



Minutes & Reports

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

**Wednesday, 18 October
2006**

Minutes & Reports

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COUNCIL

At a meeting of the Council Wednesday, 19 July 2006 Council Chamber, Runcorn Town Hall

Present: Councillors Swain, Bradshaw, Blackmore, Cole, Dennett, Drakeley, Fraser, Gerrard, Gilligan, Harris, Higginson, Hignett, M Hodgkinson, Horabin, C Inch, D Inch, Jones, Leadbetter, Lewis, Loftus, Lowe, Marlow, Massey, McDermott, McInerney, Morley, Nelson, Nolan, Norddahl, Osborne, Parker, Pearsall, Philbin, Polhill, E Ratcliffe, M Ratcliffe, Redhead, Rowe, Sly, Swift, Thompson, Wainwright, Wharton, Whittaker and Wright

Apologies for Absence: Councillors Cross and Findon

Absence declared on Council business: Councillor D. Cargill

Officers present: D. Johnson, D. Parr, D Terris, J. Tradewell, D Tregear, J. Whittaker and L. Cairns

Also in attendance: (none)

Action

COU10 COUNCIL MINUTES

The minutes of the meeting held on 19th May 2006, having been printed and circulated, were taken as read.

RESOLVED: That the Minutes of the meeting be confirmed and adopted.

COU11 THE MAYOR'S ANNOUNCEMENTS

The Mayor welcomed the two new Councillors, congratulating them on their recent election success, and made the following announcements:

- Member Services had won a Municipal Journal (MJ) Award for "Members' Achievement of the Year". Congratulations were extended to all those Members and officers involved. It was noted that, previously, the Authority had been shortlisted for a Local Government Chronicle (LGC) Award; although unsuccessful, the Council had been commended. In addition, it had recently been advised that the Authority had been shortlisted for an Association of Public Service Excellence (APSE) Award, the result of which was awaited.

- Halton Borough Council had also been commended at the MJ Awards under “Best Achieving Council”.

COU12 LEADER'S REPORT

The Leader of the Council reported that Councillor D Cargill was in London to put forward the Council's position in respect of European funding. Although Halton was the 20th most deprived Authority in Britain, it had been excluded from the new map for technical reasons.

In addition, it was reported that Mr John Collins, Freeman of the Borough, was standing down as Chairman of the Standards Committee. Mr Collins had worked on establishing a scheme of ethical governance for the Authority and his Leadership had resulted in the current Code of Conduct. Mr Collins had been influential in establishing training for Members and setting up Planning and Licensing Protocols.

The Leader thanked Mr Collins for all his work on the Standards Committee and also for his 60 years of service to Local Government. The Mayor presented Mr Collins with an award and a gift on behalf of the Council.

Mr Collins addressed the Council, outlining some of the work he had been involved with at the Authority and thanking Members for the invitation to attend this meeting.

COU13 YEAR AHEAD

The Council received a presentation from Mr Parr, the Chief Executive, regarding the document “The Year Ahead”. This document outlined what was happening in Halton, celebrating the Authority's success in achieving Excellent Status from an independent assessment and describing priorities for the forthcoming year. The document was available on the Council's website.

A number of successful initiatives/projects were outlined including the second Mersey Crossing; Victoria Park and the restoration of the lake; Daresbury International Science Park; and £60 million of investment in Weston Docks by the private sector to rejuvenate the port. Investment was also being made in Halton's people, for example the integration of services in line with the “Every Child Matters” agenda, and the examining of health issues.

It was noted that there were a number of external

drivers which would affect how the Council carried out its business in the future; for example, Sir Michael Lyons would be publishing a report at the end of the year which would have a significant impact.

The Mayor thanked Mr Parr for an informative presentation.

COU14 MINUTES OF THE EXECUTIVE BOARD

The Council considered the Minutes of the Executive Board held on 20th April, 17th May, 8th June and 22nd June 2006. In response to a question regarding the change in the Waste Management strategy (Minute Number EXB12 refers), the Leader advised that, due to the timescales involved, it had been necessary to make a decision at that time. This decision had been taken openly.

RESOLVED: That the Minutes be received.

COU15 MINUTES OF THE EXECUTIVE BOARD SUB-COMMITTEE

The Council considered the Minutes of the Executive Board Sub-Committee held on 22nd May, 12th June and 22nd June 2006.

RESOLVED: That the minutes be received.

COU16 MINUTES OF THE EXECUTIVE (TRANSMODAL IMPLEMENTATION) SUB-BOARD

The Council considered the Minutes of the Executive (Transmodal Implementation) Sub-Board held on 26th April and 3rd July 2006.

RESOLVED: That the minutes be received.

COU17 QUESTIONS ASKED UNDER STANDING ORDER NO. 8

It was noted that no questions had been submitted in accordance with Standing Order number 8.

COU18 EXECUTIVE BOARD - 8TH JUNE 2006 (EXB2 REFERS) - CAPITAL DEVELOPMENTS FOR CAVENDISH AND BROOKFIELDS SCHOOLS

The Executive Board had considered a report seeking approval for the capital projects required at Brookfields and Cavendish Schools.

RESOLVED: That the capital projects for Cavendish and Brookfields Special Schools be agreed.

(NB Councillor Massey declared a personal and prejudicial interest in the following item of business, due to him being the Chairman of North Cheshire Hospital Trust, and left the room for the duration of its consideration.)

COU19 CALL-IN

The Council considered a call-in, submitted in accordance with the Council's Constitution, regarding Executive Board minute number EXB15 'Better Care, Sustainable Services, North Cheshire Hospitals NHS Trust Proposals', as follows:

"We the Liberal Democrats do not agree with the Labour Executive Board resolution that 'the Council supports in principal the clinical model proposed by the trust'.

The proposal of the trust does not have the support of the majority of voters in Halton, and does not we believe secure the long term future of Halton Hospital.

The trust did not put forward any other options, and did not address many issues (transport, caseload figures, care pathways, staffing numbers, timetable and sequence of change).

Hence we believe we cannot support the proposal, in advance of the results of consultation, even subject to a request for guarantees on funding and transport.

If the issues above are not addressed to our satisfaction, we must oppose the proposal, and refer the decision to the Secretary of State for Health on behalf of the local community."

This was moved by Councillor Redhead and seconded by Councillor C Inch.

In moving the call-in, Councillor Redhead raised concerns about the following issues:

- the transfer of acute beds;
- the closure of Wards;
- the impact on Halton in the future in respect of patient choice;
- transportation difficulties and other outstanding

- issues; and
- the lack of other options put forward by the Trust.

In response, the Leader stated that this decision had been driven from outside the Council, as a result of the Primary Care Trust's (PCT's) need to change how Halton Hospital was currently running: the decision taken by the Executive Board had attempted to secure the best possible deal.

The Leader considered that some words had been taken out of context and re-iterated that the Executive Board decision stated that it supported the clinical model proposed "in principle" subject to certain guarantees: if the guarantees described were not secured, the Council would not be able to support the proposals. It was considered that, provided assurances were given on the issues raised, this was a way of moving forward to secure the future of Halton Hospital.

Further representations by Members covered the following issues:

- advice received from the independent consultant appointed;
- the role of the Healthy Halton Policy and Performance Board;
- the fact that the Council was only a consultee in respect of this proposal; the final decision was to be made elsewhere;
- the financial position of the Primary Care Trust and the need for it to resolve this;
- whether this decision would affect the Council's ability to react to future changes in Government policy;
- the competitiveness of Halton Hospital if acute services were to move to Warrington;
- transportation difficulties; and
- the need for Halton Hospital to reconfigure in order to survive.

A recorded vote was requisitioned in accordance with Standing Order number 16(1)(b).

Moved by Councillor Redhead.

Seconded by Councillor C Inch.

The following Councillors voted for the call-in:

Councillors Blackmore, Higginson, Hodgkinson, C Inch, D Inch, Marlow, Norddahl, E Ratcliffe, M Ratcliffe, Redhead,

Rowe, Sly and Worrall.

The following Councillors voted against the call-in:

Councillors Bradshaw, E Cargill, Cole, Dennett, Drakeley, Edge, Fraser, Gerrard, Gilligan, Harris, Hignett, Horabin, Howard, Jones, Leadbetter, Lewis, Lloyd-Jones, Loftus, Lowe, McDermott, McInerney, Morley, Nelson, Nolan, Osborne, Parker, Pearsall, Philbin, Polhill, Rowan, Stockton, Swift, Thompson, Wainwright, Wallace, Wharton, Whittaker and Wright,

Councillor Swain, the Mayor, abstained.

Therefore, the call-in was rejected and the decision taken by the Executive Board was confirmed.

COU20 EXECUTIVE BOARD - 8TH JUNE 2006 (EXB3 REFERS) - CHILDREN AND YOUNG PEOPLE'S TRANSPORT POLICY

The Executive Board had considered a report regarding proposed amendments to the Children and Young People's Directorate Transport Policy. One of the proposals was to revise the Appeals Procedure with effect from 1st September 2007, relocating responsibility from Elected Members to senior officers within the Children and Young People Directorate in consultation with the Children and Young People Portfolio Holder.

An amendment in respect of Section 1: Transport Provision for Pupils of Statutory School Age – Eligibility Criteria (paragraph 3) had been submitted. However, the Portfolio Holder for Children and Young People had undertaken to review this section in consultation with the Strategic Director – Children and Young People and so, with the support of the seconder, the amendment was withdrawn by the mover.

RESOLVED: That the revised Appeals Procedure be approved to take effect from 1st September 2007.

COU21 EXECUTIVE BOARD - 22ND JUNE 2006 (EXB10 REFERS) - DRINKING IN DESIGNATED PLACES

The Executive Board had considered a report regarding a proposed Alcohol Designation Order.

RESOLVED: That the Order be made as advertised.

Council Solicitor

COU22 EXECUTIVE BOARD SUB-COMMITTEE - 22ND JUNE 2006 (ES12 REFERS) - STATEMENT OF COMMUNITY INVOLVEMENT - BINDING INSPECTOR'S REPORT AND ADOPTION

The Executive Board Sub-Committee considered a report regarding the Statement of Community Involvement.

RESOLVED: That the amended Statement of Community Involvement, incorporating the changes required by the Inspector, be adopted.

COU23 SECTION 151 OFFICER

The Council considered a report of the Strategic Director – Corporate and Policy recommending that an officer be appointed to fulfil the role of Section 151 Officer until the current postholder, who was absent through ill health, returned to work.

RESOLVED: That Ed Dawson be appointed as the Council's Section 151 Officer on a temporary basis until Mr Bill Dodd resumes his duties.

COU24 APPOINTMENT OF CHAIR AND INDEPENDENT MEMBERS OF THE STANDARDS COMMITTEE

The Council considered a report of the Strategic Director – Corporate and Policy regarding independent representation on the Standards Committee.

It was noted that Mr John Collins, the Independent Chairman, wished to step down. In addition, the three year term of Mr Tony Luxton, an Independent Member, had come to an end. Both vacancies had been advertised in accordance with the statutory requirements and two applications had been received.

RESOLVED: That

- (1) William Badrock and Tony Luxton be appointed as the Independent Members of the Council's Standards Committee until the end of the 2009/10 municipal year;
- (2) William Badrock be appointed as the Chairman of the Council's Standards Committee; and
- (3) the Council's thanks be extended to John Collins for his hard work in helping to establish the Standards

Committee and embed high ethical standards into the Council's governance arrangements.

COU25 APPOINTMENTS TO OUTSIDE BODIES

The Council considered a report of the Strategic Director – Corporate and Policy regarding the appointment of Members to serve on various outside bodies. A document was tabled showing the recommendations put forward.

RESOLVED: That the representatives be appointed to the outside bodies as outlined on the tabled document.

COU26 POLICY AND PERFORMANCE BOARDS' ANNUAL REPORTS 2005-2006

The Council considered a report of the Strategic Director – Corporate and Policy outlining the Annual Reports of each of the Policy and Performance Boards (PPBs), which had been submitted in accordance with the Council's Constitution. It was noted that the Safe and Attractive Neighbourhoods PPB Annual Report was to be submitted to the next meeting of the Safer Halton PPB for consideration.

RESOLVED: That the 2005-2006 Annual Reports submitted from the Policy and Performance Boards be received.

COU27 MINUTES OF POLICY AND PERFORMANCE BOARDS

The Council considered reports on the work of the following Boards in the period since the last meeting of the Council:

Children and Young People
Corporate Services
Employment, Learning and Skills
Healthy Halton
Safer Halton
Urban Renewal
Business Efficiency Board

(NB Councillor Redhead declared a personal and prejudicial interest in respect of minute number ELS3 of the Employment, Learning and Skills Policy and Performance Board meeting held on 14th July 2006 due to working at the Catalyst and being a member of The Friends. This item was not discussed by Council.)

COU28 COMMITTEE MINUTES

The Council considered reports on the following Committees in the period since the last meeting of the Council:

Development Control
Standards
Regulatory
Appointments

Meeting ended at 8.25 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 20 July 2006 at the Municipal Building

Present: Councillors Polhill (Vice-Chair, in the Chair), D. Cargill, Gerrard, Harris, Massey, McInerney, Nelson, Wright and Wharton

Apologies for Absence: Councillors (none)

Absence declared on Council business: Councillor Tony McDermott

Officers present: M. Baker, D. Johnson, I. Leivesley, D. Parr, D Terris, J. Tradewell, D Tregea and M. Simpson

Also in attendance: D. Williams

Members of public: 5

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

EXB19 MINUTES

The Minutes of the meeting held on 22nd June 2006 were taken as read and signed as a correct record.

COMMUNITY PORTFOLIO

EXB20 ALCOHOL HARM REDUCTION

The Board considered a report of the Strategic Director – Health and Community which highlighted the key findings of an alcohol audit commissioned by Halton Local Strategic Partnership. In addition the Board considered the draft Halton Alcohol Harm Reduction Strategy, which addressed the issues identified within the audit.

It was noted that in 2004 the Government published a National Audit Harm Reduction Strategy and identified the following number of critical harms connected to alcohol misuse:

- health – up to 22,000 premature deaths per year;

Action

- crime and antisocial behaviour – 1.2 million associated violent incidents per year;
- loss of productivity and profitability – calculated at £6.4bn per year; and
- harms to family and society – between 780,000 and 1.3 million children were affected by parental alcohol problems.

The Board discussed various issues including the employment that was created through the night time economy, the accessibility of alcohol for young people and the need to focus on a wider range of people, not just young people.

RESOLVED: That

- (1) the Draft Alcohol Harm Reduction Strategy and Action Plan be approved; and
- (2) the Safer Halton Policy and Performance Board monitors the implementation of the strategy.

Strategic
Director –
Health and
Community

EXB21 YOUTH OPPORTUNITY AND YOUTH CAPITAL FUNDS

The Board received a report from the Head of Halton Youth Service, detailing the new funding streams from central government, which were designed to develop the involvement and influence of young people within the borough.

It was noted that in March 2006 the DfES announced the roll out of the Youth Opportunity Fund and Youth Capital Fund which had been described in the Youth Matters green paper published in July 2005. In Halton, the combined funds totalled £176,914 per annum for two years. The Board was informed that the main purpose of the funds was to “give a voice and influence young people, particularly disadvantaged young people, in relation to things to do and places to go and to convey a powerful message to young people that their needs and aspirations are important.”

This new initiative would involve the development of a Halton YouthBank run for young people by young people. It was noted that it would build on, and link into, the Borough’s recent success in supporting the introduction of the UK Youth Parliament, Borough Youth Forum Cabinet and area based Youth Forums.

The Board was advised that there was a clear definition on the age range of eligible youths, being 13 – 19

years, who would be encouraged to make bids to the YouthBank. It was noted that Halton Borough Council's finance team would administer the funds in accordance with regulations specified by the DfES.

Members discussed the YouthBank and felt that this was a wonderful opportunity for youths to spend the funds on projects suggested by themselves.

RESOLVED: That

- (1) the Policy Statement on the use of these funds be agreed;
- (2) the UK Youth Parliament Borough Youth Forum Cabinet be supported by the Youth Service to set up and project-manage a young people's YouthBank operated "by young people FOR young people" to administer grants and commission services using the Youth Opportunities and Youth Capital Fund as specified in the DfES guidance and monitored through reporting mechanisms by their Government Office representative, Tony McGee;
- (3) the financial regulation of these funds be set up as specified by the DfES and monitored through the CYP Integrated Joint Commissioning Partnership, Connexions' finance and audit team and YouthBank UK Ltd;
- (4) the Halton YouthBank roll out these funds in the form of grants and commissioned projects to increase the number and quality of "places to go and things to do" for and with the young people of Halton;
- (5) the criteria and parameters for who and what gets funded be agreed between the UKYP Borough Youth Forum Cabinet Project Board, Children and Young People's Directorate and Alliance, and Halton Youth Service enduring linkage to the Every Child Matters outcomes, access and inclusion for all, quality and safety of provision funded, and agreed systems to ensure financial regularity;
- (6) the Executive Board receive a report prior to budget setting for 2008, which looks at the success of YouthBank and the implications of mainstreaming this funding from April 2008; and

Strategic
Director –
Children and
Young People

- (7) that arrangements be put in place and maintained for the proper financial management and control of the funds, such arrangements to be approved in advance by the Operational Director – Financial Services.

HEALTH AND SOCIAL CARE PORTFOLIO

EXB22 WIDNES PRIMARY CARE ESTATES STRATEGY

The Board considered a report of the Strategic Director – Health and Community which provided details of a response to the consultation on proposed changes to primary care practices in Widnes as detailed in the strategy “Improving Local Health Services”.

The key aspects of Halton Primary Care Trusts’ preferred options were outlined for the Board’s consideration.

The Board raised a number of issues in relation to accessibility, parking facilities, nearest pharmacy locations, and the need for a more local service. It was noted that the principles of accessibility, equity and the reduction of inequalities needed be more clearly evidenced in the proposals and there would be potential difficulties should the proposals go ahead in their current form.

RESOLVED: That

- (1) the proposals set out in the report be noted; and
- (2) reassurances be sought from St. Helens and Halton PCT on the issues identified within the conclusions set out at section 4.0 of the report.

Strategic
Director –
Health and
Community

EXB23 5BOROUGHES PARTNERSHIP NHS TRUST MODEL OF CARE

The Board received a report providing Members with an assessment of the 5Boroughes Partnership Model of Care proposals, which highlighted the key issues for the Council to consider. The report outlined the proposals from “The Model of Care” including the key features of the proposals as follows:

- a change in emphasis of service delivery from treatment and maintenance to recovery and social inclusion;
- the development of Resource and Recovery Centres in each locality, which combined inpatient services

with the new Crisis Resolution/Home Treatment service. This more intensive approach was intended to be much more flexible and needs-led; and

- delivery of a reduced but more focused range of day therapies which would provide Access and Advice Teams to act as gatekeepers to the new service. Tighter and more focused eligibility criteria would be developed which would determine the people who would be accepted by the service.

It was noted that there had been a meeting with the 5Boroughs Partnership, however it was felt that little progress had been made and a lot of work had to be done over the next six weeks in order to clarify and fully understand the proposals.

Members discussed the need for service users to be able return to the community to recover rather than having to live in hospitals and centres; what would be needed to make the model work; what resources we would have as a Council; and the possibility of training staff in order to look after clients from their homes.

RESOLVED: That

- (1) the Council commission an independent person suitably qualified to review the 5Boroughs proposals; and
- (2) a further report be presented to Executive Board on 7th September 2006.

Strategic
Director –
Health and
Community

PLANNING, TRANSPORTATION, REGENERATION AND RENWAL PORTFOLIO

EXB24 HALTON LOCAL DEVELOPMENT FRAMEWORK: APPROVAL OF PUBLICATION OF CORE STRATEGY ISSUES AND OPTIONS PAPERS FOR PUBLIC CONSULTATION

The Board considered a report which sought approval for the publication of the Halton Core Strategy Issues and Options papers for statutory public consultation.

It was noted that a new Planning Act had been introduced in September 2004 which had fundamentally changed the process for producing development plans and the content of them. The Local Development Framework (LDF) was the name given to the portfolio of spatial plans that would be produced under the new Act. It was reported

that a number of statutory documents would make up the LDF, of which the Core Strategy was the first document to be produced.

Members were advised of the background work that had commenced and, subject to approval, the Issues and Options papers would be available for public consultation during late July, August and early September 2006. Copies of these reports had been circulated with the Agenda for consideration.

RESOLVED: That

- (1) the Issues and Options papers be approved for the purpose of statutory public consultation;
- (2) the precise details of public consultation be determined by the Operational Director – Environmental and Regulatory Services;
- (3) the comments received at the partnership consultation stage be noted;
- (4) further editorial and technical amendments that do not materially affect the content of the Issues and Options papers be agreed by the Operational Director – Environmental and Regulatory Services in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal if necessary, before the document is published for public consultation; and
- (5) the results of the statutory public consultation exercise on the Issues and Options papers be reported back to the Executive Board when later approval is sought for statutory public consultation on Preferred Options.

Strategic
Director –
Environment

EXB25 HALTON BOROUGH COUNCIL (CASTLEFIELDS VILLAGE SQUARE, RUNCORN) COMPULSORY PURCHASE ORDER 2006

The Board received a report from the Strategic Director – Environment seeking approval to use Halton Borough Council's statutory powers of compulsory purchase to assist with the comprehensive land assembly needed to achieve the development of the Castlefields Village Square in Runcorn.

The report outlined the negative aspects of the

current Castlefields Local Centre and advised the Board of the Castlefields Masterplan which set out the proposals for the establishment of the new Village Square in order to address the current problems. It was noted that the Masterplan envisaged the provision of a public space at the very heart of the Castlefields Estate, bringing together community services and an intersection of roads, paths and transport modes.

The Board considered the background information provided in relation to the following:-

- financial issues;
- details of the scheme;
- land required and negotiations to date;
- the need for the Compulsory Purchase Order (CPO) to achieve the required land assembly;
- delivery and funding;
- policy implications;
- the compulsory purchase process;
- related orders; and
- human rights.

An update sheet listing amendments made to the CPO Schedule since the circulation of the Draft on 4th July 2006 was tabled at the meeting with the changes as follows:

- insertion of plot areas in square metres;
- addition of the Post Office as an occupier of the Newsagent, Connexions Greater Merseyside Partnership as an occupier of the Community Centre and Mr Octavio Chung as an occupier of the Take Away;
- addition of Liverpool Housing Trust (LHT) as a reputed owner of the Community Centre;
- insertion of new Plot 10, which was a footpath within ownership of English Partnerships (EP);
- insertion of the relevant details regarding who had the benefit of the interest listed in Table 2;
- change to the formatting of Table 3 (Interested Parties and Addresses for Service); and
- general correction of typos and errors.

In addition the tabled document outlined the changes that had been made to the Statement of Reasons since its circulation to Members on 4th July 2006 which were as follows:

- insertion of the relevant details to complete Sections

11 (The Planning Application) and 17 (Related Orders) of the Statement;

- completion of Section 2 (Table of Contents) to include reference to page numbers;
- completion and re-ordering of Section 21 (List of Documents). It was noted that the Statement had been read and the Council had endeavoured to list all of the main policy documents referred to therein;
- insertion of paragraph and section details, which were cross referred to in the text of the Statement; and
- general correction of typos, errors and text for both accuracy and sense.

The Board was informed that no substantive changes had been made to the text of the document.

RESOLVED: That

- (1) the Council makes a Compulsory Purchase Order under Section 226(1)(a) of the Town and Country Planning Act 1990 (as amended by the Planning and Compulsory Purchase Act 2004) for the acquisition of all interest in the land (the Order Land) shown edged red and coloured pink on the plan attached to the report in order to secure the comprehensive redevelopment of the site;
- (2) authority be given to the Strategic Director, Environment, in consultation with the Council Solicitor, to take all necessary steps to secure the making and confirmation of the Compulsory Purchase Order and for any other actions necessary to give effect to the land acquisition and the implementation, whether on a voluntary basis or otherwise;
- (3) the Strategic Director, Environment, be authorised to seek and obtain any highway stopping up and/or diversion orders related to the compulsory purchase order; and
- (4) the Strategic Director, Environment, in consultation with the Council Solicitor, be authorised to enter into an Agreement under which English Partnerships indemnify the Council in respect of all external expenditure concerned with the making and implementation of the Compulsory Purchase Order and any other actions necessary to implement the Castlefields Village Square proposal.

Strategic
Director –
Environment

EXB26 TRANSPORT INNOVATION FUND BID

The Board considered a report of the Strategic Director – Environment which sought approval for submission of a joint bid with the Merseyside authorities, for funds from the congestion element of the Transport Innovation Fund (TIF).

It was noted that the bid was to help assess the congestion in the area and the effectiveness of congestion management options, which would include road user pricing and improvements to public transport.

The four fundamental criteria for a TIF bid were outlined for the Board's consideration. It was believed that a joint bid would satisfy these requirements. Areas that the bid would focus on were described in the report.

Members were advised that the bid was likely to be in the sum of £550,000 over two years (2007/08 to 2008/09), to be matched by the Merseyside Authorities and Halton, with Halton's contributions being in the region of £90,000 funded from the Mersey Gateway preparation costs.

RESOLVED: That approval be given to a joint Transport Innovation Fund bid, with Merseyside authorities, to secure funding to assess the impact of congestion in the area and options for managing congestion.

Strategic
Director –
Environment

MINUTES ISSUED: 31st July 2006

CALL IN: 7th August 2006

Any matter decided by the Executive Board may be called in no later than 7th August 2006.

Meeting ended at 3.30 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 7 September 2006 at the Marketing Suite, Municipal Building

Present: Councillors Polhill (Vice-Chair, in the Chair), Gerrard, Harris, Massey, McInerney, Nelson, Wright and Wharton

Apologies for Absence: Councillors McDermott and D. Cargill

Absence declared on Council business: (none)

Officers present: D. Parr, I. Leivesley, P. McWade, K. O'Dwyer, J. Tradewell, D Tregea, L. Cairns and G. Cook

Also in attendance: Councillor Blackmore, Mr Nears, Mrs Tudor and 1 member of the public.

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

	<i>Action</i>
<p>EXB27 MINUTES</p> <p>The minutes of the meeting held on 20 July 2006, having been printed and circulated, were taken as read and signed as a correct record.</p> <p>CORPORATE SERVICES PORTFOLIO</p> <p>EXB28 GAMBLING ACT 2005 STATEMENT OF GAMBLING POLICY</p> <p>The Board considered a report of the Council Solicitor presenting a draft statement of gambling policy, which the Council was required to adopt under the Gambling Act 2005.</p> <p>The Government had recently announced that statements of gambling policy must be in force by the end of January 2007 and so the draft had been produced in order that a formal consultation period could begin on, or around, 8th September 2006, ending by week commencing 23rd October 2006.</p> <p>RESOLVED: That</p>	

- (1) the draft statement of gambling policy attached to the report be the Council's consultation draft;
- (2) the Council Solicitor determine all matters relating to the consultation process; and
- (3) the matter be reported back to the Executive Board following the consultation process.

Council Solicitor

EXB29 2006/07 BUDGET SAVINGS

The Board considered a report of the Strategic Director – Corporate and Policy providing details of budget savings.

It was noted that the Council set its 2006/07 revenue budget on 1st March 2006 and, in doing so, approved the inclusion of a savings reduction of £250,000 for each Directorate. Details of how the savings were to be implemented by each Directorate were presented in the Appendix to the report.

RESOLVED: That the savings proposals presented in Appendix 1 to the report be approved.

ENVIRONMENT, LEISURE AND SPORT PORTFOLIO

EXB30 WASTE MANAGEMENT - THE NEXT STEPS

The Board considered a report of the Strategic Director – Environment outlining progress on the development of a potential waste management partnership working with the Merseyside Waste Disposal Authority (MWDA).

It was noted that, following the meeting of the Board on 22nd June 2006, the Council's intentions to formally request that Halton Borough Council be accepted as a partner by the MWDA to work towards securing appropriate waste treatment and disposal services and facilities had been declared in a letter to the MWDA; at its Annual Meeting held on 28th June 2006, MWDA Members resolved that:

- (1) the Authority agrees in principle to the acceptance of Halton Borough Council as a partner; and
- (2) officers be instructed to consider the implications of this proposal and produce a risk/benefit analysis for consideration by Members at a future meeting of the Authority.

Warrington Borough Council had been formally advised of Halton's intentions to work with Merseyside and, as a result, it was jointly agreed that the Joint Halton and Warrington Waste Management Board should be disbanded.

The consequences of a Halton/MWDA partnership were outlined in the report for the Board's consideration. It was noted that the next key dates for Halton were to reach an "In Principle" agreement to work in partnership by 13th September 2006 and for a firm and binding decision to be reached by all parties by early October 2006.

RESOLVED: That

- (1) the Council agree, in principle, to work in partnership with the MWDA to secure appropriate waste treatment and disposal services and facilities;
- (2) a Memorandum of Understanding (MoU) containing partnership principles between Halton Borough Council and MWDA be drawn up and signed by both parties, and approval be given for officers to work through the detail of a formal Inter Authority Agreement (IAA) with the MWDA;
- (3) Halton's Municipal Waste Management Strategy be updated and aligned with the strategic approaches contained within the Merseyside Waste Management Strategy;
- (4) the Strategic Director – Environment, in consultation with the Executive Board Member for Environment, be authorised to commission work, as needed, from the external consultants appointed by the MWDA; and
- (5) a further report be presented to the Executive Board on 21st September 2006.

Strategic Director
- Environment

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

(NB Councillor Mike Wharton declared a personal interest in the following item of business due to being a resident of, and a representative of (as Ward Councillor), Hale Village. Councillor Wharton left the meeting for the duration of this item.)

EXB31 LIVERPOOL JOHN LENNON AIRPORT - DRAFT MASTERPLAN CONSULTATION

The Board considered a report of the Strategic Director – Environment responding to the invitation from Peel Airports Ltd for the Council to comment on the Liverpool John Lennon Airport (LJLA) Draft Masterplan that had now been published for public consultation.

It was noted that the Department for Transport had asked airports to prepare Masterplans to 2030 showing how proposals for airport expansion could be achieved. The implications of this Masterplan for Halton were outlined in the report for consideration. In addition, Mr Peter Nears and Mr Robin Tudor, representatives of LJLA, attended the meeting to discuss the implications and answer Board Members' queries.

Issues discussed included the following:

- the significant growth in services to Europe and America;
- the significant growth in the catchment area of people using the airport;
- implications in terms of access, the plan for an Eastern access transport corridor and the impact of this in terms of the second Mersey crossing;
- the expansion of the coastal park;
- actions taken in respect of carbon off-setting;
- increased noise and pollution;
- possible expansion of the Sound Insulation Grant Scheme;
- confirmation that risk assessment work had been undertaken by an external body;
- the increase in the volume of approaching aircraft, which had led to a perception that flight paths had changed, and the fact that this could not be re-aligned; and
- workforce numbers and the anticipated impact on the economic infrastructure of the area; for example by the introduction of new hotels and car parking facilities.

Mr Nears confirmed that the second Mersey Crossing could be made a more prominent part of the access strategy. In addition, it was stated that developments taking place in the Wirral would not result in the re-routing of flight paths over Halton.

Mr Nears and Mr Tudor were thanked for attending the meeting, and a slightly amended recommended Council response was tabled for consideration:

RESOLVED: That the following Recommended Response to the Draft Masterplan consultation be agreed and conveyed to Peel Airports Ltd:

Strategic Director
- Environment

1. The Council welcomes the increased job opportunities and business development opportunities that will be brought to Halton and the wider sub region as a result of the proposed expansion of the Airport.
2. If highway capacity studies show a need for the construction of an Eastern Access Transport Corridor, and this is essential to the expansion of the airport, then such a solution is supported in principle. However, although the shortest (and cheapest) Option SA2 is supported, Option SA3 would be preferred as it has advantages for creating a direct link between the proposed Mersey Multi Modal Gateway (rail freight park at Ditton) and the strategic road networks. Option SA4, although also creating such a link to the strategic road network, is opposed on the basis that the route would severely restrict development of the rail freight park by cutting across land allocated for it in the Halton Unitary Development Plan.
3. The Council is concerned about the predicted increase in noise levels shown by the 'low community annoyance' noise contour extending over parts of Runcorn, and the 'moderate levels of annoyance' contour extending over Hale Village and the Primary School, and would wish to discuss how this can be mitigated against with the Airport Company before the final Masterplan is produced.
4. The Council is also concerned about the potential for increased night-time air noise, and the airport is urged to calculate night-time noise contours and share with this Authority so that the impact of aircraft movements at night can be measured before the final Masterplan is produced.
5. The airport is urged to do all it can to ensure that the operation of aircraft using the airport during approach, take off and landing minimises the noise levels expected and to offer noise mitigation grants to a wider number of affected properties including those affected by 'low community annoyance'.

6. The Council accepts the case for an extension to the runway on land within Halton in the direction of Hale as necessary for the expansion of the airport to encourage more routes and cargo business. It also accepts that Dungeon Lane will have to be diverted to allow for this extension. As this is currently open countryside and protected by Green Belt policy, then the boundary treatment and landscaping will have to be carefully considered to minimise visual impact, reduce noise and ensure airport security.
7. The Council welcomes the extension of the coastal park into Halton, but wishes to ensure that the airport contributes to an enhancement of the Mersey Way and Trans-Pennine Trail onwards around the coast of Widnes, to complement the coastal park works.
8. The Council is concerned about the possible extension of the Public Safety Zone (PSZ) over Hale, as a result of the runway extension and increase in flights, as it would restrict development and thereby blight parts of the village. It is also concerned about any increase in risk to businesses that are classified as 'hazardous installations' from increased aircraft movements. The airport is therefore urged to complete the full risk assessments as soon as possible so that the impact on the PSZ extent and any increased risk to hazardous installations can be assessed, before the final Masterplan is produced.
9. The Council supports the proposals to increase public transport trips to the airport, and the parking strategy that would prevent privately operated airport car parks in order to encourage public transport use. However, the bus links to both Widnes and Runcorn must be considered for improvement, not just for passengers but for new employees as a result of the forecast expanded job opportunities.
10. The recognition in the Masterplan that rail passenger services using the Halton Curve should be re-introduced to enable direct rail connections to Chester and North Wales is also supported.
11. The Masterplan's acknowledgment of the benefits of improved road linkages, which will arise as a consequence of the construction of the Mersey Gateway, is noted. Peel Holdings Ltd is requested to enter into a dialogue with Halton Borough Council regarding a financial contribution towards the

planning and procurement of the Mersey Gateway.

12. The Airport Company should enter into a legal agreement with the Council to ensure that any adverse impacts upon the Borough's environment are adequately mitigated against.

EXB32 LOCAL ENTERPRISE GROWTH INITIATIVE ROUND 2
HALTON SUBMISSION

The Board considered a report of the Strategic Director – Corporate and Policy regarding Halton's Local Enterprise Growth Initiative (LEGI) submission. It was noted that the LEGI Programme was a competitive bidding process aimed at providing additional financial support to promote enterprise in deprived areas; this was only open to the 81 Neighbourhood Renewal Areas.

Following feedback received from Halton's unsuccessful round 1 application, it was considered that the next bid needed to be bolder and more ambitious. Consequently, Halton's round 2 bid referenced Halton's economic opportunities as providing the catalyst for transformational change.

The bid was likely to be £15 million over 3 years and comprised 3 work streams:

- (1) creating and embedding an enterprise culture;
- (2) supporting and growing strong businesses; and
- (3) attracting and retaining inward investment relevant to the needs of business.

It was noted that Halton's strategic partners were currently preparing some 30 project proposals to feed into these workstreams.

The application concentrated primarily on the Windmill Hill, Castlefields, Halton Lea, Riverside and Kingsway Wards, although the programme would have benefits for the whole of the Borough, and Members noted that the deadline for receipt of applications was 14th September 2006.

RESOLVED: That the signing off of the final submission be delegated to the Chief Executive in consultation with the relevant portfolio holder.

Chief Executive

Any matter decided by the Executive Board may be called in no later than 19th September 2006.

Meeting ended at 3.10 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 21 September 2006 at the Marketing Suite, Municipal Building

Present: Councillors McDermott (Chairman), D. Cargill, Gerrard, Harris, Massey, McInerney, Polhill, Wright and Wharton

Apologies for Absence: Councillors Nelson

Absence declared on Council business: (none)

Officers present: G. Ferguson, D. Johnson, I. Leivesley, D Terris and J. Tradewell

Also in attendance: Councillor E Cargill

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

EXB33 MINUTES

The minutes of the meeting held on 7th September 2006 having been printed and circulated, were taken as read and signed as a correct record.

HEALTH AND SOCIAL CARE PORTFOLIO

EXB34 HEALTHY EATING

The Board considered a report which outlined the findings of the Healthy Eating Topic Team and sought adoption of and action upon a number of recommendations. The Topic Team was jointly chaired by the Chairs of the Health and Life Chances Policy and Performance Boards.

The aim of the Topic Team was to draw on evidence and advice from experts consulted by the Team and to concentrate on children and their families, and as a special case to include young people about to set up their own home for the first time.

The report set out a description of the Topic Team and other contributors, the approach taken and a list of

Action

recommendations.

Although there was a significant amount of information made available to the Team it became clear that there was no one overview or perspective on the current state of healthy eating in Halton. Many agencies, individuals and groups were involved in work to improve the diet of the Borough, particularly in relation to young people. However, no one group appeared to have the whole picture. As a result what should have been fairly easy questions to formulate answers to often proved more complex.

RESOLVED: That the recommendations be agreed and that progress with implementing the plan and its impact be monitored periodically by the Health PPB subject to funding being identified from the Council's budget setting process.

Strategic Director
Health and
Community

N.B Councillor Mcdermott declared a personal and prejudicial interest in the following item as a member of the 5 Borough Partnership Trust and left the room during its consideration.

COUNCILLOR POLHILL IN THE CHAIR

EXB35 5 BOROUGH PARTNERSHIP NHS TRUST MODEL

At its meeting held on 20th July 2006 the Board considered a report which examined the model of care proposed and the early analysis undertaken by the Council and Halton PCT.

In general terms the view was that the model provided a sound platform to modernise mental health services based upon the model. However, the report highlighted significant concerns about the lack of information, quality of data supplied and uncertainties about the funding issues and invited the 5 Boroughs to respond to these issues. In addition, the Council agreed to commission an independent analysis of the proposals.

It was reported that Halton, Warrington and St. Helens Councils agreed to form a Statutory Joint Scrutiny Committee to scrutinise the proposals and had met on three occasions listening to the views of the 5 Boroughs and the 3 PCTs. A copy of the draft findings of the Joint Scrutiny Committee was circulated to Members of the Board. The concerns raised by the Joint Scrutiny Committee in essence were similar to those contained in the report undertaken by the independent consultant.

Since the report was presented, the 5 Boroughs had continued with their public consultation but at the same time extended the deadline for responses from key stakeholders to the 15th September 2006. The Chief Executive from the 5 Boroughs had agreed that Halton could formally respond after the meeting of the Executive Board on 21st September 2006. During the last two months a number of meetings had occurred with officers from the Council, representatives from Halton and St. Helens PCT and the 5 Boroughs Partnership. The report highlighted the processes and identified the responses to the Council's issues and concerns. In addition, a visit to Norfolk was undertaken by officers and PCT staff to compare the services.

Whilst the Council believed that the principles behind the proposed Model of Care were consistent with the commissioning strategies for Adults and Older People, which were agreed by the Council earlier in the year, there were some substantial risks in the transition from the current model to the new model proposed. The consultant recommended that the Council supported the proposal on a conditional approval basis and explained why the alternative options were not supported.

In addition, the Joint Scrutiny Commission had made three recommendations, the key one being the model, in its present form, was not in the interest of health services in Halton, St. Helens, and Warrington. Also the Joint Scrutiny Committee had identified 12 factors which required addressing and invited the 5 Boroughs to respond to the issues raised in the report. The guidance on Joint Scrutiny required a response from the 5 Boroughs Partnership Trust within 28 days, a further meeting was therefore scheduled for 19th October.

Subsequently, it was reported that the 5 Boroughs had made some concessions during the consultation process and had now written to the Council's Chief Executive committing to a variety of issues, details of which were set out in the report. These concessions and commitments did move the partners closer together, however, the whole systems review may throw up a range of finer issues which would need to be resolved. St. Helens Council Executive Board had also discussed the proposals and their response was detailed in the report.

It was clear that the Trust needed to identify £7m to balance their budget and avoid over-trading in future years. As the whole system's review had not been undertaken, it

was not possible to be entirely explicit of financial impact upon the Council. However, based upon our own analysis and through further clarification, the following financial implications were confirmed:

- Housing and Flotation Support – Halton currently had 35 supported placements to meet the minimum supporting people requirements and an additional 10 units was required at an estimated cost of £210,000 per annum; and
- Community Teams – to meet the NHS policy guidance the assertive outreach team would need to fund two additional social workers at an estimated cost of £70,000 per year.

It was not possible to estimate anticipated costs upon:

- (i) residential and nursing care costs;
- (ii) out of area placements;
- (iii) rehabilitation placements;
- (iv) respite care;
- (v) crisis houses (there were none in Halton);
- (vi) other community care costs.

The conclusion, therefore, was that there would be significant financial implications for the Council, some of which were known, others which would require a more detailed financial analysis.

RESOLVED: That the Executive Board:

In principle, conditionally support the model subject to the recommendations made within the Council's Independent Consultant Report and the Joint Scrutiny Committee report being fully met and implemented.

Strategic Director
Health and
Community

CHILDREN AND YOUNG PEOPLE PORTFOLIO

COUNCILLOR MCDERMOTT IN THE CHAIR

EXB36 BUILDING SCHOOLS FOR THE FUTURE

The Board considered a report which provided an outline of the submission requirements for entry into the National Building Schools for the Future (BSF) Programme and a list of the key issues Halton needed to consider prior to completing any application. The BSF was a national programme through which funding was available for investment to transform all schools or units that taught secondary age pupils. Funding was either in the source of

either conventional capital (capital grant and borrowing) and/or PFI credit. Capital projects generally ranged from £50 to £150m in costs. Projects in Waves 4-6 were initially selected based on educational and social need. As further prioritisation was now required, authorities were now required to demonstrate their readiness to deliver their projects.

The assessment of readiness to deliver would be made by the Department of Education and Skills and Partnerships for Schools. Projects selected for inclusion in Wave four would have to be ready to commence in January 2007. It was proposed, following consultation with Corporate Management Team and Halton Secondary Headteachers that it would be more appropriate for Halton to bid for inclusion in either Wave 5 or 6 so that issues in relation to the most appropriate model for school organisation and more detailed consultation with all stakeholders could be undertaken. The work required to achieve the core criteria outlined in the report could not be achieved to ensure an appropriate level of preparedness for Wave 4. In addition, it was acknowledged that recruiting a Project Manager, establishing the team and resourcing this facility would be difficult to achieve prior to January 2007.

In order to progress work for a Wave 5 application, there would need to be an urgent audit of the skills and experience within the Council in particular in relation to design, finance, Legal, ICT, Personnel, Audit, Risk Management, Procurement, Insurance and Advisory.

Options needed to be considered to address any skills shortages including the engaging of external staff and providing training for in-house staff. A Project Director would also need to be appointed.

The readiness to delivery submission must be completed in full and returned to both the DFES and PFS no later than 13th October 2006.

There was no revenue funding for the Project and in some authorities the set up costs had been around £2m. Further work was being undertaken with authorities in earlier Waves of the BSF to identify a more accurate sum. This financial revenue resource would be built into the Council's financial plan.

RESOLVED: That

(1) approval in principle is agreed by the Board in relation

to the Authority's commitment to engagement in the Building Schools for the Future (BSF) Programme, in particular the procurement and funding models outlined in the report;

Strategic Director
Children and
Young People

- (2) the capacity and experience of Council staff in key service areas be assessed to identify any additional staffing requirements necessary to establish a project team and the level of any external consultancy required;
- (3) consideration be given as part of the on-going budget process for the allocation of all necessary revenue costs incurred in the establishing and resourcing a Project Management Team within the Authority; and
- (4) subject to the satisfactory outcome on the above recommendations, approval be given to submit a request for participation in Wave 5 of the BSF Programme.

CORPORATE PORTFOLIO

EXB37 ANNUAL GOVERNANCE REPORT

The Audit Commission attended the meeting to present the Annual Governance Report 2005/06, a copy of which had been circulated to all Members.

RESOLVED: That the Annual Governance Report be received

EUROPEAN AFFAIRS PORTFOLIO

EXB38 CORPORATE RISK REGISTER

The Council's Strategic Risk Management Framework required the Board to review the Corporate Risk Register periodically. In reviewing the Register, it was not proposed that any new risk be added to the register at the present time (although the risk in relation to Civic Contingencies had been re-worded to reflect the fact that the position had moved on considerably as the Council had taken steps to implement the legislation). A copy of the Corporate Risk Register as reviewed by officers had been previously circulated to the Board.

RESOLVED: That the revised Corporate Risk Register be approved and submitted to full Council at their next meeting.

Strategic Director
Corporate and
Policy

ENVIRONMENT, LEISURE AND SPORT PORTFOLIO

EXB39 CLIMATE CHANGE STRATEGY FOR HALTON

The Board considered a report which outlined the need to develop a climate change Strategy for Halton, and sought approval for a process for Strategy Development. Although there was not a statutory duty upon local authorities to produce a Climate Change Strategy, there were increasing demands on local government, as part of other statutory duties, which were in part aimed at addressing climate change. These including planning guidance, building regulations, waste strategy, air quality, the Home Energy Conservation Act 1995 (HECA) the Climate Change Levy and the UK Fuel Poverty Strategy. In addition, increasing energy costs were forcing local authorities to look at how to reduce energy bills.

It was proposed that the Council develop a Climate Change Strategy and in particular look to focus activity were there was a strong business case for cost saving and reducing energy consumption and promoting awareness of climate change.

As a further demonstration of commitment, it was also suggested that the Council should:

- (i) sign the Nottingham Declaration on Climate Change;
- (ii) appoint an elected member to act as a Climate Change Champion and to co-ordinate the activities arising from the Officer Working Group; and
- (iii) consult with a number of stakeholders as the Council develops its strategy.

RESOLVED: That

- (1) a Climate Change Strategy for Halton be prepared;
- (2) a timetable for the development of a Climate Change Strategy for Halton based on the report be prepared;
- (3) Halton sign the Nottingham Declaration on Climate Change, in addition to our commitment to the North West Charter; and
- (4) Councillor Harris be nominated to champion Climate Change and oversee the Strategy Development

Strategic Director
Corporate and
Policy/Environment

Process

EXB40 WASTE MANAGEMENT - THE NEXT STEPS

At its meeting on 7th September 2006, the Board approved, in principle, an agreement to work in partnership with the Merseyside Waste Disposal Authority (MWDA) to secure appropriate waste treatment and disposal services and facilities. The Government's Project Review Group would consider the MWDA Outline Business Case for PFI Credits by mid-October and the MWDA had made it clear that they would not allow any delay by Halton to jeopardise their bid and had made it clear that by the end of September the Council must demonstrate a clear commitment in writing, to working in partnership with Merseyside.

Should the Council fail to meet this requirement, the opportunity to work with MWDA would disappear.

A draft memorandum of understanding containing partnership principles between Halton and MWDA had been agreed by both parties. In addition, work had commenced on the preparation of a former inter-authority agreement with the MWDA. It was planned that the agreement would be completed by December 2006 and a draft would be presented to Members for consideration at a future meeting.

With the support of external consultants, work had commenced on the preparation of Halton's Waste Action Plan. This plan, which was the equivalent of the District Council's Action Plans produced by each of the District Authority's in Merseyside, would form part of the agreement. Completion of the Action Plan was expected by the end of October 2006. A household waste composition analysis was also being produced to support the production of the Halton Waste Action Plan. With the support of external consultants, officers would continue to work towards developing the following documents that would be presented to a future meeting of the Executive Board Sub-Committee:

- (i) a draft updated Waste Management Strategy for Halton;
- (ii) a draft Halton Waste Action Plan;
- (iii) a draft formal inter-authority agreement;
- (iv) a Joint Communications and Awareness Protocol to be developed with the MWDA;
- (v) discussions would continue on exits/succession strategies in relation to Halton's current waste management contracts;
- (vi) arrangements would be made to ensure that the

Council engages with residents and other stakeholders through consultation, this would require a structural public relation strategy to be developed for both the short and medium term.

RESOLVED: That

- (1) a formal partnership with the Merseyside Waste Disposal Authority be established for the procurement of appropriate waste treatment and disposal for services and facilities;
- (2) Merseyside Waste Disposal Authority be advised of Halton's intentions; and
- (3) further reports be presented to the Executive Board Sub-Committee on progress made with the development of the formal Inter-Authority Agreement (IAA), the Council's updated Waste Management Strategy, and relevant supporting plans.

Strategic Director
Environment

**PLANNING, TRANSPORTATION, REGENERATION
PORTFOLIO**

EXB41 LOCAL DEVELOPMENT SCHEME 2006/7

The Local Development Scheme (LDS) was a public statement of Halton's three year work programme for producing of the Local Development Framework (LDF).

All Councils were required by the new Planning and Compulsory Purchase Act 2004 to produce an LDS. This LDS formed the third LDS that had been prepared by Halton and moved the preparation of the LDS forward six months from the 2006 – 2009 period of the last LDS. The LDS had been reviewed at this stage due to the need to incorporate the new joint working arrangements for the Waste Development Plan document. Once adopted, the LDS would provide a publicly available work programme for the Planning and Policy Division, providing timescales for any work started over the next three years. The LDS would come into effect four weeks after being submitted to the GONW, unless the Secretary of State intervened in this period or requested more time.

RESOLVED: That

- (1) the revision to the Local Development Scheme, appended to the report, shall come into effect from

15th November 2006 or from the date on which the Council received notification from the SoS in accordance with Regulation 11 (2) of the Town and Country Planning (Local Development) (England) Regulations 2004, which ever is earlier;

Strategic Director
Environment

- (2) the Operational Director (Environmental and Regulatory Services) in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal, be authorised to make any changes to this document as required by the Planning Inspectorate or the Government Office for the North West or as a consequence of alterations to the Joint Working Arrangements in relation to the Waste Development Plan document; and
- (3) further editorial and technical changes and/or correction of printing errors that do not affect the content be agreed by the Operational Director – Environmental and Regulatory Services, in consultation with the portfolio holder for Planning, Transportation, Regeneration and Renewal, before the document is published.

EXB42 JOINT MERSEYSIDE WASTE DEVELOPMENT PLAN DOCUMENT

The Board considered a report which sought approval for Halton's inclusion in the preparation of a Joint Merseyside Waste Development Plan document in collaboration with other Merseyside authorities. The Waste Development Plan document would allocate sites for waste related development as well as providing detailed policies.

The report also sought agreement that Halton contributes to the stages of the preparation of the Waste Plan Document for a three-year period and that delegated authority be granted to the Operational Director Environmental and Regulatory Services to determine certain states of the document's production.

RESOLVED: That the Council be recommended that subject to the prior adoption of the revised Halton Local Development Scheme 2006/07:

- (1) Halton's formal inclusion in the preparation of the Joint Merseyside Waste Development Plan Document (to be known as the Halton Borough Council, Liverpool City Council, Knowsley

Strategic Director
Environment

Metropolitan Borough Council, Sefton Metropolitan Borough Council, St. Helens Borough Council and Wirral Borough Council Joint Waste Development Plan Document) be approved;

- (2) the necessary financial arrangements be put in place to fund Halton's contribution to the Joint Merseyside Waste Development Plan Document for the next three financial year, commencing with the current financial year 2006/07; and
- (3) the Operational Director – Environmental and Regulatory Services (ODERS) be given delegated authority to determine all matters as indicated in column 1 of the table below in accordance with column 2 of the same table (other than those matters indicated to be determined by full Council).

ARTICLE I.

DECISION MAKER

1.

2.

Agreement to join, fund and progress progress joint Waste DPD	Full Council
SEA Scoping Report	OD – ERS
Interim SEA	OD – ERS
Approval Issues and Options for public consultation	OD – ERS
SEA Report to accompany Preferred Options	OD – ERS
Approval of Preferred Options for public consultation	Full Council
Submission of Waste DPD	Full Council
Final Adoption of Waste DPD	Full Council

EXB43 ADOPTION OF HALEBANK REGENERATION AREA SUPPLEMENTARY PLANNING DOCUMENT AND DITTON STRATEGIC RAIL FREIGHT PARK SUPPLEMENTARY PLANNING DOCUMENT

The Board received a report which outlined the public consultation that had taken place on the above draft Supplementary Planning Document and the proposed responses to representations made and amendments to the text of the SPDs to accommodate these representations, where appropriate. The report also sought approval for adoption of the two Supplementary Planning Documents named above.

RESOLVED: That

- (1) the Statement of Public Participation attached to the report be approved;
- (2) the amendments proposed to the text of the Halebank Regeneration Action Area SPD and the Ditton Strategic Railfreight Park SPD in response to the representations received, and the recommendations of the sustainability appraisal, be agreed;
- (3) the Halebank Regeneration Action Area SPD and the Ditton Strategic Railfreight Park SPD be adopted as a Local Development Document and the procedures for adoption, as set out in the Town and Country Planning (Local Development) (England) Regulations, be carried out; and
- (4) further editorial and technical changes that do not materially affect the content or intended purposes of the SPD be agreed by the Operational Director Environmental and Regulatory Services in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal if necessary, before the document is published.

Strategic Director
Environment

EXB44 LOCAL AREA AGREEMENTS

A Local Area Agreement (LAA) was a three-year protocol that sets out the priorities for a local area. This must be agreed between Central Government and the area itself, as represented by the Lead Local Authority and other key partners through Local Strategic Partnership. Government had stipulated that Halton would be in Round 3 of the Programme. Consequently, an agreement must be negotiated by April 2007. The Board considered an update report on the process and progress made to date.

RESOLVED: That

- (1) the draft agreement be endorsed and its submission to Government Office by the 30th September deadline be agreed; and
- (2) the Leader and Chief Executive be given delegated power to make any necessary drafting amendments to the submission following the meeting of Executive Board.

Chief Executive

(NB Councillor Wharton declared a personal and prejudicial interest in the following item as Chair of Friends of Hale Park and left the meeting during its consideration.)

NEIGHBOURHOOD MANAGEMENT AND DEVELOPMENT PORTFOLIO

EXB45 HALE PARK RESTORATION - 'PARKS FOR PEOPLE' BID

At a previous meeting of the Board held on 22nd June 2006 Halton's Portfolio of Heritage Projects eligible for support from the Heritage Lottery Fund (HLF) was approved. The Board received an update report on the progress made on preparation of the Hale Park Restoration Scheme, one of Halton's Portfolio of Heritage Projects. Detailed proposals for the improvement and refurbishment of Hale had been prepared for submission under the Heritage Lottery Fund "Parks for People" Funding Programme. The work had been led by Landscape Services in consultation with the local Friends of Hale Park Group, Hale Parish Council and the local ward councillor.

The overall project cost was estimated at £550k and HLF would fund a possible 75% of this amount. It was proposed that the remaining partnership funding, which HLF would require, be made up from Wren £80k (£40k already secured for a new ball court, with a further £40k support available towards the playground, subject to a successful application, £12.5k Area Panel, £10k Landscape Grounds Maintenance budget and £35k from Capital Programme.

It was reported that the Stage 1 bid must be submitted before 30th September 2006. HLF considered applications and would make a decision within 6 months of the date. A more detailed Stage 2 bid would be prepared by Landscape Services and would be submitted by April 2007. If successful a start on site for the main works would be made in January 2008. (Construction of the multi-use ball court would take place earlier in January 2007 to meet the Wren criteria). All works would be completed by 2009.

RESOLVED: That

- (1) the Hale Park Restoration Project be submitted to Heritage Lottery Fund for funding from the "Parks for People" programme; and
- (2) the existing capital programme be varied to accommodate this scheme.

Strategic Director
Environment

MINUTES ISSUED: 5th October 2006

CALL IN: 11th October 2006

Any matter decided by the Executive Board may be called in no later than 11th October 2006.

Meeting ended at 3.35 p.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 20 July 2006 at Municipal Building

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: (none)

Absence declared on Council business: (none)

Officers present: G. Ferguson, P Baragwanath, P. Baron, E. Dawson, J Hughes, S Nicholson, C Patino, J. Tradewell, A. West, D. Perchard and P. Brown

Also in attendance: (none)

**ITEM DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE SUB-COMMITTEE**

CORPORATE SERVICES PORTFOLIO

Action

ES16 ACCEPTANCE OF TENDER FOR NEW BUILDING SUPPLY AND CIVIL ENGINEERING WORKS AT SAINTS PETER AND PAUL AND WADE DEACON SCHOOLS, WIDNES

The Sub-Committee received a report on six tenders received relating to the proposed building and civil engineering works to construct a six lane athletics track complete with changing rooms, including carrying out an attenuated drainage scheme at Saints Peter and Paul and Wade Deacon Schools, Widnes. Mayfield Construction Limited submitted the lowest tender in the sum of £1,449,600.00. This tender exceeded the client's allocated budget and cost savings totalling £58,304.61 had been negotiated with the contractor reducing the building costs to a revised tender of £1,391,295.39 which was now within the client's budget.

The project programme and details of all health and safety issues had been agreed with the clients and the completion of the project was planned for December 2006.

RESOLVED: That Members note the acceptance of a

revised tender for the works in the sum of £1,391,295.39.

ES17 2005/06 FINANCIAL OUTTURN

The Board considered a report summarising the final revenue and capital spending position for each Department for 2005/06.

In overall terms, the revenue underspending of £249,000 had confirmed previous projections highlighted in the quarterly performance management reports. As a result, the Council's general balances were now £6,561,000. Within the overall underspend, there had been a few significant variances which were outlined in the report.

Capital spending was £4.5m below the revised Capital Programme of £30.2m, however, the only areas of significant slippage were on four major schemes which were discussed in detail.

It was reported that the Housing Revenue Account had a surplus for the year of £588,000, which was higher than anticipated largely due to tight monitoring of spend in the run up to the Housing Stock Transfer on 5th December 2005. The surplus must remain within the Housing Revenue Account for a further twelve months in order to meet any residual issues following the stock transfer, but would then revert back to the General Fund.

In respect of School balances, these had reduced to £7.7m. This was made up from balances on individual School Budgets (£4.3m), Standards Fund (£2.8m) and Devolved Capital (£0.6m). It represented an overall reduction in School balances of £2.6m from the previous year. In addition, there was £1.4m of underspent Standards Fund Grant held by Education centrally, which along with the unspent School Standards Fund grant must all be spent by 31st August 2006.

RESOLVED: That the report be noted.

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

ES18 APPROVAL OF PUBLICATION OF PROVISION OF OPEN SPACE SUPPLEMENTARY PLANNING DOCUMENT FOR PUBLIC CONSULTATION

The Sub Committee considered a report which sought approval for the publication of a draft Supplementary Planning Document (SPD): Provision of Open Space, for the purposes of statutory public consultation. The purpose of the provision of open space SPD was to complement the Halton Unitary Development Plan (UDP), that recognised the importance of open space within the Borough. Added to this it would provide a stimulus for the enhancement in quality, quantity and accessibility of all types of open space within Halton.

The consultation had taken place regarding the SPD and was outlined in the report for consideration. In addition, a scoping exercise had been undertaken to determine whether or not a Strategic Environment Assessment (SEA) was required to assess the environmental effects of the SPD. The conclusion was that an SEA was not required in relation to this SPD.

In addition, a Sustainability Appraisal (SA) was in the process of being produced and would be consulted upon at the same time as the draft Provision of Open Space SPD. Once the formal public consultation exercise had been conducted, the responses would be recorded and taken into account. It was intended that a further report would be submitted to the Executive Board, seeking formal adoption of the Provision of Open Space SPD.

RESOLVED: That

- (1) the draft Supplementary Planning Document (SPD): Provision of Open Space be approved for the purposes of statutory public consultation;
- (2) the comments received at the partnership consultation stage, as set out in the statement of consultation and responses to them are noted;
- (3) further editorial and technical amendments that do not materially affect the content of the SPD be agreed by the Operational Director – Environmental and Regulatory Services in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal, if necessary, before the document is published for public consultation; and
- (4) the results of the public consultation exercise and consequent recommended modifications to the draft SPD be reported back to the Executive Board for

Strategic Director
Environment

resolution to adopt as a Supplementary Planning Document.

COMMUNITY PORTFOLIO

ES19 DRAFT ENFORCEMENT POLICY - CONSUMER PROTECTION SERVICE

The Sub-Committee considered a report which sought approval for the adoption of the Consumer Protection Service Environment Policy following business consultation and consideration by the Safer Halton Policy and Performance Board. The Policy was based around the general principles of good enforcement, the Enforcement Concordat and the Code for Crown Prosecutors, and had been updated following relevant case law.

Apart from being best practice for any enforcement body to have a documented enforcement policy, the adoption, publication and adherence to such a policy counted towards 10% of the Council's sole Trading Standards Best Value Performance Indicator (BVPI) score.

RESOLVED: That the Council adopts the revised Consumer Protection Enforcement Policy.

Strategic Director
Health and
Community

ES20 LICENSING OF HOUSES - MULTIPLE OCCUPATION

In April the Housing Act 2004 introduced a requirement for the Council to license certain larger Houses in Multiple Occupation (HMO's). This requirement had made it mandatory for HMOs of 3 storeys or more and with five or more occupants who comprised two or more households to be licensed. It was reported that in Halton the number of HMOs was low and it was anticipated that there may be as few as ten properties that would be required to be licensed at the present time.

It was noted that the legislation was not totally prescriptive to allow authorities to tailor licensing provisions to local circumstances. The Government had been keen to see collaborative working to develop local and regional approaches. Therefore the Council had been working jointly with other authorities in the region and in particular in Cheshire.

Local authorities were allowed to charge a fee for the costs reasonably incurred in administrating the licensing

process. Although standard fees could not be set across Cheshire a standard approach for determining fees had been agreed. The proposed scale of fees for Halton was listed below and covered a five-year licence, this being the maximum duration allowed for a licence.

Up to 6 rooms	£285
7 – 8 rooms	£295
9 – 10 rooms	£300
11 rooms plus	£310

(Room means a bedroom or living room.)

RESOLVED: That the proposed fees for licensing eligible properties be approved.

Strategic Director
Health and
Community

ES21 HOMELESSNESS PREVENTION FUND

This item was deferred.

HEALTH AND SOCIAL CARE PORTFOLIO

ES22 INTERMEDIATE CARE CRISIS BEDS

The Sub-Committee considered a report which sought authority to continue with the contract for two Intermediate Care Crisis beds with Southern Cross/Highfield Health Care (Beechcroft Care Home), for a period ending in December 2006, to suspend contract standing orders 2.2 – 2.6, 2.8 – 2.13 and approve delegated powers to enter into a contract without going out to competitive tender.

The Beechcroft crisis beds were opened on the 12th August 2005, these beds were an essential part of the service and enabled the Authority to manage more complex risk issues, negating the need to admit unnecessarily to more intensive services. During the past six months, an intensive level of training and support had been provided to the staff supporting this bed provision and a network of relationships with the Intermediate Care Team had been forged. The outcome for service users had been positive and supported the overall aims of Intermediate Care.

It was noted that compliance with Standing Orders was not practicable for reasons of commercial detriment to the Council in line with the level of training and support that had been provided with this setting.

The request for the waiving of Standing Orders was made retrospectively, 12th February 2006, due to the need to continue to keep these beds operational. The waiver request would allow sufficient time to tender for the provision of this service and ensure that the Council could provide any additional training required to a new provider, and complete the review of the overall service provision, within the framework of Standing Orders.

If the waiving of Standing Orders was not agreed, this would result in a real decrease in service provision, particularly in Runcorn. This could result in an increase in admissions both to long-term care and hospital, due to the lack of services in the community. This would also result in inequity in provision across the Borough, as Widnes residents could access Oak Meadow intermediate care beds. Local services were important to supporting people in returning home.

RESOLVED: That

- (1) for the compliances of Standing Order 1.6c, standing orders be waived as compliance was not practicable for the reason of the level of training and support that had been provided within this environment, and the need to continue to operate the service; two Intermediate Care crisis beds in Runcorn; and
- (2) Contract Standing Orders 2.2 – 2.6, 2.8 – 2.13 be waived on this occasion and the contract for Intermediate Care Crisis Beds Services for the period 31st March until December 2006 be awarded to the Southern Cross/Highfield Health Care (Beechcroft Care Home).

Strategic Director
Health and
Community

ES23 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

In view of the nature of the business to be transacted, it was –

RESOLVED: That under Section 100(A) (4) of the Local Government Act 1972, having been satisfied that in all of the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information the press and the public be excluded from the meeting for the following items of business on the grounds that they involve the likely

disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

ENVIRONMENT, LEISURE AND SPORT PORTFOLIO

ES24 THREE YEAR MARKETING AND PUBLIC RELATIONS STRATEGY AND ANNUAL BUSINESS PLAN - HALTON STADIUM

The Sub-Committee considered a copy of the three-year marketing and public relation strategy and Annual Business Plan for the Halton Stadium. A consumer evaluation exercise was undertaken in 2005 by the consultants Mott MacDonald, their findings and recommendations form the basis for the three-year marketing and public relation strategy. These recommendations had fed into the Annual Business Plan.

Arising from the discussion it was requested that other similar business plans be brought to future board meetings for consideration.

RESOLVED: That the three-year marketing and public relation strategy and Annual Business Plan for the Halton Stadium be adopted.

Strategic Director Environment

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

ES25 MERSEY GATEWAY

The Sub-Committee was advised that the Secretary of State's decision to grant programme entry approval for the Mersey Gateway represented a step change in scheme preparation that had prompted a review of the procurement and commercial arrangements in place with each consultant and project adviser. The review had checked that the existing contractual arrangements remained value for money and were appropriate for the next phase of scheme development. The actions required to ensure that the right resources were in place to deliver the project were also reported for agreement.

RESOLVED: That

- (1) the procurement arrangements for each consultant and project adviser be agreed; and
- (2) the public relations brief be submitted to the New Mersey Gateway Executive Board for approval.

Strategic Director Environment

MINUTES ISSUED: 11th AUGUST 2006
CALL IN: 17TH AUGUST 2006

**Any matter decided by the Executive Board Sub-Committee may
be called in no later than 17th August 2006.**

Meeting ended at 11.45 a.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Monday, 21 August 2006 at Municipal Building.

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: (none)

Absence declared on Council business: (none)

Officers present: I. Leivesley, D. Sutton, J. Tradewell and C. Halpin

Also in attendance: (none)

**ITEM DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE SUB-COMMITTEE**

Action

ES26 ITEM CONTAINING EXEMPT INFORMATION FALLING WITHIN SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

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

CORPORATE SERVICES PORTFOLIO

ES27 WIDNES TOWN HALL

The Sub Committee considered a report which sought approval to the terms of a lease provisionally agreed with Marmalade for first floor office accommodation within the former Town Hall redevelopment scheme and for

approval to the terms of the Variation Agreement relating to the scheme.

RESOLVED: That

- (1) approval be given to the terms for a new lease of office accommodation within the former Town Hall redevelopment scheme; and
- (2) the Variation Agreement be approved.

MINUTES ISSUED: 24th AUGUST 2006

CALL IN: 31st AUGUST 2006

Any matter decided by the Executive Board Sub-Committee may be called in no later than 31st August 2006.

Meeting ended at 9.26 a.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 7 September 2006 at Municipal Building.

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: (none)

Absence declared on Council business: (none)

Officers present: G. Ferguson, R. Dart, E. Dawson, J. Tradewell, P. Watts, P. Bickerstaff and T. Upton and S. Williams.

Also in attendance: (none)

**ITEM DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE SUB-COMMITTEE**

CORPORATE SERVICES PORTFOLIO

Action

ES28 LEGAL SERVICES JOINT PROCUREMENT
ARRANGEMENTS

The Sub-Committee was advised that on occasions the Council Solicitor was required to appoint external firms of solicitors. Typically this happened where there was a temporary peak of work, a need to cover for maternity or sickness, a need for specialised advice or where circumstances were especially sensitive or that a degree of separation or demonstrated independence was required. On occasions agency staff had been used and more often in connection with litigation, Counsel had been used.

Whenever an external appointment of solicitors had been made, Standing Orders must be complied with. This usually involved having to get competitive quotes or formal tenders. This was time consuming and had to be repeated on each occasion work was put out. The ad-hoc process also made poor use of the Council's purchasing power.

The report suggested that as an alternative, the Council Solicitor go out to tender once to appoint a single firm or panel of firms which could be drawn on whenever

needed. A Panel was preferable as approved firms needed to be available for certain specialised categories of work (which might include Child Protection). Some firms were generalist but others developed authoritative specialisms in certain fields. Legal Services needed to be able to tap into both types of firm.

This was reflected in an initiative which the Council's Solicitor had been exploring jointly with the Chief Legal Officers at Knowsley MB, Sefton MB, and West Lancashire DC. During July, Halton, acting jointly with the other authorities, would be advertising for expressions of interest. With the assistance of First Law (acting as procurement advisors) a shortlist would be drawn up for each authority although it was anticipated that there would be a substantial overlap. The intention was that by October 2006 following tenders and presentations to the legal officers of all four authorities, standing lists would be approved.

It was noted that the arrangement would be for a period of three years with an option to extend for a further two years. There was no legal commitment to place any work with any firm on the approved list. There would be nothing to stop authorities continuing to place work with firms not on the approved list if circumstances justified.

The Trades Unions had been consulted and had indicated support on the basis that the facility was available to deal with circumstances where legal work would currently be put out. The intended arrangement had no employment implications for existing staff.

RESOLVED: That the Council Solicitor be authorised to select a firm or firms to form standing call-off arrangements for external solicitors to be drawn on exceptionally and as circumstances require and to take such other actions as may be necessary to give effect to these arrangements

ES29 DISCRETIONARY NON DOMESTIC RATE RELIEF

Under the provisions of Section 47 of the Local Government Finance Act 1988, the Authority was allowed to grant discretionary rate relief to organisations who were either a charity or a non-profit-making organisation.

The Sub-Committee considered a report which set out details of an application for discretionary non domestic rate relief from National Council of Young Mens Christian Associations, 73 Widnes Road, Widnes.

RESOLVED: That under the provisions of Section 47, Local Government Finance Act 1988, the following application for discretionary rate relief be refused:

National Council of Young Men's
Christian Associations 20%

ES30 TREASURY MANAGEMENT 1ST QUARTER 2006/07

The Board considered a report which reviewed activities on Treasury Management for the first quarter of 2006/07 April – June. All the policy guidelines had been complied with.

RESOLVED: That the report be noted.

ES31 TREASURY MANAGEMENT 2005/06

The Board considered a report which reviewed activities on Treasury Management for the year 2005/06.

The Annual Report covered:

- the Council's current Treasury position;
- performance measurement;
- borrowing strategy for 2005/06;
- borrowing outturn for 2005/06;
- compliance with Treasury limits;
- investment strategy for 2005/06;
- investment outturn for 2005/06;
- debt re-scheduling;
- other issues.

RESOLVED: That the report be noted.

ES32 SALE OF LAND AT AVONDALE DRIVE

The Sub-Committee considered a report which sought approval for the sale of land forming part of the site of the former Our Lady of Perpetual Succour RC Infant School, Avondale Drive, Widnes.

It was reported that the Council owns part of the site with the remainder of the land being within the ownership of the Roman Catholic Archdiocese of Liverpool. The Council's land was landlocked and therefore it was proposed that the Diocese and the Council dispose of the entire site jointly. Discussions had taken place with the Diocese with regard to the proceeds of sale and it was provisionally agreed that the

Council would receive 50% of the pro-rate net capital receipts for the entire site.

The 50% reduction reflected the fact that the Council's site was landlocked with no retained rights of access.

The site had been advertised for sale on the open market. Prospective purchasers were required to submit details of their proposed development and fourteen bids had been received ranging from £300,000 to £1,134,500. The bids, together with the development proposals were considered by the Diocese representative and the Council's Land and Property Manager and Planning Officer. All the development proposals included apartments which was not acceptable from a planning prospective. The four highest bidders were therefore invited to re-submit their bids and development proposals taking into account the Borough Council's planning advice.

Subsequently, two revised bids were received, £867,322 from Langtree Homes and £1m from Beara Properties. The proposal from Beara Properties provided a scheme of 20 dwellings comprising detached and semi-detached properties and had taken into account the requirements to locate a substantial amount of the parking behind the building line. They had also incorporated relevant contributions for public open space and loss of greenspace. Acceptance of the bid would give the Council projected capital receipts of £96,500 and therefore this was recommended for acceptance.

RESOLVED: That

- (1) the report be noted; and
- (2) approval be given for the sale of the site to the former Our Lady of Perpetual Succour Infant School, Avondale Drive, Widnes, to Beara Properties.

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

ES33 NEW TERM CONTRACT FOR SURFACE TREATMENTS - APRIL 2007 TO MARCH 2012

The Sub-Committee considered a request for the preparation of an ad-hoc select list of suitable contractors for a new highway surface treatments contract to replace the

existing contract that expires on 31st March 2007. The new contract needed to be in place before this date to ensure continuity and a smooth transition of work to the successor of contractor.

The contract would be for an initial five years and included an option to extend by up to a further five years by agreement of the parties and subject to quality thresholds that must be met for the employer to consider the desirability of extending the contract.

The estimated value of the work covered by the Contract was an average of £225,000 for each of the initial five years of the contract. A further report would be submitted to a future meeting of the Sub-Committee to approve the award of the contract.

RESOLVED: That an ad-hoc select list of suitable contractors be prepared and used to procure a new highway surface treatments contract in the form of a partnering arrangement based on a schedule of rates to run from 1st April 2007 to 31st March 2012, with an option to extend the contract by a further five years by agreement of the parties

ES34 APPROVAL OF PUBLICATION OF HOUSE EXTENSIONS SUPPLEMENTARY PLANNING DOCUMENT FOR PUBLIC CONSULTATION

The Sub-Committee considered a report which sought approval for the publication of a draft Supplementary Planning Document (SPD); House Extensions for the Purposes of Statutory Public Consultation.

The purpose of the House Extensions SPD was to complement the Halton Unitary Development Plan (UDP), by providing additional guidance for anyone intending to extend or alter their house or erect a garage or other outbuilding to ensure that all developments:

- (i) were of exemplary design quality and that any extensions did not spoil the character of the original dwelling, but related closely to it and harmonised with the existing house in its scale, proportions, materials and appearance;
- (ii) protect residential amenity of neighbouring properties;
- (iii) protect and enhance the built and natural environment;

- (iv) preserve the essential character of the street and surrounding areas;
- (v) avoid the creation of dangerous highway conditions; and
- (vi) safeguard the provision of a reasonable private garden space.

The consultation that had taken place regarding the SPD was outlined in the report for consideration. In addition, a scoping exercise had been undertaken to determine whether or not a Strategic Environment Assessment (SEA) was required to assess the environmental effects of the SPD. The conclusion was that an SEA was not required.

In addition, a Sustainability Appraisal (SA) was in the process of being produced and would be consulted upon at the same time as the draft revision of House Extensions SPD. Once the formal public consultation exercise had been conducted, the responses would be recorded and taken into account. It was intended that a further report would be submitted to the Executive Board, seeking formal adoption of the House Extension Supplementary Planning Document.

RESOLVED: That

- (1) the draft Supplementary Planning Document (SPD): House Extensions, be approved for the purposes of Statutory Public Consultation;
- (2) the comments received at the Partnership Consultation Stage as set out in the Statement of Consultation and responses to them are noted;
- (3) further editorial and technical amendments that do not materially affect content of the SPD be agreed by the Operational Director – Environment and Regulatory Services in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal, if necessary, before the document is published for public consultation; and
- (4) the results of the public consultation exercise and consequent recommended modifications to the draft SPD be reported back to the Executive Board for resolution to adopt as a Supplementary Planning Document.

COMMUNITY PORTFOLIO

ES35 HOMELESSNESS PREVENTION FUND

The Sub-Committee considered a report which sought approval for up to £10,000 of DCLG Homelessness Grant Funding to be utilised annually to provide a Homelessness Prevention Fund. The prevention fund would be managed by Halton Housing Trust (HHT) to avert homelessness, thereby reducing the number of homelessness applications in the Borough.

A monitoring arrangement whereby HHT report to the Council would be put in place to ensure that the Prevention Fund was being appropriately applied.

It was noted that compliance with Standing Orders was not practicable as the Council's requirements could only be delivered by HHT given that HHT provided the homelessness and housing advice service on behalf of the Council (under contract), following LSVT in December 2005.

In addition, the Prevention Fund criteria and proposed monitoring arrangements were transparent and HHT would be accountable to the Council for use of the Prevention Fund.

RESOLVED: That

(1) the implementation of a Prevention Fund as outlined above be agreed and the Council's Standing Order (Contracts) 4.1 be waived accordingly; and

(2) a further report be brought to a future meeting of the Sub-Committee on the expenditure of the Homelessness Prevention Fund.

N.B Councillor Nelson declared a personal interest in the above item as a member of Halton Housing Trust Board.

ES36 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

In view of the nature of the business to be transacted, it was:

RESOLVED: That under Section 100 (A) (4) of the Local Government Act 1972, having been satisfied that in all of the circumstances of the case, the public interest in maintaining

the exemption outweighs the public interest in disclosing the information the press and the public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A of the Act.

CORPORATE SERVICES PORTFOLIO

ES37 LAND TO REAR OF MERSEY ROAD WIDNES

The Sub-Committee considered a proposal for the disposal of land to the rear of the Mersey Tavern, Mersey Road, Widnes to form a car park for the hotel.

RESOLVED: That

- (1) approval be given to dispose of the land on the terms reported; and
- (2) a Right of Way Order be granted to allow Copper Mount Inns to gain access to this site.

Meeting ended at 10.40 am

MINUTES ISSUED: 25th SEPTEMBER 2006

CALL IN: 29TH SEPTEMBER 2006

Any matter decided by the Executive Board Sub-Committee may be called in no later than 29th September 2006.

Meeting ended at 10.40 a.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 21 September 2006 at Marketing Suite.

Present: Councillors Wharton (Chairman) and Harris

Apologies for Absence: Councillor Nelson

Absence declared on Council business: (none)

Officers present: G. Ferguson, J. Tradewell, P. McWade and A Fearn

Also in attendance: (none)

**ITEM DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE SUB-COMMITTEE**

Action

HEALTH AND SOCIAL CARE PORTFOLIO

ES38 APPOINTEE & RECEIVERSHIP POLICY

The Appointee and Receivership Service was set up to assist those Council Service users who were unable or found it difficult to manage their own finances on a day to day basis, and those who had been assessed under the Vulnerable Adults criteria. It was believed that by removing the worry of dealing with their own finances, this would aid the recovery of the service user.

It was noted that at present the Council applied a 50% charge against interest to off set the running of the service. The existing arrangements within the Appointee and Receivership Policy had been formally reviewed, to include an increase in fee income to 100% of interest receivable.

In order to promote independence, as outlined in the White Paper, Our Health, Our Care, Our Say, the Appointee and Receivership Section was currently undertaking a research exercise to identify alternative ways for service users to be assisted with financial management through benchmarking against other neighbouring local authorities and incorporating the principles of activities across other North West support services.

It was recommended that a further report be brought back to the Sub-Committee in February 2007 for approval of any revisions to the policy for 2007/08 in the light of changes as outlined in the review, White Paper and Office of Public Guardian.

RESOLVED: That

- (1) the revision of charges against interest within the Appointee and Receivership policy be approved; and
- (2) a further report be submitted to the Sub-Committee in February 2007.

Strategic Director
Health and
Community

MINUTES ISSUED: 27th SEPTEMBER 2006

CALL IN: 3rd OCTOBER 2006

Any matter decided by the Executive Board Sub-Committee may be called in no later than 3rd October 2006.

Meeting ended at 10.05 a.m.

MERSEY GATEWAY EXECUTIVE BOARD

At a meeting of the Mersey Gateway Executive Board on Thursday, 20 July 2006 at Municipal Building

Present: Councillors Polhill (Vice-Chair, in the Chair) and Wharton

Apologies for Absence: Councillors (none)

Absence declared on Council business: Councillor Tony McDermott

Officers present: D. Parr, D. Sutton, J. Tradewell, D Tregea, A. West, E. Dawson, S. Nicholson, C. Hall, M. Simpson and M. Baker

Also in attendance: Councillor Redhead

Public present: 2

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

MGEB1 TERMS OF REFERENCE

The Board received the Terms of Reference for the new Mersey Gateway Executive Board outlining membership, officer support and the scheme of delegation.

RESOLVED: That the Terms of Reference be noted.

MGEB2 PROGRESS REPORT

The Board received a progress report from the Mersey Gateway Project Director as part of the new governance arrangements that would now be operating to support the delivery of the Mersey Gateway project.

It was noted that substantive progress had been made in the following areas:

- establishing a Core Project Team;
- commission arrangements for consultants and advisors;
- liaison with the Department for Transport (DfT); and
- the project budget.

Action

The Board was advised that the Mersey Gateway Project Director was due to meet with DfT officials on 21st July 2006 to discuss issues further.

It was reported that a strategic project budget of £14 million to deliver Mersey Gateway to the commencement of construction was included in the arrangements for taking the project forward agreed by the Council's Executive Board on 20th April 2006. The Chief Executive had written to the Mersey Gateway supporting authorities and to North West Development Agency (NWDA) to suggest an equitable scheme for sharing the development cost. The aim was to raise 50 percent of the required amount through third party contributions.

The Board was informed that Cheshire County Council had advised that it could not support the proposal and no response had been received from Warrington to date. It was reported that potential contributions, including private sector interests, would continue to be investigated towards the aim of raising half of the development cost budget.

RESOLVED: That the progress made be noted.

MGEB3 LIAISON WITH DEPARTMENT FOR TRANSPORT

The Board considered a progress report from the Mersey Gateway Project Director to the Major Projects Division at the Department for Transport (DfT) outlining the scheme preparation developments since Mersey Gateway received Programme Entry funding approval in March 2006.

The report outlined governance arrangements, financial issues and project issues to be discussed at a meeting with the DfT on 21 July 2006. Also included was a model scoping report in respect of the new traffic model together with points to consider in setting up appropriate liaison arrangements with the DfT specialists.

The Board noted that key decisions required were as follows:-

- to confirm that the proposed traffic model specification now being taken forward had the scope to provide robust evidence that should be fully compliant with the Department's modelling requirements; and
- to agree on the most appropriate statutory process

that should be incorporated in the Mersey Gateway Project Plan in order to secure the powers to build, maintain and apply toll charges for both the proposed Mersey Gateway and the existing Silver Jubilee Bridge.

RESOLVED: That

- 1) the report be noted; and
- 2) the issues to be discussed with officials at the Department for Transport (DfT) meeting arranged for 21 July 2006 be noted.

Strategic
Director -
Environment

MGEB4 DATE AND TIME OF NEXT MEETING

It was noted that a timetable of meetings had been distributed and the next meeting was to be held on 14th September 2006 at 3.00pm (or at the rise of Executive Board pre agenda meeting) in the Marketing Suite, Municipal Building.

MGEB5 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 paragraphs 3 and 5 of Part 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 outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of

business in accordance with Sub-Section 4 of section 100A of the Local Government Act 1972 because it is likely that, in view of the nature of the business to be considered, exempt information will be disclosed, being information defined in Section 100(1) and paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972.

MGEB6 MATTERS REPORTED TO THE EXECUTIVE BOARD SUB-COMMITTEE

The Board considered a report of the Strategic Director – Environment, which had also been submitted to the Executive Board Sub-Committee on 20 July 2006, regarding the procurement and commercial arrangements.

RESOLVED: That the procurement arrangements for each consultant and project advisor as recommended in Annex 1 of the report be agreed.

Strategic
Director -
Environment

MGEB7 STATUTORY PROCEDURES

The Board received a report outlining statutory procedures in respect of tolling powers.

RESOLVED: That the report be noted.

MGEB8 FINANCE

The Board received details of the Mersey Gateway expenditure for 2006/7 and 2007/8. Updated information was tabled at the meeting for consideration outlining expenditure against the budget to 30th June 2006.

RESOLVED: That the detailed project budget covering an expenditure forecast for this current financial year and for 2007/8 be approved.

Strategic
Director -
Environment

MINUTES ISSUED: 4th August 2006

CALL IN: 14th August 2006

Any matter decided by the Executive Board may be called in no later than 14th August 2006

Meeting ended at 4.09 p.m.

CHILDREN AND YOUNG PEOPLE POLICY AND PERFORMANCE BOARD

At a meeting of the Children and Young People Policy and Performance Board on Monday, 4 September 2006 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Fraser, Lewis, Marlow, Parker, Stockton and Mr C. Chorley

Apologies for Absence: Councillors Gilligan and Higginson

Absence declared on Council business: (none)

Officers present: M. Simpson, L. Butcher, H. Bell, I. Grady, J. John, N. Moorhouse and A. Villiers

Also in attendance: Councillor McInerney (in accordance with Standing Order 33).

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

	<i>Action</i>
<p>CYP12 PUBLIC QUESTION TIME</p> <p>It was noted that no public questions had been received.</p>	
<p>CYP13 EXECUTIVE BOARD MINUTES</p> <p>The Minutes of the Executive Board relating to the work of the Children and Young People Policy and Performance Board were submitted for information.</p> <p>An issue was raised regarding the appeals procedure for the allocation of assisted school transport as some Members felt that the responsibility for the appeals should not be relocated to Senior Officers. It was agreed that all Members of the Board would be contacted explaining the clear reasons for and against Senior Officers taking on this role asking for their response to who Members would prefer to carry out this role.</p> <p>RESOLVED: That</p> <p>(1) the Minutes be noted; and</p>	

(2) Members be contacted regarding whether or not the matter should be referred back to Executive Board to re-consideration.

Chairman of the Board

CYP14 WORK PROGRAMME

At the last meeting the Chairman asked Members of the Board to submit suggestions for work topic groups. To begin with the following topic groups would be introduced:

- out of borough school admissions;
- transition from school to adulthood with complex needs

Members were requested to inform the chair which topic group they would be willing to take part in. In addition it was noted that other topic groups would be implemented on a phased programme throughout the coming year.

All Board Members

RESOLVED: That Members contact the Chairman with what topic group they would be willing take part in.

CYP15 QUARTERLY MONITORING REPORTS

The Board was informed of the new process for reporting on performance monitoring. It was noted that the first quarter monitoring reports were published last month both electronically and in hard copy formats. The purpose of the reports was to draw attention to particular aspects contained in the full version of the monitoring reports and to act as a "signpost" to assist Board Members to carry out their performance management function.

The performance considerations had been distributed with the agenda and highlighted some key findings and areas for further consideration in the quarterly monitoring reports for the following services:

- School Support and Advisory Services;
- Student Services and Lifelong Learning; and
- Children's Services (Social Care).

The Board was informed that GCSE results were successful this year with a 3% improvement on last year's figures, with Halton High having the largest percentage of improvement. A more detailed report would come to a future meeting.

RESOLVED: That

- (1) the Policy and Performance Board scrutinise service performance and progress towards achieving objectives and targets and raise any questions or points for clarification in respect of the information contained in the quarterly monitoring reports; and
- (2) the Board highlight any areas of interest and/or concern that require further information or action to be reported at a future meeting of the Policy and Performance Board where appropriate.

Strategic
Director –
Children and
Young People

(NB: Councillor Parker declared a personal interest in the following item due to being his daughter in law being employed by Alder Hey).

CYP16 ALDER HEY FOUNDATION STATUS JOINT PPB

The Board received a report which sought to ratify the process for responding to Royal Liverpool Children's NHS Trust's consultation regarding Alder Hey Hospital's proposals to become a foundation trust. The consultation period of 12 weeks commenced Monday 31 July 2006 and would end on Monday 23 October 2006.

RESOLVED: That

- (1) a joint meeting be held between the Healthy Halton PPB and Children and Young People PPB to consider the proposals;
- (2) the following members would be representatives at the joint scrutiny meeting – Cllr Dennett and Stockton; and
- (3) the authority be delegated to the chairman to delegate a final member of the Board.

Strategic
Director –
Children and
Young People

CYP17 GIFTED AND TALENTED EDUCATION

The Board received a report outlining the findings from the Gifted and Talented Topic Team. The Board considered a review of documentation taken to develop an understanding of the types of staff development opportunities, events and visits arranged to date and the judgements made about the quality of those opportunities.

A summary of recommendations that should be included in the Gifted and Talented strategy was detailed in the report. The report also detailed the scope for scrutinising the topic, which would investigate strategies for

raising the aspiration of young people in Halton, strategies for raising the attainment of young people in Halton and the impact of strategies on stakeholders.

RESOLVED: That

- (1) The report and comments made on contents and recommendations be noted; and
- (2) the implementation of agreed actions arising from the Topic report be monitored.

Strategic
Director –
Children and
Young People

CYP18 LOCAL AREA AGREEMENTS

The Board received a report outlining the need for a Local Area Agreement (LAA) to be negotiated by next April. It was reported that LAA was a three year protocol that set out the priorities for a local area, agreed between central government and the area itself, as represented by the lead local authority and other key partners through Local Strategic Partnership. It was noted that the Government had stipulated that Halton would be in round three of the programme. The report updated the board on the progress made to date.

It was noted that there would be an opportunity within LAAs to request enabling measures where Halton Borough Council could wish to remove government-imposed barriers, which would get in the way of delivering LAA outcomes and targets.

It was reported that a draft agreement would be submitted to Executive Board on 21 September 2006 for comments. A final version of the agreement would go to Executive Board in December.

In addition the report outlined the following:

- Transformational issues;
- Funding;
- Sustainability;
- Development of the LAA; and
- Governance arrangements.

The key objectives for Children and Young People in Halton were also outlined in detail for consideration.

Discussions arose around the Initial Outcomes Framework document regarding the targets set by government and internally.

RESOLVED: That

- (1) the report and outline of the process be noted; and
- (2) comments to Executive Board on the draft Agreement be provided prior to its approval and submission to Government by the end of September.

CYP19 SECONDARY SCHOOL ATTENDANCE

The Board received a report reviewing the action on secondary school attendance which highlighted the best secondary school absence figures since Halton had become a unitary authority and represented the second consecutive year that secondary attendance had improved.

It was noted that the improvement in the levels of unauthorised absence fitted well within the DfES' current agenda to target authorities and schools with high levels of unauthorised absence.

It was reported that in relation to other local authorities Halton had historically performed poorly on secondary absence. It was felt that this was due to insufficient focus on school attendance therefore people weren't aware of the level of performance.

There were plans to engage with and help schools with policy issues as there was a lack of a systematic approach to managing attendance in a proportion of secondary schools. Additional resources had been invested into the service to reinforce efforts to improve attendance.

Discussions arose regarding attendance sweeps, taking parents to court and press releases spreading the message for the penalties of truancy.

RESOLVED: That

- (1) the PPB acknowledge the issues which have led to poor secondary school attendance were long standing and systematic both in the local authority and some of the secondary schools be noted;
- (2) actions to improve school attendance in Halton continue to be addressed through the implementation of the attendance action plan;
- (3) a Member's seminar on school attendance will

Strategic
Director –
Children and
Young People

- (4) be held on 14th September 2006; and as a major employer within the borough, the Council explore the steps that the authority can take to publicise the need for improving school attendance amongst our employees, who are parents of school aged children and young people.

CYP20 STANDING ORDER 51

The Board was reminded that Standing Order 51 of the Council's Constitution stated that meetings should not continue beyond 9.00pm.

RESOLVED: That Standing Order 51 be waived.

CYP21 SEN REVIEW - PROGRESS UPDATE

The Board considered a report that provided a progress update on the Special Educational Needs (SEN) Review. It was reported that the OfSTED inspection on the LEA in January 2004 identified the strengths and areas for development relating to SEN.

It was noted that significant progress had been made, a lot of activity was underway and the SEN strategy was being reviewed. The Board heard how Halton had the highest percentage of statements in the country, however this would not be the case next year, as the processes would be tightened and if any schools had balances they would be asked to use those funds for SEN.

Members discussed the possibility of having a team of school based staff trained specifically to deal with SEN, the amount of SEN units attached to schools and the need to address SEN earlier in a child's life.

In addition it was reported that alterations to Ashley school had been completed and the restructuring of Brookfields and Cavendish school would take place in September 2009.

RESOLVED: That the report be noted.

CYP22 EVERY CHILD MATTERS IN SCHOOL - THE SECONDARY SCHOOL PERSPECTIVE

This item was for information only and was to be

deferred to a future meeting.

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Meeting ended at 9.06 p.m.

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EMPLOYMENT, LEARNING AND SKILLS POLICY AND PERFORMANCE BOARD

At a meeting of the Employment, Learning and Skills Policy and Performance Board on Monday, 11 September 2006 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Jones (Chairman), E. Cargill, Edge, Findon, M Hodgkinson, Howard, Lewis, Parker, M Ratcliffe and Stockton

Apologies for Absence: Councillor Fraser

Absence declared on Council business: None

Officers present: H. Cockcroft, G. Collins, A. Villiers, N. Goodwin, P. Sinnott and L. Cairns

Also in attendance: Mr H. Patel

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

Action

Prior to the start of the meeting, the Chairman requested a minute's silence in memory of those affected by the terrorist attack on 11th September 2001.

ELS10 MINUTES

The Minutes of the meeting held on 14th June 2006, having been printed and circulated, were taken as read and signed as a correct record.

ELS11 PUBLIC QUESTION TIME

It was noted that no questions had been received.

ELS12 EXECUTIVE BOARD MINUTES

The Board considered the Minutes relating to the Employment, Learning and Skills Policy and Performance Board which had been considered by the Executive Board and Executive Board Sub-Committee since 14th June 2006.

RESOLVED: That the Minutes be noted.

ELS13 LOCAL AREA AGREEMENTS

The Board considered a report of the Strategic Director – Corporate and Policy regarding Local Area Agreements (LAAs).

It was noted that an LAA was a three-year protocol that set out the priorities for a local area, agreed between Central Government and the area itself as represented by the lead local authority and other key partners through local strategic partnership. Halton was to be in Round 3 of the Programme which meant that an agreement must be negotiated by April 2007.

It was noted that LAAs did not carry with them extra funding, apart from a reward element. However, this was merely a rebranding of the financial rewards of local public service agreements. Halton had already negotiated its LPSA 2 and agreed its targets and arrangements for dividing/priming monies. Therefore, the LPSA2 was to be incorporated into the LAA.

Board Members considered the potential added value of the LAA. It was noted that Halton had recently carried out a lot of work on its Community Strategy and Community Plan which meant that the LAA process added less value for this Authority. However, it was noted that this process did allow an opportunity for local authorities to lobby the Government when outlining ‘enabling’ measures to achieve the objectives within the LAA.

Members were invited to feed back any comments directly to Mr. Ian Grady, Head of Strategic Policy and Partnership. In particular, Members agreed that the Strategies within the document should be cross-referenced in order to facilitate readers.

RESOLVED: That

- (1) the report and the outline of the process be noted; and
- (2) comments be forwarded to the Head of Strategic Policy and Partnership prior to the draft agreement’s approval and submission to Government at the end of September 2006.

All

ELS14 VOLUNTARY SECTOR GRANTS

The Board received a presentation from Mr. H. Patel

of the Halton Citizens' Advice Bureau (CAB) regarding the CAB's work and contribution to Halton's priorities.

It was noted that the CAB was a recipient of a major grant from Halton; for 2006/07 the CAB received £179,755. Mr. Patel confirmed that for every £1 of Halton Borough Council grant, the CAB "raised" the equivalent of £3 from other sources.

Mr. Patel covered a variety of issues including:

- the CAB's aims;
- staffing, including volunteers;
- number and type of enquiries;
- the advice service provided; and
- the impact of the CAB and what had been achieved.

In addition, Mr. Patel outlined future plans to improve the service and showed the Board a short film.

The Board considered a number of issues including the following:

- geography in respect of where clients came from – it was reported that, as part of the service level agreement, the CAB had started to track which wards clients came from. As Sure Start was no longer geography based, midwives were taking out leaflets to all new mothers with the CAB's ex-directory telephone number on it in order that contact could be made directly. Advisors were trained to ask if clients had young children and, if they did, they were passed straight to the Sure Start team. Mr. Patel confirmed that he would speak to the Sure Start managers to find out which children's centre was near to Weston Point in order that geography and transport issues could be raised with that manager. Mr. Patel confirmed that he would provide a ward breakdown for a future meeting;
- the possibility of being mobile around the Borough, for example by using the Benefits bus – it was reported that a strength of the CAB was its confidentiality away from the Benefits Team. However, there was internet access available on the bus which meant that clients could be referred by staff via the on-line

referral system. Mr. Patel confirmed that experience had shown that, for outreach work to be successful, offices needed to be in a venue consistently for some time for people to know they were there and access them accordingly;

- how success was measured – it was stated that this was not currently measured. It was considered that giving correct advice was a measure of success but this may be something that the client was not happy with if the advice was not what they wished to hear. However, the CAB was audited every year in respect of the quality of its advice and, every three years, head office sent people in to see if quality advice was being given. It was noted that Mr. Patel hoped to increase his voluntary team of advisors which would help dramatically with the workload without adding substantial extra costs;
- relationship between the Citizens' Advice Bureau and the Benefits Team – Mr. Patel confirmed that these worked closely together. The Benefits Team was considered to be specialists in that area whereas the CAB gave general advice. A protocol was currently being worked up and in addition, the CAB was contacted when the Benefits staff were being trained, in order that the CAB could utilise this training subject to capacity. Currently, both services were being promoted together as there was a lot of demand for this advice.

Mr. Patel confirmed that the three-year funding provided by the Council meant that £0.25m worth of commercial contracts had been secured. This would not have been achievable without the Council funding, which provided a stable infrastructure.

The Chairman thanked Mr. Patel for the work he was doing and for providing an informative presentation.

RESOLVED: That

- (1) the presentation be noted; and
- (2) the booklet outlining a brief summary of benefits available, which helps Councils know when to refer

Strategic Director
- Environment

clients to the Citizens Advice Bureau, be circulated to Members of the Board for information.

ELS15 COMMUNITY DEVELOPMENT

The Board considered a report of the Strategic Director – Health and Community outlining the contribution that the Community Development Service had made in the delivery of the Cultural and Leisure Service plan and the five key corporate priorities over the last year. The report outlined a summary of achievements in the year 2005 – 2006 and provided information in respect of Community Development and starter grants, as well as voluntary youth organisation grants and bursaries for young people.

The Board considered that a tremendous amount of work was being carried out and praised the service for its excellent work.

RESOLVED: That

- (1) the report be noted; and
- (2) the Community Annual Reports be placed in the Members' Rooms at Runcorn and Widnes.

Strategic Director
– Health and
Community

ELS16 CITY EMPLOYMENT STRATEGIES

The Board considered a report of the Strategic Director – Environment regarding the recent Government City Employment Strategies Initiative, the concept of which had been included in “A New Deal for Welfare: Empowering People to Work” published in January 2006.

Recently, the Government had issued more details on this and had invited local authorities that had the worst worklessness problems to bid to become national “City Employment Strategy” pilots. The concept was that local consortia were formed of public, private and voluntary sectors which would work together to target those wards with the highest levels of worklessness. Consortia groups were about co-operation rather than setting up separate stand alone regeneration companies.

It was reported that the Merseyside Authorities had suggested that a collective bid be made. The timescale was very short and guidance had been issued late. Initially, it was understood that a new Deprived Areas Funding (DAF) programme would provide circa £80,000 per ward towards this work for the period October 2006 – March 2008 to be

spent in the identified wards. However, it was now anticipated that funding could be substantially less than this. In addition, in the first year, funds were to be used by Job Centre Plus, not the Consortium.

The Board was advised that a business plan was to be produced to show how a reduction of unemployment in the wards identified could be achieved, with any “enabling measures” outlined. A working group was to be organised to help achieve this with Merseyside Employers’ Coalition to take the lead. It was anticipated that further information would be available at this meeting; however, funding could now be as low as £15 - £20,000 per ward.

The Board considered how this funding could best be utilised and achieve significant changes. Suggestions included:

- appointing a human resources expert to assist public agencies in removing requirements from job specifications which excluded certain people from being considered; and
- building on existing initiatives within New Deal and the One Stop Shop, so adding value.

It was noted that similar work had been carried out by a Working Group 12 – 18 months ago and the information from this exercise could be utilised.

RESOLVED: That

- (1) information from previous work carried out be circulated to Members of the Board together with an action plan update on the New Deal and One Stop Shop Strategies;
- (2) a further report be submitted to the Board following the first meeting of the Working Group; and
- (3) the statistical work done by Wirral Borough Council be mailed to each Member of the Board.

Strategic Director
- Environment

ELS17 QUARTERLY MONITORING REPORTS

The Board considered a report of the Strategic Director – Corporate and Policy regarding the First Quarter Monitoring Reports for the Economic Regeneration and Culture and Leisure Services. A number of performance considerations were outlined in the appendix to the report.

The Board discussed the following issues:

- Halton Borough Council had retained Ticketmaster status; however, its policy was to only have one outlet in the Borough and so this was to be retained in Runcorn, which was where the public were used to going due to the Tourist Information Centre;
- The North West Development Agency had accepted the principle that Halton Direct Link (HDL) could use the Tourist Information branding. The new way of working would see HDL providing routine responses for information; more complex questions would be passed over to the promotions and tourism team.
- The difficulty in obtaining correct figures from the Learning Skills Council.
- Work was progressing well on the athletic track.
- It was intended that the Library Service be extended to Saturdays and more hours in the evening. In addition, stocks were to be reviewed to determine their appropriateness. There was an intention to attend the next round of Area Forum meetings in order to consult the local public.
- A Conservation Plan was being carried out at Halton Castle, paid for by Heritage Lottery funding. Issues being looked at included maintenance and access. It was noted that there had been strong evidence to suggest that the Castle originated in the Iron Age. There was to be an "Open Day" on 3rd October 2006 in the morning in the meeting rooms at the public house and the bid was to be submitted before the end of March 2007 as Halton Borough Council was a priority area in terms of funding until that time.
- The tennis lease was almost finalised between the Club, the Council and the Diocese, and work was to start in the near future.
- A Local Enterprise Growth Initiative Bid was

being worked on in order to boost the number of companies in the Borough to bring it up to the national average.

The Chairman asked that Ms. Anne Bryant be commended for her consistently good work.

RESOLVED: That the report be noted.

Meeting ended at 8.55 p.m.

HEALTHY HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Healthy Halton Policy and Performance Board held on the Monday, 10 July 2006 at Runcorn Town Hall

Present: Councillors E. Cargill (Chairman), Loftus (Vice-Chairman), Blackmore, Fraser, M Hodgkinson, D Inch, Jones, Lloyd-Jones, Swift, Wallace, and Mr B. Bryant

Apologies for Absence: Councillor Horabin

Absence declared on Council business: (none)

Officers present: C. Halpin, M. Loughna, A. Williamson and E. Crisp

Also in attendance: Councillor Gerrard (in accordance with Standing Order 33).

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

HEA12 PUBLIC QUESTION TIME

Action

It was confirmed that one question had been received from Mr. H. Patel, Chief Executive of Halton CAB. It was agreed that the question would be dealt as part of the following item (minute HEA13 refers).

HEA13 "CHANGE FOR THE BETTER" - CONSULTATION ON IMPROVING SERVICES FOR ADULTS WITH MENTAL HEALTH NEEDS

The Board received a presentation on the proposals from the 5 Boroughs Partnership NHS Trust for the redesign and re-provision of its services for Adults of Working Age, and for some Older People ("Change for the Better") from Mr. J. Kelly, Director of Adult Services. His presentation detailed:

- the five national and five local drivers for the modernisation of mental health services;
- Local Service and Financial Drivers;
- the four Tiered Models of Service;
- Access and Advice Centre;
- the reasons for proposed changes;

- Resource and Recovery Centres (RRC);
- the eligibility and benefits of RRC's;
- the proposals for Halton; and
- the benefits of modernising mental health services.

The Chief Executive of Halton Citizen's Advice Bureau (CAB) had submitted the following question/statement:

"We are very concerned about the number of bed losses that is being proposed for the Halton area and the impact it will have on other "non-5Boroughs Partnership" funded services. The 5 Boroughs Partnership have stated that such a reduction is possible because their efficiencies to be gained from "treating" people in the community and having better engagement with the voluntary and community sector to support such people. However I do not believe any meaningful impact assessment has been done on other services if the proposed bed closures go ahead.

Halton CAB's services are already heavily over subscribed and it is only thanks to the generous funding we get from Halton BC that we can play the role we do, i.e. to help mental illness sufferers claim the right benefits, helping with their housing rights, etc. Currently we visit patients in the Brooker Centre where we can see a number of them in one visit. If there are bed closures we would have to do individual home visits which are much more resource intensive and 5Boroughs have not mentioned how they would support such activities.

I appreciate we are only one agency but I hope this point illustrates how this strategy can have serious ramifications for other services Halton BC fund".

In response it was noted that the proposed model had been piloted in Knowsley, where a recent study, by the University of Manchester, had not found any evidence of this model impacting on Voluntary Sector organisations.

Arising from the discussion the Board made reference to a number of issues in relation to:

- the level of funding reduction expected within Halton;
- how the number of beds required was determined, whether it was based on need or population; It was noted that bed numbers were based on Royal College figures, the need index and population size;
- recent media reports depicting serious sexual attacks taking place in mixed sex wards, whether there was a

need for separate wards as well as separate communal areas and how staffing levels impacted upon such attacks;

- no physical plans being available for Members consideration;
- the on-going issue of funding with West Cheshire Hospital and the 5 Borough's Partnerships' sizable debt of approximately £5M;
- how the referrals process would work and what support would be available for patients who did not need hospitalisation;
- where the funding for the Alcohol Bed had come from;
- concerns that the timescale of the project was 3 months compared to 18 months at Knowsley. It was noted that all the key teams were in place, or would be in the near future within Halton, whereas this had not been the case at Knowsley. In addition it was anticipated that there may be some slippage in the timetable;
- financial stability and spending, in particular the amount of money spent per patient both regionally and nationally compared to Halton;
- the reduction in beds seemingly larger than the other Boroughs, however, it was noted the other Boroughs had previously reduced the number of beds considerably and that this had not been feasible in Halton until now;
- if there would be an increase in staff to accommodate the proposed changes; it was noted that investment in new teams had taken place in the last few years;
- whether any assessment of family needs had taken place or would take place;
- whether any voluntary sector organisations could be involved, especially in light of the recent funding difficulties in the sector; it was noted that while negotiations would need to take place with individual organisations it was expected that accommodation and telephones would be made available;
- whether independent family support workers would be included within the model;
- the ratio of staff to clients on each of the different teams i.e. assertive outreach team which would have one member of staff to 10 patients;

The Board felt that under Regulation 4 of the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002 SI No. 3048 regulations this proposal was a substantial variation in the provision of mental health services and as such

would be subject to joint scrutiny.

RESOLVED: That

- (1) the presentation of the proposed changes be received;
- (2) the report be noted;
- (3) under Regulation 4 of the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002 SI No. 3048 regulations the proposal be noted as a substantial variation in the provision of mental health services and as such be subject to joint scrutiny by Halton Borough Council (BC), Warrington BC and St. Helens BC.

Strategic Director,
Health and
Community

Meeting ended at 8.15 p.m.

HEALTHY HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Healthy Halton Policy and Performance Board on Tuesday, 12 September 2006 at the Civic Suite, Town Hall, Runcorn

Present: Councillors E. Cargill (Chairman), Loftus (Vice-Chairman), Blackmore, M Hodgkinson, Howard, Jones, Lloyd-Jones, Wallace and Mr B. Bryant

Apologies for Absence: Councillors Horabin, D Inch and Swift

Absence declared on Council business: (none)

Officers present: A. Williamson, A. Villiers, I. Grady, J. Hunt, D. Trowbridge and C. Halpin

Also in attendance: Councillor Gerrard (in accordance with Standing Order 33 and one member of the public).

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

	<i>Action</i>
HEA14 MINUTES	
<p>The Minutes of the meetings held on 22 May and 13 June 2006, having been printed and circulated were signed as a correct record.</p>	
HEA15 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
HEA16 EXECUTIVE BOARD MINUTES	
<p>The Board considered the Minutes of the meetings of the Executive Board and Executive Board Sub Committee relevant to the Healthy Halton Policy & Performance Board.</p> <p>In relation to EXB15 the Board expressed concern that there was little evidence that North Cheshire Hospitals NHS Trust had sought to provide transport services to support patients without the means or ability to get to and from Halton and Warrington Hospitals.</p>	

RESOLVED: That

- (1) the minutes be received; and
- (2) the concerns raised be referred to the Executive Board.

Strategic Director,
Health and
Community

(NB: Mr Bryant declared a personal interest in the following item due to being Chairman of the Lets Go Club).

HEA17 DRAFT CARERS STRATEGY

The Board received an update on the Carers Strategy for 2006-8. Previously the Council had produced Carers Strategies for 1999-2002 and 2003-2006, which corresponded to three-year periods of notification from the Department of Health in relation to the provision of a Carers Grant.

The Council was notified in December 2005 that the Carers Grant would be available for a further two years and that the level of funding had been increased to £490,000 for 2006/7 and to £503,000 for 2007/8. The increased allocation of funding would be used to:

- continue the work of the two Carers' Centres in Halton;
- provide increased funding to voluntary sector organisations and teams within Health and Community and Children and Young People's Directorates.

In developing the carer's strategy all partner organisations that provided services to carers and with carers themselves were consulted about the content of the strategy. A carer's consultation event was held on 26 January 2006 and was described in more detail within the report.

The strategy reflected a collaborative and multi agency approach to the delivery of improved services to carers. The key agencies involved in this improvement were the Primary Care Trust, 5 Boroughs Partnership NHS Trust, key voluntary sector organisations and both the Health and Community and Children and Young People's Directorates.

Arising from the discussion reference was made to:

- the difficulty in identifying and engaging carers, especially young carers;

- the locations and type of services which were offered at the carers centres; and
- how assessments could and were shaping the type of services offered.

The Service Development Officer responded to the issues raised and it was suggested that HITS be invited to a future meeting of the Board to give an outline of its work with young carers.

RESOLVED: That

- (1) the Carers Strategy 2006-8 be noted; and
- (2) HITS be invited to a future meeting of the Board to give an outline of its work with young carers.

Strategic Director,
Health and
Community

HEA18 ANNUAL REPORT OF HALTON'S MULTI-AGENCY ADULT PROTECTION COMMITTEE

The Board received a presentation on the Annual Report of Halton's Multi-Agency Adult Protection Committee (APC) by the Adult Protection Co-ordinator. This had been submitted for the Board's consideration and gave an outline of the operation of the APC and multi-agency arrangements for the protection of vulnerable adults in Halton, along with details of the work undertaken between April 2005 and March 2006, a summary of the planned activity for 2006/7.

Arising from the discussion the Board raised and discussed a number of issues to which the Adult Protection Co-ordinator responded, in particular:

- who assesses private care homes and how often;
- who sets the criteria for categories/referrals and whether this may have a negative impact on some vulnerable adults i.e. homeless or care leavers;
- whether frontline workers were receiving the necessary information to enable them to direct vulnerable adults to services;
- the limited amount of historical information/data available and whether enough information was now being collected;
- whether partners on the APC had agreed protocols on supporting vulnerable adults and whether they produced their own strategies.

RESOLVED: That the Annual Report of Halton's Adult Protection Committee be endorsed.

HEA19 CONSULTATION ON ROYAL LIVERPOOL CHILDREN'S NHS TRUST APPLICATION FOR FOUNDATION STATUS

The Board was asked to ratify the process of responding to the Royal Liverpool Children's NHS Trust Consultation on proposals to become a Foundation Trust.

As the proposal had implications for both children and young people and health it was suggested that a consultation meeting be arranged with representatives from both Policy and Performance Boards (PPB's) present, during the consultation period, which ran from 31 July 2006 to Monday 23 October 2006.

A representative of the Executive from the Royal Liverpool Children's NHS Trust would attend the meeting to present the details of the consultation 'Your Alder Hey, Have Your Say'.

RESOLVED: That

- (1) a joint meeting be held between the Healthy Halton and Children and Young People PPB to consider 'Your Alder Hey, Have Your Say'; and
- (2) the following members be appointed to the Joint PPB:

Councillor E. Cargill
Councillor S. Blackmore
Councillor M. Hodgkinson
Councillor E. Jones
Councillor K. Loftus

Strategic Director,
Health and
Community

HEA20 TOPIC BRIEF: ADULT LEARNING DIFFICULTIES DAY SERVICE REDESIGN

The Board was presented with the draft terms of reference for the review of Adults with Learning Difficulties (ALD) Day Service redesign, which had been identified as part of the Board's 2005/06 Scrutiny Programme and it was agreed that a working group be established to undertake this review, as detailed in the appendix to the report.

RESOLVED: That

- (1) the terms of reference be agreed; and

(2) the following members be appointed to the working group:

Councillor E. Cargill
Councillor S. Blackmore
Councillor K. Loftus

HEA21 LOCAL AREA AGREEMENTS

The Board received a report outlining the need for a Local Area Agreement (LAA) to be negotiated with Central Government by April 2007. A LAA was a three year protocol which set out the priorities for a local area, as represented by the lead local authority and other key partners through the Local Strategic Partnership. The Board was updated on the progress made to date in this respect and an updated copy of the draft LAA was circulated.

The idea was that LAA's would join up, focus and simplify the administration of neighbourhood renewal activity which would enable utilisation of external funding streams. Whilst at present LAA's were based on four blocks established around the Governments shared priorities, as detailed within the report, there was an indication from the Government that this may be extended to cover elements for mainstream and statutory activity.

Within the report an outline was given of:

- how LAA's would be formed,
- how they would align with national priorities,
- the reward element,
- the Government timetable leading to the adoption of an LAA, and
- the building blocks already in place at Halton, which would enable a strong and robust LAA to be put in place,

It was reported that a draft agreement would be submitted to Executive Board on 21 September 2006 for comments. A final version of the agreement would go to the Executive Board in December.

Arising from the discussion reference was made to whether elected members would fit into the process as facilitators and leaders in the community and whether LAA's would make a difference to the issues faced in the borough. In addition an amendment was suggested to one of the columns to include a reference to the relevant key strategy(s).

RESOLVED: That

- (1) the report and outline of the process be noted; and
- (2) the comments made, as listed above, on the draft Agreement be referred to the Executive Board.

Strategic Director,
Health and
Community

HEA22 QUARTERLY MONITORING REPORTS

The Board was informed of the new process for reporting on performance monitoring. The first quarter monitoring reports were published in August to enable Members to review performance within service areas at the earliest possible opportunity.

A number of emerging issues and key developments that would impact upon the service or where any action was required to address performance were detailed within the report, for the following services:

- Older Peoples
- Adults of Working Age
- Health and Partnerships

The Operational Director, Adults of Working Age outlined a number of reports in respect of the issues raised in the report, which would be submitted to the Board at the next meetings in November 2006 and February 2007.

RESOLVED: That the service performance and progress towards achieving objectives and targets be received.

Meeting ended at 8.55 p.m.

SAFER HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Halton Policy and Performance Board on Tuesday, 19 September 2006 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Osborne (Chairman), Stockton (Vice-Chairman), Edge, Lloyd-Jones, Morley, E Ratcliffe, Redhead, Rowan, Thompson and Wallace

Apologies for Absence: Councillor Swift

Absence declared on Council business: (none)

Officers present: J Archer, H. Cockcroft, J. Downes, I. Grady, A. McIntyre, M. Simpson, J. Unsworth, P. Watts and S. Webster

Also in attendance: Councillor Wright (in accordance with Standing Order 33).

ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

Action

SAF10 PUBLIC QUESTION TIME

It was noted that no public questions had been received.

SAF11 EXECUTIVE BOARD MINUTES

The Board considered the minutes of the Executive Board and the Executive Board Sub-Committee relating to the Safer Halton Policy and Performance Board.

In relation to the Waste Management Minute No. EXB012 it was reported that a letter had been sent to Warrington Borough Council confirming Halton's intention to work with Merseyside and no response had been received to date.

SAF12 PRESENTATION - CIVIL CONTINGENCIES ACT

The Board received a presentation from the Principal Emergency Planning Officer which gave a brief overview of the Civil Contingencies Act and outlined:

- the aim of the act;
- local responders (Category 1 and 2);

- duties of responders;
- risk assessment;
- emergency planning; and
- business continuity management.

The Board was informed of the Cheshire, Halton and Warrington Local Resilience Forum and the Community Risk Register. It was reported that Halton had emergency plans to deal with potential risks for example, Pandemic Flu, Silver Jubilee Bridge and localised events such as Creamfields.

It was noted that training programmes were in place and multi agency exercises were performed in order to ensure correct procedures would be carried out. The Board was advised that Halton was leading the way with business continuity management and had piloted initiative schemes with the Chamber of Commerce and Business Link. Various activities had also been carried out with the voluntary sectors.

Discussions arose regarding the success of previous exercises, the need to review off-site plans and which agency would take the lead during incidents. Members congratulated and thanked the emergency planning team for their performance and achievements during incidents in the past. On behalf of the Board the Chairman thanked the Principal Emergency Planning Officer for her presentation.

RESOLVED: That the presentation be noted.

SAF13 ENVIRONMENTAL AND REGULATORY SERVICES DEPARTMENT - AREA WITHIN PPB'S REMIT

Members were advised of the functions undertaken within the Environmental and Regulatory Services Department. It was reported that the new department was created on 1 April 2006 with the purpose of co-ordinating a number of key services. The new structure of the department was circulated with the agenda, illustrating which services fell under each Divisional Manager. Also distributed was an in-depth brief by division of what each department did.

Discussions arose around the need to change people's attitudes and approach to recycling, the current vacant posts in certain departments and savings that could be made to the budget. It was agreed that a detailed report and update on service delivery and quality would be brought back to a future meeting.

A suggestion was made that a change of job title be made for Jimmy Unsworth from "Head of Service – Waste Management" to "Head of Service - Waste Management and Recyclables". The Operational Director - Environmental and Regulatory Services agreed that this would be considered.

RESOLVED: That

- (1) the report be noted; and
- (2) a detailed report and update on service delivery and quality be submitted to a future meeting of the Board.

Strategic Director
- Environment

SAF14 PREVENTING ANTI-SOCIAL BEHAVIOUR - THE ROLE OF THE YOUTH SERVICE

The Board received a presentation from David Williams, Head of Youth Service, which outlined the role the youth service had in relation to anti-social behaviour.

It was reported that 80 percent of youth crime was committed by only two percent of young people, that anti-social behaviour was not a new phenomena and that even the Greek philosopher Plato commented on it in ancient Greece.

It had been identified that young people need more places to go and things to do. It was noted that the youth service would get involved in more activities with young people in partnership with sports development, arts and culture, Cheshire Fire and Rescue Service and the voluntary youth sector, which would prevent some anti-social behaviour.

It was reported that engagement along with prevention, enforcement and rehabilitation were all elements of an anti-social behaviour policy which was being written by officers from the appropriate departments and organisations. The engagement and participation elements could be carried out by the youth service with young people.

The youth service had organised events and celebrations and had engaged young people in more activities recently. In addition there were education programmes, youth centres and projects for young people to become involved in.

Members noted that there was an Anti-Social Behaviour Working Party to be held 27 September 2006 and requested that copies of notes from that meeting be

circulated to the Board.

On behalf of the Board the Chairman thanked Mr D. Williams for his presentation.

RESOLVED: That;

- (1) the presentation be noted; and
- (2) copies of notes from the Anti-Social Behaviour Working Party be circulated to members.

Strategic Director
– Health and
Community

SAF15 COMMUNITY SAFETY - THE WAY AHEAD

It was reported that this item would be deferred to future meeting.

SAF16 VANDALISM IN SCHOOLS

The Board received a report which provided details of the impact of vandalism on schools and a summary of both the schools and council's responsibility in relation to responding to incidents of vandalism.

The Board was advised that any minor damages were dealt with by the caretaker, site manager or key holder and the school would cover the cost for it, therefore schools were advised to take out an all risk insurance policy. For major incidents like arson or flooding that affect the functions of the school, an emergency team would be sent to assess the severity of the damage and support the school in order for it to reopen.

It was reported that there were a number of working groups in place to tackle vandalism, which met regularly to discuss various issues. In addition it was noted that in conjunction with the Risk Management Department there was a Capital Works Programme Fund of £120,000 that invited schools to bid on an annual basis for funds to make their property more safe and secure. Detailed in the report was a table of expenditure that illustrated which schools had benefited from the funds for 2006/2007.

The Board was informed of seminars that had taken place to inform site managers and caretakers of activities they could do to keep their schools more secure and how to minimise vandalism. Cheshire Fire Service had agreed to visit all schools before the end of 2006 to educate pupils of the impact and detrimental affects arson had on schools.

RESOLVED: That schools be encouraged to allow their Site Manager / Caretaker to attend seminars on school security and fire precautions.

Strategic Director
– Children and
Young People

SAF17 ANNUAL REPORT - SAFE AND ATTRACTIVE NEIGHBOURHOODS

The Board was presented with the Annual Report, which detailed the activities of the Safe and Attractive Neighbourhoods Policy and Performance Board (PPB) during 2005/06.

RESOLVED: That the Annual Report be noted.

SAF18 MOTOR TRADER APPROVAL SCHEME

The Board received a report which sought Member's support for the operation of the Warrington Borough Council Trading Standards Approved Motor Trading Scheme in Halton.

It was advised that an agreement in principle with Warrington Trading Standards had been reached and that their scheme could be extended to allow Halton businesses to join. It was noted that Halton would expect to support the scheme to the extent of:

- the production and distribution of flyers to potential members (cost of postage and printing of approximately 100 flyers);
- promotion of the scheme during officers' routine visits (negligible additional time required); and
- liaising with Warrington prior to their annual inspection of members (probably one hour of officer time per member).

Members discussed idea of more and more traders joining the scheme and the benefit Halton traders would receive without the associated costs to Halton of operating such a scheme itself.

RESOLVED: That;

- (1) the report be noted; and
- (2) the Executive Board be requested to agree the operation of the Warrington Borough Council Trading Standards Approved Motor Trading Scheme in Halton.

Strategic Director
– Health and
Community

SAF19 LOCAL AREA AGREEMENTS

The Board received a report which outlined the need for a Local Area Agreement (LAA) to be negotiated with Central Government by April 2007. A LAA was a three year protocol which set out the priorities for a local area, as represented by the lead local authority and other key partners through the Local Strategic Partnership. The Board was updated on the progress made to date in this respect.

The idea was that LAA's would join up, focus and simplify the administration of neighbourhood renewal activity which would enable utilisation of external funding streams. It was reported that if 20 funding streams were to be joined monies saved may be re-invested in future services.

In addition it was reported that the agreement identified a number of enabling measures that the Council would like Government to consider to remove barriers to Halton's progress.

Concerns were raised regarding the funding streams being rolled into one and the issue of accountability.

RESOLVED: That

- (1) the report and the outline of the process be noted;
and
- (2) comments by Members to the Executive Board on the draft Agreement be provided prior to its approval and submission to Government by the end of September 2006.

SAF20 NOTES OF WORKING PARTY MEETINGS

The Board received a report, which outlined the topics and issues discussed at the meetings of Working Parties set up by the Safer Halton PPB.

RESOLVED: That the report be noted.

SAF21 PERFORMANCE MONITORING REPORTS - FIRST QUARTER

The Board was informed of the new process for reporting on performance monitoring. The first quarterly monitoring reports had been published in August to enable Members to review performance within service areas at the earliest possible opportunity.

The performance considerations were detailed in the report and highlighted the key findings in the quarterly monitoring reports for the following services:

- Highways and transportation;
- Environmental and Regulatory Services;
- Culture and Leisure Services; and
- Health and Partnerships.

The Board raised concerns regarding the new process for reporting on performance monitoring, as it felt it was unable to undertake its scrutiny function efficiently and effectively without receiving paper copies of the full monitoring reports. In addition it was felt that the performance monitoring item should be first on the agenda in order for lead officers to be present to be accountable, if necessary.

In response it was noted that paper copies would be distributed from the Policy Unit once they had been uploaded on to the intranet.

RESOLVED: That

- (1) the service performance and progress towards achieving objectives and targets be reviewed; and
- (2) in future, paper copies of the performance monitoring reports be distributed to Board Members.

Strategic Director
– Corporate and
Policy

Meeting ended at 8.40 p.m.

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URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Urban Renewal Policy and Performance Board held on Wednesday, 20 September 2006 at Civic Suite, Town Hall, Runcorn

Present: Councillors Hignett (Chairman), Leadbetter (Vice-Chairman), E. Cargill, Morley, Nolan, Sly, Thompson, Wallace, Whittaker and Worrall

Apologies for Absence: Councillor Rowe

Absence declared on Council business: (none)

Officers present: C. Halpin, G. Collins, A. Villiers, J. Dutton, A. McNamara, S. Rimmer and S. Williams

Also in attendance: Councillors Polhill (in accordance with Standing Order No. 33) and Cross and two members of the public.

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

	<i>Action</i>
<p>URB14 MINUTES</p> <p>The Minutes of the meeting held on 21 June 2006, having been printed and circulated, were signed as a correct record.</p>	
<p>URB15 PUBLIC QUESTION TIME</p> <p>It was confirmed that no public questions had been received.</p>	
<p>URB16 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the Minutes of the meetings of the Executive Board and Executive Board Sub Committee relevant to the Urban Renewal Policy & Performance Board.</p> <p>RESOLVED: That the minutes be received.</p>	
<p>URB17 PETITION: DERBY ROAD, WIDNES</p> <p>The Board was informed of the receipt of a petition requesting improvements to the junction of Derby</p>	

Road/Peelhouse Lane, Widnes. The petition and subsequent letter from the main signatory requested installation of traffic signals incorporating pedestrian crossing facilities and requesting that the existing zebra crossing be re-located, or if this was not possible that it should be removed.

In considering this, accident records for the junction were reviewed and it was noted that in the last five years four injury accidents had been reported at the junction. In addition a traffic survey was undertaken in October 2005, for a 12 hour period, however, this did not indicate that there was justification for any additional pedestrian crossing facilities. Additional supporting information was outlined within the report.

The Chairman invited Ward Councillor Cross to address the Board in support of the petition. He outlined the nature of traffic using the junction, the difficulties for pedestrians due to the position of the crossing and that it was a potential accident hotspot. He therefore requested that a review of the whole junction be undertaken prior to any decision being made.

The Board discussed both the views of Councillor Cross and the Traffic Manager, who attended the meeting to respond to the concerns raised, and concluded that further investigation of the junction was needed by the Chairman and Vice Chairman, in consultation with the Traffic Manager.

RESOLVED: That

- (1) the report be noted;
- (2) further investigation of the junction be undertaken by the Chairman and Vice Chairman, in consultation with the Traffic Manager; and
- (3) a report detailing the outcome of the investigation be submitted to a future meeting of the Board.

(NB: Councillors Hignett and Leadbetter declared a personal interest in the following item due to being employed by CIC, which received supporting people funding, and being a member of Halton Housing Trust, respectively.)

URB18 HOUSING UPDATE

The Board was informed that due to the recent changes to the roles and remits of the Policy and Performance Boards the responsibility for scrutiny of the strategic housing function had now transferred to this Board.

Strategic Director,
Environment

Therefore as a prelude to its future work the Board was updated on the range of housing functions, which the Council undertakes, along with a summary of recent service developments and what some of the challenges ahead would be for the service.

RESOLVED: That the report be noted.

URB19 HOUSING NEEDS SURVEY RESULTS

The Board received a report on the Housing Needs Survey 2006. The survey had been completed at the end of 2005 by housing consultants DCA Ltd.

The survey had been a comprehensive and robust housing market and needs assessment, which provided high quality information about current and future housing needs at a local authority level. The key study findings and recommendations were set out in detail within the report.

Arising from the discussion reference was made to what the definition of affordable was, the percentage of affordable new properties being built on Castlefields and how it might be possible to increase the number of affordable properties through the planning process.

RESOLVED: That

- (1) the findings of the Housing Needs Survey be noted; and
- (2) the date of the formal presentation on 25th October 2006 be noted.

(NB: Councillors Hignett and Leadbetter declared a personal interest in the following item due to being employed by CIC, which received supporting people funding, and being a member of Halton Housing Trust, respectively.)

URB20 PROPOSED SCRUTINY TOPIC: SUPPORTED HOUSING

The Board was updated on the work undertaken by the Health Policy and Performance Board in relation to a review of Supported Housing in Halton, which had commenced in October 2005.

The review had been suspended in March 2006, pending an announcement by the Department of Communities and Local Government on the long term funding arrangements and National Strategy for the

Supporting People Programme. The review was scheduled to resume in October 2006 and it was expected that the final report would be submitted by July 2007.

As a result of the changes to the remits of the Policy and Performance Boards in 2006 the responsibility for Strategic Housing was now within the Urban Renewal portfolio therefore the Board was asked to consider this review becoming part of its work programme.

RESOLVED: That

- (1) supported Housing be accepted as a topic for scrutiny in 2006;
- (2) a working party be established consisting of 3 members; and
- (3) authority be delegated to the Chairman and the Vice Chair to finalise the membership of the Working Party.

Strategic Director,
Environment

URB21 DRAFT HOUSE EXTENSIONS SPD

The Board was informed of the publication of the draft House Extensions Supplementary Planning Document (SPD), for statutory public consultation between 14 September and 26 October 2006. A copy of the draft SPD was made available to the Board.

RESOLVED: That the contents of the report be noted.

URB22 LOCAL AREA AGREEMENTS

The Board received a report outlining the need for a Local Area Agreement (LAA) to be negotiated with Central Government by April 2007. A LAA was a three year protocol which set out the priorities for a local area, as represented by the lead local authority and other key partners through the Local Strategic Partnership. The Board was updated on the progress made to date in this respect.

The idea was that LAA's would join up, focus and simplify the administration of neighbourhood renewal activity which would enable utilisation of external funding streams. Whilst at present LAA's were based on four blocks established around the Government's shared priorities, as detailed within the report, there was an indication from the Government that this may be extended to cover elements for mainstream and statutory activity.

Within the report an outline was given of:

- how LAA's would be formed,
- how they would align with national priorities,
- the reward element,
- the Government timetable leading to the adoption of an LAA, and
- the building blocks already in place at Halton, which would enable a strong and robust LAA to be put in place.

It was reported that a draft agreement would be submitted to Executive Board on 21 September 2006 for comments. A final version of the agreement would go to the Executive Board in December.

RESOLVED: That the report and outline of the process be noted.

URB23 QUARTERLY MONITORING REPORTS

The Board was informed of the new process for reporting on performance monitoring. The first quarter monitoring reports were published in August to enable Members to review performance within service areas at the earliest possible opportunity.

A number of emerging issues and key developments that would impact upon the service or where any action was required to address performance were detailed within the report for the following services:

- Enterprise & economic development;
- Healthier communities, and older people;
- Safer and stronger communities; and
- Children and young people.

The Board raised concerns regarding the new process for reporting on performance monitoring, as it felt it was unable to undertake its scrutiny function efficiently and effectively without receiving paper copies of the full monitoring reports.

In response it was noted that paper copies of the full reports were available on request from the Policy Unit.

RESOLVED: That

- (1) the service performance and progress towards achieving objectives and targets be received; and
- (2) in future paper copies of the performance monitoring

Strategic Director,

reports be issued to the Board.

Corporate and
Policy

Meeting ended at 7.26 p.m.

CORPORATE SERVICES POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Services Policy and Performance Board Wednesday, 27 September 2006 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chairman), Lowe (Vice-Chairman), Blackmore, Dennett, C Inch, Loftus, Nolan and Norddahl

Apologies for Absence: Councillors Bradshaw and Edge

Absence declared on Council business: Councillor K. Wainwright

Officers present: G. Ferguson, J. Burgess, I. Leivesley, R. Mackenzie, J. Tradewell and R Wainwright

Also in attendance: (none)

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

	<i>Action</i>
CS9 MINUTES	
<p>The Minutes of the meeting held on 6th June 2006 having been printed and circulated were taken as read and signed by the Chairman as a correct record.</p>	
CS10 PUBLIC QUESTION TIME	
<p>It was noted that no public questions were received.</p>	
CS11 MINUTES OF EXECUTIVE BOARD	
<p>The Minutes of the Executive Board and the Executive Board Sub Committee, relating to the work of the Corporate Services Policy and Performance Board since its last meeting were submitted for information.</p> <p>RESOLVED: That the minutes be noted.</p>	
CS12 LOCAL AREA AGREEMENTS	
<p>The Board received a report outlining the need for a</p>	

Local Area Agreement (LAA) to be negotiated with Central Government by April 2007. A LAA was a three-year protocol which set out priorities for a local area, as represented by the Lead Local Authority and other key partners through the Local Strategic Partnership. The Board was updated on the progress made to date in this respect and a copy of the draft LAA was circulated.

Within the report an outline was given of:

- how LAAs would be formed;
- how they would align with national priorities;
- the reward element;
- government timetable leading to the adoption of an LAA; and
- the building blocks already in place at Halton, which would enable a strong and robust LAA to be put in place.

RESOLVED: That the report and outline of the process be noted.

CS13 EQUALITY LEGISLATION

The Board considered an update report on the forthcoming changes in legislation in relation to age, disability and gender.

The Employment Equality (Age) Regulations 2006 would come into force on 1st October 2006. The Regulations implement the EU framework directive (adopted in November 2000) requiring Member States to introduce legislation to ban age discrimination. The Regulations applied to all workers including self employed workers and contract workers. The Regulations also applied to people taking part in or applying for employment related vocational training including all courses at further education and higher education institutions. The regulations did not apply to political office holders.

It was reported that the Council was in the process of reviewing its personnel procedures to take account of the regulations. Areas which would need to be looked at included:

- Retirement notification procedures;
- Procedures to implement the new duty to consider requests to work beyond retirement age;
- salary bands with more than five incremental points.

The Board also considered the implications for the Council of the Disability Discrimination Act 2005. The Act built on and extended various disability discrimination legislation, principally the Disability Discrimination Act 1995. It was reported that the most significant change was the new Disability Equality Duty and the requirement to produce the Disability Equality Scheme. It was proposed to deal with the requirement to produce the Scheme by incorporating it into the Council's Corporate Equality Plan rather than producing a separate document.

In addition, the Board considered the main purposes and implications of the Equality Act 2006. It was reported that the most significant implication to the Local Authority was likely to be the new gender equality duty. As well as being a general duty, there were powers in the Act for the Secretary of State to introduce further specific duties by regulations. To a large extent, the gender equality provisions mirrored those for race equality and disability equality. In terms of the practical aspects of employment implementation, at least so far as the Council as an employer and service provider was concerned, the legislation should not require the Council to alter drastically what it already had in place to ensure that it operates in a way that was compatible with equality legislation. However, the legislation does shift the emphasis away from compliance to requiring authorities to be more pro-active in their approach to gender equality.

It was noted that it would not be enough for an authority to not discriminate to comply with the duty. In future authorities would need to be satisfied that procedures in place for ensuring that they did not discriminate against women or men in their employment practices were actually achieving results in ensuring an appropriate gender a mix in the workforce, and in eliminating any pay gap between the genders.

Arising from the discussion, the Board requested that employee indicators be submitted to the next meeting. It was also suggested that the Executive Board as part of the Employment Equality (Age Regulations) 2006, should be invited to consider whether the Council should set a default retirement age for the purposes of the Regulations.

RESOLVED: That

- (1) the employee indicators be submitted to the next meeting of the Board; and

Chief Executive

(2) the Executive Board be asked to consider whether the Council should set a default retirement age of 65 in the light of the Employment Equality (Age) Regulations 2006.

CS14 QUARTERLY MONITORING REPORTS

The Board considered a report which outlined the progress of the Performance Management First Quarter against the Service Plan objectives, milestones and performance targets affecting the service etc. for the following areas:

- Personnel Services;
- Financial Services;
- Exchequer and Customer Services;
- ICT Services;
- Policy and Performance;
- Legal and Member Services;
- Property Services; and
- Stadium and Hospitality.

Concerns were raised regarding the following issues:

- (i) possible links between vacancies and absenteeism and the need to keep this under scrutiny;
- (ii) the increasing cost of school meals and the decline in demand;
- (iii) the absence of the 4th Quarter Monitoring reports.

RESOLVED: That

- (1) the Performance Monitoring Reports be noted;
- (2) a report be presented to the next meeting on behalf of Stadium and Hospitality; and
- (3) a report be presented to a future meeting on the number of staff undertaking training, types of courses and training budget.

Chief Executive

CS15 AREA FORUMS SCRUTINY OF EXPENDITURE

Under the Council's Constitution the Board had responsibility for scrutinising the expenditure of Area Forums. The Board considered a report which outlined how the Area Forums had used their funding in 2005/06.

In 2005/06 £600,000 was allocated to the Area Forums, which was made up of £300,000 NRF and £300,000 from Halton Borough Council's Priorities Fund. The money was allocated on a 'per capita' basis across the seven Area Forums that covered the Borough. The local community were invited to raise ideas for neighbourhood projects, which would help to improve their local area. The Forum considered the ideas and an action plan was agreed. Action must have community support and not result in a long-term financial commitment.

The Projects funded through the Area Forums for 2005/06 were wide and varied. These were categorised into a number of key areas, which were listed below.

- Bonfire Initiative;
- Landscapes;
- Youth facilities;
- Improved Parks;
- Pedestrian access;
- Security;
- Traffic Calming;
- Disabled facilities;
- General Improvements.

Arising from the discussion, the Board requested that in future the report outlining the scrutiny of Area Forums expenditure include figures rather than pie charts, the revenue impact of schemes and information on the applicant who had requested funding.

RESOLVED: That the Board:

- (1) consider whether the use of funding by the Area Forums is consistent with the purposes and aims of the Area Forums;
- (2) make such recommendations as it considers appropriate with regard to the future use of funding by Area Forums; and
- (3) look further at the impact of the investment made through the Area Forums (as part of the Area Forum topic in the work programme) to see whether the resultant benefits are commensurate with the investment made.

Chief Executive

CS16 AUDIT OF PARTNERSHIPS

The Board considered a report on the Audit of Partnership Activity being undertaken as well as some of the governance issues in relation to partnership working.

Once the Council was involved with the partnership, the partnership needed to have governance arrangements appropriate to the scale and nature of its activity. If it was going to spend public money, it would need to have appropriate controls over probity and propriety. In addition, it would need to keep appropriate records so there was a proper audit trail. Arrangements for contracts and decision-making would need to be consistent with Local Government law and the Council's own constitutional arrangements. It was clear that the Council needed to ensure that it had an appropriate degree of control over those partnerships with which it was involved. As a first step in this process, a survey of partnership working had been carried out within the Authority.

So far, 69 partnerships had been identified, although it was felt that this was not yet the complete picture as a number of partnerships seemed to have been missed. Details of the Partnerships identified to date were circulated to Members. Work was continuing to identify other partnerships which had yet to be identified.

The next step in the process would be to review the involvement with all the partnerships in question and to set up a framework for considering which partnerships to be involved with in the future. As part of this exercise, it would also be necessary to develop arrangements for ensuring proper accountability and scrutiny of partnership working.

RESOLVED: That the Board –

- (1) identify any issues that it considers needs to be picked up as part of the review of Partnership Working;
- (2) advise as to whether the checklist addresses the key governance areas in relation to partnership working; and
- (3) consider what kind of scrutiny arrangements might be put in place for partnerships.

CS17 TOPIC BRIEF: AREA FORUMS

The Board had previously agreed a number of topics for consideration in the coming year. One of these was to look at the role and operation of Area Forums. A draft topic brief had been previously circulated to Members of the Board for consideration. It was noted that the Working Group would hold its first meeting on 5th October 2006 and all Members of the Board were invited to attend.

RESOLVED: That the Topic Brief for the Review of Area Forums be approved.

CS18 HALTON DIRECT LINK WORKING GROUP

The Board considered a report which outlined the findings of the Working Group on the outcome of the external review of Halton Direct Link (HDL) undertaken by SOCITM.

The report highlighted future opportunities for delivering further services through HDL by extending process mapping and business process reviews using HDL at the Catalyst for achieving efficiency gains.

It was reported that the consultants report had concluded that:

“Halton Council is to be commended for its investment in the high quality, customer friendly interface with its service users. Halton’s determination from the beginning to stick to the vision of the development of face to face services before moving into other channels has paid off. There is now a stable platform with the confidence to take the service forward.”

As part of the future service developments a number of initiatives were being progressed which included a Customer Relations Management; database of information; introducing the Emergency Duty Team into HDL; the transfer of Tourist Information Centre Services to all HDL outlets; Registrar Services; ansaphone calls would be diverted to HDL; processing benefit applications; Benefit Fraud calls; library services; incoming customer mail; and the Benefits Express.

RESOLVED: That

- (1) the developments outlined in the report be investigated and a programme of work developed to deliver the outcomes of these investigations; and
- (2) a timetable for business process reviews be drawn up, and progress be reported back to the Board quarterly; and
- (3) the CRM system be considered at a future meeting of the Member Services Working Party.

Chief Executive

Meeting ended at 8.12 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 6 September 2006 at the Civic Suite, Town Hall, Runcorn.

Present: Councillors Cole (Chairman), Lloyd-Jones (Vice-Chairman), Dennett, Findon, Hignett, C Inch, Lowe and Rowe

Apologies for Absence: Councillors Bradshaw, Osborne and Philbin

Absence declared on Council business: (none)

Officers present: I. Leivesley, R. Mackenzie, A. West, M. Murphy and C. Halpin

Also in attendance: (none)

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

Action

BEB10 MINUTES

The Minutes of the meetings held on 7 June 2006, having been printed and circulated were signed as a correct record.

BEB11 BEST VALUE REVIEW OF TRANSPORTATION AND ACCESS - KEY REVIEW OUTCOMES

The Board received a presentation on the key review outcomes of the Best Value Review of Transportation and Access, from the Operational Director - Highways and Transportation. The final report set out a range of recommendations, which were grouped around a number of key themes, aimed at improving services for both current patrons and future passengers.

An improvement plan had been drawn up, which set out the timetable for delivering the recommendations, as had been detailed in the final report. The key themes were set out in detail in the report, covering the following:

- improving the quality and accessibility of public transport services within Halton, by the introduction of a single integrated booking system;

- developing the local bus network within the Borough;
- improving the quality of passenger information, including further development of real time passenger information;
- improving further the provision of good quality and accessible transport for post sixteen learners;
- reducing the environmental impact of passenger transport within Halton; and
- internal service improvements.

Arising from the discussion reference was made to:

- the general reduction in usage of public transport services and whether the review sought to find ways to improve this;
- the implications of fuel cost increases and how this may affect subsidised services;
- how the introduction of free bus passes for the elderly may impact usage figures;
- where and for which department(s) out of borough transport services were needed;
- difficulties for the public in understanding bus timetables, which it was noted was being addressed and a new style of timetable may be introduced in the near future, similar to that of the London Underground; and
- if and where it may be possible to find efficiency savings within the transportation department.

RESOLVED: That

- (1) the report be received; and
- (2) follow up performance assessments of the progress towards implementing the improvement plan be submitted to a future meeting of the Board.

Strategic Director,
Corporate and
Policy

BEB12 IDEA EFFICIENCY REVIEW

The Board received an update on the progress of the IDeA Efficiency Peer Review. Unfortunately the review document had not been finalised in time for the meeting, therefore, the Strategic Director, Corporate and Policy gave an oral summary of its findings. In particular it was noted that a number of positive comments had been made in relation to the Council overall, specifically that it had:

- strong leadership;

- a 'get it done' approach;
- a service orientated attitude

The review had also identified a number of areas of good practice, which needed further work to be undertaken and outlined a number of recommendations, including:

- promoting and ensuring an organisational culture of efficiency;
- bringing together current efforts into an efficiency strategy, including a clear definition of efficiency;
- making greater use of process mapping;
- examining new ways of sustaining improvements;
- improving procurement planning and exploring the use of consortia arrangements for purchasing;
- improving project management techniques; and
- providing more training on efficiency for both Councillors and Officers.

At present the Council's Efficiency Strategy Group of officers was working towards producing an Efficiency Strategy from these recommendations, which would be used as the basis for the Boards work streams for the year.

Arising from the discussion clarification was sought as to whether capital projects were considered as part of the review as they also contribute to efficiency savings and whether full revenue costs were being built into capital projects. It was confirmed that the review report covered such matters.

RESOLVED: That

- (1) the progress be noted;
- (2) the final review document be circulated to the Board; and
- (3) the results of the review be used to inform the development of an Efficiency Strategy.

Strategic Director,
Corporate and
Policy

BEB13 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 outweighs 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 is likely that, in view of the nature of the business, exempt information will be disclosed, being information defined in Section 100(1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

BEB14 2006/07 INTERNAL AUDIT PLAN – QUARTER 1
PROGRESS REPORT

The Board received a progress report against the 2006/7 Internal Audit Plan which gave details of the significant aspects of audit work completed in the first quarter, which included:

- Learning & Skills Council (LSC) 6th Form Assurance Checks;
- Main Financial Systems – key controls review;
- Local Public Service Agreement;
- Statement of Internal Control;
- School Audits; and
- National Fraud Initiative 2006.

RESOLVED: That the Internal Audit Progress Report be accepted.

Meeting ended at 7.36 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee Monday, 10 July 2006 at the Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), Hignett, Leadbetter, Osborne, Polhill, Rowan, Sly and Whittaker

Apologies for Absence: Councillor Morley

Absence declared on Council business: Councillor Sue Blackmore

Officers present: L. Beard, A. Evans, J. Farmer, A. Pannell, A. Plant, P. Shearer and M. Simpson

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

DEV6 MINUTES

The Minutes of the meeting held on 12th June 2006 having been printed and circulated, were taken and signed as a correct record.

RESOLVED: That the Minutes be noted.

DEV7 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

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

(i) Plan Number 06/00226/HBC

Proposed erection of gates at entrance to alleyways and erection of 2m high weld mesh fence at rear of 45-55 Widnes Road, Widnes.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that no representations had been

Action

received to date.

RESOLVED: That the application be approved subject to 2 conditions requiring:

1. Colour coating Dark Green (BE22).
2. Provision of a push pad latch in accordance with the approved details (BE1).

(ii) Plan Number 06/00305/FUL

Proposed erection of restaurant / public house to the land at Evenwood Close, Runcorn.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that no representations had been received to date.

It was reported that the proposal was for the erection of a public house / restaurant up to two storeys with ancillary residential accommodation on a currently vacant site within Manor Park and adjoining Daresbury Expressway, Runcorn. The development was originally withdrawn from a wider scheme compiling of 6 No. two storey office units (06/00079/FUL) which was approved in 2006, to allow outstanding issues, particularly relating to concerns over highway safety to be resolved.

The Committee discussed issues regarding the possibility of restrictive covenants put forward by the English Partnerships, commercial viability of the development and pedestrian safety.

The Committee were informed of an amendment to the conditions being that samples of materials had been supplied and were considered acceptable. The suggested condition requiring submission and agreement of materials was therefore considered to be no longer required and was deleted from the recommendation.

RESOLVED: That the application be approved subject to the 10 listed conditions relating to the following.

1. Tree protection measures. (BE2)
2. Landscaping condition, requiring the submission of both hard and soft landscaping. (BE1)
3. Site investigation, including mitigation to be submitted and approved in writing. (PR14)
4. Boundary treatments to be submitted and approved in

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Director –
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- writing. (BE2)
5. Wheel cleansing facilities to be submitted and approved in writing. (BE1)
 6. Construction and delivery hours to be adhered to throughout the course of the development. (BE1)
 7. Vehicle access, parking, servicing etc to be constructed prior to occupation / commencement of use. (BE1)
 8. Agreement and implementation of finished floor and site levels. (BE1)
 9. Submission and agreement of finished floor and site level. (BE1)
 10. Restricting external lighting. (BE1)

(iii) Plan Number 06/00317/FUL

Proposed erection of 16 no. one bedroom apartments on the site of the former Asda Stores, Foundry Lane, Halebank.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that no representations had been received to date.

It was noted that there was an amendment to the report regarding Policy PR16 which replaced reference to PRNEW2 within the adopted Unitary Development Plan.

In addition it was reported that Legal Services had confirmed that HGV Relief Road contribution had been covered in its entirety by the previous outline permission for the site. Therefore condition 1 was amended to delete reference to the requirement for a HGV Relief Road financial contribution.

Concerns were raised regarding disability access to the proposed apartments, in reply it was noted that there would be lift access required in the building regulations.

RESOLVED: That the application be approved subject to the following 17 conditions:

- 1 The applicant entering into a Section 106 planning agreement in relation to the provision of a financial contribution towards off-site open space provision;
- 2 Prior to the commencement of development submission of detail of remedial ground works and suitable implementation; (PR14)
- 3 Prior to the commencement of development drainage

Strategic
Director –
Environment

- scheme to be submitted for approval; (BE1)
- 4 Prior to commencement of development submission of materials for approval; (BE2)
- 5 Prior to commencement of development submission of boundary treatment for approval and appropriate implementation; (BE22)
- 6 Prior to commencement of development details of adjacent amenity landscaping and noise attenuation fencing to be submitted and approved and appropriate implementation; (BE1 and BE22)
- 7 Prior to commencement of development details of hard and soft landscaping to be submitted;(BE1)
- 8 Appropriate implementation of landscaping scheme; (BE1)
- 9 Landscape scheme to be carried out in accordance with approved plans; (BE1)
- 10 Prior to commencement of development details of suitable Management Company agreement to be submitted and to be in place prior to occupation.
- 11 Prior to the commencement of development details of wheel cleansing to be submitted and approved and used during construction; (BE1)
- 12 Prior to commencement of development existing land levels and proposed finished floor levels to be submitted in accordance with EA recommendation; (BE1)
- 13 Prior to the commencement of development details of secured bin storage submitted and approved; (BE1 and BE2)
- 14 Prior to the commencement of development details of secure cycle storage submitted and approved; (BE2 and TP6)
- 15 Access, service area and car parking to be laid out in accordance with approved plans; (BE1)
- 16 The proposed residences shall be fitted with thermal double glazing and trickle vents to all habitable rooms to the satisfaction of the Local Planning Authority.
- 17 Restricted hours of construction.

(iv) Plan Number 06/00318/OUT

Proposed outline application (with all matters reserved) for erection of up to 149 no. residential dwellings to site 12, Sandymoor, Runcorn.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that the National Grid had commented that the proposal would not be affected by the presence of the nearest overhead electricity transmission

lines.

Additional conditions were added following comments from the Council's Nature Conservation Officer – production of biodiversity action plan prior to commencement of development. (GE21). It was also noted that there was an additional requirement through condition or Section 106 for the applicant to agree non implementation of the existing planning permission which was due to expire in December 2007. The application was subject to the existing, signed over-arching Section 106 for the whole Sandymoor area.

RESOLVED: That the application be approved subject to the following 28 conditions:

- 1 Reserved matters condition for the submission of and approval prior to the commencement of development; (in accordance with the Town & Country Planning Act 1990)
- 2 Time limit for the submission of reserved matters; (in accordance with the Town & Country Planning Act 1990)
- 3 Time limit for the commencement of development; (in accordance with the Town & Country Planning Act 1990)
- 4 Reserved matters to be submitted and carried out as approved; (in accordance with the Town & Country Planning Act 1990)
- 5 The number of final dwellings dependant upon the scheme satisfying all the conditions and restrictions imposed on the outline permission; (H2, BE1 and BE2)
- 6 Prior to commencement the provision of an agreed traffic calming system to be provided along Walsingham Drive; (BE1 and TP17)
- 7 Prior to commencement the details of vehicle access to be agreed (including off site works); (BE1 and BE2)
- 8 Prior to commencement written details and agreement of construction vehicle access routes; (BE1)
- 9 Buildings no greater than 3 storey development; (BE1 and BE2)
- 10 Development to be in accordance with the approved design guide where this does not conflict with Council policy; (H2, BE1 and BE2)
- 11 Suitable provision of car parking including disabled parking in accordance with Council policy; (BE1 and BE2)
- 12 Prior to commencement provision of pre-

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- development site levels and proposed finished floor levels; (BE1)
- 13 Provision of an arboricultural survey; (BE1 and GE27)
 - 14 Existing tree survey and measures for protection during construction; (BE1 and GE27)
 - 15 Prior to commencement detailed landscaping scheme to be submitted and approved; (BE1 and GE27)
 - 16 Prevention of any tree felling without consent; (BE1 and GE27)
 - 17 Prior to commencement terrestrial habitats survey and necessary mitigation measures; (BE1, GE21 and GE25)
 - 18 Prior to commencement a scheme of protective measures for wildlife during the course of construction to be submitted and approved; (BE1, GE21 and GE25)
 - 19 Prior to commencement a survey for ground nesting birds to be submitted and approved; (BE1 and GE21)
 - 20 Prior to commencement provision of a scheme showing 6m wide strip between the proposed development and Sandymoor Main Ditch to be approved and implemented prior to commencement; (BE1 and GE21)
 - 21 Prior to commencement provision of scheme of boundary treatment and landscaping scheme to Sandymoor Main Ditch to be approved and installed prior to commencement on site; (BE1 and GE21)
 - 22 Prior to commencement provision of mitigation scheme for great crested newts to be implemented prior to commencement on site (BE1 and GE21)
 - 23 Prior to commencement ground investigations for potential pollutants and remediation scheme where necessary; (BE1 and PR6)
 - 24 Prior to commencement provision of a drainage scheme to be submitted and approved; (BE1)
 - 25 Prior to commencement details of protection during development of adjacent woodland to be submitted and approved; (BE1, GE21 and GE27)
 - 26 Prior to commencement of development details of secure cycle storage and bin storage to be submitted and approved; (BE1 and BE2)
 - 27 Prior to commencement provision and use of wheel cleansing facilities during course of construction to be submitted and approved; (BE1)
 - 28 Restricted hours of development and deliveries related to development during construction period;

(BE1).

(v) Plan Number 06/00388/FUL

Proposed extension to existing car parking on the grassed area to the front of the lower wing building on Birchfield Road, Widnes.

It was noted that this item had been withdrawn.

(vi) Plan Number 06/00429/HBC

Proposed erection of gates at entrance to alleyways at Byron Street and Picow Street in Runcorn.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that no representations had been received to date, however the Highways Authority had objected to the granting of permission for this scheme as it was illegal to stop up a highway without an appropriate Stopping Up Order and that new legislation existed for use in such areas.

RESOLVED: That the application be approved subject to the required colour coating Dark Green BE22.

Strategic
Director –
Environment

DEV8 MISCELLANEOUS ITEM - MATTER RELATING TO TREE PRESERVATION ORDER

The Committee considered an objection made to the Beckham Close, Widnes (TPO 107) Tree Preservation Order 2006.

Application number 06/00191/FUL was registered on 11th March 2006. Council officers were of the opinion that the proposed felling of a mature oak tree would be detrimental to the local environment and a tree preservation order was made under delegated powers on the 24th March 2006. The application was subsequently refused permission on 2nd May 2006, as it was contrary to UDP policies BE1, BE2 and GE27.

It was noted that one letter of objection had been received from the owner of No. 2 Beckenham Close. The objection concerned the oak tree at the site of the property and reasons were detailed in the report.

RESOLVED: That the tree preservation order No. 107

be confirmed without modification.

DEV9 MISCELLANEOUS ITEMS

1) The following applications had been withdrawn :-

06/00258/FUL Proposed two-storey side extension at
19 Deepdale Widnes Cheshire

06/00282/HBCFUL Proposed single storey office building
(canteen/showers/kitchen), single storey
maintenance garage and external
storage bays at Landscape Services
Depot Ditton Road Widnes Cheshire

2) The following Petitions had been received:

06/00255/TEL – Application for prior approval of
telecommunications development for
proposed 15m slim line
telecommunications column including
floodlight and associated equipment at
Widnes RUFC, Heath Road, Widnes.

A petition signed by 23 objectors had been received in
respect of the above application on the grounds of visual
amenity that would blight the area.

The development had deemed consent.

Meeting ended at 7.00 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 14 August 2006 at Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), Blackmore, Hignett, Morley, Leadbetter, Polhill, Rowan, Sly and Whittaker

Apologies for Absence: Councillor Osborne

Absence declared on Council business: (none)

Officer present: P. Watts, J. Tully, A. Pannell, S. Baxter and G. Ferguson

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

Action

EXB10 MINUTES

The Minutes of the meeting held on 10th July 2006 having been printed and circulated, were taken and signed as a correct record.

RESOLVED: That the minutes be noted.

EXB11 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.

(i) Plan No. 05/00887/FUL

Proposed single story non-food retail unit comprising 41,000 sq. ft. floorspace; (including 10,000 sq.ft. garden centre and 11,000 sq. ft. mezzanine) plus a second single storey non-food retail unit comprising 9,203 sq. ft. floorspace, access road from Daresbury Expressway and related parking/servicing areas at The Bridge Retail Park, Okell Street, Runcorn; St. Modwen Properties PLC.

This application was originally approved by

Committee on 18th January 2006, subject to conditions. Amendments were given further consideration at the 15th March 2006 meeting and approved. Planning permission had not yet been issued and had been pending the resolution of various highway and layout issues and their impact on the Section 35 Highways Adoption Agreement and Section 106 Agreement. A draft decision notice had been prepared and reflected the resolution of the Committee at the January and March meetings.

Since the March meeting, the applicant and end user had considered the draft decision notice and the precise wording of conditions and their impact on the operational requirements of the occupier. The applicant and occupier had requested that a number of conditions are varied. One condition related to goods to be sold and the full wording of this condition was recorded in the minutes. Other conditions, though not set out in full at the January or March meetings related to the extension of various hours and amenity issues. Any variation of the goods to be sold condition required the express permission of the Committee. The other conditions and proposed variations to the draft notice prepared by officers were brought to the attention of the Committee, given the proximity of housing to the development and local sensitivities, which were reported at the previous meetings. The conditions considered were as follows:

ARTICLE I. GOODS TO BE SOLD

The applicant had requested that this condition be varied as it would not enable the end users to retail their full product range. That range included lighting and kitchenware. The applicant considered that the issue could be addressed by including the wording “and ancillary products thereto” in the condition. Officers considered that the definition was too imprecise and would be unenforceable. The words “lighting and kitchenware” could, however, be added as the sale of these additional goods was unlikely to have a detrimental impact on the vitality and viability of nearby town centres. The condition as amended would read as follows:

The retail units hereby permitted shall be used only for the sale of building and DIY supplies, garden centre goods, furniture, carpets and floor coverings, household textiles and wall coverings, lighting, kitchenware, electrical goods, computers and ancillary personal computer accessories and software, boating and caravanning and camping equipment, bicycles, auto parts and accessories, office furniture and office equipment (excluding stationery) and for no other

purpose (including any other purpose in Class A1 of the Schedule to the Town and Country Planning (Use Classes) Order 2005, or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification).

Opening Hours

The specified opening hours on the application were 0900-2000. Subsequently, the applicant had requested that the hours be amended to 0800-2200 Monday to Saturday, Sunday trading hours and standard opening hours, ie. 0800 –2200, on Bank/Public Holidays.

The proposed store trading hours would remain as follows:

0800-2000 Monday - Saturday and Bank/Public Holidays and Sunday trading hours, ie any six hours between 1000-1800.

Delivery hours.

The end user had indicated that due to operational requirements, deliveries were required on Sundays and Bank/Public holidays. Deliveries also take place at either end of the day. Given that a Bank/Public holiday was a normal trading day, it would be unduly restrictive to prevent deliveries. Sunday was however the traditional day of rest and it would be unreasonable to allow deliveries, particularly as they precede, store opening hours. Proposed delivery hours were therefore as follows:

Deliveries shall be restricted to between the hours of 0730 and 2000 hours Monday to Friday and on Bank/Public Holidays and 0730- 1800 Saturday, with no deliveries permitted on Sundays.

Delivery doors.

This condition required delivery doors to be closed at certain times to minimise nuisance from noise and to safeguard residential amenity. As this condition related to noise levels, which were dealt with by separate conditions relating to the closure of all doors at certain times and to a boundary noise level condition, it results in unnecessary duplication. See 'closure of all doors' and 'maximum boundary noise levels' below

It is recommended that the delivery doors condition be deleted as the remaining conditions referred to above will provide appropriate protection and safeguards.

Running of engines by waiting vehicles.

This condition required that there shall be no waiting of delivery vehicles or running of engines in the service yards or on the service road. Members would be aware that the service road had now been deleted (amendment at the March meeting). The applicant considered that preventing vehicles waiting in the service yards was unduly restrictive, as it would result in delivery vehicles waiting elsewhere, ie. on the access road. This could be detrimental to highway safety. The applicant/end user was, however, prepared to accept no running of engines. After further consideration, officers considered that it would be appropriate to amend the condition as follows:

There shall be no running of engines by waiting vehicles in the service yards.

Closure of all doors at specified times.

Following further discussion with the applicant/end user and clarification of operational requirements, it was considered that this condition should reflect store delivery hours Monday to Saturday and Sunday trading hours. It was recommended that the condition be worded as follows:

All doors shall be kept closed except for essential access and egress outside approved delivery hours and outside Sunday trading hours.

Restriction on fork lift truck movements.

Following further discussion with the applicant/end user and clarification of operational requirements, it was considered that fork lift truck movements should be allowed outside the building within store delivery and Sunday trading hours. This would allow for the movement of goods from deliveries as well as for the general movement of goods from the service yard into the store. It was recommended that the condition be worded as follows:

Fork lift truck movements shall be restricted to inside the buildings outside approved delivery hours and outside Sunday trading hours.

Maximum boundary noise levels.

Discussions had taken place with the applicant's noise consultant to clarify and agree noise levels, their source and location and to agree a workable condition.

Rubber seals to loading bay doors

On further consideration of operational requirements, ie. end user delivery lorries are side loading, this condition is unworkable.

It is recommended that the condition requiring rubber seals to loading doors is deleted.

Outside storage.

Due to operational requirements there was a need to store products in the main service yard. Following negotiation, officers agreed that this restriction was too onerous and that storage with height limitations and a requirement to keep an undesignated area free for vehicle turning, offers a balanced solution to meeting the operational needs of the end user, overcoming highway safety concerns and safeguarding residential amenity. It was considered that restricting the height of storage in the service yard to the height of the acoustic boundary fencing would minimise any visual impact from neighbouring dwellings. The end user had reservations about the height limit as storage racking can be up to 5m high. Officers considered that residential amenity remained a key consideration and that any storage visible over the fence at ground level would be unreasonable, given the proximity of neighbouring houses. It was recommended that the condition be worded as follows:

Sufficient space shall be made available for an articulated vehicle to turn within the main service yard at all times to enable the vehicle to leave the main service yard in forward gear. There shall be no outdoor storage of equipment, goods, plant or materials in the smaller service yard, without the prior written approval of the Local Planning Authority. The maximum storage height shall be limited to the approved height of the acoustic fence on the southern boundary.

Construction work audible at the site boundary.

The purpose of this condition was to restrict construction work audible at the site boundary to specified hours. The draft condition allowed such work between 0730 and 1900 hours Monday to Friday 0730 to 1300 hours

Saturdays, with no operations on Sundays or Bank/Public Holidays. The applicant/end user would like a degree of flexibility to undertake internal fitting out works outside the above hours. The fitting out phase would be over a short period of time towards the end of the construction period.

Boundary treatment.

This condition included reference to the acoustic fence. In line with the acoustic consultants recommendation, the minimum height of the acoustic fence for noise mitigation purposes was 3m. The rear gardens of residential properties would be at a slightly higher level, by up to about 1.2m above service yard and fence level. The impact of the fence would therefore be mitigated and should not therefore differ substantially to existing residential boundary wall and fence heights, which were at around about 2m high. Anything over 3m would have a visible impact when viewed from residential properties. In this context, officers consider that the maximum height of the acoustic fence should be 3m.

It is recommended that the maximum height of the acoustic fence from ground level should be set at 3m and that this is reflected in the wording of boundary treatment condition.

RESOLVED: That

- 1) the conditions be varied or deleted as outlined above; and
- 2) all other conditions referred to in the minutes of the January and March meetings still remain applicable to this application.

Operational
Director–
Environment
and
Regulatory
Services

(ii) Plan No: 06/00370/FUL

Proposed erection of a 33,556 sq m distribution warehouse development (B8) and associated office space, parking, landscaping and infrastructure; Manor Park 3-Sector D, Eastgate Way, Runcorn; Gladman Developments Ltd

The Consultation process undertaken was outlined in the report together with background information in respect of the site. It was noted that one representation had been received to date.

The letter of objection from the Chair of Halton Natural Environment Round Table, related to the loss of

wildlife habitat and inadequate compensatory provision, suggesting use of a green roof and other environmental measures including water recycling and sustainable urban drainage systems, potential light pollution.

RESOLVED: That the application be approve subject to 19 No. conditions relating to the following:

1. Specifying amended plans (BE1)
2. Materials condition, requiring the submission and approval of the materials to be used (BE2)
3. Submission, agreement and implementation of site and finished floor levels and requiring minimum floor levels to be set at 5.8 m AOD (PR16)
4. Submission, agreement and implementation of scheme for drainage (BE1)
5. Provision of oil interceptors to vehicle parking areas (PR5)
6. Landscaping condition, requiring the submission of both hard and soft landscaping. (BE2)
7. Submission, agreement and implementation of habitat management plan (GE19)
8. Submission, agreement and implementation of bird nesting features for swifts within the building (GE19)
9. Protection of water courses and retained habitat during construction (GE19)
10. Requiring specified bunding of any fuel/chemical storage (PR5)
11. Boundary treatments to be submitted and approved in writing. (BE2)
12. Wheel cleansing facilities to be submitted and approved in writing and used during construction. (BE1)
13. Construction and delivery hours to be adhered to throughout the course of the development. (BE1)
14. Vehicle access, parking, servicing etc to be constructed prior to occupation/ commencement of use. (BE1)
15. Agreement and implementation of cycle parking provision (TP6)
16. Requiring implementation of agreed Travel Plan (TP16)
17. Restricting external lighting (BE1)
18. Restricting external storage to that shown on plan (E5)
19. Agreement of colour coating for fuel tanks (BE1)

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Proposed erection of 6 no B1/B2/B8 commercial units with appropriate parking, access roads and hard & soft landscaping on site adjacent to Phase 1 Heron Business Park, Tanhouse Lane, Widnes; St Modwen Developments.

The consultation process undertaken was outlined in the report together with background information in respect of the site. It was noted that no representations had been received to date.

RESOLVED: That the application be approved subject to the following 13 conditions listed below: -

1. Standard condition relating to timescale and duration of the permission;
2. Specifying amended plans (BE1).
3. Ground investigation study required prior to the commencement of development (PR14).
4. Wheelwash condition required for construction phase (BE1).
5. Parking conditions (2 separate conditions) to ensure parking is provided and maintained at all times. The use of the premises shall not commence until the vehicle access and parking has been laid out (TP12 & E5).
6. Landscaping condition is required to ensure comprehensive details are provided prior to the commencement of development (BE2 & E5).
7. Replacement tree planting condition (BE2).
8. Boundary treatment condition is required to ensure details are provided prior to the commencement of development (BE2 & E5).
9. Condition to show the levels details for the proposal and how it links in with the adjoining cycleway/landscape strip (BE1).
10. Visibility splay condition for access onto Brown Street to ensure that this is maintained at all times (BE1).
11. Details of the design of the bin storage (BE2 & E5).
12. Storage condition to ensure no outside storage (E5).
13. A Travel Plan is required prior to the occupation of the units.

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4. MATTER RELATING ADJOINING AUTHORITY CONSULTATIONS

(i) Plan No. 06/00172/ADJWST & 06/00173/ADJELC:

Adjoining Authority Consultation by Cheshire County Council for the construction and operation of an Integrated

Waste Management Facility (IWMF) and Environmental Technologies Complex (ETC), including landscape/ecological mitigation and vehicular access from Kamira Road, water access via an upgraded berth facility on the Manchester Ship Canal and rail access via an existing rail spur and construction of a proposed Refuse Derived Fuel (RDF) Plant on Land Adjacent To Manchester Ship Canal Ince Cheshire on land adjacent to the Manchester Ship Canal at Ince Marshes; Peel Environmental Ince Ltd

One resident had objected on the following grounds – local area is already overdeveloped with industry, concerned about air pollution, traffic noise, road safety and health implications.

Halton Friends of the Earth have raised objections on public health grounds, transport, and have recommended a zero waste policy.

Hale Parish Council had asked that the detrimental effect on Hale was taken into consideration.

The Committee were advised that the Environmental Statement lacked detail and there was insufficient information in the report to clarify what the impact on the Borough's roads would be and whether any additional public transport services were required, as well as a number of other site specific detailed matters. As a consequence it was considered that at this stage there was no real alternative but to deposit an objection in response to the consultation.

RESOLVED: That Cheshire County Council and the DTI, be advised that Halton objects to the proposal due to the lack of information provided within the submission.

(N.B Councillor Blackmore declared a personal interest in the above item and left the room during its consideration)

(ii) Plan No. 06/00479/ADJ:

Adjoining authority consultation by Liverpool City Council to erect multi storey car park 869 spaces over 5 levels and hotel 155 bedrooms up to 11 storeys in height with covered bridge link to terminal building and creation of additional surface car parking, reconfiguration of existing parking and access roads on land at Liverpool John Lennon Airport; Liverpool City Council Plc.

The Council actively supported the work with the airports to deliver sustainable surface access, as highlighted

in the Local Transport Plan. It had also taken an active role in the Liverpool John Lennon Airport Transport Forum alongside other representatives.

The proposal was an interim step towards the long term expansion plans and it was recommended that a letter would be sent to Liverpool City Council supporting the proposal.

RESOLVED: That Halton Borough Council have no objections to the development and supports the expansion of this regionally important facility

(N.B Cllr. Thompson is the Council's representative on the Liverpool Airport Consultation Committee. Although this does not count as a personal interest (let alone a personal and prejudicial interest) in the application to avoid any suggestion of bias Cllr. Thompson took no part in the deliberation of the application.

EXB12 MISCELLANEOUS ITEMS

1) Appeals have been received following the Council's refusal of the following applications:-

05/00932/FUL Retrospective application for retention of boundary fencing (to replace damaged section) at Selwyns Travel Ltd, Cavendish Farm Road, Runcorn, Cheshire, WA7 4LU

06/00180/FUL Proposed two storey side/rear extension to form bedroom, bathroom, garage and kitchen at 18 Kingsley Road, Runcorn, Cheshire, WA7 5PL

2) An appeal was lodged following the Council's refusal of the following application:-

A decision had been received as follows :-

05/00874/OUT Proposed alterations to and conversion of Nos 179 - 181 to 4 No. apartments, with new garage block, erection of 5 No. two storey mews dwellings, new double garage to No. 177 and related access improvements (design/ external

appearance and landscaping reserved)
at 177-181 Heath Road, Runcorn,
Cheshire, WA7 4XG

This appeal was allowed

3) The following applications have been withdrawn :-

- | | |
|--------------|--|
| 06/00260/REM | Proposal for 45 No. 2.5 storey dwellings with associated car parking and landscaping at DATS Holdings, Nicolford Hall, Norlands Lane, Widnes, Cheshire |
| 06/00343/FUL | Proposed two storey three bedroom detached dwelling at Land Adjacent To 1 Breck Road, Widnes, Cheshire, WA8 6HH |
| 06/00347/FUL | Proposed residential development comprising 4 No. two storey detached dwellings at Land Off Eltham Walk, Weates Close, Widnes, Cheshire |
| 06/00362/TEL | Application for prior approval of telecommunications development comprising of a 15m high Flexicell 2 (Type E) column, 3 No. antennas, 2 No. equipment cabinets and associated development at Land Off Bennetts Lane, Widnes, Cheshire |
| 06/00381/FUL | Proposed single storey and two storey extension to rear of 74 Dorchester Park, Runcorn, Cheshire, WA7 1QB |
| 06/00388/FUL | Proposed extension to existing car park on to previously grassed area to front of lower wing building to provide up to 50 No. spaces at Wade Deacon High School, Birchfield Road, Widnes, Cheshire, WA8 7TD |

Meeting ended at 7.00 p.m

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 11 September 2006 at the Council Chamber, Runcorn Town Hall.

Present: Councillors Thompson (Vice-Chair in the Chair), Blackmore, Morley, Osborne, Polhill, Rowan and Whittaker.

Apologies for Absence: Councillors Nolan, Leadbetter and Sly.

Absence declared on Council business: Councillor Hignett

Officers present: P. Watts, M. Simpson, L. Beard, A. Pannell, A. Plant, L Capper and M Hughes.

Members of the public: 12

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DEV13 MINUTES

The Minutes of the meeting held on 14th August 2006 having been printed and circulated, were taken and signed as a correct record.

RESOLVED: That the minutes be noted.

DEV14 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.

(i) Plan No. 06/00436/FUL

Proposed erection of 10 No. courtyard houses to the land at Dawsons Dance Centre, Lunts Heath Road, Widnes.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that no representations had been

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received to date.

The Committee was advised that the Council's Environmental Health Officer had submitted a full report on the existing buildings, it was noted that all the buildings were constructed of asbestos cement and were likely to deteriorate. The owners had indicated they could not afford to complete significant repair work. It was reported that the very special circumstances in the removal of the asbestos cement buildings were to be weighed against the thought that new housing in principal would be an inappropriate development in the Green Belt and was therefore contrary to local and national policy.

Members discussed highway safety and the access to and from the development and it was noted that land at the side of the current entrance/exit road had been bought in order to widen the road therefore making two-way traffic. This would increase visibility when leaving the junction.

RESOLVED: That the application be approved subject to the application not being called in by the Secretary of State following its referral under Green Belt direction and to the following conditions:

1. Standard condition relating to timescale and duration of the permission;
2. Wheel wash condition required for construction phase (BE1).
3. Parking conditions (2 separate conditions) to ensure access and parking is provided and maintained at all times. The use of the premises shall not commence until the vehicle access and parking has been laid out (TP12).
4. Landscaping condition is required to ensure comprehensive details are provided prior to the commencement of development (BE2).
5. Boundary treatment condition is required to ensure details are provided prior to the commencement of development (BE2).
6. Drainage condition, requiring the submission and approval of drainage details (BE1).
7. Construction hours to be adhered to throughout the course of the development (BE1).
8. Delivery hours to be adhered to throughout the course of the development (BE1).
9. Materials condition, requiring the submission and approval of the materials to be used (BE2).
10. Site investigation, including mitigation to be submitted and approved in writing (PR14).

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11. A condition and removing permitted developments from the property including extension, porches and roof alterations (BE1).
12. An agreed schedule for the removal of the existing buildings and contaminated materials.

Additional conditions to be added were as follows:

- (i) Details of right turning lane to be submitted to, agreed and constructed prior to commencement;
- (ii) Prior to the commencement of development details of existing site levels and finished floor levels to be submitted and agreed; and
- (iii) Boundary treatments and hard surfacing to be removed as part of the condition removing permitted development rights.

(ii) Plan No. 06/00461/FUL

Full application for erection of 101 No. 2 ½, 3 and 3 ½ storey residential dwellings to the land at Cameron Industrial Services Ltd, Cameron House, Hale Road, Halebank, Widnes.

It was noted that this application had been withdrawn.

(iii) Plan No. 06/00502/FUL

Proposed district centre, consisting of 1 No. single storey convenience store, 5 No. two storey retail units, 1 No. two storey public house and 1 No. three storey apartment block (comprising 12 No. two bed and 6 No. 1 bed) to the land opposite Motherwell Close, Lanark Gardens, Widnes.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that 33 letters of objection had been received on the grounds of which were detailed in the report.

The Committee heard objections from Mr Davidson who spoke on behalf of the residents of Upton Rocks and requested that the Committee withdraw or defer the application as it was felt that more flats would not benefit the community as at present there was a vast number of apartments which still had not been sold. In addition it was felt that there would be major traffic and parking problems if this development was to go ahead.

In reply it was noted that a link road would be built

creating some benefit and a local convenience store, retail units and public house would reduce traffic from local residents. In addition it was noted that there were no legal grounds in which to defer the planning application.

An amendment to the report was tabled informing the Committee that the Environment Agency had no objections and had recommended additional conditions to be added.

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

1. Standard condition relating to timescale and duration of the permission;
2. Specifying amended plans (BE1).
3. Wheelwash condition required for construction phase (BE1).
4. Parking conditions (2 separate conditions) to ensure parking and servicing areas is provided and maintained at all times. The use of the premises shall not commence until the vehicle access and parking has been laid out (TP12 & E5).
5. Landscaping condition is required to ensure comprehensive details are provided prior to the commencement of development (BE2).
6. Boundary treatment condition is required to ensure details are provided prior to the commencement of development (BE2).
7. Details of the design of the bin storage (BE2).
8. Drainage condition, requiring the submission and approval of drainage details (BE1).
9. Construction hours to be adhered to throughout the course of the development (BE1).
10. Delivery hours to be adhered to throughout the life of the permission (BE1).
11. Opening hours to be adhered to throughout the life of the permission (BE1).
12. Condition stating that there shall be no external flues on any units (BE2).
13. Condition stating that there shall be no external shutters on any units (BE2).
14. Materials condition, requiring the submission and approval of the materials to be used (BE2).
15. Condition requiring the entering into a legal agreement or other appropriate agreement prior to the commencement of development (BE1).
16. Details of equipment to control the emissions of fumes shall be submitted and agreed in writing (BE1 & PR3).
17. Condition that construction traffic is to use

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- Queensbury Way (BE1)
18. That the A5 use is restricted to Units 1 & 5.

Additional conditions to be added were as follows:

- (i) Deliveries to be taken off Queensbury Way (BE1)
- (ii) Construction of pedestrian access including 3m cycleway from Lanark Gardens to Upton Rocks Park. Prior to occupation (BE1).
- (iii) Chemical storage restriction (PR5).
- (iv) Amphibian survey prior to commencement (GE21).
- (v) Temporary fencing around the pond (GE21).
- (vi) Details of the recycling centre to be submitted prior to commencement (BE1).
- (vii) Noise conditions (2 separate conditions) to protect residential amenity and to ensure doors on the public house would have self closers (PR2).
- (viii) Prior to the commencement of development lighting details shall be submitted (PR4).

(iv) Plan No. 06/00540/OUT

Outline application for a two storey health centre/children's nursery including details of layout and means of access for approval to the land opposite Motherwell Close, Lanark Gardens, Widnes.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that nine letters of objection had been received on the grounds of which were detailed in the report.

Members discussed traffic and parking problems and the possibility of the need for a mini by-pass to re-direct the traffic. It was reported that the link road was in the process of being designed and the department was looking for further contributions with hope of commencement early next year.

In addition it was reported that the Environmental Agency had no objections.

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

- 1. Reserved matters condition, for the submission of and approval prior to the commencement of development.
- 2. Time limit for the submission of reserved matters.

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3. Time limit for the commencement of development.
4. Reserved matters to be submitted and carried out as approved.
5. Materials condition, requiring the submission and approval of the materials to be used (BE2).
6. Drainage condition, requiring the submission and approval of drainage details (BE1).
7. Landscaping condition, requiring the submission of both hard and soft landscaping (BE2).
8. Boundary treatments to be submitted and approved in writing (BE1).
9. Wheel cleansing facilities to be submitted and approved in writing (BE1).
10. Parking conditions (2 separate conditions) to ensure parking and servicing areas is provided and maintained at all times. The use of the premises shall not commence until the vehicle access and parking has been laid out (TP12).
11. Details of the design of the bin storage (BE2).
12. Construction hours to be adhered to throughout the course of the development. (BE1)
13. Delivery hours to be adhered to throughout the life of the permission. (BE1)
14. Condition that construction traffic is to use Queensbury Way (BE1)

Additional conditions to be added were as follows

- (i) Opening hours 07.00 – 21.00 for the life of the permission (BE1).
- (ii) Prior to the commencement of development lighting details shall be submitted (PR4).

(v) Plan No. 06/00542/HBC/FUL

Proposed erection of gates adjacent to 1 Ireland Street, Widnes.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that an objection had been received from the Highways Authority in relation to the use of Stopping Up Orders in such cases.

In addition comments had been received from United Utilities – no objection but require 24 hr access to a water main within the enclosed area. Should access be needed and no key available access would be gained through forced entry. United Utilities would not be held liable for the cost of repairing such damage.

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RESOLVED: That the application be approved subject to 1 condition requiring colour coating Dark Green BE22.

(vi) Plan No. 06/00543/HBCFUL

Proposed erection of gates to the rear of 74 and 77 Arley Drive, Widnes.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that an objection had been received from the Highways Authority in relation to the use of Stopping Up Orders in such cases.

RESOLVED: That the application be approved subject to 1 condition requiring colour coating Dark Green BE22.

(vii) Plan No. 06/00544/HBCFUL

Proposed erection of gates adjacent to 99 and rear of 119 Cradley, Widnes.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that an objection had been received from the Highways Authority in relation to the use of Stopping Up Orders in such cases.

RESOLVED: That the application be approved subject to 1 condition requiring colour coating Dark Green BE22.

(viii) Plan No. 06/00545/HBCFUL

Proposed erection of gates adjacent to 21 Andrew Close, Widnes.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that an objection had been received from the Highways Authority in relation to the use of Stopping Up Orders in such cases.

RESOLVED: That the application be approved subject to 1 condition requiring colour coating Dark Green BE22.

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(ix) Plan No. 06/00546/HBCFUL

Proposed erection of gates adjacent to 122 & 124 Mottershead Road, Widnes.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that an objection had been received from the Highways Authority in relation to the use of Stopping Up Orders in such cases.

RESOLVED: That the application be approved subject to 1 condition requiring colour coating Dark Green BE22.

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(x) Plan No. 06/00565/HBCFUL

Proposed erection of gates adjacent to 20 Boston Avenue and rear of 97 Morval Crescent, Runcorn.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that an objection had been received from the Highways Authority in relation to the use of Stopping Up Orders in such cases.

RESOLVED: That the application be approved subject to 1 condition requiring colour coating Dark Green BE22.

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(xi) Plan No. 06/00604/HBCFUL

Proposed erection of gates adjacent to 8 Vahler Terrace and rear of 16 Cartwright Street, Runcorn.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that an objection had been received from the Highways Authority in relation to the use of Stopping Up Orders in such cases.

RESOLVED: That the application be approved subject to 1 condition requiring colour coating Dark Green BE22.

DEV15 MISCELLANEOUS ITEMS

1) Appeals had been received following the Council's refusal of the following applications:-

04/01099/OUT Outline application for two storey

residential development consisting of a two storey block of 6 No. flats and associated vehicle parking at Ditton Church Hall, Liverpool Road, Widnes, Cheshire.

06/00460/FUL Proposed two storey detached house with basement area and detached garage at Original Site Of Hale Village Nursery, Cocklade Lane, Hale Village, Liverpool, L24 4BB.

06/00504/FUL Proposed conversion of existing stable building and erection of 9 No. apartments to provide 11 No. accommodation units at 35 Irwell Lane, Runcorn, Cheshire, WA7 1RX.

06/00511/FUL Proposed erection of 1 No. two storey detached dwellings at Land Adjacent to 248 Moorfield Road, Widnes, Cheshire, WA8 3HG.

06/00512/FUL Proposed single storey workshop building to the rear of existing warehouse with two storey amenity block to one end at Albion Chemicals Limited, Pickerings Road, Widnes, Cheshire, WA8 8XW.

06/00531/FUL Proposed conservatory to rear of 1 Swindon Close, Runcorn, Cheshire, WA7 6NF.

2) The following application had been returned :-

06/00529/FUL Conversion of garage to study/w.c. at 6 Kildare Close, Liverpool, Hale Village, Merseyside, L24 5SA

3) The following petitions had been received:-

05/00957/FUL Proposed erection of 5 no. four bedroom detached dwellings at Lawson House, Moughland Lane/Campbell

Avenue.

The petition contained 23 signatures where the objections were:

- 1) There had been no consultation on the outline plan for the whole of the Lawson House site;
- 2) The site density and type of dwellings proposed is totally out of character with existing housing in the area;
- 3) The partial development initially proposed effectively cuts off any access to the remainder of the site. The access may be required at a later date if a series of planning applications are made by Morris Homes;
- 4) Earlier planning applications for 4 executive style houses on the south side of the site was not pursued by the previous owners due to access problems near to the bend in Moughland Lane. A tenfold increase in traffic on the site with access in the same vicinity would cause even more problems;
- 5) Overloading of the suspect main drainage with additional drainage from such a high density development; and
- 6) Access problems for Emergency and Environmental vehicles.

Meeting ended at 7.00 p.m.

STANDARDS COMMITTEE

At a meeting of the Standards Committee Wednesday, 6 September 2006 Committee Room 1, Runcorn Town Hall

Present: W. Badrock (Chairman), Parish Councillor Ronald Crawford, Councillors Luxton, Lewis, Parker, Pearsall and Wharton

Apologies for Absence: Councillor Redhead

Absence declared on Council business: (none)

Officers present: L. Cairns and J. Tradewell

Also in attendance: (none)

**ITEMS DEALT WITH
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STC5 MINUTES

The Minutes of the meeting held on 7th June 2006, having been printed and circulated, were taken as read and signed as a correct record.

STC6 STANDARDS BOARD ANNUAL REVIEW 2005/06

The Committee considered a report of the Strategic Director – Corporate and Policy regarding the Standards Board’s Annual Review for 2005/06 entitled “Devolution”. A number of points were highlighted for the Committee’s information. In particular, it was noted that there had been a shift in ownership from national to local level with the majority of cases now being dealt with locally; the role of the Standards Board had changed to one of supporting local authorities with training, support and guidance.

The following points were discussed:

- devolution was to be welcomed;
- there was a need to ensure that the organisation was prepared and that all Members understood the Code of Conduct;
- the possibility of arranging role play type training for

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Members of the Committee to provide them with some experience;

- the affect of the requirement to declare interests on local Parish Councils with less people putting themselves forward for election;
- the quality and meaning of the statistical information in the report which needed to be clarified;
- the need for an “Away Day” to consider training, planning and processes.

RESOLVED: That

- (1) the report be noted;
- (2) representations be made to the Standards Board to say that the current requirements are too onerous for Parish Councils; and
- (3) the Chairman and Solicitor to the Council discuss arrangements for an Away Day for the Committee.

Council Solicitor

Council Solicitor

STC7 STANDARDS BOARD INFORMATION ROUND UP

The Committee considered a report of the Strategic Director – Corporate and Policy regarding Bulletin Numbers 29 and 30 from the Standards Board. A number of points within the Bulletins were outlined for Members’ information.

It was noted that an Ethical Governance Toolkit had been referred to and this was something that could be considered at the Committee’s Away Day. In addition, the Chairman confirmed that he would be interested in an Association of Independent Members.

RESOLVED: That

- (1) the report be noted; and
- (2) a report be submitted to a future meeting providing information on the Ethical Governance Toolkit.

Council Solicitor

STC8 MEMBERS’ INTERESTS

The Committee considered a report of the Strategic Director – Corporate and Policy providing an update on recent Members’ declarations and advising on proposed benchmarking work to be undertaken with Cheshire authorities.

RESOLVED: That the report and the arrangements

for benchmarking with Cheshire authorities be noted.

STC9 DATES AND TIMES OF MEETINGS

It was noted that the Standards Committee was scheduled to meet at 3.00 pm on the following dates for the remainder of the Municipal Year:

- 1st November 2006;
- 10th January 2007; and
- 28th February 2007.

Meeting ended at 4.47 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 18 September 2006 at Civic Suite, Town Hall, Runcorn

Present: Councillors Philbin (Chairman), Pearsall (Vice-Chairman), Cole, Cross, D Inch, Lowe, E Ratcliffe and Wainwright

Apologies for Absence: Councillors Drakeley, Gilligan and Nelson

Absence declared on Council business: (none)

Officers present: G. Ferguson, L Capper, K. Cleary and J. Tully

Also in attendance: (none)

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REG4 MINUTES

The Minutes of the meetings held on 22nd May, 5th June and 27th June 2006 having been printed and circulated were taken as read and signed by the Chairman as a correct record.

REG5 GAMBLING ACT 2005

The Committee considered a report presenting a draft statement of Gambling Policy, which the Council was required to adopt under the Gambling Act 2005.

The Government had recently announced that statements of gambling policy must be enforced by the end of January 2007. A Statement of Gambling Policy must be adopted by the Council at least one month before that date. A meeting of full Council was scheduled for 13th December 2006 and it was anticipated that this would be a suitable date for adopting the statement.

It was reported that the Council could only adopt the Statement after formal consultation in accordance with the 2005 Act. The draft Statement of Gambling Policy had been

endorsed by the Executive Board at its meeting on 7th September 2006. Following the Executive Board meeting it was anticipated that the formal consultation period would begin on or about 8th September 2006, ending by week commencing 23rd October 2006.

RESOLVED: That the report be noted.

REG6 LICENSING

The Committee received an update report on the type and number of licenses issued by Legal Services. In respect of each type of licence the report detailed the following information:

- (i) legislation involved;
- (ii) right of appeal;
- (iii) persons involved other than Legal Services;
- (iv) the number of new licences to be created by 2008;
- (v) potential legislation;
- (vi) public involvement; and
- (vii) charges.

Arising from the discussion the Committee considered its future training needs. It was agreed that a Training Session would be held on gaming machines and a training session would be held for all Members of the Council on the Gambling Act 2005.

It was also agreed that future meetings of the Committee, with the exception of 3rd October, special meeting, would begin at 6.30 pm with a training session to be held prior to the meeting at 6.00 pm.

RESOLVED: That

- (1) the Licensing tables as detailed in the report be supplemented with additional information as outlined at the meeting and published on the Council's website; and
- (2) a training session be arranged for all Members of the Council on the Gambling Act 2005 as more details are published.

Council Solicitor

REG7 TAXI LICENSING MATTER

The Committee considered a request by Mr. A. Scott

on behalf of Members of the Halton T & G for the age restriction on all seven seater Hackney Carriage vehicles to be lifted.

Mr. Scott, Mr. McIntyre and Mr. Baldwin attended the meeting and addressed Members of the Committee on the proposal. Mr. Scott had listed the following reasons for the request:

- (i) all seven seater vehicles were M1 registered;
- (ii) all the vehicles were wheelchair friendly, this would meet with the new Government Legislation that was being rolled out from 2010;
- (iii) drivers were paying from £19,000 - £30,000 for each vehicle, this meant that they were laying out a lot of capital only to be told that the investment was only good for eight years;
- (iv) the Council test each vehicle, over three years old at least twice a year and could recall any vehicle in for a spot check which meant any vehicle failing the Council did have the power to withdraw the licence;
- (v) a vehicle over eight years old that was totally roadworthy and had constantly passed the Council test, failed only because of its age is ludicrous;
- (vi) unlike cars that had the same age criteria these vehicles were purpose built for the trade; and
- (vii) cars also had a limited life expectancy as far as government legislation was concerned in that each authority would eventually have to have to enforce the wheelchair friendly criteria.

The Council's response to each of the above comments was detailed in the report.

At present the Council's criteria on age limits for qualifying vehicles were:

- purpose built Hackney Carriages (approved by the Public Carriage Office)
no age limit but generally had been manufactured since 1988;
- saloon, estate, multi-purpose and multi-seat vehicles under eight years old.

An age limit on non-purpose built vehicles was requested by the Taxi Trade to ensure the image and quality of the vehicles was maintained.

Members of the Committee adjourned the meeting to view examples of the vehicles in question.

RESOLVED: That a review of the current policy on age limits of licensed vehicles be carried out in a manner to be determined by the Council Solicitor and that the manner be referred back to the Regulatory Committee in due course for further consideration.

Council Solicitor

N.B Councillor Wainwright declared a personal interest in the above item as a member of the T & G Union.

REG8 TAXI LICENSING MATTER

Mr. R. Woodward had requested an age increase for a vehicle he intended to purchase and use as a Hackney Carriage Vehicle.

In the light of the previous decision, Mr. Woodward agreed to withdraw the request pending the review of the current policy on age limits of licensed vehicles.

Meeting ended at 8.25 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee Tuesday, 3 October 2006 Civic Suite, Town Hall, Runcorn

Present: Councillors Philbin (Chairman), Pearsall (Vice-Chairman), Cole, Drakeley, Gilligan, D Inch, Nelson and Wainwright

Apologies for Absence: Councillors Cross and E Ratcliffe

Absence declared on Council business: Councillor A. Lowe

Officers present: L Capper, K. Cleary, I. Mason, W. Salisbury and J. Tully

Also in attendance: (none)

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

REG9 APPLICATION TO REVIEW THE STOCKHAM LODGE RACQUET AND HEALTH CLUB PREMISES LICENCE

Action

The Committee considered an application to review the premises licence at Stockham Lodge Racquet and Health Club Runcorn.

The application was made by the Environmental Health Section of Halton Borough Council acting as responsible authority under Section 13 Licensing Act 2003. As part of the application process representations were received from:

Mr & Mrs McGrellis 51 Greenhouse Farm Road Runcorn
Mr K Garrette 46 Greenhouse Farm Road Runcorn
Mr D Woods 49 Greenhouse Farm Road Runcorn
Mr V Frost 50 Greenhouse Farm Road Runcorn
Mr & Mrs B Williams 52 Greenhouse Farm Road Runcorn
No representation was received from the Premises Licence Holder.

At the hearing the following people were present as parties. The Premises Licence Holder TRB Estates (Liverpool) Limited was represented by Mr Beilin. (Director)
The applicant was represented by Isobel Mason -

Environmental Health. Mr McGrellis and Mr Garrette attended and addressed the Committee as interested parties.

Two members of the Committee arrived whilst the procedure to be followed at the hearing was being explained. The Licensing Solicitor asked the applicant, the interested parties and the Premises Licence holder if they consented for the two members (who had not missed any part of the hearing apart from the procedural explanations) to take part in the hearing and the decision. All parties individually confirmed their acceptance.

Prior to the applicant being requested to present her case the Licensing Solicitor made reference to a letter sent to the Council from the Premises Licence holder's legal representative. The letter requested an adjournment of the matter and cited 5 reasons. The Council's Licensing Solicitor went through each reason with Mr Beilin who made particular reference to reason number 2, which stated "the application to review is defective in that on page 3 you have referred to the review of the licensing objective being 'the prevention of crime and disorder'. We are perplexed by this as the complaint of noise does not amount to crime and disorder". The Licensing Solicitor advised that as the allegation was that there had been a breach of licence condition this could amount to a criminal offence. The notice of application did not allege a public nuisance (let alone a statutory nuisance). It was therefore correct that the application should cite crime and disorder as the relevant licensing objective (all be it that in this case disorder was not an issue). Mr Beilin accepted all the points made by the Licensing Solicitor with regard to the full contents of the letter and advised that he would not be requesting an adjournment.

During her representation Isobel Mason (Environmental Health) made reference to Tape Analysis Forms and advised the Committee that the reference to 17 March 2006 at 5.1 in the Committee item should read 17 February 2006. Mrs Mason also advised the Committee that the tape analysis dated 17 February 2006 to 23 February 2006 was shown in BST and therefore should read one hour earlier. The correction of the date was accepted by the Committee.

The Committee heard the application from Isobel Mason followed by representations by Mr McGrellis and Mr Garrette. The Premises Licence Holder's representative Mr Beilin then presented his case. All parties were then invited

to sum up. Numerous points were raised by members and the parties put a number of questions through the chairman. The Committee then retired to consider the application.

RESOLVED: That having considered the application in accordance with section 4 Licensing Act 2003 and all other relevant considerations the Committee made the following determination:

Point 1

The allegations set out in the application and made by the persons making relevant representations are found to be proved.

Point 2

The committee considered the steps open to it and have applied the most proportionate course of action.

Point 3

Regulated entertainment shall not take place at the premises on any day of the week after 23.00 hours. For the avoidance of doubt this applies to categories E – Live Music, F – Recorded Music, H – anything similar to e f or g, and J – Dancing on the premises licence. The premises licence be varied accordingly.

Point 4

Consequently the following condition attached to the premises licence becomes irrelevant and shall be deleted "Noise from any regulated entertainment shall be inaudible at the nearest residential property between the hours of 23.00 and 00.00 Friday and Saturday."

Reason for the determination

For the reasons stated above this determination is considered necessary for the promotion of the Licensing Objectives specifically the prevention of crime and disorder.

The parties were advised that they would be notified formally of the decision as of the relevant rights of appeal.

Finally (although not part of the determination as such) the Chairman expressed a wish that the Premises Licence holder would develop a meaningful dialogue with the local residents to try to ensure that problems did not

arise in the future.

|

Meeting ended at 7.40 p.m.

APPOINTMENTS COMMITTEE

At a meeting of the Appointments Committee on Friday, 21 July 2006 at the Municipal Building

Present: Councillors Polhill (Vice-Chair, in the Chair), Gilligan, McInerney and Redhead

Apologies for Absence: Councillor Cross

Absence declared on Council business: Councillor McDermott

Officers present: D. Terris and J. McCollom

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

	<i>Action</i>
<p>APC3 MINUTES</p> <p>The minutes of the meeting held on 24th May 2006, having been printed and circulated, were taken as read and signed as a correct record.</p>	
<p>APC4 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985</p> <p>The Board considered:</p> <p>(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 paragraphs 1, 2, 3 and 4 of Schedule 12A of the Local Government Act 1972; and</p> <p>(2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public</p>	

interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it is likely that, in view of the nature of the business, exempt information will be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2, 3 and 4 of Schedule 12A of the Local Government Act 1972.

APC5 APPOINTMENT OF OPERATIONAL DIRECTOR -
BUSINESS PLANNING AND RESOURCES

The Committee interviewed two candidates for the post of Operational Director – Business Planning and Resources within the Children and Young People Directorate.

RESOLVED: That Ms A McIntyre be appointed to the post of Operational Director – Business Planning and Resources, on Spinal Column Point 150, from a date to be agreed.

Meeting ended at 12.00 p.m.

5 BOROUGH PARTNERSHIP NHS TRUST PROPOSALS RELATING TO IMPROVING
SERVICES FOR ADULTS WITH MENTAL HEALTH NEEDS IN
HALTON, ST. HELENS AND WARRINGTON

Minutes of the meeting of this Committee held on
20 July 2006

(Members Present) Halton Council

Councillors Cargill, Inch and Loftus

St. Helens Council

Councillors Bowden, McGuire and Stephanie Topping

Warrington Council

Councillors Banner, Hoyle and Johnson

(Also Present) Halton Council

Martin Loughna, Service Development Officer Health
Audrey Williamson, Operational Director, Adults of a Working Age

St. Helens Council

Tina Molyneux, Senior Democratic Services Officer
Carole Swift, Service Manager Carers and Scrutiny
Rob Vickers, Acting Assistant Director Vulnerable Adults
Mike Wyatt, Assistant Director Performance & Business Support

Warrington Council

Brian Magan, Overview & Scrutiny Co-ordinator, Warrington Council
Roger Millns, Head of Service, Mental Health, Learning Disabilities &
Corporate Social Services
Alison Williams, Overview and Scrutiny Officer

1 APPOINTMENT OF CHAIRMAN

- * Resolved that Councillor Cargill be appointed Chairman.**

Councillor Cargill here took the Chair.

The Chairman welcomed everyone to the Committee.

2 APPOINTMENT OF VICE CHAIRMAN

- * Resolved that Councillor Bowden be appointed Vice Chairman.**

3 APOLOGIES FOR ABSENCE

It was reported that no apologies for absence had been received.

4 **TERMS OF REFERENCE**

A report was submitted which detailed the Terms of Reference of the Committee as follows:

1. To establish statutory joint committee to scrutinise proposals from the 5 Boroughs Partnership NHS Trust to improve services for people with mental health needs in the boroughs of Halton, St Helens and Warrington.
2. To undertake the scrutiny of the proposals in accordance with the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002, and the Directions to Local Authorities (Overview and Scrutiny Committees, Health Scrutiny Functions) July 2003.
3. To complete a report outlining the statutory committee's views of the proposals and to make recommendations to the 5 Boroughs Partnership NHS Trust where relevant.
4. To monitor the Trust's responses to the report and agree mechanisms for the ongoing monitoring of future changes to mental health services.

It was reported that Knowsley Council had been invited to join the Committee, however no formal response had been received to date.

*** Resolved that the Terms of Reference be agreed.**

5 **TIMESCALES**

A verbal report was given to Members on the timescales for the consultation process.

A letter was tabled from the 5 Boroughs Partnership NHS Trust regarding the proposed extension of consultation for the Statutory Partner Organisations as follows:

1. 24 August 2006 - Formal public Consultation to end as planned, with the exception of the Local Authorities and PCTs as key partners in the affected boroughs of Halton, Knowsley, St Helens and Warrington.
2. By 31 August 2006 - Mental Health Strategies to provide a report to the Trust of the key messages arising from the consultation, these to be reported to the Trust's Board at its next meeting on 7 September 2006. This would be a factual and summary report. The 5 Boroughs Partnership NHS Trust would not take recommendations to change or approve the model of the Board at that stage.
3. 1 September 2006 - the Mental Health Strategies report to be made available to key statutory partner organisations.
4. By 15 September 2006 - Key partner organisations to consider the consultation outcome report plus the work relating to the impact assessment and any additional information accrued during the consultation period and provide the Trust with a formal response to consultation. This timescale should also help to accommodate the Joint Overview and Scrutiny process that had recently been agreed between Halton, St Helens and Warrington Local Authorities.
5. The Trust Board to convene an extraordinary public meeting to consider and arrive at a decision on the proposals/options described in 'Change for the Better' and any amendments consequent to taking account of the responses made in the consultation.

The letter stated that the proposed extension to the consultation deadline was recognition that the phased implementation of any agreed changes (following the consultation) would be delayed to a December start date. This would be supported by full project management arrangement and the involvement of key partner agencies.

- * **Resolved that the report be noted.**

6 MEMBERSHIP OF COMMITTEE AND SUBSTITUTION

A verbal report was given to Members on the Membership of the Committee and Substitution.

The Committee discussed the possibility of nominated substitutes taking into consideration the tight timescales and the dates of future meetings set. Following a vote it was:

- * **Resolved that the names of two nominated substitutes from each of the three local authorities, Halton, St. Helens and Warrington be submitted to Tina Molyneux, Senior Democratic Services Officer, St. Helens Council.**

7 IMPACT ASSESSMENTS OF PROPOSALS

A report was submitted which informed Members of the Impact Assessments of Proposals for Halton, St. Helens and Warrington.

Rob Vickers, Acting Assistant Director Vulnerable Adults (St Helens), Roger Millns, Head of Service, Mental Health, Learning Disabilities and Corporate Social Services (Warrington) and Mike Wyatt, Assistant Director, Performance and Business Support (St Helens) were present to answer questions for Members.

The Committee discussed the impact assessments of proposals.

- * **Resolved that the report be noted.**

8 ISSUES FOR CONSIDERATION BY COMMITTEE

A report was submitted which outlined issues identified with the 5 Boroughs NHS Trusts proposals relating to the development of services for adults with mental health needs. The issues identified were in relation to:

- (i) Impact on Service Users and Carers
- (ii) Financial Information
- (iii) In-Patient Beds
- (iv) Access to Services
- (v) Impact on Council Services
- (vi) Consultation Processes
- (vii) General Points.

The Committee discussed the report and requested the following issues to be included:

- Members requested that the 5 Boroughs Partnership NHS Trust use language which is familiar and understandable to the Committee.
- The general lack of awareness of the consultation process

- Alcohol detoxification for Older People
- Training of Staff
- Clarity relating to services provided in Helsby and Frodsham, and how this will impact on services and resources in the other boroughs
- Issues relating to cross subsidy
- Clarity regarding the services provided for the money ring-fenced from individual authority's budgets.

* **Resolved that:**

- (1) **the report be noted;**
- (2) **the amendments be included in the report as per the discussion of the Committee; and**
- (3) **the report detailing the concerns of the Committee be forwarded to the 5 Boroughs Partnership NHS Trust week commencing 24 July 2006 and circulated to the Members of the Committee. This would include a specific request that the 5 Boroughs Partnership NHS Trust focus on the points raised in the report when they present to the Committee on 10 August 2006.**

9 DATES OF FUTURE MEETINGS

It was agreed that the meeting scheduled to be held on 3 August 2006 should be cancelled.

* **Resolved that the Committee meet on the following dates:**

- (1) **10 August 2006**
- (2) **24 August 2006**
- (3) **7 September 2006**

STATUTORY JOINT SCRUTINY COMMITTEE

5 BOROUGH PARTNERSHIP NHS TRUST PROPOSALS RELATING TO IMPROVING
SERVICES FOR ADULTS WITH MENTAL HEALTH NEEDS IN
HALTON, ST. HELENS AND WARRINGTON

Minutes of the meeting of this Committee held on
10 August 2006

(Members Present)

Halton Council

Councillors Cargill, Inch and Loftus

St. Helens Council

Councillors Bowden, McGuire and Stephanie Topping

Warrington Council

Councillors Banner, Hoyle and Johnson

(Also Present)

Halton Council

Audrey Williamson, Operational Director, Adults of a Working Age
Lindsay Smith, Divisional Manager, Mental Health, Health and
Community

St. Helens Council

Carole Swift, Service Manager Carers and Scrutiny
Peter Hughes, Head of Policy

Warrington Council

Brian Magan, Overview & Scrutiny Co-ordinator, Warrington Council
Helen Sumner, Strategic Director, Community Services
Roger Millns, Head of Service, Mental Health, Learning Disabilities and
Corporate Social Services

Rob Vickers, Joint Commissioning Manager, St Helens and Halton PCT

Tina Molyneux, (Clerk to the Committee), Senior Democratic Services
Officer, St. Helens Council

Prior to the commencement at the meeting a protocol was tabled which was intended as guidance and sought to facilitate the conduct of the Statutory Joint Scrutiny Committee meeting for all involved and was agreed as follows:

PROTOCOL

Agenda

Agendas will be published five clear days in advance of meetings, placed on St. Helens Councils website and each Council should follow their normal procedures for publication.

Minutes

Following the normal procedures for publication, the minutes of the meetings will be published within five days of the meeting and placed on the website of each participating Council.

STATUTORY JOINT SCRUTINY COMMITTEE

Press Release

Each local authority to issue a press release giving dates of meeting and details of the scrutiny process. Also local authorities to include the Statutory Joint Scrutiny Committee in their normal notification of formal Council meetings.

Declarations of Interest from Members

All Members will have an opportunity at each meeting of the Statutory Joint Scrutiny Committee to declare an interest regarding issues to be considered at the meeting.

Who Can Speak at Meetings

In order to support the effective running and management of the meeting and to ensure fairness and consistency, Members of the public who attend the meetings will not be able to speak, but are welcome to attend as observers. Individuals or groups who approach any of our Councils Members or Officers, expressing an interest in speaking at the Committees should be asked to make their request in writing. It will then be considered by the Chair and/or Vice Chair who will make a decision about whether the individual should be called as a witness to the Committee. Any written requests should be referred to the Clerk to the Committee, who will discuss them with the Chair and/or Vice Chair. The decision of the Chair/Vice Chair as to who will be invited to speak will be final.

Those who would be able to speak at the Committee:

- The Elected Members who are Members of the Committee.
- Identified Officers supporting the process (3 nominated in advance from each local authority)
- Witnesses who have been invited to attend at the Panel to present can speak with the permission of the Chair / Vice Chair.

How Do I Register my wish to Speak at the Meeting?

Any person wishing to speak at the Committee must notify the

Clerk to the Committee
(Miss Tina Molyneux)
St. Helens Council
Town Hall
Victoria Square
St. Helens
WA10 1HP

(01744) 456110

by the following deadlines

<u>Requests submitted by:</u>	<u>Date of Committee</u>
14 August 2006	24 August 2006
25 August 2006	7 September 2006

STATUTORY JOINT SCRUTINY COMMITTEE

Quorum

The quorum for the Statutory Joint Scrutiny Committee would be one quarter of the whole number of Members, rounded up where appropriate. During the meeting if the Chairman counts the number of Members present and declares there is not a quorum present, then the meeting will adjourn immediately. Remaining business will be considered at a time and date fixed by the Chairman. If he/she does not fix a date, the remaining business will be considered at the next ordinary meeting.

Substitutes

As agreed at the meeting of the Committee held on 20 July 2006 there should be two named nominated substitutes from each authority as follows.

Halton - Councillors Blackmore and Jones
St. Helens - Councillors Ronan and Sheldon
Warrington - Councillor Bromley

10 APOLOGIES FOR ABSENCE

It was reported that no apologies for absence had been received.

11 DECLARATIONS OF INTEREST FROM MEMBERS

No Declarations of Interest from Members were made.

12 PRESENTATION BY 5 BOROUGH PARTNERSHIP NHS TRUST

A presentation was made to the Committee by Judith Holbrey, Chief Executive and Stuart Jackson, Director of Finance from the 5 Boroughs Partnership NHS Trust on Proposals Relating to Improving Services for Adults with Mental Health Needs in Halton, St Helens and Warrington. Dr. Bruce Moore, Medical Director, Gail Briers, Assistant Director for Adult Services and Jan East, Assistant Chief Executive and Trust Board Secretary from the 5 Boroughs Partnership NHS Trust were also present.

Information was tabled and referred to during the presentation which contained the following:

- Consultation Information Pack regarding 'Change for the Better' Consultation on a New Model of Care
- Responses to Queries for the Joint Overview and Scrutiny Committee regarding "Change for the Better" A Consultation on proposals for delivering a New Model of Care for Adults and Older People with Functional Mental Health Problems
- Point Prevalence Study of In-Patients in Acute Mental Illness Beds - July 2006.

The presentation outlined written responses to issues raised by the Committee in relation to the following:

- Introduction to Response
- Impact on Service Users and Carers
- Financial Information
- In-Patient Beds

STATUTORY JOINT SCRUTINY COMMITTEE

- Access to Services
- Impact on Council Services
- Consultation Processes
- General Points

Members identified questions which they felt had not been covered in the presentation as follows:

- The level of impact of the 10 high impact changes and responsibility for the care of the patient and impact assessments
- Financial information that would only be available at the beginning of September 2006
- Costs of training and who would pay the costs
- Availability of beds
- Response times for patients in the community
- Discharge Strategy - had the PCT's and partners views been taken in to consideration
- If the effect of enhanced staffing would increase, stay neutral or decrease
- Mixed age groups on wards, level of care for the older generation
- Transitional services pump priming, had SHA's given money
- If the transitional resource of £0.5m would be sufficient
- Concerns regarding recruitment and filling posts 10% vacancies
- How payment by results could be achieved with mental health services
- Managing down overtrading
- Funding for Resource and Recovery Centres
- Concern regarding waiting times
- Impact on clients in their own homes, impact on families, carers and Local Councils.
- Appropriate placements if beds were not available
- If the extension to the consultation process would impact on the implementation, financial stability or foundation status
- Staffing issues, partnership contracts and training
- Cost of out of borough placements
- An issue relating to the provision of services to patients/service users from Helsby and Frodsham.

During the presentation it was explained that a group of service user representatives had been accompanied to visit the Norfolk and Waveney Services and a feedback report obtained. The Chairman requested that copies of that report be circulated to the Committee.

Concerns were raised by the Committee in relation to the proposals to mix in-patient settings for older people and younger adults. The Committee believed that this was contrary to good practice. The Chief Executive of the 5 Boroughs Partnership NHS Trust requested a copy of the Audit Commission Guidance which had been referenced to by the Committee.

STATUTORY JOINT SCRUTINY COMMITTEE

The Chief Executive of the 5 Boroughs Partnership NHS Trust explained that the figures shown in query 5.3 in the presentation, comparison of Assertive Outreach Services that currently exists and what would be required, the current caseload for Warrington could be incorrect and would be checked and reported back to the Committee.

The Chairman had received written questions from a member of the public which were read out verbatim at the Committee.

The Chief Executive of the 5 Boroughs Partnership Trust briefly answered the questions and undertook to give a full response to the questions in writing.

*** Resolved that:**

- (1) the presentation be noted;**
- (2) the representatives from the 5 Boroughs Partnership NHS Trust be thanked for their attendance;**
- (3) the feedback report from a group of services user representatives who had been accompanied to visit the Norfolk and Waveney Services be circulated to the Committee;**
- (4) Audit Commission guidance on the mix of in-patient setting for older people and younger adults be sent to the 5 Boroughs Partnership NHS Trust;**
- (5) the figures shown in query 5.3 in the presentation in relation to the current caseload for Warrington for Assertive Outreach Services be checked and reported back to the Committee; and**
- (6) the 5 Boroughs Partnership NHS Trust provide a written response to the written questions submitted by a member of the public.**

13

FURTHER ACTION AND FURTHER INFORMATION REQUIRED FOLLOWING PRESENTATION

The Committee was advised that a presentation would be given to the Committee on 24 August 2006 by representatives of the Primary Care Trusts (PCT's) of Warrington, St Helens and Halton to present their views on the proposals.

The Committee agreed the questions to the PCT's would be circulated in advance of the meeting and Members requested that the responses be distributed to the Committee prior to the next meeting.

- * Resolved that the questions and responses from the PCT's be circulated to Members prior to the next meeting of the Committee on 24 August 2006.**

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STATUTORY JOINT SCRUTINY COMMITTEE**5 BOROUGH PARTNERSHIP NHS TRUST PROPOSALS RELATING TO IMPROVING SERVICES FOR ADULTS WITH MENTAL HEALTH NEEDS IN HALTON, ST. HELENS AND WARRINGTON**

Minutes of the meeting of this Committee held on
24 August 2006

(Members Present) Halton Council

Councillors Cargill, Inch and Loftus

St. Helens Council

Councillors McGuire, Stephanie Topping and Sheldon

Warrington Council

Councillors Banner, Hoyle and Johnson

(Not Present) St. Helens Council

Councillor Bowden

(Also Present)

Halton Council

Lindsay Smith, Divisional Manager, Mental Health, Health and Community
Dwayne Johnson, Strategic Director, Health and Community

St. Helens Council

Carole Swift, Service Manager Carers and Scrutiny

Peter Hughes, Head of Policy

Mike Wyatt, Assistant Director, Performance and Business Support

Warrington Council

Bryan Magan, Overview and Scrutiny Co-ordinator

Helen Sumner, Strategic Director, Community Services

Roger Millns, Head of Service, Mental Health, Learning Disabilities and Corporate Social Services

Tina Molyneux, (Clerk to the Committee),

Senior Democratic Services Officer, St. Helens Council

14 APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Bowden. Councillor Sheldon attended as his substitute.

15 MINUTES

- * **Resolved that the minutes of the meeting held on 10 August, 2006 be approved and signed. Arising from the Minutes:**

Minute 12(6) - the 5 Boroughs Partnership NHS Trust provide a written response to the written questions submitted by a member of the public.

STATUTORY JOINT SCRUTINY COMMITTEE

Roger Millns, Head of Service, Mental Health, Learning Disabilities and Corporate Social Services, Warrington Council informed the Committee that:

The 5 Boroughs Partnership NHS Trust letter referenced him by name regarding delayed discharges and he believed misrepresented what he had said.

The letter from the 5 Boroughs Partnership NHS Trust included:

"The Trust is already developing a revised discharge strategy and process in conjunction with partner agencies as described to the Joint Overview and Scrutiny Committee on 10 August. As stated by Mr Roger Millns of Warrington Social Care Services on that occasion, delayed discharge relates to a variety of issues and needs, many of which are already within the purview of the Local Authority to address. However, it is recognised that the network of support services may need to include a wider range of options and to make positive use of existing mainstream services, currently available to all people, as part of support packages for those appropriately discharged from in-patient care."

Roger Millns informed the Committee:

"That the 5 Boroughs Partnership NHS Trust's own audit of delayed discharges identified that most reasons were not to do with Local Authority responsibility as their Chief Executive had intimated in her response to this issue but were within the Trust's own powers do so something about. Also that in Warrington there were weekly meetings between the Local Authority and 5 Boroughs Partnership NHS Trust to review delayed discharges and that, currently, there were no delayed discharges which were as a result of Local Authority inaction or lack of funding. He went on to suggest that we needed to work on this together now - not wait until the model was implemented."

16 DECLARATIONS OF INTEREST FROM MEMBERS

No Declarations of Interest from Members were made.

Councillor Banner stated that she was a Non Executive Director of the North Cheshire Hospitals NHS Trust.

17 PRESENTATION BY PRIMARY CARE TRUSTS (PCT's), WARRINGTON, ST. HELENS AND HALTON

A presentation was made to the Committee by Rob Vickers (Halton and St. Helens PCT), Mike Treharne (Halton and St. Helens PCT) and Tim Deeprise (Warrington PCT) on Proposals Relating to Improving Services for Adults with Mental Health Needs in Halton, St Helens and Warrington. The Presentation outlined a written response to issues raised by the Committee in relation to the following:

- Impact on Service Users and Carers
- Financial Implications
- Bed Reductions
- Commissioning Strategy
- Consultation Process
- Eligibility Criteria
- Impact on Social Care Services

STATUTORY JOINT SCRUTINY COMMITTEE

- Timescales
- Out of Hours Arrangements
- Ashton, Leigh and Wigan
- St Helens, Halton and Warrington PCT Specific

Members raised questions in relation to the presentation as follows:

- Impact and Funding of Crisis Emergency Admission
- The proposed model did not include Psychiatric Intensive Care Provision
- Out of Borough Placements
- Lack of clarity due to accounting practices
- Shared services with Knowsley
- Infrastructure in Halton compared to Warrington and St. Helens
- Concern regarding timing, phasing and infrastructure
- Proposed Impact on Older Adults
- Disinvestment
- Plans for refurbishment in Halton
- Capital Funding
- Cost and impact of retraining of staff
- Out of Hours Services
- Financial Information

• **Resolved that:**

- (1) **the presentation be noted; and**
- (2) **the representatives from the PCT's be thanked for their attendance.**

18 FURTHER ACTION AND FURTHER INFORMATION REQUIRED FOLLOWING PRESENTATION

A verbal report was given which advised the Committee that the following would be submitted at the meeting to be held on 7 September 2006.

- Response to Public Consultation (Mental Health Strategies Report)
- Feedback from visit to Norfolk
- Draft Report
- Financial Information from the 5 Boroughs Partnership NHS Trust

The Committee discussed the content of the draft report which would include the following:

- Strengths of the Model

STATUTORY JOINT SCRUTINY COMMITTEE

- Impact on Service Users and Carers - younger adults of a working age, older and younger people
- Financial Implications - Lack of clarity
- Capital Issues
- Services explained in Model
 - Access to Services, tightening of eligibility criteria
 - In-patient services
 - Resource and Recovery Centre Model
 - Function of CMHT's in the future
- Impact on Other Services
 - (i) Health Services
 - (ii) Council Services
 - (iii) Mental Health Services
- Partnership Working
- Consultation Process Issues
- Implementation of Proposals
 - timescales
 - infrastructure
 - transitional
 - training of Staff
- Borough Specific Issues
- Findings
- Recommendations
- * **Resolved that the report be noted.**

-oOo-

5 BOROUGH PARTNERSHIP NHS TRUST PROPOSALS RELATING TO IMPROVING
SERVICES FOR ADULTS WITH MENTAL HEALTH NEEDS IN
HALTON, ST. HELENS AND WARRINGTON

Minutes of the meeting of this Committee held on
7 September 2006

(Members Present) **Halton Council**

Councillors Cargill and Loftus

St. Helens Council

Councillors Bowden, McGuire and Stephanie Topping

Warrington Council

Councillors Hoyle, Johnson and Wright

(Not Present) **Halton Council**

Councillor Inch

Warrington Council

Councillor Banner

(Also Present)

Halton Council

Dwayne Johnson, Strategic Director, Health and Community
Audrey Williamson, Operational Director Adults of Working Age

St. Helens Council

Carole Swift, Service Manager Carers and Scrutiny
Mike Wyatt, Assistant Director, Performance and Business Support

Warrington Council

Alison Williams, Overview and Scrutiny Officer
Helen Sumner, Strategic Director, Community Services

Tina Molyneux, (Clerk to the Committee),
Senior Democratic Services Officer, St. Helens Council

19 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Banner and Inch. Councillor Wright attended as substitute for Councillor Banner.

20 **MINUTES**

- * **Resolved that the minutes of the meeting held on 24 August, 2006 be approved and signed.**

21 **DECLARATIONS OF INTEREST FROM MEMBERS**

No Declarations of Interest from Members were made.

22 **RESPONSE TO PUBLIC CONSULTATION (MENTAL HEALTH STRATEGIES REPORT)**

A report was submitted which informed Members of the Response to the Public Consultation (Mental Health Strategies Report).

Carole Swift, Service Manager Carers and Scrutiny outlined the report.

The report detailed the following:

- Executive Summary
- Introduction
- Methods
- Raw Data Collection for Public Consultations
 - Public Consultation Introduction
 - Public Consultation Process
 - Staffing Table
 - Resources Table
 - Communication Table
 - Accessibility Table
 - Services Table
 - Overall Public Comments Chart
- Raw Data Collection for Staff/Internal Consultations
 - Staff/Internal Consultation Introduction
 - Staff/Internal Consultation Process
 - Staffing Table
 - Resources Table
 - Communication Table
 - Accessibility Table
 - Services Table
 - Overall Public Comments Chart
- Common Issues across Public and Staff Consultations
- Raw Data Collection from all other Correspondence
- Summary and Overarching Issues
- Area for Consideration

Members discussed the report.

* **Resolved that the report be noted.**

23 **FEEDBACK FROM VISIT TO NORFOLK**

A report was tabled which detailed the findings of the Visit to Norfolk Mental Health Services on 29-31 August 2006.

The report provided stakeholders information in relation to the visit to Mental Health Services in Norfolk and made recommendations as to how local Mental Health Services may learn from the 'Norfolk' experience.

* **Resolved that the report be noted.**

24 **FINANCIAL INFORMATION FROM THE 5 BOROUGH PARTNERSHIP NHS TRUST**

It was reported that the 5 Boroughs Partnership NHS Trust had neither provided any general financial information or the specific financial information requested by the Statutory Joint Scrutiny Committee in time for consideration by the Statutory Joint Scrutiny Committee.

General financial information had however been sent to the Chief Executive's of each authority.

* **Resolved that the Committee express their disappointment to the 5 Boroughs Partnership NHS Trust at the lack of financial information.**

25 **STATUTORY JOINT SCRUTINY COMMITTEE - DRAFT REPORT**

A draft report was submitted which set out the findings of the Statutory Joint Scrutiny Committee established by Halton Borough Council, St Helens Council and Warrington Borough Council to consider the 5 Boroughs Partnerships NHS Trust's Proposals to Improve Services for Adults with Mental health problems (summarised in the document "Change for the Better"). The report set out the background to the consultation process, the methodology employed by the Committee and the Committee's findings in relation to various aspects of the proposals. The report closes with a conclusion and recommendations for the 5 Boroughs Partnership NHS Trust.

The Committee formally thanked all those who had contributed to the scrutiny process, and provided information for the Committee, which had helped in its deliberations. The Committee acknowledge that much of the information had been provided to demanding timescales, and would like to thank respondents for the efforts that they have made.

The draft report was outlined through each point and Members made comments as follows.

- A letter had been received by the Chairman which explained that Knowsley did not wish to participate as they decided that the proposal did not constitute a substantial variation
- Following the visit to Norfolk and Waveney it be noted that separate provision was made for older people in Norfolk and not treated as adult inpatient wards
- Carers - the Committee believed their needs should have been explicitly addressed
- The Committee wished to express their disappointment that they did not receive any detailed financial information

- The comparison with Norfolk and Waveney was flawed from a financial basis as the model was implemented in Norfolk to modernise services with a substantial level of investment rather than to achieve financial balance
- The availability of Specialist Workers linked to GP Surgeries in Norfolk and Waveney was perceived as one of the benefits of the model
- In Norfolk and Waveney separate inpatient facilities were provided for adults and older people
- Consultation process appeared to be in accordance with minimum requirements
- The Committee felt that in the consultation report it made a recommendation that “the general direction and framework of the new proposed model be adopted by the Trust with due consideration” and that the focus should have been on the outcome of consultation rather than making recommendations
- The Committee were unable to identify whether a risk assessment of the proposals had been carried out and whether effective risk management arrangements were in place
- Concerns were expressed about proposals relating to Thorn Road Day Centre
- The Committee supported the view reported in the analysis of public and internal consultation that the Hollins Park site is stigmatising and isolating and that the Gatehouse service offered a more appropriate venue
- There appeared to be a lack of agreement between Warrington Primary Care Trust and the 5 Boroughs Partnership NHS Trust as to the proposed levels of investment to support the model of care. This left the Committee with grave concerns about the future safety and viability of the service
- The lack of clarity about staffing proposals and appropriate workforce planning
- The Committee felt recommendations 1 and 2 should be merged

Recommendation 2 to read that:

- The 5 Boroughs Partnership NHS Trust and the relevant primary care Trusts should work closely to ensure that the necessary investment and range of community services are available to support the implementation of any model of care
- Halton and St Helens Primary Care Trusts, and Warrington Primary Care Trust, should review spend on mental health services in the boroughs to ensure that it is brought more closely in to line with national average, and that it properly meets the needs of residents of the boroughs.

Recommendation 3 to read:

- The 5 Boroughs Partnership NHS Trust should respond in writing to the Committee about the issues raised in the report and the recommendations within 28 days of its receipt.

The Committee unanimously agreed the report.

The Committee thanked all officers involved in the Statutory Joint Scrutiny Committee for their diligent work throughout the process.

* **Resolved that:**

- (1) **the report be noted;**

- (2) the amendments be made to the report as requested by the Committee;**
- (3) there be delegated to the Chair, Councillor Cargill, Vice Chair, Councillor Bowden and representative Member from Warrington, Councillor Hoyle to agree the final report;**
- (4) the final report be forwarded to the 5 Boroughs Partnership NHS Trust; and**
- (5) The Committee thanked all officers involved in the Statutory Joint Scrutiny Committee for their diligent work throughout the process.**

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