

# **Minutes & Reports**

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

**Wednesday, 31 October  
2007**

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<b>Committee/Board</b>	<b>Page Ref</b>
<b>Council Minutes</b>	159 - 166
<b>Minutes of the Executive Board</b>	
19th July 2007	167 - 180
6th September 2007	181 - 188
20th September 2007	189 - 196
18th October 2007	197 - 200
<b>Minutes of the Executive Board Sub-Committee</b>	
19th July 2007	201 - 210
6th September 2007	211 - 216
20th September 2007	217 - 222
18th October 2007	223 - 230
<b>Minutes of the 3MG Executive Sub-Board</b>	
16th July 2007	231 - 234
<b>Minutes of Policy and Performance Board and the Business Efficiency Board</b>	
Children and Young People - Cream Pages	235 - 258
Employment, Learning and Skills - Yellow Pages	259 - 270
Healthy Halton - Grey Pages	271 - 276
Safer Halton - Pink Pages	277 - 286
Urban Renewal - Green Pages	287 - 292
Corporate Services - Salmon Pages	293 - 298
Business Efficiency Board - White Pages	299 - 302
<b>Committee Minutes</b>	
Development Control - Pink Pages	303 - 340
Standards - White Pages	341 - 344
Regulatory - Blue Pages	345 - 352

**COUNCIL**

*At a meeting of the Council on Wednesday, 18 July 2007 in the Council Chamber, Runcorn Town Hall*

Present: Councillors Hodgkinson (Mayor) Bradshaw, P. Blackmore, S. Blackmore, Bryant, D. Cargill, E. Cargill, Cross, Dennett, Drakeley, Edge, Findon, Fraser, Gerrard, Gilligan, Harris, Hignett, Hodgkinson, Horabin, Howard, C Inch, D Inch, Jones, Leadbetter, Lewis, Lloyd Jones, Loftus, A. Lowe, J. Lowe McDermott, McInerney, Morley, Nelson, Nolan, Norddahl, Osborne, Parker, Philbin, Polhill, E. Ratcliffe, M Ratcliffe, Redhead, Rowan, Rowe, Sly, Stockton, Swain, Swift, Thompson, Wainwright, Wharton, Whittaker and Wright.

Apologies for Absence: Councillors Higginson, Marlow, Murray, Wallace and Worrall.

Absence declared on Council business:

Officers present: L. Cairns, D. Johnson, A. McIntyre, D. Parr, M Simpson, D. Tregae, J. Whittaker and M. Winstanley

Also in attendance: 12 members of the public

*Action*

## COU14 COUNCIL MINUTES

The Minutes of the meeting held on 18<sup>th</sup> May 2007, having been printed and circulated, were taken as read and signed as a correct record.

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

## COU15 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:

- A rope pull of a bell had been presented to the Mayor Councillor John Swain, in August 2006, by the Black Swan Association at its reunion at the Holiday Inn.
- A water colour had been presented to the Mayor Councillor John Swain by the Daniel Adamson Association.
- A Landscape painting of Runcorn Hill had been presented to the Mayor Councillor John Swain by the artist S. Smyth and Halton High School.

- A photo of the Widnes Vikings had been presented to Halton Borough Council.
- A glass bell and tie had presented to Halton Borough Council on 31<sup>st</sup> May 2007 by Mr James Truett who, 25 years ago, had been the Chief Development Officer for Runcorn Development Corporation (RDC). The bell, which bore the RDC logo, was presented to Mr Truett when the RDC concluded its business.
- A bronze plate had been presented to the delegation on its visit to Tongling in October 2006.
- A bronze ceremonial wine vessel had been presented to the Mayor Councillor Mike Hodgkinson by the president and delegation of Tongling on their visit to Halton in May 2007.
- A C.D. clock made by the Scouts to raise funds for the World Jamboree in Essex, had been presented to the Mayor Councillor Mike Hodgkinson by the North West Cheshire Scouts and Leaders representing Halton at the World Jamboree in Highlands Parl, Essix in August 2007.
- The Civic Service would be held at St Edwards Church, Ivy Street, Runcorn at 9.30am on Sunday 22<sup>nd</sup> July 2007. Members were invited to attend.

#### COU16 LEADER'S REPORT

The Leader of the Council reported on the following issues:

- Consultation was ongoing regarding a number of issues currently affecting the Borough, such as the Ineos Chlor proposal, Mersey Gateway, the Priory development and Building Schools for the Future (BSF).
- A cross-party group had been set up to look at BSF proposals.
- A report would then be submitted to the Executive Board in September / October in order to comply with the given timetable. Officers and the Children and Young People's portfolio holder were commended on the work carried out so far.

- The North West Regional Assembly was to be disbanded; therefore local authorities in the region would be responsible for agreeing the regional strategy.
- The neighbourhood agenda was being rolled out. Clarity was required as to how this would work; the intention was that this would be where residents' concerns and priorities would be discussed. In addition, there would be a budget to spend.

COU17 MINUTES OF THE EXECUTIVE BOARD

The Council considered the Minutes of the Executive Board held on 16<sup>th</sup> May, 7<sup>th</sup> June and 21<sup>st</sup> June 2007.

RESOLVED: That the minutes be received.

COU18 MINUTES OF THE EXECUTIVE BOARD SUB COMMITTEE

The Council considered the Minutes of the Executive Board Sub-Committee held on 19<sup>th</sup> April, 7<sup>th</sup> June and 21<sup>st</sup> June 2007.

RESOLVED: That the minutes be received.

COU19 MINUTES OF THE EXECUTIVE (TRANSMODAL IMPLEMENTATION) SUB-BOARD

The Council considered the Minutes of the Executive (Transmodal Implementation) Sub-Board held on 19<sup>th</sup> April 2007.

RESOLVED: That the minutes be received.

COU20 MERSEY GATEWAY EXECUTIVE BOARD

The Council considered the Minutes of the Mersey Gateway Executive Board held on 18<sup>th</sup> June 2007.

RESOLVED: That the minutes be received.

COU21 QUESTIONS ASKED UNDER STANDING ORDER NO.8

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

COU22 DECISION MAKING PROCESS - VILLAGE GREEN APPLICATIONS

The Council considered a report of the Chief Executive, which outlined the need to determine the decision making process to be applied in respect of applications to register Village Greens under the commons Act 2006 and its predecessor the Commons Registration Act 1965.

Members were informed that it was proposed that this decision be made by the Council itself rather than delegated to the Regulatory Committee. It was noted that the Constitution would be amended appropriately to reflect the decision.

RESOLVED: That

1. the decision on an application to register land as a Village Green under the Commons Act 2006 [and its predecessor the Commons Registration Act 1965] be made by the Council; and
2. the Chief Executive be authorised to amend the Constitution appropriately to reflect that determination.

#### COU23 MERSEY GATEWAY BRIDGE PROJECT - PROGRESS REPORT

The Council received a report, which outlined the progress made in the delivery of Mersey Gateway Bridge Project ("Mersey Gateway"). The Leader outlined the progress made to date, and the benefits the Borough would receive in having a new bridge.

It was reported that, without tolling, there could not be a new crossing. In addition, it was not feasible to toll just one bridge; however, it was hoped that there could be substantial discounts for residents, although no figures could be provided at present.

The following issues were discussed:

- the need for light rail and public transport to cross the New Mersey Gateway;
- whether tolling of the crossings would create a divide between Runcorn and Widnes;
- possible health benefits from the creation of the new bridge; and
- the possibility of capping tolling fees on a daily limit.

Members voted and it was unanimously:

RESOLVED: That

1. progress made towards delivering the Mersey Gateway Bridge be noted;
2. it be accepted that the financial case for Mersey Gateway Bridge can only be met through a tolling regime that encompasses both bridges, as without tolling the project is not deliverable; and
3. the Council seek to maximise toll discounts for local residents and frequent users.

#### COU24 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 recommendations put forward.

It was reported that there were a number of vacancies which would be filled by the Liberal Democrat group, who were to notify the Chief Executive of their representatives. In addition, Cllr Wainwright thanked Committee Services for their assistance in collecting this information.

RESOLVED: That representatives be appointed to outside bodies in accordance with:

- 1) the tabled report (see appendix to these minutes); and
- 2) the Liberal Democrat group notify the Chief Executive director of their new representation in respect of the remaining vacancies.

#### COU25 POLICY AND PERFORMANCE BOARDS' ANNUAL REPORTS 2006-2007

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.

RESOLVED: That the 2006-2007 Annual Reports submitted from the Policy and Performance Boards be received.

COU26 MINUTES OF POLICY AND PERFORMANCE BOARDS  
AND THE BUSINESS EFFICIENCY BOARD

*(NB Councillor Horabin declared a personal interest in Minute No. CYP11 due to being a Member of the Governing Body of Simms Cross Primary School.)*

The Council considered the reports on the work of the following Boards in the period since the meeting of the Council on 25<sup>th</sup> April 2007:

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

In receiving the minutes the following was noted:

- The Leader reported that the Council was in receipt of £250,000 from lottery funds to improve the health, well-being and lifestyle of people over 50;
- Councillor Osborne thanked the Members of the Safer Halton PPB for their sterling work and effort given over the year;
- Councillor Gilligan reported that the final Area Forum reviews had now all been completed and thanked the Working Party for their efforts;
- In relation to CS8 with regards to Council wide training provision, the Board considered that there could be reduced administration costs through joint working across departments; and
- In relation to CS7 Councillor Wainwright confirmed that the personal interest declared was his, rather than Councillor Nelson.

COU27 COMMITTEE MINUTES

The Council considered reports on the following Committees in the period since the meeting held on 25<sup>th</sup> April 2007.

Development Control



Standards  
Regulatory  
Appointments  
Statutory Joint Scrutiny



*Meeting ended at 7.44 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 19 July 2007 in the Marketing Suite, Municipal Building*

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

Apologies for Absence: Councillors

Absence declared on Council business: Councillor

Officers present: D. Parr, L. Butcher, B. Dodd, D. Johnson, D Tregaea, S. Williams, M. Winstanley, M. Baker and L. Cairns

Also in attendance: 1 Member of the press

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

EXB15 MINUTES

The Minutes of the meeting held on 21<sup>st</sup> June 2007 were taken as read and signed as a correct record.

**COMMUNITY PORTFOLIO**

*(NB Councillor Nelson declared a personal interest in the following item of business due to being a Board Member of Halton Housing Trust.)*

EXB16 HOUSING ALLOCATIONS POLICY CONSULTATION

The Board considered a report of the Strategic Director, Health and Community seeking approval to change the Council's Housing Allocations Policy with regard to accommodation offers made to homeless households and responsibility for undertaking first stage reviews of homelessness decisions.

It was noted that, further to the resolution of the Board on 15<sup>th</sup> March 2007, stakeholders had been consulted about the proposed changes to the Council's Housing Allocations Policy and the responses were outlined for

*Action*

consideration. In particular, Members noted the concerns regarding the proposal to adopt a “one offer within the Borough” approach to homeless households and the subsequent proposal to revise this to read “one offer in either Runcorn or Widnes as preferred by the applicant”.

The Board was advised that the Policy needed to be tailored to reflect the local supply and demand situation rather than simply follow recommended practice. However, in view of the vulnerability of the clients involved, Members requested that this be reviewed by the appropriate Policy and Performance Board and a further report be submitted to the Executive Board in 12 months’ time.

RESOLVED: That

- (1) the following revised wording to the Housing Allocations Policy be agreed – “Where the Council has a duty to secure accommodation for a homeless applicant, it will discharge that duty by making one offer only of suitable accommodation (under Part 6 of the Housing Act 1996), in either Runcorn or Widnes as preferred by the applicant. Whilst regard will be paid to the applicant’s preferred areas of choice within either Runcorn or Widnes, it may not be possible to meet such preferences given the shortage of accommodation.”;
- (2) future s202 homelessness reviews be undertaken by the Council’s Service Development Manager (Homelessness) or other nominated officer; and
- (3) a report be submitted to the Executive Board in twelve months’ time providing an update on how the revised Policy is working in practice.

*(NB Councillors Nelson and Wright declared a personal interest in the following item of business due to being Board Members of Halton Housing Trust. Councillor Gerrard declared a personal interest in the following item of business due to her husband being Landscape Services Manager at Halton Borough Council.)*

#### EXB17 HALTON HOUSING TRUST PROGRESS REPORT

The Board considered a report of the Strategic Director – Health and Community providing a further update on Halton Housing Trust’s progress since the Executive Board’s meeting of 16<sup>th</sup> November 2006.

Mr. Nick Atkins, Chief Executive of Halton Housing

Trust, attended the meeting to present his report setting out progress to date in delivering some of the key pledges prior to stock transfer and progress in meeting the Housing Corporation's regulatory framework. In particular, the following issues were discussed and noted:

- Difficulties had been experienced with one of the partners involved in delivering the investment programme; however, a plan was now in place to resolve this and so it was intended that the programme be accelerated, whilst maintaining standards, in order that it could be completed before schedule. A possible barrier to this was the legal governance arrangements that had previously been signed up to. However, following discussions with the newly appointed Regulation Account Manager, it appeared favourable that these covenants could be amended.
- An interim plan had been set in place for customers suffering problems with fencing and security. Each case was risk assessed and looked at individually considering issues such as the vulnerability of the resident and the contribution to wider crime.
- The consultation timeframe of 18 months in respect of the Environmental Improvement Programme had been set on the advice of Groundwork Mersey Valley who was undertaking the work. However, this would be completed in four tranches and, as each tranche came to an end, the Trust would be looking to start work in that area.
- Regarding the wider issue of climate change, the Trust had secured an alternative site to relocate its construction services team where there was sufficient space to recycle a higher proportion of materials. The Trust was also looking to procure materials from sustainable sources and was addressing in-house issues regarding recycling. Suppliers were being encouraged to look at alternative sources of fuel as part of any re-build programme and better use was being made of existing resources such as IT.
- It had been recognised that some aspects of Management Moves were overly complicated and this had now been resolved. It was anticipated that Choice Based Lettings would make the allocation process more transparent for applicants and the general public. In addition, a Business Analyst had

been appointed for a two year period to strip out inefficiencies in the organisation: this was already proving to be successful.

- Customer Liaison Officers were available to assist people in completing application forms. A customer panel had been established, which provided valuable feedback, and a number of customers had come forward to stand for election for Halton Housing Community Voices. As there were more applicants than seats, some would inevitably be disappointed. However, those who were would be contacted to see how area based work could be done on a more customer friendly basis.
- Since the transfer, the maintenance service had been enhanced to improve the green spaces. There had also been a number of specific initiatives where there were “hotspots”, for example intensive estate management and “clean up” days where everyone in the organisation went out with residents and Halton Borough Council services to clean specific areas.
- The help of Halton Borough Council, particularly the Chief Executive and the Strategic Director – Health and Community, was commended by Mr Atkin as being vital in the early stages of the Trust’s development. The Trust was now keen to play its part alongside the Council to help deliver the requirements identified in the Housing Needs Survey.

The Chairman thanked Mr Atkins for attending the meeting.

RESOLVED: That the progress set out in the report be noted.

#### EXB18 TRAVELLERS - PROVISION OF TRANSIT SITE

The Board considered a report of the Strategic Directors of Environment, and Health and Community, considering the need for, and options for, the provision of a permanent transit site for travellers within the Borough.

It was noted that, since December 2006, the approach to travellers had been to utilise a length of unused busway as a tolerated/accepted unauthorised encampment for travellers, working with them and managing the situation as opposed to chasing them from site to site. It was considered that this approach had been largely successful,

with savings for the Authority in the region of £200,000, and had led to increased co-operation between the Council and Police in swiftly dealing with the small number of other unlawful encampments that had occurred.

Members were advised that the site currently being used did not offer a permanent solution and there was a need to identify an alternative “transit” site location if the current success was to be built upon. Following research, a preferred site had been identified in accordance with the Needs Study set out in the report, next to an established permanent private caravan site between Warrington Road and the Manchester Ship Canal. This was land that was in Council ownership presently forming an area of informal greenspace not generally accessed or used by the public.

It was reported that, although readily available and on assessment likely to receive planning permission for the use intended, the land was not entirely without development difficulty; however, it was anticipated that the scheme could be provided within the identified budget at between 12 and 15 months from the date when authority was given to proceed.

The financial implications were outlined for the Board’s consideration and an estimate of the ongoing revenue implications were attached to the report.

The Board considered the following issues:

- There was a need for a written protocol between Halton Borough Council and the police formally setting out the agreement and responsibilities of each organisation. The Chief Executive confirmed that negotiations were currently ongoing regarding a draft protocol that would be signed in due course.
- The rents needed to be reassessed in order that the site could be cost neutral in revenue terms.
- The proposed site was located next to a permanent site in order to assist in the relocation of any travellers who wished to stay indefinitely.
- Further detail was to be sought regarding the costs involved.

RESOLVED: That

- (1) a detailed scheme be worked up to tender to confirm delivery within the set budget;
- (2) a further report on funding be presented to the

Executive Board once tenders have been received;

- (3) subject to this being confirmed, formal permissions/consents be applied for (September 2007); and
- (4) the Urban Renewal PPB be invited to review the approach proposed by the Executive Board and report back to the Executive Board on its findings.

#### EXB19 HOUSING CAPITAL PROGRAMME

The Board considered a report of the Strategic Director – Health and Community outlining the financial outturn for the 2006/07 Housing Capital Programme and seeking approval for an amended 2007/08 programme. It was advised that the programme previously agreed by the Executive Board on 15<sup>th</sup> March 2007 had been amended in light of the actual outturn for 2006/07. The only new scheme was the provision of an additional £28,000 to fund further necessary repair works at Belvedere supported housing scheme in Runcorn, for which the Council was still responsible.

RESOLVED: That the 2006/07 outturn be noted and the amended programme for 2007/08, as set out in the appendix, be recommended to Council for approval.

#### **ENVIRONMENT, LEISURE AND SPORT PORTFOLIO**

#### EXB20 INTER AUTHORITY AGREEMENT AND WASTE ACTION PLAN - KEY DECISION

The Board considered a report of the Strategic Director – Environment setting out the way in which the Council intended to discharge part of its Waste Disposal functions and seeking approval to move forward with the development and implementation of enhanced waste recycling services in Halton.

It was noted that a Members' Seminar had been held on waste management issues on 12<sup>th</sup> June 2007. This Seminar had set out the proposed future strategic and operational plans, including the implementation of enhanced recycling services and the partnership arrangement with the Mersey Waste Disposal Authority (MWDA). The Seminar had highlighted the significant financial implications associated with waste management and the major investment required in both the short and long term.



The Executive Board was now requested to consider and approve the delegation of defined aspects of the Council's waste disposal functions to allow MWDA to procure contracts on behalf of Halton, the principles of which would be detailed in a formal Inter-Authority Agreement (IAA) with the MWDA. Members were also asked to consider and approve Halton's Waste Action Plan, which had been updated following the Members' Seminar. Further information was provided within the report regarding the IAA and the Waste Action Plan.

The Board considered a number of issues including:

- the responsibility of contractors to replace splitting bins;
- who green bins were to be delivered to and how, if they were not required by a resident, the Council would collect the bin if requested to do so;
- the fact that the policy previously agreed, of not taking side refuse, was being phased in gradually;
- how a further 20 "bring sites" were to be identified across the Borough; and
- the fact that recycling facilities were being incorporated into developments as part of the planning process.

#### Reason for Decisions

A formal partnership agreement with the MWDA was required in order for Halton to be included in the procurement of Waste Treatment Services and facilities by the MWDA.

#### Alternative Options Considered and Rejected

The options that had been considered, and had led to a decision to work in partnership with the MWDA, were detailed in previous reports presented to the Executive Board.

#### Implementation Date

Implementation was expected by September 2007, following consultation between relevant Officers and Elected Members.

RESOLVED: That

- (1) the Council, acting under the authority of the Relevant Powers and in accordance with the Partnership

Ethos, enter into an arrangement with the Merseyside Waste Disposal Authority (“MWDA”) for the discharge by the MWDA of the functions of the Council (in its capacity as Waste Disposal Authority) specified in this resolution (“the Arrangement”) to achieve the Purpose;

- (2) the Strategic Director – Environment, in consultation with the Strategic Director – Corporate and Policy, the Portfolio Holder for Environment, Leisure and Sport, and the Portfolio Holder for Corporate and Policy, be authorised to take all actions and to make any decisions deemed appropriate in connection with and in the furtherance of the Arrangement (including entering into the Inter Authority Agreement referred to below), and any modifications to the Arrangement which may be agreed with MWDA from time to time;

- (3) in this resolution:

“the Relevant Powers” mean section 19 Local Government Act 2000, the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000 and all other enabling powers allowed by law;

“the Partnership Ethos” means that in the discharge of the Arrangement the Council and MWDA shall act in a spirit of openness and trust in their dealings with each other and shall mutually support and co-operate with each other to ensure the success and performance of the Arrangement;

“the Purpose” means achieving the provision of the procurement, creation and administration of the Principal Contracts which will facilitate the delivery of the Council’s waste management targets;

“the Principal Contracts” mean the contracts proposed to be entered into by MWDA and a contractor or contractors in relation to firstly, Waste Management and Recycling, and secondly, Resource Recovery;

“the Inter Authority Agreement” means the Inter Authority Agreement defined in paragraph (4);

- (4) “The Arrangement”:

the Council delegates to MWDA that part of its waste

disposal function as relates to the procurement of the subject matter set out in the Principal Contracts subject to the terms, restrictions and limitations contained or to be contained in a document entitled "Inter Authority Agreement" in respect of the procurement and management of the Principal Contracts, a draft of which has been produced to the Council;

- (5) the principles of the Waste Action Plan and the delivery of the pilot study contained within it be approved; and
- (6) the financial expenditure required to deliver the enhanced recycling services, as contained within Halton's Waste Action Plan, are considered following the monitoring of the pilot study, and during the budget setting process for 2008/09.

EXB21 LOCAL AUTHORITY CARBON MANAGEMENT PROGRAMME

The Board considered a report of the Strategic Director – Environment outlining the process for taking forward the Council's involvement in the Carbon Management Programme.

It was noted that, earlier in the year, the Council applied for, and was accepted onto, the Carbon Trust's Local Authority Carbon Management Programme (LACMP). This programme would guide the Council through a number of processes, which were set out in the report for the Board's consideration. The final step in the process was the development of a Carbon Management Strategy and Implementation Plan by March 2008 to reduce energy bills and carbon emissions over the next five years. In signing up to the programme, the Council had committed to specific terms and conditions as outlined in the report.

There were now a number of key steps to be taken. The initial step in the process was for the Council to develop a Project Plan setting out:

- what the Council wanted to get out of the programme;
- who needed to be involved;
- what the project would cover; and
- activities in the eleven month programme and when these would be completed by.

The Project Plan needed to be signed off by the

Executive Board and a copy was attached for consideration.

The Plan set a target of reducing the Council's carbon emissions by 33% by 2012. This was ambitious and, if it was to be achieved, would likely require some financial investment over the five-year period. However, the development of the Action Plan should lead to long term cost savings for the Authority. In particular, it was noted that the current remodelling work on Runcorn Town Hall provided an opportunity to be explored.

RESOLVED: That

- (1) the Carbon Management Project Plan be endorsed;
- (2) quarterly reports on progress be submitted to the Executive Board Sub-Committee and the Corporate Services Policy and Performance Board; and
- (3) on completion of the Action Plan, annual reports on progress be issued.

#### **HEALTH AND SOCIAL CARE PORTFOLIO**

##### **EXB22 JOINT COMMISSIONING STRATEGY FOR ADULTS WITH PHYSICAL AND/OR SENSORY DISABILITIES 2007-2011 - KEY DECISION**

The Board considered a report of the Strategic Director - Health and Community presenting a draft Physical and Sensory Disability (PSD) Joint Commissioning Strategy, for Adults with Physical and/or Sensory Disabilities, for adoption. The document set out the overarching strategy for the commissioning, design and delivery of services to people in Halton who were physically disabled (including those with sensory disabilities), their families and carers. It was noted that this was the first strategy to be produced for this group of people.

The strategy had been developed from consultation events involving all stakeholders and evidence from the Housing Needs Survey 2005. Managers and practitioners attended a workshop to further develop ideas that had emerged from consultation. In addition, a half-day action-planning event had been held in April, chaired by the Operational Director for Adults of working Age.

The policy implications and financial implications were outlined for the Board's consideration. As with any change programme, it was expected that the implementation

of the strategy would be met with resistance and objections. However, this would be managed by ensuring that all staff, service users and carers were fully informed of proposals and rationale, and by listening to and acting on their suggestions.

Reason for Decision

The strategy provided a focus for the commissioning of services for people with physical and sensory disabilities. The documents would facilitate better business planning for current and prospective provider organisations, and for the Council it would enhance and assure both quality and value for money in the provision of these services.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

It was intended to begin implementation of the strategy action plan immediately.

RESOLVED: That

- (1) the joint strategy be adopted; and
- (2) the Physical and Sensory Disabilities Local Improvement Team (LIT) take responsibility for implementation of the strategy and monitoring of progress.

EXB23 CAPITAL PROGRAMME FOR ADULT SOCIAL CARE DIVISION WITHIN 2007/8

The Board considered a report of the Strategic Director – Health and Community providing detailed information in relation to the proposals to develop and improve services within Adult Social Care through the use of capital resources.

In December 2006, the Department of Health issued guidance LASSL (2006) 2 outlining how Adult Social Services departments could access capital funding and the amount allocated. In Halton, Supported Capital Expenditure (Capital Grant) of £58,000 was allocated towards Adult Services in 2007/8. Other specific capital grants included the Mental Health Supported Capital Expenditure (SCE) grant for 2007/8 of £95,000. As the Council was Excellent under

CPA, it was able to use this grant for any capital purpose and alternative uses had therefore been identified. Additionally, a new ring-fenced capital grant to improve care homes of £150,000 had been introduced by the Department of Health for 2007/8.

It was noted that the total capital available for Adult Social Care was £303,000. Further details of how this money was to be allocated were outlined for the Board's consideration.

RESOLVED: That the Council be recommended to approve the Capital Programme for Adult Social Care within 2007/8 as outlined within the report.

### **PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO**

*(NB Councillor McInerney declared a personal interest in the following item of business due to being an employee of Halton Transport.)*

#### **EXB24 2007 DRAFT LOCAL TRANSPORT BILL**

The Board considered a report of the Strategic Director – Environment outlining the key changes proposed within the 2007 draft Local Transport Bill and advising on the intended response to the Department for Transport on the proposal.

It was noted that, in May 2007, the Department for Transport had published detailed plans to improve the quality of local bus services in a document entitled "Strengthening Local Transport Delivery: The Draft Local Transport Bill". The proposals built on the extensive review that was carried out into bus services across the country detailed in "Putting Passengers First" (December 2006). The draft Bill was intended to empower local authorities to develop local solutions to the local transport challenges they faced, consistent with the devolutionary principles set out in the Local Government White Paper "Strong and Prosperous Communities".

The key proposals for Halton fell into three areas:

- improving the quality of local bus services;
- reforming local transport governance; and
- taking forward local road pricing schemes.

The proposed changes, and related comments and issues, were outlined for the Board's consideration.

RESOLVED: That

- (1) the proposed changes facilitated by the draft Local Transport Bill be noted; and
- (2) the Operational Director – Highways, Transportation and Logistics, in consultation with the Portfolio Holder for Planning, Transportation, Regeneration and Renewal, be authorised to submit comments to Government on the Draft Local Transport Bill, reflecting those contained within the report.

**MINUTES ISSUED: 24<sup>th</sup> July 2007**

**CALL IN: 30<sup>th</sup> July 2007**

**Any matter decided by the Executive Board may be called in no later than 30<sup>th</sup> July 2007**

*Meeting ended at 3.50 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 6 September 2007 in the Marketing Suite, Municipal Building*

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

Apologies for Absence: Councillor Swain

Absence declared on Council business: None

Officers present: L. Cairns, G. Cook, D. Johnson, I. Leivesley, A. McIntyre, D. Parr and D Tregoe

Also in attendance: None

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

EXB25 MINUTES

*Action*

The Minutes of the meeting held on 19<sup>th</sup> July 2007 were taken as read and signed as a correct record.

**CHILDREN AND YOUNG PEOPLE PORTFOLIO**

EXB26 SUSTAINABLE SCHOOL TRAVEL POLICY 2007 - KEY DECISION

The Board considered a report of the Strategic Director – Children and Young People, fulfilling the requirement under the Education and Inspections Act 2006 to determine a Sustainable School Travel Policy. It was noted that there were four main elements to the duty, all of which had been drawn together in the proposed Sustainable School Travel Policy 2007/8.

Requirements placed on the Authority were outlined for the Board's consideration and it was noted that there was a need to update the policy on an annual basis. Although the document was supposed to be published on the Council's website by the end of August 2007, the Department for

Children, Schools and Families (DCSF) had recognised that, due to the short time-scales given to produce the document, some local authorities may be unable to meet the deadline. The DCSF was aware of Halton's progress.

Reason for Decision

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

Alternative Options Considered and Rejected

None.

Implementation Date

Academic Year 2007/08 and reviewed annually.

RESOLVED: That the Sustainable School Travel Policy 2007/8 be approved.

EXB27 2007 REVIEW OF THE CHILDREN AND YOUNG PEOPLE'S PLAN 2006-2009 - KEY DECISION

The Board considered a report of the Strategic Director – Children and Young People providing information on the Annual Review of the Children and Young People's Plan 2006/09. It was noted that the Plan was one of the statutory requirements introduced by the Children Act 2004 setting out the priorities, targets and actions by which the local authority and its partners would jointly achieve the five Every Child Matters Outcomes for children and young people in the Borough. The plan had to be reviewed on an annual basis and, this year, guidance had been received that the review of the plan would also be the authority's self assessment for the purpose of the Annual Performance Assessment (APA).

Information regarding the self-evaluation grades to be awarded were outlined for the Board's information. These would feed into the grades for the Children and Young People's block of the Audit Commission's Comprehensive Performance Assessment (CPA).

It was noted that the reduction of children and young people not in education, training and employment, and an increase in the qualification levels of young people in Halton, were the Children and Young People's Plan priorities for 2007 – 2009.

In relation to the qualification levels of young people in Halton, the Board congratulated officers within the Children and Young People Directorate on the excellent results recently received at Key Stage 2 and GCSE Level.

#### Reasons for Decision

This was a key decision as the plan was significant in terms of its effects on children and young people, families and communities in Halton.

#### Alternative Options Considered and Rejected

None.

#### Implementation Date

The Children and Young People's Plan would be reviewed annually and the review published in June of that year. The current Children and Young People's Plan was initiated in April 2006 and was applicable to 2009.

RESOLVED: That the 2007 Review of the Children and Young People's Plan 2006-2009 be endorsed.

### **COMMUNITY PORTFOLIO**

#### EXB28 HALTON PLAY PLAN AND LOTTERY FUND APPLICATION - KEY DECISION

The Board considered a report of the Strategic Director – Children and Young People providing Members with the 'final draft Play Plan' and information concerning Halton's bid for Play Projects to be funded through Big Lottery Fund – Play Initiative.

The Board noted that the need to improve the provision that was made for children to play was acknowledged in a range of national policy areas, and local authorities in England had a statutory duty, under the Children Act 2004, to co-operate in their provision for the enjoyment of play and recreation as part of the five key outcomes for children. The Secretary of State for the Department for Children, Schools and Families (DCSF), had recently announced projects to support the well-being of children with the focus on play, which enabled children to lead healthy, safe and happy lives, stating that the department would be taking on dual responsibility for play with the Department for Culture, Media and Sport to develop

fun, safe and effective children's play.

As part of the Big Lottery Funded/Play England "Children's Play Initiative", Halton had the opportunity to bid for £385,830 for play projects. Together with a £50,000 grant for wheeled sports facility at Runcorn Town Hall and a further £100,000 levered funding through WREN (Waste Recycling Environmental's landfill tax community fund), the total cost of the proposed projects was £535,830.

The timetable for the Big Lottery Fund application was set out and it was noted that a requirement of the bidding criteria was for authorities to develop and adopt a "local" Play Plan. Halton's Play Plan had been developed by the Play Partnership under the leadership of the Community Portfolio Holder who had agreed to take on the role of Play Champion.

The Board noted the positive contribution of the Plan and the extensive consultation undertaken but noted that there was a need to ensure Member involvement in all future consultation processes.

#### Reasons for Decision

The endorsement of the Play Plan was a criteria of Big Lottery Fund for authorities submitting funding applications to the Big Lottery Fund Play Initiative.

#### Alternative Options Considered and Rejected

An alternative was to not submit an application to Big Lottery Fund Play England Initiative. This option was rejected on the basis of a lost opportunity to access external funding.

#### Implementation Date

10<sup>th</sup> September 2007.

RESOLVED: That

- (1) the Play Plan be approved; and
- (2) the application for the Big Lottery Fund - Play Initiative Bid be endorsed.

#### **CORPORATE SERVICES PORTFOLIO**

The Board considered a report of the Strategic Director – Corporate and Policy detailing the recommendations of the Corporate Services Policy and Performance Board for improving the operation of Area Forums.

It was noted that the review had involved surveys, focus groups, interviews and visits to other local authorities. It had looked at how Forums had evolved in Halton, and had identified recommendations for further improvements. The report of the review was outlined at Appendix 1 of the report and the recommendations were set out in Section 5.

The Board considered the following issues:

- attendance at meetings;
- hard to reach groups;
- the cost associated with extra meetings;
- whether extra meetings would have a positive impact on attendance;
- the need to retain flexibility within Area Forums, so that they could tailor their style to meet local need; and
- the need to continue to access the views of hard-to-reach groups via a variety of methods already in place and to feed this information into the process, for example via neighbourhood management.

RESOLVED: That

- (1) option 3 – to retain the current forum arrangements, but to develop their role to increase participation by residents and partners - be supported;
- (2) each Area Forum retain flexibility in terms of the style and nature of their meetings;
- (3) the involvement of the Youth Forums in meetings be welcomed; and
- (4) the Strategic Director – Corporate and Policy prepare an action plan for the implementation of the Board's decision in the 2008/9 Municipal Year and regular progress reports be made to the Corporate Services Policy and Performance Board.

Strategic Director  
- Corporate and  
Policy

## **HEALTH AND SOCIAL CARE PORTFOLIO**

The Board considered a report of the Strategic Directors of Health and Community, and Children and Young People, and of the Director of Public Health – Halton and St. Helens Primary Care Trust (PCT), providing an overview of the requirement to produce a JSNA in line with Department of Health guidance.

It was noted that the JSNA was a process that resulted in the production of a document of significant strategic importance. The process, and subsequent documentation managed jointly by the local authority and PCT, described the future health, care and well-being needs of local populations and the strategic direction of service delivery to meet those needs over 3-5 years. The objective and nature of a strong and effective JSNA, together with the process to be undertaken, were outlined for the Board's consideration.

It was noted that discussions had already commenced with a range of key stakeholders and a timetable for completion of the JSNA had been produced. The Health Specialist Strategic Partnership (SSP) would be the responsible and accountable group to ensure that the document was produced in the timetables identified, with regular update reports to be made to the Executive Board, the Local Strategic Partnership, the PCT Board and the Healthy Halton Policy and Performance Board.

RESOLVED: That the process outlined in the proposed co-ordination section be supported and a draft JSNA be received in 2008.

## **NEIGHBOURHOOD MANAGEMENT DEVELOPMENT PORTFOLIO**

*(NB Councillor Nelson declared a personal interest in the following item of business due to being a board member of Groundwork Mersey Valley.)*

### **EXB31 GROUNDWORK MERSEY VALLEY**

The Board considered a report of the Strategic Director – Health and Community in relation to proposals from Groundwork Mersey Valley regarding the way its service was organised.

It was noted that Groundwork Mersey Valley was set up in 2001 as a new Trust with the transfer of staff from the

former Mersey Valley Partnership, an organisation working with local people and other organisations on a range of environmental improvement projects.

The Council had had a contractual agreement with Groundwork Mersey Valley since October 2001, which terminated on 30<sup>th</sup> September 2007. The proposal, as it affected Halton, was to merge Groundwork Mersey Valley and Groundwork Wirral into one organisation and then to extend its remit to cover the whole of Merseyside. The new Trust (Groundwork Merseyside), would be operational from April 2008.

Groundwork's view was that smaller Trusts were not sustainable in business terms, and were not geared up to taking a strategic approach to their objectives. In response to this, officers considered that, in principle and in business terms, the proposals appeared to be sound. However, there were some concerns, which were outlined for the Board's consideration.

RESOLVED: That

- (1) the proposals to merge Groundwork Mersey Valley and Groundwork Wirral be supported in principle, but the concerns raised in paragraph 4.2 of the report be forwarded to Groundwork and a response be requested; and
- (2) it be noted that the support in principle does not represent any financial commitment or support.

Strategic Director  
- Health and  
Community

EXB32 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

#### **CORPORATE SERVICES PORTFOLIO**

##### **EXB33 WIDNES VIKINGS RLFC**

The Board considered a report of the Strategic Director – Corporate and Policy outlining the actions taken by the Leader and Chief Executive, in accordance with Article 17.01 (c) of the Council's Constitution, in relation to the Widnes Vikings Rugby League Football Club.

RESOLVED: That the actions of the Leader and Chief Executive be noted.

**MINUTES ISSUED: 13<sup>th</sup> September 2007**

**CALL IN: 20<sup>th</sup> September 2007**

**Any matter decided by the Executive Board may be called in no later than 20<sup>th</sup> September 2007**

*Meeting ended at 3.00 p.m.*



**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 20 September 2007 in the Marketing Suite, Municipal Building*

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

Apologies for Absence: Councillors Nelson and Swain

Absence declared on Council business: None

Officers present: H. Cockcroft, E. Dawson, I. Leivesley, G Meehan, D. Parr, D Tregea, C. Halpin and J. Sutton

Also in attendance: None

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

EXB34 MINUTES

*Action*

The Minutes of the meeting held on 6<sup>th</sup> September 2007 were taken as read and signed as a correct record.

**COMMUNITY PORTFOLIO**

EXB35 DEPARTMENT OF COMMUNITIES AND LOCAL GOVERNMENT HOUSING GREEN PAPER "HOMES FOR THE FUTURE: MORE AFFORDABLE, MORE SUSTAINABLE"

The Board considered a report of the Strategic Director, Health and Community on the content of the Housing Green Paper "Homes for the future: more affordable, more sustainable" and to consider the implications for Halton and the wider City Region.

During his early days in office, the new Prime Minister made it clear that housing, and specifically affordable housing, would be a key priority area for his Government. The Housing Green Paper provided evidence of this commitment and set out how the Government intended to address the affordability issue, while minimising the impact

on the environment.

The Department of Communities and Local Government (DCLG) was consulting Local Authorities and other stakeholders on the range of ideas and proposals contained in the green paper. The deadline for submitting responses was 15<sup>th</sup> October 2007.

The Green Paper had three aims, each of which was outlined in the report along with delivery recommendations and the implications for Halton and the wider City Region.

(a) RESOLVED: That

- (1) Executive Board note the content of the Housing Green Paper and endorse the comments at 3.8 as the basis for Halton's response to be forwarded to the Department of Communities and Local Government (DCLG), the North West Housing Forum and Merseyside Policy Unit for inclusion in wider regional and sub regional responses.
- (2) Executive Board authorise the Chief Executive to contact neighbouring local authorities regarding the potential to explore development opportunities arising from the Green Paper as described in 3.8.2.

Strategic Director,  
Health and  
Community

#### EXB36 CAPITAL OF CULTURE - YOUTH FESTIVAL

The Board considered a report of the Strategic Director, Health and Community on the proposals for a Youth Cultural Festival in July 2008 as part of Halton's Capital of Culture programme, and which sought approval to begin to commit expenditure to support the event.

The Board had previously approved Halton's approach to its involvement in Capital of Culture subject to proper consideration of the financial implications as part of the 2008/9 Budget process. Part of the approach was the proposal to host a major Youth Festival in 2008. It was envisaged that all Merseyside's Authorities and their twin towns would be invited to participate in a two day show which highlighted and offered opportunities to exchange different local cultures.

A budget of circa £150,000 would be required to host the event. £40k would be made available via the Capital of Culture Company and other forms of funding, as detailed within the report.

It was noted that to allow the event to go ahead with

confidence however, the event needed to be underwritten to a maximum of £110,000. The Executive Board agreed this in principle at its meeting of 29 March 2007 subject to proper consideration of the financial implications as part of the 2008/9 Budget process.

In addition it was noted that the bulk of resources would be spent on providing infrastructure such as stages, marquees, toilets, stewards and other necessary health and welfare expenditure.

RESOLVED: That

- (1) authority be granted for orders to be placed to a maximum value of £50,000 to enable the Youth Cultural Festival in July 2008 to take place;
- (2) approval be given in principle to a further £60,000, subject to further detail and it being considered as part of the overall budgetary process;
- (3) a report outlining the full details of funding requirements for the event be submitted to a future meeting of the Board; and
- (4) consideration be given to the use of a variety of sites in addition to Spike Island.

Strategic Director,  
Health and  
Community

## **CORPORATE SERVICES PORTFOLIO**

### **EXB37 ANNUAL GOVERNANCE REPORT**

The Board considered a report of the Audit Commission on the 2006/07 financial statements. The Audit Commission was required to report to those charged with governance summarising the conclusions from their 2006/07 audit work, before they could give their audit opinion on the Council's financial statements. In addition, the Audit Commission was also required to report upon their work in respect of the Council's arrangements for securing value for money in its use of resources.

Mr J. Farmer and Mrs C. Williams of the Audit Commission addressed the Board to set out the key messages and the two recommendations which were outlined in the report. The overall conclusion of the report meant that the Council had secured an unqualified audit opinion.

The Board expressed its thanks to the Accountancy

Department for their efforts in securing an excellent result.

RESOLVED: That the report of the Audit Commission be received.

EXB38 LICENSING ACT 2003 STATEMENT OF LICENSING POLICY

The Board considered a report of the Council Solicitor requesting the authorisation of a consultation to review the Council's statement of licensing policy.

On 15<sup>th</sup> December 2004 the Council adopted a statement of licensing policy in compliance with its obligations under section 5 Licensing Act 2003. The licensing statement lasts for a three year period and must be re-adopted by the Council for successive three year periods. A licensing statement cannot be re-adopted before the completion of a consultation exercise.

It was noted that following completion of the consultation exercise any comments and recommendations received would be reported back to the Board for consideration.

RESOLVED: That a consultation exercise be undertaken in respect of the Council's statement of licensing policy in accordance with section 5(3) Licensing Act 2003.

Council Solicitor

**PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO**

EXB39 HALTON UNITARY DEVELOPMENT PLAN SAVED POLICIES

The Board considered a report of the Strategic Director, Environment seeking the Board's approval of the further 'saving' of policies from the Halton Unitary Development Plan (UDP) as part of the 'Development Plan'.

With the adoption of the Planning and Compulsory Purchase Act in September 2004, the system of old style plans was abolished. The 2004 Regulations which accompanied this Act, allowed the adopted Halton UDP to be automatically saved for a period of three years from either the date of commencement of Section 28<sup>th</sup> September 2004 or the date the plan was adopted, whichever was the latter. The UDP was adopted on 7<sup>th</sup> April 2005, therefore 'old' policies were automatically saved until 6<sup>th</sup> April 2008. The Act required authorities to apply to the Secretary of

State (via the Government Office) to issue a direction, if it became necessary to save specified policies beyond this three year period. This must be done six months prior to 6<sup>th</sup> April 2008 in Halton's case i.e. by 6<sup>th</sup> October 2007.

It was noted that the Halton Local Development Framework (LDF) was intended to replace the UDP. However, given the time taken to produce the documents contained within the LDF it would be necessary to continue to save many of the 'old' policies within the UDP for a number of years, whilst these LDF documents were being prepared.

This situation meant that the Council would have to make a request, to the Secretary of State, that a number of the 'old' adopted UDP policies were automatically saved beyond the automatic three years.

In addition it was noted that the Government would take compliance with a number of criteria, which were outlined within the report, into account when considering extensions to the UDP. Officers had analysed all UDP policies against these criteria and had produced two tables as a result detailing those policies that were intended to be requested as saved and those that were proposed not to be saved beyond the automatic three years.

RESOLVED: That

- (1) Policies listed within Appendix 1 are submitted to the Government Office for the North West (acting on behalf of the Secretary of State) with a request that they are 'saved' as part of the 'Development Plan' for Halton beyond the expiry of the automatic three year period from adoption of the Halton UDP;
- (2) Policies listed within Appendix 2 are submitted to the Government Office for the North West (acting on behalf of the Secretary of State) with a request that they are no longer maintained as part of the 'Development Plan' for Halton beyond the expiry of the automatic three year period from adoption of the Halton UDP;
- (3) The Operational Director (Environmental & 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 Government Office for the North

Strategic Director,  
Environment

West;

- (4) Further editorial and technical changes and/or correction of printing errors that do not affect the content be agreed by the Operational Director – Environmental & Regulatory Services before the document is published; and
- (5) The importance of replacing ‘saved policies’ with a new style Local Development Framework, starting with the progression of the Halton Core Strategy, is acknowledged.

#### EXB40 BUSINESS IMPROVEMENT DISTRICTS BALLOTS

The Board considered a report of the Strategic Director, Environment summarising the key elements of the Business Improvement Districts (BIDs) business plans for the Astmoor and Halebank industrial estates, the contents of which businesses, within the respective areas, would be balloted on during November/December 2007. The report also sought Executive Board approval to proceed with the ballot.

Members were advised that the Government legislated in the Local Government Act 2003 to allow partnerships between local authorities to set up BIDS. BIDS provide a means for local areas to develop and finance projects and services that would benefit localities such as town centres and industrial estates. This allowed businesses in a given area to lead on and develop their own unique area improvement plans, in addition to those provided and were funded by a levy on businesses within the specified area. The levy would be ring fenced for the area to fund the extra services and improvements identified in the proposal. Each bid was operational for a maximum of five years before a new vote to support the development of BIDS and to facilitate their establishment.

In addition the achievements for Business Led Steering Groups in Halton, the mechanisms for delivering BIDS and the governance, management and delivery of the Business Improvement Districts in Halton were outlined for Members consideration.

RESOLVED: That

- (1) the Strategic Director - Environment, in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal, be

Strategic Director,  
Environment

authorised to approve the final BIDs business plans for Astmoor and Halebank industrial estates to be voted on in the ballots;

- (2) the Strategic Director - Environment be authorised to take such other action as may be necessary to bring forward a BID at each of the two sites; and
- (3) the Strategic Director - Environment be authorised to undertake the ballot in accordance with government regulations in relation to Business Improvement Districts.

**Minutes Issued: 27<sup>th</sup> September 2007**

**Call in: 4<sup>th</sup> October 2007**

**Any matter decided by the Executive Board may be called in no later than 4<sup>th</sup> October 2007**

*Meeting ended at 3.00 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 18 October 2007 in the Marketing Suite, Municipal Building*

Present: Councillors Polhill (Chairman), D. Cargill, Gerrard, Harris, Nelson, Swain, Wright and Wharton

Apologies for Absence: Councillors McDermott

Absence declared on Council business: Councillor McInerney

Officers present: D. Parr, D. Johnson, I. Leivesley, M Reaney, D Tregaea and L. Derbyshire

Also in attendance: Councillor E Cargill, J Bennett and R Burke-Sharples (Primary Care Trust)

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

	<i>Action</i>
<p>EXB41 MINUTES</p> <p>The minutes of the meeting held on 20<sup>th</sup> September 2007 were taken as read and signed as a correct record.</p> <p><b>HEALTH AND SOCIAL CARE PORTFOLIO</b></p> <p>EXB42 HALTON HOSPITAL HEALTH CAMPUS CONSULTATION PROCESS</p> <p>The Board considered a report of the Strategic Director – Health and Community outlining the proposals for consultation on the use of Halton Hospital Health Campus by Halton and St. Helens Primary Care Trust (PCT), and the proposals to fully involve the Council in this process.</p> <p>It was noted that this consultation was in line with a recommendation in a report that had been commissioned by Halton Borough Council in June 2006: the PCT was recommending a five-stage process, which was outlined for Members' consideration.</p> <p>The Healthy Halton Policy and Performance Board had received a presentation from the PCT on 8<sup>th</sup> September 2007 and had raised a number of issues. Whilst the process</p>	

had been endorsed, the Board was seeking to ensure that all Members were fully involved in the process and that each phase was robustly scrutinised by it. The possibility of a seminar for all Members of the Council, to inform them of the PCT's proposals and offer an opportunity to contribute to the consultation process, was also explored. This would be arranged for 2008.

In this respect, the Board received a verbal presentation from representatives of the Primary Care Trust, Rebecca Burkes-Sharples and John Bennett.

The Board was advised that the PCT, in order to enhance health services in the community, would be consulting on the major priorities in the Borough; urgent and transitional care; lifestyle issues; cancer/coronary heart disease, social care/supported care; dentistry and sexual health. There would be a new approach to consultation – enquiring by designing which would help to build a sustainable future for Halton Hospital and bring health services together, which were designed by the population for the population. The enquire and design process (consultation) would take place over a twenty week period. A fact based analysis would also be undertaken on the current operating model.

The Board was further advised that the next stage of the process would be to consider who would deliver the services and how they would be delivered. A more detailed development of the start up plan was available to the Members.

Arising from the discussion, the importance of good media management and raising awareness in the Borough of the quality and services that were currently available at Halton Hospital was noted. The importance of the process clearly outlining what services could and could not be available on the site was also noted.

RESOLVED: That

- (1) the contents of the report be noted; and
- (2) the proposal to consult, and the involvement of the Council within the consultation process, be agreed.

**PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO**

Strategic Director  
– Health &  
Community

PROVISION OF OPEN SPACE SUPPLEMENTARY PLANNING DOCUMENT

The Board considered a report of the Strategic Director, Environment, which sought approval for the formal adoption of Supplementary Planning Document (SPD): Provision of Open Space as part of the Halton Local Development Framework.

It was noted that the Provision of Open Space SPD was to complement the Halton Unitary Development Plan, other corporate policy documents and the wider aims and objectives of partner agencies in recognising the importance of public open space within the Borough. The document ensured that, where appropriate, new residential developments made a financial contribution towards the establishment and enhancement of different types of public open space in Halton. In addition, the SPD provided practice advice to developers and their agents about how best to design open space. This was for those circumstances when new public open space was required to be provided as part of the development.

As required by statutory procedures, the SPD had been subject to a number of consultation stages, both with internal and external stakeholders and the public, as part of its production: Appendix B provided a record of the representations received and how they had been taken into account. In addition, the report outlined actions taken in respect of a Sustainability Appraisal and Habitats Regulations Assessment.

RESOLVED: That

- (1) the Supplementary Planning Document (SPD): Provision of Open Space be formally adopted as a Supplementary Planning Document and part of the Halton Local Development Framework;
- (2) the responses to the representations received at the public participation stages, as set out in the statement of consultation, be agreed; and
- (3) further editorial and technical changes that do not affect the content or intended purpose 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

**Minutes Issued: 22<sup>nd</sup> October 2007**

**Call in: 26<sup>th</sup> October 2007**

**Any matter decided by the Executive Board may be called in no later than 26<sup>th</sup> October 2007**

*Meeting ended at 2.50 p.m.*

**EXECUTIVE BOARD SUB COMMITTEE**

*At a meeting of the Executive Board Sub Committee on Thursday, 19 July 2007 in the Marketing Suite, 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, B. Dodd, A. McIntyre, P. Searing, M. Bennett, I. Bisset, G. Fitzpatrick, A. McNamara and M. Winstanley

Also in attendance: None

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

*Action*

**CHILDREN AND YOUNG PEOPLE PORTFOLIO**

ES10 TO SEEK A WAIVER OF CONTRACT STANDING ORDERS

The Sub-Committee noted that it was a requirement of the Building Schools for the Future (BSF) Programme that each authority establish and fund a BSF delivery team. In Halton a commitment was provided in the Strategy for Change Part 1 document submitted in October 2006 to form such a team to drive the development of the BSF Programme.

The pivotal position in the team was the post of BSF Programme Director. This position had been undertaken on an interim basis by Daniel Hennessey, from the MD Consultants, who had worked for Halton under contract for an average of four days per week from September 2006. As the Interim Project Director since September he had managed to acquire detailed knowledge of the secondary special provision, funding, school organisation, asset management and other challenges facing Halton in delivering the BSF Programme.

In addition, to his role in Halton as Interim Project

Director, Halton had benefited from his considerable national experience as a 4PS national advisor and Gateway Reviewer for BSF.

It was noted that advertisements for BSF Project Directors had ranged from £80,000 for posts in Salford and Portsmouth to up to £100,000 for the post in Suffolk. These were full time temporary posts, which would attract on costs and other benefits such as car allowance. To advertise a BSF Project Directors Post on the most senior Operational Director scale of 155 would provide an annual salary of £77,907, below the current market rate. After adding on costs and other benefits such as car allowance this post would cost in the region of £102,200 per annum for an estimated 215 working days per year an average cost of £475 per day. In order to increase capacity, in the last two months quotes were requested from several other consultancy firms. The daily rates provided ranged from £700 to £900 per day.

It was therefore proposed that the current Interim Project Director be offered a contract for 173 days per years, an average of four days per week at a daily rate of £416. This would cost a total of £71,968 per annum. In order to continue to secure the services of the consultant throughout the key early stages of the programme, it was suggested that the contract be let for two years initially until September 2009. A review of the contract would need to be undertaken no later than June 2009.

RESOLVED: That

(1) the Strategic Director Children and Young People be authorised to agree a contract for 173 days per annum at £416 per day for a period of two years initially until September 2009. To review no later than June 2009 the post of BSF Project Director; and

(2) Legal Services be requested to draw up a contract for the BSF Project Director role.

#### **PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO**

ES11 ENTERPRISE & EMPLOYMENT DIVISION – EXTERNAL CONTRACTS

The Sub-Committee considered a report which sought approval to accept new and extend contracts relating

to delivery of employment services as follows:

(i) Three Jobcentre Plus/European Social Fund (ESF) co-financed employment contracts due to terminate on 31<sup>st</sup> March 2007 but due to good contract performance, Jobcentre Plus offered to extend these contracts until 31<sup>st</sup> March 2008;

(ii) In Work Support Service to Incapacity Support recipients participating in the Pathways to Work Programme across the JCP Greater Mersey District (Halton, Knowlsley, St. Helens and Sefton), 12 month contract to provide up to 175 Incapacity Benefit recipients that move into employment with an In Work Support Service for a period of 26 weeks. The contract may be extended should the Pathways to Work Programme continue beyond 31<sup>st</sup> March 2008;

(iii) Learning and Skills Council (LSC) had awarded a contract of £25,000 that would contribute to the cost of developing an Apprenticeship Programme to co-ordinate the development of a 20 place programme by 31<sup>st</sup> March 2008; and

(iv) LSC/ESF co-financed project to provide a Public Sector Demand Led Employment Routeway Programme for unemployed adults and young people in Halton. The value of the contract was £183,000 and aimed to support 60 people through the programme by 31<sup>st</sup> July 2008 with 32 progressing into employment.

RESOLVED: That

(1) the Operational Director, Economic Regeneration Service, be authorised to accept the new and extended contracts for the Delivery of Employment Services as detailed above; and

(2) the Operational Director, Economic Regeneration Service, be authorised to extend the term of existing contracts and enter into new contracts for the Delivery of Employment Service contracts. The Operational Director would ensure that any new or extended contracts would be on the basis that –

(i) Contracts of Employment of Council employees engaged in providing services under these contracts are co-terminous with the length of the delivery contract;

(ii) no additional posts within the Council would be established to undertake work under employment service

contracts unless they have been approved through the Council's establishment procedures; and

(iii) he will liaise with the Operational Director, Exchequer and Customer Services to determine that there is adequate insurance cover for the delivery of the service.

ES12 WAIVER OF STANDING ORDERS TO ALLOW RESURFACING OF DITTON ROAD USING THE COLAS REPAVE PROCESS

The Sub-Committee considered a report which sought approval for the waiver of Procurement Standing Order 3.1 to allow appointment of Colas Limited to undertake the resurfacing of Ditton Road using their sustainable Repave process.

Ditton Road was a highly used section of the Borough's highway network, particularly with regard to HGVs. There was a 1.1km section of it which was considered to be in extremely poor condition and was a major source of public complaint. It was noted that there two main engineering problems with this length of highway. Firstly, there was a nine year old utility trench running the full length of the proposed section which was in poor condition and required reinstatement. Secondly there was a problem with localised poor vertical alignment due to the nature of the underlying galigu material. This was an industrial waste product which is thixotropic and was settling and moving non-uniformly.

The Repave process was currently unique to Colas Limited and so it was not possible to directly seek comparable alternative quotes. It was a tried and tested process which met Highways Agency Specification and had been successfully used on a wider range of projects for local authorities, Highways Agency trunk roads, motor racing circuits, airport runways and taxi ways. The cost of the work including traffic management would be in the order £70k as opposed to 120k for a traditional 50mm plane and relay contract delivered through the term maintenance contract.

RESOLVED: That Standing Orders 3.1 be waived and Colas Limited be engaged to undertake the resurfacing of Ditton Road using their Repave process.

ES13 PROMOTIONS & TOURISM FEES AND CHARGES - 2007/08



The Sub-Committee considered the proposed fees and charges to be applied by the Promotions and Tourism Service for the financial year 2007/08. It was suggested to increase the current fees and charges by 2.5% in 2007/08, which was consistent with increases applied by other departments in the Council.

In order to ensure that the fees and charges offered a degree of flexibility to enable discounting and special offers to be made for bulk purchasing etc., it was proposed that the Tourism and Promotions Manager agree any offers in advance with the Operational Director for Regeneration and that a record be maintained for audit purposes.

RESOLVED: The proposed fees and charges for 2007/08 as outlined in the report be approved

ES14 DISPOSAL OF LAND AT THOMAS STREET, RUNCORN

The Sub-Committee considered a report which sought approval to dispose of a vacant site of land at Thomas Street, Runcorn. The site was located within a residential area and therefore it was anticipated that it would be sold for residential development. A statement from the Planning Officer would be included in the particulars.

There had been limited interest in the site for development, however it was now being brought forward because of recent incidences of fly tipping and therefore it was recommended that the site was offered for sale by auction. It was anticipated that a capital receipt would be received in excess of £50,000.

RESOLVED: That approval be given to dispose of the property by auction.

**HEALTH AND SOCIAL CARE PORTFOLIO**

ES15 DIGNITY IN CARE

In 2007/08 the Department of Health announced the award of £67.7m National Dignity in Care Grant. The grant funding aimed to enhance the physical environment in care homes as part of the Government's Dignity Campaign, which placed dignity and respect at the heart of caring for older people. The grant was ring-fenced for this purpose only and Councils were asked to act as agents for the expenditure of the resources.

The Sub-Committee was advised on Halton's indicative allocation of £150,000 from the Department of Health (DOH). The award was subject to the submission of proposals on how the funding would be used to improve the lives of local people. Halton's providers were invited to submit proposals for improvement in line with the national criteria. As part of our responsibility for co-ordinating the allocation of the grant to Care Home providers, a multi-agency panel was convened to consider all applications on a fair and equitable basis. Following the evaluation of bids, proposals from fifteen care homes in Halton were submitted to the DOH for final approval.

Details of the specific improvements which would directly benefit residents in Halton care homes was set out in the report. It was noted that the improvements listed exceeded £150,000 in value. A number of providers were match funding or supplementing the DOH grant in order to deliver service improvements.

Subsequently the Department of Health had now approved Halton's submission for £150,000 and local providers had been advised that they could proceed with the work. Payment would be made on completion of the work.

RESOLVED: That the Sub-Committee note and endorse the allocation of Dignity in Care Grant to care homes in the Borough.

ES16 REQUEST TO WAIVER STANDING ORDERS RELATING TO CONTRACTS EXCEEDING £50,000 BUT LESS THAN £1,000,000.

Within Halton, around 190 adults with learning disabilities were being supported to live in their own tenancies either through Supporting People Grant or the ALD pooled budget. There were a further 20 plus people waiting for similar opportunities.

A residential social landlord was securing three new build properties in Widnes to set up five long-term assured tenancies for Adults with Learning Disabilities. The Council would have nomination rights to these tenancies for up to 20 years and five individuals had been identified as prospective tenants.

The proposed start date for the tenancies was 1<sup>st</sup> August 2007. The five people selected had a range of

abilities and would require varying levels of support. The estimated total annual cost of service was £120,000 and preferred contract period was for three years with an option to extend to five. This would offer the stability required for individuals to lead a fulfilled life.

Given the timescales for the support services to commence in August, compliance with the tendering requirement of Procurement Standing Orders Part 3, 3.1 to 3.7, was not practicable. It was therefore proposed to invite quotes, in writing, for specified services from more than three agencies. These agencies would be chosen from those already providing services to the Council together with selected Autistic Spectrum Disorder specialist providers.

It was anticipated that this approach would still achieve financial advantage through competition and secure value for money for the Council.

RESOLVED: That

- (1) Standing Orders 3.1 to 3.7 are waived; and
- (2) the process for obtaining quotes, outlined in the report is followed and the Operational Directors for Adults of Working Age be given delegated responsibility to enter into a contract(s) from this exercise.

## **CORPORATE SERVICES PORTFOLIO**

### **ES17 TREASURY MANAGEMENT - 1ST QUARTER**

The Sub-Committee considered a report which reviewed activities and Treasury Management for the 1<sup>st</sup> quarter of 2007/08.

It was noted that all policy guidelines including the prudential indicators had been complied with.

RESOLVED: That the report be noted.

### **ES18 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 for CLS Care Services Limited.

RESOLVED: That:

(1) under the provisions of Section 47, Local Government Finance Act, 1988, the following application for Discretionary Rate Relief be refused:

CLS Care Services Limited                      20%

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

The Committee considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Committee 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 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, exempt information will be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

**HEALTH AND SOCIAL CARE PORTFOLIO**

ES19 LEGIONELLA INCIDENT - KINGSWAY LEISURE CENTRE  
2006

This item was withdrawn.

**CORPORATE SERVICES PORTFOLIO**

ES20 DISPOSAL OF THE LEASEHOLD INTEREST IN THE  
HALTON BUSINESS FORUM (FORMERLY WIDNES  
TOWN HALL), VICTORIA SQUARE, WIDNES

The Sub-Committee considered a report which sought approval to grant a 150 year lease of the Halton Business forum, Victoria Square, Widnes to Bridge Leisure Limited. The timetable for completion of the lease was proposed by late autumn and ready for opening Summer 2008

RESOLVED:

(1) Approval be granted to enter into single tender negotiations with Bridge Leisure Limited; and

(2) Approval be granted to enter into a 150 year lease subject to all other terms being approved by the Strategic Director Corporate and Policy and Council Solicitor in conjunction with the appropriate portfolio holder.

**MINUTES ISSUED: 3<sup>rd</sup> August 2007**

**CALL IN: 9<sup>th</sup> August 2007**

**Any matter decided by the Executive Board Sub Committee may be called in no later than 3<sup>rd</sup> August 2007**

*Meeting ended at 10.37 a.m.*

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**EXECUTIVE BOARD SUB COMMITTEE**

*At a meeting of the Executive Board Sub Committee on Thursday, 6 September 2007 in the Marketing Suite, Municipal Building*

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Ferguson, P. McCann, M Noone and B. Dodd

Also in attendance: None

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

	<i>Action</i>
ES21	MINUTES
	The Minutes of the meeting held on 19 <sup>th</sup> July 2007 having been printed and circulated, were taken as read and signed by the Chairman as a correct record.
	<b>QUALITY AND PERFORMANCE PORTFOLIO</b>
ES22	CAPITAL OF CULTURE - YOUTH FESTIVAL
	This item was withdrawn.
	<b>CORPORATE SERVICES PORTFOLIO</b>
ES23	TREASURY MANAGEMENT 2006/7
	The Sub-Committee considered a report which reviewed activities on Treasury Management for the year 2006/07.
	The Annual Report covered:-
	- the Council's current Treasury position;
	- performance measurement;
	- the borrowing strategy for 2006/07;

- the borrowing outturn for 2006/07;
- compliance with Treasury limits;
- investments Strategy for 2006/07;
- investments outturn for 2006/07;
- debt rescheduling;
- other issues.

It was noted that during the year the Council had complied with the Treasury limits set out in the Council's Treasure Policy Statement and Treasure Strategy Statement.

RESOLVED: That the report be noted.

**N.B COUNCILLOR NELSON DECLARED A PERSONAL AND PREJUDICIAL INTEREST AND LEFT THE ROOM DURING CONSIDERATION OF THE ITEM BELOW AS A FAMILY MEMBER IS A BOARD MEMBER OF HALTON HORNETS ARLFC**

ES24 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 two applications for Discretionary Non Domestic Rate Relief from:

Halton Farnworth Hornets ARLFC;  
Halton Haven Hospice.

RESOLVED: That -

Under the provisions of Section 47, Local Government Finance Act 1988, Discretionary Rate Relief be granted to the following organisations at the percentage indicated, for the period from 1<sup>st</sup> April 2007 or the commencement of liability, whichever is the later, to 31<sup>st</sup> March 2009;

Halton Farnworth Hornets ARLFC	20%
Halton Haven Hospice	20%

ES25 2007/08 QUARTER 1 SPENDING

Strategic Director  
Corporate and  
Policy



The Sub-Committee considered a report which summarised the overall spending position against the Council's Revenue Budget and Capital Programme across all departments up to the first quarter of the year.

In overall terms, revenue expenditure at the quarter year position was below the budget profile. However, as the profile was only a guide to eventual spending and as yet the 2007 Pay award had not been settled and the Pay and Grading Review was yet to be finalised. It was important that budget managers continued to closely monitor and control spending to ensure that overall spending remains in line with budget by year end. Within the overall position there were some significant variances and details of these were outlined in the report.

With regard to capital it was reported that spending represented only 14% of the total programme of £36.8m. Although historically capital expenditure was significantly higher in the latter part of the financial year, it was important that project managers kept projects and spending on schedule and in particular to ensure that all external funding was maximised. All capital project managers were currently providing quarterly spending profiles for each scheme, in order that actual spend can be compared to planned spend each quarter during the remainder of the year.

RESOLVED: That the report be noted.

## **PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO**

### **ES26 PURCHASE OF CCTV SURVEILLANCE EQUIPMENT**

The Council's main town centre security CCTV system was acquired over ten years ago, with the initial project being tendered in accordance with Standing Orders and won by Technology Solutions Limited of Rawtenstall. Having successfully won the first contract for the installation of the CCTV security system and control room, Technology Solutions Limited had successfully bid to install equipment at extra locations throughout the Borough. In addition, in October 2005 Technology Solutions tendered for and won a term maintenance and repair contract for the CCTV system which would expire at the end of 2010.

It was also noted that in January 2007 the Executive Board Sub-Committee agreed to waive purchasing standing orders in relation to Technology Solutions Limited being

awarded the work to install a wireless communications link from Widnes to the CCTV control room at Runcorn Town Hall in the value of £48,949.

Technology Solutions Limited were major contractors to several other authorities in the area and over the years the firm have been unstinting in the assistance and advice they have provided without charge in a very specialist, technically advanced and fast evolving area where rival firms tend to come and go regularly.

It was proposed that, given the extensive knowledge of and commitment to Halton, acquired by working in the area for many years and their complete understanding of the existing CCTV security system, Technology Solutions were in unique position to be able to supply and install new equipment at minimal cost. In addition, should maintenance issues arise, there were advantages of having one contractor working on such a technologically advanced system.

The report requested that standing orders be waived to allow a total work limit of £125,000 up to the end of 2010 to Technology Solutions Limited.

It was noted that the Legal Department were satisfied with the reasons for waiving Standing Orders on this occasion.

RESOLVED: That –

(1) Financial Standing Orders relating to the supply and installation of CCTV security equipment to a total value of £125,000 be suspended until the end of 2010 and the work be placed with Technology Solutions Limited of Rawtenstall at the discretion of the Operational Director – Highways Transportation and Logistics, though not on a guaranteed basis; and

(2) The option to use Financial Standing Orders be retained for the supply and installation of CCTV security equipment, to be used at the discretion of the Operational Director (Highways, Transportation and Logistics) as the situation demands

Strategic Director  
Environment

**MINUTES ISSUED: 11<sup>th</sup> September 2007**

**CALL IN: 17<sup>th</sup> September 2007**

**Any matter decided by the Executive Board Sub Committee may be called in no later than 17<sup>th</sup> September 2007**

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*Meeting ended at 10.25 a.m.*

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**EXECUTIVE BOARD SUB COMMITTEE**

*At a meeting of the Executive Board Sub Committee on Thursday, 20 September 2007  
in the Marketing Suite, Municipal Building*

Present: Councillors Wharton (Chairman) and Harris

Apologies for Absence: Councillor Nelson

Absence declared on Council business: None

Officers present: M. Reaney, G. Ferguson, A. Denton, J. Hatton, A. Page and J. Goacher

Also in attendance: None

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

ES27 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

*Action*

The Committee considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Committee 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 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, exempt information will be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

### **CORPORATE SERVICES PORTFOLIO**

#### **ES28 GARAGE SITE COLONY, SURREY STREET, RUNCORN**

The Sub-Committee considered a report which sought approval to dispose of the garage site colony at Surrey Street, Runcorn. The land at Surrey Street was currently let as 12 garage plots which were let on monthly tenancies. In April 2007 the Council was approached by a developer wishing to acquire the land at Surrey Street to include in his adjoining development site. The developer had offered £30,000 for the site subject to the garage tenancies and an obligation that the developer shall enter into negotiations with the existing tenants to provide alternative accommodation.

RESOLVED: That approval be granted to sell the land to Barros/Parker Developments at a figure of £30,000.

Strategic Director  
Corporate and  
Policy

#### **ES29 DISPOSAL OF LAND AT LIVERPOOL ROAD, WIDNES**

The Sub-Committee considered a report which sought approval to dispose of the former Ditton Junior School site. Following marketing 17 firms had submitted sealed offers opened on 28<sup>th</sup> June 2007. Following examination of the bids only four were deemed to be worthy of further detailed consideration in relation both to the brief issued and being of reasonable value. These firms were approached and asked to remove or reduce their qualifications to allow a more reliable comparison. All four firms amended their bids, taking out the majority of qualifications. The highest net offer that fully complied with the brief was submitted by Harron Homes in the sum of £1,495,000.

RESOLVED: That approval be given to sell the land to Harron Homes.

Strategic Director  
Corporate and  
Policy

**PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO**

ES30 TAKING FORWARD THE 'ENTERPRISE' GAME

The Sub-Committee received an update on the work of Halton Education Business Partnership (Halton EBP) to sell the Enterprise Game (a learning resource developed in partnership with Halton Secondary and Special Schools) and to seek approval to take appropriate steps to build on that considerable success.

Discussions had taken place both with the Halton Association of Secondary Heads and with the Senior Management Team of Children and Young People to investigate if, and how the capacity might be created within Halton EPB to best implement the next steps. The proposal endorsed by both, was to re-invest some of the emerging income streams from game sales in appointing a Team Leader for Halton EPB to free up the equivalent of 3 days per week for the EPB Manager to maximise the opportunities for Halton being created by the demand for the Enterprise Game. Ongoing progress reports would feed into the 14-19 Partnership and the Senior Management Team of Children and Young People.

In addition, following further specialist advice, Halton EPB had instructed Potts Kerr and Co. to make three European Community design applications to better protect the Council's own intellectual property rights associated with emerging editions of the game. The EPB was currently also exploring in which specific countries extending such protection might offer good value for money.

RESOLVED: That in relation to the Enterprise Game

- (1) the progress report be noted;
- (2) the proposed next steps as set out in the report be approved for implementation by the Strategic Director Children and Young People, in consultation with the relevant portfolio holder;
- (3) the Strategic Director Children and Young People report back to Executive Board Sub-Committee in 2008 on the commercial opportunities and options that may become available to Halton and on actions taken under this Minute, which will include investigation into setting up a separate trading arm to bring additional monies into the Council; and

Strategic Director  
Children and  
Young People

(4) the Strategic Director Children and Young People, in consultation with the relevant portfolio holder, be authorised to take such actions as may be necessary within Council's policies and procedures further to develop the game in the Council's interests;

(5) Procurement Standing Orders 3.1-3.7 and 3.9-3.10 (contracts £50,000-£1M) and 4.1-4.3 (contracts £0-£50,000) be waived in connection with all contracts for services and supplies for the development, promotion, marketing and sale of The Enterprise Game and its associated variants awarded by or on behalf of the Strategic Director Children and Young People.

ES31 CASTLEFIELDS REGENERATION PROGRAMME

The Sub-Committee received a report which sought approval for the disposal of the Castlefields Community Centre to Partners 4 Lift and for the receipts to be used to contribute to the funding package required to build a new Community Centre as set out in the Castlefields Regeneration Master Plan. The report included pre-tender cost estimates for the new Community Centre, the District Valuer's value of the land and details of the Capital Budget for the new Community Centre. In order to assemble the budget it was essential that the Capital Receipt for the land sale of the existing Community Centre, together with that of the old Youth Centre site were used to help fund the new Centre.

RESOLVED: That

(1) the Capital Receipts from the sale of the existing Community Centre be used to part fund the new Centre; and

(2) the Strategic Director Corporate and Policy in conjunction with the Executive Board Member Corporate Services be authorised to sell the existing Castlefields Community Centre owned by Halton Borough Council to Partners 4 Lift.

Strategic Director  
Environment

**MINUTES ISSUED: 26<sup>th</sup> September 2007**

**CALL IN: 2<sup>nd</sup> October 2007**

**Any matter decided by the Executive Board Sub Committee may be called in no later than 2<sup>nd</sup> October 2007**



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*Meeting ended at 10.40 a.m.*

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**EXECUTIVE BOARD SUB COMMITTEE**

*At a meeting of the Executive Board Sub Committee on Thursday, 18 October 2007 in the Marketing Suite, Municipal Building*

Present: Councillors Wharton (Chairman), Harris and Nelson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, G. Ferguson, A. Cross, B. Dodd, A. Gore, G. Hazlehurst, J. Hughes and A Scarisbrick

Also in attendance: None

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

ES32 MINUTES

The Minutes of the meeting held on 6<sup>th</sup> September and 20<sup>th</sup> September 2007 were taken as read and signed as a correct record.

**CORPORATE SERVICES PORTFOLIO**

ES33 SPIKE ISLAND - CANAL LOCK GATES

The Sub-Committee considered a report which sought a waiver of Standing Orders to allow for single tender action in respect of the replacement of one pair of lock gates at Spike Island.

It was reported that in addition to the problem with the gates, there was an on-going problem of silt build up, both within the lock and on the river side of the outer gates, this had now reach the stage where if the silt on the river side was left it may soon begin to restrict craft from entering and exiting the lock.

KD Marine a Runcorn based firm who specialised in barge and ship operations, inclusive of canal and lock maintenance work had carried out all maintenance works

*Action*

associated with the canal over the past few years.

It was proposed that the Council contract KD Marine to install the gates as they provide a very good service, and as such they would be maintaining the gates in the future. KD Marine had provided a quotation for the remedial works of £58,250, this being inclusive of the replacement of the outer gates together with the silt removal where required. This included the supply of the gates and paddles themselves which was a sub-contract element of £32,550. The sub-contractor in this case was Calderdale Borough Council. The second element of the work amounting to £25,700 consisted of the de-silting of both the lock chamber itself and the area to the river side of the lock. Set up and security costs are also included in the above figure. An allocation covering the total amount had been made in the 06/07 Repairs and Maintenance Programme.

A waiver of Standing Orders was sought as requesting tenders may lead to the appointment of a contractor other than KD Marine, it would be likely that they would not be local to the area, and as such it was unlikely that the Council would get the same level of after-service as we would with KD Marine as they are locally based.

RESOLVED: That the Operational Director Property Services be authorised to award the contract for the replacement of the outer lock gates at Spike Island to KD Marine in the sum of £58,250, and in light of the exceptional circumstances namely that the work is of such a specialist nature and in accordance with procurement SO 1.6 standing orders 3.1-3.7 and 3.10 be waived on this occasion in view of the fact that compliance with standing orders is not practical because the requirements can only be reasonably delivered by KD Marine, due to the specialist nature of the work, which includes the provision of new gates, together with the associated de-silting operations.

Strategic Director  
Corporate and  
Policy

ES34 INVEST TO SAVE FUND

The Sub-Committee was advised that the Invest to Save Fund was established earlier this year and totalled £1m. The purpose of the fund was to provide “up front” monies from which sustainable savings were generated to help balance the Council’s budget. The Invest to Save criteria was outlined in the report and the following two proposals had met the criteria:

	Cost £000's	Annual Savings £000's
Halton Stadium - Energy Savings Measures	49	18
Various Buildings -Install Powerpefectors	137	40

These two proposals would utilise £186,000 from the fund and generate annual savings £58,000.

RESOLVED: That the proposals be approved.

Strategic Director  
Corporate and  
Policy

ES35 TREASURY MANAGEMENT 2007/08 2ND QUARTER:  
JULY-SEPTEMBER

The Sub-Committee considered a report which reviewed activity in Treasury Management for the Second Quarter 2007/08.

It was noted that all policy guidelines including the Prudential Indicators had been complied with. With regard to the approved counterparty list, the Sub-Committee noted that Northern Rock was on the Council's list of approved counterparties.

Although the Bank had forecast a downturn in profits this year from £650m to £500m due the increased cost of borrowing and had seen its long-term credit rating downgraded from A+ to A-, in all other respects it remained a sound mortgage based financial institution.

RESOLVED: That the report be noted.

**PLANNING, TRANSPORTATION, REGENERATION AND  
RENEWAL PORTFOLIO**

ES36 SPECIAL EDUCATION AND HEALTH & COMMUNITY  
TENDERED TRANSPORT CONTRACTS

Deferred.

ES37 JOINT OR PARTNERSHIP ARRANGEMENT FOR THE  
COMMISSIONING OF A CROSS-BOUNDARY  
EMPLOYMENT LAND AND PREMISES STUDY WITH  
DEFERRAL TO SEFTON MBC'S STANDING ORDERS

FOR THE CONDUCT OF THIS COMMISSION

In order to provide a full and robust evidence-based support for the development of the Council's Local Development Framework (LDF), including the core strategy, it was necessary to undertake an Employment Land and Property Review.

In line with Government Best Practice Guidance and in response to the policy approach being taken in the emerging Regional Spatial Strategy, it was most prudent for this review to be undertaken at a Sub-Regional level. Unfortunately, due to timing and other issues it had not been possible to co-ordinate a single study for the full Merseyside Area, however Sefton MBC, Knowsley MBC and West Lancs District Council had invited Halton to participate in a jointly commissioned study. This approach should provide benefits to Halton both in terms of the overall cost of the study and the quality of the resultant output.

The estimated cost for the overall study (covering the four authorities) was up to £140,000 with the cost to Halton expected to be in the region of £30,000 up to £40,000. The cost had been budgeted for and would be met from existing resources.

In order to aid the efficient management of the study, it was intended that one authority would act as the lead or commissioning authority for the issue and receipt of tenders and the handling of payment of fees to the contracted consultant. The lead authority would invoice the other partner authorities for payment of agreed costs at the appropriate intervals. Sefton MBC had agreed to take on the role of lead commissioning authority for this study. As a result, the contract would be entered into solely by Sefton MBC on behalf of itself and its partner authorities.

The partner authorities (including Halton) would be fully represented on this Study Steering Group that would draft the study brief, select the winning consultants and manage the study through to completion.

RESOLVED: That

(1) the Planning and Policy Division be authorised to enter into a partnership arrangement with Sefton MBC, Knowsley MBC and West Lancs District Council to jointly commission a cross-boundary Employment Land and Property Review; and

Strategic Director  
Environment

(2) approval be given for Sefton MBC to act as the commissioning authority and under the provisions of Section 1.15c of Procurement Standing Orders, that the Standing Orders of the Authority (Sefton) shall apply to contracts entered into for the delivery of this Study.

## **ENVIRONMENT, LEISURE AND SPORT PORTFOLIO**

### **ES38 PRELIMINARY ESTIMATES FOR THE REPLACEMENT OF THE COUNCIL'S FLEET OF VEHICLES AND PLANT**

At present, the Council operated 109 vehicles and 88 items of plant and machinery acquired through tendered contracts on a contract hire basis. 48 of these fleet items with a combined capital value of £1.5m were now approaching their respective contract expiry dates. Whilst there was an existing supply contract in place until December 2007, which could be used for the replacement of these fleet items, an alternative procurement approach had been explored which had highlighted alternative, more cost effect acquisition methods than under the current arrangements.

During September, Sector Treasury Management were commissioned to carry out an options appraisal on different financial methods of fleet acquisition and to compare these against the cost of the contract hire. The alternative methods suggested were: Operating Lease, Finance Lease and Borrowing.

The Sub-Committee were advised on the appraisal exercise which demonstrated that a 'one size fits all' approach would not be in the Council's interest, but the flexibility of using all of the different methods depending on a number of factors including interest rates, residual values, vehicle capital costs, repayment terms and the number and type of vehicles required, would provide the least expensive way forward.

The purchasing of these fleet items was governed by European Procurement Rules. It was therefore proposed that further efficiencies on procurement process could be made if the Operational Director – Highways, Transportation and Logistics was authorised to agree terms with an established Central Purchasing Body (CPB) under the Public Contracts Regulations 2006.

Provided the Council purchases from a CPB arrangements that have themselves complied with, the 2006 Regulations then there was no requirements for Halton to go

through the advertising process again

It was noted that a number of local authorities and central government department had set up Procurement Organisations that had establishment fleet procurement frameworks that fully complied with the Public Contracts Regulations 2006.

RESOLVED: That

(1) the Operational Director for Highways, Transportation and Logistics in consultation with the Operational Director, Financial Services, Executive Board Member for Environment, Leisure and Sport and the Executive Board Member for Corporate Services be authorised to procure vehicles and plant through the most advantageous financial funding method;

(2) Council be recommended to include vehicle and fleet replacement in the capital programme at a cost of £1.192m in 2007/08; and

(3) procurement is undertaken through a central Purchasing Body complying with the requirements of the Public Contracts Regulations 2006.

Strategic Director  
Environment

ES39 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

(1) whether Members of the press and public should be excluded from the meeting of the Committee 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 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, exempt information will be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

**CORPORATE SERVICES PORTFOLIO**

ES40 ACQUISITION OF LAND AT THE FORMER BLUE CIRCLE SIDINGS, WIDNES WATERFRONT, WIDNES

The Sub-Committee considered a report which sought authority to acquire the site of the former Blue Circle Sidings, Widnes Waterfront, Widnes. The sidings were at present in the ownership of Network Rail and had been redundant for many years and were identified in the approved Widnes Waterfront Masterplan.

RESOLVED: That

- (1) approval be granted to the terms of the acquisition of the specified land at the Widnes Waterfront; and
- (2) the Council's Legal Department be instructed to complete the legal formalities.

Strategic Director  
Corporate and  
Policy

**MINUTES ISSUED: 22<sup>nd</sup> October 2007**

**CALL IN: 26<sup>th</sup> October 2007**

**Any matter decided by the Executive Board Sub Committee may be called in no later than 26<sup>th</sup> October 2007**

*Meeting ended at 10.35 am*

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**3MG EXECUTIVE SUB BOARD**

*At a meeting of the 3MG Executive Sub Board on Monday, 16 July 2007 in Conference Room 2, Municipal Building*

Present: Councillors Polhill (Chairman), McDermott and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: D. Cunliffe, M. Ledson, S. McDonald, D. Sutton, M. Winstanley and L. Derbyshire

Also in attendance: None

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

	<i>Action</i>
<p>ESB1 MINUTES</p> <p>The Minutes of the meeting held on 19<sup>th</sup> April 2007, having been printed and circulated, were taken as read and signed as a correct record.</p>	
<p>ESB2 MASTERPLAN BOUNDARY REVIEW - 3MG MERSEY MULTIMODAL GATEWAY</p> <p>The Board considered a report of the Strategic Director, Environment which described the opportunity to review the Masterplan and sought approval to make the changes outlined in the report.</p> <p>RESOLVED: That</p> <p>(1) the Masterplan be reviewed to incorporate the entire site currently owned by Tessengerlo;</p> <p>(2) the Masterplan be reviewed to incorporate the areas of land referred to in Plan 6 of the Masterplan as 'Designated Landscape Corridor' which are identified within Supplementary Planning Document for 3MG and currently lie outside the physical boundary of the freight park; and</p>	<p>Strategic Director - Environment</p>

- (3) the revised Masterplan boundary be agreed as a basis for consultation.

ESB3 3MG HIGHWAY WESTERN ACCESS

The Board considered a report of the Strategic Director, Environment which outlined the progress to date in providing highway access to the HBC Fields site in connection with the 3MG project and sought approval to recommend the route.

Arising from the discussion, the following points were noted:-

- the factors that may influence adherence to the project programme and consequently the project cost that lie outside of the control of the Authority were noted;
- the timetable for planning approval and technical approval by Knowsley Metropolitan Borough Council and Network Rail was noted; and
- the importance of gaining support from Knowsley and Network Rail was noted.

RESOLVED: That

- (1) the preliminary design for highway access to 'Halton Fields' from the A562 Speke Road / A5300 Knowsley Expressway junction, as set out on Drawing No: 5013684/HW/AA/GA/017A be approved and detailed design be progressed; and
- (2) planning approval be sought for the development of the highway western access to 3MG as described above.

ESB4 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Sub-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

Strategic Director  
- Environment

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

ESB5 DELIVERY STRATEGY REVIEW - 3MG (MERSEY MULTIMODAL GATEWAY)

The Board considered a report of the Strategic Director, Environment which gave Members an update on the Delivery Strategy from 2004 and sought approval to make the changes as outlined in the report.

RESOLVED: That

- (1) the Delivery Strategy be agreed on the basis of the up to date financial position of the programme; and  
 (2) the revised spending profile be recommended to Council for approval.

Strategic Director  
 - Environment

ESB6 ESTABLISHMENT OF A MANAGEMENT COMPANY FOR 3MG - MERSEY MULTIMODAL GATEWAY

The Board considered a report of the Strategic Director, Environment which described the process and sought approval to establish a Company for the 3MG – Mersey Multimodal Gateway.

RESOLVED: That 3MG Executive Sub-Board

Strategic Director

recommend to Executive Board the formation of the Company on the terms set out in the report. - Environment

**MINUTES ISSUED: 17<sup>th</sup> July 2007**

**CALL IN: 24<sup>th</sup> July 2007**

**Any matter decided by the Executive Board may be called in no later than 24<sup>th</sup> July 2007**

*Meeting ended at 4.35 p.m.*

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

*At a special meeting of the Children and Young People Policy and Performance Board on Tuesday, 17 July 2007 in the Marketing Suite, Municipal Building*

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), Drakeley, Fraser, Gilligan, D Inch, J. Lowe, Parker, M Ratcliffe and Stockton

Apologies for Absence: Councillor Higginson

Absence declared on Council Business: None

Officers present: L. Derbyshire, L. Butcher, A. McIntyre and M. Winstanley

Also in attendance: Councillor McInerney (in accordance with Standing Order No.33) and members of the public

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

*Action*

*(Note: Councillor Stockton declared a Personal Interest in the following item of business as a Governor at The Grange Comprehensive School.)*

*(Councillor Horabin declared a Personal Interest in the following item of business as she had a grandchild at Wade Deacon High School.)*

*(Councillor Gilligan declared a Personal Interest in the following item of business as a Governor at St Peter and Paul's Catholic College.)*

*(Councillor McInerney declared a Personal Interest in the following item of business as a Governor at Farnworth CE and Lunts Heath Primary Schools.)*

CYP13 PRESENTATION: BUILDING SCHOOLS FOR THE FUTURE (BSF)

The Board considered a presentation from the Operational Director, Children and Young People which:-

- Set out the vision and aims for Halton's Building Schools for the Future;
- Highlighted background and rationale to the proposals;

- Set out the Government requirements and the options that were available i.e. Closure, Amalgamation and Federation;
- Outlined the Widnes Consultation Proposals in relation to The Bankfield School, Chestnut Lodge, Wade Deacon High, Fairfield High, Ashley Special School and St Peter and Paul's Catholic College;
- Outlined the Runcorn Consultation proposals in relation to The Heath Specialist Technology College, the Grange Comprehensive School, St Chad's Catholic High School, Halton High School, Cavendish Special School and The Bridge (Key Stage 3) Pupil Referral Unit;
- Highlighted that BSF would enable the Authority to invest in children, the workforce, new buildings, learning resources, new technology and a safe and integrated learning communities; and
- Set out the next steps of the BSF programme.

The Board was advised that the consultation period on the first phase of the programme ended on the 20<sup>th</sup> July 2007. The minutes of the meetings would be put on the BSF website for information. A large number of feedback forms, emails and letters of response had been received. All responses would be collected and summarised into key issues along with alternative proposals and would be put into a report for consideration by the Executive Board at its October meeting. If the Executive Board approved the proposals for the second phase, a six week statutory consultation period would commence. During this period public notices would be sent out. At the end of the statutory consultation period, responses would be collected and a summarised report would be presented to the Executive Board for a final decision in January 2008.

If the Executive Board wished to consult on alternative proposals it would result in the statutory process not being complete until the end of Spring 2008.

Arising from the presentation, the following comments, questions and responses were raised by the Board:-

- (1) Halton Borough Council's Constitution gave the power to the Operational Director for



Learning and School Improvement to deal with all school admissions. Pupils attending the Federated Schools should have the same admission rights as those at the final stage.

Can written assurance be given, that the Council's Schools Admission Policy will be such that, pupils entering Fairfield High School during the period of Federation with Wade Deacon High School, will be subject to the same rights of admission to Wade Deacon when the Fairfield site is closed. If there is to be a bottleneck of pupils in some entry years we should ensure that the Federated High Schools affected are given special consideration for temporary external accommodation under the control of the Wade Deacon Governing body.

The Admission Rights should also be extended to their siblings, who would be attending Primary Schools in the eastern sector of Widnes. This would go a long way to alleviating the fears of some parents that Fairfield pupils from the eastern side of Widnes are getting a raw deal.

In response, the Board was advised that parents would continue to have the right to express a preference within Halton. The Federation of Wade Deacon and Fairfield High School was intended to protect the education of the pupils over the transitional period. The two schools, in the federation option would be working very closely together.

- (2) Would the Admission Policy be based on the catchment area and siblings? Would the catchment area be extended?

In response, the Board was advised that currently the Admissions Policy was based on:-

- 1 Children in Public Care;
- 2 Siblings; and
- 3 Distance.

In respect of the catchment area, it was explained that a circle is drawn around the

area of the school and the size of the circle would depend on the choices that parents made each year.

The Board was also advised that at the public meetings postcode information had been displayed which outlined where people were currently accessing education. It had highlighted that people travel throughout the Borough to access education.

It was also emphasised that if the proposal to Federate Wade Deacon School High School with Fairfield High School was approved, it was likely that any pupils attending those schools would continue to do so. The transition period, it was explained, could take as long as 2013.

The Portfolio holder for Children and Young People highlighted that there had been concerns that all the number of pupils in Fairfield School currently would not be able to fit into the new school after Federation with Wade Deacon High School. He indicated that this was not an issue as a large number of pupils would attend the Bankfield School and there would also be a fall in pupil numbers in 2013.

- (3) It was suggested that the circle should be a semi circle (zoning);

The Board was advised that options available to the Authority when considering the Admission Policy were, proximity, zoning or feeder schools.

- (4) Why had the model been chosen and did the proposals take account of the Government proposals for pupils to stay in education until the age of 18?

The Board was advised that in respect of the numbers, a range of issues had been considered – the current number of pupils, the birth rate, planning and trends to obtain a ten year figure. However, it was highlighted that demographics did not stay the same.

The Board was also advised that in relation to pupils staying in education, employment or training until the age of 18, at the present time, these were only proposals by the Government. However, the BSF programme would design in flexibility to accommodate such matters.

- (5) Concern was raised at the length of time the transition period would take and the effect it could have on pupils well being and education. It was highlighted that there would need to be ownership and partnership for the proposals.

In response, it was reported that a school could move to a hard federation earlier in the transition process. The schools could look at re-organising i.e. a split site school. However, new build could not commence until the funding had been acquired at the end of financial close. The BSF process and timetable was outlined in detail for members of the Board.

In reply to this response, clarity was sought on whether the pupils would move from one site to another site or only share facilities, resources and staff?

In response, it was reported that under the Federation option, it would be the two affected schools to negotiate the mechanisms for this to happen in order to ensure disruption to the pupils was minimised.

Other authorities, it was explained, had done a range of different arrangements i.e. used mobile buildings, vacant schools and moved pupils between each school. Options for the arrangements would be considered at the detailed planning stage were financial implications would also be considered. Funding would not be available until the end of the process and the Authority would use the current finances and resources to the best effect during the transitional period.

- (6) Concern was raised for the current pupils, especially at the Grange Comprehensive School. It was emphasised that they would need to feel that they belonged and disruption

to their education and emotional feelings should be kept to a minimum.

The Board was advised that the pupils who would benefit from BSF would be current primary pupils not those pupils in secondary education. It was reported, that the Authority had a duty to protect and secure and stabilise provision of education both currently and in the future.

- (7) In Federation – would there be Governors for both schools?

In response, it was reported that if it was a hard Federation, there would only be one governing body which would be facilitated by a specialist working with the two schools. This had worked well in other authorities, but was new to Halton.

- (8) Was it the intention to have a hard federation for the teachers also and what was the rationale concerning ring fencing the available jobs to the Wade Deacon staff?

In response, it was reported that the BSF programme expanded on successful performing schools i.e. those whose standards were above the national average and building on that to increase opportunities in new schools as they were developed. In this respect the jobs would be ring fenced and the Authority would look to provide other opportunities for the remaining staff.

In reply clarity was sought on whether any analysis had been undertaken on the staff?

In response, it was reported that there had been a detailed analysis of the staff commissioned and over the next five years there would be opportunities created from staff taking retirement and natural movement to other jobs.

In reply, it was suggested that the proposal, at this time, to ring fencing jobs would not gain support for the proposals or encourage partnership working between the two schools

as Fairfield staff would feel disadvantaged.

The Portfolio holder for Children and Young People reported that Wade Deacon High School and The Heath Specialist Technology College were currently the best performing schools in the Borough and that had to be a consideration under the BSF programme to obtain the funding. The programme secured additional funding for the schools. However, it was emphasised that teachers were valued in the Borough and there would be further opportunities for them over the five year period. A Workforce Strategy Plan was also being put into place.

The Board was further advised that significant resources had been put into developing the Workforce Strategy Plan. A first draft would be ready for consultation with Trade Unions and Management in September. It was highlighted that this would be a comprehensive policy that all staff could sign up to and would offer opportunities for them over the transitional period.

- (9) Was the fall in pupil numbers in both Widnes and Runcorn and was the data available to the Board? There was also a problem with people living on the edge of the Borough obtaining a place in secondary education provision, what would the situation be in 2011?

The Board was advised that there were currently 564 pupils in Halton High School and the proposals for the Academy would accommodate 1050 pupils.

The Board was further advised that the information relating to pupil numbers in the Borough was available on the Council's BSF website. It was reported that if some schools are expanded it would create surplus in other schools. The proposals, it was believed, would create enough capacity and opportunities for parents and pupils in the Borough.

- (10) Academy Schools – do they select pupils on a specialism and under the BSF programme would the schools be open in the evening?

The Board was advised that the Academy would have a specialism which would be linked to the sponsor. For example, Salford Academy was sponsored by the BBC and Channel 4 and therefore had a specialism in media. Halton would look for a sponsor that would compliment the needs of the Borough as the sponsor would define the ethos and specialism of a school. There was more flexibility in respect of how you meet the national curriculum in schools with a specialism. However, currently any of the high schools with a specialism in the Borough have a choice to select proportion of their pupils on specialism but they choose not to.

- (11) Could the rationale relating to increasing the size of the schools be explained and is there any detailed research showing that the higher the number of pupils, the less likely there is to be an increase in attainment levels?

In response, the Board was advised that consultants had undertaken research on this matter and there had been mixed views. There was one belief that small schools were more effective and that 900 pupils was too big (although criteria for BSF say 900 is acceptable), and there was also an opposite belief that larger provision provides a more diverse curriculum and opportunities. Larger schools, however would need to be carefully organised and would not affect class sizes.

In reply, it was suggested that further research be undertaken to achieve positive results on whether the size of the schools actually affected attainment levels. It was also suggested that this information be circulated to all Members of the Board.

- (12) Concern was raised regarding the length of time of the transitional period, 2007 – 2013 and that it could continue beyond that time and the effect this could have on attainment levels. Attainment levels were below national average, particularly in English and Maths and clarity was sought on the support mechanisms that would be put in place to ensure that

attainment levels continued to rise in the Borough.

In response, the Board was advised that the national average was 59% and Halton were achieving 52% and credit should be given to the schools in the Borough for all the work they had undertaken to achieve the increase. However, more work would need to be done as schools ranged from 33% to 77% in attainment levels. The proposals would not disrupt the whole community and funding would be increased to secure education during the transitional period to maintain and improve standards of attainment.

- (13) BSF Programme – Regarding the extended services agenda – How would this be supported if schools were federated as there would be large geographical gaps in some areas?

It was reported that the extended services agenda enabled all localities to access all facilities in that area not just in schools. An audit on extra activities was currently being undertaken by secondary and primary schools and gaps in provision and duplications being identified in order to widen opportunities locally as part of the BSF programme.

- (14) Concern was raised that less academic pupils would be disadvantaged in a larger school and whether the larger schools would result in larger classes. Clarity was also sought on the amount of finance available from the Council.

It was reported, that re-organisation would require a factor to develop a school which represented approximately £1/2m between two schools over the five year period. In addition a range of other support packages would be available.

It was further reported that class sizes would not be increased. Research on school sizes would be available on the website.

- (15) How much would the Government funding be?

In response, it was reported that the Authority would know when the final Business Case was submitted. Presently, there was only indicative figures available depending which phase the Authority was at and Halton were currently only at Phase six.

In reply, clarity was sought on whether the funding would be via a grant or loan?

It was reported that the funding could be mixed via Private Funding Initiative credit, Borrowing, Capital Grant and School Funding and was likely to be a combination of funds.

(16) It was reported that alternative proposals had been put forward and the Authority had met, provided advice and guidance on them. It was noted that these would be considered;

(17) Clarity was sought on the increase in the number of new communities in the schools throughout the Borough. It was suggested that information on this be circulated to all Members of the Board.

In reply, it was reported that there had been an increase but in comparison to other local authorities it was only a modest increase.

(18) How would staff be retained and recruitment be dealt with during the transitional period to ensure that affected schools would not be continually using supply staff?

It was reported that this matter would be addressed in the Workplace Strategy and it would be highlighted that the BSF programme would create new opportunities in the Borough.

In reply, clarity was sought on whether all vacancies would be externally advertised?

In reply, it was reported that under current local authorities at risk procedure a member of staff would complete an application form for a vacant post, if successful could secure the job before it was advertised externally. The Authority would be looking to develop a school model policy as part of the Workforce Strategy.



The Portfolio holder for Children and Young People reported that the Government Office North West had indicated that the Authority had to consider a range of priorities which included truancy and surplus places. It was predicted that there would be over 1000 surplus places in the Borough. It was suggested that maintaining the current level of surplus places including premises costs could be in the region of £1m. This funding was being diverted from education.

The option of doing nothing, with the prediction of the fall in pupil numbers, would result in young people losing out on the significant investment in education. Education provision would also be affected as the pupil numbers would decline by 2013 and by that time funding from the BSF programme would not be available. He indicated that alternative proposals would need to be realistic in order to secure the funding. He suggested that an all party consultation group be established to consider the BSF programme as it progressed. He added that if the Authority chose to do nothing the Government Office North West Office would make a decision on the surplus places on behalf of the Authority. He encouraged all Members to support the proposals and enable the Authority to secure funding for the future of education in the Borough.

RESOLVED: That the views of Members expressed during the meeting, be noted, recorded appropriately, and considered as part of the overall consultation exercise during the Executive Board's forthcoming decision making process.

Strategic Director  
– Children &  
Young People

*Meeting ended at 8.40 p.m.*

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

*At a meeting of the Children and Young People Policy and Performance Board on Monday, 3 September 2007 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), Drakeley, Fraser, Gilligan, Higginson, D Inch, J. Lowe, Parker, M Ratcliffe and Stockton

Apologies for Absence: None

Absence declared on Council business: None

Officers present: L. Butcher, Y Corden, T. Crane, L. Derbyshire, L Gladwyn, A. McIntyre and A. Villiers

Also in attendance: Councillor McInerney (in accordance with Standing Order No. 33).

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

*Action*

CYP14 MINUTES

The minutes of the meeting held on 4<sup>th</sup> June 2007, having been printed and circulated were signed as a correct record, subject to the questions raised under the various agenda items being recorded as questions from the young people and carers.

CYP15 PUBLIC QUESTION TIME

The Chairman of the Board, Councillor Dennett reported that he had attended a meeting with the young people since the last meeting and they had raised a number of questions and concerns in relation to various items on the agenda. It was agreed that these questions would be addressed during the relevant agenda item.

CYP16 EXECUTIVE BOARD MINUTES

The minutes of the Executive Board relating to the work of the Children and Young People's Policy and Performance Board were submitted for information.

RESOLVED: That the minutes be noted.

CYP17 MULTI AGENCY TRANSITION STRATEGY FOR YOUNG PEOPLE WITH COMPLEX NEEDS

The Board considered a joint report of the Strategic Director Health and Community and the Strategic Director Children and Young People which presented the Draft Multi Agency Transition Strategy for Young People with Complex Needs for consultation and endorsement to further consultation.

The Board was advised that the Transition Strategy would improve outcomes for disabled young people with complex needs. The strategy ensured that young people and their families had an improved experience of the transition through adult and children's services working closely together and providing a seamless service.

The Chairman reported that one of the young people had raised an issue relating to the use of wheelchairs for five a side football and the barriers to participating in such sports because of insurance costs. The young person had asked how the Authority could help to remove such barriers so that everyone could participate in various activities.

In response, it was reported that a special wheelchair was required to take part in sporting activities. In addition, the Authority could look at equipment that was available to enable disabled young people to participate in sporting activities, identify ways of overcoming the insurance costs and investigate if any adaptations could be made to the wheelchair to enable them to be used for such activities.

The Chairman also reported that the young people had requested that the Draft Multi Agency Transition Strategy be presented to the Youth Forum.

Strategic Director-  
Children & Young  
People

Arising from the discussion, the following comments were noted:-

- It was noted that young people involved in an assessment for a wheelchair at the Widnes clinic would very often be allocated a standard wheelchair which was unsuitable for sports. It was suggested that multi-agencies would need to be involved in the assessments;
- In relation to the wheelchairs, it was noted that the Primary Care Trust (PCT) was responsible for the provision of this equipment. The issue had also been raised at the Halton Health Partnership Board.

In addition, funding was being progressed and other Local Authorities had been contacted to identify how they were dealing with such issues.

It was reported, that in the first instance, the Authority would work with the PCT to obtain funding for all sporting activities. It was acknowledged that there were significant insurance costs involved and various issues would need to be addressed, such as who would be responsible for the repair of a wheelchair and who would be responsible for any accidents? It was also noted that guards could not be fixed onto existing wheelchairs and that each individual concerned would require a separate wheelchair for sport.

It was noted that the Authority would look at obtaining funding to address these issues and the process for allocating such funding to ensure that all young people had an equal opportunity to take part in sporting activities;

- It was noted that parents and young people would be working towards transition from when the young person was 14 years of age. This was reviewed and was ongoing for a considerable time after that;
- The promotion and process of direct payments were monitored on a regular basis;
- Person Centre Planning (PCP) – Clarity was sought on this as a member suggested that she undertook PCP fourteen years ago.

The Board was advised that PCP was not a new concept but the Government had put a new emphasis on it.

RESOLVED: That

- (1) the consultation phase of the Strategy be endorsed; and
- (2) the Strategy be presented to the Youth Forum.

#### CYP18 PARTICIPATION STRATEGY: HEAR BY RIGHT UPDATE

The Board considered a report of the Strategic Director, Children and Young People which

- (1) provided information to the Members on the

Strategic Director-  
Children & Young  
People

Strategic Director-  
Children & Young  
People

developing involvement and voice of children and young people within organisations, schools and council services. The report showed how this linked into the Joint Area Review (JAR) drivers for Children and Young People's Services; and

- (2) presented the three year Hear by Right Development and Delivery Plan to Members.

In this respect, the Board received a presentation from Dave Williams, Connexions which:-

- Explained the background to the Hear By Right Building Standards;
- Set out and explained the UN Convention on the Rights of the Child; and
- Presented and explained a diagram of the Hear by Right 'Seven S's' which underpinned the ethos and practice of an organisation i.e. shared values, skills and knowledge, staff, systems, structure, the strategy and the style of leadership.

At the end of the presentation, the Chairman reported that discussions had taken place regarding paragraph 6.2 of the report, who should champion this agenda within Halton to be most effective? He indicated that discussions had taken place which had suggested Councillor Wright be nominated for the role.

Arising from the discussion, the following comments were noted:-

- the details of the process of the three year plan and how it linked in across the Borough was noted;
- it was noted that approximately £30,000 would be required to ensure continual support to the work being undertaken with the 0-11 year old young people;
- the example given of how an organisation would directly engage with the students was noted; and
- the difference between partnership and involvement and that mutual respect and leadership was crucial to the process was noted.

RESOLVED: That

- (1) the three year plan be agreed in principle;
- (2) approximately £30,000 to ensure continuity of the support work being undertaken with the 0-11 year old young people be put forward as a consideration in next budget proposals; and
- (3) Councillor Wright be nominated to champion the agenda within Halton.

Strategic Director-  
Children & Young  
People

CYP19 OUT OF BOROUGH SCHOOL ADMISSIONS SCRUTINY  
TOPIC

The Board received a report of the Strategic Director, Children and Young People which presented the findings from the Out of Borough School Admissions Overview & Scrutiny Group.

The Chairman reported that during discussions with the young people they had highlighted that Council services could be more user friendly for young people, and in this respect they were less likely to access the services. He suggested that this could form a future topic group and reported that he would also be presenting topic group suggestions to the next meeting of the Board.

Arising from the discussions, the following comments were noted:-

- The implications of pupils accessing education outside of the Borough and that the Authority received £4,000 for every pupil in education in the Borough was noted. It was also noted that the Authority were currently looking at how they could identify how many pupils were going into private provision. It was requested that this information be sent out to Members of the Board;
- The process of the first and equal preference system for schools was discussed and the advantages and disadvantages to both systems noted. It was also noted that, due to legislation, the equal preference system would come into effect next year;
- It was suggested that earlier intervention would help to raise the profile of the schools in Halton and that the questionnaire could be sent to parents earlier to

Strategic Director-  
Children & Young  
People

obtain an indication of their preferences;

- It was noted that, generally more pupils sought school places outside of the Borough, than into the Borough. The various reasons for this, such as school performance, parental choice, the lack of provision of secondary faith schools in Halton, historical links and geographical issues were noted;
- It was noted that in 2009 the Government would be introducing targets related to school progress for all young people over two levels;
- The implications of fewer young people taking a foreign language was noted;
- It was noted that the profile of the school's in Halton would need to continue to be raised and the successes and achievements widely promoted;
- it was suggested that the questionnaire could be sent to parents who are placing their children in schools out of the borough;
- the secondary school re-organisation consultation proposed a joint faith school in Runcorn – it was noted that this proposal had received a positive response from the community and the decision for this would be made by the Diocese of Shrewsbury and Chester. It was also noted that some parents preferred their children to attend a faith school;
- it was suggested that the Authority look at the performance of pupils seeking in and out of borough school places.

The Portfolio Holder, Councillor McInerney commented on the secondary proposal for a joint faith school, the situation relating to in and out of borough school placements and the excellent achievements of the schools this year. In this respect, he read out a letter he had received from the Parliamentary Under Secretary of State, School and Learners, which congratulated the authority on the excellent performance in KS2 results in the three core subjects, English Maths and Science. The letter indicated that Halton's results were one of the most improved this year. Councillor McInerney, took the opportunity to thank everyone who had contributed to the excellent results.

The Members of the Board suggested that the letter be

Strategic Director-  
Children & Young  
People

Strategic Director-



circulated in the Members Bulletin and a copy sent to the headteacher at the schools.

Children & Young People

RESOLVED: That

- (1) the report be received;
- (2) the Board receive an annual monitoring report on Out of Borough Admissions at the primary and secondary transfer stage which will include:-
  - (i) the impact of School Organisation on Out of Borough Admissions at primary to secondary transfer;
  - (ii) the financial impact of out of borough admissions on Halton Local Authority each year;
  - (iii) the impact of other Local Authorities Admission Arrangements; and
  - (iv) the impact upon Out of Borough Admissions following the implementation from September 2008 of the 'equal preference' model of allocation of school places against the 'first preference first' model;
- (3) the secondary school re-organisation proposals be noted;
- (4) an annual questionnaire be issued to those parents seeking In and Out of Borough school places; and
- (5) the Authority look at the performance of pupils seeking in and out of borough school places.

Strategic Director-Children & Young People

*Councillor Higginson declared a Personal Interest in the following item as his wife was a homeless support worker.*

*Councillor J Lowe declared a Personal Interest in the following item as being on the Board of Management for Halton YMCA.*

CYP20 HALTON JOINT AREA REVIEW

The Board considered a report of the Strategic

Director, Children and Young People which informed the Members of Halton's forthcoming Joint Area Review.

Arising from the discussion, the following comments were noted:-

- It was suggested that a prompt sheet which addressed the main areas be provided to each Councillor;
- The process and the multi-agency involvement in relation to a disability emergency was noted;
- The narrow gap relating to the difficulties in respect of Post 16 accommodation during the transitional period for young people when leaving care was noted. Concern was raised on the unsuitability of the provision of accommodation for these young people as they could be in a flat on their own or in a hostel.

The Board was advised that a commissioning strategy was required to recruit families that would take young care leavers. The Board was further advised that some authorities had a contract with a Housing Association which would enable young people to be on a site with other people 24 hours a day. It was highlighted that there were significant financial costs involved in addressing this problem and the Authority were currently exploring Teenage Fostering Schemes and supported lodges which would help to address this problem.

- It was suggested that the Authority should identify good provision in other Authorities;
- It was noted that information on homelessness was available on the Council website; and
- It was suggested that a report on the Post 16 accommodation provision for young people leaving care be presented to the Board. The report should incorporate the financial implications and the provision be benchmarked with other Authorities.

The Chairman reported that a young person had asked how the Authority shared good practice and facilities in the Borough, such as in the Grange Comprehensive School.

After discussion, It was agreed that a report would be

Strategic Director-  
Children & Young  
People

Strategic Director-  
Children & Young  
People

presented to the next meeting of the Board on collaboration across extended services.

RESOLVED: That

- (1) that the progress to date be noted;
- (2) a seminar be arranged for Members;
- (3) a report be presented to the Board on the provision of accommodation for Post 16 young people leaving care; and
- (4) a report be presented to the next meeting of the Board on the collaboration across extended services.

Strategic Director-  
Children & Young  
People

*Councillor D Inch declared a Personal Interest in the following item as a Member of the Governing Body of Moore Primary School.*

#### CYP21 KEY STAGE 2 AND 3 RESULTS

The Board received a verbal report from the Operational Director Student Services and Lifelong Learning which gave an update on the results obtained at Key Stage 1 and 2.

The Board was advised that schools in Halton were celebrating their best ever GCSE results. The results for GCSE and equivalent showed a major increase of almost 10% from 2006 in the number of pupils achieving 5 A\* - C. The improvement in the number of pupils gaining English and Maths GCSE had resulted in the LSPA target being achieved 12 months ahead of schedule. This now needed to be sustained. Halton, was now leading its Statistical Neighbour Local Authority Group.

The Board was further advised that there had been huge increases in the percentage of pupils gaining Level 4 and above and level 5 in English and Maths at KS2. However, Level 4 and above results in Science had remained the same, and the percentage of pupils gaining Level 5 had increased.

It was reported that in KS1 there had been no progress and KS3 had been disappointing. However, these issues would be addressed. The NEET figures (not in employment, education or training) regionally had reduced by 8% but Halton's had reduced by 15.3% which was the lowest level for more than six years. It was anticipated that this

performance would be sustained in the future.

In closing, it was reported that a more detailed report would be presented at the next meeting of the Board.

The Chairman, on behalf of the Board, took the opportunity to congratulate everyone who had been involved in helping the Authority achieve excellent results this year.

RESOLVED: That

- (1) the verbal update be noted;
- (2) the Board place on record their congratulations to everyone who has been involved in achieving excellent KS1 and KS2 results in Halton; and
- (3) that a detailed report be presented to the next meeting of the Board.

Strategic Director-  
Children & Young  
People

*Councillor J Lowe declared a Personal Interest in the following item as a member of the Trustee and Management Committee of West Runcorn Youth Club; and*

*Councillor Horabin declared a Personal Interest in the following item as a Member of the Governing Body of Simms Cross Primary School.*

#### CYP22 STANDING ORDER 51

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

RESOLVED: That Standing Order 51 be waived.

#### CYP23 QUARTERLY MONITORING REPORTS

The Board considered a report of the Strategic Director, Children and Young People which gave Members the opportunity to examine progress towards achieving the service objectives, milestones and performance targets contained in Quarter 1 of the 2006/07 service plans within the Boards remit.

The following points arose from the discussion:-

Business Planning and Resources

- The progress in relation to ContactPoint was noted;
- It was noted that a report on the progress in respect of the Equality and Diversity strategy be presented to a future meeting;
- The review of funding for 14-16's and the major changes and how funding would be allocated was noted;
- It was noted that although the quarterly figures showed no expenditure on redundancies. There had been a number approved and that the expenditure would be shown on the 2<sup>nd</sup> and 3<sup>rd</sup> Quarter financial report. An update would be provided at the next meeting; and
- It was agreed that the information on external and capital funding would be combined rather than repeated in future reports.

Strategic Director-  
Children & Young  
People

#### Community Services

- It was noted that Castlefield's and Runcorn All Saints would be the site for Phase 2 Children's Centres;
- The update in relation to aiming high for disabled children: better support for families was noted;
- It was noted that there were 55 pupils who were receiving enhanced provision of which 12 were early years children; and
- It was noted that the number of pupils attending out of borough placements had reduced from 115 pupils in 2006 to 91 pupils currently. The savings from such placements had been redistributed to schools for use in support of pupils at 'School Action' and 'School Action Plus' stages of the SEN Code of Practice.

#### Specialist Services

- The difficulties in relation to recruitment was noted; and
- The update in relation to the Child Protection re-register, the % of Care Leavers living in temporary accommodation and the % of social carer referrals

with neglect as the primary factor was noted.

Universal & Learning Services

- The review of the school improvement service and the school improvement partners was noted; and
- The update in relation to the progress made concerning the improvement of young peoples sexual health was noted.

RESOLVED: That the report be noted.

*Meeting ended at 9.25 p.m.*

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

*At a meeting of the Employment, Learning and Skills Policy and Performance Board on Monday, 10 September 2007 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Jones (Chairman), Fraser (Vice-Chairman), P. Blackmore, Findon, Howard, Parker, Rowe, Stockton and Worrall

Apologies for Absence: Councillor Edge and Lewis

Absence declared on Council Business: None

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

Also in attendance: Councillor Wright (in accordance with Standing Order No. 33) and Councillor Rowan.

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

	<i>Action</i>
<p>ELS13 MINUTES</p> <p>The minutes of the meeting held on 13<sup>th</sup> June 2007, having been printed and circulated, were signed as a correct record.</p>	
<p>ELS14 PUBLIC QUESTION TIME</p> <p>It was noted that no questions had been received.</p>	
<p>ELS15 EXECUTIVE BOARD MINUTES</p> <p>The Board was advised that since the last meeting, there had been no minutes of the Executive Board relating to the work of the Employment, Learning &amp; Skills Policy and Performance Board.</p>	
<p>ELS16 MERSEYSIDE SPORTS PARTNERSHIP</p> <p>The Board received a presentation from Jean Stephens, Director of the Merseyside Sports Partnership on its work and achievements and its priority areas of work in</p>	

2006/07.

The presentation:-

- Explained the background to the Merseyside Sports Partnership;
- Outlined the vision and what would be done to achieve the vision;
- Set out a diagram of the delivery system for sport in Merseyside;
- Set out and explained the results of the Active People Survey regarding Merseyside;
- Detailed the progress, impact and achievements to date;
- Outlined Merseyside's Sports Partnership priorities for 2007-08; and
- Detailed a case study in respect of the Halton Cricket Forum.

The following comments arose from the discussion:-

- In relation to athletes who had reached a certain standard and would need to go to another authority in order to progress, it was noted that there was no continuity or arrangements in place between the various governing bodies for this development. However, some governing bodies in sports such as rugby, tennis and cricket had comprehensive talent development systems;
- In relation to the difficulties regarding the numerous CRB checks that could be required, it was suggested that there should only be one CRB check, that was done centrally, be cross referenced and cover a diverse range of activities. It was also suggested that the Board recommend that the Merseyside Cultural Forum look to address this matter with the relevant Chief Constable;
- It was suggested that it may be more appropriate to name the Board 'Physical Activity Partnership' as the word 'sports' could be a disincentive to some people. It was also noted that Merseyside Sports Partnership was a multi agency Board and there



had been increased participation in physical activities such as walking, keep fit and cycling;

- The financial costs and demands of coaching pathways in relation to qualifications and costs incurred by the numerous CRB requirements was noted. It was also noted that many of the individuals concerned were volunteers and these difficulties were acting as a deterrent. In this respect, it was noted that a Workforce Development Plan was being produced to develop coaching and help volunteers to obtain further qualifications. In addition, £6m had been invested into coaches, volunteers and the workforce to address this problem; and
- The cost implications of the additional qualifications that governing bodies were placing on some sporting activities was noted. It was also noted that there had been a requirement to raise standards and improve quality in such services and a lot of governing bodies had aligned to the UK coaching certificates which had resulted in increased costs to individuals.

RESOLVED: That

- (1) the presentation be received;
- (2) the comments on the work of the Partnership be noted;
- (3) Jean Stephens be thanked for her informative presentation; and
- (4) The Board recommend that Merseyside Cultural Forum, in consultation with the appropriate Chief Constable, identify a way of having a central system for CRB checks that would cover a wide range of diverse activities to reduce the requirement of more than one CRB check.

Strategic Director  
Health &  
Community

*(NB: Councillor Rowe declared a Personal Interest in the following item of business as he is employed by Cameron Industrial Services.)*

The Board considered a report of the Strategic Director, Health and Community which reviewed the progress of the Sports Facilities Strategy.

The following points arose from the discussion:-

- the opportunities that Building Schools for the Future (BSF) funding could present to the Borough in respect of sports facilities in schools was noted. It was suggested consideration could be given to providing a swimming facility in Widnes and Runcorn. It was also noted that BSF funding could provide opportunities for library and sports services in the Borough and the Director of Children and Young People was supportive of such opportunities;
- it was noted that income obtained from the seven all weather pitches was mainly used for maintenance and refurbishment of the pitches;
- In relation to the remediation work required at St Michaels Golf Course, it was noted that DEFRA funding had not been confirmed and the work could take up to four years to complete;
- In relation to the floodlit multi use sports facilities/training areas – six sites to be determined by Area Forums, it was noted that some area Panels had already committed the funding, whereas others were considering a variety of funding packages;
- The excellent sports facilities at St Peter and Paul's and Wade Deacon High Schools was noted;
- It was noted that the exploration of joint use of sports facilities in partnership with Halton College included the Linnets;
- It was noted that there would be a formal opening of the new tennis facilities at Wade Deacon school in the near future. It was also suggested that a visit to the new facility at Wade Deacon High school could be arranged for Members;
- It was noted that disability sport was increasing in Halton and overall facilities for the disabled were being reviewed. The importance of this provision was also noted; and

- It was suggested that the Board be updated regularly on the strategy.

RESOLVED: That

- (1) the comments raised on the progress of the Sports Facilities Strategy be noted;
- (2) an annual report on progress made against the strategy be presented to the Board; and
- (3) a visit for Members of the Board, to the new tennis facility at Wade Deacon High school be organised.

Strategic Director  
Health &  
Community

#### ELS18 CAPITAL CULTURE YOUTH FESTIVAL

The Chairman reported that this item had been deferred to the next meeting, as it had not, as yet, been presented to the Executive Board for consideration.

RESOLVED: That the item be deferred to a future meeting of the Board.

#### ELS19 LIBRARY SERVICE UPDATE

The Board considered a report of the Strategic Director, Health and Community which gave Members an update on the developments of the Library Service and highlighted the range of activities that had been organised to promote the service.

The Board was advised that a Big Lottery application had been submitted to the Community Libraries Fund at the end of March 2007. In this respect an email had been received indicating that the final decision had been delayed and would not be available until the middle of October 2007. However, unlike some other Authorities, Halton were still being considered for the funding.

The following points arose from the discussion:-

- It was noted that if there were any further changes to the mobile library stops that there would be further consultation;
- The range of activities for 2008 which had been designated as the Year of Reading and how they linked into primary schools was noted. The extensive work undertaken with young people and

the numerous young people's projects across primary and secondary ages was also noted;

- It was noted that the Railway Room in the library would re-open on 22<sup>nd</sup> September 2007. The comprehensive facility and extensive literature was also noted and Members were encouraged to visit the facility;
- The reasons for the fluctuations in the percentage of active borrowers as a population was noted. It was also noted that there was an increase in the number of people accessing services such as the internet; and
- It was noted that the NRF funding ceased in 2008 and the Authority, at this time, did not know if there would be any more of this funding after that date. However, it was also noted that the £1.5m lottery funding, if successful, was capital funding and could only be used for refurbishment and development of the libraries.

RESOLVED: That the report and comments raised be noted.

## ELS20 COMMUNITY DEVELOPMENT

The Board considered a report of the Strategic Director, Health and Community which informed the Members of the Board of the contribution that the Community Development Service had made in the delivery of the Culture and Leisure Service Plan and the five key Corporate Priorities over the last municipal year, 2006/07.

The Board was advised that the full annual report would be available in the Members rooms and Members could receive an individual copy on request, via email.

Councillor Wright, Portfolio Holder, Community took the opportunity to thank the Community Development Team for the excellent work they have done to date in relation to the funding and support they have given to people in the community. These views were endorsed by all the Members of the Board.

RESOLVED: That

- (1) the report be noted; and

- (2) the Board, place on record, a vote of thanks and appreciation to the Community Development Team for the work they have undertaken to date.

*(NB: Councillor Wright declared a Personal Interest in the following item of business as a Member of the 3MG Board.)*

#### ELS21 URBAN RENEWAL STRATEGIC REVIEW AND ACTION PLAN

At the request of the Urban Renewal Policy and Performance Board, the Board considered a report of the Strategic Director, Environment which presented the Urban Renewal Strategic Review and Draft Action Plan for 2007-10 for consideration.

In this respect, an update of the Urban Renewal Strategic Review & Action Plan 2007 – 2010 was circulated at the meeting.

The following points arose from the discussion:-

- In relation to a general trailing off of funding streams (e.g. SRB, NRF and ERDF) and the earlier over programming funding problems of the North West Development Agency. It was noted that economic initiatives contained within much of the Urban Renewal agenda would have difficulty in accessing external funding. A number of projects were cited, including Castlefields Regeneration, town centres development and waterside developments. In addition to the Widnes Waterfront EDZ and St Michael's Golf Course;
- It was suggested that a report be presented to the Board outlining the audit trail of the funding of the major projects;
- The European calculation and difficulties in relation to Objective One funding was noted;
- The importance of renewing the natural environment was noted;
- It was noted that affordable housing was crucial to urban renewal; and
- It was suggested that the Authority could be more pro active with the requirements of the main

transport provider that was directly owned by the Council in relation to the bus services.

RESOLVED: That

- (1) the contents of the Urban Renewal Strategy and Draft Action Plan 2007-10 be noted for the purpose of ensuring cross cutting issues awareness; and
- (2) a regular update report on future funding availability for Urban Renewal major projects with ELS links be presented to the Board.

Strategic Director  
Environment

## ELS22 COMMUNITY COHESION

The Board considered a report of the Strategic Director, Corporate and Policy which presented the final report of the Community Cohesion Working Party. The report sought the approval of a series of recommendations which would be considered by the Executive Board.

The Chairman of the Board, Councillor Jones suggested that the Members of the Topic Group re-convene at the end of October 2007 to review the action plan and the migration statistics in relation to new work and the impact on services in the Borough. He also highlighted the importance of Board regularly monitoring cohesion in the Borough.

The Board thanked Members and Officers who had taken part in the topic group and indicated that it was an excellent and comprehensive report on a complex issue.

RESOLVED: That

- (1) the Board approve the findings and recommendations of the Community Cohesion Topic Group; and
- (2) the following be recommended to the Executive Board for approval;-
  - (i) the 'Vision Story' developed during the scrutiny process be adopted as the community cohesion statement for Halton, and form part of the overall corporate equalities statement used in service planning;
  - (ii) the Equality Impact Assessments be

Strategic Director  
Corporate &  
Policy

extended in scope, in line with LGA Guidance, to cover the potential community cohesion impacts of all Council policies and programmes. This should be carried out as part of the established service planning process;

- (iii) an Officer Working Group be established, as a sub group of the Corporate Equalities Group, to specifically look at the needs of new migrants in the Borough and to monitor the joint delivery of services to them;
- (iv) the cohesion implications of council activities are monitored and reported to the various Policy and Performance Boards as part of the normal service planning monitoring process. In addition, a data set of cohesion indicators should be set up and populated. These should form an annual progress report on cohesion, which would be monitored by the Employment, Learning and Skills PPB;
- (v) the Corporate Services PPB be alerted to emerging concerns about perceived barriers to accessing services. These include opening hours, disabled access, transport, difficult locations, information and communication, bureaucracy, quality of response and perceived attitudes to certain client group. Corporate Services PPB may wish to consider whether it is worthy of further investigation or scrutiny;
- (vi) the Council and its Partners be informed of the results of this scrutiny topic and recognise that anti-social behaviour has profound implications for cohesion in Halton. It is one of its defining issues. The anti-social behaviour scrutiny topic team and Halton's Community Safety Team should take note of the impact of their work on community cohesion and be aware that this will form part of the cohesion monitoring system in Halton;
- (vii) inter-generational myths and conflicts

were identified as a key defining feature of cohesion in Halton. It is recommended that the appropriate teams within the Children's Services and Health and Communities Directorates collaborate on joining up activity to specifically address inter-generational issues within Halton; and

- (viii) the Board place on record a vote of thanks and appreciation to the Councillors and Officers who had taken part in the review for their excellent work on such a complex issue.

#### ELS23 STANDING ORDER 51

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

RESOLVED: That Standing Order 51 be waived.

*(NB: Councillor Rowe declared a Personal Interest in the following item of business as his employer is Cameron Industrial Services.)*

#### ELS24 QUARTERLY MONITORING REPORTS

The Board considered a report of the Chief Executive, which gave Members the opportunity to examine progress towards achieving the service objectives, milestones and performance targets contained in Quarter 1 of the 2006/07 service plans within the Boards remit.

The following points arose from the discussion:-

##### Economic Regeneration

- The funding difficulties in relation to the Lewis Carroll Visitor Centre was noted. It was suggested that publishers be explored as a possible funding resource. It was also suggested that the number of books sold per annum in relation to the centre be identified. It was also noted that the centre was the responsibility of the Daresbury Church Council and Daresbury Parish Council. The various funding streams that had been explored were discussed and noted;
- The update on the pilot release programme in



relation to HMP Altcourse, Liverpool was discussed and noted;

- The recently confirmed allocation of the deprived areas fund for Halton of £639,000 over two years was noted. The re-organisation of the Job Centre Plus districts which would result in Halton being placed in the Cheshire district and not in Merseyside district was discussed and noted. The actions being taken to date to address this issue was also noted. It was suggested that the Board recommend that Halton remain as one district within Merseyside; and
- In relation to the Learning and Skills Council (LSC) releasing that there would be no increase in the budget figures for Adult Learning Skills for the next academic year, the Board requested that the Area Director of the LSC be invited to a future meeting to discuss this issue.

#### Culture and Leisure

It was noted that the results of the nomination of the Brindley for the National Lottery Award for the Best Arts Project would be on television on Saturday evening.

RESOLVED: That

- (1) the report and comments raised be noted;
- (2) publishers be explored as a possible funding resource for the Lewis Carroll Visitor Centre and that the number of books sold in relation to the Centre per annum be identified; and
- (3) the Area Director of the Learning and Skills Council be invited to the next meeting of the Board to discuss the funding allocation for Adult Learning Services in Halton.

Strategic Director  
Environment

*Meeting ended at 9.20 p.m.*

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**HEALTHY HALTON POLICY AND PERFORMANCE BOARD**

*At a meeting of the Healthy Halton Policy and Performance Board on Tuesday, 11 September 2007 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors E. Cargill (Chairman), Loftus (Vice-Chairman), Gilligan, Higginson, Horabin, C Inch, Lloyd Jones, J. Lowe, Marlow and Wallace

Apologies for Absence: Councillor Swift

Absence declared on Council business:

Officers present: M. Loughna, A. Villiers, C. Halpin, M. Chaplin, M Mahmood, L Gladwyn, D. Johnson and P. McWade

Also in attendance: Councillor Gerrard, J. Bennett, C. Beardshaw and J. Wilson and two members of the public.

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

	<i>Action</i>
HEA13 MINUTES	
<p>The Minutes of the meetings held on 12 June 2007 having been printed and circulated were signed as a correct record.</p>	
HEA14 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
HEA15 EXECUTIVE BOARD MINUTES	
<p>The Board considered the Minutes of the meetings of the Executive Board Sub Committee relevant to the Healthy Halton Policy and Performance Board.</p> <p>RESOLVED: That the minutes be noted.</p>	
<p>(NB: Councillor Lloyd Jones declared a personal interest in the following item of business due to her husband being a Primary Care Trust Non Executive Director).</p>	

HEA16 UPDATE ON THE RECONFIGURATION OF THE NORTH CHESHIRE HOSPITAL NHS TRUST

The Board received a presentation from Catherine Beardshaw which updated the Board on the reconfiguration of the North Cheshire Hospital NHS Trust. The presentation outlined the changes and improvements made:

- under the 'better care, sustainable services';
- to emergency medical care;
- to planned surgery;
- to the minor injuries unit; and
- to diagnostic services.

The presentation also outlined;

- developments at Halton;
- developments at Warrington;
- the impact on staff; and
- the future.

The Board raised a number of issues and received responses as detailed below;

- if Foundation Trust status was achieved how the membership would be decided, in particular whether it would be per head of the population as this would mean that membership would be weighted in Warrington's favour. In response it was noted that meetings were taking place between Officers of the Trust and the Electoral Commission to decide on the best way to constitute the Membership, once this was decided the process would be shared with stakeholders;
- what happened to funding for the Endoscopy development that was detailed as part of the consultation. In response it was noted that the Trust had failed to gain this investment, but that capital funding would be used to pump prime what was needed to secure the development;
- the lack of wheel chair access on the bus service between the hospital sites. In response it was noted that this had been identified as an issue which would be resolved in the near future, as tenders were currently out for a new bus. In the meantime patients had been given alternative transport and this had been widely publicised;

- what processes were in place to reduce MRSA cases and risks. In response it was noted that a traffic light system for prescribing antibiotics had been put into place, along with a rapid response cleansing team and a report was being submitted to the Trust's Board suggesting a Cohort Ward be established to provide better care for patients, which would also reduce the risk of contamination to other patients. In addition screening of patients at high risk of MRSA was being undertaken.
- the impact of the reconfiguration on staff and the number of redundancies. In response it was noted that a number of vacant posts were being held and the majority of staff at risk had been redeployed. However, for a small group of staff this had not been possible and these staff would be made redundant. Staff morale had been low due to there being two restructures within a short space of time and this was attributed to poor planning of business structures. It was felt that this was being resolved as contingency plans were being put in place should further changes be needed and all staff would be clear about future staffing options.

RESOLVED: That the presentation be received.

(NB: Councillor Lloyd Jones declared a personal interest in the following item of business due to her husband being a Primary Care Trust Non Executive Director).

#### HEA17 IMPROVING HEALTHCARE ACCESS IN HALTON CONSULTATION ON: A HEALTHCARE CAMPUS MODEL

The Board received a presentation from John Bennett from Halton PCT, on the process for the consultation on improving access in Halton: a healthcare campus model. The presentation outlined:

- the background to the process and the changes happening at Halton Hospital;
- the implications and what this meant for residents of Halton;
- the drivers for change;
- the strategic vision and mission project;
- the five stages and what each one would involve; and
- primary care access and what it could mean for the residents of Runcorn and Widnes.

The Board raised a number of issues and received

responses as detailed below;

- concerns that this would be seen as a winding down towards closing the hospital or that the hospital wouldn't be classified as a hospital anymore. In response it was noted that the proposal being put forward was to look at the process of working towards opening out the prospects of the hospital to ensure its future and that the vision for the future would be linked to local health needs;
- whether the ownership of the hospital site would be an issue. However, the presentation on the update on the reconfiguration of the North Cheshire NHS Trust had given a positive outlook on the future of Halton hospital. Furthermore it was noted that by being involved in the process from the start would enable the Members to mitigate such issues.
- that a wider consultation process should take place with all Members of the Council. It was suggested that a seminar could be held for all Members in October and the outcome would be reported to the next meeting of the Board in the future.

RESOLVED: That

- (1) the presentation be received; and
- (2) support the process outlined in the presentation and this be reported to the Council's Executive Board for consideration and explore ways of engaging the Council and engaging with Elected Members;
- (3) Additional information be presented to future Boards in a variety of forms; and
- (4) If appropriate consider the possibilities of organising an Elected Members Seminar.

**HEA18 MULTI AGENCY TRANSITION STRATEGY FOR YOUNG PEOPLE WITH COMPLEX NEEDS**

The Board received a report on proposed consultation on the draft Multi Agency Transition Strategy for Young People with Complex Needs.

The report gave details of the 'Growing Up Matters –

Better Transition Planning for Young People with Complex Needs paper which outlined the experience of young people with complex needs and their families as they moved from Children's to Adults services and the six pre-requisites for successful transition. This resulted to the Chief Inspector of CSCI writing to all Directors of Adults and Children's services strongly recommending an urgent review of local arrangements and outcomes. In addition the current situation within Halton was detailed within the report.

RESOLVED: That the consultation phase of the Strategy be endorsed.

HEA19 ADULT PROTECTION IN HALTON

The Board received a report which sought approval of the draft topic brief on Adult Protection in Halton.

RESOLVED: That

- (1) the Board agreed the draft topic brief; and
- (2) the following Members be appointed to the scrutiny working group:

Councillors Wallace, Loftus and Higginson

HEA20 STANDING ORDER 51

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

RESOLVED: That Standing Order 51 be waived for ten minutes.

HEA21 BEST VALUE REVIEW OF HEALTH IMPROVEMENT & AUDIT COMMISSION'S PERFORMANCE SUMMARY REPORT 2006

The Board was updated on the progress in implementing the recommendations of the Best Value Review of Health Improvement and the Audit Commission's Performance Summary report for 2006.

RESOLVED: That

- (1) the contents of the report be noted; and
- (2) that the Improvement Plan had now been implemented and that future monitoring of the

areas be considered through the Local Area Agreement and the White Paper Project Group be endorsed.

HEA22 QUARTERLY MONITORING REPORTS

The Board considered a report of the Strategic Director – Healthy Halton Policy and Performance Board regarding the First Quarter Monitoring Reports for the Older People's and Physical and Sensory Impairment Services, Adults of Working Age and Health and Partnerships.

RESOLVED: That the first quarter year-end performance monitoring reports be received.

*Meeting ended at 9.03 p.m.*



**SAFER HALTON POLICY AND PERFORMANCE BOARD**

*At a meeting of the Safer Halton Policy and Performance Board on Tuesday, 18 September 2007 in the Council Chamber, Runcorn Town Hall*

Present: Councillors Osborne (Chairman), Stockton (Vice-Chairman), Edge, Lloyd Jones, Murray, Redhead and Thompson

Apologies for Absence: Councillors Morley and Swift

Absence declared on Council business: None

Officers present: H. Cockcroft, J. Downes, S. Eastwood, M. Noone, M. Simpson J. Unsworth, A. Villiers, P. Watts and Chief Inspector D. Hill

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

*Action*

EXB12 MINUTES

The minutes of the meeting held on 19<sup>th</sup> June 2007 having been printed and circulated were taken as read and signed by the Chairman as a correct record.

EXB13 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EXB14 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

The Board was advised that a matter had arisen which required immediate attention by the Board due to the timescales required in the need to submit the Abandoned Shopping Trolley Procedure to the Executive Board. Therefore, pursuant to Section 100b(4) and 100e, the Chairman ruled that the item be considered as a matter of urgency.

EXB15 DRAFT ABANDONED SHOPPING TROLLEY  
PROCEDURE

The Board received a draft Abandoned Shopping Trolley Procedure document produced by the Waste Management Working Party. The document included an advisory letter to store managers, a draft Shopping Trolley Procedure and Policy, Abandoned Shopping Trolley and Luggage Notices and Powers in Relation to Abandoned Shopping and Luggage Trolleys.

It was noted that the issue of abandoned shopping trolleys had been an issue in Halton over the years. The Council's approach was still to engage with the retail outlets but the Council would now be using powers in the Clean Neighbourhoods and Environment Act 2005 to notify a store to take ownership of the trolley and to arrange for it to be collected within 48 hours of notification. If the store failed to collect, Waste Management would arrange collection and storage of the trolley, and recover costs from the owner in accordance with the guidance.

RESOLVED: That the draft Abandoned Shopping Trolley Procedure be recommended for adoption by the Executive Board.

Strategic Director  
– Health and  
Community

EXB16 CHESHIRE SAFER ROADS PARTNERSHIP BUSINESS  
PLAN

The Board received a report, which detailed the Cheshire Safer Roads Partnership Business Plan for 2007 - 2008. It was reported that since 2002 when the Cheshire Area Safety Camera Partnership was formed, there had been a 38% reduction in collisions over that four-year period. The Board was informed that since December 2005 the Secretary of State announced changes in the organisation of camera partnerships, therefore the Cheshire Safer Roads Partnership was established in April 2007.

The Business Plan set out the vision, strategy and objectives of the Partnership and detailed a range of challenging targets, progress on these would be regularly monitored and reported annually to the Safer Halton PPB.

The Board was informed that there were six community speed watches currently in place where the Police Community Safety Officer PCSO's were undertaking speed watch activities using portable safety cameras which had proved to be very effective. Members congratulated the

Highways Division in relation to the success of reducing accidents.

RESOLVED: That;

- (1) The report be noted; and
- (2) The CSRP Business Plan 2007/08 be endorsed.

Strategic Director  
– Health and  
Community

#### EXB17 LOCAL TRANSPORT PLAN PROGRESS REPORT

The Board considered the report of the Strategic Director, Environment which detailed the progress that had been made during 2006/07 on implementing the policies, strategies and programmes contained within Halton's second Local Transport Plan (LTP2) and the funding being made available for integrated transport initiatives.

Members were informed that the LTP2 was recently graded as excellent status along with the LTP1 also being graded as excellent which resulted in the Authority being placed within the top 13 local authorities in England, and the award of a 25% increase in funding in its Integrated Transport Block was granted.

It was noted that due to Government cutbacks there would be a reduction in the funding as originally expected. Members considered the possibility of carrying out a trial where lighting would be switched off on expressways and such roads in order to encourage road users to slow down their speed and then in turn reduce accidents. Also detailed within the report was the LTP Capital Programme for 2006/2007.

RESOLVED: That;

- (1) the progress made during 2006/07 be welcomed;  
and
- (2) the Integrated Block funding for LTP2 be noted.

Strategic Director  
– Health and  
Community

#### EXB18 ADULT PROTECTION IN HALTON

The Board were advised of the proposed topic brief for Adult Protection in Halton for their Safer Halton and Healthy Halton joint scrutiny topic. Board Members were asked to comment and approve the draft topic brief on Adult

Protection in Halton. Members wished to add the respect agenda and the dignity and care agenda.

Members were requested to advise the Chairman should they wish to be a member on the Joint Scrutiny Topic. The Chairman noted that he preferred cross-party support. Councillor Redhead and Councillor Murray put forward their names to be members on the Joint Scrutiny Topic.

RESOLVED: Councillors Redhead and Murray be appointed to the Joint Scrutiny Topic.

Strategic Director  
– Health and  
Community

#### EXB19 COMMUNITY SAFETY WITHIN HALTON

The Board considered a report, which detailed several emerging developments within the field of community safety, which would have an impact upon the Safer Halton Policy and Performance Board over the coming months.

The report detailed the following issues –

- Crime and Disorder Reduction Partnership Reform Programme
- Cutting Crime – The New National Crime Reduction Strategy
- Developments within Halton Community Safety Team
- Safer Halton Week; and
- Conclusions

Arising from the discussion reference was made to crime and disorder being reduced year on year, the new Community Watch Group which would be set up in the Ditton area, Safer Halton Week scheduled for 24<sup>th</sup> September to the 30<sup>th</sup> September and the need for the Council to use the resources in a more productive way to promote the Safer Halton message, for example by showing videos and DVDs promoting the Safer Halton message in buildings such as Halton Direct Link etc.

RESOLVED: That Board Members note the report, agree the conclusions and provide active support to members of the Community Safety Team needing to address issues as they develop.

Strategic Director  
– Health and  
Community

#### EXB20 URBAN RENEWAL STRATEGIC REVIEW AND ACTION PLAN 2007 - 2010

At the request of the Urban Renewal Policy and Performance Board Members considered the report of the Strategic Director, Environment which presented the Urban Renewal Strategic Review and draft Action Plan for 2007/10 for consideration.

In this respect, an update of the Urban Renewal Strategic Review and Action Plan 2007/10 was circulated at the meeting.

It was reported that this was a working document, which included activities that would have an effect on areas that were the responsibility of the Safer Halton Policy and Performance Board as well as the Employment Learning and Skills Policy and Performance Board.

Members were informed that the Draft Action Plan had been circulated to the Urban Renewal Policy and Performance Board with a request for Members' comments. Arising from the comments it was requested that an additional item be added into the draft in relation to parking, this had now been added into the Plan.

Members noted that a colossal amount of work and information had been put into the Urban Renewal Strategic Review and Action Plan and Major Projects were commended for the work that had been carried out.

RESOLVED: That;

- (1) the Safer Halton PPB note the contents of the Urban Renewal Strategy and Draft Action plan; and
- (2) Members consider how the activities of Safer Halton PPB complement and support the Urban Renewal Activities described therein.

Strategic Director  
– Health and  
Community

#### EXB21 UPDATED NATIONAL ALCOHOL STRATEGY

The Board was advised of the updated National Alcohol Strategy entitled Safe, Sensible, Social. The Strategy was launched jointly, by the Home Office and the Department of Health, which outlined the next steps in the delivery of the National Alcohol Strategy. It was reported that at the centre of the Strategy, there was the desire to reduce the health harms, violence and anti-social behaviour

associated with alcohol while ensuring that people were able to enjoy alcohol safely and responsibly.

The report set out the need to sharpen the focus in the minority of the drinkers that caused or experienced the most harm to themselves, their communities and their families. These were noted as being –

- 18 – 24 year old binge drinkers, a minority of whom are responsible for the majority of alcohol related crime and disorder;
- Young people under 18 who drink alcohol; and
- Harmful adult drinkers who do not necessarily realise their drinking patterns are damaging their physical and mental health and may be causing substantial harm to others.

The key actions detailed in the Strategy were noted as follows –

- Sharpen criminal justice for drunken behaviour;
- A review of NHS alcohol spending;
- More help for people who want to drink less;
- Toughened enforcement of under age sales;
- Trusted guidance for parents and young people;
- Public information campaigns to promote a new sensible drinking culture;
- Public consultation on alcohol pricing and promotion; and
- Compulsory Local Alcohol Strategies.

Members held a wide-ranging discussion in relation to the lack of funding available for alcohol problems, the need to involve traders for the prevention of alcohol-related anti-social behaviour, the problem that due to lack of funding, comprehensive treatment for alcoholism cannot be provided, and what funding we do obtain from the Health Authority. Members agreed that the Health Authority be contacted in order to attend the next Safer Halton Policy and Performance Board to explain what their role was in terms of the alcohol harms and affects, what funding was available for investment in terms of comparison with St. Helens PCT.

RESOLVED: That the report be noted.

EXB22 A NATIONAL CONSULTATION ON THE NEW DRUGS STRATEGY

Members considered a report of the Strategic Director – Health and Community, which advised of the National

Consultation on Our Community Your Say – A National Consultation on the New Drugs Strategy. It was reported that it was nine years since the launch of the original Drugs Strategy and the Government was looking to review its approach to the issue. Our Community, Your Say was a national consultation exercise that would take place over the Summer and Autumn of 2007.

It was noted that the consultation would focus on clearly identifying outcomes and improvements in the areas of better intervention and education for young people and families, better public information, improved treatment and social care, reducing drug related crime and anti-social behaviour and greater, more visible disruption of drug supplies. It was noted that the consultation would also seek views on current delivery structures and what more could be done to mainstream responsibility for drugs. Members were requested to put forward a reply to the Local Strategic Partnership. The cut off time being the 19<sup>th</sup> October 2007.

It was agreed that a collective response from all members of the Safer Halton Policy and Performance Board would be forwarded to the Local Strategic Partnership (SHP). In addition, should Members have any other comments regarding the consultation were to forward these comments to Steve Eastwood.

RESOLVED: That;

(1) The report be noted; and

(2) Members participate in the consultation exercise.

Strategic Director  
– Health and  
Community

## EXB23 PERFORMANCE MONITORING REPORTS

The Board considered a report regarding the fourth quarter monitoring report for the Highways, Transportation and Logistics, Environmental and Regulatory Services, Health and Partnerships and Culture and Leisure.

The Board discussed areas of concern in relation to the need to able to scrutinise such a colossal amount of information and whether specific information could be extrapolated from the reports. In reply it was noted that this issue had been previously requested and the message from the Policy Division was that is was being investigated.

In relation to Highways, Transportation and Logistics performance monitoring, the progress against key

performance indicators and other performance indicators had flagged up as two red lights where these should have actually read amber. These changes were noted.

RESOLVED: That the Quarterly Monitoring Reports be received.

EXB24 NOTES OF WORKING PARTY MEETINGS

Members noted the minutes from the Bereavement Working Party from 16<sup>th</sup> July 2007. Waste Management reported that minutes from the Working Party for Waste Management would be circulated in the near future and the results of the public satisfaction survey had also been distributed to Members of the Board.

RESOLVED: That the Minutes be noted.

EXB25 ANNUAL ROAD TRAFFIC COLLISION AND CASUALTY REPORT

The Board considered the report of the Strategic Director – Environment, which outlined the Road Traffic Collision and Casualty numbers within the Borough in the year 2006. The report also recommended a continuance of road traffic accidents reduction work.

Members noted that the statistics showing a reduction in the number of road traffic collisions was a great success for the Council.

RESOLVED: That;

(1) the report be noted; and

(2) the current programme of Road Traffic Collision Reduction Schemes and Road Safety Education training and publicity be endorsed.

Strategic Director  
– Health and  
Community

EXB26 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

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.

EXB27 CEMETERY PROVISION FOR 2015 AND BEYOND

The Board considered a report of the Strategic Director, Health and Community, which outlined the key points of an Option Appraisal carried out by the Head of Strategic Asset Management, in liaison with the Divisional Manager, Consumer Protection, into the provision of new grave space during 2015 and beyond.

RESOLVED: That;

- (1) The Board debates the report and highlights its preferred solution to the provision of new grave space in the medium and longer term; and
- (2) The comments and suggestions of the Board be noted.

*Meeting ended at 8.56 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, 19 September 2007 at Civic Suite, Town Hall, Runcorn*

Present: Councillors Hignett (Chairman), Morley (Vice-Chairman), P. Blackmore, Bradshaw, E. Cargill, Leadbetter, Murray, Nolan, Rowe and Thompson

Apologies for Absence: Councillor Sly

Absence declared on Council business: None

Officers present: C. Halpin, D. Sutton, G. Collins, P. Cornthwaite, A. Villiers and P. Watts

Also in attendance: Councillors Polhill, Wright (in accordance with Standing Order No. 33) and Councillor Howard and 20 members of the public.

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

*Action*

URB11 MINUTES

The Minutes of the meeting held on 20<sup>th</sup> June 2007 having been printed and circulated were signed as a correct record.

URB12 PUBLIC QUESTION TIME

It was noted that no public questions had been received, however, two members of the public had requested the opportunity to address the Board in relation to the Travellers Transit Site Provision report (Minute URB15 refers).

Due to the nature of the Item the Board agreed to waive Standing Orders 11 (ii) and (iii) to allow the two members of the public to address the Board.

Mr Bryant of Haddocks Woods Allotments Society addressed the Board to raise concerns in relation to recent illegal encampments and the tolerated site currently situated on the busway site.

Mr Cornes addressed the Board to raise concerns in relation to the Travellers Transit Site provision in the

Borough.

The Operational Director, Environmental and Regulatory Services and the Operational Director, Major Projects responded to each of the concerns raised and clarified a number of points in relation to the purpose of the report.

RESOLVED: That

- (1) the Board agreed to waive Standing Orders 11 (ii) and (iii) to allow the two members of the public to address the Board; and
- (2) the concerns raised be noted.

### URB13 TRAVELLERS' TRANSIT SITE PROVISION

The Board received a report explaining the approach taken in identifying sites and to assess their suitability for use as a travellers transit site.

In July 2007 the Executive Board considered a report relating to the provision of a 'transit site' in the Borough, an extract from the report was included for Members consideration.

The criteria applied to the sites assessed prior to the matter being considered by the Executive Board included a number of factors outlined within the report. As a consequence the sites shown in the table in the report were initially considered.

Councillor Howard addressed the Board, in his capacity as Ward Councillor. He raised a number of issues and concerns in relation to the report, but in particular he wished to emphasise that the report indicated that the decision to have a site had been made, however, this was not the case and as such there was a need to consider whether or not to have such a site at all. In addition it was noted that if the proposed site was agreed it would mean that between Halton and St. Helens 60 per cent of the required provision would be provided and that this burden should be more widely shared. He also raised an issue with the use of monies which were originally directed elsewhere and the on-going revenue implications, the need to clarify the policing and enforcement arrangements and the general inappropriateness of the location considered.

The Board raised a number of issues in relation to this being a national issue, the need to consider what other local authorities were planning and the need for more formalised discussions with the police.

RESOLVED: That the Board accept that finding and locating a transit site in Halton is difficult bearing in mind restricted options available, but would ask that before the Executive Board move forward they consider:

- (1) whether or not discussions should be held with adjacent authorities and whether or not sites in adjacent boroughs would be more appropriate for the use; and
- (2) that assurances are given that any future unauthorised encampments will be enforced against rigorously and that no further encampments be allowed to become established within the Borough.

#### URB14 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the Minutes be received.

#### URB15 QUARTERLY MONITORING REPORTS

The Board considered a report regarding the First Quarter Monitoring Report for the Highways & Transportation, Environment & Regulatory Services, Cultural & Leisure, Major Projects, Economic Regeneration and Health and Partnerships Services.

RESOLVED: That the quarterly monitoring reports be received.

#### URB16 FORMALISING RELATIONSHIPS BETWEEN THE URBAN RENEWAL PPB AND URBAN RENEWAL SSP

The Board was asked to consider a report which sought to encourage the PPB and the Urban Renewal Specialised Strategic Partnership (SSP) to move closer together. The report detailed the reasons why closer working would be beneficial and the format this working could take.

RESOLVED; That an invite be issued to the Urban Renewal SSP to attend two meetings during each Municipal Year to give an update on their progress.

#### URB17 LOCAL TRANSPORT PLAN PROGRESS REPORT

The Board was advised of the progress which had been made during 2006/7 on implementing the policies, strategies and programmes contained within Halton's second Local Transport Plan (LTP2) and the funding made available for Integrated transport initiatives.

In March 2006, Halton had submitted its second LTP to the Department for Transport (DfT) for approval. An extensive and detailed assessment then followed, which resulted in the Plan being upgraded as 'excellent'. This combined with a further grading of 'Excellent' for our LTP1 Delivery Plan resulted in the authority being placed within the top 13 local authorities within England (outside London) and the award of a 25% increase in funding in its Integrated Transport Block.

Throughout LTP1, detailed Annual Progress Reports were required to be submitted to the DfT each July, which were onerous both in terms of the local authority staff time required to prepare them and the DfT staff time required to undertake the necessary detailed assessments. The DfT has therefore reviewed the reporting of progress on LTP2 and has agreed to a much reduced report for 2006/07. A more comprehensive report would be required in July 2008, covering the first two years of delivery.

The report summarised the programme of works and initiatives undertaken in 2006/07 and details of the Integrated Transport Block allocations for each year covered by LTP2. In addition, the report describes the progress that had been made against the performance indicators contained within LTP2.

Unfortunately, the dates indicated by the DfT for the return on progress, precluded the information being reported to Board first. However, the information contained within this report formed the basis of the return.

Members were advised of the Local Transport Plan Capital Programmes and the performance during LTP2, in particular that 80 per cent of core indicators were on target and 77 per cent of all indicators were on target.

RESOLVED: That

- (1) the progress made during 2006/7 be welcomed;  
and
- (2) the Integrated Transport Block funding for LTP2 be noted.

URB18 LOCAL TRANSPORT PLAN SCHEME: BIRCHFIELD ROAD  
QUALITY TRANSPORT CORRIDOR

The Board was informed of an amendment to the approved Birchfield Road Quality Transport Corridor Improvement Scheme.

The Board had previously been advised of the outcome of a Consultation Review Panel (CRP) held to discuss Birchfield Road Quality Transport Corridor Improvement Scheme. It was also reported that Ward Councillors and Officers were due to meet with a resident who had not attended the consultation to discuss his concerns about the scheme.

It was following that meeting, the CRP was reconvened and the Panel reviewed the scheme and previous decisions. It was recognised that the junction of Birchfield Road/Lockett Road and Victoria Avenue presented a number of challenges for all types of road user and that this would particularly be the case if traffic and pedestrian flows were to increase in the future.

It was agreed therefore that further traffic assessments be carried out at this junction in order to determine the most appropriate method of control. This may ultimately lead to a full traffic signalisation of Birchfield /Lockett/Victoria Avenue junction including pedestrian facilities if all road users were to be adequately and safely accommodated.

In the meantime, the pedestrian crossing would remain in its current location but would be upgraded to a 'Toucan' (pedestrian/ cycle) crossing. Also the footway at Victoria Avenue fronting No. 103 Birchfield Road would be widened as originally described in order to deliver the Council's sustainable transport aims for the Birchfield Quality Transport Corridor.

RESOLVED: That the report be noted.

*Meeting ended at 8.00 p.m.*



## CORPORATE SERVICES POLICY AND PERFORMANCE BOARD

*At a meeting of the Corporate Services Policy and Performance Board on Tuesday, 4 September 2007 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Gilligan (Chairman), A. Lowe (Vice-Chairman), Bryant, C Inch, Loftus, Nolan, Norddahl, D. Cargill and Swain

Apologies for Absence: Councillors Bradshaw, Dennett, Edge and Wainwright

Absence declared on Council business: None

Officers present: G. Ferguson, Michelle Baker, G. Cook, J. Goacher, I. Leivesley, R. Mackenzie, N. Mannion, S. Riley, A. Villiers and J. Yates

Also in attendance: Councillors D. Cargill and Swain (in accordance with Standing Order No. 33).

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

		<i>Action</i>
CS11	MINUTES  The Minutes of the meeting held on 5 <sup>th</sup> June 2007, having been printed and circulated, were taken as read and signed by the Chairman as a correct record.	
CS12	PUBLIC QUESTION TIME  It was noted that no public questions were received.  <b><i>N.B Councillor Bryant declared a personal interest during consideration of the item with regard to minute CS13 below as member of Runcorn War Memorial Club Limited.</i></b>	
CS13	MINUTES OF EXECUTIVE BOARD  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.	

Under Minute ES9 2006/07 Financial Outturn, the Board noted the Executive Board Sub-Committee's suggestion that the Corporate Services PPB be requested to consider developing a business plan for Halton Market which could be submitted to a relevant Committee for approval. It was proposed that this suggestion would be considered by the Board as a work topic for the next Municipal Year.

RESOLVED: That the Minutes be received.

CS14 LOCAL AUTHORITY CARBON MANAGEMENT PROGRAMME (LACMP)

The Board considered a report outlining the process for taking forward the Council's involvement in the carbon management programme.

It was noted that, earlier in the year, the Council applied for, and was accepted onto, the Carbon Trust Local Authority Carbon Management Programme (LACMP).

This programme would guide the Council through a number of processes, which were set out in the report for the Board's consideration. The final step in the process was the development of a Carbon Management Strategy and Implementation Plan by March 2008 to reduce energy bills and carbon emissions over the next five years. In signing up to the programme, the Council had committed to specific terms and conditions as outlined in the report.

As part of the programme the Council would produce a baseline to measure its carbon emissions from buildings, vehicles, street lighting and waste and identify and implement opportunities to reduce emissions.

The Project Plan was agreed by the Executive Board and the Carbon Trust in July 2007.

The Project Plan set a target of reducing the Council's carbon emissions by 33% by 2012. This was an ambitious target and, if it was to be achieved, would likely require some financial investment over the five-year period and require employees to consider their impact/approach to energy usage. However, the development of the action plan should lead to long-term cost savings for the authority. Energy efficiency measures had already been built into the Runcorn Town Hall improvements.

RESOLVED: That

- (1) the Carbon Management Project Plan be endorsed;
- (2) quarterly reports on progress be submitted; and
- (3) on completion of the action plan, annual reports on progress be issued.

CS15 PRESENTATION ON NEIGHBOURHOOD MANAGEMENT

The Board received a presentation from Nick Mannion, Director of Neighbourhood Management.

The presentation outlined to the Board, the progress to date in the development of Neighbourhood Management in Halton, current work and issues, and future objectives and challenges.

The key ingredients to Neighbourhood Management were as follows:

- Use of evidence to tackle local issues;
- Multi-level partnership working;
- Listening to Local Communities;
- Tailoring public services to meet local need;
- Making public money work harder; and
- Acknowledging one size does not fit all

Progress made to date by Neighbourhood Management included engaging with Strategic Partners, building neighbourhood partnerships, and delivering early interventions such as, Kooldown Plus, Palace Fields moat, iCan Messaging and early work on community cafes.

It was noted that during the next six months Neighbourhood Management aims to track progress against the baseline, implement the partnership's delivery plan, commission further interventions, agree Neighbourhood Action Plans and further support small local community groups.

RESOLVED: That the presentation be noted and further progress reports be made to this Board twice yearly.

CS16 PRESENTATION ON COMMUNICATIONS AND MARKETING

The Board received a presentation from Gill Cook and Michelle Baker on behalf of the Communication and

Marketing Division.

The Presentation outlined the current context for local government communications including details of the LGA's Reputation Campaign. The Communications and Marketing Division's response to the core actions recommended by the LGA included:

- Effective media management;
- Providing every household with an A-Z Guide to Council Services;
- Publishing a quarterly Council Magazine;
- Branding – effective and consistent linkages of Council brand to Services;
- Good internal communications; and
- Integration of the Council website.

In addition, the presentation highlighted statistics from recent surveys undertaken which included:

- 48% of residents felt well-informed (BVPI Survey 2006) – Making Halton the best performing authority of its comparator group of 19 authorities and in the top quartile nationally;
- 52% felt informed about the standards of services;
- 41% of Halton versus 31% of Mori North felt informed about how well the Council is performing;
- 78.9% of staff were satisfied with internal communications up from 71.1% in 2005 and 45% in 2003;
- 91% of readers rated Inside Halton as an excellent way of communicating Council services;
- 40,000 visitors to our website in July 2007 – up 7,000 in just six months.

The Board was also advised on the future aims of the Communications and Marketing Division and how these aims could be achieved. It was anticipated that the development of the Communications Strategy and regular Performance Monitoring through the Service Plan Monitoring Reports would assist these aims.

In addition to the presentation, a copy of a draft Corporate Communications and Marketing Strategy had been previously circulated to the Board for comment.

RESOLVED: That

(1) the presentation on Communications and Marketing is received and noted by the Board; and

(2) the Operational Director – Policy and Performance be requested to produce an action plan for the delivery of the revised draft Communications Strategy following consultation with the Portfolio Holder and the Council's Management Team.

#### CS17 Q1 PERFORMANCE REPORTS

The Board considered a report which outlined the progress of the Performance Management First Quarter against the Service Plan Objectives, Performance Targets, Performance Trends/Comparison and Factors affecting the Service etc., for the following areas:

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

RESOLVED: That the 1<sup>st</sup> Quarter Performance Management reports be received.

#### CS18 TOPIC GROUP PROGRESS REPORT

The Board received an update on the progress of the following programmed topics:

(i) Learning from Complaints – a project plan had been prepared (copy previously circulated to Members) and a meeting of the Working Group was to be arranged for September;

(ii) Development of web-based service – the Lead Member and Lead Officer had met and developed a proposed focus for this work;

(iii) Disabled access to Council buildings and services – work on this topic had not yet commenced, however a meeting was to be arranged in September for the Lead Officer and Lead Member; and

(iv) Performance Management – the Project Plan had been prepared (a copy previously circulated to Members) and a meeting of the Working Group was to be arranged for September.

RESOLVED: That the report be noted.

CS19 OMBUDSMAN'S ANNUAL REPORT LETTER

The Board was advised that each year the Ombudsman produced an annual letter which summarised the complaints made against the Council and its performance in dealing with those complaints.

The letter contained statistical data on the number of complaints received by the subject area, the Ombudsman's decisions and the Council's response times. In overall terms, the trend for the number of complaints continued to fall. The number of complaints submitted this year was 19 compared to 31 in 2005/06 and 36 in 2004/05. The Ombudsman in investigating those complaints had not issued any reports against the Council during the year, although 6 complaints were resolved by a local settlement.

Last year the Council was also asked to take specific steps to improve its response times and a series of measures were put in place to bring about an improvement. The average response times for this year had dramatically improved, and the Council would now try to build on this performance to ensure that all complaints were responded to within the average timescales.

RESOLVED: That

- (1) the Ombudsman annual letter be received; and
- (2) the information contained in the Ombudsman's letter be fed into the Scrutiny Topic on complaints handling and the information be used to identify improvements in the way the Council handles and learns from complaints.

*Meeting ended at 8.40 p.m.*

**BUSINESS EFFICIENCY BOARD**

*At a meeting of the Business Efficiency Board held on Wednesday, 5 September 2007 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Lloyd Jones (Chairman), Cross, Jones, A. Lowe, Norddahl, Osborne, Philbin and Worrall

Apologies for Absence: Councillors Leadbetter, Findon and Sly

Absence declared on Council business: None

Officers present: I. Leivesley, C. Halpin and M. Murphy

Also in attendance: None

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

**BEB10 MINUTES**

The Minutes of the meeting held on 28<sup>th</sup> July 2007 were taken as read and signed as a correct record.

**BEB11 PROCUREMENT UPDATE**

The Board was updated on the progress made in introducing better procurement in Halton. The Council's Procurement Strategy for 2006-9 was adopted last year and detailed a number of key objectives, which were outlined in the report.

The report also detailed the work undertaken in promoting better procurement, promotion of the procurement methodology, corporate procurement methods and working practices along with work undertaken in relation to the supplier directory, collaboration and regional activities, identified savings and procurement improvement plan and strategic targets.

In relation to the Supplier Directory the Board expressed concern at the number of new suppliers set ups being carried out each month.

*Action*

RESOLVED: That the report be noted.

BEB12 ANNUAL EFFICIENCY STATEMENT BACKWARD LOOK 2006/7

The Board was presented with details of the Annual Efficiency Statement – Backward Look for 2006/7, which had been submitted to Government in July 2007.

A target of £6.45bn in efficiency gains had been set by Central Government for the local government sector. This had to be achieved over a three year period to 31 March 2008. Each local authority was required to make 2.5% efficiency gains each year. For Halton, the target equated to annual gains of £2.5m and a total of £7.5m over three years.

The report detailed guidance from Government explaining how efficiency gains could be achieved, the percentage of cashable gains needed and how this would be achieved.

All Council's were required to submit their 2006/7 AES Backward Look by July 2007. The submission required approval of the Leader of the Council, the Chief Executive and the Section 151 Officer. To meet the submission timetable, officers of the Efficiency Strategy Group had identified the efficiency gains arising in 2006/7. These had been incorporated into the AES Backward Look, which was attached to the report as Appendix 1.

RESOLVED: That the Annual Efficiency Statement – Backward Look 2006/7 be noted.

BEB13 FORMATION OF WORKING GROUPS

The Board received a report suggesting the forming of two small Members sub-groups to examine closely Council Policy and action in one or two key issues of efficiency. The sub-groups would regularly report their activities to the Board.

RESOLVED: That

(1) Two small member groups be established;

(2) The topic areas be agreed as

- shared services developments and procurement



- business efficiency of departmental structures

(3) Members interested in serving on those groups put their names forward to the Chairman; and

(4) Authority be delegated to the Chairman to agree the membership of the two member groups, from the names put forward in (3) above.

BEB14 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.

BEB15 AGENCY STAFF

The Board was advised of the work that had been

undertaken to ensure that the Council had effective procurement arrangements in place when using Agency staff.

RESOLVED: That the report be noted.

BEB16 INTERNAL AUDIT PROGRESS REPORT - QUARTER 1

The Board received a report which gave a summary of the work undertaken by Internal Audit for the period April to June 2007.

RESOLVED: That

- (1) the Internal Audit Quarter 1 progress report be noted; and
- (2) that there are no outstanding significant control issues identified through the work of Internal Audit that have implications for the Council's annual governance statement, be noted.

*Meeting ended at 8.45 p.m.*

**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Tuesday, 17 July 2007 at Civic Suite, Town Hall, Runcorn*

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), P. Blackmore, S. Blackmore, Hignett, Morley, Osborne, Polhill, Rowan and Sly.

Apologies for Absence: Councillor Leadbetter

Absence declared on Council business: None

Officers present: P. Watts, L. Beard, L. Capper, J. Farmer, C. Halpin, G. Henry and E. Latham

Also in attendance: Councillor Wright and 20 members of the public.

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

DEV16 MINUTES

The Minutes of the meetings held on 16 April, 21 May and 11 June 2007, having been printed and circulated, were taken as read and signed as a correct record.

DEV17 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.

DEV18 PLAN NO. 07/00122/OUT - OUTLINE APPLICATION (WITH ALL MATTERS RESERVED) FOR RESIDENTIAL DEVELOPMENT UP TO A MAXIMUM OF 355 NO. DWELLINGS AT CASTLEFIELDS AVENUE EAST, RUNCORN

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. No comments had been received from local residents.

*Action*

RESOLVED: That subject to the Secretary of State not calling the application in, authority be delegated to the Operational Director – Environmental and Regulatory Services to proceed with necessary footpath and highway closures and to approve the application in consultation with the Chair or Vice Chair of the Committee subject to conditions relating to the following.

Strategic Director  
– Environment

1. Development to be carried out in accordance with a phasing agreement.
2. Reserved matters condition, for the submission of and approval prior to the commencement of development.
3. Time limit for the submission of reserved matters.
4. Time limit for the commencement of development.
5. Reserved matters to be submitted and carried out as approved.
6. Materials condition, requiring the submission and approval of the materials to be used.
7. Drainage condition, requiring the submission and approval of drainage details.
8. Landscaping condition, requiring the submission of both hard and soft landscaping including tree planting
9. Tree survey to be submitted and replacement planting to be agreed in writing.
10. Site investigation, including mitigation to be submitted and approved in writing.
11. Boundary treatments to be submitted and approved in writing.
12. Wheel cleansing facilities to be submitted and approved in writing.
13. Details of disabled access and parking to be submitted and approved in writing.
14. Details of a scheme and implementation of surface water regulation systems to prevent the increased risk of flooding.
15. Construction and delivery hours to be adhered to through the course of the development.
16. Vehicle access, parking etc to be constructed prior to occupation of properties.
17. Cycle parking and bin storage to be provided.
18. The development in respect of any phase (plots 1, 2a, 2b and 2c) can commence providing all relevant conditions are complied with in relation to that phase.
19. Submission and agreement of a habitat creation and restoration scheme to mitigate the loss of the SINC.
20. Requiring wildlife/ecology survey to include amphibians, water voles, bats and great crested newts including scheme of mitigation.
21. Securing adequate protection of trees to be retained throughout construction.

22. Requiring targeted trial trenching for archaeological features in accordance with a scheme submitted to and agreed by the local Planning Authority and mitigation as required.
23. Agreement of structural details of any retaining walls.
24. That all residential development should comply with the Council's Supplementary Planning Documents and Guidance.
25. That residential development shall provide a positive and active frontage to the Bridgewater Canal. Town Lake and all areas of public open space and vehicle/pedestrian routes. That the development shall provide pedestrian orientated treatment to include adequate stand off zones from and landscape boulevard treatment to the North bank of the Bridgewater Canal.
26. Requiring a scheme of off site highway improvements to provide safe and adequate highway and pedestrian access to Plot 1 including improvements to the junction of the Former busway with the Astmoor Spine Road, to secure the structural stability of any retaining structures and bridges and means of emergency access.
27. Requiring provision of pedestrian links, cycleway and designated greenways.
28. Requiring submission and agreement of details relating to site and finished floor levels.
29. Limiting the height of any development on any plot or parcel to those detailed in the approved plan 0011 rev B.

DEV19 PLAN NO. 07/00279/OUT - OUTLINE APPLICATION FOR ERECTION OF UP TO 20 NO. INDUSTRIAL UNITS AT THE FORMER TECH POL LTD, PICOW FARM ROAD, RUNCORN

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. No comments had been received from local residents. It was noted that the Environment Agency had responded requesting additional conditions be added in relation to drainage, storage and handling of materials, along with hours of operation and noise restrictions.

RESOLVED: That approved subject to condition relating to the following:

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.
3. Time limit for the commencement of development.
4. Reserved matters to be submitted and carried out as

Strategic Director  
- Environment

approved.

5. Condition specifying amended plans (BE1)
6. Materials condition, requiring the submission and approval of the materials to be used (BE2)
7. Landscaping condition, requiring the submission of both hard and soft landscaping (BE2)
8. Tree survey to be submitted and replacement planting to be agreed in writing (BE1)
9. Site investigation, including mitigation to be submitted and approved in writing (PR14)
10. Boundary treatments including retaining walls to be submitted and approved in writing (BE2)
11. Wheel cleansing facilities to be submitted and approved in writing (BE1).
12. Details of disabled access and parking to be submitted and approved in writing (BE2)
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 of properties/commencement of use (BE1)
15. Agreement and implementation of cycle parking provision (TP6)
16. Submission and agreement of finished floor and site levels (BE1)
17. Agreement and implementation of bin stores (BE1)
18. Restricting insertion of mezzanine floors without prior consent of planning authority (BE1)
19. Restricting use to classes B1, B2 and B8 (E3)
20. Restricting ground floor space to up to 1750m<sup>2</sup> subject to compliance with
21. Councils Supplementary Planning Documents (BE1)

Additional conditions relating to:

- Drainage and storage and handling of chemicals and other materials;
- External storage, hours of operation and noise levels; and
- noise restrictions.

DEV20 PLAN NO. 07/00304/FUL PROPOSED ERECTION OF A 33,684 SQ M DISTRIBUTION WAREHOUSE DEVELOPMENT (B8) AND ASSOCIATED OFFICE SPACE, PARKING, LANDSCAPING AND INFRASTRUCTURE AT MANOR PARK 3 - SECTOR D, EASTGATE WAY, RUNCORN

The consultation procedure undertaken was outlined

in the report together with background information in respect of the site. No comments had been received from local residents.

RESOLVED: That the application be approved subject to 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. Requiring submission and agreement of colour scheme for external fuel tanks (BE1)
20. Submission and agreement of additional details relating to substation and screening to refuse and recycling areas.

Strategic Director  
- Environment

In addition the Committee agreed additional drainage and ground investigation conditions being added to the approval.

DEV21 PLAN NO. 07/00322/S73 - APPLICATION UNDER SECTION 73 OF THE TOWN AND COUNTRY PLANNING ACT FOR PROPOSED VARIATION OF CONDITION 15 OF PLANNING APPLICATION 03/00863/OUTEIA

The Committee was advised that this application had been withdrawn.

Questions regarding the enforcement of conditions was raised by the Members. The Operational Director of Environmental and Regulatory Services provided a response to say all conditions would be enforced rigorously.

DEV22 PLAN NO. 07/00336/HBCFUL - APPLICATION FOR VARIATION TO EARLIER APPROVED SCHEME (05/00948/FUL) FOR PROPOSED CREATION OF A LANDSCAPED GREENSPACE CORRIDOR CONTAINING NEW DRAINAGE WATER BODIES, FOOTPATHS, CYCLEWAY AND NATIVE PLANTING

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. Two letters of representation/objection had been received in respect of the application and the concerns raised were detailed within the report. Three letters in principle support had been received from the Northwest Regional Development Agency and the Council's Trees and Woodlands Officer and 3MG. United Utilities had confirmed that they raise no objection.

It was noted that seven additional letters of representation had been received since publication of the agenda.

Mr Egan addressed the Committee and spoke against the application.

The Chairman requested a show of hands from Members of the Committee in favour of voting for the application and requested that this be recorded in the minutes. The following Members voted in favour of approving the application:

Councillors Nolan, Thompson, P. Blackmore, S. Blackmore, Hignett, Morley, Osborne, Polhill and Sly.



The following Councillors voted against the application:

Councillor Rowan.

Therefore the application was approved.

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

Strategic Director  
- Environment

1. Specifying amended plans (BE1)
2. Requires that the development be carried out in accordance with all approved documents and associated supporting information unless otherwise agreed by the Local Planning Authority.
3. Submission and agreement of a scheme of archaeological work (BE5)
4. Requiring seeding of the area of surface scrape prior to completion or in accordance with details agreed by the Local Planning Authority (BE1)
5. Restricting construction and delivery hours.

DEV23 PLAN NO. 07/00337/FUL - DEMOLITION OF FACTORY UNIT AND ERECTION OF 3 STOREY APARTMENT BLOCK OF 12 NO. APARTMENTS AT 5 THOMAS STREET, WIDNES

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that United Utilities had raised no objection. The Council's Highway Engineers had recommended a ground investigation planning condition.

RESOLVED: That

- (1) The applicant entering into a Section 106 planning agreement in relation to the provision of a financial contribution towards off-site open space and the following conditions; -
- (2) The following conditions,
  - 1 Amended Plans (BE2)
  - 2 Prior to commencement, the entering into a Legal Agreement for the provision of off site open space; (H3 and the Open Space SPD)

Strategic Director  
- Environment

- 3 Prior to commencement provision of pre-development site levels and proposed finished floor levels; (BE1)
- 4 Prior to commencement all materials to be submitted and approved; (BE2)
- 5 Prior to commencement details of all boundary treatment to be submitted and approved; (BE22)
- 6 Prior to commencement detailed landscaping scheme to be submitted and approved; (BE1) x 3
- 7 Prior to commencement ground investigations for potential pollutants and remediation scheme where necessary; (BE1 and PR6)
- 8 Prior to commencement provision of a drainage scheme to be submitted and approved; (BE1)
- 9 Prior to commencement of development details of secure cycle storage to be submitted and approved; (TP6)
- 10 Prior to commencement of development details of secure bin storage to be submitted and approved; (BE1 and BE2)
- 11 Prior to commencement provision and use of wheel cleansing facilities during course of construction to be submitted and approved; (BE1)
- 12 Prior to commencement of development details of lighting for the site to be submitted and approved; (BE1 and BE2)
- 13 Restricted hours of development and deliveries related to development during construction period; (BE1)
- 14 Access, car parking including disabled car parking, servicing areas shall be laid out in accordance with approved amended plans; (BE1)
- 15 Insertion of windows pd removed; (BE1)
- 16 Provision of required bin storage facilities for all individual dwellings at developer's expense. (BE1)

DEV24 PLAN NO. 07/00383/FUL - PROPOSED CONSTRUCTION OF 24 NO. NEW FLATS (FOR RENT) AT LAND TO WEST OF CASTLEFIELDS ENTRE AND AT SSOUTHERN END OF KEEPERS WALK, RUNCORN

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

of the site.

RESOLVED: That the application

A. Be approved subject to conditions relating to the following:

21. Condition specifying amended plans (BE1)
22. Materials condition, requiring the submission and approval of the materials to be used (BE2)
23. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting. (BE2)
24. Boundary treatments to be submitted and approved in writing. (BE2)
25. Wheel cleansing facilities to be submitted and approved in writing. (BE1)
26. Construction and delivery hours to be adhered to throughout the course of the development. (BE1)
27. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/ commencement of use. (BE1)
28. Conditions relating to the agreement and implementation of bin stores cycle parking provision (TP6)
29. Site investigation, including mitigation to be submitted and approved in writing. (PR14)
30. Conditions relating to tree protection during construction (BE1)
31. Submission and agreement of site and finished floor levels (BE1)
32. Agreement of details and construction design of all retaining walls (BE1); and

B. Authority be delegated to the Operational Director- Environmental and Regulatory Services in consultation with the Chairman or Vice Chairman to pursue the necessary highway closures for implementation of the scheme.

#### DEV25 MISCELLANEOUS ITEMS

It was reported that appeals had been received following the Council's refusal of the following applications:

-

The decision had been received as follows: -

06/00550/TPO      Application for removal of 2 No. Lime trees at Sumners Farm , House,

Strategic Director  
- Environment

Barkers Hollow Road, Preston Brook,  
Warrington, Cheshire, WA4 4AY

**This appeal was dismissed**

It was noted that the following applications had been withdrawn: -

07/00200/FUL Proposed two storey extension to existing hotel at Premier Travel Inn, Chester Road, Preston Brook, Runcorn, Cheshire

07/00223/OUT Outline application (with siting/layout, design/external appearance and landscaping matters reserved) for proposed demolition of existing house and erection of 2 No. semi detached two storey dwellings with integral (single) garages at 84 Heath Road, Widnes, Cheshire, WA8 7NU

07/00227/FUL Proposed provision of covered area to front of Red Admiral, Boston Avenue, Runcorn, Cheshire, WA7 5JQ

07/00234/ADV Proposed display of various illuminated/non illuminated signage at D & E Motor Factors Ltd, Hutchinson Street, Widnes, Cheshire, WA8 0PZ

07/00235/FUL Proposed cladding to external elevations at D & E Motor Factors Ltd, Hutchinson Street, Widnes, Cheshire, WA8 0PZ

07/00265/FUL Proposed demolition of single storey workshop, crane control building and part of existing pipebridge and the erection of two storey offices and single storey warehouse including new circulatory road, roundabout, car parking and ancillary works at Ineos Chlor, Castner Kellner Site, Runcorn,

Cheshire

07/00283/FUL Outline application (with layout and external appearance matters reserved) for 2 No. 3 bedroom semi detached houses on Land Adjacent To 10 Cheshyres Lane, Runcorn, Cheshire, WA7 4LF

07/00293/FUL Proposed first floor side extension to create bedroom space at 1 Littlestone Close, Widnes, Cheshire, WA8 9YU

07/00320/FUL Proposed single storey building and creation of new parking area at St Edwards Catholic Primary School, Wivern Place, Runcorn, Cheshire, WA7 1RZ

07/00335/FUL Proposed erection of 2 No. parasols to form protection for A.T.O. users at Cock And Trumpet Inn, Halebank Road, Widnes, Cheshire, WA8 8NB

07/00348/FUL Proposed side extension with double garage to front together with conversion of existing rear double garage to provide granny flat at 116 Runcorn Road, Moore, Warrington, Cheshire, WA4 6UB

07/00384/FUL Proposed single storey side and rear extension to form garage and utility room at 8 Kelsall Close, Widnes, Cheshire, WA8 7PB

It was noted that the following application had been returned:-

07/00351/FUL Proposed conservatory to rear of 2 Portside, Runcorn, Cheshire, WA7 3LE

*Meeting ended at 6.53 p.m.*

**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Tuesday, 31 July 2007 at Civic Suite, Town Hall, Runcorn*

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: P. Watts, M. Simpson, S. Baxter, M. Allen, J. Farmer, A. Plant and J. Tully

Also in attendance: 75 members of the public and 3 members of the press. Representatives from Ineos, from HAGATI, Helsby Parish Councillor Porter and numerous Ward/Borough Councillors.

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

DEV26 INEOS CHLOR - CONSULTATION

*Action*

The Committee received a report regarding the consultation in respect of Notification under Section 36 of the Electricity Act 1989 and section 90(2) of the Town and Country Planning Act 1990 to the Secretary of State for Trade and Industry (DTI). It was noted consent was sought to construct and operate an energy from waste combined heat and power generating station with an approximate capacity of 360MW thermal and up to 100MW of electrical power.

The report outlined the procedure of the consultation, who was consulted and a summary of responses received as a result of the consultation. Also detailed in the report was a summary of proposal, justification provided by the applicant in support of the proposal, summary of relevant policies, observations and responses, transport, comments from Merseyside Advisory Services (MEAS), conclusion and recommendation.

Mr Tom Crotty from Ineos Chlor spoke in favour of

the proposal outlining the strict operating regimes, which control such facilities, the business benefits that would result and giving assurances on impacts upon Halton and its residents.

In response to the points made, Members asked a number of questions in respect of emergency shut down, dispersal fumes, health risk assessment, varying prices of gas, air pollution, damage to health, fuel quality and source and transport impacts.

Mr Crotty and colleagues from Ineos provided responses to the questions.

Members heard from representatives of Halton Action Group Against the Incinerator. (HAGATI) who spoke against the proposal and in particular that the technology was unproven, how the proposal was driven solely by commercial reasons, how it would adversely impact upon the health and well being of Halton and its residents, that the application was flawed and failed to address a number of issues, impacts upon local roads and transportation systems (lack of capacity) and that no decisions should be made without a public enquiry.

In response Members asked questions and received responses from one of the speakers.

Helsby Parish Councillor George Porter addressed the Committee and spoke against the proposal.

Councillor Bradshaw spoke against the proposal.

Councillor E. Ratcliffe spoke against the proposal.

Councillor Rowe spoke against the proposal and stated that there was a need for a public enquiry.

The Operational Director Environmental and Regulatory Services and officers then addressed the Committee. Members were advised of information, which had been received following the publication of the agenda item. Reference was made to the earlier appraisal session and the ability of the Council to request a public inquiry.

The Committee was advised that a further five objections had been received since publication of the report – two from members of the public, two from Friends of the Earth and the other from Daresbury Parish Council. In addition a petition containing 250 names had been received.



It was noted that this additional information would be forwarded to the Secretary of State.

It was reported that an independent report into the proposed stack height was commissioned following an issue raised at the Members Briefing and Awareness meeting. The conclusion of the report stated the following:

“The air quality assessment when looked at in conjunction with the additional information (lower building height), indicated that a stack height of 105 metres should be sufficient so as to have an acceptable impact on the surrounding environment. There were no major technical discrepancies to disagree with this outcome and, as such, the modelling undertaken would agree with this conclusion. It was recommended however, that the background concentrations should be investigated in more detail, and that the receptor grid resolution should be refined. This may impact on the worst case meteorological data assessment, so this may also need to be re-assessed. “

It was advised that this report would also be forwarded to the Secretary of State.

Members questions raised in relation to the study and the other matters were answered.

Members thanked the Planning Officer for providing such a detailed and complex report. Ineos Chlor and HAGATI were similarly thanked.

Councillors Sly recommended the addition of additional conditions, which were added as outlined in the resolution.

At the conclusion of the debate a motion (incorporating additional conditions recommended) was moved. Therefore the consultation response was agreed.

RESOLVED: That

- A. This application raises a number of important and complex issues. The Council and its consultees, including the Primary Care Trust, have given due consideration to these issues and the views of local residents. The Council would wish the Secretary of State to address the issues raised within the attached report and ask that the Secretary of State is fully satisfied that the proposal will not have any adverse impacts upon the health of the Boroughs residents before authorising the proposal. Particular attention

is drawn to the observations of the Director of Public Health and the request for further information made therein. Unless the matters raised are satisfactorily addressed by the Secretary of State, the Council would wish to object to the granting of permission.

B. If the Secretary of State is minded to approve the application then he is requested to consider the imposition of conditions as set out in appendix 7 and the need for a Section 106 agreement between the Local Planning Authority and Ineos.

C. Additional conditions are as follows:

1. A minimum of 90% (by weight) of the refuse-derived fuel to be burnt in the plant shall be delivered to site by rail or water.
2. The loading onto vehicles of fly ash and FGT residues from the plant shall take place with an enclosed space subject to negative pressure such that any airborne contaminants released during the loading process shall not escape to the environment;
3. The fly ash and FGT residues shall be transported to the hazardous waste disposal site in sealed vessels;
4. Appropriate steps shall be taken to prevent fly ash or FGT residues from becoming airborne during the process of unloading and disposal at the hazardous waste disposal site.
5. The process control system adopted for the plant shall comply to Safety Integrity level 4 (SIL4) in accordance with IEC 61508 & ICE 61511 and shall be designed and constructed so that in the event of any malfunction of the plant or its controls the process may be shut down safely without the release of hazardous material to the environment.
6. The online monitoring equipment used to continuously monitor flue gas quality shall be subject to regular and frequent calibration in accordance with the manufacturers' recommendations and using calibration materials or equipment directly traceable to primary standards. Complete and accurate calibration logs shall be maintained and available for inspection by

the Environment Agency, the Halton Borough Council Environmental Health Service, Halton and St. Helens PCT or their successor bodies.

7. The plant shall incorporate apparatus for the minimisation of dioxin and furan emissions by means of catalysis.
8. Monitoring of the flue gases for dioxins and furans shall be carried out according to the best available practices. As a minimum, flue gases shall be sampled continuously via a sidestream and passed through a purpose-built dioxin sampling system. The samples collected by the sampling system shall be analysed for concentration levels of dioxins and furans not less than once per fortnight.

*Meeting ended at 7.50 p.m.*

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**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Monday, 13 August 2007 at Civic Suite, Town Hall, Runcorn*

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), P. Blackmore, S. Blackmore, Hignett, Leadbetter, Morley, Osborne, Polhill, Rowan and Sly

Apologies for Absence: None

Absence declared on Council business: None

Officers present: P. Watts, M. Simpson, L. Beard and L. Capper

Also in attendance: 3 members of public

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

	<i>Action</i>
DEV27 MINUTES	
<p>The Minutes of the meeting held on 17 July 2007, having been printed and circulated, were taken as read and signed as a correct record.</p>	
DEV28 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE	
<p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described.</p>	
DEV29 - PLAN NO. 07/00371/FUL - PROPOSED DEVELOPMENT OF 15 NUMBER RESIDENTIAL DWELLINGS AND ACCESS ROAD TO THE LAND AT 117 - 181 HEATH ROAD, RUNCORN.	
<p>The Committee was informed that this proposal had been withdrawn by the applicant on the 10<sup>th</sup> August 2007.</p>	
DEV30 - PLAN NO. 07/00408/FUL - PROPOSED 4-6 STOREY	

HOTEL COMPRISING 149 NO. BEDROOMS, CONFERENCE CENTRE, ANCILLARY HEALTH AND FITNESS FACILITY WITH ANCILLARY CAR PARKING (450 NO. SPACES) TO THE LAND AT THE BLENDRAVEN SITE, DITTON ROAD, WIDNES.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was reported that the Health and Safety Executive had withdrawn their objections. The Environment Agency also advised that they were happy for flood risk assessment matters to be dealt with by way of condition. They also requested the inclusion of an additional condition in relation to contaminated land investigation.

The Committee was advised that the standards for access to the site have been revised and additional access have been provided off Ditton Road. A right hand turning lane was therefore required into this site which could be accommodated in addition to a visibility splay.

Members welcomed the proposal.

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

Strategic Director  
- Environment

1. Standard commencement condition (BE1)
2. Amended Plans (BE1)
3. Prior to commencement details of all materials to be provided and approved. (BE2)
4. Prior to commencement details of all boundary treatment to be provided and approved (BE2)
5. Prior to commencement details of hard and soft landscaping to be provided and approved (BE2)
6. Details of signage to be provided prior to occupation (BE1)
7. Wheel cleansing facilities (BE1)
8. Right turning lane to be provided (BE1)
9. Visibility splay 4.5m x 90m (BE1)
10. Road safety audits required prior to commencement (BE1)
11. Taxi drop off point required within the site (BE1)
12. Bus/coach turning facility required within the site (BE1)
13. Site investigation, including remediation to be submitted and approved (PR14)
14. Further details for Flood Risk Assessment required to be submitted and approved in writing (PR16)
15. Tree protection during construction (BE1)

16. Prior to the occupation details of the lighting within the site (BE2)
17. Travel Plan required prior to occupation (TP16)
18. Cycle track along frontage of site on Ditton Road (TP6)

DEV31 - PLAN NO. 07/00475/HBCFUL - PROPOSED ERECTION OF FENCING AND VEHICULAR GATES TO THE LAND AT MOUNT STREET, WIDNES.

The Committee was advised that this application had been withdrawn on the 2<sup>nd</sup> August 2007.

DEV32 MISCELLANEOUS ITEMS

It was reported that appeals had been received following the Council's refusal of the following applications:-

06/00958/OUT      Outline application (with landscaping matters reserved) for erection of 14 No. one bedroom apartments with adjacent parking and amenity space at 24 - 30 Farnworth Street, Widnes, Cheshire

06/00972/FUL      Proposed residential development consisting of 40 No. dwellings at Former Fire Station, Heath Road, Runcorn, Cheshire, WA7 4XL

07/00106/COU      Proposed erection of stable block, hardstanding and menage at Land To The South West Of Junction Between Newton Lane And Chester Road, Daresbury, Cheshire

It was noted that the following applications had been withdrawn :-

07/00309/FUL      Proposed conservatory to rear of 20 Betchworth Crescent, Runcorn, Cheshire, WA7 2YA

07/00322/S73      Application under Section 73 of the Town & Country Planning Act for proposed variation of condition 15 of

planning application 03/00863/OUTEIA  
at Runcorn Old Quay, Mersey Road,  
Runcorn, Cheshire, WA7 1DF

07/00438/FUL

Proposed erection of a three storey  
apartment block containing 20 No. two  
bed apartments at Runcorn Service  
Station, Bridge Street, Runcorn,  
Cheshire, WA7 1BP

*Meeting ended at 6.37 p.m.*



**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Wednesday, 26 September 2007 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), P. Blackmore, S. Blackmore, Hignett, Leadbetter, Morley and Osborne

Apologies for Absence: Councillors Rowan and Sly

Absence declared on Council business: Councillor Polhill

Officers present: P. Watts, M. Simpson, L. Beard, R. Cooper, G. Henry, A. Pannell and J. Tully

Also in attendance: 8 members of the public

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

DEV33 MINUTES

The Minutes of the meetings held on 31<sup>st</sup> July and 13<sup>th</sup> August 2007, having been printed and circulated, were taken as read and signed as a correct record.

DEV34 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.

DEV35 - PLAN NO. 07/00362/FUL - PROPOSED CONSTRUCTION OF 4 NEW RAILWAY SIDINGS, CONSISTING OF 4 X 550M LENGTH TRACKS WITH HEAD SHUNT AND "TURNOUT" FROM THE EXISTING DITTON JUNCTION SIDINGS, TEMPORARY ACCESS ROAD FOR CONSTRUCTION TRAFFIC FROM HALEBANK ROAD AND TEMPORARY WORKS COMPOUND TO THE LAND AT HBC FIELDS, HALEBANK ROAD, WIDNES.

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

*Action*

of the site. It was reported that 12 letters of objection had been received details of which were outlined in the report.

The Committee was informed of a slight amendment to the applicant details, which should have read 3MG Mersey Multimodal Gateway Project Team, rather than just 3MG Mersey Multimodal Gateway.

RESOLVED: That subject to the secretary of State not calling in the application, that authority be delegated to the Operational Director – Environmental and Regulatory Services to approve the application in consultation with the Chair or Vice Chair of the Committee subject to conditions relating to the following:

1. Specifying amended plans (BE1);
2. Requires that the development be carried out in accordance with all approved documents and associated supporting information including all suggested mitigation measures and methods of good practice throughout unless otherwise agreed by the Local Planning Authority;
3. Requiring submission and agreement of a scheme of noise mitigation covering implementation and operational phases and implementation in full (PR2);
4. Submission, agreement and implementation of a scheme of dust suppression through the construction phase (PR1);
5. Restricting construction and delivery hours (BE1);
6. Site investigation, including mitigation to be submitted and approved in writing (PR14);
7. Survey and protection of ground nesting birds prior and during construction (GE21);
8. Agreement and implementation of a scheme of compensatory flood storage works (PR16);
9. Agreement and implementation of scheme for disposal of foul and surface waters (PR5);
10. Facilities for storage of chemicals (PR5);
11. Restricting discharge of foul or contaminated drainage (PR5); and
12. Requiring reinstatement of proposed temporary access road and compound in accordance with timetable and details agreed by local Planning Authority (BE1);

Strategic Director  
- Environment

DEV36 - PLAN NO. 07/00444/FUL - PROPOSED SINGLE STOREY TRUCK SERVICING FACILITY AND ASSOCIATED SITE INFRASTRUCTURE TO THE LAND OF BROWN STREET, WIDNES.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. The Health and Safety Executive, Environment Agency and United Utilities had been consulted and did not raise any objections.

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

Strategic Director  
- Environment

1. Standard commencement condition;
2. Submission of materials (BE2 Quality of Design);
3. Site investigation, remediation plan (PR14 Contaminated Land);
4. Cycle parking details (TP6 Cycling provision as Part of New Development);
5. Car parking layout maintained as part of this scheme (BE1 General Requirements for New Development);
6. Provision of bin storage/waste (BE1 General Requirements for New Development);
7. No outside storage (BE1 General Requirements for New Development);
8. Wheelwash during construction (BE1 General Requirements for New Development);
9. Visibility Splay (BE1 General Requirements for New Development); and
10. Submission and implementation of remediation scheme;

DEV37 - PLAN NO. 07/00446/FUL - PROPOSED ALTERATION AND EXTENSION TO RAIL FREIGHT PARK INCLUDING ERECTION OF NEW HEADQUARTERS OFFICE BUILDING, WORKSHOP BUILDING, EXTENSIONS TO EXISTING GANTRY CRANE TRACKS, GATE HOUSE AND ANCILLARY DEVELOPMENT TO THE LAND AT WIDNES INTERMODAL RAIL DEPOT, DESOTO ROAD, WIDNES.

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

It was reported that the applicant had failed to completely resolve the issue regarding flooding. The Environment Agency had confirmed that this could be resolved through additional information.

RESOLVED: That authority be delegated to the Operational Director – Environmental Services and Regulatory to approve the application in consultation with

Strategic Director  
- Environment

the Chair or Vice Chair of the Committee subject to conditions relating to the following:

1. Requiring the applicant to enter into a legal or other agreement in relation to developer contributions to sustainable transport (TP1);
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 (BE1);
4. Landscaping condition, requiring the submission of both hard and soft landscaping. (BE2);
5. Boundary treatments to be submitted and approved in writing. (BE2);
6. Wheel cleansing facilities to be submitted and approved in writing and used during construction. (BE1);
7. Construction and delivery hours to be adhered to throughout the course of the development. (BE1);
8. Vehicle access, parking, servicing etc to be constructed prior to occupation/ commencement of use. (BE1);
9. Agreement and implementation of cycle parking provision (TP6);
10. Requiring implementation of agreed Travel Plan (TP16);
11. Restricting external lighting (BE1);
12. Requiring submission and agreement of colour scheme for external fuel tanks (BE1);
13. Submission and agreement of additional details relating to ancillary buildings including pumping house;
14. Requiring submission and agreement of additional details relating to details of locations and height of external storage and requiring the development to be carried out in accordance with the agreed details. (BE1); and
15. Site investigation, including mitigation to be submitted and approved in writing. (PR14);

Plus any conditions required by the Environment Agency.

DEV38 - PLAN NO. 07/00470/OUT - PROPOSED OFFICE DEVELOPMENT OF 3 UNITS TO THE SITE OFF CLIFTON ROAD, SUTTON WEAVER, RUNCORN.

The consultation procedure undertaken was outlined

in the report together with background information in respect of the site.

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

Strategic Director  
- Environment

1. Standard outline conditions (4) (BE1);
2. Amended plans (BE1, TP6, TP7, TP12);
3. Prior to the commencement of development provision of private amenity space per existing dwelling (BE1);
4. Prior to the commencement of development provision of private garage per dwelling (BE1);
5. Prior to commencement of development Ground Investigation (PR14);
6. Prior to commencement of development provision of Drainage conditions (2) (BE1);
7. Prior to commencement of development agreement of boundary treatment (BE22);
8. Landscaping Scheme conditions (3) (BE1);
9. Prior to commencement of development provision of acceptable connection to adopted highway of Clifton Road including provision of tactile paving at crossing points and removal of obstructions and other works to be undertaken through Section 278 Agreements (BE1, TP6, TP7, TP12);
10. Prior to commencement of development provision of Road Safety Audits (BE1, TP6, TP7);
11. Prior to commencement of development provision of structural calculations in relation to the provision of any retaining walls required as part of the development (BE1);
12. Prior to commencement of development provision of a Green Travel Plan (TP16);
13. Prior to commencement of development provision of details of changing and shower facilities (BE1);
14. Prior to commencement of development provision of Materials (BE2);
15. Prior to commencement of development details of wheel cleansing including method statement for provision (BE1);
16. Prior to commencement of development provision of Bin Storage details (BE1);
17. Prior to commencement of development provision of Cycle Storage details (BE1);
18. Prior to commencement of development provision of existing land levels on and adjacent to the site and finished floor levels to be agreed (BE1);
19. Layout of all access, car parking and service areas as agreed and shown on approved plans (BE1, TP6, TP7, TP12);

20. Control of building height to no more than 7.5m at the ridge (BE1 and BE2);
21. External Lighting restriction (BE1);
22. External Storage restriction (BE1); and
23. Construction Hours restriction (BE1);

An additional condition was added as follows:

24. Signage to indicate "Right Turn Only" from development.

DEV39 - PLAN NO. 07/00530/WST - PROPOSED ERECTION OF PORTAL FRAME BUILDING FOR WASTE TRANSFER AND ASSOCIATED SITE WORKS TO THE LAND AT P&N SKIP HIRE, PICKERINGS ROAD, WIDNES.

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

It was reported that there was an ongoing consultation taking place with the Council's Environmental Officer with regard to noise. The Committee was informed of additional planning condition relating to operating hours, that they would be between 06.00am and 7.30pm during the week and 6.00am until 2.00pm on a Saturday. It was noted that there was an exemption to this rule in the event of taking emergency waste from companies such as United Utilities and a provision would be made for this within the conditions.

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

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 (BE1);
4. Submission, agreement and implementation of drainage details (BE1);
5. Landscaping condition, requiring the submission of hard and soft landscaping. (BE2);
6. Boundary treatments to be submitted and approved in writing. (BE2);
7. Wheel cleansing facilities to be submitted and approved in writing and used during construction. (BE1);
8. Construction and delivery hours to be adhered to

Strategic Director  
- Environment

- throughout the course of the development. (BE1);
9. Vehicle access, parking, servicing etc to be constructed prior to occupation/ commencement of use of the new building. (BE1);
  10. Agreement and implementation of cycle parking provision (TP6);
  11. Restricting external lighting (PR4);
  12. Requiring submission and agreement of additional details relating to details of locations and height of external storage and requiring the development to be carried out in accordance with the agreed details. (BE1);
  13. Requiring demolition and removal of the existing waste sorting building/ facilities in accordance with a scheme and timetable to be agreed (BE1);
  14. Site investigation, including mitigation to be submitted and approved in writing. (PR14);
  15. Requiring all loaded HGV vehicles entering and leaving the site to be fully sheeted (BE1);
  16. Prohibiting burning of waste (PR1);
  17. Requiring all plant, machinery and other equipment to be properly silenced and maintained in accordance with manufacturer instructions (BE1);
  18. Specifying amended plans (BE1);
  19. Materials condition, requiring the submission and approval of the materials to be used (BE2);
  20. Submission, agreement and implementation of site and finished floor levels (BE1);
  21. Submission, agreement and implementation of drainage details (BE1);
  22. Landscaping condition, requiring the submission of hard and soft landscaping. (BE2);
  23. Boundary treatments to be submitted and approved in writing. (BE2);
  24. Wheel cleansing facilities to be submitted and approved in writing and used during construction. (BE1);
  25. Construction and delivery hours to be adhered to throughout the course of the development. (BE1);
  26. Vehicle access, parking, servicing etc to be constructed prior to occupation/ commencement of use of the new building. (BE1);
  27. Agreement and implementation of cycle parking provision (TP6);
  28. Restricting external lighting (PR4);
  29. Requiring submission and agreement of additional details relating to details of locations and height of external storage and requiring the development to be carried out in accordance with the agreed details. (BE1);

30. Requiring demolition and removal of the existing waste sorting building/ facilities in accordance with a scheme and timetable to be agreed (BE1);
31. Site investigation, including mitigation to be submitted and approved in writing. (PR14);
32. Requiring all loaded HGV vehicles entering and leaving the site to be fully sheeted (BE1);
33. Prohibiting burning of waste (PR1); and
34. Requiring all plant, machinery and other equipment to be properly silenced and maintained in accordance with manufacturer instructions (BE1);

The Committee was informed of the following additional condition:

Condition relating to opening / operating hours.

DEV40 - PLAN NO. 07/00538/FUL - PROPOSED MINOR ALTERATIONS TO PLANNING APPROVAL 05/00903/FUL TO MEADOW LODGE, BENNETS LANE, WIDNES.

It was reported that this application had been withdrawn.

DEV41 - PLAN NO. 07/00555/FUL - PROPOSED ERECTION OF 16 NO. COURTYARD HOUSES, PRIVATE ACCESS ROAD AND PRIVATE OPEN SPACE TO THE LAND AT DAWSONS DANCE CENTRE, LUNTS HEALTH ROAD, WIDNES.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was reported that no comments had been received following the Council's formal consultation process.

RESOLVED: That the application be approved subject to the application not being called in by the Secretary of State and 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

Strategic Director  
- Environment



- comprehensive development of the site (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);
  11. A condition and removing permitted developments from the property including extension, detached buildings, porches, boundary treatments, hard standing, roof alterations and garage conversions. (BE1);
  12. Details of off site highway works, to include a refuge island and an extension to the ghost island, to be submitted to, agreed and constructed prior to commencement of development (BE1); and
  13. Prior to the commencement of development details of existing site levels and finished floor levels to be submitted and agreed (BE1);

It was reported that amended plans had been received which included a comparatively minor detail to be added to conditions as follows:

14. Amended plans (BE1)

DEV42 - PLAN NO. 07/00616/FUL - PROPOSED DEVELOPMENT OF 15 NUMBER RESIDENTIAL DWELLINGS AND ACCESS ROAD TO THE LAND AT 177-181 HEATH ROAD, RUNCORN.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that this was a re-submission of application (07/00371/FUL), which received 8 letters of objection. Following consultation of this application (07/00616/FUL) at the time of writing 1 letter of objection had been received from local residents details of which are outlined in the report. Since the report was published a further six objections had been received and a letter from the MP.

Mr Horswill addressed the Committee raising

objections against the proposal.

It was reported that there was an amendment to paragraph two of the design section of the report. Plans were now to access all dwellings from the new adoptable standard access road with no private drives off Heath Road.

It was advised that the Council's Highway Engineer raised no objection provided issues regarding visibility on Heath Road improved through the removal of a tree and that a Grampian condition was attached for the relevant off-site works, removing the need for to include this in the Section 106 agreement. It was also noted that there was an additional condition for a bin provision.

Members discussed the application and it was felt that over time, should more trees be removed and more modern properties built, it would result in loss of character in the area. Members also noted that the properties 177 – 181 Heath Road were still owned by local residents and not the applicant who is the prospective purchaser.

Amendments were made to condition No. 4 and 7 as outlined below.

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

- A) The applicant entering into a legal agreement in relation to the payment of a commuted sum for the provision and improvement of off-site open space, replacement tree planting, and highways works.
- B) Conditions relating to the following;
  - 1. Standard commencement condition;
  - 2. Construction hours (BE1);
  - 3. Wheel cleansing facilities to be submitted and approved in writing. (BE1);
  - 4. Appropriate visibility splays to include the removal of tree identified on plans (BE1);
  - 5. The provision of dropped crossings for pedestrians (TP7);
  - 6. Width off access road and turning to accommodate large vehicles (BE1);
  - 7. Grampian condition for off site highways works – box junction. And to include re-instatement of footpath across the front of the site as well as additional road markings that would be required. (BE1);

Strategic Director  
- Environment

8. Agreement with Highway Authority for road adoption (BE1);
9. No conversion of garages (TP12);
10. No fences adjacent to the new highway (BE1);
11. Condition relating to 20mph speed limit (TP17);
12. Road safety audits and implementation of recommendations (BE1);
13. Materials condition, requiring the submission and approval of the materials to be used (BE2);
14. Boundary treatments to be submitted and approved in writing. (BE2);
15. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/ commencement of use. (BE1);
16. Site investigation, including mitigation to be submitted and approved in writing. (PR14);
17. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting. (BE2);
18. Drainage condition, requiring the submission and approval of drainage (BE1);
19. Conditions relating to tree protection during construction and lifetime of development (BE1); and
20. Submission and agreement of finished floor and site levels. (BE1);

- C) That if the legal agreement is not executed within a reasonable period of time authority is delegated to the Operational Director- Environmental and Regulatory Services in consultation with the Chairman or Vice Chairman to refuse the application on the grounds that it fails to comply with UDP Policy S25 Planning Obligations.

An additional condition was noted as follows:

21. Provision of bins

#### DEV43 MISCELLANEOUS ITEMS

It was reported that an appeal had been received following the Council's refusal of the following application: -

- |              |  |
|--------------|--|
| 06/00939/COU | Proposed change of use of car wash into a takeaway (Class A5) at Halton Brow Service Station Halton Brow Runcorn |
|--------------|--|

It was noted that appeals were lodged following the Council's refusal of the following applications:

Decisions had been received as follows:

06/00758/REM      Application for reserved matters for erection of 42 No. dwellings (up to 2.5 storeys in height) including access and parking at Nicolford Hall Norlands Lane Widnes

**This appeal was allowed**

Amended plans were received prior to the inquiry and this left one remaining objection. The amended plans were therefore accepted as minor amendments. The description of development was then changed to 'the erection of 41 dwellings of up to 2.5 storeys in height, including access and parking.'

The remaining issue was the implications of the proposed development for the living conditions of future occupiers, with regard to the provision of amenity space. The inspector's report stated that it was estimated that 18 of the 29 houses would be smaller in size than 80 m<sup>2</sup> as required by Supplementary Planning Guidance. The Council objected that the proposed development would not be conducive to family life and would undermine its objective to develop sustainable communities, in which families want to stay. The inspector went on to say that the SPG allowed for 50m<sup>2</sup> gardens in town centres in order to encourage higher density housing - but did not explain to my satisfaction why amenity areas of a similar size would be harmful to the *living conditions* of suburban residents. The report went on to say that town centres usually provided more recreational facilities than outer areas but those in my experience did not always include outdoor green spaces.

The Inspector considered the SPG to be guidance rather than statutory policy, and stated just because the gardens would be modest it did not follow that unacceptable harm would necessarily be caused to future occupiers. The view was that the proposed gardens would provide sufficient space for sitting out, hanging laundry and for children to play.

PPS3 indicated that where family housing was proposed, it was important to provide recreational areas, including private gardens, play areas and informal play space. The proposed dwellings would include front gardens as well as back, which would face a speed-limited cul-de-

sac rather than a main road. These gardens would not be private, as required by the SPG, but they could still be used. The development would also include communal open space on-site and lie near to public parks. The appellant has made a planning agreement to fund improvements to local sports facilities and play areas. Overall, the Inspector considered that the proposed development would provide adequate access to varied amenity spaces and would not prejudice the living conditions of future occupiers.

06/00794/COU      Proposed change of use from off licence (Class A5) at 10 Cronton Lane Widnes

**This appeal was allowed**

The main issue was the effect of the proposal on highway safety. The Council raised concern that the proposal would generate a need for two or more off-road parking spaces but following the site visit the inspector did not support that conclusion. However, the inspector acknowledged in the report that there was some illegal kerbside parking.

It was stated that the parade was easily accessible to local residents by public transport and there would be adequate off-road and/or unrestricted kerbside parking available for customers within a reasonable walking distance of the proposed take-away. Consequently the proposal would be unlikely to significantly increase the risk of vehicular conflict and would not, therefore, detrimentally affect highway safety.

**3) The following applications have been withdrawn :-**

07/00371/FUL      Proposed erection of 15 No. residential dwellings and access road at 177-181 heath Road Runcorn

07/00398/FUL      Proposed single storey extension of north porch to form meeting room, kitchen and wc at All Saints Church Daresbury Lane Daresbury

07/00443/COU      Proposed change of use from sewing shop to hot food takeaway (Class A5), external alterations including flue to

- extraction system and security roller shutters at 83 Albert Road Widnes
- 07/00445/FUL Proposed two storey extension to rear at 37 Norlands Lane Widnes
- 07/00452/FUL Proposed two storey extension to rear at 5 Balfour Street Runcorn
- 07/00481/FUL Proposed alterations to existing shop front to Nos 29,31,31a & 33 Widnes Road Widnes
- 07/00484/OUT Outline application (with appearance/landscaping/layout matters reserved) for proposed residential development comprising 40 No. three bedroom houses & 2 No. four bedroom houses together with 72 No. two bedroom apartments at Golden Triangle Complex Off Hale Road Widnes
- 07/00485/OUT Outline application (with appearance/landscaping/layout matters reserved) for proposed residential development comprising 36 No. three bedroom houses & 2 No. four bedroom houses together with 42 No. two bedroom apartments at Golden Triangle Complex Off Hale Road Widnes
- 07/00564/TPO Application for consent to fell 1 No. Sycamore to ground level at 84 Heath Road Widnes

The following report was to be noted for information

- 07/00510/ELD – Application for a Certificate of Lawfulness for proposed use of site as a secure residential care and treatment facility to the land bounded by Gorsey Lane, Bennetts Lane and Dans Road Widnes.

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*Meeting ended at 7.00 p.m.*

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**STANDARDS COMMITTEE**

*At a meeting of the Standards Committee on Wednesday, 5 September 2007 in Committee Room 1, Runcorn Town Hall*

Present: Mr B. Badrock (Chairman), Mr T. Luxton, Parish Councillor Crawford, and Councillors Parker and Redhead

Apologies for Absence: Councillors Lewis, Wainwright and Wharton

Absence declared on Council business: None

Officers present: L. Cairns and R. Barnett

Also in attendance: None

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

STC6 MINUTES

The minutes of the meeting held on 13<sup>th</sup> June 2007, having been printed and circulated, were signed as a correct record.

STC7 COMMITTEE ACTION PLAN

The Committee considered a report of the Strategic Director – Corporate and Policy outlining a proposed action list for Members to use to formulate and prioritise a work programme.

An updated action list was tabled, which the Committee analysed in detail. It was agreed that:

- Actions 1, 5, 8 and 10 be merged as high priority with a deadline of December 2007;
- Action 2 be classed as low priority;
- Action 3 be classed as high priority with a deadline of March 2008;
- Actions 9 and 16 be merged as high priority with a deadline of February 2008 – the new monitoring officer to review the video when in post, taking into

*Action*

account recent changes, to determine what amendments are required;

- Action 10 be classed as high priority with a deadline of December 2007;
- the deadline for Action 11 be amended to January 2008;
- Actions 12 and 13 be merged as medium priority with deadlines of February and June respectively;
- Action 14 be classed as high priority;
- Action 15 be classed as medium priority with a deadline of March 2008;
- a further action be added to read "Halton's preparations, arrangements and training for dealing with local filter duties", classed as high priority with a deadline of November 2007.

Members noted that all the places at the Standards Board Conference had been filled and Halton was now on a waiting list. The way places were allocated had previously been raised as an issue by AIMSce, the organisation that provided support to authorities' independent standards committee members. In order to avoid this situation in the future, it was agreed that delegated authority should be given to officers to automatically book two places as soon as notification of the event was received. In the meantime, officers were requested to investigate whether it would be possible for the Authority to send two people in an observer capacity. Failing this, a copy of the papers from the day should be requested.

RESOLVED: That

- (1) the actions outlined above to prioritise the work programme be carried out; and
- (2) officers be delegated authority to secure two places on all future Standards Committee conferences.

Monitoring Officer

#### STC8 STANDARDS BOARD INFORMATION ROUND-UP

The Committee considered a report of the Strategic Director – Corporate and Policy together with a copy of Bulletin 34 issued by the Standards Board for England. It was noted that the Occasional Paper on predetermination and bias, promised by the end of July, had not been published to date. This advice would be fundamental to the guidance that the Committee had previously requested.

Members noted the contents of the Bulletin, in particular:

- the need for a process to be followed when Councillors were considering the possibility of releasing confidential information;
- the fact that the Standards Board's training DVD had not yet been circulated; and
- the advice in respect of Paragraph 7 of the Code in relation to Parish Councils.

RESOLVED: That

- (1) the report be noted; and
- (2) contact be made with the Standards Board to gain an update on when the Occasional Paper is to be published.

Monitoring Officer

*Meeting ended at 4.40 p.m.*

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**REGULATORY COMMITTEE**

*At a special meeting of the Regulatory Committee on Monday, 30 July 2007 in the Council Chamber, Runcorn Town Hall*

Present: Councillors Philbin (Chairman), Wallace (Vice-Chairman), Bryant, Cross, Howard, A. Lowe, D Inch, Nelson, E. Ratcliffe and Wainwright

Apologies for Absence: Councillors Drakeley

Absence declared on Council business: None

Officers present: S. Baxter, L. Capper, K. Cleary, J. Findlow and J. Tully

Also in attendance: From Warrington Borough Council: Cllrs Jim Regan, Colin Oliver and Ted Finnegan. Solicitor Rose Brown

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

REG8 APPLICATION FOR A PREMISES LICENCE BARRACUDA  
BAR 71B ALBERT ROAD WIDNES

*Action*

The Committee heard representations in person on behalf of:

- 1 the applicant,
- 2 Halton Borough Councils Environmental Health (as responsible authority)
- 3 Although there were representations from interested parties no members of the public attended the hearing

At the hearing the applicant's Legal Representative confirmed acceptance of the Police conditions and also confirmed acceptance of 5 of the 7 conditions requested by Environmental Health namely;

- The use of the outside area for the consumption of alcohol, food or refreshments shall cease at 23.00
- The rear emergency exit door shall be kept closed at all times (except in case of emergency) and shall be alarmed.
- Noise from any regulated activity shall be inaudible at

- any noise sensitive property at any time.
- Any use of the bin store shall be limited to between the hours of 10.00 and 22.00.
- Windows and doors shall be kept closed when any amplified music or voices are being played within the premises.

The applicant made reference to the information contained in the binders distributed to members and also to a Noise Assessment Report prepared for The Barracuda Group

At the conclusion of the hearing the Committee 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 decided that the application be granted subject to the conditions set out below:

Council Solicitor

The reason for the determination was that the Committee felt that the application was consistent with the Licensing Objectives.

**Condition No 1**

Extent of condition

The licence holder shall ensure that anyone who appears to be under 21 years of age who is consuming alcohol or attempting to purchase alcohol will be asked to prove their age. Accepted methods of proof of age are: passports, photo driving licences and PASS accredited proof of age cards e.g. Validate, Connexions, Citizen Card, Prove It Card. If any such person fails to satisfy the licence holder by means of such proof of age that they are 18 years old or older that person shall be ejected from the premises forthwith  
A notice or notices shall be displayed in and at the entrance to the premises where they can be clearly seen and read and shall indicate that it is unlawful for persons under 18 to purchase

alcohol or for any person to purchase alcohol on behalf of a person under 18 years of age

Reason for condition

The protection of children from harm

**Condition No 2**

Extent of condition

An effective CCTV system should be designed and installed in accordance with the Cheshire Constabulary CCTV guidance document called 'CCTV in Licensed Premises – An Operational Requirement'. It is advisable that the constabulary Divisional Licensing Officer, CCTV Liaison Officer and Crime Reduction Advisor are contacted and consulted at the earliest opportunity

Designated supervisors will need to demonstrate that their CCTV system complies with their Operational requirements. A commissioning test must be carried out with the licensing and CCTV Liaison Officers before completion and hand over of the system. The commissioning test will need to demonstrate the following:-

- 1 recordings are fit for their intended purpose
- 2 good quality images are presented to the officer in a format that can be relayed on a standard computer
- 3 the supervisor has an understanding of the equipment/training
- 4 management records are kept
- 5 maintenance agreements and records are maintained
- 6 Data protection principles and signage are in place

Reason for condition The Prevention of Crime & Disorder

**Condition No 3**

Extent of condition Thursdays to Saturdays  
 Supply of Alcohol (category M) and all regulated entertainment applied for (categories B – Films, E – Live Music, F- Recorded Music, I- Making Music, J – Dancing) shall cease at 01.30  
 Late night refreshment (category L) shall cease at 02.00  
 Hours that the premises are open to the public (category O) shall cease at 02.00

Reason for condition The prevention of public nuisance

**Condition No 4**

Extent of condition The use of the outside area for the consumption of alcohol, food or refreshments shall cease at 23.00

Reason for condition The prevention of public nuisance

**Condition No 5**

Extent of condition The rear emergency exit door shall be kept closed at all times (except in case of emergency) and shall be alarmed

Reason for condition The prevention of public nuisance

**Condition No 6**

(a) Extent of condition Noise from any regulated activity shall be inaudible at any noise



sensitive property at any time.

Reason for condition      Prevention of public nuisance

**Condition No 7**

Extent of condition      Any use of the bin store shall be limited to between the hours of 10.00 and 22.00

Reason for condition      Prevention of public nuisance

**Condition No 8**

Extent of condition      Windows and doors shall be kept closed when any amplified music or voices are being played within the premises.

Reason for condition      Prevention of public nuisance

NOTE Subject to the above conditions the application is granted in accordance with the application.

REG9      APPLICATION TO VARY A PREMISES LICENCE  
BRADLEY 38 ALBERT ROAD WIDNES

In view of the fact that the applicant amended its application to the satisfaction of Cheshire Constabulary and Environmental Health Services - Cheshire Constabulary and Environmental Health withdrew their representations. Consequently there was no determination for the Committee to make.

REG10      SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Committee 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 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, exempt information will be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

#### REG11 TAXI MATTERS

The Committee were asked to determine one referral case, details of which had been circulated to Members of the Committee only.

The applicant attended the Committee in support of the application.

Case No. 669

RESOLVED: That

1 Be granted a 12 months probationary Single Status Drivers licence subject to the condition that a valid certificate of insurance be produced to the Council on a monthly basis.

2 Should any contraventions occur during the probationary period the applicant be referred back to the Regulatory Committee so that appropriate action could be taken.

3 Subject to satisfactory completion of the probationary

Council Solicitor

period standard Single Status Drivers renewal conditions  
would apply.

*Meeting ended at 9.10 p.m.*

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