future requests.

Strategic Director  
- Enterprise,  
Community &  
Resources

RESOLVED: That the guiding principles contained in Appendix 1 be approved.

EXB88 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business, in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

**RESOURCES PORTFOLIO**

EXB89 DISPOSAL OF FREEHOLD INTEREST IN THE LAND TO THE REAR OF THE FORMER SOUTHBANK HOTEL, LORD STREET, RUNCORN.

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval for the proposed disposal of the Council's freehold interest in land to the rear of the former Southbank Hotel, Lord Street, Runcorn.

The report set out details of the proposed development of the site for residential use, for Members' consideration.

RESOLVED: That

- 1) the disposal of the site to Mahady Investments Limited for the amount referred to in the recommendation, subject to contract and subject to planning permission, in accordance with the Heads of Terms attached at Appendix 2 to the report, be approved; and
- 2) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director  
- Enterprise,  
Community &  
Resources

**PHYSICAL ENVIRONMENT PORTFOLIO AND RESOURCES PORTFOLIO**

EXB90 LAND DISPOSAL FOR EMPLOYMENT LAND AT JOHNSON'S LANE, WIDNES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the disposal of, and development on land at Johnson's Lane, Widnes.

The Board was advised of the proposals for the disposal of plots A and B on the site.

RESOLVED: That

- 1) the sale of approximately 1.8 acres of land to S. Evans and Sons Limited for the amount stated in the recommendation and 1.8 acres of land to Philip Bannon Plant Hire Limited for the amount stated in the recommendation, both subject to planning permission and subject to contract, be approved; and
- 2) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director  
- Enterprise,  
Community &  
Resources

**MINUTES ISSUED: Wednesday 25 January 2017**

**CALL-IN: 1 February 2017**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on Wednesday 1 February 2017**

*Meeting ended at 2.15 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 23 February 2017 in The Boardroom, Municipal Building*

Present: Councillors Polhill (Chair), D. Cargill, R. Hignett, S. Hill, Jones, T. McInerney, Nelson, Wharton and Wright

Apologies for Absence: Councillor Harris

Absence declared on Council business: None

Officers present: A. Scott, G. Cook, D. Parr, I. Leivesley, E. Dawson and S. Wallace-Bonner

Also in attendance: None

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

*Action*

EXB91 MINUTES

The Minutes of the meeting held on 19 January 2017 were taken as read and signed as a correct record.

**HEALTH AND WELLBEING PORTFOLIO**

EXB92 VOLUNTARY SECTOR CONTRACTS - KEY DECISION

The Board considered a report of the Strategic Director, People, which sought approval to award Voluntary Sector Contracts.

The Board was advised that contracts were due to expire on 31 March 2017 in a number of services, namely Halton Healthwatch, MIND Halton and Halton Carers Centre. The report set out details of each service and the period for which an extension was sought.

Reason(s) for Decision

Executive Board approval was required to award these contracts.

Alternative Options Considered and Rejected

Retendering the contracts, which would result in the Council foregoing a clear financial benefit.

Implementation Date

1 April 2017.

RESOLVED: That Executive Board agree the following:-

- 1) the use of Procurement Standing Order 1.14.3 (d), where compliance with Standing Orders would result in the Council having to forego a clear commercial benefit; and
- 2) the award of a contract to Healthwatch Halton and MIND Halton for a one year period from 1 April 2017 to 31 March 2018 and to Halton Carers Centre for a period of four months from 1 April 2017 to 31 July 2017.

Strategic Director  
- People

EXB93 ADULT SOCIAL CARE UPLIFT FOR PROVIDERS 2017/18  
- KEY DECISION

The Board considered a report of the Strategic Director, People, on the proposed annual uplift for domiciliary and residential care providers within Halton for 2017/18.

The Board was advised that the care sector was critical to the sustainability of the health and social care economy and ensured that the Council was able to support adults to live as independently as possible in their own homes.

It was reported that one of the main challenges for the sector had been the introduction of the new mandatory National Living Wage (NLW) for workers aged 25 and above from 1 April 2016. Both residential and domiciliary care rates in Halton were considered competitive compared to other councils in the North West. Appendix 1 provided data on Halton's average domiciliary and residential rate for 2016/17 against other North West Local Authorities for Members' information.

Reason(s) for Decision

The Executive Board are required to approve the uplift in the

rate paid to providers to ensure the Authority meets its statutory duties under the Care Act.

Alternative Options Considered and Rejected

None identified.

Implementation Date

1 April 2017.

RESOLVED: That Board approval be given to actively enter into discussions with Care Providers with a view to offer a 3% uplift for 2017/18.

Strategic Director  
- People

**RESOURCES PORTFOLIO**

EXB94 2016/17 QUARTER 3 SPENDING

The Board received a report of the Operational Director, Finance, which reported on the 2016/17 Quarter 3 Spending as at 31 December 2016.

A summary of spending against revenue budget up to 31 December 2016 was attached at Appendix 1. This provided individual statements for each department. The Board was advised that, in overall terms, revenue expenditure was £0.764m above the budget profile, even after having released the remaining contingency budget of £0.5m. It was noted that, given the adverse variance position and continuing budget pressures, Directorates had been asked to restrict any non-essential spend over the final quarter of the year. The Strategic Director, People, had been asked to report to a future meeting as to how it was intended that spend on Children's Social Care could be brought back into line with the budget.

The report contained details of the main budget pressure within the Children and Families Department, and in particular, out of Borough residential placements and fostering. It was reported that the numbers of children in care had increased by 31% compared to the same period last year.

The report also outlined details of a continued shortfall in income in the Community and Environment Department; underspends in the Corporate and Democracy and Economy, Enterprise and Property Departments; spending on employees; staff turnover targets; expenditure on general supplies and services and the Council Tax

collection rate for the third quarter for 2016/17

The Capital Spending Programme had been revised to reflect a number of changes in spending profiles as schemes developed, and these were detailed in the report.

RESOLVED: That

- 1) Strategic Directors ensure that all spending continues to be limited to the absolute essential and is contained as far as possible within their operational budget by year-end;
- 2) the Strategic Director, People, present a strategy, action plan and timescales to a future meeting, detailing what steps can be taken to bring spending on Children's Social Care back into line with budgets, as far as possible; and
- 3) Council be recommended to approve the revised Capital Programme, as set out in Appendix 3, attached to the report.

Operational  
Director - Finance

EXB95 TREASURY MANAGEMENT STRATEGY STATEMENT  
2017/18

The Board considered a report of the Operational Director, Finance, proposing the Treasury Management Strategy Statement (TMSS) which incorporated the Annual Investment Strategy (AIS) and the Minimum Revenue Provision (MRP) Strategy for 2017/18.

The TMSS was attached to the report and detailed the expected activities of the Treasury function in the forthcoming financial year (2017/18).

The Local Government Act 2003 required the Council to "have regard to" the Prudential Code and to set Prudential Indicators for the next three years to ensure that the Council's capital investment plans were affordable, prudent and sustainable. The Act therefore required the Council to set out its treasury strategy for borrowing as well as an Annual Investment Strategy, which set out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments. However, Government guidance stated that authorities could combine the statement and the strategy into one report, and the Council had adopted this approach.

Members noted that the production of a Minimum Revenue Provision Policy Statement was required and a formal statement for approval was contained within the report at paragraph 2.3, with Appendix A detailing the full policy.

RESOLVED: That Council be recommended to adopt the policies, strategies, statements and prudential and treasury indicators outlined in the report.

Operational  
Director - Finance

EXB96 BUDGET 2017/18

The Board considered a report of the Operational Director, Finance, which outlined a recommendation to Council in respect of the Budget, Capital Programme and Council Tax for 2017/18.

It was noted that at the time of writing, the Cheshire Police and Crime Commissioner, the Cheshire Fire Authority had not set their budgets and Council Tax Precepts. However, final figures would be reported to Council when the information was available.

The Government announced the Final Local Government Finance Settlement figure for 2017/18, which was in line with the Provisional Settlement announced on 15 December 2016. The Council, as part of the Liverpool City Region (LCR), will pilot a new scheme of 99% business rates retention. A 'no detriment' policy would apply to the pilot scheme, whereby the Council would be no worse off as a result of being part of the pilot. It was reported that, from 2019/20, the Business Rates Retention Scheme would be rolled out on a national basis in conjunction with a Government review of the needs and resources of Local Government, where the business rate baselines for each Council would be reconsidered.

The Board was advised that the Medium Term Financial Strategy, approved on 17 November 2016, had identified a funding gap of around £11m in 2017/18, £11.7m in 2018/19 and £9.2m in 2019/20. The Strategy had the following objectives:

- Deliver a balanced and sustainable budget;
- Prioritise spending towards the Council's five priority areas;
- Avoid excessive Council Tax rises;

- Achieve significant cashable efficiency gains;
- Protect essential frontline services; and
- Deliver improved procurement.

In terms of consultation, it was noted that the Council used various methods to listen to the views of the public and Members' own experiences through their Ward work as an important part of that process. Individual consultations had taken place in respect of specific budget proposals and equality impact assessments would be completed where necessary.

On 7 December 2016, Council approved initial budget savings totalling £7.9m for 2017/18, and further proposed savings were shown at Appendix B. The departmental analysis of the budget was shown in Appendix C, and the major reasons for change from the current budget were outlined for Members' information in Appendix D. It was noted that the proposed budget total was £102.700m.

The Board was advised that the proposed budget incorporated the grant figures announced in the provisional Grant Settlement and included £2.414m for the New Homes Bonus and £0.548m of Improved Better Care Funding, paid to Councils for the first time in 2017/18.

Further information was provided on the budget outlook. As part of the Local Government Finance Settlement for 2016/17, the Government had published indicative Settlement Funding Allocations for the three years up to 2019/20. Local authorities had been asked to produce and publish an efficiency plan setting out their forecast budget position through to 2019/20 along with their proposed efficiency measures to achieve annual balanced budget positions. The Council's efficiency plan was published on 14 October 2016. The Medium Term Financial Strategy had been updated to take account of the 2017/18 finance settlement, multi-year allocations and saving measures already agreed or proposed.

Further information was provided in respect of Halton's Council Tax, Parish Precepts, Capital Programme, the Prudential Code and School Budgets.

Members wished to place on record their thanks to all members of the Budget Working Group, Policy and Performance Board Chairs and staff for their hard work in producing this year's budget.

Reason(s) for Decision

To seek approval for the Council's revenue budget, capital programme and council tax for 2017/18.

Alternative Options Considered and Rejected

In arriving at the budget saving proposals set out in Appendix B, numerous proposals had been considered, some of which had been deferred pending further information or rejected.

Implementation Date

8 March 2017.

RESOLVED: That Council be recommended to adopt the resolution as set out in Appendix A of the report, which includes setting the budget at £102.700m, the Council Tax requirement of £44.378m (before Parish, Police and Fire Precepts) and the Band D Council Tax for Halton of £1,312.27.

Operational  
Director - Finance

EXB97 CALENDAR OF MEETINGS 2017/18

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which set out the proposed Calendar of Meetings for the 2017/18 Municipal Year, which was appended to the report for information.

RESOLVED: That Council be recommended to approve the Calendar of Meetings for the 2017/18 Municipal Year, as appended to the report.

Strategic Director  
- Enterprise,  
Community &  
Resources

EXB98 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which detailed two applications for discretionary non-domestic rate relief.

The Board was advised that, under the amended provisions of the Local Government Finance Act 1988, the Council was able to grant discretionary rate relief to any business ratepayer. This relief had previously only been available to organisations that were a charity, a community amateur sports club or a not-for-profit organisation.

Since 1 April 2013, the Council had been responsible for funding 49% of any award of mandatory or discretionary

rate relief granted, with Government meeting the remaining 51%.

Details of the requests were set out in the report for Members' consideration.

RESOLVED: That

- 1) the request for 15% discretionary rate relief from Halton Farnworth Hornets A.R.L.F.C for the period 12 September 2016 to 31 March 2019 be approved; and
- 2) the request for 15% discretionary rate relief from Halton Christmas Toy Appeal for the two week period of their occupation, be approved.

Strategic Director  
- Enterprise,  
Community &  
Resources

#### EXB99 SUPPORT TO SMALL AND MEDIUM ENTERPRISES

The Board considered a report of the Operational Director, Finance, on the adoption of a scheme to provide financial support to Small and Medium Enterprises (SMEs).

The Board was advised that the Council had a proven track record and significant expertise in supporting SMEs to access grant and other funding opportunities, which assist with the development of their businesses. One of the aims in providing such assistance was to promote investment in the Borough where the market had limited capacity or appetite to invest.

It was reported that in the current economic climate, it had proven difficult for SMEs to obtain finance from the usual financial institutions, which hampered their ability to grow, expand and develop their businesses for the benefit of the Borough. The proposed scheme provided an opportunity for the Council to support SMEs in order to assist with sustaining and growing economic development and job creation in the Borough, whilst generating much needed business rates and interest revenue to support the delivery of Council services.

The report set out a number of criteria that would be used to evaluate proposals for the provision of financial support. The mechanism for assessing and evaluating proposals would include rigorous financial and legal due diligence; the interest rates applied would reflect the level of risk to the Council and be considered on a case by case basis; any additional costs incurred by the Council to be charged to the business submitting the application; and

where an application was successful, a formal legal agreement be prepared and signed in advance of any funds being provided to ensure that the Council's rights and funding were protected as far as possible.

RESOLVED: That

- 1) Council be recommended to approve the introduction of a scheme of Support for SMEs, in accordance with the circumstances and criteria outlined in the report;
- 2) Subject to the approval of the scheme, the award of business loans up to £1m for successful applicants, be delegated to the Operational Director, Finance, in liaison with the Executive Board Portfolio Holder for Resources and the Operational Director, Economy, Enterprise and Property;
- 3) Subject to the approval of the scheme, the award of business loans of between £1m and £5m for successful applicants, be delegated to the Chief Executive in liaison with the Leader of the Council, the Executive Board Portfolio Holder for Resources, the Operational Director, Finance and the Operational Director, Economy, Enterprise and Property; and
- 4) Subject to the approval of the scheme, the award of business loans over £5m for successful applicants, be a matter for decision by the Executive Board.

Operational  
Director - Finance

## **TRANSPORTATION PORTFOLIO**

### **EXB100 M56 NEW JUNCTION 11A PUBLIC CONSULTATION**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the proposed new Junction 11a on the M56, and on the Council's response to Highways England.

The Board was advised that the in Autumn 2014, the Government had announced the creation of a new road junction between Junctions 11 and 12 on the M56, to create an improved link to the new Mersey Gateway Bridge from the south. This would provide a number of local and regional

benefits, as set out in the report.

The consultation process, which ended on 27 February 2017, set out two 'Eastern' options, both of which would provide a significant improvement to regional and local journey times. It was reported that currently, Junction 12 of the M56 suffered from capacity problems. The implementation of a new Junction 11a would offer significant benefits in alleviating existing congestion issues, and would be seen as a positive and integral step towards the implementation of an improved and successful transport network.

RESOLVED: That the Council respond to the Highways England consultation, expressing support for Junction 11a, with a preference for Option B (signalised junction), giving reasons for these views.

Strategic Director  
- Enterprise,  
Community &  
Resources

EXB101 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

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

**PHYSICAL ENVIRONMENT PORTFOLIO**

**EXB102 UPDATE ON THE MURDISHAW AVENUE DEVELOPMENT SITE**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the proposals for the disposal of the development site at Murdishaw Avenue, Runcorn.

It was reported that the sale of the land would generate investment in the area with enhanced leisure and recreational facilities.

RESOLVED: That

- 1) the sale of approximately 4 acres of land to the company and for the value named in the recommendation, with a contribution towards highways improvements and a new clubhouse and improvements to Halton Sports facilities, subject to contract, be approved; and
- 2) the Operational Director, Economy, Enterprise and Property, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director  
- Enterprise,  
Community &  
Resources

**MINUTES ISSUED: Monday 27 February 2017**

**CALL-IN: 6 March 2017**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on Monday 6 March 2017**

*Meeting ended at 2.27 p.m.*

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**HEALTH AND WELLBEING BOARD**

*At a meeting of the Health and Wellbeing Board on Wednesday, 18 January 2017 at Karalius Suite, Halton Stadium, Widnes*

Present: Councillors Polhill (Chair), T. McInerney, Woolfall and Wright and S. Banks, S. Barnard, P. Cook, G. Ferguson, J. Hester, T. Hill, M. Larking, D. Lyon, M. McIntyre, E. O'Meara, R. Strachan, M. Pickup, C. Samosa, S. Semoff, L. Thompson, T. Tierney, A. Williamson, P. Williams

Apologies for Absence: A. Marr, H. Patel, D. Parr, M. Sedgewick, S. Wallace Bonner and S. Yeoman

Absence declared on Council business: None

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

*Action*

**HWB19 MINUTES OF LAST MEETING**

The Minutes of the meeting held on 12<sup>th</sup> October 2016 having been circulated were signed as a correct record.

**HWB20 PRESENTATION - EMERGENCY CARE IMPROVEMENT PROGRAMME FOR HALTON (ECIP) VISIT TO WARRINGTON AND HALTON HOSPITALS - STEVE BARNARD TO ATTEND**

The Board received a presentation from Steve Barnard, Improvement Manager, Warrington and Halton Hospitals NHS Foundation Trust, which outlined the Emergency Care Improvement Programme (ECIP). The ECIP was created in 2015 to focus support on local health and social care systems with long-term challenges in the delivery of the National Accident and Emergency Access Standard. The Programme incorporated the Emergency Care Intensive Support Team, bolstered with a broadened professional range of clinicians and social care experts.

The presentation outlined the focus of ECIP, the tools that could be used to transform performance, how data was used to help clients to achieve effective outcomes and

progress to date. The Board noted that the four priority areas for improvement were:-

- Developing system leadership;
- Assessment prior to admission;
- Doing today's work today; and
- Discharge to assess.

RESOLVED: That the presentation be noted.

#### HWB21 ONE HALTON HEALTH AND WELLBEING STRATEGY 2017-2022

The Board considered a draft copy of the One Halton Health and Wellbeing Strategy 2017–2022. The Strategy was an overarching Strategy to improve health in Halton. The new Strategy would build upon the successes of the previous Strategy and outline the key priorities the Health and Wellbeing Board would focus on over the next five years. It was noted that the Strategy provided a framework for local action and a set of action plans with timescales and leads were also being developed. The new Strategy provided:-

- An overview of One Halton;
- Principles of how we will work together;
- A joint vision, new priorities and how and why these were chosen;
- An updated health and wellbeing profile for Halton;
- An outline of the progress made since 2013 and the challenges that remained;
- Examples of innovative work already being undertaken within Halton that take a place based approach, working with local people and using local assets e.g. Well North, Healthy New Towns;
- What we will do as a system at scale to make a difference; and
- How we will measure success.

The Board was advised that the Strategy had been developed using a partnership approach and was developed by a multi -agency steering group. In addition, a wide range of Halton residents had been consulted on the new Strategy to ensure that the principles and priorities were reflective of the experience and needs of the local community. The final version of the Strategy would be shared with all key partners (including local people) and would be available on line.

RESOLVED: That the draft Strategy be noted and the Board supports the development of Action Plans for each

priority.

## HWB22 CHESHIRE AND MERSEYSIDE SUSTAINABILITY AND TRANSFORMATION PLAN

The Board received a presentation from Simon Banks, Chief Officer, Halton Clinical Commissioning Group, (CCG) which provided an overview of the Cheshire and Merseyside Sustainability and Transformation Plan (STP). The STP set out the following four key priorities for Cheshire and Merseyside:

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

The Cheshire and Merseyside STP was submitted to NHS England on the 21<sup>st</sup> October 2016 and, following review by NHS England, was published on 16<sup>th</sup> November 2016.

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

- Four CCGs (Warrington, St. Helens, Halton and Knowsley);
- Five NHS providers (Five Boroughs Partnership NHS Foundation Trust, Bridgewater Community NHS Foundation Trust, St. Helens and Knowsley Teaching Hospitals, Warrington and Halton Hospital Foundation Trust and Southport and Ormskirk Hospitals).

The Alliance LDS was also engaging with local authorities covering the Boroughs of Halton, Knowsley, St. Helens and Warrington. The Alliance LDS built upon the work already being done at a local level and the proposals submitted by Alliance LDS included options and models of transformation for the local health system that aimed to address a funding shortfall of £202m, whilst at the same

time improving health, wellbeing and outcomes.

Following formal publication of the Cheshire and Merseyside STP, the proposals were now being developed into outline plans and would commence wide scale programme of engagement and communication during 2017.

The presentation outlined to the Board the progress to date in Halton which included a local picture of how the LDS proposals built upon what was already planned and happening in Halton, including examples of how the LDS would positively impact on Halton residents.

RESOLVED: That

1. the contents of the Cheshire and Merseyside Sustainability and Transformation Plan (STP) be noted; and
2. the commitment to continued local engagement and the requirement to comply with statutory requirements for public involvement and to seek the views of the Health and Wellbeing Board about the next phase of local engagement be noted.

#### HWB23 SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2015/16

The Board considered a presentation by the Independent Chair of the Halton Safeguarding Adults Board (SAB), which outlined the Annual Report 2015/16. The Board was advised on the role of the SAB, the criteria for the Council to investigate (Section 42 Care Act), Deprivation of Liberty Safeguards and achievements in Halton. The main findings highlighted in the report included:

- Referral numbers had been steady and in line with national figures;
- In 2015/16 Halton Safeguarding Unit received 769 number of referrals;
- Women over 65 living at home were most at risk of abuse; and
- Physical abuse was the highest category of reason for referral but neglect and financial abuse was also noticeable.

RESOLVED: That the report be noted.

HWB24 OLDER PEOPLE JOINT STRATEGIC NEEDS ASSESSMENT

The Board considered a report of the Director of Public Health, which provided an update on the Joint Strategic Needs Assessment (JSNA). Following the JSNA focus on Children in 2013/14 and Lifestyles and Long Term Conditions in 2014/5, the 2015/16 JSNA focussed on the Health, Wellbeing and Social Care needs of older people i.e. those people aged 65 and over.

In July 2015, a multi-agency steering group was established to oversee the development of the JSNA. A number of interrelated but stand-alone chapters were agreed by the Steering Group and these were completed by September 2016 and were available on the JSNA webpage. A copy of the Halton JSNA 2015/16 had been previously circulated to Members of the Board.

RESOLVED: That the findings of the Older People's JSNA be noted.

HWB25 PUBLIC HEALTH PREVENTION PROGRAMME FOR ALCOHOL, BLOOD PRESSURE AND ANTI MICROBIAL RESISTANCE

The Board considered a report of the Director of Public Health, which sought support to roll out prevention programmes at scale in Halton hospitals, primary care and community and to incorporate them in the Cheshire and Merseyside Five Year Forward View Plan. The prevention programme would focus on blood pressure, alcohol misuse and antimicrobial resistance in Halton and out of Halton services, such as hospitals. The report highlighted priority interventions and key priority areas for local action within the three intervention programmes.

RESOLVED: That

1. the roll out of prevention programmes at scale commencing with blood pressure, reduced harm from alcohol and antimicrobial resistance be supported; and
2. the prevention programmes are incorporated in the Cheshire and Merseyside 5 Year Forward View Plan.

*Meeting ended at 3.30 p.m.*

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

*At a meeting of the Children, Young People and Families Policy and Performance Board on Monday, 30 January 2017 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Dennett (Chair), Logan (Vice-Chair), Cassidy, Edge, P. Hignett, Horabin, P. Lloyd Jones, Parker, Rowe and J. Stockton

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. McIntyre, A. Jones, T. Coffey, H. Bell, W. Rourke and S. Williams

Also in attendance: Councillor T. McInerney (in accordance with Standing Order No 33 ), M. Parkinson – Strategic Professional Partner (CWAC), Mrs C. Alonso and S. McHale – Halton CCG

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

*Action*

**CYP30 MINUTES**

The Minutes of the meeting held on 31 October 2016 were taken as read and signed as a correct record.

**CYP31 PUBLIC QUESTION TIME**

It was confirmed that no public questions had been received.

**CYP32 EXECUTIVE BOARD MINUTES**

The minutes relating to the Children, Young People and Families Portfolio which had been considered by the Executive Board since the last meeting of this Board were attached at Appendix 1 for information.

RESOLVED: That the minutes be noted.

**CYP33 SSP MINUTES**

The minutes of the Halton Children's Trust meeting held on 24 November 2016 were submitted to the Board for information.

In response to a question regarding hate crime (Item 1) it was noted that the percentages of responses under question 6 was not an increase in numbers.

RESOLVED: That the minutes be noted.

CYP34 CHILDREN AND YOUNG PEOPLE'S EMOTIONAL HEALTH AND MENTAL WELLBEING

The Board received a report that described the work that was taking place in Halton to improve children and young people's emotional health and wellbeing, which was being lead through the Children and Young People's Emotional Health and Wellbeing Board.

It was reported that poor mental health was one of the biggest social issues in England today, representing up to 23% of the total burden of ill health and was the largest single cause of disability. Locally, improving mental health and wellbeing had been identified as a priority for 'One Halton' and the Health and Wellbeing Board.

It was noted that one in four people would experience a mental health problem at some point in their life and around half of people with lifetime mental health problems experienced their first symptoms by the age of 14. The promotion of good mental health and early intervention could help to prevent mental illness from developing and mitigate its effects when it did.

The report went on to discuss a number of risk factors that increased the vulnerability of children and adolescents with mental health problems and specifically those in Halton. The Governments aspirations by 2020 were also presented.

Members were advised that Halton CCG was the lead accountable body for the commissioning of Young People's mental health and it worked in partnership with the Local Authority's Children's Services and Public Health. The aims of the service in Halton were outlined in the report with the achievements to date.

Members made the following observations following the presentation of the report:

Is there a waiting list for CAMHS (Children and Adult Mental Health Service)?

As there is a single point of access to the service, there is a backlog at the front end. Five Boroughs Partnership (5bps)

would be meeting on 8 February 2017 to discuss ceasing the current CART arrangements and introducing a single tier service that will be Halton specific.

What are schools doing to promote resilience and support?

Some schools were more actively engaged than others and some need to upskill in certain areas. Each school was provided with a 'contact practitioner' who was available to advise schools on the services available through CAMHS. Additionally, the nurture programme was being promoted in schools and this was being used to encourage resilience in children.

Were schools sharing best practice in the area of CAMHS?

Yes they were.

The resources and finances were available but schools need the right approach to CAMHS, like Cognitive Behavioural Therapy CBT – can a universal offer be enforced in schools?

The attachment element was being focussed on as it was important to identify this at the beginning. The midwifery service was being worked with and the health visitor offer was available up to 28 weeks after birth, to establish if any help was needed. If it was, then the client would be referred to other services.

What was being done to help young people through life to ensure there were no mental health problems?

We try not to over medicalise situations as many young people have common issues that were resolved mostly by talking and sharing problems and getting advice, without any need for intervention. Online services were available in the first instance as a self-help tool, such as forums etc. These online tools were monitored and any information submitted by an individual that was deemed to require further intervention, would be flagged up.

How was a CAMHS primary school child transferred to a secondary school when they move up?

CAMHS follows the child up to the age of 18 so it would be an automatic transition as the Council would know which school the child had been admitted to.

The Chair commented that as most Elected Members

were governors of schools, that they could be encouraged to raise awareness of CAMHS in their schools and the services available to them.

One Member commented that blockages occurred at the top end of the service where a client needed a psychological referral but was put on a waiting list; thus affecting the capacity at the entry point of the service.

The Board was also advised that a workforce plan was being developed mid Mersey wide, to address a largely aging workforce within the service.

The Chair requested an update on this topic at a future meeting of the Board with discussions around pilots included and stated that information on goals settings and outcomes would be useful.

RESOLVED: That the Board notes the contents of the report.

Director of  
Children's  
Services

#### CYP35 CHILDREN IN CARE AND CARE LEAVERS

The Board received a report informing them of the current children in care population and the outcomes for children in care (CIC) and care leavers.

It was noted that as corporate parents, it was important for all Members to have an understanding of the needs of children in the care of the Council, and exercise their role in supporting them and advocating for them in all areas as parents did for their own children.

It was reported that the aim of the Council was to keep children within their families where this was consistent with their safety and welfare. However, in instances where this was not possible and the level of risk of harm to a child was significant and increasing despite support, the Local Authority had a duty under the Children Act 1989, to safeguard their welfare. The report discussed the reasons for a child going into care and the legal procedure around this.

Members were referred to the performance report at Appendix 1 which covered children in care, care leavers and adoption for quarter 2 (June to September 2016). Members discussed this data and the information presented in the report which was current, and would be included in the quarter 3 performance data mid-February.

Members raised the following queries / comments following the presentation:

In these financially constrained times do we have a contingency in case of any further increases in numbers of CIC?

If the numbers were to increase it would be a risk to the Council as children's services were already under significant financial pressure. Members were reassured however that a decision on whether or not to take a child into care would not be based around funds being available but the need to safeguard that child.

Query regarding the monitoring of adoption breakdowns

Once a child had been adopted the parents were part of a support plan for the following 3 years. After that the support passed to the relevant local authority. After this, there was a Government adoption fund that could be accessed if parents were finding difficulties. Parents were aware of these services and were kept in touch with the adoption service via newsletters and working groups. It was noted that there were no current reported adoption breakdowns for Halton children.

The Lead Member for Children's and Young People's Services wished to highlight the good work of the fostering and adoption teams and agencies in Halton.

RESOLVED: That the Board notes the report.

Director of  
Children's  
Services

CYP36 A REVIEW OF THE USE OF PUPIL PREMIUM PLUS AND ITS EXPENDITURE YEAR ON YEAR

Members received a report from the Headteacher of Halton Virtual School for Children in Care which provided an update of the findings of a review into the use of Pupil Premium Plus and its expenditure year on year.

It was noted that the Pupil Premium Plus (PP+) for Children in Care (CIC) was governed by the conditions of grant published by the Department of Education (DfE). These conditions of grant for PP+ for CIC had always been different to those governing pupil premium for other eligible children. In February 2014 the conditions governing PP+ changed resulting in significant differences from the conditions applied in previous years, a summary of the major differences was outlined in the report. It was also reported that in March 2014 further statutory guidance was

produced describing the role of virtual school head in managing the PP+ for CIC. A summary of the differences were also outlined in the report.

Members were advised that in response to these changes, Halton adopted a 'child's individual needs driven model' of allocation that was linked to the completion of effective, timely and high quality PEP's. The key overarching principles of the model adopted by Halton were discussed in the report. It was noted that the model was deemed to be good practice by Ofsted during Halton SIF inspection in 2014, and also by the DfE in a review undertaken for Ministers in 2015.

Officers also presented the findings from the review of PP+ expenditure for 2015-16. The positives of this were highlighted in the report and the areas of difficulty were discussed with their suggested resolutions.

Further to Members queries it was noted that the funding for PP+ was in the region of £320,000 per year and that the whole amount was spent each year. Further, all schools were aware that this funding was available to them and they all claimed what they needed for their pupils who were entitled to it.

Further to a request made at the last Board meeting in October, Members were referred to a paper that was sent to them on 9 January 2017, which provided information on the key roles and responsibilities of school governors for Children in Care.

RESOLVED: That the Board notes the information provided.

CYP37 PROPOSED SCRUTINY TOPIC GROUP - FURTHER DEVELOPING LINKS BETWEEN HALTON'S BUSINESSES AND SCHOOLS

The Board received a proposal from the Strategic Director – Enterprise, Communities and Resources, on the establishment of a Scrutiny Topic Group to investigate the potential for further developing links between Halton's businesses and schools.

Members were reminded that at the January meeting a report was presented advising on work that had been undertaken to further develop the relationship between the education and business sectors in Halton. This report took into account the emerging devolution arrangements for the

Liverpool City Region (LCR) and the long term ambition to maximise the potential of businesses and residents of the LCR, and to significantly reduce the gap between the LCR and the national average in terms of skills levels and welfare dependency. It was reported that over the last 12 months, Halton had been working with the LCR to implement the devolution 'asks' to ensure that they were beneficial to both businesses and education sectors in Halton.

The Chair explained to the Board how the scrutiny topic came about. Members discussed the proposal and scope of the topic brief and further areas they wished to explore; such as how would you connect school's curriculums to the needs of employers.

The emerging devolution arrangements for the Liverpool City Region (LCR) were noted and it was the consensus of the Board that the topic was well timed as far as devolution was concerned.

It was agreed that the topic group be established and Chaired by Councillor Geoff Logan. It would be supported by the Operational Director – Economy, Enterprise and Property and the 14-19 Lead from Education, Inclusion and Provision. The Operational Director – Economy, Enterprise and Property, would email Board Members in the first instance to advise Members of the scrutiny schedule.

RESOLVED: That the Board

1. agrees to the establishment of a scrutiny topic group *Further developing links between Halton's businesses and schools*; and
2. agrees the proposed areas for further development, as outlined in the report.

Operational  
Director -  
Education,  
Inclusion and  
Provision

CYP38 PERFORMANCE MONITORING REPORTS - QUARTER 2  
2016-17

The Board received the Performance Management reports for quarter 2 of 2016-17 and were requested to consider and raise any questions or points of clarification in respect of these.

It was noted that the key priorities for development or improvement in 2016-17 were agreed by Members and included in the Local Authority's Business Plan, for the various functional areas reported to the Board as detailed below:

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

The report detailed progress made against objectives and milestones and performance targets and provided information relating to key developments and emerging issues that had arisen during the period. Appendix 1 of the report contained a progress update concerning the implementation of all Directorate high-risk mitigation measures that were relevant to the remit of this Board.

The Board discussed:

- the 'Attainment 8' which was a new indicator that reported on the basis of GCSE point scores (Key Stage 4) and 'Progress 8' which was the progress made by the pupils on their Attainment 8 subjects;
- Members suggested that a seminar for all Members on the key stages of education would be helpful to help them understand the work that was being done around assessments and resilience building in schools;
- The recent changes in curriculums and assessment were noted and the impact this had had in terms of Halton's performance when benchmarked against other areas of performance both nationally and locally;
- Members suggested that a 'crib sheet' for Governors on Key Stages 2, 3 and 4 would be helpful; and
- Members queried the overspend in the Children and Families Services Department and it was clarified that this was due to 'Out of Borough' placements, rather than the use of agency staff, which had reduced considerably.

In respect of the above, the Chair requested clarity with the narrative for future performance and budget reports.

**RESOLVED:** That the Board received the third quarter performance management reports.

*Meeting ended at 8.35 p.m.*

**EMPLOYMENT, LEARNING AND SKILLS, AND COMMUNITY POLICY AND  
PERFORMANCE BOARD**

*At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 20 February 2017 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors MacManus (Chair), Baker, Cassidy, Logan, J. Lowe, C. Plumpton Walsh, June Roberts and Rowe

Apologies for Absence: Councillors Edge and J Gerrard

Absence declared on Council business: None

Officers present: W. Rourke, A. Jones, T. Booth and A. Bowan

Also in attendance: N. Wilcock and J. Doyle – Merseylink CCJV

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

*Action*

**ELS29 MINUTES**

The Minutes from the meeting held on 21 November 2016 were taken as read and signed as a correct record.

ELS26 – Scrutiny Topic Group Culture – the first meeting of the group would take place on 1 March 2017.

ELS27 – Update on the European Social Fund Ways to Work Project – the Ward breakdown information would be included in a further report at the next meeting.

**ELS30 PUBLIC QUESTION TIME**

It was confirmed that no public questions had been received.

**ELS31 MERSEYLINK EMPLOYMENT AND SKILLS  
PERFORMANCE UPDATE**

The Board received a presentation on the progress made to date against the Employment and Skills Key Performance Indicators associated with the new Mersey Gateway crossing. The Board received Merseylink's Employment and Skills Co-ordinator, Neil Wilcock; Alison

Bowan, Employment, Learning and Skills Division HBC; and Jill Doyle, Merseylink CCJV.

As Members were aware Merseylink was selected as the consortia to construct the new Mersey Gateway crossing. Merseylink submitted their Employment and Skills Delivery Plan which included a range of proposed key performance indicators (KPI's); these were discussed in detail in the report.

As part of the procurement process, Merseylink consulted at length with Halton Employment Partnership (HEP) on employment and skills issues. It was noted that the intelligence gathered from this consultation was used to inform their Employment Skills and Delivery Plan.

Following this Merseylink established an Employment and Skills Governance Board (ESGB). This was Chaired by Merseylink's Project Director and included representation from the Merseylink Consortia, the Halton Employment Partnership and the Mersey Gateway Crossings Board Ltd. At the ESGB meetings updates were received on progress against the Employment and Skills KPI's. Mr Wilcock was appointed as the Employment and Skills Co-ordinator to support the implementation of the Delivery Plan and act as the interface between HEP and the Merseylink Consortia.

The presentation was received by Members and the following points of clarification and comments were made:

- There was a wide range of apprenticeships offered at NVQ2 Level, such as steel fixers; administration; accountancy; quantity surveying; general construction; joinery; scaffolding; earthworks and IT;
- Out of 28 apprentices 10 had been employed through Merseylink to other contractors and 14 were still working at Merseylink;
- The process of recruitment and training was explained to Members in order for the apprentice to gain employment;
- The apprentices were awarded certificates at the end of the courses;
- The Timebank projects were welcomed and praised by Members; and
- It was reported that a £95m boost had been made to

the economy of the North West region since the start of the construction of the bridge, the Chair requested to know how much of this amount applied to Halton – Mr Wilcock would find this out.

RESOLVED: That the report be noted.

#### ELS32 INWARD INVESTMENT SCRUTINY REVIEW UPDATE

The Board received an update on the implementation of the recommendations arising from the Inward Investment Scrutiny Review which concluded in September 2015.

The Inward Investment scrutiny review topic group was established in 2015 to look at the approach to inward investment and considering how a collaborative approach, with the Liverpool City Region (LCR) and other local authorities, would make better use of resources.

The Topic Group made a number of recommendations – both locally and with the LCR; these were outlined in the report.

RESOLVED: That the Board notes the progress being made to implement the recommendations of the Scrutiny Review.

#### ELS33 PRESENTATION - THE BRINDLEY THEATRE

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

The presentation outlined the recent structural improvements to the building both externally and internally, and made reference to operational improvements such as staff restructure, new ticketing software and hardware and new website. Mr Booth advised that the Theatre had undergone a rebranding of the name and logo, brochure format styles and advertising templates.

Members discussed the income generation aspect of the Theatre and welcomed the improvement in the finances so far for 2016-17. The future priorities of the Brindley were also outlined in the presentation and the following was noted / clarified following Members' queries:

- Approximately 50% of the Brindley Theatre's customers were from out of the Borough;
- Demands for acts varied from one year to the next

and it was difficult to predict whether or not a show would be a sell out or not;

- A priority was to increase the seating capacity of the café as this was extremely popular; it was hoped to double this from 40 to 80 covers;
- Free parking was unique in Halton so this was attractive to customers and the car park would be increased by 118 spaces once the old Crosville site was developed;
- Members discussed the revisiting of acts, the viability of some acts, the use of the studio for 'niche' acts and why some acts did not return;
- Music education was not offered at the Brindley as it was not in demand;
- Income generation from private hire customers was explained; the Theatre would not make a loss if private events were poorly attended;
- Casual catering staff were employed in the Terrace Café and they did work with Riverside College in encouraging applications from students.

RESOLVED: That the Board notes the presentation and welcomes the positive progress being made to promote the Brindley as an important visitor destination.

#### ELS34 AN OVERVIEW OF NATIONAL AND LOCAL ECONOMIC DEVELOPMENT AND REGENERATION STRATEGIES

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which provided Members with a review and summary of the economic and regeneration strategies and interventions that were published by central government and regional agencies. It also provided commentary on a range of local strategies from Halton based organisations, including the Council.

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

Members discussed the report and the Government's proposed new industrial strategy Green Paper 'Building Our Industrial Strategy' that was unveiled by the Prime Minister at Sci-Tech Daresbury on 23 January 2017, was highlighted. This consultation document would close on 17 April 2017.

It was reported that supporting the economy of Halton – the work undertaken by the Council's Economy, Enterprise

and Property Department, was primarily driven by perceived local needs and priorities determined by the Council. However it was noted that other public sector agencies and organisations operating both locally and at regional levels increasingly intervened in numerous ways in the local economy. These organisations normally had published strategies and policies in place that outlined their goals and how they intended to achieve them.

Appended to the report was a document that identified some key documents that would, at varying levels, influence Halton's thinking and would help shape the economic development activities and interventions that this Department undertakes.

In response to a Members comment regarding the future impacts of Brexit, it was not known at this point in time, however it could be said that there would be some winners and some losers. The Chair commented that this subject could be a future scrutiny topic group.

RESOLVED: That the report be noted.

#### ELS35 UPDATE ON ECONOMIC GROWTH ACTIVITY

The Board received a report from the Strategic Director, Enterprise, Community and Resources, that provided an update on work being undertaken by the Council's Business Improvement and Growth Team to support economic growth and prosperity in Halton.

Members were provided with background information in respect of the recruitment of a Masters student from the University of Chester, employed to undertake a Halton Business Survey. The scope of the survey was explained in the report and although the results from the survey were mixed, it was noted that the survey was extremely useful in presenting some pointers for how Halton's support to businesses could be further enhanced.

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

- This is Halton Living Brochure;
- Liverpool City Region Inward Investment Team Tour;
- Business Growth Hub;

- Evolutive Data Management System; and
- Local Economic Assessment.

It was noted that a report of the Local Economic Assessment would be presented to the Board at a future meeting.

RESOLVED: That Members note progress being made on activities aimed at supporting economic growth in the Borough.

#### ELS36 BUSINESS PLANNING

Members received a report from the Strategic Director – Enterprise, Community and Resources, inviting them to contribute to the development of Directorate Business Plans for the coming financial year.

It was reported that the Council developed a ‘one council’ medium term business plan, in parallel with the budget, that was subject to annual review and refresh. The process of developing such plans for the period 2017-2020 had now begun and Members were asked to consider a small number of priorities for development or improvement for inclusion. Appended to the report were the suggested key priority areas that related to the Employment, Learning and Skills and Community PPB.

Members wished to comment that although some of the culture and community business plans were considered non statutory, these services were crucial to the wellbeing of the residents of Halton and made a difference to their lives. Members had received positive feedback on the improvements to the community centres since they were now run by the Council.

RESOLVED: That the Board receives the information provided.

#### ELS37 QUARTER 2 PERFORMANCE MANAGEMENT REPORTS

The Board was presented with the performance management reports for quarter 2 of 2016-17 and was requested to consider and raise any questions or point of clarification in respect of these.

It was noted that the key priorities for development or improvement in 2016-17 were agreed by Members and included in Directorate Plans, for the various function areas reported to the Board as follows:

- Enterprise, Employment and Property Services;  
and
- Community and Environment

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

RESOLVED: That the Quarter 2 2017-18 performance management reports be received.

*Meeting ended at 8.37 p.m.*

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**HEALTH POLICY AND PERFORMANCE BOARD**

*At a meeting of the Health Policy and Performance Board held on Tuesday, 13 December 2016 at Council Chamber, Runcorn Town Hall*

Present: Councillors J. Lowe (Chair), Osborne (Vice-Chair), S. Baker, M. Bradshaw, Dennett, Horabin, Parker and Sinnott

Apologies for Absence: Councillor E. Cargill, C. Gerrard and M. Lloyd Jones

Absence declared on Council business: None

Officers present: S. Wallace-Bonner, A. Jones, D. Nolan and L Wilson

Also in attendance: D. Sweeney and S. Banks – NHS Halton CCG, Mr F. Finley, Dr D. Watson and A. Ryan – 5 Boroughs Partnership NHS Trust

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

HEA29 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

HEA30 OLDER PEOPLES MENTAL HEALTH & DEMENTIA CARE

The Board received a presentation from Angela Ryan, Assistant Director for Halton 5 Boroughs Partnership NHS Foundation Trust, which provided Members with an update in relation to the consultation of the proposal for the re-provision of organic inpatient beds for later life and memory services. She was accompanied by Dr David Watson and Mr Frank Finley, also from 5 Boroughs Partnership NHS Foundation Trust.

The meeting was called to address the concerns that the Board had raised at the previous Health Policy and Performance Board, held on 20 September 2016. The report that was presented at this meeting was attached at Appendix 1.

The presentation outlined: what the proposed change was and the reasons for the change; the key messages in

*Action*

relation to later life and memory services; the facilities at Atherleigh Park; and the next steps following consultation and feedback. Feedback from the consultation process was not yet available as it was still open until 30 December 2016; however it was reported that 89 questionnaires had been received so far. Members were presented with a copy of the consultation documents which included information on the Care Home Liaison Service and the Knowsley and Halton Admiral Nurse Service, which were outlined in the presentation.

Members' concerns that were raised at the last meeting were addressed during the presentation and assurances were provided to the Board in respect of these as follows:

- The overall bed base at the Brooker Centre would remain and improvements would be made to the environment of the inpatient ward, which would be used for mental health patients with complex needs;
- Patients, carers and their families would be supported with their transport requirements to Atherleigh Park from both Runcorn and Widnes; and
- The care navigator role would remain in place for the duration of the patient's intervention to support the multi-disciplinary professionals involved in the patients care, eg. Social Workers.

At the conclusion of the meeting Members requested that the Halton 5 Boroughs Partnership NHS Foundation Trust be invited back in 12 months' time to present an update on progress made and outcomes to date. This was noted and agreed.

**RESOLVED:** That the Board notes the presentation on Halton's later life and memory service and consultation results update and supports the proposed bed based model, pending the result of the consultation process.

*Meeting ended at 7.20 p.m.*

**HEALTH POLICY AND PERFORMANCE BOARD**

*At a meeting of the Health Policy and Performance Board held on Tuesday, 7 February 2017 at Council Chamber, Runcorn Town Hall*

Present: Councillors J. Lowe (Chair), S. Baker, M. Bradshaw, E. Cargill, Dennett, M. Lloyd Jones, Osborne, Parker, Sinnott and Mr T. Baker – Co-optee

Apologies for Absence: None

Absence declared on Council business: None

Officers present: S. Wallace-Bonner, S. Shepherd, A. Jones, D. Nolan, L Wilson, M. Holt and E. Bragger, J. Patten and B. Dineen

Also in attendance: B. Thomas, G. Begley and R. Davies – Victoria Community Care, and D. Sweeney, S. Banks. L. Thompson and Dr D. Lyons – NHS Halton CCG.

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

*Action*

HEA31 MINUTES

The Minutes of the meetings held on 15 November 2016 and 13 December 2016 having been circulated were signed as a correct record.

The Chair wished to make a correction to her declaration of interest for the meeting of 15 November 2016, as there was an error in that her son's partner works for a provider of domiciliary care rather than a care home.

HEA32 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

HEA33 HEALTH AND WELLBEING MINUTES

The Health and Wellbeing Board minutes of the meeting held on 12 October 2016 were submitted to the Board for information.

HEA34 PERFORMANCE MANAGEMENT REPORT - QUARTER 3 OF 2016-17

The Board received the Performance Management Reports for Quarter 3 of 2016-17. Members were advised that the report introduced, through the submission of a structured thematic performance report, the progress of key performance indicators, milestones and targets relating to Health in Quarter 3, which included a description of factors which were affecting the service.

Members were requested to consider the progress and performance information and raise any questions or points for clarification and highlight any areas of interest or concern for reporting at future meetings of the Board.

RESOLVED: That the Quarter 3 priority based reports be received.

*The Chair Councillor J. Lowe, declared a Disclosable Other Interest in the following item as her son's partner worked for a provider of domiciliary care. She handed the Chair to the Vice-chair, Councillor Osborne for this item.*

**Councillor Osborne in the Chair**

HEA35 DOMICILIARY CARE IN HALTON

The Board received a presentation on domiciliary care provision in Halton. Officers introduced Rebecca Davies from Victoria Community Care, a domiciliary care agency, who assisted with the presentation.

The Board was advised that one of the most effective ways to offer support to people in their own homes was through a domiciliary care agency. In Halton there were currently 9 providers who offered personal care and support to approximately 800 people every day.

Members were provided with details of how the current system of Domiciliary Care provision worked in Halton, from the perspective of the providers. This included an overview of the challenges that were encountered and how the Council and providers worked together to maintain the delivery of high quality services to the local population. It also outlined the rewards for providers, how the service had changed over the years and the views of what the future may hold.

Following Members' questions the following was

noted:

- When the new Runcorn/Widnes Bridge opens staff would receive financial reimbursement from management for crossings made in relation to work. Also Victoria Community Care was looking at Town based solutions in order to minimise bridge crossings;
- The 15 minute appointments were brief and if tasks could not be completed within that timeframe for a particular client, then this would be flagged up with the commissioner, i.e. the Council;
- Examples of tasks that were carried out in 15 minutes would be preparing food, drinks and checking that medication had been taken; however 15 minute visits were tailored to the needs of the individual;
- Healthwatch carried out a survey last year regarding the 15 minute visits which would be made available to the Board. It was hoped that the results of the survey would be used to improve the service;
- Once a care plan assessment had been carried out for an individual this was reviewed after 6 weeks and then in 6 month intervals. If however a staff or family member had concerns regarding the care plan, a review could be requested outside of these timeframes;
- Training for staff was provided annually and a competency test was carried out on staff in accordance with the Care Act. These competency levels were checked regularly to ensure they were maintained. Further it was noted that all staff were audited on a regular basis; and
- All visits made to clients were logged in their log books which were checked monthly and filed for future audits.

RESOLVED: That the Board note the contents of the report and presentation.

### **Councillor J. Lowe in the Chair**

#### **HEA36 GENERAL PRACTICE ALIGNMENT OF CARE HOMES**

The Board received an update from Dr David Lyons – NHS Halton CCG, on the NHS Halton Clinical Commissioning Group's (CCG's) project to align General

Practice with care homes in Halton.

It was reported that NHS Halton CCG and Halton Borough Council were proposing to align care homes within the Borough with identified General Practices. It was explained that care home residents had very complex and considerable health needs and were entering the final stages of their lives. In Halton the length of stay in a nursing home was 0.8 years, and residential home 1.2 years. It was expected that care home numbers would rise significantly in response to our aging population. Currently, individuals remained with their existing GP when they moved to a care home, resulting in care homes having to liaise with multiple GP practices; which had an impact on developing close working arrangements which were essential in providing the care that these individuals required.

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

Members were referred to Appendix 1 '*GP Alignment/Care Home – Options Appraisal Paper*' which was presented to the CCG Service Development Committee on 14 December 2016 where it received full support.

It was noted that further consultation was due to take place with care homes, families of residents and staff.

The consensus of the Board was that this was a good idea for the reasons stated and they supported the proposals. With regards to a query regarding a patient's preference for a particular doctor, it was commented that patients did not usually mind moving GP's when they moved to a care home as they were more concerned with the overall care package being offered, so did not object to a change in GP.

It was reported that the consultation results would be available in June this year and would be shared with the Board.

RESOLVED: That the Board

- 1) Notes the update provided in the 'General Practice Alignment / Care Homes – Options Appraisal Paper' at Appendix 1; and

- 2) Agrees that the proposal amounts to substantial variation and supports the proposed approach to consultation.

#### HEA37 SCRUTINY REVIEW OF CARER SERVICES

The Board received a report which presented the recommendations of the Carer Services Scrutiny Review 2016.

Members were advised that due to the potentially wide remit of the scrutiny topic brief, the Board decided to focus their review on the responsibilities of the Council to carers under the Care Act, the role of Halton Carers Centre and the role of NHS Halton Clinical Commissioning Group (CCG).

The Board was referred to Appendix 1 which outlined the evidence gathered by the Topic Group from a range of partners in relation to services provided to carers in Halton.

The following recommendations were made following the review:

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

Further commentary on each recommendation was provided in the report.

**RESOLVED:** That the Board noted the contents of the report and the recommendations and the information provided in Appendix 1.

HEA38 SAFEGUARDING UPDATE

The Board received an update which highlighted the key issues in relation to the work of Halton's Adult Safeguarding Board (HSAB).

It was noted that following discussions at the HSAB Development Session last year, concerns had been raised as to whether the current membership was too large and therefore impacting on the effectiveness of the Board and how it operated. Agreement was obtained to restructure HSAB from September 2016 onwards and to recruit a Board Officer to support the Board. It also agreed to the establishment of a Partnership Forum and a Health sub group in order to support the role of the Board and to take safeguarding in the Borough forward.

It was noted that any areas of concern raised at the Safeguarding Board would be shared with this PPB so that Members were aware.

RESOLVED: That the report be noted.

*Councillor Osborne declared a Disclosable Other Interest in the following item as his wife was an employee of Halton Borough Council.*

HEA39 IMPLEMENTATION OF COMMUNITY MULTI-DISCIPLINARY TEAMS (MDT)

The Board received a report advising them of the development and implementation plan of the Community Multi-Disciplinary Team (MDT) model for all adults over the age of 18.

It was reported that there was an evidence base to suggest that a Multi-disciplinary team approach was a cost effective way of delivering improved health and social care outcomes; increased participation and compliance with treatment; reduced length of stay and bed days in hospital; increased numbers of patients discharged home; reduced admission to residential and nursing care and acute hospitals, and improved patient / service user and carer satisfaction.

Officers advised that a number of legislative and policy developments had contributed to the development of the community multi-disciplinary approach in Halton which was now being implemented. A dedicated Steering Group with membership from Adult Social Care, Bridgewater

Community NHS Trust, Halton NHS Clinical Commissioning Group and IT services from NHS and HBC had developed a model for multi-disciplinary team working, to provide better communications and co-ordination of care across health and social care and improving outcomes for people with complex needs.

The report went on to discuss the MDT model in detail and a diagram of the Multi-Disciplinary Integrated Team Model was attached at Appendix 1.

Members welcomed the report and supported the Community Multi-Disciplinary Team model. They requested that a further paper be submitted to a future meeting of the Board with an update on its progress.

RESOLVED: That the report be noted.

HEA40 HEALTH PPB WORK PROGRAMME 2017-18 - SCRUTINY TOPIC

A report was presented by the Strategic Director – People, which requested the Board to identify a scrutiny topic for the Board to examine during 2017-18.

It was noted that Members held a meeting recently to discuss priorities for 2017 as part of the Adult Social Care Business Planning process, and it was suggested that they may wish to select a topic that supported one of the priorities identified during this process. The following suggestions were put forward:

- Supported living for people with a learning disability;
- Partnerships / co-production; and
- The work of the Health Improvement Team, e.g. successes, what could be done differently, etc.

Members discussed some initial suggestions for a scrutiny topic and the consensus was that the work of the Health Improvement Team would be the preferred topic for 2017-18.

The Homelessness Strategy suggestion was noted as it was last done in 2011-12. The Chair suggested that this could be brought to the Board as an update in the first instance, following consultation with the relevant Portfolio Holder.

RESOVLED: That the Board agrees to

- 1) *'The work of the Health Improvement Team'* as a scrutiny topic for 2017/18; and
- 2) The associated topic brief be developed and agreed at the next meeting of the Board.

HEA41 CHESHIRE AND MERSEYSIDE SUSTAINABILITY AND TRANSFORMATION PROGRAMME

The Board received a report from the Strategic Director – People, which shared with them Cheshire and Merseyside Sustainability and Transformation Plan (STP). Simon Banks, Chief Officer, Halton Clinical Commissioning Group (CCG) gave a presentation to Members which provided an overview of the STP.

Members were reminded of the NHS Five Year Forward View, published in October 2014, which set out strategic intentions to ensure the NHS remained clinically and financially sustainable. The Forward View highlighted three key areas:

- The health and wellbeing of the population;
- The quality of care that was provided; and
- NHS finance and efficiency of services.

Following this the 2015/16 NHS planning guidance set out the steps for local health systems to deliver the Five Year Forward View, backed up by a new Sustainability and Transformation Fund intended to support financial balance and to enable new investment in key priorities. As part of the planning process, health and care systems were asked to develop Sustainability and Transformation Plans, to cover the period from 2016/17 and 2020/21.

The four key priorities for the Cheshire and Merseyside STP were presented:

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

It was noted that the Cheshire and Merseyside STP was submitted to NHS England on 12 October 2016 and following its review by NHS England, was published on 16

November 2016.

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

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

It was reported that the Alliance LDS was also engaging with local authorities covering the Boroughs of Halton, Knowsley, St. Helens and Warrington. The Alliance LDS built upon the work already being done at a local level and the proposals submitted by Alliance LDS included options and models of transformation for the local health system that aimed to address a funding shortfall of £202m, whilst at the same time improving health, wellbeing and outcomes.

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

The presentation outlined to the Board the progress to date in Halton which included a local picture of how the LDS proposals built upon what was already planned and happening in Halton, including examples of how the LDS would positively impact on Halton residents.

Members welcomed the presentation and commented that they understood the need for collaboration in these difficult times.

The use and promotion of the Urgent Care Centres was discussed and the Chair commented that she hoped to invite representatives from the Centres to a Board meeting in the future.

RESOLVED: That the Board

- 1) notes the content of the Cheshire and Merseyside Sustainability and Transformation Plan (STP); and
- 2) notes the commitment to continued local engagement and the requirement to comply with statutory requirements for public involvement.

*Meeting ended at 8.35 p.m.*

**SAFER POLICY AND PERFORMANCE BOARD**

*At a meeting of the Safer Policy and Performance Board on Tuesday, 21 February 2017  
at the Council Chamber, Runcorn Town Hall*

Present: Councillors Thompson (Chair), N. Plumpton Walsh (Vice-Chair), Abbott, S. Baker, V. Hill, P. Lloyd Jones, K. Loftus, Osborne and Zygadllo

Apologies for Absence: Councillor J Gerrard

Absence declared on Council business: Councillor Edge

Officers present: M. Andrews, A. Bailey, C. Patino, M. Cotgreave and G. Ferguson

Also in attendance: None

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

SAF25 CHAIRMAN'S ANNOUNCEMENTS

The Chair announced that Cheshire Constabulary had agreed a 1.99% increase in its policing precept.

With regard to future scrutiny visits by the Board, invitations to attend a future Widnes Rugby League fixture to observe safety measures on match days and to view the Police Custody Suite would be circulated to Members shortly.

SAF26 MINUTES

The Minutes of the meeting held on 8<sup>th</sup> November 2016 were taken as read and signed as a correct record.

Arising from the discussion it was noted that funding options for an additional Striker camera were being explored.

SAF27 PUBLIC QUESTION TIME

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

*Action*

SAF28 SSP MINUTES

The minutes from previous Safer Halton Partnership (SHP) meetings held on 11<sup>th</sup> May 2016 and 28 September 2016 were presented to the Board for information.

SAF29 CHESHIRE CONSTABULARY ANNUAL REPORT AND UPDATE ON POLICE CRIME COMMISSIONERS PLAN 2016-21

The Board received a presentation on the Cheshire Constabulary for Halton Annual Report 2016 and the Police and Crime Commissioners (PCC) Police Plan 2016-21.

The PCC Plan 2016-21 for Cheshire set out:

- the four priorities the Chief Constable would deliver so that people felt safe in their homes and communities;
- the role of the Police and Crime Commissioner;
- consultation which had taken place to develop the plan with the community, partners and the Chief Constable;
- the vision for the next four years in which Cheshire would have a Constabulary focused on community policing, putting victims first;
- details of budget allocations, grants and funding;
- how working in partnership with local communities, other police services, public and private sector organisations would be crucial to the success of the Plan; and
- how success would be monitored.

A copy of the Plan could be viewed on the Cheshire Police and Crime Commissioner website.

RESOLVED: That the report be noted.

SAF30 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.

RESOLVED: That the report be noted.

SAF31 COMMUNITY SAFETY VICTIM AND WITNESS SUPPORT 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.

It was noted that since June 2008 the service had:

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

RESOLVED: That

1. the presentation be circulated to all Members for information; and
2. options be explored for the Anti-Social Behaviour Victim and Witness Support Officer to attend Ward Surgery meetings, to raise awareness of the Service with Registered Social Landlords and to develop a Service referral form for use by Members.

SAF32 ANTI SOCIAL BEHAVIOUR

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 (including Private), Mental Health Services, Youth Offending, Education etc to make Halton safer.

RESOLVED: That the Board note the

1. Strategy and 4 Priorities:-
  - a. Repeat and Vulnerable Victims
  - b. Drug and Alcohol ASB
  - c. Local Community ASB
  - d. Partnership Solutions
  
2. referral process for Partnership Problem Solving :-
  - a. Partnership Tasking and Co-ordination Meeting (monthly)
  - b. Multi-Agency-Meeting (MAM)
  - c. Information Sharing Forms; and
  
3. further reports be submitted to a future meeting of the Board on Organised Crime Groups and crime statistics/trends in the Borough.

SAF33 WHITE RIBBON CAMPAIGN

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the progress made towards achieving the White Ribbon Local Authority Award for Halton. The principles of the award were that local authorities should express a commitment to involving men in anti-violence against women groups and produce a preliminary action plan on how this commitment would be achieved. The White Ribbon Team would work with the Authority on the development of the action plan and it was proposed that the Community Safety Manager, supported by the local Domestic Abuse Coordinator, would act as a liaison point to oversee implementation.

RESOLVED: That

1. the Board's continuing support for the progress made towards achieving the White Ribbon Local Authority Award for Halton be noted; and
2. whilst the focus of the White Ribbon Campaign is involving men in anti-violence against women groups, the Board recognised that domestic violence against a man or woman is unacceptable.

#### SAF34 NIGHT TIME ECONOMY VISIT UPDATE

The Board considered an update report on the recent scrutiny visit on 16<sup>th</sup> December 2016, to view the positive work that was being carried out, in partnership with the Police and the Council to make Halton night time economy safer. The visit was designed for Members to experience first-hand the work that the Community Safety Team carried out in Halton's night time economy in conjunction with the Police Service and Licensee's.

Members visited a variety of different licensed premises as part of a multi-agency team and assessed any issues that were encountered. A question and answer session was held at the end of the evening with a designated premises supervisor.

RESOLVED: That the report be noted.

*Meeting ended at 8.45 p.m.*

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**ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD**

*At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 8 February 2017 at the Council Chamber, Runcorn Town Hall*

Present: Councillors Woolfall (Chair), Fry (Vice-Chair), V. Hill, Howard, Morley, Joe Roberts, Sinnott, J. Stockton, Wall and Zygadllo

Apologies for Absence: Councillor Nolan

Absence declared on Council business: None

Officers present: M. Noone, G. Ferguson, T. Gibbs, N. Martin, R. Wakefield and S. Rimmer

Also in attendance: None

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

*Action*

EUR16 MINUTES

The Minutes of the meeting held on 16<sup>th</sup> November 2016 having been circulated were signed as a correct record.

EUR17 PUBLIC QUESTION TIME

It was confirmed that three public questions had been received and would be submitted and addressed as part of Minute No 20.

EUR18 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.

RESOLVED: That the Minutes be received.

EUR19 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 2 OF 2016/17

The Board received a report of the Strategic Director,

Enterprise, Community and Resources, which detailed the second quarter performance management report for 2015/16 on progress against service objectives/milestones and performance targets and provided information related to key developments and emerging issues that had arisen in relation to:-

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

As part of the discussion around the work of the Community Payback Team in the Borough, it was agreed that a further report be brought to the Board detailing work the Team had undertaken recently.

RESOLVED: That the second quarter management report be noted.

#### EUR20 PROPOSED WAITING RESTRICTIONS AROUND RUNCORN HILL

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which outlined the proposal to introduce waiting restrictions on parts of Park Road, Highlands Road, Campbell Avenue and Heath Grove in Runcorn near to Runcorn Hill Park, in order to address parking congestion.

Following the recent improvements to Runcorn Hill Park, several complaints had been received about problems caused by parked vehicles from residents living on adjacent roads. These complaints had been received either directly from residents, through Ward Councillors or from PCSO's and were in regard to:

- Congestion caused by vehicles double parking (i.e. parking on both sides of the road) which could block access for residents and for emergency vehicles;
- Dangers to children crossing from the café to the park (because of double parking); and
- Blocked accesses to residential properties.

Following advertisement of the proposed waiting restrictions in September 2015, 15 objections were received from residents of Highlands Road and members of Runcorn & District Scale Model Boats Group. Subsequently, Officers

met with some of the residents from Highlands Road to explain the proposals and discuss their objections. Details of the points raised by those residents who objected to the proposal and Officers' responses were detailed in the report.

In respect of the 8 objections received from the Boats Group, it was reported that these were mainly objecting to the reduction of available parking near the lake as some members had mobility issues and their access to the lake would be restricted. However, it was noted that additional parking was to be made available with access from Heath Road South that could be used by members of the Model Boat Group and if the members had a blue badge they could also stop on the double yellow lines for up to three hours.

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

In accordance with Standing Order No.34 (9), the following public questions were submitted to the Board by email:

**QUESTION 1 - Mr Higginson**

Within the document the following statement is made "The Old Car Park has been closed and is only suitable for large events ..... due to poor visibility entering and leaving the car park".

This car park has been operational for many, many years going back to my childhood in Runcorn. Its layout has not been radically changed after its refurbishment. It can accommodate of the order of 25/30 vehicles. Its closure has resulted in these vehicles being forced to park elsewhere, thus worsening the situation.

The provision of the parking restrictions on Park Road will result in the side of the road where the entrance is being clear of vehicles, thus even improving the visibility from what is was previously.

Can the Council confirm what their rationale is in coming to the decision not to re-open this car park? In particular I am interested in knowing what sections of Statutory Legislation, Recommendations or other Legislation were considered upon which this decision was made.

**RESPONSE:**

As part of the Heritage Lottery Funded restoration and development project at Runcorn Hill Park, the area bounded by Park Road and Highlands Road had been re-modelled in order to create a visual and physical linkage between the woodland and quarry area, new Café, play areas, model boating lake and Heath Playing Fields. The new Café has become the Park's central attraction. Retaining the original small car park on Park Road was not in keeping with the main aim of improving the Park landscape, and it would not have located the car parking close enough to the new Cafe.

The former car park area has been retained for occasional use at large events or for maintenance visits when access can be controlled, but designed in a way that retains a 'green' uninterrupted view across the park for most days of the year. This was necessary to balance the amount of building/hard surfaces constructed on the Park. Also the access to the car park would not provide adequate visibility for vehicles entering/leaving it due to the large trees in the area, which are of aesthetic value.

The new car park adjacent to the new Café also provided more parking spaces than were available in the former car park on Park Road, and was sign posted directing visitors when arriving at Runcorn Hill Park.

The following visitor parking is readily available at Runcorn Hill:

Café / Centre Car Park	35 spaces*	Open 9am - 6pm/7days
Highlands Road /LNR Car Park	25 spaces*	Open 9am- 6pm/7days
Highlands Road /old pub car park	20 spaces*	Open 24 hours
Heath Playing Fields Car Park	28 spaces*	Open 9am – 6pm / peak times**

\* spaces are estimated minimum numbers dependant on driver parking

\*\*school holiday periods

**Supplementary Question**

Why was the original small car park to remain closed when

visibility on Park Road would be improved with the introduction of the proposed waiting restrictions?

In response the Board was advised that although landscape works had been carried out to improve visibility, retaining the original small car park on Park Road was not in keeping with the main aim of improving the Park landscape and the redevelopment of Runcorn Hill.

**QUESTION 2 – Mr Hayman**

Within the document it is stated “Alterations to the changing room car park will add 20 spaces and will be open at peak times (School holidays and weekends).” At present, when the football pitches are in use the existing car park is full and vehicles overflow onto Heath Road, the access road to the changing rooms, Park Road and it has even been noted that cars have been parked on the field itself. Therefore the provision of these additional spaces will have minimal improvement on the existing parking situation.

Why is this car park only going to open at certain times and not on weekdays, when it can be used by visitors to the Park? There has been the suggestion put forward by the Model Boat Group that this car park can be further extended to accommodate its own Subscribers, with the additional suggestion that our Group would be willing to help with labour and some small financial donation towards the work involved.

**RESPONSE:**

It was noted that the proposed new changing room car park would only be open at peak times due to concerns regarding potential unauthorised vehicle access to the park. As part of the Heritage Lottery Funded restoration and development project at Runcorn Hill Park, retaining the original small car park on Park Road was not considered as it would not be in keeping with the main aim of improving the Park landscape.

**Supplementary Question**

Why the original car park could not be extended and controlled by Boat Group members?

In response the Board was advised that it would be detrimental to the improvements carried out at the park area to extend and reopen the original car park.

**QUESTION 3 – Mr Gardner**

In Section 3.10 of the above Item it is stated “.....are not grounds for objections and cannot be considered” It is also stated that it is thought that the impact of the restrictions on the Model Boat Group will be minimal.

Can the Council explain how they have arrived at these two conclusions when it has been clearly stated within our correspondence/objections that any such restrictions could have serious implications to the continuing viability of our Group.

Addendum:- only 4/5 of our Group are Blue Badge holders.

**RESPONSE**

Whilst we appreciate the difficulties highlighted in the question, these are not valid objections to a Traffic Regulation Order. However, additional parking spaces are being made available near the boating lake.

Members were advised that in addition to the three written questions submitted in advance of the meeting, a letter from a local resident was also received in support of the proposed waiting restrictions.

Arising from the discussion, it was agreed that in light of the comments regarding the potential impact on the Boating Group of the waiting restrictions, Officers would investigate proposals to provide the Group with a key to access to either the original car park or Heath Road South car park. In addition, the Board would be provided with an update on the outcome of the Officers’ investigation and recommendations.

RESOLVED: That the proposal to make an Order to introduce “At Any Time” waiting restrictions on parts of Park Road, Highlands Road, Campbell Avenue and Heath Park Grove in Runcorn as shown in Appendix ‘B’ and defined in Appendix ‘C’ be supported and that the report be submitted to the Executive Board for its consideration.

Strategic Director  
Enterprise,  
Community and  
Resources

EUR21 JOINT WASTE LOCAL PLAN - MONITORING REPORT  
2015/16

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which advised that the Joint Waste Local Plan (WLP) Monitoring report, which covered the 12 month period from 1<sup>st</sup> April 2015 to 21<sup>st</sup>

March 2016, had been prepared, a copy of which had been previously circulated to Members. The WLP for Merseyside and Halton was adopted by Halton, Knowsley, Liverpool, St. Helens, Sefton and Wirral Councils with effect from 18<sup>th</sup> July 2013 and this was the third annual Monitoring Report. The report highlighted key developments over the 2015/16 period for both the Liverpool City Region and Halton.

RESOLVED: That the report be noted.

#### EUR22 HIGHWAYS ASSET MANAGEMENT PLAN

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval for the Part 2 of the Highway Asset Management Plan (HAMP). The Board had previously endorsed Part 1, Chapters 1-4, of the HAMP on 13<sup>th</sup> January 2016 and it was subsequently approved by the Executive Board on 7<sup>th</sup> April 2016. Approval of the HAMP would serve as a foundation for other detailed plans and strategies based on the principles and objectives of the HAMP.

RESOLVED: That the Board endorse the Highway Asset Management Plan and its forwarding to the Executive Board for approval.

Strategic Director  
Enterprise,  
Community and  
Resources

#### EUR23 FIXED PENALTY NOTICES FOR FLY TIPPING OFFENCES

The Board considered a report which provided Members with details of the new powers which enable Councils to issue Fixed Penalty Notices for fly-tipping offences and requested approval to endorse proposals in respect of the suggested approach to the use of these new powers in Halton. It was reported that both nationally and locally statistics indicated that fly tipping was on the increase.

At a previous meeting of the Board held on 16<sup>th</sup> November 2016, Members of the Board were advised of efforts to reduce incidents of fly tipping and the Waste Working Party was asked to consider the Council's approach to the use of Fixed Penalty Notices for fly tipping offences. The report set out details of the Council's new powers and following the work undertaken by the Waste Working Party, the proposals in respect of the suggested Fixed Penalty Notice levels to be set by the Council.

Having considered the options available it was recommended that the Council introduced Fixed Penalty

Notices for fly-tipping offences set at the maximum level of £400 with a discounted amount of £300 if paid within 10 days.

RESOLVED: That

- 1) Members receive the report;
- 2) the Council's approach to dealing with fly-tipping as set out in the report be endorsed; and
- 3) a report be presented to the Executive Board recommending that the Council's Fixed Penalty Notice levels for fly-tipping offences be set at the amounts detailed within in this report.

Strategic Director  
Enterprise,  
Community and  
Resources

*Meeting ended at 7.25 p.m.*

**CORPORATE POLICY AND PERFORMANCE BOARD**

*At a meeting of the Corporate Policy and Performance Board on Tuesday, 31 January 2017 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Gilligan (Chair), A. Lowe (Vice-Chair), Abbott, Howard, C. Loftus, A. McInerney, N. Plumpton Walsh and Joe Roberts

Apologies for Absence: Councillors E. Cargill, G. Stockton and Wainwright

Absence declared on Council business: None

Officers present: M. Reaney, E. Dawson, G. Ferguson, C. Patino and J. Unsworth

Also in attendance: None

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

	<i>Action</i>
CS22 MINUTES	
<p>The Minutes from the meeting held on 1<sup>st</sup> November 2016 were taken as read and signed as a correct record.</p>	
CS23 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
CS24 EXECUTIVE BOARD MINUTES	
<p>The Board was presented with the Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board since the last meeting of the Board. Arising from the discussion, the Board wished to highlight the good work of Halton Borough employees over the past twelve months.</p> <p style="text-align: center;">RESOLVED: That the minutes be noted.</p>	
CS25 LOCAL AREA FORUMS	
<p>The Board considered a report of the Strategic</p>	

Director Enterprise, Community and Resources, which provided details on the initial audit of Local Area Forums which took place in July 2015 and the findings report produced in August 2015. The findings report contained a number of recommendations which led to changes in practice to the way Area Forum grant funding applications were processed, approved and managed and to the way in which goods and services for approved projects were procured. These changes came into effect in November 2015.

Subsequently, a follow up Internal Audit review of Local Area Forums was carried out in October 2016. The purpose of the follow-up audit was to assess how effectively any issues identified in the original audit report had been addressed and to consider the impact of the changes that were made to the project approval and delivery processes.

Members had provided feedback on a number of the new arrangements introduced following the audit report. In particular, Members felt that some aspects of the new processes led to delays in projects being approved or delivered and that the required process for sourcing suppliers or service providers was restrictive and could lead to value for money not being achieved in some instances.

As a result of the follow up audit:

- Three quotations would continue to be submitted to the Council with all funding application forms, however, where appropriate, the quotations would be compared to prices available via the Council's corporate contracts to determine the best procurement option;
- Where it could be demonstrated that greater value for money could be achieved by doing so, goods or services would be procured from suppliers other than those contained on the Council's approved list; and
- The follow-up audit reaffirmed the recommendation contained within the original audit report that all invoices should be paid directly by the Council. As well as preventing inappropriate use of funding, this would enable the Council to recover VAT on project expenditure. The only exception would be minor expenditure items where invoices would be difficult to obtain, for example; £100 awarded for food supplies for a community fun day.

In line with normal practice, the follow-up audit report would be presented to a future meeting of the Business

Efficiency Board and details of the revised processes would be cascaded to Area Forum Lead Officers for implementation.

RESOLVED: That the report be received.

CS26 COUNCIL TAX COLLECTION COSTS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which proposed a change to the treatment of costs relating to the collection of council tax arrears.

At a previous meeting of the Board held on 6<sup>th</sup> September 2016, the Board considered an update report on council tax income, council tax arrears, recovery action and the impact of the localisation of council tax support. The Board expressed concern at the significant increase in the level of council tax arrears following the localisation of council tax support, whereby approximately 6,300 households were now paying council tax for the first time, in addition to those who were partial benefit claimants.

This had led to a situation where a significant number of taxpayers with an attachment of benefits, were not able to clear their arrears by the end of the financial year, at which point they became liable for the following year's council tax. Hence their council tax arrears began to escalate year-on-year.

Before a taxpayer could be given an attachment of benefits to recover the council tax which was owed, the Council must first obtain a liability order. This currently carried an additional cost for the taxpayer of £77 which then increased their council tax arrears

A liability order must be obtained in these circumstances. However, in order to assist with this situation and avoid increasing the arrears burden unnecessarily for taxpayers, it was proposed that once a first attachment of benefits had been paid in full, the cost element for any subsequent attachments of benefit were written-off by the Council.

Further information on the current position of Castle View House in respect of business rates would be circulated to the Board.

RESOLVED: That the Executive Board be recommended to approve, where a first attachment of

Strategic Director Enterprise,

benefits has been paid in full, that the cost element for any subsequent attachments of benefit are written-off by the Council, as outlined in paragraph 3.5.

Community and  
Resources

#### CS27 BUSINESS PLANS 2017 - 18

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided Members with an opportunity to contribute to the development of the Business Plan for 2017-18. Members considered a number of priorities for development that they would like to see reflected in the Business Plan. As Plans could only be finalised once final budget decisions had been confirmed in March 2017 annual targets could only be properly determined once this information, along with year-end outturn figures for 2016/17 became known.

Arising from the discussion, the Board agreed to set up a working group to discuss the sickness monitoring policy. It was agreed that the working group would be set up shortly, with a view to meetings being held before the end of May.

In addition, information would be circulated to the Board on the possible impact of the apprenticeship levy on Halton schools.

RESOLVED: That the information provided be received.

#### CS28 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 2 OF 2016/17

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 2 of 2016/17.

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

- Finance;
- Human Resources and Organisational Development;
- ICT and Administrative Support;
- Legal and Democracy;
- Policy and Performance;
- Property Services; and

- Catering, Stadium and Registration Services.

It was agreed that further information would be circulated to the Board on the cost of missed bin collections.

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

*Meeting ended at 7.20 p.m.*

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**BUSINESS EFFICIENCY BOARD**

*At a meeting of the Business Efficiency Board held on Wednesday, 1 February 2017 at the Civic Suite, Town Hall, Runcorn*

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

Apologies for Absence: Councillor Wall

Absence declared on Council business: None

Officers present: E. Dawson, M. Murphy, A. Scott and T. Dean

Also in attendance: Georgia Jones and Mark Heap, Grant Thornton External Auditors

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

**BEB21 MINUTES**

The Minutes of the meeting held on 23 November 2016 were taken as read and signed as a correct record.

**BEB22 EXTERNAL AUDIT UPDATE REPORT**

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which provided an update from Grant Thornton (External Auditors), regarding:

- Progress made in delivering their responsibilities as the Council's External Auditors; and
- A summary of emerging national issues and developments that could be relevant to the work of the Board.

It was noted that from 2017/18, local authorities would need to publish their audited financial statements by 31 July each year, which was earlier than the current deadline of 30 September.

Georgia Jones, Audit Manager and Mark Heap, Engagement Lead from Grant Thornton, attended the

*Action*

meeting to present the report and then dealt with Members' questions.

RESOLVED: That the report be noted.

**BEB23 PROGRESS REPORT FOR THE CORPORATE RISK REGISTER 2016-17**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided a progress update of actions in the Corporate Risk Register 2016/17.

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

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

RESOLVED: That the progress on actions be noted.

**BEB24 INTERNAL AUDIT PLAN**

The Board considered a report of the Operational Director, Finance, on the planned programme of internal audit work for 2017/18.

A risk based Audit Plan had been prepared, designed to enable internal audit to deliver an overall opinion on the Council's risk management and control and governance arrangements.

A copy of the draft Audit Plan for 2017/18 was attached as an appendix to the report and provided information on the role of internal audit and the factors taken into account in developing the plan.

RESOLVED: That the proposed Internal Audit Plan for 2017/18 be approved.

Operational  
Director - Finance

**BEB25 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

The Board considered:

- 1) Whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in

accordance with Section 100A (4) of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and

- 2) Whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed that in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Section 100A(4) of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

*(N.B. The following Councillors declared a Disclosable Other Interest in the following item of business for the reasons stated: Councillor John Stockton was a Governor at St Martin's Primary School; Councillor Norman Plumpton Walsh had a family member with a business connection with Tiny Steps Nursery, which paid rent to St Martin's Primary School)*

BEB26 INTERNAL AUDIT PLAN PROGRESS REPORT - QUARTER 3

The Board considered a report of the Operational Director, Finance, which provided Members with a summary of internal audit work completed since the last progress report in November 2016. The report also provided details of progress against the 2016/17 Internal Audit Plan.

It was noted that a total of fifteen Internal Audit reports had been finalised since the last progress report. An overall assurance opinion was provided for each engagement. In addition a number of follow up audit reviews had been planned for the first quarter of 2017/18.

RESOLVED: That the update on progress against the

Internal Audit Plan 2016/17 be received.

|

*Meeting ended at 7.23 p.m.*

**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Tuesday, 6 December 2016 at The Board Room - Municipal Building, Widnes*

Present: Councillors Nolan (Chair), Cole, Gilligan, R. Hignett, C. Plumpton Walsh, June Roberts, Woolfall and Zygadlo

Apologies for Absence: Councillors Morley, J. Bradshaw and Thompson

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, J. Eaton and I. Dignall

Also in attendance: Two members of the public

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

	<i>Action</i>
DEV26 MINUTES	
<p>The Minutes of the meeting held on 7 November 2016, having been circulated, were taken as read and signed as a correct record.</p>	
DEV27 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE	
<p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p>	
DEV28 - 16/00313/OUT - OUTLINE APPLICATION, WITH ALL MATTERS RESERVED, FOR THE DEVELOPMENT OF A RETAIL UNIT UP TO 200 SQ. METRES (USE CLASS A1) AT THE HEATH BUSINESS AND TECHNICAL PARK, HEATH ROAD SOUTH, RUNCORN, CHESHIRE, WA7 4QF	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	
<p>Officers reported that since the publication of the agenda a further representation had been received raising issues regarding impact on local businesses and the need</p>	

for such a development. In response Members were advised that there was no requirement for an impact test with a retail development of this scale or to request the applicant to demonstrate the need for the development as per the National Planning Policy Framework.

Councillor Charlotte Gerrard had made a representation objecting to the application and as she was unable to attend the meeting, she requested that her representation be considered by the Committee.

After considering the application, the Officer's updates and representations made, the Committee agreed to approve the application, subject to the conditions listed below.

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

- 1) Time limit – outline permission;
- 2) Submission of reserved matters;
- 3) Development parameters;
- 4) Site levels (BE1);
- 5) Facing materials to be agreed (BE1 and BE2);
- 6) Breeding birds protection (G21);
- 7) Tree protection (BE);
- 8) Construction management plan (Highways) (BE1);
- 9) Electric vehicle charging point (CS19);
- 10) Travel plan – (TP16);
- 11) Site waste management plan (WM8);
- 12) Sustainable waste management design (WM9);
- 13) Foul water (PR16); and
- 14) Surface water regulatory scheme (PR16).

DEV29 - 16/00338/FUL - PROPOSED DEVELOPMENT, CONSTRUCTED IN TWO PHASES, OF WAREHOUSE INCLUDING INTERNAL THREE STOREY OFFICE AND LABORATORY ELEMENT (USE CLASSES B2/B8) WITH ASSOCIATED ACCESS, INFRASTRUCTURE AND LANDSCAPING ON LAND TO THE SOUTH OF DENNIS ROAD, VENTUREFIELDS TRADE PARK, WIDNES

It was noted that this proposal was being returned before Members following an objector error with his request to speak, at the November 2016 Committee meeting.

Officers reported that the objector had since withdrawn his objections and request to speak, after discussions with the applicant since the last meeting. It was noted therefore that the item was now withdrawn and the

resolution made at the last Committee meeting would still stand.

RESOLVED: That the withdrawal of the item from the agenda be noted.

DEV30 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

**16/00330/FUL** Proposed construction of office building (Use Class B1) with associated access, boundary treatments and hard and soft landscaping on land off MacDermott Road, adjacent to Tesco Distribution and Recycling Centre, Widnes, Cheshire.

**16/00208/COU** Proposed Change of Use of redundant building to 3 no. dwellings including partial demolition and external alterations at Windmill Farm, Windmill Lane, Preston Brook, Cheshire, WA4 4AZ.

**16/00370/TPO** Application to fell trees preserved by Tree Preservation Order: Fell Sycamore T1, Fell Sycamore T4, Crown reduction of Beech T6 to rear of 83 Weston Road, Runcorn, Cheshire, WA7 4LB.

**16/00254/FUL** Proposed erection of 1 no. single storey detached dwelling with new vehicular access at 149 Main Street, Runcorn, Cheshire, WA7 2PP.

The following applications had gone to appeal:

**15/00115/COU** Proposed Change of Use to residential caravan site for up to 8 caravans including the laying of hardstanding and erection of three amenity blocks at Former Ivy House, Marsh Lane, Off Brindley Road, Runcorn, Cheshire, WA7 1NS.

The following Appeal Decisions had been made:

**Dismissed**

- 16/00163/FUL** Proposed construction of 1 no. detached bungalow suitable for occupation by disabled person(s) (DDA Compliant) with associated landscaping and access on part of rear garden at 117 Birchfield Road, Widnes, Cheshire, WA8 7TG.
- 16/00121/FUL** Proposed two storey front extension at 24 Seaton Park, Runcorn, Cheshire, WA7 1XA.
- 15/00108/S73** Proposed removal of condition 1 from Planning Permission APP/D0650/C/10/2126943 to allow the permanent retention of a mixed use for the keeping of horses and a residential gypsy caravan site and the variation of condition 5 to allow the stationing of 12 caravans at any time (of which no more than one shall be a static caravan or mobile home) at Land to the South West of Junction between Newton Lane and Chester Road, Daresbury, Cheshire.

*Meeting ended at 6.40 p.m.*

**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Monday, 16 January 2017 at Select Security Stadium, Widnes*

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

Apologies for Absence: Councillor Thompson

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, R. Cooper, A. Evans, J. Farmer and P. Shearer

Also in attendance: Councillor A. MacManus and approximately 101 members of the public

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

*Action*

DEV31 MINUTES

The Minutes of the meeting held on 6 December 2016, having been circulated, were taken as read and signed as a correct record.

DEV32 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

The Committee was advised that a matter had arisen which required immediate attention by the Committee (Minute DEV36 refers), therefore, pursuant to Section 100 B(4) and 100 E and to avoid any unnecessary delay by waiting for the next Committee meeting in February, the Chair ruled that the item be considered as a matter of urgency.

DEV33 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.

DEV34 - 16/00333/COU - PROPOSED CHANGE OF USE FROM CARE HOME (USE CLASS C2) TO ASYLUM SEEKER HOSTEL (SUI GENERIS) TO ACCOMMODATE A MAXIMUM OF 120 PERSONS AT LILYCROSS CARE CENTRE, WILMERE LANE, WIDNES

At the opening of the meeting the Chair addressed the public and explained the procedures that would apply to all matters before the Committee with particular reference to this item. The Chair requested the public to observe and respect these procedures, so that the business of the Committee could be conducted in an orderly manner.

The Planning Officer then introduced the item.

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

The Committee was reminded of the representations made in advance of the meeting, which were all included in the report. Since the publication of the agenda it was reported that further objections had been received by email, reiterating the concerns previously raised by residents, many emphasising the need for care beds and the retention of the use of the building as a care home and the health and safety issues. The Officers confirmed that the Local Planning Authority (LPA) had no information regarding a possible reopening of the site. The current owner of Lilycross had confirmed that he did not know that anyone was interested in the purchase of Lilycross to use the building as a care home.

The Officers referred the Committee to the published supplementary information update list which provided information in relation to objections received regarding the existing use of the site. Two further representations had been received in support of the application; and the typographical error in Condition 2 on page 51 was noted. The additional information in the supplementary information update list regarding retention of use was amplified.

The Committee was addressed by Mr Mike Carr, who spoke against the application on behalf of the objectors. He argued:

- That the sewerage requirements would be double that of the care home as per the Environment Agency's comments;
- There was a fear of crime amongst local residents despite there being no Police evidence of this at

comparable sites;

- That the site was in a Green Belt location and would result in increased traffic and movement of people and intensification of use; and
- That the development cannot be sustainable economically, socially or environmentally.

Mr Simon Dorset, a representative from SERCO on behalf of the applicant, then addressed the Committee. He began by introducing COMPASS (Commercial and Operating Managers Procuring Asylum support) contracts with the Home Office, of which SERCO was awarded the North West area. He discussed the suitability of the site for the purpose being requested and understood that residents had questions and fears in relation to this, which were answered in detail in the report. He explained how the asylum seekers would be managed once they were placed in the initial accommodation and the duty of care placed upon SERCO until they were dispersed to other accommodation. He stated that the impact of the site on the local community would be small and healthcare would be provided under the contract with the exception of emergency care. Therefore there would be little or no impact on the local healthcare services. In response to claims regarding fear of crime, he advised that there was no evidence of crime being committed at other sites across the country.

Councillor MacManus then addressed the Committee and spoke on behalf of local residents. He raised points relating to:

- How responses from statutory consultees had been set out in the report;
- Drainage issues;
- The lack of sprinkler and alarm systems;
- Whether the development would be sustainable;
- Whether policy GE4 was applied;
- Doubts over economic growth claims and how businesses would benefit from asylum seekers;
- Fear of crime;
- Whether it was possible to impose a condition to restrict the use of the site to families only;
- Doubts that facilities in the Centre would meet standards in relation to sewerage and HMO's (Homes of Multiple Occupation);
- Unsuitability of the site for such a use; and
- Human rights and proportionality.

The Legal Officer answered the question raised by Councillor MacManus regarding a condition restricting the

use of the hostel to families only and confirmed that this was not possible.

Some Members of the Committee stated that despite the publicity surrounding this application, it must be determined according to its merits and compliance with planning policy just like any other application would be.

A question was raised of the adequacy of the drainage on the site. The Council's Highways Engineer gave a detailed reply. He referred to the paper which had been tabled before the start of the meeting for the information of the Committee by a member of the public opposing the application; this was titled '*Sewage Treatment Plant – Manufacturers (Klargester) recommendation by Mr Chris Pike, Product Manager commercial Treatment Plants*', which questioned the current system.

Before the conclusion of the detailed reply there was a general disturbance by members of the public. A large number of people left the room making loud comments. After further interruptions and further people exiting the room the Council's Highways Engineer concluded his comments. In his opinion the drainage provision would be adequate.

The debate continued. In response to discussions regarding the retention of use as a care home versus the use as an asylum hostel, the Council's Legal Adviser re-stated the rules that applied.

Some Members of the Committee commented that Lilycross had never been owned by the Council and any alternative proposals on its future, such as the ones being suggested in emails to the Committee, should be put directly to the owner.

After hearing the representations made by the speakers and taking the report and updates into consideration, the Committee determined that the application for change of use be approved.

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

1. The development hereby permitted shall be begun before the expiration of three years from the date of permission.

Reason:- In order to comply with Section 91 of the Town and Country Planning Act 1990.

2. The development hereby approved shall be carried out in accordance with the following plans and drawings received on 10 August 2016:-

1:1250 Site Plan

Reason:- To ensure that the work is carried out in accordance with the approved plans and within the parameters of the grant of planning permission, and to comply with Policies BE1 and BE2 of the Halton Unitary Development Plan, the Core Strategy and the National Planning Policy Framework.

3. The use hereby approved shall be limited to a hostel for initial Accommodation of Asylum Seekers and for no other use.

In this Condition 'Initial Accommodation' means accommodation provided under Section 98 of the Immigration and Asylum Act 1999 for Asylum Seekers, for initial assessment prior to provision/placement in dispersed accommodation.

Reason:- The proposed use restriction to 'Initial Accommodation for Asylum Seekers' complies with NPPF and Sections 70 and 72 of the 1990 Act. Issues relating to anything other than initial accommodation have not been analysed. Any change of use outside of the meaning of (the sui generis use of) Initial Accommodation must be the subject of a formal application for planning permission.

4. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 ("the 2015 Order") (or any order revoking and re-enacting that Order with or without modification), no development within classes A, B, C, D and F of Schedule 2, Part 2 (Minor Operations) of the 2015 Order shall be permitted.

Reason:- To preserve the openness of the Green Belt and to comply with NPPF.

DEV35 - 16/00272/FUL - FULL APPLICATION FOR CONVERSION OF EXISTING BARN BUILDINGS FROM OFFICERS TO 5 NO. DWELLINGS AND GARAGES, DEMOLITION OF EXISTING INDUSTRIAL SHEDS AND REDEVELOPMENT TO PROVIDE 14 NO. NEW COTTAGES AND GARAGES WITH ASSOCIATED EXTERNAL WORKS AND

LANDSCAPING AT RAMSBROOK FARM, RAMSBROOK LANE, HALE

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

The Committee was addressed by Mr Chris Forbes, a neighbouring local resident. He wished to object to the application citing: that to the south of the site was a sewerage cake plant, which when moved caused a stench in the area and affected his property; and Green Belt issues.

Mr Keith Summers, a representative of the applicant, then addressed the Committee explaining the proposals. He further stated that all planning policies had been addressed by the applicant.

In response to Mr Forbes' comments regarding smells from the nearby sewerage plant, which was also questioned by one Member, it was confirmed that the Council's Environmental Health Officer (EHO) had received no complaints in relation to this. The EHO had stated that the development would not be unduly affected by the plant.

After taking all matters into consideration the Committee agreed to approve the application.

RESOLVED: That the application be approved subject to the following conditions and Section 106 for provision of off-site public open space.

1. Time limit;
2. Drawing numbers (BE1, BE2 and GE1);
3. Site levels (BE1);
4. Surface water regulation system (PR16 and CS23);
5. Requirement for outfall to be agreed with United Utilities (PR16 and CS23);
6. Phase 2 ground contamination report required (PR14 and CS23);
7. Visibility splay retention (TP17);
8. Facing materials to be agreed (BE1 and BE2);
9. Breeding birds protection (GE21);
10. Tree protection (BE1);
11. Hours of construction (BE1);
12. Construction Management Plan (Highways) (BE1);
13. CEMP inclusive of details of ecological mitigation (GE21);
14. Landscape scheme and implementation (BE1 and GE21);

15. Swift boxes (GE21);
16. Reasonable avoidance measures – bats (GE21);
17. Japanese knotweed method statement (GE21);
18. Japanese knotweed validation report (GE21);
19. Site Waste Management Plan (WM8);
20. Bat friendly lighting scheme (GE21);
21. Ground contamination (Phase 2 site investigation, remediation strategy, validation report) (PR14);
22. Bin storage details (BE2);
23. Electric vehicle charging points (CS19);
24. Removal of Class A and E permitted development (GE1);
25. Any new or extended hardstanding (flags, clock paving, tarmac, concrete) within the property boundary shall be constructed in such a way as to prevent surface water runoff from the hardstanding onto the highway (TP17);
26. Definitive drawing of residential curtilage (GE1);
27. Retention of rear boundary hedging throughout the lifetime of the development (GE1 and NPPF);
28. No access created from rear of properties onto surrounding Green Belt land throughout lifetime of the development (GE1 and NPPF); and
29. Provision of pedestrian link including offsite highway works (BE1).

DEV36 - APPEAL AGAINST NON DETERMINATION OF PLANNING APPLICATION REF: 15/00266/OUTEIA - APPLICATION FOR OUTLINE PLANNING PERMISSION (WITH ALL MATTERS OTHER THAN ACCESS RESERVED) FOR MIXED USE DEVELOPMENT COMPRISING: UP TO 550 RESIDENTIAL DWELLINGS; UP TO 15,000 SQM OF EMPLOYMENT FLOORSPACE (USE CLASS B1); NEW LOCAL CENTRE OF UP TO 3,000 SQM (USE CLASSES A1 - A5 AND D1 - DUAL USE); PROVISION OF INFRASTRUCTURE INCLUDING A NEW JUNCTION ON TO A558 DARESBUY EXPRESSWAY AND DETAILS OF ACCESS AT LAND ADJACENT TO DELPH LANE, DARESBUY, CHESHIRE

The Committee was advised that an appeal had been lodged in respect of planning application 15/00266/OUTEIA, received on 4 November 2016.

Officers provided detailed background information in relation to the appeal and advised Members of the actions to be taken. It was concluded that the Council must defend the appeal at this stage due to the lack of information on key matters that go to the heart of the proposal's determination. This was endorsed by the Committee, who authorised the

Operational Director – Policy, Planning and Transportation,  
to take any actions necessary in respect of the appeal.

RESOLVED: That the Committee:

1. endorses the points made in the report; and
2. authorises the Operational Director – Policy, Planning and Transportation, to take any actions which he considers appropriate with respect to the appeal.

*Meeting ended at 8.00 p.m.*

**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Monday, 6 February 2017 at The Board Room - Municipal Building, Widnes*

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, J. Eaton and P. Peak

Also in attendance: Councillor P. Lloyd Jones and 11 Members of the public

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

*Action*

DEV37 MINUTES

The Minutes of the meeting held on 16 January 2017, having been circulated, were taken as read and signed as a correct record.

DEV38 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.

*In order to avoid any allegation of bias Councillor R Hignett took no part in the following item and as he had been involved with the scheme on Executive Board.*

*Councillor Cole entered the room at 1835 hours. As this was part way through the Officers' presentation of the following item, the Council's Legal representative reminded the Committee that Councillor Cole would be unable to participate in the debate or vote on the item.*

DEV39 - 16/00451/FUL - PROPOSED DEMOLITION OF THE HALTON ARMS PUBLIC HOUSE AND LINNETS CLUBHOUSE AND THE CONSTRUCTION OF A MIXED

USE DEVELOPMENT COMPRISING A FOODSTORE (USE CLASS A1); A RETAIL TERRACE COMPRISING UP TO THREE UNITS (USE CLASS A1 / A2 / A3 / D1); A FAMILY PUB RESTAURANT (USE CLASS A4) WITH ANCILLARY MANAGER'S ACCOMMODATION; A NEW CLUBHOUSE (USE CLASS D2); AND ASSOCIATED CAR PARKING, ACCESS, LANDSCAPING AND SERVICING ON LAND OFF MURDISHAW AVENUE AND STOCKHAM LANE, RUNCORN, CHESHIRE

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

Officers advised that since the publication of the agenda and update list, one further representation had been received. It stated that an additional Aldi store was not required and raised concerns over increased congestion and the ability to turn right out of Sutton Park. Also reported were an additional 5 postcard style representations received from the publicity undertaken by Aldi, which were in support of the proposal.

The Committee was addressed by Mrs Marquis-Davies, a local resident of Sutton Park who did not object to Aldi being built but had concerns relating to:

- Noise during the build and after from late night shoppers for example;
- Noise from the public house late at night and during summer;
- Increased volume of traffic and noise;
- Residents opposite the road would be most affected – would the applicant pay for triple glazing on their properties;
- The addition of a path adjacent to the road; this will be noisy;
- Pedestrians will be unsafe crossing a busy road;
- Northwich Road was a problem now and this would be exacerbated by the development; Saltwood Drive was a problem also;
- Traffic lights should operate at the junctions which would reduce the speed of traffic coming from the roundabout; and
- ASB would be encouraged on a development of this type.

George Brown from Aldi then addressed the Committee and explained that the development included – a quality new clubhouse for the Linnets Football Club, a

*Marston's* Public House which was a respectable family oriented outlet; A *Subway* Shop and *Vets for Pets* outlet. He also made the following comments:

- He confirmed that the Aldi branch on Trident Park was not closing;
- The scheme would create approximately 100 jobs between the outlets for the local population;
- They would be adding 50 trees on the site;
- Improvements to highways would be made – including the widening of the road; alterations to road markings and the inclusion of a pedestrian crossing;
- A noise impact assessment had been carried out with no adverse impact on nearby properties being reported; and
- The Aldi deliveries would be made on the east side of the site, away from residents thus minimising the potential for noise disturbance.

He finalised by saying that the development complied with the necessary planning policies.

Following Members' debate and queries Officers explained the details of the work carried out in the noise impact assessment and added that the Council's Environmental Health Officer had no objections.

In response to the footpath adjacent to the road, Officers advised that this had been removed from the plans and went on to explain the highway improvements, as discussed in the published AB Update List.

With regards to the residents request for triple glazing it was confirmed that the results of the noise impact assessment were that this would not be required.

Further to Members' queries it was confirmed that the Committee could stipulate the hours of trading for the public house but licencing matters were the business of the Regulatory Committee.

A discussion on the three different car parks on the site took place, and concerns were raised regarding the potential for confusion for customers, particularly with the Aldi car park operating a ANPR system and restricting parking to 90 minutes. Officers confirmed that there were 200 spaces for the Linnets Football Club car park and this would allow parking for up to 3 hours. Any deviation from this arrangement and the applicant would have to submit a request to Planning.

After taking the Officer's report and updates into consideration and hearing the representations made, the Committee agreed to approve the application.

RESOLVED: That the application be approved subject to the conditions listed below:

Conditions applicable to all Development Plots

- 1) Time limit – full permission;
- 2) Construction hours (BE1);
- 3) Foul water – (PR16);
- 4) Ecological Mitigation Strategy – tree mounted bat box (GE21);
- 5) Ecological Mitigation Strategy – bird nesting boxes (GE21);
- 6) Breeding birds protection(GE21);
- 7) Tree protection (GE21);
- 8) Pre Commencement inspection of site for badgers (GE21); and
- 9) Waste audit (WM8).

Conditions – Development Plot 1 – New Clubhouse

- 1) Approved plans;
- 2) Facing materials (BE1);
- 3) Hard landscaping and boundary treatments (BE1);
- 4) Soft landscaping (BE1);
- 5) Construction Management Plan (BE1);
- 6) Design of parking and servicing and implementation (BE1);
- 7) Scheme detailing formalised link to the adjacent development (BE1);
- 8) Cycle parking (BE1);
- 9) Car parking management plan (BE1);
- 10) Site levels (BE1);
- 11) Surface water drainage strategy (PR16);
- 12) Drainage management plan (PR16);
- 13) Ground contamination – assessment, remediation and validation (PR14); and
- 14) Lighting scheme (PR4).

Conditions – Development Plot 2 – Foodstore and Retail Parade

- 1) Approved plans;
- 2) Facing materials (B1);
- 3) Hard landscaping and boundary treatments (BE1);
- 4) Soft landscaping (BE1);
- 5) Construction Management Plan (BE1);

- 6) Implementation of parking and servicing (BE1);
- 7) Off-site highways works (BE1);
- 8) Cycle parking (BE1);
- 9) Car parking management plan (BE1);
- 10) Site levels (BE1);
- 11) Surface water drainage strategy (PR16);
- 12) Drainage management plan (PR16);
- 13) Ground contamination – validation (PR14); and
- 14) Lighting scheme (PR4).

Conditions – Development Plot 3 – Family Pub Restaurant

- 1) Approved plans;
- 2) Facing materials (BE1);
- 3) Hard landscaping and boundary treatments (BE1);
- 4) Soft landscaping (BE1);
- 5) Construction management plan (BE1);
- 6) Implementation of parking and servicing (BE1);
- 7) Off-site highway works (BE1);
- 8) Cycle parking (BE1);
- 9) Car parking management plan (BE1);
- 10) Site levels (BE1);
- 11) Surface water drainage strategy (PR16);
- 12) Drainage management plan (PR16);
- 13) Ground contamination – validation (PR14);
- 14) Noise mitigation measures (PR2);
- 15) Electric vehicle charging points first fix (CS19); and
- 16) Lighting scheme (PR4).

DEV40 - 16/00461/FUL - PROPOSED CONSTRUCTION OF TWO STOREY OFFICE BUILDING (USE CLASS B1) WITH ASSOCIATED ACCESS, BOUNDARY TREATMENTS AND HARD AND SOFT LANDSCAPING ON LAND OFF MACDERMOTT ROAD (ADJACENT TO TESCO DISTRIBUTION CENTRE), WIDNES, CHESHIRE

The Committee was advised that his item had been withdrawn by the applicant. Officers informed Members that similar a scheme had been received from the applicant for another plot within the 3MG site (application 16/00061/FUL). As the same policies were applied to the new scheme and the new site had already received outline planning permission, Officers requested that this new scheme be delegated to Officers for a decision. This was approved by the Committee.

RESOLVED: That determination of the new scheme submitted by the applicant be delegated to the Operational Director – Planning, Policy and Transportation, for determination.

DEV41 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

**16/00490/HBCFUL**

Proposed construction of new park pavilion at Crow Wood Park, Bancroft Road, Widnes, Cheshire.

**16/00545/TPO**

Proposed single storey rear extension at 76 Heath Road, Widnes, Cheshire, WA8 7NU.

*Meeting ended at 7.10 p.m.*

**REGULATORY COMMITTEE**

*At a meeting of the Regulatory Committee on Wednesday, 18 January 2017 in the Council Chamber, Runcorn Town Hall*

Present: Councillors K. Loftus (Chair), Wallace (Vice-Chair), Fry, P. Hignett, McDermott, A. McInerney and Parker

Apologies for Absence: Councillors Nelson, G. Stockton, Wainwright and Wall

Absence declared on Council business: None

Officers present: K. Cleary, J. Tully, I. Mason and S. Rimmer

Also in attendance: None

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

REG19 MINUTES

The Minutes of the meeting held on 30<sup>th</sup> November 2016 having been circulated were signed as a correct record.

REG20 LEGAL SERVICES LICENSING FUNCTIONS

The Committee received a report which updated Members on the changes made to the Legal Services Licensing Functions.

It was noted that at the Committee meeting on 18 September 2006 Members were advised of a document relating to the various licence/permits/consents dealt with by Legal Services and resolved that the information as outlined be published on the Council's website.

It was further noted that the document was updated and presented to Members generally each year and had now been further updated to reflect more recent changes.

The amended version of Legal Services Licencing Functions was presented to Members for consideration and would be published on the Council's website.

*Action*

Members were invited to identify areas of interest from the report to be included in future training and expressed a view that training on the licensing implications of the Immigration Act 2016 would be found useful when the full implications of the Act were known.

RESOLVED: That the report be noted.

REG21 CREAMFIELDS EVENT 2016

The Committee considered a report from the responsible authorities on issues arising from the carry out of the Creamfields Event in August 2016. Members were advised that the purpose of the report was to present the facts from the viewpoint of the responsible authorities who have now dealt with several events.

It was noted that a report on the event had been received from Cheshire Police. Halton Borough Council Environmental Health – Noise, produced a report after the Committee agenda was published and this report was circulated to Members at the hearing and would form part of the minutes.

As Inspector Stewart Sheer, the author of the report, left Cheshire Constabulary in December 2016 there was no representative from Cheshire Constabulary at the meeting.

Isobel Mason Environmental Health Officer (Halton Borough Council) attended the meeting and summarised the views of Environmental Health – Noise, in relation to the 2016 event.

Stephen Rimmer, Divisional manager Traffic (Halton Borough Council) was present to deal with matters relating to traffic.

Members asked questions of the parties who attended the meeting.

RESOLVED: That the reports from the responsible authorities be noted.

REG22 RE-ADOPTION OF LEGISLATION AND CHANGES TO TAXI LICENSING CONDITIONS

The Committee received a report which updated Members regarding the adoption / re-adoption of legislation and the adoption of taxi licensing conditions.

It was noted at its meeting on 18 January 2016 the Committee began the process of adopting / re-adopting Part II of the Local Government (Miscellaneous Provisions) Act 1976 Act. This process has now been completed.

It was further noted at its meeting on 18 January 2016 the Committee began the process of adopting/re-adopting the provisions relating to the designation of streets in the Local Government (Miscellaneous Provisions) Act 1982. This process has now been completed.

In addition at its meeting held on 5 October 2016 the Committee resolved to recommend that the Executive Board adopt amendments and additions to Hackney Carriage and Private Hire Vehicle conditions. This process has now been completed

RESOLVED: That the report be noted.

*Meeting ended at 6.50 p.m.*

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**APPEALS PANEL**

*At a meeting of the Appeals Panel held on 9 December 2016 in Halton Stadium, Widnes.*

Present: Councillors Wainwright (Chair), A. McInerney and Woolfall

Apologies for absence: None

Absence declared on Council business: None

Officers present: C. Featherstone

Also Present: Appellant and one family member

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

*Action*

AP3 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Panel considered:

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

**RESOLVED:** That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed that in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance

with Section 100A(4) of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1,2 and 3 of Schedule 12A of the Local Government Act 1972.

AP4 HOUSING DISCRETIONARY APPEAL HEARING: CASE NO 278

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

RESOLVED: That the decision of the Local Authority dated 6 September 2016 be upheld and the appeal be dismissed.

*Meeting ended at 10.50 am.*

**APPEALS PANEL**

*At a meeting of the Appeals Panel held on 13 February 2017 at Halton Stadium, Lowerhouse Lane, Widnes.*

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

Apologies for absence: None.

Absence declared on Council business: None.

Officers present: A Scott, K O'Hara and P Wright

In attendance: Appellant

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

*Action*

AP5 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Panel considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Sub-Section 4 of

Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972.

AP6 DISCIPLINARY APPEAL HEARING

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

RESOLVED: That the disciplinary appeal be upheld.

*Meeting ended at 1.20pm*

**STANDARDS COMMITTEE**

*At a meeting of the Standards Committee Wednesday, 1 February 2017 in The Board Room - Municipal Building, Widnes*

Present: Councillors P. Lloyd Jones (Chair), M. Bradshaw, Cole, Howard, C. Loftus, J. Lowe, Wainwright, Wharton, Mr A. Luxton (Co-optee) and Mr S.Cluff (Parish Council Co-optee), Professor D. Norman (Independent Person), Mr R. Radley (Independent Person)

Apologies for Absence: Mrs D. Howard (Independent Person)  
Revd Canon D.Felix (Parish Council Co-optee), Councillor McDermott

Absence declared on Council business: None

Officers present: M. Reaney and A. Scott

Also in attendance: None

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

STC1 MINUTES

The minutes of the meeting held on 10 February 2016, having been circulated, were signed as a correct record.

STC2 STANDARDS COMMITTEE ANNUAL REPORT

The Committee considered a report of the Operational Director, Legal and Democratic Services/Monitoring Officer, which summarised the work of the Committee in the last Municipal Year.

At the meeting in February 2016, Members had considered the Annual Report, which had noted an update on the Standards regime. There had been an update on issues that had arisen in other parts of the country, which provided an insight into the nature of matters raised and how they were dealt with elsewhere.

In addition, Members also received a report on the Council's Whistleblowing Policy, in so far as it related to the work of the Standards Committee. It was noted that the Policy was kept under review as regards best practice, as

*Action*

part of the annual review of the Council's Constitution.

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

Operational  
Director, Legal  
and Democratic  
Services/  
Monitoring Officer

### STC3 STANDARDS COMMITTEE UPDATE

The Operational Director, Legal and Democratic Services/Monitoring Officer provided the Committee with an update on issues which had arisen in other parts of the country, which provided an insight into the kind of issues faced and the manner in which they had proceeded.

Details on recent cases were given from the following locations:-

- Coventry;
- Sandwell (Birmingham);
- Leek (Staffordshire);
- Bury;
- Sadleworth (Greater Manchester); and
- Croydon.

A verbal update was given on local matters that had been considered since the last meeting and on the work in relation to a Code of Conduct for the Liverpool City Region (LCR) Combined Authority (CA), which was in preparation as part of the revision of the LCR CA Constitution.

RESOLVED: That the report be noted.

*Meeting ended at 2.54 p.m.*

**APPOINTMENTS COMMITTEE**

*At a meeting of the Appointments Committee held on Tuesday, 29 November 2016 in the The Board Room - Municipal Building, Widnes*

Present: Councillors Polhill, J. Bradshaw, Gilligan, Rowe, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: D. Parr, M. Vasic and R. Rout

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

APC6 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

*Action*

The Panel considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed that in disclosing the information, members of

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

APC7 STAFFING MATTER - VOLUNTARY REDUNDANCY OF OPERATIONAL DIRECTOR

The Committee considered a proposal to allow the voluntary redundancy of the Operational Director, Commissioning and Complex Care.

This report outlined the cost of voluntary severance, calculated in line with the Council's Staffing Protocol; the revenue budget saving to be achieved through deletion of the post, and the proposed reconfigured management arrangements to operate within the Adult Social Care area of the People Directorate.

RESOLVED: That

- 1) the contents of the report be approved;
- 2) the request for voluntary redundancy be approved; and
- 3) the approach to reconfigured management arrangements, as set out in the report, be approved.

Strategic Director  
- People

*Meeting ended at 2.15 p.m.*