

Minutes & Reports

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

Wednesday, 22 July 2009

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COUNCIL

At a meeting of the Council on Friday, 15 May 2009 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Drakeley, Findon, Leadbetter, Swift and Thompson

Absence declared on Council business: None

Officers present: J. Whittaker, C. Halpin, D. Johnson, I. Leivesley, K. Maher, G. Meehan, D. Parr, S. Wallace-Bonner, P. Watts and M. Reaney

Also in attendance: 36 Members of the Public

Action

COU1 ELECTION OF MAYOR AND DEPUTY MAYOR

Moved by Councillor Stan Parker
To be seconded by Councillor Eddie Jones

RESOLVED: That Councillor Frank Fraser be elected Mayor of the Borough for the Municipal Year 2009/10.

Moved by Councillor Paul Nolan
And seconded by Councillor Shaun Osborne

RESOLVED: That Councillor Marie Wright be elected Deputy Mayor for the Borough for the Municipal Year 2009/10.

COU2 MINUTES

The minutes of the Ordinary Meeting of the Council held on 22nd April 2009, having been printed and circulated, were taken as read, subject to Councillors J. and M. Bradshaw being added to the attendance list.

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

THE MAYOR (COUNCILLOR FRASER) IN THE CHAIR

COU3 THE MAYOR'S ANNOUNCEMENTS

The Mayor announced that the charities to be supported during his term of office were Another Chance to Care (formerly Halton Fostering Families), HCPT The Pilgrimage Trust and The Widnes Fellowship Centre.

COU4 EXECUTIVE BOARD (SELECTION COMMITTEE) - 13 MAY 2009

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

COU5 LEADER AND DEPUTY LEADER OF THE COUNCIL

RESOLVED: That

- (1) Councillor McDermott be appointed Leader of the Council for the Municipal Year 2009/2010; and
- (2) Councillor Polhill be appointed Deputy Leader of the Council for the Municipal Year 2009/2010.

COU6 BOARDS, COMMITTEE'S, APPEAL PANEL AND WORKING PARTY

RESOLVED: That the Boards, Committees, Appeals Panel and Working Party be constituted with the membership as shown for the Municipal Year 2009/10:

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, Gilligan, Higginson, 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), Edge (Vice Chair), Austin, M. Bradshaw, Loftus, Findon, Howard, Parker, Rowe, Stockton and Worrall.

Children and Young People Policy and Performance Board (11)

Councillors Dennett (Chairman), Horabin (Vice Chairman), Browne, Drakeley, Loftus, 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), Inch, Jones, A. Lowe, Murray, Norddahl, Osborne, Philbin, Swift and Worrall.

Standards Committee (10)

Mr. W. Badrock (Chairman), Parish Councillor Crawford, Mr A. Luxton, Parish Councillor Canon David Felix, Mr. Robert Garner and Councillors Balmer, Parker, Redhead, Wainwright and Wharton.

Appeals Panel (20)

Councillors Wainwright (Chairman), Parker (Vice Chairman), Browne, Dennett, Findon, Loftus, 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, E. Ratcliffe, Wainwright and Nelson.

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)

The incumbent Mayor (Councillor Fraser) and Councillors Gilligan, Hignett, Hodgkinson and Swift.

COU7 APPOINTMENT OF SCRUTINY CO-ORDINATOR

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

COU8 ANNUAL REVIEW OF CONSTITUTION

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

One additional amendment was tabled related to amending any references to the old ward name of Castlefields to the new ward name 'Halton Castle'.

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

COU9 EXECUTIVE BOARD PORTFOLIOS

The Leader confirmed that the Executive Board would consist of the following portfolio holders for 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.

COU10 CIVIC SUNDAY

The Mayor announced his intention as attending Divine Services to be held at 10.45 a.m. on Sunday 12th July 2009 at St. Bede's Catholic Church, Appleton, Widnes and invited Members of the Council, employees, representatives of public bodies, organisations and associations within the Borough to join him.

Meeting ended at 7.00 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Wednesday, 13 May 2009 in the Marketing Suite, Municipal Building

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

Apologies for Absence: Councillors None

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, G. Meehan, D. Parr and M. Simpson

Also in attendance: None

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

	<i>Action</i>
<p>EXB151 MINUTES</p> <p>The Minutes of the meeting held on 9th April 2009 were taken as read and signed as correct record.</p>	
<p>EXB152 APPOINTMENT OF LEADER AND DEPUTY LEADER OF THE COUNCIL</p> <p>RESOLVED: That the Council be recommended</p> <p>1) to appoint Councillor McDermott as Leader of the Council for the 2009/2010 Municipal Year; and</p> <p>2) to appoint Councillor Polhill as Deputy Leader of the Council for the 2009/2010 Municipal Year.</p>	<p>Strategic Director - Corporate and Policy</p>
<p>EXB153 APPOINTMENT TO BOARDS, COMMITTEE'S, APPEAL PANEL, WORKING PARTY AND SCRUTINY CO-ORDINATOR</p> <p>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</p>	

Municipal Year. A list of Committee Memberships was tabled at the meeting for information.

It was advised that it be proposed to Council that Councillor Loftus would replace Councillor Fraser on the relevant Boards and Councillor Edge would become Vice-Chair of Employment Learning and Skills Policy and Performance Board.

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 2009/2010 Municipal Year with the representation put forward by each of the political groups.

Strategic Director
- Corporate and
Policy

Meeting ended at 2.12 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 4 June 2009 in the Marketing Suite, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, B. Dodd, D. Johnson, A. Jones, I. Leivesley, G. Meehan and D. Tregua

Also in attendance: None

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

	<i>Action</i>
<p>EXB1 MINUTES</p> <p>The Minutes of the meeting held on 13 May 2009 were taken as read and signed as correct record.</p>	
<p>EXB2 LIVERPOOL CITY REGION MULTI AREA AGREEMENT</p> <p>The Executive Board received a report from the Strategic Director Corporate and Policy which sought approval for the development of the second phase of the Liverpool City Region's Multi Area Agreement (MAA).</p> <p>One of the proposals set out in the Government's Sub-National Review of Economic Development and Regeneration was for Government to strengthen the role of local government in delivering economic growth through supporting collaboration by groups of local authorities via the development of voluntary MAAs. As a result the first element of the Liverpool City Region (LCR) MAA, the Employment and Skills Platform, was approved and signed by the Prime Minister in January 2009.</p> <p>The remaining three Platform papers for Economy, Housing and Transport, together with a revised background paper, the Storey of Place, had now also been developed and it was proposed that they be submitted to Government</p>	<p>Strategic Director - Corporate and Policy</p>

for agreement on 9 June 2009. This report would therefore give an outline of each of the three Platform papers together with the 'Asks' of Government and related indicators and targets. The report requested that Members endorse the elements of the MAA to be negotiated with Government.

The report continued to provide Members with an update on:

- The implementation of the Employment and Skills Platform; and
- Delivery/performance management arrangements for the MAA.

RESOLVED: That the Board

- 1) Endorsed the elements of the MAA to be submitted to Government on 9 June 2009, namely the revised Story of Place and the Economy, Housing and Transport 'Asks' of Government;
- 2) Agrees the timetable and process for the submission of the MAA in June 2009, including the production of an Equality Impact Assessment for the MAA; and
- 3) Notes the progress made in implementing the Employment and Skills Platform of the MAA which was signed with Government in January 2009.

EXB3 CO-OPTEE TO CHILDREN AND YOUNG PEOPLE PPB

The Board received a report from the Strategic Director, Children and Young People requesting them to agree that a representative from the Dioceses of Chester and Liverpool be appointed to the Children and Young People's Policy and Performance Board.

Strategic Director-
Children & Young
People

Under a Direction issued by the Secretary of State, authorities must appoint diocesan representatives to Scrutiny Committees under s499 Education Act 1996 and DfEE Circular 19/99 all as amended. These representatives would have voting rights in relation to any decision relating to schools maintained by the LA, pupils who attend schools maintained by the LA or are educated by the LA in some way but not the other business of the Committee. This was to enable denominations to have a direct input to policies on education provision for pupils of school age.

The Dioceses of Chester and Liverpool were therefore entitled to nominate representatives to sit on the Children and Young People's Policy and Performance Board. At present these positions were vacant, however one name had been submitted, Joyce Dippnall. It was expected that another name would follow for the same consideration by the Board.

RESOLVED: That the Executive Board and Full Council be requested to agree the appointment of two Diocese representatives for Chester and Liverpool, as voting co-optees on the Children and Young People's Policy and Performance Board for a period of four years, commencing from the date approval is given.

EXB4 CHILDREN & YOUNG PEOPLE'S PLAN - KEY DECISION

The Board received a report from the Strategic Director, Children and Young People which provided the Executive Board with a brief summary of the information and requirements as contained in the Children and Young People's Plan Guidance and present Halton's Children and Young People Plan (CYPP).

Strategic Director-
Children & Young
People

In February 2009 DCSF published guidance to assist areas in compiling the CYPP. The report stated that the Plan must be a document of strategic intent, which sets the context of children and young people living their lives within safe, prosperous communities where parents were enabled to work. Therefore, establishing effective links between CYPP and the Sustainable Communities Strategy had been a key requirement for this plan. The guidance was concise but expects each plan to provide a number of key elements and statements. In addition the plan must address how local areas would improve the outcomes for children and young people with specific reference to children and young people, there were also a number of additional requirements that needed explanation within each plan. The required elements for local plans fundamentally asked a range of key questions which were detailed in the report.

REASON(S) FOR DECISION

It is a statutory requirement that Halton Borough Council produces and publishes a Children and Young People's Plan.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

None.

IMPLEMENTATION DATE

June 2009.

RESOLVED: That

- 1) The information contained in the report be noted; and
- 2) The Executive Board endorsed the CYPP to be approved by Full Council.

(Cllr Nelson declared a personal interest in the following item as he is the Chair of Governors for the Grange Junior School).

(Cllr Swain declared a personal interest in the following item as he is on the Board of Governors for Simms Cross and Weston C P Schools).

EXB5 PRIMARY SPECIAL EDUCATION NEEDS REVIEW

The Board received a report from the Strategic Director, Children and Young People on the Primary Special Education Needs Review in Halton.

Strategic Director-
Children & Young
People

The Local Authority had been undertaking a review of Special Educational Needs (SEN) provision within the Borough. The reasons for this review were:

- The need to be able to describe clearly the nature of SEN provision that was required for Halton pupils and the number of places required both now and in the future. This was linked both to Building Schools for the Future (BSF) and the Primary Capital Programme (PCP);
- Acknowledgement that Halton currently retains a significant amount of unit provision, with some of these units carrying a number of unfilled places;
- Concern that the current range and scope of SEN Unit provision may not be appropriate; and
- The Local Authority was potentially not fully securing value for money in its SEN provision.

RESOLVED: That

- 1) Consultation on the revised proposals on the number of places and location of the provision for SEN units within primary mainstream schools commences; and

- 2) Schools are asked to come forward with Expressions of Interest.

EXB6 ESTABLISHMENT OF THE DARESBURY SCIENCE AND INNOVATION CAMPUS JOINT VENTURE

The Board received a report from the Strategic Director, Environment on the establishment of the Daresbury Science and innovation Campus Joint Venture.

Strategic Director
- Environment

The report explained that over the last several years Halton Borough Council had worked with a number of partners to deliver a major international science based campus at Daresbury, building on the presence of the established Laboratory. To move delivery forward, it had been concluded that this could best be achieved by the establishment of a joint venture company. This report set out process for the formation of a joint venture company and the implications for the Council.

An amendment to recommendation 2.1 (ii) of the report was tabled at the meeting and noted as below as (2).

RESOLVED: That

- 1) The principle of the joint venture as set out in this report be supported;
- 2) The Council's land ownership at Daresbury Firs is included in the joint venture subject to its continuing in its existing use, unless otherwise agreed by this Council;
- 3) The Chief Executive in consultation with the Leader and Portfolio Holder for Corporate Services be authorised to take any necessary action to establish the joint venture; and
- 4) The Strategic Director, Environment, in consultation with the Operational Director, Legal Services be authorised to take such action in relation to the use or disposal of land at Daresbury Firs as may be necessary to give effect to the Joint venture.

EXB7 PARISH ISSUES - HALEBANK AND SANDYMOOR PARISH COUNCILS

The Board received a report from the Chief Executive which asked them to consider the following requests from Halebank and Sandymoor Parish Councils:

Chief Executive

1. Halebank – to increase the number of Councillors on the Parish Council from five to eight and to move the date of the next election from 2010 to 2012.
2. Sandymoor – to increase the number of Councillors on the Parish Council from five to eight.

The Local Government and Rating Act 1997 empowers District Councils to vary the number of members of Parish and Town Councils. Halebank Parish Council had also requested that the Council consider moving the date for the next election to 2012, making it the normal four year cycle for a Parish Council term rather than two.

The Parish Council had advised that when it was established in 2009 there was a natural expectation, amongst electors, that the Council was being elected to fulfil a four year mandate. The Parish Council believed another election in 2010 was likely to confuse voters and undermine the transparency of the democratic system. The Council believed that there was a strong argument as to why a newly established Council should, in principle, be able to fulfil a four year mandate. An election in 2010 would give the Council only one year in which to set its own precept and begin to establish itself within the community. An election in 2012, would give the Council and its elected members, time to find their feet, develop their roles and establish a record, which could be properly subject to the democratic verdict of local voters.

RESOLVED: That

- 1) It be recommended to Council that, in accordance with the provisions of Section 53 of the Local Government and Public involvement in Health Act 2007, the date of the next election for Halebank Parish Council be 3 May 2012; and
- 2) It be recommended to Council that, in accordance with the provisions of Section 17 (2) of the Local Government and Rating Act 1997, the number of Parish Councillors on Halebank and Sandymoor Parish Council be increased to eight with effect from 3 May 2012.

PEOPLE WITH ADDITIONAL NEEDS

The Board received a report from the Strategic Director, Health and Community which outlined the key issues and development plan for the modernisation and redesign of Day Services for adults and seeks approval to begin formal consultation with stakeholders.

Strategic Director
- Health and
Community

The Executive Board had recognised, back in July 2004, the need to re-design Day Services in response to the Government's Agenda, '*Valuing People, A New Strategy for Learning Disability for the 21st Century*'.

At that time it was agreed that there was a need for accelerated movement away from traditional building based services and to provide increased opportunities for people with learning disabilities, promoting social inclusion and independence. The example of the closure of Astmoor as a base for Day Services for adults with learning disabilities had clearly demonstrated the value of community based day services as a more effective and preferable model of service delivery. Since that date there had been some significant progress. Astmoor Day Centre was successfully closed as a Day Centre in 2007. The vast majority of people receiving Day Services with learning disabilities are now happily receiving the service from the community. New services had been developed and existing community based services strengthened.

The report continued to characterise the current services provided by the staff based in Bridgewater, namely; Bridgewater Centre, PSD Outreach Team, Community Day Services and Adult Placement Service.

The Strategic Director, Health & Community described the Hub and Spoke model in further detail and explained how people would be consulted on the proposals.

REASON(S) FOR DECISION

To increase opportunities for people with physical and sensory disabilities to access mainstream services, promoting social inclusion and independence.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

The only other option is to maintain this service as it is currently delivered.

IMPLEMENTATION DATE

March 2010.

RESOLVED: That

- 1) Approval is given to the following as a basis for consultation with service users, families, carers and staff of Bridgewater commencing in July 2009, on the following proposals:
 - i) To de-commission Bridgewater as a base for the delivery of Day Services for Adults with Physical and Sensory Disability.
 - ii) To continue the development of a “hub and spoke” model of dedicated local resources.
- 2) The Strategic Director for Health and Community, in consultation with the portfolio holder for Health and Community, be authorised to consider feedback in response to the consultation, to consider this with other information and return to the Board with recommendations.

MINUTES ISSUED: 15 June 2009

CALL IN: 22 June 2009

Any matter decided by the Executive Board may be called in no later than 22 June 2009.

Meeting ended at 2.40 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 18 June 2009 in the Marketing Suite, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: Councillor McDermott and D. Parr

Officers present: M. Reaney, G. Cook, C. Halpin, D. Johnson, I. Leivesley, G. Meehan, D. Tregea and J. Unsworth

Also in attendance: Councillor Hodgkinson

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

EXB9 MINUTES

The Minutes of 4th June 2009 were taken as read and signed as correct record.

Action

CHILDREN AND YOUNG PEOPLE PORTFOLIO

EXB10 CAPITAL SPENDING FOR THE AIMING HIGH FOR DISABLED CHILDREN PROGRAMME

The Board received a report of the Strategic Director, Children and Young People which presented the Capital Funding Plan to support the delivery of Halton's short break programme to meet the requirements of the Aiming High for Disabled Children Programme.

The Aiming High for Disabled Children Programme was a national initiative to enable more disabled young people to engage in social activities within their local community. The programme also aimed to provide their parents/carers with a break from their caring responsibilities. In 2008/9 Halton made a successful bid for Pathfinder status, and were one of 20 nationally and two in the North

West. During 2008/9 a number of measures were put in place to test out some new activities for children and to build partnerships with local and national providers of short break services.

Members were advised that there had been significant grant funding made available to local authorities by the Department for Children, Schools and Families to improve short break services for disabled children and their families. The funding stream included revenue and capital grants. The report related only to the capital element of the funding outlined in the report. Revenue funding was the subject of a separate commissioning progress.

Members were further advised that consultation with disabled children and young people and their families had been a major focus in the development of the planning for short break services, including the capital spending plan. The views of disabled young people and their families were sought through the "Powerful Voices" Conference along with a consultation leaflet that was sent out to all families with a child with additional needs. The consultation established the types of activities and practical support families would want to use.

It was noted that families of disabled children had told the Council that they wanted more support after school, at weekends and in school holidays, so they that could have a break when they were under the greatest amount of stress.

It was further noted that disabled children had told us that they wanted to do the same things that other young people did. They wanted to participate in sporting activities, primarily for pleasure but also to join in local and national competitions. For those with potential, they wanted to be able to compete in Paralympics events. The children also wanted to have somewhere where they could meet friends that a safe, adapted and "home-like" space that was available during school holidays, events and weekends.

Members were advised that the Capital Funding attached to the programme had been made available to Local Authorities to support the delivery of the short break programme in recognition of the need for a specialist provision over and above that required by the Disability Discrimination Act 1995. The Capital Funding spending plan had been developed following consultation with children and young people and their families and in accordance with the DCSF Guidelines. The proposed spending plan for Halton's allocation of Capital Funding was as follows:

Halton AHDC Capital Allocation
 2008/9 £85,600
 2009/10 £199,600

Draft Spending Plan	2008/09	2009/10
Inglefield Outreach Centre adaptations	£85,600	£5,000
Outreach Centre (Widnes to be identified)		£120,000
Sporting Wheelchairs		£20,000
Enhanced Toileting Resources		£15,000
Play Builder Resources		£39,600
Total	£85,600	£199,600

The Board was advised of the creation of two resource bases, one in Runcorn and one in Widnes that would provide bases with the specialist equipment required, particularly for those young people with very complex needs. The bases would be available for use by individuals and groups in the evenings, at weekends and during school holidays. It was envisaged that the resource could be used for overnight stays by some young people with their personal assistants. Whilst the base in Runcorn had been identified, the options for possible locations in Widnes were currently being scoped.

Members were advised that funds would be used to purchase 10 specialist sports wheelchairs to enable young people to participate in sporting activities throughout the Borough. Some of the wheelchairs would be based in the Tennis Centre and Leisure Centres, with others available at Chesnut Lodge School to be transported to a range of venues locally and nationally to support young people who may be involved in competition events. The initiative was being developed together with Halton Sports Partnership.

Members were further advised that funding would also be used to provide enhanced disabled toileting facilities and play equipment in the new play parks being developed as part of the Play Builder Programme. This would enable more disabled children to use the facilities in their local parks, together with their siblings and peers.

RESOLVED: That

- (1) the contents of the report be noted; and

Strategic Director-
 Children & Young
 People

- (2) the Executive Board recommend to Council that the draft Spending Plan outlined in the report be approved.

EXB11 PLAYBUILDER - KEY DECISION

The Board received a report of the Strategic Director, Children and Young People which updated Members on progress with Playbuilder Year 1 2008-2009 and to agree proposals for Years 2 2009-2010 and outlined proposals for Year 3 2010-2011.

Members were advised that the Executive Board had received a report on the 21st May 2008 informing them of the success of the Authority in achieving Playbuilder status and confirmation of the funding awarded.

Members noted that the guidance received indicated that Halton must deliver a minimum of 6 new, transformed playgrounds in 2008/09, with a further 16 in 2009/10 and 2010/11, making a total of 22 over the 3 years.

Members were advised that a further report had been submitted on the 25th September 2008 whereupon the Playbuilder Project development process was approved, along with the six Year 1 sites and progress to date was outlined within the report.

It was noted that the Spike Island Project had to be deferred to 2009/10, as it proved impossible to complete within the required timeframe.

It was further noted that Playbuilder investment in Playgrounds in Halton in 2008/2009 was £299,092. The total investment from all sources generated or pump primed by the Playbuilder input was however, nearer to £1m.

Members were advised that the allocation 2009/10 was £388,469. The proposal was to allocate this money equally across the eight new target areas, resulting in funding of approximately £48,559 per area.

Members were further advised that the proposals for Year 2 had been considered by both Halton Play Partnership and the Playbuilder Sub-Committee. The proposals for Year 2 included Spike Island, Victoria Park, Milton Avenue, Halton Lodge, Caesars Close, Hallwood Park (Rowhampton Row) and Town Park. Further details of each of the schemes was outlined in detail in the report.

Members noted the possible sites for 2010/11 as being Upton, The Glen, Palacefields and in the areas of Beechwood, Farnworth, Halton Village and Windmill Hill. Further details on each of these areas was outlined in the report.

REASON (S) FOR DECISION

To agree (8) projects to be progressed in Playbuilder Project Year 2.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

A full consultation programme has taken place where all options were considered.

IMPLEMENTATION DATE

3-year capital programme with annual capital allowance. Implementation of Year 2 projects to be completed by 31st March 2010.

RESOLVED: That

- (1) progress made with the Playbuilder Project 2008/9 be noted; and
- (2) full Council be recommended to approve the proposals for 2009/2010 Playbuilder projects.

Strategic Director-
Children & Young
People

ENVIRONMENT, LEISURE AND SPORT PORTFOLIO

EXB12 RUNCORN LINNETS FOOTBALL CLUB

The Board received a report of the Strategic Director, Health and Community which sought approval for the proposals to re-locate Runcorn Linnets Football Club back into Halton.

Members were advised that there had been senior non-league football team in Runcorn since 1918, and Runcorn FC, over the years achieved considerable success. In recent years, the club experienced difficulties, resulting in the sale of their ground in 2001. The club played at Stobart Stadium in Halton and Prescott Cables ground in 2006, when it went into liquidation.

From this situation, fans formed a Supporters Trust to launch a new club, Runcorn Linnets FC, to continue the

history of Runcorn non-league football. This was a not for profit organisation akin to AFC United and Wimbledon AFC, run entirely by its members. The FA were happy to endorse the proposals and establish the team in the North West Counties League. In its first season the club achieved promotion to the North West Counties Premier League.

Members were advised the new Club's aspiration was to return to its roots in Runcorn. Previously, HBC had instigated a study by Liverpool University into football provision in the Borough. The study found that it was essential to have a senior team in the Borough to which local people could aspire to play for, providing community links with local youth teams, developing the female game and disability sport, and policies that responded to the local agenda of healthy lifestyles. Runcorn Linnets, in their development plans, offered these opportunities.

It was noted that options appraisals were carried out to identify a site that the Linnets could relocate to. Detailed proposals had been worked up for a site at Riverside College. The Club attempted to raise external funding to support this proposal but the economic downturn mitigated against this. HBC staff had worked closely with the club in their aspirations, and when the Riverside Site was proved to be clearly unaffordable, other options were considered. Ultimately, the development of a facility at the Council-owned Halton sports site was appraised to be the best and most effective option.

Members were further advised that the requirements to play at their immediate and aspirational levels could be met by developing a facility at Halton Sports. This involved changing facilities, seating and standing for spectators, officials' accommodation, dugouts, floodlights etc. All this could be achieved at no detriment to existing or future users of the site. Indeed, it offered the exciting potential of developing a community centre of sporting excellence.

It was noted that the Runcorn Linnets had played out of Witton Albion FC's ground for the last two years. If the club was to survive and have a long-term sustainability it did need to return its fan base in Halton. Equally, if Halton wanted to promote sport as a lifestyle option, it did need a senior club that was rooted in its community and involved in its community. The FA fully supported the aspirations and the approach of the club.

Members were further advised that the total cost of the scheme would be £200,000. Efforts made by the Club to

fund-raise and attract external funding from the Football Association had closed the current funding gap to £100,000. It was hoped that this sum could be reduced by sponsorship and grant funding from Sport England. This report, however, requested the grant funding to a maximum of £100,000 from HBC to enable the scheme to progress to meet the timescales of the FA to relocate the Club back into Halton. The grant funding could be found within existing resources from managed underspends across the Culture and Leisure budgets.

RESOLVED: That

- (1) Halton Borough Council give a grant contribution to a maximum of £100k towards the cost of re-locating Runcorn Linnets Football Club back into the Borough, at the Halton Sport site; and
- (2) delegated authority be given to the Strategic Director, Corporate and Policy in consultation with the Portfolio Holders for Corporate Services and for Environment, Leisure and Sport to determine leasing arrangements and operational issues in respect of the Halton Sports site.

Strategic Director
- Health and
Community

EXB13 PILOT RECYCLING REWARD SCHEME

The Board received a report of the Strategic Director, Environment which made recommendations concerning a pilot Recycling Reward Scheme in Halton and to requested that relevant procurement standing orders be waived for the delivery of the scheme.

Members were advised that the Borough of Halton had been developing a good recycling record and, with the support of local residents, it had currently reached a recycling rate of over 25%. The Council would like to support residents to do more and believed that reward incentives were a good way of encouraging residents to achieve higher levels of recycling, reduced levels of waste generation and the diversion of more waste from landfill. In addition to the environment benefits, the economic benefits of increased recycling had been highlighted in the Council's Waste Management Strategy and Waste Action Plan.

As had also been highlighted in the Council's Waste Action Plan, Halton had a predicted shortfall in Landfill Allowances from 2009/10. This shortfall, which would continue until 2014, when new waste treatment facilities were due to be in place, would necessitate either the

purchasing of landfill permits or finding interim facilities that were available to divert more biodegradable waste from landfill during this period. Either of these two options would result in significant increased costs, as set out in the report.

Members were further advised that a communications campaign was currently being delivered throughout Halton, key elements of which included raising awareness of recycling and waste minimisation in Halton to encourage increased participation in the Council's recycling services. This report outlined an innovative approach to increased participation and recycling rates even further and recommended that a Recycling Reward scheme be introduced, where residents would earn reward points for recycling which they were then able to spend at participating national retailers based in Halton and local retailers and businesses.

It was noted that Officers had been in discussion with RecycleBank, a US based company that delivered recycling reward scheme to over 1 million households in the US. RecycleBank had a proven track record of success, increasing recycling rates in every one of over 100 areas where its recycling incentive and reward scheme had been implemented. RecycleBank was expanding to the United Kingdom and the report proposed that a Recycling Reward scheme be introduced in Halton.

It was further noted that RecycleBank was the only company in the UK known to offer this precise product and, as such, the Executive Board were being requested to sanction, both in respect of a pilot scheme and a full borough-wide scheme, that an invitation be given directly to RecycleBank to deliver a Recycling Reward scheme in Halton.

Members were advised that the commitment to proceed arising out of this report was purely in relation to the pilot scheme. There would be no commitment to proceed beyond the pilot until the scheme had been evaluated and a further report would be presented to Members in March 2010. Subject to the completion of a successful pilot, and subsequent approval, it would be proposed that all households within Halton would be given the opportunity to participate in the RecycleBank "rewards for recycling" scheme within 12 months from the end of the pilot period, with the aim being to start in the Summer of 2010.

It was proposed that the recycling reward scheme would be introduced in two phases, commencing with an

initial six months pilot scheme to approximately 10,000 properties by October 2009.

Members were advised that if the implementation of the pilot scheme was approved, Halton would become only the second local authority to introduce this programme in the country, and the first in the north of England. This would also reassert Halton's ambition as an innovative authority. A scheme to reward those residents who participate in the Council's kerbside recycling services, but did not have blue wheeled bins, would be developed during the pilot period.

Members were advised the scheme would be a voluntary "opt-in" scheme, only those residents who chose to participate would be included in the reward scheme. Only when a householder activated their account would RecycleBank begin to record the weight of recyclable materials associated to their household and give residents points for recycling. Householders would be able to choose to opt-in or opt-out at any time during the scheme.

It was noted that blue bins would continue to be collected using the Council's current recycling collection vehicles that would be fitted with an automatic reader connected to on-board weighing equipment.

RecycleBank had identified AMCS, a company it had worked with on a number of projects in the US, as their preferred partner to carry out the fitting of on-board weighing equipment and the retro fitting of identification devices for the pilot scheme in Halton. On this basis, it was recommended that relevant procurement standing orders be waived and that AMCS be appointed to provide the necessary hardware and software to capture data for the pilot element of the Recycling Reward scheme only.

It was further noted that RecycleBank would identify national retailers based in Halton, as well as local reward partners prior to the commencement of the scheme, and would continue to add more reward partners following the introduction of the scheme. It was estimated that residents could be able to earn up to £150 per household per year in rewards value.

The Council and RecycleBank would jointly produce publicity material that would be delivered to all households in the pilot areas. This would be to ensure that residents understood the benefits offered by the scheme, why the Council was introducing the initiative and also make sure that they were fully aware that the use of technology

enabled them to earn rewards for recycling, and that it would not be used at any time to penalise them.

It was noted that average participation with Halton's multi-material kerbside recycling service was 50%. It was expected that the reward scheme could increase participation with this service above 70%. It was also an aim that levels of recyclable materials collected could be increased by an average of 50-55kg per household per year. If the scheme were to be rolled out to all properties and with increased participation and materials collected per household, it was anticipated that this could yield in excess of a further 2,000 tonnes of recyclable materials per year, and the overall impact of the reward scheme could add 5% to the Council's recycling performance. Other potential outcomes of this reward scheme were as set out in the report.

Members were asked to note that the full implementation of the recycling reward scheme would represent an "invest to save" as there were costs to the Council in 2009/10 and 2010/11, with the financial benefits being realised from 2011/12 and beyond. The financial implications of the pilot scheme, and indicative costs of the roll out beyond the pilot were set out in detail in the report. The cost of the operation of the pilot scheme would be £63,700. Subject to a successful pilot and the subsequent approval to roll out the scheme borough-wide, costs in 2010/11 would be as follows –

- The cost to install identification devices to the remaining blue wheeled bins was estimated to be £89,600 and the annual costs of maintaining the onboard weighing equipment was £11,400;
- An annual payment would be made to RecycleBank that would be based upon an agreed percentage of the savings made by the Council through the avoidance of waste disposal costs. This payment mechanism had not yet been finalised but would be contained in the report to be presented to the Executive Board in March 2010.

Members were advised that, based on forecasted additional recycling and waste diversion levels as detailed in the report, potential existed for savings of between;

- £62k - £88k in 2010/11
- £78k - £104k in 2011/12
- £94k - £120k in 2012/13

- £110k - £136k in 2013/14

The cost of delivering the pilot scheme would be met from existing waste management budgets and the report presented to Executive Board Members in March 2010 would contain further information on the financial implications of delivering the scheme borough-wide.

RESOLVED: That

- (1) the Executive approve the delivery of a pilot Recycling Reward Scheme in Halton;
- (2) a further report be presented to Executive Board in March 2010 following a review of the pilot Recycling Reward Scheme;
- (3) relevant procurement standing orders be waived and RecycleBank be appointed to deliver the Recycling Reward scheme (both in respect of the pilot scheme and in respect of a full scheme in the event that it is rolled out borough-wide);
- (4) relevant procurement standing orders be waived and AMCS be appointed to provide the necessary hardware and software to capture data for the pilot Recycling Reward scheme; and
- (5) the Strategic Director for Environment be authorised, in consultation with the Executive Board Member for Environment, Leisure and Sport to take all steps necessary to develop and implement the Recycling Reward Scheme in Halton.

Strategic Director
- Environment

QUALITY AND PERFORMANCE PORTFOLIO

EXB14 CODE OF CONNECTION

Members received a report of the Strategic Director, Corporate and Policy which advised members of the requirements placed on the Authority by Government through a project called "Government Connect" and its implications as to how the Council does its business.

Members were advised that Government Connect was a national ICT infrastructure for all Local Government bodies that the Council was required to connect into before 30th June 2009. It was a secure private network which enabled secure interactions between connected Local Authorities and organisations.

Members were further advised that it had introduced a set of guidelines and processes that defined how we would use, share, access and store any and all data within the Council, particularly data that was shared with Government bodies.

Members were advised how Halton would develop this programme and how it would affect both Members and employees.

RESOLVED: That

- (1) the requirements be noted;
- (2) a series of workshops be held with Members to consider the detailed implications of the code; and
- (3) any additional costs to ensure compliance be met from the existing ICT Capital Programme.

EXB15 MID TERM REVIEW OF SUSTAINABLE COMMUNITY STRATEGY - KEY DECISION

The Board received a report of the Strategic Director, Corporate and Policy which provided Members with an amended version of the Sustainable Community Strategy.

Members were advised that local authorities were required to prepare and implement a Sustainable Community Strategy. Local authorities were expected to work with partners through the Local Strategic Partnership to agree priorities and to engage and involve local communities. The current Sustainable Community Strategy was adopted in 2006. It contained a long-term vision with clear objectives with delivery targets for the period 2006-2011.

It was noted that since the strategy had been prepared a number of changes had taken place making it necessary to conduct a mid-term review. This was an update, not a complete revision. Recent perception surveys and the revised State of the Borough Report (2009) confirmed that the underlying vision and priorities from 2006 remained relevant. Widespread engagement had therefore not been undertaken for this mid-term review. However, in 2010/11 work would commence on a full review and roll forward of the strategy with wide engagement, linking up with work being done on the Local Development Framework Core Strategy.

Strategic Director
- Corporate and
Policy

Members were advised of the main objectives of the mid-term review which were set out in detail in the report. Members were advised that the attached draft of the mid-term review had been drawn up following consultation with partners and would be considered by the Halton Strategic Partnership Board on the 20th May 2009. The revised Sustainable Community Strategy had to be adopted by full Council (Local Government Act 200) and it was planned to take the final draft to the full Council meeting on the 22nd July 2009.

Members were further advised that the draft Strategy had been submitted to the Council's Policy and Performance Boards (PBB's) for scrutiny and a number of comments had been noted, particularly that the Employment, Learning and Skills PPB had requested the addition of a further local indicator for 'children and young people's satisfaction with Open Spaces and Parks'.

REASON FOR DECISION

The 2006 Sustainable Community strategy needs updating to take into account changes to the National Performance Framework, including the Halton Local Area Agreement, and recent statutory guidance.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:

The following options were considered:

1. To leave the strategy unchanged. This would result in the need to monitor performance against two different sets of targets and would not be compliant with statutory targets; and
2. To conduct a full review of the strategy. This was rejected because the the Strategy was only adopted on 2006 and a full review would be premature.

IMPLEMENTATION DATE

The strategy will take effect following its adoption by Council (anticipated to be 22 July 2009).

RESOLVED: That the draft mid-term review of the Sustainable Community Strategy, subject to the addition of a further local indicator as set out above, be recommended to Council for adoption.

Strategic Director
- Corporate and
Policy

MINUTES ISSUED: 1st July 2009

CALL IN: 8th July 2009

Any matter decided by the Executive Board may be called in no later than 8th July 2009.

Meeting ended at 2.40 p.m.

EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 4 June 2009 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, B. Dodd, I. Leivesley and A. Jones

Also in attendance: None

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

		<i>Action</i>
ES1	MINUTES	
	The Minutes of the meeting held on 2 April 2009 were taken as read and signed as a correct record.	
ES2	AREA FORUM ANNUAL REPORT 2008/09	
	The Board received a report from the Strategic Director Corporate and Policy informing the members of the spending by the Area Forums for 2008/09.	
	The report advised that funding was allocated to the Area Forums to spend on small scale projects that were identified by the community. In 2008/09 a total of £600,000 was allocated to the Area Forums, made up of £300,000 Working Neighbourhood Fund (WNF) and £300,000 from Halton Borough Council Priorities Fund. It was allocated on a per capita basis across the seven Area Forums that cover the Borough.	
	It was noted that the local community were invited to raise ideas for neighbourhood projects, which would help improve their local area. The Forum then considered these ideas, and an action plan agreed. Actions must have community support and not result in a long-term financial commitment.	

The projects were divided into the following categories and the proportion spent on each category overall is indicated in brackets.

- 1) Landscape (24%)
- 2) Safety (7%)
- 3) Youth Facilities (20%)
- 4) Improved Parks (18%)
- 5) Pedestrian Access (4%)
- 6) Security (11%)
- 7) Other (16%)

The Area Forums were a key tool in engaging with local residents, and the budget provided a means of funding minor schemes in response to local needs. The projects funded were all required to demonstrate a contribution to priority areas such as safety, health and so on. There were no ongoing financial implications, as it was a strict criterion that area forum projects should not incur ongoing costs.

Members commented that it was important that the minutes from the area forums were circulated within the public arena. It was confirmed that the minutes were published on the HBC website and could also be included on the Members bulletin.

RESOLVED: That the report be noted.

ES3 TREASURY MANAGEMENT 2008/09 4TH QUARTER

The Board received a report from the Operational Director – Financial Services on the Treasury Management 2008/09 4th Quarter (January to March) which updated the Sub Committee on activities undertaken on the money market as required by the Treasury Management Policy (TMP). The Operational Director reported on the current investment market particularly in relation to building societies.

The report provided supporting information on the short term rates, longer term rates, temporary borrowing/investments, longer term borrowing/investments and policy guidelines. It was noted that all the policy guidelines in the TMP had been complied with. Following the mergers of building societies the Council's exposure to

Nationwide Building Society exceeded its limit; however this would unwind as investments mature.

RESOLVED: That the report be noted.

ES4 PURCHASE OF PERFORMANCE MANAGEMENT SOFTWARE SYSTEM

The Board received a report from the Strategic Director Corporate and Policy informing the Sub-Committee of a decision to purchase a web based Performance Management Software System for use by the Council and the Halton Strategic Partnership.

To date the Council had operated an effective performance monitoring system, largely based upon internally developed templates, to provide performance information to relevant Officers and Members at an organisational and partnership level. Given a number of changes that had occurred within the operating environment it would be unlikely that such arrangements would remain effective in the medium term. These changes included:

- The introduction of a single National Indicator Data Set from April 2008. Such measures were no longer confined to the outputs of the organisation, as were the Best Value Performance Indicators that they replaced, but were much more outcome focused and relate to information that originates from both the Council and its partner agencies.
- The strengthening of Local Area Agreement (LAA) and the introduction of the Comprehensive Area Assessment (CAA) framework that places far greater emphasis upon the collaboration between the Council and its partners in achieving outcomes for the local communities that they serve.
- The ongoing need to make efficiency savings in light of tighter fiscal constraint.

Taking account of such changes the Council, as had most others, had recognised the potential benefits of acquiring a web based performance software system that would deliver medium-term benefits that would include:-

- Reducing the duplication currently incurred in the reporting of progress towards objectives in the Community Strategy, Corporate Plan and LAA.

- Improved quality, accessibility and timeliness of information required by the Council's decision making processes.
- Addressing issues raised in the most recent Corporate Performance Assessment concerning the need to improve partnership performance arrangements.

Ten tenders were submitted by vendors, costs ranging from £22,000 to £188,000. The evaluation led to the 4 lowest cost suppliers being shortlisted to present their system to a panel. As a result of this exercise and following visits to relevant reference sites by the performance specialists and the Corporate Performance Team, the two lowest cost suppliers were identified as primary options; namely 'Ten Software' and 'Inphase'.

The final decision was taken to acquire the Performance Plus software system as although the cost of acquiring the system was higher, it had medium term advantages in that it demonstrated superior IT and system specifications.

It was noted that the system implementation would begin in June and involve a series of training workshops for system use being delivered to staff both within the Council and within relevant partner agencies. Concurrent to such workshops, work would be undertaken in regards to system design and development and data transfer and it was envisaged that the system would become operational during the second quarter of the current financial year.

It was noted that the cost of the software would be shared equally between the Halton Strategic Partnership and Halton Borough Council. The Council's contribution over the three years could be met from within existing budgets. The system would be externally hosted to facilitate access by external partners, and so there were no additional hardware costs falling to the Council. It was also confirmed that there was no need to employ additional staff, as the administration of the system would be carried out by the Policy Team.

RESOLVED: That the report is noted.

ES5 NOTIFICATION OF WAIVER OF STANDING ORDERS BY EXECUTIVE BOARD ON 2ND APRIL 2009 TO EXTEND EXISTING CONTRACTS FOR PROVISION OF MINOR ADAPTATIONS AND STAIR LIFTS

The Executive Board Sub Committee received a report from the Strategic Director, Health and Community on the notification of waiver of Standing Orders by Executive Board on 2nd April 2009, to extend existing contract for provision of Minor Adaptations and Stair Lifts. The report notified the Executive Board Sub Committee of the decision by the Executive Board to extend two contracts in the light of the exceptional circumstances.

The report detailed that on 2 April 2009 the Executive Board agreed to extend the following contracts for a period of one year during which time the tendering process for new contracts would be undertaken:-

- 1) Contract for the provision of minor adaptations; and
- 2) Contract for the provision of stair lifts.

This decision was taken due to the exceptional circumstances; namely time being available, announcement of grant and capacity within the service.

RESOLVED: That the Executive Board Sub Committee note the decision of the Executive Board.

MINUTES ISSUED: 15 June 2009

CALL IN: 22 June 2009

Any matter decided by the Executive Board Sub Committee may be called in no later than 22 June 2009.

Meeting ended at 10.50 a.m.

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EXECUTIVE BOARD SUB COMMITTEE

At a meeting of the Executive Board Sub Committee on Thursday, 18 June 2009 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. Bennett, R. Dart, L. Derbyshire and G. Fitzpatrick and M. Reaney.

Also in attendance:

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

	<i>Action</i>
ES125 MINUTES	
<p>The Minutes of the meeting held on 4 June 2009 were taken as read and signed as a correct record.</p>	
<p>CORPORATE SERVICES PORTFOLIO</p>	
ES126 DISCRETIONARY NON DOMESTIC RATE RELIEF	
<p>The Board received a report of the Strategic Director, Corporate and Policy requesting Members to consider four applications for discretionary non-domestic rate relief, under the provisions of the Local Government Finance Act 1988.</p>	
<p>The report advised that under the provisions of Section 47 of the Local Government Finance Act 1988m the Authority is allowed to grant discretionary rate relief to organisations that are either a charity or a non-profit making organisations.</p>	
<p>RESOLVED: That</p>	
<p>(1) Under the provisions of Section 47, Local Government Finance Act 1988, discretionary rate relief be granted to the3 following organisation at the percentage indicated, for</p>	

the period from 1 April 2009 or the commencement of liability, whichever is the later, to 31 March 2013; and

Halton Carers' Centre Ltd

20%

Halton Pentecostal Church Charity

20%

Shetland Rescue Horse and Pony Sanctuary

20%

Warrington Disability Partnership

20%;

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

Halton Carers' Centre Ltd

20%.

ES127 OUTTURN REPORT 2008/09

The Board considered a report which reported the final revenue and capital spending position for 2008/09.

The report advised that the final accounts for 2008/09 were now complete and the revenue spending position for each Directorate, subject to external audit was set out in the Appendix to the report.

It was noted that as set out in the Budget Strategy, the planned overall underspend of £2m had been successfully achieved and had been transferred to the Invest to Save Fund to support efficiency measures.

RESOLVED: That the report be noted.

ES128 AWARD OF THE HBC BRIDGE MAINTENANCE PARTNERSHIP CONTRACT TO BALVAC LTD

The Board considered a report of the Strategic Director, Environment which outlined the circumstances of the award of the HBC Bridge Maintenance Partnership Contract to Balvac Ltd following the collapse of Wrekin Construction Company Ltd.

The report advised that the financial viability of Wrekin had been accepted based upon information returned by the

Council's independent Equifax credit intelligence service both in August 2008 (when shortlisting) and December 2008 (before award in January 2009). On both occasions a suggested contract limit of £5m was reported which was greater than the estimated maximum annual works budget of approximately £4m.

Following Strategic Director, Environment approval of their appointment, Wrekin were issued a letter on 13 January 2009 which authorised commencement of preparatory, procurement and mobilisation activities in advance of the formal Contract being established, subject to reimbursement should the Council eventually decide not to enter into a contract with them.

On 10 March 2009, the Council was made aware that Wrekin had entered into Administration. At that point the Contract was still in a preliminary stage with procedure, process and programme being agreed. Wrekin had not commenced any work on site nor established any site facilities. They had not placed any subcontracts nor purchased plant equipment or materials required for our Contract. Wrekin had also not received any payment from HBC in connection with the Bridge Maintenance Partnership Contract.

The Council entered into correspondence with Ernst & Young (who had been appointed as Administrator) and their specialist advisors. As a result, Strategic Director approval was granted for award of the Bridge Maintenance Partnership Contract to Balvac Ltd whose tender submission was a close second to that of Wrekin,

Balvac are part of the Balfour Beatty Group of companies and Balfour Beatty have forwarded a Parent Company Guarantee to increase client confidence as regards Balvac's ability to execute the Contract.

On 31 March 2009m Balvac had been issued with a letter authorising commencement of preparatory, procurement and mobilisation activities in advance of the formal Contract being established.

RESOLVED: That the circumstances of the award of the HBC Bridge Maintenance Partnership to Balvac Ltd be noted.

PROCUREMENT OF SPECIALIST HIGHWAYS GOODS AND SERVICES

The Board considered a report of the Strategic Director, Environment which requested approval to waive Standing Orders to enable procurement of specialist highways goods and services where it had been proven impossible to seek acceptable alternative quotations.

The report advised that the advance procurement and secure storage of SJB hanger cables and components was a contingency measure which would reduce the potential of a prolonged long term closure of the bridge in the event of damage to the bridge structure.

The report also advised that the issue of a hanger being damaged has serious implications for the integrity of the structure of the Silver Jubilee Bridge that in conjunction with the framework consultants Mott MacDonald, it was decided to prepare in advance a fully certified and independently checked design for a method of replacing a hanger cable. Having an 'an the shelf' would reduce the downtime associated with bringing the bridge back into service should there be a need to replace a hanger cable.

It was noted that in conjunction with Mott MacDonald, the Authority had approached six different specialist cable suppliers in Italy, Germany, France and the United Kingdom and the only company who confirmed their ability to satisfy the specification requirements were Bridon Structural Systems of Doncaster, UK. Bridon were the manufacturers of the original hanger cable assemblies in the late 1950's.

It was also noted that the minimum run Bridon's mill would produce is 250m and because there are two different diameters of cable the Council would need two coils of 250m each, Bridon have quoted £129,100 for supply and delivery of two 250m drums of galvanized locked coil rope cable and two of each upper and lower cable anchorage assemblies. This is less than the EU financial threshold for procurement of supplies so advertising for expression of interest through OJEU would not be required.

RESOLVED: That Standing Orders be waived to allow procurement of Silver Jubilee Bridge replacement hanger cable and components from Bridon Structural Systems Ltd.

The Board considered a report of the Strategic Director, Environment which sought authority for Halton Borough Council to become the managing agent for the North West Development Agency Regional Enterprise Programme for Halton.

The Board was advised that in the two years since Enterprising Halton had been launched the programme had dealt with 890 start-up enquiries, assisted 172 new business start-ups which had created an additional 134 jobs over and above the business owners. Fifteen new businesses had also registered for VAT.

RESOLVED: That Authority be given for Halton Borough Council to become the managing agent for the North West Development Agency Business Start Up programme within Halton.

MINUTES ISSUED: 23 June 2009

CALL IN: 1 July 2009

Any matter decided by the Executive Board Sub Committee may be called in no later than 1 July 2009.

Meeting ended at 10.40 a.m.

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CHILDREN AND YOUNG PEOPLE POLICY AND PERFORMANCE BOARD

At a meeting of the Children and Young People Policy and Performance Board on Monday, 1 June 2009 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), Browne, Gilligan, Loftus, J. Lowe, Parker and Stockton

Apologies for Absence: Councillors Drakeley, Higginson and M. Ratcliffe

Absence declared on Council business:

Officers present: L. Butcher, T. Crane, R. Mackenzie, A. McIntyre, N. Moorhouse and M. Simpson

Also in attendance:

ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

Action

Note: Prior to the meeting commencing Board Members received training in Regulation 33 and Climbe visits, conducted by Christine Taylor – Divisional Manager, Children in Care and Nigel Moorhouse – Divisional Manager, Children in Need.

CYP1 MINUTES

The Minutes of the meeting held on 23rd February 2009 were taken as read and signed as a correct record.

RESOLVED: That the minutes be noted.

CYP2 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

CYP3 EXECUTIVE BOARD MINUTES

The Board considered a report which contained the minutes relating to the Children and Young People Portfolio which had been considered by the Executive Board and Executive Board Sub.

The Board noted that the OfSTED results were outstanding and thanked all the officers and schools for the work carried out.

RESOLVED: That the minutes be noted.

CYP4 SSP MINUTES

The Board received the minutes of the Specialist Strategic Partnership held on 2nd April 2009.

RESOLVED: That the minutes be noted.

CYP5 MID TERM REVIEW OF THE COMMUNITY STRATEGY

The Board considered a report of the Strategic Director Corporate and Policy which provided an amended version of the Sustainable Community Strategy Document for comment.

It was advised that local authorities were required to prepare and implement a Sustainable Community Strategy. It was noted that the Council was expected to work with partners through the Local Strategic Partnership to agree priorities and to engage and involve local communities. It was reported that the current Sustainable Community Strategy was adopted in 2006 and contained the long-term vision and objectives with delivery targets for the period 2006 to 2011. It was advised that since it was prepared a number of changes had taken place which made it necessary to conduct a mid-term review of the Sustainable Community Strategy. The Board was informed that this was an update and not a complete revision.

The Board was advised that recent perception surveys and the revised State of the Borough Report 2009 confirmed that the underlying vision and priorities from 2006 remained relevant. Widespread engagement had therefore not been undertaken for this mid-term review. However, in 2010/11 work would commence on a full review and roll forward of the strategy with wide engagement and would link up with work being done on the Local Development Framework Core Strategy.

The main objectives of this mid-term review were outlined in the report for Members' consideration. The draft of the Mid-Term Review had been drawn up following consultation with partners and was considered by the Halton Strategic Partnership Board on 20th May 2009. It was reported that the revised Sustainable Community Strategy

had to be adopted by full Council as per the Local Government Act 2000. Following consultation with the Policy and Performance Boards it was planned to take the final draft to the full Council meeting on 22nd July with a recommendation from Executive Board for final adoption. The draft Mid-Term Review document was included in the report for Members consideration.

Arising from the discussion the Board queried the monitoring procedures for commissioned services in relation to young carers. In response it was noted that a detailed review of all commissioned services had been carried out and services were self evaluated against performance management framework.

RESOLVED: That the draft Mid Term Review of the Sustainable Community Strategy be received.

CYP6 THE RELATIONSHIP BETWEEN THE CHILDREN & YOUNG PEOPLE POLICY AND PERFORMANCE BOARD AND THE DIOCESES OF CHESTER AND LIVERPOOL

The Board received a report of the Strategic Director, Children and Young People which sought recommendation to enable two representatives from the Dioceses of Chester and Liverpool be appointed to the Children and Young People's Policy and Performance Board.

It was reported that the Diocese of Chester and Liverpool were entitled to nominate two representatives to sit on the Children and Young People's Policy and Performance Board – one from the Church of England diocese and one from the Roman Catholic diocese. The Board was informed that at present both positions were vacant, however a name for one of the position had been submitted. It was further noted that views of the Dioceses would be expressed operating as an independent representative.

RESOLVED: That the Executive Board and Full Council be requested to agree the appointment of a Dioceses representative for Chester and Liverpool, as a non-voting co-optee on the Children and Young People Policy and Performance Board for a period of four years, commencing from the date approval was given.

Strategic Director-
Children & Young
People

CYP7 NARROWING THE GAP - CHILDREN AND YOUNG PEOPLE DO WELL WHATEVER THEIR NEEDS AND WHEREVER THEY LIVE

The Board considered a report of the Strategic Director, Children and Young People which outlined the developments regarding the priority for Children's Trust "children and young people do well whatever their needs and wherever they live". (Narrowing the Gap). The report also sought a decision on strategies which would support, monitor, evaluate and challenge developments for how well "children and young people do well whatever their needs and wherever they live".

It was reported that to narrow the gap was defined as closing the distance in outcomes between children who do well and those who do not. This could be, for example, in terms of health and/or education. It was noted that the gap represented a complex mix of factors relating to people and places such as prevailing cultures and subcultures, the ability to access services, economic activity, migration patterns, educational achievement and perceptions around life chances. It was advised that the Council was dealing with areas and people where a complex range of factors presented barriers to accessing the full benefits of a thriving Borough.

It was further noted that this could not be solved simply, but needed to be approached with the tool box containing the widest range of services and measures and with a built in flexibility that allowed some local variation and response to community engagement. To support where the "gap" needed to be narrowed required services that could respond to non-normative conditions, i.e. those found on the wrong side of the gap. It was reported that this was how the Council could avoid simply compensating for the gap.

Outlined in the report were some groups of children that were more likely to fall behind than others and many children that belonged to more than one group and for most the gap was more than the outcome. Some illustrative examples of the groups were children and young people were more vulnerable of falling behind were also outlined in the report for Members' consideration.

The Board was advised that in Halton there had been a considerable amount of success in terms of, for example, education. It was noted that the Council needed to ensure however that all young people were making and having the same opportunity of achieving.

It was advised that the Children's Trust had as one of its key priorities "children and young people do well whatever their needs and wherever they live". In order to

address this area and ensure that there was progress and impact on priority 2, key approaches were being taken which were outlined in the report. It was advised that building on the good practice already existing in the Borough and to develop new ways of approaching this priority, the target was to ensure that “children and young do well whatever their needs and wherever they live”.

In receiving the report Members noted that teenage pregnancy rates and the health agenda among children was an issue in Halton. Tabled at the meeting were key indicators derived from a recent survey, which outlined responses received. In addition the Board requested the series of questions that were asked as part of the survey be forwarded to Members of the Board.

RESOLVED: That the developments and strategies regarding the priority for Children’s Trust “children and young people to well whatever their needs and where ever they live” be noted.

Strategic Director-
Children & Young
People

CYP8 IMPROVING HEALTH OUTCOMES FOR CHILDREN AND YOUNG PEOPLE IN HALTON

The Board considered a report of the Strategic director, Children and Young People which requested Board Members to decide on work programme of 2 or 3 scrutiny topics to be undertaken in the next municipal year under the broad heading of “improving health outcomes for children and young people in Halton”. The report also sought decisions on strategies to develop, monitor, evaluate and report on scrutiny topics and other key health developments specifically for children and young people.

The Board was advised that in February 2009 the Department of Health and the Department of Children, Schools and Families published “Healthy Lives, Brighter Futures: The Strategy for Children and Young People’s Health”. It was noted that the strategy identified parents as the key to achieving the best physical and mental health and well-being outcomes for their children. The strategy set out the principles of the relationship between parents and services and would establish what parents and their children could expect from their services.

It was reported that children and young people were healthier today than they had ever been but it was recognised that to deliver the Government’s ambition of making England the best place for children to grow up by 2020, the Council needed to support families in securing

world-class health and well-being outcomes for their children. Better support in the early years and through childhood and adolescence would lay the foundation for better health and life chances in adulthood.

It was noted that the strategy set out the plans for universal, targeted and specialist support across three life stages – early years and pregnancy; school-age children and young people as well as the additional support for children and young people in need of acute or ongoing health care. Crucially, the strategy identified how the range of services in contact with children and young people could work better together and with families to achieve common aims.

It was reported that using information from the strategy and also bespoke information needs the needs of children and young people in Halton the Children and Young People PPB would decide and develop scrutiny topics based on the common themes and services linked to physical, mental and sexual health. This work would also support the narrowing health inequalities.

The Board was advised that a scoping document would be circulated once the composition of work topics had been completed

RESOLVED: That a finalised scoping document be circulated to Board Members outlining the development topics to be included in the Board's 2009/10 work programme.

Strategic Director-
Children & Young
People

CYP9 4TH QUARTER MONITORING REPORTS

The Board received a report of the Chief Executive which detailed the fourth quarter performance management reports on progress against service plan objectives and performance targets, performance trends/comparisons, factors affecting the services etc. for

- Business Support and Commissioning
- Preventative Services
- Specialist Services
- Universal and Learning Services

In receiving the fourth quarterly monitoring report the following points were noted.

- the outline business case for Building Schools for Future (BSF) was submitted in 22 April 2009;

- the Primary Capital Programme strategy had been revised and re-submitted to the Department for Children, Schools and Families (DCSF), it was now confirmed that this had been approved;
- the My Place bid was confirmed as approved and had been moved forward to be signed off this coming August / September; and
- schools had received a very positive OfSTED report;

Arising from the discussion the Board queried whether there was any problems in relation to young people with mental health problems, having difficulty obtaining beds for treatment during weekends. In response it was noted this would be investigated and a reply would be emailed to Board members.

RESOLVED: That the 4th quarter performance management reports be received.

CYP10 LOCAL AREA AGREEMENT REFRESH & 2008/09 PERFORMANCE REPORT

The Board considered a report of the Strategic Director, Corporate and Policy which outlined the progress made towards meeting Local Area Agreement targets at the end of the first year of the Agreement.

The Board was advised that the revised Local Area Agreement (LAA) was signed off by the Secretary of State in June 2008. The purpose of the LAA was to agree a set of targets for Halton with Government and local partners. It was noted that named partners had a duty to co-operate in striving to achieve those targets. There were 34 indicators in the LAA, together with statutory education and early years targets. The agreement covered the period April 2008 to March 2011.

The Board was advised that the Agreement was refreshed in March 2009. The indicators and targets were reviewed with Government Office and there were a number of gaps and estimates in the original agreement, therefore the principal changes were to fill these gaps using information that had become available between June 2008 and March 2009 such as the results of the Places Survey. A summary of the changes were attached as an appendix to the report for Members' consideration.

It was further advised that the economic downturn would inevitably have an impact on the likelihood of achieving some targets relating to the economy and house

building, and the Government had identified a list of indicators for which targets would be reviewed before the end of March 2010, by which time the impact of the downturn would be clearer.

Outlined in the report for consideration was progress over the first year of the Agreement which covered the indicators that fell within the responsibilities of the Children and Young People's Policy and Performance Board. It was noted that this was based on the targets in the refreshed agreement. Members were advised that in reading the report it should be noted that all the national indicators were built into the quarterly service plan monitoring reports and certain indicators were only reported some time after year end, therefore in those cases no progress report was yet available. There were also some survey based indicators for which no further data would be available until the survey was repeated in 2010.

The Board was advised that LAA reflected the priorities in our community strategy for improving the quality of life in Halton. It was the main mechanism by which Government would performance manage local areas and it was therefore important that Council monitored progress and that members were satisfied that adequate plans were in place to ensure that the improvement targets were achieved.

Arising from the discussion the Board discussed the need to tackle high teenage pregnancy rates in the Borough. It was noted that following a visit from the National Support Team it was reported that the Council was actively doing everything possible to tackle this issue. Members also queried the number of pupils under the age of 16 who had not reached level 1 or 2. It was advised that this information would be forwarded to Board members.

RESOLVED: That the report be noted.

CYP11 ANNUAL REPORT

The Board considered the report of the Strategic Director Children and Young People which outlined the Children and Young People's Policy and Performance Board's Annual Report for 2008/09. The Chairman thanked the Members of the Board for a successful 12 months and noted that in July 2008 Halton received the results of its first Joint Area Review (JAR) of Children's Services and it confirmed significant progress by all partners working together for the children of the Borough. It was noted that

this was great news for both the Council and the Local Strategic Partnership and set out a strong foundation to build upon for further improvements in the future. The full Board met six times during the year and the main initiatives that the Board had worked on during the year were as follows:

- Educational Attainment and Achievement 2008
- Child Health in Halton
- Regulation 33 and Climbié Audits
- Service Plans
- Performance Issues
- Work Programme for 2008/09; and
- Safeguarding

It was also noted that the attainment of children at Key Stages 2 and 4 were outstanding and congratulations were passed on to the students of the Borough that did so well.

RESOLVED: That the Children and Young People Policy and Performance Board Annual Report for 2009 be received.

At the end of the meeting the Chairman commended Lorraine Butcher on the excellent work given to the Council and wished her well in the future. The Chairman also thanked Tony Crane and Nigel Moorhouse on their temporary appointments to Operational Director, Preventative and Specialist Services.

Meeting ended at 8.44 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, 9 June 2009 at Civic Suite, Town Hall, Runcorn

Present: Councillors E. Cargill (Chairman), J. Lowe (Vice-Chairman), Austin, Higginson, Horabin, Lloyd Jones, Philbin, E. Ratcliffe, Swift and Wallace

Apologies for Absence: Councillor Gilligan

Absence declared on Council business:None

Officers present: A. Villiers, A. Williamson, C. Halpin, A. McNamara, L. Smith, R. Mackenzie, E. Bragger, J. Johnson and S. Toner

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

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

	<i>Action</i>
HEA1 MINUTES	
<p>The Minutes of the meeting held on 10th March 2009 were taken as read and signed as a correct record.</p>	
HEA2 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
HEA3 EXECUTIVE BOARD MINUTES	
<p>The Board considered the Minutes of the meetings of the Executive Board and the Executive Board Sub Committee relevant to the Healthy Halton Policy and Performance Board.</p> <p>A member raised a query relating to ES81 and if this would affect the budget process for the next financial year and it was agreed that a written response would be provided.</p>	

RESOLVED: That the minutes be noted and the action outlined above be undertaken.

Strategic Director
- Health and
Community

HEA4 SSP MINUTES

It was confirmed that there were no SSP Minutes to be submitted at present.

HEA5 ANNUAL REPORT APRIL 2009 - MARCH 10

The Board received their Annual Report which covered the period April 2008 to March 2009.

The Chairman thanked Officers and Councillors for their work throughout the year.

RESOLVED: That the Annual Report for 2008/09 be received.

HEA6 HALTON HOSPITAL PROJECT PHASE 4

The Board received a report of the Strategic Director, Health and Community which informed Members of the conclusions reached during phase 4 of the review on Halton Hospital.

It was noted that in November 2007, Halton and St. Helens PCT, North Cheshire Hospitals NHS Trust and Halton Borough Council agreed to deliver a "Strategic Vision and Mission Project" for Halton Hospital.

It was noted that the report reflected on the findings from earlier stages of the project and summarised the key findings of phase 4. Members were advised that the key messages from the initial stages of the project included:

- Uptake and utilisation of existing services was good and had increased over the last 12 months;
- Overall, the current site was under-utilised;
- The financial impact of working time directives, meant that it was not financially viable to provide 24 hour clinical care on the Halton site;
- Any future model would focus on meeting local health needs and providing services that fit with community services and met a medical need for the wider geographical area not met at neighbouring hospitals;

and

- That there was scope for capital redevelopment on the site.

It was noted that the object of phase 4 of the project was to prioritise a number of service areas for potential development on the Halton Hospital Campus. Proposals put forward were for additional services over and above what was already being provided on site, details of which were outlined in the appendix to the report.

Members were advised that using the seven priorities identified in the Halton and St. Helens PCT Commissioning Strategic Plan, views were sought from key stakeholders and members of the public on which additional services would best address local health care needs and whether these services should be developed in the community or on the Halton Hospital Campus site. As a result of this consultation, the additional services identified for potential development on the Halton:

- Healthy lifestyle promotion/interventions;
- Early detection screening for major illness;
- Short stay rehabilitation/re-enablement;
- Maternity (not including delivery); and
- Lifestyle and leisure facilities linked to health improvement rehabilitation and re-enablement.

Members were advised that the size and scope of the additional services had not yet been established. This would be determined during the final phase, through the development and evaluation of detailed business proposals on each of the prioritised areas listed above.

Halton Borough Council would contribute to the development of all business cases and would take a lead on developing a case for services to enhance the site as a Health Improving Hospital. At this stage, the location and size of land available for development remained unclear, as did the availability of health capital/revenue funding. It therefore seemed likely that the initial business proposal would be subject to review following the completion of a detailed feasibility study of the site and the surrounding area.

Members were advised the full report "Halton Health Campus Development – The Case for Change", set out in detail the key health needs in Halton and how the PCT and its partners were addressing those needs. In addition to noting the areas for development on the Halton Hospital

Campus site, it was also worth noting that there was a number of planned service developments for urgent care, as set out in the report.

Members were further advised that the potential financial implications to the Council arising out of the development of additional services on the Halton Hospital campus site would be dependent on the type of facility developed and the extent of any subsidy forthcoming from Health. Any resultant business case would be considered subject to discussion with the Executive Board and Council and considered in the context of the overall Council budgetary position.

The Board was further advised that the report referenced a number of PCT investment and projected benefit gains which had been committed to deliver the seven priorities identified in the Commissioning Strategic Plan and which were set out in the report.

Members requested additional information in relation to the operation of the district nurses service and it was agreed that further information would be sought and circulated to the Board.

The Board expressed concern that the Burns Unit at Whiston was under threat of closure and reiterated the importance of having such a facility nearby due to the type of industries in Halton.

RESOLVED: That the report be noted and the action outlined above be undertaken.

Strategic Director
- Health and
Community

HEA7 SUSTAINABLE COMMUNITY STRATEGY MID TERM REVIEW

The Board received a report of the Strategic Director, Corporate and Policy which provided Members with an amended version of the Sustainable Community Strategy.

Members were advised that Local Authorities were required to prepare and implement a Sustainable Community Strategy. Local Authorities were expected to work with partners through the Local Strategic Partnership to

agree priorities and to engage and involve local communities. The current Sustainable Community Strategy was adopted in 2006. It contained a long-term vision and objectives with delivery targets for the period 2006 – 2011.

It was noted that since the strategy had been prepared, a number of changes had taken place making it necessary to conduct a mid-term review. This was an update, not a complete revision. Recent perceptions surveys and the revised State of the Borough Report (2009) confirmed that the underlying vision and priorities from 2006 remained relevant. Widespread engagement had therefore not been undertaken for this mid-term review. However, in 2010/11 work would commence on a full review and roll forward of the strategy with wide engagement, linking up with work being done on the Local Development Framework Core Strategy.

Members were advised of the main objectives of the mid-term review which were set out in detail the report.

Members were further advised that the attached draft of the mid-term review had been drawn up following consultation with partners and would be considered by the Halton Strategic Partnership Board on 20th May 2009. The revised Sustainable Community Strategy had to be adopted by full Council (Local Government Act 2000) and following consultation with the Policy and Performance Boards, it was planned to take the final draft to full Council meeting on 22nd July 2009 with a recommendation from the Executive Board for final adoption.

Members noted the improvement in GCSE results and increasing population figures for the Borough.

A request was made for a presentation from the Director of Public Health on the intervention work being undertaken to reduce the gap in health inequalities in the Borough.

RESOLVED: That the Sustainable Community Strategy be noted and the Board receive a presentation from the Director of Public Health, as set out above.

Strategic Director
- Health and
Community

HEA8 SURE START TO LATER LIFE EVALUATION REPORT

The Board received a report of the Strategic Director, Health and Community which informed Members of the Sure Start to Later Life Evaluation Report which was appended to the report.

Members were advised that the rationale for the Sure Start to Later Life service had two main strands when it was established in August 2007. Firstly, the service was a response to older people who voiced the need for more information about activities and services to be made accessible to them. Secondly, the project was HBC's first major step on the path to establishing a more strategic approach to early intervention and prevention in older people's services. It was envisaged that if the project proved its worth to older people and partner agencies it would pave the way for a broader robust prevention strategy.

Members were advised that the evaluation of the Sure Start to Later Life service had taken place over the last five months and had been conducted by the National Development Team. Overall, the evaluation was positive and demonstrated that the service was delivering positive outcomes for service users.

The Board noted that a number of key issues from the evaluation were mostly around the further development of partnership work with associated services, agencies and for older people.

It was further recommended that:

- The service's main stream funding was confirmed and the service expanded as the strategic shift from crisis orientated to preventative provision took place;
- Partnerships in Prevention continued and was expanded to include a wider group or organisations involved in preventative work;
- PIP be developed into a formalised preventative partnership with established pathways; and
- SCIP/SS2LL partnership should continue.

Members were advised that the policy framework was set out in the Appendix to the report and identified the importance of access to information and preventative services as a key element within a number of national policy strands.

Members noted the importance of providing

accessible services for the Public and how only having one centre in Halton for the carers service had affected users. It was agreed that this would be investigated further.

RESOLVED: That the report be noted and the action outlined above be undertaken.

Strategic Director
- Health and
Community

HEA9 YOUNGER ADULTS WITH DEMENTIA

The Board received a report of the Strategic Director, Health and Community which put forward the final report of the Work Topic on younger adults with dementia. It described the process that the Work Topic Group took in its investigations, considered key national and local issues for younger adults with dementia, and made a number of strategic recommendations which were contained in the body of the final Report.

Members were advised that dementia was a destructive condition which left a person increasingly disabled. Although there were good measures that could be taken to slow its effects and prolong a good quality of life, there were currently no medical interventions which would cure this condition. The Work Topic heard that, for younger adults (that is, those under the age of 65), there were potentially additional implications and these were set out in detail in the report.

Members were further advised that there were only small numbers of younger adults with dementia – the initial figures suggested between 30 and 35 people, although more work needed to be done on this. There was, however, a considerable amount of social care and health funding attached to these people. It was also clear that there was a planning gap for this group of people, who did not necessarily fall into standard eligibility criteria for services.

It was noted that there were few examples nationally of known good practice against which Halton could benchmark, a number of areas were setting up services but with little effective evaluation. As a result, the Work Topic Group had made a number of recommendations which were less about the specifics of service provision and more about the strategic approach to this problem.

Members were advised that the report addressed and

considered some of the recommendations which arose from the National Dementia Strategy, and made proposals for changes or additions to local strategies so as to fully meet the needs of younger adults with dementia. The Topic also specifically addressed issues about the health of Halton residents. It would be beneficial if the Topic Group recommendations and the local Dementia Strategy, planned for completion in the Autumn 2009, be submitted to the Executive Board at the same time.

The Topic Group thanked sufferers, carers, professionals and volunteers for their help and input into the review.

RESOLVED: That the report and recommendations be considered at a future meeting of the Executive Board.

Strategic Director
- Health and
Community

HEA10 VALUING PEOPLE NOW : A NEW THREE-YEAR STRATEGY FOR PEOPLE WITH LEARNING DISABILITIES

The Board received a report of the Strategic Director, Health and Community which informed Members of Valuing People Now (VPN), the accompanying Delivery Plan and the implications for Halton.

VPN was published in January 2009 and launched through a series of regional events in the following months. It was noted that there was good representation from the Halton Partnership Board at the North West Launch on 9th March 2009 in Bolton.

Members were advised that the VPN, whilst led by the Department of Health was supported by all government departments who had signed up to the strategy. The messages set out in VPN were clear and started from the principle that people with learning disabilities were people first with the right to lead their lives like any others with the same opportunities, responsibilities and to be treated with the same dignity and respect. There was particular reference to people with complex needs, people with Autistic Spectrum Disorder and a recognition of the importance of health in response to the July 2008 report, Health Care for All.

The Board was advised that the Strategy was accompanied with a Delivery Plan which would set out key priorities for the next three years. For 2009/10 the priorities were:

- To raise awareness of VPN across national and local government, private and voluntary sectors, and within wider society;
- To have an effective learning Disability Partnership Board operating in every Local Authority area;
- To secure access to, and improvements in, healthcare, with Strategic Health Authorities and Primary Care Trusts responsible for, and leading, this work;
- To increase the range of housing options for people with learning disabilities and their families, including closure of NHS campuses;
- To ensure that the Personalisation agenda was embedded within all local authority services and developments for people with learning disabilities and their family carers, and was underpinned by person centred planning; and
- To increase employment opportunities for people with learning disabilities.

Members were advised that for Halton there was existing activity in each of these areas, however further work was required particularly on developing the Learning Disability Partnership Board. The Partnership Board would require additional capacity to make it truly effective and to have meaningful representation from people with a learning disability on the Board. It was planned to develop a Shadow Board to address this.

Members were further advised that the Partnership Board would require additional capacity to improve accessibility. The Customer Care Service within the Directorate ensured minutes of the Board were made into an accessible format, however, there was no capacity for any further work on accessibility such as reports and presentations, which came to the Board. A request had been made that a provider was commissioned to translate complex information into formats that were accessible to people with learning difficulties, which would enable them to appreciate, participate and influence development in design of the services in Halton.

It was further noted that health care issues were currently being addressed by the Primary Care Trust and

this was to be welcomed. A sub-group had been chaired by Dave Sweeney from the PCT to cover both Halton and St. Helens. Additional capacity had been agreed and the Health Performance Framework for people with learning disabilities would sit within this group, which would be accountable to the two Partnership Boards.

Members were advised that the development of a Shadow Board and meaningful inclusion of people with learning disabilities required additional resources. This had been costed at £9,000 per annum. The commissioning of a service to improve accessible formats had not yet been costed but was unlikely to be more than £10,000 per annum. Funding had been identified within the pooled budget following the transfer of funding agreement with the Primary Care Trust.

RESOLVED: That the report be noted.

HEA11 QUARTERLY MONITORING REPORTS

The Board considered a report of the Strategic Director, Corporate and Policy regarding the Fourth Quarter Monitoring Report for:

- Older People and Physical and Sensory Impairment Services;
- Adults of a working age; and
- Health and Partnerships.

Members discussed the provision of services for Autism and the work being undertaken in this area. It was suggested that it may be useful to have this as topic for inclusion on next years scrutiny programme.

RESOLVED: That the Fourth Quarter Monitoring Reports be received and Autism be considered as a topic when agreeing next year's Scrutiny Work Programme.

HEA12 LOCAL AREA AGREEMENT REFRESH & 2008/09 PERFORMANCE REPORT

The Board received a report of the Strategic Director, Corporate and Policy which reported on progress towards meeting Local Area Agreement (LAA) targets at the end of the first year of the Agreement.

Members were advised that the revised LAA was

signed off by the Secretary of State in June 2008. The purpose of the LAA was to agree a set of targets for Halton with Government and local partners. Named partners had a duty to co-operate in striving to achieve these targets. There were 34 indicators in the LAA, together with statutory education and early years targets. The agreement covered the period April 2008 to March 2011.

Members were advised that the Agreement was refreshed in March 2009. The indicators and targets were reviewed with Government Office. There were a number of gaps and estimates in the original agreement, and the principle changes were to fill these gaps using information that had become available between June 2008 and March 2009, such as the results of the Places Survey. A summary of the changes was attached as appendix 1. It was not expected that there would be many further changes, except in one area. The economic downturn would inevitably have an impact on the likelihood of achieving some targets relating to the economy and house building, and the Government had identified a list of indicators for which targets would be reviewed before the end of March 2010, by which time the impact of the downturn would be clearer.

Members were further advised that progress over the first year of the Agreement was attached at Appendix 2, covering those indicators which fell within the responsibilities of this particular Policy and Performance Board. This was based on the targets in the refreshed Agreement.

Members were advised to bear in mind that all the national indicators were built into the quarterly service plan monitoring reports and the intention of this report was to pick out the LAA indicators from the different service plans so that it was possible to see a clearer picture of progress overall. Members were also asked to bear in mind that certain indicators were only reported some time after year end so, in those cases, no progress report was yet available. There were also some survey-based indicators for which no further data would be available until the survey was repeated in 2010.

Members discussed a number of issues identified within the LAA, in particular it was noted that encouraging young people into sport was positive. It was further noted that although there was a lot of work happening to reduce alcohol misuse in the Borough that there was little impact on outcomes within the LAA. Members were advised that Halton had committed to taking part in a number of interventions which would enable the Council to look at

methods of maintaining the night time economy while
reducing levels of hazardous drinking in the Borough.

RESOLVED: That the report be noted.

Meeting ended at 8.00 p.m.

SAFER HALTON POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Halton Policy and Performance Board on Tuesday, 16 June 2009 at the Council Chamber, Runcorn Town Hall

Present: Councillors Osborne (Chairman), Stockton (Vice-Chairman), M. Bradshaw, Lloyd Jones, Redhead, Rowan, Shepherd and Thompson

Apologies for Absence: Councillor Edge, Morley and M. Ratcliffe

Absence declared on Council business: None

Officers present: M. Noone, M. Andrews, S. Baxter, H. Cockcroft, D. Cunliffe, A. Jones, R. Mackenzie, Y. Sung, J. Unsworth, A. Villiers and P. Watts

Also in attendance: Councillors Wright and Polhill (in accordance with Standing Order No. 33)

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

	<i>Action</i>
SAF1 MINUTES	
<p>The Minutes of the meeting held on 17 March 2009 were taken as read and signed as a correct record.</p>	
SAF2 PUBLIC QUESTION TIME	
<p>In relation to Minute number SAF 52 from the last SHPPB meeting dated 17 March 2009, the following public question had been submitted by a member of the public.</p> <p><i>“My seven year old daughter was viciously attacked and could have been killed by a dog, while she played in her local park play area. I want to know what measures will the Council take to ensure that our children are safe from dogs, while they play innocently in your parks and play areas”?</i></p> <p>The question was received by the Board and in response it was commented that the Environmental Health Division were hoping to adopt legislation that would apply to the restraint of dogs in certain areas of the Borough. It was noted that a full investigation of the incident and a report would be prepared for the next Safer Halton PPB and the</p>	

Officers would maintain contact with the member of the public concerned throughout the process.

RESOLVED: That the public question be dealt with.

SAF3 A SAFER WAY: CONSULTATION ON MAKING BRITAIN'S ROADS THE SAFEST IN THE WORLD - PRESENTATION

The Board received the above presentation from Lisa Scott, Road Safety Officer.

The presentation introduced the vision, aims, targets and proposed new road safety measures which the Department for Transport believed would help reduce the number of individuals being needlessly killed or seriously injured (KSI) on our roads each year.

The Road Safety Strategy (post 2010) consultation document followed on from the previous 10 year strategy to reduce road traffic casualties;

40% reduction in KSI (Killed Seriously Injured);
50% reduction in CKSI (Children Killed Seriously Injured); and
10% reduction in Slight Casualties.

The presentation covered the following:

- National casualty trends - 38% of fatalities occurred on rural A roads with 62% on all rural roads, nearly 60% of all casualties occurred on urban roads;
- The fatal driver behaviours - In 2007 nationally over 700 deaths involved exceeding speed limits or inappropriate speed; 460 people were estimated to have been killed in a drink drive/drug drive accident; careless or dangerous driving contributed to at least 400 road deaths;
- The type and ages of road users;
- Progress made in Halton: the all age KSI trend, Halton CKSI trend and Halton slight injuries trend;
- That the new road safety strategy would contribute to making Britain's roads the safest in the world;
- The future national focus – reducing the number of road deaths, protecting children and young people, particularly in deprived areas, safety on rural roads and pedestrian and cyclist casualties in our towns and cities, particularly in deprived areas;
- The future focus – protecting motorcyclists, who represented 20% of road fatalities but just 1% of traffic; illegal and inappropriate speed; poor road user

behaviour amongst a minority, where drink driving and failure to wear a seatbelt remained a problem; bringing all areas up to the standard of the best;

- The aims of the new strategy – to create a system in which errors on the road did not lead to death or serious injury; focus on those roads, people and behaviours most associated with road deaths; to support responsible road use and tackle irresponsible behaviour; and
- The approach – that the existing legal and regulatory framework established in the previous road safety strategy was broadly fit for purpose; the post 2010 strategy would focus more on delivery; all aimed at bringing the standards of the less safe areas, roads and vehicles up to those of the best;
- What could we achieve – there were four new targets for 2008:
 - (1) To reduce road deaths by at least 33% compared to the baseline (2004-2008);
 - (2) To reduce the annual total of serious injuries by at least 33% compared to the baseline;
 - (3) To reduce the annual total of road deaths and serious injuries to children and young people (aged 0-17) by at least 50% compared to the baseline;
 - (4) To reduce by at least 50% the rate of KSI per km travelled by pedestrians and cyclists, compared with the baseline;
- Details of proposed new measures with regards to delivery, rural roads, 20mph limits and zones and safer vehicles.

The consultation document was distributed to Members who were invited to make comments. It was requested that these be forwarded to M Noone as soon as possible as the deadline for submission of the document was 10 July 2009.

RESOLVED: That

- (1) the presentation and comments made be noted; and
- (2) the proposal for the Strategic Director, Environment in consultation with the Executive Board Member for Planning, Transportation, Regeneration and Renewal to submit any comments to the Department of Transport by

Strategic Director
- Environment

SAF4 the deadline of 14th July 2009 be endorsed.
4TH QUARTER MONITORING REPORTS

The Board received a report from the Chief Executive on the Performance Management Reports for Q4 Year end 2008/09.

Members were requested to consider and raise any questions or points of clarification in respect of the 4th quarter performance management reports on progress against service plan objectives and performance targets, performance trends/comparisons, factors affecting the services etc, for those aspects of the following services that are within the remit of the PPB:

Health and Partnerships;
Highways and Transportation;
Environmental and Regulatory Services; and
Culture and Leisure.

The following comments were noted after the presentation of the report:

- Queries were raised regarding the condition of some road markings and the way road marking work was prioritised. With regards to budget constraints for road markings and traffic calming requests, Members suggested that additional monies should be requested at next year's budget in order to address the needs of the communities;
- CL 5 – clarification was made with regards to the number of people offered Hep C screening. All 74 injectors were offered the screening, however only 14 had accepted;
- NI 40 – The service providers contracts had been extended by 1 year and the standard of service had dipped, resulting in the target not being met.

RESOLVED: That the Policy and Performance Board receive the 4th quarter performance management reports.

SAF5 SSP MINUTES

The minutes from the last Safer Halton Partnership (SHP) meeting held on Tuesday 24 February 2009 and the special SHP Meeting held on 12 March 2009 were presented to the Board for information.

Following comments made from the minutes, the following was noted:

- The Chief Executive was driving the proposed project of labelling alcohol bottles with retailers' names, so that they could be traced back to them. This would be reported back to the Board in due course; and
- Confirmation of the appointment of the Alcohol Enforcement Officer and the name of the appointee would be circulated by the relevant officer to PPB Members.

Strategic Director
- Health and
Community

RESOLVED: That the minutes be noted.

SAF6 HARRIS STREET PETITION

The Board received a report advising Members of the receipt of a petition containing 24 signatures, requesting the installation of alley gates adjacent to 22 Harris Street and to the rear of 29 St Ambrose Road. The report also advised of the proposed course of action.

A copy of the petition was appended to the report which outlined the reasons for the request as follows:

- Gangs of youths were using Harris Street as a short cut from St Ambrose Road to Halton View Road;
- Vandalism to property;
- Bottles, cans, beer glasses, chip papers, carrier bags all left on the road in the street;
- Car windscreens smashed, vehicles broken into and wing mirrors smashed off cars (all had Police involvement);
- Foul language;
- Spitting on cars, front door, and foot paths; and
- The path was seldom used, and never at night since a girl was attacked there.

The Board heard a representation from Cllr Polhill on behalf of the Harris Street residents. He felt compelled to attend the meeting as he felt that the recommendation (paragraph 3.6) was inadequate in this instance. He explained the four year history of the situation and appealed to the Board to support the petition.

In response it was noted that the installation of alleygates in other areas had in the past resolved much of the anti social behaviour mentioned above and therefore, it was suggested by Members that the Board support this

petition. The Members agreed to support the petition.

Members considered that the present arrangements for investigating complaints and assembling evidence, eg, to support the installation of alley gates, was often too long and bureaucratic, eroding the support of the public and confidence in 'the Authorities'. Beyond the immediate subject of the present petition the meeting proposed that the whole system should be reviewed and more streamlined and responsive methodology should be introduced. Clear, simple guidance should be produced to help those needing to gather evidence to support measures such as alley gates needed to reduce anti-social behaviour and, within the constraints of relevant legal requirements, more weight should be given to the views of ward councillors who knew their local areas and the history and seriousness of situations such controls were intended to tackle.

Officers advised that some work on this was already in hand and that a guidance note should be forthcoming by mid July.

RESOLVED: That

- (1) The Board endorse the petition;
- (2) The Board requests that a review of the evidence requirements and methodology, and the whole system for making a case for the installation of alley gates be expedited and that this should give more weight to the input of ward Members who know the history and impact of the anti-social behaviour such measures aim to tackle; and
- (3) The Board requests that a clear and simple guidance note for Councillors and members of the public involved in gathering evidence to support such applications be produced (by mid July).

Strategic Director
- Environment

SAF7 WORKING PARTY MINUTES

The Minutes from the Waste Management Working Party Meeting were attached for information.

It was confirmed that the pilot scheme to deliver multi-material recycling collections to properties that cannot have blue bins would be introduced in August and that the scheme would be extended to 2010.

The MAPS Topic Group minutes were tabled at the meeting. Members were invited to direct any questions to Howard Cockcroft.

RESOLVED: That the Minutes be noted.

SAF8 PAVEMENT CONDITIONS REPORT

The Board received a report in relation to the condition of footways in Halton in response to a recent press release from the Chartered Society of Physiotherapists (CSP), which highlighted the condition of footways nationally to publicise problems that broken pavements pose to older and infirm people.

The press release from CSP alleged that Halton's pavements were the 'worst in the Northwest' and that 50% of our pavements were in need of repair. Their press release used data from best value performance indicator (BVPI) 187. This indicator, which measures the condition of walking routes, had its limitations in that it reports only on a small percentage of the footway network, where structural maintenance should be considered. These were the higher use, category 1 and 2 footways, ie, those usually associated with main distributor, classified roads and town centres, totalling around 46 km in length and forming less than 5% of the footway network in Halton. It did not generally include footways in residential areas or along unclassified roads. Although the indicator had been dropped from the new National Indicator set, it was acknowledged that the condition of footways was a very valuable indicator, not only in terms of accessibility and safety, but also in the contribution that well maintained footways make to the appearance of local neighbourhoods, and also of the level of public satisfaction with the Borough's highways service provision. It was proposed therefore, to develop a new local indicator that would measure the condition of all footways and which would be used as the basis for reporting performance for future service monitoring.

The report continued to cover details on the factors affecting the survey, footway safety inspections and repairs, footway survey and reconstruction programme, local performance indicators and footway reconstruction budgets.

Following discussions on the report the following was noted:

- That the Council was responsible for all adopted

footpaths within the Borough;

- Footpaths that are located on HHT land are subject to the "Gulicksen ruling" and discussions were ongoing with HHT regarding inspection and repair;
- Highway safety inspections and safety checks were carried out four times per year on all footways and footpaths within the Borough;
- Members suggested that the Council make the public aware of the yearly safety inspections via 'Inside Halton'.

RESOLVED: That the decision of Executive Board on 19 March 2009, to prioritise footway reconstruction within the Highways Capital Maintenance block budget allocation, doubling the area of footways to be reconstructed for the next two years, be endorsed.

Strategic Director
- Environment

SAF9 UPDATE ON ENFORCEMENT OF THE SMOKE FREE PROVISION OF THE HEALTH ACT 2006

The Board received a report updating them on the enforcement of the smoke free provisions of the Health Act 2006, in response to a request made by Members at the January meeting of the PPB for an update on the enforcement of the smoking ban.

The report stated that the Government provided funding to the Environmental and Regulatory Services of Halton Borough Council of £11,951 in 2006/07 and £58,338 in 2007/08 to ensure compliance. A smoke free legislation Action Plan was produced in association with the PCT and a major publicity campaign was launched in November 2006. In June 2007 two smoke free enforcement officers were appointed. The smoke free enforcement officers commenced visits immediately, to all premises considered to be high risk according to guidance produced by Government, the Department of Health and LACORS. By 1 July 2007, as a result of the comprehensive campaign programme and schedule of visits, there was reasonable knowledge of the legislation throughout the Borough. Discussions at breakfast meetings and at licensing forums showed that businesses supported firm and consistent enforcement to ensure that a level playing field was available to all businesses. Enforcement intelligence and strategy was also shared with out neighbouring Merseyside and Cheshire authorities to this end.

The report went on to explain the enforcement of the Smoke Free Provisions of the Health Act through Fixed Penalty Notices and reasons for prosecution. It further

explained the visits made to premises since the Act was introduced and gave the statistics relating to FPNs issued to date.

It was noted that both enforcement officers had since moved on. However it was hoped that further funding would become available to recruit another Officer in September 2009. Also it had been reported that in recent months there had been a spate of complaints about premises allowing smoking and that the loss of the enforcement officers could have contributed to this.

Further to discussions resulting from the report the following was noted:

- Members commented that they thought the main problem areas in Halton were taxi drivers, bus drivers and smoking in car parks;
- It was confirmed that smoking in Halton Lea car parks was not allowed as this was considered an enclosed space;
- That litter enforcement officers could be used as smoking enforcement officers as well;
- Members supported the Smoke Free Halton Programme;
- Funding was now being finalised for an enforcement officer in Halton by the PCT under the Smoke Free Halton Programme; and
- Members observed that reports were still coming to the PPB merely 'to note' and requested an amendment to the recommendation that would at least include "that the report be commented upon" and that any future reports should include more substantial and expressive recommendations.

RESOLVED: That

- (1) The requested report be noted; and
- (2) Members endorsed the proposal that other suitable officers, e.g litter enforcement be trained so they could integrate smoking enforcement duties into their roles.

Strategic Director
- Environment

SAF10 MID TERM REVIEW OF THE SUSTAINABLE COMMUNITY STRATEGY

The Board received a report from the Strategic Director Corporate and Policy on the Mid -Term Review of the Sustainable Community Strategy which provided the

Board with an amended version of the Sustainable Community Strategy for comment.

The report advised that Local Authorities are required to prepare and implement a Sustainable Community Strategy and were expected to work with partners through the Local Strategic Partnership to agree priorities and to engage and involve local communities. It was explained that the current Sustainable Community Strategy was adopted in 2006 with a long term vision and objectives with delivery targets for the period 2006-2011. Since it was prepared, a number of changes had taken place making it necessary to conduct a mid-term review of the Sustainable Community Strategy. This was an update, not a complete revision. Recent perception surveys and the revised State of the Borough Report (2009) confirmed that the underlying vision and priorities from 2006 remained relevant. Widespread engagement had therefore not been undertaken for this mid-term review. However, in 2010/11 work would commence on a full review and roll forward of the strategy with wide engagement, linking up with work being done on the Local Development Framework Core Strategy.

The report explained that the main objectives of the mid-term review were to explain what the vision statement means – what would Halton be like in 2025 if we were successful, to review the indicators and targets for each priority, to incorporate the Housing and Homelessness Strategy and to ensure that appropriate cross cutting targets were agreed, covering social inclusion, cohesion, equalities and closing the gap.

The draft review was drawn up in consultation with partners and was considered by the Halton Strategic Partnership Board on 20 May 2009. Following consultation with the Policy and Performance Boards, it was planned to take the final draft to the full Council meeting on 22 July 2009, with a recommendation from Executive Board for final adoption.

One Member queried the Windmill Hill statistics and it was agreed that this would be dealt with by the relevant officer outside the meeting.

RESOLVED: That

(1) The report be noted; and

(2) That the Policy and Performance Board had no additional observations or comments to be

reported to Executive Board.

SAF11 STANDING ORDER 51

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

RESOLVED: That Standing Order 51 be waived for 15 minutes.

SAF12 LAA PROGRESS REPORT 2008 - 2009

The Board received a report from the Strategic Director, Corporate and Policy advising on the progress towards meeting Local Area Agreement (LAA) targets at the end of the first year of the Agreement.

It was noted that the revised LAA was signed off by the Secretary of State in June 2008 and covers the period April 2008 to March 2011. The Agreement was 'refreshed' in March 2009. The indicators and targets were reviewed with Government Office. There were a number of gaps and estimates in the original agreement and the principle changes were to fill these gaps using information that had become available between June 2008 and March 2009. It was not expected that there would be many further changes, except in one respect. The economic downturn would inevitably have an impact on the likelihood of achieving some targets relating to the economy and house building, and Government had identified a list of indicators for which targets would be reviewed before the end of March 2010, by which time the impact of the downturn would be clearer.

Appended to the report were the 'Changes to Halton's LAA Outcomes Framework – March 09' and 'LAA Outcome Measures – Progress as at March 2009' reports.

Members were asked to bear in mind that all the national indicators were built into the quarterly service plan monitoring reports. The intention of this report was to pick out the LAA indicators from the different service plans so that it was possible to see a clearer picture of progress overall. Also, certain indicators were only reported some time after year end, so in those cases no progress report was available yet. There were also some survey based indicators for which no further data would be available until the survey was repeated in 2010.

The LAA reflected the priorities in our community

strategy for improving the quality of life in Halton. It was the main mechanism by which Government would performance manage local areas. It was therefore important that we monitor progress, and that members were satisfied that adequate plans were in place to ensure that the improvement targets were achieved.

It was commented that the development of young people's perception of the Borough was important and that NI 199 should be added to the Safer Halton local indicators at the review.

RESOLVED: That

(1) The report be noted; and

(2) NI 199 be added to the Sustainable Community Strategy local indicators.

SAF13 ANNUAL REPORT

The Board received the Annual Report from the Chairman and Strategic Director Health and Community and were asked to comment in respect of the same and make any changes it considered appropriate.

Members agreed that the report should be approved.

RESOLVED: That the report be approved.

Meeting ended at 9.15 p.m.

URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Urban Renewal Policy and Performance Board held on Wednesday, 17 June 2009 at Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor Morley and Leadbetter

Absence declared on Council business: None

Officers present: G. Collins, D. Cunliffe, M. Noone, R. Mackenzie, P. McWade, T. Upton, M. Simpson, A. Villiers and S. Williams

Also in attendance: Inspector Tony Hayes - Cheshire Police, Cllr Polhill in accordance with Standing Order 33 and Cllr S.Blackmore.

ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

Action

At the beginning of the meeting the Board noted their best wishes to Cllr Morley during his recovery and wished him well.

URB1 MINUTES

The Minutes of the meeting held on 18th March 2009 having been printed and circulated were agreed and signed as a correct record.

URB2 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

URB3 EXECUTIVE BOARD MINUTES

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

In receiving the minutes the Board discussed the de-linking proposals and the sustainable transport strategy for the Mersey Gateway.

RESOLVED: That the Minutes be received.

URB4 SSP MINUTES

The Board received the Minutes of the Specialist Strategic Partnership held on 18th November 2008.

RESOLVED: That the Minutes be noted.

(Councillor Rowe declared a personal interest in the following item due to being a private landlord in receipt of deposit scheme funds)

(NB Councillor Hignett declared a personal and prejudicial interest in the following two items due to being employed by CIC and left the room during its consideration)

(Councillor Nolan in the Chair)

URB5 HOMELESSNESS STRATEGY CONSULTATION EXERCISE

The Board received a report of the Strategic Director, Health and Community which provided the draft Homeless Strategy for the Borough in addition to the findings of the consultation exercise taken with stakeholders and service users.

Members were advised that the Homelessness Act 2002 required each local authority to review the extent and nature of homelessness in their area and to produce a strategy and action plan to prevent and tackle the problem. Halton's first strategy was first published in 2003 creating a 5 year programme of measures to develop and improve services for households who become homeless and to prevent homelessness.

Appended to the report were the Executive Summary – Strategic Review and Recommendations and the draft Homeless strategy for consideration. Members were informed of the consultation process and that the responses received were mainly positive.

It was reported that the next stage was to revise the draft document collating feedback received. It was reported that the existing three documents would be merged and simplified into two documents being The Homelessness Review and the Homelessness Strategy which would include an executive summary of the review.

The Board queried whether the consultation had taken into account the economic climate. In response, it was noted that the Council was in the process of producing recession action plans and key stakeholders would be involved in the planning process.

The Board discussed the choice based lettings (CBL) system in relation to whether the system was effective. It was advised that CBL schemes were currently being explored with the opportunity to introduce banding.

RESOLVED: That

- 1) the results of the consultation be noted; and
- 2) a final document be prepared for adoption by a future Executive Board which incorporates comments from the Urban Renewal PPB and the consultation exercise.

Strategic Director
- Health and
Community

URB6 MID TERM REVIEW OF SUSTAINABLE COMMUNITY STRATEGY

The Board considered a report of the Strategic Director, Corporate and Policy which provided an amended version of the Sustainable Community Strategy document for comment.

It was advised that Local Authorities were required to prepare and implement a Sustainable Community Strategy. It was noted that the Council was expected to work with partners through the Local Strategic Partnership to agree priorities and to engage and involve local communities. It was reported that the current Sustainable Community Strategy was adopted in 2006 and contained the long-term vision and objectives with delivery targets for the period 2006-2011.

Members were advised that since it was prepared, a number of changes had taken place which made it necessary to conduct a mid-term review of the Sustainable

Community Strategy. The Board was informed that this was an update and not a complete revision.

The Board was advised that recent perception surveys and the revised State of the Borough Report (2009) confirmed that the underlying vision and priorities from 2006 remained relevant. Widespread engagement had not, therefore been undertaken for this mid-term review. However, in 2010/11 work would commence on a full review and roll forward of the strategy with wide engagement and would link up with work being done on the Local Development Framework Core Strategy.

The main objectives of this mid term review were outlined in the report for Members' consideration. The draft of the mid term review had been drawn up following consultation with partners and was considered by the Halton Strategic Partnership Board on 20th May 2009. It was reported that the revised Sustainable Community Strategy had to be adopted by full Council as per the Local Government Act 2000. Following consultation with the Policy and Performance Board it was planned to take the final draft to the Full Council meeting on 22nd July with a recommendation from Executive Board for final adoption. The draft mid term review document was included in the report for Members' consideration.

RESOLVED: That the draft mid term review of the Sustainable Community Strategy be received.

(NB Councillor Hignett in the Chair)

URB7 QUARTERLY MONITORING REPORTS

The Board received a report of the Chief Executive which detailed the 4th quarter performance management reports on progress against service plan objectives and performance targets, performance trends/comparisons and factors affecting the services for –

- Highways, Transportation and Logistics;
- Environment and Regulatory Services;
- Health and Partnerships;
- Culture and Leisure;
- Economic Regeneration; and
- Major Projects

In receiving the 4th quarterly monitoring reports the following points were noted:

- In relation to HT6 it was noted that due to the economic climate it had been difficult obtaining fleet vehicles;
- In relation to NI 177 it was reported that for Quarter 4 the figure should have read 6230,177 rather than 5,599,000

RESOLVED: That the 4th quarter performance management reports be received.

URB8 ANNUAL REPORT

The Board considered a copy of the Annual Report for the Urban Renewal Policy and Performance Board 2008/09. The full Board met five times during the year and the main initiatives that the Board had worked on during the year were as follows:

- Workforce and Skills for the Logistics Industry;
- The Future of Town Centres Management (continuation of);
- Implications of de-linking the Silver Jubilee Bridge; and
- Housing Strategy (continuation of) .

The Board was advised that should they have any further comments to add to the Annual Report Members were to inform the lead officer.

The Chairman thanked all the Councillors and Officers for their support during the year.

RESOLVED: That the Annual Report be received for the purpose of its adoption at a forthcoming meeting of Full Council.

URB9 LOCAL AREA AGREEMENT REFRESH & 2008/09 PERFORMANCE REPORT

The Board considered a report of the Strategic Director, Corporate and Policy which outlined the progress made towards meeting Local Area Agreement targets at the end of the first year of the Agreement.

The Board was advised that the revised Local Area Agreement (LAA) was signed off by the Secretary of State in June 2008. The purpose of the LAA was to agree a set of targets for Halton with Government and local partners. It

was noted that named partners had a duty to co-operate in striving to achieve those targets. There were 32 indicators in the LAA, together with statutory education and early years targets. The Agreement covered the period April 2008 to March 2011.

The Board was advised that the Agreement was refreshed in March 2009. The indicators and targets were reviewed with Government Office and there were a number of gaps and estimates in the original Agreement, therefore the principal changes were to fill these gaps using information that had become available between June 2008 and March 2009 such as the results of the Places Survey. A summary of the changes were attached as an appendix to the report for Members' consideration.

Members were further advised that the economic downturn would inevitably have an impact on the likelihood of achieving some targets relating to the economy and housebuilding, and the government had identified a list of indicators for which targets would be reviewed before the end of March 2010, by which time the impact of the downturn would be clearer.

Outlined in the report for consideration was progress over the first year of the agreement which covered the indicators that fell within the responsibilities of the Urban Renewal Policy and Performance Board. It was noted that this was based on the targets in the refreshed agreement and Members were advised that in reading the report it should be noted that all the national indicators were built into the quarterly service plan monitoring reports and certain indicators were only reported some time after year end. Therefore, in those cases no progress report was yet available. There were also some survey based indicators for which no further data would be available until the survey was repeated in 2010.

The Board was advised that LAA reflected the priorities in our community strategy for improving the quality of life in Halton. It was the main mechanism by which government would performance manage local areas and it was therefore important that the Council monitored progress and that Members were satisfied that adequate plans were in place to ensure that the improvement targets were achieved.

RESOLVED: That the report be noted.

URB10 FOOTWAY CONDITION & STRUCTURAL MAINTENANCE PROGRAMME

The Board received a report of the Strategic Director, Environment which provided information on the condition of the footways in Halton in response to a recent press release from the Chartered Society of Physiotherapists (CSP), which highlighted the condition of the footways, nationally, to publicise problems that broken pavements posed to older and infirm people.

The Board was advised the press release from SCP alleged that Halton's pavements were the worst in the North West and that 50% of our pavements were in need of repair. Their press release used data from Best Value Performance Indicator (BVPI) 187. It was advised that this indicator which measured the condition of walking routes, had its limitations in that it reported on only a small percentage of the footway network, where structural maintenance should be considered.

It was noted that the indicator did not generally include footways in residential areas or along unclassified roads. Although the indicator had been dropped from the new National Indicator set, it was acknowledged that the conditions of footways was a very valuable indicator, not only in terms of accessibility and safety, but also in the contribution that well-maintained footways made to the appearance of local neighbourhoods and also of the level of public satisfaction within the Borough's highways service provision.

Members were further advised that the proposals to develop a new local indicator that would measure the condition of all footways which could be used as the basis for future service monitoring.

The report also outlined factors affecting the BVPI surveys, Footway Safety Inspections and Repairs, Footway Survey and Reconstruction Programme, Local Performance Indicators and Footway Reconstruction Budget.

The Board discussed the condition of various footpaths in the Borough which were not owned by the Council. In response, Members were requested to notify the Highways Section of which footpaths were in poor condition and these could be examined.

Members suggested that the highway adoption register be added to Plan Web in order for Members to

clarify which footpaths needed attention.

The Board queried whether the highway adoption records could be available on line as a layer to Plan Web. In response it was noted that this would be investigated with ICT Services.

RESOLVED: That

- 1) the decision of Executive Board on 19th March 2009, to prioritise footway reconstruction within the Highways Capital Maintenance block budget allocation, doubling the area of footways to be reconstructed for the next two years, be endorsed; and
- 2) the suggestion of adding the highway adoption as a layer to Plan Web be explored.

URB11 HIGHWAY IMPROVEMENT SCHEME A5080 LUNTS HEATH ROAD/B5419 WILMERE LANE JUNCTION

The Board received a report of the Strategic Director, Environment, which outlined the progress made in the development of a proposed highway improvement scheme at the junction of Lunts Heath Road and Wilmere Lane junction, Widnes, as requested by the Farnworth Ward Councillors.

It was advised that the origins of the need to consider a highway improvement scheme dated back to 2005 when Birchwood, Farnworth and Halton View Area Forum requested investigation of a scheme to close the existing left-turn slip road from Lunts Heath Road to Wilmere Lane. A number of layout options were considered by the Area Forum, however, due to various site and safety constraints, it had not been possible to propose a solution that could be implemented from the Area Forum's limited budget allocation.

It was further advised that at the Forum's January 2008 meeting, concerns were raised about increased traffic flows which resulted in congestion and unsafe traffic manoeuvres at the junction. During this meeting the Highways Division was asked to investigate these problems. The Board was advised that it was recognised that the cost of a scheme to resolve capacity and safety issues at the junction would be beyond the scope of the Area Forum budget and that if a scheme were to proceed funding would be required from other capital budgets. At the end of

October 2008 Area Forum Members requested that a report be prepared for the Urban Renewal PPB to consider a highway improvement scheme to address the problems at the junction.

The progress made to date was outlined in the report for Members' consideration in addition to the various issues surrounding such a scheme.

The Board was advised that, due to the current programme of schemes, there were no proposals to carry out any further work at this present time. However, options for funding for the design and an implementation of a scheme were currently being explored. It was further advised that additional preliminary design work and traffic re-modelling was required.

Members stressed that safety to vehicles and efficiency were the main aspects in considering proposed highway improvement schemes and suggested that ongoing dialogue take place between Members and the Highways and Transportation Department. It was also suggested that within the next year's Capital Programme for LTP, funding be allocated into this in order to facilitate proposed highways improvement schemes at the junction.

RESOLVED: That

- (1) the progress made in the development of a scheme to improve the junction of Lunts Heath Road and Wilmere Lane be noted;
- (2) options for funding for design and implementation of a scheme are further explored; and
- (3) consideration be given to include funding for junction improvements be included in the Capital Programme for Local Transport Plan for the 2010/11.

URB12 NOMINATION OF MEMBERS TO THE HALTON PUBLIC TRANSPORT ADVISORY PANEL

The Board considered a report of the Strategic Director, Environment which requested Members agree nominations of Members to sit on the Public Transport Advisory Panel for the 2009/10 Municipal Year.

RESOLVED: That

- 1) the nomination for Halton Public Transport Advisory Panel for 2008/09 be as follows:

Councillor Hignett (Chair)
Councillor Morley (Vice Chair)
Councillor Polhill
Councillor Hodgkinson

- 2) the key issues discussed by the Panel during the Municipal Year 2008/9 as set out in Appendix 1 of the report be noted.

URB13 RIGHTS OF WAY IMPROVEMENT PLAN

The Board considered a report of the Strategic Director, Environment which sought the views of the Board on Halton Borough Council's first draft Rights of Way Improvement Plan, to enable any comments to be incorporated into the document prior to the Plan being presented to the Executive Board for approval.

It was reported that Section 60 of the Countryside and Rights of Way Act 2000 introduced a requirement that all highway authorities in England and Wales prepared a Rights of Way Improvement Plan (ROWIP).

Members were advised that Rights of Way Improvement Plans were not about rights of way in isolation, they were intended to deliver an integrated network of routes in and between town and country. The Rights of Way Improvement Plan must assess:

- The extent to which the local rights of way network met the present and likely future needs of the public;
- The opportunities provided by local rights of way for exercise and other forms of outdoor recreation and enjoyment of the Authority's area; and
- The accessibility of local rights of way to blind and partially sighted people and others with mobility problems.

It was further noted that the Plan must also contain "Statement of Actions" that the highway authority intended to carry out in order to improve its network, with particular regard to issues identified within the assessment. The Department for Environment, Food and Rural Affairs (DEFRA) had issued guidance to local authorities on how it should approach the preparation of its Plan, which had been

followed in the preparation of this Plan.

A copy of Halton's draft Rights of Way Improvement Plan Summary document was outlined in Appendix 1 for consideration. This draft was currently out to consultation with a wide range of users and stakeholders to enable their views to be taken into consideration prior to the Plan being put to the Executive Board in July 2009.

The Board was requested to forward any comments to the Operational Director – Highways, Transportation and Logistics prior to the Executive Sub Board scheduled for July.

RESOLVED: That the Board forward the draft Rights of Way Improvement Plan to the Executive Board for consideration.

URB14 WINTER MAINTENANCE PROGRAMME

The Board considered a report of the Strategic Director, Environment which reviewed the measures put in place to deliver the duty to treat highways for snow and ice and, in particular, the delivery of the service in the 2008/2009 gritting season.

The Board was advised that Halton undertake a Winter service that made use of the latest technology and development and was effective in treating the network for snow and ice. The operational aspects of the service were set out in Halton's Winter Maintenance Plan and fully met legislative demands and also the requirements and obligations of the Code of Practice for Highway Maintenance Management.

It was reported that as part of a programme of improvement to service delivery a number of developments and innovations had been introduced since Local Government re-organisation passed the responsibility for the operation to Halton. These included improvements to Winter Service fleet, route optimisation and GPS control which had formed part of a gradual development that had been undertaken within the existing budget resource. Details of the Winter Service delivery were appended to the report for Members' consideration.

It was noted that the plans were reviewed annually and were revised to take into account networks. These plans had been evolved and developed over many years and main

gritting routes that were scheduled were predominantly centred upon Runcorn Expressways, Runcorn area, Widnes area and the Busway and Widnes Eastern Bypass.

Members were further advised that plans had been successful in keeping all the main vehicular routes through the Borough open at all times. Detailed in the report was a graph which illustrated the number of grits undertaken this season compared with previous years which detailed a significant increase. In response to weather conditions from October 2008, gritting was carried out on Halton's highway network on 65 occasions spreading over 2,000 tonnes of salt which was more than double than that expected during the Winter season.

The Board was also informed of the national salt stock shortages during the most severe part of the gritting season in 2008/9 and it was noted that Halton was fortunate in that stocks were kept to optimum levels and Halton was able to provide assistance to several neighbouring authorities on several occasions.

It was further reported that resulting from the sharp increase in ice-related slipping injuries, the PCT had contributed £25,000 per annum over the next 5 years to extend gritting operations, targeted at pedestrian routes around schools and shopping areas. The Board raised concerns in relation to grit being made available immediately outside schools.

RESOLVED: That

- (1) the report be received; and
- (2) the option of providing grit along immediate school routes be explored

URB15 REVIEW OF WARRINGTON ROAD TRANSIT SITE

The Board received a report of the Strategic Director, Health and Community which reviewed the income against costs of the Warrington Road Transit Site.

It was reported that in order to consider the effectiveness of the facility and its financial impact in the widest sense, the information be brought to the PPB for scrutiny.

The report detailed the following:

- weekly occupancy levels since the site opened in February 2009, which overall had averaged 56% of capacity, however this figure was rising due to increased occupancy in recent weeks;
- the draft budget used for estimating purposes when determining the necessary pitch charge. It was noted that the second column was an attempt to forecast the full year budget based on known costs, estimates and income to date. However, the figures must still be considered with some caution due to bills not having been received yet for utility costs. Therefore, true operating costs would not be known until the facility had operated for a year or more.

Furthermore the Board was advised that estimated pitch fee income had been revised downwards on the basis that 90% occupancy was unlikely to be achieved in the first year. This was due to reduced traveller migration and word not spreading to the traveller community of the site's existence. The estimated occupancy rate was now 60%. This revised budget estimate increased the forecast annual deficit from £619 to £9,479. It was reported that in establishing the true financial impact of the facility on Council budgets, regard should also be taken of the previous cost to the Council of managing unlawful encampments.

Detailed in the report were the combined results from the relevant sections in each directorate which incurred a cost in dealing with unlawful encampments during 2005/6 and 2006/7. This figure totalled £128,856 per year and excluded the substantial Police costs involved.

Inspector Tony Hayes addressed the Committee and reported that since the transit site had been established, there had only been two illegal encampments one of which moved to the transit site and the second group were moved from the Borough when they declined to move to the transit site following a Police direction under Section 62 of the CJPOA Act 1994. It was reported that whilst the transit site was unlikely to achieve a balanced budget this year due to early losses when the site first opened there was, nevertheless, significant saving in costs when compared to expenditure incurred in previous years in relation to illegal encampments.

The Board considered four options for reducing the funding deficit as follows:

1. to raise the pitch charge to a level that covers the shortfall;
2. that a proportion of the site be given over to permanent occupation;
3. to actively publicise the site amongst the wider Traveller community to ensure the site is as full as possible at all times; and
4. to retain current charge levels and further review costs after a full financial year of operation

Having considered all the information and options the Board;

RESOLVED: That

having reviewed performance of the Gypsy and Travellers' Transit Site operating in Runcorn it was found that since opening, the Site had not been cost efficient in terms of its operating costs (rental revenue vs expenditure) with evidence that operational financial losses have occurred on almost every week the Site has been in operation. The Urban Renewal PPB therefore made the following **recommendations** to Executive Board Sub.

(1) the site should be operated on a stand-alone financial basis namely ensuring that the site annual rental income covers the site's annual operating expenditure with all opportunities to maximise income being adopted namely; the rental criteria should be levied (with the exception of the Site Manager) against all caravans, mobile homes that occupy the site and not merely some caravans and mobile homes. All other forms of determining who should or should not be charged for a pitch should cease;

(2) caravan pitch charges should be reviewed and increased to ensure that the objective of item 1 above could be realised. In determining income levels, charges should be set to reflect the need to keep several pitches vacant at any one time in order to not eliminate the legal opportunities the transit site offered the Police to move on illegal encampments;

(3) the site should not be subsidised financially by residents of the Borough either directly or indirectly;

(4) the practice of using cost savings made by reducing the amount of instances HBC would have dealt with unauthorised encampments had the transit site not

been in operation to offset the financial operational losses the site made should cease;

(5) the PPB did not accept that raising rental charges on the site would potentially lead to unauthorised encampments. This is based upon legal opinion that Gypsies and Travellers who claimed limited financial means may in fact be able to claim benefits to offset the fee paid for the pitch and there should be a "contingency plan" to accommodate increased demand at certain times by Gypsies and Travellers wishing to use the site and thereby minimising the risk that the Police would be unable to use their extended powers to move illegally camped Gypsies and Travellers.

The Urban Renewal PPB also made the following **observations**.

The PPB is of the view that supporting information provided to them to review at this meeting was, in part, accurate and that a better management of information and data by Officers in relation to this Site was required in the future to enable Councillors to arrive at a balanced conclusion.

It was noted that, in the past, comment had been expressed by some Councillors at full Council that Officers had been repeatedly asked for information on this Site with the perception being that such requests were in some ways unreasonable. This PPB wishes to point out that the role of Councillors was to scrutinise and the request for information from Officers to enable Councillors to do this was clearly a reasonable one irrespective of the number of times requests need to be made.

URB16 TOPIC ISSUES WORK PROGRAMME

The meeting of the Board on the 21st January 2009 agreed the topic issues that it wished to pursue in 2009/10. It was reported that the topics to be considered in 2009/10 would be a joint group with Employment and Skills on Workforce and Skills for the Science industry, focusing on Daresbury.

Additionally all members were invited to attend the Local Development Framework Working Party (continuation).

Members were requested to notify the Chairman of

which Topic Group they would like to be part of.

RESOLVED: That Members of the Policy and Performance Board agree details of the Topic Briefs which had been considered by the Chair and Vice-Chair of the Board.

URB17 TOPIC GROUP - WORKFORCE AND SKILLS FOR THE LOGISTICS INDUSTRY - SUMMARY REPORT

The Board considered a report of the Strategic Director, Environment which provided an update of the ideas put forward in June 2008 to identify the future skill needs within the Logistics Sector in Halton and to assess whether existing activity would meet those needs including the identification of opportunities for improved performance. In addition to exploring in-work training opportunities within logistics companies in the Borough.

It was advised that the proposed recommendations would lead to an improvement in the employment opportunities within logistics, particularly in terms of Halton's long-term unemployed adults residents.

RESOLVED: That

- 1) ***That approval is given to Council Officers to conclude the work of this Topic Group;***
- 2) That the recruitment model for the 3MG development is tested, including feeding back on:
 - i. Number of applicants
 - ii. Number of interviews
 - iii. Number of successful job outcomes for Halton residents, of which:
 1. % are from LSOAs
 2. Age breakdown
 3. gender
- 3) That Skills for Life support (maths, English, ICT) is embedded within any skills roll out relating to logistics training;
- 4) That the 3MG development makes full use of apprenticeships;
- 5) That real case studies evidencing progression opportunities within the logistics sector are identified and positive promotion of these are

actively encouraged.

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Meeting ended at 9.13 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, 2 June 2009 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chairman), A. Lowe (Vice-Chairman), Browne, E. Cargill, Dennett, Edge, D. Inch, Nolan, Norddahl and Wainwright

Apologies for Absence: None

Absence declared on Council business: Councillor John Bradshaw

Officers present: M. Reaney, A. Jones, R. Mackenzie and S. Riley

Also in attendance: None

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

	<i>Action</i>
<p>CS1 MINUTES</p> <p style="padding-left: 40px;">The Minutes from the meetings held on 10 February 2009 and 24 February 2009 were taken as read and signed as correct records.</p>	
<p>CS2 PUBLIC QUESTION TIME</p> <p style="padding-left: 40px;">It was reported that no public questions had been received.</p>	
<p>CS3 EXECUTIVE BOARD MINUTES</p> <p style="padding-left: 40px;">The Minutes of the Executive Board and the Executive Sub-Committee relating to the work of the Corporate Services Policy and Performance Board since its last meeting were submitted for information.</p> <p style="padding-left: 40px;">The following minutes were highlighted and commented upon:-</p> <p style="padding-left: 80px;">EXB 124 – POLICY FOR THE TRANSFER OF ASSETS TO THE THIRD SECTOR – One Member requested to know whether or not an agreement was made stipulating that assets are not sold for profit. In response it was confirmed that any relevant form of agreement would be forwarded to the Member for information.</p>	<p>Strategic Director - Corporate and Policy</p>

ES116 – MARKET RENTS - Members commented that the reduction in market rents was welcomed in the light of the current economic climate. Runcorn Street Market had also been well received by the public.

RESOLVED: That the minutes be noted.

CS4 SSP MINUTES

The Minutes relating to the Corporate Services Portfolio which had been considered by the Halton Strategic Partnership were attached for information.

RESOLVED: That the minutes be noted.

CS5 ANNUAL REPORT

The Board received their Annual Report for the period April 2008 to March 2009.

One Member commented that the Neighbourhood Management (NM) item should be scrutinised to establish its achievements to date. A paper was distributed to Members regarding a special meeting of the Corporate Services Policy and Performance Board that was held to discuss NM on 10 February 2009. In summary, the question being asked was whether or not the objectives of the project were being met.

In response it was commented that the NM progress report would be included on the PPB agenda in September 2009 and it was agreed therefore that Members would wait for this presentation and raise questions then.

RESOLVED: That the report be approved.

CS6 WORK PROGRAMME 2009/10

The Board received a report from the Strategic Director, Corporate and Policy asking them to agree a framework for carrying out the topic work for the next Municipal Year.

Strategic Director
- Corporate and
Policy

Members were reminded that at the last meeting, a

presentation was given examining the carbon management issue, and the possibility of broadening work to include natural resources more generally. The presentation covered the CAA, questioning whether the Council was making effective use of its natural resources, and what the Audit Commission would be looking for in making its assessment of key line enquiry 3.1, and what sort of resources are included (energy, water, clean air, land and soil and materials). A case for broadening the initial carbon management topic proposal was explored to include natural resources more generally.

It was suggested that the Board receive a detailed report at its next meeting to assist it in establishing a baseline which would be used as a basis for selecting areas of priority for closer examination. It was recommended that it would be appropriate to set up smaller topic groups at that stage with lead officers to enable work to be carried out in greater detail according to the individual interest and expertise of Members.

Members confirmed their support for the work programme and all expressed an interest in participating in a topic work group in the coming year.

RESOLVED: That the Board receive a further report at its next meeting dealing with the baseline with how green Halton is at present and use this as an overview to select areas of priority for a closer examination by Members but in the meantime, a small group be convened to consider a draft topic brief and assist in the scoping of the work, at which any available members of the Board would be welcome.

(Cllr Nolan declared a personal interest in the next item as his wife works part time for the Council).

CS7 SICKNESS ABSENCE REPORT

A report was presented to Members from the Strategic Director Corporate and Policy, relating to the number of working days lost in 2008/09 due to sickness absence. It also advised on absence management and interventions currently being introduced to assist managers in effectively managing employee absence.

It was noted that the number of days lost due to sickness per employee, for 2008/09 was 13.52. This was an increase from the third quarter Best Value Performance

Indicator which was 10.07 days. Many of those days lost were due to colds/flu over the winter period.

Sickness levels were a key indicator for any organisation, given their impact on both cost and productivity. However, of equal importance was for the Council to have a healthy workforce. Sickness levels could reflect current issues within the Authority. Undoubtedly, efficiency programmes and the current economic climate could have an impact on morale and wellbeing and these issues could also be found across workforces up and down the Country. Given the increase in sickness levels, it was agreed by Management Team (MT) that certain actions would be undertaken to better understand the reasons behind the figures, and increase the pro active management of sickness absence across the Authority. The actions and activities being undertaken include occupational health support, rehabilitation programmes and flexible working, support of the Managing Absence Policy, support from the Occupational Health Unit (OHU) through counselling, physiotherapy and home working, refresher training for managers on the 'Corporate Sickness Absence Policy', monthly Divisional Managers Team Meeting meetings for welfare and personnel officers and quarterly reporting to MT and Corporate Services PPB.

From the report the following was noted:

- With regards to statistics regarding trends occurring within departments, these figures would be included in the quarterly reports mentioned above;
- Back to work interviews were considered an important tool for gathering further information;
- A reward scheme referred to by a Member would be reported back to the Board; and
- Members requested further statistics on the 'Working Flexibly for You Strategy' (5.3).

RESOLVED: That

- 1) the report be noted; and
- 2) quarterly progress reports be brought to the Board.

Strategic Director
- Corporate and
Policy

CS8 JOB EVALUATION APPEALS UPDATE

The Board received a report from the Strategic Director Corporate and Policy which provided a progress report on the hearing of the appeals received following the implementation of the National Job Evaluation Scheme.

The Council implemented the outcomes of the pay and grading review at the end of January 2008. All affected employees were given the right to appeal if they were unhappy with the grade outcome and a total of 446 appeals were received. These appeals covered 900 employees and members were previously provided with an analysis of appeals in terms of whether they were informal or formal appeals, if the post holder had gone up, down or stayed the same in February 2008. The panels commenced hearing appeals in early November 2008 and to date had heard 114 appeals covering the Health and Community Directorate and had commenced the appeals for the Environment Directorate. There were a few appeals outstanding from the Health and Community hearing which had to be re-arranged, following which employees would be written to with the outcome. There were approximately 331 appeals outstanding and it was anticipated that the process would be completed by March 2010.

Members requested information on whether any of the appeals would go to tribunal and how many equal pay cases there were. In response it was noted that case by case discussions were ongoing with Trade Unions and that this information was not yet available.

RESOLVED: That the content of the report be noted.

CS9 LAA END OF YEAR PROGRESS REPORT

The Board received a report from the Strategic Director, Corporate and Policy advising on the progress towards meeting Local Area Agreement (LAA) targets at the end of the first year of the Agreement.

It was noted that the revised LAA was signed off by the Secretary of State in June 2008 and covers the period April 2008 to March 2011. The Agreement was 'refreshed' in March 2009. The indicators and targets were reviewed with Government Office. There were a number of gaps and estimates in the original agreement and the principle

changes were to fill these gaps using information that had become available between June 2008 and March 2009. It was not expected that there would be many further changes, except in one respect. The economic downturn would inevitably have an impact on the likelihood of achieving some targets relating to the economy and house building, and Government had identified a list of indicators for which targets would be reviewed before the end of March 2010, by which time the impact of the downturn would be clearer.

Appended to the report were the 'Changes to Halton's LAA Outcomes Framework – March 09' and 'LAA Outcome Measures – Progress as at March 2009' reports.

Members were asked to bear in mind that all the national indicators were built into the quarterly service plan monitoring reports. The intention of this report was to pick out the LAA indicators from the different service plans so that it was possible to see a clearer picture of progress overall. Also, certain indicators were only reported some time after year end, so in those cases no progress report was available yet. There were also some survey based indicators for which no further data would be available until the survey was repeated in 2010.

The LAA reflected the priorities in our community strategy for improving the quality of life in Halton. It was the main mechanism by which Government would perform and manage local areas. It was therefore important that we monitor progress, and that members were satisfied that adequate plans were in place to ensure that the improvement targets were achieved.

RESOLVED: That

- 1) the report is noted; and
- 2) the Board would consider plans to meet the target for NI 186 (Co2 emissions in Halton) as part of the scrutiny work on natural assets.

CS10 MID TERM REVIEW OF THE COMMUNITY STRATEGY

The Board received a report from the Strategic Director Corporate and Policy on the Mid-term Review of the Sustainable Community Strategy (SCS) which provided the Board with an amended version of the SCS for comment.

The report advised that Local Authorities were

required to prepare and implement a SCS and were expected to work with partners through the Local Strategic Partnership to agree priorities and to engage and involve local communities. It was explained that the current SCS was adopted in 2006 with a long term vision and objectives with delivery targets for the period 2006-2011. Since it was prepared, a number of changes had taken place making it necessary to conduct a mid-term review of the SCS. This was an update, not a complete revision.

Recent perception surveys and the revised State of the Borough Report (2009) confirmed that the underlying vision and priorities from 2006 remained relevant. Widespread engagement had therefore not been undertaken for this mid-term review. However, in 2010/11 work would commence on a full review and roll forward of the strategy with wide engagement, linking up with work being done on the Local Development Framework Core Strategy.

The report explained that the main objectives of the mid-term review were to explain what our vision statement means – what would Halton be like in 2025 if we were successful, to review the indicators and targets for each priority, to incorporate the Housing and Homelessness Strategy and to ensure that appropriate cross cutting targets were agreed, covering social inclusion, cohesion, equalities and closing the gap.

The draft review was drawn up in consultation with partners and was considered by the Halton Strategic Partnership Board on 20 May 2009. Following consultation with the Policy and Performance Boards, it was planned to take the final draft to Full Council meeting on 22 July 2009, with a recommendation from Executive Board for final adoption.

RESOLVED: That

- 1) the report be noted; and
- 2) that the Policy and Performance Board had no additional observations or comments to be reported to Executive Board.

CS11 AREA FORUM ANNUAL REPORT 2008/09

The Board received a report from the Strategic Director Corporate and Policy informing Members of the spending by the Area Forums in 2008/09.

Funding was allocated to the Area Forums to spend on small scale projects that had been identified by the community. In 2008/09, a total of £600,000 was allocated to the Area Forums, made up of £300,000 Working Neighbourhood Fund and £300,000 from Halton Borough Council Priorities Fund. It was allocated on a per capita basis across the seven Area Forums that cover the Borough.

The projects were divided into the following categories and the proportion spent on each category overall is indicated in brackets.

- 1) Landscape (24%)
- 2) Safety (7%)
- 3) Youth Facilities (20%)
- 4) Improved Parks (18%)
- 5) Pedestrian Access (4%)
- 6) Security (11%)
- 7) Other (16%)

The report was well received by Members who went on to suggest that they needed more publicity to raise awareness and to publish the good work and results that were being achieved.

RESOLVED: That the report be noted.

CS12 FOURTH QUARTER MONITORING REPORTS

The Board received a report from the Chief Executive on the Performance Management Reports for Q4 Year end 2008/09.

Members were requested to consider and raise any questions or points of clarification in respect of the 4th quarter performance management reports on progress against service plan objectives and performance targets, performance trends/comparisons, factors affecting the services etc, for the following services:

- Exchequer and Customer Services;
- Financial Services;
- ICT Services;
- Legal, Personnel and Organisational Development;
- Policy and Performance;
- Property Services; and

- Stadium and Hospitality Services.

The departmental service plans provided a clear statement on what the services were planning to achieve and to show how they contribute to the Council's strategic priorities. The service plans were central to the Council's performance management arrangements and the Policy and Performance Board had a key role in monitoring performance and strengthening accountability. The quarterly reports were on the Information Bulletin to reduce the amount of paperwork sent out with the agendas and to allow Members access to the reports as soon as they become available. It also provided Members with an opportunity to give advance notice of any questions, points or requests for further information that would be raised to ensure the appropriate Officers were available at the PPB meeting.

From the reports the following was noted:-

Exchequer and Customer Services - One Member commented that there was an excessive use of envelopes being used for Members post and that this could easily be cut down by making more use of e-mails;

ICT Services – Some Members were unhappy with some of the restrictions that would be placed upon them in complying with the 'Code of Connection'. It was noted that a working party would be set up by the Executive Board member for ICT, Councillor Cargill, which would include a member of the Corporate Services PPB Councillor Wainwright, and Councillor Polhill. It was also noted by the majority that the considerable work undertaken with this project was for the protection of the authorities' data and compliance with the strict Government requirements.

Property Services – Members stated the need to encourage market traders to Runcorn as occupancy was quite low.

One Member requested to know how many contracts' final costs were within +/- 5% of the budget (PSY LI 2). This would be reported back to the Member.

Policy & Performance – Chairman offered the Board's congratulations to Spencer Webster, Head of Risk and Emergency Planning, on his secondment to the Cabinet Office Civil Contingencies Secretariat in January, which has now been extended by 6 months.

Stadium & Hospitality Services – Members recommended

that SH2 'Host a pitch based "Pop Concert" be removed as this was no longer achievable.

RESOLVED: That the Policy and Performance Board:

- 1) receives the 4th quarter performance management reports;
- 2) consider the progress and performance information and raise any questions or points for clarification; and
- 3) highlight any areas of interest and/or concern where further information is to be reported at a future meeting of the Policy and Performance Board.

Strategic Director
- Corporate and
Policy

Meeting ended at 8.20 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 3 June 2009 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Lloyd Jones (Vice-Chair, in the Chair), D. Inch, Jones, A. Lowe, Murray, Norddahl and Philbin

Apologies for Absence: Councillors Leadbetter, Swift and Worrall

Absence declared on Council business: None

Officers present: B. Dodd, I. Leivesley, M. Murphy, M. Simpson M. Thomas and C. Williams.

Also in attendance: None

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

BEB1 MINUTES

The Minutes of the meeting held on 25th February 2009 having been printed and circulated were agreed as a correct record.

BEB2 EXTERNAL AUDIT FEE

The Board considered a report of the Strategic Director, Corporate and Policy which outlined the Business Efficiency Board's External Auditors Audit Fee Letter for the 2009/10 financial year. It was noted that the Board received the letter on behalf of the Council.

It was advised that all local authorities were required to be audited by an Auditor appointed by the Audit Commission under the terms of the Audit Commission Act 1998. The Board was informed that at Halton Borough Council, the audit was undertaken by the Audit Commission's own staff. The Audit Fee Letter for 2009/10 was attached to the report for Members' consideration.

It was further advised that the proposed fee for

Action

2009/10 audit was £239,408 which was 6.8% below the scale fee. It was noted that the Auditor must conduct the audit under the Code of Audit Practice approved by Parliament. The fee was mainly set as a result of the following;

- continued pressure to achieve financial balance,
- changes to SORP and the need to comply with these;
- issues around the categorisation of expenditure between capital and revenue;
- new funding accountability arrangements for the Adults with Learning Disabilities pooled budget; and
- planning for the implementation of IFRS and the potential impact on this capacity within the finance team.

RESOLVED: That the Audit Fee Letter for 2009/10 be received and approved.

BEB3 EFFICIENCY PROGRAMME - UPDATE ON PROGRESS TO DATE AND NEXT STEPS

The Board received a report of the Strategic Director, Corporate and Policy which outlined the progress made to date with the Efficiency Programme and detailed the next steps to be taken. The report outlined the following:

- objectives of the Efficiency Programme;
- scope of the Efficiency Programme;
- management structures workstream;
- non-transactional and transactional support services workstream;
- service delivery options workstream;
- customer relations and ICT improvement workstream;
- property workstream; and
- staffing protocol.

It was advised that the Efficiency Programme looked closely at how the Council undertook its business and how costs could be decreased without reducing the quality of services provided.

Members requested further details on the programme. In response, it was suggested that a seminar be held in order for Members to examine the proposals contained within the programme in more detail.

RESOLVED: That

- (1) the Board notes the contents of the report;
- (2) further update reports be brought to the Board;
and
- (3) a seminar be held in the near future to examine the questions and process of the Efficiency Programme in more detail.

Strategic Director
- Corporate and
Policy

BEB4 OFFICERS DECLARATIONS OF INTEREST

The Board received a report of the Strategic Director, Corporate and Policy which provided information about the declaration of interest arrangements that applied to all Officers in order to maintain the values of good governance and ethical behaviour.

It was advised that the same underlying reasons for the basis for the legal duties on Members also applied to Officers but the rules were different. It was reported that whilst the law made it clear that Members must declare any personal and/or prejudicial interest at meetings, there was no such detailed statutory requirement on Officers or consultants. That said, contractual arrangements with consultants and the duty of Officers under the Local Government Act 1972 provided related but not identical duties.

The Board was advised of a specific duty under Section 117 of the 1972 Act that if it came to the knowledge of an Officer employed by a local authority that a contract in which he had any financial interest whether direct or indirect, had been or was proposed to be, entered into by the Authority he must as soon as was practicable give notice, in writing, to the Authority of the fact. It was also noted that Officers must not under any colour of office or employment accept any fee or reward at all other than proper remuneration.

The Board was also informed of the Officer Registers of Hospitality and Gifts which was held with each of the Council's Strategic Directors. It was noted that the Officers responsible for their maintenance were set out in the table included in the report. It was also noted that they were completed as a duty of the individual Officer and Officers' offers of hospitality were also required to be entered in the

register. Also outlined in the report for Members' consideration were the relevant extracts from the Officer Code of Conduct (part of the Constitution).

RESOLVED: That the report be noted.

BEB5 INTERNAL AUDIT PLAN - QUARTER 4

The Board received a report of the Operational Director – Financial Services which provided a summary of Internal Audit work for the period January to March 2009.

In receiving the report the Members felt that further investigation was required in one of the areas reviewed. It was noted that a follow-up visit was scheduled for October and the report would be brought back to the Board for information.

RESOLVED: That the Internal Audit work completed in the 4th Quarter be received.

BEB6 INTERNAL AUDIT ANNUAL REPORT 2008-2009

The Board considered a report of the Operational Director – Financial Services which provided an opinion of the adequacy and effectiveness of the Council's control environment. It was advised that the CIPFA Code of Practice for internal audit in Local Government required the Head of Internal Audit to provide a written report to the Council's Audit Committee timed to inform the Council's Annual Governance Statement. It was advised that the "control environment" was the collective term used to describe the Council's risk management, control and governance processes.

The report set out the annual opinion on the adequacy and effectiveness of the Council control environment and enabled the Business Efficiency Board to consider the review of the effectiveness of the system of the internal audit.

RESOLVED: That

(1) Members endorse the Head of Internal Audit's opinion on the Council's control environment; and

(2) Members endorse the findings of the review of the

effectiveness of the system of internal audit.

Meeting ended at 8.39 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 18 May 2009 in the Council Chamber, Runcorn Town Hall

Present: Councillors Nolan (Chairman), S. Blackmore, J. Bradshaw, Hodgkinson and Polhill

Apologies for Absence: Councillors Thompson, P. Blackmore, Hignett, Leadbetter, Morley and Osborne

Absence declared on Council business: None

Officers present: A. Jones, P. Watts, J. Farmer, A. Pannell, P. Shearer and J. Tully

Also in attendance: 10 Members of the public

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

	<i>Action</i>
DEV1 MINUTES	
<p>The Minutes of the meeting held on 16 March 2009, having been printed and circulated, were taken as read and signed as a correct record.</p>	
DEV2 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE	
<p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p>	
DEV3 - 09/00096/FUL - FULL APPLICATION FOR REDEVELOPMENT OF GARAGE/FILLING STATION/FORMER DRILL HALL AND ADJACENT LAND TO DEVELOP/PROVIDE 31 NO. APARTMENTS (UP TO 6 STOREYS) AT SURREY STREET GARAGE & GARAGES, SURREY STREET AND DRILL HALL, GREENWAY ROAD, RUNCORN	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	

The Committee heard a representation from S. Howard, an objector to the scheme. She cited extra traffic, parking restrictions in an already crowded area, right to light, health and wellbeing of residents, nursery access and safety, and development not in keeping with surrounding Victorian terrace style houses as arguments against the application.

The below issues were also raised by local residents and commercial owners:

- car parking for business use – potential for existing garage use to generate far more on street car parking issues than proposed development – in the areas utilised by the development, provision made within the site for both replacement parking for garages to be removed and area to rear of Greenway Road to be gravelled and left essentially as it is in term of its access arrangements. Sufficient areas of on street car parking will remain.
- Access to the rear of Greenway Road – a condition was included in the proposed recommendation for the existing emergency access to the rear of Greenway Road to be maintained for residents and the nursery.
- Interfaced distances – report outlines how the assessment had been made particularly with the 6 storey building. The scheme satisfies the Council's requirements in adding 3m to the standard interface distances for 2-storey development.
- Character – the site was within a mature area of Runcorn, however the most open aspect to the development was to the north which opens out towards the Bridge approach from Runcorn. This was a subjective consideration. It was the officer's view that given the sites relationship with the highway network and nearby developments such as the Railway Station, a more modern design could be sustained. Whereas the replacement building for the Drill Hall itself replicates the existing character given that it was an infill site.
- Structural issues – the issues raised relating to the detachment of the Drill Hall itself and its replacement build were matters which were covered under alterative legislation in Building Regulations.
- Safety issues in the construction of the site are dealt

with through the Health and Safety Executive.

- An additional neighbour objection had been received relating to the loss of an attractive building as the Drill Hall.

The Committee received the following concerns/objections raised by the Manager of Busy Bee's Pre School outlined in the amendments list: Access during construction; access after construction; noise during construction; dust/debris during construction (several children with asthma); effects of demolition vibrations on pre school building; emergency evacuation currently taking place at rear of building and outdoor play area; amendments needed to Busy Bee's insurance policy; disruption to services during construction; loss of access to local park; unsure whether or not the pre-school would need to close during construction; blockage of pavement of Greenway Road would cause disruption; release of vermin during excavation work; disruption of current car parking provision off Albert Road.

The Committee also received and noted the additional conditions which had been amended to the application:

- a) Prior to commencement details to be submitted of existing site levels and adjacent land and proposed finished floor and site levels;
- b) Drainage details;
- c) Details to be submitted to comply with RSS policy EM 18 – renewable and low carbon energy; and
- d) A revised replacement garage/parking space layout which should include removal of the 1st access and widening of the footway leading to the Surrey Street building entrance.

Following the arguments from the public and Council responses, Members requested further information in the form of an artist impression/plans to allow them to see what the development would look like in relation to the existing surrounding buildings. It was agreed therefore that the application be deferred until the next meeting of the Development Control Committee on 8 June 2009.

RESOLVED: That application number 09/00096/FUL be deferred to the next meeting of the Development Control Committee on 8 June 2009, so that the information above can be provided for consideration.

DEV4 - 09/00102/COU - PROPOSED CHANGE OF USE FROM FABRIC SHOP TO ITALIAN TAKE AWAY AND INTERNAL ALTERATIONS, 83 VICTORIA ROAD, WIDNES

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

It was noted that revised comments had been received from Environmental Health with regard to hours of operation, as mentioned in additional condition number 11 below.

RESOLVED: That application number 09/00102/COU be approved subject to conditions relating to the following:

1. Standard condition relating to timescale and duration of the permission.
2. Prior to commencement, details of the equipment shall be submitted to and approved and be in full working order. (BE1, PR2 and PR3)
3. Prior to commencement, details of the location and noise levels emitted by the fan and motor of the extract system prior to its installation shall be submitted and approved. (BE1 and PR2)
4. The extract system shall extend at least 1.5 metres above the eaves of the building and/or the nearest opening window. (TC11 and PR3)
5. The extract system shall not be impeded by use of a cowl. (TC11 and PR3)
6. Details of the provision of a receptacle for use by customers of the premises for the deposit of discarded food wrapping to be submitted to and approved in writing and maintained thereafter. (TC11)
7. The premises shall not be open for business between the hours of 02:00am and 10:00am. (BE1 and PR2)
8. Prior to commencement details of the perforated shutters showing the levels of perforation to be submitted and approved. (BE16)
9. Prior to commencement details of materials to be used in the proposed shop front to be submitted and approved. (BE2 and BE12)
10. Shutter housing shall remain hidden behind the fascia and shall not protrude from the main front elevation. (BE1 and BE16)
11. The premises shall be open for business between the hours of 10:00am and 2:00 am (Friday – Saturday) and 10:00am and midnight (Sunday – Thursday).

DEV5 - 09/00129/OUT - OUTLINE APPLICATION WITH ALL

MATTERS RESERVED FOR THE DEVELOPMENT OF UP TO 469 RESIDENTIAL DWELLINGS ON LAND AT SANDYMOOR SOUTH, RUNCORN

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

The following additional neighbour objections had been received:

1. Loss of wooded area; loss of skylark habitat; adverse impact on surrounding roads and Daresbury roundabout; houses would not be for first time buyers;
2. Loss of areas to walk dogs; building of flood plain; devaluation of existing houses; more unwanted buildings like offices at Daresbury; loss of views; should build on brownfield sites in borough;
3. Loss of canals countryside to more housing; need for petrol station and supermarket in Norton/Sandymoor area;
4. Increase in traffic and junction issues in relation to opening of new road onto Windmill Avenue;

It was noted that United Utilities responded with no objection and advised on access strips over existing public sewers.

The following additional conditions were noted as added to the amendment list:

1. Details to be submitted to comply with RSS policy EM18 – renewable and low carbon energy.
2. 4NW had raised no objection to the proposal.
3. The Environment Agency had raised no objections to the scheme but had recommended conditions relating to:
 - a) Development to be carried out in accordance with the approved FRA;
 - b) Completion of the approved ecological enhancement works prior to commencement of development;
 - c) Prior to commencement submission and approval of buffer zone alongside Sandymoor Brook; plus informative relating to sustainable drainage methods.
4. Prior to commencement details of a management plan in relation to provision and maintenance of landscape areas.

It was requested that Members approved the following additional conditions and minor changes to conditions on the recommendation in relation to phasing:

- a) Add the model condition in relation to phasing from Circular 11/95 (No.42);
- b) Additional wording to include reference to 'each phase' in the relevant conditions;
- c) 5 additional highway conditions in relation to details for the making up of the access way from Windmill Hill Avenue East and associated footways and footpaths to adoptable standards and future delivery of these infrastructure works as follows:-

1. Prior to commencement details shall be submitted showing works to bring the Windmill Hill Avenue East connection road up to an adoptable standard, including bend realignment, new footway and cycleway connections.

Reason:- In the interests of highway safety and to comply with Policies BE1 and TP17 of the Halton Unitary Development Plan.

2. Prior to the occupation of the 149th dwelling or within 4 years after the commencement of the development whichever is the sooner, the details as approved for works to bring the Windmill Hill Avenue East connection road up to an adoptable standard, including bend realignment, new footway and cycleway connections and assessment and any improvements necessary for the adoption of the Canal Bridge structure shall be implemented in full to the satisfaction of the Local Planning Authority.

Reason:- In the interests of highway safety and to comply with Policies BE1 and TP17 of the Halton Unitary Development Plan.

3. Prior to commencement details shall be submitted showing off-site works to the existing highway to add/upgrade footways/footpaths as agreed with the Local Planning Authority linking Windmill Hill Avenue East to the development sites, to be agreed in writing by the Local Planning Authority.

Reason:- In the interests of highway safety and to comply with Policies BE1 and TP17 of the Halton Unitary Development Plan.

4. Prior to the occupation of the 149th dwelling or within 4 years after the commencement of the development whichever is the sooner, the details as approved for off-site works to the existing highway to add/upgrade a footway/footpaths as agreed with the Local Planning Authority linking Windmill Hill Avenue East to the development sites shall be implemented in full to the satisfaction of the Local Planning Authority.

Reason:- In the interests of highway safety and to comply with Policies BE1 and TP17 of the Halton Unitary Development Plan.

5. Within 18 months of the commencement of development details shall be submitted of any improvements necessary for the adoption of the Canal Bridge structure.

Reason:- In the interests of highway safety and to comply with Policies BE1 and TP17 of the Halton Unitary Development Plan.

RESOLVED: That

- a) Application number 09/00129/OUT be approved subject to the decision being delegated to the Operational Director – Environmental and Regulatory Services, in consultation with the Chair or Vice Chair subject to the application not been called in by the Secretary of State;
- b) Sandymoor Section 106 agreement; and
- c) Conditions relating to the following and additional ones mentioned above:
 1. Reserved matters condition for the submission of and approval prior to the commencement of development; (in accordance with the Town & Country Planning Act 1990);
 2. Time limit for the submission of reserved matters; (in accordance with the Town & Country Planning Act 1990) up to a period of 10 years from the approval of outline planning permission;
 3. Reserved matters to be submitted and carried out as approved; (in accordance with the Town & Country Planning Act 1990)
 4. The number of final dwellings dependant upon the scheme satisfying all the conditions and

- restrictions imposed on the outline permission; (H2, BE1 and BE2 – New Residential Guidance and Sandymoor Masterplan SPD)
5. Prior to occupation of the 149th dwelling constructed on the first phase of development, provision of an agreed traffic calming system to be provided for use by residential traffic only, along Walsingham Drive; (BE1 and TP17)
 6. Prior to commencement the details of vehicle access to be agreed; (including off site works) (BE1 and BE2)
 7. Prior to commencement written details and agreement of construction vehicle access routes and construction car parking; (BE1)
 8. Development to be in accordance with the approved design guide where this does not conflict with Council policy; (H2, BE1 and BE2, New Residential Guidance and Sandymoor Masterplan SPD)
 9. Suitable provision of car parking including disabled parking in accordance with Council policy; (BE1 and BE2)
 10. Prior to commencement provision of pre-development site levels and proposed finished floor levels; (BE1)
 11. Prior to commencement measures for protection of trees to be retained during construction to be submitted and approved and implement prior to commencement; (BE1 and GE27)
 12. Development to be undertaken under the terms of the submitted Tree Survey, the principles and compensatory planting outlined in Drawing RSK/H/P40115/02/17/06/04/01;
 13. Prior to commencement detailed landscaping scheme to be submitted and approved; (BE1 and GE27)
 14. Prevention of any tree felling without consent; (BE1 and GE27)
 15. Prior to commencement terrestrial habitats survey and necessary mitigation measures; (BE1, GE21 and GE25)
 16. Prior to commencement a scheme of protective measures for wildlife during the course of construction to be submitted and approved; (BE1, GE21 and GE25)
 17. Prior to commencement a survey for ground nesting birds to be submitted and approved; (BE1 and GE21)
 18. Prior to commencement provision of a scheme showing 6m wide strip between the proposed

development and Sandymoor Main Ditch to be approved and implemented prior to commencement; (BE1 and GE21)

19. Prior to commencement provision of scheme of boundary treatment and landscaping scheme to Sandymoor Main Ditch to be approved and installed prior to commencement on site; (BE1 and GE21)
20. Prior to commencement provision of mitigation scheme for great crested newts to be implemented prior to commencement on site; (BE1 and GE21)
21. Prior to commencement ground investigations for potential pollutants and remediation scheme where necessary; (BE1 and PR6)
22. Prior to commencement provision of a drainage scheme to be submitted and approved; (BE1)
23. Prior to commencement details of protection during development of adjacent woodland to be submitted and approved; (BE1, GE21 and GE27)
24. Prior to commencement provision and use of wheel cleansing facilities during course of construction to be submitted and approved; (BE1)
25. Restricted hours of development and deliveries related to development during construction period; (BE1)
26. All construction traffic and construction delivery traffic shall access via Windmill Hill Avenue East and at no time via Walsingham Drive; (BE1)
27. Provision of required bin storage facilities for all individual dwellings at developer's expense. (BE1)

DEV6 - 09/00140/COU - PROPOSED CHANGE OF USE FROM UPHOLSTERY SHOP TO GROUND FLOOR CAFE (A3 USE CLASS) AND FIRST FLOOR FLAT AT 69 CHURCH STREET, RUNCORN

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

It was noted that amended plans had been received, removing the step in the middle of the floor, and providing an indicative seating/table plan layout.

RESOLVED: That application 09/00140/COU is refused as the proposed use was not considered to contribute to the vitality and viability of Runcorn Town Centre, nor add to the range and quality of shops. It was therefore considered that this proposal would be contrary to

the aims of the UDP for town centres and shopping.

DEV7 - 09/00135/ADJ - ADJOINING AUTHORITY CONSULTATION BY KNOWSLEY COUNCIL FOR RELOCATION OF EXISTING ACCESS AT CRONTON NURSERY, CRONTON ROAD, WIDNES

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

RESOLVED: That there is no objection to application 09/00135/ADJ and it was agreed that a letter be sent to Knowsley MBC stating that Halton Borough Council have no objections to the proposal, subject to Knowsley MBC being satisfied that the proposal satisfied best highway practice and is in line with the Knowsley Unitary Development Plan.

DEV8 MISCELLANEOUS ITEMS

It was noted that an appeal had been lodged following the Council's refusal of the following application:-

08/00294/FUL Proposed two storey side extension at 35 Whernside Widnes

This appeal was dismissed

It was noted that the following appeals had been withdrawn :-

08/00367/COU Proposed use of existing building for secure care and treatment of medium and low secure mentally ill patients (25 No. medium and 50 No. low secure) Use Class C2 at Meadow Lodge Bennetts Lane Widnes

08/00368/COU Proposed use of existing building for secure care and treatment of low secure mentally ill patients (Maximum 75 patients) Use Class C2A at Meadow Lodge Bennetts Lane Widnes

08/00382/FUL External alterations to planning application 05/00903/FUL at Meadow

Lodge Bennetts Lane Widnes

08/00531/FUL	Proposed conversion of existing building to a single dwelling at Place Farm Warrington Road Rainhill Widnes
07/00340/FUL	Proposed single storey extension to south side of 48-49 The Croft Runcorn
08/00371/FUL	Proposed single storey side extension at 47 Russell Road Runcorn
08/00544/FUL	Proposed single storey /two storey rear extension and loft conversion with rear dormer at 16 Cartwright Street Runcorn
09/00015/OUT	Outline application with all matters reserved for proposed light industrial warehouse/office (up to 450sq.m. gross floorspace) on Land To East Of Okell Street Runcorn
09/00030/EDU	Proposed access ramp to link lower and upper school play grounds at West Bank Primary School Cholmondeley Street Widnes
09/00045/TPO	Proposed felling of 1 No Sycamore tree on Land To Rear Of 7 Main Street Runcorn
09/00048/FUL	Proposed single storey/two storey rear extension, front entrance porch and detached garage at 27 Norlands Lane Widnes
09/00085/FUL	Proposed amendment to car parking layout in relation to approval 07/00096/COU at Lunts Bridge Farm Lunts Heath Road Widnes
09/00090/FULTEL	Proposed Telefonica O2 UK Ltd base station at Highway Verge Hallwood Link

Road / Whitehouse Expressway
Junction, Runcorn

RESOLVED: That the information be noted.

Meeting ended at 7.05 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 8 June 2009 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), P. Blackmore, S. Blackmore, J. Bradshaw, Hignett, Hodgkinson, Osborne and Polhill

Apologies for Absence: Councillors Leadbetter and Morley

Absence declared on Council business: None

Officers present: A. Jones, L. Capper, R. Cooper, J. Farmer, A. Pannell, A. Plant and P. Shearer

Also in attendance: None

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

		<i>Action</i>
DEV9	MINUTES	
	<p>The Minutes of the meetings held on 8th June 2009, having been printed and circulated, were taken as read and signed as a correct record with the following amendment:-</p> <p>DEV 5 – 09/00129/OUT – “Outline application with all matters reserved for the development of up to 469 residential dwellings on land at Sandymoor South, Runcorn”, the report be amended to clarify that it is envisaged that the detailed proposal can include a mix of all residential types including detached dwellings townhouses and apartments.</p>	
DEV10	PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE	
	<p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p>	
DEV11	- 09/00096/FUL - FULL APPLICATION FOR REDEVELOPMENT OF GARAGE/FILLING STATION/FORMER DRILL HALL AND ADJACENT LAND	

TO DEVELOP/PROVIDE 31 NO. APARTMENTS (UP TO 6 STOREYS) SURREY STREET GARAGE & GARAGES, SURREY STREET AND DRILL HALL, GREENWAY ROAD, RUNCORN

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

It was noted that this application was deferred from the last meeting of the Development Control Committee held on 18 May 2009, as it was resolved that information relating to the aesthetics of the development were required to help the Committee to reach a decision, especially bearing in mind that the existing surrounding buildings were of the Victorian era.

It was noted that the developer had submitted further information that was requested and this was provided to the Committee Members prior to the meeting.

The Committee heard a further representation from S. Howard, an objector to the scheme. She made reference to the petition of 250 signatories objecting to the development and that it would impact on the daily lives of nearby residents and businesses. She further commented that the Council had sold the land that the garages were on to the developer but had not offered to sell them to the residents who were leasing them. The Bridge Retail Park could not be used as an example of nearby modern development as this could not be seen from the area. She felt that the development would not add value to a period housing area such as this and that the bridge aspect of the development was poor. She reiterated the opinion that numbers 66 and 68 Greenway Road would be overlooked and that the development would add to the already existing parking problems. She raised concerns about noise and disturbance from construction and the effect on the nursery children. She also expressed doubts about the effectiveness of the screening of the balconies to reduce overlooking. She commented that the objectors were in agreement that something needed to be done with the land in question; however this should be a development that was in keeping with the surroundings that exist presently.

The Committee received a representation from the developer, S. Parker, who disagreed with the comments regarding the overlooking of the above properties as the distance between them was more than 30 metres and complied with planning regulations. He stated that he

believed the scheme was not overdevelopment and that the plans submitted with the objectors appeal were not accurate. A petition of 401 signatures had been submitted in support. He reassured the Committee that 'Busy Bees' would not be affected in any way during the construction period and confirmed that the height of the building was compliant with planning and there were no houses along side or directly facing the building. He stated that the development brought together four pieces of land that would otherwise be difficult to develop separately or find alternative uses for.

In response it was noted:

- That with regards to the garages, the Council had not received any purchase requests from the residents leasing them;
- The parking ratio was in line with the standard requirement for flats, 1.3 spaces per unit, making a total of 41;
- The contrast of the proposed building in comparison to its surroundings was not a reason for refusal of an application;
- Hours of construction would be strictly imposed and further condition added to reflect this (weekdays from 0730 – 1830 hours);
- The balcony areas of the development would include screening, so that overlooking was minimal;
- Recent development in the nearby area such as the train station and retail park was provided as examples of successfully combining modern with old;
- The distance between the development and the nearest existing house was given as 30 metres and that the development consists of 4 one bedroomed apartments and 27 two bedroomed apartments;
- The height of the Drill Hall part of the development would be 10.5 metres;
- Although there was no dedicated parking for construction vehicles, a Construction Management Programme would be added to the conditions;
- Parking would be prohibited by the developer on Albert Street, which would be for residents only; and
- A further condition would be added, Parking Management Plan, which would stipulate that the parking spaces on the development must be numbered.

RESOLVED: That application number 09/00096/FUL be approved subject to a Section 106 agreement in relation to the provision of off-site public open space, the additional conditions mentioned above and the following conditions: -

- 1 Standard 3 year condition; (BE1)
- 2 Entering into a Legal Agreement in relation to the provision of off-site public open space; (H3)
- 3 Prior to commencement submission of material samples; (BE2)
- 4 Prior to commencement submission of boundary treatment details; (BE22)
- 5 Prior to commencement ground investigation; (PR14)
- 6 Prior to commencement details of, including materials, of boundary wall to the north side of No.66 Greenway Road. Details as agreed to be implemented in full prior to the commencement of development; (BE1 and BE22)
- 7 Prior to commencement submission of landscaping scheme; (BE1)
- 8 Prior to commencement submission of species planting scheme; (BE1)
- 9 Provision of 9 car parking spaces as shown on the Surrey Street Garage site, to replace the garages demolished as a result of this proposal, shall be provided to the satisfaction of the Local Planning Authority prior to the commencement of development of the site; (BE1)
- 10 Prior to the commencement of development details of the layout of the individual garages designed to replace those to be demolished shall be submitted to and approved in writing by the Local Planning Authority. Any individual garages to be built in accordance with these details and Drawing No. PRO712/0502/-19 shall be completed within 24 months of the date of the commencement of the scheme approved under 09/00096/FUL; (BE1 & BE2)
- 11 Prior to the commencement of development details of the external bin storage area shall be submitted to and approved in writing by the Local Planning Authority. Details as approved implemented prior to commencement; (BE1 and BE2)
- 12 Prior to the commencement of development details of all cycle storage shall be submitted to and approved in writing. Details as approved implemented prior to commencement; (BE1 and TP6)
- 13 Prior to the commencement of development details of the treatment of all balconies proposed shall be approved in writing. These details shall incorporate sufficient privacy protection on units 5,

- 6, 10, 11, 15, 16, 20, 21, 23 and 25, these to remain throughout the lifetime of the development; (BE1 and BE2)
- 14 Prior to commencement provision/upgrading of a cycleway adjacent to the expressway embankment to a minimum width of 3m, clear of vegetation and landscaping, existing boundary and hedging to be retained; (BE1 and TP6)
- 15 Landscaping implementation; (BE1)
- 16 Prior to the commencement of development a construction management plan to be provided and approved plan to be adhered to throughout the course of construction; (BE1)
- 17 Prior to commencement details of wheel-wash facilities to be used during the course of construction; (BE1)
- 18 Prior to occupation the provision of a footpath linkage along Shaw St to a minimum width of 2m; (BE1 and TP7)
- 19 Limitation of hours of construction and construction deliveries; (BE1)
- 20 Restriction in any use of former Drill Hall site and Albert Street for construction site access; (BE1)
- 21 All construction and delivery traffic to be parked within the construction site unless approved in writing by the LPA; (BE1)
- 22 Compliance with the recommendations of the Bat Survey; (GE21)
- 23 Maintenance of rear access to properties No's 52 – 62/62A Greenway Road to the satisfaction of the LPA to be retained throughout the lifetime of the development; (BE1)
- 24 Prior to commencement details of existing site levels of site and adjacent land and proposed finished floor and site levels; (BE1)
- 25 Prior to commencement submission of drainage details; (BE1)
- 26 Prior to commencement details to be submitted to comply with RSS policy EM18 – renewable and low carbon energy; (RSS EM18)
- 27 Amended plans in relation to layout of replacement/garages or parking to include removal of 1st access on Surrey Street and widening of footpath to entrance to the 6 storey building; (BE1 and BE2)

It was noted that Cllr S Blackmore requested that her vote against the application be noted and recorded in the minutes.

DEV12 - 09/00144/OUT - OUTLINE APPLICATION (WITH LANDSCAPING MATTERS RESERVED) FOR THE ERECTION OF 13 NO. DWELLINGS WITH ACCESS AND ASSOCIATED WORKS AT LAND ADJACENT TO EIGHT TOWERS, WEATES CLOSE, WIDNED, CHESHIRE, WA8 3RH

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

The Committee received a representation from L. Dunn, an objector to the scheme. She lives directly behind the area and claimed that the development would cause disruption during construction and result in the loss of a playing field for children. She commented that the plot of land was surrounded by main roads which would be detrimental to the value of the properties and therefore, they could prove difficult to sell. Furthermore it would cause traffic congestion in the area and mean that the bus stop would need to be relocated. The plans also made no provision for extra parking for residents.

In response it was noted:

- That the removal of the mound had been agreed in principle previously and was controlled by planning permission;
- The value and sales of properties were not planning matters;
- The relocation of the bus stop had already been done;
- Parking on the pavement would be prevented by bollards; and
- There would be additional spaces at the rear of the development for additional resident parking.

Due to concerns Members raised with regards to the safety aspect of the road and buses being able to turn safely, it was agreed that a safety audit and vehicle tracking plan was needed and a site visit required to compare the previous scheme with that before the Committee.

It was agreed therefore that this item be deferred until the next meeting of the Development Control Committee on 6 July 2009 so that Members could make a site visit and receive the safety audit.

RESOLVED: That application 09/00144/OUT be deferred until the next meeting of the Development Control

Committee on 6 July 2009, so that the above can be used in consideration of the application.

(Cllr Osborne declared an interest in the following item as he is a Member of the Trans Pennine Trail Committee).

DEV13 - 09/00163/HBCFUL - PROPOSED CONSTRUCTION OF METAL ART PIECE IN THE FORM OF A FLOWER WITH PERFORATED METAL PETALS AND WIND TURBINES (TO POWER INTEGRATED LIGHTING) ON WIDNES WARTH, WIDNES

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

It was noted that no further representations had been received in respect of the application.

Since the report, the Committee were advised that the following amendments had been made:

- Landscape services department had asked for further details of the reinstatement and establishment of soft landscaping after construction. A landscaping condition was recommended to be attached to the permission;
- The Council's contaminated land officer had reviewed the proposal, taking into account ground conditions, due to contamination in the area a condition was recommended to be attached to the permission for a working plan of construction details;
- The Council's Highways Engineers had asked that should any damage be made to the Trans Pennine Trail during the works that they were made good following the work. A condition was recommended to be attached to the permission;
- Liverpool John Lennon Airport had no objection;
- The Environment Agency had no objection; and
- British Waterways had no comments to make.

RESOLVED: That application 09/00163/HBCFUL be approved subject to conditions relating to the following:-

- 1) Work carried out in accordance with the recommendations of the submitted Biodiversity Study; and
- 2) Ground condition Survey/implementation.

DEV14 - 09/00170/FUL - PROPOSED TEMPORARY SITING OF A MODULAR BUILDING (FOR A PERIOD OF 5 YEARS) TO PROVIDE A GP SURGERY WITH ASSOCIATED CAR PARKING AND NEW ACCESS TO NORTON HILL ON LAND A WINDMILL HILL COUNTY PRIMARY SCHOOL, NORTON HILL, RUNCORN

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

The Committee were advised that since the report the following amendments had been made:

- The Council's tree officer had been consulted, the proposal was satisfactory, and conditions were recommended for tree protection measures and secondly for a landscaping scheme to be approved in writing;
- Sport England had no objection provided the site was restored to its original condition;
- The Council's highways engineer had been consulted and amendments had been made to the plans reducing the slope off the access road, and the pedestrian footpath so that it was DDA compliant. The bin store and cycle storage location had also been amended. An amended plans condition was recommended to be attached to the permission; and
- Sabic UK Petrochemicals had stated that they would not be affected by the proposal.

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

1. Time limits – 5 year temporary period; and
2. Restoration of the site back to playing field following the cessation of use and the removal of the building.

DEV15 MISCELLANEOUS ITEMS

It was noted that an appeal was lodged following the Council's refusal of the following application:-

A decision had been received as follows :-

08/00219/FUL Proposed detached garage at Land to the west of 54 Lunts Heath Road, Widnes

This appeal was dismissed

It was noted that the following application had been withdrawn: -

09/00104/FUL Proposed single storey extensions to front and side together with detached replacement garage at 54 Sandiway Avenue, Widnes

Meeting ended at 7.45 p.m.

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STANDARDS COMMITTEE

At a meeting of the Standards Committee Wednesday, 3 June 2009 Committee Room 1, Runcorn Town Hall

Present: Mr. T. Luxton (Chair), Parish Councillors Crawford and D. Felix, Mr R. Garner, Councillors Parker and Wharton.

Apologies for Absence: Mr B. Badrock, Councillors Redhead and Wainwright

Absence declared on Council business: None

Officers present: M. Reaney and M. Simpson

Also in attendance: None

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

STC1 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

Action

The Board was advised that a matter had arisen which required immediate attention by the Board (Minute 7 refers), therefore, pursuant to Section 100 B(4) and 100 E and due to the timescales involved the Chairman ruled that the item be considered as a matter of urgency.

STC2 MINUTES

The Minutes of the meeting held on 25th February 2009, having been printed and circulated were agreed and signed as a correct record.

STC3 MEMBERS INTERESTS

The Board received a report of the Strategic Director Corporate and Policy which outlined the local application of the systems for declaration of interests by Members in order to maintain the values of good governance and ethical behaviour.

The Board was informed that integrity in local

government was essential to command the confidence of the community and of all organisations with which the Council came into contact. It was further noted that it was relevant also in relation to financing, competing for limited national and regional resources and recruitment. The two types of personal interests were categorised as follows – personal interests and personal and prejudicial interests. The report also set out Halton Best Practice and the practical expressions of the culture in various forms were detailed in the report for information.

It was advised that the Register of Members' Interests was held by the Committee Services Manager and a register of gifts and hospitality was also maintained by Committee Services where Members were required to register any gifts of hospitality worth £25 or over received in connection with official duties as a Member and the giver of the gift of hospitality.

RESOLVED: That the report be received.

STC4 STANDARDS BOARD INFORMATION ROUNDUP

The Committee considered a report of the Strategic Director Corporate and Policy which brought Members up to date with the latest news from the Standards Board.

It was advised that since the last meeting of the Committee, the Standards Board had released Bulletins 42 and 43 which were appended to the report for information. Members' attention was drawn to the Standards Committee (Further Provisions) Regulations 2009 which were to come into force shortly and would allow the Standards Board to suspend the initial assessment functions of an Authority in appropriate circumstances, and would also enable Councils to establish joint standards committees. It was also noted that the Regulations would amend the powers of standards committees to grant dispensation to Members who would otherwise be unable to take part in Authority business because of a prejudicial interest.

Members were directed to Bulletin 43 where the Standards Board indicated that further guidance had been produced on the question of "other action" in the context of local assessments. It was advised that guidance had been recently published on the Standards Board website and the report outlining this would be brought to the next meeting. The Monitoring Officer gave a very brief overview.

Members were referred to Page 6 of the Bulletin 42 in

terms of getting indemnification arrangements right. It was reported that the Monitoring Officer would ask the insurance section to confirm the position. This would be reported back at the next meeting.

In relation to Information Bulletin 43, the Committee's attention was brought to an article regarding Rossendale Council having won a Standards and Ethics Award. It was advised that this was a strong visible standards campaign with the strapline "Serious about Standards" which helped Rossendale to achieve a sustainability improved rating in its corporate assessment. It was also reported that it had seen resident satisfaction improve by 8% and an increased turn out at local elections.

RESOLVED: That the report be noted.

STC5 ANNUAL REPORT

The Board considered a report of the Strategic Director, Corporate and Policy which summarised the work of the Committee during the last Municipal Year. It was advised that the Committee met on five occasions throughout the Municipal Year and the role of the Standards Committee was outlined in the report for consideration.

It was further noted that this Municipal Year was a time of considerable change in the operation of the Committee and new legislative requirements necessitated the appointment of two additional Members which were Mr. Garner and Rev. Canon Felix who were welcomed onto the Committee. In addition, the Committee also approved the establishment of mutual arrangements with nearby authorities with regard to independent Members when necessary.

It was also noted that joint training sessions with Warrington Borough Council were carried out during the year in order to equip Members as fully as possible for dealing with local assessment. Also Standards Committee section of the Council's web site was developed and publicity was given to the work of the Committee by way of an article in Inside Halton Magazine.

It was further advised that two meetings of the Assessment Sub- Committee had been carried out which required no further action.

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

STC6 WORK PROGRAMME

The Board received a report of the Strategic Director, Corporate and Policy which sought items for a Work Programme for the next Municipal Year. The Committee was asked to give consideration to further items to be adopted as a Work Programme for the next Municipal Year and it was suggested that training and development be retained as an ongoing action, particularly as the local assessment regime became more established.

It was suggested that Members keep under review the Standards Committee (Further Provisions) Regulations 2009 which were not confirmed as yet by Government.

It was further advised that Members may also wish to consider trends emerging from the quarterly and annual returns provided to the Standards Board by Councils across the country and these were available on the Standards Board web site.

Arising from the discussion, Members queried whether there was a qualified mediator internally who could be used to provide mediation training. In response, it was noted that this would be investigated and the cost would be discovered to source this internally and externally and a report would be brought back to the Committee. It was also suggested that a brainstorming session would be beneficial with a qualified facilitator. It was suggested that a peer group could be set up with a qualified facilitator to discuss matters around Standards and using case studies. In response, it was noted that the Monitoring Officer would discuss the suggestion with the Divisional Manager responsible for Training and it would be investigated whether this idea could be weaved into the Member Development Programme.

It was further suggested that training on the Code of Conduct could be delivered on a six-monthly basis.

The Committee was advised that there was still one place available on the Standards Conference to be held in October. Members again would be asked if they were available to attend.

RESOLVED: That the report be noted.

STC7 UPDATE FROM ASSESSMENT SUB-COMMITTEE

It was reported that in order to comply with the guideline from Standards Board, of reporting back to Committee on the action that had been carried out by the Monitoring Officer within 3 months from the date of a direction from the Assessment Sub-Committee, this report could not wait until the next scheduled meeting.

The Committee received an update from the Monitoring Officer following a direction from the Assessment Sub-Committee at its meeting in April 2009 and it was noted that the complaint had now been resolved.

RESOLVED: That the report be noted.

Meeting ended at 3.55 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Tuesday, 14 April 2009 in the Council Chamber, Runcorn Town Hall

Present: Councillors G. Philbin (Chairman), P. Wallace (Vice-Chairman), R. Bryant, P. Drakeley, D. Inch, A. Lowe, P. Murray, E. Ratcliffe and K. Wainwright

Apologies for Absence: Councillors H. Howard and M. Wharton

Absence declared on Council business: None

Officers present: L. Capper, K. Cleary and J. Tully

Also in attendance: 1 x Police Licensing Officer, 3 Police Officers giving evidence, 2 x Police Officers in public area and 5 members of the public giving evidence.

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

REG30 APPLICATION TO REVIEW THE PREMISES LICENCE - BREEZES 24 - 28A WIDNES ROAD, WIDNES

Action

The Committee met to consider an application had been made by Cheshire Constabulary to review the Premises Licence of Breezes 24-28A Widnes Road Widnes.

The application contained a request that the Premises Licence be revoked and that the Designated Premises Supervisor ("DPS") be removed.

The Police where represented by Ian Seville Police Licensing Officer and called Sgt Waring, Sgt Stokes and Insp Lockie to expand on the written evidence provided by the applicant to the Premises Licence Holder and the Committee.

The premises licence holder, Dwight Anthony McLoughlin called the DPS, Kathy Tracy Bremner, John Bremner (Bar Staff), Sinead Rowe (Bar Staff) and Carrieanne Farnan to expand on the written evidence provided by him to the Committee.

The procedure to be followed was explained and the parties subsequently put their cases in accordance with it.

To assist in understanding the sequence of events the Legal Officer gave the following additional information to the Committee:

1. The bundles of documents put in by the Police and the Licence Holder were not straightforward. Consequently the nature of the various documents was explained.
2. The Police case was summarised as alleging, first, a number of specific occasions when underage drinking was found to be taking place at the premises; and secondly, an occasion (7th February 2009) when the Police were alleged to have been obstructed in the investigation of a serious assault at the premises and that the crime scene was not protected.
3. The Licence Holder was advised that the statements that he had included in his bundle of documents, in the main, comprised complaints alleging police misconduct. These allegations would not be considered by the Committee. The Licence Holder was informed that his bundle did not contain, in the main, any evidence denying the facts alleged in the Police Bundle and that he should take this into account when presenting his case.
4. The Licence Holder was further advised that a number of statements in his bundle of documents seemed to be predicated on the assumption that the Police had no right to enter the premises except with a warrant or on invitation. The police rights of entry were therefore clarified.

The Police put forward their case in support of their application and the Premises Licence Holder then put forward their case against the application made by the Police.

The Committee asked a number of questions of the parties and retired to consider the matter.

Resolved: Having considered the application made by the Police and the case put forward by the premises licence holder and his witnesses (and having taken into account all other relevant considerations) the Committee resolved that;

- (1) the premises licence be revoked; and
- (2) the DPS be removed.

The Committee found that the above determination was necessary in the interests of promoting the following licensing objectives: the prevention of harm to children and the prevention of crime and disorder.

The Committee had found the following to be the case from an evaluation of the evidence presented at the hearing:

1. On 5th December 2008 when the police visited the premises underage drinking was found to be going on as described by Mr. Seville and set out in the statements made by Sgt Waring and PC Jones.
2. Following the events of 5th December 2008 on 9th December 2008 a Licensed Premises Action Plan was

entered into by the premises licence holder and the DPS which set out certain undertakings as set out in the Police Bundle. These undertakings included measures designed to prevent underage drinking at the premises. The findings set out below demonstrate that these undertakings were not complied with.

- 3 On 21st January 2009 when the police visited the premises underage drinking was found to be going on as described by Mr. Seville and set out in the statement made by PC Jones.
- 4 On 30th January 2009 when the police visited the premises underage drinking was found to be going on as described by Mr. Seville and set out in the statement made by PC Jones.
5. On 21st February 2009 it was established that CH had been drinking at the premises while underage as detailed at pages 65 to 68 of the Police Bundle. The counter statement at page 29 of the Licence Holder Bundle was rejected by the Committee as being false (as demonstrated by a further statement made by CH made on 11th April 2009). Furthermore the statement on page 28 of the Licence Holder Bundle made by CF was rejected by the Committee as being false.
6. On 13th March 2009 when the Police visited the premises underage drinking was found to be going on as described by Mr. Seville and set out in the statement made by PCSO Leadbetter.
7. On 21st March 2009 when the police visited the premises underage drinking was found to be going on as described by Mr. Seville and set out in the report made by PCSO Edwards-Roberts.
8. On 7th February 2009 when the police visited the premises the DPS and the Premises Licence Holder were obstructive to the Police and did not assist in the preservation of a crime scene as described by Mr. Seville and set out in the statements and evidence given by Sgt Stokes and Insp Lockie.

Following the delivery of the determination to all parties the Committee made a request that the Police instigate an investigation into possible criminal offences which may have arisen from the facts surrounding the statement produced dated 11 April 2009 signed by CH and report back to the Committee in due course.

Meeting ended at 9.40 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Thursday, 14 May 2009 in the Council Chamber, Runcorn Town Hall

Present: Councillors Philbin (Chairman), Wallace (Vice-Chairman), Bryant, Howard, D. Inch, A. Lowe, Murray and E. Ratcliffe

Apologies for Absence: Councillors Drakeley and Wainwright

Absence declared on Council business: Councillor Mike Wharton

Officers present: L. Capper, K. Cleary and J. Tully

Also in attendance: Police Licensing Officer, Police Officer, The Applicant, An Interpreter and one member of the public

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

Action

REG31 APPLICATION TO VARY A PREMISES LICENCE - MIAMI
PIZZA 44 HIGH STREET RUNCORN

The Committee met to consider an application to vary the Premises Licence in respect of Miami Pizza 44 High Street Runcorn. The application requested the provision of Late Night Refreshment between the hours of 23.00 to 02.00 Sunday – Thursday and 23.00 to 04.00 Friday and Saturday.

The Police as a Responsible Authority made representations to the application and requested that conditions be attached to the Premises Licence.

The applicant Mohammed Beshaban was accompanied by Mr Mustapha who acted as an interpreter as Mr Beshaban had limited use of English language.

The Police were represented by Paul Draycott Police Licensing Officer who called P C Chris Carney to expand on the information previously provided to the applicant and the Committee.

Prior to the hearing commencing Mr Beshaban was asked to confirm that he was the current Premises Licence holder as the current Premises Licence holder was stated as Mr Shaban. Mr Beshaban confirmed that he was the current premises licence holder

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:

Having considered the application in accordance with Section 4 Licensing Act 2003 and all other relevant considerations the Committee decided the following:

1. The application is granted in part subject to conditions.
2. The terminal hours of the hours of opening of the premises shall be increased to 0200 Sundays to Thursdays and 0300 Fridays and Saturdays (“the new terminal hours”).
3. The following CCTV conditions (“the CCTV conditions”) shall apply to the premises licence to replace the existing CCTV conditions:

An effective CCTV system should be designed and installed in accordance with the Cheshire Constabulary’s CCTV guidance document called ‘CCTV in Licensed Premises – An Operational Requirement’. It must also include a colour monitor not less than 24” screen size clearly visible to customers showing them as they enter.

Premises Licence holders will need to demonstrate that their CCTV system complies with their Operational requirements. A commissioning test must be carried out with the licensing and CCTV Liaison Officers before hand over of the system and activation of the Premises Licence. The commissioning test will need to demonstrate the following:-

- a) recordings are fit for their intended purpose;
 - b) good quality images are presented to the officer in a format that can be replayed on a standard computer;
 - c) the supervisor has an understanding of the equipment/training;
 - d) management records are kept;
 - e) maintenance agreements and records are maintained;
 - f) Data Protection principles and signage are in place.
4. All seating shall be removed from the public areas of the premises between 0100 and 0200 Sundays to Thursdays and between 0200 and 0300 Fridays and Saturdays (“the seating removal condition”).
 5. No door supervisor conditions shall be imposed.

Time that the variations shall take effect

6. The CCTV conditions shall be fully implemented by 1st June 2009.

7. The new terminal hours shall come into effect on 1st June 2009 provided that the CCTV conditions have been fully complied with by that date: if the CCTV conditions shall not have been fully complied with by that date the new terminal hours shall only apply from the date when the CCTV conditions have been fully complied with.
8. The seating removal condition shall apply on and from the date that the new terminal hours come into effect.
9. The CCTV conditions shall not be fully complied with until a notice to that effect has been issued by the Licensing Authority.

Reasons for the decision and steps taken under section 35(3) (b) of the Act

10. The new terminal hours were allowed because the Police had not made out a sufficient case that the licensing objectives would be prejudiced by the grant of those hours. The applicant volunteered at the hearing to reduce the request for the terminal hours on Fridays and Saturdays from 0400 to 0300.
11. The CCTV conditions were agreed to by the applicant at the hearing. These conditions are an improved version of the existing CCTV condition. This was considered appropriate to promote the crime prevention objective.
12. The seating removal condition was agreed to by the applicant at the hearing. The effect of the seating removal condition was intended to convert the premises into takeaway premises during the hours stated in that condition. This was considered appropriate to promote the crime prevention objective.
13. No door supervisor conditions have been imposed because the Police have not demonstrated that such conditions would be either necessary or proportionate.

Meeting ended at 9.10 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 8 June 2009 in the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: Councillors Bryant and Drakeley

Absence declared on Council business: None

Officers present: L. Capper, K. Cleary and J. Tully

Also in attendance: Cheshire Police – 4 Police Officers and 1 Licensing Police Officer, Halton Borough Council – 3 Environmental Health Officers and 1 Student EHO, Warrington Borough Council – 2 Officers, Applicant – 3 persons, Members of the public – 20 and members of the press - 2

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

REG32 APPLICATION FOR A PREMISES LICENCE ON LAND AT DARESBUY

Action

The Committee met to consider 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 Council's Environment Enforcement and Building Control Division, and Warrington Borough Council (as responsible authorities)
- 3 Mr & Mrs Harris, Dr & Mrs Barlow and Mr Priestner & Miss Priestner of Higher Walton and Mr Owen of Daresbury (as interested parties)

The Committee also considered all written relevant representations from interested parties

The applicant informed the Committee that it was amending its application by seeking a grant of a premises licence limited to a three year period.

Cheshire Constabulary had not objected to the grant of a permanent licence provided that it was restricted to the August Bank Holiday Weekend in any year and did not object to the grant of a three year licence subject to conditions being imposed. 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. Certain proposals made by Cheshire Constabulary were outside the scope of the Licensing Act 2003 and were withdrawn: and others were not appropriate to the decision reached by the Committee. However, the majority of the conditions proposed by Cheshire Constabulary were accepted by the Committee.

Warrington Borough Council objected to the original application and had not proposed any conditions should a licence for a limited period be granted. Warrington Borough Council also objected to the amended application but stated that it would not object to a licence limited to one year (subject to the conditions proposed by Halton Borough Council in the printed agenda).

Halton Borough Council's Environmental Health and Building Control Division had objected to the grant of a permanent licence but proposed a number of conditions should a licence be granted for a limited period (that is, the August Bank Holiday weekend 2009). However, no objection was raised by them to the amended application subject to additional conditions that were tabled at the hearing.

Representations had been received from 148 interested parties. A further 12 representations were made by persons outside of the vicinity of the site. One representation was received which contained no address. The vicinity of the site had been determined to be the area enclosed within a radius of 1.5 miles from the site (or just over 7 square miles). The 12 persons who have submitted representations from outside the vicinity of the premises together with the person who did not provide an address were not considered to be interested parties. The representations had been placed on the application file and

copies had been forwarded to the applicant and to members of the Committee prior to the hearing. Only relevant representations were taken into account by the Committee (the Committee having determined what constituted a relevant representation from an interested party). Where a representation contained both relevant and irrelevant material only the relevant elements of the representation were taken into account. In some cases no evidence/information had been put forward to substantiate the reasons expressed and in some cases objections have been raised which are not related to the licensing objectives (for example, traffic congestion or impact on property sales) or not directly related to the premises which were the subject of the application. A number of representations objected to a permanent licence rather than a temporary licence. In a number of cases conditions were suggested by interested parties. In all cases the Committee preferred the conditions proposed by the responsible authorities.

Seven interested parties addressed the Committee in person.

At the conclusion of the hearing the Committee retired to consider the application

(a) RESOLVED: That:

- (1) having considered the application in accordance with section 4 Licensing Act 2003 and all other relevant considerations a premises licence be granted for the period beginning on 29th August 2009 and ending on 31st August 2009 in accordance with the application and operating schedule (including the documents incorporated therewith) subject to the conditions set out in the Appendix to this minute; and
- (2) the reason for the determination was that the Committee felt that the application would be consistent with the Licensing Objectives subject to being granted for a limited period and subject to these conditions. In particular, the Committee was not satisfied that the grant of a licence for a longer period was appropriate in view of the untested configuration of the licensable activities.

Appendix to Minute

Condition 1:

The Challenge 21 Proof of Age Scheme shall be

adopted both as Condition of entry and as a condition of purchasing tickets at the on-site ticket booth. A tent or other structure shall be provided, immediately adjacent to the entry gates, where checks can be carried out by Licence holder and police staff.

The operating procedures for implementing this Condition are set out in Annex 1 and constitute part of this Condition.

Reason for condition: to promote the objective of preventing crime and disorder

Condition 2:

No licensable activities shall take place unless all Public Footpaths running across the premises have been temporarily closed and suitable alternative routes that may have been identified have been displayed.

Reason for condition: to promote the objective of preventing crime and disorder

Condition 3:

All CCTV must comply with the recommendations of the Multi-Agency Planning team, and in any event shall not fall below the provisions employed at the 2008 event without prior Police agreement.

Reason for condition: to promote the objective of preventing crime and disorder

Condition 4:

There will be a final sign-off time, suitable to and set by all Responsible Authorities. This will be set by a meeting with the licence holder and Responsible authorities,

Reason for condition: to promote the objective of preventing crime and disorder

Condition 5:

The numbers of SIA registered staff and stewards and their deployment areas and times of duty shall be set by the Multi-Agency Planning Team and shall not fall below the provisions employed at the 2008 event without Police agreement.

Reason for condition: to promote the objective of preventing crime and disorder

Condition 6:

An appointed representative from the Licence Holder shall attend meetings arranged between the Police and the S.I.A.

Reason for condition: to promote the objective of preventing crime and disorder

Condition 7:

Members of the Senior Management of the Licence Holder shall attend Adversarial Briefings with senior Police staff when arranged prior to the event. Adversarial Briefings are meetings involving all agencies in order to test plans and contingencies.

Reason for condition: to promote the objective of preventing crime and disorder

(Annex to Condition 1)

Creamfields – Challenge 21

This document sets out the procedure that will be used for enforcing Challenge 21 policy whereby persons who appear to be under the age of 21 are challenged to produce ID to prove their age.

Persons who are challenged as they look under the age of 21 but who can prove they are over the age of 18 will be issued with a plastic, non-transferable wristband which they can wear throughout the event.

Operating Procedure

1. The event is promoted for 18s and over on all literature.
2. All event goers are urged to bring ID with them.
3. At the event entrances the Terms and Conditions state that only 18's and over may enter.

4. By each of the event entrances, staff will be identifying people who appear under the age of 21 and will advise them that they need to show ID proving their age so that they can enter the show. Upon showing their ID to the Challenge 21 member of staff, the customer will receive a wristband directly from that member of staff and will be able to proceed into the event. The wristband will show the bar staff that they are of legal age to purchase alcohol.
5. If someone is denied entry on the grounds of appearing under 21 without having ID to prove otherwise they will have their ticket confiscated and be advised they will not be allowed into the show.
6. If this person is under the age of 16 they will be escorted to a Welfare Facility from where their parents can be called to advise them that their child is at the event and needs collecting.
7. All staff will be briefed to continually look out for persons who appear to be under the age of 21.
8. If someone appears to be under the age of 21 and **does** have ID on them, they will be allowed into the event having first been advised of the principles of Challenge 21. They will be advised to always carry ID with them for future events and they will be issued with a coloured plastic, non-transferable wristband that they can produce when purchasing alcohol.
9. At each bar there will be signs and Challenge 21 literature explaining the need for ID if you look under 21.
10. Each Bar Manager will brief staff before the event starts about the Guidelines of Challenge 21 and the rules that are being implemented at the event.
11. All Security at each bar area will also be briefed to prevent those looking under the age of 21 who do not have a wristband from entering into the bar queuing lanes.

Condition 8:

All activities, structures, stages and facilities shall be positioned in the fields numbered 9238, 6842, 0064 and 8868 and sited in the position indicated in the plan submitted with this application dated 14/04/2009. No changes shall be made to this indicative siting without prior permission in writing from the Operational Director (Environment & Regulatory Services) or the Divisional Manager (Environmental Health, Building Control & Enforcement).

Reason for condition: to promote the objective of preventing public nuisance

Condition 9:

The licensable activities, with the exception of late night refreshment, applied for namely films, live music, recorded music, performance of dance, dancing and the supply of alcohol shall be restricted to the areas indicated in fields labelled 9238, 6842, 0064 and 8868

Reason for condition: to promote the objective of preventing public nuisance

Condition 10:

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 i.e. 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.

Reason for condition: to promote the objective of preventing public nuisance

Condition 11:

The Music Noise Level (MNL) shall not exceed 65dB LAeq (15 min) 1 metre from the façade of any noise sensitive premises prior to 23:00 hours.

Reason for condition: to promote the objective of preventing public nuisance

Condition 12:

After 23:00 hours music noise levels 10m from the mixer desk in each marquee including any concessionary (marquees) shall not exceed 95dBLAeq (15 min).

Reason for condition: to promote the objective of preventing public nuisance

Condition 13:

The sound systems associated with each ride on the fairground shall not be operated after 23:00 hours

Reason for condition: to promote the objective of preventing public nuisance

Condition 14:

Music noise levels from the main stage shall not exceed 98dBLAeq(15 min) at a position 40 metres from the main speakers.

Reason for condition: to promote the objective of preventing public nuisance

Condition 15:

The use of main stage shall finish at 23:00 hours.

Reason for condition: to promote the objective of preventing public nuisance

Condition 16:

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.

Reason for condition: to promote the objective of preventing public nuisance

Condition 17:

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.

Reason for condition: to promote the objective of preventing public nuisance

Condition 18:

The licence holder shall submit a noise management plan to the Divisional Manager (Environmental Health, Building Control & Enforcement) no later than 28 days before the commencement of the event.

Reason for condition: to promote the objective of preventing public nuisance

Condition 19:

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).

Reason for condition: to promote the objective of preventing public nuisance

Condition 20:

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 .

Reason for condition: to promote the objective of preventing public nuisance

Condition 21:

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.

Reason for condition: to promote the objective of preventing public nuisance

Condition 22:

All 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.

Reason for condition: to promote the objective of promoting public safety

Condition 23:

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.

Reason for condition: to promote the objective of promoting public safety

Condition 24:

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.
- the names and addresses of all authorised food vendors and any sub contractor vendors including those catering for site crew, artists, performers, technical crews etc, present onsite prior to, during and after the Festival together with the nature of their operation at the earliest available time but within a minimum of 10 working days prior to the opening of the event to the public.
- Details of each proposed "Food Market Area" including location and name and address of individual traders at the earliest available time but within a minimum of 10 working days prior to the opening of the event to the public.
- the Licensee shall ensure that all traders are reminded of the need to comply with current Food Hygiene and Food Safety Legislation.

Reason for condition: to promote the objective of promoting public safety

Condition 25:

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 details of any vendors proposing to offer acupuncture, tattooing semi permanent skin-colouring, cosmetic piercing and electrolysis on the licensed site. The license holder shall not permit such activities from stalls or by vendors who have not been registered with the council and comply with the Local Government (Miscellaneous Provisions) Act 1982 Part VIII.

Reason for condition: to promote the objective of promoting public safety

Condition 26:

Any subsequent changes must be notified to the Licensing Authority by telephone and confirmed in writing as soon as possible thereafter.

Reason for condition: to promote the objective of promoting public safety

Condition 27:

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.

Reason for condition: to promote the objective of promoting public safety

Condition 28:

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.

Reason for condition: to promote the objective of promoting public safety

Condition 29:

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.

Reason for condition: to promote the objective of promoting public safety

Condition 30:

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.

Reason for condition: to promote the objective of promoting public safety

Condition 31:

The licence holder shall comply in all respects with the operating schedule except as varied by these conditions.

Reason for condition: For completeness in the interests of achieving the licensing objectives

Condition 32:

32.1 The extent of the premises shall be determined by the red line attached to Plan 1 attached to the premises licence;

32.2 Plan 2 attached to the premises licence shall determine the position of the objects and temporary structures therein shown;

32.3 Plan 3 and Plan 4 attached to the premises licence were submitted with the application and shall be interpreted as expressing the same information as contained in the abovementioned Plan 2.

Reason for condition: to clarify ambiguities in the plans submitted with the application.

Condition 33

Full details of the of the numbers of people attending the event over the August Bank Holiday weekend 2009 (as determined by the recording system agreed by Cheshire Constabulary) shall be reported to the Licensing Authority by the licence holder on or before 1st October 2009.

(b)

Reason for condition: To validate the number of persons attending the event to ensure compliance with this element of the operating schedule

Note that mandatory conditions apply automatically.



Meeting ended at 11.45 p.m.