

Minutes & Reports

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

**Wednesday, 13 August
2008**

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COUNCIL

At a meeting of the Council on Friday, 16 May 2008 in the Council Chamber, Runcorn Town Hall

Present: Councillors Hodgkinson (Chairman), Austin, Balmer, P. Blackmore, S. Blackmore, J. Bradshaw, M. Bradshaw, Browne, Bryant, D. Cargill, E. Cargill, Dennett, Drakeley, Edge, Findon, Fraser, Gerrard, Harris, Higginson, Hignett, Howard, D. Inch, Jones, Leadbetter, Lloyd Jones, Loftus, A. Lowe, J. Lowe, McDermott, McInerney, Morley, Nolan, Norddahl, Parker, Philbin, Polhill, M. Ratcliffe, Redhead, Rowan, Rowe, Shepherd, Stockton, Swain, Swift, Thompson, Wainwright, Wallace, Wharton, Worrall and Wright

Apologies for Absence: Councillors Gilligan, Horabin, Murray, Nelson, Osborne and E. Ratcliffe

Absence declared on Council business: None

Officers present: N. Hill, D. Johnson, I. Leivesley, K. Maher, G. Meehan, D. Parr, M. Reaney, D. Tregoe, J. Whittaker and L. Cairns

Also in attendance: 36 Members of the Public

*Action***COU1 ELECTION OF MAYOR AND DEPUTY MAYOR**

Moved by: Councillor Thompson
and seconded by Councillor Gerrard

RESOLVED: That Councillor Kath Loftus be elected Mayor of the Borough for the Municipal Year 2008/09.

Moved by: Councillor Parker
and seconded by Councillor Wright

RESOLVED: That Councillor Frank Fraser be elected Deputy Mayor of the Borough for the Municipal Year 2008/09.

THE MAYOR (COUNCILLOR LOFTUS) IN THE CHAIR**COU2 MINUTES**

The minutes of the ordinary meeting of the Council held on 23rd April 2008, having been printed and circulated, were taken as read.

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

COU3 THE MAYOR'S ANNOUNCEMENTS

The Mayor announced that the charities to be supported during her term of office were the Local MIND Association, and Halton and District Women's Aid Association.

COU4 BOROUGH COUNCIL ELECTION RESULTS - 1ST MAY 2008

Details of the election results held on 1st May 2008 were submitted for information.

RESOLVED: That the election results be noted.

COU5 EXECUTIVE BOARD (SELECTION COMMITTEE) - 14TH MAY 2008

The following recommendations of the Executive Board were moved by the Mayor and seconded by the Deputy Mayor.

COU6 - LEADER AND DEPUTY LEADER OF THE COUNCIL

RESOLVED: That

- (1) Councillor McDermott be appointed Leader of the Council for the Municipal Year 2008/2009; and
- (2) Councillor Polhill be appointed Deputy Leader of the Council for the Municipal Year 2008/2009.

COU7 - BOARDS, COMMITTEES, APPEAL PANEL AND WORKING PARTY

RESOLVED: That the following Boards, Committees, Appeals Panel and Working Party be constituted with the membership as shown for the Municipal Year 2008/2009:

Executive Board (10)

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

Executive Sub (3)

Councillors Wharton (Chairman), Harris and Nelson.

3MG Executive Sub-Board (3)

Councillors Polhill (Chairman), Nelson and Wright.

Mersey Gateway Executive Board (3)

Councillors McDermott (Chairman), Polhill and Wharton.

Corporate Services Policy and Performance Board (11)

Councillors Gilligan (Chairman), A. Lowe (Vice Chair), J. Bradshaw, Browne, E. Cargill, Dennett, Edge, Inch, Nolan, Norddahl and Wainwright.

Healthy Halton Policy and Performance Board (11)

Councillors E. Cargill (Chairman), J. Lowe (Vice Chair), Austin, Bryant, Gilligan, Horabin, Lloyd-Jones, Philbin, E. Ratcliffe, Swift and Wallace.

Urban Renewal Policy and Performance Board (11)

Councillors Hignett (Chairman), Morley (Vice Chair), Balmer, P. Blackmore, E. Cargill, Hodgkinson, Leadbetter, Murray, Nolan, Rowe and Thompson.

Employment, Learning and Skills Policy and Performance Board (11)

Councillors Jones (Chairman), Fraser (Vice Chair), Austin, M. Bradshaw, Edge, Findon, Howard, Parker, Rowe, Stockton and Worrall.

Children and Young People Policy and Performance Board (11)

Councillors Dennett (Chairman), Horabin (Vice Chairman), Browne, Drakeley, Fraser, Gilligan, Higginson, J. Lowe, Parker, M. Ratcliffe and Stockton.

Safer Halton Policy and Performance Board (11)

Councillors Osborne (Chairman), Stockton (Vice Chair), M. Bradshaw, Edge, Lloyd-Jones, Morley, M. Ratcliffe, Redhead, Rowan, Shepherd and Thompson.

Development Control Committee (11)

Councillors Nolan (Chairman), Thompson (Vice Chairman), P. Blackmore, S. Blackmore, J. Bradshaw, Hignett, Hodgkinson, Leadbetter, Morley, Osborne and Polhill.

Business Efficiency Board (11)

Councillors Leadbetter (Chairman), Lloyd-Jones (Vice Chair), Higginson, Jones, A. Lowe, Murray, Norddahl, Osborne, Philbin, Swift and Worrall.

Standards Committee (10)

Mr. W. Badrock (Chairman), Parish Councillor Crawford, Mr A. Luxton, 1 Parish Councillor vacancy and 1 Independent Member vacancy (in accordance with minute number COU9), and Councillors Balmer, Parker, Redhead, Wainwright and Wharton.

Appeals Panel (20)

Councillors Wainwright (Chairman), Parker (Vice Chairman), Browne, Dennett, Findon, Fraser, Gerrard, Higginson, Hignett, Horabin, Howard, Jones, J. Lowe, Morley, M. Ratcliffe, Redhead, Shepherd, Swift, Wallace and Worrall.

Regulatory Committee (11)

Councillors Philbin (Chairman), Wallace (Vice-Chairman), Bryant, Drakeley, Howard, Inch, A. Lowe, Murray, Nelson, E. Ratcliffe and Wainwright.

Local Development Framework Working Party (15)

Councillors Polhill (Chairman), Balmer, S. Blackmore, Harris, Hignett, Hodgkinson, McDermott, McInerney, Nolan, Parker, Redhead, Rowan, Shepherd, Wainwright and Wright.

Mayoral Committee (5) (in accordance with minute number COU9)

The incumbent Mayor and Councillors Gilligan, Hignett, Hodgkinson and Swift.

COU8 - APPOINTMENT OF SCRUTINY CO-ORDINATOR

RESOLVED: That Councillor S. Blackmore be appointed Scrutiny Co-ordinator for the forthcoming Municipal Year.

COU9 - ANNUAL REVIEW OF CONSTITUTION

The Council's Constitution had been reviewed and the proposed changes recommended were outlined in the reports of the Strategic Director – Corporate and Policy, which had been circulated with the Summons.

RESOLVED: That the Council's Constitution be amended as proposed.

COU10 EXECUTIVE BOARD PORTFOLIOS

The Leader confirmed that the Executive Board would consist of the following Portfolio Holders in the forthcoming year:

Children and Young People – Councillor McInerney
Health and Social Care – Councillor Gerrard
Planning, Transportation, Regeneration and Renewal –
Councillor Polhill
Environment, Leisure and Sport – Councillor Harris
Community – Councillor Wright
European Affairs – Councillor D. Cargill
Corporate Services – Councillor Wharton
Quality and Performance – Councillor Swain
Neighbourhood Management and Development – Councillor
Nelson

RESOLVED: That the portfolios be noted.

COU11 BEST VALUE PERFORMANCE PLAN

Council considered a report of the Strategic Director – Corporate and Policy regarding the Council's Performance Plan, which the Authority was required to publish each year by the end of June in order to comply with the Local Government Act 1999.

The draft mandatory plan as it currently stood had been circulated with the Summons and it was proposed that the Council authorise the Chief Executive, in consultation with the Leader of the Council, to finalise the draft for publication.

RESOLVED: That

- (1) the draft 2008/09 Performance Plan be approved; and
- (2) the Chief Executive be authorised, in consultation with the Leader of the Council, to make any amendments to finalise the Performance Plan for publication.

Chief Executive

COU12 CIVIC SUNDAY

The Mayor announced her intention of attending Divine Service to be held at 10.30am on Sunday, 20th July 2008, at Our Lady's RC Parish Church, Lapwing Road, Palacefields, Runcorn, and invited Members of the Council, employees, representatives of public bodies, organisations and associations within the Borough to join her.

Meeting ended at 7.02 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 10 April 2008 in the Marketing Suite, Municipal Building

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

Apologies for Absence: Councillors Nelson

Absence declared on Council business: None

Officers present: L. Cairns, G. Cook, B. Dodd, D. Johnson, I. Leivesley, P. McWade, G. Meehan, S. Nicholson, D. Parr, M. Reaney and D. Tregoe

Also in attendance: 2 CPA representatives

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

EXB115 MINUTES

The Minutes of the meeting held on 20th March 2008 were taken as read and signed as a correct record.

CHILDREN AND YOUNG PEOPLE PORTFOLIO

EXB116 CHILDREN IN CARE STRATEGY AND THE CHILDREN AND YOUNG PERSONS BILL - KEY DECISION

The Board considered a report of the Strategic Director – Children and Young People seeking endorsement of the revised Children in Care Strategy, which was the Council's response to the Government's Care Matters Agenda and Children and Young Persons Bill. The Bill sought to ensure that Children and Young People in Care received high quality care and support, and aimed to enable them to achieve the same aspirations that parents had for their own children.

Within Halton, a multi-agency strategy for Children in Care had been in place since 2005. For the past two years, the task of implementing the Strategy had been undertaken by the Partnership Board of the Children in Care Mini Trust

Action

and by the Corporate Parenting Group. A list of achievements were outlined within the report for Members' consideration.

The Strategy, attached at Appendix 2 to the report, had now been revised to incorporate the provisions of Care Matters and the Children and Young Persons Bill. Importantly, the strategy also reflected some of the consultation that had taken place with children and young people who were, or had been, in care in Halton Borough Council. By having one clear Children in Care strategy, which incorporated all requirements, expectations were clear and the direction was coherent.

The Action Plan would primarily form the business of the Partnership Board of the Children in Care Mini Trust. Many agencies and partners were represented on this Board, a list of which was provided for Members. It was advised that membership of the Partnership Board was regularly reviewed to ensure wide representation and to address areas of priority. If approved, the Partnership Board would develop the Action Plan further to ensure that impact and outcome measures were clearly identified and timescales for achievement were more precise.

In addition, the Board was advised that, in order to achieve the actions required, additional financial resources had been provided by Government. The indicative figures for Halton were outlined. It was noted that initial estimates suggested that the grant funding alone would be insufficient to meet the likely requirements of the Bill, and the total shortfall in funding was estimated at £96,500. Ways to close the shortfall would be examined in future years but it may be necessary for this to be considered as part of the budget process.

The Board noted that:

- in addition to the national figure of Children in Care achieving 5 A* to C grades at GSCE (or equivalent), "value added" for these young people was also evaluated;
- the Authority was working increasingly with the private sector and other partners to provide a range of opportunities around employment for young people Not in Education, Employment or Training (NEET);
- as prevention was better than cure, health and wealth had been prioritised at an early age;
- the Authority worked hard to support employers/training establishments, as some young

people could, due to their life experiences, present challenging behaviour; and

- Mini Trusts would be requested to put milestones in place to demonstrate achievements.

Reasons for Decision

Endorsement of the multi-agency strategy was sought so that progress could continue on meeting the requirements of Care Matters, the duties of corporate parents and the targets of the Children and Young People Plan.

Alternative Options Considered and Rejected

There were no alternative options to implementing Care Matters and the Children and Young Persons Bill. Consideration had been given to presenting separate strategies in respect of Children in Care, Care Matters and Corporate Parenting, but as these issues were so integral to each other the production of one coherent strategy had been favoured.

Implementation Date

Work on some of the Care Matters issues was already underway but inspection against improved outcomes for Children in Care would commence in 2008. If approved, work on the strategy would commence in April 2008.

RESOLVED: That

- 1) the amended strategy for Children in Care be endorsed; and
- 2) the potential financial implications be noted pending more detailed information and direction from Government.

EXB117 SCHOOL ADMISSION ARRANGEMENTS 2009/10

The Board considered a report of the Strategic Director – Children and Young People, which had been produced in accordance with statutory requirements, outlining Halton Local Authority's (LA's) School Admissions Policy for LA maintained community and voluntary controlled schools, and co-ordinated admission schemes for all primary and secondary schools for September 2009. In addition, the report provided information on the number of on-line applications and the percentage of first preference

applications met.

The Board was advised that, in January 2008, the LA had issued a statutorily required consultation paper on the proposed admission arrangements and co-ordinated admission schemes for the September 2009 intake. The paper proposed no changes to the current over-subscription criteria for admission to LA community and voluntary controlled schools, which followed the Department for Children, Schools and Families' (DCSF's) recommendations contained within the revised School Admissions Code of Practice.

However, the revised Code of Practice, which came into force on 28th February 2007, precluded the use of the first preference first system as previously operated in Halton and required all admission authorities to operate an equal preference system. Within the equal preference system all preferences expressed by parents on the application form were considered against each school's published admission criteria. After all preferences had been considered, if only one school named on the preference form could offer a place, the LA would send out an offer of a place. If more than one school could offer a place, parents would be offered a place at whichever of those schools was ranked highest on the preference form.

No responses had been received to the consultation, which had ended on 29th February 2008, and the Halton Admissions Forum at its meeting held on 18th March 2008 had approved the policy and arrangements for consideration and ratification by the Executive Board.

The Board was advised that St. Chad's Catholic High School had been over-subscribed. In addition, it was noted that, for the first time, the parents of 10 children at St. Berteline's Church of England Primary School had put Halton High School as their first preference. Previously, these children had all elected to go to schools out of the Borough. It was considered that these changes could be largely attributed to the Building Schools for the Future proposals.

RESOLVED: That

- 1) the Admissions Policy and co-ordinated schemes for nursery, primary and secondary admissions for the 2009/10 academic year be approved; and
- 2) the percentage of first preference applications and

on-line applications met be noted.

COMMUNITY PORTFOLIO

EXB118 STRATEGIC NEEDS ASSESSMENT OF COMMUNITY SAFETY

The Board considered a report of the Strategic Director – Health and Community regarding the Strategic Needs Assessment of Community Safety.

It was noted that the Home Office had directed that all Crime and Disorder Reduction Partnerships (CDRP) conduct a Strategic Assessment and develop a Partnership Plan for 2008. This process replaced the audit and three year strategy process that CDRPs had conducted since 1998. The purpose of the Strategic Assessment was to “assist the strategy group in revising the partnership plan”. A partnership plan would identify broader priorities for the Borough over a three-year period. The Strategic Needs Assessment was an internal document for the partnership and did not need to be published.

The statutory framework contained within the Home Office guidance required partnerships to include a number of components in the Strategic Assessment and these were outlined for the Board’s consideration. The Assessment was intended to align with the National Intelligence Model (NIM) and the Police process of producing strategic assessments that had been successfully used by the Police to address crime issues. The Partnership process of conducting a Strategic Assessment would enable the Partnership to respond more effectively to the communities they served.

It was considered that the Assessment in Appendix 1 to the report best reflected the most up-to-date needs of the community, and intelligence from a wide range of partners. It was intended to provide the Partnership with the core planning material to inform elements of the partnership plan. It did not replace the need for partnerships to develop more of an understanding of the issues: Strategic Assessments were only a part of the intelligence-led business process. Partnerships would still need to produce further analytical work during the course of the year.

The Board noted that the Partnership’s focus was on prevention and Council funding was invested with this in mind; for example, investment in projects such as “Splash”, and ongoing work with organisations such as the Youth Offending Team.

RESOLVED: That the Strategic Needs Assessment of Community Safety be approved.

EXB119 HOUSING CAPITAL PROGRAMME

The Board considered a report of the Strategic Director – Health and Community informing of the forecast outturn for the 2007/08 housing capital programme, and seeking approval for the 2008/09 programme.

It was noted that the Appendix to the report compared the approved 2007/08 programme with the forecast outturn position, and showed the proposed programme for 2008/09. Total resources available for 2007/08 amounted to £3.696m, whereas the projected spend was estimated at £2.460m. The reasons for variations to the programme were set out within the report.

In addition, the report outlined the level of resources likely to be available in 2008/09 based on the forecast outturn for 2007/08 and a proposed programme of work was set out in the final column of the table in the Appendix.

In particular, the Board noted the underspend in respect of the Disabled Facilities Grant (DFG) budget of £92,000. It was advised that the proposal to establish a framework agreement for the fast track supply, fitting, maintenance and recycling of stair lifts outside the DFG process had been more complex and time consuming than envisaged. A contract had been awarded in February but spend would now slip to 2008/09. Members noted that the DFG budget had been significantly increased to address waiting lists in both the private and public sectors. As this was a substantial growth, it may be that the resources would need to be phased over 2008/09 and 2009/10 due to the long lead-in times for this type of work. In addition, work was ongoing to address the difficulties associated with DFGs, for example by increasing the number of staff and working with new systems and a new consultancy. Although it could not be guaranteed that there would be no underspend in the future, it was envisaged that, by bringing the assessment team, the design team and building controllers into one team located with John Briggs House, and addressing systems and processes, there would be more flexibility.

RESOLVED: That

- 1) the position regarding the 2007/08 programme be noted and the proposed programme for 2008/09 as

set out in the report and Appendix be recommended to Council for approval; and

- 2) the Healthy Halton Policy and Performance Board be requested to look at the DFG process and report back to the Board.

Strategic Director
- Health and
Community

CORPORATE SERVICES PORTFOLIO

EXB120 ANNUAL REVIEW OF THE CONSTITUTION

The Board considered a report of the Strategic Director – Corporate and Policy outlining the proposed changes to the Council's Constitution. It was noted that the revised version picked up the changes to the Council's working arrangements that had taken place during the year as well as other amendments which would hopefully assist the Council to operate more effectively.

The proposals for change had been considered by the Chief Executive and the Executive Board Member for Corporate Services in accordance with Article 16.02. Those that were considered to be of significance, and not just purely technical, were listed in Appendix 1 to the report.

RESOLVED: That Council be recommended to approve the changes to the Constitution as set out in the amended version.

HEALTH AND SOCIAL CARE PORTFOLIO

EXB121 NORTH CHESHIRE HOSPITALS NHS TRUST - APPLICATION FOR FOUNDATION STATUS

The Board considered a report of the Strategic Director – Health and Community providing an overview of the application for Foundation Status by North Cheshire Hospital NHS Trust under the Health and Social Care Act 2003. It was noted that the consultation period of 12 weeks had commenced on 14th January 2008 and ended on 11th April 2008 with a decision to be taken by the Summer 2008.

The Board was advised that when an organisation became a Foundation Trust it meant that it would:

- have more autonomy in making decisions about services provided;
- be accountable to members (staff, patients and local people) rather than directly to the Secretary of State;
- remain part of the NHS;

- be accountable to NHS Commissioners through legally binding contracts; and
- be approved by the Independent Regulator “Monitor” (which authorised and monitored NHS Foundation Trusts).

The Trust believed that flexibility and freedoms arising from Foundation Status would enhance its ability to shape healthcare services in response to the above average levels of chronic diseases arising from the severe health inequalities, social disadvantage and social exclusion evident in the population it served. The Trust was also committed to strengthening its links with the local community through the introduction of members and governors. In addition, there was a financial benefit in being able to retain or build up surpluses as well as borrowing monies to develop services.

The implications of achieving Foundation Status for the people of Halton, together with governance arrangements, were outlined within the report for the Board’s consideration. It was noted that the Partner Organisation Governors would include one representative from Warrington Borough Council and one from Halton Borough Council.

RESOLVED: That the application for Foundation Status and the opportunities this would bring for the people of Halton be supported.

EXB122 ADULTS SECTION 31 AGREEMENT WITH HALTON AND ST HELENS PCT, HALTON BOROUGH COUNCIL AND ST HELENS COUNCIL

(Note: Due to a change in legislation, the Board was advised that Section 31 had been superseded by Section 75.)

The Board considered a report of the Strategic Director – Health and Community providing an update on progress to develop commissioning between Halton Borough Council, St. Helens Council and Halton and St. Helens Primary Care Trust (PCT), and outlining a proposal to enter into a formal Section 75 Agreement with the PCT.

It was advised that, over the last ten years, the Council had developed a good working relationship with Primary Care Services, this becoming more robust over the last two years. Key achievements had included joint commissioning strategies for all adult service groups, which

the Commission for Social Care inspection had commended, as well as clarity and direction on the modernisation programme. Weaknesses had centred on roles and responsibilities and lead commissioning.

At a joint Chief Executive Officers' meeting in June 2007 between St. Helens and Halton Councils and the PCT, it was agreed that the PCT would commission and fund an analysis of the current commissioning arrangements and ATOS Consulting had undertaken this work. Since then, representatives from the PCT, the Council and St. Helens Council had been meeting to finalise the report and agree a way forward: Appendix 1 was a synopsis of the key actions and an agreement on the way forward.

It was advised that all three organisations would like to agree strategic leadership roles for commissioning care streams by introducing new partnership agreements through a formal DoH Section 75 Agreement, and the proposed lead roles were outlined for the Board's consideration along with the expected outcomes.

A draft Section 75 Agreement was attached at Appendix 2 to the report and it was proposed that the three organisations approve and sign up to the document. Further work would be undertaken to ensure that Halton Borough Council's priorities (Appendix 3) were fully integrated into the partnership agreement. It was advised that the agreement was for Adults Services only.

RESOLVED: That

- 1) the report be noted; and
- 2) subject to any minor drafting amendments, the Section 75 Agreement between Halton Borough Council, St. Helens Council, and Halton and St. Helens PCT be approved.

LEADER'S PORTFOLIO

EXB123 APPROVAL OF HALTON'S LOCAL AREA AGREEMENT - KEY DECISION

The Board considered a report of the Strategic Director – Corporate and Policy outlining a draft Local Area Agreement, the three-year protocol setting out the priorities for the local area.

It was advised that the Local Area Agreement had to

be agreed between Central Government and the area itself, as represented by the lead local authority and other key partners through Local Strategic Partnership.

The new Local Area Agreement would be part of the whole performance systems for Local Government as set out within the Act, aiming to be far more streamlined and significantly reduce the burden on the Local Partnership. Some existing performance indicators and reporting systems had been swept away and replaced with a new, single set of indicators, limited to 198. The Local Area Agreement would include two sets of indicators and targets, which were outlined for the Board's information. The expectation was that the totality of public funding in any area would be focused on achieving the key outcomes enshrined in the Local Area Agreement.

In Halton, partners had been working in recent weeks to produce an initial Local Area Agreement document in line with Government requirements. A copy of the narrative – “The Story of Place” – was attached at Annex 1 to the report. A series of negotiation meetings were to be held with the Government in coming months and it was important to establish a consensus within Halton about the direction and focus of the Agreement. The timetable dictated that ministers must sign off the final version by June 2008.

It was noted that, in the core of the Local Area Agreement, was the outcomes framework; a copy was attached at Annex 2 to the report. This would be the focus of the negotiation process with Government Office North West (GONW). Although the Agreement lasted for only three years, the overall ambitions for Halton were set out in the Community Strategy/Corporate Plan and consistent effort behind the priorities would be needed for 15 – 25 years for them to be realised. The Local Area Agreement formed just one part of the delivery chain for the overall priorities.

Members were requested to consider the outcomes framework on which negotiation with Government Office was to take place. The Agreement was then to be brought back in its final form to the Board for approval in May.

Reason for Decision

Under the new Local Government Act 2007, there was a statutory duty on all local authorities to produce a Local Area Agreement to the format and timetable set down by Government.

Alternative Options Considered and Rejected

No other options had been pursued. The agreement process was a prescriptive one and Halton had followed Government guidance.

Implementation Date

The Local Area Agreement would come into force when the Agreement in its final form was agreed and signed by the Minister for Local Government. This was expected to take place in June 2008.

RESOLVED: That

- 1) the progress made to date be noted and “The Story of Place” welcomed; and
- 2) the Outcomes Framework attached at Annex 1 to the report be endorsed as the starting point for negotiation with Government.

EXB124 APPLICATION FOR TWINNING GRANT

The Board considered report of the Strategic Director – Corporate and Policy outlining an application that had been made to the Twinning Grant Fund.

It was advised that the application had been received from Wade Deacon High School requesting support for a visit to No’ 12 Middle School in Tong Ling. Eight pupils, four teachers, a head teacher and a Mandarin speaking School International Co-ordinator had visited the Tong Ling School during 23rd March to 1st April 2008 and examined the two rivers Yangtze and Mersey in the Music and English Department. They had visited sites of cultural, historical and geographical interest in Tong Ling and had taken two interactive wipe boards so that teachers from Wade Deacon could train colleagues in Tong Ling in the use of this technology. The visit was to provide a platform for the students to cement relationships with their pen pals and create friendships between each other.

The applicant had identified total costs of £20,260. Guidance given to applicants was that any grant awarded would not usually exceed £3,000: grants normally supported up to a maximum of 75% of the total cost of the project.

Members noted that Wade Deacon had been awarded a grant of £3,000 in May 2007 in order to visit Tong

Ling No' 12 Middle School in June 2007. The maximum grant that a group could be awarded each year was £3,000, which was why the applicant had waited until the new financial year (2008/2009) to apply. The applicant was asking the Board to make a special exception on this occasion and award retrospectively.

RESOLVED: That £3,000 be awarded to the Wade Deacon High School.

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

EXB125 MERSEY GATEWAY: OVERARCHING REPORT ON THE STATUTORY PROCESS - KEY DECISION

The Board considered a report of the Strategic Director – Environment relating to the applications and orders required to be promoted in order to secure powers to promote the Mersey Gateway Project (the “Project”), and seeking authority for a number of important matters relating to the Project outlined within the report.

It was noted that the provision of a second crossing of the River Mersey had been a long-held aspiration of the Council. The traffic bottleneck caused by the Silver Jubilee Bridge (SJB) had long been acknowledged as a social and economic constraint. Halton Borough Council had therefore begun to advance proposals and work had been undertaken by and on behalf of the Council between 2000 and 2003 focused on comparing potential alternatives to address problems associated with congestion in Halton. Through this process, certain regional and local objectives had been identified and these were set out in the report for information.

For any scheme to be successful, the Council required it to fulfil as many of the outlined objectives as possible to fit its environment and to be economically viable. Throughout the process a range of alternatives had been considered and those alternatives that satisfied the objectives, fitted their environment and were economically viable had then been considered further until a preferred solution had been identified.

A number of strategic alternatives with the potential to solve congestion problems in Halton and achieve the Council's objectives been considered throughout the development of the project. These included making better use of existing infrastructure and options for increasing

transport capacity. The main topics of investigation were outlined for Members.

Following a thorough assessment of each strategic alternative, it was concluded that a fixed crossing to the east of the SJB represented the only realistic option of delivering improvements in congestion and achieving the identified scheme objectives.

A series of alternative fixed routes had then been considered to the east of the SJB, all of which avoided the more environmentally sensitive lower reaches of the estuary. This concluded that an option known as Route 3A lay naturally on the design line for through traffic and was economic in connecting effectively with the Expressway Network to the north and south of the river.

The discussions with the Department of Transport, leading up to Programme Entry confirmation being granted in 2006, covered options from the Project. It was confirmed that Mersey Gateway should be delivered as a toll road and a road user charger machine would also extend to the existing SJB in order to deliver the programme benefits within the limited funding agreed with Government. In developing the project, and as an expression of its ongoing corporate support for the project, Halton Borough Council had identified revised strategic objectives for the Mersey Gateway Project, which were outlined for the Board's consideration. It could be seen from this that the Project would provide substantial transportation, environmental and regeneration benefits. Where the environmental statements submitted with the planning applications for certain parts of the projects revealed some adverse affects, these were few and – balanced against the benefits of the Project – were much more than outweighed by its positive aspects.

In light of this, a compelling case existed, in the public interest, for the promotion and delivery of the Project, including the acquisition of necessary land.

The consultation process undertaken so far was outlined for the Board's consideration and it was advised that, in response to the aspirations of the Borough Council, the needs of the Highway and Transportation Network, and as a product of the consultation outlined, it had been possible to advance to a stage where a design for the Project could be identified. This then had certain additional characteristics in terms of other, ancillary aspects that were described in further detail within the report covering:

- route description;
- Area A – main toll plaza;
- Area B – Ditton Junction to freightline;
- Area C – freightline to St. Helens Canal;
- Area D – Mersey Gateway Bridge;
- Area E – Astmoor Viaduct;
- Area F – Bridgewater Junction;
- Area G – Central Expressway, Lodge Lane Junction and Weston Link Junction;
- Area H – M56 Junction 12; and
- Area I – Silver Jubilee Bridge and Widnes de-linking.

It could be seen that the works comprised in the Project were both extensive and complex and, in addition to authority to carry out these works, the Project comprised certain other elements that were not works; these also required statutory authority.

It was anticipated that the Project would be procured as a Design Build Finance and Operate (DBFO) scheme. This meant that an organisation, known as a concessionaire, would be responsible for the detailed design and construction of the scheme. The concessionaire would also have to obtain finance that allowed it to construct, operate and maintain the scheme for a defined period. They would repay the finance that they had raised over the period of the contract that they had agreed to, known as the concession period. For schemes of this nature the concession period was typically 30 – 40 years. Although the Department for Transport (DfT) was contributing funding for the project, the scheme would be funded mainly through the Private Finance Initiative (PFI), which meant that the concessionaire would have to raise the money through private finance methods, such as a loan from a bank supported by PFI credit payments from the DfT.

The finance for the Project would rely on revenue recovered from users of the project through tolling and road user charging. To ensure robust revenue forecast and to ensure that the project would ease local congestion, it was proposed that tolls/charges be levied for use of both the new bridge and the SJB. The tolling/charging regimes would also provide a mechanism to manage demand so that freeflow traffic conditions were maintained on the new bridge. This was intended to achieve demonstrable service reliability and standards.

In order to obtain authority to carry out these works and to secure the additional powers described, the

applications described within the report were needed and could be divided into two broad categories:

- Main works – these were shown on the plan at Appendix 1 to the report edged in blue; and
- Remote works, including SJB – these were shown on the plan at Appendix 1 edged in red.

Further information about statutory authority in relation to these works, and how it was to be sought, was outlined within the report.

Reason for Decision

The recommended decisions were required to support the delivery of Mersey Gateway.

Alternative Options Considered and Rejected

Alternative options for securing the powers to construct, maintain and operate, including tolling, the Mersey Gateway Project had been assessed and rejected.

Implementation Date

The recommended decisions were required before the next phase of the statutory process took place in May 2008.

RESOLVED: That

- (1) the contents of the report be noted;
- (2) full Council be recommended that, in accordance with the terms of Section 239 of the Local Government Act 1972, it should resolve to promote an order under the provisions of Section 3 of the Transport and Works Act 1992 authorising the construction of works that interfere with navigation and certain other matters explained elsewhere within the report;
- (3) consultation be commenced in relation to a Road User Charging Order under the provisions of Part 3 of the Transport Act 2000, imposing charges on motorists for the use of the Silver Jubilee Bridge; and
- (4) the Chief Executive, in consultation with the Leader, be authorised to take such steps as are necessary and appropriate to give effect to the above.

EXB126 MERSEY GATEWAY: THE COMPULSORY PURCHASE ORDER AND SIDE ROADS ORDER - KEY DECISION

The Board considered a report of the Strategic Director – Environment seeking authority to make Compulsory Purchase Orders (“CPOs”) to acquire all necessary interests in and rights over land in Widnes and land in Runcorn, and to enable the works described in the previous report before this meeting to be carried out, operated and maintained and to make Side Road Orders (“SROs”) in order to facilitate the Mersey Gateway Project.

It was noted that considerable progress had been made in respect of the preparation of the CPO. This included the appointment of Land Referencing Agents (Persona Associates) who were carrying out title investigations and site enquiries and who had prepared notices for service under Section 16 of the Local Government (Miscellaneous Provisions) Act 1976 to requisition ownership information from all parties likely to be affected by the Mersey Gateway Project; and the appointment of specialist agents (G.V.A. Grimley) to use the land ownership information to progress negotiations with affected parties.

Whilst negotiations would continue, given the number of interests involved, it was not considered possible to acquire all interest in land required for the Project on acceptable terms within a satisfactory timescale. This meant that the only practical way of ensuring that all necessary land and rights were brought into the Council’s ownership with clean title, and the necessary works could be carried out to enable the Mersey Gateway Project to proceed, was by progressing the CPOs and SROs.

It was proposed to make two CPOs – one for the land and rights required in Widnes and one for the land and rights required in Runcorn – under the Highways Act 1980. It was also proposed to make SROs under the Highways Act 1980.

It was noted that the Office of the Deputy Prime Minister Circular 06/2004 stated that “a Compulsory Purchase Order should only be made where there is a compelling case in the public interest”. The benefits of the Mersey Gateway Project and the case for the CPOs had been set out in the previous report and it was considered that the CPOs and associated SROs were considered to be in the public interest.

Implications in terms of the Human Rights Act 1998

were outlined for the Board's consideration. In addition, information in respect of the consultation procedure carried out to date was provided. It was anticipated that the making of the CPOs would encourage affected parties to enter into, and actively progress, negotiations to agree terms for compensation and/or relocation.

Reason for Decision

The recommended decisions were required to support the delivery of Mersey Gateway.

Alternative Options Considered and Rejected

Alternative options for securing the powers to construct, maintain and operate Mersey Gateway had been assessed and rejected.

Implementation Date

The recommended decisions were required before the next phase of the statutory process took place in May 2008.

RESOLVED: That:

- i) authority be given for the Council to make CPOs under the powers conferred by Sections 239, 240, 246, 249, and 250 of the Highways Act 1980 (summarised in the table in Appendix 1) to acquire the interests in and rights over land shown on the plans available at the meeting. Similarly, land acquired by agreement should be included in such CPOs for the purpose of overriding covenants and other third party rights in accordance with s260 Highways Act 1980;
- ii) authority be given for the Council to make SROs under section 14 of the Highways Act 1980 in order to stop up or divert or otherwise alter or improve highways which cross, enter or are otherwise affected by the classified roads to be constructed or improved as part of the Mersey Gateway Project and to provide new highways and/or new means of access to premises as required;
- iii) the Chief Executive be authorised to settle the areas subject to the CPOs in accordance with the plans available at the meeting and confirm the roads to be subject to the SROs and also to settle any

documentation required for the CPOs and the SROs including the Statement of Reasons for the CPOs which should be based upon the terms of this report and the overarching report before this meeting;

- iv) the Operational Director and Monitoring Officer (Legal, Organisational Development and Human Resources) be authorised to make the CPOs and the SROs and to take all necessary procedural steps prior to and after the making of the CPOs and SROs, including the submission of the CPOs and SROs to the Secretary of State for confirmation, together with the preparation and presentation of the Council's case at any public inquiry;
- v) the Operational Director and Monitoring Officer (Legal, Organisational Development and Human Resources) be authorised to sign and serve any notices or documents necessary to give effect to these recommendations and to take all other actions necessary to give effect to these recommendations; and
- vi) the Operational Director and Monitoring Officer (Legal, Organisational Development and Human Resources) be authorised as soon as the CPOs and SROs are confirmed by the Secretary of State to advertise their confirmation, to serve and publish all necessary notices of confirmation and, once the CPOs become operative, to take all necessary procedural steps to acquire the interests in and new rights over land included in the confirmed CPOs including the service of Notices to Treat under Section 5 of the Compulsory Purchase Act 1965, Notices of Entry under Section 11 of the CPA 1965 and the execution of General Vesting Declarations under the Compulsory Purchase (Vesting Declarations) Act 1981.

EXB127 MERSEY GATEWAY: APPROPRIATION - KEY DECISION

The Board considered a report of the Strategic Director – Environment seeking authority for the appropriation for planning purposes for the Mersey Gateway Development of areas of Council-owned land at St. Michael's Jubilee Golf Course and west of the Central Expressway (shown on plans at Appendix 1 to the report) as provided for by Section 122 of the Local Government Act 1972 in order to facilitate the Mersey Gateway Project.

It was noted that some of the land required for the Mersey Gateway Project was already owned by the Council. In particular, the Council owned two areas of land which were currently used for informal recreation by the public. One of these areas was at St. Michael's Jubilee Golf Course which was currently disused as a golf course whilst remediation of underlying contaminated land was undertaken. The second area was an area of land west of the central expressway and south of the Bridgewater Canal which, being near to residential properties, was used for informal recreation by local residents. Both these areas were defined as Open Space.

The appropriation of the land for planning purposes from Open Space purposes as proposed by the report was appropriate in view of the Council's commitment to the Mersey Gateway Project as the areas in question were required for it. It would also ensure that any existing rights or restrictions over the land, which could prevent the Mersey Gateway Project from proceeding, could be overridden and would obviate the need for special Parliamentary procedures to be followed to obtain the necessary orders for the project.

If the land on St. Michael's Jubilee Golf Course was appropriated, it would still be possible for the Golf Course to be re-opened at a future date, notwithstanding the loss of part of it for the purposes of the Mersey Gateway Project. Similarly, sufficient open space would be left adjacent to the Central Expressway to allow the informal recreational use there to continue.

Further information regarding appropriation and implications was outlined within the report for the Board's consideration. It was advised that, on 13th March and 20th March 2008, notice had been published of the Council's intention to appropriate land at St. Michael's Jubilee Golf Course and land west of the Central Expressway for the purposes of the Mersey Gateway Development, inviting representations. The period allowed for representations had expired on 3rd April 2008 and none had been received in respect of this matter whatsoever.

Reasons for Decision

The appropriation of land proposals were required to support the making of the Mersey Gateway CPO Order.

Alternative Options Considered and Rejected

The proposed appropriation was intended to reduce

the risks in delivering the Mersey Gateway Project against the “do nothing” option.

Implementation Date

If approved, with immediate effect.

RESOLVED: That the appropriation be approved with immediate effect of the Council owned land shown on the plans attached to the report for planning purposes pursuant to Section 122 of the Local Government Act 1972.

EXB128 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 paragraphs 1 and 3 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

COMMUNITY PORTFOLIO

(NB Councillors Swain and Wright declared personal and prejudicial interests in the following item of business due to being members of the Halton Housing Trust Board and left the room for the duration of its consideration.)

EXB129 HOMELESSNESS SERVICE - KEY DECISION

The Board considered a report of the Strategic Director – Health and Community outlining on-going work to complete an options appraisal of the Homeless and Housing Advice Service and seeking endorsement of the recommendation set out within the report.

Reasons for Decision

As Halton Housing Trust had advised that it did not intend to continue with the contract under its present terms and conditions, a decision was needed on the best option available to the Council for the continued delivery of its statutory duty in respect to homelessness and the related services identified within the report.

Alternative Options Considered and Rejected

A range of options within Appendices 1 and 2 of the report had been considered. Options 1 and 2 were rejected as the cost could not be met within existing budgets and the options did not offer the Authority the direct control felt necessary to effect service improvements and to redesign services with the focus on homelessness provision. Option 3 was proposed as the optimum choice to deliver value for money and maximum opportunity to improve services.

Implementation Date

If agreed, delivery of the third option would be progressed immediately.

RESOLVED: That Option 3, detailed in Appendices 1 and 2 of the report, be supported, that is:

- (1) the current contract with Halton Housing Trust (HHT) be terminated and the primary elements of the Homelessness Service (homelessness prevention, housing advice, homeless assessment and decisions on applications, arranging interim and temporary accommodation) return to the Council's direct control, to be provided in-house;
- (2) the Council negotiate a new agreement with HHT for

Strategic Director
– Health and
Community

the management of nominations and the Housing Register and the interim management of Grangeway Court (GWC) to allow time to undertake a tender exercise; and

- (3) the Council, through open tender by September 2008, obtain a new provider for the Housing Management and Housing Related Support Service delivered at GWC.

MINUTES ISSUED: 23rd April 2008

CALL IN: 30th April 2008

Any matter decided by the Executive Board may be called in no later than 30th April 2008

Meeting ended at 4.40 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Wednesday, 14 May 2008 in the Marketing Suite, Municipal Building

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

Apologies for Absence: Councillor Nelson

Absence declared on Council business: None

Officers present: L. Cairns, G. Cook, M. Reaney, S. Eastwood, D. Johnson, I. Leivesley, G. Meehan and D. Sutton

Also in attendance: None

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

	<i>Action</i>
EXB130 MINUTES	
The Minutes of the meeting held on 10 th April 2008 were taken as read and signed as correct record.	
EXB131 APPOINTMENT OF LEADER AND DEPUTY LEADER OF THE COUNCIL	
RESOLVED: That the Council be recommended	Strategic Director - Corporate and Policy
(1) to appoint Councillor McDermott as Leader of the Council for the 2008-2009 Municipal Year; and	
(2) to appoint Councillor Polhill as Deputy Leader of the Council for the 2008-2009 Municipal Year.	
EXB132 APPOINTMENT TO BOARDS, COMMITTEES, APPEAL PANEL, WORKING PARTY AND SCRUTINY CO-ORDINATOR	
The Board considered a report of the Strategic Director – Corporate and Policy regarding appointments to the Council’s Boards, Committees, Appeals Panel, Working Party and Scrutiny Co-ordinator for the forthcoming	

Municipal Year. A list of Committee Memberships received so far was tabled for information.

RESOLVED: That Council be recommended to agree the appointments to the Council's Boards, Committees, Appeals Panel, Working Party and Scrutiny Co-ordinator for the 2008/2009 Municipal Year with the representation put forward by each of the political groups.

Strategic Director
- Corporate and
Policy

COMMUNITY PORTFOLIO

EXB133 INVITATION TO TENDER FOR A COMMUNITY BASED DRUGS SERVICES

The Board considered a report of the Strategic Director – Health and Community seeking authority to carry out all necessary steps in relation to the open tendering and commissioning of a community based drug service.

It was noted that reducing harms caused by drugs was a key driver at both a national and local level, with drug misuse being one of the key strategic priorities of the Safer Halton Partnership. The provision of effective drug treatment would also play an important role in the delivery of other designated indicators associated with worklessness and health improvement.

The Board was advised that, in its move to Foundation Trust Status, the 5 Boroughs Partnership Trust had identified that substance misuse was not a part of its future core business and as such was seeking to disengage from providing drug and alcohol services. With three service providers currently in-situ there were also on-going issues around organisational barriers to change, workforce and value for money that had proved difficult to resolve. In addition, the new national drug strategy required that treatment service should work with a number of key partner agencies and organisations to address issues such as employment and training, family support and health improvement in order that individuals were supported back into community life.

In order to achieve a model of service delivery that both addressed the key requirements of the national drug strategy, the challenges identified in the current model of delivery and the needs of individual service users, the Safer Halton Partnership was now seeking to tender and commission for one new drug service provider.

It was advised that the new service provider would be

selected through an Open Tendering arrangement under 2.3 of Procurement Standing Orders: the estimated contract value for 2009/10 was £1.2 million, and in the region of £3.6 million over a three year period. Details of the selection panel and the tendering process to be undertaken were outlined for the Board's consideration. It was advised that the contract would be for three years with an option to extend for a further two years dependent on performance, revenue and national/local policy.

Financial implications were also outlined for Members. In particular, it was noted that Ashley House was currently rented by the 5 Boroughs Partnership Trust from a private landlord. Discussions had taken place between the Trust and Halton and St Helens Primary Care Trust (PCT) with regards to transferring this capital asset to the PCT. The new provider would deliver services from Ashley House from April 2009.

RESOLVED: That

- (1) the Strategic Director – Health and Community, in conjunction with the Community Portfolio Holder, proceed with the open tendering and procurement of a community based drug service and proceed with the award of the necessary contract; and
- (2) the Strategic Director – Health and Community be authorised to take such actions as are necessary to give effect to the above decision.

Strategic Director
- Health and
Community

CORPORATE SERVICES PORTFOLIO

EXB134 ANNUAL REVIEW OF CONSTITUTION - MAYORAL COMMITTEE

The Board considered a report of the Strategic Director – Corporate and Policy outlining a further proposal, to be incorporated into the annual review of the Council's Constitution, to establish a Mayoral Committee with the powers and duties as set out in Appendix 1 to the report.

RESOLVED: That Council be recommended to approve the further changes outlined in the appendix to the report as part of the annual review of the Council's Constitution.

Strategic Director
- Corporate and
Policy

MINUTES ISSUED: 21st May 2008

CALL IN: 29th May 2008

Any matter decided by the Executive Board may be

called in no later than 29th May 2008

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Meeting ended at 2.15 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Monday, 19 May 2008 in the Marketing Suite, Municipal Building

Present: Councillors McDermott (Chairman), Gerrard, McInerney, Polhill, Swain, Wharton and Wright

Apologies for Absence: Councillors Harris and Nelson

Absence declared on Council business: Councillor D. Cargill

Officers present: L. Cairns, D. Hennessy, I. Leivesley, A. McIntyre, G. Meehan, D. Parr, M. Platts, M. Reaney and D. Tregga

Also in attendance: 2 Members of Public

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

EXB1 MINUTES

This item was deferred until the next ordinary meeting of the Board.

CHILDREN AND YOUNG PEOPLE PORTFOLIO

(NB Councillor Swain declared a personal interest in the following item of business in respect of the update on the Academy due to being a governor of Halton High School.

Councillor Wharton declared a personal interest in the following item of business as his son attended Fairfield High School and his wife had a contract of employment there as an invigilator.)

EXB2 DECISION ON THE STATUTORY CONSULTATION TO CLOSE FAIRFIELD HIGH SCHOOL AND EXPAND WADE DEACON HIGH SCHOOL - KEY DECISION

The Board considered a report of the Strategic Director – Children and Young People summarising the responses to the Statutory Consultation on the closure of Fairfield High School and the expansion of Wade Deacon High School, outlining the background, statutory consultation

Action

undertaken, financial implications and the decision making process.

In addition, a further report was tabled at the meeting. It was reported that this report had been considered in detail by the Cross Party Members Advisory Working Group on 15th May 2008. The report detailed the rationale for the proposal, identified who had been consulted, the response to the consultation and the issues raised, it provided a summary of previous consultations, transitional arrangements and the reasons, factors and criteria which needed consideration prior to a decision on the proposal.

It was reported that the Cross Party Members Advisory Group had been unanimous in their support for the closure of Fairfield High School due to declining pupil numbers and the expansion of Wade Deacon, which was a successful and popular school. The Group also supported the encouragement of both schools to collaborate quickly prior to the establishment of a hard federation.

The Board received a further update in respect of the overall position covering:

- the Academy proposal and the position regarding potential sites, sponsors and the size of the post 16 provision being 200 planned pupil places;
- the Grange, where the schools were currently consulting on the proposals to establish a hard federation;
- The Bankfield;
- The Heath;
- Chestnut Lodge and Ashley Schools; and
- meeting with Partnership for Schools in respect of the Council's projected pupil numbers – it was advised that the Partnership was in agreement with the Council's pupil numbers and the methodology used.

The Statutory Consultation that had been undertaken, outlined in Appendix A to the tabled report, was described in detail to the Board. In particular, the Board noted that only thirteen of the responses received had disagreed with the proposal to close Fairfield High School.

Appendix C within this document outlined a summary of objections. Appendix D provided outlined the summary of responses to the proposal to expand Wade Deacon High School. Appendix E and F detailed all the key issues raised in writing by the respondents to the consultation. Members were provided with a summary of all the questions and

detailed answers to each issue raised were considered by the Board. This information was included in the separate report Appendix B and included information on school size, pupil projections, class size, traffic and safety, use of site, extended and community use, choice, culture, shared sports, admissions, funding, governing body, improvements, site assessment and communication.

In particular, it was noted that the Department for Children, Skills and Families (DCSF) and OFSTED Inspections of schools did not support the assertion that larger schools meant lower standards of behaviour. It was reported that there were benefits to having larger schools in terms of enhanced facilities and funding and that a model of smaller units or "schools within school" so that, to pupils, the school did not look or feel large.

Members recalled that, in the second round of consultation, an alternative proposal had been submitted by Fairfield High School. The Executive Board had previously found that the alternative proposal was incomplete and flawed and lacked information crucial to its proper evaluation. The school had been advised of the information that was necessary for evaluation and discussions had been held with the school to clarify the information needed. However, no new information or other alternative options had been submitted.

It was confirmed that school travel plans would have to be developed for the new site and all efforts would be made in the interim period to minimise pupil movement. Congestion was a concern and the school and Local Authority would be encouraged to look at ways to manage this, for example by trialling different start and end times for pupils. Planning for vehicular access and quick routes in and out of school would be required in the site development under BSF.

The Board further noted that it had been suggested that the rationale to close Fairfield High School was in order that the Council could sell the land. The Board was advised that the closure was due to the declining pupil numbers. Members noted that the land would transfer to the Local Authority from September 2010 but would be managed on an interim basis by Wade Deacon. Consideration would be given to retaining some part of the land for future community use once it was no longer needed by Wade Deacon in 2013. An undertaking had been made that if any of the land were sold, the proceeds would go to the BSF funding envelope for the good of the pupils of the Borough. In addition, through

BSF, the Authority was looking to offer more extended provision and community access.

In terms of Fairfield's Performing Arts Specialism, it was advised that options were currently being discussed and explored with the SSAT part of DCSF regarding retaining this at Wade Deacon in the interim period, and the future options for an additional specialism for Wade Deacon if, after a re-inspection by Ofsted, it retained its high performance status.

In terms of disruption to pupils during future capital building work, which would need undertaking across the authority, the Council was confident that this could be kept to a minimum through robust project management and good communication as previously evidenced at St. Chad's Catholic High School. Furthermore, it was explained that, through the BSF programme, the Authority would be looking to enhance the sports facilities at Wade Deacon.

The Board then went through each of the factors/criteria for consideration in detail outlined at Appendix G, contained within Appendix A to the tabled report, outlining implications for both the closing school and the expanding school. In terms of federation, it was advised that this was for the two schools to agree. The Council had encouraged a Hard Federation but could not impose this. Additional support could be provided by the Authority for both schools if federation was supported.

Further information was also provided in terms of the Workforce Strategy, the Strategy for Change and the Gateway Review. It was advised that the Gateway Review Team had concluded that the current programme development was a healthy programme with some operational recommendations.

The Board commended the Strategic Director - Children and Young People, the Operational Director – Business Planning and Resources, and the BSF Programme Director, and all those who had been involved in this process to date.

Reason(s) for Decision

The reasons for the decision and the main factors/criteria considered to close Fairfield High School and expand Wade Deacon High school were:

- due to the continuing decline in pupil numbers.

Insufficient pupil numbers were forecast in Widnes to ensure the continued financial and curriculum viability of Fairfield High School;

- expansion of Wade Deacon High School a successful and popular school; and
- as further detailed in the Building Schools for the Future Report (Appendix A) document Appendix G (15th May 2008).

Alternative Options Considered and Rejected

In the first and second round of consultation a number of alternative options were proposed, each of these was assessed and evaluated in detail, in particular in relation to the government criteria.

Implementation Date

The decision to close Fairfield High school would take effect from 31st August 2010 and to expand Wade Deacon High school from 1st September 2010.

RESOLVED: That having regard to the statutory guidance and in pursuance of the powers set out in Part 2 of the Education and Inspections Act 2006 and the related regulations, the following related proposals be approved:

- (1) with effect from 31st August 2010, Fairfield High School be discontinued;
- (2) with effect from 1st September 2010, Wade Deacon High School be expanded by the admission number for that school being increased to 300 to give effect to the enlargement of the school;
- (3) with effect from 1st September 2010, the Wade Deacon admission numbers for Years 8 to 11 be expanded to accommodate pupils transferring from Fairfield High School;
- (4) with effect from 1st September 2010 the Fairfield High School Site (detailed on Plan Ref. F1 attached to the report) be appropriated from the Children and Young People Directorate to Corporate to be managed as an integral part of the Council's corporate estate but that the Council permits the Fairfield School site to be managed on an interim and revocable basis as part of the Wade Deacon "campus" from 1st September 2010

to continue until 1st September 2013 or such later date as the Chief Executive may prescribe; and

- (5) the Chief Executive be authorised to take whatever actions are necessary to give effect to the above decisions.

Chief Executive

EXB3 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.

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

EXB4 UPTON ROCKS LOCAL CENTRE

The Board considered a report of the Strategic Director – Corporate and Policy outlining the current status

of this potential development and seeking the Board's view on the way forward.

RESOLVED: That

- (1) the initial offer from Peel Holdings be rejected; and
- (2) if any revised offer does not reflect the District Valuer's valuation, the site be remarketed.

Strategic Director
- Corporate and
Policy

MINUTES ISSUED: 23rd May 2008

CALL IN: 2nd June 2008

Any matter decided by the Executive Board may be called in no later than 2nd June 2008

Meeting ended at 3.50 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 5 June 2008 in the Marketing Suite, Municipal Building, Kingsway, Widnes

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

Apologies for Absence: Councillors Nelson and Wright

Absence declared on Council business: None

Officers present: M. Reaney, G. Cook, C. Halpin, I. Leivesley, D. Parr, D. Tregoe, A. McIntyre, P. McWade and L. Cox

Also in attendance: Mr J. Farmer (for Minute EXB6)

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

EXB5 MINUTES

The Minutes of the meetings of 14th and 19th May 2008 were taken as read and signed as correct record.

EXB6 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 because a decision was required before the date of the next meeting (Minute EXB16 refers), therefore pursuant to Section 100 B (4) and 100 E Local Government Act 1972, the Chairman ruled that the items be considered as a matter of urgency.

CORPORATE SERVICES PORTFOLIO

EXB7 ANNUAL AUDIT AND INSPECTION LETTER

The Board considered a report of the Strategic Director – Corporate and Policy regarding the Annual Audit and Inspection letter prepared by the Council's Audit Commission Relationship Manager and the District Auditor,

Action

Julian Farmer.

The letter provided an overall summary of the Audit Commission's assessment of the Council, drawing on the findings and conclusions from the Audit of the Council and inspections that had been undertaken in the last year. It also drew from wider analysis of the Council's performance and its improvement over the last year as measured through the Comprehensive Performance Assessment (CPA) Framework.

Mr. Farmer attended the meeting and addressed the Board on the overall summary of the Audit Commission's assessment of the Council, focusing on the key messages set out in the letter, as detailed below:

- the Council had continued to maintain its strong performance and had maintained its 4 star rating under the Audit Commissions CPA process with the Direction of Travel assessed as improving well during 2007;
- the assessment identified some areas where further work was needed to bring the Council's performance up to the standard of the best performing councils;
- on the Council's accounts for 2006/7 an unqualified audit opinion was issued along with an unqualified value for money conclusion; and
- the Council continued to manage its use of resources effectively and as such was assessed as a level 3 organisation – performing well. Further scope to strengthen arrangements in several areas, particularly financial management, asset management and value for money had been noted.

Members commented on the excellent report stating that this was a credit to everyone at the Council.

The Board thanked Mr Farmer for his co-operation and hard work in his role of District auditor and wished him well in the future.

Mr Farmer extended his thanks to the Board and officers of the Council for their support.

RESOLVED: That

- (1) the annual audit and inspection letter be received;

and

- (2) the annual audit and inspection letter be distributed to all Members of the Council.

EXB8 QUEENS HALL STUDIO, LACEY STREET, WIDNES

The Board received a report of the Strategic Director, Corporate and Policy which sought approval for the entering into legal commitments on the Queen's Hall Studio including disposal of the freehold at nil consideration to Loose Music.

At its meeting of 22 June 2006 the Executive Board Sub Committee granted an exclusivity agreement to Loose Music to enable them to put together a package to develop a music and arts education and entertainment project at Queen's Hall Studio (Minute ES9/2006 refers).

It was noted that the studio was quite distinct from the Queen's Hall. Originally two separate buildings were latterly joined by a link extension. The report related solely to the Studio and did not include either the link or the Queen's Hall itself. The Studio was considered as a stand alone facility.

In July 2007 the District Valuer (DV) was asked to consider the Capital Value of a long lease on the property. The DV's opinion was that, had the building been in good order, its value would have been £238, 000 but in view of the capital investment required to put the building in good order of in excess £600, 000 it clearly had a negative value. The DV therefore recommended that the Council could consider disposing of the property for a nominal amount.

In order to progress and secure the offer of Community Asset Grant funding, it was necessary to enter into an agreement with Loose Music by 25 April 2008 regarding the acquisition of the building. It was not possible to report this to a meeting of the Executive Board within the time available. The Chief Executive therefore, under power delegated to him under article 17.01(c) of the Constitution, and having consulted the Leader and Deputy Leader, amended the Articles of the Constitution on this occasion and in relation only to the proposal by Loose Music or any entity emerging from Loose Music to refurbish the Queen's Hall Studio as a music studio.

This amendment was to add to 'Article 14 - Decision Making' a delegated power (as Article 14.10) which empowered him on behalf of the Council to authorise any Council officer to enter into legal commitments including

disposal of freehold at nil consideration to Loose Music or any entity emerging from Loose Music in relation to Loose Music's proposal to refurbish the Queen's Hall Studio as a music studio. He thereby authorised the Strategic Director, Corporate and Policy and the Strategic Director, Environment and their subordinate officers to enter into legal commitments including disposal of the freehold of the Queen's Hall Studio at nil consideration to Loose Music or any entity emerging from Loose Music in relation to Loose Music's proposal to refurbish the Queen's Hall Studio as a music studio ('the Proposal'). Such disposal was to be subject to claw-back provisions in the event that the land was used for purposes other than as a music studio.

The amendment to the Constitution (new 14.10) was made and this additional delegated power exercised by the Chief Executive having regard to:-

- the urgency of the situation namely the pressing need for a decision on the Council's legal commitment to the Proposal;
- the social, environmental and economic benefits for Halton of the Proposal;
- the extent to which the Proposal furthers the Aims and Objectives and Vision of the Council;
- the extent to which the Proposal furthers the Council's key priority areas;
- the need for an early decision if critical external funding from the Big Lottery Fund was not to be jeopardised;
- an assessment of the benefits, risks and the management of those risks in relation to the Council's legal duties and the Council's and the community's interests in the Proposal;
- the Council's legal duties in respect of its assets; and
- the existing partnering agreement between the Council and Loose Music in relation to the Proposal.

RESOLVED: That the actions of the Chief Executive in consultation with the Leader and Deputy Leader be noted.

EXB9 CHANGING THE NAME OF A WARD

The Board received a report of the Chief Executive which informed Members of a request to change the name of Castlefields Ward to Castle Ward.

A request had been received from the Leader and

Labour Ward Councillors for the Castlefields Ward, to change the name of the Ward to 'Castle Ward'.

Under the Local Government and Public Involvement in the Health Act 2007 there was a provision for a Local Authority to change the name of an electoral area.

The Council would need to pass a resolution following consultation with such persons as it considers appropriate on the proposed name. It was suggested that leaflets be sent to households in the Ward on the proposed name change and information on the issue be posted on the Council's website.

On completion of exercise a report would be prepared for submission to a Member Working Party, which would make a recommendation to Full Council in October 2008 who would make the final decision.

RESOLVED: That

- (1) That Council be recommended to consult electors in the Castlefields Ward on the proposed change of name; and
- (2) A Working Party of Elected representatives be nominated to consider any representations received following the consultation.

CHILDREN AND YOUNG PEOPLE PORTFOLIO

EXB10 ADOPTION INSPECTION - KEY DECISION

The Board received a report of the Strategic Director, Children and young People on the outcome of the recent Ofsted inspection of Adoption Services.

In August 2006, CSCI carried out an inspection of Halton's Adoption Service. Prior to this it had been acknowledged that there were issues for the service to address and progress had already commenced on recruiting a suitable staff team, adding management capacity and developing practice.

Whilst this progress and the plans for the future were accepted as appropriate by the Inspectors, the outcome of the Inspection was that the service provided **Poor** outcomes.

As a result, the inspectors imposed 11 statutory

requirements and made 31 recommendations. All statutory requirements were achieved within the timescales that were given and all the recommendations were worked on over the following months.

On 3rd March 2008, prior to the Joint Area Review, Inspectors returned to Halton for a Random Inspection of the Adoption Service. The outcome of the inspection was that the overall quality rating of the service was **Good**. The inspection report noted that the agency had made considerable efforts to address previous issues and “the work undertaken by the agency had resulted in an improved service being provided to adopters, children, their birth parents and family”.

As a result of the inspection, there was 1 statutory requirement and 6 recommendations. The statutory requirement related to information held on the adoption service’s personnel and this was now being addressed. It was asked that the Officers be thanked for all their hard work in this field. The recommendations would be addressed over coming months.

RESOLVED: That

- (1) the contents of the report be noted; and
- (2) the Ofsted Inspection report be endorsed.

EXB11 PRIMARY CAPITAL PROGRAMME - KEY DECISION

The Board received a report of the Strategic Director, Children and Young People which provided an outline of the draft Primary Strategy for Change that had been developed as part of the Primary Capital Programme.

The capital investment programme required approval by Council, however as the DCSF deadline required schools projects which would be undertaken within the first two years to be named by 16th June 2008 the Board was asked to approve the schools programme for the purposes of the DCSF submission. Full Council would then be asked to ratify the projects at their July meeting.

The aim of the Primary Capital Programme was to ensure primary schools play a lead role in the heart of their communities, through offering local services, providing a 21st century learning environment particularly in ICT, development of world class standards and promoting personalisation, flexibility, diversity and choice.

The Primary Strategy for Change for Halton had been developed following consultation with primary schools, Diocesan colleagues and a range of other partners. Three dedicated sessions on had been held with Primary Headteachers and an Extended Services Working Group had met to consider opportunities for local and extended services to be offered through primary schools. Chairs of Governors and Halton Association of Governors had been consulted along with colleagues from other Departments across the Council such as Environment and Health and Community.

A draft of the Primary Strategy for Change had been circulated to the headteachers of all nursery, infant, junior and primary schools including the primary special schools. It had also been sent out to all secondary headteachers and secondary special headteachers. Chairs of Primary Governors had been sent copies and the draft had also been placed on the pages of the Governors Website. Copies had also been sent to the Diocese of Shrewsbury, Diocese of Chester, Liverpool Diocese and Liverpool Archdiocese for final comments. The document had been placed on both the intranet and internet and sent to Departments across the Council for their information and comment. In addition, each member of the Alliance Board had been sent a draft copy. The draft Primary Strategy for Change had now been reviewed and revised in light of the comments received following the consultation. It had been re-issued and had the endorsement of each Diocesan Authority and the schools.

RESOLVED: That

- (1) the Primary Strategy for Change be approved; and
- (2) the building projects prioritised for 2009/2010 and 2010/2011 be approved for the purpose of the submission to the DCSF and that Full Council be requested to ratify the projects at its next meeting in July 2008.

(NB: Councillor Swain declared a personal interest in the following item due to being a Council nominated Board Member of Halton Housing Trust).

COMMUNITY PORTFOLIO

EXB12 PARTNERSHIP AGREEMENT WITH REGISTERED SOCIAL LANDLORDS – HOUSING ADAPTATIONS FOR DISABLED PEOPLE

The Board received a report of the Strategic Director, Health and Community which sought approval to a joint funding agreement between Halton Borough Council and the Registered Social Landlords (RSL's) operating within Halton for the provision of housing adaptations in the homes of disabled people.

In February 2008 the Board agreed in principle to the development of a joint funding agreement between Halton Borough Council and the Registered Social Landlords for the provision of housing adaptations. This was in recognition of a number of factors, which were outlined within the report.

The Board also agreed that up to £295,000 unspent Disabled Facilities Grant resources for 2007/2008 be used to support Registered Social Landlords to deal with the backlog of housing adaptations.

In the Capital allocations for 2008 a further £200,000 was agreed by the Council for partnership working with the Registered Social Landlords. The actual under spend on Disabled Facilities Grants in 2007/2008 was £ 267,000 providing a total of £ 467,000 to fund partnership working with the Registered Social Landlords.

Currently the outstanding adaptation work for the Registered Social Landlord's properties was valued at an estimated £1.5m. The Council's investment, when matched equally under this agreement by the Registered Social Landlords, would represent a total investment of £934,000 and should make a significant impact on the backlog of outstanding work. In the interim RSLs would continue to invest in adaptations work and Halton Housing Trust were committed to investing the same amount of funding as agreed in the transfer document.

An alternative to the development of a partnership agreement would have been to expand the housing adaptation service provided by HBC to manage the backlog of outstanding RSL adaptation work. This option would not, however, have the advantage of the RSLs providing match funding for the work to be undertaken.

The report detailed three options for the allocation of this partnership funding between the Registered Social Landlords. **Option 3** was the preferred option. On the basis of this option funding would be allocated as follows:

RSL	STOCK NOs	% OF TOTAL STOCK	ALLOCATION OF FUNDING
Arena	712	5.2	24,308
CDS	728	5.3	24,775
Cosmopolitan	419	3.0	14,024
HHT	6189	44.7	208,956
LHT	2392	17.3	89,871
Riverside	2344	17.0	79,469
William Sutton	444	3.2	14,959
Others	592	4.3	20,100
TOTALS	13820	100	467,462

Since February 2008 work had been undertaken to develop an Agreement in partnership with a small number of the Registered Social Landlords who own the majority of the RSL housing stock in Halton. A separate agreement would be established with each individual RSL. A draft copy of the Agreement was attached to the report as Appendix 1.

Once Partnership funding had been allocated to the Registered Social Landlords the Agreement required the RSL's to matchfund all adaptation work on a 50/50 basis. Furthermore, the Agreement included:

- Underlying principles for adaptation work;
- Criteria for adaptations;
- A process for the use of the Partnership funding including details of roles and responsibilities, monitoring and decision making arrangements;
- Expenditure monitoring arrangements that will be subject to HBC auditing processes;
- A statement of expectation once the allocation of funding has been committed that RSLs continue to invest in adaptations;
- Service user feedback requirements;
- A complaints/arbitration process; and
- An expectation that Registered Social Landlords encourage their tenants to use the Partnership route for the completion of adaptation work.

RESOLVED: That in respect of the provision of housing adaptations in the homes of disabled people in Halton the Executive Board approve the:

- (1) proposed joint agreement;
- (2) system for the allocation of funding to the Registered Social Landlords;
- (3) approve the authorisation of the Strategic Director, Health & Community in conjunction with the Portfolio Holder to enter into the first joint agreement for the period from the first day of April 2008 until thirty first of March 2009 and that in light of the exceptional circumstances, mainly the unique match funding arrangements applying to RSLs and in accordance with Procurement Standing Order 8.6 the tendering requirements of those Standing Orders the waive on this occasion in view of the fact that match funding is only available where the Council enters into joint agreements with RSLs; and
- (4) authorisation of the Strategic Director, Health & Community in conjunction with the Portfolio Holder to enter into further joint agreements with the RSLs after the expiry of the first joint agreement and to take such other action as may be necessary to give effect to the above recommendations.

LEADERS PORTFOLIO

EXB13 LOCAL AREA AGREEMENT (LAA): FINAL ENDORSEMENT - KEY DECISION

The Board received a report of the Strategic Director, Corporate and Policy which provided the latest draft of Halton's new Local Area Agreement for endorsement and sign off on behalf of Halton Borough Council.

A Local Area Agreement was a 3-year protocol that set out the priorities for a local area. This must be agreed between central government and the area itself, as represented by the lead local authority and other key partners through Local Strategic Partnership. Halton had had in place an Agreement since April 2007. However, part of the new Local Government Act, Communities and Local Government (CLG) announced that the current framework of Local Area Agreements would be replaced with new Local Area Agreements from 2008. The timetable dictated that Ministers must sign off the final version by June 2008.

At the Executive Board meeting on 10th April 2008, members were provided with a report on the LAA, outlining

the structure and process for development. Partners in Halton had been working in recent months to produce a new LAA document in line with Government requirements. The "Story of place" and initial draft outcomes framework was agreed by Executive Board in April. Since then, a series of negotiation meetings have been held with the Government.

At the core of the LAA was the outcomes framework. This had been the focus of the negotiation process with GONW. At annex A was the current draft. It was noted that the list of designated indicators stands at 32 in total, plus the 16 mandatory children and young people indicators. This was the final list which had been agreed with government.

In addition it was noted that the emerging LAA was founded on Halton's current Community Strategy, and clearly follows the reasoning and rationale adopted in our current LAA. At its core was the need to agree an outcomes framework that describes local aspirations and would act as a framework for future action.

The Board noted that the Government Office had asked for targets in respect of recycling which were higher than those which, on advice from consultants, had been objectively set in the Council's Waste Strategy.

RESOLVED: That

- (1) endorse the LAA on behalf of Halton Borough Council (Annex A) and approve it for sign off by Ministers; and
- (2) Delegate authority to the Strategic Director Corporate and Policy, to make any final amendments following continuing dialogue with GONW.

EXB14 LIVERPOOL CITY COUNCIL CORE STRATEGY
PREFERRED OPTIONS REPORT

The Board received a report of the Strategic Director, Environment, which presented the responses submitted by Halton to the publication of Liverpool City Council's Core Strategy Preferred Options (CSPO) Report.

A proportion of the policy content of the CSPO Report had a direct bearing on Halton, while other sections had indirect implications. Some of this policy content required a detailed response from Halton. A copy of the responses submitted by Halton BC to Liverpool City Council on 9th May 2008 was included with the report.

It was noted that on 28th March 2008, Liverpool City Council published their CSPO Report for public consultation. The publication of this document followed informal consultation on the Issues and Options stage of Core Strategy production. Halton BC did not participate in that stage of consultation.

The Preferred Options stage of the Core Strategy set out Liverpool City Council's preferred planning options for its overarching spatial strategy, and represented the first formal stage of consultation on the content of the Core Strategy Development Plan Document. The period for consultation on Liverpool's CSPO ran for six weeks, starting on 28th March and ending on 9th May 2008.

RESOLVED: That

- (1) the content of this report be noted;
- (2) the officers' responses already submitted to Liverpool City Council be endorsed by Executive Board as appropriate; and
- (3) the Strategic Director for Environment be authorised to send any further amendments and/or comments made by Executive Board, to Liverpool City Council.

(NB: Councillor McDermott declared a personal interest in the following item due to being a Board Member of Widnes Regeneration Limited).

EXB15 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.

EXB16 VENTURE FIELDS: PROPOSED COMMERCIAL LEISURE DEVELOPMENT

The Board received a report of the Chief Executive which detailed the actions of the Chief Executive in entering into legal commitments on "The Hive" at Venture Fields.

RESOLVED: That the actions of the Chief Executive in consultation with the Leader and Deputy Leader be noted.

Meeting ended at 3.10 p.m.

MINUTES ISSUED: 11 June 2008

CALL IN: 19 June 2008

Any matter decided by the Executive Board may be called in no later than 19th June 2008

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 19 June 2008 in the Marketing Suite, Municipal Building.

Present: Councillors D. Cargill, Gerrard, Harris, Polhill and Wright

Apologies for Absence: Councillors McDermott, McInerney, Nelson, Swain and Wharton

Absence declared on Council business: None

Officers present: M. Reaney, G. Cook, I. Leivesley, G. Meehan, M. Simpson, P. Watts, A. Williamson and D. Parr

Also in attendance: Councillors Bryant and Hodgkinson and Mr N. Atkin

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

EXB17 MINUTES

The Minutes of the meeting held on 5th June 2008, were taken as read and signed as correct record.

EXB18 THE MERSEY GATEWAY REGENERATION STRATEGY

The Board considered a report of the Strategic Director Environment, which outlined the content and purpose of the Mersey Gateway Regeneration Strategy detailed as follows:

- the reason for commissioning the Strategy;
- how the Strategy would be used;
- the areas covered by the Strategy;
- outputs and outcomes;
- how the Strategy evolved;
- summary of the Strategy's proposals; and
- using the Strategy in Council policy documents.

Members were advised that there was a seminar for the Mersey Gateway on the 10th July 2008 and all Members were welcome to attend.

Action

RESOLVED: That:

Strategic Director
- Environment

- (1) the Mersey Gateway Regeneration Strategy be agreed as a document that demonstrates the potential regeneration opportunities arising from the Mersey Gateway Scheme;
- (2) the Strategy is used to support the case for the Mersey Gateway Scheme;
- (3) the Strategy is used by the Council as Local Planning Authority to judge the potential regeneration benefits that may arise from the Mersey Gateway Scheme in consideration of planning applications made to it and in response to consultation from the Department of Transport; and
- (4) authority is given to the Strategic Director Environment, with the Executive Portfolio Holder for Planning, Transportation, Regeneration and Renewal, to make minor amendments as are necessary before publication.

EXB19 SUB NATIONAL REVIEW CONSULTATION

The Board considered a report of the Strategic Director – Corporate and Policy, which outlined the Sub National Review (SNR) consultation document.

It was reported that a consultation document entitled “Prosperous Places” on the Sub National Economic Development and Regulation Review was published on 31st March 2008.

It was noted that there was a twelve-week consultation, which would run until 20th June 2008.

The Board was advised of a number of key issues that were set out in the review, detailed as follows:

- a statutory economic development duty for Local Authorities to undertake an economic assessment of an area, either jointly with other authorities or on their own;
- reform of the Local Authority Business Growth Initiative;

- making LAA's the main delivery agreement between central and local government;
- extending the powers of the passenger transport authorities;
- formalising arrangements for collaborative working between neighbouring local authorities and partners in the form of multi-area agreements;
- outlined the option to establish permanent sub-regional structures;
- aligning regional strategies i.e. a single Regional Strategy;
- redefining regional strategic priorities and targets;
- proposals for greater scrutiny of RDA's; and
- abolishing Regional Assemblies, but acknowledging that Local Authorities would still need to work collectively at a regional level.

The consultation document was divided into five chapters, details of which were outlined in the report. It was reported that Government was asking for views on 15 questions. Members were advised that the Head of External Funding was leading on the development of a sub-regional response. A copy of the latest draft of the response as at 4th June 2008 was detailed within the report.

RESOLVED: That the Executive Board approve the consultation response detailed within the report.

Strategic Director
- Corporate and
Policy

EXB20 APPLICATION FOR TWINNING GRANT

The Board received a report of the Strategic Director, Corporate and Policy that provided details of an application being made to the Twinning Grant Fund.

It was reported in April 1996 Halton Borough Council set up a Grant Fund to assist in enabling all members of the community to access and gain benefit from the Council's International Links.

It was noted since 1996 a number of groups had accessed the fund to undertake exchange visits to various

twinned towns. It was reported that various schools and groups had hosted teachers and pupils from Tongling City in China previously, and these links had resulted in a number of reciprocal visits from each town.

It was advised that participants in previous exchanges had found that the benefits of learning about another culture and language were immense. A wide range of activity in the Borough had been facilitated by the provision of grant aid and had given an opportunity to those who would not otherwise be able to participate.

It was reported that the application received from Widnes Football Development Forum requested support for a visit to Marzahn-Hellersdorf in Germany during 27th – 29th June 2008. They had been asked to attend a football competition hosted by Berlin Football team. They would take 22 people to Marzahn-Hellersdorf.

The visit would provide an opportunity for players to represent Halton in the Twin Town. It was noted they would also expect to forge a partnership for future exchanges and a conditions of the grant was a return trip to take place in 2009.

The applicant had identified total costs of £4,775.60. This was broken down into Travel £2,925.60, Accommodation £1,250 and Insurance £600. Match funding declared £1,850. It was noted the team would be using club funds of £350, contributions from participants £1,000 and had been fundraising for the visit totalling £500. Therefore the Widnes Football Development Forum were requesting a grant of £1,850.

RESOLVED: That the following grant of £1,850 be awarded to Widnes Football Development Forum.

Strategic Director
- Corporate and
Policy

EXB21 SECRETARY OF STATE'S PROPOSED CHANGES TO THE DRAFT REGIONAL SPATIAL STRATEGY

The Board considered a report of the Strategic Director - Environment, which outlined the Secretary of State's proposed changes to the draft Regional Spatial Strategy (RSS) and sought retrospective approval of Halton's response that had been submitted to the Government Office for the North West.

It was reported that due to the new status of Regional Spatial Strategy (RSS) as part of the "development plan", as set out in the new Planning and Compulsory Act, 2004, the

issues arising in the new RSS were of importance to Halton Borough Council in the production of the new Halton Borough Local Development Framework (LDF) and in decisions on planning applications.

It was advised the Secretary of State's response to the Draft Regional Spatial Strategy (RSS) represented the latest, and an advanced stage, in the production of a new regional plan for the North West. The Secretary of State's Proposed Changes were issued for public consultation in March 2008 with the period for comments running until 23rd May 2008. The Secretary of State's Proposed Changes were issued in response to the publication of the Panel Report into Draft RSS (March 2007), which was itself issued subsequent to the Examination in Public (EiP) into the draft document that was held between 31st October 2006 and 15th February 2007. The EiP considered the content of the submitted draft RSS (January 2006).

It was further advised Halton had played a full and active role at all stages of RSS production and had had some notable successes in influencing re-drafting of the emerging document to reflect the Council's priorities. It was noted that this had occurred in co-ordination with the Merseyside Policy Unit (MPU) who had also submitted comments regarding emerging RSS on behalf of the Merseyside authorities including Halton.

Detailed within the report was the 6 key areas that the RSS was broadly divided into as follows:-

- Spatial Development Principles and the Regional Spatial Framework;
- Working in the North West;
- Living in the North West
- Transport;
- Environment Minerals and Waste; and
- Sub Regional strategies.

It was advised that the RSS was expected to be adopted in mid 2008 once adopted, it would form part of the "Development Plan" and would be used in the making of decisions on planning applications.

It was noted that the next interim draft of the RSS was due October/November 2008 and would provide opportunities for stakeholders to make comments. The document would be taken to the UDP Working Party and would be considered before coming back to the Executive Board.

It was noted that the emerging RSS also had implications for the production of the Local Development Framework (LDF) and in particular for the Halton Core Strategy. As the key document within the LDF the Core Strategy was currently being produced and covered the period to 2026. Each of the recommendations detailed within the report would have to be considered within the Core Strategy and, where appropriate, changes would have to be made. This would need to be carried out to ensure that the Core Strategy remained in general conformity with the RSS as required by PPS 12.

RESOLVED: That

- (1) the importance of the contents of the Regional Spatial Strategy was noted in relation to the development of the emerging Halton Local Development Framework; and
- (2) Halton's response to the Secretary of State's Proposed Changes, detailed at Appendix are endorsed.

Strategic Director
- Environment

(NB: COUNCILLOR GERRARD DECLARED A PERSONAL INTEREST IN THE FOLLOWING ITEM DUE TO HER HUSBAND BEING A CONTRACTOR FOR HALTON HOUSING TRUST)

EXB22 HALTON HOUSING TRUST MONITORING REPORT

The Board received a report of the Strategic Director Health and Community providing a further update on Halton Housing Trust's progress since the last report to the Board on 19th July 2007, in accordance with the monitoring framework agreed prior to housing stock transfer.

Mr Nick Atkin, Chief Executive of Halton Housing Trust advised Members that the Trust had made good progress since the last update and had focused on establishing foundations in order to build the next phase of development.

The Board was advised that good progress had been maintained in the delivery of the 100 pledges made in the "Offer Document to Tenants". Ninety-nine of those pledges were on target to be delivered and a recovery plan was in progress to deal with the one pledge that was not yet on target.

The Investment Programme was progressing well with all four partners reaching their optimum capacity. It was noted in 2007 – 2008, investment of over £15.4m in HHT homes was delivered. It was advised that the Trust's Board had recently approved the acceleration of the Investment Programme. Therefore delivery of the Investment Programme would be approximately 12 months ahead of schedule resulting in completion in December 2009, which would mean that all Halton Housing Trust's stock would meet the Government's Decent Homes Standard.

The report also detailed the following:

- the inspection that had recently been carried out;
- the first Corporate Plan for the Trust which focused upon the first two years of the organisation;
- annual review;
- the Housing Corporation Regulatory Compliance;
- a Governance update;
- access to services;
- environment Issues;
- community investment;
- enquiries complaints and compliments process;
- joint working;
- priorities for 2008/0;
- homelessness;
- adaptations;
- accommodation;
- customer first;
- forthcoming events;
- service level agreements;
- environmental improvement programme;
- development;
- right to buy receipts and trends;
- Summary.

The board discussed the following:-

- the homelessness Service being transferred back to the Council in the future;
- environmental issues;
- the purchase of properties from developers that were currently not selling; and
- support packages in place for vulnerable customers.

Mr Nick Atkin wished his thanks to be noted for support received across all sections and departments from the Council over the last two and a half years.

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

EXB23 EDUCATION SKILLS BILL

The Board received a report of the Strategic Director, Children and Young People, which provided background information on the Education and Inspection Bill.

It was advised that the Education and Skills Bill was a landmark piece of legislation. For the first time in over thirty years, the Government was legislating to change the education leaving age and provide extended educational opportunity to all people until the age of 18. It was reported that the Bill contained measures to encourage more young people to participate in learning post-16 and to achieve higher levels of skill and qualification. The Government proposals go beyond the current aspiration so that by 2013, all 17 year olds and by 2015, all 18 year olds were participating in some form of education or training. It was advised that 16 year olds could go to work as long as education was available. It was noted this would change the environment for education in the future.

Members were advised that the Bill would legislate to raise the participation age, young people would have a duty to participate in education and training post 16 which they would be able to do in a number of ways, including:

- full-time education, for example, at school or college;
- work-based learning, such as an apprenticeship; and
- part-time education or training, if they were employed, self-employed or volunteering more than 20 hours a week.

It was reported that the Education and Skills Bill seeks to carry out the following:

- set out duties on employers to release young people for the equivalent of one day a week to undertake training elsewhere (where the employer did not provide their own training).
- introduce a duty on local authorities to ensure that young people participate and provide the support service currently known as Connexions;
- require local authorities to assess the education and training needs of young people aged 16-19 with

special educational needs; and

- requires the Learning and Skills Council to secure the proper provision of courses for learners over the age of 19.

The Board discussed various issues such as how this would fit into the Building Schools for the Future, what methodology would be employed to encourage young people who refused to be educated, delivery of flexible curriculum for young people and the duty on young people and parents to assist their children to participate.

RESOLVED: That

(1) the Executive is kept informed of any changes;
and

(2) a further report is submitted later in the year.

Strategic Director-
Children & Young
People

MINUTES ISSUED: 27th June 2008

CALL IN: 4th July 2008

Any matter decided by the Executive Board called in no later than 4th July 2008

Meeting ended at 2.40 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 26 June 2008 in the Marketing Suite, Municipal Building

Present: Councillors Polhill (In the Chair), D. Cargill, Gerrard, Harris, McInerney, Swain and Wright

Apologies for Absence: Councillors McDermott, Nelson and Wharton

Absence declared on Council business: None

Officers present: M. Allen, L. Cairns, B. Dodd, D. Johnson, I. Leivesley, A. McIntyre, G. Meehan, M. Reaney and D. Tregoe

Also in attendance: None

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

CHILDREN AND YOUNG PEOPLE PORTFOLIO

Action

EXB24 BSF STRATEGY FOR CHANGE (PART 1)

The Board considered a report of the Strategic Director – Children and Young People providing a summary of the Building Schools for the Future (BSF) Strategy for Change (Part 1), seeking approval for its submission to Partnership for Schools (PfS) by 2nd July 2008.

It was noted that the Strategy for Change was divided into two parts with Part 1 outlining the vision for BSF in Halton. Part 2 was a more detailed document that described how the Authority, with its key stakeholders, intended to achieve its vision: Part 2 was to be completed and submitted by 19th November 2008.

The requirements for the Strategy for Change Part 1 document were outlined for Members' consideration and it was noted that, following work with secondary and secondary special headteachers, a draft document had been submitted to PfS prior to Wave entry on 7th May 2008. This document had also been circulated to all key stakeholders as part of the consultation including Diocesan Authorities;

Alliance Board Members; all schools; and the BSF Strategic Board.

As a result of the consultation, and following a further meeting with headteachers on 20th June and feedback from the PfS Adviser, the Strategy and chart had been further amended and an updated document was tabled for the Board's consideration. It was noted that some further work on this document was needed, for example to reduce it to the required 12 pages in length. It was confirmed that the Council's partners had agreed to any minor changes required by either the Board or PfS.

The Board considered the need for the Chair of the Sports Partnership to be included in the PE, Sports and Culture Stakeholder Group. In addition, it was noted that a specialist workstream had been established to look at the ICT requirements as almost one fifth of the money received would be for technology: external consultants had been appointed to assist in this process.

Members thanked all those involved in the production of this excellent document.

RESOLVED: That the Strategic Director – Children and Young People be authorised, in consultation with the Executive Board Member for Children and Young People, to make any necessary minor amendments following this meeting prior to the submission of the Strategy for Change Part 1.

Strategic Director-
Children & Young
People

HEALTH AND SOCIAL CARE PORTFOLIO

EXB25 AWARD OF CONTRACT FOR THE HOST BODY FOR LOCAL INVOLVEMENT NETWORKS (LINKS)

The Board considered a report of the Strategic Director – Health and Community regarding the outcome of the open tender process carried out to secure a host body for LINKs (Local Involvement Networks).

It was noted that the establishment of LINKs had arisen from the White Paper "Our health, Our care, Our say: a new direction for community services" and subsequently "A stronger local voice", which set out government policy on the future development of the patient, user and public involvement system. Originally to come into place by April 2008, the Government had since announced amendments to the timetable permitting "transitional" arrangements to be established if contractual arrangements for LINKs were not

in place by March 2008. This enabled the relevant powers to be transferred to a local authority until September 2008.

The report outlined the form and function of LINKs and it was noted that this was extensive. Monies allocated to the Council for its establishment amounted to £111,000 and an open tender process had been followed resulting in two organisations submitting full tenders. The results of the full evaluation process for the two organisations invited to interview were outlined for the Board's consideration, and Members noted that permission was sought to award the contract to St Helens CVS on the basis that this organisation offered value for money in terms of both cost and quality.

The Board considered the reporting arrangements for this contract and was advised that any concerns would be communicated to the Portfolio Holder in the first instance followed by the Executive Board if so required. In addition, there would be a reporting mechanism to the Healthy Halton Policy and Performance Board (PPB) and consideration could be given to co-opting a member of the new LINKs onto that PPB.

RESOLVED: That the Strategic Director – Health and Community be authorised to award the three year contract to St Helens CVS.

Strategic Director
- Health and
Community

MINUTES ISSUED: 4th July 2008

CALL IN: 11th July 2008

Any matter decided by the Executive Board called in no later than 11th July 2008

Meeting ended at 2.25 p.m.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 10 April 2008 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, G. Bennett, D. Owen, P. Searing and S. Wallace-Bonner

Also in attendance: None

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

ES104 MINUTES

Action

The Minutes of the meeting held on 20th March 2008 were taken as read and signed as a correct record.

HEALTH AND SOCIAL CARE PORTFOLIO

ES105 INTERMEDIATE CARE EXECUTIVE PARTNERSHIP AGREEMENT SECTION 31 POOLED BUDGET

The Sub-Committee considered a report on progress and future developments within the Intermediate Care Partnership. A formal Department of Health Section 31 partnership was agreed in 2006 and included lead commissioning, a pooled budget and integrated management for the Rapid Access Rehabilitation Services (RARS).

Since the establishment of an Intermediate Care Executive Commissioning Board (ECB) in July 2008, numerous meetings had been held to develop the performance management process and finance matters and the two budgets were now managed as one overall budget, therefore improving the flexibility of the service.

It was noted that the service was regularly reviewed and monitored by the ECB to ensure the service met its targets and the pooled budget was managed effectively, with quarterly reports to the Partnership Board.

In addition the report also outlined key developments within Intermediate Care Partnership, the number of local intermediate care targets agreed and achieved and service user outcomes. Future developments within Intermediate Care Partnership included:

- to further develop integrated management;
- extending the Section 31 and pooled budget to include all Intermediate Care Services by 2008/09;
- proposals for revised funding contributions (potential savings of £157,028 would enable the Council to absorb the reduction in the health SSP contribution to the Vulnerable Adults Task Force (VATF) Programme); and
- further work to be undertaken with regard to performance data collection across the PCT and the Council.

RESOLVED: That

- (1) the contents of the report be noted;
- (2) the achievement of the key targets and further development of the Intermediate Care Services be noted; and
- (3) the Sub-Committee agree to strengthen the current partnership and pooled budget arrangement by including other intermediate care services within the framework as outlined in the report.

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

ES106 PROCUREMENT OF GOODS AND SERVICES BY THE BUSINESS IMPROVEMENT DISTRICTS

The Sub Committee was advised that on 7th December 2007 businesses on Astmoor and Halebank Industrial Estates voted in favour of creating a Business Improvement District (BID). The "yes" vote meant that the BID business plans for each estate and all additional services must be delivered from 1st April 2008 to 31st March 2013. In accordance with the BID business plans (previously approved by the Executive Board on 20th September 2007 and Businesses in the BID ballots) the Council would undertake the role of BID Body for the initial 5-year period of

the BIDs.

Over the course of the five years, respective BIDs would require the procurement of additional goods and services. At the start of each financial year from 1st April 2008 until 31st March 2013 all businesses and property owners in the BID areas would be charged a BID levy, a local increase on the Business Rates bill ring-fenced to fund additional services within the BID area. The contribution from the private sector towards the Astmoor BID would be £746,635 and from the Halebank BID £232,200. This amounted to a total private sector contribution of £978,835. This represented a significant contribution towards the economic regeneration of the borough that would not only benefit resident businesses and the two estates, but would also help to retain jobs and attract investment.

The report set out the governance arrangements for the BIDs Steering Groups and BID Executive Committees.

Over the course of the five years, the respective BIDs would require the procurement of additional goods and services. The Sub-Committee considered a request to waive Procurement Standing Orders for the duration of the respective BIDs with regard to the purchase of goods and services by the Astmoor and Halebank Business Improvement Districts (BIDs). The request for waiver of Procurement Standing Orders was required as individual businesses and property owners would want to influence and decide how the BID money was spent as it was essentially their money. The businesses may, however, want to use the principles of most economically advantageous and value for money, which may not necessarily be the lowest tender or quotation received.

RESOLVED: That for the purposes of Procurement Standing Order (SO) 1.6 and in the light of the devolved decision-making arrangements for the BID areas the Executive Committees for the Astmoor and Halebank BID areas be authorised to award contracts on the basis of the most economically advantageous tender or quotation (not necessarily the lowest) and that SOs 2.2 – 2.6 and SO 2.11 (a)(iii) and SO 2.11 (b)(iv) and SOs 2.12 and 2.13 and SOs 3.6 and 3.7 be waived accordingly.

ES107 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

ES108 PURCHASE OF PROPERTY AND BUSINESS AT 59 HIGH STREET, RUNCORN

The Sub-Committee considered a report which sought approval for the acquisition of the property and business of R. C. Withington and Sons trading from premises at 59 High Street, Runcorn, in order to create additional frontage land to the proposed Canal Quarter development.

In addition, it was reported that Mr. Withington had been using the garages to the rear of the property for over 60 years and would pursue a claim for possessory title of these important storage buildings. If successful these properties would transfer to Halton Borough Council at nil cost other than to indemnify Mr. Withington for his legal costs involved in securing title.

The funding would be provided by the Neighbourhood Renewal Fund (Town Centre Improvements) (£325,000) for the acquisition of key buildings to deal with difficult/derelict properties in town centres and/or the acquisition of sites that were key to the generation of town centres.

RESOLVED: That

- (1) approval be given to purchase the property situated at 59 High Street, Runcorn and the furniture business trading as R. C. Withington and Sons; and
- (2) authority be given to the Strategic Director, Corporate and Policy in consultation with the Corporate Services portfolio holder to conclude the purchase.

MINUTES ISSUED: 23rd April 2008

CALL IN: 30th April 2008

Any matter decided by the Executive Board Sub Committee may be called in no later than 30th April 2008

Meeting ended at 10.35 a.m.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 8 May 2008 in the Council Box, Halton Stadium, Halton.

Present: Councillors Harris and Nelson

Apologies for Absence: Councillor Wharton

Absence declared on Council business: None

Officers present: M. Reaney, G. Ferguson, B. Dodd, P. Watts, A. McNamara and L. Smith

Also in attendance: None

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

ES108 MINUTES

Action

The Minutes of the meeting held on 20th March 2008 were taken as read and signed as a correct record.

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

ES109 APPOINTMENT OF URBAN VISION PARTNERSHIP LTD TO DEAL WITH PLANNING AND ASSOCIATED APPLICATIONS MADE IN RESPECT OF THE MERSEY GATEWAY

The Sub-Committee was advised that in order to overcome previously identified capacity issues, budget provision had been made to appoint, temporarily, an officer to deal with the applications in connection with the Mersey Gateway Scheme.

Although traditional recruitment processes were followed, no appointment was made due to a lack of suitable candidates. Furthermore, it was recognised that the appointment of an officer, with the required level of experience would not be possible by the time the Transport

& Works Act application (the principal application for the Gateway) was submitted to the planning authority for consideration.

Due to the extremely tight timescales and urgent need to have an experienced officer available and in place to process these applications, a decision to recruit a temporary consultant from Urban Vision Partnerships was made. Prior to appointing Urban Vision several other agencies were contacted to ascertain whether it would be possible to recruit via a tender process. In practice not all agencies could provide an officer with the level of experience required, nor could they do so at a competitive rate.

A fixed fee of £16,000 had been agreed with Urban Vision Partnership Limited which represented very good value for money. It was still hoped that the appointment of an appropriately skilled officer could be made later in the year, to assist with the next stage of the application/inquiry process.

RESOLVED: That the actions taken by the Strategic Director – Environment, to appoint Urban Vision Partnership Limited be approved.

Strategic Director
Environment

ES110 AWARD OF CONTRACT FOR SILVER JUBILEE BRIDGE, RUNCORN SPANDREL (Y5 TO L4) - PREPARATION AND REPAINTING OF STEELWORK

The Sub-Committee was advised of four tenders received for the award of the Silver Jubilee Bridge, Runcorn Spandrel (Y5 to L4) – preparation and repainting of steelwork contract.

The lowest tender was submitted by Roy Hankinson Limited for the sum of £1,066,221.35. Following a detailed review of the returned tenders and the satisfactory completion of a pre-contract meeting the contract had been let to Roy Hankinson Limited.

RESOLVED: That the report be noted.

COMMUNITY PORTFOLIO

ES111 DEVELOPMENT OF SUPPORTED ACCOMMODATION FOR PEOPLE WITH MENTAL HEALTH NEEDS

The Sub-Committee considered a request to waive Procurement Standing Orders 3.1 to 3.8 to expand a

Supported Living Contract. The provision of suitable accommodation for people with mental health problems in Halton had been a local priority for development for some time and had been included as one of the key targets for the Halton Supporting People Programme.

Of equal importance was the range of needs that the accommodation meets. Currently only eight of the units catered for people with the more complex conditions, and none of the units were set up specifically as 'move on' accommodation.

One supported scheme had been successfully developed in Pickerings Close in Runcorn. This accommodated two people with more severe mental health conditions in a house in which they were tenants, but with 24-hour support for resident staff. This scheme had now been open for over 2 years and both current residents had now improved so much that they were ready to live more independently.

The Scheme at Pickerings Close was managed, following a detailed tendering process, by an organisation called Creative Support. Creative Support had worked positively with both the Council and the local community, and the successful outcomes for the two residents at this address demonstrated their commitment to achieving greater social inclusion for the people they work with.

It was reported that Creative Support had worked with the Council to develop a new scheme in Widnes, as an extension to its Pickerings Close Scheme. Four new build semi-detached houses had been purchased by Creative Support in Liverpool Road, Widnes, each of which were ready to move into. Each house could take two tenants, who it was proposed would be supported by staff at a level which suited their needs. It was proposed that this would be funded at an hourly rate of support, tailored to the needs of each individual in the scheme. The funding proposals would allow around 28 hours of direct support per person per week. There was likely to be a substantial cost saving to the authority arising from this scheme.

The revenue cost for housing related support within this scheme could be met within the Supporting People Budget.

RESOLVED: That

(1) in the exceptional circumstances set out in the report,

for the purpose of Standing Order 1.6, Procurement Standing Orders 3.1 – 3.8 be waived on this occasion on the basis that the market was tested two years ago to secure the current provider who offers value for money and is performing well in meeting the needs of service users with severe and ensuring mental health problems; and

Strategic Director
Health and
Community

(2) delegated powers be approved to enable the Strategic Director, Health and Community in conjunction with the Portfolio holder for Community, to expand an existing two year contract with Creative Support, for the provision of Supported Living Services to include the new services referenced in the report.

CORPORATE SERVICES PORTFOLIO

ES112 TREASURY MANAGEMENT 2007/08 - 4TH QUARTER: JANUARY-MARCH

The Sub-Committee considered a report which reviewed activities undertaken on the money market as required by the Treasury Management policy for the 4th Quarter 2007/08.

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

RESOLVED: That the report be noted.

MINUTES ISSUED: 16th May 2008

CALL IN: 23rd May 2008

Any matter decided by the Executive Board Sub Committee may be called in no later than 23rd May 2008

Meeting ended at 10.14 a.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 5 June 2008 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, G. Bennett, I. Bisset and R. Dart

Also in attendance: None

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

Action

CORPORATE SERVICES PORTFOLIO

ES1 NNDR DISCRETIONARY RATE RELIEF

Under the provisions of Section 47 of the Local Government Finance Act, 1988, the authority is 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 four applications for discretionary non domestic rate relief from:-

- i) Focus Institute of Gymnastics;
- ii) Halton Autistic Family Support Group Limited;
- iii) Halton District Citizen Advice Bureaux Service; and
- iv) SHAP Limited.

RESOLVED: That

- (1) 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 1st April 2008 or the commencement of liability, whichever is the later, to 31st March 2009:

Focus Institute of Gymnastics – 20%

Halton Autistic Family Support Group Limited – 20%
Halton District Citizen Advice Bureaux Service – 20%

- (2) in respect of the following organisations, it was also recommended that they should be granted discretionary rate relief for the backdated element of the charge:

Halton Autistic Family Support Group Limited – 20%
Halton District Citizen Advice Bureaux Service – 20%

- (3) Under the provisions of Section 47, Local Government Finance Act 1988, the following application for discretionary rate relief be refused:

SHAP Limited – 20%

ES2 PROCUREMENT OF DNA FORENSIC PROPERTY MARKING EQUIPMENT FOR ASTMOOR AND HALEBANK INDUSTRIAL ESTATES

The Board was advised on three quotations received to supply DNA Forensic property marking equipment for the benefit of all businesses located on Astmoor and Halebank Industrial Estates. The quotations were appraised on the basis of purchasing:

- 120 business kits and 20 signs for Astmoor; and
- 40 business kits and 10 signs for Halebank.

The purchase of DNA Forensic property marking equipment could not be made on the basis of price alone. The following factors were relevant in the decision-making process:

- i) Contents of each DNA forensic property marking kit;
- ii) number of items the kit could property mark;
- iii) level of Police support for each system;
- iv) previous uses of DNA Forensic property marking kit;
- v) track record and publicity of each system.

Following assessment it was proposed that the SmartWater Technologies Limited system should be purchased as this system provided property marking stickers, window stickers and a UV lamp in each kit, provided estate signage, was high profile in the media and had support from Cheshire Constabulary. The two quotations in the sum of £5,998.80 and £1,999.60 had been awarded to SmartWater Technologies Limited for DNA Forensic property marking equipment.

RESOLVED: That the appointment of SmartWater Technologies Limited be approved.

ENVIRONMENT, LEISURE AND SPORT PORTFOLIO

ES3 PROMOTIONS & TOURISM FEES AND CHARGES
2008/09

The Sub-Committee considered the proposed fees and charges to be applied by the Promotions and Tourism service for the financial year 2008/09. It was proposed to increase the current fees and charges by 2.5% in 2008/09, 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 Promotions and Tourism Manager agree any such offers in advance with the Operational Director for Regeneration and that a record be maintained for audit purposes.

RESOLVED: That the proposed fees and charges for 2008/09 as set out in the report be approved.

MINUTES ISSUED: 20th June 2008

CALL IN: 27th June 2008

Any matter decided by the Executive Board Sub Committee may be called in no later than 27th June 2008

Meeting ended at 10.06 a.m.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Wednesday, 25 June 2008 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, D. Cunliffe, B. Dodd, I. Leivesley, P. McWade, P. Searing and J. Unsworth

Also in attendance: None

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

Action

ES4 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 – URGENT BUSINESS

The Sub-Committee was advised that a matter had arisen which required immediate attention by the Sub-Committee because a decision was required before the date of the next meeting (Minute ES9 refers), therefore pursuant to Section 100B (4) and 100E Local Government Act 1972, the Chairman ruled that the items be considered as a matter of urgency.

ES5 MINUTES

The Minutes of the meetings held on 10th April, 8th May, and 5th June 2008 were taken as read and signed as a correct record.

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

ES6 CLEAN NEIGHBOURHOODS & ENVIRONMENT ACT 2005 - FIXED PENALTY NOTICE PROVISION

The Sub-Committee was advised that the Clean

Neighbourhoods and Environment Act 2005 provided local councils with new powers to clamp down on environment crime such as abandoned vehicles, fly tipping, litter, graffiti, dog fouling, noise and other nuisances including light pollution. Of particular significance was the extension of the use of Fixed Penalty Notices (FPNs) as a means of dealing with offences as an alternative to prosecution. The Act also allowed authorities to retain the proceeds of Fixed Penalty receipts to fund enforcement and related activity. FPNs could not be used in respect of fly-tipping offences, other than for very small amounts not exceeding one bag. Due to the serious environmental impact of fly tipping, incidents should be dealt with by prosecution where the offender had been identified.

In addition, the Act gave Councils discretion to offer a discount for early payment of an FPN. Although there were prescribed minimum penalty levels that the discounted penalty must not fall below, as set out in the Environmental Offences (Fixed Penalties) (Miscellaneous Provisions) Regulations 2006. The report outlined FPN amounts and recommendations where the Council had discretion.

It was reported that in setting FPN levels and discounted amounts for early payment, consideration would be given to the deterrent effect of different levels and also people's readiness to pay, together with the likely fines that would be imposed in the Magistrates' Court for non-payment. Fixed penalties that were too high for local conditions would be counterproductive, as they would lead to substantial non-payment rates, as would payments that were higher than the likely fine in the event of non-payment. The recommended FPN amounts were considered to be reasonable in light of the experience of issuing FPNs to date.

The Sub-Committee was further advised that litter authorities could now enter into arrangements so as to enable any person (or the employee of any such person) to give such notices. It was noted that PCSOs also had the power to issue Section 88 notices under the Police Reform Act 2002. The Department was currently looking at how this could be put to best effect in a wider project to address litter waste and untidy areas which would be the subject of a further report.

RESOLVED: That the Sub-Committee:-

- (1) Note the following Fixed Penalty Notice amounts that were set by statute:

Strategic
Director -
Environment

- (a) Nuisance Parking - £100;
- (b) Abandoning a Vehicle - £200;
- (c) Failure to Produce Authority (Waste Transfer Notes) - £300;
- (d) Failure to Furnish Documentation (Waste Carrier's Licence) - £300;
- (e) Noise from Licensed Premises - £500.

(2) Approve the following Fixed Penalty Notice amounts that may be set by the Local Authority:

- (a) Litter - £75;
- (b) Street Litter Control Notices and Litter Clearing Notices - £100;
- (c) Unauthorised Distribution of Literature on Designated Land £75;
- (d) Graffiti and Fly-Posting - £75;
- (e) Offences in Relation to Waste Receptacles - £100;
- (f) Offences under Dog Control Orders - £75.

(3) Approve the following Fixed Penalty Notice amounts discounted for early payment:

- (a) Litter - £50;
- (b) Street Litter Control Notices and Litter Clearing Notices - £75;
- (c) Unauthorised Distribution of Literature on Designated Land - £50;
- (d) Graffiti and Fly-Posting - £50;
- (e) Failure to Produce Authority (Waste Transfer Notes) - £250;
- (f) Failure to Furnish Documentation (Waste Carrier's Licence) - £250;
- (g) Offences in Relation to Waste Receptacles - £70;
- (h) Offences under Dog Control Orders - £50;

(4) approve the time period for early payment discounts as being within ten days;

(5) delegates authority to the Strategic Director Environment and the Operational Director Environment and Regulatory Services to make any further changes to Fixed Penalty Notice amounts and early payment discounts as may be required; and

(6) the Operational Director Environment and Regulatory Services be given the power to authorise suitable individual persons to implement these powers and issue Fixed Penalty Notices.

HEALTH AND SOCIAL CARE PORTFOLIO

ES7 INTEGRATION OF ADULTS WITH LEARNING DISABILITIES' SERVICES

Adults with Learning Disabilities' (ALD) Services were guided by "Valuing People" the Government National Guidance published in 2001, which set out the priorities for the delivery of services for Adults with Learning Disabilities. The Guidance recognised the need to work in partnership both across agencies and with service users and carers. In Halton the Primary Care Trust (PCT) and Halton Borough Council (HBC) had worked closely together, this had been achieved by:

- the establishment of a pooled budget since 2002, managed by HBC. The budget stood at £12.8m 2007/2008 and included most ALD services and the Community Care budget.
- co-location of the PCT's Health Team and HBC's Care Management Team.

It was proposed that the partnership between the PCT and the Council could now be further strengthened to offer a fully integrated service. The PCT was seeking to transfer 13 posts to the Council and place them under the management of HBC. The transfer would take place on 1st July 2008. There were a number of advantages for this proposal which were set out below:

- the service would improve as People with Learning Disabilities would only have one point of access and assessment, currently there were two systems for service users and carers to navigate;
- nurses and social workers would have one management system, thus avoiding duplication and inefficiencies and would be based in one location at John Briggs House, Widnes;
- the "person centred planning" approach would be strengthened in line with national guidance "Valuing People 2001".

The proposal to transfer NHS staff into Halton had been subject to widespread consultation with staff and undertaken in partnership between the Council and the PCT. The proposals did not set out the delivery of a new model of

service therefore formal consultation with service users and carers was not required.

The Sub Committee was advised that the integration of services for People with Learning Disabilities offered the Council the opportunity to be more efficient in its delivery of services. There would be an increased ability to be flexible and a decrease in duplication improving the experience of people with learning disabilities assessed to be in need of services. It was planned that the existing agreement of a pooled budget and joint management between the PCT and the Council would be amended to reflect the new arrangements which would result in the Council providing all care and budget management. This would be undertaken by agreement between the Council and the PCT and subject to formal notification by both parties.

It was noted that the transfer of NHS staff would be subject to TUPE protection and a contract between the PCT and the Council that would cover all financial implications. In addition, the PCT would provide funding to the Council for the staff and it was proposed this would be a five-year agreement subject to a mid review at 3 years. There would not be any additional costs to the Council with this proposal.

RESOLVED: That the Sub-Committee agree the arrangements for a five-year contract between Halton Council and Halton and St. Helens Primary Care Trust (PCT) to transfer 13 posts (of which 6 were vacant), to the Council including a requirement for the PCT to meet the costs of these posts during the five-year term.

Strategic
Director –
Health and
Community

CORPORATE SERVICES PORTFOLIO

ES8 2007/08 FINANCIAL OUTTURN

The Sub-Committee considered a report summarising the final revenue and capital spending position for 2007/08. The revenue budget had been closely monitored and controlled throughout the year. As anticipated, investment returns were better than expected and the review of the balance sheet amended the capital financing requirement resulting in a reduction in minimum revenue provision.

As agreed as part of the budget strategy, reserves had been made relating to the development of costs of the Building Schools for the Future project and time limited revenue spending on the Mersey Gateway Project.

Within the overall revenue underspend of £224,000

there had been a number of variances and these were outlined in the report. The underspend had resulted in a reduction in the planned contribution from balances (from £350,000 to £126,000) meaning that balances now stood at £6.984m.

In respect of school balances, these had increased by £0.4m to £4.6m. In addition, Standards Fund grant of £14.3m was available to schools. The money could be spent up to the end of the academic year and £4.5m remained to be spent.

With regard to Capital spending this totalled £29.1m, which was £2.5m below the revised capital programme of £31.6m and represented over 92% delivery of the revised capital programme. The only areas of significant slippage were on projects relating to Cavendish and Brookfields Special Schools, The Bridge Pupil Referral Unit, All Saints Children's Centre, Contaminated Land, Sports Pitch improvements, Widnes Waterfront and ICT Infrastructure.

RESOLVED: That the report be noted.

PLANNING, TRANSPORTATION, REGENERATION AND RENEWAL PORTFOLIO

ES9 REPORT OF TENDER ACCEPTANCE FOR THE REPLACEMENT OF A SEWER BENEATH THE DARESURY EXPRESSWAY

The Sub-Committee was advised of a revised tender offer for the sewer replacement works at Daresbury Expressway. The Sub-Committee had been previously notified of the acceptance of a tender from A. E. Yates Limited for the replacement of a sewer beneath Daresbury Expressway in February 2007 (Minute No. ES74 refers). Implementation of the scheme had been protracted for a variety of reasons which had resulted in a delay to the contract being formed. Additional ground investigation was undertaken during May 2008 to determine the exact type of thrust boring plant that was required to undertake the work.

As a consequence of the results of the investigation and due to the time that had passed since the original tender was submitted, costs had increased and the contractor had revised his tender offer to £99,879, a £20,000 increase over its original submission. It was noted that in the earlier report only two tenders were returned, the second tender being in the region of £150,000.

It was noted that the previously successful tenderer A. E. Yates Limited had now requested that the contract be formed directly to A. E. Yates Trenchless Solutions Limited, as they were a company within the group, operating from the same address, who had the specialist expertise and plant and who were now proposed to undertake the whole of the work including the construction of thrust pits, chambers and connections. A financial check had been carried out on the company by Internal Audit and they were deemed to have sufficient financial stability to undertake contracts of a value of £2,000,000 and had an above-average credit rating. The work would be carried out under the terms and conditions of the original tender.

On the basis of the detailed planning and pre-contract preparation work that had already taken place, and the further delays and additional costs that would be encountered if the scheme was re-tendered, it was considered that forming a contract with A. E. Yates Trenchless Solutions, for the revised tender price was the best value solution for the Council and its partners.

RESOLVED: That:

- (1) the revised tender offer of £99,879 from A. E. Yates Trenchless Solutions Limited, for the replacement of the sewer beneath Daresbury Expressway be accepted; and
- (2) the contract for the work be awarded to A. E. Yates, Trenchless Solutions Limited in lieu of the parent company, A. E. Yates Limited.

Strategic
Director -
Environment

ES10 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

ES11 SALE OF LAND AT ASTON FIELDS ROAD, RUNCORN

The Sub-Committee considered a report which sought approval for the sale of a landscaped area situated above the Shell Oil Pipeline in Aston Fields Road, Runcorn.

RESOLVED: That approval be given for the sale of a landscaped area of land above the Shell Oil Pipeline in Aston Fields Road, Runcorn on the terms outlined in the report.

ES12 WATERLOO CENTRE, RUNCORN

The Sub-Committee was advised of an interest expressed in the Waterloo Centre, Runcorn, a building owned by the Council but which had not been used since the Community Centre was closed down some years ago. The report also sought guidance on the future disposal strategy for this building and the neighbouring Library and Rathbone Building.

RESOLVED: That the existing policy of dealing with the three buildings on the corner of Egerton Street and Waterloo Road, Runcorn (the Library, the Waterloo Centre and the Rathbone Building) once the future of the Library was determined, be supported. Essentially looking at one development site. The organisation New Hope Kids First who had expressed an interest in utilising the Waterloo

Centre, be advised on the Council's current policy.

MINUTES ISSUED: 8th July 2008

CALL IN: 16th July 2008

**Any matter decided by the Executive Board Sub Committee may
be called in no later than 16th July 2008**

Meeting ended at 11.14 a.m.

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MERSEY GATEWAY EXECUTIVE BOARD

At a meeting of the Mersey Gateway Executive Board on Monday, 19 May 2008 in Conference Room 1, Municipal Building

Present: Councillors McDermott (Chairman), Wharton, Polhill, Findon and Redhead

Apologies for Absence: None

Absence declared on Council business: None

Officers present: E. Dawson, D. Parr, M. Reaney, A. Scarisbrick, M. Simpson, D. Sutton, D. Tregoe, S. Nicholson and M. Noone

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

Action

MGEB1 MINUTES

The Minutes of the meeting held on 7th April 2008, having been printed and circulated, were taken as read and signed as a correct record.

MGEB2 PROGRESS REPORT FROM THE MERSEY GATEWAY PROJECT DIRECTOR

The Board received a report from the Mersey Gateway Project Director, that provided an update of the progress made towards the statutory planning procedures, together with issues reported to the Department for Transport (DfT) in the routine quarterly progress report.

It was reported that discussions with DfT officials continued to focus on reaching a consensus on value for money based on the revised traffic model outputs. It was noted that the funding agreement with Ministers required both value for money and deliverability to be reviewed prior to any Public Inquiry based on the results of the new traffic model.

It was noted that the delivery programme had slipped to two weeks to accommodate a recent procedural requirement where the Council was required to provide a

mandatory 28 day pre-application lead time to allow the DfT to review the draft Transport and Works Act Order (TWA). The draft TWA was submitted on 2nd May which established the new Application date as 30th May 2008. The project team were working to achieve this revised date so that the programme toward a Public Inquiry at the end of the year could be maintained.

To assist the public to respond to what was an unusual statutory planning process, the Board considered a leaflet which detailed the plans for the Mersey Gateway Project and the two stages that were planned. The leaflet also detailed the timetable for planning applications and legal orders that were being submitted to or made by the Council and the DfT. The Board noted that the leaflet was now being distributed widely across the Borough. It was also reported that exhibitions were scheduled for June to be held in Widnes and Runcorn inviting members of the public to find out more.

Members queried whether residents could claim for double glazing and other noise reducing methods if they were to suffer from traffic noise from the proposed scheme. In response it was noted that although properties on the approach roads to Silver Jubilee Bridge would benefit from reduced noise, the Mersey Gateway route through Runcorn would increase traffic noise. To combat the noise increase, noise barriers were proposed along the route south of Astmoor. In general properties in Runcorn are some distance away from the improved road and the increase in noise levels at properties would be slight, taking into account the mitigation from the proposed barriers. The project team would be assessing the entitlement for residents to claim for double glazing under the Land Compensation Act and would publish draft results later in the year.

RESOLVED: That the Mersey Gateway Executive Board note the progress made and the actions taken.

Strategic Director
- Environment

MGEB3 THE MERSEY GATEWAY BUSINESS RELOCATION STRATEGY

The Board considered a report of the Strategic Director – Environment which sought the approval of the Mersey Gateway Relocation Strategy and recommended its adoption to support the Mersey Gateway project.

It was reported that the land referencing exercise for the Mersey Gateway project had identified around 70

businesses that need to be acquired in order to complete the land assembly package for the construction of the scheme.

It was noted that in order to complete the land assembly it would be necessary to acquire the land either by negotiation with the freeholder or via the Transport and Works Act (TWA) or the two compulsory purchase orders, one for the area to the south of the TWA and one for the area to the west of the TWA.

It was noted that the businesses to be acquired fall into wide-ranging industrial sectors including high value goods, retail, engineering and the service sector. Ownership of the businesses varied from sole traders through to several foreign owned multi-national corporations.

Members were advised of the Council's business relocation and support process, the need to understand the requirements of individual businesses and the identification of relocation options. The recommended strategy was designed to support the varied requirements of businesses that want to relocate.

RESOLVED: That the Mersey Gateway Executive Board approve the Mersey Gateway Relocation Strategy for formal adoption as the Acquiring Authority's Relocation Strategy for the Mersey Gateway Project.

MINUTES ISSUED: 11th June 2008

CALL IN: 19th June 2008

Any matter decided by the Mersey Gateway Executive Board may be called in no later than 19th June 2008

Strategic Director
- Environment

Meeting ended at 10.40 a.m.

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MERSEY GATEWAY EXECUTIVE BOARD

At a meeting of the Mersey Gateway Executive Board on Monday, 21 July 2008 in the Conference Room 1, Municipal Building

Present: Councillors McDermott (Chairman) and Wharton

Apologies for Absence: Councillor Polhill

Absence declared on Council business: None

Officers present: B. Dodd, S. Nicholson, M. Reaney, D. Sutton, D. Tregear and L. Derbyshire

Also Present: Councillors Findon and Redhead

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

Action

MGEB4 MINUTES

The Minutes of the meeting held on 19th May 2008, having been printed and circulated, were taken as read and signed as a correct record.

MGEB5 PROGRESS ON ISSUES RAISED WITH THE DEPARTMENT FOR TRANSPORT

The Board considered a report of the Mersey Gateway Project Director which asked Members to note the progress made with officials at the Department for Transport (DfT) leading to securing an agreement on the key issues of project value for money and project delivery, which were required to achieve as part of the Programme Entry funding conditions.

It was reported that discussions with DfT officials continued to focus on reaching a consensus on value for money based on the revised traffic model outputs. It was noted that the funding agreement with Ministers required both value for money and deliverability to be reviewed prior to any Public Inquiry based on the results of the new traffic model. It was also noted that it was planned to settle these matters prior to making an application for the Transport and Works Act, but the progress made combined with the extra

assessments required by the DfT had prevented this from being achieved. However, significant progress had been made towards providing all the information requested and there were no concerns raised by the DfT to date.

Arising from the discussion, the Board noted:-

- (1) That DfT officials were prepared to support a bid for development costs and a report would be presented in September regarding this matter;
- (2) That the North West Regional Assembly's Executive Board had agreed to bring forward the Regional Transport Grant to cover the development cost bid to DfT and Ministers could now be consulted for a decision without delay;
- (3) That securing a DfT contribution to development costs would ease the pressure on the development cost budget;
- (4) That a full report on the development cost increase with advice on revised financial requirements and development cost budget would be given to the Mersey Gateway Executive Board in September; and
- (5) That the Mersey Gateway Project provided an opportunity to improve accessibility to services, education and employment for the Borough.

RESOLVED That:

- (1) the progress made and the actions taken to date be noted; and
- (2) the estimated scheme cost in outturn terms be noted.

MGEB6 COMMENTS RECEIVED IN RESPONSE TO THE PUBLISHED ORDERS AND APPLICATIONS

The Board considered a report of the Mersey Gateway Project Director which provided an interim report, pending the termination of the formal consultation period on 18th July on the expressions of support, representations and formal objections, received in response to the published Orders and Applications for Mersey Gateway. The report also

outlined the action that would be taken to resolve the issues raised in the formal objections,

It was reported that for a project of the size and complexity of Mersey Gateway, the response received at the date of publication of the report had been relatively low key.

A summary of the parties and institutions that had responded with expressions of support, representations or to record a formal objection were listed in Appendix 1 to the report, along with a summary of the issues raised. It had been encouraging to receive the confirmation of support from the North West Development Agency, Cheshire County Council and Cheshire Police and neighbouring Councils in Merseyside.

The Board was advised that the letters of objections could be categorised into three groups, Holding Objections, Landowners and Members of the Public. It was reported that a number of letters had been received in respect of the additional traffic that is expected on the central expressway. The Board was also advised of the actions that would be taken in respect of the objections that had been received.

Arising from the discussion, the Board noted:-

- (1) That the project would introduce increased safety on the central expressway by creating extra lanes within available land to help facilitate the volume of traffic;
- (2) It was noted that there was some campaigning against the bridge and there had been leaflets distributed, many of which were misleading or misinformed. However, it was also noted that all the concerns would be addressed during the planning process;
- (3) The extensive consultation exercise including leaflet drops throughout the Borough and exhibitions that had taken place on the project were noted. The process and statutory consultation undertaken in respect of the planning process was also noted;
- (4) That it was crucial to have a pro active communication strategy for the project in order to ensure that accurate information was being disseminated throughout the Borough. This would increase awareness of the advantages

of the scheme and reduce the amount of inaccurate information being circulated; and

- (5) The process and timescales of a public enquiry was noted.

RESOLVED That:

- (1) the formal responses received to date be noted; and
- (2) the action taken to resolve the Objections be noted.

MINUTES ISSUED: 23rd July 2008

CALL IN: 30th July 2008

Any matter decided by the Mersey Gateway Executive Board may be called in no later than 30th July 2008

Meeting ended at 11.25 a.m.

CHILDREN AND YOUNG PEOPLE POLICY AND PERFORMANCE BOARD

At a meeting of the Children and Young People Policy and Performance Board on Monday, 2 June 2008 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Browne, Drakeley, Fraser, Gilligan, Higginson, J. Lowe, Parker and Stockton

Apologies for Absence: Councillors Horabin

Absence declared on Council business: None

Officers present: J. Kirk, L. Butcher, A. McIntyre and M. Simpson

Also in attendance: D. Edwards - PCT

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

	<i>Action</i>
<p>CYP1 MINUTES</p> <p>The Minutes of the meeting held on 25th February 2008, having been printed and circulated, were taken as read and signed as a correct record.</p>	
<p>CYP2 PUBLIC QUESTION TIME</p> <p>It was confirmed that no public questions had been received.</p>	
<p>CYP3 EXECUTIVE BOARD MINUTES</p> <p>The Minutes of the Executive Board and the Executive Board Sub-Committee relating to the Children and Young People Policy and Performance Board were submitted for information.</p> <p>RESOLVED: That the Minutes be noted.</p>	
<p>CYP4 CHILD HEALTH IN HALTON</p> <p>The Board considered a report of the Strategic</p>	

Director – Children and Young People which advised Members on the health of children in Halton relative to other boroughs, identified current actions to address health in children and suggested approaches to closing the gap in health inequalities.

Dr Dympna Edwards – Deputy Director of Public Health for children for Halton and St Helens PCT addressed the Board and reported that the North West Public Health Observatory recently compiled a range of health indicators for children. The Observatory combined fifty outcome indicators for children into a single index. Halton came 42nd out of 43 for the combined health indicator. It showed that health of children in Halton was poor relative to other areas with similar levels of deprivation.

The report outlined that Halton did have high risk factors for poor child health, for example lone parents, low income, families on benefits, education and obesity, higher hospital admissions and uptake of treatment services and lower uptake of preventative services. However, it was reported that health was improving in many areas and services were responding to health needs. Challenges had arisen over the last few years, which included the increase in childhood obesity and alcohol use in young people.

Members were advised of the causes of poor health and actions to improve health. It was reported that Halton was well advanced in developing Children's Trust arrangements, with health staff from the Primary Care Trust, supporting well and vulnerable children, now being supported via new Partnership arrangements with the local authority as part of the Children's Trust arrangements. This would help integrated planning and delivery of services with better outcomes for children and families.

It was noted should current trends continue then the health of children would improve in many areas although the gap between Halton and the rest of the country would remain. Health effects relating to obesity and risk taking behaviour such as alcohol and sexual health would be likely to increase. It was noted that a stepped change was needed in order to reverse this trend. A number of approaches suggested were outlined within the report.

The Board held a wide-ranging discussion regarding issues relating to the amount of take-aways in town centres and near school areas, the effects of local planning decisions, increase in leisure activities available for children, the need to educate parents and young children and the

work carried out by school forums in relation to a working group to promote positive actions that could be taken.

The Board suggested a more detailed analysis be brought back to the next Board where Members could have an informed debate regarding all the issues and possibilities available.

RESOLVED: That Members consider the issues contained in the report and approaches identified in paragraph 4.

(NB: COUNCILLOR J STOCKTON DECLARED A PERSONAL INTEREST IN THE FOLLOWING ITEM DUE TO BEING A GOVERNOR OF BOTH THE GRANGE NURSERY AND COMPREHENSIVE SCHOOL).

CYP5 PRIMARY CAPITAL PROGRAMME

The Board considered a report of the Strategic Director - Children and Young People which outlined the draft Primary Strategy for Change (PSC) that had been developed as part of the Primary Capital Programme (PCP).

It was reported that it was a requirement for all authorities to develop a PCP. As part of the programme all local authorities must produce a PSC, which must be formally endorsed by the Council, the Diocesan Authorities and the majority of primary schools.

It was advised that the PSC for Halton had been developed following consultation with primary schools, Diocesan colleagues and a range of other partners. Three dedicated sessions had been held with Primary Headteachers and an Extended Services Working Group had met to consider opportunities for local and extended services to be offered through primary schools. Chairs of Governors and Halton Association of Governors had also been consulted along with colleagues from other Departments across the Council such as Environment and Health and Community.

It was reported that a draft of the PSC had been circulated and placed on both the internet and intranet and sent to Departments across the Council. It was advised that the Authority must develop a strategic approach to capital investment for primary schools over 14 years. For 2009/2010 and 2010/2011 the indicative primary capital funding was £8.4m. Funding from 2011/2012 would be

Strategic Director-
Children & Young
People

subject to public spending review.

It was noted that the submission to the Department for Children Schools and Families on 16th June 2008 must name and provide costings for the school project that would be undertaken within the first two years of funding. In Halton a re-organisation of primary provision had yet to be undertaken for the first two years of funding therefore, projects had been proposed which would not prejudice this project. The proposed project for 2009/2010 and 2010/1011 was detailed in the report.

The DCSF minimum requirement from PCP for Halton stated that eight schools were to be removed or rebuilt through PCP, twenty schools were to be remodelled through PCP and twenty-nine schools were to be maintained.

RESOLVED: That the Board support the Halton Primary Strategy for Change.

Strategic Director-
Children & Young
People

CYP6 CHILDREN'S CENTRES - PHASE 3 PLANNING AND DELIVERY 2008-2010

The Board received the report of the Strategic Director – Children and Young People, which outlined the planning and delivery of Phase 3 Children's Centres. It was reported that the third phase of the Government's Children's Centre programme would complete the national roll out of children's centres offering universal access to integrated services.

The Board noted the recommendation that certain Halton children centre sites should be combined. The rationale for combining these centres was primarily due to the low reach figures and the lack of need for full day care in some phase 2 areas as detailed in the Childcare Sufficiency Assessment 2008. Members were advised of the proposal to reduce the number of full children's centres from 12 to 8.

It was noted all Phase 3 children's centres would be situated outside the most disadvantaged areas and would therefore offer a less intensive level of support than those Phase 1 and 2 centres serving families in the 30% most disadvantaged areas. However, even in the most affluent areas of the Borough there would be families with young children at risk of social exclusion. Local authorities would have a greater flexibility in deciding what services should be provided in the more affluent areas based on an assessment

of local need.

The Board was advised of areas not covered by existing children's centre reach, which so far were Beechwood, Heath and Daresbury within Runcorn and Farnworth and Birchfield within Widnes. It was proposed that a range of options would be explored.

It was reported that the original guidance concerning Phase 3 centre delivery required a further two children's centres with a combined "reach" of 1,426 children under five, predominantly serving families who were not living in the areas ranked in the 30% most deprived super-output areas.

The Board was advised that the proposal was for the development of two satellite centres to link to two existing centres to work together to extend their "reach" and provide access to the full core services.

It was noted that the development of the centres in Phase 3 was supported by capital funding only of £521,866. The Board noted the need for a survey of demographic trends and requested that a subsequent paper be brought back to a Board in order to identify where gaps were in the profile.

RESOLVED: That

- (1) that the Board support the recommendations concerning the alterations to designation details for Phase 1 and 2 Children's Centres as detailed in the report; and
- (2) the Board consider options to be explored in Phase 3.

Strategic Director-
Children & Young
People

(NB: COUNCILLOR M DENNETT DECLARED A PERSONAL INTEREST IN THE FOLLOWING ITEM DUE TO BEING A TRUSTEE OF HALTON PLAY COUNCIL).

CYP7 PLAY BUILDER STATUS

The Board considered a report of the Strategic Director – Children and Young People, regarding the successful bid for Halton to be awarded "Play Builder Status". It was reported that in February 2008 Halton was 1 of 85 local authorities to be selected to apply for Play Pathfinder/ Play Builder Status. Bids were submitted to the

Department for Children, Schools and Families on 17th March 2008. Halton was informed on the 31st March 2008 that it had been successful in its application and awarded "Play Builder Status".

The Board was advised that Play Builder status was a capital programme to transform or build new play areas in Halton. The Play Builder programme was a high profile driver of the Government's "Play Strategy" and was a key element of the Government's commitment to a national drive for increased communities as part of the "Children's Plan".

It was noted that from June 2008, Halton's priorities would be set out in its Local Area Agreement. The Government had made it clear to local authorities that play was now a national priority by building it into this new performance framework, using children's views as the driver for local delivery and from April 2009 an indicator would be included on what children think about the parks and play areas in their local area.

The Board noted that as a result of the awarding of "Play Builder Status", Halton would receive Capital Funding of £1.1m from 2008 – 2011 and revenue funding of £15,000 per annum for three years to refurbish or improve existing play areas or, where appropriate, build new play areas up to a total of 20 to 25 areas.

It was reported that there was a Halton Play Partnership which currently reported directly to the Universal Task Group and through that group to the Integrated Commissioning Partnership and Children and Young People's Alliance Board. Members were advised that to successfully implement the Play Builder Programme it would be necessary to have in place an effective process and criteria for the consultation and commissioning of capital/play area proposals and an effective project team to manage the programme and projects.

The Board agreed to delegate these works to be carried out by the Halton Play Partnership. However, it was noted that the Board would need to be involved in considering the siting of the play areas. In response it was noted that consultations would have to be carried out on the options and reports would be brought back to the Board and suitability strategy would be implemented.

RESOLVED: That

(1) the awarding of "Play Builder Status" be noted,

- (2) the Board approve that the Halton Play Partnership manage the delivery of the Play Builder programme; and
- (3) an appropriate model for the consultation, commissioning and management of play area development proposals is established.

Strategic Director-
Children & Young
People

CYP8 EDUCATION AND SKILLS BILL

The Board received a report of the Strategic Director Children and Young People, which outlined background information on the Education and Inspection Bill.

Members were advised that the Bill would seek to:

- Raise the age young people stay in education or training, with a duty on young people to participate and on parents to assist their children to participate;
- Set out duties on employers to release young people for the equivalent of one day a week to undertake training elsewhere (where the employer did not provide their own training);
- Introduce a duty on local authorities to ensure that young people participated and to provide the support service currently known as Connexions;
- Required local authorities to assess the education and training needs of young people aged 16 to 19 with special educational needs; and
- It would seek to require the Learning and Skills Council to secure the proper provision of courses for learners over the age of 19.

RESOLVED: That

- 1) consideration be given to the impact of the Bill; and
- 2) consideration be given to a response to the consultation paper "Raising Expectations: Enabling the System to Deliver".

Strategic Director-
Children & Young
People

CYP9 ANNUAL REPORT CHILDREN AND YOUNG PEOPLE

The Board considered the Annual Report for the Children and Young People Policy and Performance Board. The report outlined the membership and responsibilities, the review of the year, work programme for 2008/2009 and safeguarding. The Chairman thanked all the Officers and Members involved in producing an incredible amount of work throughout the year.

RESOLVED: That the PPB agree and endorse the Annual Report for the purpose of its adoption at a forthcoming meeting of the full Council.

(NB: COUNCILLOR J LOWE DECLARED A PERSONAL INTEREST IN THE FOLLOWING ITEM SPECIFICALLY RELATING TO SCHOOLS FOR CONCERN, DUE TO BEING A GOVERNOR OF WESTON PRIMARY SCHOOL).

CYP10 QUARTERLY MONITORING REPORTS

The Board considered a report regarding the progress against service plan objectives and performance targets, performance trends/comparisons and factors affecting the services during the 4th quarter for:

- Specialist Services;
- Universal and Learning Services;
- Community Services; and
- Business Planning and Resources.

RESOLVED: That the 4th quarter year-end performance monitoring report be received.

Meeting ended at 8.26 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, 23 June 2008 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Jones (Chairman), Fraser (Vice-Chairman), Austin, Edge, Findon, Howard, Parker, Rowe and Stockton

Apologies for Absence: Councillor M. Bradshaw and Worrall

Absence declared on Council business: None

Officers present: G. Collins, M. Simpson, A. Villiers and P. Reilly-Cooper

Also in attendance: None

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

	<i>Action</i>
<p>ELS1 MINUTES</p> <p>The Minutes from the meeting held on 10th March 2008 having been printed and circulated, were taken as read and signed as a correct record.</p>	
<p>ELS2 PUBLIC QUESTION TIME</p> <p>It was reported that no public questions had been received.</p>	
<p>ELS3 EXECUTIVE BOARD MINUTES</p> <p>The Minutes of the Executive Board and Executive Board Sub relating to the work of the Employment Learning and Skills Policy and Performance Board were submitted for information.</p> <p>Members queried a resolution from 11th January 2008, Minute No. ES64 with regard to recommendation no. 7, and asked what stage the Council was at in getting a 20% reduction in climate change. It was noted that a response would be sought and provided to the Members of the Board.</p>	

RESOLVED: That the Minutes be noted.

Strategic Director
- Environment

ELS4 HALTON LEA LIBRARY

The Board received a presentation from the Library Services Manager, which outlined the progress on the Community Libraries Lottery Funded Project "CORE – Community Opportunities through Reading and Engagement" at Halton Lea Library.

It was reported that the Library Service was successful in its bid for Community Libraries Lottery Funding to upgrade the facilities and services at Halton Lea Library with a grant totalling £1,271,900.93.

It was advised that the funding would be drawn down over three years following approval of the Stage 2 documentation by the Big Lottery Fund, these documents were submitted as required by 14th April 2008, and consisted of the Community Engagement Plan, Business Plan and Capital Project Delivery Plan.

The tender for building work was issued on 27th May with a deadline for return by Friday 27th June 2008. The tenders would be analysed and a contractor would be appointed by the end of July 2008. A tender review report would be submitted to the Big Lottery Fund for their approval before work can progress.

The presentation detailed the following:

- Images of current views of the Library;
- Images of the improved exterior and interior layouts provided by Austin Smith Lord – Designers;
- Vision – i.e. re-branding the library service, increase awareness, vibrant interiors that would inspire users, changing people's perceptions, and support the community;
- Site plans and floor plans;
- Children's library and teenage section;
- Outdoor seating area and new coffee bar;
- New and improved IT suite;
- Meeting room facilities; and
- Facilities for a training kitchen.

Members were advised that the official start date on site was anticipated to be the end of August 2008. To

ensure that a Library service could still be provided with the minimum of disruption to customers, the building work would be undertaken in two phases. Phase 1 covering the ground floor and first floor would take place from August 2008 until January 2009 and Phase 2 covering the second and third floors from January 2009 until May 2009.

It was reported that the library would be closed for three weeks from 8th December 2008 in order to relocate all the stock to the vacant unit available in the Shopping Centre as arrangements had been made to provide a library from this unit. It was advised that this would provide an excellent opportunity to raise awareness about the library and the refurbishment work and to promote and market the service from a different location to new audiences.

A full range of stock, newspapers and audio/visual materials would be available from this temporary location with rhyme time, class visits, reader development and other promotional activities still being delivered during this time.

The first floor would be re-opened in January 2009 , providing access to meeting rooms, computer facilities, Community History and study spaces.

The Board raised the following issues:

- Were the Library staff happy with the amount of reduced storage office space?
- How much of the work carried out so far was linked to Best Practice elsewhere – for example in other authorities who had had similar funding?
- Was there any access to the Library other than through Halton Lea for instances when shops were closed?
- Would there be any refurbishment of the new store and would there be any provision of IT Services in the new store?
- Was there any linkage into the Building Schools for the Future and how closely had work been carried out with the Children and Young People Directorate?
- What were the IT improvements that the project would bring?

In response, the following was noted:

- The current storage space had not been utilised effectively, this would be converted into

office and work areas and staff were confident that the arrangements were adequate and staff would be deployed efficiently;

- The service would still be offered via the Runcorn Old Town Library during the closure of Halton Lea Library and additional staff were to be deployed to Runcorn Old Town, customers would be encouraged to take more books out and due back dates would be extended;
- Best Practice had been looked into as had other schemes all over the country and ideas had been picked up from this, discussions had taken place with colleagues from other authorities also in receipt of the Public Library Lottery Funding;
- Access can be gained directly through the Busway down to the level of the library, and prominent signage would be implemented. Access would be in the form of a lift and stairs;
- The current old Fads Shop Unit would provide a full range of stock but ICT Services would not be available. However, promotional activities and publicity events would take place in the centre of Halton Lea providing an opportunity to promote the library to a different audience;
- The Library Service is part of the Stakeholder Group for Building Schools for the Future and also works very closely with the Children and Young Peoples Directorate and was very aware about how the support from these groups would strengthen the links; and
- Improved public access computers, self-issue and return facilities, wireless access for laptops and a self-booking service for computers.

Arising from the discussion, it was noted that this would be an opportunity to enhance the provision of the public art used in the Borough as there would be more opportunities for public art to be tied in with the refurbishment. Members noted the importance of prioritising the HBC signage.

The Board also discussed the options of library services being available regardless of the opening hours of Halton Lea. Members requested that after the change of venue during the closure period to the empty retail unit in Halton Lea, that a report be brought back providing statistics regarding the usage of the Unit.

The Chairman thanked Paula Reilly-Cooper for an informative report.

RESOLVED: That

- (1) the report be received;
- (2) consideration be given to provide an opportunity for more public art within the refurbishment;
- (3) better usage of the mobile library during the temporary transfer of the library; and
- (4) a report be brought back after usage of the temporary transfer of the library providing statistics of usage.

Strategic Director
- Health and
Community

ELS5 UPDATE ON THE MOBILE LIBRARY SERVICE

The Board considered a report of the Strategic Director – Health and Community which updated Members on the progress of the Mobile Library Service following the implementation of the new timetable in March 2007.

It was reported that on 26th March 2007, the service moved to a three week rota and more than 60 new stops were introduced at times when people were most likely to be in their community, for example on Saturdays and late afternoons. These changes resulted in an increase in operating times by an average of 7.5 hours each week and had been highly successful.

It was advised that 12 months after the implementation of these new routes, the mobile library service was still sustaining and increasing use and all the targets had been far surpassed; issues had increased by 45%, visits by 130% and active members by 155%.

Detailed within the report were mobile library statistics in relation to visits, issues, active members, number of stops and weekly time at stops, for the year's 2006/07, 2007/08 including the increased percentage.

It was noted the most successful of the new stops included 8 nurseries, 3 link clubs, 5 sheltered housing/elderly persons homes, 9 stops outside schools after closing, 2 traveller sites, and the 3 stops in the parks on Saturdays. The least successful had been those introduced in the large supermarket car parks.

Members suggested whether investigations could be made to redirect the supermarket stops and whether a better breakdown of statistics could be provided to see which stops were most actively used with the view of spending more time at certain stops. The Board felt that a ward by ward analysis of the length of time at venues and usage would be valuable as this could be promoted through the ward newsletters.

It was also proposed that DVD's promoting the mobile library services could be played in HDL's on the large plasma screens.

RESOLVED: That

- (1) the report be received; and
- (2) a report be provided to Members detailing a ward by ward analysis of the mobile library service.

Strategic Director
- Health and
Community

ELS6 ANNUAL REPORT

The Board considered the Annual Report for the Employment, Learning and Skills Policy and Performance Board.

The report outlined the Membership and responsibilities, the review of the year and the work programme for 2008/09.

The Chairman thanked all the officers and Members involved in producing an incredible amount of work throughout the year.

RESOLVED: That the PPB agree and endorse the Annual Report for the purposes of its adoption at a forthcoming meeting of the Full Council.

ELS7 PROCUREMENT TOPIC REPORT

The Board received a report of the Strategic Director Environment which detailed the recommendations of the Policy Board's Scrutiny Panel regarding the Council's Procurement Policy and its role in developing local employment opportunities.

It was advised that having considered the views and

comments that emerged from a series of interviews and study groups, convened with a broad cross section of Council Officers, who were responsible for procurement, interviews with local businesses, desk research and analysis of other local authority web based procurement data, and the findings of a procurement study undertaken with local businesses, the Panel recommended the following:

- A Meet the Buyer Event be convened to provide businesses with an opportunity to meet key buyers from the public services based in Halton (proposed lead – local strategic partnerships/environment)
- A workshop/s be convened for small businesses to advise them on the Council's Pre-Qualification Questionnaire (PQQ) requirements, and tendering arrangements (proposed lead – Corporate and Policy/Environment)
- A review of the Council's term contract conditions be undertaken with a view to identifying ways in which they can be amended to benefit local businesses in order that they seek a commitment from council contractors, prior to being appointed, to consider using local suppliers as part of their supply chain to deliver the service they are being contracted to provide. (proposed lead – Corporate and Policy)
- Explore the potential for establishing an email tender alert system, to advise business when Council tenders above £1m are being let and also sending the alert to the Chair and Vice-Chair of the Employment, Learning and Skills PPB (proposed lead – Corporate and Policy)
- Produce a printed/electronic leaflet on "How to do Business with the Council" the printed leaflet to be distributed to Halton businesses. In addition an abridged version of this be laminated and sent to business in order to be displayed at all times (proposed lead – Corporate and Policy/Environment)
- Training at a professional level be undertaken for officers engaged in letting and managing contracts valued over £1m (proposed lead – Corporate and Policy)
- A pre-tendering review system be established to ensure that policies and procedures, relating to procurement are being followed (proposed lead – Corporate and Policy)

- Where there is a Halton based dealership, the dealership be used for the servicing and repair of Council lease cars and leasing contracts be amended accordingly (proposed lead – Environment)
- Measures be taken to ensure that local businesses benefit from the Mersey Gateway Project and other major capital works to be undertaken in the Borough during the coming years (proposed lead – Environment)
- A study be undertaken to determine the skills and training needs and measures taken to address them, in respect of the Mersey Gateway and associated capital works programme, to ensure that Halton's residents are able to take full advantage of the employment opportunity that the programme of works will offer (proposed lead – Environment)
- Progress on issues relating to employment in respect of the Mersey Gateway and other related capital projects be reported to the Employment Learning and Skills Policy and Performance Board on a half-yearly basis (proposed lead – Environment)
- Explore ways in which the Council's procurement policies can be used as a vehicle for generating apprenticeship opportunities with council contractors (proposed lead – Environment)

Detailed in the report were the cost estimates for each recommendation. It was advised that the majority of these could be carried out within the existing budget, therefore implemented quite quickly.

The Board stressed the importance of ensuring to seek assurances that companies use local employers and not sub-contract the work out. The Board also discussed the Council's apprenticeship programme and suggested that the Council take leadership of the apprenticeship system and review the process of current training schemes.

RESOLVED: That

- (1) the Executive Board be asked to consider and comment on the Scrutiny Panel's recommendations at the earliest opportunity as follows:
 - a) A Meet the Buyer Event be convened to

- provide businesses with an opportunity to meet key buyers from the public services based in Halton (proposed lead – local strategic partnerships/environment)
- b) A workshop/s be convened for small businesses to advise them on the Council's Pre-Qualification Questionnaire (PQQ) requirements, and tendering arrangements (proposed lead – Corporate and Policy/Environment)
 - c) A review of the Council's term contract conditions be undertaken with a view to identifying ways in which they can be amended to benefit local businesses in order that they seek a commitment from council contractors, prior to being appointed, to consider using local suppliers as part of their supply chain to deliver the service they are being contracted to provide. (proposed lead – Corporate and Policy)
 - d) Explore the potential for establishing an email tender alert system, to advise business when Council tenders above £1m are being let and also sending the alert to the Chair and Vice-Chair of the Employment, Learning and Skills PPB (proposed lead – Corporate and Policy)
 - e) Produce a printed/electronic leaflet on "How to do Business with the Council" the printed leaflet to be distributed to Halton businesses. In addition an abridged version of this be laminated and sent to business in order to be displayed at all times (proposed lead – Corporate and Policy/Environment)
 - f) Training at a professional level be undertaken for officers engaged in letting and managing contracts valued over £1m (proposed lead – Corporate and Policy)
 - g) A pre-tendering review system be established to ensure that policies and procedures, relating to procurement are being followed (proposed lead – Corporate and Policy)
 - h) Where there is a Halton based dealership, the dealership be used for the servicing and repair of Council lease cars and leasing contracts be amended accordingly (proposed lead – Environment)
 - i) Measures be taken to ensure that local businesses benefit from the Mersey Gateway Project and other major capital works to be undertaken in the Borough during the coming

Strategic Director
- Environment

- j) years (proposed lead – Environment)
A study be undertaken to determine the skills and training needs and measures taken to address them, in respect of the Mersey Gateway and associated capital works programme, to ensure that Halton's residents are able to take full advantage of the employment opportunity that the programme of works will offer (proposed lead – Environment)
 - k) Progress on issues relating to employment in respect of the Mersey Gateway and other related capital projects be reported to the Employment Learning and Skills Policy and Performance Board on a half-yearly basis (proposed lead – Environment)
 - l) Explore ways in which the Councils procurement policies can be used as a vehicle for generating apprenticeship opportunities with council contractors (proposed lead – Environment)
- (2) the Employment, Learning and Skills Policy and Performance Board considered the issue further including any comments which the Executive Board may have made at the next available meeting of the Board; and
- (3) the Council take leadership on apprenticeship schemes and review the process of current training.

ELS8 SKILLS FOR LOGISTICS

The Board considered a report of the Strategic Director Environment, which provided Members with information around the necessary infrastructure and training mechanisms within logistics that the Council and its partners must put in place to ensure that the 3MG Project would not fail for want of a workforce and that local people were fully supported to access the new employment opportunities afforded by the project, and in so doing contribute to the vitality of the wider community of Halton.

The Board agreed that the terms of reference could be signed off by the Chairman. Councillors Parker, Findon and Austin agreed to sign up to the Topic Group that was adjoining with the Urban Renewal PPB.

Members also discussed the uncertainty around the Fourth Generation Light Source at Daresbury Science and

Innovation Centre. It was suggested that a speaker from Daresbury Laboratories be invited to the next Board in order to do a presentation.

RESOLVED: That

- (1) the Policy and Performance Board consider the report;
- (2) the terms of reference for the Topic Group be signed off by the Chairman; and
- (3) Daresbury Laboratories be invited to the next Policy and Performance Board to do a presentation.

Strategic Director
- Environment

ELS9 PERFORMANCE MONITORING REPORTS

The Board considered a report of the Chief Executive on progress against Service Plan Objectives and Performance Targets, Performance Trends/Comparisons and factors affecting services for Economic Regeneration and Culture and Leisure for the 4th Quarter.

The following points arose from the discussion:

- The reason the Project Team was not established on target for June 2008 was due to work being carried out for the IDEA review. It was noted that as a result from the review there would be a Corporate Action Plan produced for the areas that had been identified for improvement. The Equal Opportunities Policy would also be rolled out.
- In relation to the reduction in the number of learner enrolments for the academic year and the number of learners accessing Adult Learning Provision, this was due to the time of year that Easter fell as it was difficult to carry out a marketing campaign to sign people up. It was advised that a rise would be shown in later statistics.

RESOLVED: That the Policy and Performance Board receive the 4th Quarter Performance Management Report.

Meeting ended at 9.00 p.m.

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HEALTHY HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Healthy Halton Policy and Performance Board held on Tuesday 10 June 2008 at the Civic Suite, Town Hall, Runcorn

Present: Councillors E. Cargill (Chairman), Austin, Bryant, Gilligan, Lloyd Jones, Swift and Wallace

Apologies for Absence: Councillors J. Lowe, Horabin, Philbin and E. Ratcliffe

Absence declared on Council business: None

Officers present: M. Loughna, A. Williamson, H. Coen, L. Wilson and G. Ferguson

Also in attendance: Councillor Gerrard, F Johnson PCT and A Rice PCT.

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

BEB1 MINUTES

The Minutes of the meeting held on 11th March 2008 having been printed and circulated were signed as a correct record.

BEB2 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the minutes be noted.

(NB: Councillor Lloyd Jones declared a personal interest in the following item of business due to her husband being a Non-Executive Director of Halton and St Helens PCT)

BEB3 AMBITION FOR HEALTH STRATEGY

The Board received a presentation from Fiona

Action

Johnson, Director of Public Health, on the Halton and St. Helens Primary Care Trust's (PCT's) Ambition for Health Strategy. The presentation set out the six key themes of the Ambition for Health draft document for the next five years which included:

- supporting a healthy start in life;
- providing modern services for specific disease groups;
- improving access to services and facilities;
- tackling major killers through prevention;
- modernising services for vulnerable people; and
- strengthening disadvantaged communities.

The Board discussed the apparent high number of stroke incidents in Halton and ways of reducing this figure and problems experienced with access to dentistry in Halton. An update report from the PCT on dentistry services in Halton would be provided at the Board meeting in September 2008.

RESOLVED: That the presentation be noted.

(NB: Councillor Lloyd Jones declared a personal interest in the following item of business due to her husband being a Non-Executive Director of Halton and St Helens PCT)

BEB4 NHS WALK-IN-CENTRE BASED AT WIDNES FOR THE BOROUGH OF HALTON

The Board received a presentation from Alan Rice on the proposals for opening a NHS Walk-in-Centre, based at the Health Care Resource Centre, Widnes. Members were advised that the original plans contained proposals for a two centre development one in Widnes and the other in Runcorn. However, limited funding had been secured from the Department of Health to contribute to the centre. Therefore the PCT decided to pursue the development of the Widnes site in the first instance, with the Runcorn option to be considered at a later date. The Walk in Centre (WiC) would be co-located within the Health Care Resource Centre, Widnes and would open in June 2008.

It was noted that the development of the WiC would integrate with the GP Out of Hours Service and would work collaboratively with the two access centres and the Halton Urgent Care Centre which was being developed later this year. It would also provide an alternative to local A&E departments.

A communication strategy had been developed which included a stakeholder event. This would be rolled out over the next few weeks prior to the introduction of the new service.

The Board discussed the proposals for a Runcorn WiC. The Board was advised that consultation and negotiations were ongoing to identify a model on what services could be delivered at Halton Health Campus.

RESOLVED: That the presentation be noted.

(NB: Councillor Lloyd Jones declared a personal interest in the following item of business due to her husband being a Non-Executive Director of Halton and St Helens PCT)

BEB5 EQUITABLE ACCESS TO PRIMARY MEDICAL CARE

The Board received a presentation from Alan Rice, Halton and St. Helens PCT on Equitable Access to Primary Medical Care. As part of the national program there would be additional GP provision in areas identified as having current under provision and GP led health centres open 8.00 am to 8.00 pm 7 days a week, one per PCT area, would be created. In Halton and St Helens PCT there would be 1 GP led health centre (based in Widnes) and 3 new practices (1 based in Windmill Hill, Runcorn, 2 x St Helens).

In addition, Members were advised on the tight timescales with the new services due to commence on 1st January 2009. Although formal consultation was not required wide stakeholder engagement had began in February 2008.

Members noted that at present the proposals had been accepted by the Strategic Health Authority as meeting the Department of Health core criteria, adverts had been placed and 29 expressions of interest and pre qualification questionnaires had been received.

Arising from the discussion Members enquired if any member of the public would be refused access to the GP led health centre i.e. servicemen. In response Members were advised that reference to treatment for servicemen etc would be included in the specification.

RESOLVED: That the presentation be received.

(NB: Councillor Austin declared a personal interest in the following item of business due to being a voluntary driver for Halton Borough Council. Councillor Wallace declared a personal interest in the following item of business due to her being a Board Member of Halton Transport).

BEB6 REVIEW OF TRAVEL POLICY AND PROCEDURE

In February 2007, the Directorate consulted widely on proposals for changes to charges for social care services. All service users/carers were sent a copy of a survey form to complete and return and eight open forums were held in locations across the Borough. Following the results of the survey charging for social care services was considered and recommendations for changes to charges for social care services were made including the introduction of a charge for transport provision. For the first time, a charge of 50p a trip with a maximum charge of £2 per day/£8 per week was introduced in 2007.

As a consequence of introducing charges for transport it was now necessary to review the Travel Policy, Procedure and Practice. Currently an average 520 service users received transport services from Transport Coordination each month. The service continued to change and expand due to the re-design of the provision of day services, which had led to wider dispersal of daytime activities including gardening, catering, crafts and drama across 14 centres.

Given increased transport usage per day with day centre modernisation, demonstrable improvements in service quality, previous consultation responses and the need to cover a greater proportion of the service/petrol costs and assumed budgetary savings targets; increases to transport charges were approved by full Council on 5th March 2008 as follows:

- To charge a maximum weekly charge of £10.00 to those not in receipt of the higher rate mobility component of Disability Living Allowance; and
- To charge a maximum weekly charge of 50% of the higher rate mobility component of Disability Living Allowance of £46.75 per week for 2008/09 namely £23.00 per week to those in receipt of it.

In addition, it was noted that the following changes to the Travel Policy and Procedure were proposed in the following areas:

- To promote a range of travel options available to adults over the age of 18 who access social care services
- i) with an update on the concessionary travel pass which could now be used nationwide;
- ii) information on the Blue Badge Scheme;
- To approve the introduction of a criteria for the single occupancy use of taxis or other Local Authority provided transport;
- To place emphasis on reducing air pollution and encourage the use of sustainable resources by promoting the use of public transport; and
- An Eligibility Quick Practice Guide which professionals may detach and take with them on visits.

Arising from the discussion it was noted that a further report would be submitted to the November meeting on the impact on service users.

RESOLVED: That the review of Travel Policy and Procedure be noted.

BEB7 REVIEW OF DIRECT PAYMENTS POLICY AND PROCEDURE

The Board considered a report which outlined a review of Direct Payments Policy and Procedure. The Direct Payments Policy and Procedure had been amended as follows:

- changes in rate approved by Executive Board Sub-Committee on the 20th March 2008;
- introduction of an eligibility criteria to determine the rate at which direct payments would be set, based on current good practice;
- to reflect the growth in personal assistance and to include payroll charges in the set up costs if required, and annually thereafter as a supplement to be paid to the service user if required, when employing a personal assistant/s from 1st April 2008;
- to reflect changes introduced by the Mental Capacity Act 2005, with additional detail on capacity; and
- development of a proposed guidance on direct payments rate criteria to determine future payment rates.

In order to phase the introduction of this policy change, consultation would take place with existing service users, with implementation of the new assessed rates for

both agency and personal assistants proposed to be in place in nine months time by 1st April 2009. This criterion would be used to assess all new service users from 1st April 2008.

RESOLVED: That the review of the Direct Payments Policy and Procedure be noted.

BEB8 DRAFT CARERS STRATEGY 2008/09

The Board received a presentation from the Service Planning Manager regarding the draft Carers Strategy 2008/09. The draft Carers Strategy 2008/09 built upon the aims, objectives and activities outlined in the 2006/08 Carers Strategy and included an action plan for the continued development of services for carers in Halton over the next 12 months. It had been developed as a result of on-going consultations and contributions from all stakeholders. The format of the strategy followed a similar one adopted previously and outlined recent activity and proposed actions within the following areas:-

- Recognition – identifying carers;
- Information;
- Emotional support and support services;
- Assessment and assessing carers needs;
- Having a voice;
- Providing a break;
- Support that helps carers care and maintain their own health;
- Young Carers;
- Parents of children with a disability; and
- Financial Security/Carers in employment.

The main objectives of the Strategy included the need to identify hidden carers, recognise and respond to carers needs, and improve information and access to support services.

RESOLVED: That the draft 2008/09 Carers Strategy and associated Action Plan be noted.

BEB9 HOUSING ACCOMMODATION STRATEGY FOR PEOPLE WITH LEARNING DISABILITIES

The Board considered a draft of the Housing and Support Strategy and Housing Allocations Policy for people with learning disabilities. The Strategy set out the plans for delivering housing and support services for Adults with Learning Disabilities (ALD) in Halton. It covered the period

2008 to 2011, which reflected the timeframe of the Council's Draft Housing Strategy. It aimed to influence mainstream housing policy in Halton so that people with learning disabilities had greater choice and, where possible, in control of their housing and support needs.

The Strategy promoted a range of housing and support options.

The Strategy and Action Plan had been developed over several months under the steer of the Adults with Learning Disabilities Partnership Board Sub-Group relating to Housing. Consultation was also undertaken through the Council's Housing Needs Survey 2005 and Learning Disability Stakeholder events with people with learning disabilities, carers and families, care and support providers and registered social landlords. The Learning Disability Executive Commissioning Board promoted this strategy and was responsible for ensuring that actions were taken forward.

It was reported that the allocation of tenancies for ALD had historically been co-ordinated by the Lead Occupational Therapist in the ALD Specialist Community Team at The Bridges. The development of a Housing and Supporting People Co-ordinator post within the ALD team led to the review of the procedures for allocating tenancies and had culminated in the existing Policy and Procedure being revised. The allocation process itself would now be managed and co-ordinated by the Housing and Supporting People Co-ordinator.

RESOLVED: That the Housing and Support Strategy 2008 – 2011 and the Housing Allocations Policy be noted.

BEB10 TOPIC REPORT: CHOOSING HEALTH

The Board had previously requested a scrutiny review be conducted of choosing health initiatives. These initiatives arose from a Government funded programme detailed in a White Paper Choosing Health Making Health Choices Easier, published in 2004. The essence of the Department of Health document was to drive forward a 21st century approach to prevention and public health.

The Choosing Health initiatives reviewed in the report comprised of Halton and St. Helens Primary Care Trusts response to this White paper. The Topic Group sought to assess the likely impact on choosing health on health inequalities in Halton. The importance of Choosing Health

initiatives was clearly evident by the current emphasis placed on health improvement and prevention but there had also been a clear Government policy shift from a whole population approach to reducing health inequalities.

As a result of this policy shift, the review focused on potential gains to date that Choosing Health might provide in addressing health inequalities. This approach would best serve the needs of the Local Area Agreement as well as enhancing the golden thread of health improvement across all service plans.

As a consequence of the need to enhance the links between choosing health and the Local Area Agreements and the need to embed health improvement within commissioning and service provision, the Topic Group recognised the role of Halton Health Partnership in taking this work forward. The Scrutiny Topic had made the following recommendations -

- 1) that Senior Management Team note the findings of the Choosing Health Scrutiny review and progress to date;
- 2) the report be submitted to Halton Health Partnership; and
- 3) the Healthy Halton Special Strategic Partnership be responsible for monitoring and evaluating progress to achieving the above recommendations. The SSP may wish to ask the Performance Sub-Group to ensure these actions continued to be addressed in future commissioning.

RESOLVED: That the report and the above recommendations be noted.

BEB11 TOPIC GROUP: EARLY ONSET DEMENTIA

The Board considered an outline of the topic review of the commissioning and service provision in Halton for younger adults (age under 65) who develop dementia, so as to establish an agreed approach and model across all stakeholders. This topic would focus on the health needs of the local population and would therefore contribute significantly towards meeting the Council's key strategic priorities. The key outputs and outcomes sought were as follows:-

- A full and detailed analysis of the current extent of the development of dementia amongst younger adults in Halton;
- An understanding of the extent of future need in Halton,

- informed by local, national and international research;
- To establish whether there were any preventative or early intervention approaches that could reduce the burden and impact of these conditions on local residents;
 - An analysis of national best practice and the extent to which this can be delivered locally;
 - An agreed commissioning plan across all key stakeholders for this group of people; and
 - The development of support networks for carers and families of people affected by these conditions.

RESOLVED: That

- 1) the terms of reference for the topic be agreed; and
- 2) membership of the Services for Younger Adults with Dementia Topic Group be as follows: Councillors E. Cargill, P. Wallace, M. Lloyd-Jones, Gilligan, J. Lowe.

BEB12 ANNUAL REPORT

The Board considered the Annual Report for the Healthy Halton Policy and Performance Board. The report outlined the membership and responsibilities, the review of the year, work topics, performance issues and the work programme for 2008/09.

RESOLVED: That the Board agree and endorse the Annual Report for the purpose of its adoption at a forthcoming meeting of the full Council.

BEB13 QUARTERLY MONITORING REPORTS

The Board considered a report of the Strategic Director Healthy Halton Policy and Performance Board regarding the 4th quarter monitoring report for the Older People's and Physical and Sensory Impairment Services, Adults of Working Age and Health and Partnerships.

RESOLVED: That the 4th quarter year end performance monitoring reports be received.

Meeting ended at 8.45 p.m.

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SAFER HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Halton Policy and Performance Board on Tuesday, 17 June 2008 at the Council Chamber, Runcorn Town Hall

Present: Councillors Stockton (Vice-Chairman), Lloyd Jones, Morley, Redhead, Rowan, Shepherd and Thompson

Apologies for Absence: Councillor Osborne, M. Bradshaw, Edge and M. Ratcliffe

Absence declared on Council business: None

Officers present: P. Cornthwaite, S. Eastwood, M. Simpson, J. Unsworth, A. Villiers and P. Watts

Also in attendance: None

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

	<i>Action</i>
SAF1 MINUTES	
<p>The Minutes of the meeting held on 18th March 2008, having been printed and circulated, were taken as read and signed as a correct record.</p>	
SAF2 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
SAF3 PERFORMANCE MONITORING REPORTS	
<p>The Board considered a report of the Chief Executive on progress against service plan objectives and performance targets, performance trends/comparisons and factors affecting the services for:</p> <ul style="list-style-type: none"> ▪ Highways, Transportation and Logistics; ▪ Environment and Regulatory Services; ▪ Health and Partnerships; and ▪ Culture and Leisure. <p>It was reported that there was an intention to place</p>	

executive summaries at the beginning of the reports, with the aim of reducing the amount of information Members received.

The Board's attention was drawn to pages 12 and 96 of the Performance Monitoring report in relation to errors with figures that did not add up. It was noted that this had been raised with the Officers and they would look into the matter to prevent this happening in the future.

Members raised concerns in relation to a request for the secondary schools in the Borough to take part in a survey regarding knives and solvents aimed at year 9 pupils. Out of 8 schools in the Borough only 2 schools had agreed to take part. It was noted that 3 schools specifically said no and 3 schools did not respond. Members felt that it important that schools took part in this questionnaire and requested that it be pursued, in writing, and a response be provided as to why schools would not participate. It was agreed that should a response from the schools be provided a copy would be distributed to all Members of the Board. Members suggested that the School Governors also be copied into the letter requesting this information.

The Board queried what stage the restructure of the Community Safety Team was at. In response it was noted that a review was still taking place, work was still ongoing and it was intended that a report be brought back to the September meeting. Members also referred to the meeting held in January in relation to a query of how Community Safety funds would be spread across the wards in relation to the amount of anti-social behaviour and crime issues. It was reported that this would be investigated and a response would be provided.

RESOLVED: That the Policy and Performance Board

- (1) receive the 4th quarter performance management reports;
- (2) consider the progress and performance information; and
- (3) a letter be sent to the secondary schools and governors requesting reasons why they would not take part in the questionnaire regarding knives and solvents, aimed at year 9 pupils.

Strategic Director
- Environment

The Board considered minutes from the Domestic Violence, domestic Abuse and Safeguarding Vulnerable Adults working parties which outlined topics and issues raised.

Arising from the discussion the Board was advised that the two posts in the Domestic Abuse Section had been offered funding for another year and one of the posts could receive mainstream funding as it now became part of the 198 Best Value Indicators.

In relation to Waste Management it was reported that the Working Party met on 29th May and were looking at containerisation of waste. It was reported that investigations would be carried out on how other authorities dealt with containerisation and what measures authorities put in place. It was agreed that a report would be compiled and brought back to the next meeting in September that would detail the recommendations for the Best Practice on how to deal with wheeled bins in Halton.

The Board discussed the following issues:

- Cost of replacement wheelie bins;
- Mechanisms to identify bins;
- Monitoring of why or how bins were lost;
- Batches of faulty bins and suppliers of wheeled bins; and
- The roll out of recycling facilities across the Borough.

RESOLVED: That;

(1) the Minutes be received; and

(2) a report be brought back to the September meeting regarding the recommendations for best practice on how to deal with wheeled bins in Halton.

Strategic Director
- Environment

SAF5 WASTE MANAGEMENT PRESENTATION

The Board received a presentation from the Divisional Manager – Waste and Recycling, which outlined the following:-

- Halton was both a waste collection and disposal authority;
- Halton currently dealt with 75,000 tons of municipal waste each year;
- Halton had been set targets for the recycling and

composting of waste and for the reduction of levels of biodegradable municipal waste (BMW) sent to landfill for disposal;

- There were costs associated with meeting those targets and there were financial consequences/penalties imposed for not reaching them;
- Halton currently spent £7m per year dealing with waste;
- Municipal Waste;
- Recycling in Halton;
- Last Year in Halton;
- Drivers for Continued Change;
 - Waste Strategy for England 2007;
 - Household Waste Recycling Act 2003;
 - Landfill Diversion Targets;
 - Future Cost of Waste Disposal;
- £1.9m was spent annually on disposing waste;
- Halton's Options;
- Future Cost Estimates;
- The Way Forward;
- Halton's Waste Action Plan;
- Multi Material Kerbside Recycling;
- Introducing the Scheme;
- Other Initiatives;
- The Challenge; and
- Meeting the Challenge.

Arising from the presentation Members queried the following:

- Has the recycling facility for tetra-packages that had been removed from Hough Green Road been replaced at Johnson's Lane?
- Could plastics and tin cans be processed on site such as Johnson's Lane and Picow Farm Road?
- Was there to be a facility in the future for houses that could not have access to wheeled bins to recycle?
- Could the Council provide incentives or penalise people that wilfully ignore requests to use wheeled bins?

In response the following was noted:

- It was advised that information relating to the receptacle for recycling tetra-packaging at Johnson's Lane would be provided to Members of the Board;
- Costs would be involved with processing materials on site. However, the Department was looking at contractual arrangements and through negotiation,

better solutions may be available. It was requested that Members forward any ideas to Jimmy Unsworth in relation to diverting waste;

- As part of the Waste Action Plan the Council will be providing kerbside recycling services to all properties throughout the Borough and was currently exploring options to provide the most suitable methods and pilot schemes could be implemented as a result; and
- Monitoring would take place in areas where participation with Council services was low and there was high levels of excessive waste;

The Chairman thanked the Head of Waste Management for an informative presentation.

RESOLVED: That the presentation be received.

SAF6 ANNUAL REPORT

The Board considered the Annual Report for the Safer Halton Policy and Performance Board. The report outlined the membership and responsibilities, the review of the year and work programme for 2008/09.

Members queried whether in future the Annual Report had to come to the Performance Board as opposed to going to the information bulletin. In response it was noted that this was a Constitutional requirement as per page 16 of the Constitution and inspectors could also view the document.

The Chairman thanked all the Officers and Members involved in producing an incredible amount of work throughout the year.

RESOLVED: That the PPB agree and endorse the Annual Report for the purposes of its adoption at a forthcoming meeting of the full Council.

Strategic Director
- Health and
Community

SAF7 CIVIL FUNERALS

The Board considered a report of the Strategic Director, Health and Community seeking support for the Registration Service to introduce civil funeral ceremonies.

It was noted that a civil funeral ceremony was a ceremony reflecting the wishes of the family who wanted to mark the passing of a family member or friend who did not have any religious belief. A trained celebrant, who may also be a registrar, would prepare and deliver a eulogy, usually at a local crematorium or at the graveside in a non-

denominational cemetery.

It was reported that the Government White Paper “Civil Registration: Vital Change” set out an agenda for a modern, effective and high quality registration service. To underpin this local authorities were to be given more responsibility for local service delivery that would meet both national standards and local community needs.

Detailed in the report were the levy fees for the ceremonies which were decided upon following benchmarking with neighbour authorities. It was advised that the initial fee for civil funeral on a weekday would be set at £165. This would cover the time taken to visit the family, write the eulogy, write the ceremony and facilitate the ceremony.

Members queried how many funeral directors had been approached. In response it was noted that only 3 funeral directors had responded and some funeral directors responded, one of which already used a “Humanist” celebrant for provision of non-religious ceremonies.

Members raised concerns in relation to the affect this service could have on Council staff as it would be an emotionally upsetting, challenging and demanding role. In response, it was noted that staff registered deaths daily when the bereaved family were often very upset. Staff had been trained to deal with these emotions sympathetically and with empathy. The Bereavement Services Manager currently took part in public health funerals and cremations. Members suggested whether counselling could be offered to Council staff if necessary. It was noted that this issue had not been discussed in depth and mechanisms could be implemented for staff to cope with these extra pressures.

RESOLVED: That the Executive Board be requested to agree the Registration Service extending its offer of discretionary services to include civil funeral ceremonies as outlined in the report.

Strategic Director
- Health and
Community

SAF8 NATIONALITY CHECKING SERVICE

The Board received a report of the Strategic Director – Health and Community seeking support for the Registration Service to enter into partnership with the Home Office to offer the Nationality Checking Service (NCS).

It was advised that the Nationality Checking Service (NCS) was a checking and advice service that helped those

seeking citizenship, make a good quality and complete application, which the Home Office's Nationality Group would be able to determine more quickly.

It was reported that a number of Registration Services already offered the NCS and the arrangement had proved to be a success for all concerned, but demand for the service still exceeded supply and the Home Office were keen to recruit more Council partners. It was reported that the aim was to create a more cohesive service for citizenship from application, through processing on to the citizenship ceremony, involving local authorities across the UK and the Nationality Group of the Home Office.

It was noted that the NCS was introduced due to the large number of flawed applications received by the Home Office, one consequence of which was that the applicant lost the statutory fee for that application. Such fees were presently £655 for a single person, £735 for a couple and £400 for one or more children – hence, from a financial point of view alone, the importance to the applicant of ensuring their application was right first time via the checking service was clear.

Detailed within the report were the processes to be followed for the Council to become an NCS partner. The Council would be able to set levy fees upon applicants for the provision of the NCS and the suggested initial fees were detailed within the report.

Members queried whether this service was available for people who lived outside of the Borough. In response it was noted that the service would be available to any applicant. Members queried how the fees were set for the Council's charges. In response it was noted that the figures detailed within the report were similar to surrounding authorities.

RESOLVED: That the Executive Board be requested to agree to the Registration Service extending its offer of discretionary services to include the Nationality Checking Service, as outlined in the report.

Strategic Director
- Health and
Community

Meeting ended at 8.23 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, 18 June 2008 at Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillors Leadbetter and Polhill (in accordance with Standing Order No. 33).

Absence declared on Council business: None

Officers present: C. Halpin, I. Bisset, G. Collins, M. Curtis, D. Tregaea, H. Baxter, H. Coen and R. Peak

Also in attendance: None

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

	<i>Action</i>
<p>URB48 MINUTES</p> <p>The Minutes of the meeting held on 19th March 2008 having been printed and circulated were signed as a correct record.</p>	
<p>URB49 PUBLIC QUESTION TIME</p> <p>It was confirmed that no public questions had been received.</p>	
<p>URB50 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the Minutes of the meetings of the Executive Board and Executive Board Sub Committee relevant to the Urban Renewal Policy and Performance Board.</p> <p>RESOLVED: That the Minutes be received.</p>	
<p>URB51 QUARTERLY MONITORING REPORTS</p> <p>The Board considered a report regarding the Fourth</p>	

Quarter Monitoring Reports for the Highways & Transportation, Environment & Regulatory Services, Cultural & Leisure, Major Projects, Economic Regeneration and Health and Partnerships Services.

Arising from the discussion reference was made to a number of issues including:

- the change in requirement in relation to pedestrian crossings with facilities for disabled people;
- the prioritisation and completion of planning documents; and
- the progress being made on the Canal Quarter project.

RESOLVED: That the quarterly monitoring reports be received.

URB52 ANNUAL REPORT

The Board considered a copy of the Annual Report for the Urban Renewal Policy and Performance Board for 2007/08.

RESOLVED: That the report be noted.

URB53 THE 'HEART OF HALTON' PLAQUE SCHEME

The Board received a report of the Strategic Director, Environment on the 'Heart of Halton' Plaque Scheme, which set out the proposals to establish the scheme.

It was noted that Halton had many famous places, people and landmark events, all of which have in some way shaped Halton and the towns and parishes in the Borough. Currently there was no one record of the achievements in a celebratory scheme. The proposals would be similar to the Civic Trust's Blue Plaque scheme and sought to identify and celebrate where Halton's achievers, people and activities took place or lived.

It was further noted that to compliment the plaques, online web based maps would be developed highlighting the location of the plaques and what they would signify. This would also be further supported from time to time with leaflets or other publications.

In addition it was felt that the plaques would offer a cost effective way of developing heritage trails using the

Web based maps, or for providing historical information to residents and visitors to the Borough.

As the proposal was at the exploratory stage it was noted that a further report detailing the costs, insurance maintenance and legal implications of such a scheme would be brought before the Board at a future date.

The Board discussed the list of examples which was attached to the report as Appendix 1 and suggested a number of possible additions.

RESOLVED: That

- (1) the comments as detailed above on the proposal to establish the Heart of Halton scheme be noted;
- (2) Members of the Board contact the relevant Officer with their suggestions for additions to the list at Appendix 1; and
- (3) a further report setting out the costs and operational requirements for implementing the scheme be submitted to a future meeting of the Board, be agreed.

URB54 TOPIC ISSUES WORK PROGRAMME 2008-9

The Board received a report of the Strategic Director, Environment which sought approval to 2 of the draft topic briefs, which had previously been agreed at the Board's meeting of 23rd January 2008, namely 'Workforce and Skills for the Logistics Industry' and implications of de-linking the Silver Jubilee Bridge' (SJB).

Three topics had been chosen for 2008/9 and it was noted that the report and findings of the topic group for 'Supported Housing' was expected during 2008/9.

At the last meeting of the Board the Strategic Director, Environment was invited to give further information in relation to the 'Invest to Save' biomass bid, which had been submitted as part of a work topic on 'Raising Additional Revenue from Existing Services' on the Board's Work Programme in 2007/8. The Strategic Director, Environment attended the meeting and gave further information on the bid as requested.

RESOLVED: That

- (1) the topic briefs for or 'Workforce and Skills for the Logistics Industry' and implications of de-linking the Silver Jubilee Bridge' be agreed; and
- (2) the membership of the Topic Teams be agreed as follows:

Topic Group	Membership
Implications of De-linking SJB	Councillor Morley (Chair) Councillor Nolan Councillor Balmer Councillor Hodgkinson
Workforce and Skills for the Logistics Industry	Councillor Hignett (Chair) Councillor Leadbetter Councillor Rowe

URB55 IMPROVING OVERVIEW AND SCRUTINY; ACTION PLAN 2008-9

The Board received a report of the Strategic Director, Environment which sought to bring attention to the elements of the 'Action Plan 2008/9 for Overview and Scrutiny' relevant to the Board.

It was noted that Overview and Scrutiny (O&S) was intended to be an independent, Member-led process. In 2007-8 a series of initiatives were undertaken to progress the way in which Halton Borough Council undertakes this activity and these were detailed within the report.

It was further noted that as a consequence a Draft Action Plan was drawn up and circulated informally amongst Members including Members of this Board in March 2008. The Action Plan was set out in Appendix 1 to the report.

The elements relevant to this Board were set out in a summary table, together with comments and/or actions either implemented or required. It was be noted that the nature of the scope of this Board was such that it had always exercised flexibility in its approach to policy and scrutiny matters and it was agreed that this approach would be maintained.

The Board suggested that further investigation of the

most effective way of notifying Members of the publication of the Forward Plan be investigated. In addition the Board reiterated that it felt that policies should be submitted to the Board for scrutiny prior to being agreed at by the Executive Board or its Sub Committees.

RESOLVED: That

- (1) the recommendations relevant to this Board set out in the Action Plan for 2008/9 for Overview and Scrutiny be noted; and
- (2) the actions set out in the Action Plan for 2008/9 for Overview and Scrutiny be agreed.

URB56 RESIDENTS PETITION RE ST MARIE'S CHURCH, WIDNES

The Board received a report of the Strategic Director, Environment which informed the Board of the receipt of a petition from a group of parishioners from St Maries in Widnes called the 'Friends of St Maries 1864', in relation to the closure of the Church and which gave an update on the Council's response.

It was noted that St Marie's Church closed in early January 2007 following a decision by the Archdiocese of Liverpool that it was not economic to remain open due to congregation size and maintenance costs. Since this date the building had been vacant and 'mothballed' by the Archdiocese of Liverpool. Worship continues for the Parish in the former school canteen building, now the 'Parish Hall' opposite the Church.

The actions taken by the Council over the past eighteen months were outlined in detail within the report. 'The Friends of St Marie's 1864' continues to meet but currently they do not feel there was sufficient need for a 'community centre' in the area and do not want to pursue setting up a community trust at this stage. They were, however, looking to continue as a pressure group, asking the Archdiocese to re-open the Church for worship.

In response to the petition it was proposed that a written response be sent to the petitioners informing them that the Council notes their petition and supports them in their aims and objectives.

RESOLVED: That

- (1) the Council's support for the petitioners aims and objectives detailed within report be noted; and
- (2) the Petitioners be informed of the Board's support.

URB57 ASTMOOR BUSINESS IMPROVEMENT DISTRICT PETITION

The Board received a report of the Strategic Director, Environment which informed the Board that a petition had been received from a number of businesses concerning the Astmoor Industrial Estate Business Improvement District (BID).

It was noted that the proposal to establish a BID for Astmoor had been formulated over the past year and cumulated in a BID ballot, which received 72% of the companies who turned out voting yes.

The Astmoor BID formally commenced on 1 April 2008 for a 5 year period. All businesses in occupation of premises within the Astmoor BID area on 1st April 2008, or property owners where premises were vacant, were liable for the Astmoor BID Levy. All parties liable for the Astmoor BID Levy were sent a bill dated 28th March 2008, which was due for payment on 30th April 2008.

A petition was received on 24th April 2008 marked for the attention of the Business Parks Officer, which was signed by thirteen businesses located on Astmoor Industrial Estate. With the exception of three companies, all the businesses were located on Arkwright Court, the area of the estate containing some of the smallest units on the estate.

The petition stated:

"We the undersigned tenants of Arkwright Court, Astmoor, Runcorn do not approve of the levy we are being charged for the Business Improvement District (BID)

We are all small business working on a very tight financial budget and we are unable to pay this levy that Halton Borough Council is imposing on us.

Eventually there will be no businesses left on Astmoor for Halton Borough Council to collect any monies from.

We all think it is unjust and unfair."

In response the Business Parks Officer wrote to all companies that signed the petition. The letter stated that the Astmoor BID was designed to benefit all businesses on Astmoor, regardless of the size of the business and the nature of the operations. All the new services and infrastructure that would be delivered through the Astmoor BID's three themes for improvement (safe & secure, image enhancements and co-ordinated estate) would be available to every business on the estate.

The Council was in the process of spending the £115,000 council contribution to the Astmoor BID. The funding was being used to purchase much of the capital equipment required by the BID, as detailed within the report

Coupled with the infrastructure, there would be a range of new security services introduced, these were also detailed within the report.

The Council had no option, therefore, but to seek payment from all parties liable for the BID Levy as a contribution towards the cost of delivering the Astmoor BID Business Plan. It was further noted that three of the businesses who had signed the petition had now paid the BID levy.

RESOLVED: That

- (1) the implementation of the Astmoor BID be supported; and
- (2) the petitioners be notified that the Board does not endorse the petition.

URB58 REVIEW OF TRAVEL POLICY AND PROCEDURE

The Board received a report of the Strategic Director, Health and Community which provided an update in the proposed changes to the Travel Policy and Procedure for the Health and Community Directorate.

In February 2007, the Directorate consulted widely on proposals for changes to charges for social care services. All service users/carers were sent a copy of a survey form to complete and return and eight open forums were held in locations across the Borough. The results of the survey were considered on charging for social care services and recommendations for changes to charges for social care services were made including the introduction of a charge for transport provision. Following the consultation, for the

first time, a charge of 50p a trip with a maximum charge of £2 per day/£8 per week was introduced in 2007.

As a consequence of introducing charges for transport it was now necessary to review the Travel Policy, Procedure and Practice. Currently an average 520 service users received transport services from Transport Coordination each month. Service continued to change and expand due to the re-design of the provision of day services, which had led to wider dispersal of daytime activities including gardening, catering, crafts and drama across 14 centres. Given increased transport usage per day with day centre modernisation, demonstrable improvements in service quality, previous consultation responses and the need to cover a greater proportion of the service/petrol costs and assumed budgetary savings targets; increases to transport charges were approved by full Council on 5th March 2008 and the Executive Board Sub Committee on 20th March 2008 as set out in the report.

A number of changes to the Travel Policy and Procedure were proposed in the following areas and were outlined within the report.

It was noted that in November 2008 a review would be taking place on the proposed changes to the Travel Policy and procedure for the Health and Community Directorate.

The Board emphasised the importance of policies being submitted to the Board for consideration prior to being agreed by the Executive Board and Council.

Furthermore the Board discussed mobility vehicles, the quality of the service being provided and the investment made in new vehicles. The Board thanked the driver for bringing a new bus for them to view.

RESOLVED: That

- (1) the review of Travel Policy and Procedure be noted; and
- (2) an update report be submitted to the Board in November 2008.

URB59 THE DEVELOPMENT OF A PROPOSITION BASED PR AND MARKETING CAMPAIGN TO PROMOTE THE HALTON LOGISTICS SECTOR

The Board received a report of the Strategic Director, Environment which considered the development of a proposition based public relations (PR) and Marketing campaign to promote the Halton Logistics sector.

The report considered the current and future capacity of the logistics sector locally and based upon that assessment, proposed the campaign. The report further detailed the scale of the logistics sector, the capacity for growth, the factors that needed to be considered when developing the Halton logistics brand and what the next steps would be.

RESOLVED: That the approach suggested on the development of a logistics focused, proposition based marketing and PR campaign be agreed, as set out in 5.2 of the report.

Meeting ended at 8.30 p.m.

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CORPORATE SERVICES POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Services Policy and Performance Board on Tuesday 3 June 2008 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chairman), A. Lowe (Vice-Chairman), Bradshaw, Browne, E. Cargill, Dennett, Edge, Nolan and Wainwright

Apologies for Absence: Councillors D. Inch and Norddahl

Absence declared on Council business: None

Officers present: M. Reaney, R. Mackenzie, S. Riley, M. Hussey and C. Halpin

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

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

CS46 MINUTES

The Minutes from the meeting held on 26 February 2008 were taken as read and signed as a correct record.

CS47 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

CS48 EXECUTIVE BOARD MINUTES

The Minutes of the Executive Board and the Executive Board Sub-Committee relating to the work of the Corporate Services Policy & Performance Board since its last meeting were submitted for information.

A Member raised queries in relation to ES100 and ES108. It was agreed that the relevant officer would respond to the Member.

RESOLVED: That the Minutes be received.

Action

CS49 DRAFT ASSET MANAGEMENT PLAN 2008

The Board received a report of the Strategic Director, Corporate and Policy on the Draft Asset Management Plan 2008.

The Council was required to have an Asset Management Plan to ensure that its asset base was suited in terms of quality, location, fitness for purpose and cost effectiveness to facilitate the achievement of the Council's corporate goals and objectives. The Plan would require formal adoption by the Executive Board.

Arising from the discussion reference was made to the ownership of the Markets in Widnes and Runcorn, what housing properties were still in Council ownership and the location of schools in the Borough.

RESOLVED: That the Draft Asset Management Plan be accepted.

CS50 THE DISABILITY DISCRIMINATION ACT – THE NEXT STEPS

The Board received a report of the Strategic Director, Corporate and Policy which outlined a topic brief for the disability discrimination act – the next steps. The topic had been chosen to consider whether the Council was adequately fulfilling its responsibilities under the disability discrimination legislation. Councillors Loftus and Bryant were thanked for their enthusiastic support throughout this review.

The report set out the progress made by the Council towards Disability Discrimination Act 1995 (DDA) compliance, in particular on major refurbishment or repair works, findings of site visits and interviews, building modifications, emergency evacuation procedures and disabled toilet facilities along with secondary use of Council owned buildings. The report also outlined a number of recommendations which were endorsed by the Board.

The Board discussed the need for the emergency evacuation procedures to be updated as a top priority and it was noted that a review was taking place of the Council Chamber to ensure it was DDA compliant. It was suggested that a progress report be submitted to the Board on the implementation of the recommendations set out in the report.

RESOLVED: That

- (1) the report be noted; and
- (2) a progress report on the implementation of the recommendations set out in the report be submitted to a future meeting of the Board.

Strategic Director,
Corporate and
Policy

CS51 WORK PROGRAMME 2008 – 09

The Board received a report of the Operational Director, Legal, Organisational Development and Human Resources on the proposed work programme for 2008/9.

At its last meeting the Board agreed the following topics:

Topic	Lead Officer
Access to Services	to be agreed
Transfer of Assets	P. Searing
Performance Monitoring	R. MacKenzie
Customer Complaints	R. MacKenzie

The Board considered Topic Briefs for Access to Services and the Transfer of Assets. It was noted that the performance monitoring and customer complaints topics had been completed and that the final reports were included as part of the agenda. One of the recommendations of the Customer Complaints Review was that it should be followed up with a review of Customer Focus, and it was agreed that this should be conducted by the same group of Members.

RESOLVED: That

- (1) the work programme proposed at the meeting of the Board on 26 February 2008 be confirmed;
- (2) the membership of the Topic Teams be agreed as follows:

Topic Group	Membership
Access to Services	Councillor Wainwright (Chair) Councillor Gilligan Councillor E. Cargill Councillor Browne

Transfer of Assets	Councillor Lowe (Chair) Councillor J. Bradshaw Councillor Gilligan
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Customer Focus	Councillor Lowe (Chair) Councillor J. Bradshaw Councillor Edge Councillor Gilligan Councillor Wainwright
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- (3) the topic briefs for the Access to Services and Transfer of Assets be approved.

CS52 PERFORMANCE MANAGEMENT REPORTS

The Board considered a report which outlined the progress of the performance management second quarter against the service plan objectives and performance targets, performance trends/comparisons, factors affecting the services for:

- Exchequer and Customer Services
- Financial Services
- ICT Services
- Legal and Member Services
- Personnel Services
- Property Services
- Policy and Performance
- Halton Stadium

The Board requested and received confirmation of the reasons for the red lights in each of the services listed above. Issues raised included financial reporting, members IT issues, sickness absence neighbourhood management, the use of agency staff in Property services and Markets income.

The Board noted the excellent school meals service being provided by Halton Stadium and thanked staff for their hard work.

It was agreed that a report would be submitted to the next meeting of the Board outlining any potential ways of improving the financial performance of Runcorn market which may have already been identified but had not been pursued. In light of this, consideration would be given to the value of adding a review of the performance of Runcorn market as a third scrutiny topic for the 2008/9 work

programme.

RESOLVED: That

- (1) the fourth quarter performance management reports be received; and
- (2) consideration be given to further scrutiny work on the future and development of the two Markets, in light of the reports already considered by Urban Renewal Policy and Performance Board.

Strategic Director,
Corporate and
Policy

CS53 ANNUAL REPORT

The Board considered a copy of the Annual Report for the Corporate Services Policy & Performance Board for 2007/08.

RESOLVED: That the report be noted.

CS54 REVIEW OF THE COUNCIL'S CORPORATE PERFORMANCE MANAGEMENT ARRANGEMENTS

The Board received a report of the Strategic Director, Corporate and Policy which outlined the findings of a review of the Council's Corporate Performance Management arrangements and which set out the recommendations and conclusions of the topic group.

The recommendations listed in the topic report were split into six areas; the role of members, the performance management framework and service planning, risk assessment, monitoring and reporting arrangements/use of information, the new NI set and local area agreements and were outlined in detail within Section 4 of the report.

The Topic Group thanked the Operational Director, Policy and Performance and his team for their support and hard work.

RESOLVED: That

- (1) the report of the topic group and its recommendations be endorsed;
- (2) the Executive Board be requested to approve the recommendations set out in Section 4 of the Topic Report;
- (3) the Operational Director, Policy and Performance

Strategic Director,
Corporate and
Policy

prepare an action plan including financial implications;

- (4) a further report be submitted to the Board summarising the response of the Executive Board; and
- (5) subject to the decision of the Executive Board, regular reviews and progress reports be made to this Board.

CS55 CORPORATE SERVICE PPB COMPLIMENTS AND COMPLAINTS REVIEW

The Board received a report of the Strategic Director, Corporate and Policy which reported the findings of the scrutiny review undertaken in relation to compliments and complaints and which proposed a number of recommendations.

The Board noted that Councillors received a number of complaints during surgeries and these were reported through the Councillors Complaints procedure. In response it was noted that ITC were looking at implementing a system for Councillors which would link into the complaints process.

RESOLVED:

- (1) the contents of the report and in particular the recommendations set out in 4.0 be endorsed;
- (2) the report and recommendations be forwarded to the Executive Board for approval;
- (3) the Operational Director, Policy and Performance prepare an action plan and analysis of financial implications for inclusion in the report to the Executive Board; and
- (4) a further report be submitted to the Board summarising the response of the Executive Board.

Strategic Director,
Corporate and
Policy

Meeting ended at 8.00 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 4 June 2008 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Leadbetter (Chairman), Lloyd Jones (Vice-Chairman), Jones, A. Lowe, Osborne, Philbin and Swift

Apologies for Absence: Councillors Higginson, Murray, Norddahl and Worrall

Absence declared on Council business: None

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

Also in attendance: None

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

BEB1 MINUTES

Action

The Minutes of the meeting held on 27 February 2008 were taken as read and signed as a correct record.

PART II

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.

(NB: Councillor Leadbetter declared a personal interest in the following 2 items of business due to being a Chair of Governors at Westbank Primary School)

BEB2 INTERNAL AUDIT REPORT - QUARTER 4 (2007/8)

The Board considered a report of the Operational Director, Financial Services which provided Members with a summary of Internal Audit work for the period January to March 2008. The report contained a summary of the assurances and recommendations from Internal Audit reports, Quarter 4 Internal Audit reports – ‘High’ priority recommendations, the results from follow-up audits and 2007/8 Internal Audit Plan progress to month 12.

Arising from the progress report Members discussed stock control in relation to the Stock Equipment Service and the outcomes of the audit on the Halton Integrated Community Equipment Service; it was suggested that monitoring the progress of the recommendations could be undertaken as a scrutiny work topic for the relevant Policy and Performance Board.

RESOLVED: That

- (1) the key issues arising from the Internal Audit report for Quarter 4 of 2007/8 be endorsed; and
- (2) consideration be given to a topic group being established in relation to Halton Integrated

Community Equipment Service.

(NB: Councillors Jones, Lloyd Jones and Lowe declared personal interests in the following item of business being to being Governors of Fairfield Infant School and a Member of Athletics Campus Joint Use Group, St Edwards Primary School and Hallwood Park Primary School respectively).

BEB3 INTERNAL AUDIT ANNUAL REPORT

The Board considered a report of the Operational Director, Financial Services which gave details of the Internal Audit Annual Report, which gave details of;

- performance against the 2007/8 Internal Audit Plan;
- an audit opinion on the adequacy of internal controls;
- Internal Audit performance against its performance indicators; and
- the results of an Internal Audit self-assessment against the CIPFA Code of Practice for Internal Audit in Local Government in the UK.

The Board thanked the Internal Audit Team for their hard work throughout the year.

RESOLVED: That the Internal Audit Annual Report for 2007/8 be approved.

Meeting ended at 7.35 p.m.

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Thursday, 26 June 2008 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Leadbetter (Chairman), Lloyd Jones (Vice-Chairman), Jones, A. Lowe, Murray, Swift and Worrall

Apologies for Absence: Councillors Higginson, Osborne and Philbin

Absence declared on Council business: None

Officers present: I. Leivesley, E. Dawson, B. Dodd and M. Simpson

Also in attendance: Collette Williams

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

BEB4 ANNUAL GOVERNANCE STATEMENT 2007/8

Action

The Board considered a report of the Strategic Director – Corporate and Policy, which outlined the approach taken to produce the Council's 2007/08 Annual Governance Statement, which was presented for review and approval.

It was reported that the Accounts and Audit (Amendment) Regulations 2006 required Councils to conduct a review at least once a year to the effectiveness of its system of internal control and to publish a statement on internal control each year with the authority's financial statement. The review is intended to provide assurance the Council conducts its business in accordance with the principles of good governance.

It was advised that CIPFA and SOLACE had advised that it was proper practice to publish this statement as an Annual Governance Statement (AGS) in a prescribed format.

It was reported that the AGS should be approved by the end of June 2008 and should be up to date at the time of publication. The best practice framework provided guidance

on what the AGS should contain which was detailed in the report.

It was further reported that the production of the AGS had been co-ordinated through a management group led by the Strategic Director – Corporate and Policy, the Operational Director – Financial Services and the Monitoring Officer. This group has been responsible for evaluating the sources of assurances and identifying any areas where the Council's governance arrangements could be strengthened.

The AGS was intended to identify any areas where the Council's governance were not in line with best practice or were not working effectively together with action plans for improvement. It was reported that the 2007/08 review of the Council's governance framework had concluded that there were no significant weaknesses in these arrangements. However, a number of areas had been identified where action was proposed to further strengthen the overall arrangements were outlined in the report.

RESOLVED: That the Business and Efficiency Board approve the Council's Annual Governance Statement.

Strategic Director
- Corporate and
Policy

BEB5 2007/08 DRAFT ABSTRACT OF ACCOUNTS

The Board considered a report of the Operational Director – Financial Services seeking approval of the Council's 2007/08 Draft Abstract of Accounts. It was reported that the Abstract set out the Council's financial performance for the year in terms of revenue and capital spending and presented the year-end financial position as reflected in the balance sheet.

The format of the Abstract was heavily prescribed by the Accounts and Audit Regulations, which made it a very technical document and not particularly easy to understand. The Regulations had required several significant changes to the content and the layout of the Abstract this year. It was noted that the changes - which were detailed in the report - would bring Local Authority accounts more into line with International Financial Reporting Standards (IFRS).

The Board was advised that in overall terms the Council had underspent its 2007/08 revenue budget by £224,000. The overall outturn report was presented to Executive Board Sub Committee on 25th June 2008 and departmental outturn reports would be available on the council's Intranet from 30th June 2008. The net result of these items was that General Fund Balances would be

reduced by £126,000 to £6,984,000 which was a good financial base for next year.

The key elements of the Abstract were outlined in the report for Members consideration as follows:

- capital expenditure;
- school balances;
- income and expenditure account;
- total net cost of services, which is adjusted by a number of appropriations, to give total net operating expenditure and how this was met;
- statement of movement on the general fund;
- Council's balance sheets;
- cashflow statement and associated notes which provided an overall analysis of the movements in cash and equivalents during the year;
- Collection Fund;
- Group accounts; and
- the Statement of Responsibilities.

The Board considered these highlighted areas and then went through the draft Abstract of Accounts in detail, robustly scrutinising its contents. In particular the following points were discussed:

- what happened to uncollected Council Tax and the progress made by the recovery team this year;
- that all balances were fully reconciled to satisfy the audit and detailed working papers related to each will be provided to the external audit team;
- that the draft accounts meet the required accounting standards and the SORP checklist had been used to verify this as far as possible; and
- last year Halton scored 3 out of 4 for financial reporting.

The Board was advised that there were a few typographical changes to be made to the Abstract as well as any minor changes that the audit commission recommended. In September the audit commission would report their findings.

RESOLVED: That ;

- (1) the Operational Director Financial Services be authorised, in consultation with the Chairman of the Business Efficiency Board, to make any necessary minor amendments prior to

Strategic Director
- Corporate and
Policy

- submission to the District Auditor; and
- (2) The 2007/08 Draft Abstract of Accounts be approved for submission to the Audit commission.

Meeting ended at 7.16 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 19 May 2008 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), P. Blackmore, S. Blackmore, Bradshaw, Hignett, Hodgkinson, Leadbetter, Morley and Polhill

Apologies for Absence: Councillor Osborne

Absence declared on Council business: None

Officers present: A. Plant, M. Simpson, J. Tully and P. Watts

Also in attendance: None

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

DEV1 MINUTES

The Minutes of the meeting held on 7th April 2008, having been printed and circulated, were taken as read and signed as a correct record.

DEV2 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.

DEV3 - PLAN NO. 08/00107/FUL - PROPOSED DEMOLITION OF EXISTING GARAGE AND ERECTION OF FOUR-STOREY APARTMENT BLOCK 23 NO. ONE AND TWO BEDROOM APARTMENTS TO THE LAND AT THE FORMER COCK AND TRUMPET GARAGE, HALEBANK ROAD, WIDNES.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was noted that one letter of objection had been received from an adjoining resident details of which were outlined in the report.

Action

Members raised concerns with regards to the number of one bedroom apartments in the Borough in relation to the lack of requirement for them and possibility of being derelict in the future. It was reported that the Council did not have the development planning policies in place to insist that developers remove one bedroom apartments from plans, however there was a steer to aim to keep them to a minimum. It was advised that in this particular development there were 5 one bed and 18 two bed apartments.

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

Strategic Director
- Environment

1. Condition specifying amended plans (BE1)
2. Materials condition, requiring the submission and approval of the materials to be used (BE2)
3. Landscaping condition, requiring the submission of both hard and soft landscaping to include tree planting. (BE2)
4. Boundary treatments including retaining walls to be submitted and approved in writing. (BE2)
5. Securing the provision of a green sedum roof in accordance with the approved plans unless otherwise agreed (BE1)
6. Wheel cleansing facilities to be submitted and approved in writing and used. (BE1)
7. Construction and delivery hours to be adhered to throughout the course of the development. (BE1)
8. Requiring additional details of bin and cycle stores (BE2)
9. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/ commencement of use. (BE1)
10. Submission and agreement of finished floor and site levels. (BE1)
11. Site investigation, including mitigation to be submitted and approved in writing. (PR14)
12. Securing obscure glazing to a set level and in accordance with the approved plans. (BE1)
13. Protection of trees (BE1)

DEV4 - PLAN NO. 08/00208/FUL - PROPOSED THREE-STOREY INNOVATION CENTRE (GROW ON BUILDING) WITH CAR PARKING / MOTORCYCLE SHELTER, EXTERNAL LANDSCAPING AND SUB STATION TO THE LAND AT PLOT 1, DARESURY SCIENCE & INNOVATION CAMPUS, KECKWICK LANE, DARESURY, RUNCORN.

The consultation procedure undertaken was outlined

in the report together with background information in respect of the site. It was noted that various agencies and companies raised no objections but the Highways Agency had suggested an extra condition in relation to monitoring site access.

It was reported that Daresbury Parish Council had raised issues, which were outlined in the report.

The Committee was advised that the proposal would have the same characteristics and landscaping as the existing two buildings on the site.

Members queried whether the site would be used for a purely scientific purpose and whether the Council could ensure this. In response it was noted that it was an allocated employment site class B1a and B1b which covers office research and innovation.

The Committee felt that the site had a positive effect on the Borough as a lot of companies were using the facilities as their headquarters.

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

1. Wheel cleansing facilities to be submitted and approved in writing and used during construction. (BE1)
2. Vehicle access, parking, servicing etc to be constructed prior to occupation/ commencement of use. (BE1)
3. Requiring implementation of Travel Plan (TP16)
4. External lighting (BE1)
5. Drainage to be carried out in accordance with the plans submitted (PR16)
6. Landscaping (BE1)
7. Restriction of the use (E5)

The additional condition was reported as follows:

8. Monitoring of site access.

DEV5 APPLICATION TO BE DETERMINED BY ADJACENT AUTHORITIES

The Committee considered an adjoining authority consultation by St Helens Metropolitan Borough Council for a proposed strategic rail freight interchange to provide up to 715,000sq m of rail served warehouse and distribution

Strategic Director
- Environment

buildings; train assembly area; a container depot; a cargo exchange; waste recycling centre; power generating facilities (including 1,850 sq m of ancillary buildings); relocation of 132kv electricity substation and re-routing of 25,000 volt underground cable; part of the Park Centre and bus interchange; part of the Countryside Park included mounded and planted perimeter landscape framework together with ground remodelling. Construction of part of relocated M6 junction 22, access roads, parking, servicing and infrastructure on-site and off-site highway works together with the dismantling and relocation of Newton Park Farm Manor House and Barn. (All matters except for access reserved for future consideration), to the land on both sides of the M6 Motorway between Winwick Road, West Coast main line Liverpool – Manchester railway line and Winwick Way including the former Parkside Colliery, Winwick Road, Newton Le Willows.

It was reported that the Council had previously been consulted on the proposal and application which had now been amended since the original consultation. The amendments to the application were detailed in the report and appeared to have addressed the issues relating to the adequacy of rail capacity for the site. The amendments had also been incorporated into the Supplementary Environmental Statement.

REOLVED: That St Helens MBC is advised that no objection is raised to the principle of an intermodal facility at Parkside.

DEV6 MISCELLANEOUS ITEMS

It was reported that appeals had been lodged following the Council's refusal of the following applications:

Decisions had been received as follows :-

07/00528/FUL Proposed demolition of existing bungalow and erection of 4 No. two storey dwellings at 12 Norton Village Runcorn

This appeal was dismissed

07/00748/FUL Proposed enlargement of existing porch and garage, partition of rear garage to extend current kitchen and creation of second storey above garage at 7 Coniston Close Runcorn

This appeal was dismissed

2) The following applications had been withdrawn: -

07/00894/COU	Proposed change of use of ground floor from computer shop to kebab shop (A3) at 114 Bancroft Road Widnes
08/00006/ADV	Proposed various illuminated signage at ASDA Widnes Road Widnes
08/00057/OUT	Proposed erection of three storey B1 office building with associated car parking and landscaping (total gross external area 2,334sq.m. at Land off Northwich Road Runcorn
08/00059/FUL	Proposed new lighting columns to 5 – a side football pitch at Fords Sports & Social Club 11 Cronton Lane Widnes
08/00063/FUL	Proposed single storey side extension at 4 Havelock Cottage Halebank Road Widnes
08/00076/FUL	Proposal for 7 No. parking bays (within communal grassed area on Land Opposite 9 – 23 Anchor Close Runcorn
08/00178/CAC	Application for Conservation Area Consent for proposed alterations and extensions to existing building at Milner Institute 108 Runcorn Road Moore
08/00183/FUL	Proposed erection of 2 No. semi detached three bedroomed houses on Land Adjacent To 54 Bold Street Runcorn

Meeting ended at 6.49 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 9 June 2008 in the Civic Suite, Town Hall, Runcorn.

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

Apologies for Absence: Councillors Leadbetter

Absence declared on Council business: None

Officers present: G. Henry, A. Pannell, A. Plant, P. Shearer, M. Simpson, J. Tully and P. Watts

Also in attendance: Mrs D Houghton, Mr S. Aspinall, Councillor Wainwright and 24 members of the public.

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

		<i>Action</i>
DEV7	MINUTES The Minutes of the meetings held on 19 th May 2008, having been printed and circulated, were taken as read and signed as a correct record.	
DEV8	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.	
DEV9	- PLAN NO. 08/00173/FUL - PROPOSED 4 BED DETACHED DORMER BUNGALOW WITH INTEGRAL DOUBLE GARAGE TO THE LAND ADJACENT TO 18A HOUGH GREEN ROAD, WIDNES. The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was reported that five letters of objection had been received from adjoining residents, details of which	

were outlined in the report. It was noted that an additional neighbour letter of objection had been received based on the submitted amendments that earlier stated objections still stand.

The Committee was advised that the Council's Trees and Woodlands Officer had confirmed that he raised no objections and that the existing trees were capable of not being adversely affected subject to conditions.

Tabled at the meeting was a copy of amended elevations and layout.

Mrs D Houghton addressed the Committee and spoke in favour of the application.

Mr S Aspinall addressed the Committee and spoke against the application.

Councillor Wainwright addressed the Committee and put forward constituents views with regard to the site being over populated, raised concerns in relation to the cherry tree and suggested that the item be deferred in order to clarify issues involving the cherry tree.

The Committee discussed the proposal and noted that should the applicant make any changes they would be subject to future application and consultation with neighbours. Members raised concerns in relation to the cherry tree and felt that the proposal may not fit with the character of the area and the site could be over populated. It was agreed that the item be deferred for a site visit.

RESOLVED: That the item be deferred for a site visit.

DEV10 - PLAN NO. 08/00217/FUL - PROPOSED 3-STOREY RESIDENTIAL HOME FOR THE ELDERLY TO THE LAND AT GREENOAKS FARM INDUSTRIAL ESTATE, WARRINGTON 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 objections had been received from United Utilities.

The Committee was advised that the Health and Safety Executive did not wish to call in the application and that the proposal complied with the risk policy PR12 of the Council as the likely level of risk was not considered to be

significant.

It was reported that concerns were raised by local ward Councillors during the application process with regard to the height of the building nearest to the residential properties. Negotiations undertaken had achieved amendments to the building height in that location.

It was reported that the incorrect version of the elevations and layout were included in the Committee Plans booklet, therefore tabled at the meeting was a supplementary addendum of amended plans.

The new plan displayed an alteration to the north eastern corner of the building and resulted in a stepped design with a single storey at a maximum height of 4.4m closest to the rear boundaries of the properties on Deacons Road. This would then step to a 2 storey at a maximum height of 8.4m at the ridge and 5.4 at the eaves which would leave the 3 storey element, 10m from the nearest rear boundary of the residential properties. It was noted that this would also improve the mass of the building in the area. It was further advised on the basis of new amendments received it was considered that the proposal was acceptable with the impact on the nearest occupiers addressed through amended plans.

The Committee noted that the applicant had produced a tree survey and two conditions were to be added to ensure that the development was undertaken with the recommendation of the report and to provide a scheme of replacement planting.

Members held a wide ranging discussion regarding the type of user of the facility, parking facilities, travel plans and stressed the importance that the facility be used for no other purpose than to care for the elderly.

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

1. Amended Plans (BE1 and BE2)
2. Notwithstanding the provisions of the Town and Country Planning (Use Classes) Order as amended, the use of the building hereby approved shall be as a care home for the elderly and for no other purposes within C2 of this Order (BE1)
3. Prior to the commencement of development the provision of amended plans addressing alterations to the internal car parking layout and provisions of

- footways (BE1 and BE2)
4. Prior to the commencement of development the provision of a Travel Plan, incorporating a nominated Travel Plan Co-Coordinator and detailed action plan (TP12 and TP16)
 5. Prior to commencement approval of materials (BE2)
 6. Prior to commencement of development Ground Investigation (PR14)
 7. Prior to commencement of development provision of surface water regulation system (BE1)
 8. Prior to commencement of development agreement of boundary treatment (BE22)
 9. Prior to commencement of development agreement of noise mitigation boundary treatment incorporating an acoustic barrier of no less than 2m along the western boundary of the site, to be implemented prior to occupation (BE1)
 10. Landscaping Scheme conditions (3) (BE1)
 11. Existing tree protection (BE1)
 12. Prior to commencement of development details of wheel cleansing including method statement for provision (BE1)
 13. Prior to commencement of development provision of existing land levels on and adjacent to the site and finished floor levels to be agreed (BE1)
 14. Prior to commencement details of windows to be approved which are capable of providing 16dB attenuation (BE1)
 15. Prior to commencement details of scheme of ventilation to habitable rooms (BE1)
 16. Prior to commencement details of obscure glazing to all stairwell and landing windows on north and northeast facing elevations (BE1 and BE2)
 17. Height restriction of frontage boundary wall/fence to 600mm (TP17)
 18. Provision and retention of visibility splay shown facilitating entrance to the site (TP17)
 19. Layout of all access, car parking and service areas as agreed and shown on approved amended plans (BE1, TP6, TP7, TP12)
 20. Construction Hours restriction (BE1)

Additional conditions were reported as follows:

21. Ensure that the development is undertaken with the recommendation of the report; and
22. Provision of a replacement planting scheme.

DATA CENTRE EXTENSION AT THE BABBAGE CENTRE,
THE HEATH, RUNCORN.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was reported that two letters of objection had been received details of which were outlined in the report.

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

1. Standard condition relating to timescale and duration of the permission;
2. Landscaping condition, requiring the submission of both hard and soft landscaping (BE2)
3. Materials to be submitted and approved in writing (BE2)
4. Boundary treatments to be submitted and approved in writing (BE1)
5. Wheel cleansing facilities to be submitted and approved in writing (BE1)
6. Parking conditions to ensure parking and servicing areas is provided and maintained at all times. The use of the premises shall not commence until the vehicle access and parking has been laid out (TP12)
7. Construction hours to be adhered to throughout the course of the development (BE1)
8. Restriction of the use (BE1)
9. Details of proposed noise and the details of noise attenuation (PR2)
10. Details of screening around external compound areas (BE1)
11. Delivery hours to be adhered to throughout the life of the permission (BE1)
12. Subject to a travel plan being submitted and approved in writing (TP16)
13. No lighting to be installed within the site or on the building without further approval from the Local Planning Authority (Policy BE1 and PR4)
14. Restricting the hours of testing of back up generators (PR2)

DEV12 - PLAN NO. 08/00258/FUL - PROPOSED AMENDMENTS TO PART OF EARLIER APPROVED PLANNING PERMISSION (06/00971/FUL) TO MOVE 12 NO. PREVIOUSLY APPROVED FLATS WITH RELATED ALTERATIONS TO PARKING TO THE LAND AT CEASARS CLOSE, CASTLEFIELDS, RUNCORN.

The consultation procedure undertaken was outlined

in the report together with background information in respect of the site. It was reported that one letter of objection had been received relating to potential overlooking of existing properties and residents opinions not being taken into account.

The Committee was further advised that United Utilities and National Grid had confirmed that they raised no objection to the proposal.

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

1. Materials condition, requiring the submission and approval of the materials to be used (BE2)
2. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2)
3. Boundary treatments including retaining walls to be submitted and approved in writing (BE2)
4. Wheel cleansing facilities to be submitted and approved in writing (BE1)
5. Construction and delivery hours to be adhered to throughout the course of the development (BE1)
6. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/ commencement of use (BE1)
7. Conditions relating to the agreement and implementation of bin stores cycle parking provision (TP6)
8. Submission and agreement of finished floor and site levels (BE1)
9. Condition relating to restriction of permitted development rights relating to boundary fences etc (BE1)
10. Condition relating to drainage (BE1)
11. Site investigation, including mitigation to be submitted and approved in writing (PR14)
12. Conditions relating to tree protection during construction (BE1)
13. Agreement of details and construction design of all retaining walls (BE1)
14. Provision of bins / stores (BE1)

DEV13 - PLAN NO. 08/00262/FUL - PROPOSED NEW NO. 2 MEAL STORE AT PDM GRANOX, 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 Natural England, The Environment Agency and North West Regional Development Agency had confirmed that they raised no objections to the proposal.

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

1. Materials condition, requiring the submission and approval of the materials to be used (BE2)
2. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2)
3. Boundary treatments including retaining walls to be submitted and approved in writing (BE2)
4. Wheel cleansing facilities to be submitted and approved in writing. (BE1)
5. Construction and delivery hours to be adhered to throughout the course of the development (BE1)
6. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/ commencement of use (BE1)
7. Submission and agreement of finished floor and site levels (BE1)
8. Site investigation, including mitigation to be submitted and approved in writing (PR14)
9. Restriction of external lighting (PR4)
10. Securing provision of high speed access doors (BE1)

NB: COUNCILLOR THOMPSON DECLARED A PERSONAL INTEREST IN THE FOLLOWING ITEM DUE TO BEING A MEMBER OF LIVERPOOL JOHN LENNON AIRPORT CONSULTATIVE COMMITTEE.

DEV14 APPLICATION TO BE DETERMINED BY ADJOINING AUTHORITY

The Committee considered an adjoining authority consultation by Liverpool City Council for the erection of a multi storey car park (871 spaces over 5 levels) and hotel (157 bedrooms) rising to 11 storeys in height with covered bridge link to terminal building, creation of additional surface car parking and reconfiguration of existing parking and access roads (part alternative to planning permission 06F/1713 currently under construction to the land at Liverpool John Lennon Airport.

It was advised that this application was an amendment to the approved scheme for a 5 storey 869

spaces multi storey car park and 11 storey 155 bedroom hotel which was currently under construction. It was noted that Halton's Development Control Committee on 14th August 2006 resolved to make no objections to this adjoining authority consultation (06/00479/ADJ).

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

DEV15 MISCELLANEOUS ITEMS

It was reported that the following applications had been withdrawn:

- | | |
|--------------|--|
| 08/00151/FUL | Proposed construction of 2 No. flats and use of first floor of existing shop as self contained flat at 135 Lower House Lane Widnes |
| 08/00171/FUL | Proposed two storey side extension at 143 Barrows Green Lane Widnes |
| 08/00182/FUL | Proposed single storey side / rear extension at 7 Whitby Road Runcorn |
| 08/00185/FUL | Proposed single storey development with brick / cladded façade incorporating two storey offices, 2 No. disabled w.c's, mess room and workshop area at 3 Alexandra Street Widnes |
| 08/00195/FUL | Proposed redevelopment of garage, filling station, former drill hall and adjacent land to develop / provide 47 No. apartments (up to 6 storeys) at Surrey Street Garage, Adjacent land and garages, Surrey Street Runcorn. |

NB: Councillor P. Blackmore remained at the table during the following item but took no part in the discussion.

The Committee considered additional information regarding application No. 07/00068/ELC in respect of BERR notification at INEOS Chlor.

It was reported that further correspondence had been received from the Department for Business Enterprise and Regulatory Reform (BERR) following the earlier receipt of this Committee's comments.

Members raised concerns that no evidence had been provided as yet that the Secretary of State was fully satisfied that the proposal would not have any adverse health impacts on the Borough's residents.

The Committee discussed various issues such as the possible increase in rail traffic movements, whether the "Best Available Technique" was sufficient for the minimization of dioxin and furan emissions and whether the health issues would be addressed satisfactorily.

Members were referred to the original resolution from July 2007 as follows:

"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 Borough's 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 all of these matters are satisfactorily addressed by the Secretary of State, the Council would wish to object to the granting of permission

In relation to the 2nd draft set of conditions, the Committee, although acknowledging that there would be elements of duplication, emphasised that they did not agree with their originally requested conditions being relaxed or materially changed. It was the view of the Committee that the conditions requested were required, as they did not believe that the control of operations and process available under the PPC regime was adequate.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 7 July 2008 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), P. Blackmore, S. Blackmore, Bradshaw, Hodgkinson, Leadbetter, Morley and Polhill

Apologies for Absence: Councillors Hignett and Osborne

Absence declared on Council business: None

Officers present: G. Henry, A. Pannell, A. Plant and M. Simpson

Also in attendance: 3 Members of public

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

DEV16 MINUTES

The Minutes of the meeting held on 9th June 2008, 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 decision described.

DEV18 - PLAN NO. 07/00772/FUL - PROPOSED ERECTION OF 10 SINGLE / PART TWO STOREY DETACHED AND SEMI-DETACHED INDUSTRIAL BUILDINGS (FOR USES WITHIN USE CLASSES B1, B2 AND B8) AND UP TO 39. NO. OFFICE UNITS IN 5, TWO STOREY BLOCKS (USE CLASS B1), ASSOCIATED EXTERNAL WORKS / STRUCTURES AND SUB STATION TO THE LAND AT BENNETTS LANE / DANS ROAD WIDNES.

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

Action

of the site.

It was reported negotiations with the Environment Agency had revolved around the potential increased run-off from the proposed developed site over the current "Greenfield site" and potential impacts this could have elsewhere within the system. Members were advised that the additional discharge was considered to have minimal impact on the nearby brook and the site was not close to any residential properties. Therefore the benefit of the scheme in terms of economic and employment development outweighed the potential small risk of flooding. It was noted that United Utilities had confirmed that they raised no objection to the proposal.

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

1. Materials condition, requiring the submission and approval of the materials to be used (BE2);
2. Specifying amended plans (BE1);
3. Requiring that the scheme be implemented in full accordance with the approved plans/ details unless otherwise agreed (BE1);
4. Boundary treatments to be submitted and approved in writing. (BE2);
5. Wheel cleansing facilities to be submitted and approved in writing and used during construction (BE1);
6. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
7. Vehicle access, parking, servicing etc to be constructed prior to occupation/ commencement of use (BE1);
8. Agreement and implementation of cycle parking provision (TP6);
9. Agreement and implementation of bins and recycling areas, feature shelter, seating, planters and other street furniture BE2;
10. Requiring implementation of Travel Plan (TP16);
11. Restricting external lighting (BE1);
12. Restricting external security shutters (BE1);
13. Restricting external storage and working (BE1);
14. Site investigation, including mitigation to be submitted and approved in writing (PR14);
15. Protection of trees (BE1); and
16. Drainage (PR16).

Strategic Director
- Environment

Additional conditions were reported as follows:

17. Provision of rain water harvesting; and
18. An appropriate drainage scheme be devised.

Although Councillor J Bradshaw had no personal interest in the following item, in order to avoid any suggestion of bias he left the table as a Councillor in order to speak as a member of the public on the matter. He did not take part in the determination which followed.

DEV19 - PLAN NO. 08/00003/FUL - PROPOSED CONVERSION OF CHAPEL AND MEETING HALL INTO 2 NO. THREE BED DWELLINGS, DEMOLITION OF CARETAKER'S COTTAGE AND ERECTION OF 1 NO. THREE BED DWELLING TO MOORE METHODIST CHURCH, RUNCORN ROAD, MOORE.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was reported that twelve letters of objection had been received, details of which were outlined in the report. A further six additional letters of objection had been received re-affirming points raised in the report. Members were advised that a petition containing 67 signatures had been received.

Catherine Fitch addressed the Committee and spoke against the application and requested that a site visit be arranged.

Members raised concerns with the design of the replacement dwelling, as it was felt that it was out of keeping with the Conservation Area and the effect of different coloured bricks being used to repair the central section of the newly exposed side elevation of the chapel.

In response it was noted that the issue of brickwork would be resolved by a condition to ensure that the completed appearance is acceptable. In addition it was reported that the dwelling was considered to be of a scale and character suited to the plot and respecting the traditional buildings and wider Conservation Area and green belt location. It was also suggested that the building was a product of its environmental and sustainability credentials and would secure the future of the main traditional chapel building.

Following consideration of the item the Committee decided to defer the item in order to seek clarity regarding architectural styles within Moore Conservation Area. It was also agreed that the architects involved be invited to the August Committee to provide a presentation to Members.

RESOLVED: That

1. the application be deferred to seek clarity regarding architectural styles within Moore Conservation Area; and
2. Ellis Williams architects be invited to the August Committee to provide a presentation to Members.

Strategic Director
- Environment

DEV20 - PLAN NO. 08/00173/FUL - PROPOSED 4 BED DETACHED DORMER BUNGALOW WITH INTEGRAL DOUBLE GARAGE TO THE LAND ADJACENT TO 18A HOUGH GREEN ROAD, WIDNES.

The Committee was advised that this item had been withdrawn from the agenda due to discrepancies with the plans.

DEV21 - PLAN NO. 08/00267/FUL - PROPOSED NEW OFFICE AND LIGHT INDUSTRIAL BUILDINGS CREATED 1200 SQUARE METERS OF FLOOR SPACE TO THE LAND AT RUSSELL PARK, RUSSELL ROAD, RUNCORN.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was reported that an initial objection had been received from United Utilities, details of which were outlined in the report. However the applicant had amended the layout to allow for United Utilities request for easement.

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

1. Amended Plans (BE1);
2. Prior to commencement Wheel Cleansing details to be submitted (BE1)
3. Prior to commencement provision of existing site and adjacent and proposed site levels (BE1);
4. Prior to commencement Ground Investigation to be completed and remediation undertaken (PR14);
5. Prior commencement landscaping scheme to be submitted (3) (BE1);

Strategic Director
- Environment

6. Prior to commencement details and location of bin storage (BE1 & BE2);
7. Prior to commencement full details of boundary treatment (BE22);
8. Prior to commencement details of secure cycle storage (TP6);
9. Access, car parking and road layout prior to occupation (BE1);
10. Construction Hours restriction (BE1); and
11. Lifetime restriction relating to hours of use to between the hours of 08.00am to 06.00 pm Monday to Friday and 08.00 to 12.00 midday Saturday with no working on site on Sundays and Bank Holidays (BE1).

DEV22 - PLAN NO. 08/00289/FUL - PROPOSED DEMOLITION OF EXISTING DECK ACCESS BLOCK AND CONSTRUCTION OF 33 NO. NEW DWELLINGS FOR RENT AND SHARED OWNERSHIP AT NUMBERS 49-62 AND 101-136 KINGSHEAD CLOSE, CASTLEFIELDS RUNCORN.

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. It was reported that one letter of representation had been received, details of which were outlined in the report.

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

Strategic Director
- Environment

1. Condition specifying amended plans (BE1);
2. Materials condition, requiring the submission and approval of the materials to be used (BE2);
3. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree planting (BE2);
4. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
5. Wheel cleansing facilities to be submitted and approved in writing (BE1);
6. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
7. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/ commencement of use (BE1);
8. Agreement and implementation of cycle parking provision (TP6);
9. Submission and agreement of finished floor and site levels (BE1);
10. Conditions relating to restriction of permitted development rights relating to extensions and

- outbuildings, and boundary fences etc (BE1);
- 11. Site investigation, including mitigation to be submitted and approved in writing (PR14);
- 12. Conditions relating to tree protection during construction (BE1);
- 13. Bins/ storage provision (BE1); and
- 14. Requiring details of solar panel installations (BE1)

DEV23 MISCELLANEOUS ITEMS

It was reported that appeals had been received following the Council's refusal of the following applications:

- | | |
|--------------|--|
| 08/00899/COU | Proposed demolition of existing dwelling and erection of new two storey dwelling at 13 Baileys Lane, Hale Heath, Hale Village |
| 08/00086/FUL | Proposed part conversion of existing garage, first floor extension to form play room with loft above at 9 Linacre Lane, Widnes, Cheshire |

The Committee was advised that the following applications have been withdrawn :-

- | | |
|--------------|---|
| 08/00251/COU | Proposed change of use from retail premises to fast food takeaway at 4a Market Street, Widnes, Cheshire |
| 08/00257/FUL | Proposed conversion of integral garage to habital room at 49 Kemberton Drive, Widnes, Cheshire |

Meeting ended at 7.20 p.m.

STANDARDS COMMITTEE

At a meeting of the Standards Committee Wednesday, 4 June 2008 in the Council Chamber, Runcorn Town Hall

Present: Mr B. Badrock (Chairman), Mr T. Luxton and Councillors Balmer, Parker, Redhead and Wharton

Apologies for Absence: Councillors Wainwright

Absence declared on Council business: ~None

Officers present: M. Simpson and M. Reaney

Also in attendance: None

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

STC1 MINUTES

The minutes of the meeting held on 27th February 2008, having been printed and circulated, were signed as a correct record.

STC2 ACTION LIST

The Committee considered the action list in detail and noted / agreed the following:

- Action 1 – Joint training was scheduled for 18th June 2008, further details would be distributed week commencing 9th June;
- Action 3 – Completed;
- Action 6 – No further funding was available and training had to be provided from sources within;
- Action 7 – work around the website was ongoing. It was suggested that free advertising could also be sought through the Council's own publications such as Inside Halton and In touch;
- Action 15 – this idea was still being investigated; and
- Action 17 – a letter would be sent to the Chief Executive of the Standards Board for England to

Action

request that prioritisation be given to Chairs of all Standards Committees in relation to the Annual Assemblies.

STC3 STANDARDS COMMITTEE - DEVELOPMENTS

The Committee considered a report of the Strategic Director – Corporate and Policy that provided information regarding recent developments in the law and sought the establishment of an Assessment Sub-Committee and Review Sub-Committee.

The report set out the need to establish a procedure for appointment of a new Independent Member and Parish Member to the Standards Committee and sought to give consideration to mutual arrangements with other nearby authorities with regard to Independent Members.

The Committee agreed to have a pool of Members from Standards Committee that could be called upon should the need arise, to sit on an assessment sub-committee or a review sub-committee. The Membership would consist of three Standards Committee Members chaired by an independent member for both sub-committees. It was agreed that the monitoring officer would consult with the Chair regarding the membership of the two sub-committees. It was reported that the decision made at either of the two sub-committees would be brought back to the Standards Committee at the next meeting after the event, provided the timescales allowed for this.

Members considered the concept of establishing mutual arrangements with nearby authorities should the need arise. It was advised that a sentence would be added to the constitution to reflect this.

The Committee discussed the criteria as set out in the guidance document detailed in the report and agreed to adopt the criteria.

In addition Members considered remuneration for independent members and it was noted that these members could claim for travel and subsistence. The Committee was advised that there were still two vacancies on the Standards Committee and the fact that travel and subsistence could be claimed back may attract more interest. It was further reported that advertisements had been placed and at present one person had applied for an application form.

It was reported that the appointment of vice chair

would benefit the Committee in relation to the two new sub-committees. It was felt that the chair must be independent, therefore the Committee agreed to appoint Mr Tony Luxton as Vice Chair for the Standards Committee.

RESOLVED: That

1. the report be noted;
2. an Assessment Sub-Committee be established comprising of three Standards Committee Members chaired by an independent person;
3. a Review Sub-Committee be established comprising of three Standards Committee Members and chaired by an independent person;
4. the Committee approve the establishment of mutual arrangements with nearby authorities with regard to Independent Members when necessary;
5. the Constitution be amended to reflect the fact that the Code of Conduct Complaints are now to be made to the Standards Committee rather than the Standards Board for England;
6. Council be asked to approve these recommendations and that any consequential Constitutional changes are made;
7. the assessment criteria set out in the guidance document "Local Assessment of Complaints" be adopted; and
8. Mr Tony Luxton be appointed as Vice Chair for the Standards Committee.

Meeting ended at 4.04 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Thursday, 10 April 2008 in the Council Chamber, Runcorn Town Hall

Present: Councillors Philbin (Chairman), Wallace (Vice-Chairman), Bryant, Howard, A. Lowe, D. Inch, Nelson, E. Ratcliffe and Wainwright

Apologies for Absence: Councillors Cross and Drakeley

Absence declared on Council business: None

Officers present: L. Capper and K. Cleary

Also in attendance: None

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

REG28 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 – URGENT BUSINESS

The Committee was advised that a matter had arisen which required immediate attention by the Committee because a decision was required before the date of the next meeting (Minute REG30 refers), therefore pursuant to Section 100 B (4) and 100 E Local Government Act 1972, the Chairman ruled that the items be considered as a matter of urgency.

REG29 APPLICATION TO TRANSFER PREMISES LICENCE NEW YORK CAFÉ BAR 2-4 HIGH STREET RUNCORN

The Committee met to consider an application for the transfer of the Premises Licence.

The applicant Company attended and addressed the Committee.

The objector attended and addressed the Committee.

Upon opening the meeting the Chairman explained

Action

various options open to the Committee regarding the application and invited comments from both the applicant and the objector.

The Committee then retired to consider its options.

RESOLVED: Having considered the options the Committee resolved to extend the time limit for holding this hearing under the Power to extend Time Regulation 11 Licensing Act 2003 (Hearings) Regulations 2005

Point 1

The new hearing date shall be the earlier of:

- The expiration of the 21 days given to appeal the decision of the Committee to revoke the Premises Licence heard on 3 April 2008 or
- After an appeal hearing has been heard and determined by the Magistrates Court.

Reason for the extension of time

The Committee where concerned about considering an application for a transfer of premises licence for a premises whose licence had previously been revoked and considered that it would be in the public interest to await the outcome of any appeal.

REG30 APPLICATION TO VARY DESIGNATED PREMISES SUPERVISOR (DPS) AT THE NEW YORK CAFÉ BAR 2 – 4 HIGH STREET RUNCORN

Having given its decision on the transfer of the premises licence the Chairman asked all parties whether they would consent to the Committee considering the same options available tonight (10 April 2008) for the application to vary the Designated Premises Supervisor scheduled for Tuesday 15 April 2008 as the Committee was mindful on saving all parties time should the same decision be reached.

The applicant company attended and addressed the Committee.

The objector attended and addressed the Committee.

The Committee then retired to consider its options.

RESOLVED: Having considered the options the Committee resolved to extend the time limit for holding this hearing under the Power to extend Time Regulation 11 Licensing Act 2003 (Hearings) Regulations 2005 and agreed to dispense with the hearing scheduled for Tuesday 15 April

2008.

Point 1

The new hearing date shall be the earlier of:

- The expiration of the 21 days given to appeal the decision of the Committee to revoke the Premises Licence heard on 3 April 2008 or
- After an appeal hearing has been heard and determined by the Magistrates Court.

Reason for the extension of time

The Committee where concerned about considering an application to vary the Designated Premises Supervisor for a premises whose licence had previously been revoked and considered that it would be in the public interest to await the outcome of any appeal.

Meeting ended at 7.10 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 21 May 2008 in the Council Chamber, Runcorn Town Hall

Present: Councillors Philbin (Chairman), Wallace (Vice-Chairman), Bryant, Howard, A. Lowe and D. Inch

Apologies for Absence: Councillors Nelson, E. Ratcliffe and Wainwright

Absence declared on Council business: None

Officers present: L. Capper and J. Tully

Also in attendance: None

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

REG1 APPLICATION FOR A PREMISES LICENCE – THE TOWN HALL VICTORIA SQUARE WIDNES

Action

[Councillor Wallace pointed out to the Committee that the relevant ward was Riverside Ward and not Kingsway Ward as published in the Agenda].

An application for a premises licence under the Licensing Act 2003 in respect of the Old Town Hall Victoria Square Widnes had been made by Stephen James Lawler. Since relevant representations had been made by Cheshire Constabulary and Halton Borough Council Environmental Health, the hearing was held in accordance with the provisions of the Licensing Act 2003 and the Licensing Act 2003 (Hearings) Regulations 2005.

At the hearing, the Committee were addressed by the following individuals. Mr. Jones of Barrow and Cook Solicitors appeared for the Applicant. Mr. I. Seville, Police Licensing Officer, appeared for Cheshire Constabulary and Mrs I. Mason, Principal Environmental Health Officer, appeared for Halton Borough Council Environmental Health.

At the beginning of the hearing the parties confirmed that all conditions requested in the relevant representations

were agreed except as identified to the Committee.

A number of textural alterations to the conditions requested by Cheshire Constabulary were identified and the parties agreed that these should be drafted in detail by the Licensing Authority.

The application contained a request in respect of Late Night Refreshment which was not consistent with the definition contained in the Licensing Act 2003. The Applicant's representative confirmed that this part of the application would be withdrawn as being unnecessary. In the future Late Night Refreshment would be relevant for hotel residents.

However the current application did not include the purely residential areas of the premises because full details of layout had not been finalised. The Applicants representative confirmed that there would be a further application in due course. The Committee invited the Applicant to take advice from the Licensing Authority with respect to such future application.

The disputed conditions which remained for the Committee to consider were:

Conditions requested by Cheshire Constabulary

- No entry/re-entry after 1am. (Being part of the Responsible Drinking Charter)

Conditions requested by Halton Borough Council Environmental Health

- All regulated entertainment specified within categories B Films, E Live Music F Recorded Music and J Dancing shall be inaudible after 23.00 at any residential premises. [Dispute as to the entire condition]
- Regulated entertainment categories B Films, E Live Music F Recorded Music and J Dancing shall only be permitted between the following hours
10.00 and 01.00 Sunday to Wednesday [Dispute as to terminal hours only]
- The premises shall be open to the public between the following hours

10.00 and 01.30 Sunday to Wednesday [Dispute as to terminal hours only]

The procedure to be followed was explained and the parties put their cases in accordance with it. The Committee asked a number of questions of the parties and retired to consider the matter.

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.

The reason for the determination was that the Committee felt that the application was consistent with the Licensing Objectives.

Section 1.01 The conditions to be imposed on the premises licence in addition to those agreed (and in addition to mandatory conditions) be as follows:

1. No entry/re-entry after 1am. (Being part of the Responsible Drinking Charter)

The reason for condition 1 - the prevention of crime and disorder.

2. All regulated entertainment specified within categories B Films, E Live Music F Recorded Music and J Dancing shall be inaudible after 23.00 at any residential premises.
3. Regulated entertainment categories B Films, E Live Music F Recorded Music and J Dancing shall only be permitted between the following hours:-

Sundays	10.00 and 02.30
Mondays	10.00 and 01.30
Tuesdays	10.00 and 01.30
Wednesdays	10.00 and 02.30

4. The premises shall be open to the public between the following hours:-

Sundays	10.00 and 03.00
Mondays	10.00 and 02.00
Tuesdays	10.00 and 02.00
Wednesdays	10.00 and 03.00

The reason for conditions 2 to 4 - the prevention of public nuisance.

Arising out of the hearing it was clear that certain elements of the deposited plans were ambiguous. Specifically, the Applicant's representative had confirmed that the beer garden area could not be used to gain entry to the premises from the rear through the beer garden but this was not clear from the plans.

The Committee therefore imposed the following additional condition as being consistent with the Operating Schedule:-

5. No entrance into the premises hereby licensed from outside of the premises via the beer garden shall be allowed.

The reason for condition 5 - the prevention of public nuisance and to clarify an ambiguity on the deposited plan.

The Committee pointed out that in view of the decision as to when the premises could be open to the public the hours during which alcohol could be supplied would be the same as those hours and a condition would imposed accordingly.

Full details of agreed and imposed conditions will be set out in the Notice of Determination.

Meeting ended at 8.33 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Thursday, 29 May 2008 in the Council Chamber, Runcorn Town Hall

Present: Councillors Philbin (Chairman), Wallace (Vice-Chairman), Bryant, Drakeley, Howard, A. Lowe, Murray and Wainwright

Apologies for Absence: Councillors D. Inch, Nelson and E. Ratcliffe

Absence declared on Council business: None

Officers present: L. Capper, K. Cleary and J. Tully

Also in attendance: 16 Members of the public

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

REG2 APPLICATION FOR A PREMISES LICENCE ON LAND AT DARESBUY

Action

The Committee considered an application which had been made under section 17 of the Licensing Act 2003 for a premises licence in relation to the above premises.

The hearing was held in accordance with the provisions of section 18 Licensing Act 2003 and the Licensing Act (Hearings) Regulations 2005.

The Committee heard representations in person on behalf of:

- 1 the applicant;
- 2 Cheshire Constabulary and Halton Borough Councils Environment Enforcement and Building Control Division, and Warrington Borough Council (as responsible authorities); and
- 3 Mr & Mrs Harris, Dr Barlow and Mr Priestner of Higher Walton and Mr Owen of Daresbury (as interested parties)

The Committee also considered all written relevant representations.

As part of their presentation Cheshire Constabulary outlined a number of conditions which they had requested to be attached to the premises licence should the application be granted with the exception that condition No. 3 was amended from "All CCTV must comply with the recommendations laid down by the Force Architect and CCTV Liaison Officer" to "An agreed level of CCTV coverage is to be determined by consultations between the organisers and a multi agency group taken from the Responsible Authorities". The applicant accepted the proposed conditions.

Halton Borough Councils Environmental Health and Building Control Division and Warrington Borough Council advised the Committee that the conditions requested by both authorities (as set out at Appendix 2 and Appendix 3 of the Committee Agenda) dealt with the same issues and were effectively duplications of each other. Consequently, both authorities agreed that the set of conditions as tabled by Halton Borough Council (Appendix 2) would be the conditions being requested in their representations. The Divisional Manager Halton Borough Council Environmental Health gave an undertaking to consult with Warrington Borough Council Environmental Health on any relevant issues. The applicant accepted the proposed conditions.

Five interested parties addressed the Committee in person.

At the conclusion of the hearing the Committee retired to consider the application

(a) 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 following conditions.

The conditions shall be those set out at Appendix 1 of the Agenda (subject to condition 3 being amended as above) and Appendix 2 of the Agenda

The reason for the determination was that the Committee felt that the application was consistent with the Licensing Objectives.

The conditions to be imposed on the premises licence are as follows

- 1 All activities, structures, stages and facilities shall be positioned in accordance with the application plan. No changes shall be made to the plan without prior permission in writing from the Operational Director (Environment & Regulatory Services) or the Divisional Manager (Environmental Health, Building Control & Enforcement).
- 2 The licensee shall appoint a suitably qualified and experienced Noise Control Consultant who shall be required to advise the Licensee on managing noise generated during the licensed events and to liaise with all relevant parties ie the Licensee, the Environmental Health officers of Halton Borough Council and Warrington Borough Council, Event Promoters, sound system suppliers, sound engineers and performers prior to and during the licensed event.
- 3 The Music Noise Level (MNL) shall not exceed 65dBLAeq (15 min) 1 metre from the façade of any noise sensitive premises prior to 23:00 hours.
- 4 After 23:00 hours music noise levels 10m from the mixer desk in each marquee including any concessionary (marquees) shall not exceed 95dB.
- 5 The sound systems associated with each ride on the fairground shall not be operated after 23:00 hours
- 6 Music noise levels from the main stage shall not exceed 98dBLAeq at a position 40 metres from the main speakers.
- 7 The use of main stage shall finish at 23:00 hours.
- 8 The licence holder shall ensure that the appointed Noise Control Consultant shall regularly undertake tests of noise levels at the sound mixer positions to ensure compliance with the Licence conditions. A written record of these assessments shall be kept and available to any Environmental Health Officer appointed or authorised by the Environmental Health, Building Control & Enforcement Division of Halton Borough Council upon request. This shall include any remedial action taken.
- 9 The licence holder shall ensure that the appointed Noise Consultant shall carry out one or more noise propagation tests prior to the event. During the test, the sound system shall be configured and operated in a similar manner as that intended for the licensed events and shall utilize a sound source as similar as possible to that intended to be used during the licensed events. Any such test shall be carried out between 11:00 and 16:00 hours on the day prior to the event and after 10:00 hours on each day of the event. Halton Borough Council's Environmental Health Officers shall be informed of the tests at least

one hour prior to commencement.

- 10 The licence holder shall submit a noise management plans to the Divisional Manager (Environmental Health, Building Control& Enforcement) no later than 28 days before the commencement of the event.
- 11 There shall be no construction of the set or any other structure associated with the event within the hours of 20.00 – 08.00 unless otherwise agreed in writing by the Divisional Manager (Environmental Health, Building Control& Enforcement).
- 12 If, in the opinion of the Environmental Health Officer appointed or authorised by the Environmental Health, Building Control& Enforcement Division of Halton Borough Council or the Noise Control Consultant appointed in accordance with Condition B, that the noise levels become unacceptable and a significant disturbance is being, or is likely to be caused during the operation of the licence, and notwithstanding compliance with any other noise condition, the Licence holder shall take appropriate steps to avoid or abate any such disturbance as directed by such Environmental Health Officer or the appointed Noise Control Consultant .
- 13 The Licensee shall ensure that the any sound system supplier, sound engineer, sound equipment operator or performer is informed of these noise conditions of licence and that they will be required to comply with any instructions given to them by the Licensee or the Licensees Noise Control Consultant.
- 14 Provide an adequate number and type of toilet facilities for the number of people expected. Arrange for all the toilet facilities to be serviced regularly to keep them fully operational, clean and hygienic throughout the event. Provide directional signs to indicate the location of the toilets and provide adequate lighting where necessary

The reason for conditions 1-14 is the prevention of public nuisance.

- 15 The stage and tower structures shall be supplied by competent contractors who shall issue full structural plans and calculations to Halton's Borough Council Building Control Manager.
- 16 All electrical installations shall be designed, installed and operated in accordance with current legislation specifically the Electricity at Work Regulations 1989; B.S. 7671:2001 as amended, B.S.5266: 1998 and IEE Guidance Note No 7 including all amendments,

and HSE guidance NoteGS50The installation/s shall be inspected, tested and certified by competent person/s. Where more than one person is involved their responsibilities shall be clearly identified and agreed between relevant parties.

- 17 The Licence holder shall ensure that a nominated council representative the Environmental Health Manager (Food and Health & Safety), the Divisional Manager (Environmental Health, Building Control& Enforcement) or the Principal Environmental Health Officer (Food Safety, Health & Safety) is kept informed of the progress of the notified at key stages, namely (i) of designated contractors on site to prepare for the event, (ii) start of event set up, (iii) final safety checks prior to opening, (iv) at any other key stages in the executing and operating of the event.
- 18 The Licence holder shall furnish the Environmental Health Manager (Food Health & Safety), the Divisional Manager (Environmental Health, Building Control& Enforcement) or the Principal Environmental Health Officer (Food, Health & Safety) with a list of all contractors who will be operating at the event at the earliest available time but within a minimum of 48 hours prior to the opening of the event to the public. In particular the list of food concessions should be reported to the Division a minimum of 3 weeks prior to the event.
- 19 A representative of Halton Council's Environmental Health, Building Control& Enforcement Division shall be advised in reasonable time when the main arena is deemed by the Licence holder to be ready to be opened to the public.
- 20 The Licence holder shall advise the Environmental Health Manager (Food and Health & Safety), the Divisional Manager (Environmental Health, Building Control& Enforcement) or the Principal Environmental Health Officer (Food Safety, Health & Safety) a minimum of 48 hours prior to the event opening to the public, all activities to be carried out by sponsors with particular attention to those involving public participation.
- 21 The Licence holder shall ensure the Environmental Health Manager (Food and Health & Safety), the Divisional Manager (Environmental Health, Building Control& Enforcement) or the Principal Environmental Health Officer (Food Safety, Health & Safety) shall always have an up to date copy of the event risk assessment.

22 The event shall be managed and operated in accordance with the Health & Safety policy and procedures statement included in the application. The Division shall be kept informed by the Licence holder of all key activities relating to public safety. In particular, any activities that require specific individual risk assessments to ensure safe operation such as the use of lasers, strobes, pyrotechnics, bomb tanks, smoke machines and fireworks etc must be reported to the division with suitable supporting evidence within reasonable time, prior to the event.

The reason for conditions 15 - 22 is to protect public safety. With regard to condition 17 the information concerning food concessions is required in the interest of public safety as their presence may affect the circulation of people on site.

23 The Challenge 21 Proof of Age Scheme shall be adopted as a Condition of entry. A tent or other structure shall be provided, immediately adjacent to the entry gates, where checks can be carried out by event and police staff.

The reason for condition 23 - Protection of Children from Harm

24 All Public Footpaths running across the site must be closed for the duration of the licence, and suitable alternative routes to be identified and displayed.

The reason for condition 24 - Prevention of Public Safety and Prevention of Crime and Disorder

25 An agreed level of CCTV coverage is to be determined by consultations between the organisers and a multi agency group taken from the Responsible Authorities.

The reason for condition 25 – Prevention of Crime and Disorder

26 A CCTV Liaison Officer shall be appointed by the organisers who will have continuity of access to material both during and after the event. All subsequent requests for CCTV material will then be directed through this person.

The reason for condition 26 – Prevention of Crime and Disorder

- 27 There will be a final sign-off time of 18:00 hrs on Friday, 22nd August 2008.

The reason for condition 27 – Public Safety

- 28 The minimum number of stewards and security staff shall not be less than:
Saturday – Event :250, 232 of which shall be SIA registered.
Saturday – Campsite:80, 48 of which shall be SIA registered.
Sunday – Event: 230, 160 of which shall be SIA registered.
Sunday – Campsite: 80, 48 of which shall be SIA registered.

The reason for condition 28 – Prevention of Crime and Disorder

- 29 An appointed representative from the organisers shall attend meetings arranged between the Police and the S.I.A.

The reason for condition 29 – Prevention of Crime and Disorder

- 30 Members of the Senior Management shall attend Adversarial Briefings with senior Police staff when arranged prior to the event.

The reason for condition 30 – Prevention of Crime and Disorder

Time that the licence shall take effect

The licence shall commence on Saturday 23 August 2008 and shall continue in accordance with the application dated 4 April 2008 subject to the conditions specified in the operating schedule together with those imposed as part of this determination. Note that mandatory conditions apply automatically.

Meeting ended at 10.20 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 16 June 2008 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Philbin (Chairman), Wallace (Vice-Chairman), Bryant, Drakeley, D. Inch and A. Lowe

Apologies for Absence: Councillors Howard, Murray, Nelson, E. Ratcliffe and Wainwright

Absence declared on Council business: None

Officers present: G. Ferguson, L. Capper, K. Cleary, J. Findlow and J. Tully

Also in attendance: 3 members of the public

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

REG3 MINUTES

The minutes of the meeting held on 14th March, 2nd April, 3rd April and 10th April 2008 having been printed and circulated were taken as read and signed by the Chairman as a correct record.

REG4 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

It was noted that the following report had been placed in Part II of the agenda as the public interest in maintaining the exemption outweighed the public interest in disclosing the information. Therefore members of the press and public should be excluded from the meeting during its consideration in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

However, Members of the Committee considered the

Action

officer recommendation that the item should be placed in Part I of the agenda and therefore RESOLVED that the item should be discussed in Part I of the agenda and the press and public included.

REG5 TAXI MATTERS

The Committee were advised that on 8 April 2008 Mr Forbes applied to licence vehicle registration number MK08 KZS a black Vauxhall Vivaro Combi as a Hackney Carriage Vehicle. On the application form Mr Forbes did not indicate the number of passenger seats excluding the driver.

For MPV style vehicles the Council had a condition that there was approved seat configuration to allow safe access and egress for passengers at all times. (MPV mean multi purpose vehicle in which the seats may be removed or reconfigured and which may be wheelchair compatible). Also the maximum number of passengers which may be carried by any vehicle shall be determined by the Council (See HCV Conditions numbers 2.1.2 and 2.3 - Qualifying Vehicles)

The Councils Enforcement Officer dealt with the application and noted that the seat configuration of the vehicle would only allow 6 passengers.

It was noted that the seating pattern of the vehicle as presented for test was such that access /egress to the rear seats was obstructed. In order to comply with conditions a seat would be required to be removed. Further, legroom in front of the driver's side of the front bench seat was so restricted as to prevent a passenger from travelling in a safe and comfortable manner. Together with the removal of the rear seat this would reduce the passenger capacity by two thus reducing the capacity to 6 passengers seats.

Mr Forbes was appealing against the decision not to allow 7 passengers as he felt that the seating capacity should be increased to 7 in line with the manufacturers specification. Mr Forbes attended and addressed the Committee in support of his appeal against this decision.

Prior to making a decision the Committee adjourned to view the black Vauxhall Vivaro Combi and also a similar vehicle.

RESOLVED: That

(1) vehicle licence registration number MK08 KZS a black

Vauxhall Vivaro Combi, failed to comply with current conditions on Hackney Carriage vehicles therefore no exception could be made; and

- (2) a review of the qualifying vehicle element of the Hackney Carriage and Private Hire vehicle licence conditions would be undertaken, in consultation with the Taxi Consultative Group/Trade and the findings of the review brought to the Committee at its September meeting.

Meeting ended at 7.55 p.m.

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